



City of San Pablo Planning Commission MINUTES

Tuesday, October 23, 2018 at 6:30 pm
City Hall Council Chambers, Building 2
13831 San Pablo Avenue, San Pablo, CA 94806

Roll Call

Chairperson Xavier called the meeting to order at 6:30 p.m. Call of the roll showed present: Commissioner Shi, Chairperson Xavier, Commissioner Gantt and Vice Chair Feliciano. Commissioner Harlan-Ogbeide was absent. Staff present at the meeting included: Sarah Maroof, Secretary to the City Attorney; Michelle Chavez, Administrative Secretary; Elizabeth Dunn, Planning Manager; Sandra Marquez, Assistant Planner; Lynn Tracy Nerland, City Attorney; Charles Ching, Community & Economic Development Director and Ronalyn Nonato, Assistant Engineer.

Public Comment

None.

Meeting Procedures

Members of the public attending a Planning Commission meeting for the first time were encouraged to read the "Meeting Procedures" information following the agenda.

Consent Calendar

1. **Approval of the Minutes**
2. **Approval of the Agenda**

Commissioner Gantt made a motion to approve the Consent Calendar, including the minutes for the meeting of September 25, 2018. The motion was seconded by Commissioner Feliciano and approved by a vote of 3-1-1 with Commissioner Harlan-Ogbeide absent, and Commissioner Gantt abstaining.

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

Appeal Date

Chairperson Xavier announced that the appeal date for actions taken by the Board at this meeting would be no later than 6:00 p.m. on **Tuesday, November 13, 2018.**

Public Hearing(s)

1. PLAN1809-0012

GENERAL PLAN AMENDMENT TO ADOPT A HAZARD MITIGATION PLAN.

Consideration of the adoption of all of Volume 1 and the City of San Pablo portion of Volume 2 of the Contra Costa County Operational Area Hazard Mitigation Plan Update into the City of San Pablo Safety Element of the General Plan. Adopting this plan allows the City of San Pablo to be eligible to apply for specified grants for disaster mitigation funding from the Federal Emergency Management Agency (FEMA). California State

Zoning	R-1 Single-Family Residential
CEQA	Categorical Exemption under Section 15301, Existing Facilities Class 1(e), addition to an existing structure.
Owner	Ardalan Payvar
Applicant	Ardalan Payvar
Staff Contact	Sandra Marquez, Assistant Planner
Recommendation	CONDITIONAL APPROVAL

Assistant Planner Marquez gave a presentation of the project and staff recommendations, after which the Planning Commissioners were invited to ask questions of staff.

The Public Hearing was opened. The property owner, Ardalan Payvar, agreed to the conditions of approval. Mr. Ron Malone, property owner next door, at 1112 Brookside Avenue, spoke on the proposed project. Mr. Malone wanted to ensure that there will not be changes along the common property line, and between their properties. Mr. Malone stated this area is approximately a 4' X 4' area. The property owner, Mr. Payvar, and Assistant Planner Marquez ensured there would not be any changes between their two properties. There being no further speakers, the Public Hearing was closed.

Commissioner Gantt made a motion, seconded by Commissioner Shi, to approve Resolution 18-12 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 on a substandard lot of 4,995 square feet at 1108 Brookside Avenue, San Pablo, CA (APN 417-010-023). The motion was approved by a vote of 4-0-1, with Commissioner Harlan-Ogbeide absent.

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

3. PLAN1808-0009 CONDITIONAL USE PERMIT TO EXPAND AN EXISTING NON-CONFORMING DUPLEX AND ALLOW TANDEM PARKING FOR TWO VEHICLES

Conditional Use Permit, PLAN1808-0009, a request for approval of a Conditional Use Permit to expand an existing non-conforming use by adding 222 sq. ft. of living area to one unit of an existing duplex and to allow tandem parking for two vehicles in order to accommodate for the required four (4) off street parking spaces at 1715/1719 Dover Avenue, San Pablo, Ca (APN 411-222-013). The property is zoned single family residential (R1). The property is zoned single family residential (R1). This project is exempt under the California Environmental Quality Act, Section 15301, Existing Facilities, Class 1(e), addition to existing structure.

Location	1715/1719 Dover Avenue
APN	411-222-013
Zoning	R-1 Single-Family Residential
CEQA	Categorical Exemption under Section 15301, Existing Facilities Class 1(e), addition to an existing structure
Owner	Yolanda Figueroa
Applicant	Yolanda Figueroa
Agent for Applicant	Cari R. Jelen
Staff Contact	Sandra Marquez, Assistant Planner
Recommendation	CONDITIONAL APPROVAL

into project design or be located an adequate distance from sources of toxic air contaminants (TACs) to avoid significant risks to health and safety.

Section 17.38.050(B)(3):

Trees and vegetation shall be required to provide a buffer between sensitive receptors and pollution sources when feasible. Native species, drought tolerant and fire resistant species are to be installed.

Review development plans to ensure that operable windows and building intakes are located as far away as possible from pollution sources.

Staff also recommends clarifying language about the City's inability to regulate any potential expansion of an existing school or location of a new public school within the Air Quality Health Risk Overlay district.

Commissioners Feliciano, Shi, Gantt and Xavier voiced no objection to staff proceeding with the recommended updates to the Zoning Ordinance with the understanding that the matter would be brought back to the Planning Commission for formal consideration and recommendation to the City Council.

B. General Plans, Specific Plans, and Zoning Ordinances

City Attorney Lynn Tracy Nerland gave a presentation on general plans, specific plans and zoning ordinances and responded to questions and comments by the Commissioners.

Staff Updates

Planning Manager Dunn informed the Commission that Planning staff is working on a citywide ban on the sale of Flavored Tobacco and e-cartridges within the City. This is being regulated through the business license requirements of the San Pablo Municipal Code, and is not a land use issue, so it would not come before the Planning Commission. This will be brought to the November 5, 2018 City Council Meeting. The City of San Pablo will be embarking on a 2019 General Plan update, starting with a Noise & Traffic Study. Director Ching also reported that the WIC (Women Infant Children) building is nearing completion and is scheduled to open in November with a ribbon cutting scheduled for November 20, 2018. Planning Manager Dunn gave an overview of upcoming projects, including proposed Zoning Ordinance and General Plan updates. She reported that there would be continuing monthly Zoning Ordinance Update Study Sessions to address different topics currently under review.

The Planning Commissioners agreed to cancel December's meeting due to the Christmas Holiday. The proposed 2019 Calendar for Planning Commission Meetings was presented and agreed upon.

Commissioner Updates

Commissioner Xavier reported that she attended the Hazardous Material Operations Committee Meeting the previous week. One topic discussed was usage of coal, including coal trains, the Richmond train depots, and the problems caused by coal and coal dust getting into the atmosphere.

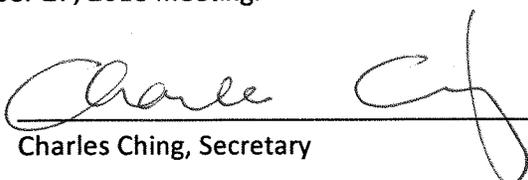
Adjournment

There being no further business, Commissioner Gantt made a motion, seconded by Commissioner Feliciano and passed by a vote of 4-0, to adjourn the meeting.

Chair Xavier adjourned the meeting at 7:50 p.m. to the November 27, 2018 meeting.



Rita Xavier, Chairperson



Charles Ching, Secretary