



CITY of SAN PABLO
City of New Directions

City of San Pablo Planning Commission **MINUTES**

Tuesday, August 28, 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 Harlan-Ogbeide, Commissioner Shi, Chairperson Xavier, Vice Chair Feliciano, and Commissioner Gantt. Staff present at the meeting included: Sarah Maroof, Secretary to the City Attorney; Sandra Marquez, Assistant Planner; Elizabeth Dunn, Planning Manager; Lynn Tracy Nerland, City Attorney; Amanda Booth, Senior Management Analyst; and Charles Ching, Community & Economic Development Director.

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

Commissioner Harlan-Ogbeide made a motion to approve the minutes for the meeting of June 26, 2018. The motion was seconded by Commissioner Gantt and approved by a vote of 5-0.

2. Approval of the Agenda

Commissioner Feliciano made a motion to approve the Agenda for the meeting of August 28, 2018. The motion was seconded by Commissioner Gantt and approved by a vote of 5-0.

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 **Monday, September 10, 2018.**

Public Hearing(s)

1. PLAN1804-0022

Description

CONDITIONAL USE PERMIT & DESIGN REVIEW, CALIFORNIA AVE AT 21ST STREET

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 single-story residence of 1,431 square feet, which includes a single-car garage on a substandard lot of 3,180 square feet at California Ave, San Pablo, CA (APN 410-161-006).

Location

(No assigned address yet) 275 feet west of the intersection of California and 21st Street.

APN

410-161-006

Zoning

R-1 Single-Family Residential

CEQA

Categorical exemption pursuant to California Environmental Quality Act §15303, Class 3a, construction of a new small facility or structure

Owner	Malalai Momand
Applicant	Malalai Momand
Agent for Applicant	Rasul Rasuli
Staff Contact	Sandra Marquez, Assistant Planner
Recommendation	CONDITIONAL APPROVAL

Assistant Planner Marquez clarified that the project under consideration was a single-story residence, not a double-story residence as erroneously indicated in the legal notice and PowerPoint presentation. Marquez gave a presentation of the project and staff recommendations, after which the Planning Commissioners were invited to ask questions of staff. Commissioners had no questions of staff.

The Public Hearing was opened. Ms. Malalai Momand introduced herself as the property owner and applicant, indicated that she accepted the conditions of approval, and requested that the Commissioners approve the project as presented.

Ms. Toni Alves introduced herself as living in an adjoining property and voiced concerns about parking and garbage. She indicated that street was already crowded with parked cars and junk cars that needed to be towed. She also mentioned concerns about trash in the area of the proposed development and the general condition of the neighborhood. She suggested that the Planning Commission consider making California Avenue a one-way street as a possible remedy for traffic congestion.

Commissioner Shi also voiced concerns about crowded street conditions and lack of available street parking for residents. Planning Manager Elizabeth Dunn commented that issues related to parking would be considered more fully at the Zoning Ordinance Update Study Session, which would address parking regulations for standard and substandard lots, currently planned for the September Planning Commission meeting.

Mr. Rasul Rasuli of Global investment introduced himself as agent for the applicant. In reply to concerns regarding crowded street parking conditions, Mr. Rasuli commented that the proposed project, as a single-story house with three bedrooms, would impact parking less than a double-story house with more bedrooms, and the proposed project would improve the general condition of the neighborhood by bringing new construction to the area.

Commissioner Gantt made a motion, seconded by Commissioner Harlan-Ogbeide, to approve Resolution 18-09 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 single-story residence that includes a single-car garage on a substandard lot of 3,180 square feet at California Avenue, San Pablo, CA (APN 410-161-006), and the motion was approved by a vote of 5-0, with no changes to the conditions of approval presented by staff.

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

Study Session/Discussion

A. Storm Drain Master Plan Presentation

Senior Management Amanda Booth gave a presentation on the *Storm Drain Master Plan*, and responded to questions and comments by the Commissioners.

Commissioner Feliciano inquired about timeline and funding. Ms. Booth responded that some of the projects identified would take approximately one year to design and another year to install, and would be funded primarily by grant funding, but the overall Storm Drain Master Plan may take more than 10 years to implement.

There were several questions regarding current trash capture and the adequacy of such trash capture. Ms. Booth gave further details regarding the current trash capture systems in place, current and future requirements for trash capture, and potential future requirements for businesses with contiguous lands in high trash areas to install trash capture devices.

Commissioner Shi had questions regarding extreme events. Ms. Booth responded that the creek and storm drain network modeling as presented covered 10-year and 25-year events, but not 100-year events.

Commissioner Harlan-Ogbeide inquired about cooperation with other communities. Ms. Booth responded that each community is responsible for its own storm drain systems.

B. Zoning Ordinance Update Study Session: Tiny Homes/Landscaping

Planning Manager Elizabeth Dunn led a Study Session on potential updates to the Zoning Ordinance related to *Tiny Homes and Landscaping*.

Planning Manager Dunn outlined proposed development standards for tiny homes, which was a priority work plan item identified by the City Council for FY2018-19. These standards would apply to lots of at least 3,000 square feet in size, with a maximum home size of 400 square feet, with one bedroom, and height of 12 feet, and lot coverage requirement of 45% maximum. The standards would require owner occupancy in one of the units and require a deed restriction to that effect. Parking would not be required for the tiny home, but parking for the existing single family home may need to be brought into compliance. Permanent cooking facilities would be required; at least six feet would be required between structures on the same lot; and design and style would need to be similar to the existing single family home.

Proposed Landscaping updates to the Zoning Code were discussed in order to address current inconsistencies in the Zoning Code, including revising Section 17.48.010(B) to require: landscape materials for new homes or residential additions drought tolerant or native landscape species, and installation of drip irrigation systems for front and side yard areas.

Planning Manager Dunn wrapped up the study session as follows:

1. Although parking is known to be a problem, particularly on Old Town, we cannot require additional off-street parking for tiny homes, as State law prevails as to accessory dwelling units.
2. Costs of building tiny homes, while noted to be relatively high, are not the purview of the Planning Commission and/or Zoning Code.
3. Commissioner Feliciano endorsed the proposed requirement for landscaping, including drought tolerant and native species, but not the requirement for drip irrigation.
4. Commissioner Feliciano suggested there be one landscape standard applicable to all lots, so that all lots would be required to have permeable surface of at least 50% of the front and side setback area excluding driveway and walkway, rather than separate requirements for standard lots and substandard lots.

Staff Updates

Time limits for public comment and for speaking at Public Hearings was briefly discussed and will remain at 3 minutes for Public Comment (6 minutes if translation is needed), and 5 minutes for Public Hearing speakers (10 minutes if translation is needed).

Director Ching formally introduced Elizabeth Dunn to the Planning Commission as the new Planning Manager for the Community and Economic Development Department.

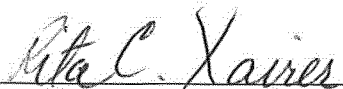
Planning Manager Dunn gave an overview of upcoming projects, including Zoning Ordinance and General Plan updates. She reported that there would be continuing monthly Zoning Ordinance Update Study Sessions to address different topics currently under review, and the topics to be addressed at the September Planning Commission meeting would include air quality and parking.

Commissioner Updates

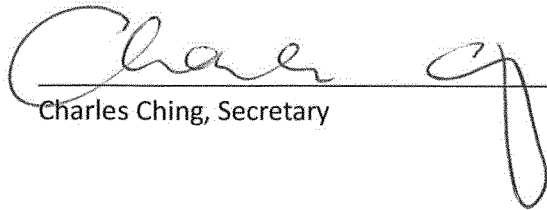
There were no Commission member reports or announcements.

Adjournment

There being no further business, Chair Xavier adjourned the meeting at 8:00 p.m. to the September 25, 2018, meeting.



Rita Xavier, Chairperson



Charles Ching, Secretary