
AGENDA

**CITY OF SAN PABLO
PLANNING COMMISSION MEETING AGENDA
Tuesday, April 24th, 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
Roberta Feliciano, Vice Chair
Yuhong Shi
Dorothy Gantt
Dr. Charlene Harlan-Ogbeide

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 March 27th, 2018.

7. PUBLIC HEARINGS

- A. **PLAN1711-0017**: 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 1,802 square feet, which includes a single-car garage on a substandard lot of 2,730 square feet at 2105 California Ave, San Pablo, CA (APN 410-172-013). 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 18-05 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 2,730 square feet at 2105 California Avenue, San Pablo (APN 410-172-013).

- B. **PLAN1804-0015:** 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 417-310-004 (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.

RECOMMENDATION: Adopt Resolution 18-06 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.

8. STUDY SESSION/ DISCUSSION

- A. Presentation by City Attorney: *Brown Act and Governmental Transparency*

9. STAFF UPDATES

- Development Services Monthly Report

10. PLANNING COMMISSIONER REPORTS

- 2018 Planning Commissioners Academy: April 4-6, 2018
- League of California Cities 2018 Legislative Action Day: April 18, 2018
- Other Planning Commissioners Reports

11. ADJOURNMENT

(Next scheduled meeting of the Planning Commission will be held on Tuesday, May 22nd, 2018.)

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
MARCH 27, 2018
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 Gantt, Vice Chair Feliciano, Chairperson Xavier, Commissioner Shi, and Commissioner Harlan-Ogbeide. Staff present at the meeting included: Sarah Maroof, Administrative Secretary; Rod Simpson, Consulting Planner; Lynn Tracy Nerland, City Attorney; Alberto Santos-Davidson, Consulting Planner; and Charles Ching, Community & Economic Development Director.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Commissioner Gantt made a motion to approve the minutes for the meeting of February 27, 2018. The motion was seconded by Commissioner Shi and approved by a vote of 5-0.

AYES: Shi, Gantt, Harlan-Ogbeide. Feliciano, Xavier
NOES: None
ABSENT: None
ABSTAIN: None

PUBLIC HEARINGS

PLAN1707-0003: Major Design Review, manufacturing and warehouse building (Rudy's Refrigeration). Proposed construction of a 14,632 square foot warehouse and manufacturing building on a site at 1621 Rumrill Boulevard (APN 410-012-012). The property is zoned IMU (Industrial Mixed Use). Pursuant to California Environmental Quality Act (CEQA), it has been determined that the proposed project is exempt from CEQA consistent with the provisions of CEQA guidelines section 15332, class 32, infill development.

Consulting Planner Santos-Davidson gave a presentation of the project and staff recommendations, after which the Planning Commissioners were invited to ask questions of staff. There were no questions directed to staff.

The Public Hearing was opened. Both the applicant, Ben Plant, and his architect, Donald Cushing, were in attendance and available for questions. The applicant, Ben Plant, stated he was the owner of Rudy's Refrigeration, a manufacturer of walk-in commercial refrigeration units. He stated that Rudy's Refrigeration currently has two facilities, one in San Pablo at 1660 Rumrill, and the other in the City of Richmond. He is planning to close the facility in Richmond and move it to the proposed new building site at 1621 Rumrill Boulevard, as the current site in Richmond did not have enough room for trucks to navigate easily.

Commissioner Shi inquired about the amount of noise that would be produced by operations in the proposed new building. Mr. Plan responded that, since his current operations in Richmond were in a residential zone with noise restrictions, he had been required to invest in a hydraulic shear, which was much less noisy than a mechanical shear, and he would be moving this hydraulic shear to the new proposed building at 1621 Rumrill Boulevard. Commissioner Shi also commented that the colors of the proposed building were very nice.

The applicant stated that he had read and agreed with the conditions of approval. There being no further speakers, the Public Hearing was closed.

Commissioner Gantt made a motion to adopt Resolution 18-03 approving PLAN1707-0003, a Major Design Review to allow a new warehouse and manufacturing building at 1621 Rumrill Boulevard (APN 410-012-012) subject to findings and conditions of approval. The motion was seconded by Commissioner Harlan-Ogbeide and passed by a vote of 5-0.

AYES: Shi, Gantt, Harlan-Ogbeide, Feliciano, Xavier
NOES: None
ABSENT: None
ABSTAIN: None

PLAN 1802-0021: Conditional Use Permit to allow for a food market (Farm Fresh Foods) to be located at 13751 San Pablo Avenue (APN 417-130-035 and 417-130-034). The project site is located within the designated Plaza San Pablo development area, formerly known as the Circle S redevelopment site, at the corner of San Pablo Avenue and Church Lane within an existing structure. The proposed site is within the Mixed Use Center South regulating code area in the San Pablo Avenue Specific Plan. Pursuant to California Environmental Quality Act (CEQA), it has been determined that the proposed project is exempt from CEQA consistent with the provisions of CEQA guidelines sections 15301, class 1, existing structures and 15332, class 32, infill development.

Consulting Planner Simpson gave a presentation of the project and staff recommendations, after which the Planning Commissioners were invited to ask questions of staff. Commissioner Harlan-Ogbeide asked for clarification regarding the specific location of the proposed food market within the current library building. Consulting Planner Simpson responded that the proposed market would be located in the northeast corner of the building, at the corner of San Pablo Avenue and Church Lane, integrated within the library building itself, next to the Community Room.

The Public Hearing was opened. Speaking on behalf of the applicant was John Giannini, General Manager for Nutricion Fundamental, a privately held LLC established in 1994 as a specialized grocery store focusing on providing healthy food to participants in the Women, Infants, and Children (WIC) program, providing a stigma-free shopping environment for people on WIC, SNAP, or EBT.

Commissioner Shi had questions regarding the noise, availability of parking, and design. In response, Mr. Giannini stated that they would be putting in high resolution insulation as well as softening cases around compressors to minimize noise. He stated that there is an adequate amount of parking spaces currently available in the library parking lot to accommodate the market. Regarding design, Mr. Giannini stated that no changes would be made to the outside of the building.

Commissioner Feliciano asked about the signage outside the building. Planning Consultant Simpson responded that the signage was not part of the project under review by the Planning Commission at this time, but that there would be a sign on the corner sign pole and probably over the doorway.

Mr. Giannini stated that the applicant company had read and agreed with the conditions of approval. There being no further speakers, the Public Hearing was closed.

Commissioner Gantt made a motion to adopt Resolution 18-04 approving PLAN1802-0021, a conditional use permit to allow for a food market (Farm Fresh Foods) at 13751 San Pablo Avenue at the corner of San Pablo Avenue and Church Lane, subject to findings and conditions. The motion was seconded by Commissioner Harlan-Ogbeide and passed by a vote of 5-0.

AYES: Shi, Gantt, Harlan-Ogbeide, Feliciano, Xavier
NOES: None
ABSENT: None
ABSTAIN: None

STUDY SESSION/ DISCUSSION

City Attorney Lynn Nerland gave a presentation entitled *Meeting & Public Hearing Procedures*, and responded to questions and comments by the Commissioners.

STAFF UPDATES

Planning Consultant Rod Simpson gave an overview of the following items:

- Resolution 2018-034 adopted by City Council on 3/5/18 approving the following changes affecting the Development Services Department:
 - Merger of the Development Services Department with Economic Development into one Community & Economic Development Department.
 - Reclassification of the Development Services Director position to a new Community & Economic Development Director position, to be filled by incumbent serving as Assistant to the City Manager-Econ.Dev., Charles Ching.
 - Reclassification of the Assistant Planner position to Planning Manager.
- Community & Economic Development Department Monthly Report.
- 2018 Planning Commissioners' 500' radius map.
- Reimbursement policy provided for upcoming Planning Commissioners Academy in Monterey, April 4-6, 2018.

PLANNING COMMISSIONER REPORTS

There were no Planning Commissioner reports.

ADJOURNMENT

There being no further business, Commissioner Harlan-Ogbeide made a motion, seconded by Commissioner Gantt and passed by a vote of 5-0, to adjourn the meeting.

Chairperson Xavier adjourned the meeting at 7:50 p.m. to the April 24th, 2018, meeting.

Rita Xavier
Chairperson

Charles Ching
Community & Economic Development Director

Planning Commission Staff Report

PREPARED BY: Sandra Marquez, Assistant Planner

DATE: April 24, 2018

SUBJECT: **PLAN 1711-0017: 2105 CALIFORNIA AVENUE, SAN PABLO, CA (APN 410-172-013).**

- 1) CONSIDERATION OF A CONDITIONAL USE PERMIT FOR TANDEM PARKING ON A LOT LESS THAN 50 FEET IN WIDTH ON A SUBSTANDARD LOT OF 2,730 SQUARE FEET.**
- 2) SITE PLAN AND DESIGN REVIEW OF A TWO STORY SINGLE FAMILY HOME.**

PROJECT TITLE AND REQUEST

Conditional Use Permit and Site Plan and Design Review, PLAN1711-0017, a request for approval of a Conditional Use Permit for tandem parking and the approval of a Site Plan and Design Review to construct a new two story 3-bedroom residence on a lot that is 26 feet wide and 105 feet deep.

STAFF RECOMMENDATION

Adopt Resolution 18-05 approving PLAN1711-0017 for the Conditional Use Permit and Site Plan 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.

LOCATION AND SITE CHARACTERISTICS

Applicant: Guy Moore
Location: 2105 California Avenue
Assessor Parcel Number: 410-172-013
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. Class 3(a) consists of construction and location of a limited numbers of new, small facilities or structures. Examples of this exemption include one single-family residence, or a second dwelling unit in a residential zone. In urbanized areas, up to three single-family residences may be constructed or converted under this exemption.

PUBLIC HEARING NOTICE

Notices were mailed to owners of properties within a 300-foot radius of the site. The notices were mailed on April 12th 2018. In addition, a Public Hearing Notice was published in the West County Times newspaper on Saturday, April 14th, 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 26 feet wide and 105 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.

The site currently has an existing structure that is required to be demolished per Code Enforcement case BCE1207-008. The proposed house will be new construction and the applicant would need to obtain a demolition permit for the existing structure. This has been added as a condition of approval.

Tandem parking (one space in a garage located in the front half of the lot and one uncovered space in the driveway) is an alternative to standard parking requirements in order to comply with the residential design guidelines, maintain the maximum lot coverage, and meet the off-street parking requirement for a 26-foot-wide lot. The garage is recessed 5 feet back from the front porch, which visually diminishes the importance of the garage to the front facade of the house.

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 with three (3) bedroom and two (2) bathrooms, in a single family neighborhood on a vacant lot. This lot is considered substandard at 26 feet wide and 106 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 porch is

proposed, which adds visual interest to the house, and creates articulation along the front elevation of the residence 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 the master bedroom. The additional two bedrooms and a bathroom are on the second floor. The exterior elevations illustrate a stucco finish and accents of horizontal wood siding, composition shingle roofing, and bricks along the porch pillars for an enhanced appearance. These elements should add depth and dimension to the appearance of the structure.

ZONING CONFORMANCE

The lot is in an R-1 District and is only 26 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:

DEVELOPMENT STANDARDS FOR R-1 ZONING DISTRICT			
Standards	Zoning Ordinance Requires	Proposed Project	Complies?
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	5 feet 7 feet	Yes

DEVELOPMENT STANDARDS FOR R-1 ZONING DISTRICT			
Standards	Zoning Ordinance Requires	Proposed Project	Complies?
Height limits	27 feet maximum	20 feet 1 inch	Yes
Lot coverage	45% maximum	45%	Yes

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

With 1,230 square feet of building footprint, the proposed parcel coverage would be 45%, which is at the 45% maximum lot coverage. The proposed building height would be 20'-1", 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 west is an existing two story duplex. The proposed second floor design includes a hallway adjacent to the closest facing windows, which is a good buffer to protect privacy. The property to the east is a single story duplex. The only second story window facing east is a small bathroom window.

CONDITIONAL USE PERMIT

Through the Conditional 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 Conditional 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.

Allowing tandem parking and creating a single car garage for the proposed residence allows for the main entry door to face the street, and eliminates a double car garage door along the front elevation of the residence. The porch area, where the front door to the residence is located, creates an inviting impression to the proposed new unit and is complementary with the character of the neighborhood. Construction of 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.

SITE PLAN AND 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, the entire front elevation would be the garage. Overall the design meets the intent of the residential development guidelines for narrow width lots.

The proposed floor plan establishes all common areas on the first floor (the living room, dining room and kitchen) and the master bedroom. The additional two bedrooms and a bathroom are on the second floor. The exterior elevations illustrate a stucco finish and accents of horizontal wood siding, composition shingle roofing, and bricks along the porch pillars for an enhanced appearance. These elements should add depth and dimension to the appearance of the structure.

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 a covered porch is set-off five feet into the front yard setback consistent with section 17.46.060 Yard Encroachments, therefore, the porch 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 the zoning requirements in regards to setbacks, parcel coverage, and height limits.

ANALYSIS

This proposed two-story residence would appear to be complementary with the character of the neighborhood where other 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 (26 feet) 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.

FINDINGS

- A. That the granting of the Conditional 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. That the project is exempt from provisions of CEQA, consistent with CEQA guidelines

Section 15303, New Construction, Class 3(a), one single-family residence.

- C. That the granting of the Site Plan and Design Review will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
- D. That the proposed project complies with the development standards of the R-1 Single-family Residential zoning district.
- E. That the proposed project incorporates the policies established in the General Plan and Housing Element regarding providing additional housing to meet the community needs.
- F. That 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.

ATTACHMENTS:

A: Resolution 18-05.

B: Plans (Site Plan, Floor Plan, Elevation, Landscape Plan)

C: Sherwin Williams Color Samples

C-1: Color for stucco (81585 Charleston)

C-2: Color for siding (SW 7540 Artisan Tan)

C-3: Color for fascia (SW 7040 Smokehouse)

C-4: Color for bargeboard (SW 7593 Rustic Red)

C-5: Color for roof shingles (Aged Cedar)

D: Color renderings

E: Proof of Publication from West County Times

RESOLUTION 18-05

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 2,730 SQUARE FEET AT 2105 CALIFORNIA AVENUE, SAN PABLO, CA (APN 410-172-013).

WHEREAS, staff received a Conditional Use Permit and a Site Plan and Design Review application, Plan 1711-0017, requesting approval of a Conditional Use Permit for tandem parking and the approval of a Site Plan and Design Review to construct a new two story 3-bedroom residence on a lot that is 26 feet wide and 105 feet deep.

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 April 24th, 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 Conditional 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 adjacent property to the west is an existing two story duplex. The proposed second floor design includes a hallway adjacent to the closest facing windows, which is a good buffer to protect privacy. The property to the east is a single story duplex. The only second story window facing east is a small bathroom window.

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.

That the project is exempt from provisions of CEQA, consistent with CEQA guidelines Section 15303, New Construction, Class 3(a), one single-family residence.

The project has been determined to be exempt under CEQA, Section 15303, New Construction, Class 3(a), one single-family residence. Class 3(a) consists of construction and location of a limited numbers of new, small facilities or structures. Examples of this exemption include one single-family residence, or a second dwelling unit in a residential zone. In urbanized areas, up to three single-family residences may be constructed or converted under this exemption.

- 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 adjacent property to the west is an existing two story duplex. The proposed second floor design includes a hallway adjacent to the closest facing windows, which is a good buffer to protect privacy. The property to the east is a single story duplex. The only second story window facing east is a small bathroom window.

- 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 2,730 square feet provides the opportunity for a household to occupy a three-bedroom, two-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, April 12 2018. In addition, a Public Hearing Notice was published in the East Bay Times newspaper on Saturday, April 14th, 2018.

BE IT FURTHER RESOLVED that the Planning Commission of the City of San Pablo hereby approves PLAN1711-0017 for a Conditional Use Permit and Design Review based upon the following Conditions of Approval.

1. The Conditional Use Permit shall become null and void after 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 Conditional 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. Obtain a demolition permit for the existing substandard structure, this permit must be finalized before the issuance of new construction permits.
5. Plans submitted for building permits and all subsequent construction shall be in substantial compliance with plans prepared by Guy J. Moore, submitted to the City of San Pablo on April 4, 2018, consisting of the Site Plan, Floor Plan and Elevations, subject to the following conditions:

As provided on the colors and materials board, the exterior materials shall be stucco and 6" HardiePlank siding for the gable. The colors are La Habra "Charleston" for the stucco, Sherwin Williams "Artisan Tan" SW7540 for the siding, "Smokehouse" SW7040 for the fascia, and "Rustic Red" SW7593 for the barge. The roofing materials are to be Owen Corning Shingles, color "Age Cedar", with white windows.

6. 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.
7. Any relocation of utilities as a result of this approval shall be at no expense to the City of San Pablo.
8. 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.
9. Property lines must be established by land surveyor and clearly identified before foundation inspection.
10. No ground openings are allowed less than three (3) feet from property line.
11. When submitting for a building permit ensure all plans and documents, as required by the city are included in the packet.
12. If fire sprinklers are deferred submittal, it must be indicated on cover sheet of plan set.
13. The property shall be free of all debris during construction. All scrap materials shall be stored

in a container and shall be removed regularly.

14. The plans shall be designed using the 2016 California Building, Mechanical, Electrical, Plumbing, Fire and Energy Codes.
15. 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.
16. Note that building on the City right-of-way line (ROW) is prohibited. Show City ROW limits on site plan. Any currently existing structures in the city ROW may either be removed immediately or stay until the city deems it necessary to use the ROW at which point the structures must be removed.
17. 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. 19.
18. City inspector may require sidewalk repair in conjunction with future construction.
19. The Contra Costa County pollution prevention plan sheet (full size) must be included in the construction plan set for plan check submittal and approval.
20. 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>
21. 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.

- 22. 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 24th day of April, 2018, by the following vote:

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

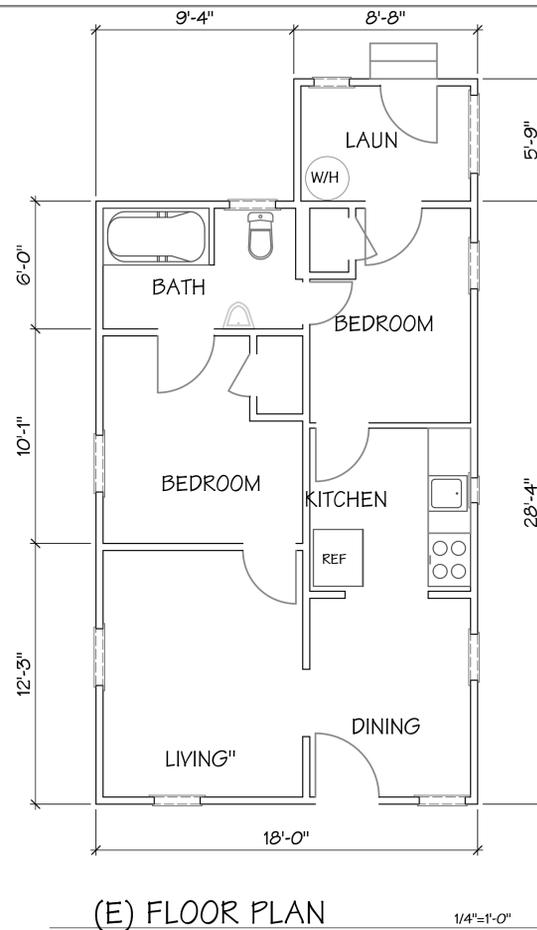
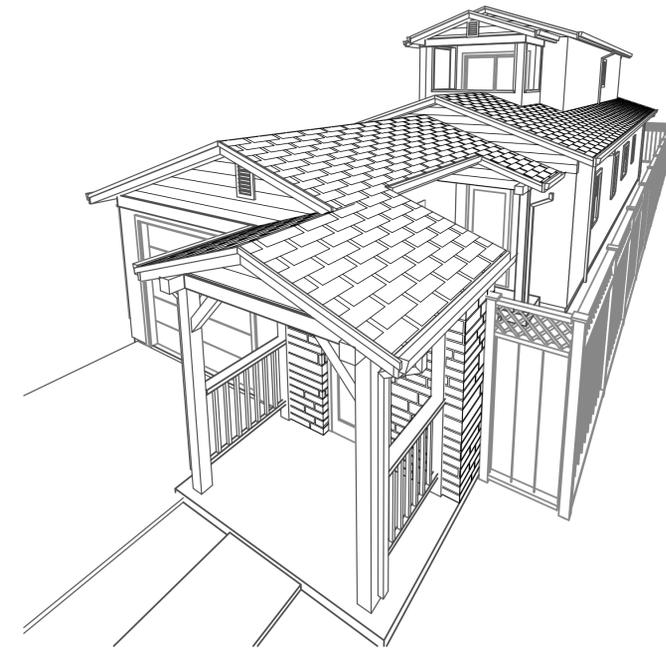
ATTEST:

APPROVED:

Charles Ching
Secretary

Rita Xavier
Chairperson

NEW HOME AND GARAGE @ 2105 CALIFORNIA AVE



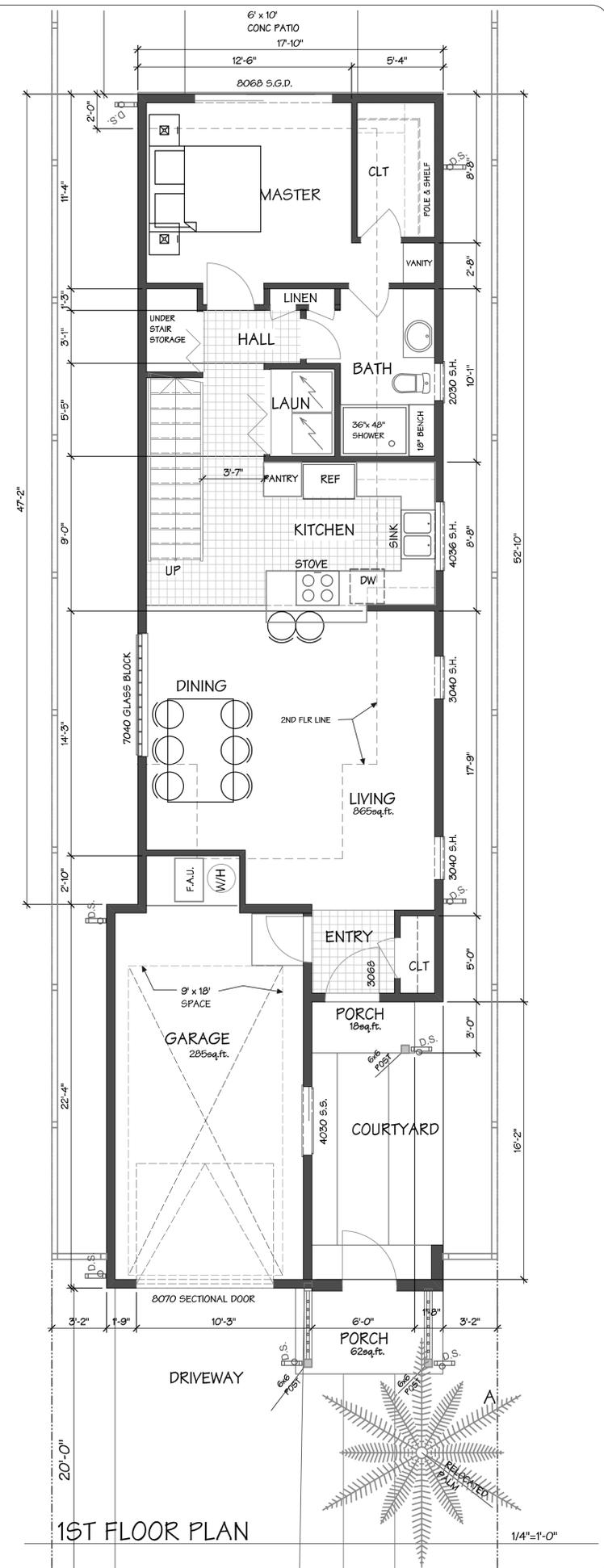
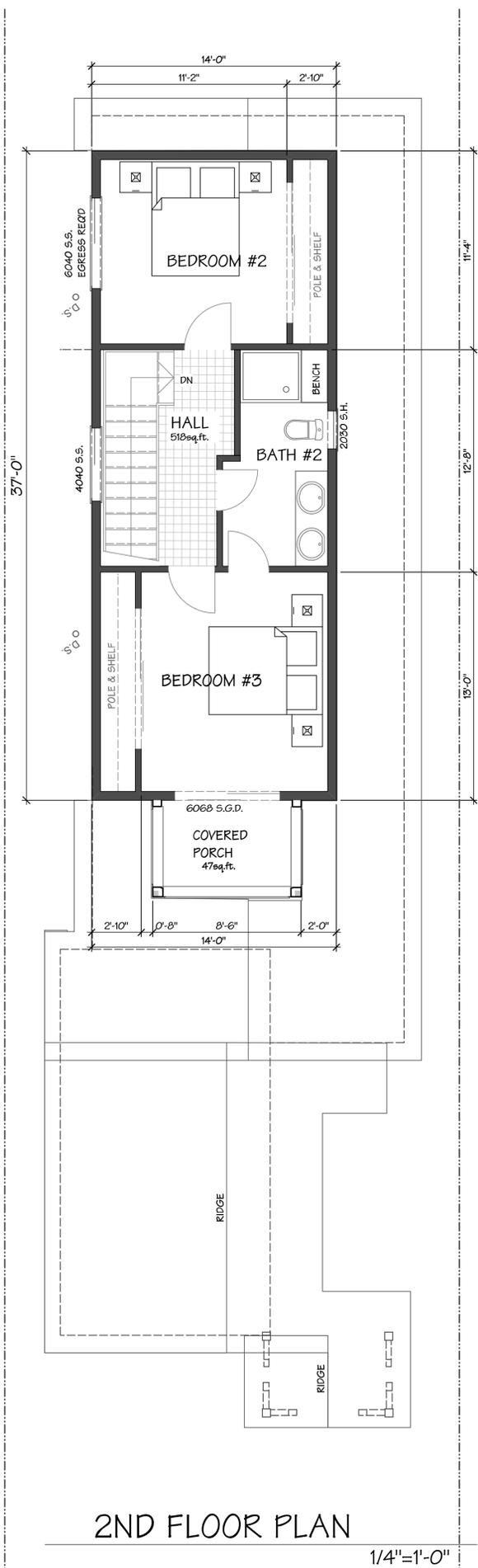
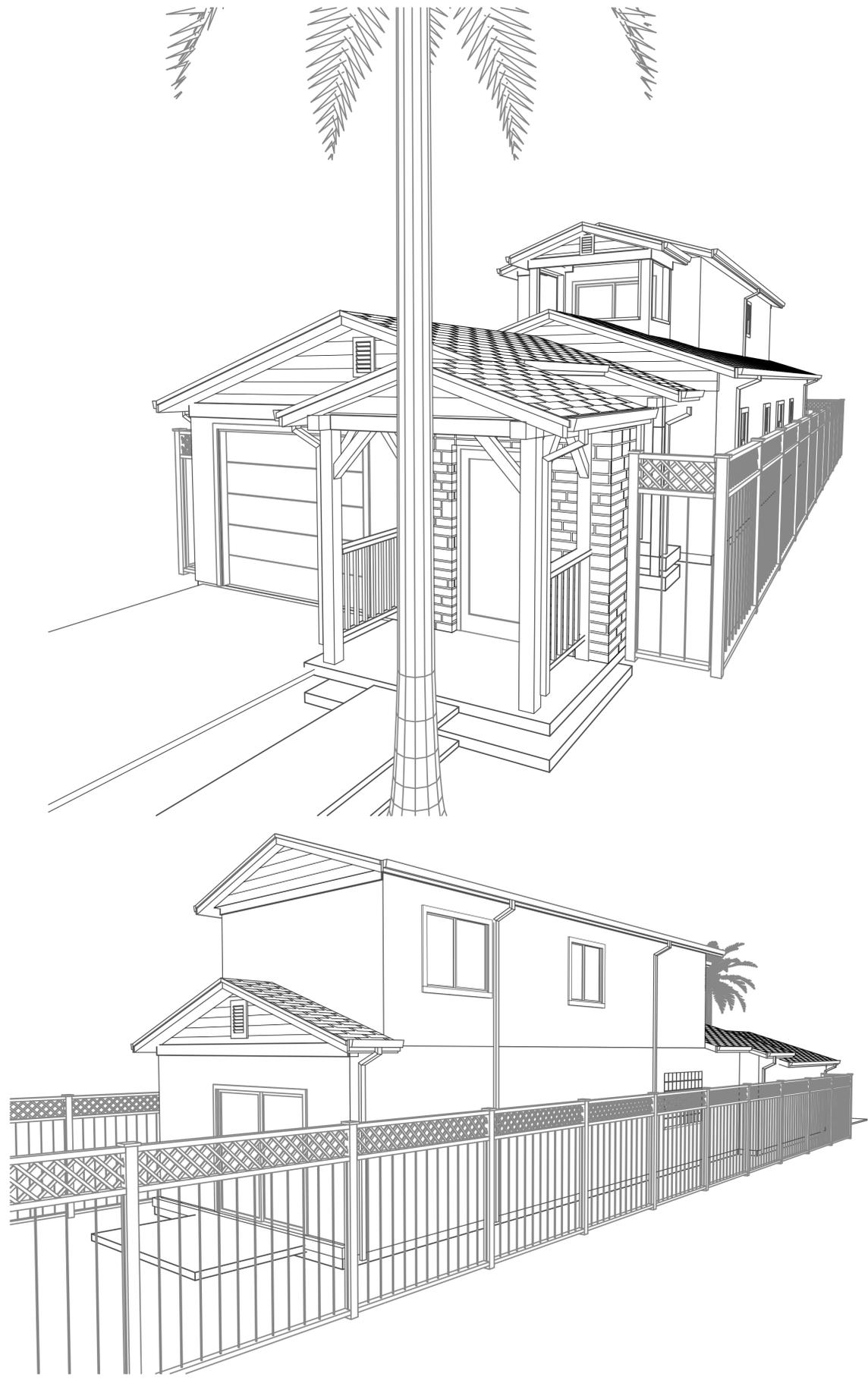
(E) FLOOR PLAN

1/4"=1'-0"

#	pound or number	F.C.O.	floor cleanout	ABBREVIATION	
&	and	F.D.	floor drain	P.T.R.	paper towel receptacle
<	angle	F.E.C.	fire extinguisher cab.	PERF.	perforated
@	at	F.GL	fixed glass	PL.	plate
⊕	center line	F.H.	fire hydrant	PLAS.	plaster
o	diameter or round	F.H.C.	fire hose cabinet	PLY.	plywood
A.B.	anchor bolt	F.H.M.S.	flat head machine screw	PR.	pair
A/C	air conditioning	F.O.	face of	PT.	point
A.D.	area drain	F.O.C.	face of concrete	PTN.	partition
A.F.F.	above finish floor	F.O.F.	face of finish	RAD.	radius
A.P.	access door	F.O.S.	face of studs	R.D.	roof drain
ACOUC.	acoustic (al)	FIN.	finish	F.H.M.C.	round head machine screw
ADJ.	adjustable	FLR.	floor	R.H.W.S.	round head wood screw
ADJT.	adjacent	FLASH.	flashing	R.O.	rough opening
AGGR.	aggregate	FLUOR.	fluorescent	RECT.	rectangular
ALUM.	aluminum	FT.	foot and feet	REF.	refrigerator
ALT.	alternate	FTG.	footing	REINF.	reinforcing
ANOD.	anodized	FURR.	furring	REQ.	required
APPROX.	approximate			RESIL.	resilient
APT.	apartment	G.B.	grab bar	RM.	room
ARCH.	architectural	G.S.M.	galvanized sheet metal	RWD.	redwood
ASPH.	asphalt	GA.	guage		
B.S.	both sides	GALV.	galvanized	S.A.D.	see architectural drawings
B.U.R.	built up roof	GL.	glass or glazed	S.C.D.	see civil drawings
BD.	board	GYP.	gypsum	S.E.D.	see electrical drawings
BLDG.	building			S.L.D.	see landscape drawings
BLK.	block	H.B.	hose bib	S.M.D.	see mechanical drawings
BLK'G	blocking	H.M.	hollow metal	S.C.	solid core
BM.	beam	H.P.	high point	S.D.	smoke detector
B.O.	bottom of	H.C.	handicap	S.N.D.	sanitary napkin dispenser
BOT.	bottom	HDR.	header	S.N.R.	sanitary napkin receptacle
B/U	built up	HDWR.	hardware	S.P.D.	see plumbing drawings
B.U.B.	built up roof	HORIZ.	horizontal	S.S.D.	see structural drawings
C.B.	catch basin	HR.	hour	S.STL.	stainless steel
C.I.	cast iron	HT.	height	S.T.S.	self tapping screw
C.J.	control joint			SCHED.	schedule
C.M.U.	concrete masonry unit	I.D.	inside dimension	SH.	shelf or shelving
C.T.	cermic tile	IN.	inch (es)	SHEATH.	sheathing
CAB.	cabinet	INSUL.	insulation	SIM.	similar
CEM.	cement	INT.	interior	SPEC.	specification
CLG.	ceiling	inter.	intermediate	SQ.	square
CLT.	closet	INV.	invert	ST.	street
CLR.	clear			STOR.	storage
COL.	column	JT.	joint	STRUCT.	structural
CONC.	concrete	LAM.	laminat(e) or laminate	SYM.	symmetrical
CONSTR.	construction	LAV.	lavatory	S.S.	sliding sash
CONT.	continuous	LIN.	linen	T.	tread
CPT.	carpet	LT.	light	T&G	tongue and groove
C.O.	clean-out			T.B.	towel bar
CTRSK.	countersink	MACH.	machine	T.C.	top of curb
CSMT.	casement	MATL.	material	TEMP.	tempered glass
D.F.	drinking fountain	MAX.	maximum	T.O.	top of
D.O.	door opening	MECH.	mechanical	T.P.	top of paving
D.S.P.	dry standpipe	MEMB.	membrane	T.P.D.	toilet paper dispenser
DBL.	double	MTL.	metal	TEL.	telephone
DTL.	detail	MFR.	manufacturer	THK.	thick
DIA.	diameter	MIN.	minimum	THRES.	threshold
DIAG.	diagonal	MIR.	mirror	TYP.	typical
DIM.	dimension	MISC.	miscellaneous		
DISP.	dispenser	N.	north	U.N.O.	unless otherwise noted
DN.	down	N.I.C.	not in contract	UR.	urinal
DR.	door	N.T.S.	not to scale		
DS.	downspout	NB.	number	V.G.	vertical grain
DWG.	drawing	NOM.	nominal	V.I.F.	verify in field
E.J.	expansion joint	O.C.	on center	VENT.	ventilation
E.P.	electrical panelboard	O.D.	outside diameter	V.T.R.	vent through roof
EA.	each	O.F.C.I.	owner furnished contractor installed		
EL.	elevation	O.H.	opposite hand	W.C.	water closet
ELEC.	electrical	OPNG.	opening	W.O.	where occurs
ELEV.	elevator	OPP.	opposite	WS.	weather stripping
EMERG.	emergency	P. LAM.	plastic laminant	W/	with
ENCL.	enclosure	P.T.	pressure treated	W/O	without
EQ.	equal	P.T.D.	paper towel dispenser	WD.	wood
EQUIP.	equipment			WP.	waterproof (ing)
EXP.	expansion			WSCT.	wainscot
EXT.	exterior			WT.	weight
F.B.	flat bar			W.W.F.	welded wire fabric

REGULATORY AGENCIES	BUILDING DATA																		
City of San Pablo Building Inspection Division 15831 San Pablo Ave San Pablo, CA 94806 510-215-3000	<table border="1"> <tr> <td>1st FLOOR PLAN</td> <td>865 S.F.</td> </tr> <tr> <td>2nd FLOOR PLAN</td> <td>525 S.F.</td> </tr> <tr> <td>TOTAL</td> <td>1,300 S.F.</td> </tr> <tr> <td>GARAGE</td> <td>285 S.F.</td> </tr> <tr> <td>PORCH</td> <td>80 S.F.</td> </tr> <tr> <td>2nd PORCH</td> <td>47 S.F.</td> </tr> <tr> <td>LOT AREA</td> <td>2,732 S.F.</td> </tr> <tr> <td>LOT COVERAGE</td> <td>865 + 285 + 80 = 1230/2732 = 45.0%</td> </tr> <tr> <td>A.P.N.</td> <td>410-172-013</td> </tr> </table>	1st FLOOR PLAN	865 S.F.	2nd FLOOR PLAN	525 S.F.	TOTAL	1,300 S.F.	GARAGE	285 S.F.	PORCH	80 S.F.	2nd PORCH	47 S.F.	LOT AREA	2,732 S.F.	LOT COVERAGE	865 + 285 + 80 = 1230/2732 = 45.0%	A.P.N.	410-172-013
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A.P.N.	410-172-013																		
CODE AUTHORITIES																			
THIS PROJECT TO COMPLY WITH TITLE 24 AND ALL THE FOLLOWING CODES: BUILDING CODE: 2016 CA. BUILDING CODE PLUMBING CODE: 2016 CA. PLUMBING CODE MECHANICAL CODE: 2016 CA. MECHANICAL CODE ENERGY CODE: 2016 CA. ENERGY CODE FIRE CODE: 2016 CA. FIRE CODE GREEN BLDG CODE: 2016 CA. GREEN STD'S CODE ELECTRICAL CODE: 2016 CA. ELECTRICAL CODE MUNICIPAL CODE:																			
SCOPE OF WORK																			
REMOVE (E) NON CONFORMING BUILDING AND GARAGE. BUILD (N) GARAGE, AND HOUSE																			
SHEET INDEX:																			
1. index- 2. site plan, 3. floor plan, 4. elevations 5. landscaping plan																			
ATTACHMENT B																			

REVISIONS	BY
14 FEB 18	Guy
GUY J. MOORE ARCHITECT 1238 ALPINE ROAD WALNUT CREEK, CA 925-945-8593	
REMODEL / ADDITION FOR: ARUN AGARWAL & JAVED MUFTI 2105 CALIFORNIA AVE SAN PABLO, CA	
DATE	7 DEC 17
SCALE	
JOB	
SHEET	1



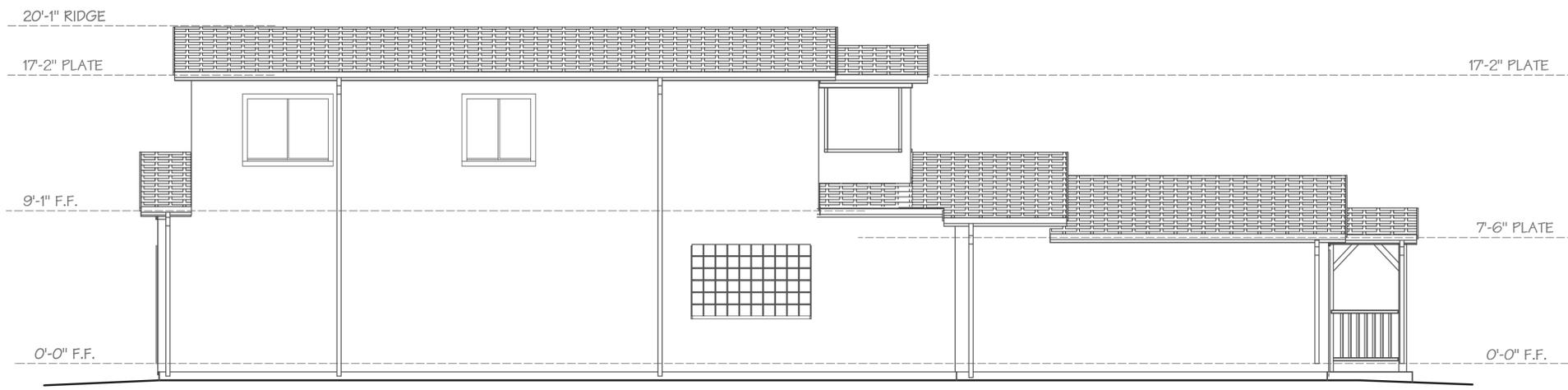
REVISIONS	BY
14 FEB 18	Guy

GUY J. MOORE ARCHITECT 1238 ALPINE ROAD WALNUT CREEK, CA 925-945-8593	
REMODEL / ADDITION FOR: ARUN AGARWAL & JAVED MUFTI 2105 CALIFORNIA AVE SAN PABLO, CA	
DATE	7 DEC 17
SCALE	
JOB	
SHEET	3

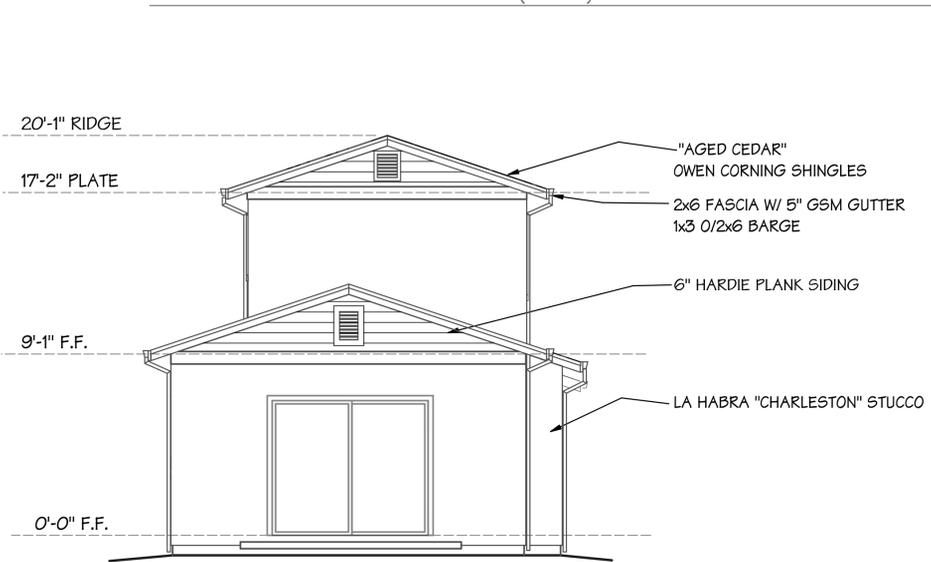
REVISIONS	BY
14 FEB 18	Guy

MATERIAL LIST

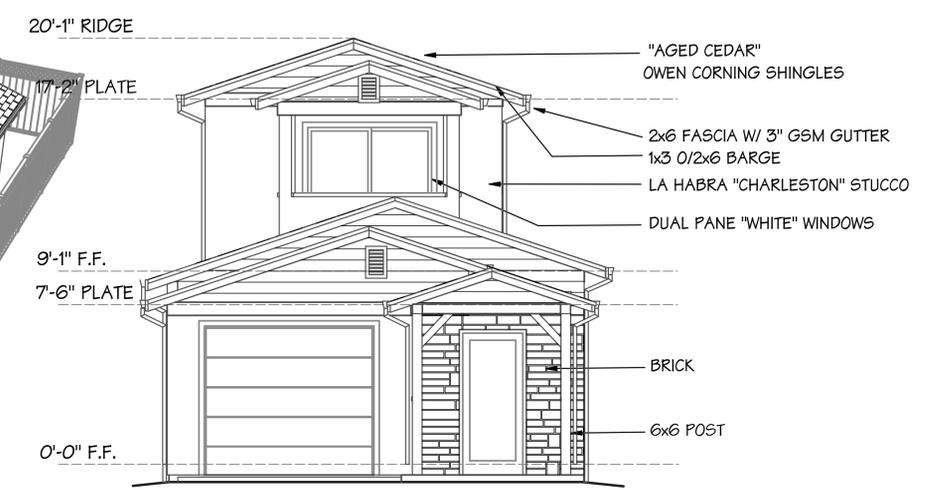
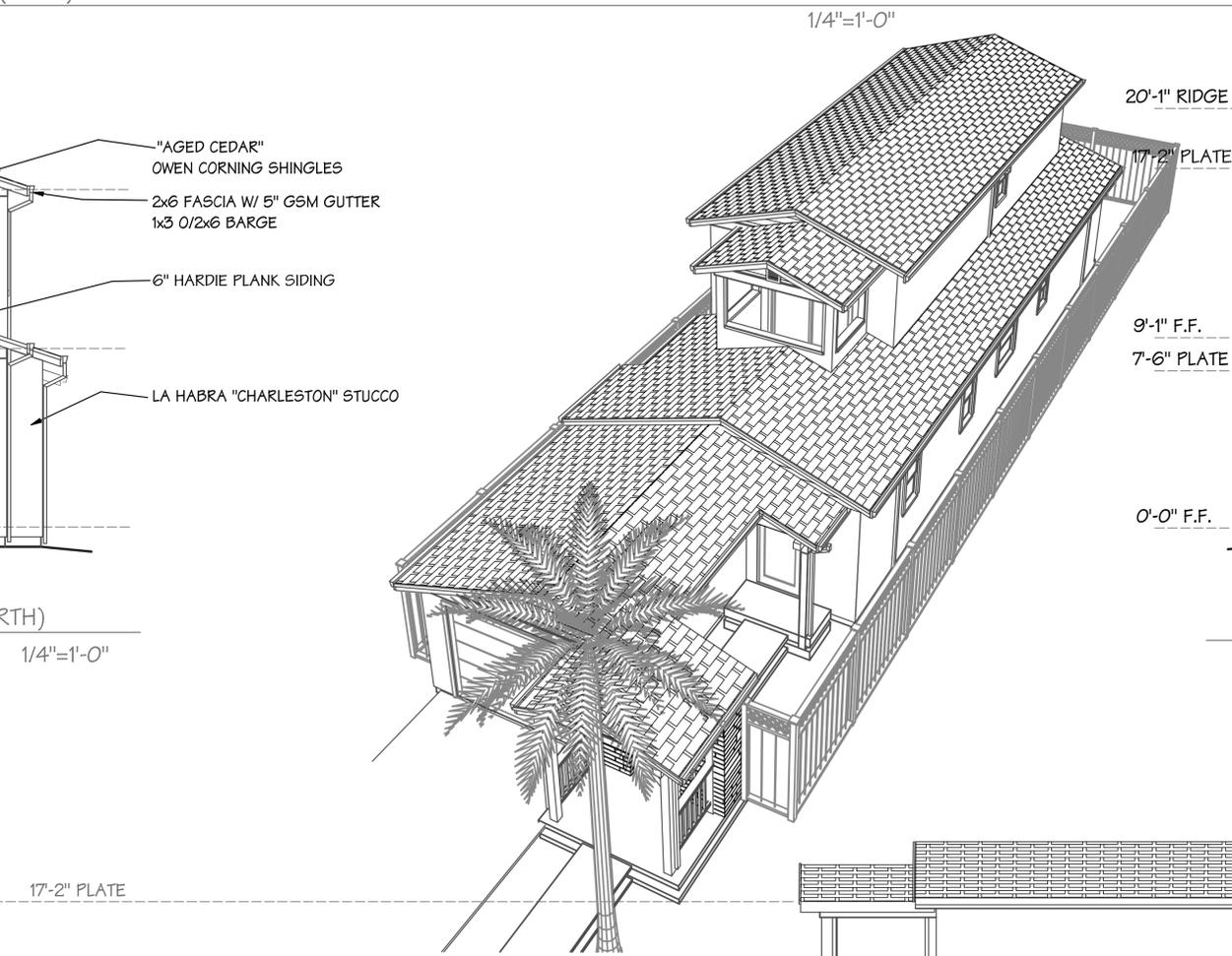
- ROOFING: OWEN CORNING SHINGLES
"AGED CEDAR"
- STUCCO: LA HABRA "CHARLESTON"
- SIDING: 6" HARDIE PLANK LAP SIDING
"SHERMAN WILLIAMS" SW7540
- WINDOWS: DUAL PANE "WHITE"
- FASCIA: 2x6 W/3" GSM GUTTER
"SMOKEHOUSE" SW7040
- BARGE: 1x3 "RUSTIC RED" SW7593
0/2x8 "SMOKEHOUSE" SW7040



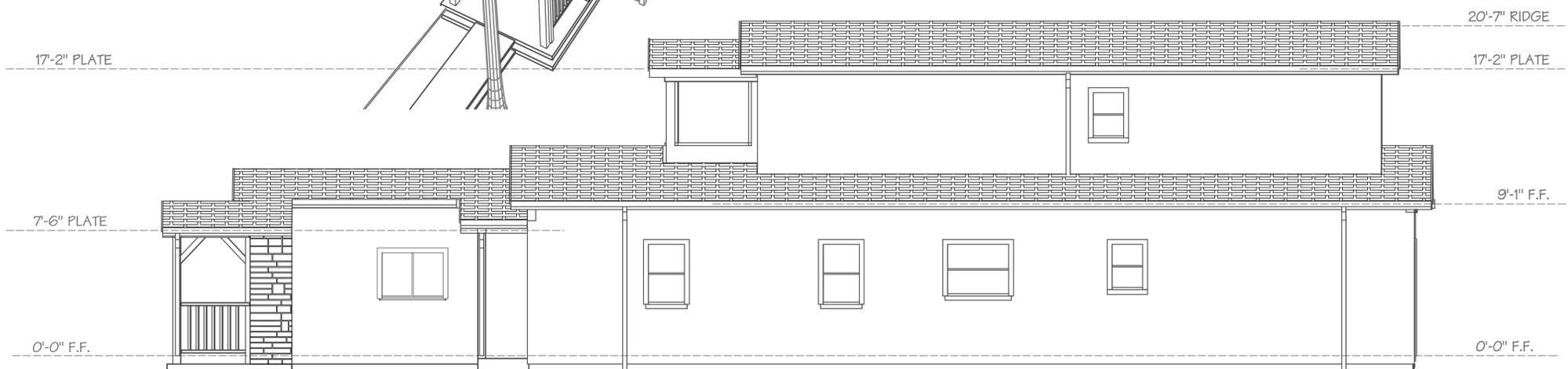
LEFT ELEVATION (WEST)



REAR ELEVATION (NORTH)



FRONT ELEVATION (SOUTH)



RIGHT ELEVATION (EAST)

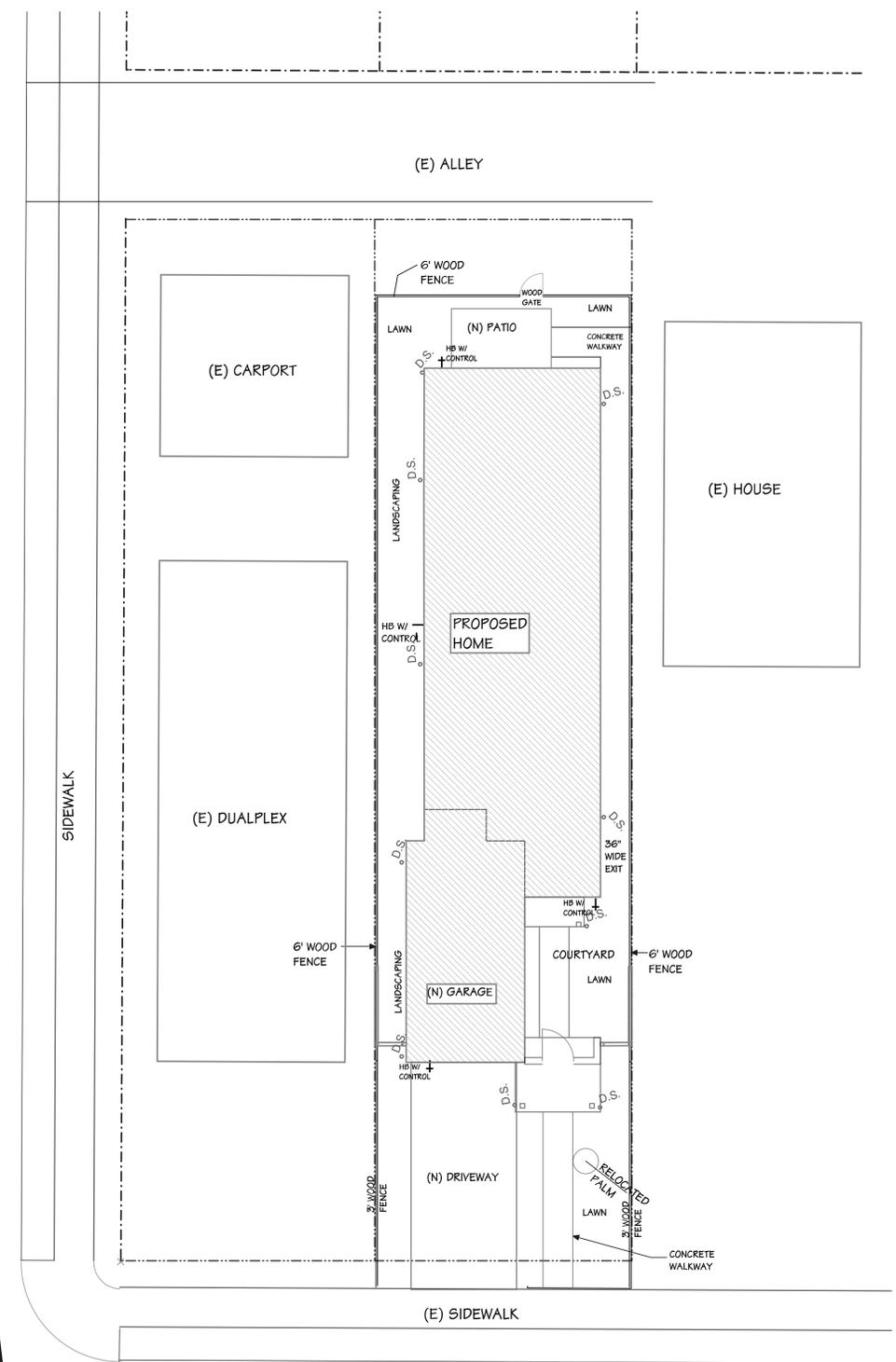
GUY J. MOORE
ARCHITECT
1238 ALPINE ROAD
WALNUT CREEK, CA
925-945-8593



REMODEL / ADDITION FOR:
ARUN AGARWAL & JAVED MUFTI
2105 CALIFORNIA AVE
SAN PABLO, CA
510-691-9058

DATE 7 DEC 17
SCALE
JOB
SHEET

REVISIONS	BY
14 FEB 18	Guy



CALIF AVE

LANDSCAPE PLAN

1/8"=1'-0"

GUY J. MOORE
ARCHITECT
1238 ALPINE ROAD
WALNUT CREEK, CA
925-945-8593



REMODEL / ADDITION FOR:
ARUN AGARWAL & JAVED MUFTI
2105 CALIFORNIA AVE
SAN PABLO, CA
510-691-9058

DATE 7 DEC 17

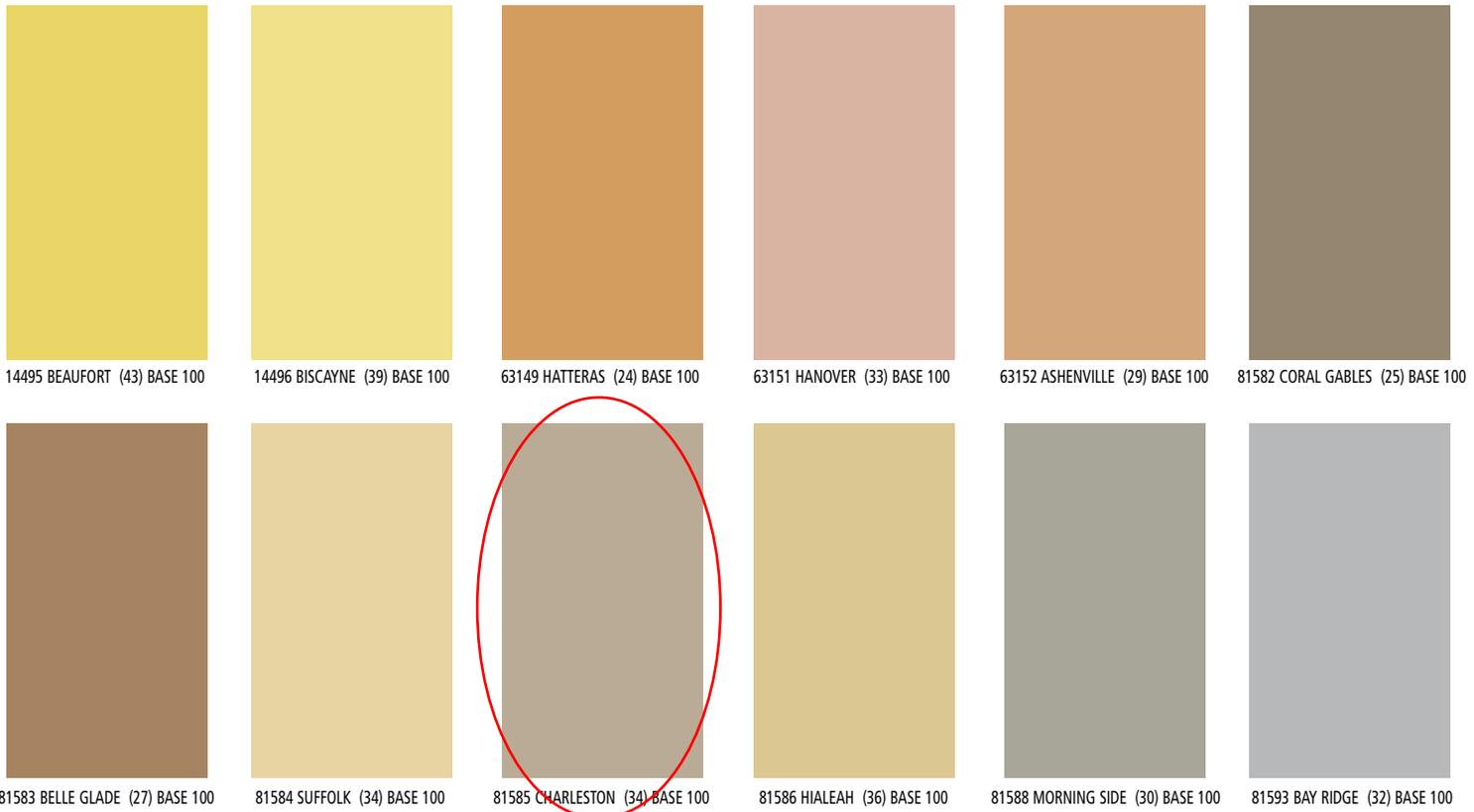
SCALE

JOB

SHEET

5

PREMIUM LIFESTYLE COLORS



LIGHT REFLECTANCE VALUE: (xx) = Percent of light reflected from the surface. (100% = white, 0% = black). The higher the number, the less UV light the color absorbs and the greater the reflectance. Values are based off of stucco 16/20 float. Other textures and products may vary slightly.

NOTE: These colors are intended to show the approximate color of 16/20 float finish stucco. Color will vary depending on type of finish selected. Application by machine spray or texturing will increase the depth of color. Variation in color due to weather, job conditions and method of application should be expected. For color verification, request an actual sample in the color and texture prior to ordering material. Apply a sample of stucco to be used on actual substrate before proceeding with the application. LaHabra is not responsible for color correctness of applied finish. Color must be verified and approved by owner prior to application.

Premium Lifestyle Colors: special pricing applies.

CEMENTITIOUS STUCCO PRODUCTS



Exterior Stucco Color Coat

Stucco is a cementitious colored finish applied over a cement stucco base coat.

Color Pack

To color, mix with powder color pack



Fog Coat

Fog Coat is an economical, cement-based colored stucco coating used to repair or refresh the color of stucco.



Allegro II

Allegro II is a revolutionary polymer-modified, economical cement-based colored stucco coating that allows stucco to breathe. Allegro II can be used to change color or to refresh and recolor old stucco. Unlike paint, Allegro II can be applied over fresh stucco and won't blister or peel like paint.

Liquid Color

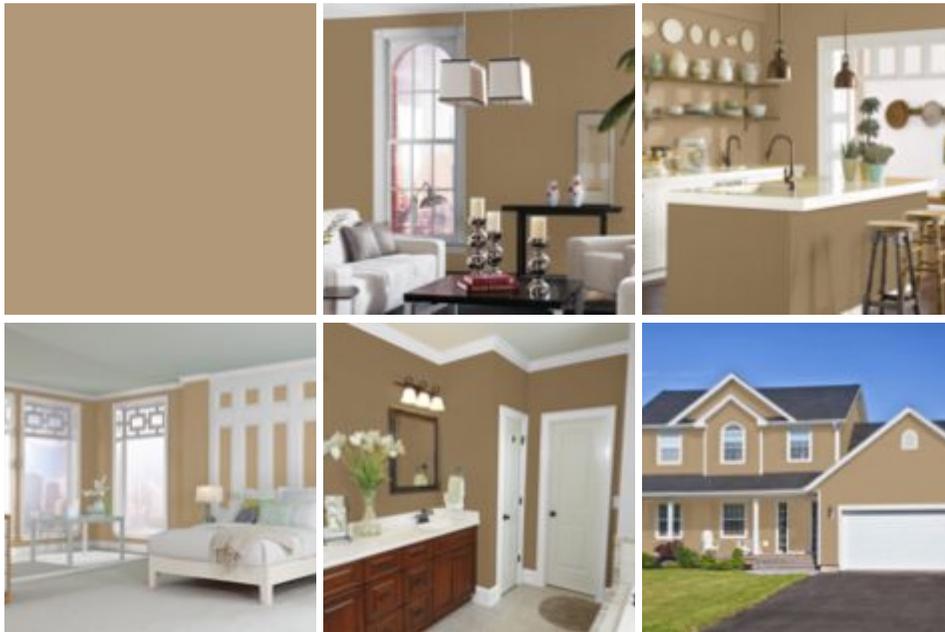
To color, mix with liquid color bottle.



SW 7540 Artisan Tan

Interior/Exterior

Locator Number 292-C6



Color Details

Color Family: Timeless Color

RGB Value: R-176 | G-152 | B-121

Hexadecimal Value: #B09879

LRV: 33

Due to individual computer monitor limitations, colors seen here may not accurately reflect the selected color. To confirm your color choices, visit your neighborhood Sherwin-Williams store and refer to our in-store color cards.

MY STORE:

NOTES:

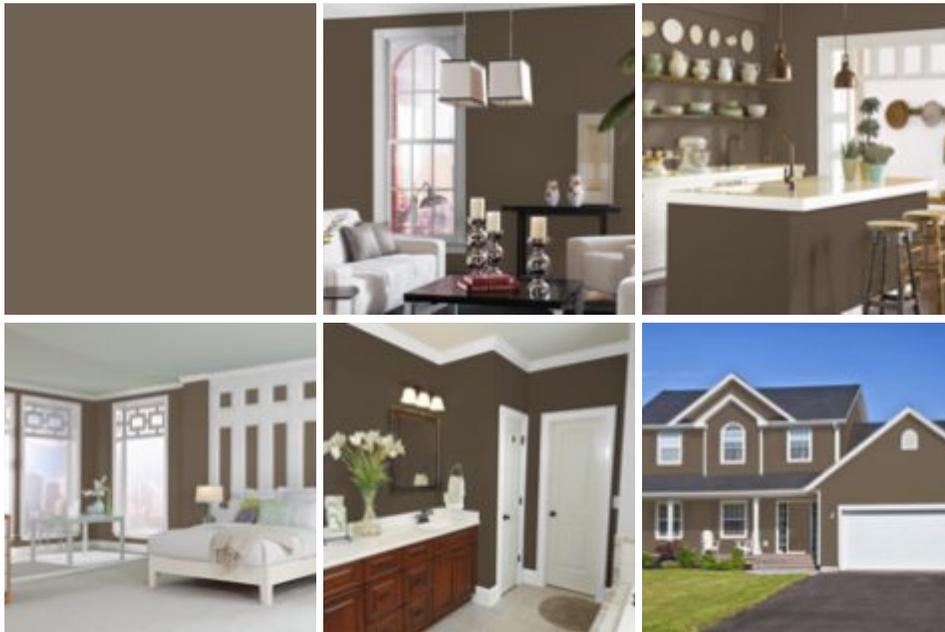
ATTACHMENT C-2



SW 7040 Smokehouse

Interior/Exterior

Locator Number 249-C6



Color Details

Color Family: Neutral

RGB Value: R-113 | G-99 | B-84

Hexadecimal Value: #716354

LRV: 13

Due to individual computer monitor limitations, colors seen here may not accurately reflect the selected color. To confirm your color choices, visit your neighborhood Sherwin-Williams store and refer to our in-store color cards.

MY STORE:

NOTES:

ATTACHMENT C-3



SW 7593 Rustic Red

Interior/Exterior

Locator Number 275-C6



Color Details

Color Family: Timeless Color

RGB Value: R-112 | G-50 | B-41

Hexadecimal Value: #703229

LRV: 6

Due to individual computer monitor limitations, colors seen here may not accurately reflect the selected color. To confirm your color choices, visit your neighborhood Sherwin-Williams store and refer to our in-store color cards.

MY STORE:

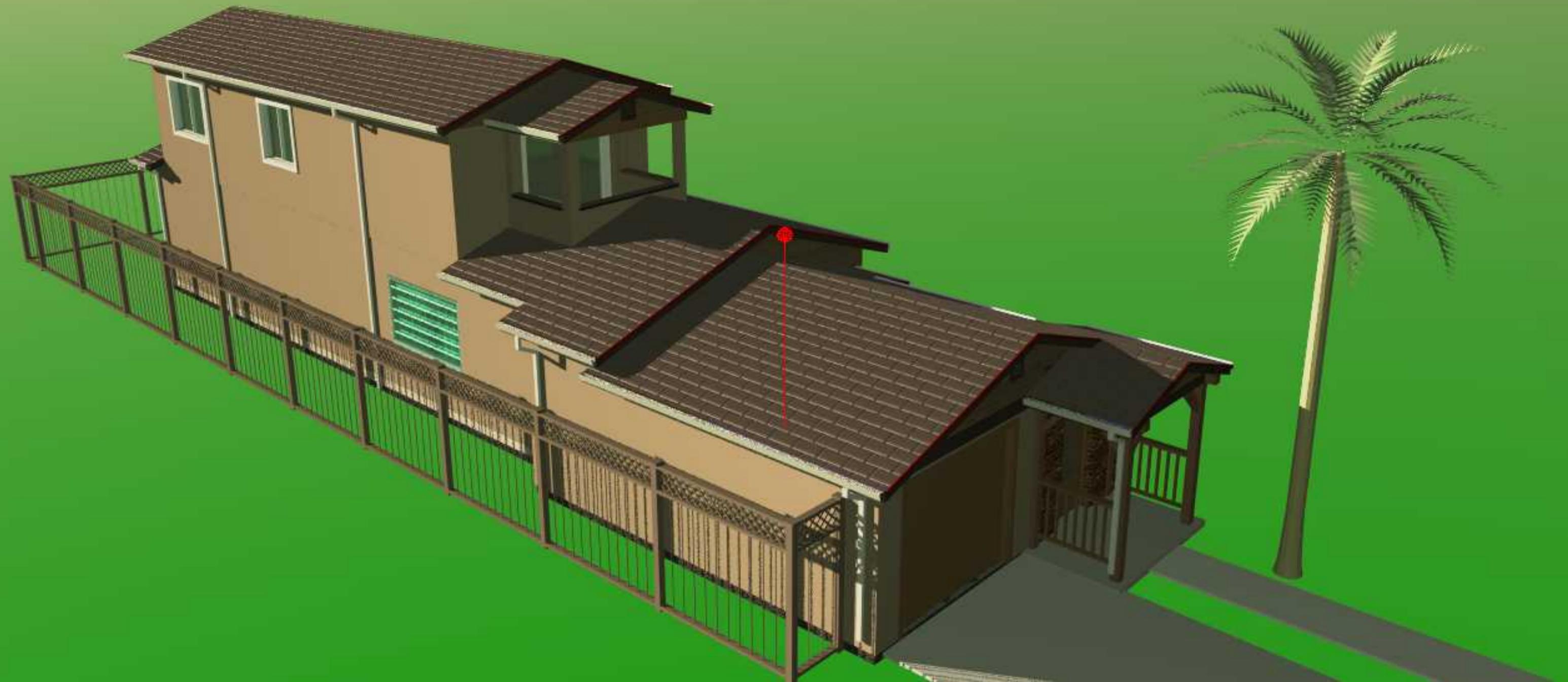
NOTES:

300F











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. Apr. 24 Hearing

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 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:

04/14/2018

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

Executed at Walnut Creek, California.
On this 16th day of April, 2018.



Signature

Legal No.

0006138010



CITY OF SAN PABLO
City of New Directions

CITY OF SAN PABLO NOTICE OF PUBLIC HEARING TUESDAY, APRIL 24, 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 items:

PLAN1711-0017: 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 1,802 square feet, which includes a single-car garage on a substandard lot of 2,730 square feet at 2105 California Ave, San Pablo, CA (APN 410-172-013). The property is zoned R-1 Single-Family Residential. It has been determined that the proposed project is categorically exempted 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.

PLAN1804-0015: 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 417-310-004 (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.

NOTICE IS HEREBY FURTHER GIVEN that said hearing before the Planning Commission will be on Tuesday, April 24, 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 Community & Economic Development 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.

Rod Simpson, Consulting Planner
Community & Economic Development

WCT 6138010 April 14, 2018

Planning Commission Staff Report

PREPARED BY: Rod Simpson, Consulting Planner

DATE: April 24, 2018

PLAN1802-0021: 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 417-310-004 (2812 CHATTLETON LANE, 0.96 ACRES). THE PROPOSED FINDINGS HAVE BEEN DETERMINED TO BE EXEMPT FROM THE PROVISIONS OF CEQA, IN ACCORDANCE WITH CEQA GUIDELINES 15061(b)(3), NO POTENTIAL FOR CAUSING A SIGNIFICANT EFFECT ON THE ENVIRONMENT.

PROJECT TITLE AND REQUEST

This is a City initiated project involving one parcel located at 2812 Chattleton Lane. Staff is requesting that the Planning Commission make a General Plan Conformity Finding for the disposition of one parcel identified as APN 417-310-004, (0.96 acres).

STAFF RECOMMENDATION

Adopt Resolution 18-06 (Attachment A) finding that the disposition of one parcel, (APN 417-310-004) located generally at 2812 Chattleton Lane, by the City of San Pablo to be in conformance with the General Plan.

LOCATION AND SITE CHARACTERISTICS

Applicant:	City of San Pablo
Location:	2812 Chattleton
Parcel Numbers:	417-310-004
General Plan Designation:	Mixed-Use Center
Zoning District:	SP2-San Pablo Avenue Specific Plan – Mixed Use Center South (Plaza San Pablo)

ENVIRONMENTAL DETERMINATION

Pursuant to the California Environmental Quality Act (CEQA), the proposed disposition of the identified parcel has been determined to be exempt from the provisions of CEQA, in accordance with CEQA Guidelines 15061(b)(3), no potential for causing a significant effect on the environment. When an application for the development of the parcel is received, further environmental review will be undertaken as necessary.

PUBLIC HEARING NOTICE

While not a requirement for this item, notices were mailed to owners of properties within a 300-foot radius of the site. The notices were mailed on Thursday, April 12, 2018. In addition, a Public Hearing Notice was published in the West County Times newspaper on Saturday, April 14, 2018.

BACKGROUND

This is a City initiated project. The disposition of the parcel is proposed to allow for the development of the parcel consistent with the Regulating Code of Plaza San Pablo. California Government Code 65402 requires that the disposition of properties by local agencies within their jurisdiction be found to be in conformance with a City's General Plan by their planning agency. The Code also requires the reporting of the purpose and extent of such disposition.

The Plaza San Pablo site was acquired by the former Redevelopment Agency of the City of San Pablo to eliminate blighting conditions. The community vision includes a comprehensive redevelopment of the Plaza San Pablo (Mixed Use Center South) to create a local and regional mixed-use destination as part of the overall vision for revitalization of the San Pablo Avenue Corridor. The Association of Bay Area Governments is focusing on San Pablo Avenue as one of three regional corridors to focus implementation of their Plan Bay Area Sustainable Communities Strategy.

A site-wide master plan was developed for the Plaza San Pablo and the City has implemented the policies with the projects approved on the site. These projects include the completed Walgreens, the new Library, and the WIC Building, currently under construction.

Use for the parcel is proposed for a townhome residential use, public activity areas, and access to the creek trail. These proposed uses are allowable uses within the General Plan designation and zoning. Specific project review would be at a later date upon application.

GENERAL PLAN CONFORMANCE

The General Plan designation of the applicable parcel Mixed Use Center. The designation allows for a variety of commercial, residential, and public institutional uses as identified in the San Pablo Avenue Specific Plan and the Plaza San Pablo (Mixed Use Center South) Regulating Code. The following General Plan policy applies:

***Implementing Policy LU-I-9:** Encourage new residential, commercial and related forms of development in a manner which fosters both day and appropriate night time activity; visual presence on the street level; appropriate lighting; and minimally obstructed view areas.*

***Implementing Policy LU-I-14:** Support housing that offers residents a range of amenities, including public and private open space, landscaping, and recreation facilities with direct access to commercial services, public transit, and community gathering spaces.*

***Guiding Policy LU-G-11:** Recognize the importance of the mixed-use areas along San Pablo Avenue, San Pablo Dam Road, 23rd Street, and Rumrill Boulevard to the vitality*

and quality of life in San Pablo.

Implementing Policy LU-I-39: *Use the San Pablo Avenue Specific Plan to guide future development in the Circle S (Plaza San Pablo) site focus area.*

Guiding Policy PSCU-G-1: *Provide an expanded, high quality, and diversified park system which allows varied recreational opportunities for the entire community.*

ZONING CONFORMANCE

The subject parcel is currently zoned SP2–San Pablo Avenue Specific Plan and Commercial Mixed Use, and is subject to the regulations contained in the Plaza San Pablo (Mixed Use Center South) Regulating Plan.

SAN PABLO AVENUE SPECIFIC PLAN CONFORMANCE

The site is an opportunity site and focus area. The site presents an opportunity to capitalize on the proximity to nearby uses like City Hall, the Library, and San Pablo Lytton Casino, to establish a major mixed-use residential and commercial node in the heart of the corridor. The proposed development identified for the parcel is consistent with the following goals and implementing policies for the San Pablo Avenue Specific Plan area:

Implementing Policy 2-I-1: *Establish mixed use, transit-supportive nodes of development near the intersections of San Pablo Avenue and the following streets: Rumrill Boulevard, El Portal Drive, Church Lane, and San Pablo Dam Road.*

RECOMMENDED ACTION

Adopt Resolution 18-06 finding that the disposition of the one parcel (APN 417-310-004) by the City of San Pablo to be in conformance with the General Plan.

ATTACHMENTS

- A) Resolution 18-06
- B) Location Map
- C) Notice of Public Hearing

RESOLUTION 18-06

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN PABLO 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.

WHEREAS, the City of San Pablo (the “City”) is serving as the housing successor to the former Redevelopment Agency of the City of San Pablo and one of the housing assets owned by the City in that capacity is a parcel consisting of approximately 0.96 acres located at 2812 Chattleton Lane, APN 417-310-004, commonly referred to as Lot E; and

WHEREAS, the City is proposing to sell Lot E for development that will consist of residential townhomes with associated parking and two public activity areas consisting of an exercise area and playground with direct access to the creek trail; and

WHEREAS, California Government Code Section 65402 requires that the disposition of properties by local agencies within their jurisdiction be found in conformance with the City’s General Plan by the Planning Commission; and

WHEREAS, on September 19, 2011, the City Council by Resolution No. 2011-105 adopted a Specific Plan for the San Pablo Avenue corridor, which contains a Mixed Use Center South designation; and

WHEREAS, Lot E is located within the San Pablo Avenue Specific Plan area and is within the Mixed Use Center South (Plaza San Pablo) designation; and

WHEREAS, the proposed development of Lot E is consistent with the adopted Mixed Use Center South Regulating Code, in that the development will include residential and open space uses that are allowed uses within that zoning district; and

WHEREAS, the proposed development of Lot E also conforms to the following General Plan policies:

***Implementing Policy LU-I-9:** Encourage new residential, commercial and related forms of development in a manner which fosters both day and appropriate night time activity; visual presence on the street level; appropriate lighting; and minimally obstructed view areas.*

***Implementing Policy LU-I-14:** Support housing that offers residents a range of amenities, including public and private open space, landscaping, and recreation facilities with direct access to commercial services, public transit, and community gathering spaces.*

***Guiding Policy LU-G-11:** Recognize the importance of the mixed-use areas along San Pablo Avenue, San Pablo Dam Road, 23rd Street, and Rumrill Boulevard to the vitality and quality of life in San Pablo.*

Implementing Policy LU-I-39: Use the San Pablo Avenue Specific Plan to guide future development in the Circle S site focus area.

Guiding Policy PSCU-G-1: Provide an expanded, high quality, and diversified park system which allows varied recreational opportunities for the entire community.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of San Pablo hereby finds that the foregoing recitations are true and correct, and are included herein by reference as findings.

BE IT FURTHER RESOLVED that the Planning Commission of the City of San Pablo hereby finds that the disposition of Lot E (2812 Chattleton Lane) by the City of San Pablo conforms to the City's General Plan.

Adopted this ____ day of April, 2018, by the following vote:

AYES: Commissioner (s)
NOES: Commissioner (s)
ABSENT: Commissioner (s)
ABSTAIN: Commissioner (s)
ATTEST: Commissioner (s)

ATTEST:

APPROVED:

Charles Ching, Secretary

Rita Xavier, Chairperson

FORMER CIRCLE-S SITE

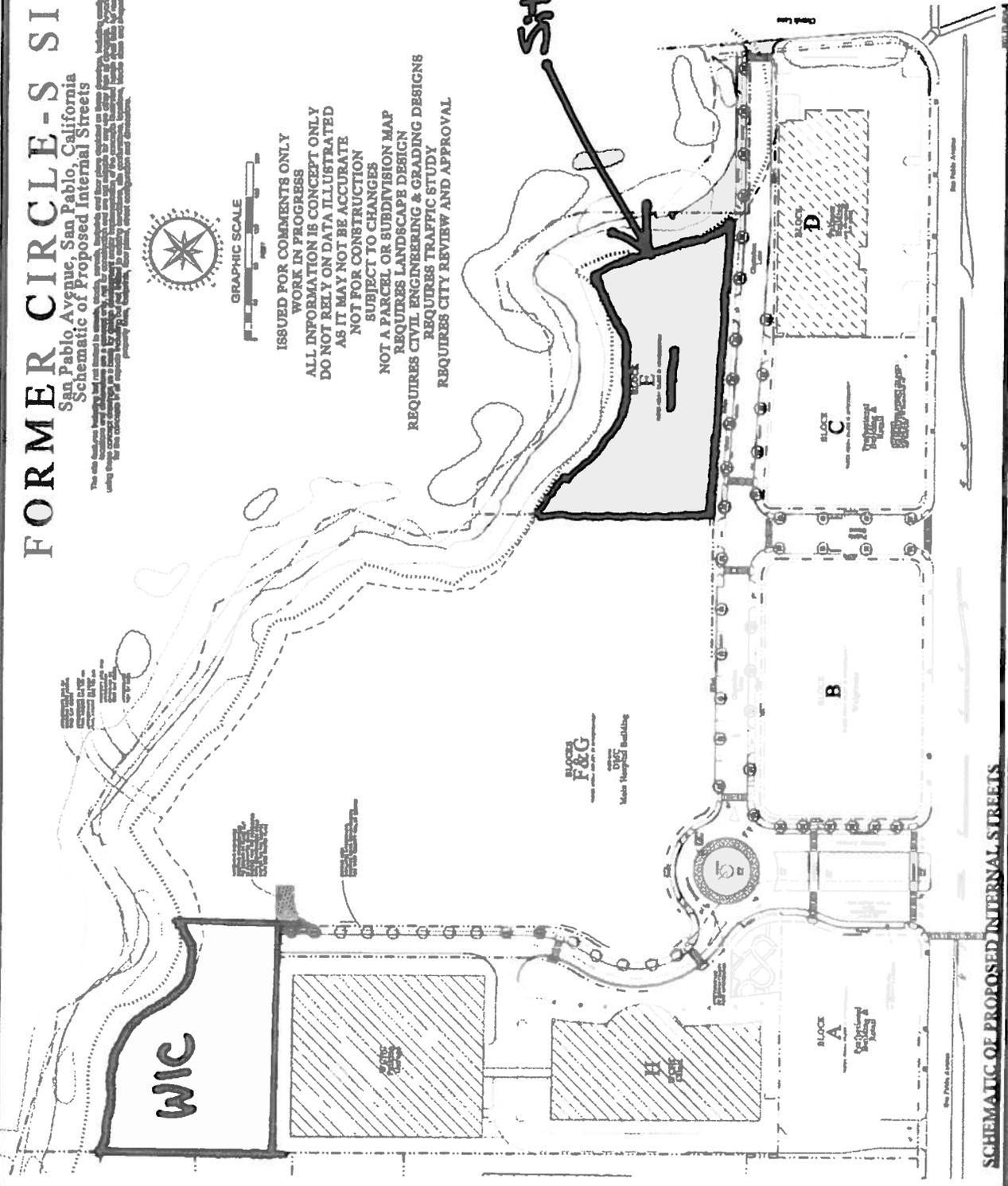
San Pablo Avenue, San Pablo, California
Schematic of Proposed Internal Streets

The site features highlighted are based on existing conditions and field data. The site features are not to be construed as a guarantee of accuracy. The site features are not to be construed as a guarantee of accuracy. The site features are not to be construed as a guarantee of accuracy.



ISSUED FOR COMMENTS ONLY
 WORK IN PROGRESS
 ALL INFORMATION IS CONCEPT ONLY
 DO NOT RELY ON DATA ILLUSTRATED
 AS IT MAY NOT BE ACCURATE
 NOT FOR CONSTRUCTION
 SUBJECT TO CHANGES
 NOT A PARCEL OR SUBDIVISION MAP
 REQUIRES LANDSCAPE DESIGN
 REQUIRES CIVIL ENGINEERING & GRADING DESIGNS
 REQUIRES TRAFFIC STUDY
 REQUIRES CITY REVIEW AND APPROVAL

Site



SCHEMATIC OF PROPOSED INTERNAL STREETS

ARCHITECTURE
 PLANNING
 DOCUMENT PREPARED
 13271 San Pablo Avenue, Suite 100
 San Pablo, California 94603

Former Circle-S Site
 San Pablo Avenue, San Pablo, California
 James Kiser, Architect, Architect and Planning
 500 Cambridge Street, Fremont, CA 94538 phone (925) 47-4000 fax (925) 47-4000

Revisions of Proposed Internal Streets
 A0.13

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. Apr. 24 Hearing

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 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:

04/14/2018

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

Executed at Walnut Creek, California.
On this 16th day of April, 2018.



Signature

Legal No.

0006138010



CITY OF SAN PABLO
City of New Directions

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Rod Simpson, Consulting Planner
Community & Economic Development

WCT 6138010 April 14, 2018

Public Service Ethics and Laws

Brown Act and
Governmental Transparency

Planning Commission – April 24, 2018



State Ethics Laws

1. Brown Act and open government laws
2. Meeting & Public Hearing Procedures
3. Personal financial gain and perks

Ethics Versus Ethics Laws

- **Ethics** = what we *ought* to do
- **Laws** = what we *must* do
 - Minimum standards
 - Penalties for violation



What We *Ought* to Do = Values

- | | |
|-------------------|--------------|
| ✓ Trustworthiness | ✓ Respect |
| ✓ Loyalty | ✓ Fairness |
| ✓ Responsibility | ✓ Compassion |

Transparency Laws

Principles:

- It's the public's business
- Stewards of taxpayers' resources
- The public trusts a process it can see
- Perception matters



Types of Transparency Laws

- Financial Disclosure – FPPC Form 700s
- Charitable Fundraising
- Public Records Act
- Brown Act – Open Meeting Laws



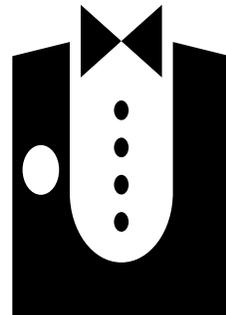
Financial Interest Disclosure



- Transparency includes obligation for high level public officials to disclose financial interests on Form 700s
 - Assuming office
 - Annually while in office
 - Upon leaving office

Charitable Fundraising

- Rule applies to elected officials
- Disclose \$5,000 or more from single source
- Charitable, legislative or governmental purpose



Public Records

- Public records = Any writings prepared, owned, used or retained by agency
 - Emails
 - Texts
- 
- 
- California Supreme Court recently said that emails and texts on privately owned devices of public officials can be public records
 - Public records typically must be retained for 2 years → can forward to City staff
-

Brown Act – Open Government

- Provide notice and meeting agenda
 - 72 hours in advance for regular meeting
 - 24 hours in advance for special meeting
- 
- Only discuss items on the agenda
 - Allow public to participate in meetings
 - A majority of the Commission may not meet outside of noticed meeting
-

Brown Act – Open Government

- To discuss something that is not on agenda:
 - Raise during the meeting under Commissioner comments
 - If a majority of Commission agrees after minimal discussion that worthy for longer discussion, then put on a future agenda
 - However, staff remains guided by the Council's Workplan
-

Brown Act – Open Government

- Allow public to participate in meetings
 - Can ask for name and contact information but can't mandate
 - Reasonable time limits for speakers but ensure sufficient time with quasi-judicial decisions
 - Twice time if translation needed



Brown Act – Open Government

- A majority of the Commission may not meet outside of noticed meeting
 - **Not** in-person
 - **Not** through an intermediary (spoke-and-wheel meeting) – be careful about media, developers and neighbors asking how you intend to vote
 - **Not** serially (2 talk and then talk with one more)



Brown Act – Open Government

Exceptions:

- Closed sessions typically City Council with the City Attorney but still need to be noticed and certain announcements made
 - Noticed and public meeting of another agency if not an excuse to caucus
 - Conference or social event if not an excuse to caucus
-

Why Should You Take the Time?



- **Loss of freedom**--6 months to 20 years
- **Fines** (up to \$250,000) + restitution + forfeiture
- **Attorneys fees** (\$3K to \$1M+)
 - Own and others'
- **Personal costs** (e.g. reputation)



Key Things to Remember

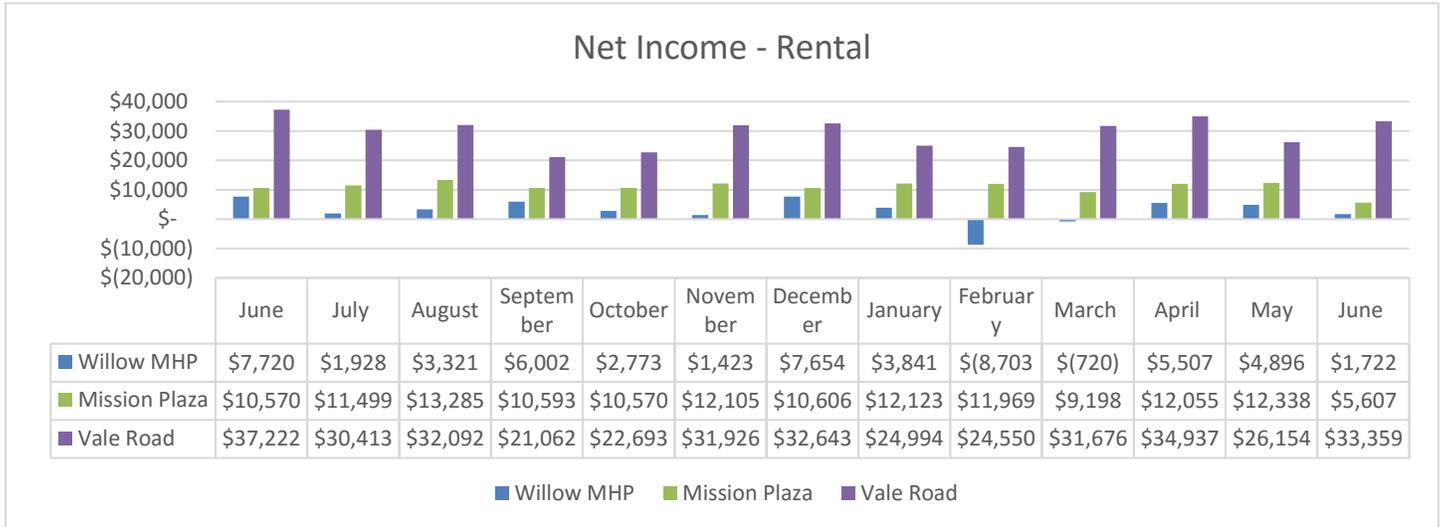
- “Who’s going to know?” is a *very* risky line of thinking
- Nothing to hide is a good goal



COMMUNITY & ECONOMIC DEVELOPMENT

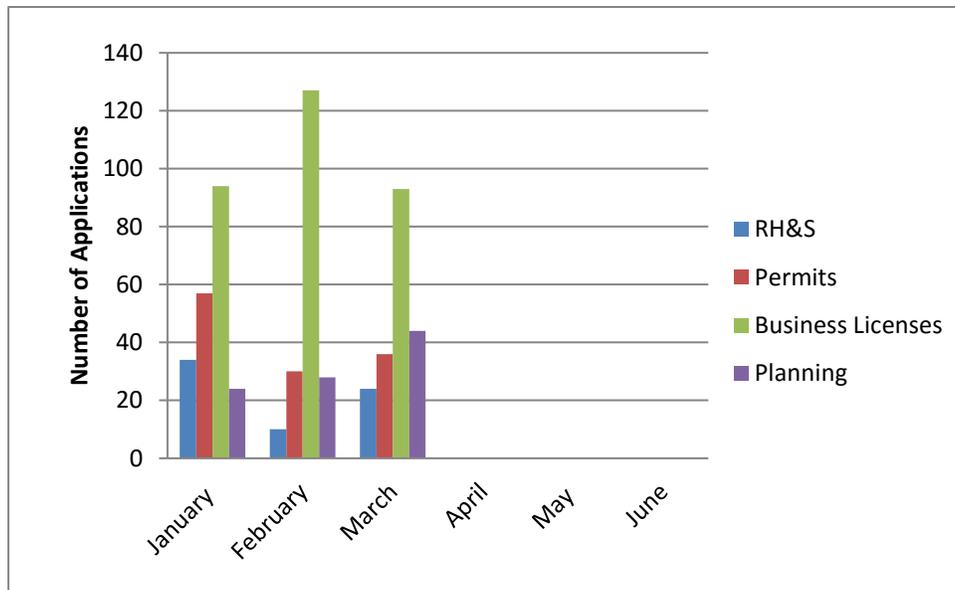
Statistical Data

ECONOMIC DEVELOPMENT STATISTICAL DATA



Note: Data is always several months behind

BUILDING AND PLANNING STATISTICAL DATA



Applications Received: Residential Health & Safety, Building Permits, Business Licenses & Community Planning (January 2018 – June 2018)

YTD Total Applications Received – 601 YTD Total Fees Collected - \$349,694.36

YTD Total Number of Customers Assisted – 1,031



Total fees collected by C&ED Department in March: \$105,724.64

Total # of applications received in March: 197

Total # of customers assisted at counter in March: 246

Residential Health & Safety Program March summary:

Total fees collected – \$9,736.00, plus Imaging - \$387.00, Technology - \$490.00

- Single Family Resale: \$7,429.00
- Single Family Rental: \$919.00
- Multi-Family Resale/Rental: \$2,265.00
- Total units inspected: 63
- Total Certificates of Compliance issued: 28
- Customer Counter Assistance: 20

Building Permit March summary:

Total fees collected \$56,099.24

- Building Permits: \$20,313.03
- Electrical Permits: \$3,665.00
- Plumbing permits: \$2,871.00
- Mechanical permits: \$2,061.00
- Plancheck fees: \$22,306.27
- Imaging fees: \$2,169.48
- Technology fees: \$2,713.46
- Total Permits finalized: 63
- Fee Estimates provided: 1
- Customer Counter Assistance: 83
- Public Records Requests: 12
- Employee time spent responding to Public Records Requests: ~4 hours

Business License March summary:

Total fees collected: \$26,737.40

- Business licenses issued: 93
- Customer Counter Assistance: 48

Community Planning March summary:

- Total Fees Collected: \$12,275 for (1) Sign review, (2) Land Use review, (33) Info/Misc., (3) Design Review, (1) Use Permit/Planning Commission, (1) Pre-Application, (3) Home Occupation.
- Customer Counter Assistance: 31

Planning Commission:

The Planning Commission met on March 27, 2018. The following items were considered:

PLAN1707-0003: Major Design Review, manufacturing and warehouse building (Rudy's Refrigeration). Proposed construction of a 14,632 square foot warehouse and manufacturing building on a site at 1621 Rumrill Boulevard (APN 410-012-012). The property is zoned IMU (Industrial Mixed Use). Pursuant to California Environmental Quality Act (CEQA), it has been determined that the proposed project is exempt from CEQA consistent with the provisions of CEQA guidelines section 15332, class 32, infill development.



STAFF RECOMMENDATION: Adopt Resolution 18-03 approving PLAN1707-0003, a Major Design Review to allow a new warehouse and manufacturing building at 1621 Rumrill Boulevard (APN 410-012-012), subject to findings and conditions.

RESULT: Planning Commission Resolution 18-03 passed by a vote of 5-0.

PLAN 1802-0021: Conditional Use Permit to allow for a food market (Farm Fresh Foods) to be located at 13751 San Pablo Avenue (APN 417-130-035 and 417-130-034). The project site is located within the designated Plaza San Pablo development area, formerly known as the Circle S redevelopment site, at the corner of San Pablo Avenue and Church Lane within an existing structure. The proposed site is within the Mixed Use Center South regulating code area in the San Pablo Avenue Specific Plan. Pursuant to California Environmental Quality Act (CEQA), it has been determined that the proposed project is exempt from CEQA consistent with the provisions of CEQA guidelines sections 15301, class 1, existing structures and 15332, class 32, infill development.

STAFF RECOMMENDATION: Adopt Resolution 18-04 approving a Conditional Use Permit to allow for a food market (Farm Fresh Foods) to be located at 13751 San Pablo Avenue (APN 417-130-035 and 417-130-034).

RESULT: Planning Commission Resolution 18-04 passed by a vote of 5-0.

STUDY SESSION/ DISCUSSION

Presentation by City Attorney: *Meeting & Public Hearing Procedures.*

STAFF UPDATES

- Resolution 2018-034 adopted by City Council on 3/5/18 approving the following changes affecting the Development Services Department:
 - Merger of the Development Services Department with Economic Development into one Community & Economic Development Department.
 - Reclassification of the Development Services Director position to a new Community & Economic Development Director position, to be filled by incumbent serving as Assistant to the City Manager-Econ.Dev., Charles Ching.
 - Reclassification of the Assistant Planner position to Planning Manager.
- Community & Economic Development Department Monthly Report.
- 2018 Planning Commissioners' 500' Radius Map.
- Reimbursement Policy letter and forms provided for upcoming Planning Commissioners Academy in Monterey, April 4-6, 2018.

Customer Counter Assistance for One-Stop Shop Service:

- Dump Vouchers: 21
- Public Works: 13
- Code Enforcement: 4
- Miscellaneous: 26 (Questions – inspections, letter review, signing, assessor, demolition, getting report, check plan, general information, etc.)



Significant Events / Work Plan Accomplishments

DEPARTMENTAL

- Welcomed new Director, Charles Ching.
- Welcomed new Administrative Clerk I, Edna Ng.
- Civic Plus training for website publishing and content management for Department's web pages on City's website.
- EBMUD meeting with Planning & Building.
- IT needs questionnaire completed by Department.

PLANNING DIVISION

- Conditional Use Permit issued for market (Farm Fresh Foods) to operate in Library building, approved by Planning Commission.
- Major Design Review approved by Planning Commission, allowing for a new warehouse building to be built at 1621 Rumrill Boulevard, giving an existing San Pablo business, Rudy's Refrigeration, an opportunity to expand and move its entire operations within the City of San Pablo.
- Sign review approvals issued for: Boost Mobile, Tech Park, and Jersey Mike's.

BUILDING DIVISION

- Updated the SF Additions/Alteration handout for counter and website.
- Reviewed permit process for mobile home units and issue permits.
- Mayra met with Public Works and Planning staff to gather input for development of a matrix for plan check review and criteria based on project type.
- Met with Code Enforcement staff to coordinate cases and procedures.

ECONOMIC DEVELOPMENT

PR and Marketing Efforts

- Continued *Putting San Pablo to Work*-themed e-blasts and bilingual social media marketing campaigns
 - Putting San Pablo to Work (two editions: job opportunities and career training)
 - Removing Barriers (three editions: tattoo removal clinic, grants and employment support services, job readiness program)
 - Special hiring or training events (e.g., Resource Fair)
- Conducted regular outreach for all services, campaigns, and grants: *use web presence, Eblast, City's eNews, social media (e.g., Facebook, Twitter), as well as print, in addition to direct 1:1 engagement*
 - Grant funding and awards to support San Pablo, Contra Costa County, and Bay Area high-needs populations
 - New business grand openings and Coffee with a Cop event
 - Workforce Initiative Subsidy for Homeownership (WISH) program
 - EDC member highlights
 - National days or events (e.g., March Madness) tied to local business offerings
 - Bilingual computer literacy classes



- Removing Barriers Tattoo Removal Clinic + special March evening clinic pilot
- Monthly business and workforce workshops, mixers, & special events
- Shopping incentive campaigns (e.g., Small Biz of the Year)

Programs & Services Delivered, and Event Participation

- **NMTC – 2 projects:** Completed audits and tax filings, ensured interest payments, advanced annual community benefit agreement reports, secured state accord of welfare exemption status and initiated complex, lengthy county process, and ensured both Rumrill Sports Park and the Community Center maintained compliance
- Continued grant enrollment and reports to funders
 - Submitted new grant proposal to current funder
- Completed HazWOPER40 training and certification with Teamsters for 25 people – largest single cohort & the only one known to enroll, complete and graduate at 100%
- Provided one-on-one workforce support and case management
- Secured multiple sponsors and prize donors for 4/19 Small Biz of the Year Mixer
- Continued member benefits delivery and member/sponsor recruitment; active management of renewals
- Provided one-on-one technical assistance for small business owners and entrepreneurs
- Continued Local Economic Opportunity Policy collaboration with city colleagues; recruited additional licensed/bonded/insured reputable general contractors
- Continued conversation with the Building Trades Council to set a meeting schedule to advance collaboration between the trades, college district, schools and the City
- Continued 2018 Workforce and Business workshops, events, and offerings, including financial literacy and the first cohort of the all new RB Job Readiness Bootcamp!
- Regular service delivery and events:
 - March 2: Read Across America with Community Services and SPPD at Lake
 - March 2: HazWOPER40 cohort completed
 - 25 graduated
 - March 17: Removing Barriers Clinic
 - 63 clients treated
 - March 19: All About Credit Business Workshop
 - 9 participants
 - March 22: Removing Barriers Clinic
 - 22 clients treated
 - March 24: City Spring Egg Hunt community outreach
 - March 26-29: Removing Barriers Job Readiness Bootcamp Cohort 1
 - 8 participants
 - 6 training partners
 - 4 resource partners
 - 2 hiring employers
 - March 28: Made announcement to La Strada, Small Biz of the Year Winner, filmed reaction, interviewed patrons, etc.
 - March 29: Resource Fair



Other Critical Projects

- Conducted Small Biz of the Year nomination analysis and held special board meeting to select San Pablo's Small Biz of the Year 2018
- Continued pursuing grants and relationships that advance the San Pablo EDC's Strategic Fund Development Plan
 - Submitted one proposal
- Secured agreement with CCCOE for two paid interns
- Continued to improve and update Salesforce CRM database
- Advanced nano-RLF for small biz development
- Started Local FIRST advertisement sales