

**CITY OF SAN PABLO  
PLANNING COMMISSION MINUTES  
MAY 16, 2017  
CITY COUNCIL CHAMBERS  
ONE ALVARADO SQUARE  
SAN PABLO, CA**

**ROLL CALL**

Chairperson Xavier called the meeting to order at 6:30 P.M. Call of the roll showed present Commissioner Xavier, Commissioner Inglis, Commissioner Trujillo, and Commissioner Feliciano. Commissioner Shi was absent. Staff present at the meeting were: Michele Rodriguez, Development Services Director; Lynn Tracy Nerland, City Attorney; Rod Simpson, Associate Planner; Sarah Maroof, Administrative Secretary; Elizabeth Dunn, Assistant Planner; Tricia Stevens, Consulting Planner; and Robert “Tripp” May III, Consulting Attorney.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

Commissioner Trujillo made a motion to approve the minutes for the meeting of April 18<sup>th</sup>, 2017. The motion was seconded by Commissioner Feliciano. The motion was approved 3-1-1, with Commissioner Shi absent and Commissioner Inglis abstaining.

AYES:           Xavier, Trujillo, Feliciano.  
NOES:           None.  
ABSENT:       Shi.  
ABSTAIN:      Inglis.

**PUBLIC HEARINGS**

**PLAN1612-0007:** City of San Pablo Zoning Ordinance Amendments on Telecommunications Facilities. To consider a recommendation to the City Council regarding amendments to the Zoning Ordinance Chapters 17.62.200 and 17.62.300 relating to telecommunications facilities to address Federal Communications Commission (FCC) regulations and to the needs of San Pablo. The proposed ordinance addresses minor telecommunications facilities added to existing towers as well as standards for major telecommunications facilities. This is a City initiated project and the proposed amendments apply citywide. The project is exempt from the California Environmental Quality Act per guideline 15305 Minor Alterations in Land Use Limitations, with no potential for causing a significant effect on the environment.

Consulting Planner Tricia Stevens provided an overview of the proposed amendments to the Zoning Ordinance Chapters 17.62.200 and 17.62.300 relating to telecommunications facilities to address FCC regulations and to the needs of San Pablo. A definition of “wireless facility” was also provided for use in Chapters 17.62.200 and 17.62.300 and for Tables 17.32-A, 17.34A and 17.36A. In summary, collocation would require no planning discretion; for new facilities, an Administrative Use Permit would be used for preferred design and preferred locations, and a Conditional Use Permit approved by the Planning Commission would be necessary for new facilities not using preferred design and preferred locations.

Ms. Stevens responded to questions posed by the Planning Commissioners, including questions regarding the process for review and fees charged. Consulting Attorney Robert “Tripp” May responded to legal questions posed by the Planning Commissioners regarding the proposed Zoning Ordinance amendments, particularly relating to legal definitions, deadlines, and procedures.

The public hearing was opened. There being no members of the audience wishing to speak regarding the project, the public hearing was closed.

Commissioner Trujillo made a motion to approve Resolution 17-10 recommending to the City Council approval of PLAN1612-0007 amending Sections 17.62.200 and 17.70.030 and Tables 17.32-A, 17.34-A and 17.36-A and adding section 17.62.300, as amended to include the definition of “wireless facility” in applicable sections, relating to wireless communication facilities to address Federal Communications Commission regulations and to address the needs of San Pablo. The motion was seconded by Commissioner Inglis. The Commission voted in favor of Resolution 17-10 by a vote of 4-0-1.

AYES: Inglis, Xavier, Trujillo, Feliciano.  
NOES: None.  
ABSENT: Shi.  
ABSTAIN: None.

**PLAN1703-0031:** Consideration of a Conditional Use Permit for tandem parking on a lot less than 50 feet in width, and Design Review to allow a new two-story single family residence of 2,452 square feet, which includes a single-car garage of 270 square feet, on a substandard lot of 3,150 square feet at 2200 Pine Street, San Pablo, CA (APN 410-180-017). The property is zoned R-3 Multi-Family Residential. It has been determined that the proposed project qualifies for an exemption from the California Environmental Quality Act (CEQA), consistent with the provisions of CEQA Guidelines Section 15303(a), which allows for the construction of a new single family residence.

Elizabeth Dunn, Assistant Planner, gave an overview of the project, staff report, and recommendations. Ms. Dunn responded to questions from Planning Commissioners concerning the small lot design, parking issues, and the request for tandem parking in lieu of having a two-car garage.

The public hearing was opened, and speakers included the applicant property owner, Majid Kolahdooz, who answered questions posed by the Planning Commissioners regarding lot size, house size and design, garage size and design, and related parking issues. The applicant confirmed agreement with the conditions of approval. There being no members of the audience wishing to speak regarding the project, the public hearing was closed.

Commissioner Inglis made a motion to adopt Resolution 17-09, approving PLAN1703-0031 for a Conditional Use Permit for tandem parking on a lot less than 50 feet in width, and Design Review to allow a new two-story single family residence of 2,452 square feet, which includes a single-car garage of 270 square feet, on a substandard lot of 3,150 square feet at 2200 Pine Street, San Pablo, CA. Commissioner Feliciano seconded the motion. The Commission voted in favor of Resolution 17-09 by a vote of 3-1-1, with Commissioner Shi absent. Commissioner Trujillo voted nay, citing as his reasons that more effort should have been made to accommodate a two-car garage, and that the size of the house with five bedrooms was too large to have only a one-car garage with tandem parking rather than a two-car garage.

AYES: Feliciano, Xavier, Inglis.  
NOES: Trujillo.  
ABSENT: Shi.  
ABSTAIN: None.

**PLAN1605-0004:** Consideration of a Major Design Review for a proposed 7,500 square foot single story building on a 0.93 acre site at 26 Gateway Avenue (APN 417-310-005). The proposed project use would include Contra Costa County’s Women, Infant, and Children (WIC) Program and associated County uses. The WIC Program provides health and nutrition information, education, and services to expectant mothers, newborns, and preschool age residents of the community. The property is located in the Plaza San Pablo area, zoned SP2-San Pablo Avenue Specific Plan, and designated in the Mixed Use Center South Regulatory Code. It has been determined that the proposed project would be consistent with the assumptions for the project site as presented in the General Plan and Specific Plan, and the project would not result in any new significant impacts or increase the severity of any significant impacts identified in the General Plan EIR, Specific Plan EIR, or Mixed Use Center South Mitigated Negative Declaration. The circumstances under which the project would be undertaken have not substantially changed such that new or more severe impacts would occur. Therefore, no further environmental analysis is required.

Rod Simpson, Associate Planner, gave an overview of the project, staff report, and recommendations. Mr. Simpson subsequently responded to various questions posed by the Commissioners regarding pedestrian walkways, access to public transportation, landscaping and proposed tree species, and possible future vehicular access to Vale Road.

It was decided by the Planning Commissioners to amend condition of approval number 65 on page 11 of Resolution 17-08, under “Landscaping,” to add the following language: “Specific tree species shall be reviewed by the Public Works Director for consistency with acceptable City guidelines.”

The public hearing was opened, and speakers included the builder/contractor Kevin Butler of W.E. Lyons Construction, and architect Tom Lee of LDA Architects, Inc., both of whom answered questions posed by the Planning Commissioners regarding exterior colors and materials. Mr. Butler agreed to the conditions of approval, as amended by the Planning Commission, on behalf of the builder, W.E. Lyons Construction Company. There being no members of the audience wishing to speak regarding the project, the public hearing was closed.

Commissioner Feliciano made a motion to adopt Resolution 17-08, as amended, approving PLAN1605-0004, a major design review for a proposed 7,500 square foot single-story building to be utilized by the Contra Costa County Women, Infant, and Children (WIC) program, on a 0.93 acre site at 26 Gateway Avenue within the Plaza San Pablo development area. Commissioner Inglis seconded the motion. The Commission voted in favor of Resolution 17-08, as amended, by a vote of 4-0-1, with Commissioner Shi absent.

AYES: Inglis, Xavier, Trujillo, Feliciano.  
NOES: None.  
ABSENT: Shi.  
ABSTAIN: None.

**PLAN1704-0004:** Consideration of a finding of General Plan Conformity for the disposition of one parcel by the City of San Pablo, as required under government code section 65402. This is a City initiated project. The parcel is identified as APN 417-170-004 (2812 Chattleton Lane, 0.96 acres). The proposed findings have been determined to be exempt from the provisions of the California Environmental Quality Act, in accordance with CEQA guidelines 15061(b)(3), no potential for causing a significant effect on the environment.

Rod Simpson, Associate Planner, gave an overview of the project, staff report, and recommendations. The Assistant to the City Manager/Economic Development Director, Mr. Charles Ching, was introduced to the Planning Commission and was available to answer questions. No questions were posed to staff by the Planning Commission regarding this project.

The public hearing was opened. There being no members of the audience wishing to speak regarding the project, the public hearing was closed.

Commissioner Trujillo made a motion to approve Resolution 17-07 making a finding of General Plan conformity for the disposition of one parcel located at 2812 Chattleton Lane by the City of San Pablo, as required under Government Code section 65402. The motion was seconded by Commissioner Inglis. The Commission voted in favor of Resolution 17-07 by a vote of 4-0-1.

AYES: Inglis, Xavier, Trujillo, Feliciano.  
NOES: None.  
ABSENT: Shi.  
ABSTAIN: None.

#### **NEW BUSINESS**

Commissioner Inglis posed questions regarding creeks in San Pablo and sea level rise, and suggested that the Planning Commission look at the creeks holistically and in relation to sea level rise. Commissioner Inglis suggested that the Planning Commission request an assessment of basic creek configuration, inventory of wildlife, and aquatic status.

A motion was made by Commissioner Inglis to direct staff at some future Planning Commission, as time and resources allow, to compile existing information on creeks and present a compilation of what studies and assessments have been to date by and on behalf of the City regarding the City's creeks and creek wildlife, after which the Planning Commission may make recommendations to the City Council to add further studies to the City's Work Plan. The motion was seconded by Commissioner Feliciano. The Commission voted in favor of motion by a vote of 4-0-1.

AYES: Inglis, Xavier, Trujillo, Feliciano.  
NOES: None.  
ABSENT: Shi.  
ABSTAIN: None.

It was announced that Rod Simpson, Associate Planner, will be retiring at the end of May 2017, and this was the last meeting of the Planning Commission that he would be attending.

**OLD BUSINESS**

Director Rodriguez reviewed the following items:

- Development Services Monthly Report
- Letter from Mayor Cecilia Valdez to California State Senator Ben Hueso on behalf of City of San Pablo opposing SB 649 regarding wireless and small cell telecommunications facilities
- Bicycle and Pedestrian Master Plan public review on April 26, 2017
- Zoning Ordinance Amendments on Accessory Dwelling Units heard at City Council meeting on May 15, 2017

**PLANNING COMMISSION REPORTS**

Chairperson Xavier gave a verbal report of the BAPDA conference she attended on 4/28/17, entitled “Rediscovering Main Street: Strategies for a Thriving Downtown.” She outlined presentations given at the conference regarding the downtowns of Redwood City, Brentwood, and Petaluma, as well as a panel discussion of economies of downtowns.

Commissioner Trujillo commended Development Services staff on the Bicycle and Pedestrian Master Plan public workshop on April 26<sup>th</sup>, commenting that the workshop was well done and well attended.

**ADJOURNMENT**

There being no further business, Commissioner Trujillo made a motion to adjourn the meeting, seconded by Commissioner Inglis. Chairperson Xavier adjourned the meeting at 8:05 P.M. to the May 16<sup>th</sup>, 2017 meeting.



Rita Xavier  
Chairperson



Michele Rodriguez  
Development Services Director