



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Final

### Contra Costa County Planning Commission

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Wednesday, July 23, 2025

6:30 PM

30 Muir Road, Martinez

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**Zoom:** <https://cccounty-us.zoom.us/j/84769800896> | **Call in:** (888)278-0254 **Access code:** 198675

CHAIR: Kevin Van Buskirk

VICE-CHAIR: Bhupen Amin

COMMISSIONERS: Jeffrey Wright, Donna Allen, Bob Mankin, Ross Hillesheim, Sanjiv Bhandari

**Present**

Bhupen Amin, Sanjiv Bhandari, Bob Mankin, and Kevin Van Buskirk

**Absent**

Donna Allen, Ross Hillesheim, and Jeffrey Wright

The public may attend this meeting in person at the above location. The public may also attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided below. Persons wishing to view the meeting but not participate may view the meeting live online at: <https://www.contracosta.ca.gov/4314/County-Planning-Commission>.

Persons who wish to address the Commission during public comment on matters within the Commission's jurisdiction that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should come to the podium when called upon. Those participating via Zoom should indicate they wish to speak by using the "raise your hand" feature in the Zoom app. Those calling in should indicate they wish to speak by pushing "#2" on their phone.

All public comments will be limited to 3 minutes per speaker. Public comments may also be submitted before the meeting by email at [planninghearing@dcd.cccounty.us](mailto:planninghearing@dcd.cccounty.us), or by voicemail at (925) 655-2860. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting.

For assistance with remote access, please contact County staff at (925) 494-4516

Any disclosable public records related to an item on a regular meeting agenda and distributed by County staff to a majority of the Planning Commissioners less than 96 hours prior to the meeting are available for inspection at 30 Muir Road, Martinez, CA 94553, during normal business hours.

The Community Development Division of the Department of Conservation and Development will provide reasonable accommodations to those persons needing translation services and for persons with disabilities who wish to participate in County Planning Commission meetings. Please contact County staff at least 48 hours before the meeting at (925) 655-2860.

1. PLEDGE OF ALLEGIANCE

2. SUBDIVISION MAP EXTENSIONS

- 2a. CITY VENTURES HOMEBUILDING LLC (Applicant and Owner), County File #CDS18-09491 and #CDDP18-03022. The applicant requests to extend the expiration date for three (3) additional years, to September 24, 2028, for the vesting tentative map for the Tara Creek Townhomes in the unincorporated San Pablo area, consisting of thirty-three residential parcels and two common space parcels approved under subdivision #CDS18-09491. The project is located on San Pablo Avenue between Tara Hills Drive and O'Hatch Drive in the unincorporated San Pablo area (Zoning: Planned Unit District, P-1) (Assessor's Parcel Number: 403-202-011) SS [25-2851](#)

**APPROVED three-year extension, as recommended by staff**

**This Discussion Item was approved.**

**Motion: Van Buskirk**

**Second: Bhandari**

**Aye: Bhandari, Mankin, and Van Buskirk**

**Nay: Amin**

**Absent: Allen, Hillesheim, and Wright**

**Result: Passed**

3. PUBLIC HEARINGS

- 3a. GEORGE NAVARRO (Appellant) – GEORGE NAVARRO (Applicant and Owner), County File CDVR24-01060: This is an appeal of the Zoning Administrator's decision to deny a Variance Permit and Small Lot Design Review to allow a 750 square-foot detached garage (where 500 square-foot is the maximum size allowed for an accessory building) that is 15-feet, 5-inches in total height (where 15-feet is the maximum height allowed). The project site is located at 3565 Willow Road in the Bethel Island area of unincorporated Contra Costa County. (Zoning: F-1 Water Recreation District, -FH Flood Hazard Combining District) (Assessor's Parcel Number: 029-100-014) AS [25-2852](#)

**DENIED the appeal and UPHELD the Zoning Administrator's decision.**

**Findings: project is categorically exempt pursuant to CEQA Guidelines Section 15061(b)(4).**

**DIRECTED staff to file Notice of Exemption.**

**Motion: Bhandari**

**Second: Mankin**

**Aye: Bhandari, Mankin, and Van Buskirk**

**Nay:** Amin  
**Absent:** Allen, Hillesheim, and Wright  
**Result:** Passed

4. PUBLIC COMMENTS

**There were no requests to speak at public comment.**

5. STAFF REPORT

**Staff reported that the Board of Supervisor's denied appeal and approved the Carnelian care facility (CDLP23-02046) as recommended by the Commission and amended condition of Approval No. 19 to add the phrase "Applicant shall make a good faith effort not to use Warren Avenue for deliveries."**

6. COMMISSIONERS' COMMENTS

**Commissioner Van Buskirk will not attend 8.13.25**

7. COMMUNICATIONS

**There were no communications.**

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE HELD ON WEDNESDAY, AUGUST 13, 2025.