

**CITY OF SAN PABLO
PLANNING COMMISSION MINUTES
JUNE 20, 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 Inglis, Commissioner Shi, Commissioner Xavier, Commissioner Trujillo, and Commissioner Feliciano. Staff present at the meeting were: Michele Rodriguez, Development Services Director; Sarah Maroof, Administrative Secretary; and Karineh Samkian, Public Works Environmental Program Analyst.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Commissioner Inglis made a correction to the minutes of the meeting of May 16, 2017, to correct the vote count on Approval of Minutes for the meeting of April 18, 2017, as follows:

Commissioner Trujillo made a motion to approve the minutes for the meeting of April 18, 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.

Commissioner Trujillo made a motion to approve the minutes as amended for the meeting of May 16, 2017. The motion was seconded by Commissioner Feliciano. The motion was approved 4-0-1, with Commissioner Shi abstaining.

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

PUBLIC HEARINGS

PLAN1705-0015:

Consideration of and recommendation to the City Council to approve the City of San Pablo Bicycle and Pedestrian Master Plan (“Plan”). The Plan serves as a guiding document related to the education, encouragement, enforcement, and evaluation of future walking and bicycling network improvements in the City of San Pablo. The proposed Plan discusses a list of tools and a map of priority pedestrian areas where improvements may be made. Additionally, the locations where on-street identification for bicycling

exists within the City is discussed as well as the locations for additional proposed bicycle transportation opportunities in the City. This is a City initiated project, using the grant funds awarded by the Metropolitan Transportation Commission (MTC) and Contra Costa Transportation Authority (CCTA) for the purpose of creating this Plan. Future implementation of the Plan applies Citywide.

California Environmental Quality Act (CEQA) Guidelines Section 15262 states, “(a) project involving only feasibility or planning studies for possible future actions which the agency, board, or commission has not approved, adopted, or funded does not require the preparation of an EIR or negative declaration but does require consideration of environmental factors. This section does not apply to the adoption of a plan that will have a legally binding effect on later activities.” The Plan meets these criteria because it is a study that serves as the basis for future grant applications, and can be incorporated, as appropriate, into the City’s other regulating documents, such as the San Pablo General Plan, San Pablo Avenue Specific Plan or other related documents to more fully implement the Plan. As grant monies may be awarded to the City to implement a recommendation of the plan, that future project will be evaluated for potential environmental impacts. Therefore, this Plan has no legally binding effect on current activities (e.g. development project application review) or later activities (i.e., the General Plan Update).

Consulting Planner Jeff Knowles of Alta Planning gave an overview of the project, staff report, and recommendations. Mr. Knowles responded to questions and concerns from Planning Commissioners concerning bicycle safety issues, bike and pedestrian education, bike paths on low volume streets, projected effects of bike lanes on motor vehicle traffic speeds and spillover, coordination with other cities, bike share programs, how to generate increased community interest in bike ridership, and future needs of the community. Commissioner Inglis suggested the addition of Contra Costa Community College as a partner for a bike share program. Commissioner Trujillo would like to see seamless transition to adjoining cities for bike or BART to shopping and entertainment venues. Commissioner Inglis also suggested adding Dotson Family Marsh (formerly Breuner Marsh) as a destination point.

The public hearing was opened. One member of audience, Mr. Coire Reilly of the Contra Costa Health Services, outlined the partnership between Contra Costa County Health Department and the City of San Pablo, and voiced support of the City of San Pablo’s Bicycle and Pedestrian Master Plan as proposed. He also invited people to attend an upcoming CCTA meeting the subsequent evening, at which time the CCTA Board would be voting on extending the Safe Routes to School Program in West Contra Costa County. There being no further members of the audience wishing to speak regarding the project, the public hearing was closed.

Commissioner Inglis made a motion to approve Resolution 17-12 recommending the City Council of the City of San Pablo approve the City of San Pablo Bicycle and Pedestrian Master Plan. The motion was seconded by Commissioner Feliciano. The Commission voted in favor of Resolution 17-12 by a vote of 5-0-0.

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

STAFF UPDATE ON NEW BUSINESS

Director Rodriguez reviewed the following items:

- Quadrennial budget to City Council and next steps
- Permit Processing and Inspection Report
- Update to Priority Development Area map
- ABAG Work Plan and response/comment letter
- Proposed Fire Station #70 at 1800 23rd Street and 1821 Powell Street
- Customer service improvements for Planning Commission legal notices
- Citywide Master Drainage study presentation to Planning Commission by Public Works planned for early 2018, including creek flow, pipe flow, sheet flow, flooding, biology and clean water concerns.

STAFF UPDATE ON OLD BUSINESS

Director Rodriguez reviewed the following items:

- Development Services Monthly Report
- La Quinta Hotel update, 3440 San Pablo Dam Road
- Citywide Broadband Master Plan
- Accessory Dwelling Unit ordinance
- Telecommunication Facilities Ordinance
- Women, Children, and Infants “WIC” building at Plaza San Pablo.

Commissioner Trujillo requested a breakdown of types of business licenses issued in the City. Director Rodriguez responded that a report will be given at a future Planning Commission meeting responding to this question.

Commissioner Shi voiced concerns regarding the Bay Bridge in relation to the ABAG Work Plan referenced in the Staff Update on New Business. Director Rodriguez outlined options on how Planning Commissioners can receive education or voice concerns regarding regional transportation issues, including communicating to MTC either directly or through WCCTAC.

Commissioner Trujillo commented that the Bay Conservation Development Commission holds monthly workshops where stakeholders come together to discuss regional planning issues including climate change.

Commissioner Trujillo asked for clarification regarding how to make Development Services Department Work Plan recommendations regarding zoning code updates. Director Rodriguez responded that this will be added to the next Planning Commission meeting agenda.

Commissioner Feliciano requested an update on staffing in the Development Services Department following the retirement of Planning Associate Rod Simpson. Director Rodriguez reported that, since the last Planning Commission meeting, Planning Assistant Elizabeth Dunn also retired, deciding to work part-time, so the Development Services Department was currently interviewing candidates to fill two positions.

Commissioner Trujillo requested a status update on the opening of the Library. Director Rodriguez reported on the status of the HVAC system on the roof and proposed screening, and stated that the opening of the Library is currently scheduled for July 29, 2017.

PLANNING COMMISSION REPORTS

Chairperson Xavier stated that there would be an upcoming Hazardous Materials Commission meeting in Concord the next day, as well as a cyber security workshop which she was unable to attend.

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 7:56 P.M. to the July 18th, 2017 meeting.



Rita Xavier
Chairperson



Michele Rodriguez
Development Services Director