

**MEETING AGENDA
CITY OF PLEASANT HILL PLANNING COMMISSION
MAY 26, 2020
4:00 PM**

******SPECIAL MEETING START TIME******

City Offices, 100 Gregory Lane, Pleasant Hill, CA 94523 www.pleasanthillca.org (925) 671-5209

CHAIR: ROBERT ABBOTT VICE CHAIR: ALLEN VINSON MEMBERS: BILL BANKERT, DAVID MASCARO, STEVE SCHRAMM, DIANA VAVREK, CHADWICK WYLER
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PLEASE NOTE THAT DUE TO THE CONTRA COSTA HEALTH SERVICES AND STATE OF CALIFORNIA SHELTER IN PLACE ORDERS, OPTIONS FOR OBSERVING THE PLANNING COMMISSION MEETINGS AND FOR SUBMITTING COMMUNICATION REGARDING THE MEETINGS HAVE CHANGED. THE PLANNING COMMISSION WILL PARTICIPATE REMOTELY VIA TELECONFERENCING.

Meeting Broadcasts: Click “Watch Meetings” on the City’s website, www.pleasanthillca.org, to watch live-streamed meetings. Planning Commission meetings are also recorded and broadcast on Comcast Channel 28, U-Verse Channel 99, and Wave Channel 29 on the Thursday and Saturday following the Tuesday meeting at 7:00 p.m. In addition, meetings also may be viewed on the City’s website at www.pleasanthillca.org by clicking “Media Center.”

Public Communication. The public is welcome to address the Planning Commission on items not listed on the agenda but within the Commission’s jurisdiction during the general Public Comment period. There is an opportunity for the public to comment on other agenda items at the time they are discussed.

The public may submit comments by:

1. Emailing comments to planning@pleasanthillca.org; or
2. Delivering written comments to the mailbox inside the lobby of City Hall during regular business hours; or
3. Participating in the teleconference by calling (925) 671-5285. Note that there may be multiple hearing items on the same agenda. For more information on how to participate with providing live comments during the meeting, please visit:

[Instructions for Public Participation](#)

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public inspection by contacting the Planning Division office at planning@pleasanthillca.org or calling 925-671-5209. If, due to a disability, a reasonable accommodation is needed to participate in this meeting, please contact the ADA Coordinator 24 hours in advance of the meeting at (925) 671-5237 or via California Relay at 711. Such documents are also available on the City of Pleasant Hill website at www.pleasanthillca.org subject to staff’s ability to post the documents before the meeting. An appeal of the decision or conditions of the Planning Commission to the City Council must be filed in writing with the City within 10 calendar days of the mailed notice of decision.

Agendas are Available for Review on the City Hall official noticing bulletin board (100 Gregory Lane) and on the City’s website at www.pleasanthillca.org/agendas.

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.

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. There is an opportunity for the public to comment on other agenda items at the time they are discussed. Comments are limited to three minutes per speaker. To participate in the teleconferenced meeting, you may call by phone to share your comments live at 925-671-5285. Speakers are encouraged to call 10 minutes before the meeting due to a live-streaming lag-time, and will be placed on hold until the Public Comment period.

MINUTES

[March 10, 2020](#)

PUBLIC HEARING ITEMS

1. PLN 19-0160, USE PERMIT AND VARIANCE REQUEST RELATED TO EXTERIOR BUILDING & SITE IMPROVEMENTS AT 1515-1519 CONTRA COSTA BLVD.

[Staff Report](#)

Attachment A-1	Draft Resolution for Approval of Use Permit and Architectural Review Permit, and for Denial of Variance, with Findings and Conditions of Approval
Attachment B-1	Proposed Project Plans,
Attachment C-1	Applicant's Written Project Description
Attachment D-1	Applicant's Use Permit Analysis
Attachment E-1	Applicant's Variance Analysis
Attachment F-1	ARC Staff Report, Dated 02-06-2020, with attachments
Attachment G-1	ARC Staff Report, Dated 04-30-2020, with attachments
Attachment H-1	Location Map
Attachment I-1	Public Hearing Notice

The Planning Commission Planning Commission will hold a public hearing for a request of a Use Permit and Variance, in conjunction with a request of an Architectural Review Permit (PLN 19-0160), for exterior building improvements to an existing building, including an approximate 278 square foot building addition. The Use Permit request is for parking related adjustments for reduced landscape strip width, reduced, distributed landscape area, and reduced back-up distance. The Variance request would allow for the expansion of a portion of the existing building situated within the required 20-foot front yard setback. The Architectural Review Commission recommended approval of the associated Architectural Review Permit. The subject site is at 1515-1519 Contra Costa Blvd, on the west side of Contra

Costa Boulevard. The property is zoned *PAO – Professional and Administrative Office*. Assessor Parcel Number: 153-223-016.

CEQA: Class 1 Exemption – Remodel and small expansion of an existing building (less than 2,500 s.f.)

Project Planner: Andrew Shiflet, (925) 671-5211, ashiflet@pleasanthillca.org.

2. PLN 20-0165 – CITY WIDE OUTDOOR SEATING TEMPORARY USE PERMIT

[Staff Report](#)

[Attachment A](#) – Resolution

[Attachment B](#) – Map

[Attachment C](#) – Public Notice

[Attachment D](#) – Public Comment

Public hearing to consider a proposed temporary use permit to allow outdoor seating (for over 12 seats) throughout the City of Pleasant Hill for a proposed 90 days with potential extensions. The proposal would provide eating and drinking establishments with flexibility in the number and location of outdoor seating. This would allow outdoor seating within parking spaces, provided they are located as close as possible to the eating and drinking establishment, do not conflict with ADA provisions and do not cause a significant impact to the environment.

CEQA: Classes 3 – New Construction of Conversions of Small Structures and Class 11 – Accessory Structures.

Project Planner: Lori Radcliffe, (925) 671-5297, lradcliffe@pleasanthillca.org

3. FY 2020-2025 CAPITAL IMPROVEMENT PLAN DETERMINATION OF CONFORMANCE WITH CITY OF PLEASANT HILL GENERAL PLAN CITYWIDE

[Staff Report](#)

[Attachment A](#) – 2020 – 2025 Capital Improvement Plan

[Attachment B](#) – Resolution

[Attachment C](#) – Public Hearing Notice

Public hearing on the proposed City of Pleasant Hill’s FY 2020/2025 Capital Improvement Plan (CIP) for Fiscal Years 2020/2025 to determine conformance with the City of Pleasant Hill General Plan. The CIP includes a range of roadway improvements, maintenance of public facilities projects, storm water drainage improvements, new city library, bicycle and pedestrian plan and other miscellaneous projects. The proposed projects are located throughout the City of Pleasant Hill.

CEQA: Exempt, Section 15378(b)(4)

Project Contact: Eric Hu, 925-671-5203, ehu@pleasanthillca.org

DISCUSSION ITEMS

1. [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.

2. [REVIEW OF THE DRAFT AGENDA FOR REGULAR MEETING ON JUNE 9, 2020](#)

The next meeting of the Planning Commission will be on June 9, 2020. 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.

3. [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 June 9, 2020, starting at 6:30 P.M., in the City Hall Council Chambers, 100 Gregory Lane.