

**CITY OF SAN PABLO  
PLANNING COMMISSION MINUTES  
NOVEMBER 15, 2016  
CITY COUNCIL CHAMBERS  
ONE ALVARADO SQUARE  
SAN PABLO, CA**

**ROLL CALL**

Chairperson Alvarado called the meeting to order at 6:30 P.M. Call of the roll showed present Commissioners Sutton, Shi, Xavier and Chairperson Alvarado. Commissioner Trujillo was absent. Staff present at the meeting were Michele Rodriguez, Development Services Director, Lynn Tracy Nerland, City Attorney, and Rod Simpson, Associate Planner.

**PUBLIC COMMENT**

Councilmember Kathy Chao Rothberg thanked Commissioner Sutton for her 18 years of service on the Planning Commission.

Chairperson Alvarado also thanked Commissioner Sutton on behalf of the entire Planning Commission for her many years of service.

**APPROVAL OF MINUTES**

Commissioner Xavier made a motion to approve the minutes for the meeting of October 18, 2016. The motion was seconded by Commissioner Shi. The motion was approved.

AYES: Xavier, Shi, and Alvarado.  
NOES: None.  
ABSENT: Trujillo.  
ABSTAIN: Sutton.

**PUBLIC HEARINGS**

**PLAN1608-0026**: Consideration of a Tentative Parcel Map to allow for the division of a 5.88 acre parcel identified as Assessor's Parcel No: 417-310-005 and commonly known as Lot 5 within the Plaza San Pablo development. The proposed Tentative Parcel Map would divide the existing parcel into three parcels of 2.6 acres, 2.35 acres and 0.93 acres. The Property is zoned SP2-San Pablo Avenue Specific Plan and designated in the Mixed Use Center South Regulatory Code. It has been determined that the proposed action is categorically exempt under the California Environmental Quality Act Section 15315, Class 15, Minor Land Division.

Rod Simpson gave an overview of the project, staff report, and recommendations.

Commissioner Shi had a question regarding the date of the Tentative Parcel Map, and it was clarified that the Tentative Parcel Map dated August 2014 was amended August 18, 2016, to divide the existing parcel into three parcels, and the 24-month approval period would commence upon the adoption of Resolution 16-11.

After further discussion, it was decided to amend Resolution 16-11 to reword Condition of Approval number 1 on page 3 of the Resolution, as follows:

“In accordance with Municipal Code Section 16.04.070, the Tentative Parcel Map dated August 2014 and amended August 18, 2016, and known as Exhibit C of this application, including 2 pages by Kister, Savio & REI, Inc., is approved for a period of 24 months from the date of approval.”

Chairperson Alvarado opened the public hearing and asked if there was anyone in the audience wishing to speak regarding the project. Seeing none, Chairperson Alvarado closed the public hearing and asked for a motion from the Commissioners.

Commissioner Sutton made a motion to approve application PLAN1608-0026 and Resolution 16-11 as amended. Commissioner Shi seconded the motion. The Commission voted in favor 4-0.

AYES: Xavier, Shi, Sutton, and Alvarado.  
NOES: None.  
ABSENT: Trujillo.  
ABSTAIN: None.

#### **NEW BUSINESS**

City Attorney Tracy Nerland was prepared to review her presentation on Conflict of Interests Including Real Property Interests. Chairperson Alvarado requested that the presentation be postponed to the December 2016 meeting due to Commissioner Trujillo’s absence. There being no objections, the presentation was postponed to the next scheduled Planning Commission meeting.

Director Rodriguez reviewed the following items:

- Holiday Closure from 12/22/2016 -01/02/2017.
- Request to Cancel the Planning Commission meeting of 12/20/2016 and hold a special meeting on 12/13/2016 if items are scheduled.

Commissioner Xavier made a motion to cancel the Planning Commission meeting of December 20, 2016, and hold a special meeting on December 13, 2016, to be called by the Chairperson if any items are scheduled to be heard. Commissioner Sutton seconded the motion. The Commission voted in favor 4-0.

AYES: Sutton, Xavier, Shi, and Alvarado.  
NOES: None.  
ABSENT: Trujillo.  
ABSTAIN: None.

- 2017 Planning Commission Meeting dates.

#### **OLD BUSINESS**

Director Rodriguez reviewed the following items:

- Development Services Monthly Report.
- Bicycle and Pedestrian Master Plan.

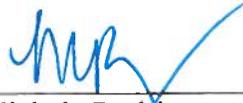
**ADJOURNMENT**

There being no further business, Chairperson Alvarado adjourned the meeting at 6:55 P.M. to the December 13, 2016 special meeting.



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Yuhong Shi  
Vice Chairperson



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Michele Rodriguez  
Development Services Director