



City of Pleasant Hill

**MEETING AGENDA
CITY OF PLEASANT HILL PLANNING COMMISSION
FEBRUARY 27, 2024
6:30 PM**

For the full agenda packet with all reports: [Full Agenda Packet](#)

For individual staff reports and attachments: [Individual Reports and Attachments](#)

www.pleasanthillca.org (925) 671-5209

CHAIR: CHADWICK WYLER VICE CHAIR: BRENDAN CHENEY
MEMBERS: DIANA VAVREK, ALEX KHALFIN, CELIA CHIANG, DAVID FIELD, DARIEN KEY

The meeting will be held in-person at City Hall, City Council Chambers, 100 Gregory Lane, Pleasant Hill, CA 94523 in accordance with the Ralph M. Brown Act.

You may watch the meeting on YouTube at: www.pleasanthillca.org/planningcom

Public Communication: The public is welcome to address the Planning Commission on items not listed on the agenda, but within the Commission’s jurisdiction, during the general Public Comment period. At the time they are discussed, the Public may comment on agenda items.

Public Participation Option

The Planning Commission will welcome in-person comments, as well as any written correspondence submitted via email or through the mail on any agenda item, or a general statement on a non-agenda item. The City requests that you please fill out a speaker's card, available at the entry to the Council Chambers, and turn it in to the staff liaison, when participating and providing in-person comments.

Copies of all comments received up until 4:00 p.m. on the day of a meeting will be provided to that hearing body prior to the meeting. Any email or written correspondence received by 4:00 p.m. will also be included in the meeting minutes as received public comment.

If, due to a disability, a reasonable accommodation is needed to participate in this meeting, please refer to the “Providing Accessible Communication to the Public Under the Americans with Disabilities Act and AB 2449” document, online at www.pleasanthillca.org/accessiblecommunications, and contact the Planning Division a minimum of 48 hours in advance of the meeting at (925) 671-5209 or via California Relay at 711.

A Zoom link is provided herewith as a courtesy, but members of the public are advised that they will only have the option to participate via teleconference using the Zoom platform in the event that a member of the legislative body is approved to attend remotely pursuant to the provisions of Assembly Bill 2449.

If this option is available, to watch and participate in the meeting via Zoom, click on the meeting link and enter the meeting ID and Passcode. The meeting ID and Passcode will change each meeting:

Meeting link: www.zoom.us

Meeting ID: 839 6317 3062

Passcode: 058537

Meeting Broadcasts: Planning Commission meetings are also recorded and broadcasted 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.

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. 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. Such documents are also available on the City of Pleasant Hill website at www.pleasanthillca.org, subject to staff's ability to post the documents before the meeting. An appeal to the City Council of either the decision, or of the conditions of approval of the Planning Commission, must be filed in writing with the City within 10 calendar days of the mailed notice of decision. No agenda item will be considered after 10:30 p.m. Remaining items will be rescheduled.

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. 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.

MINUTES

1. Tentative Minutes of the Regular Meeting - Planning Commission - January 23, 2024

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. PLN 19-0216, TENTATIVE PARCEL MAP (MINOR SUBDIVISION) & TREE REMOVAL PERMIT - TIME EXTENSION REQUEST, 590 CREEKSIDE DRIVE

Public hearing to consider approval of a request of a 24-month time extension for a Tentative Parcel Map (Minor Subdivision) and associated Tree Removal Permit that was granted by the Planning Commission in 2020. The approved project was for a tentative parcel map (minor subdivision) to divide a 42,253 sf parcel (0.97 ac.) into three lots: 12,861 sf, 7,626 sf, and 7,000 sf (net acres). The site will be accessed from Creekside Road via a newly constructed twenty-foot-wide (20') bridge that will replace the existing one over Grayson Creek. In addition, nineteen trees were approved to be removed (ten are

protected status). The project site is zoned R-7 Single Family Residential; APN: 152-091-004, located at 590 Creekside Road.

CEQA: Exempt per Section 15378 of the State CEQA Guidelines.

Project Planner: Andrew Shiflet, 925-671-5211, AShiflet@pleasanthillca.org

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

Annual report on the status of implementation of the 2040 General Plan, including the 6th Cycle 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: Statutorily Exempt (Section 15262, Planning and Feasibility Studies)

Project Planner: Haley Croffoot, 925-671-5297, HCroffoot@pleasanthillca.org

PUBLIC HEARINGS

1. ENT-2023-0050, DISNEY MINOR EXCEPTION, 225 JEANNE DRIVE

Public hearing to consider Minor Exception (ENT 2023-0050) request, submitted by the applicant Jeannette Disney, to allow a 10 percent reduction in the allowable front yard setback in conjunction with a proposal to construct a 145-square-foot addition on the front of her existing home. If the request is approved, the Minor Exception would allow a front setback of 18 feet for the proposed addition, where 20 feet would otherwise be the required minimum. The project site is located at 225 Jeanne Drive. The site is zoned R-7, Single-Family Residential (7,000 square foot lots). Assessor Parcel Number: 153-154-003

CEQA: Class 1 - Addition to an existing structure of less than 50 percent of the floor area of the existing structure.

Project Planner: Andrew Shiflet, 925-671-5211, AShiflet@pleasanthillca.org

2. ENT 2023-0043, JOHN MUIR HEALTH 100% MEDICAL OFFICE USE PERMIT, 2685 PLEASANT HILL ROAD

Public hearing to consider a Conditional Use Permit (ENT 2023-0043) request, submitted by the applicant John Muir Health. The applicant is requesting a Use Permit, in accordance with Section 18.25.020 of the Zoning Ordinance, to establish a 100% medical office use in a *RB Retail Business* zoning district. In addition, the applicant is requesting a use permit for “reduced parking for single uses.” to provide five parking spaces (12.1%) less than the minimum requirement of 41 parking spaces. The project site is located at 2685 Pleasant Hill Road, on the southwest corner of Devon Avenue and Pleasant Hill Road and is zoned *RB Retail Business* district. The project site’s assessor parcel numbers are 164-242-014 & 015.

CEQA: Class 1 & Class 3 (minor alteration, in the form of a new land use, within an existing facility).

Project Planner: Jeff Olsen, 925-671-5206, JOlsen@pleasanthillca.org

DISCUSSION ITEMS

1. STATUS OF CURRENT PLANNING PROJECTS

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.

Current Planning Projects

2. 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 March 12, 2024, starting at 6:30 PM.