



Scenic Pacifica

Incorporated Nov. 22, 1957

ZONING ADMINISTRATOR Agenda

CORONAVIRUS DISEASE (COVID-19) NOTICE

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF GOVERNMENT CODE SECTION 54953 (AS AMENDED BY AB 361) WHICH AUTHORIZES TELECONFERENCED MEETINGS UNDER THE BROWN ACT DURING CERTAIN PROCLAIMED STATES OF EMERGENCY. THE GOVERNOR OF CALIFORNIA PROCLAIMED A STATE OF EMERGENCY RELATED TO COVID-19 ON MARCH 4, 2020. THIS TELECONFERENCED MEETING IS NECESSARY SO THAT THE CITY CAN CONDUCT ESSENTIAL BUSINESS AND IS PERMITTED UNDER GOVERNMENT CODE 54953 IN ORDER TO PROTECT PUBLIC HEALTH AND SAFETY OF ATTENDEES.

Consistent with the above-referenced authority, this Zoning Administrator Meeting will not be physically open to the public and the Zoning Administrator and staff will be video/teleconferencing into the meeting. The meeting will be conducted via Zoom Webinar.

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting from home. Below is information on how the public may observe and participate in the meeting.

To Observe the Meeting:

- To access the meeting by computer / smartphone, go to <https://us06web.zoom.us/j/89683592500>
- To dial-in via phone: +1 (669) 444-9171
Then enter Webinar ID: 896 8359 2500

To Participate in the Meeting by Providing Public Comment:

- **During the Meeting:** Live verbal public comments may be made by members of the public joining the meeting via Zoom (computer, smartphone/tablet app, or phone). Zoom access information is provided above. Use the “raise hand” feature (for those joining by phone, **press *9 to “raise hand”**) during the public comment period for the agenda item you wish to address. City staff will call on people to speak by name provided or last 4 digits of phone number for dial-in attendees. Please clearly state your full name for the record at the start of your public comment. You will have 3 minutes to speak unless modified by the meeting chair.
- **Before the Meeting:** Written public comments for the record may be submitted in advance by 12:00 p.m. on the meeting date by email to: publiccomment@pacificagov and will be made part of the written record but will not be read verbally at the meeting. Written public comments submitted by email should adhere to the following:
 - Clearly indicate the Agenda Item No. or specify “Oral Communications” in the Subject Line for items not on the agenda
 - Include the submitter’s full name

Written public comments received by 12:00 p.m. on the meeting date will be provided in their entirety to the Zoning Administrator prior to the meeting and will be made part of the written record but will not be read verbally at the meeting. Written public comments will be posted to the City’s website for review prior to the meeting.

Note: The methods of observing the meeting or providing public comments may be altered or the meeting may be cancelled, if needed. You may check on the status of the meeting by visiting the City’s website at www.cityofpacificagov for any updates or changes, should they occur.

DATE: September 14, 2022

LOCATION: Zoom Meeting (Online): <https://us06web.zoom.us/j/89683592500> or Dial (669) 444-9171 and enter Webinar ID: 896 8359 2500

TIME: 6:00 PM

ADMINISTRATIVE BUSINESS:

1. **Approval of Minutes** September 2, 2022
2. **Oral Communications** This portion of the agenda is available to the public to address the Zoning Administrator on any issue within the subject matter jurisdiction of the Zoning Administrator that is not on the agenda. The time allowed for any speaker will be three minutes.

PUBLIC HEARINGS:

3. **UP-133-22** **FILE NO. 2022-021 FOR USE PERMIT UP-131-22** for a temporary outdoor event occurring on Lots 9 and 10 of the Ohlone Point subdivision (also known as Harmony at One) on Ohlone Drive (APNs 022-150-530 & 022-150-540) in Pacifica. The applicant proposes to temporarily place two 24-foot-tall conical tents on the undeveloped lots between October 7 and October 10, 2022, to host wedding related gatherings during the daytime of October 8 and 9, 2022.
Recommended California Environmental Quality Act (CEQA) status: Class 4 Categorical Exemption, CEQA Guidelines Section 15304 (Minor Alterations to Land).
Proposed Action: Approve as conditioned.

ADJOURNMENT

Anyone aggrieved by the action of the Zoning Administrator has 10 calendar days to appeal the decision in writing to the Planning Commission. If any of the above actions are challenged in court, issues which may be raised are limited to those raised at the public hearing or in written correspondence delivered to the City at, or prior to, the public hearing. Judicial review of any City administrative decision may be had only if a petition is filed with the court not later than the 90th day following the date upon which the decision becomes final. Judicial review of environmental determinations may be subject to a shorter time period for litigation, in certain cases 30 days following the date of final decision.

The City of Pacifica will provide special assistance for persons with disabilities upon 24 hours advance notice to the City Manager's office at (650) 738-7301, including requests for sign language assistance, written material printed in a larger font, or audio recordings of written material. All meeting rooms are accessible to persons with disabilities.



Scenic Pacifica

Incorporated Nov. 22, 1957

ZONING ADMINISTRATOR Minutes

DATE: September 2, 2022
LOCATION: Zoom Meeting (Online): <https://us06web.zoom.us/j/83304031592> or Dial (669) 444-9171 and enter Webinar ID: 833 0403 1592
TIME: 12:00 PM

Zoning Administrator (ZA) Christian Murdock called the meeting to order at 12:00 PM.

Associate Planner Helen Gannon and Senior Planner Bonny O'Connor were present as City Staff.

ADMINISTRATIVE BUSINESS:

1. **Approval of Minutes** ZA Murdock approved the minutes from August 22, 2022 with a revision.
2. **Oral Communications** No public comments.

PUBLIC HEARINGS:

3. **UP-133-22** **FILE NO. 2022-024 FOR USE PERMIT UP-133-22** filed by San Mateo County Libraries to install an outdoor freestanding canopy and vending machine/kiosk for library users to check-out and return books adjacent to the existing Sanchez Library at 1111 Terra Nova Boulevard (APN 023-593-140) in Pacifica. The project site is located within the C-1 (Neighborhood Commercial) zoning district. Recommended California Environmental Quality Act (CEQA) status: Class 3 Categorical Exemption, CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures).
Proposed Action: Approve as conditioned.
 - Associate Planner Gannon presented the staff report.
 - ZA Murdock opened the public hearing, confirmed the representatives of the applicant, and asked the applicant representatives if they would like to present any information.
 - Ms. Dawn Merkes and Ms. Danae Ramirez, representing the applicant, detailed the services that the kiosk will provide.
 - ZA Murdock asked how many of these kiosks exist in San Mateo County.
 - Ms. Ramirez detailed that this will be the first, but two more are expected to be placed in the area.
 - ZA Murdock asked about the timeline for implementation.
 - Ms. Merkes detailed the timeline as Q1 of 2023.
 - ZA Murdock asked how the library staff will service the kiosk.
 - Ms. Ramirez detailed that Pacifica library staff will maintain the collection in the kiosk. She added that in-house IT staff and facilities staff will be used as necessary.
 - ZA Murdock asked how could the public or city make a maintenance request.
 - Ms. Ramirez detailed that the public could communicate to library staff, additionally the public can provide input through the library's website, and the city can communicate through the existing library-city staff relationships.
 - ZA Murdock confirmed that there were no members of the public who wished to speak and closed the public hearing.

- ZA Murdock asked the applicant if they reviewed the conditions of approval and if they had any questions or concerns.
- The applicant representatives confirmed that they had read the conditions of approval and had no issues.
- ZA Murdock acknowledged condition of approval no. 4 which as written would require the applicant to prepare a lighting plan. He noted he did not have concerns with the lighting and proposed to revise the condition of approval to read “Applicant shall revise the interior kiosk/canopy lighting upon request of the Planning Director if needed to reduce glare to adjacent properties or to increase illumination to address public safety concerns”.
- The applicant representatives were amenable to this revision.
- ZA Murdock found the project exempt from the California Environmental Quality Act and approved Use Permit UP-133-22 by adopting the attached resolution, including conditions of approval in Exhibit A excepted as modified during the hearing; and, incorporate all maps and testimony into the record by reference.
- ZA Murdock clarified for the applicant that upon his approval today that the use permit will not take effect until after a 10-day appeal period.

ADJOURNMENT Meeting was adjourned 12:11 PM



Scenic Pacifica
Incorporated Nov. 22, 1957

ZONING ADMINISTRATOR Staff Report

DATE: September 14, 2022

FILE: UP-131-22

ITEM: 3

PUBLIC NOTICE: Notice of Public Hearing was published in the Pacifica Tribune on August 31, 2022 and mailed to 20 surrounding property owners and occupants.

APPLICANT: Maryanna Saenko & Adam Libert
401 Pacific Avenue
Pacifica, CA 94044

OWNER: Marfam Pacifica, LLC
880 Hillsborough Blvd.
Hillsborough, CA 94010

PROJECT LOCATION: Lots 9 and 10 of the Ohlone Point subdivision (also known as Harmony at One) on Ohlone Drive (APNs 022-150-530 & 022-150-540) – Vallemar, Rockaway, and Fassler

PROJECT DESCRIPTION: File No. 2022-021 – A temporary outdoor event that includes placement of two, 24-foot-tall conical tents on undeveloped lots between October 7 and October 10, 2022 to shelter wedding related gatherings during the daytime of October 8 and 9, 2022.

SITE DESIGNATIONS: General Plan: Open Space/Agriculture/Residential
Zoning: P-D/HPD (Planned Development/Hillside Preservation District)

RECOMMENDED CEQA STATUS: Class 4 Categorical Exemptions, CEQA Guidelines Section 15304 (Minor Alterations to Land).

ADDITIONAL REQUIRED APPROVALS: None. Subject to appeal to the Planning Commission and the City Council.

RECOMMENDED ACTION: Approve as conditioned.

PREPARED BY: Helen Gannon, Associate Planner

PROJECT SUMMARY, RECOMMENDATION, AND FINDINGS

1. Project Description

The project includes the temporary installment of two, 24-foot-tall outdoor freestanding conical tents for a temporary outdoor event occurring on Lots 9 and 10 of the Ohlone Point subdivision (also known as Harmony at One) on Ohlone Drive.

Lots 9 and 10 of the Ohlone Point subdivision are both undeveloped (see Figure 1). The proposed project would not involve any grading or permanent construction. The subject tents would be located along an existing dirt path where the grade is flat. The tents will be professionally staked and secured by the rental company. The tents will provide shade and shelter for guests of the applicants' wedding event, which is taking place elsewhere within the City of Pacifica. Approximately 50 guests will be shuttled to and from the site for a picnic, conversation, and relaxation during the daytime of October 8 and 9, 2022. Portable bathrooms will be placed on Ohlone Drive and there will be 4 to 5 wedding support staff on site in addition to one security guard. Background music will be played through battery-powered speakers during the daytime hours of operation of the event, and there will not be any lighting. The tents will be erected on Friday, October 7, 2022, and taken down on Monday, October 10, 2022.

Figure 1. Location of the Proposed Project



More details of the proposed temporary event and tent structures can be found in the Applicant's Letter of Explanation, Attachment B.

2. General Plan, Zoning, and Surrounding Land Uses

The General Plan (2022) land use designation for the project site is "Open Space/Agriculture/Residential" (Attachment C). Open Space/Agriculture/Residential land use designation is intended for residential, agriculture, and recreation uses. The subject site is located within the P-D/HPD (Planned Development/Hillside Preservation District) zoning district. The proposed scope of work is temporary and does not propose any permanent development or use.

Lots 9 and 10 are surrounded by undeveloped land on all sides with the exception of a single-family dwelling that is under construction on the abutting property to the east (21 Ohlone Court, APN 022-150-030), with the closest use being a residential home located approximately 1,000 feet away on Corona Drive.

3. Municipal Code and Other Development Regulations

The proposed project requires Zoning Administrator approval of the following entitlements:

- Use Permit per Pacifica Municipal Code ("PMC") Sec. 9-4.2302(b) to allow a temporary establishment involving a large assemblage of people in an isolated area.

The Zoning Administrator's authority to consider the subject permits is provided in Sec. 9-4.3802(b) of the PMC.

4. Required Findings

- A. *Use Permit.* A use permit shall be granted only if the Zoning Administrator makes all of the following findings as required by PMC Sec. 9-4.3303(a):
 - i. *That the establishment, maintenance, or operation of the use or building applied for will not, under the circumstances of the particular case, be detrimental to the health, safety, and welfare of the persons residing or working in the neighborhood or to the general welfare of the City.*

Discussion

The project includes temporary installment of two 24-foot-tall outdoor freestanding conical tents for a two-day, daytime event. The project would result in no change to the natural landscape of Lots 9 and 10 of the Ohlone Point subdivision because the tents are temporary and do not require any permanent infrastructure. The tents would be placed on flat grade and are to be within the pre-approved lot build pads per the Harmony at One subdivision plan. Temporary fencing will be placed to keep guests within the disturbed areas of the site and to prevent guests from wandering beyond the tents.

The tents are professionally secured by the rental company that has experience deploying these same tents in this same configuration in hundreds of sites throughout California. They are staked into the ground using numerous 2-foot stakes per the design, which provides an effective way to secure them while causing minimal impact on the landscape. The wind loading capability of the tents in the proposed configuration has been analyzed by a registered professional engineer, along with their structural capability.

No more than 50 guests would attend the weekend event. Guests will be transported to and from Ohlone Drive using private group shuttles or walking or biking to the site from their Rockaway Hotel. Furthermore, the area is currently uninhabited and is within a gated neighborhood that currently does not house any residents. Therefore, the event would not cause any parking or traffic concerns.

The two-day event will take place from 9:00 a.m. until 5:00 p.m. As such, there will be no lighting proposed. There will be 4 to 5 wedding support staff on site in addition to one overnight security guard.

Prior to the event, the site will be cleaned of any wayward trash that is currently there given that it is an unmanaged site. During the event, trash will be collected in 55-gallon trash barrels at each tent and bathroom trailer. Trash receptacles will be secured from the wind, and they will be emptied at the end of each day so that no animals are attracted at night. The trash will be removed from the site by the wedding support staff and disposed of at a waste transfer station.

The event will include the use of battery-powered speakers playing background music during the daytime event that will be kept to maximum of 60 decibels at 50' and will be checked with a decibel meter. The anticipated noise level at the nearest residence would be approximately 34 decibels¹, which would be the sound equivalent to a whisper².

For all the reasons above, the project will not, under the circumstances of the particular case, be detrimental to the health, safety, and welfare of the persons residing or working in the neighborhood or to the general welfare of the City.

- ii. *That the use or building applied for is consistent with the applicable provisions of the General Plan and other applicable laws of the City and, where applicable, the Local Coastal Plan.*

Discussion

The temporary event would be consistent with the following provisions of the General Plan.

¹ <https://www.wkcgroupp.com/tools-room/inverse-square-law-sound-calculator/>, Calculation assumes 1000 feet from noise source.

² <http://www.cochlea.org/en/hear/human-auditory-range>

- *ES-G-1 Leverage Assets. Leverage Pacifica’s coastal location and unique assets as a primary means to strengthen the local economy, focusing on increasing tourism facilities, including shops, hotels, restaurants, and hiking trails.*
- *ES-G-3 Promote a Positive Image. Promote a positive image of Pacifica as a desirable place to work, live, and visit*

The proposed event will allow visitors to take advantage of the City’s outdoor amenities. Attending guests will have the opportunity to walk or bike to the event if they choose to forego the provided shuttles. This will allow guests to see more of Pacifica and enjoy the scenic views up to Ohlone Drive. Attendees coming from out of town and staying at our local hotels will have the opportunity to visit a scenic ridgeline, overlooking Linda Mar Beach, which will hopefully promote the City as a place to re-visit or reside in the future.

For these reasons, the proposed event is consistent with the applicable provisions of the General Plan and other applicable laws of the City. The subject site is not located in the coastal zone and therefore the Local Coastal Plan is not applicable to this project.

- iii. Where applicable, that the use or building applied for is consistent with the City's adopted Design Guidelines.*

Discussion

The proposed use is temporary and would not have permanent aesthetic impacts; therefore, the City’s adopted Design Guidelines are not applicable. Nevertheless, visual impacts from the proposed use would be limited to the presence of two tents that are made of natural materials and would blend into the hillside. Furthermore, the tents would be located on the rear portion of the ridgeline.

5. CEQA Recommendation

Staff analysis of the proposed project supports a Zoning Administrator finding that it qualifies for a categorical exemption from the California Environmental Quality Act (CEQA). The project qualifies as a Class 4, CEQA Guidelines Section 15304 (Minor Alterations to Land) Categorical Exemptions.

The Class 4 exemption provided in Section 15304 (Minor Alterations to Land) of the CEQA Guidelines states in part:

“Class 4 consists of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry and agricultural purposes. Examples include but are not limited to:

* * * * *

(e) Minor temporary use of land having negligible or no permanent effects on the environment, including carnivals, sales of Christmas trees, etc.

* * * * *

The proposed project fits within the scope of a Class 4 categorical exemption because it would involve the temporary use of land, which would not involve any permanent alterations to the site that could affect the environment. Therefore, there is substantial evidence in the record to support a finding that the project is categorically exempt from CEQA.

Additionally, none of the exceptions to application of an exemption contained in Section 15300.2 of the CEQA Guidelines apply to the project, as described below:

- Sec. 15300.2(a): There is no evidence in the record that the project will impact an environmental resource of hazardous or critical concern in an area designated, precisely mapped, and officially adopted pursuant to law by federal, State, or local agencies.
- Sec. 15300.2(b): There is no evidence in the record that successive projects of the same type in the area would have a significant environmental impact. The project is temporary and will result in no permanent infrastructure that could affect the natural environment. There are no other projects of this type in the area. Therefore, there is no foreseeable cumulative impact from these minor projects which could have a significant environmental impact.
- Sec. 15300.2(c): There is no evidence in the record of any possibility that the project would have a significant effect on the environment due to unusual circumstances. The project is temporary and will result in no permanent infrastructure that could affect the natural environment. As such, there are no identifiable unusual circumstances that would have significant effect on the environment.
- Sec. 15300.2(d) through (f): The project is not proposed near a scenic highway, does not involve a current or former hazardous waste site, and, does not affect any historical resources. Therefore, the provisions of subsections (d) through (f) are not applicable to this project.

Because the project is consistent with the requirements of a Class 4 exemption and none of the exceptions to applying an exemption in Section 15300.2 apply, there is substantial evidence in the record to support a finding that the project is categorically exempt from CEQA.

6. Staff Analysis

The proposed project would involve the temporary installment of two 24-foot-tall outdoor freestanding conical tents for a temporary two-day outdoor event. The event would not involve any permanent construction nor would have any impact on the existing environment. For the reasons set forth in this report, staff recommends approval of the project as conditioned.

ZONING ADMINISTRATOR ACTION

MOTION FOR APPROVAL:

Move that the Zoning Administrator find the project exempt from the California Environmental Quality Act; **APPROVE** Use Permit UP-131-22 by adopting the attached resolution, including conditions of approval in Exhibit A; and incorporate all maps and testimony into the record by reference.

Attachments:

- A. Draft Resolution and Conditions of Approval
- B. Letter of Explanation and Tent Details
- C. Land Use and Zoning Exhibit

RESOLUTION NO. 2022-___

A RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF PACIFICA APPROVING USE PERMIT UP-131-22 (FILE NO. 2022-021), SUBJECT TO CONDITIONS, FOR A TEMPORARY OUTDOOR EVENT OCCURRING ON LOTS 9 AND 10 OF THE OHLONE POINT SUBDIVISION (ALSO KNOWN AS HARMONY AT ONE), LOCATED ON OHLONE DRIVE (APNs 022-150-530 & 022-150-540), AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA).

Initiated by: Maryanna Saenko & Adam Libert (“Applicant”)

WHEREAS, Applicant has submitted an application for a temporary outdoor event occurring on Lots 9 and 10 of the Ohlone Point subdivision (also known as Harmony at One) on Ohlone Drive (APNs 022-150-530 & 022-150-540) (“Project”); and

WHEREAS, the Project requires approval of a use permit pursuant to Pacifica Municipal Code (PMC) sec. 9-4.2302(b) to allow a temporary establishment involving a large assemblage of people on undeveloped land in an isolated area; and

WHEREAS, Zoning Administrator’s authority to consider the subject permits is provided in sec. 9-4.3802(b) of the PMC

WHEREAS, the Zoning Administrator of the City of Pacifica did hold a duly noticed public hearing on September 14, 2022, at which time it considered all oral and documentary evidence presented, and incorporated all testimony and documents into the record by reference.

NOW, THEREFORE BE IT RESOLVED by the Zoning Administrator of the City of Pacifica as follows:

- A. The above recitals are true and correct and material to this Resolution.
- B. In making its findings, the Zoning Administrator relied upon and hereby incorporates by reference all correspondence, staff reports, and other related materials.

BE IT FURTHER RESOLVED that the Zoning Administrator of the City of Pacifica does hereby make the finding that the project qualifies for Class 4 exemption under CEQA Guidelines Section 15304, as described below:

The Class 4 exemption provided in Section 15304 (Minor Alterations to Land) of the CEQA Guidelines states in part:

“Class 4 consists of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry and agricultural purposes. Examples include but are not limited to:

* * * * *

(e) Minor temporary use of land having negligible or no permanent effects on the environment, including carnivals, sales of Christmas trees, etc.

* * * * *

The proposed project fits within the scope of a Class 4 categorical exemption because it would involve the temporary use of land, which would not involve any permanent alterations to the site that could affect the environment. Therefore, there is substantial evidence in the record to support a finding that the project is categorically exempt from CEQA.

Additionally, none of the exceptions to application of an exemption contained in Section 15300.2 of the CEQA Guidelines apply to the project, as described below:

- Sec. 15300.2(a): There is no evidence in the record that the project will impact an environmental resource of hazardous or critical concern in an area designated, precisely mapped, and officially adopted pursuant to law by federal, State, or local agencies.
- Sec. 15300.2(b): There is no evidence in the record that successive projects of the same type in the area would have a significant environmental impact. The project is temporary and will result in no permanent infrastructure that could affect the natural environment. There are no other projects of this type in the area. Therefore, there is no foreseeable cumulative impact from these minor projects which could have a significant environmental impact.
- Sec. 15300.2(c): There is no evidence in the record of any possibility that the project would have a significant effect on the environment due to unusual circumstances. The project is temporary and will result in no permanent infrastructure that could affect the natural environment. As such, there are no identifiable unusual circumstances that would have significant effect on the environment.
- Sec. 15300.2(d) through (f): The project is not proposed near a scenic highway, does not involve a current or former hazardous waste site, and, does not affect any historical resources. Therefore, the provisions of subsections (d) through (f) are not applicable to this project.

Because the project is consistent with the requirements of a Class 4 exemption and none of the exceptions to applying an exemption in Section 15300.2 apply, there is substantial evidence in the record to support a finding that the project is categorically exempt from CEQA.

BE IT FURTHER RESOLVED that the Zoning Administrator of the City of Pacifica does make the following findings pertaining to Use Permit UP-131-22:

A use permit shall be granted only if the Zoning Administrator makes all of the following findings as required by PMC Sec. 9-4.3303(a):

- That the establishment, maintenance, or operation of the use or building applied for will not, under the circumstances of the particular case, be detrimental to the health, safety, and welfare of the persons residing or working in the neighborhood or to the general welfare of the City.*

Finding: The project includes temporary installment of two 24-foot-tall outdoor freestanding conical tents for a two-day, daytime event. The project would result in no change to the natural landscape of Lots 9 and 10 of the Ohlone Point

subdivision because the tents are temporary and do not require any permanent infrastructure. The tents would be placed on flat grade and are to be within the pre-approved lot build pads per the Harmony at One subdivision plan. Temporary fencing will be placed to keep guests within the disturbed areas of the site and to prevent guests from wandering beyond the tents.

The tents are professionally secured by the rental company that has experience deploying these same tents in this same configuration in hundreds of sites throughout California. They are staked into the ground using numerous 2-foot stakes per the design, which provides an effective way to secure them while causing minimal impact on the landscape. The wind loading capability of the tents in the proposed configuration has been analyzed by a registered professional engineer, along with their structural capability.

No more than 50 guests would attend the weekend event. Guests will be transported to and from Ohlone Drive using private group shuttles or walking or biking to the site from their Rockaway Hotel. Furthermore, the area is currently uninhabited and is within a gated neighborhood that currently does not house any residents. Therefore, the event would not cause any parking or traffic concerns.

The two-day event will take place from 9:00 a.m. until 5:00 p.m. As such, there will be no lighting proposed. There will be 4 to 5 wedding support staff on site in addition to one overnight security guard.

Prior to the event, the site will be cleaned of any wayward trash that is currently there given that it is an unmanaged site. During the event, trash will be collected in 55-gallon trash barrels at each tent and bathroom trailer. Trash receptacles will be secured from the wind, and they will be emptied at the end of each day so that no animals are attracted at night. The trash will be removed from the site by the wedding support staff and disposed of at a waste transfer station.

The event will include the use of battery-powered speakers playing background music during the daytime event that will be kept to maximum of 60 decibels at 50' and will be checked with a decibel meter. The anticipated noise level at the nearest residence would be approximately 34 decibels, which would be the sound equivalent to a whisper.

For all the reasons above, the project will not, under the circumstances of the particular case, be detrimental to the health, safety, and welfare of the persons residing or working in the neighborhood or to the general welfare of the City.

- ii. *That the use or building applied for is consistent with the applicable provisions of the General Plan and other applicable laws of the City and, where applicable, the Local Coastal Plan.*

Finding: The temporary event would be consistent with the following provisions of the General Plan.

- *ES-G-1 Leverage Assets. Leverage Pacifica's coastal location and unique assets as a primary means to strengthen the local*

economy, focusing on increasing tourism facilities, including shops, hotels, restaurants, and hiking trails.

- *ES-G-3 Promote a Positive Image. Promote a positive image of Pacifica as a desirable place to work, live, and visit*

The proposed event will allow visitors to take advantage of the City’s outdoor amenities. Attending guests will have the opportunity to walk or bike to the event if they choose to forego the provided shuttles. This will allow guests to see more of Pacifica and enjoy the scenic views up to Ohlone Drive. Attendees coming from out of town and staying at our local hotels will have the opportunity to visit a scenic ridgeline, overlooking Linda Mar Beach, which will hopefully promote the City as a place to re-visit or reside in the future.

For these reasons, the proposed event is consistent with the applicable provisions of the General Plan and other applicable laws of the City. The subject site is not located in the coastal zone and therefore the Local Coastal Plan is not applicable to this project.

- iii. *Where applicable, that the use or building applied for is consistent with the City's adopted Design Guidelines.*

Finding: The proposed use is temporary and would not have permanent aesthetic impacts; therefore, the City’s adopted Design Guidelines are not applicable. Nevertheless, visual impacts from the proposed use would be limited to the presence of two tents that are made of natural materials and would blend into the hillside. Furthermore, the tents would be located on the rear portion of the ridgeline.

BE IT FURTHER RESOLVED that the Zoning Administrator of the City of Pacifica approves Use Permit UP-131-22 for a temporary outdoor event occurring on Lots 9 and 10 of the Ohlone Point subdivision (also known as Harmony at One) on Ohlone Drive (APNs 022-150-530 & 022-150-540), subject to conditions of approval attached as Exhibit A.

* * * * *

PASSED AND ADOPTED at a meeting of the Zoning Administrator of the City of Pacifica, California, held on the 14th day of September, 2022.

ATTEST:

Christian Murdock, Planning Director

Exhibit A

Conditions of Approval: File No. 2022-021 – Use Permit UP-131-22 for a temporary outdoor event occurring on Lots 9 and 10 of the Ohlone Point subdivision (also known as Harmony at One) on Ohlone Drive (APNs 022-150-530 & 022-150-540)

Zoning Administrator Meeting of September 14, 2022

Planning Division

1. Development shall be substantially in accord with the plans and information provided as Attachment B – Letter of Explanation and Tent Details, of the September 14, 2022, Zoning Administrator staff report.
2. The approval or approvals is/are valid for a period of one year from the date of final determination. If the use or uses approved is/are not established within such period of time, the approval(s) shall expire unless Permittee submits a written request for an extension and applicable fee prior to the expiration date, and the Planning Director or Planning Commission approves the extension request as provided below. The Planning Director may administratively grant a single, one year extension provided, in the Planning Director's sole discretion, the circumstances considered during the initial Project approval have not materially changed. Otherwise, the Planning Commission shall consider a request for a single, one year extension. In the event of litigation filed to overturn the City's determination on the approval or approvals, the Planning Director may toll the expiration of the approval or approvals during the pendency of such litigation.
3. Prior to commencement of use, Applicant shall clearly indicate compliance with all conditions of approval on the plans and/or provide written explanations to the Planning Director's satisfaction.
4. All outstanding and applicable fees associated with the processing of this project shall be paid prior to the commencement of use.
5. Applicant shall maintain its site in a fashion that does not constitute a public nuisance and that does not violate any provision of the Pacifica Municipal Code.
6. Temporary and lightweight fencing such as a rope fence, which does not exceed 48-inches in height shall be placed along existing disturbed paths of travel and around the parameter of the tents. Fencing shall be secured without penetrating the ground.
7. The Applicant shall indemnify, defend and hold harmless the City, its Council, Planning Commission, advisory boards, officers, employees, consultants and agents (hereinafter "City") from any claim, action or proceeding (hereinafter "Proceeding") brought against the City to attack, set aside, void or annul the City's actions regarding any development or land use permit, application, license, denial, approval or authorization, including, but not limited to, variances, use permits, developments plans, specific plans, general plan amendments, zoning amendments, approvals and certifications pursuant to the California Environmental Quality Act, and/or any mitigation monitoring program, or brought against the City due to actions or omissions in any way connected to the Applicant's project ("Challenge"). City may, but is not obligated to, defend such Challenge as City, in its sole discretion, determines appropriate, all at Applicant's sole cost and expense. This indemnification shall include, but not be limited to, damages, fees and/or costs awarded against the City, if any, and costs of suit, attorney's fees and other costs, liabilities and

expenses incurred in connection with such proceeding whether incurred by the Applicant, City, and/or parties initiating or bringing such Proceeding. If the Applicant is required to defend the City as set forth above, the City shall retain the right to select the counsel who shall defend the City. Per Government Code Section 66474.9, the City shall promptly notify Applicant of any Proceeding and shall cooperate fully in the defense.

North County Fire Authority

8. Tent locations shall be within 150 feet of an approved fire department access road.
9. One UL rated 2A 10BC fire extinguisher shall be provided within each tent prior to commencement of the event.
10. Exit Signs identifying at least two exits of each tent shall be provided within each tent prior to commencement of the event.
11. No vehicles shall be parked less than 100 feet from any tent, except vehicles parked on a public street which shall be parked at least 20 feet from any tent.
12. Fireworks, open flame or any device emitting flame or spark shall not be used in or immediately adjacent to any tent.
13. Tents shall be placed at least 30 feet from combustible vegetation.
14. Prior to the event, the applicant must obtain a permit from NCFA for this event and the tents.
15. If at any time of the event prevailing winds reach “Unsafe Wind Conditions” or 27 MPH as outline by the manufacture anchoring threshold, occupants must evacuate the tent and the erected structures cannot be reoccupied until an additional inspection is completed and approved.

Engineering Division

16. Construction shall be in conformance with the City of Pacifica Storm Water Management and Discharge Control Ordinance and the San Mateo Countywide Storm Water Pollution Prevention Program. Best Management Practices shall be implemented, and the construction BMPs plans sheet from the Countywide program shall be included in the project plans.

END

Attachment B

Dear Pacifica Planning,

Our names are Adam Libert and Maryanna Saenko and we live in Sharp Park. Pacifica has been an exceptional home to us, and we're excited to eventually build a house here and further develop our connection with both the community and the land. As part of this, we are planning our wedding here on the long weekend of October 8th and 9th for our closest friends and family, as we want to celebrate our partnership and the beauty of living in Pacifica.

We're planning on hosting our friends for a weekend of surfing, biking, and appreciating the natural landscape of this beautiful place. To that end, we want to invite our friends for an afternoon on Ohlone drive, where we plan to build our home.

While our actual ceremony will take place at the Pacifica Orchid Gardens with an evening reception at a friend's back yard in Half Moon Bay, we'd like to invite our community for a picnic, conversation, and relaxation on Ohlone Drive. We've received an easement from the owner of lots 9 and 10 to put up two lightweight, beautiful shade structures to shelter our guests from the sun and any potentially inclement weather. We believe that using these lots - with their flat ground, the existing dirt road on them (see photos), and their nestled nature at the back of the ridgeline - will be minimally impactful to both the environment and the broader Pacifica community. The tents, provided by the well-established eco-friendly events company Shelter Co, will consist of two 24-foot shade structures placed on the existing approved build pads of lots 9 and 10 and will leave no permanent mark on the environment. This event has the support of the Ohlone Drive HOA and residents of 21 Ohlone Circle.

The tents will have less than 50 guests, all of whom will be staying in local hotels, and we will run shuttles from the hotels to minimize parking and congestion. Portable bathrooms will be placed in the existing parking areas on Ohlone drive, a quiet gated street that currently does not have any residents or traffic on it, in such a manner that it will neither affect the existing construction nor emergency services access. The tents will be professionally assembled on October 7th, taken down on October 10th, and used only during the daytime of the 8th and 9th. We do not plan to have any loud music or evening lighting. We will have security on site for the entire duration of the time and will have event insurance. The event on the land will be focused on a daytime picnic lunch. We will work with the Pacifica Police Department to ensure all regulations are appropriately followed.

We look forward to celebrating our marriage with our closest friends and family in our backyard.

Best,

Maryanna & Adam

Maryanna and Adam's Wedding Itinerary:

Friday, October 7th, 2022:

- Shelter Co. arrives for the professional set-up of 2 tents on Lots 9 and 10
- Bathroom Trailers are parked
- Inspection by local authorities as needed to ensure all fire and emergency service regulations are met

Saturday, October 8th, 2022:

- 9 am: Guests arrive at site on Ohlone Drive either by foot, bicycle, or for some guests by shuttle
- 9 am – 4 pm: Breakfast, bike rides, lunch, lawn games, relaxing, and mingling
- 4 pm: Guests return to hotels by foot, bike, or in some cases shuttle – so that they can relax before going to Half Moon Bay for the reception dinner and dance
- 5 pm: Trash is removed from site, and site is secured for the night

Sunday, October 9th, 2022:

- 9 am: Guests arrive at site on Ohlone Drive either by foot, bicycle, or for some guests by shuttle
- 9 am – 4 pm: Breakfast, yoga, lunch, relaxing, non-amplified speeches from friends
- 4 pm: Guests return to hotels by foot, bike, or in some cases shuttle – so that they can get ready for the evening reception
- 5 pm: Trash is removed from site, and site is secured for the night

Monday, October 10th, 2022

- Shelter Co. takes down tents and clears the site
- Bathroom trailers are removed

Site Existing and Proposed Details

	Existing	Proposed
Structures	No existing structures. Empty lots.	Temporary tents as described in this document and temporary bathroom facilities (in private street parking space). No permanent structures.
Architectural Style / Materials	N/A	Natural materials that blend into the hillside with organic forms in tipi style. Colors are wood tones and beige canvas.
Grading	Currently flat empty grade with wide worn (unofficial) walking path	No change. Tents are to be placed on the existing grade, which is flat, level, and of ample width. The tents are to be within the pre-approved lot build pads that were studied in the Harmony EIR.
Roads	Located on Ohlone Drive, a gated street with no traffic (no current residents)	The event does not require the modification or closing of any roads or have any significant impact on traffic given that our guests are staying at Rockaway hotels and walking/biking to site or utilizing group shuttles.
Driveways	There are currently curb cuts for each Lot, but no driveways	No change. Curb cuts will be used for guests to walk onto and off the lots – minimizing wayward traffic to other areas of the hillside.
Fences/Walls	None existing	Fences will be placed to keep guests in the already-worn walking path where there is no sensitive vegetation.
Hours of Operation	N/A	9a to 5p on Saturday and Sunday. See attached schedule. No nighttime guest usage or attendance besides an overnight security guard.
# of Employees	N/A	4-5 wedding support staff and 1 overnight security guard
Parking	Ample parking spots on Ohlone Drive per HPD requirements	One of the Ohlone Drive parking spots will be used by the bathroom trailer, and two other parking spots to be utilized for wedding support staff. Guests are not driving to or from this site, so no significant parking required for them. Shuttles will make temporary drop-offs for those who do not walk/bike to site.
Circulation	N/A – open lots with uncontrolled circulation	Controlled circulation with fences to ensure guests stay on already-worn walking path. Vehicles will remain on street as discussed above in Parking.
Delivery Schedule	N/A	See schedule for tent setup and strike, as well as guest arrival/departure by foot/bike/shuttle.

Additional Requested Details

Trash: Before the weekend, the site will be cleaned of any wayward trash that is currently there given that it is an unmanaged site. For the weekend, trash will be collected in 55-gallon trash barrels at each tent and bathroom trailer. They will be secured from the wind, and they will be emptied at the end of each day so that no animals are attracted at night. The trash will be removed from the site by the wedding support staff and disposed of at a waste transfer station.

Fencing: A lightweight fence will be placed around the site to ensure the guests stay within the already-worn walking path and away from any sensitive vegetation on the hillside.

Tent securing: The tents are professionally secured by the rental company that has experience deploying these same tents in this same configuration in hundreds of sites throughout California. They are staked into the ground using numerous 2 ft stakes per the design (hardware pictured below), which provides an effective way to secure them while causing minimal impact on the landscape. The wind loading capability of the tents in the proposed configuration has been analyzed by a registered professional engineer, along with their structural capability, and attached to this application. The rental company and documentation have clearly listed capabilities for wind speed and guidance on what to do in the event of high winds.

Amplified sound: There will be modest battery-powered speakers playing background music that will be quiet enough to not interfere with regular conversation between guests. It will only be played during the daytime hours of operation of the event – and certainly not at all during the city's 11p to 7a sound curfew. There is no intent to have loud music as you might find at a wedding party, street fair, or dance event. The volume will be kept to maximum of 60 decibels at 50', which will be checked with a decibel meter.



Tent placement

Lots 9 and 10 are on the eastern corner of the Ohlone Drive ridgeline. The ground is flat and has an existing dirt road that sits on the top of the ridge. To minimize ecological impact and maximize flat surface to ensure proper tent assembly, we will position the two tents on the dirt road within the approved build pads for lots 9 and 10, as shown in Figure 2. Additionally, fencing will be provided to keep guests on the already-worn dirt path.



Figure 1. Satellite View of Lots 9 and 10 with proposed tent footprint outlined in blue. The tents will be minimally impactful as they will be placed on the existing dirt road on the land. The bathroom trailer will be placed on the road in an auxiliary parking spot as shown on the map by the red outline. The tents are placed on the existing flat ground without any need for grading, staging, demolition, or structure. The imagery also shows ample fire apparatus access, and also ample 20+ ft space to parked vehicles on the roadway. There will be no vehicles parked on the land.

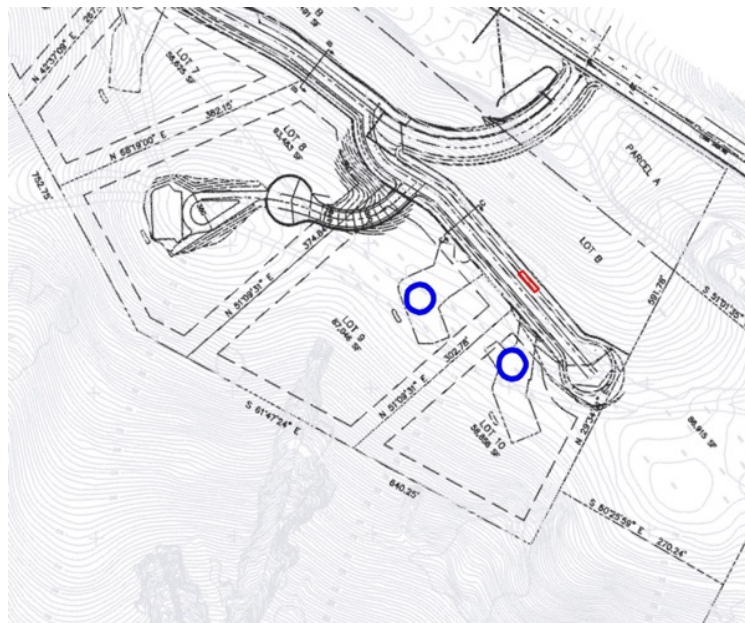


Figure 2. Map showing approved building pad outline for lots 9 and 10; tents will be placed within the approved building footprint on each lot and within the setbacks (including guy lines etc). The topographical lines show how the tents are placed on flat level ground a safe distance from the roll-off of the hill, and also show the flat easily walkable egress path from each tent to either the east or west driveway circles. There are no flood hazard areas, floodways, or other notable hazards.

Hillside Preservation District

The hillside preservation district states “the maximum allowable site coverage (C) shall include all areas of the site occupied or covered by buildings, pavement, and grading”. With the most conservative possible interpretation of this that might consider tents as buildings, the total lot coverage is shown below to be within the allowable. They are also clearly enveloped by the approved building pads.

Lot 9 Allowable Coverage

I, Contour interval: 10 ft
L, Situation of length: 2676.1 ft
A, Area in acres of site: 1.998
S, slope = $.00229 * I * L / A = 30.67\%$
C, allowable coverage = $40 - S^2 / 35 = 13.12\%$

Lot 10 Allowable Coverage

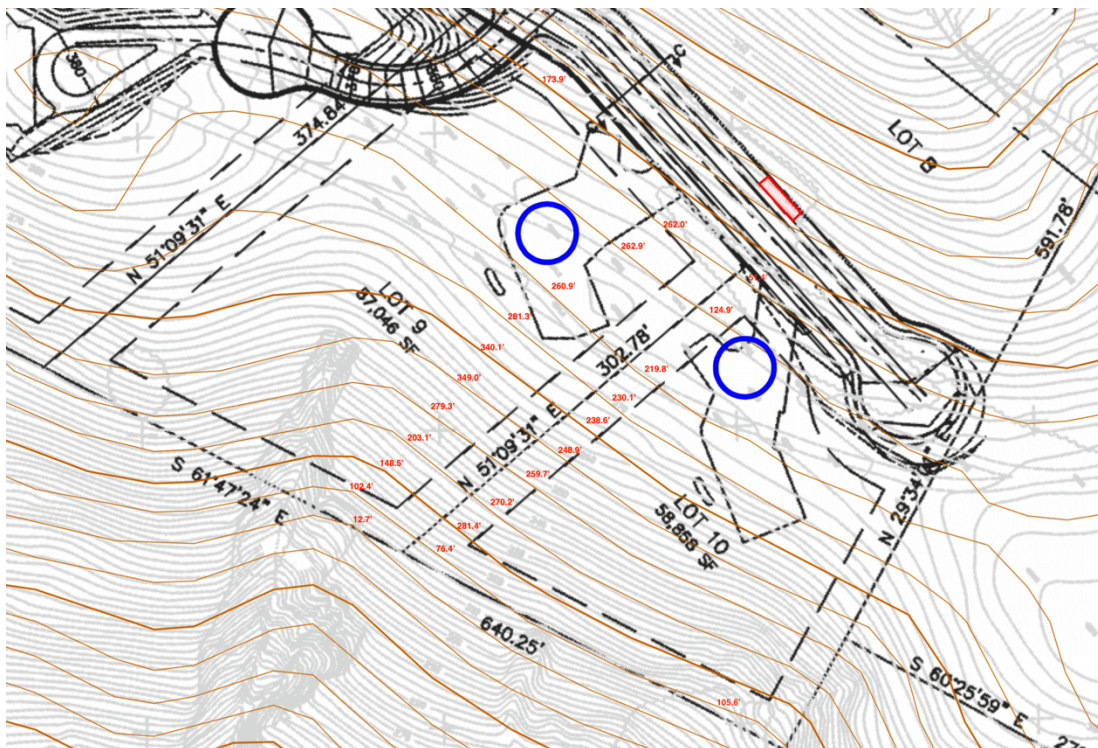
I, Contour interval: 10 ft
L, Situation of length: 2107.0 ft
A, Area in acres of site: 1.351
S, slope = $.00229 * I * L / A = 35.71\%$
C, allowable coverage = $40 - S^2 / 35 = 3.57\%$

Lot 9 Proposed Coverage

Tent area = $\pi * (43 \text{ ft diam})^2 / 4 = 1452 \text{ sqft}$
Lot area = 87046 sqft
Proposed coverage = $1452 / 87046 = 1.67\%$

Lot 10 Proposed Coverage

Tent area = $\pi * (43 \text{ ft diam})^2 / 4 = 1452 \text{ sqft}$
Lot area = 58858 sqft
Proposed coverage = $1452 / 58858 = 2.47\%$



Study: Floor Plans

We plan to rent two of the Shelter Co. [Sami Tent](#)

Dimensions are: 34' with the sides down, 43' with the sides up, and 24' in height

Each tent is constructed to meet or exceed NFPA 101 and CPAI 84 standards for flame resistance and have been treated to be mold and water resistant. Fire extinguishers will be provided in each tent.



Figure 3. Graphical representation of Sami Tent with Dimensions. The sides of the tent are held up and there are no walls.

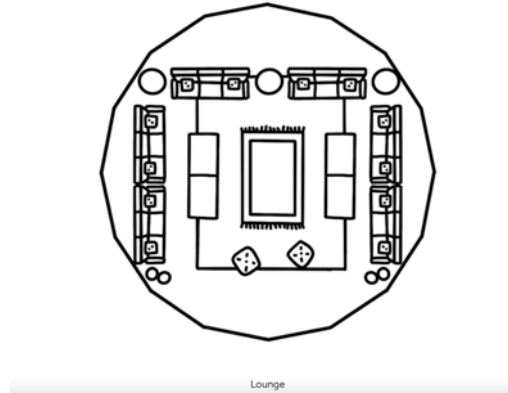


Figure 4. Graphical representation of planned interior lounge set-up with no impediments to emergency egress from tent. There is no planned flames, heating, or electrical equipment besides low voltage battery powered devices like string lights



Figure 5. Assembled Sami Tent showing easy accessibility into and out of the tent



Figure 6. Example of planned interior lounge set-up

Study: Elevations

The visual study shows the tents computed to scale and correctly located on their respective positions on the lots. The images shown in this document were rendered in [Google Earth Pro](#).



Figure 7. Aerial view from Ohlone Drive. Tents will be minimally visible from Fassler Ave

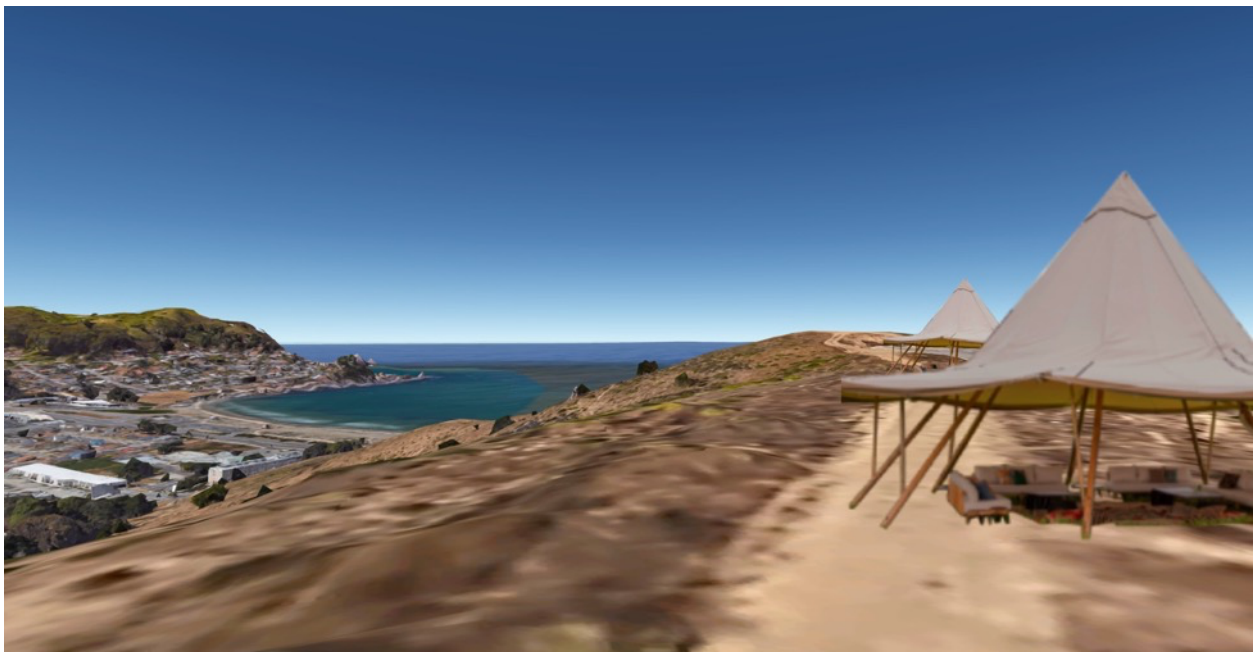


Figure 8. View looking west from the east end of Lot 10. Tent structure is minimally impactful on the land. There is a clear egress path from each tent away from the tents along the flat path to Ohlone Drive at either end.

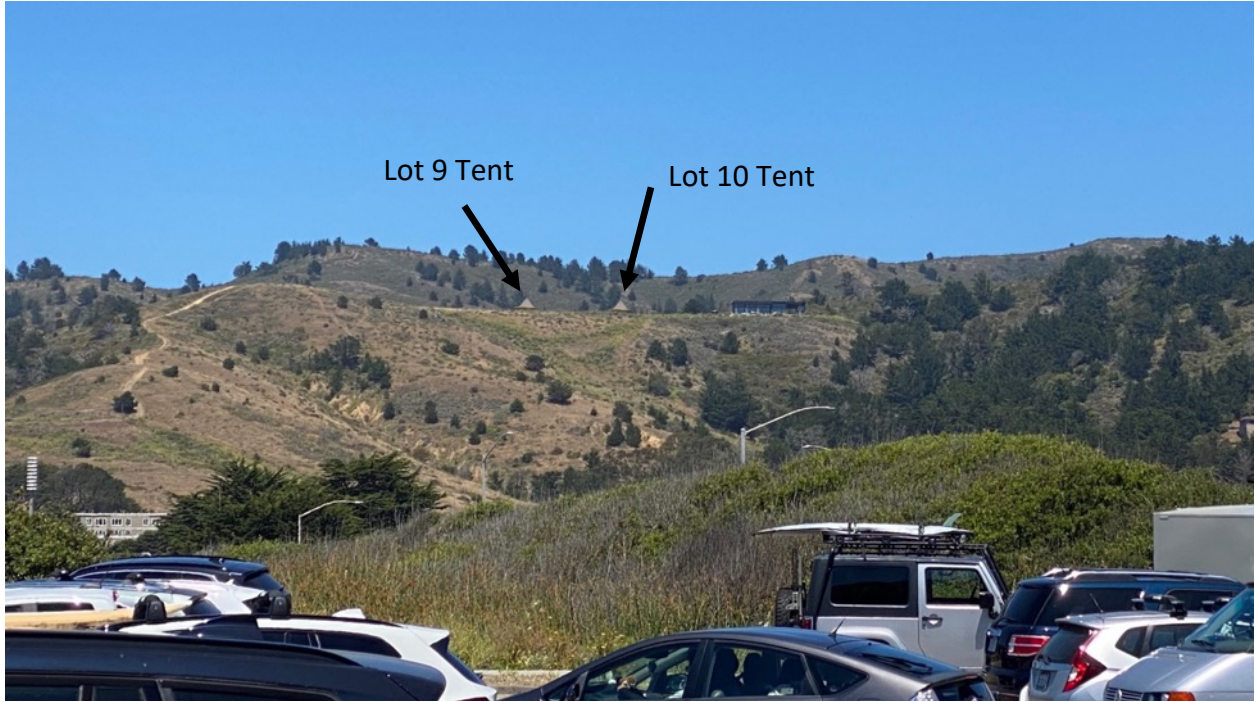


Figure 9. View from Soul Grind Parking Lot looking towards Ohlone Lots. Proposed tents will blend in with the natural landscape due to their canvas color.



Figure 10. Representative bathroom trailer that will be parked in an Ohlone Drive parking spot. It will not be visible from Linda Mar due to the location of the road and the low height of the trailer.

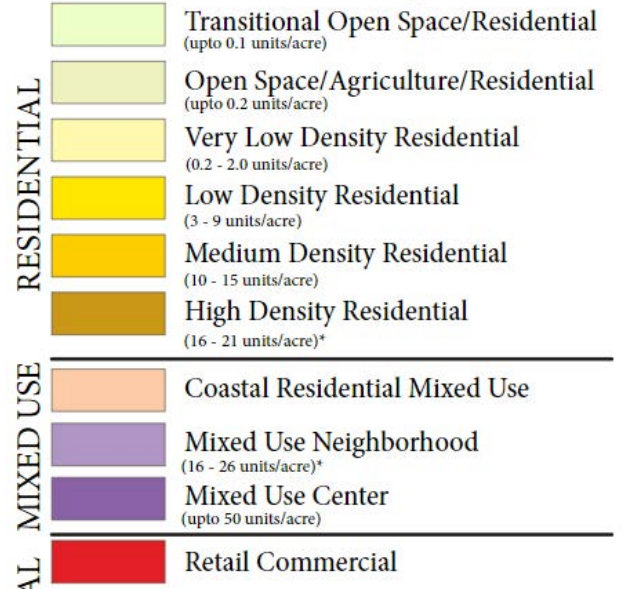
Land Use & Zoning Exhibit

City of Pacifica Planning Department

General Plan Land Use Plan Diagram (2022)

Neighborhood: Vallemar, Rockaway and Fassler

Land Use Designation: Open Space/Agriculture/Residential



Zoning Map Diagram

Zoning District: P-D (Planned Development)

