

**MEETING AGENDA
CITY OF PLEASANT HILL PLANNING COMMISSION
APRIL 13, 2010
7:30 PM**

COUNCIL CHAMBERS, 100 Gregory Lane, Pleasant Hill, CA 94523 www.pleasant-hill.ca.gov (925) 671-5209

CHAIR: DAVID MASCARO VICE CHAIR: JAMES BONATO MEMBERS: ROBERT ABBOTT, LOLA FELLINGER, KEN LOMBARDI, DIANA VAVREK, STEVE WALLACE
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Members of the audience wishing to speak on any matter must 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.pleasant-hill.ca.us 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. The Planning Commission meetings are telecast the Friday following the Tuesday meeting from 4 p.m. to 6 p.m.

Attention Hearing Aid Wearers: The Council Chambers is equipped with an Assistive Listening System. A receiver with headphone or Tel Coil antenna is available from the ADA Coordinator.

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.

PUBLIC HEARING

1. VAR 09-007, HOOKSTON SQUARE OFFICE COMPLEX – MONUMENT SIGNS, 3478 & 3480 BUSKIRK AVENUE (30 Minutes)

[Staff Report](#)
[Attachments](#)

The applicant is requesting a Variance to install: (1) a third and fourth monument sign, in an existing administrative office complex, where one freestanding sign is allowed, and (2) 22.5 square feet of sign area, per sign face, for each of the sign faces on the two proposed double-face monument signs where a maximum of 16 square feet per sign face or maximum 32 square feet for two sign faces is allowed. The two proposed signs are intended to provide tenant identification, one located at the Buskirk Avenue entrance, and the other at the Hookston Road entrance. In addition, the Commission is requested to accept the Exemption pursuant to Section 15303 and 15311 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA) of 1970, which consists of construction of limited numbers of new small structures and construction of minor structures (on-premise signs) accessory to existing commercial facilities. The project site is located in the *PAO Professional and Administrative Offices* zoning district. Assessor's Parcel Number 148-090-030 & 148-090-034.

Project Planner: Jeff Olsen, 925-671-5206, jolsen@ci.pleasant-hill.ca.us

STUDY SESSION ITEM

1. MISCELLANEOUS ZONING ORDINANCE AMENDMENTS, CITY-WIDE (60 Minutes)

[Staff Report](#)
[Attachments](#)

Staff is requesting the Commission hold a study session to review and provide direction to staff regarding miscellaneous amendments to the following provisions of Chapter 18 of the Pleasant Hill Municipal Code (zoning ordinance):

- a. Chapter 18.15 – Use Classifications.
- b. Chapter 18.20 – Residential Districts (various sections).
- c. Chapter 18.25 – Commercial, Retail Business, Neighborhood Business, Office and Light Industrial Districts (various sections).
- d. Chapter 18.30 – Planned Unit Development (PUD) and Precise Plan Districts (PPD) (various sections).
- e. Chapter 18.35 - Hillside Planned Unit Development District (HPUD) (various sections).
- f. Section 18.50.100 – Additional Site Development Regulations – Sight Obstructions.
- g. Chapter 18.55 – Off-Street Parking and Loading Regulations (various sections).
- h. Section 18.65.030 – Nonconforming Uses, Structures, and Signs – Nonconforming structures.
- i. Section 18.75.020 – General Provisions – Approval Authority and New Indemnification section.
- j. Section 18.90.060 – Development Plans – Lapse of approval – Changes to plans

- k. Section 18.95.060 – Use Permits – Lapse of approval – Changes to plans
- l. Section 18.100.010 – Temporary Use Permit – Requirement.
- m. Section 18.105.060 – Sign Permits – Lapse of approval – Changes to plans - Revocation
- n. Section 18.110.060 – Variances – Lapse of approval – Changes to plans
- o. Section 18.115.010 & 060 – Architectural Review Permits – Purpose and Changes to plans.
- p. Section 18.135.040 – Enforcement – Revocation or modification of discretionary permits.
- q. Section 18.140.010 - Definitions (various sections).
- r. Section 18.145.050 – Measuring Height.

The proposed amendments address miscellaneous corrections, clarifications, and minor substantive revisions to the zoning ordinance for the purpose of improving the clarity and administration of the ordinance. No action will be taken on the item since this is a study session.

Project Planners: Troy Fujimoto, 925-671-5224, tfujimoto@ci.pleasant-hill.ca.us; Lori Radcliffe, 925-671-5297, lradcliffe@ci.pleasant-hill.ca.us; Michelle Umadhay, 925-671-5211, mumadhay@ci.pleasant-hill.ca.us.

DISCUSSION ITEMS

1. REVIEW OF PENDING PLANNING DIVISION APPLICATIONS

Staff will provide the 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 APRIL 27, 2010

The next meeting of the Planning Commission will be on April 27, 2010. 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 April 27, 2010, at 7:30 P.M., in the City Hall Council Chambers, 100 Gregory Lane.