

**MEETING AGENDA  
CITY OF PLEASANT HILL PLANNING COMMISSION  
MAY 9, 2017  
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: BILL BANKERT VICE CHAIR: DIANA VAVREK  
MEMBERS: ROBERT ABBOTT, DAVID MASCARO, HEATHER PHILLIPS, STEVE SCHRAMM, 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**

March 28, 2017

## **STUDY SESSION ITEMS**

1. STUDY SESSION TO REVIEW THE CITY-WIDE DESIGN GUIDELINES – CITY WIDE

This is a study session to review the Residential and Non-Residential City-Wide Design Guidelines (DG) and provide feedback regarding clarifications, updates and new provisions. No action will be taken.

Project Planners: Jeff Olsen, (925) 671-5206, [jolsen@pleasanthillca.org](mailto:jolsen@pleasanthillca.org) and Troy Fujimoto, (925) 671-5224, [tfujimoto@pleasanthillca.org](mailto:tfujimoto@pleasanthillca.org)

## **DISCUSSION ITEMS**

1. DISCUSSION OF THE CITY OF PLEASANT HILL PUBLIC NOTIFICATION PROCEDURES

Staff requests the Planning Commission provide input and feedback on the current City of Pleasant Hill adopted public notification procedures. The Commission feedback will be provided to the City Council for consideration at a future meeting date to be determined.

2. UPDATE AND OVERVIEW OF THE MAJOR DEVELOPMENT PROJECTS INTERACTIVE PLANNING MAP WEBSITE

Staff will provide the Planning Commission with a brief update and overview of the interactive planning map website that contains various major development projects that are currently under review by the Planning Division.

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 MAY 23, 2017

The next meeting of the Planning Commission will be on May 23, 2017. 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 May 23, 2017, starting at 6:30 P.M., in the City Hall Council Chambers, 100 Gregory Lane.