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## AGENDA

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**CITY OF SAN PABLO  
PLANNING COMMISSION MEETING AGENDA  
Tuesday, January 23rd, 2018**

**City Hall Council Chambers  
6:30 P.M.  
13831 San Pablo Avenue  
ONE ALVARADO SQUARE  
SAN PABLO, CA 94806**

Planning Commissioners  
Rita Xavier, Chairperson  
Matthew Trujillo, Vice Chair  
Yuhong Shi  
Roberta Feliciano  
Jeffrey Inglis

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **STAFF INTRODUCTIONS**

5. **PUBLIC COMMENT**

The public is welcome at this time to address the Planning Commission on any non-agenda item. Comments are limited to five minutes per speaker. Any public comments made at this time regarding an item pending before the Commission do not go into the public record of that item. Comments on public hearing items will be heard by the Planning Commission when that item is opened to the public.

6. **APPROVAL OF MINUTES**

Planning Commission approval of the minutes for the meeting of December 19<sup>th</sup>, 2017.

7. **PUBLIC HEARINGS**

- A. **PLAN1710-0027**: 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 2,084 square feet, which includes a single-car garage on a substandard lot of 2,500 square feet at 2800 11TH Street, San Pablo, CA (APN 412-090-001). The property is zoned R-1 Single-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.

**RECOMMENDATION: Adopt Resolution 18-01 approving Conditional Use Permit and Minor Design Review (PLAN1710-0027 - 2800 11<sup>th</sup> Street).**

8. **REORGANIZATION:**

- Conduct Planning Commission Re-organization
- a. New Chair: Motion, Second, Discussion and Vote on the Chair of the Planning Commission for January 2018 through January 2019.
- b. New Vice Chair: Motion, Second, Discussion and Vote on the Vice Chair of the Planning Commission for January 2018 through January 2019.

9. **NEW BUSINESS**

- Interim Planning Commission meeting schedule for Planning Commission consideration:  
Cancel February 21, 2018 regularly scheduled Planning Commission meeting; approve Special Planning Commission meeting February 27, 2018.

10. **STAFF UPDATES**

- Development Services Monthly Report

11. **PLANNING COMMISSIONER REPORTS**

12. **ADJOURNMENT**

### **NOTICE TO THE PUBLIC**

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS REQUIRING ASSISTANCE OR AUXILIARY AIDS IN ORDER TO PARTICIPATE SHOULD CONTACT THE PLANNING DIVISION AT ONE ALVARADO SQUARE, SAN PABLO AS SOON AS POSSIBLE PRIOR TO THE MEETING. THE CITY WILL GIVE SUCH REQUIREMENTS PRIMARY CONSIDERATION, TAKING INTO ACCOUNT UNDUE FINANCIAL AND ADMINISTRATIVE BURDENS OR FUNDAMENTAL ALTERATIONS IN THE CITY SERVICE, PROGRAM OR ACTIVITY.

SPEAKERS WISHING TO ADDRESS THE PLANNING COMMISSION ON A SPECIFIC AGENDA ITEM SHOULD FILE A FORM WITH THE RECORDING SECRETARY INDICATING THE AGENDA ITEM. THE PLANNING COMMISSION CHAIRPERSON WILL INVITE YOU TO SPEAK AT THE APPROPRIATE TIME WHEN THE MATTER IS BEING CONSIDERED. IF YOU WISH TO SPEAK ON A NON-AGENDA ITEM WITHIN THE SUBJECT MATTER JURISDICTION OF THE PLANNING COMMISSION, YOU MAY SPEAK UNDER AGENDA NO. 5, "PUBLIC COMMENT". PLEASE FILE YOUR NAME AND ADDRESS WITH THE RECORDING SECRETARY ON FORMS PROVIDED.

COPIES OF THIS AGENDA AND NON-EXEMPT RECORDS RELATING TO AN OPEN SESSION ITEM ON THIS AGENDA WILL BE AVAILABLE FOR PUBLIC REVIEW AT THE CITY CLERK'S OFFICE, 13831 SAN PABLO AVENUE, BUILDING 1, AT THE SAME TIME THEY ARE DISTRIBUTED OR MADE AVAILABLE TO THE COMMISSION.

### **FOR PUBLIC INFORMATION**

Following **ROLL CALL** and the **APPROVAL OF MINUTES** the Planning Commission Chair will open the meeting to the Public Hearing. The Public Hearing enables persons requesting a special permit or allowance that is not routinely allowed by the Zoning Ordinance or not covered by the Municipal Code. The Planning Chair initiates the **PUBLIC HEARING** process by **REQUESTING A STAFF REPORT**; City Staff will give a description, location and explanation of the request. Following an evaluation and analysis of the request, City Staff will make a recommendation of disapproval or approval with or without conditions. Once Staff has made its recommendation, the Chair will ask Commissioners if they have any questions for staff. Then the Chair will open the hearing in the following manner: (Note: Throughout the Hearing the Planning Commissioners may ask questions of those persons participating in the Public Hearing.)

1. The applicant will be invited to further elaborate upon his/her request, make comments, clarifications and/or modifications to the Staff Report.\*
2. Persons either for or against the special request will be invited to elaborate and argue points made and reasons why or why not this request should be allowed.\*
3. Applicant and persons for the request are given the opportunity for rebuttal.\*
4. Persons opposed to the request are given the opportunity for rebuttal.\*
5. The Public Hearing will be closed by the Chair.
6. The Planning Commissioners will review and consider all those options, findings, and new perspectives expressed by each side. Following a thorough study of all Staff information, public comment and site location, the Planning Commission will vote to approve, deny, approve subject to conditions, or based on unknown existing or potential conditions, find that the applicant needs further review and continue it to a later hearing.

**\*Persons addressing the Planning Commission are required to limit their remarks to five (5) minutes, unless an extension of time is granted by the Chair subject to approval by the Planning Commission members. If translation is necessary, then the time shall be doubled to allow for translation.**

**Appeal Period and Final Permit:** Both the applicant and the public may appeal the Planning Commission decision to the City Council. Appeals must be filed in writing to the City Clerk within ten (10) days following the Planning Commission action.

**Note: Any questions related to the Planning Commission hearing, Zoning, or related planning activities can be directed to the San Pablo City Planning Division at (510) 215-3031.**

\* **If you need Spanish language assistance, please contact the Development Services Department at (510) 215-3030.**

\* **Si necesita asistencia en español, por favor contacte al Departamento de Servicios de Desarrollo al (510) 215-3030.**

**CITY OF SAN PABLO  
PLANNING COMMISSION MINUTES  
DECEMBER 19, 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: Chairperson Xavier, Commissioner Trujillo, and Commissioner Shi. Commissioner Inglis was absent, and Commission Feliciano arrived at 6:34 P.M. Staff present at the meeting included: Reina Schwartz, Assistant City Manager; Sandra Marquez, Assistant Planner; and Clare Gibson, Consultant Attorney.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

Commissioner Xavier made a correction to the minutes for the meeting of November 28, 2017. She stated that she voted nay to adopt resolution 17-19 because the center courtyard in front of Buildings 2, 3 and 4 is not historical. The previous minutes read that the courtyard is in front of Building 5.

Commissioner Trujillo made a motion to approve the minutes as amended for the meeting of November 28, 2017. The motion was seconded by Commissioner Xavier and approved by a vote of 2-0-2-1, with Commissioner Shi abstaining, Commissioners Inglis absent from the meeting, and Commission Feliciano absent for the vote.

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

**PUBLIC HEARINGS**

**PLAN1710-0034: County Health Annex General Plan Conformity.** Consideration of a finding of General Plan Conformity for the construction of a County facility in the City limits, as required under Government Code section 65402. The purpose of this project is to expand the existing 53,000-square foot West County Health Center by adding an 18,000-square foot annex to provide additional outpatient services. The parcel is identified as APN 417-310-008 (13585 San Pablo Avenue, 2.7 acres). The proposed project has been determined to be exempt from the provisions of the California Environmental Quality Act, in accordance with CEQA guidelines 15332, Infill development.

By way of introduction of the project, Assistant Manager Schwartz reported that there is one minor numerical correction to resolution 17-20. The correction is the square footage of the expansion: the county Health Annex will be 20,700 square feet rather than 18,000 square feet.

Assistant Planner Marquez gave a presentation of the project, after which the Public Hearing was opened. There were no speakers from the public. Chairperson Xavier commented that the courtyard between the buildings currently floods and asked if there will be any actions to improve this issue. Architect Gary Crosman responded that the areas around both buildings are designed to improve drainage.

Planning Commissioner Feliciano asked whether the Design Review of the project would come before the Planning Commission in the future. Consultant Attorney Gibson answered that per Government Code section 65402, the Planning Commission's only role is to determine whether the project conforms with the City's General Plan, and that it is not subject to design review by the Commission. Assistant City Manager Schwartz also explained that because this was a County project, it is exempt from the City's design review process and only has to be in conformance with the City's General Plan, so this was the only action that would come before the Planning Commission. Commissioner Trujillo asked whether this use was originally envisioned for the parcel, and Assistant City Manager Schwartz responded that, yes, this additional use was contemplated. There being no further speakers, the Public Hearing was closed.

Commissioner Trujillo made a motion to adopt Resolution 17-20 (as amended to correct the square footage of the expansion) approving a finding of General Plan Conformity for the construction of a County facility in the City limits, as required under government code section 65402, APN 417-310-008. The motioned was seconded by Commissioner Shi and approved by a vote of 4-0-1, with Commissioner Inglis absent.

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

**Amendment to the San Pablo Municipal Code to Change the Date of the Planning Commission's Regular Meetings (Chapter 2.28.040).** Pursuant to Municipal Code section 2.28.040, the regular meetings of the Planning Commission are the third Tuesday of each month. Special meetings are called as necessary by the Chair or request of three members of the Commission. Due to workload issues with City Council meetings and Planning Commission meetings both falling on the third week of the month, staff requests that the Planning Commission consider moving its meeting to either the second or fourth Tuesday of the month. Staff is recommending the fourth Tuesday as likely having fewer conflicts, but the Planning Commissioners should consider their own calendars.

Assistant City Manager Schwartz gave an overview of the proposed amendment and outlined the process by which it would move through City Council toward eventual adoption if approved by the Planning Commission, becoming effective March 5, 2018.

Commission Trujillo made a motion to adopt Resolution 17-21 recommending the City Council amend Municipal Code Section 2.28.040 regarding the date of regular meetings of the Planning Commission, moving the regular meeting from the third week of the month to the fourth Tuesday of the month. The motion was seconded by Commissioner Feliciano and approved by a vote of 4-0-1, with Commissioner Inglis absent.

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

ABSTAIN: None

**NEW BUSINESS/ ANNOUNCEMENTS**

Assistant City Manager Schwartz reviewed the following items:

- Interim Planning Commission meeting schedule for Planning Commission consideration:  
Cancel January 17, 2018 regularly scheduled Planning Commission meeting, approve Special Planning Commission meeting January 23, 2018.

Commission Trujillo made a motion to cancel the January 17, 2018 regularly scheduled Planning Commission meeting, and approve the Special Planning Commission meeting on January 23, 2018. The motion was seconded by Commissioner Shi and approved by a vote of 4-0-1, with Commissioner Inglis absent.

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

**STAFF UPDATES**

Assistant City Manager Schwartz reviewed the following items:

- Development Services Monthly Report
- Existing City Hall General Plan and Specific Plan Amendments and Adoption of a Mitigated Negative Declaration under CEQA to be heard at City Council meeting on Tuesday, January 16, 2018, at 6pm
- El Cuscatlan Restaurant, 14350 Laurie Lane (Noya re-use) Zoning Administrator approval

**PLANNING COMMISSION REPORTS**

None.

**ADJOURNMENT**

There being no further business, Chairperson Xavier adjourned the meeting at 6:50 P.M. to the January 23, 2018 meeting.

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Rita Xavier  
Chairperson

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Reina J. Schwartz  
Assistant City Manager

**Planning Commission Staff Report**

**PREPARED BY:** Sandra Marquez, Assistant Planner

**DATE:** January 23<sup>rd</sup> 2018

**SUBJECT:** **PLAN 1710-0027: 2800 11TH STREET, SAN PABLO, CA (APN 412-090-001).**

- 1) CONSIDERATION OF A CONDITIONAL USE PERMIT FOR TANDEM PARKING ON A LOT LESS THAN 50 FEET IN WIDTH ON A SUBSTANDARD LOT OF 2,500 SQUARE FEET.**
- 2) DESIGN REVIEW OF A TWO STORY SINGLE FAMILY HOME AND TO ENSURE PRIVACY FROM SIDE-YARD WINDOWS.**

**PROJECT TITLE AND REQUEST**

The applicant, Majid Kolahdooz, is requesting the approval of a Conditional Use Permit for tandem parking and the approval of Design Review to build a new two story 5-bedroom residence on a lot that is 25 feet wide and 100 feet deep.

Adopt Resolution 18-01 approving PLAN1710-0027 for the Use Permit and Design Review for a new two-story residence with a one-car garage and tandem parking in the driveway with the findings and conditions of approval.

**BACKGROUND**

Applicant and Property Owner: Majid Kolahdooz

Location: 2800 11<sup>th</sup> St.

Assessor Parcel Number: 412-090-001

General Plan Designation: Single Family Residential

Zoning District: R-1 (Single Family Residential) District

**Surrounding Zoning and Land Uses:**

North: R-1 Single Family Residential District

South: R-1 Single Family Residential District

East: R-1 Single Family Residential District

West: R-1 Single Family Residential District

**ENVIRONMENTAL DETERMINATION**

This project is exempt under the California Environmental Quality Act, Section 15303, New Construction, Class 3(a), one single-family residence.

**PUBLIC HEARING NOTICE**

Notices were mailed to owners of properties within a 300-foot radius of the site. The notices were mailed on January 11<sup>th</sup>, 2018. In addition, a Public Hearing Notice was published in the West County Times newspaper on Saturday, January 13<sup>th</sup>, 2018.

**SITE AND PROJECT DESCRIPTION**

The applicant is requesting the approval of a Conditional Use Permit for tandem parking and Design Review approval to build a new two story residence on a lot that is 25 feet wide and 100 feet deep. Section 17.54.020(E)(2) of the San Pablo Zoning Code allows a Conditional Use Permit for tandem parking (one parking in a garage, and one parking space in the driveway) on a property less than 50 feet in width with approval from the Planning Commission. The driveway dimensions are consistent with parking regulations in the zoning code.

Recently, City Council and Planning Commission have expressed concerns over the large number of vehicles parked on the streets. Many areas of the city have a lot of small lots and narrow streets with bungalow style homes that have no garage or a one-car garage with a small driveway. These characteristics have resulted in the streets being overcrowded with vehicles parked on both sides of the street, in driveways that are not big enough and on the sidewalks. Development Services staff have held a series of meetings with the Fire Department, Police Department, and waste collection company regarding these issues. These agencies have communicated that it has been difficult for them to perform their job duties due to vehicles blocking entrances, driveways, access to fire hydrants, access to trash cans, and double parking making narrow streets even more narrow. For public safety departments, access is critical.

In recent years, two other similar projects have been approved for 2-story homes with one-car garages and tandem parking in the driveways in small lots. Taking into consideration the concerns of vehicle impacts on the streets, more research has been done for this proposed project including roadway widths, access to public transportation, and consideration of the neighborhood's characteristics.

The roadway measures 40 feet curb to curb at the proposed site. According to section 17.54.080(A) parking dimensions, a full-size car is 9 feet wide by 18 feet deep. If we compare the width of a full-size car (9feet wide) to the roadway width (40 feet curb to curb) two cars could be driving down the street at the same time without any problems, even when having a car parked on both sides of the street.

The property is located in the northwest area of the city and the surrounding land use is single family residential lots. The majority of the parcels within the block are 5,000sq.ft. or larger. There are also lots of 3,700-4,999sq.ft. and some lots under 3,000sq.ft. including the property in question. While there are some small lots in the area, the location is not considered to be what is commonly known as

"Old Town" where the majority of single family lots are under 3,000sq.ft. The wider roads in this area of San Pablo mean that overcrowded streets are a less significant issue than in "Old Town."

Public Transportation is easily accessible from the site. AC Transit has three (3) bus lines that run along 11<sup>th</sup> St. and are located within walking distance from the proposed project.

**GENERAL PLAN CONFORMANCE**

The proposal, to allow a new two-story home with an attached one-car garage and tandem parking is consistent with the following General Plan Actions and Policies for the Residential District in which it is located:

***Policy LU 4.8: Neighborhood Integrity***

*The City shall promote the preservation of the integrity of existing stable residential neighborhoods.*

The applicant is proposing a new two-story single family home in a single family neighborhood on a vacant lot. This lot is considered substandard at 25 feet wide and 100 feet in depth. In order to provide the required off-street parking, the applicant is proposing tandem parking.

This style of parking allows for a less prominent garage area along the frontage of the lot. A small porch is proposed, which adds visual interest to the house, and creates articulation along the front elevation of the residence as the porch is recessed two (2) feet and is adjacent to the garage.

***Policy LU 4.9: Housing Needs***

*New housing developments or rehabilitations shall incorporate quality of life issues such as household size, layout, privacy, and quality of materials that reflect the current housing and household needs of the community.*

The proposed new residence incorporates quality of life issues, such as the incorporation of two off-street parking spaces for the tandem parking (within the garage and driveway) to meet the automobile needs of the future household. The proposed new floor plan establishes all common areas on the first floor (the living room, dining room and kitchen) and one bedroom/office at the rear of the residence. The additional four bedrooms, including a master bedroom, are on the second floor. The exterior elevations illustrate horizontal wood siding, composition shingle roofing, and enhanced window sill and casing treatments. These elements should add depth and dimension to the appearance of the windows and the structure. Horizontal siding is a standard exterior material that evokes a style that is prominent in Victorian architecture of the San Francisco Bay Area.

**ZONING CONFORMANCE**

The lot is in an R-1 District and is only 25 feet wide. Section 17.32.020 (E) (2) Parking and Loading for Dwellings-Single Family detail the following requirements to attached and detached single family dwellings:

*“For single-family dwellings located on a lot with a width of less than 35 feet, two (2) enclosed spaces are required. Alternatively, subject to approval by a use permit, one (1)*

*space in a garage located in the front half of the lot and one (1) uncovered space in the driveway may be provided.”*

The Zoning Ordinance allows residential homes, where the lot is less than 50 feet wide, to have one vehicle parking space in a garage in the front half of the lot and one uncovered space in the drive way provided a Use permit is granted by the Planning Commission. The applicant proposes to construct a two-story single-family house with an attached single car garage.

**Summary of Zoning Ordinance Development standards:**

<b>DEVELOPMENT STANDARDS FOR R-1 ZONING DISTRICT</b>			
<b>Standards</b>	<b>Zoning Ordinance Requires</b>	<b>Proposed Project</b>	<b>Complies?</b>
Front yard setbacks	20 feet	20 feet	Yes
Rear yard setbacks	15 feet minimum	15 feet	Yes
First Floor Side setbacks	3 feet minimum	3 feet	Yes
Second Floor Side setbacks	3 feet minimum	4.5 feet	Yes
Height limits	27 feet maximum	23’-6” feet	Yes
Lot coverage	45% maximum	42%	Yes

The proposed house would have a 20-foot front and a 15-foot rear yard setback. Both yards meet the setback requirements. The proposed residence meets the side yard requirements.

With 1,061 square feet of building footprint, the proposed parcel coverage would be approximately 42%, which is under the 45% maximum lot coverage. The proposed building height is 23’-6”, which is under the 27-foot maximum building height allowed.

Second stories are allowed on narrow lots subject to Planning Commission approval, if the placement of side-yard windows would not jeopardize the privacy of adjacent neighbors. The adjacent property to the north is an existing two story single family home similar in architectural design. The proposed second floor design includes a hallway adjacent to the closest facing windows, which is a good buffer to protect privacy. The south of the property is facing Lake St. as this is a corner parcel.

**USE PERMIT**

Through the Use Permit process, the Planning Commission is given an opportunity to review uses with this classification and require conditions, approve or deny such proposals, and set terms for termination of uses such as these. In considering approval of a Use Permit, the Planning Commission shall make a finding that the establishment, maintenance, or operation of the use

applied for will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.

### **DESIGN REVIEW**

The City's Residential Design Guidelines encourage street facing entry doors for residences and minimal garage doors. This is a residential use in a single family zoning district. The proposal is to provide the two required off-street parking spaces with one in the garage and one in the driveway. This results in a smaller portion of the front elevation being dedicated to auto uses. If a two-car garage were proposed, then the entire front elevation would be the garage. Overall the design meets the general intent of the residential development guidelines for narrow width lots.

The proposed new floor plan establishes all the common areas on the first floor (the living room, dining room and kitchen) and one bedroom/office at the rear of the residence. The additional four bedrooms, including a master bedroom, are on the second floor.

The exterior elevations incorporate a Hardie horizontal 6" lap siding, Hardie vertical 12" siding for accent on the porch and second floor balconies, asphalt shingle roofing in back, and a "sweet basil" color for the door and window trims. A railing is included in the front and on the side elevations adding dimension to the elevations of the home. Landscaping is proposed in the front yard area, and around the perimeter of the lot. The proposed classic color for the exterior add nice look to compliment the neighborhood.

The applicant is also proposing a textured concrete driveway. The garage door is eight (8) feet wide, which is the smallest door that is functional for auto passage while lessening the visual impact of the door. The front door is set back and set off by a small porch that makes a human scale entry statement for the proposed home.

The single-car garage eliminates the double-car garage door and allows for the main entry door to face the street. This presents a residential impression that is complementary with the character of the neighborhood. The properties in the neighborhood are developed with single and double story residences. Constructing a new two story single-family house is in keeping with the character of adjacent residential land uses and complies with the adopted City of San Pablo design guidelines.

The proposed site plan meets all of the zoning requirements in regards to setbacks, parcel coverage, and height limits.

### **ANALYSIS AND CONCLUSION**

This proposed two-story residence would appear to be complementary with the character of the neighborhood where older one-and two-story homes exist. Constructing a new two story single-family house is in keeping with the character of adjacent residential land uses and meets all of the zoning requirements with regards to setbacks, parcel coverage, and height limits of the R-1 zoning district.

The single-car garage eliminates the double-car garage door and allows for the main entry door to

face the street, which is complementary with the character of the neighborhood. Considering the width of the property (25ft) the parking situation of this neighborhood, the width of the roadways, and the accessibility to public transportation, a single car garage appears adequate for this project.

Attachments:

A: Resolution 18-01.

B: Letter of Explanation from Bacilia Macias Architecture dated 10/10/17

C: Plans consisting of three pages (Site Plan, Floor Plan, Elevation)

D: Kelly- Moore Color Board

E: Front Elevation with color

F: Proof of Publication from West County Times

## RESOLUTION 18-01

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN PABLO APPROVING 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 THAT INCLUDES A SINGLE-CAR GARAGE ON A SUBSTANDARD LOT OF 2,500 SQUARE FEET AT 2800 11TH STREET, SAN PABLO, CA (APN 412-090-001).**

**WHEREAS**, Zoning Code Section 17.16.070(B) states that all projects with multiple approvals shall be processed concurrently, and final action shall be taken by the highest level designated approving authority for all such requested permits; and

**WHEREAS**, Zoning Code Table 17.32-C allows construction of a two-story residence only by securing a use permit: if so allowed, no side setback shall be less than three (3) feet; and

**WHEREAS**, Section 17.54.020(E)(2) of the San Pablo Zoning Code allows a Conditional Use Permit for tandem parking (one parking in a garage, and one parking space in the driveway) on a property less than 50 feet in width with approval from the Planning Commission; and

**WHEREAS**, the Planning Commission shall make findings that the establishment, maintenance or operation of the proposed use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City; and,

**WHEREAS**, the proposed design is consistent with the General Plan, Zoning Ordinance development standards, parking and landscaping requirements, fosters the harmonious development and preservation of the public health and welfare of the City and its neighborhoods, and the architectural design and colors of the proposed residence are visually harmonious with the surrounding development, landforms, and vegetation, and additionally the proposed use, together with the conditions applicable hereto, will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity; and

**WHEREAS**, tandem parking creates two off-street parking spaces, which is the requirement for new single family residential construction; and

**WHEREAS**, this project is exempt under the California Environmental Quality Act, Section 15303, New Construction, Class 3 (a) one single-family residence; and

**WHEREAS**, a public hearing notice has been given by mail to the applicant, local affected agencies and to all property owners within 300 feet of the subject property, and has been published in the East Bay Times in accordance with the requirements of Government Code Section 65091 and a public hearing held on January 23<sup>rd</sup>, 2018, at which public testimony was considered.

NOW, THEREFORE BE IT RESOLVED that the Planning Commission of the City of San Pablo has reviewed the proposed project and approves this proposal, based on the following findings:

- A. That the granting of this Use Permit will not, under the circumstances of the particular case, materially affect adversely the health or safety of persons residing or working in the neighborhood of the property of the applicants and will not, under the circumstances of the particular case, be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood.

*The General Plan land use designation is Single Family Residential. The zoning for the site is R-1, Single-family residential, which implements the General Plan land use designation. Staff finds the request to construct a new, two-story residence with an attached one car garage, and allowing tandem parking, appropriate for the design of the neighborhood because the existing neighborhood has similar designed homes combined with other homes with two-car garages on wider-larger lots. Additionally, the placement of the side windows would not jeopardize the privacy of the adjacent neighbors because the lot is located on a corner and the second story windows facing the neighbor shall be clouded hallway windows. For these reasons, granting of this Use Permit will not, under the circumstances of the particular case, materially affect adversely the health or safety of persons residing or working in the neighborhood of the property of the applicants and will not, under the circumstances of the particular case, be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood.*

- B. The granting of the Design Review will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

*The proposed new, two-story residence adheres to the development standards of the R-1 zoning district. The attached one-car garage provides off-street parking for this property. The materials used for the new two-story residence are appropriate for new residential construction and the color of the proposed unit is complementary to the neighborhood. For this reason, granting the Design Review will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity. The placement of the side windows would not jeopardize the privacy of the adjacent neighbors because the lot is located on a corner and the second story windows facing the neighbor is buffered by the placement of a hallway and the windows shall be clouded.*

- C. The proposed project complies with the development standards of the R-1 Single-family Residential zoning district.

*The proposed new, two-story residence adheres to the development standards of the R-1 zoning district. The front, side, and rear yard setbacks meet the established setbacks. Additionally, the height of the proposed new unit adheres to the height limit of 27 feet. The proposal is to construct an attached one car garage, creating tandem parking with the second parking space in the driveway, complies with the parking standard for two*

*off-street parking spaces for a new single-family detached residence.*

- D. The proposed project incorporates the policies established in the General Plan and Housing Element regarding providing additional housing to meet the community needs.

*The proposal to construct a new, two-story residence on a substandard parcel of 2,500 square feet provides the opportunity for a household to occupy a five-bedroom, two and one-half bathroom home that has an attached one car garage. The design is complimentary to the existing neighborhood, uses quality materials, and meets the development standards of the R-1 zoning district. One covered parking space and one parking space in the driveway establishes the required two off-street parking spaces for this new residence.*

- E. Public notice of the hearing has been given by mail to the applicants, local affected agencies, all property owners within 300 feet of the subject property, and has been published in the East Bay Times, in accordance with the requirements of Government Code Section 65905.

*Notices were mailed to owners of properties within a 300-foot radius of the site. The notices were mailed on Thursday, January 11<sup>th</sup> 2018. In addition, a Public Hearing Notice was published in the East Bay Times newspaper on Saturday, January 13<sup>th</sup>, 2018.*

BE IT FURTHER RESOLVED that the Planning Commission of the City of San Pablo hereby approves PLAN1710-0027 for a Conditional Use Permit and Design Review based upon the following Conditions of Approval.

1. The Use Permit shall become null and void within one year of the Planning Commission's effective date of approval unless a building permit has been issued and normal construction progress has been made.
2. Minor modifications to this Use Permit may be granted by the Zoning Administrator, if the proposed changes generally comply with the intent of the Use Permit.
3. Obtain all necessary City of San Pablo Building and Public Works permits, and submit payment of fees and agency permits and approval from water, waste, fire and the school district for any proposed work.
4. Plans submitted for building permits and all subsequent construction shall be in substantial compliance with plans prepared by Bacilia Macias, submitted to the City of San Pablo on December 18, 2017, consisting of the Site Plan, Floor Plan and Elevations, subject to the following conditions:

As provided on the colors and materials board, the siding shall be HardiePlank, and the Benjamin Moore colors are Timber Wolf and Englewood Cliffs, and the trim is to be Sweet Basil. The roofing materials are to be Asphalt Shingles Black in color, with white windows and Sweet Basil door.

The second story hallway windows shall be clouded to protect the privacy of the adjacent property owners.

5. Indemnification: Pursuant to Government Code Section 66474.9, the applicant (including any agent thereof) shall defend, indemnify, and hold harmless the City of San Pablo and its agents, officers, or employees from any claim to attack, set aside, void or annul, the City's approval concerning this planning application, which action is brought within the time period provided for in Section 66499.37. The City will promptly notify the applicant of any such claim, action, or proceeding and cooperate fully in the defense.
6. Any relocation of utilities as a result of this approval shall be at no expense to the City of San Pablo.
7. Construction activity shall be limited to between the hours of 7:00 A.M and 6:00 P.M Monday through Friday and from 9:00 A.M to 5:00 P.M on Saturday. Construction is not permitted on Sundays.
8. Property lines must be established by land surveyor and clearly identified before foundation inspection.
9. No ground openings are allowed less than three (3) feet from property line.
10. When submitting for a building permit ensure all plans and documents, as required by the city are included in the packet.
11. If fire sprinklers are deferred submittal, it must be indicated on cover sheet of plan set.
12. The property shall be free of all debris during construction. All scrap materials shall be stored in a container and shall be removed regularly.
13. The plans shall be designed using the 2016 California Building, Mechanical, Electrical, Plumbing, Fire and Energy Codes.
14. Submit a Drainage Plan at the time plans are submitted for building permit issuance. Call out any storm water conveyance materials that will be used and show the slope (i.e. piping). Drainage/runoff shall not be conveyed across property lines, including street frontage and driveway, and should be directed to 3-inch deep concaved landscaped areas at a 2:1 ratio (impervious to pervious) on site or piped to the street gutter (per City Standard detail SD-02) through a cross drain, in which case a curb-drain permit is required. Rain gutters and downspouts shall be installed on all subject structures. Downspouts shall be sloping away from the building with splash blocks/energy dissipaters.
  - A. Mark off the area of impervious roof diverted to each downspout. Show each new roofing area separately. Mark off the vegetated areas. Show each area separately. Call out each new roofing area separately showing which vegetated area it will drain to. Make a table showing the ratio of impervious to pervious areas. This shall be included in the construction

plans for plan check submittal and approval.

- B. Must not exceed the 2:1 ratio when draining to vegetated areas. Vegetated areas must be 50% of the new roofing or impervious area (including concrete, etc.).
  - C. Add the slopes of any vegetated areas showing that all storm water will stay onsite.
15. Project will require encroachment permit if any work is constructed within the public right of way (ROW). Any such work should be shown on the site plan or drainage plan. Public right of way concrete work— construction shall be per City Standard detail: <http://www.sanpabloca.gov/index.aspx?nid=1262>
  16. Driveway locations shall be per City Std. detail SA-01 and SA-02, and shall be a maximum of 12 feet in width. Installation and replacement of driveway ramps shall be per City Std. detail SA-04.
  17. Sidewalks – Remove and replace all sidewalk panels, adjacent to the subject site per City Standard Detail SA-03 and show on plans.
  18. The Contra Costa County pollution prevention plan sheet (full size) must be included in the construction plan set for plan check submittal and approval.
  19. Storm drains must be protected from construction debris and materials. Include any storm drains located in or around your project on plans and call out the use of proper BMPs located on the City of San Pablo’s website. <http://www.sanpabloca.gov/index.aspx?nid=1262>
  20. The construction of any new structure must comply with CALGreen requirements for construction and demolition (C&D). At least 65% of nonhazardous C&D materials generated must be recycled and/or salvaged for reuse. All forms are found in the attached “San Pablo C&D Form”. The “Pre-Construction Waste Management Plan (WMP) Instructions” shall be completed and return to the city when the permit application is submitted. The Building Department will not issue permits unless the form is completed. The “Post Construction Waste Management Report” form and weight receipts must be completed and returned prior to the final inspection for occupancy.
  21. A landscaping and drip irrigation plan shall be included on plans that are submitted for building permit issuance, and the plant materials and drip irrigation shall be installed and operable prior to final occupancy.

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

\*\*\*\*\*

Adopted this 23<sup>rd</sup> day of January, 2018, by the following vote:

AYES: COMMISSIONERS:  
NOES: COMMISSIONERS:  
ABSENT: COMMISSIONERS:  
ABSTAIN: COMMISSIONERS:

ATTEST:

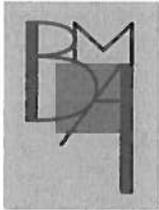
APPROVED:

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Reina Schwartz  
Secretary

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Rita Xavier  
Chairperson



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## Letter of Explanation

**Date:** OCTOBER 10, 2017

**Project Name:** New residence 2800 11<sup>TH</sup> Street, San Pablo

This letter is to request that the new residence being proposed on the vacant lot at 2200 Pine Street have the following features:

1. **A second story-** The home we are proposing will fit the scale of the surrounding homes. Windows on both the first and second floor were placed with consideration of the adjacent property. The Owner was very conscience of the privacy of the adjacent lots.
2. **A tandem parking layout, one covered and one uncovered-** We feel this is appropriate for the size of the residence and the lot.

Please feel free to contact me with any questions regarding this project.

Sincerely,

*Bacilia Macias*  
*Architect*



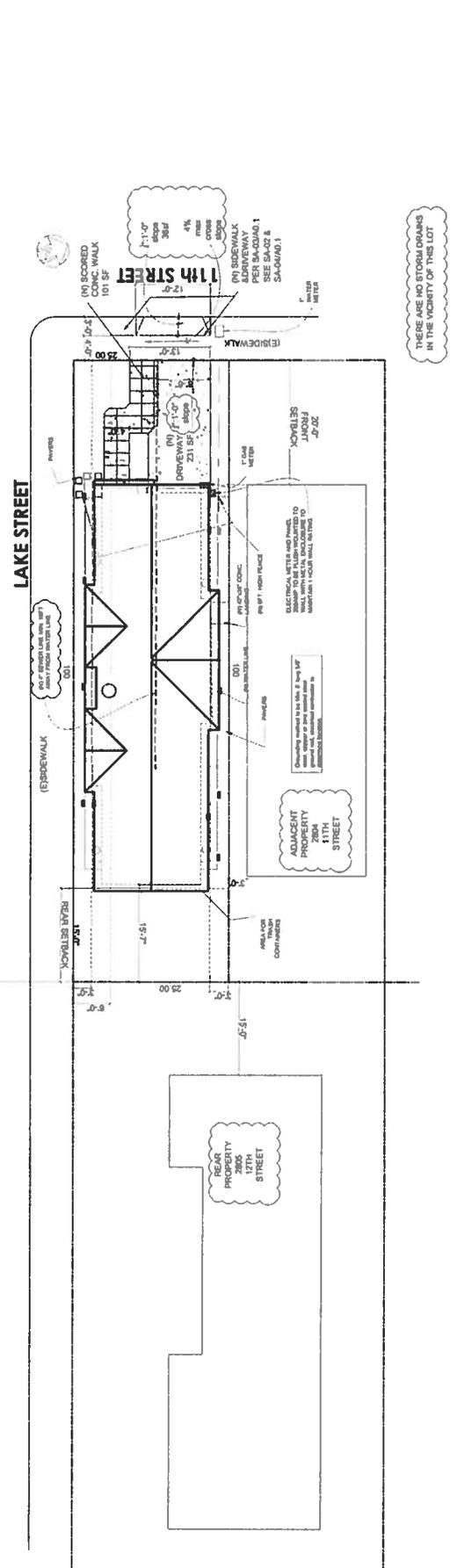
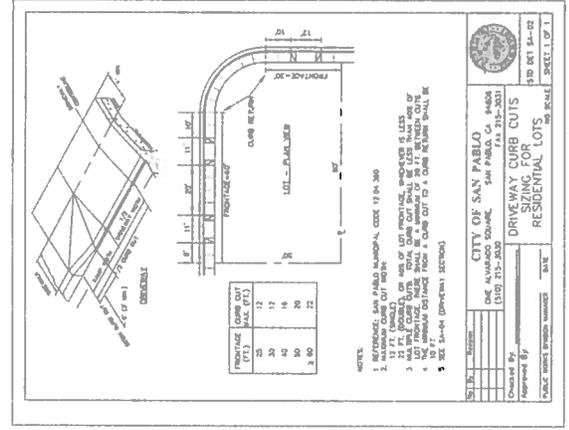
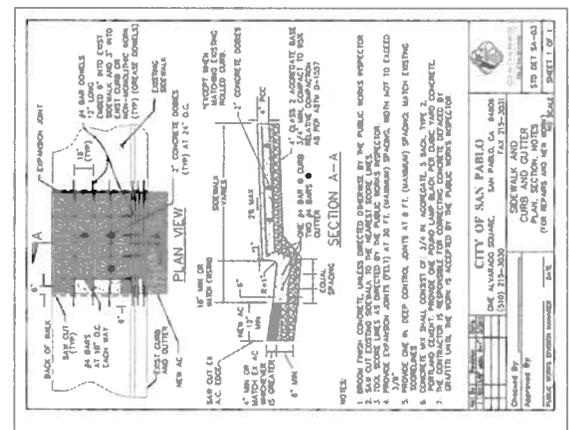
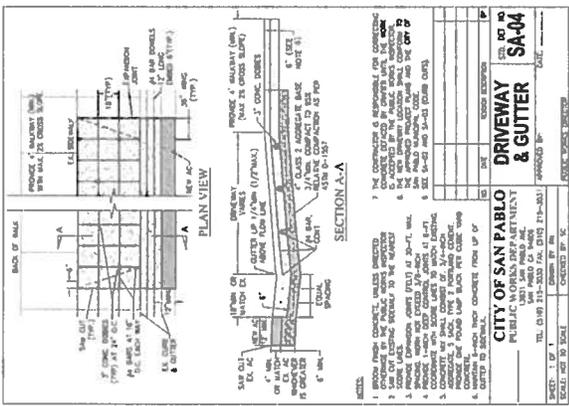
PLANNING  
SUBMITTAL

NEW RESIDENCE  
2800 11th Street  
SAN PABLO CA  
APN# 412-090-001-4

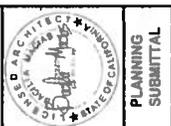
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REVISIONS	
DATE	

SITE PLAN &  
DETAILS

A0.1

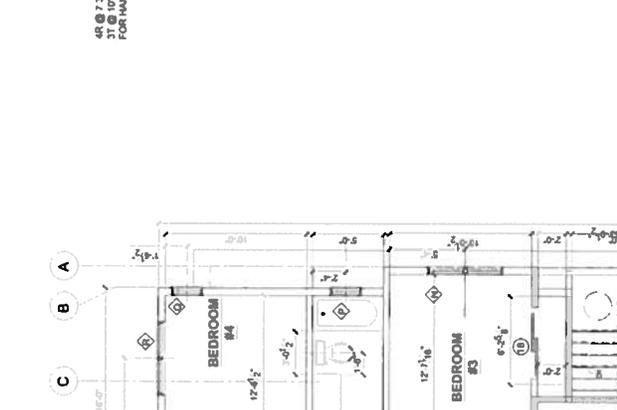
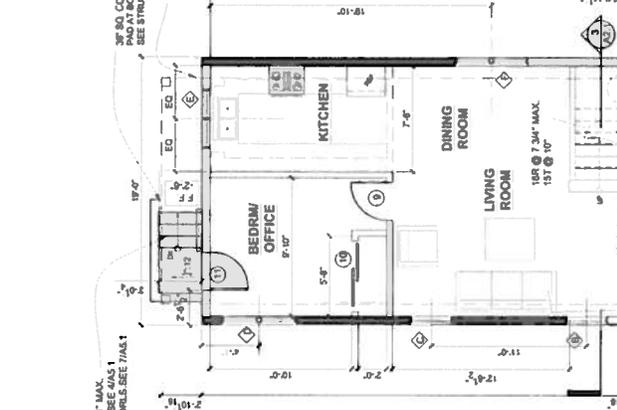


1 SITE PLAN  
1/8" = 1'-0"



ROOM NAME	ROOM NAME	SIZE	COMPARISON	NOTES
FOYER	FOYER	7'-0" x 11'-0"	SC WALL	TEMPERED
LIVING ROOM	LIVING ROOM	7'-0" x 11'-0"	SC WALL	TEMPERED
DINING ROOM	DINING ROOM	7'-0" x 11'-0"	SC WALL	TEMPERED
KITCHEN	KITCHEN	7'-0" x 11'-0"	SC WALL	TEMPERED
BEDRM #1	BEDRM #1	7'-0" x 11'-0"	SC WALL	TEMPERED
BEDRM #2	BEDRM #2	7'-0" x 11'-0"	SC WALL	TEMPERED
BEDRM #3	BEDRM #3	7'-0" x 11'-0"	SC WALL	TEMPERED
BEDRM #4	BEDRM #4	7'-0" x 11'-0"	SC WALL	TEMPERED
BATH	BATH	7'-0" x 11'-0"	SC WALL	TEMPERED
HALL	HALL	7'-0" x 11'-0"	SC WALL	TEMPERED
CLOSET	CLOSET	7'-0" x 11'-0"	SC WALL	TEMPERED
LAUNDRY	LAUNDRY	7'-0" x 11'-0"	SC WALL	TEMPERED
STAIRS	STAIRS	7'-0" x 11'-0"	SC WALL	TEMPERED
PORCH	PORCH	7'-0" x 11'-0"	SC WALL	TEMPERED
GARAGE	GARAGE	7'-0" x 11'-0"	SC WALL	TEMPERED

ROOM NAME	ROOM NAME	SIZE	COMPARISON	NOTES
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**WINDOW SCHEDULE**

**DOOR SCHEDULE**

**LEGEND:**

- 1-HOUR RATED W/D STUD WALL
- SEE TYPE 4
- SEE DIMS D FOR WALL TYPE
- DETAILS
- WINDOW TYPE SEE WINDOW SCHEDULE
- SLOPE DESIGNATION

FOR DOOR NOTES SEE A0 18 FOR DOOR AND LANDING NOTES

**1 FIRST FLOOR PLAN**  
 1/2" = 1'-0"

**2 SECOND FLOOR PLAN**  
 1/2" = 1'-0"



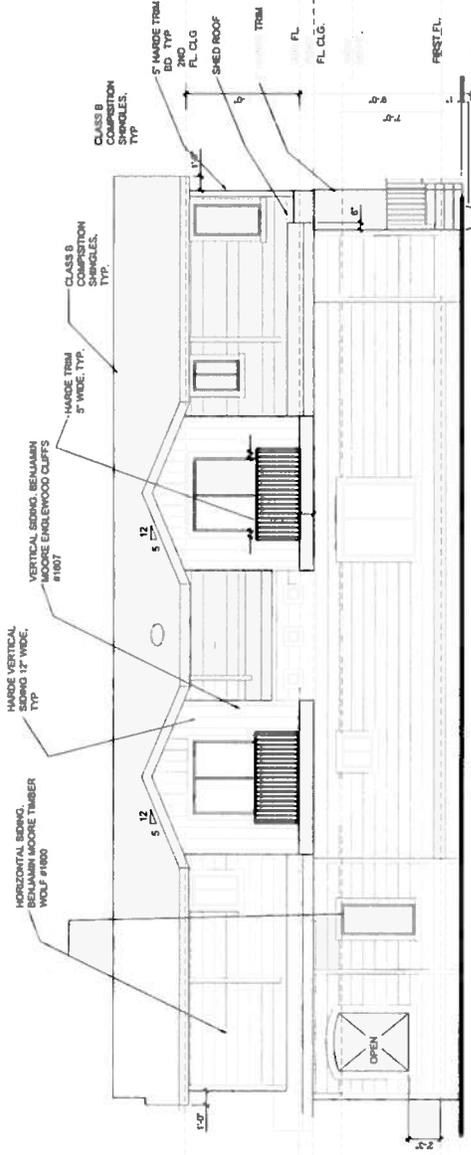
**PLANNING  
 SUBMITTAL**

**NEW RESIDENCE**  
 2800 116th St  
 SAN RAFAEL CA  
 APN# 412-090-001-4

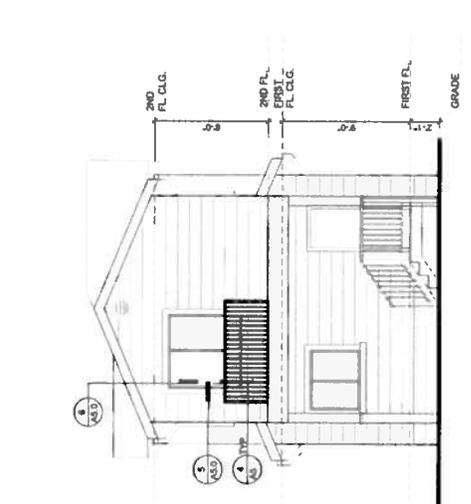
REVISIONS	REV	DATE
1	12/20/17	

DATE: 10/11/17  
 DRAWN BY: BM  
 EXTERIOR ELEVATIONS

**A3.0**  
 © 2014-2017, 2017

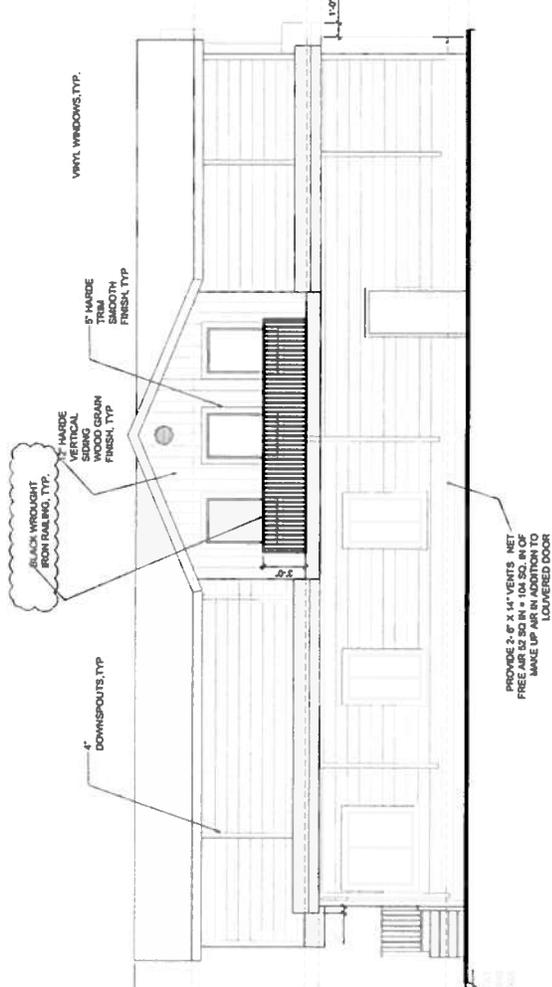


**3 RIGHT SIDE ELEVATION**  
 $\frac{3}{4}'' = 1'-0''$

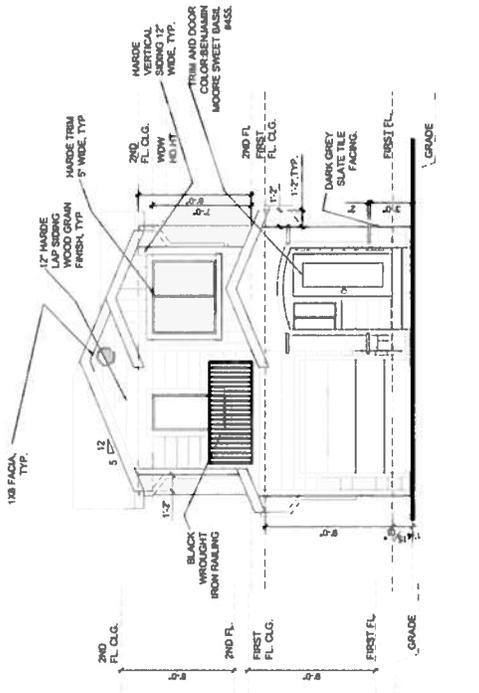


**4 REAR ELEVATION**  
 $\frac{3}{4}'' = 1'-0''$

CONTRACTOR TO REVIEW SIDING  
 MANUFACTURER DETAILS AND  
 SPECIFICATION



**2 LEFT SIDE ELEVATION**  
 $\frac{3}{4}'' = 1'-0''$



**1 FRONT ELEVATION**  
 $\frac{3}{4}'' = 1'-0''$

PROVIDE 2, 4\"/>

## MATERIALS BOARD

### 2800 11<sup>TH</sup>, SAN PABLO

**Body:** Hardie lap siding 6"  
Benjamin Moore #1600 "Timber Wolf"

**Accents at Vertical Siding :** Hardie Vertical Siding 12"  
Benjamin Moore #1607 "Englewood Cliffs"

**Trim, Front Door and Facia:** Wood trim  
Benjamin Moore #455 "Sweet Basil"

**Roofing:** Asphalt Shingles Roofing, Black in color

**Windows:** Vinyl- White in color





# FRONT ELEVATION

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# West County Times

1050 Marina Way S  
Richmond, CA 94804  
(510) 262-2740

2015901

SAN PABLO CITY OF  
CITY CLERK OFFICE  
LEHNY CORBIN  
13831 SAN PABLO AV BLDG #1  
SAN PABLO, CA 94806

## PROOF OF PUBLICATION

**FILE NO. Jan. 23 Hearing/PLAN1710-0027**

In the matter of

### West County Times

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the West County Times, a newspaper of general circulation, printed and published at 2640 Shadelands Drive in the City of Walnut Creek, County of Contra Costa, 94598

And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of August 29, 1978. Case Number 188884.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

**01/13/2018**

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.  
On this 15th day of January, 2018.



Signature

Legal No.

**0006088365**

**CITY OF SAN PABLO  
NOTICE OF PUBLIC HEARING  
TUESDAY, JANUARY 23, 2018**

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of San Pablo, State of California, will hold a public hearing on the following item:

**PLAN1710-0027:** 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 2,084 square feet, which includes a single-car garage on a substandard lot of 2,500 square feet at 2800 11TH Street, San Pablo, CA (APN 412-090-001). The property is zoned R-1 Single-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.

NOTICE IS HEREBY FURTHER GIVEN that said hearing before the Planning Commission will be on Tuesday, January 23, 2018. The meeting will be held at 6:30 p.m. in the City Council Chambers at One Alvarado Square, 13831 San Pablo Avenue, San Pablo, CA 94806, at which time and place all persons interested may appear and be heard. Questions may be directed to the City of San Pablo Development Services Department at (510) 215-3030.

NOTE: If you challenge this item in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

If you need Spanish language assistance, please contact Development Services at (510) 215-3030. Si necesita asistencia en español, por favor contacte al Departamento de Servicios de Desarrollo al (510) 215-3030.

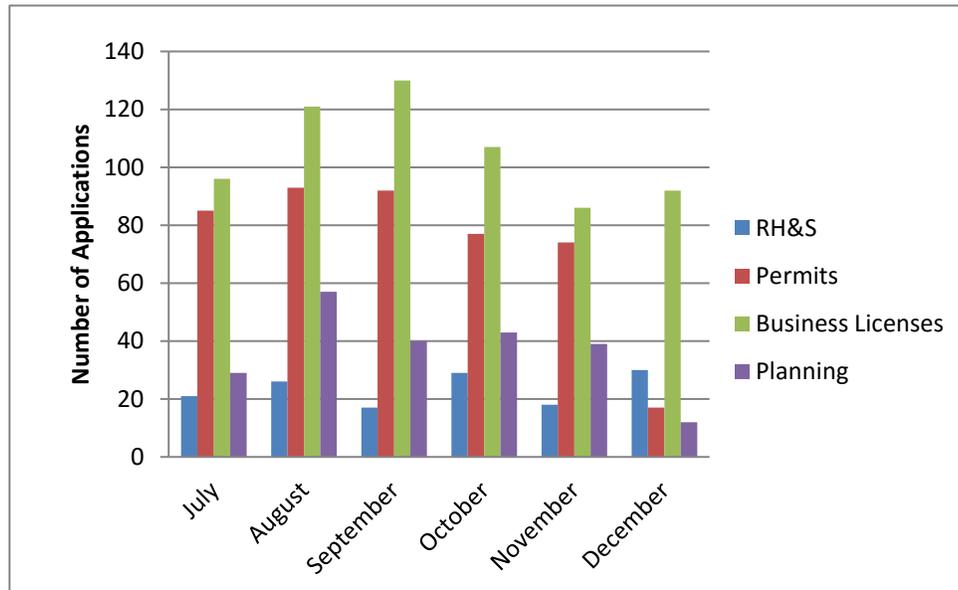
**Sandra Marquez, Assistant Planner  
Development Services Department**

**WCT 6088365 January 13, 2018**



**DEVELOPMENT SERVICES**

**Statistical Data**



**Applications Received: Residential Health & Safety, Building Permits, Business Licenses & Community Planning (July 2017 – December 2017)**

**Fiscal YTD Total Applications Received – 1431 Fiscal YTD Total Fees Collected - \$551,056.92**

Total fees collected by DS Department in December: \$54,789.75

Total # of applications received in December: 151

Total # of customers assisted at counter in December: 216

Residential Health & Safety Program December summary:

Total fees collected – \$14,391.00, plus Imaging - \$573.00, Technology - \$744.00

- SF/Resales: \$3,949.00
- SF/Rentals: \$3,590.00
- MF Resales/Rentals: \$6,852.00
- Total units inspected: 73
- Total Certificates of Compliance issued: 16
- Customer Counter Assistance: 20

Building Permit December summary:

Total fees collected \$11,556.93

- Building Permits: \$5,801.65
- Electrical Permits: \$286.00
- Plumbing permits: \$1,101.00
- Mechanical permits: \$624.00
- Plancheck fees: \$2,671.08
- Imaging fees: \$478.25
- Technology fees: \$594.95



- Total Permits finalized: 69
- Fee Estimates provided: 1
- Customer Counter Assistance: 57
- Public Records Requests: 10
- Employee time spent responding to Public Records Requests: 2.5 hours

Business License December summary:

Total fees collected: \$20,843.92

- Business licenses issued: 92
- Customer Counter Assistance: 32

Community Planning December summary:

- Total Fees Collected - \$6,680.90 for (4) Info/Misc. (3) Design Reviews, (2) Zoning Letters, (1) Land Review, (1) Home Occupation, (1) Sign Review.
- Customer Counter Assistance – 17

Planning Commission: The Planning Commission met on December 19<sup>th</sup>, 2017. The following items were considered:

**PLAN1710-0034: County Health Annex General Plan Conformity.** Consideration of a finding of General Plan Conformity for the construction of a County facility in the City limits, as required under government code section 65402. The purpose of this project is to expand the existing 53,000-square foot West County Health Center by adding a 18,000-square foot annex to provide additional outpatient services. The parcel is identified as APN 417-310-008 (13585 San Pablo Avenue, 2.7 acres). The proposed project has been determined to be exempt from the provisions of the California Environmental Quality Act, in accordance with CEQA guidelines 15332, Infill development.

**RECOMMENDATION: Adopt Resolution 17-20 approving a finding of General Plan Conformity for the construction of a County facility in the City limits, as required under government code section 65402, APN 417-310-008.**

**Amendment to the San Pablo Municipal Code to Change the Date of the Planning Commission's Regular Meetings (Chapter 2.28.040).** Pursuant to Municipal Code section 2.28.040, the regular meetings of the Planning Commission are the third Tuesday of each month. Special meetings are called as necessary by the Chair or request of three members of the Commission. Due to workload issues with City Council meetings and Planning Commission meetings both falling on the third week of the month, staff requests that the Planning Commission consider moving its meeting to either the second or fourth Tuesday of the month. Staff is recommending the fourth Tuesday as likely having fewer conflicts, but the Planning Commissioners should consider their own calendars.

**RECOMMENDATION: Adopt Resolution 17-21 initiating and recommending to the City Council amending Municipal Code Section 2.28.040 regarding the date of regular meetings of the Planning Commission.**

The regularly scheduled Planning Commission meeting for January 17, 2018, was cancelled per minute action by the Planning Commission at its meeting on December 19, 2017. There will be a



Special Meeting of the Planning Commission on Tuesday, January 23, 2018, at 6:30 p.m. in the Council Chambers, 13831 San Pablo Avenue, San Pablo, California.

Customer Counter Assistance for One-Stop Shop Service:

- Dump Vouchers: 21
- Public Works: 22
- Code Enforcement: 2
- Miscellaneous: 45 (Questions- water leak, rental, dead trees, tenant parking, curb/drain, grant, renter, slip sheets, translation, loan payment, fence down, general information, etc.)

## Significant Events / Work Plan Accomplishments

### Planning

- Weekly Planning Staff meetings.
- Facilitate training on Art in Public Places Ordinance implementation.
- County Health Annex General Plan conformity to Planning Commission.
- Prepared seven boxes of planning files for ECS scanning.
- Complete review of all active planning projects.
- Design Review completed for cell tower equipment within Diaz Plaza sign.
- Received and processed application for new warehouse building at 1621 Rumrill (Rudy's Refrigeration) for Design Review to go to Planning Commission.

### Building

- Electric Vehicle ordinance to City Council.
- Red Tag follow up new procedures.

### Development Services

- Supervisors meeting with Assistant City Manager.
- DS and CE coordination meeting.
- After-hours bowling party at Albany Bowl.
- Holiday party with white-elephant gift exchange.
- Development Services Department Retreat preparation.
- SB 1186 State Mandated Business License fee increase from \$1 to \$4.

### Citywide

- Mandatory citywide Blood Borne Pathogens training completed by all DS Department staff.
- Facilitation of USGS HayWired presentation: Hayward Fault Rupture and Impacts to San Pablo.