

**CITY OF SAN PABLO
PLANNING COMMISSION MINUTES
OCTOBER 18, 2016
CITY COUNCIL CHAMBERS
ONE ALVARADO SQUARE
SAN PABLO, CA**

ROLL CALL

Chairperson Alvarado called the meeting to order at 6:30 P.M. Call of the roll showed present Commissioners Trujillo, Shi, Xavier and Chairperson Alvarado. Commissioner Sutton was absent. Staff present at the meeting were Michele Rodriguez, Development Services Director, Lynn Tracy Nerland, City Attorney, and Elizabeth Dunn, Assistant Planner.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Commissioner Trujillo made a correction on item 7.C. from the minutes of September 20, 2016. Commissioner Trujillo stated that he did not make a motion to approve the application; he only made a comment regarding the project.

Commissioner Xavier made a motion to approve the minutes for the special meeting of August 3, 2016, and for the regular meetings of August 16, 2016 and September 20, 2016, with the suggested corrections. The motion was seconded by Commissioner Trujillo. The motion was approved 3-0; Commissioner Shi abstained as she was absent from the September 20, 2016, meeting.

PUBLIC HEARINGS

PLAN1608-0003: Continued Item from the September 20th meeting. Conditional Use Permit to allow for a mobile vending use in the parking lot at 1503 Rumrill Boulevard, San Pablo, CA (APN 410-012-009). The proposed taco truck will be located on a portion of the site at 1503 Rumrill Boulevard, and will operate from 9am – 9pm, Monday through Saturday, and will have three employees.

Elizabeth Dunn indicated there no action is needed on this item because the application has been withdrawn by the applicant.

7.B : PLAN1607-0016: Continued item from the September 20th meeting. Conditional Use Permit to allow tandem parking at 1736 Emeric Avenue, San Pablo, CA (410-152-032). A new one-car enclosed garage parking space will be constructed, and one uncovered parking space will exist behind the one-car garage, on a lot that is 30 feet in width.

Elizabeth Dunn indicated that the reason why this item was continued was because there was some confusion from a member of the public who thought this project affected her property, when in fact it related to a neighboring property.

Elizabeth Dunn gave an overview of the project, staff report, and recommendations.

Chairperson Alvarado asked the commissioners if they had any questions regarding the project.

Commissioner Trujillo asked Elizabeth Dunn the distance from the sidewalk to the garage door. Elizabeth Dunn responded that the distance from the back of the sidewalk to the face of the garage was approximately 35 feet.

Chairperson Alvarado opened the public hearing and asked if there was anyone in the audience wishing to speak regarding the project. Seeing none, Chairperson Alvarado closed the public hearing and asked for a motion from the Commissioners. Commissioner Trujillo made a motion to approve PLAN1607-0016 and Resolution 16-10. Commissioner Xavier seconded the motion. The Commission voted in favor 4-0.

AYES: Trujillo, Xavier, Shi, and Alvarado.

NOES: None.

ABSENT: Sutton.

ABSTAIN: None.

NEW BUSINESS

City Attorney Tracy Nerland reviewed her presentation on the following:

- Conflict of Interest.

Director Rodriguez reviewed the following items:

- Reception for Commissioner Sutton – 5:30 p.m., November 15, 2016.
- Boards and Commissions Appreciation Reception – January 26, 2017.
- Community Workshop: Bicycle and Pedestrian Master Plan – 6:00 – 8:00 p.m., November 17, 2016.
- West County Senior Coalition’s discussion on affordable housing – Friday, October 28, 2016, at Richmond City Council Chambers.
- Annual City Hall-O-Ween event – 4:00 – 5:00 p.m., October 27, 2016.
- Updates on the status of several current projects, including: existing City Hall building, new Heritage Park, transit-oriented development project around Contra Costa Community College, library, fire station at end of Church lane, and County WIC building at Plaza San Pablo.

OLD BUSINESS

Director Rodriguez reviewed the following items:

- Development Services Monthly Report.
- New California Unified Building Code.

ADJOURNMENT

There being no further business, Chairperson Alvarado adjourned the meeting at 7:25 P.M. to the November 15, 2016 meeting.



David Alvarado
Chairperson



Michele Rodriguez
Development Services Director