



**City of San Pablo Planning Commission Minutes**  
**Special Meeting**  
**Tuesday, May 25, 2021 at 6:00 pm**

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**Roll Call**

Vice Chair Harlan-Ogbeide called the teleconferenced/video-conferenced meeting to order at 6:03 p.m. Roll call showed present: Commissioner Gurdian, Commissioner Feliciano, Commissioner Shi, Vice Chair Harlan-Ogbeide and Chairman Morris joined at 6:12 p.m. Staff present at the meeting included: Lynn Tracy Nerland, City Attorney; Libby Tyler, Community Development Director; Sandra Marquez, Associate Planner and Michelle Chavez, Administrative Secretary. Community Development Director Tyler announced that the meeting was being held via video/teleconference in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Orders N-25-20 and N-29-20 that allow members of the Planning Commission, City staff and the public to participate in and conduct a meeting by teleconference, videoconference or both. Ms. Tyler further announced the ways in which members of the public could watch or listen to the meeting during livestream on the City website, which were also highlighted in the Planning Commission's agenda. Instructions were also announced on how the public could provide public comments via email which would be read before consideration of the item.

**Public Comments**

There were no public comments on items not listed on the agenda.

**Appeal Date**

Community Development Director Tyler announced that the appeal date for actions taken by the Commission at this meeting would be no later than 6:00 p.m. on June 7, 2021.

**Approval of the Minutes**

Commissioner Shi made a motion to approve the minutes from April 27, 2021 meeting. The motion was seconded by Commissioner Gurdian and passed as follows:

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

**Approval of the Minutes**

Commissioner Shi made a motion to approve the minutes from the May 11, 2021 meeting. The motion was seconded by Vice Chair Harlan-Ogbeide and passed as follows:

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

**Public Hearings**

**File ID#PC21-18: PLAN2103-0010**

Location: 2698 El Portal Drive  
APN: 416-101-017  
Zoning: Commercial Mixed Use  
CEQA: Exempt under Section 15332. In-Fill Development Project  
Owner: Abuzahriyeh Majed  
Applicant: Jose Antonio Monico  
Staff Contact: Laura Santillan, Planning Aide

Chairman Morris joined the meeting at the beginning of this item. Associate Planner Marquez gave a PowerPoint presentation. The applicant requests approval of a Conditional Use Permit to allow for a mobile food vending use (food truck) and two tables in an underused portion of a commercial site at 2698 El Portal Drive (APN 416-101-017) in the Commercial Mixed Use (CMU) district. The Planning Commission asked a few clarifying questions regarding parking spaces and the commissary to be used. The City Attorney advised on the public hearing procedures. The public hearing was opened at 6:23 p.m. Associate Planner Marquez translated for the applicant Jose Antonio Monico at the applicant’s request. The applicant stated that he has read and accepts the conditions of approval. There being no public comment, the public hearing was closed at 6:28 p.m. Chairman Morris made a motion for adoption of resolution PC21-06. The motion was seconded by Vice Chair Harlan-Ogbeide and passed as follows:

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

**Staff Updates**

Community Development Director Tyler informed the Commission that last meeting’s item, Self-Storage application at 2600 Moraga Road will be presented to City Council on June 7, 2021 and for a second reading on June 21, 2021.

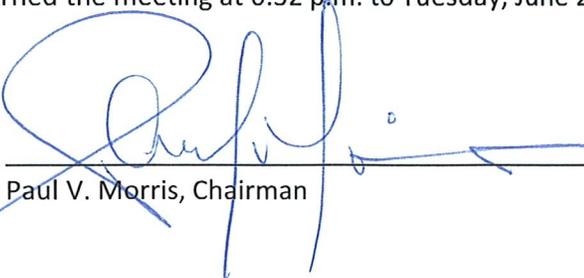
**Commissioner Updates**

Chairman Morris inquired about the progress on the property located at 2364 Road 20. Community Development Department Tyler let the Commission know that the owner has started an eviction process to address the nuisance concerns.

**Adjournment**

There being no further business, Chairman Morris adjourned the meeting at 6:32 p.m. to Tuesday, June 22, 2021.

  
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Elizabeth Tyler, Secretary

  
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Paul V. Morris, Chairman