

**MEETING AGENDA
CITY OF PLEASANT HILL
ZONING ADMINISTRATOR
JUNE 10, 2021
5:00 P.M.**

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

Please note that due to the Contra Costa Health Services and State of California Shelter in Place Orders, options for observing the Zoning Administrator meetings and for submitting communication regarding the meetings have changed. The Zoning Administrator will participate remotely via teleconferencing.

Zoning Administrator Meeting Broadcasts. The Zoning Administrator meeting will be broadcast live on Youtube.com, you may visit Youtube.com using the web link: www.pleasanthillca.org/phzoning.

Public Communication. The public is welcome to address the Zoning Administrator on items not listed on the agenda but within the Zoning Administrator'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. **Public participation in the public hearing has been changed.** Please see the last page of this agenda for instructions for public participation and provide live comments during the meeting. Note that there may be multiple hearing items on the same agenda.

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.pleasant-hill.ca.us subject to staff's ability to post the documents before the meeting. An appeal of the decision or conditions of the Zoning Administrator to the Planning Commission 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.

CALL TO ORDER

PUBLIC COMMENT

The public is welcome at this time to address the Zoning Administrator 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.

PUBLIC HEARINGS

1. PLN 21-0123 – RES SUCCESS MINOR USE PERMIT – 3490 BUSKIRK AVENUE

[Staff Report](#)

<u>Attachment A</u>	Findings and Staff Recommended Conditions of Approval
<u>Attachment B</u>	Location Map
<u>Attachment C</u>	Proposed Project Plans
<u>Attachment D</u>	Applicant’s Operational Description & Use Permit Analysis
<u>Attachment E</u>	Engineering Division Comments
<u>Attachment F</u>	Public Hearing Notice

The applicant is requesting approval of a Community Care facility (*Care Facility, Large, Licensed*) use in a 4,590 square foot existing, two-story building at 3490 Buskirk Avenue. The proposed use, RES Success, would work with up to 40 developmentally disabled adults (ages 22-40 years) in a non-residential day program setting. RES Success provides pre-employment, computer, art and music training. The use would occupy the entire building, which is located on an 18,295 sq. ft. parcel. The 0.42-acre project site is zoned Professional and Administrative Office. Assessor Parcel No. 148-090-032. Section 18.25.020 of the Zoning Ordinance provides that a minor use permit is required for this use

CEQA: Categorically Exempt (Class 1 - Existing facility with no expansion).

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

ADJOURNMENT

Adjourn to the next scheduled meeting of the Zoning Administrator on Thursday, June 24, 2021 at 5:00 P.M., in the Public Works and Community Development Conference Room, 100 Gregory Lane.



City of Pleasant Hill

INSTRUCTIONS FOR PARTICIPATION IN PUBLIC COMMENTS DURING ZOOM VIDEO/TELECONFERENCED ZONING ADMINISTRATOR MEETINGS

The public is welcome to address the Zoning Administrator on items on the Consent Calendar or other 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.

Please note the meeting link below is to **join this meeting only** (other meetings will have different IDs and Passcodes) to provide live remote public comments. Please try to join the Zoom video conference meeting when the public comment period is opened for the item for which you would like to comment.

Zoning Administrator Meeting
June 10, 2021 @ 5:00 PM
Meeting Link – www.zoom.us
Webinar ID: **910 3904 3306**
Passcode: **551014**

To supplement a PC, Mac, tablet or device without audio, please join by phone at **(669) 900-6833**.

When it is your turn to speak, City Staff will invite you. You must mute your speakers if you are watching the meeting via livestream (Youtube or City Website) or there will be feedback during the meeting. Please note that comments are limited to **three minutes per speaker**.

We ask that when you're making a public comment, that you

- 1) Try to be in a room or space without a lot of background noise.
- 2) Have a strong, reliable internet connection or cell phone signal.
- 3) Use the "Raise Hand" feature in Zoom so we know you wish to speak. (If you are calling on a telephone, please press *9 to virtually raise your hand in Zoom)
- 4) **Please wait your turn and once brought into the meeting, we request that you state your name and city of residence for the record.**

The public may also submit written comments on any item within the Zoning Administrator's jurisdiction by 4:00PM the day of the meeting, by dropping comments off at City Hall (100 Gregory Lane) or emailing comments to planning@pleasanthillca.org.

If you only wish to watch the meeting live, you can find it on our website at www.pleasanthillca.org and clicking on the large orange button labeled "Watch Meetings".