

**MEETING AGENDA  
CITY OF PLEASANT HILL PLANNING COMMISSION  
FEBRUARY 5, 2019  
6:30 PM**

Note that access to the agenda with attachments has changed.  
Please click on the link below to access the agenda with  
individual staff reports and attachments here:  
[Agenda with Attachments](#)

COUNCIL CHAMBERS, 100 Gregory Lane, Pleasant Hill, CA 94523 [www.pleasanthillca.org](http://www.pleasanthillca.org) (925) 671-5209

**CHAIR: STEVE SCHRAMM VICE CHAIR: ROBERT ABBOTT  
MEMBERS: BILL BANKERT DAVID MASCARO, HEATHER PHILLIPS, DIANA VAVREK, ALLEN VINSON**

Members of the audience wishing to speak on any matter are requested to fill out a card and turn it in to the secretary. Items not on the agenda will be considered during the Public Comment portion of the meeting. Comments on any item under the Public Hearing portion of the agenda will be accepted only when the public hearing is opened for that item. Comments are limited to three minutes per speaker. Presentations made by applicants are limited to a maximum combined time of 15 minutes. If the applicant or his or her representative fails to attend the public hearing concerning their application, the Planning Commission may take action to deny the application. An application may be entertained for continuance upon receipt of written notification of the applicant's inability to attend the hearing. Materials related to an item on this agenda submitted to the Commission after distribution of the packet are available for public review in the City of Pleasant Hill Planning Division at 100 Gregory Lane, Pleasant Hill, CA 94523 during normal business hours. Such documents are also available on the City of Pleasant Hill website at [www.pleasanthillca.org](http://www.pleasanthillca.org) subject to staff's ability to post the documents before the meeting.

All matters listed under CONSENT CALENDAR are considered by the Commission to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Commissioner prior to the time Commission votes on the motion to adopt. An appeal of the decision or conditions of the Planning Commission to the City Council must be filed with the City within ten calendar days of the date of the mailed notice of decision. No agenda item will be considered after 10:30 p.m. Remaining items will be rescheduled.

**Meeting Broadcasts:** Planning Commission meetings are recorded and broadcast on Comcast Channel 28, U-Verse Channel 99, and Wave Channel 29 on the Thursday following the Tuesday meeting at 7:30pm. In addition, meetings also may be viewed on the City's website at [www.pleasanthillca.org](http://www.pleasanthillca.org) by clicking "Media Center."

"The Council Chamber is equipped with an Assistive Listening System. A receiver with headphone or Tel Coil antenna is available from the staff liaison at the meeting. If, due to a disability, other reasonable accommodation is needed to participate in this meeting, please contact the ADA Coordinator 72 hours in advance of the meeting at (925) 671-5221 or via California Relay at 711."

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**STAFF INTRODUCTIONS**

## PUBLIC COMMENT

The public is welcome at this time to address the Planning Commission on any item, with the exception of items scheduled for Public Hearing at this meeting. Comments are limited to three minutes per speaker. Any public comments made regarding an item pending before the Commission do not go into the public record of that item.

## MINUTES

January 8, 2019

**CONSENT CALENDAR** All matters listed under “Consent Calendar” are considered by the Commission to be routine and will be enacted by one motion. There will be no separate Commission discussion of these items unless requested by a Commissioner prior to the time Commission votes on the motion to adopt.

1. PLN 16-0380, FOUNTAINHEAD DAY CARE, DEVELOPMENT PLAN PERMIT, CONDITIONAL USE PERMIT, VARIANCE, MINOR PARKING ADJUSTMENT AND ARCHITECTURAL REVIEW PERMIT, 12 MONTH TIME EXTENSION AT 1715 & 1725 OAK PARK BLVD.

Public Hearing to consider approval of a 12 month time extension of PLN 16-0380 for a Development Plan Permit, Conditional Use Permit, Variance, Minor Parking Adjustments & Architectural Review Permit submitted by Aina East LLC., for a general day care (Fountainhead) use for up to 72 children. The site is zoned R-10 Single Family Residential, 10,000 square foot minimum lot size; Assessor’s Parcel Numbers 170-071-008 & 009.

CEQA: Exempt Section 15061(b)(3)

Project Planner: Troy Fujimoto, 925-671-5224, [tfujimoto@pleasanthillca.org](mailto:tfujimoto@pleasanthillca.org)

## PUBLIC HEARING ITEMS

1. PROPOSED HERITAGE OAK TREE TRIMMING, 23 DELLWOOD COURT  
(*Recommended to be Continued to the March 12, 2019 Planning Commission Meeting*)

Public hearing to discuss a referral from the Zoning Administrator. The referral request is to determine if the proposed trimming of a heritage Valley Oak tree should be considered to be “excessive trimming”, in accordance with Section 18.50.110 (Tree Preservation) of the Zoning Ordinance, and thus require submittal of a Tree Removal Permit. The proposal was initiated by Pacific Gas & Electric (PG&E), to trim a major limb on a City-designated Heritage Valley Oak tree, due to the limb’s proximity to an adjacent PG&E low-voltage utility pole. The utility pole is located within a shared utility easement between PG&E and the owners of 15 and/or 19 Dellwood Court. The 8,316 square foot site is located on the north side of Dellwood Court and is zoned R-7 Single Family Residential – High Density. Assessor’s Parcel Number 152-161-022.

CEQA: N/A

Project Planner: Jeff Olsen, 925-671-5206, [jolsen@pleasanthillca.org](mailto:jolsen@pleasanthillca.org)

2. UP 03-003 ESCOBAR USE PERMIT (REVOCATION HEARING) AT 1649 OAK PARK BOULEVARD

The Zoning Administrator is requesting Planning Commission review of an approved Use Permit application for a general day care use for up to 36 children, for possible revocation of the Use Permit or modification of the conditions of approval, due to lack of full compliance with the conditions of approval granted by the Zoning Administrator in late 2004. In addition, to date, there is not full compliance with the associated site improvements cited on the site plan approved by the Zoning Administrator. The applicant currently operates a day care for up to 14 children (large family day care). The project site is zoned R-10, Residential Single Family, 10,000 square foot minimum lot size; Assessor Parcel Number 170-082-012.

CEQA: Categorically Exempt (Class 21, enforcement actions by regulatory agencies, i.e. revocation or modification of permits)

Project Planner: Jeff Olsen, 925-671-5206, [jolsen@pleasanthillca.org](mailto:jolsen@pleasanthillca.org)

3. MISCELLANEOUS ZONING ORDINANCE AMENDMENT (CITY-WIDE)  
(Continued from the January 22, 2019 meeting date)

Public hearing to consider recommendations to the City Council concerning a proposed zoning ordinance amendment to various section of the Pleasant Hill Zoning Ordinance. The proposed amendment includes the following:

- Section 18.20.040 related to additional development regulations corresponding to schedule 18.20.030, related to fences.
- Section 18.20.060 related to inclusionary housing provisions.
- Section 18.20.090 related to manufactured homes, related to accessory dwelling units.
- Section 18.20.100 (& 18.20.050) related to accessory dwelling units in compliance with applicable State provisions.
- Section 18.30.050 related to planned unit development concept plans.
- Section 18.50.020 related to building projections into yards and courts, related to flatwork such as concrete slabs.
- Chapter 18.67 related to permitting of wireless telecommunications facilities, particularly for State and Federal provisions.

CEQA: Exempt (Section 15061(b)(3))

Project Planner: Troy Fujimoto, 925-671-5224, [tfujimoto@pleasanthillca.org](mailto:tfujimoto@pleasanthillca.org)

## **DISCUSSION ITEMS**

1. REVIEW OF SCOPE OF WORK OF THE UPDATE TO THE GENERAL PLAN

Staff will provide the Planning Commission with a status report on progress and scope of work for the upcoming update to the City of Pleasant Hill General Plan. The proposed

scope of work has been prepared by the recommended consultant, Mintier-Harnish, and has been preliminarily reviewed by the General Plan Subcommittee.

2. REVIEW OF PLANNING DIVISION PROJECTS IN 2018

Staff will provide the Planning Commission with a brief report on Planning Division projects processed in 2018. At their discretion, Commissioners may ask questions and receive an update from staff regarding the status of any project.

3. REVIEW OF PENDING PLANNING DIVISION APPLICATIONS

Staff will provide the Planning Commission with a brief status report on active pending applications. At their discretion, Commissioners may ask questions and receive an update from staff regarding the status of any pending application.

4. REVIEW OF THE DRAFT AGENDA FOR REGULAR MEETING ON FEBRUARY 26, 2019

The next meeting of the Planning Commission will be on February 26, 2019. A draft agenda for this meeting, listing the scheduled agenda items, hearings, and discussion items, was included in the agenda packet for Commissioners to review. At their discretion, Commissioners may ask questions and receive a brief description from staff regarding the agenda.

5. STAFF COMMUNICATIONS

Staff may provide the Commission with a brief update on matters of general interest and/or suggest topics for consideration on future agendas.

**COMMISSIONER REPORTS AND ANNOUNCEMENTS**

1. REPORTS from Commissioners on meetings or conferences attended at City expense.
2. ANNOUNCEMENTS and comments from Commissioners.

Adjourn to a regular meeting of the Planning Commission on February 26, 2019, starting at 6:30 P.M., in the City Hall Council Chambers, 100 Gregory Lane.