

AGENDA

Knightsen Town Advisory Council

Tuesday, November 19, 2024

7:00 PM

Knightsen Farm Bureau, 3020 Second Street, Knightsen, CA 94548

- 1. Roll Call and Introductions
- 2. Approval of Agenda
- 3. Pledge of Allegiance
- 4. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers are limited to three minutes).
- 5. Agency Reports
 - **Contra Costa Office of the Sheriff** a. **Contra Costa Fire Protection District** Office of Supervisor Burgis
- 6. Consent Items - Items are subject to removal from the consent calendar by request of any MAC member. Items removed from the consent calendar will be considered with the discussion items.

APPROVE Record of Actions - June 18, 2024 and August 20, 2024

24-3967

24-3964

Attachments: MeetingMinutes 18-Jun-24

MeetingMinutes 20-Aug-24

7. **Discussion Items**

> CONSIDER Agency Comment Request CDPC24-00002 where the applicant request a Land Use Permit to use existing buildings for an owner operated horse boarding business providing care for up to 18 horses with up to 18 separate owners. Hours of operation are 8 am to 10 pm. This will be horse boarding only. Not open to the public. Only owners of boarded horses will be present. No events. No lessons. No persons conducting business (no trainers). No employees. Veterinarians and farriers will have access.

Attachments: PW Agency Comment Pkt CDLP21-02004

b. PROVIDE feedback and APPROVE the 2024 Annual Report and 2025 Work Plan.

24-3965

Attachments: 2024 Annual Report - KTAC

- c. SELECT Knightsen TAC 2025 Chair and Vice-Chair
- 8. Correspondence/Announcements
- **a.** RECEIVE November KTAC Correspondence

24-3966

Attachments: KTAC November Correspondence

- 9. Future Agenda Items
- 10. Adjourn

The next meeting is currently scheduled for January 21, 2025.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 3361 Walnut Blvd, Suite 140, Brentwood, CA 94513, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Stephen Griswold, Deputy Chief of Staff, 925-655-2330



1025 ESCOBAR STREET MARTINEZ, CA 94553

Staff Report

File #: 24-3967 Agenda Date: 11/19/2024 Agenda #:

Choose an item.

Meeting Date: 11/19/24

Subject: Record of Actions - 6/18/24 - 8/20/24

Submitted For: KTAC

Recommendation(s)/Next Step(s):

APPROVE Record of Actions - June 18, 2024 and August 20, 2024

1025 ESCOBAR STREET MARTINEZ, CA 94553



Meeting Minutes

Tuesday, June 18, 2024 7:00 PM

Knightsen Farm Bureau 3020 Second Street, Knightsen, CA 94548

Knightsen Town Advisory Council

1. Roll Call and Introductions

Present Kim Carone, Sankara Dumpa, Dale Giessman, and Linda Matteri

Absent Maria Jehs

2. Approval of Agenda

A motion was made by Giessman, seconded by Matteri, that the agenda be approved.

The motion carried by the following vote:

Motion: Giessman Second: Matteri

Aye: Carone, Dumpa, Giessman, and Matteri

Absent: Jehs Result: Passed

- 3. Pledge of Allegiance
- 4. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers are limited to three minutes).

No Public Comments

- 5. Agency Reports
 - a. Contra Costa Office of the Sheriff Contra Costa Fire Protection District Office of Supervisor Burgis

Contra Costa Office of the Sheriff - Lt Jacquez provided a monthly activity report and updated on an un permitted party/event that occurred at a residence on Eagle Lane.

Contra Costa Fire Protection District - No Report.

Office of Supervisor Burgis - Stephen Griswold provided a report on county activities and answered a question from a previous month's meeting regarding the fund balance for KTCSD encumbered funds. The balance presented was \$176,448.80 with no money having been expended.

5. Consent Items - Items are subject to removal from consent calendar by request of any MAC member. Items removed from the consent calendar will be considered with the discussion items.

a. <u>24-1711</u>

Attachments: 5-21-24 Draft Record of Actions

A motion was made by Dumpa, seconded by Matteri, that this Discussion Item was approved. The motion carried by the following vote:

Motion: Dumpa Second: Matteri

Aye: Carone, Dumpa, Giessman, and Matteri

Absent: Jehs Result: Passed

6. Discussion Items

a. RECEIVE presentation from the Friends of the Oakley Library on the proposed Oakley Library and Community Center.

A presentation on the fundraising efforts for the Oakley Library and Community Center was provided by Lorena Campos, Friends of the Oakley Library, Oakley City Council Members Shannon Shaw and Anissa Williams, and Oakley City Manager Josh McMurray. There were no questions from the public or KTAC.

7. Correspondence/Annoucements

a. <u>24-1712</u>

Attachments: KTAC June Correspondence

Correspondence was received.

8. Future Agenda Item

No Future Agenda Items were requested.

9. Adjourn

The meeting was adjourned at 7:46 PM.

The next meeting is currently scheduled for July 16, 2024.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 3361 Walnut Blvd, Suite 140, Brentwood, CA 94513, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.contracosta.ca.gov. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Stephen Griswold, Deputy Chief of Staff, (925) 655-2330.

1025 ESCOBAR STREET MARTINEZ, CA 94553



Meeting Minutes

Tuesday, August 20, 2024 7:00 PM

Knightsen Farm Bureau 3020 Second Street, Knightsen, CA 94548

Knightsen Town Advisory Council

1. Roll Call and Introductions

Present Kim Carone, Dale Giessman, Maria Jehs, and Linda Matteri

Absent Sankara Dumpa

2. Approval of Agenda

A motion was made by Jehs, seconded by Giessman, that the agenda be approved.

The motion carried by the following vote:

Motion: Jehs Second: Giessman

Aye: Carone, Giessman, Jehs, and Matteri

Absent: Dumpa Result: Passed

- 3. Pledge of Allegiance
- 4. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers are limited to three minutes).

No Public Comments.

- 5. Agency Reports
 - a. Contra Costa Office of the Sheriff
 Contra Costa Fire Protection District
 Office of Supervisor Burgis

Contra Costa County Code Enforcement

Contra Costa Office of the Sheriff - Lt Jacquez provided a monthly activity report including an update on several citizen complaints regarding a transient RV. A concern was posed to Lt. Jacquez regarding truck traffic on Knightsen Avenue related to the construction occurring on Cypress in Oakley. This information was also relayed to Oakley City Manager Josh McMurray.

Contra Costa Fire Protection District - Michelle Rinehart presented to discuss the Wildfire Mitigation program, Low Income Exterior Hazard program, and FireWise.

Office of Supervisor Burgis - No Report.

Contra Costa County Code Enforcement - Larry Tolson, Contra Costa County Code Enforcement Manager attended to introduce himself and other new staff that will cover the community of Knightsen. He provided staff's contact information for those in attendance.

- 6. Consent Items Items are subject to removal from the consent calendar by request of any MAC member. Items removed from the consent calendar will be considered with the discussion items.
 - a. None
- 7. Discussion Items

a. Firewise USA Update

Contra Costa Fire Protection District Inspector Derek Beruman provided a presentation on the benefits of establishing a FireWise community in Knightsen including the process needed to establish one. He also highlighted the need for home to have defensible space around their homes and properties.

b. Knightsen Community Cleanup Update

Stephen Griswold, Deputy Chief of Staff for Supervisor Burgis provided an update on the Knightsen Community Cleanup including this year's addition of Contra Costa County Environmental Health's Tire Amnesty Disposal Event. Participation by KTAC members at the cleanup was also discussed.

8. Correspondence/Announcements

24-2601

Attachments: KTAC Augsut Correspondence

Correspondence was received.

9. Adjourn

Meeting was adjourned at 7:50 PM

The next meeting is currently scheduled for October 15, 2024.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 3361 Walnut Blvd, Suite 140, Brentwood, CA 94513, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.contracosta.ca.gov. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Stephen Griswold, Deputy Chief of Staff, (925) 655-2330.



1025 ESCOBAR STREET MARTINEZ, CA 94553

Staff Report

File #: 24-3964 Agenda Date: 11/19/2024 Agenda #:

Choose an item.

Meeting Date: 11/19/24

Subject: Agency Comment Request

Submitted For: KTAC

Recommendation(s)/Next Step(s):

CONSIDER Agency Comment Request CDLP21-02004 where the applicant request a Land Use Permit to use existing buildings for an owner operated horse boarding business providing care for up to 18 horses with up to 18 separate owners. Hours of operation are 8 am to 10 pm. This will be horse boarding only. Not open to the public. Only owners of boarded horses will be present. No events. No lessons. No persons conducting business (no trainers). No employees. Veterinarians and farriers will have access.

CONTRA COSTA COUNTY DEPARTMENT OF CONSERVATION AND DEVELOPMENT COMMUNITY DEVELOPMENT DIVISION

COMMUNITY DEVELOPMENT DIVISION

30 Muir Road

Martinez, CA 94553-4601 Phone: 925-674-7205 Fax: 925-674-7258



AGENCY COMMENT REQUEST



Planning Application

Department of Conservation and Development

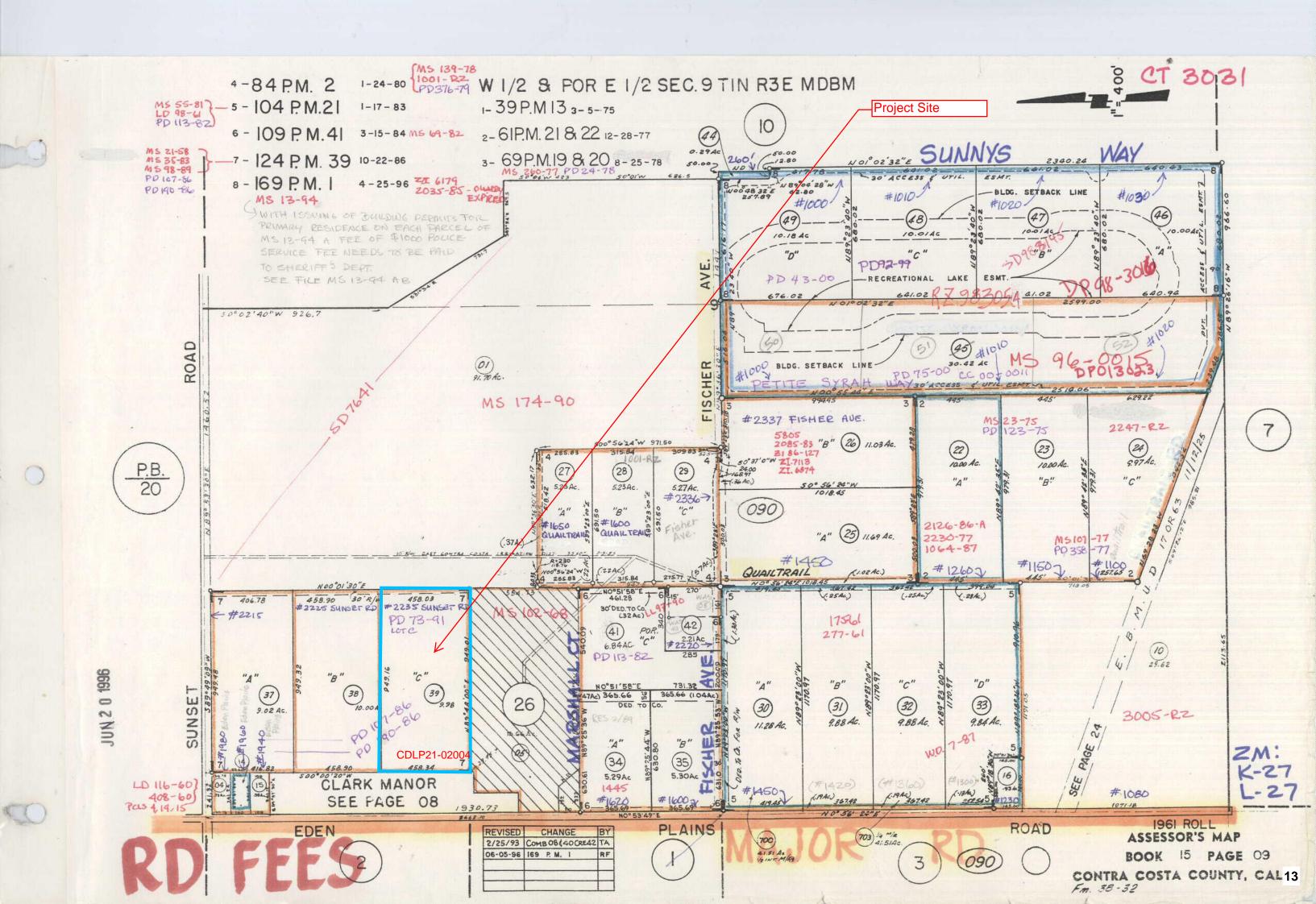
Community Development Division

30 Muir Road Martinez, CA 94553 (925) 674-7200

| PROJECT DATA | | | | | |
|---------------------------|--|--|--|--|--|
| Total Parcel Size: | | | | | |
| Proposed Number of Units: | | | | | |
| Proposed Square Footage: | | | | | |
| Estimated Project Value: | | | | | |

| www.cccounty.us | | | | | | sed Square Footage: |
|--|---|-----------------------------|----------|------------|------------------------|---------------------------------|
| TYPE OF APPLICATION (Mark all that apply): | | | | Estim | ated Project Value: | |
| ☐ ACCESSORY DWELLING UNIT (ADU |)/JUNIOR ADU | GENERAL PLAN A | MENDMENT | /FEASIBILI | TY STUDY | REZONING |
| ADMINISTRATIVE REVIEW (former Redevelopment Area) | | | | | TREE PERMIT | |
| ☐ CERTIFICATE OF COMPLIANCE | Contact the Rublic | LOT LINE ADJUSTMENT | | | | VARIANCE |
| COMPLIANCE REVIEW | 10 to 5 00 p.m. Mon | ☐ MAJOR ☐ MINOR SUBDIVISION | | | | WIRELESS |
| ☐ DEVELOPMENT PLAN | included on any of the in | PLANNING CONSI | DERATION | | electing to half | OTHER |
| ADDRESS: 2235 SUNSIDERO ADDRESS: 2335 SUNSIDERO ADDRES | | | | | | |
| ************************************** | | | | | | |
| The applicant requests a La | and Use Permit to | establish a hor | se board | ing stab | les at the | subject property. |
| Property Description: | | | | | | |
| measures 40 inches or capre, me | TYPE OF FE | E F | EE | CODE | ASSESSOR'S | ^{#:} 015-090-039 |
| Area: Brentwood | *Base Fee/Deposit | \$ 550 | | S- | Site Address | |
| Fire District: | Late Filing Penalty (+50% of above if applic | \$ | | S-066 | Zoning Distr | SUNSET RD |
| East Co Co Sphere of Influence: | ½% Est. Value over \$10 | | 9 | S-029 | A-2 General Plan | : scheduled for Nacring; and/or |
| N/A Flood Zone: | #Units/Lotsx \$ Sq. Ft. x \$ | \$ | | 5-014 | Census Tract | |
| x-ref Files: | Notification Fee | \$15.00 | (630.00) | 5-052 | 3031.03 Substandard | Lot: Yes No |
| projekt it is the expolicant's resp | Fish & Game Posting (if not CEQA exempt) | \$75.00 |) ! | 5-048 | Supervisoria | l District: |
| | Environmental Health D | Pept. 657.00 |) 5 | 5884 | Received By | J. Lawlor |
| Concurrent Files: | TOTAL | \$ 50 | 662 | 6 y. | Date Filed: | 2/10/2021 |
| *Additional fees based on time and materials will staff costs exceed base fee. | | | | ged if | File #: | LP21-02004 |

APPLICATION SUBMITTAL ON REVERSE







Aerial 015080005 01508000 Legend City Limits Unincorporated Address Points Highways Highways Bay Area 15080007 Streets ■ Board of Supervisors' Districts County Boundary Bay Area Counties **Building Outlines** Assessor Parcels Aerials 2019 015080008 Red: Band_1 Green: Band_2 Blue: Band_3 World Imagery 015090039 Low Resolution 15m Imagery Unincorporated Diane Burgis High Resolution 60cm Imagery High Resolution 30cm Imagery 015080009 Citations 2235 Sunset Rd 015080010 015260001 015260002

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

2200 Marshall Ct

Notes

1: 1,128

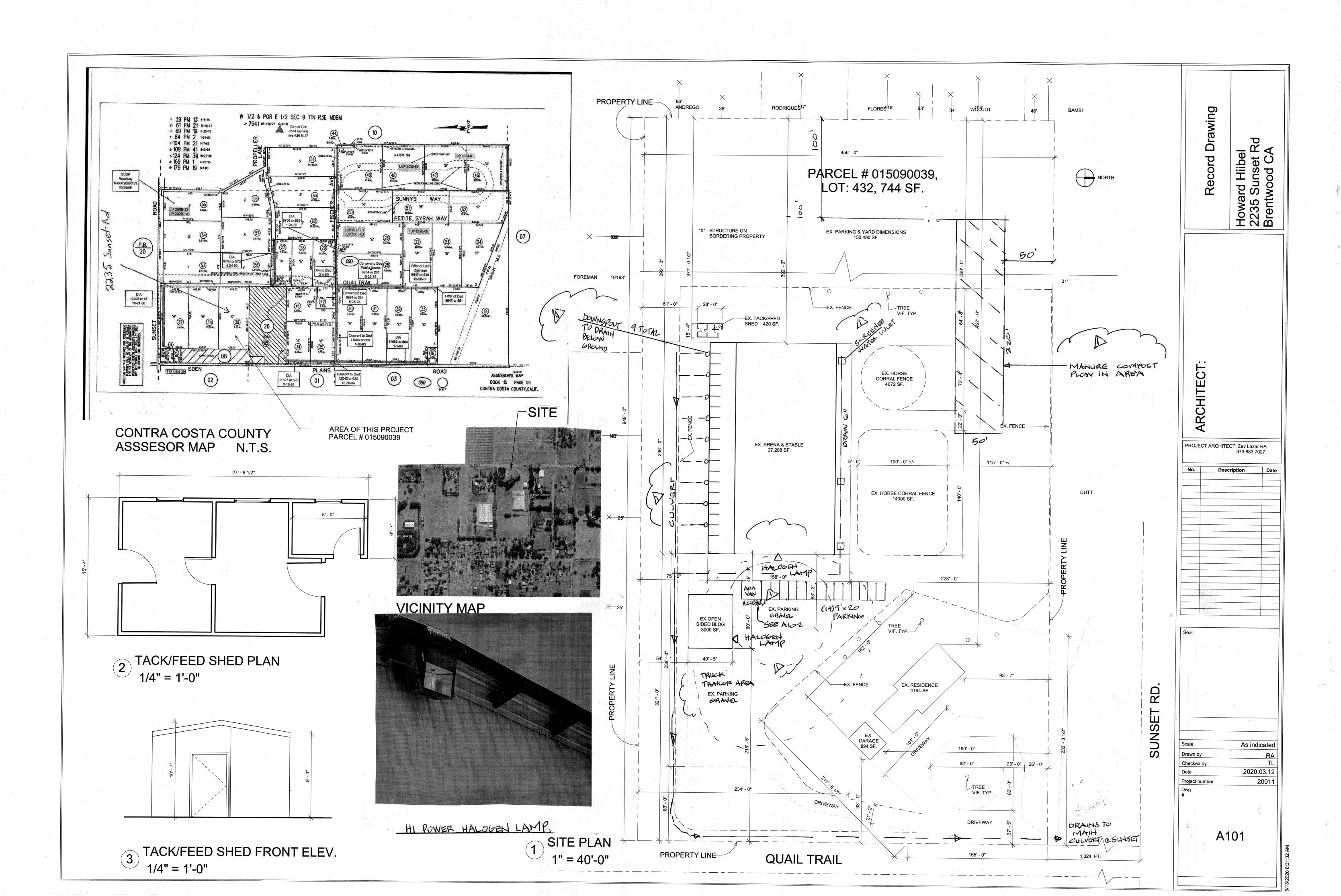
Contra Costa County -DOIT GIS

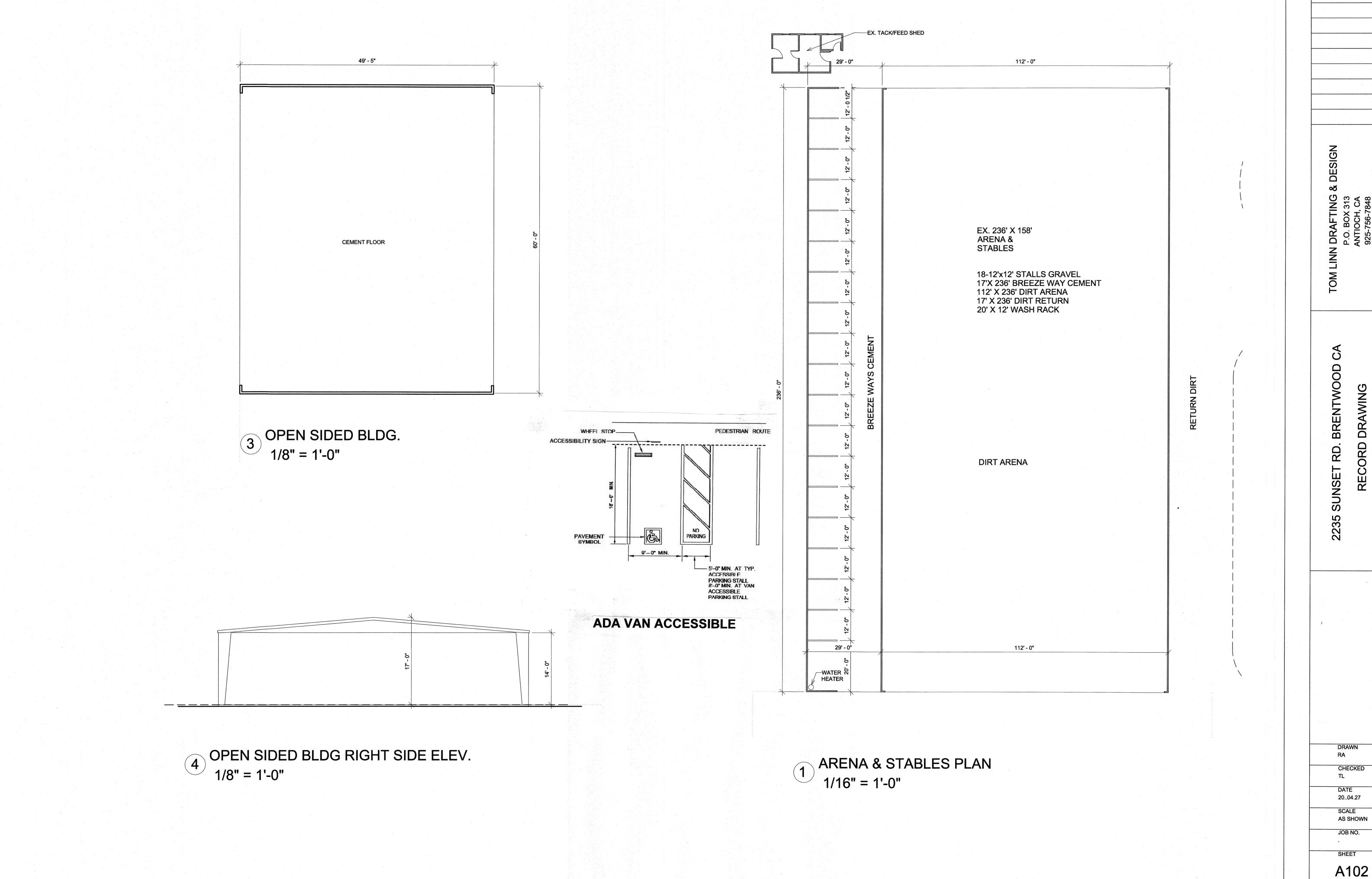
2110 Marshall Ct

0.02

0.0 Miles

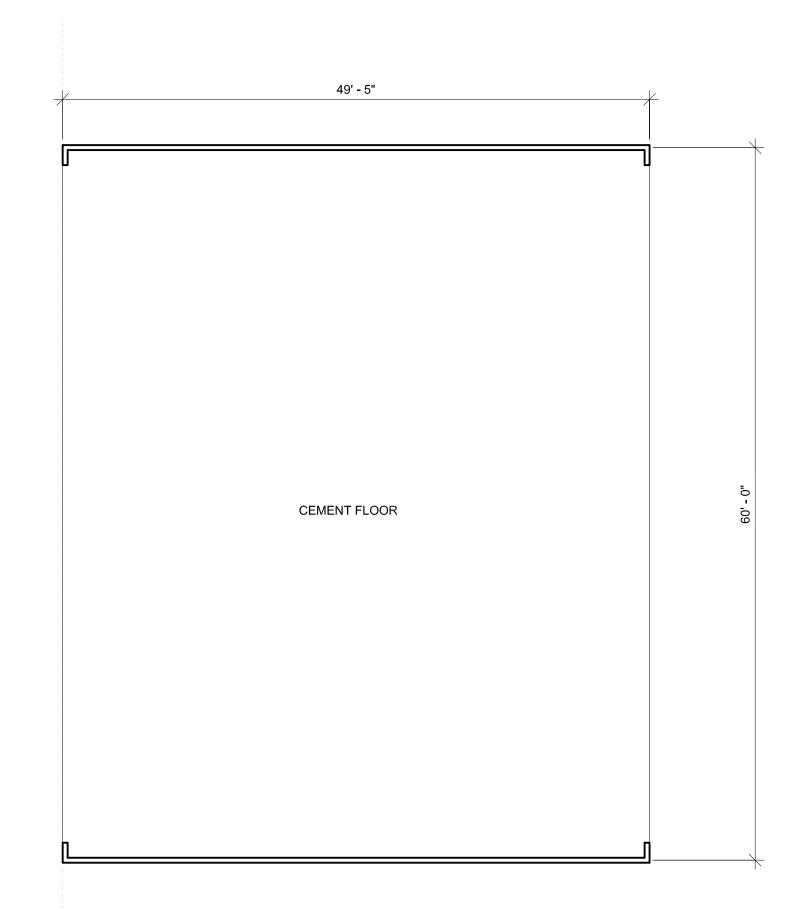
0



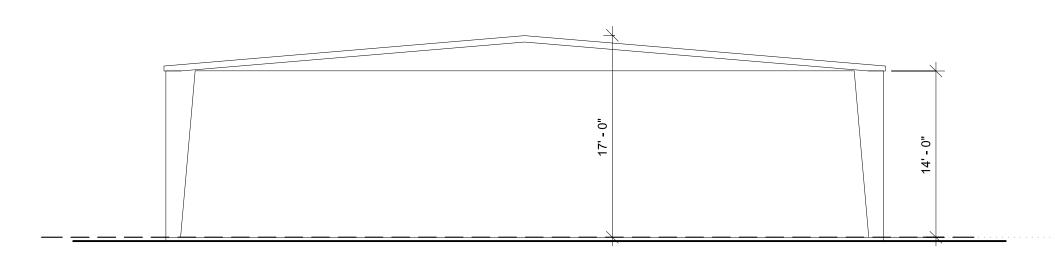


REVISIONS TOM LINN BRENTWOOD CA 2235 SUNSET RD. CHECKED TL 20..04.27 SCALE AS SHOWN

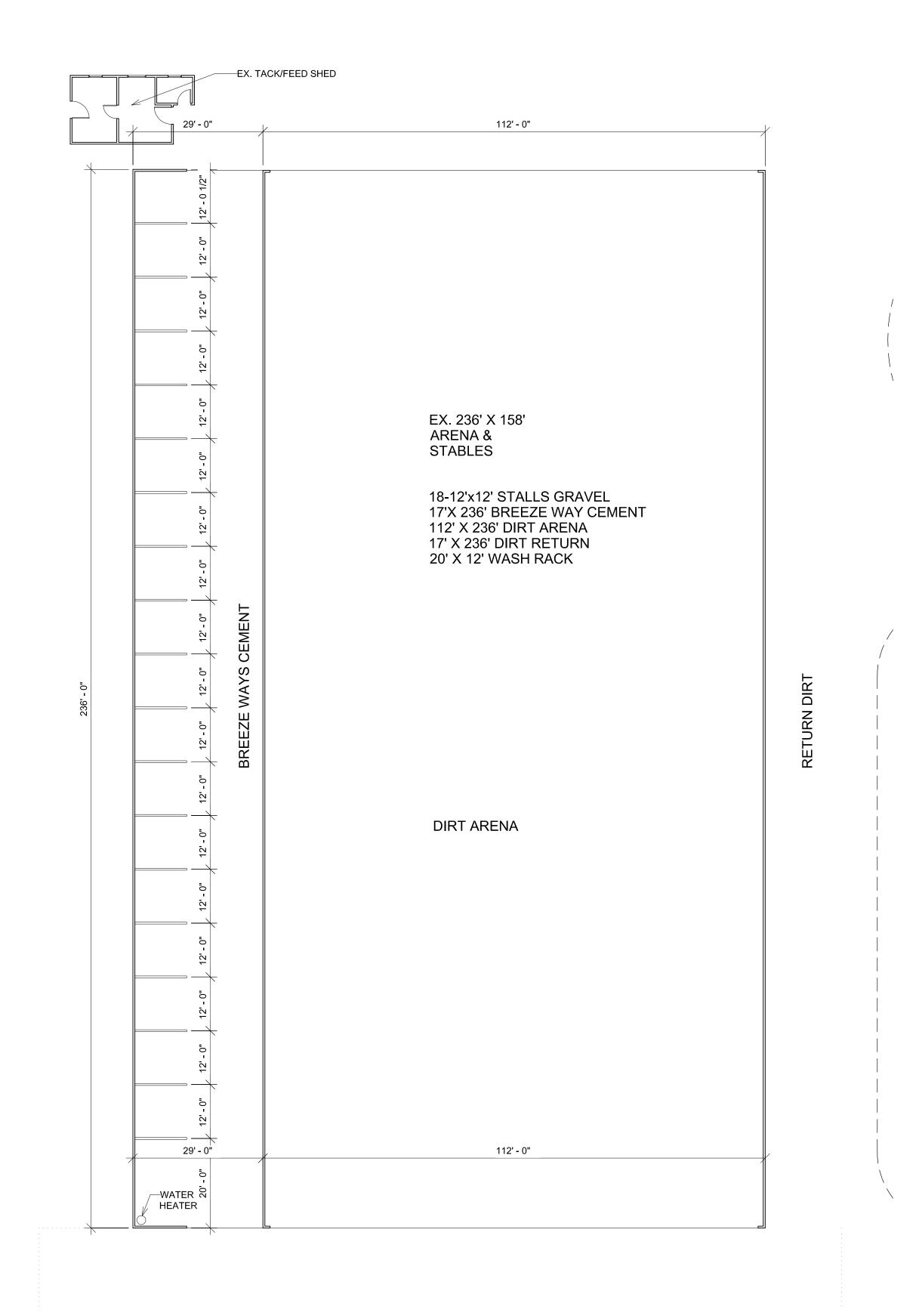
SHEET



3 OPEN SIDED BLDG. 1/8" = 1'-0"



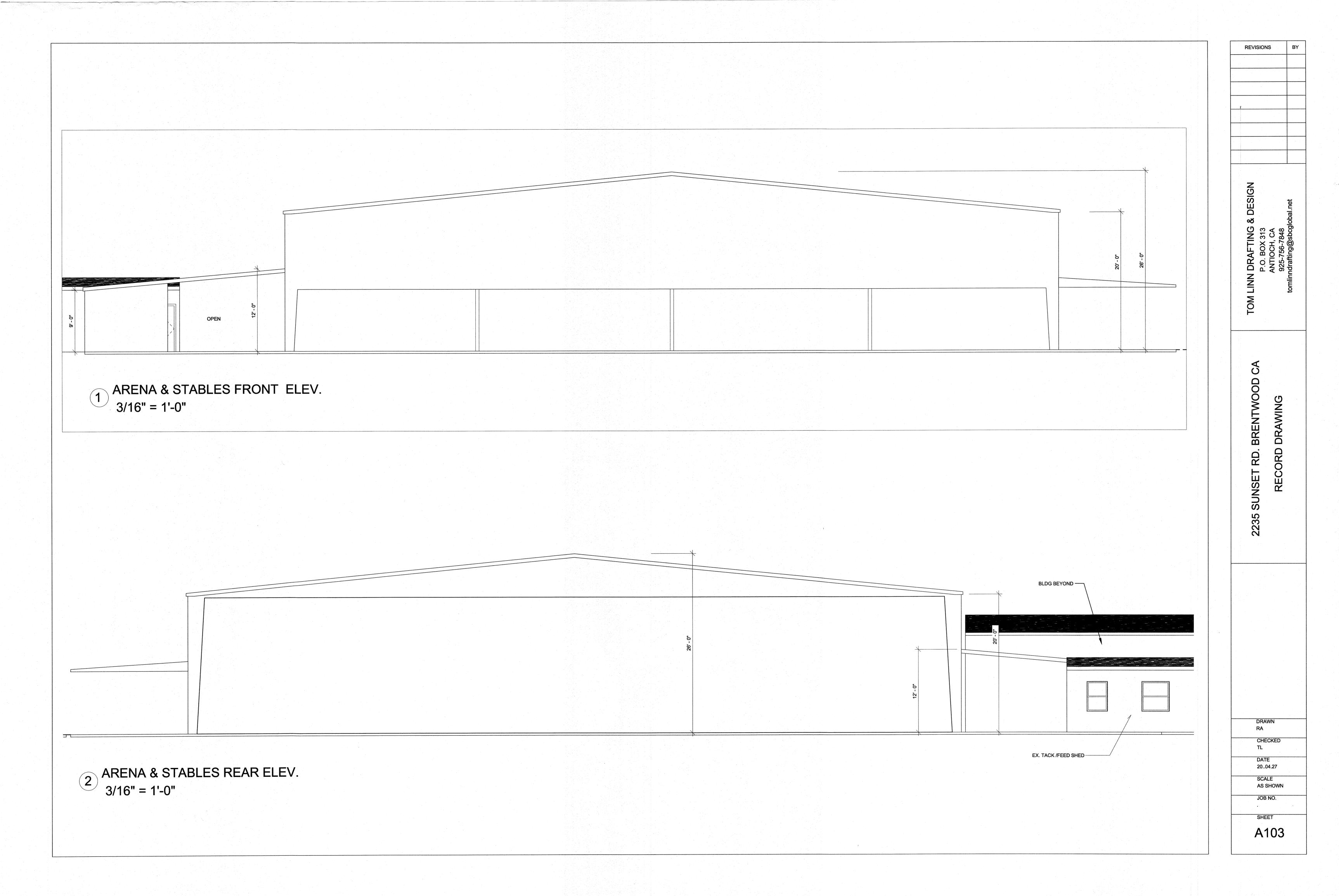
OPEN SIDED BLDG RIGHT SIDE ELEV. 1/8" = 1'-0"



1 ARENA & STABLES PLAN 1/16" = 1'-0"

| REVISIO | BY | |
|----------------------------------|-----------------------------|-------------------------------|
| TOM LINN DRAFTING & DESIGN | ANTIOCH, CA 925-756-7848 | tomlinndrafting@sbcglobal.net |
| 2235 SUNSET RD. BRENTWOOD CA | RECORD DRAWING | |
| CH TL DA 20 SC AS | HECKED | |

A102



Project Description

Land Use Permit, 2235 Sunset, 015-090-039

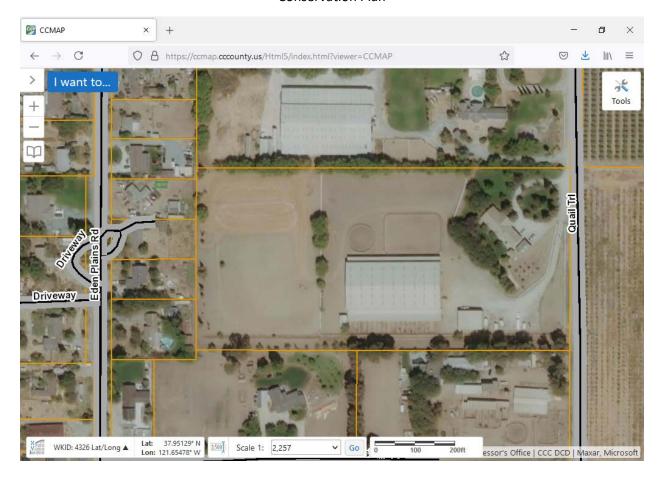


Use existing buildings for an owner operated horse boarding business providing care for up to 18 horses with up to 18 separate owners. Hours of operation are 8 am to 10 pm. This will be horse boarding only. Not open to the public. Only owners of boarded horses will be present. No events. No lessons. No persons conducting business (no trainers). No employees. Veterinarians and farriers will have access.

2235 Sunset Rd

Brentwood, CA 94513

Conservation Plan



...A conservation measure is a specific treatment, such as a management decision, activity, practice or structure...

Property description:

- 10 flat agricultural acres
- No native plants
- No wildlife habitats
- Soil is delta silt and sand
- No pastures
- Paddocks located on natural sand deposit
- No high horse traffic given only 18 horses

- Well is 300 ft from any form of horse waste
- Aquifer is impermeable
- Property drains to existing Irrigation/Ag District runoff system

Problem areas:

- None

Maintenance areas:

- Gutters
- Drainage to Irrigation/Ag district runoff system
- Horse waste
- Northerly wind break
- Fire
- Weeds
- Ag pests

Measures:

- Collect horse waste twice daily
- Spread waste on designated 1 acre
- Periodic tilling of waste area
 - a). Doesn't drain to neighbors
 - b). Doesn't drain to aquifer
 - c). Composts
- Monitor Gutter/drainage system
 Has flush outs
- Maintain drainage to irrigation/Ag District runoff system
- Fire/weed/pest control for Fire District and Ag District Harrow and till open land on periodic basis
- Maintain north boundary tree line wind break

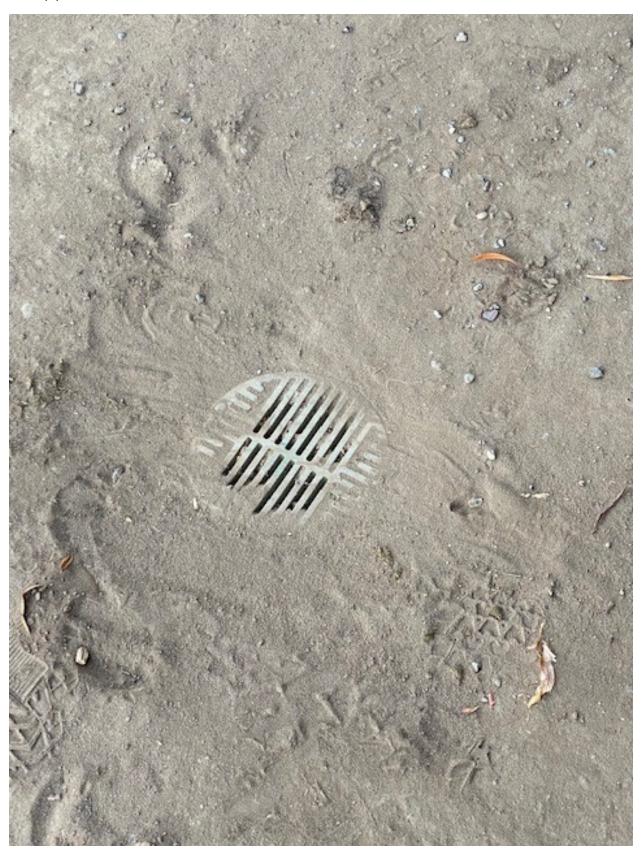
Drainage to Irrigation/Ag District runoff system



Gutters and Downspouts above paddocks



Drain pipe flush out



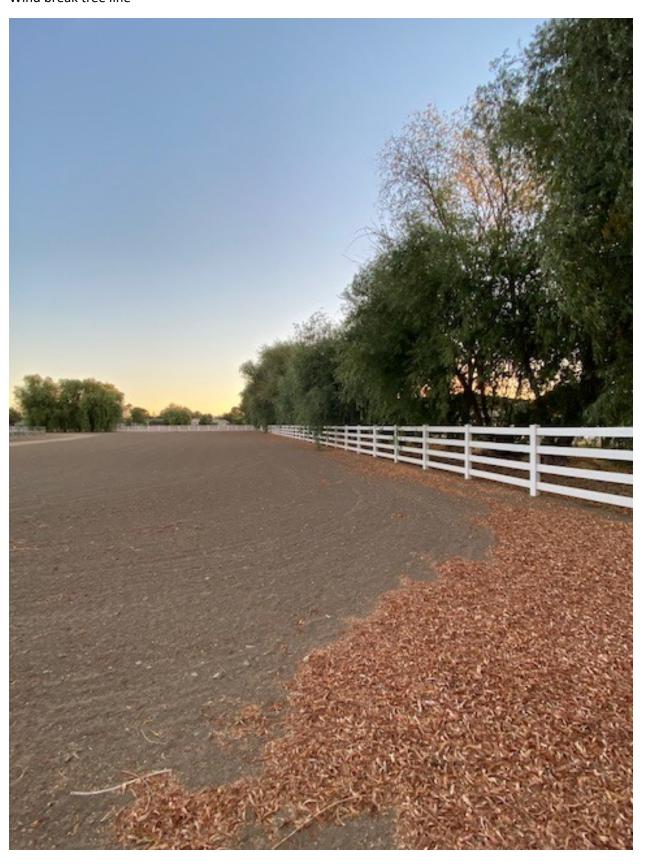
Manure Spreader



Manure area for composting



Wind break tree line



Sand Paddock





1025 ESCOBAR STREET MARTINEZ, CA 94553

Staff Report

File #: 24-3965 **Agenda Date:** 11/19/2024 **Agenda #:** b.

Choose an item.

Meeting Date: 11/19/24

Subject: KTAC Annual Report and Work Plan

Submitted For: KTAC

Recommendation(s)/Next Step(s):

PROVIDE feedback and APPROVE the 2024 Annual Report and 2025 Work Plan.



ADVISORY BODY ANNUAL REPORT

| Advisory Body Name: Advisory Body Meeting Time/Location: Chair (during the reporting period): Staff Person (during the reporting period): Reporting Period: |
|---|
| I. Activities (estimated response length: 1/2 page) Describe the activities for the past year including areas of study, work, special events, collaborations, etc. |
| |
| |
| II. Accomplishments (estimated response length: 1/2 page) Describe the accomplishments for the past year, particularly in reference to your work plan and objectives. |
| * |
| |
| |

| III. Attendance/Representation | (estimated response length: 1/4 page) |
|---|---|
| Describe your membership in terms of seat vo | acancies, diversity, level of participation, and |
| frequency of achieving a quorum at meetings | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| IV. Training/Certification | (estimated response length: 1/4 page |
| _ | conducted, and any certifications received, either as a |
| | nembers. NOTE: Please forward copies of any |
| training certifications to the Clerk of the Boa | |
| training certifications to the etern of the Boa | TU. |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| V. Proposed Work Plan/Objectives for Next | Year (estimated response length: 1/2 page |
| Describe the advisory body's workplan, inclu | ding specific objectives to be achieved in the |
| upcoming year. | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |



1025 ESCOBAR STREET MARTINEZ, CA 94553

Staff Report

File #: 24-3966 **Agenda Date:** 11/19/2024 **Agenda #:** a.

Choose an item.

Meeting Date: 11/19/24

Subject: KTAC November Correspondence

Submitted For: KTAC

Recommendation(s)/Next Step(s):

RECEIVE November KTAC Correspondence.



OCT 0 8 2024

BY:____

COUNTY PLANNING COMMISSION CONTRA COSTA COUNTY WEDNESDAY, OCTOBER 9, 2024

6:30 p.m.
30 MUIR ROAD
MARTINEZ, CALIFORNIA 94553

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.

TO JOIN THE MEETING VIA ZOOM CLICK THE FOLLOWING LINK:

https://cccounty-us.zoom.us/j/83239430053

TO JOIN THE MEETING BY PHONE CALL THE FOLLOWING NUMBER:

Call-In Number: 1-888-278-0254 Access Code: 198675

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, 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.

**** 6:30 P.M.****

1. PUBLIC HEARING

1a. PROPOSED ZONING TEXT AMENDMENTS TO THE COUNTY ZONING CODE RELATED TO TREE OBSTRUCTION OF VIEWS COMBINING DISTRICT (-TOV), County File #CDZT24-00002: This is a hearing on a County-initiated Zoning Text Amendment to amend County Ordinance Code chapter 816-2, the Tree Obstruction of Views Combining District ordinance, to provide a method for private property owners to gain restoration of views and sunlight lost due to tree growth by another private property owner. The proposed zoning text amendment would

authorize the Board of Supervisors to establish one or more tree arbitration boards that would, at the request of the parties, hear view claim disputes and issue either binding or advisory decisions. <u>SS</u> <u>Staff Report</u>

- 2. PUBLIC COMMENTS
- 3. STAFF REPORT
- 4. COMMISSIONERS' COMMENTS
- 5. <u>COMMUNICATIONS</u>

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE WEDNESDAY, OCTOBER 23, 2024, AT 6:30 P.M.

COUNTY PLANNING COMMISSION CONTRA COSTA COUNTY WEDNESDAY, OCTOBER 9, 2024

*****6:30 p.m.*****
30 MUIR ROAD

MARTINEZ, CALIFORNIA 94553

RECEIVED

OCT 0 2 2024

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.

TO JOIN THE MEETING VIA ZOOM CLICK THE FOLLOWING LINK:

https://cccounty-us.zoom.us/j/83239430053

TO JOIN THE MEETING BY PHONE CALL THE FOLLOWING NUMBER:

Call-In Number: 1-888-278-0254 Access Code: 198675

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 <u>planninghearing@dcd.cccounty.us</u>, 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.

**** 6:30 P.M.****

1. PUBLIC HEARING

1a. PROPOSED ZONING TEXT AMENDMENTS TO THE COUNTY ZONING CODE RELATED TO TREE OBSTRUCTION OF VIEWS COMBINING DISTRICT (-TOV), County File #CDZT24-00002: This is a hearing on a County-initiated Zoning Text Amendment to amend County Ordinance Code chapter 816-2, the Tree Obstruction of Views Combining District ordinance, to provide a method for private property owners to gain restoration of views and sunlight lost due to tree growth by another private property owner. The proposed zoning text amendment would

authorize the Board of Supervisors to establish one or more tree arbitration boards that would, at the request of the parties, hear view claim disputes and issue either binding or advisory decisions. \underline{SS} Staff Report

- 2. PUBLIC COMMENTS
- 3. STAFF REPORT
- 4. COMMISSIONERS' COMMENTS
- 5. <u>COMMUNICATIONS</u>

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE WEDNESDAY, OCTOBER 23, 2024, AT 6:30 P.M.

CONTRA COSTA COUNTY ZONING ADMINISTRATOR

MONDAY, OCTOBER 7, 2024

RECEIVED

ZONING ADMINISTRATOR HEARING ROOM 30 MUIR ROAD MARTINEZ, CA 94553

OCT 0 2 2024

| , | BY: |
|-------------|-----|
| :30 P.M.*** | |

The Zoning Administrator meeting will be accessible in-person, via telephone, and via live-streaming to all members of the public. Zoning Administrator meetings can be viewed live online at: http://contra-costa.granicus.com/ViewPublisher.php?view id=13.

Persons who wish to address the Zoning Administrator during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing (888) 278-0254, followed by the access code 198675##. A caller should indicate they wish to speak on an agenda item, by pushing "#2" on their phone. Access via Zoom is also available using the following link: https://cccounty-us.zoom.us/j/89580629496. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. Public comments may also be submitted before the meeting by email at planninghearing@dcd.cccounty.us or by voicemail at (925) 655-2860.

Commenters will generally be limited to three (3) minutes each. 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. The Zoning Administrator may reduce the amount of time allotted per commenter at the beginning of each item or public comment period depending on the number of commenters and the business of the day. The Zoning Administrator may alter the order of agenda items at the meeting. Your patience is appreciated.

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 Zoning Administrator meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 655-2860.

- 1. PUBLIC COMMENTS:
- 2. NOTICE OF FINE APPEAL: CONTINUED PUBLIC HEARING
- 2a. <u>FARMSMART LLC</u> This is an appeal hearing for a Notice of Fine that was issued for Code Enforcement Case BIRF19-00216. This case is for violation(s) of the storage of 3 shipping containers/office trailers in an A-3 zoning district (Uses permitted in an A-3 Zoning District; 84-40.402.) and the storage of a travel trailer at the property. (Storage of mobile homes, travel trailers, and camp cars, vessels, and vessel trailers; 84-68.1404.). The site address is1225 Quail Trail, Knightsen, (Zoning: A-3) (APN# 015-090-033) (Continued from 08.19.2024 RAH) <u>LT Staff Report</u>
- 3.. DEVELOPMENT PLAN: PUBLIC HEARING
- 3a. NICHOLAS BUCCELLI, KLAVIER ARCHITECTURE (Applicant) CHIEH AND KAYNE BARCLAY (Owners), COUNTY FILE #CDDP24-03011: The applicant requests approval of a Kensington Design Review Development Plan to construct a new roof deck and a new Juliet balcony. The subject property is located at 2 Highland Blvd., in the Kensington area of unincorporated Contra Costa County (Zoning: R-6 Single-Family Residential District, -TOV, Tree Obstruction of Views Combining District, and -K, Kensington Combining District) (Assessor's Parcel Number: 572-013-006). DR Staff Report
- 4. VARIANCE: PUBLIC HEARING
- 4a. <u>LAUREN BLACKSHEAR</u> (Applicant) <u>KATHARINE ANNE AND MICHAEL WALKER</u> (Owners), County File #CDVR23-01067: The applicant requests approval of a Variance

application to allow a 10-foot 9-inch front yard setback (where 20-feet is the minimum required) for the construction of a new two-story, approximately 2,649-square-foot residence with an attached 546-square-foot garage (existing residence to be demolished). The subject property is located at 20 Raymond Court, in the unincorporated Walnut Creek area of Contra Costa County (Zoning: R-6 Single-Family Residential District) (Assessor's Parcel Number: 184-252-001). <u>DR Staff Report</u>

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, OCTOBER 21, 2024.



SEP 1 8 2024

CONTRA COSTA COUNTY PLANNING COMMISSION

BY:____

CONTRA COSTA COUNTY WEDNESDAY, September 25, 2024 30 MUIR ROAD MARTINEZ, CALIFORNIA 94553

CHAIR:

Kevin Van Buskirk

VICE-CHAIR:

Bhupen Amin

COMMISSIONERS:

Jeffrey Wright, Donna Allen, Bob Mankin, Ross Hillesheim, Sanjiv

Bhandari

The Wednesday, September 25, 2024, Meeting of the County Planning Commission is Cancelled

MEETING CANCELLED

MEETING CANCELLED

MEETING CANCELLED

MEETING CANCELLED

MEETING CANCELLED

Information on County Planning Commission can be found online at https://www.contracosta.ca.gov/4314/County-Planning-Commission

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE WEDNESDAY, October 9, 2024, AT 6:30 P.M.

CONTRA COSTA COUNTY PLANNING COMMISSION

RECEIVED

AUG 2 9 2024



CONTRA COSTA COUNTY
WEDNESDAY, SEPTEMBER 11, 2024
30 MUIR ROAD
MARTINEZ, CALIFORNIA 94553

CHAIR:

Kevin Van Buskirk

VICE-CHAIR:

Bhupen Amin

COMMISSIONERS:

Jeffrey Wright, Donna Allen, Bob Mankin, Ross Hillesheim, Sanjiv

Bhandari

The Wednesday, September 11, 2024, Meeting of the County Planning Commission is Cancelled

MEETING CANCELLED

MEETING CANCELLED

MEETING CANCELLED

MEETING CANCELLED

MEETING CANCELLED

Information on County Planning Commission can be found online at https://www.contracosta.ca.gov/4314/County-Planning-Commission

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE **WEDNESDAY**, **SEPTEMBER 25**, **2024**, **AT 6:30 P.M**.

CONTRA COSTA COUNTY ZONING ADMINISTRATOR

WEDNESDAY, SEPTEMBER 4, 2024 ZONING ADMINISTRATOR HEARING ROOM 30 MUIR ROAD MARTINEZ, CA 94553

RECEIVED

AUG 27 2024

1:30 P.M.



The Zoning Administrator meeting will be accessible in-person, via telephone, and via live-streaming to all members of the public. Zoning Administrator meetings can be viewed live online at: http://contra-costa.granicus.com/ViewPublisher.php?view_id=13.

Persons who wish to address the Zoning Administrator during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing (888) 278-0254, followed by the access code 198675##. A caller should indicate they wish to speak on an agenda item, by pushing "#2" on their phone. Access via Zoom is also available using the following link: https://cccounty-us.zoom.us/j/89580629496. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. Public comments may also be submitted before the meeting by email at planninghearing@dcd.cccounty.us or by voicemail at (925) 655-2860.

Commenters will generally be limited to three (3) minutes each. 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. The Zoning Administrator may reduce the amount of time allotted per commenter at the beginning of each item or public comment period depending on the number of commenters and the business of the day. The Zoning Administrator may alter the order of agenda items at the meeting. Your patience is appreciated.

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 Zoning Administrator meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 655-2860.

- 1. PUBLIC COMMENTS:
- 2. MINOR SUBDIVISION: PUBLIC HEARING
- 2a. PA DESIGN RESOURCES, INC (Applicant) RJP PROPERTIES, LLC (Owner), County File CDMS20-00008: The applicant is seeking approval of a vesting tentative map to subdivide a 13.9-acre property into two parcels. Proposed parcels "A" & "B" would be 8.9 and 5-acres, respectively. One-acre building envelopes for the expected future single-family residential development is specified in each parcel. The vesting tentative map includes proposed locations for access driveways, freshwater wells, and septic system, for Parcels A & B. The applicant requests an exception to the collect and convey requirements, to allow existing drainage pattern to remain. The subject property is located at 1551 Sunset Road in the Knightsen area. (Zoning: A-2 General Agricultural) (APN: 015-010-074) JL Staff Report
- 3. LAND USE PERMIT: PUBLIC HEARING
- 3a. <u>EVORA ENTERPRISES LP</u> (Applicant and Owner), County File CDLP20-02031: The applicant requests approval of a Land Use Permit for the proposed Willow Pass Court Retail Center including two new drive-through quick service restaurants (QSRs) and a general retail building on a graded vacant lot in the Willow Pass Business Park. In addition to the buildings and drive-throughs, site improvements include 58 on-site parking spaces, trash enclosures, site lighting, drainage improvements, and landscaping. The project includes a driveway through the site that connects to Evora Road to the south and the adjacent retail center to the north that is located at the southwest corner of the intersection of Willow Pass Road-Willow Pass Court and Evora Road. The applicant also requests deviations from the development standards of approved Development Plan CDDP04-03096 for the maximum size and minimum side yard setback for an accessory structure for the main trash enclosure, the prohibition on retaining walls in the front yard setback

to allow walls to stabilize the slope and facilitate drainage control, the parking requirement based on number of seats for QSRs to allow use of building square footage, the parking requirement for possible future restaurants in the general retail building to allow use of the ULI shared parking ratio for neighborhood shopping centers, the parking space dimensions of the Business Park to allow use of the dimensions required in the County's Off-Street Parking Ordinance, and the bicycle parking requirement of the Business Park to allow use of the requirement in the Off-Street Parking Ordinance. The project site is 0 Evora Road, approximately 200 feet west of Willow Pass Road, in the Bay Point area of unincorporated Contra Costa County. (Zoning: P-1, Planned Unit District) (Assessor's Parcel Number: 099-210-027) SM Staff Report

SCOTT CLARE (Applicant & Owner), County File #CDLP22-02019: The applicant is requesting land use permit approval for the purpose of constructing and operating a boat & recreational vehicle storage facility and commercial solar energy generating facility on the subject property. The proposed development is planned within a southerly 16-acre portion of a larger 38.5-acre parcel. The project includes nine covered parking canopies (Canopy A – I) providing a total of 592 parking stalls for boats and recreational vehicles. The parking canopies would double as the support structure for ground-mounted solar panels comprising the proposed commercial solar energy generation land use. The aggregate area for the proposed parking canopies/solar panel arrays is 364,199 square feet (8.36 acres). Based on the surface area of the solar canopy the project would have an estimated 3+ Megawatt (MW) generation capacity, which would be used to serve energy needs for the boat/RV storage facility, with excess energy exported for off-site consumption. The project would interconnect to Pacific Gas and Electric Company's (PG&E's) pre-existing electrical distribution system via existing utility poles located within the Bixler Road right-of-way to export solar energy generated on site into the existing utility grid. The project also includes a proposed two-story building consisting of a 1,476 s.f. first floor office area, and a 1,381 s.f. managers apartment unit. Lastly, site preparation for the above-described improvements requires tree permit approval for the removal of 39 code-protected trees, and dripline encroachment for an additional 9 code-protected trees. The subject property is located at 3777 Bixler Road in the Byron area. (Zoning: A-3-BS-SG) (APN 011-210-030) AV Staff Report

4. <u>DEVELOPMENT PLAN</u>: <u>PUBLIC HEARING</u>

BEN BYERS. SOIL ENGINEERING CONSTRUCTION (Applicant) - MARGARITA 4a. NAVARRO (Owner), JOHN VANEK (Owner), County File #CDDP23-03014: The applicant requests approval of a modification to Final Development Plan #DP85-3018 for the purpose of legalizing an existing retaining wall ranging from 5-11 feet in height, and roughly 112 linear feet in length. The retaining wall was constructed in the rear yard of the two adjoining parcels without permits for the purpose of stabilizing the creek bank behind two existing homes following a landslide. The project requires deviation approval for 0-foot side yards on both subject parcels (where 3 feet is the minimum required) for the portion of the structure that traverses their common property boundary. Additionally, the as-built retaining wall is located within the Creek Structure setback area, therefore, the project is also requesting an exception to County Ordinance section 914-14.014 (Creek Structure Setback). Further, the existing retaining wall is located within a restricted development area, wherein development rights have previously been dedicated to the County pursuant to Condition of Approval #11F of Subdivision #SD6465. Lastly, the project includes a tree permit for construction activities within the driplines of five code-protected Oak trees. The subject property is located at 600AV & 610 Stanley Lane in the El Sobrante area. (Zoning: P-1) (APN 433-020-056) AV Staff Report

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, SEPTEMBER 16, 2024.



AUG 2 8 2024

COUNTY PLANNING COMMISSION CONTRA COSTA COUNTY WEDNESDAY, AUGUST 28, 2024 ***6:30 p.m.***

BY:_____

30 MUIR ROAD MARTINEZ, CALIFORNIA 94553

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.

TO JOIN THE MEETING VIA ZOOM CLICK THE FOLLOWING LINK:

https://cccounty-us.zoom.us/j/83239430053

TO JOIN THE MEETING BY PHONE CALL THE FOLLOWING NUMBER:

Call-In Number: 1-888-278-0254 Access Code: 198675

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, 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.

**** 6:30 P.M.****

1. DISCUSSION ITEM:

1a. ENVISION CONTRA COSTA (County File #GP18-0001): This is a meeting related to Envision Contra Costa, Contra Costa County's program to update its General Plan, Climate Action and Adaptation Plan, and Zoning Code. During this meeting the Planning Commission will review and consider staff-recommended revisions to the Draft Contra Costa County 2045 General Plan and Draft Contra Costa County Climate Action and Adaptation Plan 2024 Update prepared in response to public comments received on both documents and additional internal County review. WRN Staff Report

August 28, 2024

- 2. PUBLIC COMMENTS
- 3. STAFF REPORT
- 4. <u>COMMISSIONERS' COMMENTS</u>
- 5. <u>COMMUNICATIONS</u>

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE WEDNESDAY, SEPTEMBER 11, 2024, AT 6:30 P.M.