

**MEETING AGENDA
CITY OF PLEASANT HILL PLANNING COMMISSION
AUGUST 28, 2018
6:00 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](#)

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

COUNCIL CHAMBERS, 100 Gregory Lane, Pleasant Hill, CA 94523 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 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 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."

***PLANNING COMMISSION TO CONVENE IN THE CITY MANAGERS CONFERENCE
ROOM FOR TRAINING ON NEW MEETING AGENDA SOFTWARE***

CALL TO ORDER

NEW BUSINESS

1. PLANNING COMMISSION TRAINING ON NEW MEETING AGENDA SOFTWARE

City staff will hold a training session for the Planning Commission in anticipation of using new meeting agenda software for future Planning Commission meetings.

***PLANNING COMMISSION TO RECONVENE IN THE CITY COUNCIL CHAMBERS FOR
THE REGULAR MEETING BEGINNING AT 6:30PM***

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

July 24, 2018

PUBLIC HEARING ITEMS

1. PLN 18-0225 - TRAN USE PERMIT AT 105 THEO LANE (Continued from July 24, 2018)

Public hearing to consider a Use Permit request to allow a new garage to be constructed with a non-conforming side yard setback, to replace an existing garage that had a nonconforming side yard setback of 2.5 feet rather than a minimum of five feet as required by the zoning ordinance, submitted by Huy Tran. The property is zoned *R-7 – Single Family Residential – High Density*. Assessor Parcel Number: 150-164-008.

CEQA: Categorically Exempt – Class 3, New Construction
Project Planner: Jeff Olsen, 925-671-5206, jolsen@pleasanthillca.org

2. PLN 18-0247 – YORK MINOR VARIANCE & MINOR EXCEPTION AT 1730 MARY DRIVE

Public hearing to consider approval of PLN 18-0247, to allow reduced setbacks for an existing, unpermitted, accessory structure. The application, submitted by Chris York, requests a minor variance to allow a reduced rear yard setback from the required 5-feet to 3.2-feet, and a minor exception to allow a reduced side yard setback from the required 5-feet to 4.9-feet. These requests are associated with an after-the-fact permit request to legalize an accessory structure that was expanded without City approval. The property is zoned *R-7 Single Family Residential*. Assessor Parcel Number: 153-154-013; 1730 Mary Drive.

CEQA: Categorically Exempt – Class 3, New Construction
Project Planner: Andrew Shiflet, 925-671-5211, ashiflet@pleasanthillca.org

3. GENERAL PLAN AMENDMENT, CITY-WIDE

Public hearing to consider a recommendation to the City Council on a proposed General Plan Amendment to update miscellaneous provisions of the following elements: Community Development, Circulation, Safety and Noise; and to update various definitions within the City of Pleasant Hill General Plan. The proposed update includes clarifications of provisions related to: mixed use development, implementation of residential density limitations, provisions related to the development of a City library and related provisions pertaining to flood control & stormwater runoff, including necessary conforming changes to other sections of the General Plan for consistency. The proposed amendment would also update provisions of the General Plan that have already been completed by the City or which are no longer applicable and update existing definitions within the General Plan to ensure consistency with State law and related provisions in the City Zoning Ordinance.

CEQA: Exempt – Section 15061(b)(3)
Project Planner: Troy Fujimoto, 925-671-5224, tfujimoto@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 SEPTEMBER 11, 2018

The next meeting of the Planning Commission will be on September 11, 2018. 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 September 11, 2018, starting at 6:30 P.M., in the City Hall Council Chambers, 100 Gregory Lane.