

**MEETING AGENDA  
CITY OF PLEASANT HILL PLANNING COMMISSION  
FEBRUARY 11, 2020  
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: ROBERT ABBOTT VICE CHAIR: ALLEN VINSON  
MEMBERS: BILL BANKERT, DAVID MASCARO, STEVE SCHRAMM, DIANA VAVREK, CHADWICK WYLER**

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 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](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 28, 2020

**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. REVIEW OF THE ANNUAL HOUSING ELEMENT AND GENERAL PLAN IMPLEMENTATION REPORT AND ADOPTION OF A RESOLUTION RECOMMENDING ACCEPTANCE OF THE REPORT BY THE CITY COUNCIL

Annual report on the status of implementation of the General Plan, including the Housing Element, for review and recommendation for approval prior to transmittal to the State Department of Housing and Community Development and Office of Planning and Research as required by Government Code Section 65400. This update will include a report on the status of various programs contained with the current General Plan, including the status of the Housing Element update.

CEQA Determination: Statutorily Exempt (Section 15262, Planning and Feasibility Studies)

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

## **PUBLIC HEARING ITEMS**

1. PLN 19-0101, PLEASANT HILL RECREATION & PARK DISTRICT UTILITY BUILDING. CONDITIONAL USE PERMIT, DEVELOPMENT PLAN PERMIT AND ARCHITECTURAL REVIEW PERMIT AT 2 SANTA BARBARA ROAD (PLEASANT OAKS PARK) (Continued from the January 28, 2020 Meeting Date)

The Planning Commission will conduct a public hearing on a Use Permit, Development Plan Permit and Architectural Review Permit PLN 19-0101 for a new utility building and associated site improvements at Pleasant Oaks Park as proposed by the Pleasant Hill Recreation & Park District (PHRPD). The proposed project includes: (1) a new 2,196 square foot utility building with a maximum height of 15-feet 11-inches, (2) minor landscape modifications, and (3) new wall-mounted site lighting. The proposed site improvements would amend previously approved plans and permits for the recently completed Pleasant Oaks Park outdoor sports/recreation campus renovation constructed by the Pleasant Hill Recreation & Parks District. The Development Plan permit is required for an additional/new facility associated with a recently approved project, with an occupancy of 30 persons or more. A Use Permit is also required as an amendment to the previously approved conditional use permit for the overall existing *park and recreation* facility, which include modifications to the

approved parking supply (removal of 10 parking spaces at the park). The project site is located on the north side of Santa Barbara Road approximately 100 feet east of the intersection at Monte Cresta Avenue and Santa Barbara Road on an 11.3-acre site at 2 Santa Barbara Road. The property is zoned *R-10 Single Family Residential – Medium Density*. Assessor Parcel Number: 149-230-009.

CEQA: Class 3 Exemption – New construction of a utility building (less than 2,500 s.f.)

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

## **DISCUSSION ITEMS**

### **1. REVIEW OF PLANNING DIVISION PROJECTS IN 2019**

Staff will provide the Planning Commission with a brief report on Planning Division projects processed in 2019. At their discretion, Commissioners may ask questions and receive an update from staff regarding the status of any project.

### **2. 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.

### **3. REVIEW OF THE DRAFT AGENDA FOR REGULAR MEETING ON FEBRUARY 25, 2020**

The next meeting of the Planning Commission will be on February 25, 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.

### **4. 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 25, 2020, starting at 6:30 P.M., in the City Hall Council Chambers, 100 Gregory Lane.