



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Final

### Contra Costa County Planning Commission

---

**Wednesday, December 10, 2025**

**6:30 PM**

**30 Muir Road, Martinez, CA**

---

**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

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.

**Present**

Donna Allen, Sanjiv Bhandari, Ross Hillesheim, Bob Mankin,  
Kevin Van Buskirk, and Jeffrey Wright

**Absent**

Bhupen Amin

1. PLEDGE OF ALLEGIANCE

2. SUBDIVISION MAP EXTENSIONS

- 2a. PACIFIC WEST COMMUNITIES (Applicant) – CONTRA COSTA COUNTY (Owner), County Files CDMS21-00005 and CDLP21-02015. The applicant requests a three (3) year extension of the period of time for filing a parcel map, to December 14, 2028, for the Orbisonia Village Project, consisting of four new parcels, and a Land Use Permit – Development Plan Combination Permit for the development of a three-phase mixed-use project including up to 384 units, not to exceed 165 units in phase one, a 20,900 sq. ft. public library, and 10,900 sq. ft. of commercial space, that was approved under Minor Subdivision CDMS21-00005 and Land Use – Development Plan Combination Permit CDLP21-02015. The project site is bound by Bailey Road to the west, State Route 4 to the north, Ambrose Park to the east, and West Leland Road to the south in the Bay Point area of unincorporated Contra Costa County. (Zoning: Bay Point P-1 Planned Unit District) (Assessor’s Parcel Number: 094-026-007 (Primary)) JL

[25-5014](#)

**Speakers: None**

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

**Motion: Hillesheim**

**Second: Mankin**

**Aye: Allen, Bhandari, Hillesheim, Mankin, Van Buskirk, and Wright**

**Absent: Amin**

**Result: Passed**

3. PUBLIC HEARINGS

- 3a. BENOIT MCVEIGH, DK ENGINEERING (Applicant) - GEORGE M. MOORE (Owner), County File CDRZ23-03271, CDMS23-00005. The applicant requests approval of a rezone from an A-2, General Agricultural (A-2) District to R-40 Single-Family Residential (R-40) District, and a vesting tentative map to subdivide the subject 2-acre property into two lots, an approximately 0.95-acre Parcel A and an approximately 1.05-acre Parcel B. The applicant has requested variances to the requirements of the R-40 zoning district standards to allow a 0-foot front setback and an 8-foot side yard for the construction of retaining Wall #1 and to allow a 5-foot front setback for the construction of retaining Wall #3. The applicant also requests an exception to County Title 9 standards requiring the undergrounding of existing utilities along the Green Valley Road frontage. Site improvements include expanding the existing driveway where it connects to Green Valley Road, installing new utilities and infrastructure, and constructing stormwater and drainage infrastructure. The applicant also requests approval of a tree

[25-5013](#)

permit for the removal of eight code-protected trees and to allow work within the driplines of four code-protected trees for the demolition of an existing barn, grading including ±330 cubic yards (CYS) of cut and ±540 CYS of fill for a net 210 CYS, construction of retaining walls and site improvements, and construction of a new two-story residence on proposed Parcel B. An existing residence on proposed Parcel A would remain unchanged. The project is located at 1921 Green Valley Road in the Alamo area of Contra Costa County. (Zoning: A-2 General Agricultural District); (Assessor’s Parcel Numbers: 194-070-015, 194-070-018) SS

**Speakers: David Bowie, Alamo; Fred Wilson, Alamo; Melinda Trost, Alamo; Joseph Moore, Danville; Benoit McVeigh, DK Engineering Walnut Creek; Suzanne Howard, Walnut Creek; Patricia McGovern, Alamo; Ken Scott, Alamo; Joseph, Alamo**

**RECOMMENDED that the Board of Supervisors approve rezoning the subject property from A-2 to R-40 and approve the vesting tentative map to subdivide the subject 2-acre property into two lots, as recommended by staff.**

- Motion:** Hillesheim
- Second:** Van Buskirk
- Aye:** Bhandari, Hillesheim, Mankin, Van Buskirk, and Wright
- Nay:** Allen
- Absent:** Amin
- Result:** Passed

- 3b. ELLEN BULLA, SYCAMORE COURT HOME ASSOCIATION [25-5015](#)  
 (Appellant), ROD SCHLENKER, INSURANCE AUTO AUCTIONS, INC. (Applicant), NGL SF BAY STORAGE & TRANSFER, LLC (Owner), County File CDDP18-03005. This is an appeal of the Zoning Administrator’s decision to approve a development plan for the expansion of an existing Insurance Auto Auctions storage facility onto an adjacent vacant 10.35-acre property. The proposed expansion would allow the storage of an additional 1,136 vehicles bringing the total number of vehicles permitted to be stored at the facility to approximately 4,436 vehicles. The development plan approval includes approval of a deviation to the Bay Point P-1 Development Standards for 7.5% of the subject lot to be landscaped (where 10% of the site is required to be landscaped), approval of a tree permit for the removal of 41 code-protected trees ranging in size from 7” to 60” in diameter, and the granting of an exception to the collect and convey requirements of Division 914 of the County Code. The Commission will also consider a mitigated negative declaration prepared for the project under the California Environmental Quality Act. The project site is located at 2770 Willow Pass Road in the Bay Point area of unincorporated Contra Costa County. (Zoning: Bay Point P-1 Planned Unit District) (Assessor’s Parcel Number: 098-240-031) (CONTINUED TO JANUARY 14, 2026) GF

**The Chair acknowledged that the applicant had requested that the item be continued.**

**Speakers: Linda Swaggerty, Bay Point; Johnny Fernandez, Bay Point; Humberto Porras, Bay Point; Suzanne Howard, Walnut Creek.**

**Commissioner Hillesheim inquired if there was a way to get code enforcement to the site.**

**Commissioner Mankin thanked the speakers for coming to the meeting and informed the speakers that they could join the next meeting via Zoom if that is easier.**

**Item CONTINUED**

**Motion: Hillesheim**  
**Second: Van Buskirk**  
**Aye: Allen, Bhandari, Hillesheim, Mankin, Van Buskirk, and Wright**  
**Absent: Amin**  
**Result: Passed**

4. PUBLIC COMMENTS

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

5. STAFF REPORT

**Staff reported it was Commissioner Wright's last meeting and thanked him for his service.**

6. COMMISSIONERS' COMMENTS

**Commissioner Van Buskirk, Commissioner Bhandari, and Commissioner Hillesheim thanked Commissioner Wright.**

7. COMMUNICATIONS

**There were no communications.**

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE HELD ON WEDNESDAY, JANUARY 14, 2026.

**Adjourned today's meeting at 8:31 p.m.**