

**CITY OF SAN PABLO
PLANNING COMMISSION MINUTES
JULY 18, 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, and Commissioner Feliciano. Commissioner Trujillo was absent. Staff present at the meeting included: Michele Rodriguez, Development Services Director; Lynn Tracy Nerland, City Attorney; Sarah Maroof, Administrative Secretary; Sandra Marquez, Assistant Planner; John Bothwell, Maintenance & Operations Superintendent; and Radiah Victor, Management Analyst, Public Works.

PUBLIC COMMENT

Mr. Samuel Bell complemented the Planning Commission on various new commercial developments around the City of San Pablo. He also commented on the new public library and new development on San Pablo Avenue, relating it to recent development in Oakland and effects on local businesses.

APPROVAL OF MINUTES

Commissioner Inglis made a motion to approve the minutes for the meeting of June 20, 2017. The motion was seconded by Commissioner Feliciano. The motion was approved 4-0-1, with Commissioner Trujillo absent.

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

PUBLIC HEARINGS

AMENDMENTS TO THE MUNICIPAL CODE RELATING TO CONSISTENCY IN LANDSCAPE MAINTENANCE WITHIN THE PUBLIC RIGHT OF WAY AND ON PUBLIC FACILITIES: To consider recommending approval of an ordinance of the City Council of the City of San Pablo amending the City of San Pablo Municipal Code Chapter 12.16, Trees, Shrubs and Plants in Public Places, and Chapter 17.48, Landscaping, by replacing reference to Director of Parks and Recreation and Planning Commission to Public Works Director as it relates to management of landscape improvements in the public right of way and on public facilities. In addition to changing the agent authorized to make landscape decisions, the proposed revisions modify landscape specific guidelines in Chapter 12.16 to reference the City of San Pablo's Master Landscape Plan as the source of all landscape related decisions on public property. In doing so, if updates are needed, then the Plan can be modified rather than the Municipal Code.

John Bothwell gave an overview of the Plan, and staff recommendations. Mr. Bothwell responded to questions and concerns from Planning Commissioners concerning the tree selection process, water

conservation and drought-resistant landscaping, tree height and canopy issues, tree well issues, and blending of species throughout different zones in the City.

City Attorney Lynn Tracy Nerland outlined the proposed amendments to the San Pablo Municipal Code, stating that the Public Works Director, guided by the Landscape Master Plan, would have the final authority to make landscape decisions in the public right of way and on public facilities, rather than Director of Parks and Recreation or the Planning Commission. However, the Planning Commission could still make recommendations related to landscaping on specific City projects brought before the Planning Commission.

The public hearing was opened. There being no members of the audience wishing to speak regarding the proposed amendments to the Municipal Code relating to consistency in landscape maintenance within the public right of way and on public facilities, the public hearing was closed.

Commissioner Shi made a motion to approve Resolution 17-13, recommending approval of an ordinance of the City Council of the City of San Pablo amending the City of San Pablo Municipal Code Chapter 17.48, "Landscaping," including incorporating the City of San Pablo Master Landscape Plan and replacing references to Director of Parks and Recreation and Planning Commission to Public Works Director as it relates to management of landscape improvements in the public right of way and on public facilities. The motion was seconded by Commissioner Inglis. The Commission voted in favor of Resolution 17-13 by a vote of 4-0-1.

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

REGULAR BUSINESS

Director Rodriguez reviewed the following item:

- Recommendations to City Council on General Plan, Specific Plan, and Zoning Modification for FY 2018-2021 Work Plan items

Director Rodriguez gave an overview of recommendations regarding future Work Plan items, and gave each Planning Commissioner the opportunity to propose FY 2018-2021 Work Plan items for City Council consideration, which were then discussed.

The public hearing was opened, and one member of the audience, who did not identify himself, brought up concerns regarding plants and shrubbery in the public right of being damaged by pedestrians and not being maintained.

Following discussion of all of the proposed Workplan items, Commissioner Inglis made a motion to adopt Resolution 17-14, recommending to the City Council consideration of the following Workplan Policy items:

1. Special Projects:
 - a. Complete a citywide Creek Master Plan. Content to include: watershed goals, animal biology, tree arbor identification, and clarity on full length of watershed.
 - b. Create a development impact fee to fund Bicycle-Pedestrian Master Plan and street improvements.

2. Zoning Code modifications:
 - a. Overarching: all code updates shall include identified long-term water and housing benefits to the community at large.
 - b. Complete the code and CEQA amendments to the existing City Hall site.
 - c. Modify the Noise ordinance regarding the 10:00p – 7:00a residential noise limits to create a quieter environment. Examples: create quiet zones, prohibit use of amplified music, enforce fireworks use.
 - d. Modify single family residential zone to prohibit paving in front yard more than 50%.

3. Updates to Capital Improvement Program:
 - a. Comprehensive residential street tree planting program.
 - b. Replant and maintain shrubs in public areas (include Safety Commission in design).

The motion was seconded by Commissioner Feliciano. The Commission voted in favor of Resolution 17-14 by a vote of 4-0-1.

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

City Attorney Lynn Nerland then gave a presentation on Public Hearings and Meeting Procedures.

STAFF UPDATE ON OLD BUSINESS

Director Rodriguez reviewed the following items:

- Development Services Monthly Report

PLANNING COMMISSION REPORTS

Chairperson Xavier gave a report of a Hazardous Materials Commission Operations Committee meeting she attended, during which the topic of future school siting was discussed, as it relates to proximity to bicycle lanes, railroads, pipelines, hazardous facilities, etc. She also reported that they were working on an informational brochure to give to existing schools regarding hazard concerns.

ADJOURNMENT

There being no further business, Commissioner Inglis made a motion to adjourn the meeting, seconded by Commissioner Feliciano. Chairperson Xavier adjourned the meeting at 7:50 P.M. to the August 15th, 2017 meeting.



Rita Xavier
Chairperson



Michele Rodriguez
Development Services Director