

*****SPECIAL MEETING DATE AND START TIME*****

**MEETING AGENDA
CITY OF PLEASANT HILL
ZONING ADMINISTRATOR**

April 28, 2020

4:00 P.M.

www.pleasanthillca.org (925) 671-5209

Public Works and Community Development Conference Room, 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: <https://bit.ly/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. 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.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 20-0026 – ALTERNATIVES FOR ANIMALS, MINOR USE PERMIT – 425 GREGORY LANE, SUITE 6

[Staff Report](#)

[Attachment A](#) Staff Recommended Findings and Conditions of Approval

[Attachment B](#) Location Map

[Attachment C](#) Project Plans (including site photos)

[Attachment D](#) Applicant's Use Permit Analysis

[Attachment E](#) Comments

[Attachment F](#) Public Hearing Notice

The applicant is requesting approval of a use permit for an animal clinic use (holistic veterinarian), in a 2,016 gross square foot tenant space, within an existing 10,198 gross square foot multi-tenant two-story office building. The animal clinic use would have a maximum five (5) employees daily. The proposed use includes the sales of herbal supplies; retail sales of animals is not part of the proposed use. No site improvements or exterior modifications to the existing office building are proposed. The project site is located at 425 Gregory Lane, Suite 6. The site is zoned PAO – Professional and Administrative Offices. Assessor Parcel Number: 152-181-053.

CEQA: Categorically Exempt Class 3 (conversion of existing small structure from one use to another; no exterior alterations).

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

ADJOURNMENT

Adjourn to the next scheduled meeting of the Zoning Administrator on Thursday, May 14, 2020 at 5:00 P.M., in the Public Works and Community Development Conference Room, 100 Gregory Lane.