



City of San Pablo Planning Commission MINUTES

Tuesday, March 26, 2019 at 6:30 pm
City Hall Council Chambers, Building 2
13831 San Pablo Avenue, San Pablo, CA 94806

Roll Call

Chairman Morris called the meeting to order at 6:30 p.m. Call of the roll showed present: Commissioner Shi, Commissioner Feliciano, Commissioner Gantt, Chairman Morris and Vice Chair Harlan-Ogbeide. Staff present at the meeting included: Michelle Chavez, Administrative Secretary; Elizabeth Dunn, Planning Manager; Sandra Marquez, Assistant Planner; Lynn Tracy Nerland, City Attorney; Charles Ching, Community & Economic Development Director; Laura Santillan, Administrative Clerk 1.

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. The motion was seconded by Vice Chair Harlan-Ogbeide and approved by a vote of 5-0-0.

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

Appeal Date

Chairman Morris 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, April 9, 2019.**

Public Hearing(s)

1. PLAN1806-0006

CONDITIONAL USE PERMIT FOR TANDEM PARKING

PLAN1806-0006, a request for approval of a Conditional Use Permit for tandem parking on a lot less than 50 feet in width to allow a 388 sq. ft. residential addition, a 51.54 sq. ft. front porch and a 99.4 sq. Ft. rear porch to an existing single-family home at 1963 Tyler Street, San Pablo, CA 94806 (APN 411-222-007). 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	1963 Tyler Street
APN	411-222-007
Zoning	R-1 Single-Family Residential
CEQA	Categorical Exemption under Section 15301, Existing Facilities Class 1(e), addition to an existing structure.
Owner	Paola Osiris Espinoza
Applicant	Paola Osiris Espinoza
Agent for Applicant	Brenda Munoz/ Jorge Deleon
Staff Contact	Sandra Marquez, Assistant Planner
Recommendation	CONDITIONAL APPROVAL

Assistant Planner Marquez gave a presentation of the project and staff recommendations. The adjacent neighbor to the north raised concern of the proposed front addition. North neighbor's front room has a window facing the proposed addition. Staff asked the designer to complete a shadow study to see if there would be an impact to natural light to the north neighbor's home. The study showed there would be minimal impact to the adjacent property. During the summer months a little shadow will occur in the early morning: two (2) hours after sunrise and in the winter months, a little shadow will appear around the noon hour. The Planning Commissioners were invited to ask questions of staff. Commissioner Feliciano inquired the reason for a conditional use permit requirement. Assistant Planner Marquez reminded staff that the Municipal Code states on a lot with a width of less than 50 feet, a conditional use permit is required for tandem parking. Lots over 50 feet do not require a conditional use permit, only administrative review.

The Public Hearing was opened and closed as there were no comments from the public on this item. Commissioner Gantt made a motion, seconded by Vice Chair Harlan-Ogbeide, to adopt Resolution 19-02 for approval of a Conditional Use Permit for tandem parking at 1963 Tyler Street. The motion was approved by a vote of 5-0-0.

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

2. PLAN1903-0007 Consideration to amend a Conditional Use Permit to allow the Willow Mobile Home Park to continue to operate at its current location.

Location	2885 Willow Avenue
APN	417-090-013
Zoning	R-1 Single-Family Residential
CEQA	Categorical Exemption under Section 15301, Existing Facilities Class 1(e), addition to an existing structure.
Owner	Roman Catholic Bishop of Oakland
Applicant	Creekside Village MHC, LLC
Agent for Applicant	Creekside Village MHC, LLC
Staff Contact	Elizabeth Dunn, Planning Manager

Planning Manager Dunn gave a presentation of the project, along with staff recommendations. Willow Mobile Home Park was established in 1986 when this use was allowed with a Conditional Use Permit in the C-1, Light Commercial District (the previous zoning district). The Conditional Use Permit had a term of 10 years, but the Park has remained in existence as the City and the Owner (Roman Catholic Bishop of Oakland) have entered into Lease Agreements for the City to lease and operate the Mobile Home Park. In October 2002, the City adopted new zoning regulations which prohibited a mobile home park in the C-1 zoning district. In May 2015, the property was zoned to R-3, Multifamily Residential, which does not

allow a new mobile home park or the expansion of a current mobile home park. As the zoning designations for this location have changed over the past 16 years, the use of the site as a mobile home park is considered to be legal non-conforming per Section 17.08.030(A) of the San Pablo Municipal Code. The use of the existing mobile home park provides a residential use that is in keeping with the intensity of the R-3 zoning district. The prospective new mobile park owner would like to amend the Conditional Use Permit granted in 1986 to eliminate the 10-year term, so as to keep the mobile home park at its current location. Community & Economic Development Director Ching informed the Commission that the prospective owner's intent is that the site will continue to operate as a senior mobile home park. The Planning Commissioners were invited to ask questions of staff. Commissioner Shi raised concern with not having a specified term and the continued mobile home park use. Planning Manager Dunn explained that the majority of Conditional Use Permits do not have a term. They are approved for the specific use, not for a specified timeframe.

The Public Hearing was opened and closed as there were no comments from the public on this item. Commissioner Gantt made a motion, seconded by Vice Chair Harlan-Ogbeide, to adopt Resolution 19-03 for approval of amending the Conditional Use Permit at 2885 Willow Road to continue to operate as a mobile home park and eliminating a term of such use. The motion was approved by a vote of 4-1-0.

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

Staff Updates

Community and Economic Development Director Ching updated staff on the status of Fire Station 70 at the corner of 23rd and market. The County Board of Supervisors awarded Alta Construction the contract. The groundbreaking ceremony is scheduled for some time in April. There will be a wall tilting ceremony scheduled for the New City Hall in April. Planning Commissioners will be notified and invited to both events.

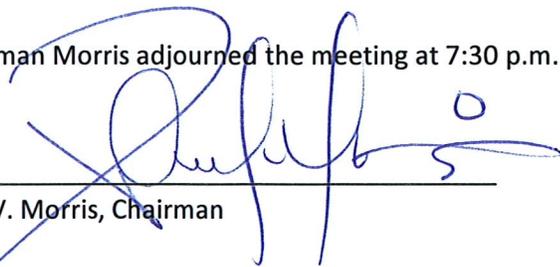
Commissioner Updates

Planning Commissioners thanked the City for the opportunity to attend the Planning Commission Academy in Long Beach. The Academy was very informative and a pleasure to attend.

Adjournment

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

Chairman Morris adjourned the meeting at 7:30 p.m. to the April 23, 2019 meeting.



Paul V. Morris, Chairman



Charles Ching, Secretary