AGENDA

CITY OF HALF MOON BAY
PLANNING COMMISSION

TUESDAY, DECEMBER 10, 2019
7:00 PM

Half Moon Bay EOC
537 Kelly Ave.
Half Moon Bay, CA 94019

Brian Holt, Chair
James Benjamin, Vice Chair
Sara Polgar, Planning Commissioner
Steve Ruddock, Planning Commissioner
Rick Hernandez, Planning Commissioner

This agenda contains a brief description of each item to be considered. Those wishing to address the Planning Commission on any matter not listed on the Agenda, but within the jurisdiction of the Planning Commission to resolve, may come forward to the podium during the Public Forum portion of the Agenda and will have a maximum of three minutes to discuss their item. Those wishing to speak on an agenda item are asked to fill out a speaker card. Speaker(s) will be called forward at the appropriate time during the agenda item in consideration.

Please Note: Please Provide a Copy of Prepared Presentations to the Clerk

Copies of written documentation relating to each item of business on the Agenda are on file in the Office of the City Clerk at City Hall and the Half Moon Bay Library where they are available for public inspection. If requested, the agenda shall be available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132.) Information may be obtained by calling 650-726-8271.

In compliance with the Americans with Disabilities Act, special assistance for participation in this meeting can be obtained by contacting the City Clerk’s Office at 650-726-8271. A 48-hour notification will enable the City to make reasonable accommodations to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

http://hmbcity.com/

MEETING WILL CONCLUDE BY 10:30 PM UNLESS OTHERWISE EXTENDED BY SIMPLE MAJORITY VOTE OF THE PLANNING COMMISSION.
PLEDGE OF ALLEGIANCE AND ROLL CALL

APPROVAL OF MINUTES

Minutes 11.12.2019
Minutes - 11.12.2019

PUBLIC COMMENT

1. PUBLIC HEARING ITEMS

1.A
City File: PDP-19-102
Location: Citywide
Applicant: City of Half Moon Bay
Description: Amendments to the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, comprising the Local Coastal Implementation Plan, to comply with State law by amending Chapter 18.33 Accessory Dwelling Units. Additional code amendments related to implementation of the amended Accessory Dwelling Unit (ADU) Chapter are included with this ordinance
STAFF REPORT
ATTACHMENT 1 - Resolution
ATTACHMENT 2 - Ordinance

1.B
City File: PDP-19-101
Location: Citywide
Applicant: City of Half Moon Bay
Description: Amendments to the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, part of the Local Coastal Implementation Plan, to amend use provisions in the City’s mixed-use Zoning Districts including the Commercial-Downtown (C-D), Commercial-Residential (C-R), Commercial-Visitor Serving (C-VS), and Commercial-General (C-G) Districts; and to update the City’s parking requirements for commercial, mixed-use (commercial and residential), and multi-family residential development in the C-D and C-R Zoning Districts.
STAFF REPORT

ATTACHMENT 1 - Resolution

ATTACHMENT 2 - Ordinance

ATTACHMENT 3 - CC 2019 Emergency Interim Ordinance

ATTACHMENT 4 - 2019 Downtown Parking Occupancy Survey Summary

DIRECTOR'S REPORT

PLANNING COMMISSION COMMUNICATIONS

ADJOURNMENT
Chair Holt called the meeting to order at 7:04 PM

PRESENT: Chair Holt, Commissioner Benjamin, Polgar and Ruddock
ABSENT: Commissioner Hernandez

PLEDGE OF ALLEGIANCE AND ROLL CALL
Chair Holt led the Pledge of Allegiance.

APPROVAL OF MINUTES
Minutes: October 22, 2019
M/S: Benjamin/Polgar

PUBLIC COMMENT
None

PUBLIC HEARING ITEM

1.A
PROJECT DESCRIPTION: Coastal Development Permit, Use Permit and Parking Exception to allow a workforce development center, to be operated by Abundant Grace, a local nonprofit organization. Proposed site improvements include new landscaping, reconfiguration of parking and other minor improvements.
CITY FILE NUMBER: PDP-19-085
LOCATION: 515 Kelly Avenue
APPLICANT: Abundant Grace / Eric DeBode
APN: 056-150-160
PROJECT PLANNER: Douglas Garrison, 650-712-5836; dgarrison@hmbcity.com
Doug Garrison, Senior Planner; presented project to the Planning Commission which covered a description of the use and an overview of the project plans.

Winter King, Deputy City Attorney, gave an overview of Megan’s Law.

Planning Commission Clarifying Questions:
Q: Is the applicant not the property owner?
A: The property owner signed the planning permit application providing for Abundant Grace to pursue the permits as the applicant.
Q: What are the actual hours of operations? What days of week open?
A: Need to be clarified and changes in the conditions. Not meant to condition # of days clarified work S, M, TH F, off Tuesdays and Saturdays.

Eric DeBode, applicant reviewed the current operations of Abundances Grace and the proposed use of 515 Kelly Avenue.

Planning Commission Questions for the Applicant
Q: How will Abundant Grace address the concerns about the school proximately and children nearby?
A: The applicant described that he has met with and reviewed the proposed plan with the San Mateo County Sheriff.
Q: There are currently 15-20 people you work with, will that number grow over time?
A: The applicant explained that the Coastal Clean-up Team is 5 people and Farm team is 10-12 people, not looking to ever get significantly larger than current numbers, budget also doesn’t allow.
Q: What sort of counseling?
A: Career counseling and case management

PUBLIC COMMENT
1) Jason Silva, resident – excited about this project; expressed personal empathy for the homeless; integration is much better and adds value to our community.
2) Meta Townsley – Cunha parent and is on the Abundance Grace board. Homelessness is not an identity; it is an experience.
3) Clint Miller, supports project
4) Ellen Clark, 16 year resident – noted that has seen homelessness in Half Moon Bay. This project is well worth the investment.
5) John Ahlbach, former teacher; referred to the workers as conscientious; also impressed with sense of humor.
6) John Mosley, El Granada Resident – Served on the school board for 8 years; why wouldn’t we want to have a facility that supports homeless on Kelly. Explained that Cunha benefits from a centralized location that interfaces with the City.
Planning Commission Clarifying Questions and Comments
Planning Commissions job is to assess compliance of projects.

• Happy with staff analysis; supportive of the concept of the dignity of work
• Respectful and sensitive to the parents with kids at middle school and there concerns
• Clarified that the building lighting will be directed downward.
• Supportive of adding the conditions of new gate and cameras to outside
• Project carries risks – including some that are unforeseeable
• Hours of operations are substantially longer than others in this area
• Being mindful of Cabrillo Unified School District – challenge is on the applicant to show how well it could work in the neighborhood
• Clarified that the director arrives onsite at 7:00am; staff arrives shortly after and by 8:00am visitors arrive.

M/S Benjamin/Ruddock
Motion made as written in the staff report with the additional conditions:

Exhibit B, 2a – Gate: Prior to commencement of operations an additional gate shall be installed on the southeastern side of the property. The purpose of the gate will be to restrict access from Kelly Avenue to the area along side of the mail building (east side of site). The location of the gate shall be shown on building permit plans. This gate shall be locked when facility is closed and unstaffed.

Exhibit D, 1 – Hours of Operation: The facility shall not be operated outside of the hours of 6:00am and 8:00pm. The Community Development Director may approve minor modifications to these hours to reduce conflicts with neighboring uses or to accommodate unanticipated program changes. Hours may be extended by the Community Development Director for up to three additional hours per day, but not beyond 11:00PM, for limited duration, not to exceed 3 days per week. Additional security measures of staffing may be required by the City.

Exhibit E, 5 – Security Cameras: Prior to commencement of operations, video monitoring cameras shall be installed that provide coverage of outdoor access and gathering areas.

VOTE: 4-0; Absent: Commissioner Hernandez

DIRECTOR REPORT

PLANNING COMMISSION COMMUNICATIONS

ADJOURNMENT
Meeting adjourned by 8:35pm by Chair Holt

Respectfully Submitted:                                            Approved:

______________________________________________________________
Bridget Jett, Planning Analyst                                         Brian Holt, Chair
MEMORANDUM

For meeting of: December 10, 2019

To: Chair Holt and Planning Commission

From: Jill Ekas, Director of Community Development
Sara Clark, Deputy City Attorney

TITLE: PROPOSED AMENDMENTS TO CITY ORDINANCE REGULATING ACCESSORY DWELLING UNITS

RECOMMENDATION:
Adopt the attached resolution recommending approval of the draft ordinance regulating accessory dwelling units to City Council (Attachments 1 and 2). For this action, the Planning Commission should review the draft ordinance, staff report and presentation, and consider community input.

BACKGROUND:
On September 4, 2018, the City Council adopted a revised accessory dwelling unit (ADU) ordinance (codified as Chapter 18.33 of the municipal code). Enabled by the 2018 ordinance, interest in and permit activity for ADUs has been high in 2019. This year the City issued 23 Measure D certificates and 13 building permits for ADUs. In previous years, about 3 ADUs per year were in construction. Staff believes that the City’s current ordinance is working as intended, to encourage production of ADUs while mitigating potential neighborhood impacts.

Nevertheless, the state enacted significant changes to Government Code section 65852.2 and related statutes in the 2019 legislative session. These changes are primarily aimed to further streamline permitting and construction of ADUs. Both the Legislature and the Governor view ADUs as an important tool to address the housing crisis. The primary new requirements are as follows:

Government Code Section 65852.2 (modified by AB 881, AB 68, and SB 13)

- Cities are required to permit four types of “streamlined” ADUs so long as basic minimum requirements are met. These include ADUs that are within existing single-family residences, accessory structures, or certain multifamily spaces, and certain detached ADUs on both single-family and multi-family lots. They also include junior accessory dwelling units (JADUs), which must be within existing living space and smaller than 500 square feet, but can share a bathroom with the primary residence. Short-term rentals must be prohibited in all streamlined units.
• Cities are allowed to impose some additional development standards and requirements on all other ADUs. However, state law limits cities’ ability to impose most setback and parking requirements, and constrains application of other standards relating to floor area ratios, site coverage, and lot size.
• Processing time must be limited to 60 days and impact fees are either eliminated or reduced.
• Cities are no longer permitted to impose owner occupancy restrictions, except in JADUs. These provisions sunset on January 1, 2025.

Civil Code Section 4751 (AB 670)
• Homeowner’s associations can no longer prohibit or unreasonably restrict development of ADUs.

Government Code Section 65852.26 (AB 587)
• Cities must allow separate sale of ADUs, but only when certain stringent requirements are met. This provision is intended to facilitate separate conveyance of deed restricted affordable housing from a qualified non-profit corporation.

Under the amendments to Section 65852.2, the City’s existing ADU ordinance will be null and void as of January 1, 2020. As in 2018, the City can adopt a “compliant” ordinance to reimpose some city-specific development standards on ADUs. However, the new state laws significantly reduce the policy choices available to the city. As a result, the proposed draft ordinance is primarily based on the new regulations imposed by state law. The few areas in which the Planning Commission and City Council can ultimate exercise their policy discretion are discussed below.

DISCUSSION:
The proposed ordinance attempts to accomplish two goals: (1) where permitted, it retains the requirements and structure of the City’s existing code; and (2) where required, it brings the code into compliance with the new state law.

Coastal Act Modifications
State law still allows cities within the coastal zone to modify their ADU ordinances where necessary to avoid conflicts with the Coastal Act. The proposed ordinance contains four such modifications:
1. The ordinance maintains ADU parking requirements for certain areas west of Highway 1 that are heavily used for coastal access parking.
2. The ordinance continues to require applicants to obtain a coastal development permit, though the ordinance retains the streamlining previously developed in this section, which provides for administrative review by the Community Development Director.
3. The ordinance continues to require applicants to obtain a Measure D certificate.
4. Finally, the ordinance does not permit ADUs within the Open Space Reserve (OS-R) and Urban Reserve (U-R) zoning districts. The City’s LCP limits residential development in
these districts for as long as possible to protect coastal resources; prohibiting ADUs is necessary to accomplish that goal. However, the proposed ordinance does allow certain ADUs in the Planned Unit Development districts if they are wholly within existing structures or involve an addition of no more than 150 square feet to an existing accessory structure. Modifications to state law—including the expansion of streamlined accessory dwelling unit categories in Government Code Section 65852.2(e) and the elimination of HOA restrictions in Civil Code Section 4751—have made clear that the City is required to allow ADUs within these residential neighborhoods unless a prohibition is required to protect Coastal Act resources. Allowing ADUs within existing structures in the Planned Unit Development districts, but continuing to prohibit new attached or detached units appears to appropriately balance the requirements both the state ADU law and the Coastal Act.

*Streamlined ADUs*

Under the existing code, the City offered streamlined processing to one type of ADUs – those wholly within existing space in a single-family residence or accessory structure. Under the new state law, this category will be expanded to four types of streamlined ADUs, as follows:
Streamlined ADUs

<table>
<thead>
<tr>
<th>Single Family Dwelling (SF)</th>
<th>Multi-Family (MF)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>“Within Existing Space”</strong></td>
<td><strong>“Non-livable Space Conversion”</strong></td>
</tr>
<tr>
<td>• 1 ADU or JADU</td>
<td>• At least 1 ADU, and up to 25 percent of existing units in MF dwelling</td>
</tr>
<tr>
<td>• Lot with existing or proposed SF dwelling</td>
<td>• Existing MF dwelling</td>
</tr>
<tr>
<td>• Within existing or proposed space, or within an expansion of accessory structure up to 150 sq. ft., if expansion is to accommodate ingress or egress</td>
<td>• ADU is within existing, non-livable space (i.e., storage rooms, boiler rooms, passageways, attics, basements, garages)</td>
</tr>
<tr>
<td>• Direct exterior access</td>
<td>• Complies with state building standards for dwellings.</td>
</tr>
<tr>
<td>• Setbacks sufficient for fire safety</td>
<td></td>
</tr>
<tr>
<td>• If JADU, meets requirements in 65852.22 (&lt;500 sq. ft., conversion of existing bedroom, connected to primary residence, kitchen facilities, shared bathroom okay, owner occupancy restrictions)</td>
<td></td>
</tr>
<tr>
<td><strong>“New Detached”</strong></td>
<td><strong>“New Detached”</strong></td>
</tr>
<tr>
<td>• 1 ADU</td>
<td>• Up to 2 ADUs</td>
</tr>
<tr>
<td>• Lot with existing or proposed SF dwelling</td>
<td>• Lot with existing MF dwelling</td>
</tr>
<tr>
<td>• Detached</td>
<td>• Detached</td>
</tr>
<tr>
<td>• New construction</td>
<td>• 16 ft. height limit</td>
</tr>
<tr>
<td>• Meets 4-foot side and rear yard setbacks</td>
<td>• Meets 4-foot side and rear yard setbacks</td>
</tr>
<tr>
<td>• Okay if primary already has JADU</td>
<td></td>
</tr>
<tr>
<td>• <strong>800 sq. ft. max</strong></td>
<td></td>
</tr>
<tr>
<td>• <strong>16 ft. height limit</strong></td>
<td></td>
</tr>
</tbody>
</table>

For all four categories:

- Within residential or mixed-use zone
- Must prohibit short-term rentals
- City cannot require correction of non-conforming conditions
- City cannot require parking
- If on-site water treatment system, City can require certain percolation tests

For these units, the only area of City discretion is under detached ADUs on single-family lots. For those, the City can elect to impose square footage and height limitations as indicated in bold italics above; the draft ordinance imposes these requirements.

**All other ADUs**

For all other ADUs, the proposed ordinance imposes the City’s typical development standards, including those for building heights, setbacks, site coverage, floor area ratio, and building envelopes. However, state law requires certain modifications, which are incorporated into the proposed ordinance:

- The City is not permitted to impose any setbacks on existing structures being converted into an ADU or replacements of existing structures with an ADU of the same dimensions
and location. For new construction, the City is not permitted to impose a side or rear yard setback greater than 4 feet.

- The City cannot impose building envelope requirements, floor area ratios, or site coverage requirements that would reduce the site of a permitted ADU below 16 feet in height or 800 square feet in gross floor area.
- The City cannot set a maximum size of less than 850 square feet (for studio or one-bedroom units) or 1,000 square feet (for two or more bedroom units). If desired, the City could set a greater maximum size, potentially up to 1,200 square feet.

**Processing**
Under the proposed ordinance, ADU application processing will remain similar, except the City will attempt to comply with the new sixty-day deadline (except where Coastal Act compliance makes achievement of the deadline impossible). ADUs (including junior accessory dwelling units) will still be required to obtain Measure D certificates; most ADUs will still require administrative coastal development permits (CDPs).

**Owner Occupancy**
Until January 1, 2025, the City can no longer impose owner-occupancy requirements on ADUs. We have confirmed with the California Department of Housing and Community Development that the declaration of restrictions imposed on existing ADUs can remain in force. The proposed ordinance therefore clarifies that such declarations of restrictions remain valid.

**Impact Fees**
State law now prohibits cities from imposing impact fees on ADUs that are smaller than 750 square feet. For ADUs that are greater than 750 square feet, the fees must be proportional to the size of the primary unit. The proposed ordinance reflects this requirement.

The Planning Commission could also consider recommending modifications to Measure D certificate fees in line with state law. These fees were waived by City Council when the new ordinance was adopted in 2018. Because the new state law allows much larger units, which are subject to impact fees, it may be consistent to also charge for Measure D certificate for units larger than 750 square feet.

**Summary.**
Staff recommends that the Planning Commission review the draft ordinance, consider community input, and adopt the attached resolution recommending approval of the ordinance to City Council (Attachment 1). The Planning Commission’s recommendation will be brought forward to City Council in early 2020.

**CEQA**
The proposed code amendments are exempt from CEQA under Public Resources Code § 21080.17, as they implement the provisions of Government Code § 65852.2.
ATTACHMENTS:
Attachment 1 – Resolution Recommending Approval of Ordinance
Attachment 2 – Proposed Ordinance
PLANNING COMMISSION RESOLUTION P-19-__
RESOLUTION FOR RECOMMENDATION TO CITY COUNCIL
PDP-19-102

Amendments to the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, comprising the Local Coastal Implementation Plan, to comply with State law by amending Chapter 18.33 Accessory Dwelling Units and other related sections of the Zoning Ordinance.

WHEREAS, the State of California enacted changes to Government Code 65852.2 to impose specific requirements on local government regulation of accessory dwelling units (ADUs), which will become effective on January 1, 2020; and

WHEREAS, the California Coastal Commission issued memos on April 18, 2017 and November 20, 2017 to provide guidance to jurisdictions located within the California Coastal Zone for implementing amendments to their Local Coastal Programs (LCPs) to be consistent with Government Code 65852.2; and

WHEREAS, the City of Half Moon Bay, which is located fully within the Coastal Zone, seeks to revise its regulations as they pertain to accessory dwelling units (ADUs) in order for them to be consistent with Government Code Section 65852.2 and the California Coastal Act, pursuant to the Coastal Commission guidance; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing to consider amendments to Chapter 18.33 and other related code sections (“ADU Ordinance Amendment”) on December 10, 2019, at which time all those desiring to be heard on the matter were given an opportunity to be heard; and

WHEREAS, the Planning Commission considered all written and oral testimony presented for their consideration; and

WHEREAS, the Planning Commission has found the ADU Ordinance Amendment to be consistent with Government Code Section 65852.2 and the Coastal Act in so far as the ADU Ordinance Amendment attempts to comply with the standards in Section 65852.2 to the greatest extent feasible while including several limited modifications to protect coastal resources, as described in the draft City Council Ordinance; and

WHEREAS, the Planning Commission has found that the ADU Ordinance Amendment is consistent with the City’s Local Coastal Land Use Plan, in that it includes mechanisms to ensure protection of coastal resources and requires ADUs to comply with the Plan’s limitations on residential growth; and
WHEREAS, the Planning Commission has found that the ADU Ordinance Amendment is consistent with the City’s Housing Element, which contains a policy to “encourage the development of affordable second units,” because the Amendment is intended to reduce barriers to the creation of ADUs;

WHEREAS, documents and other material constituting the record of the proceedings upon which the City’s decision and its findings are based are located at the City of Half Moon Bay Community Development Department, located at 501 Main Street, Half Moon Bay; and

WHEREAS, the ADU Zoning Amendment is exempt from the California Environmental Quality Act under Public Resources Code § 21080.17, which provides an exemption for amendments that implement the provisions of Government Code § 65852.2; and

WHEREAS, the Planning Commission has made the required findings for approval for the project, as set forth herein and in the draft City Council Ordinance;

NOW, THEREFORE, BE IT RESOLVED the Planning Commission of the City of Half Moon Bay, as the Advisory Body to the City Council, does hereby resolve and recommend that the City Council approve PDP-19-102, to amend the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, comprising the Local Coastal Implementation Plan, to comply with State law by amending Chapter 18.33 Accessory Dwelling Units and other related sections of the Zoning Ordinance.

THIS RESOLUTION AND RECOMMENDATION PASSED AND ADOPTED by the City of Half Moon Bay Planning Commission at a duly noticed public hearing held on December 10, 2019, by the following vote:

AYES, 
NOES, 
ABSENT, 
ABSTAIN,

ATTEST: 

__________________________________________  
Jill Ekas, 
Community Development Director

APPROVED: 

__________________________________________  
Brian Holt, Chair
The City Council of the City of Half Moon Bay Does Ordain As Follows:

Section 1. Findings. The City Council of the City of Half Moon Bay hereby amends Chapter 18.33 “Accessory Dwelling Units” and related provisions of the Zoning and Subdivision Titles of the Half Moon Bay Municipal Code (“ADU Ordinance Amendment”). The City Council finds and declares as follows:

(a) The State of California recently enacted changes to Government Code section 65852.2 to impose specific requirements on local government regulation of accessory dwelling units (ADUs), which became effective on January 1, 2020; and

(b) The California Coastal Commission issued memos on April 18, 2017 and November 20, 2017 to provide guidance to jurisdictions located within the California Coastal Zone for implementing amendments to their Local Coastal Programs (LCPs) to be consistent with revised Government Code section 65852.2; and

(c) The City of Half Moon Bay, which is located fully within the Coastal Zone, seeks to revise its regulations as they pertain to ADUs for them to be consistent with Government Code section 65852.2 and the California Coastal Act, pursuant to the Coastal Commission guidance; and

(d) ADUs provide a community benefit by expanding the number and type of residential facilities available and assist ADU owners by providing additional affordable space for housing family or friend and/or revenue that may be used for maintenance, upgrades and other costs; and

(e) If not regulated, ADUs can create nuisances such as overcrowding, illegal vehicle parking, and traffic-flow disruptions. The restrictions of the ADU Ordinance Amendment are necessary to prevent a burden on City services and potential adverse impacts on residential neighborhoods posed by ADUs; and

(f) The Planning Commission conducted a duly noticed public hearing on the ADU Ordinance Amendment on December 10, 2019, at which time all those desiring to be heard on the matter were given an opportunity to be heard, and recommended the proposed ADU Ordinance Amendment for adoption by the City Council; and

(g) The ADU Ordinance Amendment is consistent with Government Code section 65852.2 and the Coastal Act in so far as it attempts to comply with the standards in
section 65852.2 to the greatest extent feasible while including several limited modifications to protect coastal resources; and

(h) Requiring ADUs to provide ADU and replacement parking within certain neighborhoods adjacent to publicly accessible beaches will protect coastal act resources, namely coastal access; and

(i) Requiring ADUs to comply with Measure D, while eliminating Measure D fees and modifying the allocation of points for ADUs, is consistent with the City’s LCP, which includes residential growth allocations to protect coastal resources; and

(j) Requiring ADUs to obtain administrative coastal development permits, subject to limited exemptions enacted as part of the ADU Ordinance Amendment, is necessary to implement the California Coastal Act, as explained in the coastal commission guidance; and

(k) Prohibiting ADUs in the Open Space Reserve (OS-R) and Urban Reserve (U-R) zoning districts is necessary to support the City’s LCP, which is intended to limit residential development in these districts for as long as possible; and

(l) Limiting ADUs in the Planned Unit Development (PUD and PUD-X) zoning districts to units within existing structures is necessary to support the City’s LCP, which identifies these areas for visual resource protection; and

(m) The ADU Ordinance Amendment is consistent with the City’s Local Coastal Land Use Plan, in that it includes mechanisms to ensure protection of coastal resources and requires ADUs to comply with the Plan’s limitations on residential growth; and

(n) The ADU Ordinance Amendment is consistent with the City’s Housing Element, which contains a policy to “encourage the development of affordable second units,” because the ADU Ordinance Amendment is intended to reduce barriers to the creation of ADUs.

Section 2. Amendments. The following sections of the Municipal Code are amended as specified below and in Attachment A. Attachment A generally shows additions with underlined text and deletions with strike out text.

<table>
<thead>
<tr>
<th>Municipal Code Provision</th>
<th>Action</th>
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<tbody>
<tr>
<td>Chapter 18.33</td>
<td>Amendments as shown in Attachment A</td>
</tr>
<tr>
<td>Section 18.02.040</td>
<td>Amendments as shown in Attachment A</td>
</tr>
<tr>
<td>Section 18.06.050</td>
<td>Amendments as shown in Attachment A</td>
</tr>
</tbody>
</table>

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent
jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

**Section 4. CEQA.** The City Council finds that the Ordinance is exempt from CEQA under Public Resources Code section 21080.17, as it implements the provisions of Government Code section 65852.2, as well as CEQA Guidelines sections 15305 (minor alterations to land use limitations) and 15061(b)(3) (common sense exemption).

**Section 5. Publication.** The City Clerk of the City of Half Moon Bay is hereby directed to publish this Ordinance pursuant to Government Code section 36933.

**Section 6. Effective date.** This Ordinance shall take effect and be in force on the thirtieth (30th) day from and after its final passage.

**INTRODUCED** at a regular meeting of the City Council of the City of Half Moon Bay, California, held on the ______ of _________, 2020.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Half Moon Bay, California, held on the____ of _________, 2020, by the following vote:

Ayes, Councilmembers: ________________________________
Noes, Councilmembers: ________________________________
Absent, Councilmembers: ________________________________
Abstain, Councilmembers: ________________________________

**ATTEST:** ________________________________

**APPROVED:** ________________________________, Mayor

__________________________
Jessica Blair, City Clerk
Chapter 18.33
ACCESSORY DWELLING UNITS

18.33.010 Purpose.
The purpose of this chapter is to:
A. Increase the supply of smaller units and rental housing units by allowing accessory dwelling units to locate on lots which contain an existing or proposed single-family dwellings and existing two-family and multifamily dwellings;
B. Establish standards for accessory dwelling units to ensure that they are compatible with existing neighborhoods; and
C. Comply with state law regarding accessory dwelling units (California Government Code Sections 65852.2 and 65852.22) and the California Coastal Act (California Public Resources Code Sections 30000 through 30900).

18.33.020 Review and approval.
A. Accessory Dwelling Unit Applications. Accessory dwelling unit applications, including applications for junior accessory dwelling units, shall be submitted to and processed by the community development director as follows:
   1. Residential Dwelling Unit Allocation. Accessory dwelling units require a residential dwelling unit allocation pursuant to Chapters 17.06 and 18.04; provided, that no processing fee pursuant to Section 17.06.040 shall be required.
   2. Coastal Development Permit. All accessory dwelling units shall conform to Chapter 18.20, as provided below.
      a. An wholly within existing development accessory dwelling unit that is wholly within an existing single-family dwelling, as defined in Section 18.33.030, that does not involve the removal or replacement of major structural components (e.g., roofs, exterior walls, foundations), and that does not change the size of the structure or intensity of use, does not constitute “development” as defined in Public Resources Code Section 30106 and Section 18.20.020(C) and does not require a coastal development permit. A wholly within existing development accessory dwelling unit changes the intensity of use if it primarily involves the creation of new habitable space.
      b. An accessory dwelling unit that is contained within or attached to an existing single-family dwelling unit or accessory structure and that does not change the intensity of use or expand the floor area, height, or bulk of the existing unit or structure by more than ten percent is exempt from the requirement to secure approval of a coastal development permit pursuant to Public Resources Code Section 30610(a) or, for existing guest houses, Section 30610(b). An accessory dwelling unit changes the intensity of use if it primarily involves the creation of new habitable space. This exemption shall not be granted if one or more of the criteria in Subchapter 7, Title 14, Section 13250(b) or, for existing guest houses, Section 13253(b) of the California Code of Regulations, as may be amended from time to time, are met. If any criteria are met, the applicant shall obtain a
coastal development permit pursuant to Chapter 18.20 rather than an administrative coastal development permit pursuant to Section 18.33.020 (A)(2)(c)this section.

c. Any other accessory dwelling unit shall obtain an administrative coastal development permit, as defined in Public Resources Code Section 30624. Such an administrative coastal development permit shall be processed as a “local coastal development permit” per Chapter 18.20 except:
   i. The community development director is the approval authority for an administrative coastal development permit;
   ii. The city shall not be required to publish any notice in a newspaper; and
   iii. Any administrative coastal development permit issued by the community development director shall be listed on the planning commission and city council agendas at their first scheduled meetings after the permit is issued. If, at either meeting, one-third of the planning commission or city council so request, the permit issued by the community development director shall not go into effect and the applicant shall instead obtain a coastal development permit pursuant to Chapter 18.20. Administrative coastal development permits shall not become effective until after the planning commission and city council have had an opportunity to complete this review.

d. No hearing shall be required for the issuance of the administrative coastal development permit, the issuance of a standard coastal development permit pursuant to Chapter 18.20, or any appeal, for any accessory dwelling unit.

e. The accessory dwelling unit shall comply with any existing coastal development permit issued for the property.

3. Building Permit. Accessory dwelling units require a building permit issued in conformance with this code, including Section 17.06.050.

4. Unless otherwise required by the Coastal Act, the community development director shall act on all required permits within one hundred and twenty-six days of receipt of a complete application.

B. Noncompliant Proposals. If the requirements in this chapter are not met, the proposed accessory dwelling unit or junior accessory dwelling unit cannot be approved under this chapter. Notwithstanding the foregoing, applicants may seek approval of the unit, addition, or renovation under the city’s generally applicable standards and procedures, including a variance pursuant to Chapter 18.23.

C. Conversion of Existing Residence. An existing residence, in conformance with the above regulations, may be converted to an accessory dwelling unit in conjunction with development of a new primary dwelling unit.

D. Existing Accessory Dwelling Unit. An existing accessory dwelling unit or junior accessory dwelling unit may be enlarged or modified only in accordance with the requirements of this section.

E. Density. To the extent required by California Government Code Section 65852.2, an accessory dwelling unit or junior accessory dwelling unit built in conformance with
F. General Plan and Zoning Designations. Accessory dwelling units and junior accessory dwelling units approved in compliance with this chapter are a residential use that is consistent with the city’s general plan, local coastal land use plan, and zoning ordinance.

18.33.030 Standards for wholly within existing development accessory dwelling units/streamlined accessory dwelling units.

Pursuant to California Government Code Section 65852.2(e), the City shall approve the following streamlined accessory dwelling units if the specified development standards and use restrictions are met:

A. Standards Applicable to All Streamlined Accessory Dwelling Units and Junior Accessory Dwelling Unit.

1. The accessory dwelling unit or junior accessory dwelling unit complies with applicable building codes and health and safety regulations; however, the accessory dwelling unit or junior accessory dwelling unit is not required to provide fire sprinklers if fire sprinklers are not required for the single-family dwelling.

2. The accessory dwelling unit or junior accessory dwelling unit may be rented in full or in part for the purpose of overnight lodging for terms of thirty or more consecutive days, but it shall not be rented for overnight lodging for shorter terms or subleased. Neither the single-family dwelling nor the accessory dwelling unit or junior accessory dwelling unit shall be sold or otherwise conveyed separately from the other unit, except pursuant to California Government Code Section 65852.26.

3. If the accessory dwelling unit or junior accessory dwelling unit will be connected to an onsite water treatment system, the applicant may be required to submit a percolation test completed within the last five years, or if the percolation test has been recertified, within the last ten years.

BA. Within Existing Space (Single-Family) – ADUs and JADUs

1. The accessory dwelling unit is located in an R-1, R-2, R-3, C-D, C-R, C-VS, or C-G, PUD, or PUD-X zoning district.

2. The lot on which the accessory dwelling unit or junior accessory dwelling unit is located contains an existing or proposed single-family dwelling.

3. The lot on which the accessory dwelling unit or junior accessory dwelling unit is located does not contain another accessory dwelling unit, junior accessory dwelling unit, or guest house, unless a junior accessory dwelling unit is built pursuant to this Subsection (B) and an accessory dwelling unit is built pursuant to Subsection (C).

4. The accessory dwelling unit or junior accessory dwelling unit is wholly within the proposed space of a single-family dwelling or the existing space of a single-family dwelling or accessory structure, or requires an addition of no more than 150 square feet to an existing accessory structure to accommodate ingress and egress.
D5. The accessory dwelling unit has exterior access independent from the existing single-family dwelling.
E6. The existing single-family dwelling or accessory structure has side and rear setbacks sufficient for fire safety. If the existing dwelling or structure complies with the city’s setback requirements as described in this code, it shall automatically meet this standard.

7. If a junior accessory dwelling unit is proposed, it complies with the requirements of California Government Code section 65852.22.

C. Detached, New Construction (Single-Family) – ADUs
1. The accessory dwelling unit is located in an R-1, R-2, R-3, C-D, C-R, C-VS, C-G zoning district.
2. The lot on which the accessory dwelling unit is located contains an existing or proposed single-family dwelling.
3. The lot on which the accessory dwelling unit is located does not contain another accessory dwelling unit or guest house, but may contain a junior accessory dwelling unit.
4. The accessory dwelling unit is detached from the single-family dwelling.
5. The accessory dwelling unit is new construction.
6. The accessory dwelling unit is located at least four feet from the side and rear lot lines, is no greater than 800 square feet in gross floor area, and has a height of no more than 16 feet.

D. Wholly Within Existing Space (Two-Family or Multifamily) - ADUs
1. The accessory dwelling unit is located in an R-1, R-2, R-3, C-D, C-R, C-VS, C-G zoning district.
2. The lot on which the accessory dwelling unit is located contains an existing two-family or multifamily dwelling.
3. The accessory dwelling unit is located within a portion of the two-family or multifamily dwelling structure that is not used as livable space.
4. The total number of accessory dwelling units within the dwelling will not exceed 25 percent of the existing number of primary dwelling units within the dwelling, provided that all two-family or multifamily dwellings shall be permitted at least one accessory dwelling unit.

E. Detached, New Construction (Two-Family or Multifamily) – ADUs
1. The accessory dwelling unit is located in an R-1, R-2, R-3, C-D, C-R, C-VS, C-G zoning district.
2. The lot on which the accessory dwelling unit is located contains an existing two-family or multifamily dwelling.
3. The accessory dwelling unit is detached from the two-family or multifamily dwelling.
4. The accessory dwelling unit is located at least four feet from the side and rear lot lines and has a height of no more than 16 feet.
5. No more than two detached accessory dwelling units are permitted per lot.

F. The accessory dwelling unit or junior accessory dwelling unit complies with applicable building codes and health and safety regulations; however, the accessory dwelling unit or junior accessory dwelling unit is not required to provide fire sprinklers if fire sprinklers are not required for the single-family dwelling.
G. The single family dwelling or accessory structure was constructed in compliance with all then applicable city requirements or was in existence on December 12, 2018.

H. The accessory dwelling unit may be rented in full or in part for the purpose of overnight lodging for terms of thirty or more consecutive days, but it shall not be rented for overnight lodging for shorter terms or subleased. Neither the single family dwelling nor the accessory dwelling unit shall be sold or otherwise conveyed separately from the other unit.

1. Notwithstanding the above, the accessory dwelling unit may be rented in full or in part for the purpose of overnight lodging for a term of fewer than thirty consecutive days if (a) the accessory dwelling unit had been rented as a short term rental for at least thirty nights in the six months prior to December 12, 2018, (b) the single family dwelling is owner occupied, and (c) the short term rental was in full compliance with all city requirements as of December 12, 2018. In the event of discontinued use of the accessory dwelling unit as a short term rental for a period of six months, the short term rental use shall be deemed discontinued and this exception shall no longer apply.

I. Either the single family dwelling or the accessory dwelling unit is occupied by the owner of record as his or her principal residence.

18.33.040 Standards for new development other accessory dwelling units. Any accessory dwelling unit that involves the addition of square footage to an existing single family dwelling or accessory structure or the construction of a new detached structure, or is proposed in conjunction with a new single family dwelling, Any accessory dwelling unit that does not meet the criteria of Section 18.33.030 shall meet the following development standards and use restrictions:

A. The accessory dwelling unit is located in an R-1, R-2, R-3, C-D, C-R, C-VS, or C-G zoning district.

B. The lot on which the accessory dwelling unit is located contains an existing or proposed single-family dwelling.

C. The lot on which the accessory dwelling unit is located does not contain another accessory dwelling unit, junior accessory dwelling unit, or guest house.

D. The accessory dwelling unit meets all nondiscretionary requirements for any single-family dwelling located on the same parcel lot in the same zoning district. These requirements include, but are not limited to, building height, setback, site coverage, floor area ratio, building envelope, payment of any applicable fee, and building code requirements. The following exceptions to these requirements apply:

1. No setback is required for an accessory dwelling unit located within existing living area or an existing accessory structure, or an accessory dwelling unit that replaces an existing structure and is located in the same location and to the same dimensions as the structure being replaced. A four foot side and rear yard setback is required for all other accessory dwelling units. Detached accessory dwelling units shall have a minimum side setback of five feet and minimum rear setback of ten feet.
2. If any portion of the accessory dwelling unit is located in front of the main building, then the front and side yard setbacks shall be the same as a single-family dwelling in the zoning district. The distance between buildings on the same lot must be a minimum of six feet.

3. Notwithstanding subsection (D)(1) of this section, if the proposed accessory dwelling unit is an addition to an existing private garage:
   a. No setback shall be required for any portion of the existing private garage that is converted to the accessory dwelling unit; and
   b. Standard setbacks shall apply to the new floor area, unless the accessory dwelling unit is constructed above the existing private garage, in which case the side and rear setbacks for the accessory dwelling unit shall not be less than five feet, and the front setback shall not be less than twenty feet.

3. The minimum lot area per dwelling unit required by the applicable district shall not apply.

4. The maximum building envelope required by Section 18.060.040(G) shall not be imposed to limit the height of an accessory dwelling unit below 16 feet.

4. The only architectural and design standards that apply to accessory dwelling units are as follows:
   a. If the accessory dwelling unit is attached to a single-family dwelling or visible from any public sidewalk or right-of-way, the accessory dwelling unit shall use similar exterior siding materials, colors, window types, door and window trims, roofing materials, and roof pitch as the single-family dwelling.
   b. If the accessory dwelling unit is directly accessible from an alley or a public street, the entrance to the accessory dwelling unit shall face the alley or public street. Otherwise, the entrance shall be located at least 10 feet from any property line or interior of the lot unless the accessory dwelling unit is directly accessible from an alley or a public street.
   c. For accessory dwelling units attached to the single-family dwelling unit, new entrances and exits are allowed on the side and rear of the structures only.

5. Pursuant to California Government Code Section 65852.2, no passageway is required in conjunction with the construction of an accessory dwelling unit. “Passageway” is defined as a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the accessory dwelling unit.

6. The accessory dwelling unit is not required to provide fire sprinklers if fire sprinklers are not required for the single-family dwelling.

7. If the proposed accessory dwelling unit is a manufactured home, as defined in Health and Safety Code Section 18007, it shall comply with Section 18.06.060 (Manufactured homes), except Sections 18.06.060(B) (Approval), (C) (Location), (D)(1) (Width) and (D)(10) (Covered Parking).

E. The gross floor area of the accessory dwelling unit shall not exceed eight hundred and fifty square feet (for studios or one bedroom accessory dwelling units) or one thousand square feet (for accessory dwelling units that provide more than one bedroom), and
F. The gross floor area of the accessory dwelling unit and other buildings on the lot shall not exceed the maximum floor area ratio. Limits on lot coverage, floor area ratio, open space, and lot size shall not be used to reduce the gross floor area of the accessory dwelling unit below eight hundred square feet or the height of the accessory dwelling unit below 16 feet.

F. The minimum gross floor area of the accessory dwelling unit shall be no less than one hundred fifty square feet or the minimum required for an efficiency dwelling unit as defined in Health and Safety Code Section 17958.1, as may be amended from time to time.

G. Parking.

1. A minimum of one off-street parking space for the accessory dwelling unit, in addition to the spaces required for the single-family dwelling, shall be provided for units within the following portions of neighborhood areas, as depicted in Figure 18.33-1:
   a. Miramar: Bounded by Mirada Road to the north, the California Coastal Trail and Naples Avenue to the west, Pullman Ditch to the south, and Highway 1 to the east.
   b. Casa del Mar: Parcels with frontage on either side of Pilarcitos Avenue and parcels with frontage on the south side of Wave Avenue.
   c. Alsace Lorraine: Parcels with frontage on either side of Kelly Avenue between Balboa Boulevard and Pilarcitos Avenue; and parcels bounded by Kelly Avenue to the north, the former railroad right-of-way to the west, Central Avenue to the south, and Potter Avenue to the east.
   d. Arleta Park: Parcels with frontage on either side of Poplar Street between Pacific Avenue and Third Avenue, and parcels bounded by Central Avenue to the north, Railroad Avenue to the west, Seymour Street to the south, and First Avenue/Alsace Lorraine Avenue to the east.

   No parking space shall be required for any accessory dwelling unit located outside these areas.

2. Notwithstanding subsection (G)(1) of this section, a parking space shall not be required within the areas depicted in Figure 18.33-1:
   a. For a unit that is on the same lot as a historic property listed on or eligible for listing on either the National Register of Historic Places or the California Register of Historical Resources;
   b. For a unit that is part of a proposed primary residence;
   c. When a parking exception has been granted in accordance with Section 18.36.080.

3. Notwithstanding any other provisions of this code, the required parking space may be located as a tandem space in an existing driveway or in the required setbacks, and may have a permeable, all-weather surface.

4. When a private garage, carport, or covered parking structure is demolished or converted in conjunction with the construction of an accessory dwelling unit within the areas depicted in Figure 18.33-1, the spaces contained in such structures shall be replaced to the extent they are required to meet the numerical parking requirements in Chapter 18.36. The
replacement spaces may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, enclosed spaces, unenclosed spaces, or tandem spaces, or by the use of mechanical automobile parking lifts; provided, that the spaces and driveway comply with the requirements found in Sections 18.06.040(D) and (E), to the extent those requirements do not conflict with this chapter.

H. Accessory dwelling units shall not be approved absent a finding of adequate water supply and wastewater treatment capacity. The accessory dwelling unit can be accommodated with the existing water service and existing sewer lateral or septic system, insofar as evidence is provided that the existing water service and existing sewer lateral or septic system has adequate capacity to serve both the primary residence and accessory dwelling unit. No additional water meter shall be required, unless requested by the applicant.

I. The accessory dwelling unit may be rented in full or in part for the purpose of overnight lodging for terms of thirty or more consecutive days, but it shall not be rented for shorter terms or subleased. Neither the single-family dwelling nor the accessory dwelling unit shall be sold or otherwise conveyed separately from the other unit, except pursuant to California Government Code Section 65852.26.

1. Notwithstanding the above, the accessory dwelling unit may be rented in full or in part for the purpose of overnight lodging for a term of fewer than thirty consecutive days if (a) the accessory dwelling unit had been rented as a short-term rental for at least thirty nights in the six months prior to December 12, 2018, (b) the single-family dwelling is owner occupied, and (c) the short-term rental was in full compliance with all city requirements as of December 12, 2018. In the event of discontinued use of the accessory dwelling unit as a short-term rental for a period of six months, the short-term rental use shall be deemed discontinued and this exception shall no longer apply.

J. Either the single-family dwelling or the accessory dwelling unit is occupied by the owner of record as his or her principal residence.
18.33.050 Combination proposals.
When an accessory dwelling unit or junior accessory dwelling unit is proposed in conjunction with another proposal for which city approval is required under this code, the following options apply:

Source: City of Half Moon Bay GIS July 2018
* Code reviser’s note: This map is currently in draft form. When the city has finalized this map, it will be included in the code.
A. The applicant is encouraged to submit the accessory dwelling unit and other proposal(s) for combined review by the city. If the applicant makes this election, he or she voluntarily forgoes the streamlining procedures described in Section 18.33.020.

B. The applicant may elect to have the city process the accessory dwelling unit separately from the other proposal(s). If the applicant makes this election, the streamlining procedures described in Section 18.33.020 would apply to the accessory dwelling unit proposal after the applicant obtains city approval for the other proposal(s).

For either option, the certificate of occupancy for the accessory dwelling unit shall not be issued before the certificate of occupancy for the primary dwelling unit.

18.33.060 Converted parking.
When a private garage, carport, or covered parking structure is demolished or converted in conjunction with the construction of an accessory dwelling unit, the spaces contained in such structures shall be replaced to the extent they are required to meet the numerical parking requirements in Chapter 18.36. The replacement spaces may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, enclosed spaces, unenclosed spaces, or tandem spaces, or by the use of mechanical automobile parking lifts; provided, that the spaces and driveway comply with the requirements found in Sections 18.06.040(D) and (E), to the extent those requirements do not conflict with this chapter.

18.33.070 Conformance with certified local coastal program.
New accessory dwelling units and junior accessory dwelling units shall conform to all applicable requirements of the city’s local coastal program, the zoning code, this chapter, and any existing coastal development permit, including that the proposed accessory dwelling unit will not adversely impact any coastal resources including any of the following:

A. Environmentally sensitive habitat areas, or significant vegetation such as native trees, vegetation, riparian areas, wetlands, riparian or wetland buffers or visually prominent tree stands as designated in the local coastal program or the zoning code.
B. Significant topographic features, including but not limited to steep slopes, ridgelines or bluffs, water courses, streams or wetlands or any areas as designated in the local coastal program.
C. Significant public views including old downtown, scenic hillsides or ocean views from Highway 1 as designated in the local coastal program.
D. Areas of public access to the coastal trail or beach areas including those as designated in the local coastal program.
E. Archaeological resources.
F. Prime agricultural land or soil.

18.33.080 Declaration of restrictions.
Before obtaining a building permit for an accessory dwelling unit, the property owner shall file with the county recorder a declaration of restrictions regarding owner occupancy previously recorded in conjunction with development of an accessory dwelling unit remains valid and binding on any successor in ownership of the property, unless the accessory dwelling unit is removed.
containing a reference to the deed under which the property was acquired by the present owner and stating that:

A. Neither the single-family dwelling nor the accessory dwelling unit shall be sold or otherwise conveyed separately from the other unit, either directly or indirectly.
B. The accessory dwelling unit is a permitted use only so long as either the main residence or the accessory dwelling unit is occupied by the owner of record as his or her principal residence, subject to Section 18.33.030(I) or 18.33.040(J).
C. The restriction is binding on any successor in ownership of the property; lack of compliance will result in the accessory dwelling unit becoming an illegal, nonconforming use subject to the code enforcement and abatement proceedings established by this code.
D. The deed restrictions shall lapse upon removal of the accessory dwelling unit.

18.33.080 Impact Fees.
No impact fees, as defined in Government Code Section 65852.2(f), shall be imposed on any accessory dwelling unit or junior accessory dwelling unit with a gross floor area of less than 750 square feet. Impact fees for all other accessory dwelling units shall be charged proportionately in relation to the square footage of the primary dwelling unit.

18.33.090 Incentives.
The following incentives are to encourage construction of accessory dwelling units:

A. Affordability Requirements for Fee Waiver. Accessory dwelling units proposed to be rented at rents affordable to very low or low income households for at least five years may request a waiver of all city fees, subject to the sole discretion and approval of the city council. The city and applicant shall enter into an affordable housing agreement governing the accessory dwelling unit and that agreement shall be recorded against the property.

B. Parking. The covered parking requirement for the primary residence shall be limited to one covered parking space and one uncovered parking space if an accessory dwelling unit is provided. The uncovered parking space may be provided in the side yard setback (if on a corner lot) or front yard setback under this incentive with the parking design subject to approval of the community development director. The maximum impervious surfaces devoted to the parking area shall be no greater than the existing driveway surfaces at time of application. Not more than fifty percent of the front yard width shall be allowed to be parking area.

18.33.100 Owner occupied exception.
The owner occupancy requirement in Sections 18.33.030(I), 18.33.040(J) and 18.33.080(B) may be waived by the community development director for a period not to exceed two years in any ten-year period upon a finding of hardship due to medical, family, employment or other special circumstances provided the owner retains ownership and establishes his or her intent to maintain the single-family dwelling or accessory dwelling unit as his or her primary residence.
18.02.040 Definitions.

“Accessory dwelling unit” means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons on the same parcel as a single-family primary dwelling unit. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation. An accessory dwelling unit also includes the following: (1) an efficiency unit, as defined in Health and Safety Code Section 17958.1, and (2) a manufactured home, as defined in Health and Safety Code Section 18007.

“Efficiency Unit” has the same meaning as set forth in California Health and Safety Code Section 17958.1.

Dwelling, Accessory or Second. “Second or accessory dwelling” means a detached or attached dwelling unit located on a single-family residential lot that contains a one-family dwelling.

“Second dwelling unit” means a detached or attached permanent dwelling unit located within a residential zone on a lot which contains a single family dwelling. A second unit provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, sanitation, and parking. A second unit may be attached to or detached from the primary dwelling. Second dwelling units are governed by Chapter 18.33, titled “Second Dwelling Units.”

“Junior accessory dwelling unit” means a unit that is no more than 500 square feet in size and contained entirely within an existing single-family structure. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure, as defined in California Government Code Section 65852.22.
18.06.050 Exceptions to development standards.

In conjunction with the specific development standards set forth in Tables B and C of this chapter, the following specific development regulations shall apply:

. . .

E. Development Standards for Exceptional, Substandard and Severely Substandard Lots. This section sets forth standards for development on substandard or severely substandard lots, which are defined in the zoning code definitions in Section 18.02.040.

1. Exceptional lots shall be subject to the R-1 development standards set forth in Table B of this chapter, unless otherwise specified.

2. Development on substandard or severely substandard lots, other than exceptional lots, shall meet all standards set forth in Tables E and F of this chapter, respectively, unless otherwise specified. Project design review pursuant to Chapter 14.37 is required for all development, including additions and accessory structures but not including any wholly within existing development streamlined accessory dwelling unit, as defined in Section 18.33.030, on any substandard or severely substandard lot or building site except as provided in subsection (E)(3) of this section.

3. Coastal Act Consistency. The exception to development standards for substandard, severely substandard, and exceptional lots set forth in this subsection shall only be applied in full conformity with coastal development permitting requirements pursuant to Sections 30600 and 30610 of the Coastal Act and Title 14 Sections 13250, 13252, and 13253 of the California Code of Regulations and Sections 18.20.025 and 18.20.030 of the zoning code.

. . .
BUSINESS OF THE PLANNING COMMISSION
OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: December 10, 2019

To: Chair Holt and Planning Commission

From: Jill Ekas, Director of Community Development

TITLE: AMENDMENTS TO ZONING CODE FOR THE COMMERCIAL-DOWNTOWN,
COMMERCIAL-RESIDENTIAL, COMMERCIAL-VISITOR SERVING, AND
COMMERCIAL-GENERAL DISTRICTS AND PARKING STANDARDS

RECOMMENDATION:
Adopt the attached resolution recommending approval of the draft Municipal Code Title 18
Zoning ordinance amendments to Chapter 18.02 Definitions; Chapter 18.06 Residential Land
Use; Chapter 18.07 Commercial Land Use (C-D, C-R); Chapter 18.08 Commercial Land Use (C-VS,
C-G); and Chapter 18.36 Parking Standards (“Mixed-Use Districts and Parking Standards
Ordinance”) to City Council (Attachments 1 and 2). For this action, the Planning Commission
should review the draft ordinance, staff report and presentation, and consider community
input.

BACKGROUND:
The Half Moon Bay City Council has identified affordable housing as a multi-year City priority. In
spring 2019, as part of their budget study process, City Council specifically cited their desire to
enable development of new multi-family and mixed-use housing, especially within the
Downtown. To implement this priority for fiscal year 2019-2020, Council directed staff to
prepare affordable housing fund allocation guidelines; draft an ordinance establishing rental
security measures; complete the Land Use Plan update; and prepare zoning amendments that
will better facilitate development of the diverse housing types that Council is seeking. Recently,
Council adopted the funding allocation guidelines and rental security ordinance. Significant
progress has also been made on the Land Use Plan update, culminating with a joint study
session of Council and the Planning Commission in October, at which time Council directed the
Planning Commission to complete their phase of the review after staff prepares revisions and
readies the draft plan for public hearing. The Mixed-Use Districts and Parking Standards
Ordinance coming to the Planning Commission now comprises an important component of the
zoning amendments.

The Planning Commission held a study session on July 23, 2019 covering a wide range of
possible zoning amendments related to residential development. The Commission received an
in depth presentation and discussed policy options for amending provisions of the R-2 and R-3 districts, the Below Market Rate (BMR) and Density Bonus codes; the use regulations in the mixed-use zoning districts; and parking standards for multi-family, mixed-use and non-residential development. This item brings forward amendments ready for Planning Commission consideration for the mixed-use districts and associated parking requirements. The Mixed-Use Districts and Parking Standards Ordinance incorporates direction from the Planning Commission and input from community members received during and since the July study session. It also incorporates policy direction gained through the Land Use Plan update process for the Town Center. Over summer and fall, staff has worked with several applicants and other interested parties to test the proposed amendments on different development scenarios. Staff has also coordinated with Coastal Commission staff to ensure they are informed about the forthcoming zoning amendments, which will require Coastal Commission approval.

The Mixed-Use Districts and Parking Standards Ordinance includes amendments for Downtown use regulations primarily focused on mixed-use and residential. However, as presented to the Planning Commission in July, these updates were also intended to protect and preserve the Downtown pedestrian-oriented shopping and dining environment. The heart of this area is Main Street between Pilarcitos Creek and Correas Street, consisting of the 300, 400, 500, and 600 blocks. Over the past six months, several ground-floor spaces converted from retail and restaurant uses to office uses in this area. Office uses are passive uses in the context of pedestrian-orientation. Generally, these uses generate little foot traffic and their storefronts do not activate the streetscape. Exacerbated by vacant buildings and sites, conversions to office uses have noticeably diminished the quality of the Downtown environment in a short period of time. Alarmed by the trend, staff determined that a number of additional properties are vulnerable to conversion to passive uses.

This Mixed-Use Districts and Parking Standards Ordinance for Planning Commission review addresses this issue. However, it can take many months for final ordinance adoption due to the requirement for Coastal Commission certification. Thus, City Council adopted an interim urgency ordinance, the “2019 Heritage Main Street Interim Urgency Ordinance,” at a special meeting on December 5, 2019. The interim urgency ordinance is effective for 45-days. Council will consider a ten-month and 15-day extension of the interim urgency ordinance at their next meeting on December 17, 2019. For reference, the City Council staff report, 2019 Heritage Main Street Interim Urgency Ordinance, and an inventory of Heritage Main Street uses are provided in Attachment 3. The urgency ordinance will provide protection from conversion of ground-floor space on “Heritage Main Street” while the more comprehensive Mixed-Use Districts and Parking Standards Ordinance is reviewed by the Planning Commission and City Council. The “Heritage Main Street” concept and definition are pertinent to both the urgency ordinance and the Mixed-Use Districts and Parking Standards Ordinance. It will be described further below in this report.
DISCUSSION:

Mixed-use Zoning Districts

The C-D and C-R zoning districts cover most of the City’s Downtown commercial and mixed-use blocks. The C-G and C-VS districts are located on the City’s primary transportation corridors – Highways 1 and 92. These areas have different character and potential for supporting infill housing development. The mixed-use districts have been carefully studied for the Land Use Plan update process, and in greater depth through preparation of these zoning amendments. The proposed amendments to the mixed-use districts, with particular emphasis on the C-D district, were devised to lift the vibrancy of each area and to ease the entitlement process for residential development. The proposed zoning amendments to the mixed-use districts are summarized below:

Heritage Main Street: This area is meant to have a mix of businesses and residential development emphasizing pedestrian-oriented uses on Main Street, especially between Pilarcitos Creek and Correas Street. Although the zoning code has long emphasized visitor-serving uses and encouraged office uses to locate on upper floors of multi-story buildings, the regulations do not preclude office use on the ground floor. As previously presented, this is a vulnerability that has enabled incremental diminishment of the quality of the heart of Downtown. In line with Council’s recently adopted interim urgency ordinance, the proposed amendments to the zoning ordinance include definitions for “active ground-floor dependent” uses and “Heritage Main Street.” These definitions establish the framework for preserving Main Street as the City’s prime pedestrian-oriented shopping district for residents and visitors.

Both components of the definition for “active” and “ground-floor dependent” uses are important for narrowing the range of allowed uses for the ground floor of Main Street’s prime retail blocks. As proposed, the ordinance requires uses that generate foot traffic - they are “active;” and uses that rely on a pedestrian-oriented sidewalk environment for walk-in patronage - they are “ground-floor dependent.” This is consistent with Coastal Act and Local Coastal Program policy for visitor-serving uses including retail, eating and drinking establishments, galleries, and personal service uses such as barber shops. These would all continue to be allowed because they are consistent with the new definition:

“Active ground-floor dependent use” means a commercial or public space that is reliant on pedestrian foot traffic, generally open to the public, generates a high volume of customer or visitor traffic, provides ground floor display windows to promote views into the business, and sells goods that are typically consumed on premises or carried away by customers or services of a personal or recreational nature. Inactive uses are typically not open to the general public, generate a lower volume of customer or visitor traffic, tend to have screened windows to maintain privacy (such as offices and residential uses) and are thereby not oriented to pedestrian foot traffic.

This code amendment also reinforces the distinguishing characteristics of the 300, 400, 500 and 600 blocks of Main Street between (Pilarcitos Creek and Correas Street) as especially important.
from a historic perspective and representative of the heritage development pattern of downtown Half Moon Bay:

“Heritage Main Street” means the 300, 400, 500, and 600 blocks of Main Street between Pilarcitos Creek and Correas Street.

The active ground-floor dependent use requirement applies to the ground floor of Heritage Main Street. In addition to restrictions on ground-floor commercial uses, code amendments also address outdoor uses, parking areas, and driveways. Generally, parking lots should not front Main Street; new driveways are strongly discouraged; and outdoor spaces are encouraged to be activated with outdoor dining and other programming and design components that enhance the appearance and use of Heritage Main Street. To implement the Heritage Main Street provisions, a new column was added to Tables 18.07.020 A – E for this category. Unless explicitly allowed, the Community Development Director would determine if a proposed use is consistent with the standards for Heritage Main Street as defined. The Planning Commission would hear appeals of any such determination. Numerous uses that are allowed throughout the C-D district will not be allowed on the ground floor of Heritage Main street, such as professional offices, financial institutions, personal services, and personal improvement services that are not active ground-floor dependent uses.

Residential Uses in C-D and C-R Districts: Currently, a Use Permit is required for residential development in the CD and CR zoning districts. This is an unusual provision because residential uses are an essential component to establishing a vibrant mixed-use neighborhood. The draft amendments remove the Use Permit requirement. Coastal Development Permits will continue to be required for new residential development and conversions of non-residential uses to residential uses (and vice versa). A minimum density of 15 units/acre, consistent with the R-3 district is proposed for the C-D district for multi-family development. This will ensure modest unit sizes and better housing yield from Downtown sites.

Residential Uses in CG and C-VS Districts: Similar considerations are proposed for the C-G mixed-use district; however, to a lesser extent in the C-VS district because its purpose is specifically to support visitor-serving uses, in particular those that provide coastal access and recreation such as lodging, restaurants and commercial coastal recreation. A minimum density of 15 units/acre, consistent with the R-3 district is proposed for the C-G district for multi-family development.

Other Considerations: The code amendments include additional updates intended to improve the quality of new development and to coordinate with the parking code amendments described in the next section of this staff report.

- Mixed-Use: “Mixed-use” is referenced in various chapters of the zoning ordinance, but has not been defined. A definition for “Mixed-use” is added to Chapter 18.02. The definition describes the integration of uses and the associated built form, which may be
horizontal or vertical depending on the context of the district, neighborhood, or particular site.

- **Site Coverage:** Site coverage requirements are revised for the C-D district to better facilitate mixed-use and multi-family building forms consistent with a heritage development pattern wherein parking areas are enclosed, tuck-under, or otherwise not visible from the street. This type of building form often requires higher lot coverage.

- **Residential Storage Space:** A new provision requires storage space for each residential unit in new mixed-use and multi-family development. When residential development lacks adequate storage space, residents may resort to using parking areas for storage. The storage requirement is intended to improve the living environment and preserve parking areas for their intended use.

- **Separation of Uses:** The current requirement for solid masonry walls to separate residential uses from other uses is revised to allow options that may be more appropriate to the specific site conditions.

- **Signage:** In the C-D and C-R districts, monument signs, more appropriate for highway-oriented strip commercial development, are discouraged. It is beyond the scope of this ordinance amendment to update the sign code, and thus this is an urban form reference that may be helpful for guiding applicants and also for leading to future revisions to sign regulations.

**Parking Standards in Mixed-Use Zoning Districts**

Parking requirements can be a significant constraint on the production of housing. Half Moon Bay’s parking standards have not been updated for some time and do not adequately address mixed-use development or the mixed-use nature of the City’s Downtown area. In Half Moon Bay’s mixed-use areas, especially in Downtown, pedestrian-orientation, open space provisions, and other important design considerations for multi-family and mixed-use development often become subordinate to the site layout limitations resulting from accommodating all of the City’s parking requirements. Within the past few years, the Planning Commission has granted parking exceptions for several mixed-use development proposals. The Commission considered the context of each site and the relationship between the uses in the development when making these exceptions.

The Mixed-Use Districts and Parking Standards Ordinance includes amendments to the City’s parking standards consistent with the characteristics of each mixed-use district to further the intent of amendments to those chapters. In preparing these amendments, staff reviewed numerous parking codes from other jurisdictions, evaluated the Planning Commission’s approvals of parking exceptions for guidance, and considered the Commission’s direction at the July 23, 2019 study session. Following the study session, a parking occupancy survey was conducted during peak periods in August and September 2019 (Attachment 4). Staff has also
made a point to check in on neighborhood conditions throughout the city’s mixed-use districts and has continued to receive community input along the way to bringing forward these amendments. From this effort, and based on staff’s own professional experience with parking standards, adjustments to the parking standards are tailored to support numerous City initiatives including affordable housing, sustainability, and resilience. Most of the revisions are specifically applicable to the C-D district; while several other modifications will apply to all of the mixed-use districts.

**Parking Facilities:** Currently, the parking standards require garages for all of the parking spaces needed for multi-family or the residential portion of mixed-use development. This is a very expensive requirement and often cannot be accommodated on small sites. It is also difficult to lay out this type of parking in areas such as the City’s Downtown where streetscape, pedestrian orientation, and visual resource requirements need to be prioritized. The code amendments provide that one of the two required parking spaces must be a garage space, but the other may be uncovered in the C-R, C-G and C-VS districts. No garage spaces are required in the C-D district. It is anticipated that most parking in this area will be incorporated into the building either below grade, or at grade behind occupied building frontages.

**Parking Requirements in the C-D District:** Most of the amendments to the parking requirements apply to the C-D district.

- **Residential:** Currently two spaces are required per unit, plus one guest parking space for each four units, in multi-family development with 3 or more units. The amendments propose a reduction scaled to unit size: 1 space for each studio or 1-bedroom unit; and 1.5 spaces for each unit with 2 or more bedrooms. Guest parking provisions would be unchanged. Because Half Moon Bay does not have a major transit facility, staff does not recommend reductions such as those found in some of the higher density peninsula city downtowns.

- **Non-Residential:** Many commercial uses – offices, retail, etc. – currently require one space per 250 square feet of net floor area. A reduction to 1 space per 300 square feet of net floor area is recommended to ease the development constraints on small lots. This is a very common standard, and in fact occurs in the City’s code for larger developments. Cafes and restaurants require 1 space per 45 square feet of net floor area. This standard is so high that it makes it very difficult for new construction to include a restaurant or café. Currently, the code accommodates changes of use from retail to food establishments even though the parking requirements are much higher. Staff recommends amending this requirement to 1 space per 75 net square feet. This standard falls within a wide range of requirements found in other parking codes for food service uses; however, in almost every case, Half Moon Bay’s current code has required the most parking. We recommend retaining the required parking for employees because this will control for the high variability between intensity of use of eating and drinking establishments.
• Mixed-Use: Most updated parking codes recognize that mixed-use development benefits from having uses that tend to not peak at the same time. This works especially well when residential is paired with office uses; and reasonably well when paired with retail. Restaurants and residential are a more challenging mix because they may both peak on evenings and weekends. If the parking required for both the residential and non-residential uses can be shared by all users, a reduction from the total number of spaces required can be accommodated well. The draft code includes up to a 20 percent “Mixed-Use Shared-Use Parking Reduction” as a discretionary Planning Commission consideration provided that the proposed development meets defined criteria to ensure that the mix of uses are complementary with respect to parking demand. This reduction correlates with past Planning Commission approvals of parking exceptions and similar examples are found in other codes, including San Luis Obispo’s parking regulations. The mixed-use code also includes a “Mixed-Use Guest Parking Waiver,” which would be allowed on Heritage Main Street as one means to support the heritage building form on those blocks. It would also be at the Planning Commission’s discretion to grant the waiver for other C-D sites outside of the Heritage Main Street area provided that the reduction in on-site guest parking spaces is offset by an improvement to public parking and/or multi-modal infrastructure.

Parking Requirements in the C-R, C-G and C-VS Districts:
The recommended changes are modest for these districts. The C-R district is a transition area between the C-D district and residential neighborhoods. As established, it is expected to accommodate and buffer some of the activity occurring primarily in the C-D district, including street side parking during high peak periods. Staff does not recommend significant reductions in parking requirements for this area because it could exacerbate spillover parking during busy times. The C-G district is comprised primarily of strip commercial development separated and apart from City streets. Staff did not observe an abundance of parking in most of these lots, and because they function as discrete areas that cannot rely on street parking for flexibility, we recommend waiting for development proposals to study parking needs specific to those sites. The C-VS district is especially significant for supporting the City’s obligations to implementing the California Coastal Act and the Local Coastal Program. This zoning amendment makes only very light modifications to the standards in the C-VS district because it is not the target area for development, being well outside the Town Center.

Other Considerations: The code amendments include clarifications, provide consistency, and introduce new types of parking standards into the ordinance as briefly summarized here:

• Parking exceptions: In particular, the findings for parking exceptions have been updated. The parking exemption findings in chapter 36 Parking Standards refer out to special findings for exceptions for the C-D, C-R, C-G and C-VS districts. The findings for exceptions in those districts (18.07.045 and 18.08.045) are simplified, strengthened and complementary to the findings in 18.36. Currently there are redundancies and some of the findings have been difficult to evaluate.
• Guest parking: The code is updated to clarify that guest parking spaces are not required for duplex and triplex development. This is not a change from existing City practice.

• Business, professional offices, and related uses: The draft amendment includes parking requirements for business and professional offices and other uses that had not been previously listed. Currently, the default category “all uses not listed above” has been relied upon. This does not change the parking requirements for these uses except for in the C-D district as described above. The change intends to provide clarity.

• EV parking space: “EV parking space” is defined and used in the parking standards.

• Low-emissions vehicular parking: Low-emissions vehicular parking is introduced as a concept in the parking standards. It includes EV parking spaces, carshare, and bikeshare parking. After the City completes the Climate Action and Adaptation plan, currently in development, with this addition to the code, the ordinance will be structured to be further developed in this area.

Summary.
Staff recommends that the Planning Commission review the draft ordinance, consider community input, and adopt the attached resolution recommending approval of the ordinance to City Council (Attachment 1). The Planning Commission’s recommendation will be brought forward to City Council in early 2020.

Additional amendments to the zoning ordinance will be brought forward to the Planning Commission in early 2020. The first will be the Below Market Rate (BMR) and Density Bonus provisions. Staff has also been working on another suite of amendments geared toward neighborhood preservation including updated standards for development of small lots, revisions to the R-2 and R-3 standards, improvements to the home occupation requirements, and land use regulations for short-term vacation rentals.

The amendments proposed in the Mixed-Use Districts and Parking Standards Ordinance are narrowly focused, but strategic and should be anticipated to provide significant opportunities to enhance Downtown and facilitate the types of development desired by City Council. These amendments are not intended to address all of the matters of interest for the City’s Town Center. As the Land Use Plan is completed, implementation planning for the Town Center will follow with additional studies and code amendments consistent with these zoning amendments.

CEQA
The proposed Ordinance is exempt from CEQA per CEQA Guidelines sections 15305 (minor alterations to land use limitations) and 15061(b)(3) (common sense exemption).
ATTACHMENTS:
Attachment 1 – Resolution Recommending Approval of Ordinance
Attachment 2 – Proposed Ordinance
Attachment 3 – City Council 2019 Heritage Main Street Interim Urgency Ordinance
  • Staff Report, December 5, 2019
  • 2019 Heritage Main Street Interim Urgency Ordinance
  • Heritage Main Street Uses Inventory, November 2019
Attachment 4 – Downtown Parking Occupancy Survey, August-September 2019
PLANNING COMMISSION RESOLUTION P-19-__
RESOLUTION FOR RECOMMENDATION TO CITY COUNCIL
PDP-19-101

Amendments to the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, comprising the Local Coastal Implementation Plan, Amending Chapter 18.02 “Definitions;” Chapter 18.06 “Residential Land Use;” Chapter 18.07 “Commercial Land Use (C-D, C-R);” Chapter 18.08 “Commercial Land Use (C-VS, C-G);” And Chapter 18.36 “Parking Standards” of the Zoning Ordinance.

WHEREAS, the City of Half Moon Bay is located fully within the California Coastal Zone; and

WHEREAS, the City of Half Moon Bay’s certified Local Coastal Program includes an implementation plan which is in part comprised of the Zoning Ordinance; and

WHEREAS, the City established the C-D and C-R zoning districts to designate appropriate uses and development standards for Downtown and to implement the requirements of the policies of the Local Coastal Program as required by the California Coastal Act; and

WHEREAS, the City Council has identified affordable housing as a multi-year priority and directed staff to prepare and implement a workplan to facilitate development of new housing, especially within the Downtown area; and

WHEREAS, staff identified constraints imposed by zoning regulations in the C-D, C-R, C-G, and C-VS mixed-use districts, as well as the parking standards which have not been updated for many years to reflect the actual parking demand associated with multi-family and mixed-use development located in these districts; and

WHEREAS, the Planning Commission considered options for amending the provisions that constrain housing development at a study session on July 23, 2019; and

WHEREAS, the Planning Commission considered a Downtown Parking Occupancy Study and a Heritage Main Street Use Inventory to inform their consideration of the proposed zoning amendments; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing to consider amendments to Chapter 18.02, 18.06, 18.07, 18.08, and 18.36 (“Mixed-Use Districts and Parking Standards Ordinance”) on December 10, 2019, at which time all those desiring to be heard on the matter were given an opportunity to be heard; and

WHEREAS, the Planning Commission considered all written and oral testimony presented for their consideration; and

WHEREAS, the Planning Commission has found the Mixed-Use Districts and Parking Standards Ordinance to be consistent with the California Coastal Act, the Half Moon Bay’s certified Local Coastal
Land Use Plan in that that amendments are supportive of visitor-serving uses, protective of Old Downtown and associated visual resource areas in Old Downtown and along Highway 1 and Highway 92; and

WHEREAS, the Planning Commission has found that the Mixed-Use Districts and Parking Standards Ordinance is consistent with the City’s Housing Element, which contains programs to reduce zoning constraints on housing development;

WHEREAS, documents and other material constituting the record of the proceedings upon which the City’s decision and its findings are based are located at the City of Half Moon Bay Community Development Department, located at 501 Main Street, Half Moon Bay; and

WHEREAS, the Mixed Use Districts and Parking Zoning Amendment is exempt from the California Environmental Quality Act per CEQA Guidelines sections 15305 (minor alterations to land use limitations) and 15061(b)(3) (common sense exemption); and

WHEREAS, the Planning Commission has made the required findings for approval for the proposed amendments, as set forth herein and in the draft City Council Ordinance;

NOW, THEREFORE, BE IT RESOLVED the Planning Commission of the City of Half Moon Bay, as the Advisory Body to the City Council, does hereby resolve and recommend that the City Council approve PDP-19-101, to amend the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, Chapter 18.02 “Definitions;” Chapter 18.06 “Residential Land Use;” Chapter 18.07 “Commercial Land Use (C-D, C-R);” Chapter 18.08 “Commercial Land Use (C-VS, C-G);” And Chapter 18.36 “Parking Standards” of the Zoning Ordinance.

THIS RESOLUTION AND RECOMMENDATION PASSED AND ADOPTED by the City of Half Moon Bay Planning Commission at a duly noticed public hearing held on December 10, 2019, by the following vote:

AYES, NOES, ABSENT, ABSTAIN,

ATTEST: APPROVED:

_______________________________ ____________________________
Jill Ekas, Brian Holt, Chair
Community Development Director
ORDINANCE NO. C-2020-______
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
AMENDING CHAPTER 18.02 “DEFINITIONS;” CHAPTER 18.06 “RESIDENTIAL LAND USE;”
CHAPTER 18.07 “COMMERCIAL LAND USE (C-D, C-R);” CHAPTER 18.08 “COMMERCIAL LAND
USE (C-VS, C-G);” AND CHAPTER 18.36 “PARKING STANDARDS” OF THE HALF MOON BAY
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF HALF MOON BAY DOES ORDAIN AS FOLLOWS:

Section 1. Findings. The City Council of the City of Half Moon Bay hereby amends Chapter 18.02
Definitions; Chapter 18.06 Residential Land Use; Chapter 18.07 Commercial Land Use (C-D, C-R);
Chapter 18.08 Commercial Land Use (C-VS, C-G); and Chapter 18.36 Parking Standards Half
Moon Bay Municipal Code (“Mixed-Use Districts and Parking Standards Ordinance
Amendment”). The City Council finds and declares as follows:

(a) The City of Half Moon Bay is located fully within the California Coastal Zone; and

(b) The City of Half Moon Bay’s certified Local Coastal Program includes an
implementation plan which is in part comprised of the Zoning Ordinance; and

(c) The City established the C-D and C-R zoning districts to designate appropriate uses
and development standards for Downtown and to implement the requirements of
the policies of the Local Coastal Program as required by the California Coastal Act;
and

(d) The City established the C-VS and C-G zoning districts to designate appropriate uses
and development standards for commercial areas along the City’s primary
transportation corridors Highways 1 and 92 to further implement the requirements
of the policies of the Local Coastal Program as required by the California Coastal Act;
and

(e) The California Coastal Act and the certified Local Coastal Program prioritize visitor-
serving uses, including those identified as most appropriate for ground floor
development within the historic Downtown Area as well as those oriented to coastal
recreation and access; and

(f) The City adopted the Downtown Specific Plan on June 5, 1995; and

(g) The City Council has identified affordable housing as a multi-year priority and
directed staff to prepare and implement a workplan to facilitate development of
new housing, especially within the Downtown area; and

(h) Staff identified constraints imposed by zoning regulations associated in the C-D, C-R,
C-G, and C-VS mixed-use districts, as well as the parking standards which have not
been updated for many years to reflect the actual parking demand associated with multi-family and mixed-use development located in these districts; and

(i) The Planning Commission has approved exceptions to parking standards for mixed-use development having studied the actual parking demand of development proposals and finding them to be lower than that required by the City’s parking standards; and

(j) City staff prepared a parking occupancy survey of public parking areas and some private parking lots within the Downtown area to further understand parking demand in the higher density mixed-use Downtown; and

(k) Both Chapter 18.07 of the Municipal Code and the Downtown Specific Plan include statements of intention to support the historic Downtown area of Half Moon Bay centered on Main Street for visitor-serving and pedestrian-oriented uses; and

(l) Both Chapter 18.07 of the Municipal Code and the Downtown Specific Plan provide use regulations and development standards affecting the historic Downtown area of Half Moon Bay centered on Main Street; however, neither Chapter 18.07 nor the Downtown Specific Plan establish limits on the amount of uses that are not visitor-serving or pedestrian-oriented uses, including office uses; and

(m) The 300, 400, 500, and 600 blocks of Downtown Main Street between Pilarcitos Creek is evident though entries in the City’s historic resources inventory and zoning requirements as the heart of historic Downtown Half Moon Bay and are referred to herein as “Heritage Main Street;” and

(n) This portion of Downtown Main Street, including the Heritage Main Street blocks, is further identified in the City’s certified Local Coastal Program as part of “Old Downtown;” and Old Downtown is defined as a visual resource area in the certified Local Coastal Program and subject to visual resource standards requiring the preservation and enhancement of scale, style, continuity of building lines, design, and land uses; and

(o) As of December 2019, more than 40 percent of the frontage uses on the Heritage Main Street blocks are comprised of uses that are not visitor-serving and are not pedestrian-oriented and in 2019, the two most recent new uses on the Heritage Main Street blocks are office uses that have moved into vacant ground-floor storefronts, and several ground-floor vacancies remain; and

(p) Considering the above, Heritage Main Street storefronts and sites are vulnerable to additional long-term conversion to uses that are not visitor-serving or pedestrian-oriented; and
(q) Prohibiting such uses, including business and professional offices, certain personal and personal improvement services, and other uses that are not visitor-serving or pedestrian-oriented, is necessary to protect against this threat; and

(r) The Planning Commission considered such provisions at a study session on July 23, 2019; and

(s) City staff have researched provisions in other jurisdictions that limit uses on ground floor frontages in similar traditional downtown districts to those that are determined to be pedestrian-oriented, active, and ground-floor dependent uses; and

(t) City staff have determined that active ground-floor dependent uses are consistent with visitor-serving uses and provide a pedestrian-oriented environment as intended through the City’s Local Coastal Program and Downtown Specific Plan; and

(u) The City Council having received public testimony from Downtown business and property owners about the need to prioritize protection of Heritage Main Street from further encroachment of uses that are not active or ground-floor dependent, as provided for under Government Code section 65858(a), adopted an Interim Urgency Ordinance on December 5, 2019, and extended the ordinance ____________ with an expiration of ____________, to prohibit any new uses on the ground floor of properties and buildings with frontage on Heritage Main Street unless the use is determined to be an active ground-floor dependent use; and

(v) The interim urgency ordinance allowed City staff time to complete necessary studies and reports for contemplated amendments and for the Planning Commission and City Council to conduct the necessary public hearings as well as to provide time for California Coastal Commission certification; and

(w) The Mixed-Use Districts and Parking Standards Ordinance Amendment has been prepared to regulate the uses on the ground floor of Heritage Main Street as part of a suite of coordinated amendments to support City Council’s priority for facilitating development of housing, including affordable housing, while upholding the obligations of the Coastal Act; and

The associated amendments recognize residential development as by-right in the C-D, C-R, and C-G zoning districts; and

(x) The Planning Commission conducted a duly noticed public hearing on the Mixed-Use Districts and Parking Standards Ordinance Amendment on December 10, 2019, at which time all those desiring to be heard on the matter were given an opportunity
to be heard, and recommended the proposed Mixed-Use Districts and Parking Standards Ordinance Amendment for adoption by the City Council; and

(y) The Mixed-Use Districts and Parking Standards Ordinance Amendment is consistent with the City’s Housing Element, which contains a program (2-11) to support mixed-use development and housing stock diversity; program (3-1) to removal constraints imposed by onerous zoning requirements; and

(z) The Mixed-Use Districts and Parking Standards Ordinance Amendment is consistent with the City’s Measure D one percent annual growth limit measure.

Section 2. Amendments. The following sections of the Municipal Code are amended as specified below and in Attachment A. Attachment A generally shows additions with underlined text and deletions with strike out text.

<table>
<thead>
<tr>
<th>Municipal Code Provision</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 18.02</td>
<td>Amendments as shown in Attachment A</td>
</tr>
<tr>
<td>Chapter 18.06</td>
<td>Amendments as shown in Attachment A</td>
</tr>
<tr>
<td>Chapter 18.07</td>
<td>Amendments as shown in Attachment A</td>
</tr>
<tr>
<td>Chapter 18.08</td>
<td>Amendments as shown in Attachment A</td>
</tr>
<tr>
<td>Chapter 18.36</td>
<td>Amendments as shown in Attachment A</td>
</tr>
</tbody>
</table>

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 4. CEQA. The City Council finds that the Ordinance is exempt from CEQA per CEQA Guidelines sections 15305 (minor alterations to land use limitations) and 15061(b)(3) (common sense exemption).

Section 5. Publication. The City Clerk of the City of Half Moon Bay is hereby directed to publish this Ordinance pursuant to Government Code section 36933.

Section 6. Effective date. This Ordinance shall take effect and be in force on the thirtieth (30th) day from and after its final passage.

INTRODUCED at a regular meeting of the City Council of the City of Half Moon Bay, California, held on the _______ of ____________, 2020.
PASSED AND ADOPTED at a regular meeting of the City Council of the City of Half Moon Bay, California, held on the _____ of __________, 2020, by the following vote:

Ayes, Councilmembers: ________________________________
Noes, Councilmembers: ________________________________
Absent, Councilmembers: ________________________________
Abstain, Councilmembers: ________________________________

ATTEST: 

______________________________  APPROVED: ________________________________

______________________________  ________________________________, Mayor

Jessica Blair, City Clerk
Chapter 18.02
DEFINITIONS

Sections:

18.02.010 Purpose and applicability.
18.02.020 Rules for construction of language.
18.02.040 Definitions.

18.02.040 Definitions.

[To be inserted alphabetically into the existing list]

Active ground-floor dependent use. “Active ground-floor dependent use” means a commercial or public space that is reliant on pedestrian foot traffic, generally open to the public, generates a high volume of customer or visitor traffic, provides ground floor display windows to promote views into the business, and sells goods that are typically consumed on premises or carried away by customers or services of a personal or recreational nature. Inactive uses are typically not open to the general public, generate a lower volume of customer or visitor traffic, tend to have screened windows to maintain privacy (such as offices and residential uses) and are thereby not oriented to pedestrian foot traffic.”

Heritage Main Street. “Heritage Main Street” means the 300, 400, 500, and 600 blocks of Main Street between Pilarcitos Creek and Correas Street.

Mixed-use. “Mixed-use” means the combination of commercial and residential uses located on the same property as part of a unified development. Mixed-use development consists of commercial and residential uses integrated either vertically (vertical mixed-use) in the same structure or group of structures, or horizontally on the same development site (horizontal mixed-use) where parking, open spaces, and other development features are shared. In a mixed-use development, both uses are considered primary uses of the land.

Parking space, EV. “EV parking space” means a public or private parking space with access to an electric vehicle charging station.
Chapter 18.06
RESIDENTIAL LAND USE (R-1, R-2, R-3)

Sections:

18.06.010 Purpose and intent.
18.06.020 Schedule of uses.
18.06.025 Use regulations.
18.06.030 Residential development standards.
18.06.035 R-1-B-3 development standards.
18.06.040 Specific development standards.
18.06.050 Exceptions to development standards.
18.06.060 Manufactured homes.
18.06.070 Nonconforming structures.
18.06.080 Permits and plan review.

18.06.040 Specific development standards.
In conjunction with the specific development standards set forth in Tables B and C of this chapter, the following specific development regulations shall apply:

D. Off-Street Parking. Off-street parking shall be provided for all uses within a residential district in accordance with the following minimum requirements:

1. Parking Spaces. Parking spaces shall conform to the following sizes:

<table>
<thead>
<tr>
<th>Type of Space</th>
<th>Dimensions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard</td>
<td>9' x 19' clear</td>
</tr>
<tr>
<td>Parallel</td>
<td>10' x 22' clear</td>
</tr>
</tbody>
</table>

2. Access Aisles. Parking areas shall provide adequate aisles for all vehicle turning and maneuvering, and conform to the following parking standards:
Table E

PARKING STANDARDS

<table>
<thead>
<tr>
<th>Parking Angle</th>
<th>Circulation</th>
<th>Aisle Width</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 degree</td>
<td>one-way</td>
<td>12 feet</td>
</tr>
<tr>
<td>0 degree</td>
<td>two-way</td>
<td>24 feet</td>
</tr>
<tr>
<td>85 -- 90 degree</td>
<td>one-way</td>
<td>22 feet</td>
</tr>
<tr>
<td>85 -- 90 degree</td>
<td>two-way</td>
<td>25 feet</td>
</tr>
<tr>
<td>30 -- 45 degree</td>
<td>one-way</td>
<td>14 feet</td>
</tr>
<tr>
<td>50 -- 55 degree</td>
<td>one-way</td>
<td>16 feet</td>
</tr>
<tr>
<td>60 degree</td>
<td>one-way</td>
<td>18 feet</td>
</tr>
<tr>
<td>65 -- 80 degree</td>
<td>two-way</td>
<td>20 -- 23 feet</td>
</tr>
</tbody>
</table>

3. Street Right-of-Way. No parking area shall be designed so that vehicular maneuvering on or backing up into public or private street right-of-way is necessary. This regulation shall not apply to driveways in R-1 and R-2 districts or to projects with two or fewer units in the R-3 district.

4. Location. Required garage spaces shall not be located within the front yard setback, but open, uncovered parking spaces may be located within the side or rear yards.

5. duplexes and Triplexes. No guest parking spaces required.

6. Multi-family Residential. Specific provisions apply to the C-D district per chapter 18.07; otherwise, At least one of the two required tenant parking spaces for each unit shall be enclosed within a garage. The second required tenant parking space and shall be covered by a carport, at a minimum. Guest parking spaces may be uncovered.

7. Carports. Any carport or open parking area for five or more cars serving a residential use shall be screened by a solid wall or fence six feet in height, except that the height of a wall or fence adjoining a required front yard shall be not less than two feet or more than three feet.

8. Garages. Garages shall provide adequate interior area for standard parking spaces. Garage door openings shall have a minimum height of seven feet and shall be covered by a solid or sectional overhead door which shall be constructed of durable material approved by the Building
Department, and painted, stained or treated to be harmonious with the exterior of the residential structure. All required garages shall be kept free, clear, and accessible for the parking of a vehicle or vehicles at all times.
Chapter 18.07
COMMERICAL LAND USE (C-D, C-R)

Sections:
18.07.010 Purpose.
18.07.015 C-D and C-R zoning districts established.
18.07.020 Permitted uses.
18.07.025 Use regulations.
18.07.030 General development standards.
18.07.035 C-R zoning district development standards.
18.07.040 C-D zoning district development standards.
18.07.045 Exceptions to development standards.
18.07.050 Nonconforming structures.
18.07.055 Historic downtown area, structures and uses.
18.07.060 Required permits and plan review.

18.07.010 Purpose.
The purpose of establishing these commercial-downtown and commercial-residential districts and adopting development standards and use regulations is to:

A. Guide the orderly development of lands designated on the land use plan map for general commercial uses;

B. Implement the policies of the downtown historic district specific plan encouraging a range of uses to serve the local residents and visitors to the area;

C. Provide appropriately located areas consistent with the policies for the Half Moon Bay downtown specific plan, the land use plan, and the general plan for a full range of office, retail commercial, service commercial, and visitor serving uses needed by residents of the city, and visitors to the historic downtown area;

D. Strengthen and expand the city’s economic base, by providing for visitor serving needs while protecting the small businesses that currently serve city residents in the historic downtown area on a daily basis;

E. Minimize the impact of commercial development on adjoining residential areas by providing a transition area of lower intensity commercial uses;

F. Encourage new commercial, mixed-use, and residential development and adaptive reuse of existing historic buildings and sites compatible with surrounding development and consistent with site limitations;
G. Maintain the existing character of the historic downtown area and discourage the development of new incompatible commercial structures and uses;

H. Ensure the provision of adequate on-site parking, loading and circulation while maintaining the economic vitality of the area;

I. Ensure that the size, scale, character and design of any new buildings are consistent with other structures in the immediate vicinity;

J. Allow public and semipublic uses in commercial areas that are compatible with or supportive of commercial development;

K. Providing for the continued economic use of historic buildings and sites so as to ensure their restoration and preservation. (1996 zoning code (part)).

18.07.015 C-D and C-R zoning districts established.
The intent of this chapter is to establish the following commercial districts and to guide the orderly development within each district as follows:

A. C-D District, Commercial-Downtown. The intent of establishing this zoning district is to implement the provisions of the downtown specific plan calling for the establishment of development standards and a range of uses that would maintain and be consistent with the historic patterns and pedestrian scale of development within the historic downtown area. Of special importance is the visual quality of the historic downtown area.

1. This district is intended to function as a mixed-use neighborhood comprised of residential, mixed-use and commercial development providing for visitor serving commercial uses such as restaurants and art galleries, certain public uses, and other retail and service commercial uses and professional offices that serve the local residents on a daily basis.

2. This district is intended to reinforce the visitor-serving, pedestrian-oriented environment of downtown, especially where the heritage downtown development form remains intact on the Heritage Main Street blocks between Pilarcitos Creek and Correas Street. Retail and visitor serving commercial uses are encouraged on the ground or first floor, with professional offices on the upper floors. This policy is not intended to be used to preclude professional offices on the ground floor, particularly in single story buildings.
B. C-R District, Commercial-Residential. The intent of establishing this zoning district is to provide a transition zone between the active commercial districts and single-family residential areas. In this transition zone between residential neighborhoods and the more intensive commercial areas, development is limited to residential uses, low intensity professional offices, and semipublic uses.

1. It is intended that commercial and professional uses be limited to those with low noise levels, minimal vehicular traffic from patrons, deliveries or pick-ups, and hours of operation that would not adversely impact residents. (1996 zoning code (part)).

18.07.020 Permitted uses.

Tables in section 18.07.020A of this chapter establishes the uses permitted in the commercial-downtown and commercial-residential districts.

A. The uses listed in Tables 18.07.020A through E are numbered and categorized into types of uses. Definitions of each type of use are located within this title in Chapter 18.03, Use Classifications. Uses that are not listed are prohibited within the commercial-downtown and commercial-residential districts.

B. Use classifications followed by the term “OK” are permitted, whereas use classification followed by the term “UP” require approval of a use permit. A use classification followed by the term “NO” means that the use is not permitted. The term “CDD” means that some or all uses in the use classification require a determination by the community development director that they meet the definition of “active ground-floor dependent use” in Section 18.02.040. In the event the community development director determines that a proposed use is not permitted, an applicant may appeal the determination to the planning commission. The term “UPCC” means that some or all uses in the use classification are permitted in most cases, but that approval of a use permit is required in certain cases.

C. Further description of the circumstances related to the “CDD” and “UPCC” listings in the Tables in section 18.07.020A, and other specific regulations for certain uses listed in Table 18.07.020A can be found in Section 18.07.025. The letters and numbers in Section 18.07.025 correspond to the use categories and specific uses listed in Tables 18.07.020A through E.

Table 18.07.020A

COMMERCIAL USES
C-D Commercial downtown zoning district
C-R Commercial residential zoning district

**C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, Ground Floor**

OK = Allowed without permit  
UP = Use permit required  
NO = Not allowed  
UPCC = Use permit required under certain circumstances

**CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use**

<table>
<thead>
<tr>
<th>Key</th>
<th>Commercial Uses</th>
<th>C-D Zoning</th>
<th>C-R Zoning</th>
<th>C-D Heritage Main Street</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-1</td>
<td>Adult Business</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>A-2</td>
<td>Ambulance Service</td>
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<td>NO</td>
<td>NO</td>
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<td>A-3</td>
<td>Animal Sales or Service:</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>• Boarding</td>
<td>UPCC</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td></td>
<td>• Grooming</td>
<td>OK</td>
<td>NO</td>
<td>CDD</td>
</tr>
<tr>
<td>c</td>
<td>• Medical Care</td>
<td>OK</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>d</td>
<td>• Retail Sales</td>
<td>OK</td>
<td>NO</td>
<td>CDD</td>
</tr>
<tr>
<td>A-4</td>
<td>Art Gallery</td>
<td>OK</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td>A-5</td>
<td>Artist’s Studio</td>
<td>OK</td>
<td>UPCC</td>
<td>CDD</td>
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<tr>
<td>A-6</td>
<td>Banking:</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>• Full Service</td>
<td>OK</td>
<td>NO</td>
<td>NO</td>
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<tr>
<td></td>
<td>• ATM Only</td>
<td>OK</td>
<td>NO</td>
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<tr>
<td></td>
<td>• Drive-Up Teller</td>
<td>OK</td>
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<td>A-7</td>
<td>Building Materials Sales or Service</td>
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<td>NO</td>
<td>NO</td>
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<td>A-8</td>
<td>Catering</td>
<td>OK</td>
<td>NO</td>
<td>CDD</td>
</tr>
<tr>
<td>A-9</td>
<td>Circus, Carnival or Exhibition</td>
<td>OK</td>
<td>NO</td>
<td>OK</td>
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<tr>
<td>A-10</td>
<td>Commercial Filming</td>
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<td>OK</td>
<td>OK</td>
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<td>Key</td>
<td>Commercial Uses</td>
<td>C-D Zoning</td>
<td>C-R Zoning</td>
<td>Main Street</td>
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<td>A-11</td>
<td>Commercial Recreation or Entertainment:</td>
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<tr>
<td>a</td>
<td>• Indoor</td>
<td>UPCC</td>
<td>NO</td>
<td>UP</td>
</tr>
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<td>b</td>
<td>• Outdoor</td>
<td>UPCC</td>
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<td>A-12</td>
<td>Communication Facility</td>
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<td>A-13</td>
<td>Eating or Drinking Establishment:</td>
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<tr>
<td>a</td>
<td>• Cafe, Diner or Restaurant</td>
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<td>OK</td>
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<tr>
<td>b</td>
<td>• Fast Food or Takeout</td>
<td>OK</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>c</td>
<td>• Drive-Through Fast Food</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
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<td>d</td>
<td>• Bar or Tavern</td>
<td>UPOK</td>
<td>NO</td>
<td>UP</td>
</tr>
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<td>A-14</td>
<td>Equestrian Center</td>
<td>NO</td>
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<td>A-15</td>
<td>Food or Beverage Sales</td>
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<td>Funeral or Internment Service</td>
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<td>Gardening Service</td>
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<td>Laboratory</td>
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<td>A-19</td>
<td>Maintenance or Repair Service</td>
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<td>Nursery, Plant</td>
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<td>CDD</td>
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<td>A-21</td>
<td>Office:</td>
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<td>• Business or Professional</td>
<td>OK</td>
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<td>NO</td>
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<td>b</td>
<td>• Health Service</td>
<td>OK</td>
<td>OK</td>
<td>NO</td>
</tr>
<tr>
<td>c</td>
<td>• Travel Agency</td>
<td>OK</td>
<td>NO</td>
<td>CDD</td>
</tr>
<tr>
<td>A-22</td>
<td>Personal Improvement Service</td>
<td>OK</td>
<td>UP</td>
<td>CDD</td>
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<td>A-23</td>
<td>Personal Service</td>
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<td>NO</td>
<td>CDD</td>
</tr>
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<td>A-24</td>
<td>Printing or Publication Facility</td>
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<td>A-25</td>
<td>Real Estate Office</td>
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<td>Key</td>
<td>Commercial Uses</td>
<td>C-D Zoning</td>
<td>C-R Zoning</td>
<td>C-D Heritage</td>
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<tr>
<td>A-26</td>
<td>Research and Development</td>
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<td>Retail Sales:</td>
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<td>• Visitor-Serving Retail</td>
<td>OK</td>
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<td>OK</td>
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<tr>
<td>A-28</td>
<td>Seasonal Agricultural Sales</td>
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<tr>
<td>A-29</td>
<td>Secondhand Sales, Pawn Shop</td>
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<td>A-30</td>
<td>Vehicle/Equipment Sales or Service</td>
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<td>NO</td>
</tr>
<tr>
<td>b</td>
<td>• Automobile Washing</td>
<td>UP</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>c</td>
<td>• Service Station</td>
<td>OK</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>d</td>
<td>• Vehicle or Equipment Repair</td>
<td>UP</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>e</td>
<td>• Vehicle or Equipment Sales or Rental</td>
<td>OK</td>
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<td>NO</td>
</tr>
<tr>
<td>f</td>
<td>• Vehicle Storage</td>
<td>NO</td>
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<tr>
<td>A-31</td>
<td>Visitor Accommodation:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a</td>
<td>• Bed and Breakfast Inn</td>
<td>OK</td>
<td>UP</td>
<td>NO</td>
</tr>
<tr>
<td>b</td>
<td>• Campground or RV Park</td>
<td>NO</td>
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</tr>
<tr>
<td>c</td>
<td>• Hotel, Motel or Time Share</td>
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<td>NO</td>
</tr>
<tr>
<td>d</td>
<td>• Spa Resort</td>
<td>OK</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>A-32</td>
<td>Warehouse or Storage</td>
<td>OK</td>
<td>NO</td>
<td>NO</td>
</tr>
</tbody>
</table>

Table 18.07.020B

INDUSTRIAL USES

C-D Commercial downtown zoning district
C-R Commercial residential zoning district

**C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, Ground Floor**

OK = Allowed without permit  
UP = Use permit required  
NO = Not allowed  
UPCC = Use permit required under certain circumstances  
CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use

<table>
<thead>
<tr>
<th>Key</th>
<th>Industrial Uses</th>
<th>C-D Zoning</th>
<th>C-R Zoning</th>
<th>C-D Heritage Main Street</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-1</td>
<td>Custom Industry</td>
<td>UPCC</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>B-2</td>
<td>General Industry</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>B-3</td>
<td>Limited Industry</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>B-4</td>
<td>Wholesaling, Distribution or Storage</td>
<td>UP</td>
<td>NO</td>
<td>NO</td>
</tr>
</tbody>
</table>

Table 18.07.020C

**PUBLIC AND QUASI-PUBLIC USES**

C-D Commercial downtown zoning district  
C-R Commercial residential zoning district  

**C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, Ground Floor**

OK = Allowed without permit  
UP = Use permit required  
NO = Not allowed  
UPCC = Use permit required under certain circumstances  
CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use
<table>
<thead>
<tr>
<th>Key</th>
<th>Public and Quasi-Public Uses</th>
<th>C-D Zoning</th>
<th>C-R Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-1</td>
<td>Club or Lodge</td>
<td>OK</td>
<td>UP</td>
</tr>
<tr>
<td>C-2</td>
<td>Convalescent Facility</td>
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<td>UP</td>
</tr>
<tr>
<td>C-3</td>
<td>Cultural Institution</td>
<td>OK</td>
<td>UP</td>
</tr>
<tr>
<td>C-4</td>
<td>Day Care, General</td>
<td>UP</td>
<td>UP</td>
</tr>
<tr>
<td>C-5</td>
<td>Government Office</td>
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<td>C-6</td>
<td>Health Care:</td>
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<td></td>
<td>a  • Hospital or Clinic</td>
<td>UP</td>
<td>UP</td>
</tr>
<tr>
<td></td>
<td>b  • Emergency Health Care</td>
<td>UP</td>
<td>UP</td>
</tr>
<tr>
<td>C-7</td>
<td>Park or Recreation Facility</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>C-8</td>
<td>Public Safety Facility</td>
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</tr>
<tr>
<td>C-9</td>
<td>Religious Assembly</td>
<td>UP</td>
<td>UP</td>
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<td>C-10</td>
<td>Residential Care, General</td>
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<td>School, Public or Private</td>
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<td>C-12</td>
<td>Utility:</td>
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<tr>
<td></td>
<td>a  • Major</td>
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<td>NO</td>
</tr>
<tr>
<td></td>
<td>b  • Minor</td>
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Table 18.07.020D

RESIDENTIAL USES

C-D Commercial downtown zoning district
C-R Commercial residential zoning district

**C-D (Heritage Main Street)** Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, Ground Floor

OK = Allowed without permit  UP = Use permit required
NO = Not allowed  
UPCC = Use permit required under certain circumstances

CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use

<table>
<thead>
<tr>
<th>Key</th>
<th>Residential Uses</th>
<th>C-D Zoning</th>
<th>C-R Zoning</th>
<th>C-D Heritage Main Street</th>
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<tr>
<td>D-1</td>
<td>Group Residential</td>
<td>UP</td>
<td>UP</td>
<td>NO</td>
</tr>
<tr>
<td>D-2</td>
<td>Large Family Day Care</td>
<td>OK</td>
<td>OK</td>
<td>NO</td>
</tr>
<tr>
<td>D-3</td>
<td>Small Family Day Care</td>
<td>OK</td>
<td>OK</td>
<td>NO</td>
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<tr>
<td>D-4</td>
<td>Limited Residential Care</td>
<td>UP</td>
<td>UP</td>
<td>NO</td>
</tr>
<tr>
<td>D-5</td>
<td>Multi-Family Residential</td>
<td>OK&lt;sup&gt;UP&lt;/sup&gt;</td>
<td>OK&lt;sup&gt;UPCC&lt;/sup&gt;</td>
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<tr>
<td>D-6</td>
<td>Single-Family Residential</td>
<td>OK&lt;sup&gt;UP&lt;/sup&gt;</td>
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Table 18.07.020E

ACCESSORY USES

C-D Commercial downtown zoning district

C-R Commercial residential zoning district

C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, Ground Floor

OK = Allowed without permit  
UP = Use permit required  
NO = Not allowed  
UPCC = Use permit required under certain circumstances

CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use

<table>
<thead>
<tr>
<th>Key</th>
<th>Accessory Uses</th>
<th>C-D Zoning</th>
<th>C-R Zoning</th>
<th>C-D Heritage Main Street</th>
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<tr>
<td>E-1</td>
<td>Accessory Use or Structure</td>
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<td>CDD</td>
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<td>E-2</td>
<td>Accessory Dwelling Unit</td>
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<td>OK</td>
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18.07.025 Use regulations.

The following use categories and any additional regulations associated with an identified use are to be taken together with the permit requirements listed for each use classification in Tables 18.07.020A through E. These regulations shall apply to both permitted uses and for uses which are only allowed upon approval of a use permit by the planning commission. Regulations specifically applicable to the ground floor of Main Street between Pilarcitos Creek and Correas Street (Heritage Main Street) are identified when they are distinct from the additional regulations for the commercial-downtown district generally.

A. Commercial Uses.

A-1 Adult Business. No additional regulations specified.

A-2 Ambulance Service. A use permit is required only where a proposed ambulance service would be located within one thousand feet of an R district or fifty feet of a site occupied by a public or private school or a park or recreation facility.

A-3 Animal Sales or Service. No additional regulations specified.

A-3 a. Boarding. A use permit is required when a proposed boarding facility would be located within two hundred feet of a residential district to ensure that potential noise impacts are adequately addressed.

A-3 b. Grooming. For uses on the ground floor of Heritage Main Street, the use must be ancillary to a permitted use on Heritage Main Street; otherwise no additional regulations specified.

A-3 c. Medical Care. No additional regulations specified.

A-3 d. Retail Sales. For uses on the ground floor of Heritage Main Street, the use must be ancillary to a permitted use on Heritage Main Street; otherwise the sale of domestic animals is allowed as an incidental use to any permitted use in the C-D district.

A-4 Art Gallery. No additional regulations specified.
A-5 Artist's Studio. For uses on the ground floor of Heritage Main Street, the use must be ancillary to a retail use or art gallery; otherwise, studios where the artist works, displays and sells artwork are permitted. A use permit is required in the C-R district only when the artist also lives on the premises and/or maintains an active sales operation.

A-6 Banking. No additional regulations specified.

A-6 a. Full Service. No additional regulations specified.

A-6 b. ATM Only. No additional regulations specified.

A-6 c. Drive-Up Teller. No additional regulations specified.

A-7 Building Materials Sales or Service. Activities shall be conducted and materials shall be stored within a building or shall be enclosed by a fence, wall or permanent planting at least six feet in height. Milling or planing of lumber or other wood products is prohibited unless incidental to a retail use or contractor’s yard.

A-8 Catering. For uses on the ground floor of Heritage Main Street, the use must be ancillary to an eating or drinking establishment. Catering businesses may be permitted in conjunction with a residential use subject to approval by the San Mateo County environmental health department.

A-9 Circus, Carnival or Exhibition. Such uses, including street fairs and markets on city streets are permitted upon approval of special events permit. The event may be in one location no longer than two weekend days over two consecutive weekends, unless otherwise permitted by the city council in conjunction with the special events permit. Signs advertising the event shall be approved by the city council in conjunction with the approval of the special events permit.

A-10 Commercial Filming. Use permitted upon securing all necessary permits and licenses required by the municipal code.

A-11 Commercial Recreation or Entertainment. No additional regulations specified.

A-11 a. Indoor. Small-scale billiards/pool halls and movie theaters are permitted in the C-D district by use permit only. Electronic game centers shall not be located within three hundred feet of a school site or the boundary of a residential district, or within five hundred feet of a liquor store, cocktail lounge or bar. At least one adult manager shall be on the premises during the time a game center is open to the public. No game center owner, manager or employee shall allow a minor under eighteen years of age to play game machines during the hours the public schools are open, or after nine p.m. on nights preceding school days. The planning commission may impose restrictions on the design, location and operation of a game center in order to minimize the effects of noise,
congregation, parking, and other nuisance factors that may be detrimental to the community. Bowling alleys, indoor skating rinks and tennis courts and the like are not permitted in the C-D and C-R districts.

A-11 b. Outdoor. Small-scale outdoor commercial recreation uses and activities such as bocce courts and seasonal events such as live music may be permitted. Golf courses and driving ranges, outdoor skating rinks and skateboard parks and tennis courts are not permitted in the C-D and C-R, districts. A use permit shall be required for any extensive outdoor uses not listed.

A-12 Communication Facility. No additional regulations specified.

A-13 Eating or Drinking Establishment. No additional regulations specified.

A-13 a. Cafe, Diner or Restaurant. No additional regulations specified.

A-13 b. Fast Food or Takeout. Identifiable containers and napkins shall be used for all carry-out food, and all litter resulting shall be promptly removed.


A-13 d. Bar or Tavern. No additional regulations specified.

A-14 Equestrian Center. No additional regulations specified.

A-15 Food or Beverage Sales. No additional regulations specified.

A-16 Funeral or Internment Service. No additional regulations specified.

A-17 Gardening Service. No additional regulations specified.

A-18 Laboratory. No additional regulations specified.

A-19 Maintenance or Repair Service. No additional regulations specified.

A-20 Nursery, Plant. Outdoor storage and display is limited to plants and garden features such as statues, fountains and benches. All merchandise must be kept in an enclosed building or a fully screened enclosure, and fertilizer of any type is stored and sold in package form only.

A-21 Office. No additional regulations specified.

A-21 a. Business or Professional. For uses on the ground floor of Heritage Main Street, business or professional offices are prohibited. In the remainder of the C-D district, business and professional offices are encouraged on
the upper floors of multiple story structures; however, this does not preclude the establishment of business and professional offices on the ground floor in locations other than Heritage Main Street between Pilarcitos Creek and Correas Street. In the C-R district, business and professional offices shall be limited to small scale, low intensity uses.

A-21 b. Health Service. In the C-R district, health services offices shall be limited to small scale, low intensity uses.

A-21 c. Travel Agency. For uses on the ground floor of Heritage Main Street, the use must meet the definition of an active ground-floor dependent use; otherwise, no additional regulations specified.

A-22 Personal Improvement Service. For uses on the ground floor of Heritage Main Street, the use must meet the definition of an active ground-floor dependent use; otherwise, no additional regulations specified.

A-23 Personal Service. For uses on the ground floor of Heritage Main Street, the use must meet the definition of an active ground-floor dependent use; otherwise, no additional regulations specified.

A-24 Printing or Publication Facility. No additional regulations specified.

A-25 Real Estate Sales Office. No additional regulations specified.

A-26 Research and Development. No additional regulations specified.

A-27 Retail Sales. No additional regulations specified.

A-27 a. Indoor Retail. Display of products usually sold inside a building on a commercial site may be permitted outside the building on a temporary or occasional basis, subject to approval by the community development director. Retail sales within the C-R district may only be permitted by use permit if ancillary to a permitted use.

A-27 b. Outdoor Retail. Outdoor display of merchandise on a temporary basis shall be subject to approval by the community development director. Permanent outdoor sales operations, such as sidewalk cafes, flower and produce stands, hot dog carts, coffee/pastry stands, T-shirts, outdoor furniture gardens, are permitted on an ongoing basis only if located on private property and not located on city or state right-of-way, and only after (1) receiving a determination by the planning commission that the proposed use and operational characteristics are consistent with the underlying zoning designation and development standards, and (2) securing approval of a business license in accordance with the provisions of the municipal code, and (3) securing an encroachment permit and/or license agreement with the city if the display area is located on city property or located within a city right-of-way.

A-28 Seasonal Agricultural Sales. Fruit, vegetable and Christmas tree sales are permitted for a period of forty-five days, and shall be subject to the requirements of the municipal code. The community development director shall impose reasonable conditions upon the establishment to ensure adequate parking, safe and convenient traffic circulation, and that minimum health and safety standards are met. For uses on the ground floor of Heritage Main Street, the use must by ancillary to a permitted use on Heritage Main Street.

A-29 Second Hand Sales, Pawn Shop. No additional regulations specified.

A-30 Vehicle or Equipment Sales and Service. No additional regulations specified.

A-30 a. Automobile Rental. No additional regulations specified.

A-30 b. Automobile Washing. No additional regulations specified.

A-30 c. Service Station. All auto, truck and equipment repair and service facilities shall be appropriately landscaped and maintained. Inoperative vehicle storage on the premises is prohibited. Operative vehicles and/or equipment stored on the premises shall be screened from public view. Display racks for automobile products no more than four feet wide may be maintained at each pump island of a service station, or within three feet of the main building, and shall be limited to one per street frontage.

A-30 d. Vehicle or Equipment Repair. Repair shops such as auto body and painting, fender work, upholstery and detailing, and major auto repairs shall be appropriately landscaped and maintained. Conditions of approval of a use permit may require buffering, screening, planting areas or limits on the hours of operation to avoid adverse impacts on properties in the surrounding area. Inoperative vehicle storage on the premises is prohibited, and operative vehicles and/or equipment stored on the premises shall be screened from public view.

A-30 e. Vehicle or Equipment Sales or Rental. No additional regulations specified.

A-30 f. Vehicle Storage. All vehicle storage facilities shall be enclosed by a six foot high fence and all vehicles shall be screened from view.

A-31 Visitor Accommodation. No additional regulations specified.

A-31 a. Bed and Breakfast Inn. In the C-R district, a maximum of three-five guest rooms on any one site may be permitted upon approval of a use permit in each case.
A-31 b. Campground or RV Park. Landscaping at recreational vehicle parks shall be fully matured within five years of development to assure full screening from public roads, vista points, public recreation areas and residential areas.

A-31 c. Hotel, Motel or Time Share. Within the C-D district, hotel, motel, time shares, and bed and breakfast inns are permitted only if the number of bedrooms does not exceed thirty-six per net acre of the building site area. Living rooms in suites shall be considered bedrooms for purposes of this calculation.

A-32 Warehouse or Storage. Only warehousing/storage area having two thousand five hundred square feet or less that is incidental to a commercial use is permitted within an enclosed building. Mini-storage or self-storage facilities may be permitted in the C-D district only by approval of a use permit and shall be subject to architectural, landscape and site plan review.

B. Industrial Uses.

B-1 Custom Industry. Small scale custom industries such as ceramic studios, candle-making shops and custom jewelry manufacturing which may also sell goods produced on-site directly to customers are permitted in the C-D district. For uses on the ground floor of Heritage Main Street, the use must be ancillary to a permitted use on Heritage Main Street.

B-2 General Industry. No additional regulations specified.

B-3 Limited Industry. No additional regulations specified.

B-4 Wholesaling, Distribution or Storage. No additional regulations specified.

C. Public and Quasi-Public.

C-1 Club or Lodge. No additional regulations specified.

C-2 Convalescent Facility. City, county and state permits or licenses must be obtained prior to establishing the use. The Half Moon Bay fire protection district shall review and approve all aspects of the use prior to the issuance of building permits.

C-3 Cultural Institution. For uses on the ground floor of Heritage Main Street, the use must be consistent with definition of an active ground-floor dependent use; otherwise, no additional regulations specified.

C-4 Day Care, General. All required city, county and state permits or licenses must be obtained prior to establishing the use. The Half Moon Bay fire protection district shall review and approve all aspects of the use prior to the issuance of building permits.
C-5 Government Office. No additional regulations specified.

C-6 Health Care. No additional regulations specified.

C-6 a. Hospital or Clinic. No additional regulations specified.

C-6 b. Emergency Health Care. No additional regulations specified.

C-7 Park or Recreation Facility. On private property fronting Heritage Main Street, areas that are not developed with buildings fronting the Main street sidewalk must be established as plazas, outside dining areas, or other uses consistent with the definition of an active ground-floor dependent use; otherwise, No additional regulations specified.

C-8 Public Safety Facility. No additional regulations specified.

C-9 Religious Assembly. No additional regulations specified.

C-10 Residential Care, General. No additional regulations specified.

C-11 School, Public or Private. No additional regulations specified.

C-12 Utility. No additional regulations specified.

C-12 a. Major. All public utility substations shall be enclosed by a solid fence or wall a minimum of six feet in height. The planning commission may approve alternative screening such as a hedge or other plant materials, where appropriate to the design and location in relationship to other properties.

C-12 b. Minor. No additional regulations specified.

D. Residential Uses.

D-1 Group Residential. No additional regulations specified.

D-2 Large Family Day Care. No additional regulations specified.

D-3 Limited Day Care. No additional regulations specified.

D-4 Limited Residential Care. No additional regulations specified.

D-5 Multifamily Residential. Except for the ground floor of Heritage Main Street, new multi-family development, including duplexes, triplexes, apartments and condominiums are permitted uses; as are conversions of existing
development from non-residential to residential use. Two-family residences are permitted, and plans must be approved by the community development director prior to receiving a building permit. Structures providing three or more residential units require planning commission approval. For new residential development subject to a discretionary permit, the community development director or planning commission may consider the recommendation of any city council appointed advisory committee or commission.

D-6 Single-Family Residential. No additional regulations specified.

E. Accessory Uses.

E-1 Accessory Use or Structure. Accessory uses and structures are permitted when they are incidental to the principal permitted or conditionally permitted use or structure on a site and are customarily found on the same site. Accessory uses to a residential use would include home occupations and garage sales. Accessory uses for retail or office uses would include storage incidental to a permitted use. Accessory structures such as garages or storage and maintenance sheds are permitted. For uses on the ground floor of Heritage Main Street, accessory uses or structures shall be ancillary to a permitted use on Heritage Main Street.

E-2 Accessory Dwelling Unit. No additional regulations specified.


18.07.030 General development standards.

A. Active Ground Floor Uses. Uses on the ground floor of Heritage Main Street, must be consistent with the definition of active ground-floor dependent uses. This requirement does not preclude other uses that are permitted or conditionally permitted in the C-D district from occupying upper floors of a building with an active ground-floor dependent use(s). Access to upper floor uses may be located on Main Street provided that is is subordinate to the active ground-floor dependent use(s). Examples include office, lodging, and residential uses on upper floors along Heritage Main Street.

B. Residential Development. Separate dwelling units shall be subject to the standards for minimum setbacks, height limits, floor area ratios, lot coverage, landscaping, fences and useable open space as specified in this title for the proposed dwelling. Single-family residences shall meet all of the development standards for the R-1 district; two-family residences shall meet the requirements for the R-2 district; and structures with three or more units shall meet the R-3 district standards. For mixed use projects, residential development standards may be modified by the planning commission as a part of any use permit discretionary review.
C. Minimum Site Area and Width. The standards for minimum site area and width are established for each commercial district in this chapter. Existing legal parcels created before the effective date of this chapter are not subject to these minimum area and width requirements. Only new subdivisions of existing parcels shall be subject to the minimum site and area requirements.

C. Site Coverage. Commercial buildings are not limited to a percentage coverage of commercially zoned sites, however, for any new construction, parking and any setback requirements shall dictate the area available for building. For residential uses in a commercial district, one-family and two-family residential structures are limited to thirty-five percent site coverage for multiple stories, and fifty percent site coverage for a single story. A maximum site coverage of thirty-five percent shall be permitted for multiple family residential structures. These standards are not applicable to mixed-use projects.

D. Exterior Noise Limit. Sound levels measured at the property line of the lot where the lot borders an R, OS, UR or OSR district, may not exceed the following levels:

<table>
<thead>
<tr>
<th>Time of Day</th>
<th>More than 30 minutes/hour</th>
<th>More than 5 minutes/hour</th>
<th>At any time</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 a.m. to 10 p.m.</td>
<td>60 dBA</td>
<td>70 dBA</td>
<td>80 dBA</td>
</tr>
<tr>
<td>10 p.m. to 7 a.m.</td>
<td>55 dBA</td>
<td>65 dBA</td>
<td>75 dBA</td>
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</tbody>
</table>

E. Off-Street Parking Plans. A parking plan which meets the off-street parking requirements contained in this title shall be submitted with each project for new development or addition of floor area, or whenever plans are submitted for a use conversion which will result in an intensification of use. The plan will be reviewed for conformance with standards for parking spaces and aisles, location, units of measurement, and other standards as may be applicable.

F. Landscaping. A landscaping plan is required for all new construction or extensive remodel projects, and shall be in conformance with design criteria contained in this title and with the city’s current water-efficient landscaping program.

1. All planting areas, plant materials, and irrigation shall conform with the guidelines in the city’s current water efficient landscaping program.
2. No landscaping may impede, block, obstruct, or otherwise be allowed to grow over a public sidewalk or other form of public or private access way such as a street, sidewalk or road without an encroachment permit. Trees and shrubs shall be maintained in such a manner as to provide adequate, clear site distance for traffic safety on public or private sidewalks, streets, roads or rights-of-way.

3. Parking lots shall have perimeter landscaping areas and interior landscaping areas distributed throughout the parking lot. The landscaped areas shall have a minimum width of two feet, separated from the parking lot paving by a six inch curb. A minimum of one tree for every six parking spaces shall be distributed throughout the parking lot.

G. Signs. Each project shall comply with the sign regulations contained in Titles 15 and 18. Monument signs are strongly discouraged, and pedestrian-scaled and oriented signage is encouraged. All new signs shall be reviewed and approved by the community development director or planning commission when deemed appropriate prior to installation.

H. Fences. The height of a fence, wall or hedge shall be measured vertically from the natural or finished existing grade, whichever is lower, from the base to the top of the fence, wall or hedge above that grade. The following specific criteria shall apply:

1. Along rear or side property lines, a maximum fence height of eight feet is permitted.

2. Where the side or rear property line adjoins a residential property, a fence having a minimum height of six feet shall be installed along that property line, unless one exists.

3. A solid wall or fence within fifteen feet of a street property line shall not exceed three feet in height. The community development director may approve an increased fence height to four feet if the fence materials have openings comprising at least fifty percent. In no case may a fence in this area exceed four feet in height.

   a. A lower fence height limit may be imposed by the community development director if it is determined that the fence would: (a) obstruct visibility thereby negatively impacting traffic safety, or (b) obscure an approved sign advertising a business on an adjoining property.

4. A solid masonry or concrete wall at least six feet in height shall be installed along any property line shared by a nonresidential site and the site of an existing ground-floor residential use, unless there is a ten-foot landscaped buffer area on the commercial site. As part of development approval, a lower fence height limit or alternate materials may be considered by the planning commission or community development director, if it is determined that the standard wall or landscape buffer is unnecessary to protect residential...
privacy or quiet enjoyment. If a nonresidential building has a zero setback and has no openings along the adjoining property lines, no wall needs to be installed along the length of the building.

I. Refuse Storage Areas. For all nonresidential and multi-family residential projects, recyclable materials and refuse storage area shall be provided prior to occupancy, either inside a building or within a trash enclosure, as specified in this title.

J. Residential Storage Areas: For each residential unit in new multi-family or mixed-use development, a minimum of sixty (60) cubic feet of enclosed, lockable storage space shall be provided outside of the unit. The storage space may be within a fully enclosed garage or other parking area, provided that the storage space is in addition to the parking space(s) required. The storage space is in addition to any secured storage space required for bicycle parking. The storage space may also be located off of a patio, balcony, or deck provided that it is in addition to the private open space required, is in an enclosed space, and does not negatively impact building or landscape design.

K. Accessory Dwelling Units. All accessory dwelling units in these commercial districts must comply with the regulations contained in this title.

L. Satellite Antennas. All satellite antennas shall meet the standards and regulations contained in this title.

M. Underground Utilities. All new electrical, telephone and similar distribution lines providing direct service to a commercial site, and any existing services on the site shall be installed underground within the site unless such installation is deemed to be not feasible by the planning commission.

N. Screening. All outdoor storage and display areas shall be screened from view by a solid fence or wall, unless otherwise approved by the community development director or planning commission. Mechanical equipment and utility meters shall be screened from view from public rights-of-way. Screening materials may have evenly distributed openings or perforations averaging fifty percent of the surface area, as long as the mechanical equipment is screened so that it is not visible from a street or adjoining lot.

O. Performance Standards. No activity on a commercial site may produce vibration, dust, odors, heat and humidity, electromagnetic interference which are perceptible without instruments by a reasonable person at the property lines of a site. Minors or highly reflective glass shall not cover more than twenty percent of a building surface visible from a street, unless an applicant submits information demonstrating that use of such glass would not significantly increase glare visible from adjacent streets or pose a hazard for moving vehicles. Combustibles, explosives, radioactive materials and hazardous materials shall comply with HMBFPD fire prevention codes, California hazardous materials regulations, and/or any other applicable laws.
Coastal Resource Conservation Standards. The standards and regulations contained in this title for habitat conservation, archaeological resource conservation, coastal access, scenic corridors and community visual resources shall be met for each project.

Architectural and Site and Design Review. The standards and review process contained in this title shall be met for each project.

Coastal Development Permit. The requirements contained in this title for a coastal development permit shall be met for each project which is subject to those requirements. (Ord. C-2019-03 §2(Exh. A)(part), 2019; Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

18.07.035 C-R zoning district development standards.
Development standards for the C-R commercial residential zoning district are as follows:

A. Minimum Lot Size and Width. The minimum lot size shall be five thousand square feet with a minimum width of fifty feet.

B. Minimum Setbacks. The front yard setback shall be a minimum of twenty feet, the rear and side yard setbacks shall be a minimum of five feet each. Where a parcel borders an R district, a solid six foot high wall or fence shall be installed along the adjoining rear and/or side property line.

C. Maximum Height. The maximum building height permitted shall be twenty-eight feet.

D. Minimum Landscaping. A total of twenty-five percent of any site used for commercial purposes shall be landscaped.

E. Lot Coverage. Single-story structures shall not exceed fifty percent coverage of the site, and multi-story structures shall not exceed thirty-five percent coverage of the site.

F. Floor Area Ratio. The maximum floor area ratio for exclusive residential uses is fifty percent.

G. Parking. Two enclosed garage spaces are required for each dwelling unit. Parking for single-family, duplexes, and triplexes shall comply with the standards of chapter 18.36. For mixed-use and multi-family residential projects, two parking spaces shall be provided for each new dwelling unit and at least one of the required parking spaces per unit shall be a garage space. For projects with three or more residential units, one guest parking space shall be provided for each four units with a minimum of one space. Parking provisions for the non-residential portion of mixed-use projects shall comply with chapter 18.36. (1996 zoning code (part)).

18.07.040 C-D zoning district development standards.
Development standards for the C-D commercial downtown zoning district are as follows:

A. Minimum Lot Size and Width. The minimum lot size for any new parcels shall be five thousand square feet with a minimum width of fifty feet.

B. Minimum Setbacks. There are no setbacks required within the C-D district. However, where a parcel borders an R district, a minimum setback of five feet is required from the property line adjoining any residential parcel.

1. For all new commercial structures and for remodels or additions to existing buildings fronting on Main Street between Pilarcitos Creek and Correas Street, a zero front setback shall be encouraged to create a continuous line of building frontages; provided however that greater setbacks are permitted if they provide enhanced active ground-floor dependent frontage uses including but not limited to sidewalk cafes, public plazas, or weather-protected alcove entrances of modest size.

C. Maximum Height. The maximum height permitted shall be thirty-six feet and three stories.

D. Minimum Landscaping. Landscaping shall be required within parking areas and elsewhere on the site as may be feasible and in keeping with landscaping on the surrounding properties, and shall be reviewed by the community development director or planning commission for all projects involving new construction or conversions.

E. Lot Coverage. Commercial, mixed-use, and multi-family residential buildings are not limited to a percentage coverage of C-D zoned sites; however, for any new construction, parking and any setback requirements shall dictate the area available for building. For residential uses in the C-D district, one-family and two-family residential structures are limited to thirty-five percent site coverage for multiple stories, and fifty percent site coverage for a single story.

F. Residential Development. For mixed-use commercial and residential projects, residential units shall generally be located on the upper floors; however, the Planning Commission may consider mixed-use site plans with both residential and commercial uses on the ground floor, and two garage spaces shall be provided for each new dwelling unit, unless otherwise approved by the planning commission. For single-use residential development projects, minimum residential density shall be fifteen dwelling units per acre.

G. Location of Parking. On Heritage Main Street, parking facilities shall not be located along the Main Street frontage and, unless there is no feasible alternative, driveways to parking facilities shall not take access from Main Street.
H. Required Parking. Parking for single-family, duplexes, and triplexes shall comply with the standards of chapter 18.36. Parking for multi-family and mixed-use projects may be provided in garages, below-grade, at-grade under upper floors of development, in open parking lots, or a combination of locations pursuant to site plan review; and the required amount of parking to be provided shall be as follows:

1. Multi-family residential projects. For single-use residential projects with four or more residential units, the required amount of parking is one parking space per studio and one-bedroom unit; 1.5 parking spaces for units with two or more bedrooms; plus one guest space for each four units, with a minimum of one guest space.

2. Mixed-use projects. Parking provisions for the non-residential portion of mixed-use projects shall comply with chapter 18.36. For the residential portion of mixed-use projects, the required amount of parking is one parking space per studio and one-bedroom unit; 1.5 parking spaces for units with two or more bedrooms; plus one guest space for each four units, with a minimum of one guest space. The total required amount of parking for mixed-use projects shall be the sum of that required for the non-residential and residential portions of the development with the following reductions allowed pursuant to planning commission review and approval:

   a. Mixed-use shared-use reduction. Up to twenty (20) percent reduction in the total required parking spaces may be allowed provided that the non-residential and residential uses have off-set peak parking demand periods, and the total amount of shared parking is adequate for the the combined peak demand period of the mixed-uses.

   b. Mixed-use guest parking waiver. A portion or all of the required guest parking spaces may be waived if the project is located on Heritage Main Street between Pilarcitos Creek and Correas Street; and/or includes frontage improvements that increase public parking supply, pedestrian and/or bicycle access, public access to EV charging stations, or other public benefit to multi-modal and/or low emission circulation and parking within the C-D district.

I.E. Off-Site Parking. Notwithstanding the provisions of this title, parking at an off-site location is encouraged at a distance no greater than three hundred feet from the development site.

1. In reviewing development proposals with an off-site parking area, the planning commission may approve an exception to allow a greater distance between the development site and parking area, if it is determined that it is not feasible to meet the suggested distance standard to comply with off-street parking requirements.
2. In approving an off-site parking location to support a proposed development, the planning commission shall require the recordation of a deed restriction, restrictive covenant, or other instrument to the satisfaction of the city attorney, ensuring that the parking area will remain available to serve the parking needs of the proposed development or use for as long as the development or use exists.

3. Any off-site parking area created pursuant to the provisions herein shall be landscaped and a solid fence or wall installed along adjoining property lines to the satisfaction of the planning commission. Any lighting shall be directed away from adjoining properties. (Ord. C-2019-03 §2(Exh. A)(part), 2019: 1996 zoning code (part)).

18.07.045 Exceptions to development standards.

A. Legal Nonconforming Parcels. Any parcel legally subdivided prior to the effective date of this chapter within any commercial district which does not meet the standards for minimum site area and width may nevertheless be developed without the need for a variance or exception, subject to compliance with the other development standards and regulations in this chapter.

B. New Parcels. The planning commission and or city council may approve an exception to development standards established in the sections above for each commercial district, in conjunction with the review of a lot line adjustment or subdivision, as may be applicable.

C. Development on Lots divided by District Boundaries. The regulations applicable to each district shall be applied to the area within that district; however, parking provisions serving a principal use on the site may be located in a district in which a parking lot is not permitted, or is a conditional use.

D. Exceptions to Maximum Height. Chimneys may exceed the maximum permitted building height in the district only as may be needed to comply with the Uniform Building Code.

E. Parking Exceptions. For all new construction, the requirements for off-street parking shall be met. For any additions to existing buildings, or conversions of existing buildings to a more intensive use, off-street parking spaces shall be provided as required for the new area or use, at a minimum, unless a parking exception is approved by the planning commission. For conversions of existing buildings to a more intensive use, the planning commission shall ensure that the applicant has made every reasonable effort to provide the required off-street parking spaces designated for the use as specified in this title.

1. When granting a parking exception in either the downtown commercial or commercial residential districts, the planning commission shall determine that the proposed exception is consistent with the policies of the Downtown Specific Plan; that the proposed number, size, configuration, and/or location of the parking spaces is...
as nearly in conformance with the standards contained in Chapter 18.36 as is reasonably possible, including conformance with ADA requirements and the provision of EV, bicycle, and motorcycle parking spaces; and the Planning Commission shall make at least one of the following findings:

a. The applicant has made every reasonable effort to provide the required number of parking spaces;

b. The applicant has submitted evidence to the planning commission that approval of a parking exception is necessary to ensure the economic viability of the project; or

1. That the proposed exception to the parking provisions will not be detrimental to the public welfare or injurious to property or improvements in the vicinity based on supporting evidence such as from a parking demand study; and that granting the parking exception is necessary to ensure the economic viability of the project based on supporting evidence such as from an economic assessment; or

2. The planning commission finds that approval of the parking exception will ensure that an historic resource is retained or otherwise preserved or protected; and; or

d. The planning commission has found that the proposed number, size, configuration, and/or location of the parking spaces is as nearly in conformance with the standards contained in Title 15 as is reasonably possible, and the granting of the parking exception is not contrary to the policies of the downtown specific plan. (1996 zoning code (part)).

18.07.050 Nonconforming structures and uses.
A. Any existing structure legally constructed in accordance with the zoning code prior to the effective date of the ordinance codified in this chapter that is damaged by catastrophe such as fire, flood, explosion, wind, earthquake, war, riot, or other calamity may be replaced, restored, rebuilt, or repaired and used as before such event occurred provided that all of the following conditions are satisfied:

1. Any nonconforming height, setback encroachments or other nonconformity shall not be increased beyond that in existence prior to the damage occurring, unless a variance or exception is approved subject to the provisions of this title.

2. An application for a building permit to replace or repair a damaged or destroyed building shall be filed within twenty-four months after the event;

3. All applicable provisions of the Historic Building Code or Uniform Building Code adopted by the city at the time building permits are requested for the repair or reconstruction shall be incorporated into the plans. (1996 zoning code (part)).
B. Any nonconforming existing use legally established in accordance with the zoning code prior to the effective date of the ordinance codified in this chapter shall be subject to the provisions of chapter 18.25.

18.07.055 Historic downtown area, structures and uses.
A. Historic Downtown Area. The historic downtown area possesses character, interest and value as part of the heritage of the city. Preservation of those structures which exemplify historical architectural styles or which contribute to the historical fabric of the community within this area is essential to the integrity of the district.

1. Municipal Code Chapter 2.48 contains review criteria for the designation of a landmark or historic district. Any development within the historic downtown area shall also be in accordance with the policies for the Half Moon Bay historic downtown plan as well as the historic resources ordinance.

B. Historic Structures. Any proposal for alteration to a designated landmark shall be subject to the provisions below and the historic resources ordinance.

1. Changes to Existing Structures. Within the historic downtown area, alterations to existing structures and proposed demolition shall be subject to review by the planning commission who may consider the recommendation of any city council appointed advisory committee or commission, in order to protect the architectural and historical character of the area.

2. Maintenance of Structures and Premises. All property owners in the historic downtown area shall have the obligation to maintain structures and premises in good repair. Good repair includes and is defined as the level of maintenance that ensures the continued availability of the structure and premises for a lawfully permitted use, and prevents deterioration, dilapidation, and decay of the exterior portions of the structure and premises. Maintenance does not include a change in design, material or external appearance of a structure.

3. Change of Use Within a Historic Structure. Whenever a change of use is proposed within an historic structure, such as a conversion from residential use to commercial use, exceptions to the development standards in this chapter may be granted where applicable and necessary to maintain the historic integrity of the structure. The State Historical Building Code may be used in some cases, however, intensification of use may require safety measures to conform to the requirements of current Uniform Building Code.

C. New Development. New construction within the historic downtown area shall be reviewed for compliance with the following criteria:

1. The scale and style shall be similar to that of the predominant older structures.
2. There shall be continuity in building lines maintained along Main Street. (Ord. C-2019-03 §2(Exh. A)(part), 2019; 1996 zoning code (part)).

18.07.060 Required permits and plan review.
A. Building permits are required for any new construction, remodeling, or additions, except for fences which do not exceed the eight foot height limit.

B. Except as may be otherwise provided for in this chapter, a variance or exception shall be required for any project in any commercial district which does not meet the development standards and regulations of this chapter, or for projects which include proposals to extend existing nonconforming structures or conditions on the site.

C. The provisions of this title pertaining to architectural and site and design review shall be followed prior to the issuance of any building permits for which design review is required. (1996 zoning code (part)).
Chapter 18.08
COMMERCIAL LAND USE (C-VS, C-G)

Sections:
18.08.010 Purpose.
18.08.015 C-VS and C-G zoning districts established.
18.08.020 Permitted uses.
18.08.025 Use regulations.
18.08.030 General development standards.
18.08.035 C-VS zoning district standards.
18.08.040 C-G zoning district standards.
18.08.045 Exceptions to development standards.
18.08.050 Nonconforming structures.
18.08.055 Historic structures.
18.08.060 Required permits and plan review.

18.08.010 Purpose.
The purpose of establishing adopting these visitor serving commercial and general commercial districts and adopting development standards and use regulations is to:

A. Guide the orderly development of lands designated on the land use plan map for visitor serving commercial and general commercial uses;

B. Provide appropriately located areas consistent with the land use plan and general plan for a full range of office, retail commercial, service commercial, and visitor serving uses needed by residents of, and visitors to, the city and region;

C. Strengthen and expand the city’s economic base, while protecting the small businesses that currently serve city residents;

D. Minimize the impact of commercial development on adjoining residential areas;

E. Encourage new commercial, mixed-use, and residential development compatible with surrounding development and consistent with site limitations;

F. Ensure the provision of adequate on-site parking, loading and circulation; and
G. Allow public and semipublic uses in commercial areas that are compatible with or supportive of commercial development. (1996 zoning code (part)).

18.08.015 C-VS and C-G zoning districts established.
The intent of this chapter is to establish the following commercial districts and to guide the orderly development within each district as follows:

A. C-VS District, Commercial--Visitor Serving. Recreational commercial areas that serve the needs of visitors attracted to coastal recreational opportunities, emphasizing ease of movement and attractiveness for the pedestrian while allowing safe and efficient movement of vehicles, having a consistent design theme, and protecting coastal resources. The intensity and nature of visitor serving commercial uses shall be subordinate to the character of the recreational setting and existing neighborhood character.

B. C-G District, Commercial--General. General commercial areas designated for the development of a full range of retail, service, commercial and professional office businesses, mixed-use and multi-family residential use serving both residents and visitors to the city. (1996 zoning code (part)).

18.08.020 Permitted uses.
Tables 18.08.020A through E of this chapter establish the uses permitted in the visitor-serving commercial and general commercial districts.

A. The uses listed in Table 18.08.020A are numbered and categorized into types of uses. Definitions of each type of use are located within this title in Chapter 18.03, “Use Classifications.” Uses that are not listed are prohibited within visitor-serving commercial and general commercial districts.

B. Use classifications followed by the term “OK” are permitted, whereas use classifications followed by the term “UP” require approval of a use permit. A use classification followed by the term “NO” means that the use is not permitted. In the event the community development director determines that a proposed use is not permitted, an applicant may appeal the determination to the planning commission. The letters “UPCC” mean that some or all uses in the use classification are permitted in most cases, but that approval of a use permit is required in certain cases.

C. Further description of the circumstances related to the “UPCC” listings in Tables 18.08.020A through E, and other specific regulations for certain uses listed in Tables 18.08.020A through E can be found in Section 18.08.025. The letters and numbers in Section 18.08.025 correspond to the use categories and specific uses listed in Tables 18.08.020A through E.
Table 18.08.020A

COMMERCIAL USES

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

<table>
<thead>
<tr>
<th>OK = Allowed without permit</th>
<th>UP Use permit required</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO = Not allowed</td>
<td>UPCC Use permit required under certain circumstances</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Key</th>
<th>Commercial Uses</th>
<th>C-VS Zoning</th>
<th>C-G Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-1</td>
<td>Adult Business</td>
<td>NO</td>
<td>UP</td>
</tr>
<tr>
<td>A-2</td>
<td>Ambulance Service</td>
<td>NO</td>
<td>UPCC</td>
</tr>
<tr>
<td>A-3</td>
<td>Animal Sales or Service:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a</td>
<td>• Boarding</td>
<td>NO</td>
<td>UP</td>
</tr>
<tr>
<td>b</td>
<td>• Grooming</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>c</td>
<td>• Medical Care</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>d</td>
<td>• Retail Sales</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-4</td>
<td>Art Gallery</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>A-5</td>
<td>Artist’s Studio</td>
<td>UPCC</td>
<td>UPCC</td>
</tr>
<tr>
<td>A-6</td>
<td>Banking:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a</td>
<td>• Full Service</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>b</td>
<td>• ATM Only</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>c</td>
<td>• Drive-Up Teller</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-7</td>
<td>Building Materials Sales or Service</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-8</td>
<td>Catering</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-9</td>
<td>Circus, Carnival or Exhibition</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>A-10</td>
<td>Commercial Filming</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>Key</td>
<td>Commercial Uses</td>
<td>C-VS Zoning</td>
<td>C-G Zoning</td>
</tr>
<tr>
<td>------</td>
<td>------------------------------------------------------</td>
<td>-------------</td>
<td>------------</td>
</tr>
<tr>
<td>A-11</td>
<td>Commercial Recreation or Entertainment:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>a • Indoor</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td></td>
<td>b • Outdoor</td>
<td>UPCC</td>
<td>UPCC</td>
</tr>
<tr>
<td>A-12</td>
<td>Communications Facility</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-13</td>
<td>Eating or Drinking Establishment:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>a • Cafe, Diner or Restaurant</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td></td>
<td>b • Fast Food or Takeout</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td></td>
<td>c • Drive-Through Fast Food</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td></td>
<td>d • Bar or Tavern</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td>A-14</td>
<td>Equestrian Center</td>
<td>UP</td>
<td>NO</td>
</tr>
<tr>
<td>A-15</td>
<td>Food or Beverage Sales</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>A-16</td>
<td>Funeral and Internment Service</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-17</td>
<td>Gardening Service</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-18</td>
<td>Laboratory</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-19</td>
<td>Maintenance or Repair Service</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-20</td>
<td>Nursery, Plant</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-21</td>
<td>Office:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>a • Business or Professional</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td></td>
<td>b • Health Service</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td></td>
<td>c • Travel Agency</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>A-22</td>
<td>Personal Improvement Service</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-23</td>
<td>Personal Service</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td>A-24</td>
<td>Printing or Publications Facility</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-25</td>
<td>Real Estate Sales Office</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-26</td>
<td>Research and Development</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td>Key</td>
<td>Commercial Uses</td>
<td>C-VS Zoning</td>
<td>C-G Zoning</td>
</tr>
<tr>
<td>------</td>
<td>------------------------------------------------------</td>
<td>-------------</td>
<td>------------</td>
</tr>
<tr>
<td>A-27</td>
<td>Retail Sales:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a</td>
<td>• Indoor Retail</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>b</td>
<td>• Outdoor Retail</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>c</td>
<td>• Visitor-Serving Retail</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>A-28</td>
<td>Seasonal Agricultural Sales</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>A-29</td>
<td>Secondhand Sales, Pawn Shop</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>A-30</td>
<td>Vehicle/Equipment Sales or Service:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a</td>
<td>• Automobile Rental</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>b</td>
<td>• Automobile Washing</td>
<td>NO</td>
<td>UPCC</td>
</tr>
<tr>
<td>c</td>
<td>• Service Station</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>d</td>
<td>• Vehicle or Equipment Repair</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td>e</td>
<td>• Vehicle or Equipment Sale or Rental</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td>f</td>
<td>• Vehicle Storage</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td>A-31</td>
<td>Visitor Accommodation:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a</td>
<td>• Bed and Breakfast Inn</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>b</td>
<td>• Campground or RV Park</td>
<td>UP</td>
<td>UP</td>
</tr>
<tr>
<td>c</td>
<td>• Hotel, Motel or Time Share</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>d</td>
<td>• Spa Resort</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>A-32</td>
<td>Warehouse or Storage</td>
<td>NO</td>
<td>UP</td>
</tr>
</tbody>
</table>

**Table 18.08.020B**

**INDUSTRIAL USES**

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

OK = Allowed without permit    UP = Use permit required
NO = Not allowed  
UPCC = Use permit required under certain circumstances

<table>
<thead>
<tr>
<th>Key</th>
<th>Industrial Uses</th>
<th>C-VS Zoning</th>
<th>C-G Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-1</td>
<td>Custom Industry</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>B-2</td>
<td>General Industry</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>B-3</td>
<td>Limited Industry</td>
<td>NO</td>
<td>UP</td>
</tr>
<tr>
<td>B-4</td>
<td>Wholesaling, Distribution or Storage</td>
<td>NO</td>
<td>UP</td>
</tr>
</tbody>
</table>

Table 18.08.020C

**PUBLIC AND QUASI-PUBLIC USES**

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

OK = Allowed without permit  
UP = Use permit required  
NO = Not allowed  
UPCC = Use permit required under certain circumstances

<table>
<thead>
<tr>
<th>Key</th>
<th>Public and Quasi-Public Uses</th>
<th>C-VS Zoning</th>
<th>C-G Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-1</td>
<td>Club or Lodge</td>
<td>UP</td>
<td>OK</td>
</tr>
<tr>
<td>C-2</td>
<td>Convalescent Facility</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>C-3</td>
<td>Cultural Institution</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>C-4</td>
<td>Day Care, General</td>
<td>NO</td>
<td>UP</td>
</tr>
<tr>
<td>C-5</td>
<td>Government Office</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>C-6</td>
<td>Health Care:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a</td>
<td>• Hospital or Clinic</td>
<td>NO</td>
<td>UP</td>
</tr>
<tr>
<td>b</td>
<td>• Emergency Health Care</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>C-7</td>
<td>Park or Recreation Facility</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>C-8</td>
<td>Public Safety Facility</td>
<td>OK</td>
<td>OK</td>
</tr>
</tbody>
</table>
### Key

<table>
<thead>
<tr>
<th>Key</th>
<th>Public and Quasi-Public Uses</th>
<th>C-VS Zoning</th>
<th>C-G Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-9</td>
<td>Religious Assembly</td>
<td>NO</td>
<td>UP</td>
</tr>
<tr>
<td>C-10</td>
<td>Residential Care, General</td>
<td>NO</td>
<td>UP</td>
</tr>
<tr>
<td>C-11</td>
<td>School, Public or Private</td>
<td>NO</td>
<td>UP</td>
</tr>
<tr>
<td>C-12</td>
<td>Utility:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>a</td>
<td>Major</td>
<td>NO</td>
</tr>
<tr>
<td></td>
<td>b</td>
<td>Minor</td>
<td>OK</td>
</tr>
</tbody>
</table>

Table 18.08.020D

### RESIDENTIAL USES

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

<table>
<thead>
<tr>
<th>Key</th>
<th>Residential Uses</th>
<th>C-VS Zoning</th>
<th>C-G Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>D-1</td>
<td>Group Residential</td>
<td>NO</td>
<td>OK</td>
</tr>
<tr>
<td>D-2</td>
<td>Large Family Day Care</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>D-3</td>
<td>Small Family Day Care</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>D-4</td>
<td>Limited Residential Care</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>D-5</td>
<td>Multi-Family Residential</td>
<td>NO</td>
<td><strong>UP</strong></td>
</tr>
<tr>
<td>D-6</td>
<td>Single-Family Residential</td>
<td><strong>UP</strong></td>
<td><strong>UP</strong></td>
</tr>
</tbody>
</table>

Table 18.08.020E

### ACCESSORY USES
C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

OK = Allowed without permit  UP = Use permit required
NO = Not allowed  UPCC = Use permit required under certain circumstances

<table>
<thead>
<tr>
<th>Key</th>
<th>Accessory Uses</th>
<th>C-VS Zoning</th>
<th>C-G Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-1</td>
<td>Accessory Use or Structure</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>E-2</td>
<td>Accessory Dwelling Unit</td>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>E-3</td>
<td>Mixed Commercial and Residential</td>
<td>UP</td>
<td>OKUP</td>
</tr>
</tbody>
</table>


18.08.025 Use regulations.

The following use categories and any additional regulations associated with an identified use are to be taken together with the permit requirements listed for each use classification in Tables 18.08.020A through E. These regulations shall apply to both permitted uses and for uses which are only allowed upon approval of a use permit by the planning commission.

A. Commercial Uses.

A-1 Adult Business. No adult business may be located within one thousand feet of another adult business, or within five hundred feet of any R district, any public or private school or day care facility for children, or any park or recreation facility.

A-2 Ambulance Service. A use permit is required only where a proposed ambulance service would be located within one thousand feet of an R district or fifty feet of a site occupied by a public or private school or a park or recreation facility.

A-3 Animal Sales or Service. No additional regulations specified.

A-3 a. Boarding. All kennels shall be maintained in accordance with the San Mateo County humane society regulations, and shall comply with all conditions of the use permit. If the facility is not in compliance with the humane society regulations or use permit conditions at any time, the use
permit may be revoked. The boarding of horses shall be subject to the use regulations contained in this section under “equestrian centers.”

A-3 b. Grooming. No additional regulations specified.

A-3 c. Medical Care. No additional regulations specified.

A-3 d. Retail Sales. The sale of domestic animals is allowed as an incidental use to any permitted use.

A-4 Art Gallery. No additional regulations specified.

A-5 Artist’s Studio. A studio where the artist works, displays, and sells artwork is permitted. In those cases where the artist lives on the premises and maintains an active studio or sales operation, a use permit is required.

A-6 Banking. No additional regulations specified.

A-6 a. Full Service. No additional regulations specified.

A-6 b. ATM Only. In the C-VS district, an ATM (automatic teller machine) is permitted only as an incidental use to a permitted use.

A-6 c. Drive-Up Teller. No additional regulations specified.

A-7 Building Materials Sales or Service. Activities shall be conducted and materials shall be stored within a building or shall be enclosed by a fence, wall or permanent planting at least six feet in height. Milling or planing of lumber or other wood products is prohibited unless incidental to a retail use or contractor’s yard.

A-8 Catering. Catering businesses may be permitted in conjunction with a residential use subject to approval by the San Mateo County environmental health department.

A-9 Circus, Carnival or Exhibition. Such uses, including street fairs and markets on city streets are permitted upon approval of special events permit. The event may be in one location no longer than two weekend days over two consecutive weekends, unless otherwise permitted by the city council in conjunction with the special events permit. Signs advertising the event shall be approved by the city council in conjunction with the approval of the special events permit.
A-10 Commercial Filming. Commercial filming is permitted upon securing all necessary permits and licenses required by the municipal code.

A-11 Commercial Recreation or Entertainment. No additional regulations specified.

A-11 a. Indoor. In the C-G district, electronic game centers shall not be located within three hundred feet of a school site or the boundary of a residential district, or within five hundred feet of a liquor store, cocktail lounge or bar. At least one adult manager shall be on the premises during the time a game center is open to the public. No game center owner, manager or employee shall allow a minor under eighteen years of age to play game machines during the hours the public schools are open, or after nine p.m. on nights preceding school days. The planning commission may impose restrictions on the design, location and operation of a game center in order to minimize the effects of noise, congregation, parking, and other nuisance factors that may be detrimental to the community.

A-11 b. Outdoor. In the C-G district, the establishment of a golf course requires approval of a use permit.

A-12 Communication Facility. No additional regulations specified.

A-13 Eating or Drinking Establishment. No additional regulations specified.

A-13 a. Cafe, Diner or Restaurant. In C-VS districts, sidewalk cafes and outdoor food service on a temporary basis shall be subject to approval by the community development director. A use permit is required in order to establish permanent or recurring outdoor food service and shall be subject to architectural, landscape, and site plan review. A use permit is required for cabarets with live entertainment within the C-VS districts.

A-13 b. Fast Food or Takeout. Identifiable containers and napkins shall be used for all carry-out food, and all litter resulting shall be promptly removed.


A-13 d. Bar or Tavern. No additional regulations specified.

A-14 Equestrian Center. Grooming and incidental sales of horses and equestrian supplies are permitted. Animal shows are permitted by use permit. New equestrian facilities shall be located near proposed county trail systems in upland areas east of Highway One or on sites where the coastal terrace is broad enough to accommodate such use without conflicts with public
recreation. All stables shall be maintained in accordance with the San Mateo County humane society regulations, and shall comply with all conditions of the use permit. If the facility is not in compliance with the humane society regulations or use permit conditions at any time, the use permit may be revoked.

A-15 Food or Beverage Sales. In C-VS districts, food and beverage sales must be ancillary to approved recreational uses.

A-16 Funeral or Internment Service. No additional regulations specified.

A-17 Gardening Service. No additional regulations specified.

A-18 Laboratory. In C-VS districts, laboratories shall be limited to research related to oceanographic, fisheries, and/or coastal resource management.

A-19 Maintenance or Repair Service. No additional regulations specified.

A-20 Nursery, Plant. Outdoor storage and display is limited to plants and garden features such as statues, fountains and benches. All merchandise must be kept in an enclosed building or a fully screened enclosure, and fertilizer of any type is stored and sold in package form only.

A-21 Office. In C-VS districts, only those office uses which are auxiliary functions of visitor-serving establishments are permitted.

A-21 a. Business or Professional. In the C-G district, professional and other business offices providing the following services are permitted: accountancy, architectural, construction and/or contracting, design, engineering, and legal services, insurance and travel agencies, investment services other than banks, savings and loans, such as mortgage, stocks and commodities brokerages, and similar consulting or business services.

A-21 b. Health Service. In the C-G district, health service offices or clinics offering medical or dental services, including laboratories incidental to these uses, and therapeutic services such as massage, chiropractic and psychiatric therapy are permitted.

A-21 c. Travel Agency. In the C-VS district, travel services are permitted only where incidental to a permitted use.

A-22 Personal Improvement Service. No additional regulations specified.
A-23 Personal Service. In the C-VS district, personal services may be permitted only where they are an auxiliary function of a visitor serving establishment.

A-24 Printing or Publication Facility. No additional regulations specified.

A-25 Real Estate Sales Office. No additional regulations specified.

A-26 Research and Development. In the C-VS district, only research related to oceanographics, fisheries, and/or coastal resource management is permitted.

A-27 Retail Sales. No additional regulations specified.

A-27 a. Indoor Retail. Display of products usually sold inside a building on a commercial site may be permitted outside the building on a temporary or occasional basis, subject to approval by the community development director. In the C-VS district, indoor sales shall be limited to visitor-oriented sales.

A-27 b. Outdoor Retail. Outdoor display of merchandise on a temporary basis shall be subject to approval by the community development director. Permanent outdoor sales operations, such as flower and produce stands, hot dog carts, coffee/pastry stands, T-shirts, outdoor furniture gardens, are permitted on an ongoing basis only if located on private property and not on city or state right-of-way, and only after (1) receiving a determination by the planning commission that the proposed use and operational characteristics are consistent with the underlying zoning designation and development standards, and (2) securing approval of a business license in accordance with the provisions of the municipal code. In the C-VS district, outdoor sales shall be limited to visitor-oriented sales.

A-27 c. Visitor-Serving Retail. In a C-VS district, this category is limited to retail sales directly related to visitors attracted to the city’s coastal recreational opportunities such as boating and fishing supplies, equestrian supply stores, surf shops, the incidental sale of merchandise at recreational vehicle campsites and golf courses, and related uses.

A-28 Seasonal Agricultural Sales. Fruit, vegetable and Christmas tree sales are permitted for a period of forty-five days, and shall be subject to the requirements of municipal code Chapter 3.73. The community development director shall impose reasonable conditions upon the establishment to ensure adequate parking, safe and convenient traffic circulation, and that minimum health and safety standards are met.

A-29 Second Hand Sales, Pawn Shop. No additional regulations specified.
A-30 Vehicle or Equipment Sales and Service. No additional regulations specified.

A-30 a. Automobile Rental. No additional regulations specified.

A-30 b. Automobile Washing. A use permit is required in order to establish self-service and full-service operations and shall be subject to architectural, landscape, and site plan review.

A-30 c. Service Station. All auto, truck and equipment repair and service facilities shall be appropriately landscaped and maintained. Inoperative vehicle storage on the premises is prohibited. Operative vehicles and/or equipment stored on the premises shall be screened from public view. Display racks for automobile products no more than four feet wide may be maintained at each pump island of a service station, or within three feet of the main building, and shall be limited to one per street frontage. These uses are not permitted in a C-VS district.

A-30 d. Vehicle or Equipment Repair. Repair shops such as auto body and painting, fender work, upholstery and detailing, and major auto repairs shall be appropriately landscaped and maintained. Conditions of approval of a use permit may require buffering, screening, planting areas or limits on the hours of operation to avoid adverse impacts on properties in the surrounding area. Inoperative vehicle storage on the premises is prohibited, and operative vehicles and/or equipment stored on the premises shall be screened from public view.

A-30 e. Vehicle or Equipment Sales or Rental. In the C-VS district, sales shall be limited to marine equipment and parts used for recreational vehicles other than motor homes such as boats, jet skis and vehicles used to transport horses or which are designed to be transported by horses. Marine vehicles may be rented in the C-VS district. Outdoor storage and display shall be limited to vehicles, boats or equipment offered for sale or rent only.

A-30 f. Vehicle Storage. In the C-VS district, vehicular storage shall be limited to the storage of recreational vehicles and water-oriented vehicles. All vehicle storage facilities shall be enclosed by a six foot high fence and all vehicles shall be screened from view.

A-31 Visitor Accommodation. No additional regulations specified.


A-31 b. Campground or RV Park. Landscaping at recreational vehicle parks shall be fully matured within five years of development to assure full screening from public roads, vista points, public recreation areas and residential areas.
A-31 c. Hotel, Motel or Time Share. Within the C-VS district, hotel, motel and time shares are permitted only if the number of bedrooms does not exceed thirty-six per net acre of the building site area. Living rooms in suites shall be considered bedrooms for purposes of this calculation.

A-32 Warehouse or Storage. Only warehousing/storage area having two thousand five hundred square feet or less, that is incidental to commercial use, is permitted within an enclosed building. Mini-storage or self-storage facilities may be permitted in the C-G district only by approval of a use permit and shall be subject to architectural, landscape, and site plan review.

B. Industrial Uses.

B-1 Custom Industry. Small scale custom industries such as ceramic studios, candle-making shops and custom jewelry manufacturing which may also sell goods produced on-site directly to customers are permitted in the C-G district.

B-2 General Industry. No additional regulations specified.

B-3 Limited Industry. No additional regulations specified.

B-4 Wholesaling, Distribution or Storage. No additional regulations specified.

C. Public and Quasi-Public.

C-1 Club or Lodge. In the C-VS district, only yacht clubs or clubs catering to visitor-serving commercial uses shall be permitted.

C-2 Convalescent Facility. City, county and state permits or licenses must be obtained prior to establishing the use. The Half Moon Bay fire protection district shall review and approve all aspects of the use prior to the issuance of building permits.

C-3 Cultural Institution. No additional regulations specified.

C-4 Day Care, General. All required city, county and state permits or licenses must be obtained prior to establishing the use. The Half Moon Bay fire protection district shall review and approve all aspects of the use prior to the issuance of building permits.

C-5 Government Office. In a C-VS district, these uses shall be limited to those that, as determined by the community development director, involve the regulation or study of natural or oceanographic processes, private or recreational fishing, aquaculture, or shoreline recreation.
C-6 Health Care. No additional regulations specified.

C-6 a. Hospital or Clinic. No additional regulations specified.

C-6 b. Emergency Health Care. No additional regulations specified.

C-7 Park or Recreation Facility. In the C-VS district, this use includes public parking for shoreline access and recreation, public restrooms, parks and visitor information centers. Development unrelated to on-site recreational activities shall not be permitted in publicly owned recreational areas, with the exception of the state park administrative and maintenance operations located at Half Moon Bay state beach. Parking facilities and recreational structures, including campers, located in public regional recreational areas, private recreational areas, visitor-serving commercial areas and other developments shall be designed to minimize visibility from the beach.

C-8 Public Safety Facility. No additional regulations specified.

C-9 Religious Assembly. No additional regulations specified.

C-10 Residential Care, General. No additional regulations specified.

C-11 School, Public or Private. No additional regulations specified.

C-12 Utility. No additional regulations specified.

C-12 a. Major. All public utility substations shall be enclosed by a solid fence or wall a minimum of six feet in height. The planning commission may approve alternative screening such as a hedge or other plant materials, where appropriate to the design and location in relationship to other properties.

C-12 b. Minor. No additional regulations specified.

D. Residential Uses.

D-1 Group Residential. No additional regulations specified.

D-2 Large Family Day Care. No additional regulations specified.

D-3 Limited Day Care. No additional regulations specified.

D-4 Limited Residential Care. No additional regulations specified.
D-5 Multi-Family Residential. No additional regulations specified.

D-6 Single-Family Residential. No residential uses are permitted in the C-VS district unless ancillary to a permitted use and upon the approval of a use permit in each case.

E. Accessory Uses.

E-1 Accessory Use or Structure. Accessory uses and structures are permitted when they are incidental to the principal permitted or conditionally permitted use or structure on a site and are customarily found on the same site. Accessory uses to a residential use would include home occupations and garage sales. Accessory uses for retail or office uses would include storage incidental to a permitted use. Accessory structures such as garages or storage and maintenance sheds are permitted.

E-2 Accessory Dwelling Unit. No additional regulations specified.

E-3 Mixed Commercial and Residential. No residential uses are permitted as part of mixed-use development in the C-VS district unless ancillary to a permitted use and upon the approval of a use permit in each case. In the C-G district, no additional regulations specified. (Ord. C-2019-03 §2(Exh. A)(part), 2019; Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

18.08.030 General development standards.

A. Residential Development.

1. As Primary Use of Property. When a C-VS or C-G zoned site is developed primarily for residential use, the dwelling unit(s) shall be subject to the standards for tenant and guest parking spaces, minimum setbacks, floor area ratio, lot coverage, maximum height limits, landscaping, fences, and usable open space as specified in this title for the proposed residential dwelling type.

2. As Secondary Use of Property. When a C-VS or C-G zoned site is developed with nonresidential use(s) and residential use is proposed, or when a mixed residential/ nonresidential project is proposed, the setbacks, floor area ratio, lot coverage and maximum height limits required within the residential districts shall not be imposed. However, such development shall be subject to the requirements for parking spaces, landscaping, fences and usable open space for the proposed type of dwelling as specified in this title.

B. Minimum Site Area and Width. The standards for minimum site area and width are established for each commercial district in this chapter. Existing legal parcels created before the effective date of this
chapter are not subject to these minimum area and width requirements. Only new subdivisions of existing parcels shall be subject to the minimum site and area requirements.

C. Site Coverage. Commercial buildings and mixed use buildings are not limited to a percentage
coverage of commercially zoned sites, however, for any new construction, parking requirements shall
dictate the area available for building. For residential uses in a commercial district, one-family and two-
family residential structures are limited to thirty-five percent site coverage for multiple stories, and fifty
percent site coverage for a single story. A maximum site coverage of thirty-five percent shall be permitted
for multiple-family (three or more units) residential structures. These standards are not applicable to
mixed-use projects.

D. Exterior Noise Limit. Sound levels measured at the property line of the lot where the lot borders on
R, OS, UR or OSR district, or along any property boundary in the C-VS district, may not exceed the
following levels:

<table>
<thead>
<tr>
<th>Time of Day</th>
<th>More than 30 minutes/hour</th>
<th>More than 5 minutes/hour</th>
<th>At any time</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 a.m. to 10 p.m.</td>
<td>60 dBA</td>
<td>70 dBA</td>
<td>80 dBA</td>
</tr>
<tr>
<td>10 p.m. to 7 a.m.</td>
<td>55 dBA</td>
<td>65 dBA</td>
<td>75 dBA</td>
</tr>
</tbody>
</table>

E. Off-Street Parking Plans. A parking plan which meets the development standards for off-street
parking requirements contained in this title shall be submitted with each project for new development or
addition of floor area, or whenever plans are submitted for a use conversion which will result in an
intensification of use. The plan will be reviewed for conformance with standards for parking spaces and
aisles, location, units of measurement, and other standards as may be applicable.

F. Landscaping. A landscaping plan is required for all new construction or extensive remodel projects
within the C-VS or C-G commercial districts, and shall be in conformance with design criteria contained in
this title and the city’s current water-efficient landscaping program.

1. All planting areas, plant materials, and irrigation shall conform with the guidelines in the city’s
current water efficient landscaping program.

2. No landscaping may impede, block, obstruct or otherwise be allowed to grow over a public
sidewalk or other form of public or private access way such as a street, sidewalk or road. Trees
and shrubs shall be maintained in such a manner as to provide adequate, clear site distance for traffic safety on public or private sidewalks, street, road or rights-of-way.

3. Parking lots shall have perimeter landscaping areas and interior landscaping areas distributed throughout the parking lot. The landscaped areas shall have a minimum width of two feet, separated from the parking lot paving by a six inch curb. A minimum of one tree for every six spaces shall be distributed throughout the parking lot.

G. Signs. Each project shall comply with the sign regulations contained in Titles 15 and 18. Prior to installation, all new signs shall be reviewed and approved by the community development director who may consider the recommendation of any city council appointed advisory committee or commission.

H. Fences. The height of a fence, wall or hedge shall be measured vertically from the natural or finished existing grade, whichever is lower, from the base to the top of the fence, wall or hedge above that grade. The following specific criteria shall apply:

1. Along rear or side property lines, a maximum fence height of eight feet is permitted.

2. Where the side or rear property line adjoins a residential property, a fence having a minimum height of six feet shall be installed along that property line.

3. A solid wall or fence within fifteen feet of a street property line shall not exceed three feet in height. The community development director may approve an increased fence height to four feet if the fence materials have openings comprising at least fifty percent. In no case may a fence in this area exceed four feet in height.

   a. A lower fence height limit may be imposed by the community development director, if it is determined that the fence would: (a) obstruct visibility thereby negatively impacting traffic safety, or (b) obscure an approved sign advertising a business on an adjoining property.

4. A solid masonry or concrete wall at least six feet in height shall be installed along any property line shared by a nonresidential site and the site of an existing ground-floor residential use, unless there is a ten foot landscaped buffer area on the commercial site. If a nonresidential building has a zero setback and has no openings along the adjoining property lines, no wall needs to be installed along the length of the building. As part of development approval, a lower fence height limit or alternate materials may be considered by the planning commission or community development director, if it is determined that the standard wall or landscape buffer is unnecessary to protect residential privacy or quiet enjoyment.
I. Refuse Storage Areas. For all nonresidential and multifamily residential projects, recyclable materials and refuse storage area shall be provided prior to occupancy, either inside a building or within a trash enclosure, as specified in this title.

J. Residential Storage Areas: For each residential unit in new multi-family or mixed-use development, a minimum of sixty (60) cubic feet of enclosed, lockable storage space shall be provided outside of the unit. The storage space may be within a fully enclosed garage or other parking area, provided that the storage space is in addition to the parking space(s) required. The storage space is in addition to any secured storage space required for bicycle parking. The storage space may also be located off of a patio, balcony, or deck provided that it is in addition to the private open space required, is in an enclosed space, and does not negatively impact building or landscape design.

K. Accessory Dwelling Units. All accessory dwelling units in these commercial districts must comply with the regulations contained in this title.

L. Satellite Antennas. All satellite antennas shall meet the standards and regulations contained in this title.

M. Underground Utilities. All new electrical, telephone and similar distribution lines providing direct service to a commercial site, and any existing services on the site shall be installed underground within the site unless such installation is deemed to be not feasible by the planning commission.

N. Screening. All outdoor storage and display areas shall be screened from view by a solid fence or wall, unless otherwise approved by the community development director or planning commission. Mechanical equipment and utility meters shall be screened from view from public rights-of-way. Screening materials may have evenly distributed openings or perforations averaging fifty percent of the surface area, as long as the mechanical equipment is screened so that it is not visible from a street or adjoining lot.

O. Performance Standards. No activity on a commercial site may produce vibration, dust, odors, heat and humidity, electromagnetic interference which are perceptible without instruments by a reasonable person at the property lines of a site. Mirrors or highly reflective glass shall not cover more than twenty percent of a building surface visible from a street, unless an applicant submits information demonstrating that use of such glass would not significantly increase glare visible from adjacent streets or pose a hazard for moving vehicles. Combustibles, explosives, radioactive materials and hazardous materials shall comply with HMBFPD fire prevention codes, California hazardous materials regulations, and/or any other applicable laws.
Coastal Resource Conservation Standards. The standards and regulations contained in this title for habitat conservation, archaeological resource conservation, coastal access, scenic corridors, and community visual resources shall be met for each project.

Architectural and Site and Design Review. The standards and review process contained in this title shall be met for each project.

Coastal Development Permit. The requirements contained in this title for a coastal development permit shall be met for each project which is subject to those requirements. (Ord. C-2019-03 §2(Exh. A)(part), 2019; Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

18.08.035 C-VS zoning district standards.
A. Minimum Lot Size and Width. The minimum lot size shall be ten thousand square feet with a minimum width of one hundred feet.

B. Minimum Setbacks. The front yard setback shall be a minimum of twenty feet, the rear and side yard setbacks shall be a minimum of ten feet each. Where a parcel borders an R district, a minimum setback of twenty feet is required from the property line adjoining any residential parcel. Within this setback, the ten foot width nearest the residential parcel shall be landscaped.

C. Maximum Height. The maximum building height permitted shall be thirty-six feet and three stories.

D. Minimum Landscaping. A total of fifteen percent of the site shall be landscaped.

E. Residential Development. For mixed commercial/residential projects, dwellings shall be on the upper floors and two garage spaces shall be provided for each new dwelling unit, unless otherwise approved by the planning commission. (1996 zoning code (part)).

18.08.040 C-G zoning district standards.
A. Minimum Lot Size and Width. The minimum lot size shall be ten thousand square feet with a minimum width of one hundred feet.

B. Minimum Setbacks. The front yard setback shall be a minimum of twenty-five feet, the rear and side yard setbacks shall be a minimum of ten feet each. Where a parcel borders an R district, the five foot width nearest the residential parcel shall be landscaped. A solid masonry wall of at least six feet in height shall be installed adjacent to any R district.

C. Maximum Height. The maximum building height permitted shall be thirty-six feet and three stories.
D. Minimum Landscaping. A total of ten percent of the site shall be landscaped. Landscaping shall be in keeping with landscaping on the surrounding properties, and shall be reviewed as part of the associated discretionary permit for all projects involving new construction or conversions.

E. Residential Development. For mixed-use commercial/residential projects, dwellings/residential units shall generally be located on the upper floors; however, the Planning Commission may consider mixed-use site plans with both residential and commercial uses on the ground floor, and two garage spaces shall be provided for each new dwelling unit, unless otherwise approved by the planning commission. For single-use residential development projects, minimum residential density shall be fifteen dwelling units per acre.

F. Required Parking. Parking for single-family, duplexes, and triplexes shall comply with the standards of chapter 18.36. For mixed-use and multi-family residential projects, two parking spaces shall be provided for each new dwelling unit and at least one of the required parking spaces per unit shall be a garage space. For projects with three or more residential units, one guest space for each four units, with a minimum of one guest space, shall be provided for each unit. Parking provisions for the non-residential portion of mixed-use projects shall comply with chapter 18.36.

G. Off-Site Parking. Parking may be located on an off-site location, at a distance no greater than three hundred feet from the development site.

1. In reviewing development proposals with an off-site parking area, the planning commission may approve an exception to allow a greater distance between the development site and parking area, if it is determined that it is not feasible to meet the maximum distance requirement, to comply with off-street parking requirements.

2. In approving an off-site parking location to support a proposed development, the planning commission shall require the recordation of a deed restriction, restrictive covenant, or other instrument to the satisfaction of the city attorney, ensuring that the parking area will remain available to serve the parking needs of the proposed development or use for as long as the development or use exists.

3. Any off-site parking area created pursuant to the provisions herein shall be landscaped, and a solid fence or wall shall be installed along adjoining property lines if deemed necessary, to the satisfaction of the architectural review committee and planning commission. Any lighting shall be directed away from adjoining properties. (Ord. C-2019-03 §2(Exh. A)(part), 2019; 1996 zoning code (part)).
18.08.045 Exceptions to development standards.

A. Legal Nonconforming Parcels. Any parcel legally subdivided prior to the effective date of this chapter within any commercial district which does not meet the standards for minimum site area and width may nevertheless be developed without the need for a variance, subject to compliance with the other development standards and regulations in this chapter.

B. New Parcels. The planning commission and/or city council may approve an exception to development standards established in the sections above for each commercial district, in conjunction with the review of a lot line adjustment or subdivision, or variance as may be applicable.

C. Development on Lots divided by District Boundaries. The regulations applicable to each district shall be applied to the area within that district; however, parking provisions serving a principal use on the site may be located in a district in which a parking lot is not permitted, or is a conditional use.

D. Exceptions to Maximum Height. Chimneys may exceed the maximum permitted building height in the district only as may be needed to comply with the Uniform Building Code.

E. Parking Exceptions. For all new construction, the requirements for off-street parking shall be met. For any additions to existing buildings, or conversions of existing buildings to a more intensive use, off-street parking spaces shall be provided as required for the new area or use, at a minimum, unless a parking exception is approved by the planning commission. For conversions of existing buildings to a more intensive use, the planning commission shall ensure that the applicant has made every reasonable effort to provide the required off-street parking spaces designated for the use as specified in this title.

When granting a parking exception in either the general commercial or visitor-serving commercial districts, the planning commission shall determine that the proposed number, size, configuration, and/or location of the parking spaces is as nearly in conformance with the standards contained in Chapter 18.36 as is reasonably possible, including conformance with ADA requirements and the provision of EV, bicycle, and motorcycle parking spaces; and the Planning Commission shall make the at least one of the additional following findings:

a. The applicant has made every reasonable effort to provide the required number of parking spaces;

b. The applicant has submitted evidence to the planning commission that approval of a parking exception is necessary to ensure the economic viability of the project; or

1. That the proposed exception to the parking provisions will not be detrimental to the public welfare or injurious to property or improvements in the vicinity based on supporting evidence such as from a parking demand study; and that granting the parking exception is necessary to ensure the economic viability of the project based on supporting evidence such as from an economic assessment; or
The planning commission finds that approval of the parking exception will ensure that an historic resource is retained or otherwise preserved or protected.

The planning commission has found that the proposed number, size, configuration, and/or location of the parking spaces is as nearly in conformance with the standards contained in Title 15 as is reasonably possible. (1996 zoning code (part)).

18.08.050 Nonconforming structures.
Any existing structure legally constructed in accordance with the zoning code prior to the effective date of the ordinance codified in this chapter that is damaged by catastrophe such as fire, flood, explosion, wind, earthquake, war, riot, or other calamity may be replaced, restored, rebuilt, or repaired and used as before such event occurred provided that all of the following conditions are satisfied:

A. Any nonconforming height, setback encroachments or other nonconformity shall not be increased beyond that in existence prior to the damage occurring, unless a variance is approved subject to the provisions of this title.

B. An application for a building permit to replace or repair a damaged or destroyed building shall be filed within twenty-four months after the event;

C. All applicable provisions of the Uniform Building Code adopted by the city at the time building permits are requested for the repair or reconstruction shall be incorporated into the plans. (1996 zoning code (part)).

18.08.055 Historic structures.
Any proposal for alteration to a designated landmark shall be subject to the provisions below and the historic resources ordinance.

A. Changes to Existing Structures. Alterations to existing historic structures and proposed demolition shall be subject to review by the planning commission who may consider the recommendation of any city council appointed advisory committee or commission, in order to protect the architectural and historical character.

B. Maintenance of Structures and Premises. All property owners of historic structures shall have the obligation to maintain structures and premises in good repair. Good repair includes and is defined as the level of maintenance that ensures the continued availability of the structure and premises for a lawfully
permitted use, and prevents deterioration, dilapidation and decay of the exterior portions of the structure and premises. Maintenance does not include a change in design, material or external appearance of a structure.

C. Change of Use Within a Historic Structure. Whenever a change of use is proposed within an historic structure, such as a conversion from residential use to commercial use, exceptions to the development standards in this chapter may be granted where applicable. The state Historical Building Code may be used in some cases, however, intensification of use may require safety measures to conform to the requirements of current Uniform Building Code. (Ord. C-2019-03 §2(Exh. A)(part), 2019; 1996 zoning code (part)).

18.08.060 Required permits and plan review.

A. Building permits are required for any new construction, remodeling, or additions, except for fences which do not exceed the height limit.

B. Except as may be otherwise provided for in this chapter, a variance or exception shall be required for any project in any commercial district which does not meet the development standards and regulations of this chapter, or for projects which include proposals to extend existing nonconforming structures or conditions on the site.

C. The provisions of this title pertaining to architectural and site and design review shall be followed prior to the issuance of any building permits for which design review is required. (1996 zoning code (part)).
Chapter 18.36
PARKING STANDARDS

Sections:

18.36.005 Intent and purpose.
18.36.010 General provisions.
18.36.015 Definitions.
18.36.020 Change in use--Increase in number of parking spaces.
18.36.025 Mixed use occupancies and uses not specified.
18.36.030 Joint use of facilities.
18.36.035 Nonconforming parking.
18.36.040 Off-street parking facilities--Required number of parking spaces, size and access standards, and parking for disabled individuals.
18.36.045 Off-street loading requirements.
18.36.050 Guest parking spaces in residential developments and mobile home parks.
18.36.055 Off-street parking facilities--Required improvements.
18.36.060 Parking spaces in residential district front yards.
18.36.065 Off-street parking on a separate lot.
18.36.070 Bicycle parking.
18.36.075 Plans to accompany building permit application.
18.36.080 Parking exceptions.

18.36.005 Intent and purpose.
The intent and purpose of this chapter is to implement reasonable requirements and design standards for off-street vehicle parking in all zoning districts in the city. (Ord. C-2013-05 §1(part), 2013).

18.36.010 General provisions.
Except as may otherwise be provided for in this chapter or as may be approved by the community development director, planning commission, and/or city council, the following general provisions shall guide the application of off-street parking requirements and design standards contained in this chapter:

A. The provision and maintenance of required off-street parking and loading spaces is a continuing obligation of the property owner.

B. No building permit or other development permit shall be issued until plans are presented that show property that is and will remain available for exclusive use of off-street parking and loading spaces. The subsequent use of property for which the building permit is issued shall be conditional upon the
unqualified continuance and availability of the amount of parking and loading space required by this title or as may otherwise be approved by the city. Any use of the property in violation hereof shall be a violation of this title.

C. Off-street parking spaces required in connection with all other uses except single-family, duplex and triplex residential uses permitted in all zoning districts may be open or uncovered and shall be provided on the same building site as the main building, except as may be provided for in this chapter. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only, and shall not be used for storage of vehicles or materials or for the parking of delivery or service trucks used in conducting the business or use. Delivery or service trucks may be parked or stored in designated loading spaces.

D. Off-street parking for all residential uses in any zoning district shall be provided in private garages or enclosed carports, except as otherwise specified for mixed-use and multi-family development in the C-D, C-R, C-G, C-VS districts. All required garages or enclosed carports shall be located on the same lot or building site as the buildings they are required to serve. All required enclosed carports for residential uses shall be kept free, clear and accessible for the parking of vehicles at all times.

E. When units of measurements determining the number of required parking spaces result in the requirement of a fractional space, any fraction up to and including one-half shall be disregarded and fractions over one-half shall require one parking space.

F. Required parking spaces shall be improved as required by this chapter and made available for use before the final inspection is completed and a certificate of occupancy is issued.

G. Parking facilities shall be provided for all new construction as required by this title, but parking for the conversion of existing buildings to a more intensive use shall be provided as near to the requirements as is practicable. (Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).

18.36.015 Definitions.

A. For the purpose of this chapter, “floor area” in the case of medical, dental or other professional offices, retail and merchandising or service uses, means the gross floor area inside the perimeter walls of a building or site to be used, or intended to be used, for service to the public as customers, patrons, clients, patients or as tenants, including areas occupied by fixtures and equipment used for display or sale of merchandise. It shall not include areas used principally for nonpublic purposes such as storage, incidental repair, processing or packaging of merchandise, show or display windows, for delineated office area incidental to the management or maintenance of retail stores or service uses, for toilet rooms or restrooms, for rooms used for utilities, or for dressing rooms, fitting or alteration rooms.
B. For the purpose of this chapter, “floor area” in the case of bars, cabarets, cafes, cocktail lounges and restaurants is defined as the gross floor area inside the perimeter building walls to be used, or intended to be used, for service to patrons, and excluding nonpublic areas used for incidental office uses by the restaurant manager; restrooms; cooking, food preparation, and storage areas; hallways from the public areas to the nonpublic areas; or areas occupied by permanent fixtures used for the display or sale of food products.

C. For the purpose of this chapter, “floor area” in the case of light industrial and warehousing uses means the gross floor area inside the perimeter building walls of a building or site to be used, or intended to be used, for service to the public as customers, patrons, or as tenants, including areas occupied by fixtures and equipment used for display or sale of merchandise, and areas used principally for nonpublic purposes such as manufacturing, storage, incidental repair, processing or packaging of merchandise, and for delineated office area incidental to the management of the building or use. Mechanical or utility rooms and restrooms shall not be included in the definition of gross floor area for light industrial or manufacturing uses. (Ord. C-2013-05 §1(part), 2013).

18.36.020 Change in use--Increase in number of parking spaces.

A. Except as may be approved through a parking exception or by the planning commission and/or city council in conjunction with a discretionary permit, whenever in any building or on any site there is a change in use or increase in floor area, or an increase in the number of employees or other unit of measurement specified in this chapter to indicate the number of required off-street parking spaces, additional off-street parking spaces shall be provided on the basis of the increased requirements of the new use, or on the basis of the total increase in floor area or in number of employees, or in other unit of measurement related to such use.

B. This section shall not apply to changes in use, increases in floor area, or increases in the number of employees for retail and visitor-serving commercial uses in the commercial-downtown zoning district; provided, that such change in use, increase in floor area, or increase in the number of employees would not be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood; and provided further, that the establishment, maintenance and/or conducting of the off-street parking facilities as proposed are as nearly in conformance with the requirements of the Half Moon Bay zoning code as are reasonably possible. (Ord. C-2013-05 §1(part), 2013).

18.36.025 Mixed-use occupancies and uses not specified.

A. In the case of mixed uses, the total requirements for off-street parking facilities shall be the sum of the requirements for the various uses computed separately. Off-street parking facilities for one use shall
not be considered as providing required parking facilities for any other use except as specified for joint use in this chapter.

B. In the case of a use not specified in this chapter, the requirements for off-street parking facilities for a similar use which is so specified in this chapter shall apply. (Ord. C-2013-05 §1(part), 2013).

18.36.030 Joint use of facilities.
A. Nothing in this chapter shall be construed to prevent collective provisions of off-street parking facilities for two or more buildings or uses; provided, that reciprocal access, egress, and parking agreements are reviewed by the community development director and city attorney and recorded against all affected properties. The total of such off-street parking spaces supplied collectively shall not be not less than the sum of the requirements for the various uses computed separately.

B. Where a joint use of parking facilities is proposed and the applicant requests relief from the parking space requirements, a use permit shall be required. For restaurants which are combined with retail uses on the same property, which have different peak operating hours, the planning commission may approve a request for parking provisions for only seventy-five percent of restaurant capacity, as long as all required retail parking spaces are provided. **This reduction may not be used in conjunction with a mixed-use shared-use reduction or guest parking waiver as provided for in chapter 18.07 in the C-D district.**

C. For mixed-use development in the C-D district, the planning commission may grant up to a twenty (20) percent reduction in the total number of required parking spaces as specified in chapter 18.07.


18.36.035 Nonconforming parking.
Where automobile parking space is provided and maintained in connection with a main building or use upon the effective date of this chapter, and is insufficient to meet the requirements for the use with which it is associated, or where no such parking has been provided, then the building or structure may be enlarged or increased in capacity only if automobile parking spaces are provided for the enlargement or increase in capacity, to the standards set forth in this chapter. (Ord. C-2013-05 §1(part), 2013).

18.36.040 Off-street parking facilities--Required number of parking spaces, size and access standards, and parking for disabled individuals.
Except as may be approved by the planning commission and/or city council as a part of a discretionary permit or parking exception as provided for in this chapter, the following requirements shall apply to off-street parking facilities:

A. Number of Required Off-Street Parking Spaces. The number of off-street parking spaces required for all permitted uses is set forth in Table A: Number of Required Off-Street Parking Spaces.

**TABLE A: NUMBER OF REQUIRED OFF-STREET PARKING SPACES**

<table>
<thead>
<tr>
<th>Type of Use</th>
<th>Number of Required Parking Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dwellings (single-family)</td>
<td>Two garage spaces per dwelling unit. Tandem parking configurations shall be prohibited except on substandard and severely substandard lots.</td>
</tr>
<tr>
<td>Duplexes and triplexes</td>
<td>Two garage spaces per dwelling unit.</td>
</tr>
<tr>
<td>In the C-D district, multifamily dwellings with four or more units and</td>
<td>One parking space per studio and one-bedroom unit; 1.5 parking spaces for units with two or more bedrooms; plus one guest space for each four units, with a minimum of one guest space.</td>
</tr>
<tr>
<td>residential portions of mixed-use development</td>
<td>Mixed-use shared-use reduction and/or guest parking waiver subject to the requirements of chapter 18.07.</td>
</tr>
<tr>
<td>Outside of the C-D district, multifamily dwellings with four or more units</td>
<td>Two garage spaces per dwelling unit, plus one guest space for each five-four units, with a minimum of one guest space; provided that in the C-R, C-G and C-VS districts, one of the required spaces per unit may be unenclosed.</td>
</tr>
<tr>
<td>and residential portions of mixed-use development</td>
<td>As required by Chapter 18.33.</td>
</tr>
<tr>
<td>Accessory dwelling units</td>
<td></td>
</tr>
<tr>
<td>Hotels, motels and motor lodges</td>
<td>One space for each guest bedroom, plus one space per employee.</td>
</tr>
<tr>
<td>Condominium hotels</td>
<td>Two parking spaces provided for each guest room plus one space per employee. The planning commission may reduce this standard to not less</td>
</tr>
</tbody>
</table>
### TABLE A: NUMBER OF REQUIRED OFF-STREET PARKING SPACES

<table>
<thead>
<tr>
<th>Type of Use</th>
<th>Number of Required Parking Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>than one and one-half spaces per guest room if the maximum square footage of each guest room does not exceed six hundred square feet.</td>
<td></td>
</tr>
<tr>
<td>Sanitariums, convalescent homes, homes for aged, floor asylums, hospitals, children’s homes</td>
<td>Three spaces for each two beds or one for each one thousand square feet of gross area, whichever provides the greater number.</td>
</tr>
<tr>
<td>Theaters</td>
<td>One space for each four seats.</td>
</tr>
<tr>
<td>Theaters</td>
<td>One space for each four seats.</td>
</tr>
<tr>
<td>Stadiums, auditoriums</td>
<td>One space for each four occupants, based upon the Uniform Building Code standards.</td>
</tr>
<tr>
<td>Churches</td>
<td>One space for each four occupants, based upon the Uniform Building Code standards.</td>
</tr>
<tr>
<td>Churches</td>
<td>One space for each four occupants, based upon the Uniform Building Code standards.</td>
</tr>
<tr>
<td>Schools, day nurseries</td>
<td>One space for each employee plus one space for each five children in attendance.</td>
</tr>
<tr>
<td>Schools, elementary/intermediate</td>
<td>One space for each employee plus one space for each five seats or for each forty square feet of floor area in the place of public assembly.</td>
</tr>
<tr>
<td>Schools, high schools</td>
<td>One space for each eight enrolled students, plus one space per employee.</td>
</tr>
<tr>
<td>Schools, colleges/universities</td>
<td>One space for each three enrolled daytime students, plus one space for each employee.</td>
</tr>
<tr>
<td>Schools, private</td>
<td>Parking requirements to be determined by the planning commission as a part of use permit review and approval.</td>
</tr>
<tr>
<td>Dance halls, assembly halls without fixed seats, exhibition halls</td>
<td>One space for each one hundred square feet of floor area used for dancing or assembly.</td>
</tr>
<tr>
<td>Bowling alleys</td>
<td>Five spaces for each alley, plus two for each billiard table, plus one for each four seats in any gallery.</td>
</tr>
<tr>
<td>Type of Use</td>
<td>Number of Required Parking Spaces</td>
</tr>
<tr>
<td>---------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>In the C-D district, retail sales, business or professional office, personal improvement or personal service.</strong></td>
<td>One space for each two hundred fifty square feet of area for the first ten thousand square feet of floor area; and one space for each three hundred square feet of floor area for buildings with floor area over ten thousand square feet.</td>
</tr>
<tr>
<td><strong>Outside of the C-D district, retail sales, business or professional office, personal improvement or personal service.</strong></td>
<td>One space for each two hundred fifty square feet of area for the first ten thousand square feet of floor area; and one space for each three hundred square feet of floor area exceeding ten thousand square feet.</td>
</tr>
<tr>
<td>Medical or dental clinics, banks</td>
<td>One space for each two hundred fifty square feet of floor business or professional offices area for the first ten thousand square feet of floor area; and one space for each three hundred square feet for all area over ten thousand square feet.</td>
</tr>
<tr>
<td><strong>In the C-D district, cabarets, cocktail lounges, restaurants and cafes</strong></td>
<td>One space for each seventy-five square feet of floor area where the public is served, plus one space per employee.</td>
</tr>
<tr>
<td><strong>Outside the C-D district, Cabarets, cocktail lounges, restaurants and cafes</strong></td>
<td>One space for each forty-five square feet of floor area where the public is served, plus one space per employee.</td>
</tr>
<tr>
<td>Mortuaries or funeral homes</td>
<td>Ten spaces for each room used as a chapel room, slumber room, or parlor, or one space for each twenty square feet of assembly room used for services, whichever amount is greater, plus one space per employee, plus one space for each car operated by the establishment.</td>
</tr>
<tr>
<td>Auto sales</td>
<td>One space for every five hundred square feet of gross floor area.</td>
</tr>
</tbody>
</table>

**TABLE A: NUMBER OF REQUIRED OFF-STREET PARKING SPACES**
TABLE A: NUMBER OF REQUIRED OFF-STREET PARKING SPACES

<table>
<thead>
<tr>
<th>Type of Use</th>
<th>Number of Required Parking Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marina</td>
<td>One space for each two boat moorings.</td>
</tr>
<tr>
<td>Public utility, substations, and related facilities</td>
<td>One space per employee, plus one space per vehicle (including wheeled equipment) permanently assigned to the facility.</td>
</tr>
<tr>
<td>Park and recreation uses</td>
<td>One space for each eight thousand square feet of active recreation area within a park or playground, plus one space per acre of passive recreation area within a park or playground.</td>
</tr>
<tr>
<td>Warehousing and storage</td>
<td>One space for each one thousand square feet of floor area for the first ten thousand square feet, plus one space for each one thousand five hundred square feet for all additional area.</td>
</tr>
<tr>
<td>Light industrial and manufacturing</td>
<td>One space for each five hundred square feet of floor area for the first ten thousand square feet, plus one space for each seven hundred fifty square feet for all additional area.</td>
</tr>
<tr>
<td>Businesses using trucks as a typical part of operations</td>
<td>One space for each truck shall be provided, in addition to the other parking requirements.</td>
</tr>
<tr>
<td>All uses not listed above, which are permitted in C districts:</td>
<td></td>
</tr>
<tr>
<td>Five thousand square feet of gross floor area or less</td>
<td>One space for each two hundred fifty square feet of gross floor area exclusive of floor area used for air-conditioning or other utility equipment.</td>
</tr>
<tr>
<td>Five thousand square feet of gross floor area or more</td>
<td>Nineteen spaces, plus one space for each two hundred square feet of gross floor area in excess of five thousand square feet, exclusive of floor area used for air-conditioning or other utility equipment.</td>
</tr>
</tbody>
</table>

B. Size and Access. Off-street parking facilities shall comply with the size and access standards set forth in Table B: Parking Facility Size and Access Standards. Each off-street parking space shall have an area of not less than one hundred seventy square feet exclusive of access drives or aisles, and shall be
of usable shape, location and condition. There shall be adequate provision for ingress and egress to all parking spaces.

TABLE B: PARKING FACILITY SIZE AND ACCESS STANDARDS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>32’0”</td>
<td>10’0”</td>
<td>12’</td>
<td>22’0”</td>
<td>220</td>
<td></td>
<td>32’0”</td>
<td>10’0”</td>
</tr>
<tr>
<td>30</td>
<td>48’8”</td>
<td>17’4”</td>
<td>14’</td>
<td>18’2”</td>
<td>315</td>
<td></td>
<td>43’2”</td>
<td>14’7”</td>
</tr>
<tr>
<td>35</td>
<td>50’8”</td>
<td>18’4”</td>
<td>14’</td>
<td>15’8”</td>
<td>288</td>
<td></td>
<td>45’2”</td>
<td>15’7”</td>
</tr>
<tr>
<td>40</td>
<td>52’4”</td>
<td>19’2”</td>
<td>14’</td>
<td>14’1”</td>
<td>267</td>
<td></td>
<td>46’8”</td>
<td>16’4”</td>
</tr>
<tr>
<td>45</td>
<td>53’8”</td>
<td>19’10”</td>
<td>14’</td>
<td>12’9”</td>
<td>252</td>
<td></td>
<td>47’4”</td>
<td>16’8”</td>
</tr>
<tr>
<td>50</td>
<td>55’8”</td>
<td>20’4”</td>
<td>16’</td>
<td>11’8”</td>
<td>239</td>
<td></td>
<td>50’0”</td>
<td>17’6”</td>
</tr>
<tr>
<td>55</td>
<td>57’6”</td>
<td>20’9”</td>
<td>16’</td>
<td>10’11”</td>
<td>228</td>
<td></td>
<td>52’4”</td>
<td>18’2”</td>
</tr>
<tr>
<td>60</td>
<td>60’0”</td>
<td>21’0”</td>
<td>18’</td>
<td>10’5”</td>
<td>218</td>
<td></td>
<td>55’6”</td>
<td>18’9”</td>
</tr>
<tr>
<td>65</td>
<td>62’6”</td>
<td>21’3”</td>
<td>20”²</td>
<td>9’11”</td>
<td>209</td>
<td></td>
<td>58’6”</td>
<td>19’3”</td>
</tr>
<tr>
<td>70</td>
<td>62’10”</td>
<td>20’11”</td>
<td>21”²</td>
<td>9’7”</td>
<td>202</td>
<td></td>
<td>59’8”</td>
<td>19’4”</td>
</tr>
<tr>
<td>75</td>
<td>63’4”</td>
<td>20’8”</td>
<td>22”²</td>
<td>9’4”</td>
<td>193</td>
<td></td>
<td>61’0”</td>
<td>19’6”</td>
</tr>
<tr>
<td>80</td>
<td>63’8”</td>
<td>20’4”</td>
<td>23”²</td>
<td>9’1”</td>
<td>186</td>
<td></td>
<td>62’0”</td>
<td>19’6”</td>
</tr>
<tr>
<td>85</td>
<td>64’6”</td>
<td>19’9”</td>
<td>25”³</td>
<td>9’0”</td>
<td>180</td>
<td></td>
<td>63’6”</td>
<td>19’3”</td>
</tr>
<tr>
<td>90</td>
<td>63’0”</td>
<td>19’0”</td>
<td>25”³</td>
<td>9’0”</td>
<td>171</td>
<td></td>
<td>63’0”</td>
<td>19’0”</td>
</tr>
</tbody>
</table>

¹ Includes waste areas at both ends of 9’ x 19’ parking space. Aisle space not included.

² Aisle width sufficient for two-way circulation only when a turnaround is provided.

³ Aisle width sufficient for two-way circulation.

C. Compact Off-Street Parking Facilities.
1. When Permissible. Compact off-street parking facilities may be provided to attain the required number of off-street parking spaces specified in Table A above, when one or more of the following circumstances apply:

   a. The off-street parking facility serves a property located in the commercial-downtown, commercial-residential, commercial-visitor serving, and commercial-general zoning districts, and the number of required off-street parking spaces exceeds ten; or

   b. The off-street parking facility serves a multifamily residential property located in the R-3 zoning district, and the number of required off-street parking spaces exceeds eight; or

   c. A parking exception has been granted in accordance with Section 18.36.080.

2. Size and Access. Compact off-street parking spaces shall comply with the size and access standards set forth in Table C: Compact Parking Facility Size and Access Standards. Each compact off-street parking space shall have an area of not less than one hundred fifty-three square feet exclusive of access drives or aisles, and shall be of usable shape, location, and condition. There shall be adequate provision for ingress and egress to all parking spaces.

   **TABLE C: COMPACT PARKING FACILITY SIZE AND ACCESS STANDARDS**

<table>
<thead>
<tr>
<th>N</th>
<th>P</th>
<th>S</th>
<th>a</th>
<th>C</th>
<th>Area</th>
<th>P'</th>
<th>S'</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Parking Angle</td>
<td>Stall</td>
<td>Aisle</td>
<td>Curb Length per Car</td>
<td>Area per Car</td>
<td>Parking Section Width</td>
<td>Stall Depth</td>
</tr>
<tr>
<td>Degrees</td>
<td>Parking Section Width</td>
<td>Depth</td>
<td>Width</td>
<td>Lin. ft.</td>
<td>Sq. ft.</td>
<td>Lin. ft.</td>
<td>Lin. ft.</td>
</tr>
<tr>
<td>90</td>
<td>61'0&quot;</td>
<td>18'0&quot;</td>
<td>24'</td>
<td>8'6&quot;</td>
<td>153</td>
<td>61'0&quot;</td>
<td>18'0&quot;</td>
</tr>
</tbody>
</table>

3. All other requirements for off-street parking facilities apply. Notwithstanding the size and access standards set forth in Table C of this section, compact off-street parking facilities shall comply with all requirements and design standards provided for in this chapter.


18.36.045 Off-street loading requirements.
Buildings or structures to be built or substantially altered which receive and distribute material and merchandise by trucks shall provide and maintain off-street loading berths in sufficient numbers and size to adequately handle the needs of the particular use.

A. The following standards shall be used in establishing the minimum number of berths required:

<table>
<thead>
<tr>
<th>Gross Floor Area of the Building in Square Feet</th>
<th>Number of Berths</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 20,000</td>
<td>1</td>
</tr>
<tr>
<td>20,000 to 50,000</td>
<td>2</td>
</tr>
</tbody>
</table>

For each additional fifty thousand square feet of gross floor area, one additional berth shall be provided. For offices and stores up to five thousand square feet, regular off-street parking areas may be used to meet the off-street loading requirements.

B. A loading berth shall contain a minimum space of ten feet wide and sixty feet long and have an overhead clearance of fourteen feet. Where the vehicles generally used for loading and unloading exceed these dimensions, the required length of these berths shall be increased.

C. Access to loading berths shall be from alleys where they exist, but in no event shall a loading berth abut on or directly access any existing street, road or highway. (Ord. C-2013-05 §1(part), 2013).

18.36.050 Guest parking spaces in residential developments and mobile home parks.

Under the circumstances described in this chapter, parking spaces for guests shall be provided when and as follows:

A. For multifamily residential developments with ten or more units, guest parking spaces shall be provided on site at a ratio of one space for each four units.

B. Where a residential development is approved with internal streets and drives that do not meet city standards and on-street parking is restricted, or where streets or drives are designated and posted with restricted parking such as fire lanes, guest parking spaces shall be provided outside of the street section or paved area at a ratio of one space for each four units.

C. For mobile home parks, guest parking spaces shall be located for convenient access to mobile home spaces. Guest parking spaces may be located in adjacent parking bays or along access roads where sufficient paved roadway width is provided. (Ord. C-2013-05 §1(part), 2013).

18.36.055 Off-street parking facilities--Required improvements.

A. Screening Required.
1. Automobile parking facilities for more than ten vehicles sited adjacent to a premises in a residential district shall be effectively screened by a solid fence or wall with a uniformly treated surface. Except where a lower fence or wall is required to meet vehicle sight distance requirements, such fence or wall shall not be less than six feet in height and shall be maintained in good condition. Screen planting of plant material and design approved by the planning commission may be substituted for a solid fence or wall; provided, that a bond to guarantee the installation and maintenance of the screen planting is posted with the planning commission. The amount of the bond shall be set by the city engineer.

2. For a corner site, within a required setback area, screening within a sight distance area shall not exceed three feet in height and any trees within a sight distance area shall be pruned to allow at least nine feet of clearance between the natural grade and the lowest foliage. The “sight distance area” is a triangular area measured from the corner property marker or apex of the radius of the curve, to two points located fifteen feet back along the front and side property lines and completed by the diagonal connecting these two points.

B. Surfacing and Grading. Unless otherwise approved by the planning commission and/or city council, all parking areas shall be surfaced so as to provide a durable, dust free, all-weather surface and graded so as to minimize surface water accumulation and runoff within the area. All areas used for the parking and maneuvering of vehicles shall be so surfaced and graded as to avoid flow of water across sidewalks. Surfacing materials are subject to approval of the city engineer.

C. Curbing and Setback. Parking spaces along the outer boundaries of an unenclosed parking lot shall be contained by a curb at least four inches high or by a bumper rail, and set back a minimum of four and one-half feet from the property line.

D. Lighting. Any artificial lighting installed in a parking facility shall be deflected as to not shine or create glare in any residential district or any adjacent dwelling.

E. Interference with Street Right-of-Way. All groups of more than two parking spaces shall configured or be located and served by a driveway so as to prevent backing into or other maneuvering within a street right-of-way other than an alley.

F. Striping and Signage. All parking areas shall contain striping that clearly outlines all parking spaces. Aisles, approach lanes, turning areas, and driveways shall be marked with directional arrows and/or signs where necessary to provide for safe traffic movement.
G. All improvements required herein shall be consistent with California Regional Water Quality Board and San Francisco Bay Region Municipal Regional Stormwater NPDES permit guidelines.  (Ord. C-2013-05 §1(part), 2013).

18.36.060 Parking spaces in residential district front yards.
In all R (residential) districts, vehicle parking may be allowed on all-weather driveways within the required front yard in front of garages.  One required side yard setback area adjacent to the driveway in front of the garage may be used for the parking of a vehicle so long as the area is an all-weather surface.  In no case may a vehicle be parked or stored within a required front yard area for other than short, temporary periods of time not to exceed twenty-four hours in any thirty-day period.  (Ord. C-2013-05 §1(part), 2013).

18.36.065 Off-street parking on a separate lot.
The planning commission and/or city council shall not approve required off-street parking or loading space proposed on a separate lot from the building site or sites unless:

A. The off-site parking lot is within three hundred feet walking distance or otherwise located so as to be useful in connection with the proposed use or uses on the building site or sites; and

B. Parking at the off-site location will not create undue traffic hazards in the surrounding area; and

C. The off-site parking lot and the building site or sites are in the same ownership or the owners are entitled to the immediate possession and use thereof for a term coterminous with the proposed use;

D. Upon receiving approvals from the planning commission and/or city council for all required discretionary permits, the owner or owners of the properties execute a written instrument or instruments, approved as to form and content by the city attorney, providing for the maintenance of the required parking on the off-site parking lot for the duration of the proposed use or uses on the building site.  Such instruments shall be recorded in the county recorder's office as restricted covenants against each property;

E. Should a change in use or additional uses be proposed, the off-street parking regulations in effect at the time of the change of type or intensity of use shall apply;

F. As set forth in this title, off-site parking lots in residential districts to support commercial uses require the approval of a use permit in each case.  (Ord. C-2013-05 §1(part), 2013).

18.36.070 Bicycle parking.
A. Short-Term Bicycle Parking.  Short-term bicycle parking shall be provided in order to serve shoppers, customers, messengers, guests and other visitors to a site who generally stay for a short time.
1. Parking Spaces Required. The number of short-term bicycle parking spaces shall be at a ratio of one bicycle parking space per ten required off-street parking spaces, with a minimum of four bicycle parking spaces provided per establishment, for the following uses:

   a. Multi-unit residential, group residential, and single room occupancy with five or more units.

   b. All uses in the public and semi-public land use classification except cemeteries and community gardens.

   c. All uses in the commercial land use classification, except animal care, sales, and services and artists’ studios.

2. Location. Short-term bicycle parking must be located outside of the public right-of-way and pedestrian walkways and within fifty feet of a main entrance to the building it serves.

   a. Commercial Centers. In a commercial center, bicycle parking must be located within fifty feet of an entrance to each anchor store. Bicycle parking shall be visible from the street or from the main building entrance, or a sign must be posted at the main building entrance indicating the location of the parking.

   b. Mixed-Use Districts. Bicycle parking in mixed-use districts may be located in the public right-of-way within an encroachment permit, provided an unobstructed sidewalk clearance of six feet is maintained for pedestrians at all times.

3. Anchoring and Security. For each short-term bicycle parking space required, a stationary, securely anchored rack or stand shall be provided to which a bicycle frame and one wheel can be secured with a high-security U-shaped shackle lock if both wheels are left on the bicycle. One such rack or stand may serve multiple bicycle parking spaces.

4. Size and Accessibility. Each short-term bicycle parking space shall be a minimum of two feet in width and six feet in length and shall be accessible without moving another bicycle. Two feet of clearance shall be provided between bicycle parking spaces and adjacent walls, poles, landscaping, street furniture, drive aisles, and pedestrian ways and at least five feet from vehicle parking spaces.

B. Long-Term Bicycle Parking. Long-term bicycle parking shall be provided in order to serve employees, students, residents, commuters, and others who generally stay at a site for four hours or longer.
1. Parking Spaces Required.
   
   a. Residential Uses. A minimum of one long-term bicycle parking space shall be provided for every five units for multi-unit residential and group residential projects.
   
   b. Other Uses. Any building with twenty-five or more full-time equivalent employees or tenant-occupants shall provide long-term bicycle parking at a ratio of one space per twenty required off-street parking spaces, with a minimum of one bicycle parking space. Any building used for school uses shall provide long-term bicycle parking space at a ratio of one space per fifteen occupants (students, teachers, and staff).
   
   c. Parking Lots and Structures. Long-term bicycle parking shall be provided at a minimum ratio of one space per fifty vehicle spaces.
   
2. Location. Long-term bicycle parking must be located on the same lot as the use it serves. In parking garages, long-term bicycle parking must be located near an entrance to the facility.
   
3. Covered Spaces. At least fifty percent of required long-term bicycle parking must be covered. Covered parking can be provided inside buildings, under roof overhangs or awnings, in bicycle lockers, or within or under other structures.
   
4. Security. Long-term bicycle parking must be in:
   
   a. An enclosed bicycle locker; or
   
   b. A fenced, covered, locked or guarded bicycle storage area; or
   
   c. A rack or stand inside a building that is within view of an attendant or security guard or visible from employee work areas; or
   
   d. Other secure area approved by the community development director.
   
5. Size and Accessibility. Each bicycle parking space shall be a minimum of two feet in width and six feet in length and shall be accessible without moving another bicycle. Two feet of clearance shall be provided between bicycle parking spaces and adjacent walls, poles, landscaping, street furniture, drive aisles, and pedestrian ways and at least five feet from vehicle parking spaces. (Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).

18.36.075 Low-emission vehicle parking.
Unless a parking exception is granted, parking for new development shall include at least the minimum number of required EV charging stations and EV parking spaces as required by the California Building Standards Code. Such provisions shall not be counted as a public benefit for the purposes of making findings for granting a guest parking waiver for mixed-use development in the C-D district as provided for in 18.07.040. If made available for public use, the provision of low-emission vehicular parking above and beyond the minimum standard, including but not limited to EV chargers and EV parking spaces, carshare services, and bikeshare services may be considered as findings in support of the guest parking waiver in the C-D district, and may also be considered as a means to support parking exceptions generally in the C-D, C-R, C-G, and C-VS districts.

18.36.080 Plans to accompany building permit application.
A plan, drawn to scale and fully dimensioned, indicating how the off-street parking and loading requirements are to be fulfilled, shall accompany an application for any discretionary and building permit. Prior to the issuance of a building permit, the community development director shall determine that the plan submitted incorporates all of the requirements of this chapter and any conditions imposed by the planning commission and/or city council. The plan shall show all elements necessary to indicate that the requirements are being fulfilled, including the following:

A. Delineation of individual parking and loading spaces, including the size of stalls and access drives;
B. Circulation area necessary to serve parking and loading spaces;
C. Access to streets and property to be served;
D. Curb cuts and any closures of existing drives;
E. Dimensions, continuity and substance of screening;
F. Grading, drainage, surfacing and subgrading details;
G. Delineation of obstacles to parking and circulation in finished parking area;
H. Specifications as to signs and bumper guards;
I. Landscaping plans and details;
J. All other pertinent details as may be required by the community development director. (Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).

18.36.085 Parking exceptions.
In cases of practical difficulties and unusual hardship, exceptions to the parking requirements or development standards set forth in this chapter may be granted. Application for a parking exception shall be made and an exception may be approved under the following procedures:

A. An application for a parking exception shall be initiated on a form provided by the community development department. An application for a parking exception shall be submitted concurrently with any other required discretionary permit. The application shall include a fee set by resolution of the city council. At the time a complete application for a parking exception is made, the community development director shall determine the applicable review procedure as provided for herein.

1. The community development director shall review an application for parking exception if no discretionary permit is being sought in addition to the parking exception or if the only discretionary permit being sought is an administrative coastal development permit pursuant to Section 18.33.020. The community development director shall make written finding of facts showing whether the four requirements in subsection B of this section have been established with respect to the land, building or use for which the parking exception is sought, and make a determination as to the granting or denial of the application for a parking exception based upon those findings. In the C-D, C-R, C-G and C-VS districts, the planning commission shall also consider the findings in chapters 18.07 or 18.08 as applicable.

2. The planning commission shall review an application for parking exception if a discretionary permit(s) is being sought in addition to the parking exception, at the same public hearing held for the associated discretionary permit and in accordance with subsections C through F of this section.

B. The applicant shall submit a written explanation relating the circumstance of the particular case to the following findings of fact:

1. That there are exceptional or extraordinary circumstances or conditions applying to the land, building or use referred to in the application, which circumstances or conditions do not apply generally to the land, buildings and/or uses in the same district;

2. That the granting of the application is necessary for the preservation and enjoyment of substantial property rights of the petitioner;

3. That the granting of such application will not, under the circumstances of the particular case, materially adversely affect the health or safety of persons residing or working in the neighborhood of the property of the applicant, and will not, under the circumstances of the particular case, be
materials detrimental to the public welfare or injurious to property or improvements in the neighborhood;

4. That the establishment, maintenance and/or conducting of the off-street parking facilities as proposed are as nearly in conformance with the requirements of the Half Moon Bay zoning code as are reasonably possible.

C. Where a public hearing is required for any discretionary permit associated with the parking exception, the required public notice shall also indicate that a parking exception is also requested.

D. At any public hearing or meeting of the planning commission and/or city council, the applicant may present testimony and other evidence in support of his application, and other interested persons may be heard and/or present evidence on the matter.

E. After the conclusion of the public hearing or meeting, the planning commission and/or city council shall make written finding of facts showing whether the four requirements in subsection B of this section have been established with respect to the land, building or use for which the parking exception is sought, and make its determination as to the granting or denial of the application for a parking exception based upon those findings.

F. In approving any parking exception under the provisions of this chapter, the community development director, planning commission, and/or city council shall impose such conditions in connection therewith as will, in its opinion, secure substantially the objectives of this title as to the public health, safety, morals, convenience and general welfare. It shall also require such evidence and guarantees as it deems necessary to obtain compliance with the conditions imposed in connection therewith.

G. A determination of the community development director or planning commission pursuant to this section may be appealed in accordance with the requirements of Chapter 1.25.

H. Unless otherwise expressly stated in the granting thereof, every parking exception approved under the provisions of this chapter shall lapse and expire and be of no force and effect whatsoever, unless the building, work of construction or other project or undertaking for which the parking exception was granted is substantially commenced within one year after its effective date and thereafter diligently prosecuted to completion. Nothing in this chapter shall prevent the planning commission and/or city council from extending the time for the exercise of said rights for one additional period of six months upon receiving a written request from the applicant prior to the expiration of the six-month period.
I. An application for a parking exception that has been finally disapproved may not be resubmitted for a period of one year from final disapproval unless the application has been substantially changed.

J. Where a request for a parking exception has been submitted for a reduction in the parking stall dimensions, in no case shall the community development director or planning commission approve a parking stall with dimensions less than eight feet by sixteen feet. (Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).
BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: December 5, 2019

TO: Honorable Mayor and City Council

VIA: Bob Nisbet, City Manager

FROM: Jill Ekas, Community Development Director

TITLE: 2019 HERITAGE MAIN STREET URGENCY INTERIM ORDINANCE PROHIBITING SPECIFIED NEW USES ON THE 300, 400, 500, AND 600 BLOCKS OF MAIN STREET

RECOMMENDATION:
Receive a presentation, conduct a public hearing, and take the following actions: 1) Adopt an Urgency Ordinance, “2019 Heritage Main Street Urgency Ordinance,” for an initial 45 day period to limit new uses on the 300, 400, 500, and 600 blocks of Main Street (between Pilarcitos Creek and Correas Street) to restaurants, retail, and other qualifying uses that are active ground-floor dependent uses; 2) Direct staff to prepare follow-up zoning text amendments subject to on-going community input, oversight of the Planning Commission, adoption by City Council and conveyance to the California Coastal Commission for certification; and 3) Direct staff to return to Council on December 17, 2019 so it may consider extending the 2019 Heritage Main Street Urgency Ordinance for up to 10 months, 15 days to provide adequate time for Coastal Commission certification of the follow up zoning text amendments.

FISCAL IMPACT:
There is no fiscal impact with adoption of the urgency ordinance. The urgency ordinance will be trailed by zoning text amendments applicable to Chapter 18.37 of the Municipal Code (Commercial Land Use C-D and C-R) that are already in development. City Attorney and Community Development Department staff will complete and enforce both the urgency ordinance and follow-up code amendments within established budgets.

STRATEGIC ELEMENT:
This action supports the Infrastructure and Environment, Healthy Communities and Public Safety, Fiscal Sustainability, and Inclusive Governance Elements of the Strategic Plan.

BACKGROUND:
Main Street between Pilarcitos Creek and Correas Street has long been recognized as the heart of Half Moon Bay’s visitor-serving and pedestrian-oriented historic Downtown. Traditional building forms taking direct access from the public sidewalk contribute to Downtown’s heritage.
development pattern. The Commercial – Downtown Zoning District covers this area. Chapter 18.07, Commercial Land Use (C-D, C-R), of the Zoning Ordinance regulates uses and development standards in both the Commercial Downtown (C-D) and Commercial -Residential (C-R) Zoning Districts. Other Chapters of the Zoning Ordinance, including Chapter 18.36 (Parking Standards), also provide implementing regulations for this part of the City.

The intent of the C-D Zoning District, cited by 18.07.015.A, is:

“...to implement the provisions of the downtown specific plan calling for the establishment of development standards and a range of uses that would maintain and be consistent with the historic patterns and pedestrian scale of development within the historic downtown area. Of special importance is the visual quality of the historic downtown area.”

Section 18.07.015.A.1 continues:

“This district is intended to provide for visitor serving commercial uses such as restaurants and art galleries, certain public uses, and other retail and service commercial uses and professional offices that serve the local residents on a daily basis.” (emphasis added)

The C-D use regulations emphasize and encourage visitor-serving uses on the ground floor of Main Street buildings with sidewalk frontage. These uses include a variety of retail and eating and drinking establishments. Per section 18.07.015.A.2:

“Retail and visitor serving commercial uses are encouraged on the ground or first floor, with professional offices on the upper floors. This policy is not intended to be used to preclude professional offices on the ground floor, particularly in single story buildings.” (emphasis added)

The challenge with implementing 18.070.015.A.2 is that there is not enough support in the code language to prohibit offices and other uses that are not visitor-serving or pedestrian-oriented because of the somewhat conflicting language. The regulatory language is permissive to such uses without requiring any performance measures, per 18.07.025 Use regulations:

A-21 a. Business or Professional. In the C-D district, business and professional offices are encouraged on the upper floors of multiple story structures. This does not preclude the establishment of business and professional offices on the ground floor. In the C-R district, business and professional offices shall be limited to small scale, low intensity uses.

Also, the Downtown Specific Plan, “encourages” restaurant and retails uses, but does not put forth any requirements or prohibitions with respect to ground floor uses. It is possible for most of the ground floor uses on Main Street to be office or other uses that do not fulfill the purpose
of the Zoning District and the Downtown Specific Plan, and furthermore undermine the intent of the certified Local Coastal Program and California Coastal Act.

DISCUSSION:
The most recent new uses on Main Street are office uses that have moved into vacant ground-floor storefronts. They include a law office and a real estate office. In particular, the law office cannot be found to be visitor-serving or pedestrian-oriented. It is further concerning to the community that this business is located immediately adjacent to Mac Dutra Plaza. The prospective buyer and their real estate representative identified that the use is principally permitted in the CD Zoning District, even in this ground-floor location. Further south on Main Street, a real estate office very recently signed a lease and can move forward with its ground-floor location. Fortunately, this business owner is sensitive to the fragility of Main Street and this new use will include some form of walk-in opportunities, and will utilize goods and services of adjacent galleries and retailers.

After the law office located at 508 Main Street, staff began preparing zoning amendments to prohibit such uses from locating on the ground floor of Main Street on the 300, 400, 500 and 600 blocks (between Pilarcitos Creek and Correas Street), referred to in the forthcoming draft code amendments as “Heritage Main Street.” The Planning Commission considered these policy points at a study session on July 23, 2019 as part of a suite of potential zoning text amendments. In whole, the amendments have been crafted to strengthen the visitor-serving and pedestrian-oriented environment of Downtown while also providing for improved regulations that will facilitate mixed-use and single-use residential development to bring forth a more vibrant Downtown neighborhood.

A commonality of visitor-serving and pedestrian-oriented uses is that they are active use and dependent on a ground-floor storefront location because the primary customer base is foot traffic. Retail, eating and drinking establishments, galleries, and some personal service uses such as barber shops are active ground-floor dependent uses found throughout Downtown. However, a number of uses that are not active or ground-floor dependent, such as professional and medical offices, have long been part of the Main Street mix of ground floor uses. For the most part, these have been flanked by active uses, and pedestrian foot traffic typically traverses these gaps in the streetscape. However; the two recent conversions are exacerbating the current prevalence of office uses, parking lots, and both long-term and recently vacated buildings. Leases are often many years long. In the case of the attorney’s office, the business owner is also the property owner. Without further action to phase out nonconforming uses, the City may not see a change of use of that space for many years.

The following table summarizes the current uses on the east and west sides of the 300, 400, 500 and 600 blocks of Main Street. Additional information is presented in Attachment 2. The data clearly indicates that more than 40 percent of the frontage space on these Downtown blocks creates breaks in the fabric of the streetscape, and thereby diminishes, rather than enhances Heritage Main Street. Furthermore, several ground-floor spaces along Main Street, such as the former Pasta Moon site at the northern entrance to Downtown, are currently
vacant. Based on this evidence and supported by Downtown business owner input, staff has identified that at this time, the character and function of historic Downtown, and in particular the heritage blocks of Main Street between Pilarcitos Creek and Correas Street, are vulnerable and threatened.

### Historic Main Street Ground Floor Frontage Uses

<table>
<thead>
<tr>
<th>Block</th>
<th>West</th>
<th>Inactive Ground Floor</th>
<th>East</th>
<th>Inactive Ground Floor</th>
<th>% Inactive Ground Floor</th>
</tr>
</thead>
<tbody>
<tr>
<td>300</td>
<td>225 FT</td>
<td>100 FT</td>
<td>164 FT</td>
<td>186 FT</td>
<td>42%</td>
</tr>
<tr>
<td>400</td>
<td>225 FT</td>
<td>75 FT</td>
<td>175 FT</td>
<td>125 FT</td>
<td>33%</td>
</tr>
<tr>
<td>500</td>
<td>218 FT</td>
<td>82 FT</td>
<td>146 FT</td>
<td>154 FT</td>
<td>39%</td>
</tr>
<tr>
<td>600</td>
<td>100 FT</td>
<td>200 FT</td>
<td>180 FT</td>
<td>120 FT</td>
<td>53%</td>
</tr>
<tr>
<td>All</td>
<td>768 FT</td>
<td>457 FT</td>
<td>665 FT</td>
<td>585 FT</td>
<td>42%</td>
</tr>
</tbody>
</table>

**Notes:** For this table, the following assumptions were made:

- **Active Ground-Floor Dependent Uses:** Eating and/or drinking establishments, retail, galleries, salons, banks with teller services, lodging. Parking lots associated with these uses are counted as part of the active use.
- **Inactive Ground-Floor Uses:** Professional offices (e.g. law, real estate, insurance, travel agency, etc.), medical offices, and vacant buildings or sites. Parking lots associated with these uses are counted as part of the use that is inactive or vacant.

### Urgency Ordinance

Government Code Section 65858 allows a jurisdiction to adopt an urgency basis a zoning ordinance that prohibits any uses that conflict with a contemplated zoning proposal that the City is considering or studying or intends to study within a reasonable time. Unlike permanent land use code amendments that require Planning Commission input, a first and second reading, and an effective date 30 days after the second reading, urgency ordinances take effect immediately upon adoption and do not require Planning Commission review. Furthermore, an urgency ordinance can only be adopted if it is found that that such action is necessary to “protect the public safety, health, and welfare.”

The urgency ordinance requires a four-fifths vote of the City Council for adoption and is effective for no more than 45 days. The City Council may further extend the urgency ordinance for 10 months and 15 days after a noticed public hearing, and may subsequently extend the urgency ordinance for one additional year. Ten days prior to the expiration of the ordinance, the City Council must issue a written report describing the measures taken to alleviate the conditions which led to the adoption of the ordinance. (Note that this report describes those alleviating measures, since the Planning Commission already began this work at its July 23, 2019 study session.)
If City Council agrees with the urgency of the situation, the 2019 Heritage Main Street Urgency Ordinance will provide protection for the duration that it will take to complete the zoning text amendments. Staff intends to bring a simple but effective set of improvements to the C-D and C-R zoning regulations to Planning Commission at a public hearing on December 10, 2019. Following Planning Commission’s action, code amendments will be revised and prepared for City Council in early 2020. Because the City Council’s first meeting of 2020 is 47 days away (January 21, 2020), if this urgency ordinance is approved, staff would bring forward an extension of the urgency ordinance at the December 17, 2019 City Council meeting.

As proposed, the urgency ordinance and its follow-on zoning text amendments are consistent with existing zoning code that distinguishes the 300, 400, 500 and 600 blocks of Main Street between (Pilarcitos Creek and Correas Street) as especially important from a historic perspective and representative of the heritage development pattern of downtown Half Moon Bay. A key piece of the 2019 Main Street Urgency Ordinance is a new definition for active ground-floor dependent uses:

“Active ground-floor dependent use” means a commercial or public space that is reliant on pedestrian foot traffic, generally open to the public, generates a high volume of customer or visitor traffic, provides ground floor display windows to promote views into the business, and sells goods that are typically consumed on premises or carried away by customers or services of a personal or recreational nature. Inactive uses are typically not open to the general public, generate a lower volume of customer or visitor traffic, tend to have screened windows to maintain privacy (such as offices and residential uses) and are thereby not oriented to pedestrian foot traffic.”

A definition for Heritage Main Street is also part of the urgency ordinance and will be included in the forthcoming zoning amendments:

“Heritage Main Street” means the 300, 400, 500, and 600 blocks of Main Street between Pilarcitos Creek and Correas Street.”

In other cities, delineating the most sensitive blocks from the rest of a mixed-use Downtown environment is common. It is also typical to restrict uses in main street districts similarly to the proposed urgency ordinance. Many have strict prohibitions on office and other uses that are not reliant on foot traffic; e.g. are not “ground-floor dependent.” It is possible to further develop this code beyond what is envisioned for the near-term to incorporate some of the approaches found elsewhere to address other matters. For example, some codes require a minimum percentage of a storefront to be transparent for a specified depth into the space. There are also a number of uses that may be debatable in terms of their contribution to historic Downtown Main Street. City Hall is an example. The base use is office; however, with an open public counter, it does play a part in weekday foot traffic. Banks, travel agencies, and other business professional uses with office settings sometimes also have retail components.
The above considerations can be made at a future time after the Land Use Plan is complete. The City is currently seeking a grant to partially fund preparation of a Town Center plan which could take up these matters. That said, because so many of the uses along the 300-600 blocks of historic Downtown Main Street, or Heritage Main Street, are currently not fully aligned with the intent for the area, staff recommends deliberately stopping the turn-over of these spaces to new uses that are not active ground-floor dependent for at least several years or an economic cycle.

**CEQA:**
This interim urgency ordinance is exempt pursuant to CEQA Guidelines sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) because it has no potential for resulting in physical change in the environment, directly or indirectly; it prevents changes in the environment. Further, this action is exempt under CEQA Guidelines section 15061(b)(3) (the amendments are exempt because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment).

**ATTACHMENTS:**
1. 2019 Heritage Main Street Urgency Ordinance
2. Heritage Main Street Ground Floor Uses Inventory
ORDINANCE NO. C-2019-06_U
AN UNCODIFIED INTERIM URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY PROHIBITING THE ESTABLISHMENT OF USES ON THE 300, 400, 500, AND 600 BLOCKS OF MAIN STREET (HERITAGE MAIN STREET) THAT ARE NOT ACTIVE GROUND-FLOOR DEPENDENT

THE CITY COUNCIL OF THE CITY OF HALF MOON BAY DOES ORDAIN AS FOLLOWS:

Section 1. Findings. The City Council finds and declares as follows:

(a) The City of Half Moon Bay is located fully within the California Coastal Zone; and

(b) The City of Half Moon Bay’s certified Local Coastal Program includes an implementation which is in part comprised on the Zoning Ordinance; and

(c) The City established the C-D and C-R zoning code to designate appropriate uses and development standards for Downtown and to implement the requirements of the policies of the Local Coastal Program as required by the California Coastal Act; and

(d) The California Coastal Act and the certified Local Coastal Program prioritize visitor-serving uses, including those identified as most appropriate for the ground floor of development within the historic Downtown Area; and

(e) The City adopted the Downtown Specific Plan on June 5, 1995; and

(f) Both Chapter 18.07 of the Municipal Code and the Downtown Specific Plan include statements of intention to support the historic Downtown area of Half Moon Bay centered on Main Street for visitor-serving and pedestrian-oriented uses; and

(g) Both Chapter 18.07 of the Municipal Code and the Downtown Specific Plan provide use regulations and development standards affecting the historic Downtown area of Half Moon Bay centered on Main Street; however, neither Chapter 18.07 nor the Downtown Specific Plan establish limits on the amount of uses that are not visitor-serving or pedestrian-oriented uses, including office uses; and

(h) The 300, 400, 500, and 600 blocks of Downtown Main Street between Pilarcitos Creek is evident though entries in the City’s historic resources inventory and zoning requirements as the heart of historic Downtown Half Moon Bay and are referred to herein as “Heritage Main Street;” and

(i) This portion of Downtown Main Street, including the Heritage Main Street blocks, is further identified in the City’s certified Local Coastal Program as part of “Old Downtown;” and Old Downtown is defined as a visual resource area in the certified Local Coastal Program and subject to visual resource standards requiring the
preservation and enhancement of scale, style, continuity of building lines, design, and land uses; and

(j) As of December 2019, more than 40 percent of the frontage uses on the Heritage Main Street blocks are comprised of uses that are not visitor-serving and are not pedestrian-oriented; and

(k) Because the current codes and regulations are permissive, and the economic environment is demonstrating that the real estate market is favoring office uses over retail, restaurants and other uses that are visitor-serving or pedestrian-oriented; and

(l) In 2019, the two most recent new uses on the Heritage Main Street blocks are office uses that have moved into vacant ground-floor storefronts, and several ground-floor vacancies remain; and

(m) Considering the above, Heritage Main Street storefronts and sites are vulnerable to additional long-term conversion to uses that are not visitor-serving or pedestrian-oriented; and

(n) Prohibiting such uses, including business and professional offices, certain personal and personal improvement services, and other uses that are not visitor-serving or pedestrian-oriented, is necessary to protect against this threat while the City evaluates potential modifications to its existing C-D zoning regulations; and

(o) The Planning Commission has considered such provisions at a study session on July 23, 2019 and City staff has been studying and preparing revisions to the C-D zoning regulations to accomplish such a prohibition for a defined area; and

(p) City staff have researched provisions in other jurisdictions that limit uses on ground floor frontages in similar traditional downtown districts to those that are determined to be pedestrian-oriented, active, and ground-floor dependent uses; and

(q) City staff have determined that active ground-floor dependent uses are consistent with visitor-serving uses and provide a pedestrian-oriented environment as intended through the City’s Local Coastal Program and Downtown Specific Plan; and

(r) The City Council has received public testimony from Downtown business and property owners about the need to prioritize protection of Heritage Main Street from further encroachment of uses that are not active or ground-floor dependent; and

(s) Government Code section 65858(a) provides that, without following the procedures otherwise required prior to adoption of a zoning ordinance, to protect the public health, safety, and welfare, the legislative body of a city may adopt as an urgency
measure an interim ordinance prohibiting any uses that may be in conflict with a contemplated zoning proposal that the city intends to study within a reasonable time.

(t) Considering the public health, safety, and welfare threat posed by long-term conversion of ground floor uses to those that are not active and ground-floor dependent, the City has been contemplating amendments to its zoning code. The City intends to study those potential amendments within a reasonable time. This urgency ordinance will allow City staff time to complete necessary studies and reports for the contemplated amendments.

Section 2. Definitions. For the purposes of this ordinance, the following terms have the definitions set forth below:

“Active ground-floor dependent use” means a commercial or public space that is reliant on pedestrian foot traffic, generally open to the public, generates a high volume of customer or visitor traffic, provides ground floor display windows to promote views into the business, and sells goods that are typically consumed on premises or carried away by customers or services of a personal or recreational nature. Inactive uses are typically not open to the general public, generate a lower volume of customer or visitor traffic, tend to have screened windows to maintain privacy (such as offices and residential uses) and are thereby not oriented to pedestrian foot traffic.”

“Heritage Main Street” means the 300, 400, 500, and 600 blocks of Main Street between Pilarcitos Creek and Correas Street.

Section 3. Prohibition. For the period of this ordinance and any extension thereof, any new uses on the ground floor of properties and buildings with frontage on Heritage Main Street shall be prohibited unless the use is determined to be an active ground-floor dependent use. Examples of prohibited uses include, but are not limited to, law offices, real estate offices, medical offices, and personal and professional services that do not meet the definition of an active ground-floor dependent use.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 5. Local Coastal Program and General Plan. The ordinance is consistent with the certified Local Coastal Program and General Plan.
Section 6. CEQA. The City Council finds that this ordinance is not subject to the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines (Title 14 of the California Code of Regulations) Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) because it has no potential for resulting in physical change in the environment, directly or indirectly; it prevents changes in the environment. Further, this action is exempt from CEQA under CEQA Guidelines section 15061(b)(3) (the amendments are exempt because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment).

Section 7. Publication. The City Clerk shall publish a summary of this Ordinance in a newspaper of general circulation for the City of Half Moon Bay within fifteen days after its adoption.

Section 8. Effective date. This ordinance is an interim urgency ordinance that shall take effect immediately upon its adoption by a four-fifths (4/5) vote of the City Council. This ordinance shall continue in effect for forty-five (45) days from the date of its adoption and shall thereafter be of no further force and effect unless the City Council extends it for an additional period of time pursuant to California Government Code section 65858.

PASSED AND ADOPTED at a special meeting of the City Council of the City of Half Moon Bay, California, held on the 5th of December 2019, by vote at least four-fifths vote of the City Council as follows:

Ayes, Councilmembers:
Noes, Councilmembers:
Absent, Councilmembers:
Abstain, Councilmembers:

ATTEST: 

APPROVED:

______________________________
Jessica Blair, City Clerk

______________________________
Harvey Rarback, Mayor
Heritage Main Street Ground Floor Use Inventory – December 2019:  
Main Street between Pilarcitos Creek and Correas Street

Ground Floor Use Inventory:
City staff compiled this information by surveying the 300, 400, 500, and 600 blocks of Heritage Main Street between Pilarcitos Creek and Correas Street. Ground floor uses were categorized as active ground-floor dependent, office, vacant (buildings and sites), parking lots, and open space (active or inactive). Frontage lengths for all of the uses were estimated through the City’s GIS system. A summary of the four Heritage Main Street block frontages is presented in the table below. The following pages present more detail about the uses on each side of the street for the four blocks on Heritage Main Street.

<table>
<thead>
<tr>
<th>Use</th>
<th>Estimated Frontage Linear Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Ground-Floor Dependent Use Frontages: Retail/Restaurants/Active Open Spaces/etc.</td>
<td>1,433</td>
</tr>
<tr>
<td>Inactive Ground-Floor Use Frontages:</td>
<td></td>
</tr>
<tr>
<td>- Office</td>
<td>438</td>
</tr>
<tr>
<td>- Vacant</td>
<td>209</td>
</tr>
<tr>
<td>- Parking Lots/Drive Aisle</td>
<td>345</td>
</tr>
<tr>
<td>- Inactive Frontage Space</td>
<td>90</td>
</tr>
<tr>
<td>Total Inactive Ground-Floor Use Frontages</td>
<td>1,042</td>
</tr>
<tr>
<td>Total Heritage Main Street Frontages:</td>
<td>2,475</td>
</tr>
</tbody>
</table>

% Active Ground-Floor Dependent Use Frontages 58%
% Inactive Use Frontages 42%
### Linear Frontage of Ground Floor Uses:

<table>
<thead>
<tr>
<th></th>
<th>West</th>
<th>East</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Ground-Floor Dependent Uses</td>
<td>225 FT</td>
<td>164 FT</td>
</tr>
<tr>
<td>Retail/Restaurant/etc.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Inactive Ground-Floor Uses:

- Office: 83 FT
- Vacant: 63 FT
- Parking lots/drive aisles: 50 FT (West), 40 FT (East)
- Other (unprogrammed space): 50 FT (West), 40 FT (East)

<table>
<thead>
<tr>
<th></th>
<th>West</th>
<th>East</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Inactive Ground-Floor Uses</td>
<td>100 FT</td>
<td>186 FT</td>
</tr>
<tr>
<td>Total Frontage</td>
<td>325 FT</td>
<td>350 FT</td>
</tr>
</tbody>
</table>

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Percent Inactive Frontages</td>
<td>31%</td>
<td>53%</td>
</tr>
</tbody>
</table>
300 Block West Side
400 Block

<table>
<thead>
<tr>
<th>Linear Frontage of Ground Floor Uses:</th>
<th>West</th>
<th>East</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Ground-Floor Dependent Uses</td>
<td>225 FT</td>
<td>175 FT</td>
</tr>
<tr>
<td>Retail/Restaurant/etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inactive Ground-Floor Uses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Office</td>
<td>25 FT</td>
<td></td>
</tr>
<tr>
<td>• Vacant</td>
<td></td>
<td>100 FT</td>
</tr>
<tr>
<td>• Parking lots/drive aisles</td>
<td>50 FT</td>
<td>25 FT</td>
</tr>
<tr>
<td>• Other (inactive open space)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Inactive Ground-Floor Uses:</td>
<td>75 FT</td>
<td>125 FT</td>
</tr>
<tr>
<td>Total Frontage</td>
<td>300 FT</td>
<td>300 FT</td>
</tr>
<tr>
<td>Percent Inactive Frontages</td>
<td>25%</td>
<td>42%</td>
</tr>
</tbody>
</table>
### 500 Block

<table>
<thead>
<tr>
<th>Linear Frontage of Ground Floor Uses:</th>
<th>West</th>
<th>East</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Ground-Floor Dependent Uses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retail/Restaurant/etc.</td>
<td>178 FT</td>
<td>146 FT</td>
</tr>
<tr>
<td>Activated Open Space</td>
<td>40 FT</td>
<td></td>
</tr>
<tr>
<td>Inactive Ground Floor Uses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office</td>
<td>62 FT</td>
<td>58 FT</td>
</tr>
<tr>
<td>Vacant</td>
<td></td>
<td>46 FT</td>
</tr>
<tr>
<td>Parking lots/drive aisles</td>
<td>20 FT</td>
<td>50 FT</td>
</tr>
<tr>
<td>Other (unprogrammed space)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Inactive Ground Floor Uses</td>
<td>82 FT</td>
<td>154 FT</td>
</tr>
<tr>
<td>Total Frontage</td>
<td>300 FT</td>
<td>300 FT</td>
</tr>
<tr>
<td>Percent Inactive Frontages</td>
<td>27%</td>
<td>51%</td>
</tr>
</tbody>
</table>
500 Block East Side

ATTACHMENT 2

ATTACHMENT 3
### Linear Frontage of Ground Floor Uses:

<table>
<thead>
<tr>
<th></th>
<th>West</th>
<th>East</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retail/Restaurant/etc.</td>
<td>100 FT</td>
<td>130 FT</td>
</tr>
<tr>
<td>Activated Open Space</td>
<td></td>
<td>50 FT</td>
</tr>
<tr>
<td><strong>Not Visitor Serving:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Office/Bank</td>
<td>100 FT</td>
<td>110 FT</td>
</tr>
<tr>
<td>• Vacant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Parking lots/drive aisles</td>
<td>100 FT</td>
<td>10 FT</td>
</tr>
<tr>
<td>• Other (unprogrammed open space)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Not Visitor Serving</strong></td>
<td>200 FT</td>
<td>120 FT</td>
</tr>
<tr>
<td><strong>Total Frontage</strong></td>
<td>300 FT</td>
<td>300 FT</td>
</tr>
<tr>
<td><strong>Percent Inactive Frontages</strong></td>
<td>67%</td>
<td>40%</td>
</tr>
</tbody>
</table>
600 Block East Side
600 Block West Side
Half Moon Bay Downtown Parking Occupancy Survey
August – September 2019

Existing Conditions information for consideration with proposed Zoning Amendments for the Mixed-Use Districts and Parking Standards

Downtown Parking by Time Limit
Weekday Noon
Data was collected on a Monday at noon to represent the typical occupancy of a weekday during the lunch rush in Downtown Half Moon Bay. Total street parking was 65% occupied at this time while all the available parking lots were only 37% occupied. Parking availability was evenly dispersed throughout Downtown, meaning that any location Downtown has street parking that is less than 70% occupied within one block. The highest occupancy rates were concentrated near the intersection of Mill and Main Street, which offers the first available parking as cars enter Half Moon Bay’s Downtown from Highway 92. Mill Street was 88% occupied at this time, while Main Street was 76% occupied. All the parking lots were below 50% occupancy with the exception of Ted Adcock, which is 58% occupied and the Half Moon Bay Library, which is 84% occupied. Overall, there seems to be no shortage of available parking Downtown during the weekday lunch rush despite certain areas of concentration.

School Dismissal
Data was collected on a Wednesday afternoon when school was in session in late August to account for any traffic related to Cunha Intermediate School. A count of the number of Downtown spaces was conducted at 3 p.m., which is approximately when the school is dismissed. As expected, the streets immediately surrounding the school saw a significant increase in parking occupancy, namely Church and Correas. The Library parking lot was significantly more occupied during this time, perhaps because of students going there after school or due to parents parking there as it is the only public lot near the school. The Cunha Lot was not impacted as parking is restricted to staff members and those with permits during school hours. Other than these immediate areas surrounding the school, the rest of Half Moon Bay’s Downtown parking occupancy was not significantly different.

Friday Noon
Counts were collected starting Friday at noon to provide data of another weekday later in the week that may receive a different amount of traffic in the Downtown area during the lunch rush. Total street parking was 61% occupied while the parking lots in total were 60% occupied. Main and Mill Street were the most highly concentrated as Main Street was 87% occupied and Mill was 86% occupied. However, all other streets were less than 70% occupied with the exception of Miramontes. Shoreline Shopping Center was the most populated parking lot at 80% occupancy. Parking was still readily available; however, as no location Downtown was more than a block away from a street that was above 70% occupancy.

Friday Night
Data was collected on Friday night at 7:00 pm to account for the dinner peak as people return to Half Moon Bay and get off work. During this time, 67% of on street parking was occupied while 53% of the parking lot spaces were occupied. Parking was concentrated around Main Street, with Main being 89% occupied, Johnston 70%, and Purissima 71%; while Mill Street was 80% occupied. This overall high occupancy rate was
expected and is associated with restaurants located along Main Street at their service peak hours at the beginning of the weekend. Shoreline Shopping Center was similarly busy, with 81% occupancy, likely due to its concentration of retail and restaurants. Despite this notable increase in occupancy along the streets directly adjacent to Main Street as well as Shoreline, parking was still readily available within two blocks along Church Street, which had 72% of its parking spaces available along with many other blocks throughout the Downtown area.

**Saturday Noon**
Data was collected starting at noon on a Saturday in summer to account for weekend traffic, where the influx of visitors to Half Moon Bay is at its peak. It should be noted that during this count, the Coastside Farmers’ Market was occurring in the Shoreline Shopping Center parking lot as well as a special event occurring in the field north of Our Lady of the Pillar Catholic Church. These events each significantly affected the parking occupancy in the Shoreline parking lot, the Ted Adcock parking lot; as well as Church and surrounding streets. The Downtown’s street parking was 77% occupied and the parking lots were 51% occupied at this time. The Ted Adcock parking lot and the Shoreline Shopping Center parking lot were both above 85% occupancy. All the streets located Downtown were 50% full at this time, with Church, Kelly, Main and Mill at or above 80% occupancy. Despite this, parking was still readily available at the Stone Pine Office Park parking lot as well as Cunha Intermediate School, the Post Office, and several blocks throughout the Downtown which were still less than 50% occupied. During this peak time, with multiple events occurring Downtown, there was still plentiful parking within a five minute walk (¼ mile) of any location Downtown.

**Eventful Saturday**
Data was collected on Saturday afternoon between 4:30 and 5:30 PM. Late afternoon September 21, 2019 was specifically selected because it was anticipated to be a heavy peak period due to a favorable weather forecast and multiple overlapping events. The heavily attended Summers End Music Festival in Carter Park, a wedding at San Benito House, events at the Library and Portuguese Culture Center, recreational activities on the Cunha School campus, and Saturday evening services at Our Lady of Pillar Church were all concurrently on-going during the survey period. It was a warm summer day and foot traffic was notably busy on Main Street. Parking occupancy was higher than for any other surveyed time; however, despite the “eventfulness” of the survey period, parking could be found within one block of any business or public use in the Downtown area covered by this survey. Surveying this eventful time period reinforced the other survey time periods by highlighting that Downtown’s highest parking occupancy is Main Street between the Main Street Bridge and Kelly Avenue; and on Mill Street, especially within one block of Main Street. Parking was readily available on most of the Johnston, Purissima, and Church Street blocks, with the exception of Church Street near Our Lady of the Pillar Church during mass. A tractor was parked on the south side of Kelly Avenue near Johnston Street.
Parking Occupancy Maps

Downtown Parking Map: Noon Weekday

Legend
85-100% Occupied
70-84% Occupied
50-69% Occupied
<50% Occupied
Downtown Parking Map: School Dismissal

Legend
- 85-100% Occupied
- 70-84% Occupied
- 50-69% Occupied
- <50% Occupied
Downtown Parking Map: Noon Friday

Legend
- 85-100% Occupied
- 70-85% Occupied
- 50-69% Occupied
- <50% Occupied
Downtown Parking Map: Noon Saturday

Legend
- 85-100% Occupied
- 70-85% Occupied
- 50-65% Occupied
- <50% Occupied
Downtown Parking Map: Eventful Saturday