

**MEETING AGENDA  
CITY OF PLEASANT HILL PLANNING COMMISSION  
MAY 24, 2011  
7:30 PM**

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

**CHAIR: JAMES BONATO VICE CHAIR: DIANA VAVREK  
MEMBERS: ROBERT ABBOTT, TIMOTHY FLAHERTY, DAVID MASCARO, STEVE WALLACE**

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](http://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.

**Meeting Broadcasts:** Planning Commission meetings are videotaped and broadcast on Comcast Channel 26 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.

## **MINUTES**

[May 10, 2011](#)

## **PUBLIC HEARINGS**

1. AMENDMENTS TO SIGN ORDINANCE (45 Minutes)

[Staff Report](#)  
[Attachment A-7](#)  
[Attachment B-7](#)  
[Attachment C-7](#)  
[Attachment D-7](#)

Public hearing to consider recommendations to the City Council for approval of various amendments to sign provisions within the zoning ordinance (PHMC Title 18). The proposed sign ordinance amendments address consistency with the City's Design Guidelines; clarify procedures to improve ordinance administration; modify provisions pertaining to temporary signs; propose a streamlined review process for considering minor and major adjustments to sign standards; encourage more creative, higher quality signage; update definitions; address various suggestions from the Architectural Review Commission; and correct errors in the text. In addition, the Commission is requested to accept the exemption for this project pursuant to Section 15061(b).3 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA) of 1970, as amended, as there is no possibility that the proposed activity will have a significant effect on the environment as no physical change to the environment will result from the proposal.

Project Planner: Troy Fujimoto, 925-671-5224, tfujimoto@ci.pleasant-hill.ca.us.

2. ZONING ORDINANCE AMENDMENT TO PROVIDE A PROCESS FOR APPROVAL OF MINOR EXCEPTIONS TO SPECIFIED DEVELOPMENT STANDARDS (Continued from the May 10, 2011 meeting, 45 Minutes)

[Staff Report](#)  
[Attachment A-3](#)  
[Attachment B-3](#)  
[Attachment C-3 Part 1](#)  
[Attachment C-3 Part 2](#)  
[Attachment D-3](#)  
[Attachment E-3](#)

Public hearing to consider recommendations to the City Council to add a new chapter to the zoning ordinance (PHMC Title 18), Chapter 18.54, Minor Exceptions, to provide for a process for approval of minor exceptions to specified zoning ordinance development standards if certain findings can be made. In addition, the Commission is requested to accept the exemption for this project pursuant to Section 15061(b).3 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA) of 1970, as amended, as there is no possibility that the proposed activity will have a significant effect on the environment as no physical change to the environment will result from the proposal.

Project Planner: Troy Fujimoto, 925-671-5224, tfujimoto@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 JUNE 14, 2011](#)

The next meeting of the Planning Commission will be on June 14, 2011. 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 June 14, 2011, at 7:30 P.M., in the City Hall Council Chambers, 100 Gregory Lane.