



# CONTRA COSTA COUNTY

## AGENDA

### Knightsen Town Advisory Council

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Tuesday, April 15, 2025

7:00 PM

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

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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 may be limited to two minutes).
5. Agency Reports
  - 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 TAC member. Items removed from the consent calendar will be considered with the discussion items.
  - a. APPROVE Record of Actions - November 19, 2024 [25-1459](#)  
**Attachments:** [MeetingMinutes 19-Nov-24](#)
7. Discussion Items
  - a. **SELECT Knightsen TAC 2025 Chair and Vice-Chair**
  - b. RECEIVE presentation of the County's proposed updates to the Urban Limit Line. [25-1460](#)  
**Attachments:** [Knightsen TAC Presentation](#)  
[Map Series for Knightsen TAC](#)
  - c. RECEIVE presentation on the County's draft updated tree ordinance. [25-1461](#)  
**Attachments:** [Tree Ordinance Summary Table\\_3-31-25](#)  
[Tree Protection Ord - public\\_draft\\_March 2025](#)
  - d. **SELECT date of Knightsen's 2025 community cleanup event, in conjunction with  
Mount Diablo Resource Recovery**

- e. **DISCUSS traffic issues on Knightsen Avenue and construction detours**
- 8. Correspondence/Announcements
- a. RECEIVE April KTAC Correspondence [25-1462](#)  
**Attachments:** [KTAC April 2025 Correspondence](#)
- 9. Future Agenda Items
- 10. Adjourn

The next meeting is currently scheduled for May 20, 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 Boulevard, 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](http://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: Peter Myers, Deputy Chief of Staff, 925-655-2330



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-1459

**Agenda Date:** 4/15/2025

**Agenda #:** a.

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Advisory Board: KTAC

Subject: Record of Actions - November 19, 2024

Recommendation(s)/Next Step(s):

APPROVE Record of Actions for November 19, 2024

# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553



## Meeting Minutes

Tuesday, November 19, 2024

7:00 PM

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

### Knightsen Town Advisory Council

1. Roll Call and Introductions

<b>Present</b>	Kim Carone, Sankara Dumpa, Maria Jehs, and Linda Matteri
<b>Absent</b>	Dale Giessman

2. Approval of Agenda

**A motion was made by Matteri, seconded by Dumpa, that the agenda was approved.**

**The motion carried by the following vote:**

<b>Motion:</b>	<b>Matteri</b>
<b>Second:</b>	<b>Dumpa</b>
<b>Aye:</b>	<b>Dumpa, Jehs, and Matteri</b>
<b>Absent:</b>	<b>Giessman</b>
<b>Late:</b>	<b>Carone</b>
<b>Result:</b>	<b>Passed</b>

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 comment was received.

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 an activity report with calls for service. She shared the planned event date for an identity theft workshop on February 19, 2025.

**Contra Costa Fire Protection District** - No report given.

**Office of Supervisor Burgis** - Stephen Griswold introduced Peter Myers, incoming staff for the KTAC.

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.

[24-3967](#)

**Attachments:**                    [MeetingMinutes 18-Jun-24](#)  
   [MeetingMinutes 20-Aug-24](#)

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

<b>Motion:</b>	<b>Carone</b>
<b>Second:</b>	<b>Matteri</b>
<b>Aye:</b>	<b>Carone, Dumpa, Jehs, and Matteri</b>
<b>Absent:</b>	<b>Giessman</b>
<b>Result:</b>	<b>Passed</b>

7. Discussion Items

[24-3964](#)

**Attachments:** [PW Agency Comment Pkt CDLP21-02004](#)

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

- Motion:** Dumpa
- Second:** Matteri
- Aye:** Carone, Dumpa, Jehs, and Matteri
- Absent:** Giessman
- Result:** Passed

b.

[24-3965](#)

**Attachments:** [2024 Annual Report - KTAC](#)

A motion was made by Jehs, seconded by Carone, that this Discussion Item was approved as amended. Changes were made to reflect increased communication with the Supervisor's Office, Sheriff's Office, and other agencies. The motion carried by the following vote:

- Motion:** Jehs
- Second:** Carone
- Aye:** Carone, Dumpa, Jehs, and Matteri
- Absent:** Giessman
- Result:** Passed

c. SELECT Knightsen TAC 2025 Chair and Vice-Chair

This matter was tabled.

8. Correspondence/Announcements

a.

[24-3966](#)

**Attachments:** [KTAC November Correspondence](#)

Correspondence was received.

9. Future Agenda Items

Members requested discussion of the detours from Sellers Ave. onto Knightsen Ave.

10. Adjourn

Meeting adjourned at 7:54 pm.

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](http://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



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-1460

**Agenda Date:** 4/15/2025

**Agenda #:** b.

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**Advisory Board:** KTAC

**Subject:** Presentation of the County's proposed updates to the Urban Limit Line

**Presenter:** Will Nelson, Department of Conservation and Development

**Recommendation(s)/Next Step(s):**

RECEIVE presentation of the County's proposed updates to the Urban Limit Line.





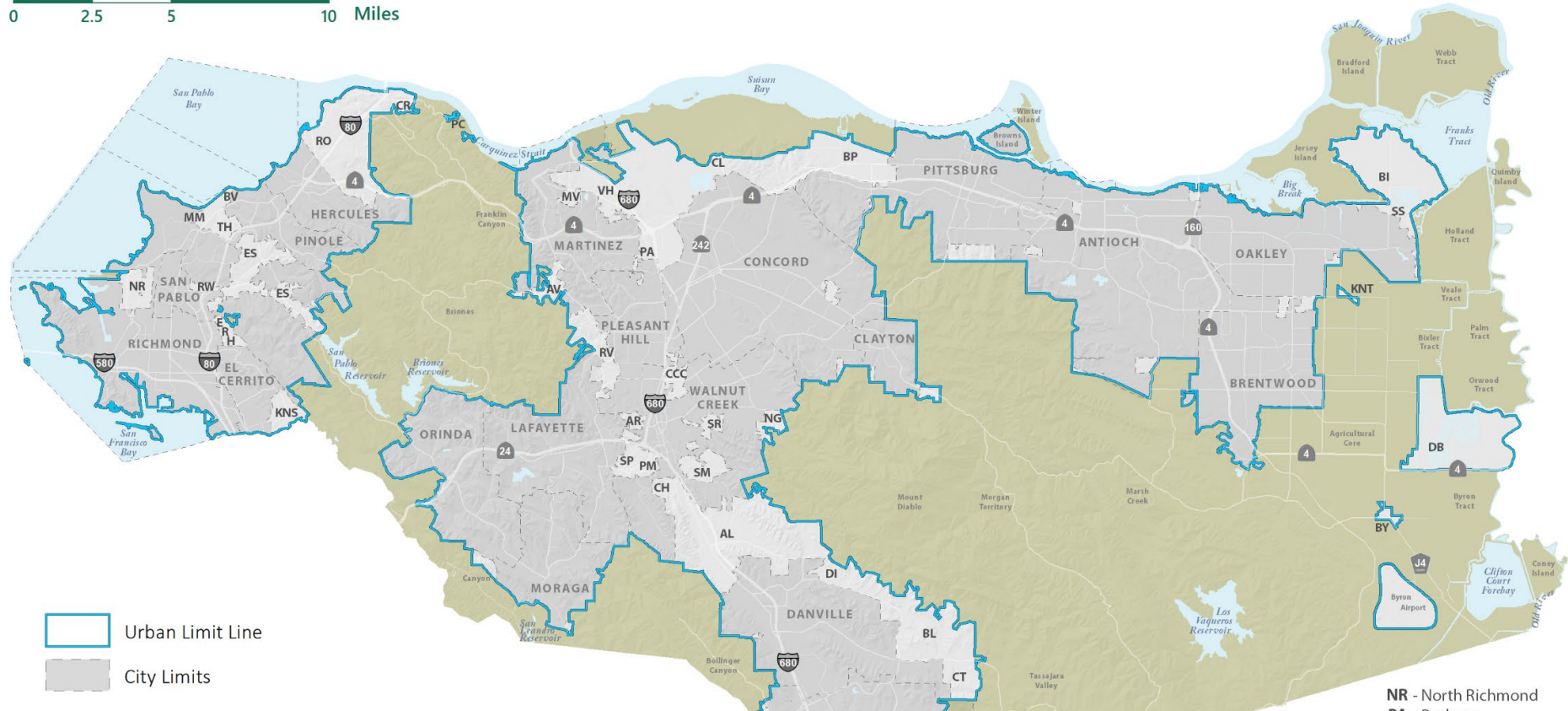
ENVISION  
**CONTRA COSTA**

**Presentation to Knightsen TAC on a 2026 Ballot  
Measure to Renew the County's Urban Limit Line**

April 15, 2025

# Existing Urban Limit Line

0 2.5 5 10 Miles



Urban Limit Line

City Limits

Unincorporated County

Inside ULL

Outside ULL

AR - Acalanes Ridge  
 AL - Alamo  
 AV - Alhambra Valley  
 BV - Bayview  
 BP - Bay Point

BI - Bethel Island  
 BL - Blackhawk  
 BY - Byron  
 CT - Camino Tassajara  
 CH - Castle Hill  
 CL - Clyde  
 CCC - Contra Costa Centre  
 CR - Crockett

DI - Diablo  
 DB - Discovery Bay  
 ERH - East Richmond Heights  
 ES - El Sobrante  
 KNS - Kensington  
 KNT - Knightsen  
 MM - Montalvin Manor  
 MV - Mountain View  
 NC - Norris Canyon  
 NG - North Gate

NR - North Richmond  
 PA - Pacheco  
 PM - Parkmead  
 RV - Reliez Valley  
 RO - Rodeo  
 RW - Rollingwood  
 SM - San Miguel  
 SS - Sandmound Slough  
 SP - Saranap  
 SR - Shell Ridge  
 TH - Tara Hills  
 VH - Vine Hill



# Purpose of the Urban Limit Line (ULL)

- » Protects open space and agricultural land
- » Prevents sprawl and inefficient use of land that creates traffic, GHG emissions, and pollution
- » Focuses development where infrastructure and services already exist or are planned
- » Integral to maintaining the 65/35 Land Preservation Standard, which limits urban land use designations to no more than 35% of the county

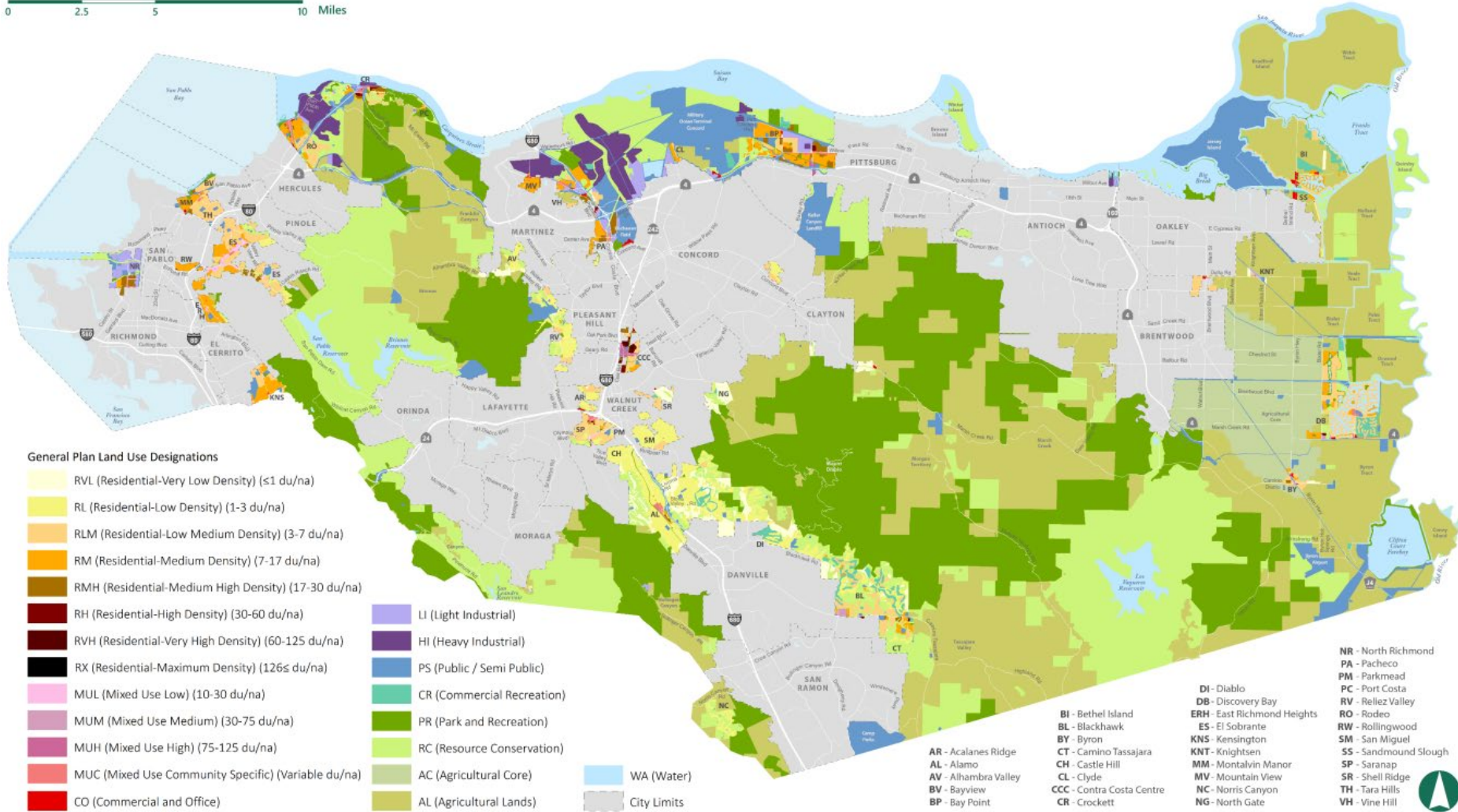
# Urban Limit Line Definition

The Urban Limit Line establishes a boundary beyond which no new urban land uses can be designated.

Urban Land Use Designations	Non-Urban Land Use Designations
Residential Very-Low Density	Public and Semi-Public
Residential Low Density	Agricultural Core
Residential Low-Medium Density	Agricultural Lands
Residential Medium Density	Parks and Recreation
Residential Medium-High Density	Commercial Recreation
Residential High Density	Resource Conservation
Residential Very-High Density	Water
Residential Maximum Density	
Commercial and Office	
Light Industry	
Heavy Industry	
Mixed-Use Low Density	
Mixed-Use Medium Density	
Mixed-Use High Density	
Mixed-Use Community-Specific Density	

# General Plan Land Use Map

0 2.5 5 10 Miles



# History and Context for the ULL

- » Initially approved by voters with Measure C in 1990.
- » Voters passed Measure L in 2006 with 64% support, extending the ULL until Dec. 31, 2026.
- » The ULL is part of the adopted 2045 General Plan.
- » Required to receive local street maintenance, aka “return to source,” funds from CCTA (approximately \$2 million annually)
- » Adjustments to the ULL are rare; it has been moved only six times since its inception in 1990, only once due to private development application.

# Development Capacity within the ULL

- » The 2045 General Plan process confirmed that vacant and underutilized land with urban land use designations inside the ULL can accommodate:
  - 23,200 new housing units
  - 1.2 million sq. ft. of new commercial development
  - 5 million sq. ft. of new industrial space

# Policy Considerations for Renewing the ULL

- » Effect on cities
- » Term (expiration of the new ballot measure)
- » Periodic ULL reviews
- » Process and findings for adjusting the ULL



# Proposed Changes to the ULL Map

- » Move restricted development areas, protected open spaces, and areas with major development constraints outside the line
- » Simplify line along shorelines, especially at ports, marinas, and other developed waterfront areas
- » Align County line with boundaries of cities that adopted their own line
- » Align with preexisting developments and parcel lines
- » Eliminate unnecessary and confusing ULL “islands”

# Reasons to Adjust and Renew the ULL

- » Accurately reflect land that is appropriate for development
- » Clarify that development proposals inside a city's voter-approved ULL/UGB should be processed by the city
- » Extend the term of the ULL to carry its many benefits into the future and facilitate successful implementation of the County's recently adopted General Plan

# The ULL and the 2045 General Plan

The ULL is part of the adopted 2045 General Plan and supports important General Plan concepts, such as:

- » Balance development to meet resident needs with protection of natural resources.
- » Pursue a compact and efficient infill development pattern. Avoid sprawl.
- » Restrict development in fire hazard severity zones and on steep slopes.

# Proposed Schedule and Next Steps

**March-June 2, 2025** Staff seeks feedback from the public, cities, MACs, and CPC

**June/July 2025** Staff presents above feedback and draft ballot measure to Board of Supervisors and receives direction

**February 2026**  
(sooner, if possible) Board of Supervisors hearing to consider placing ULL renewal measure on ballot for June 2, 2026, Primary Election

# Contact Information

Will Nelson, Principal Planner

(925) 655-2898

[will.nelson@dcd.cccounty.us](mailto:will.nelson@dcd.cccounty.us)

[advance.planning@dcd.cccounty.us](mailto:advance.planning@dcd.cccounty.us)

Follow the project at [envisioncontracosta2040.org](http://envisioncontracosta2040.org)

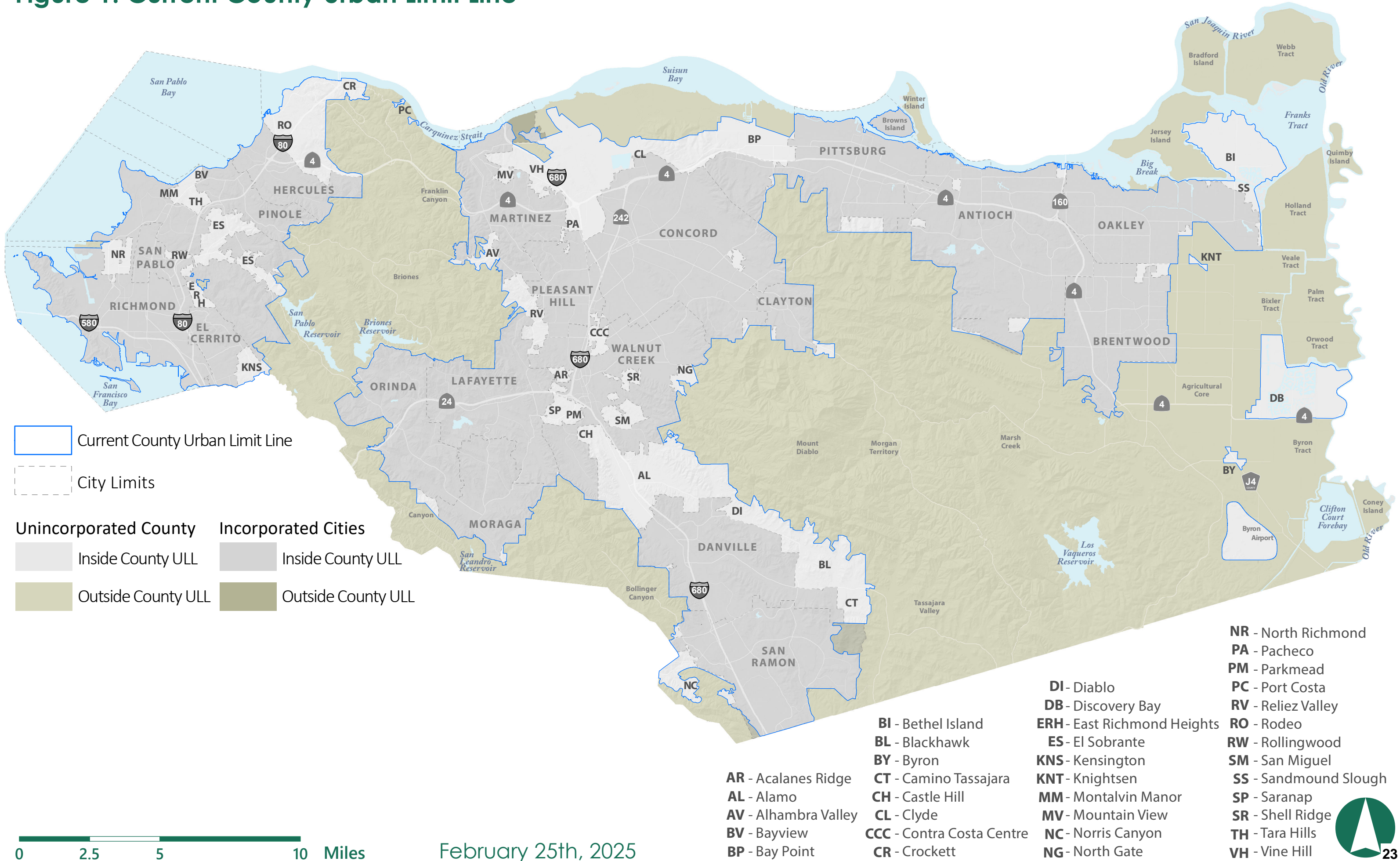


# ENVISION CONTRA COSTA

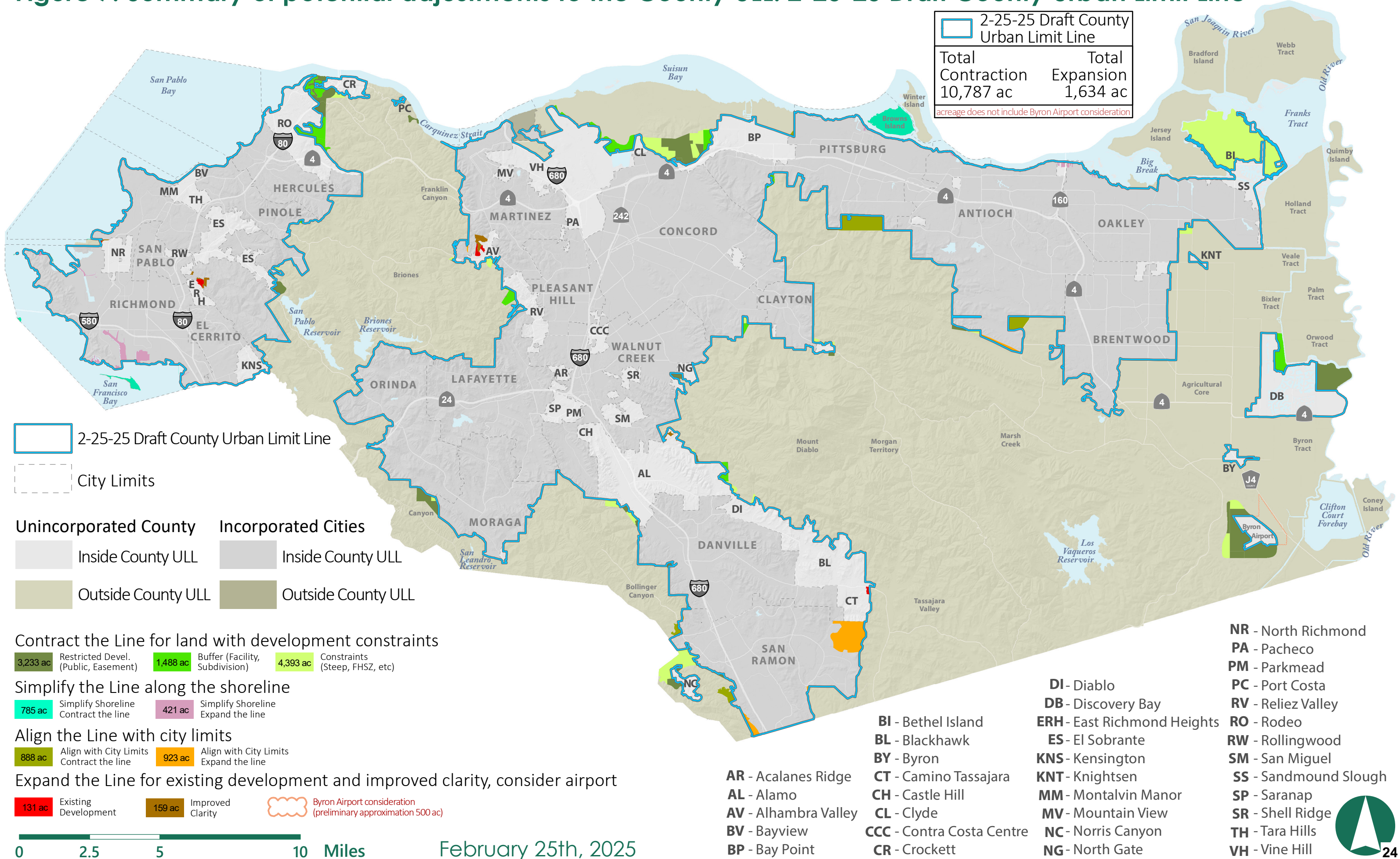
Knightsen TAC

4/15/2025

# Figure 1: Current County Urban Limit Line



# Figure 7: Summary of potential adjustments to the County ULL: 2-25-25 Draft County Urban Limit Line



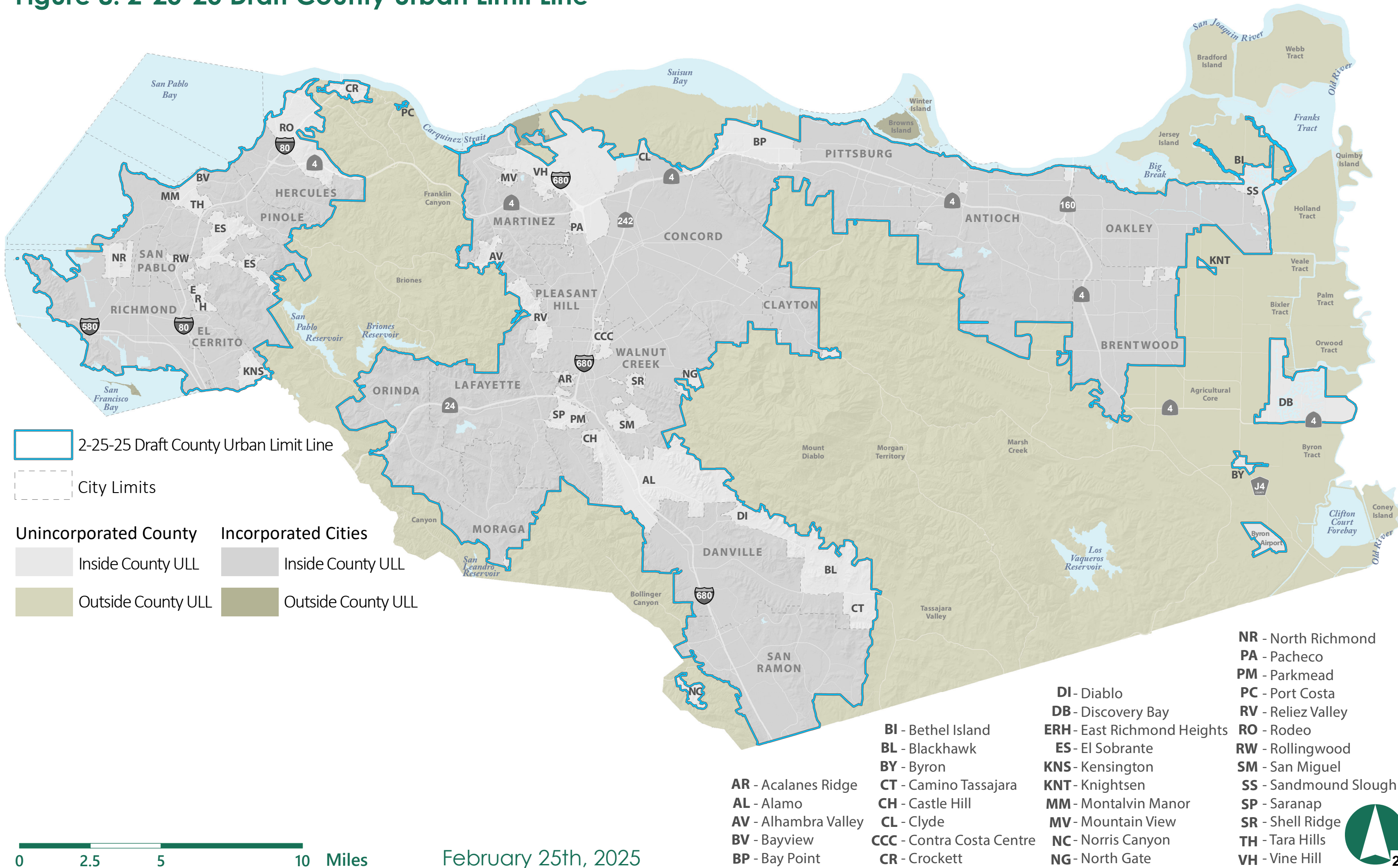
0 2.5 5 10 Miles

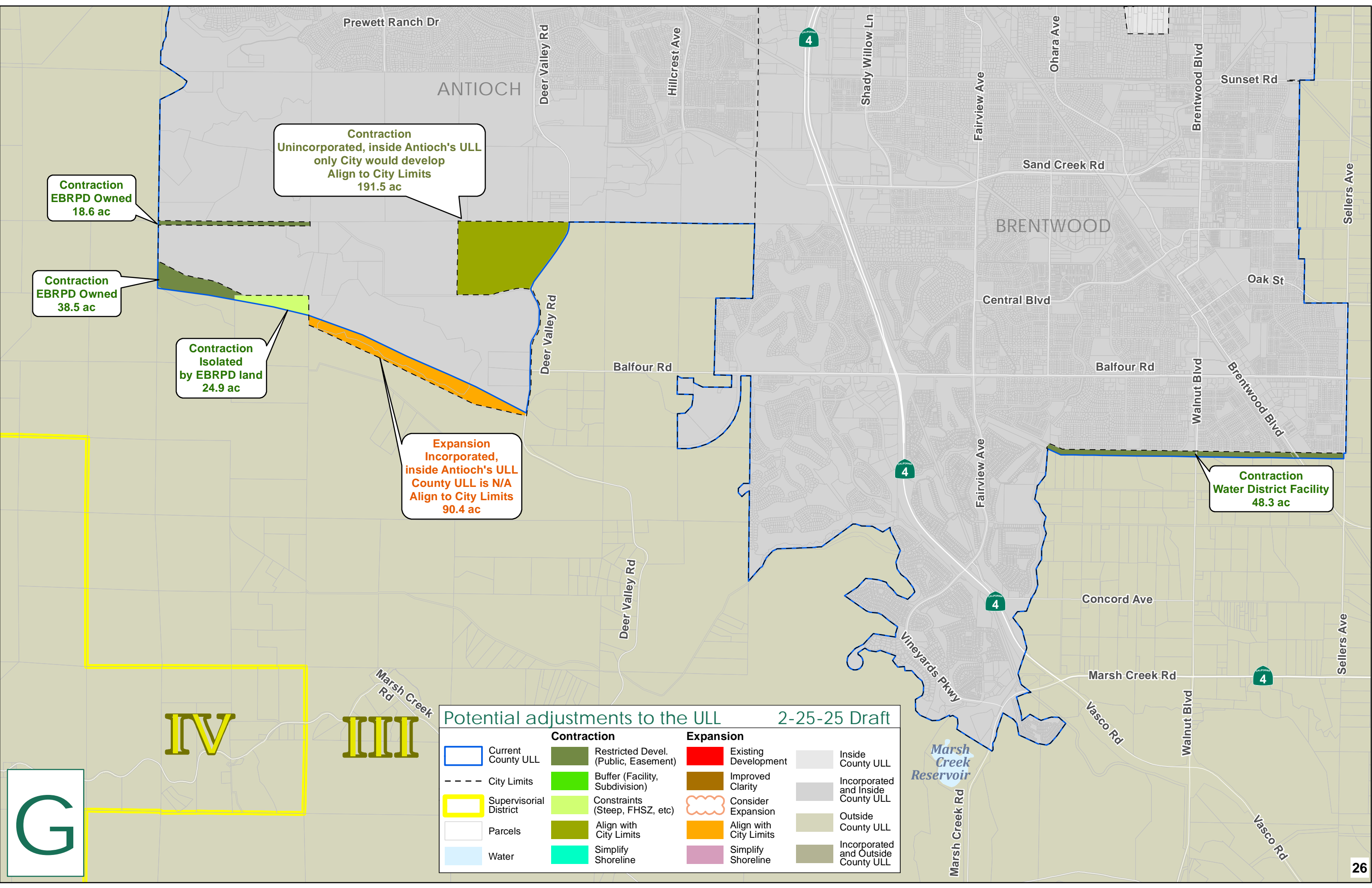
February 25th, 2025





# Figure 8: 2-25-25 Draft County Urban Limit Line





**Contraction**  
 Unincorporated, inside Antioch's ULL  
 only City would develop  
 Align to City Limits  
 191.5 ac

**Contraction**  
 EBRPD Owned  
 18.6 ac

**Contraction**  
 EBRPD Owned  
 38.5 ac

**Contraction**  
 Isolated  
 by EBRPD land  
 24.9 ac

**Expansion**  
 Incorporated,  
 inside Antioch's ULL  
 County ULL is N/A  
 Align to City Limits  
 90.4 ac

**Contraction**  
 Water District Facility  
 48.3 ac

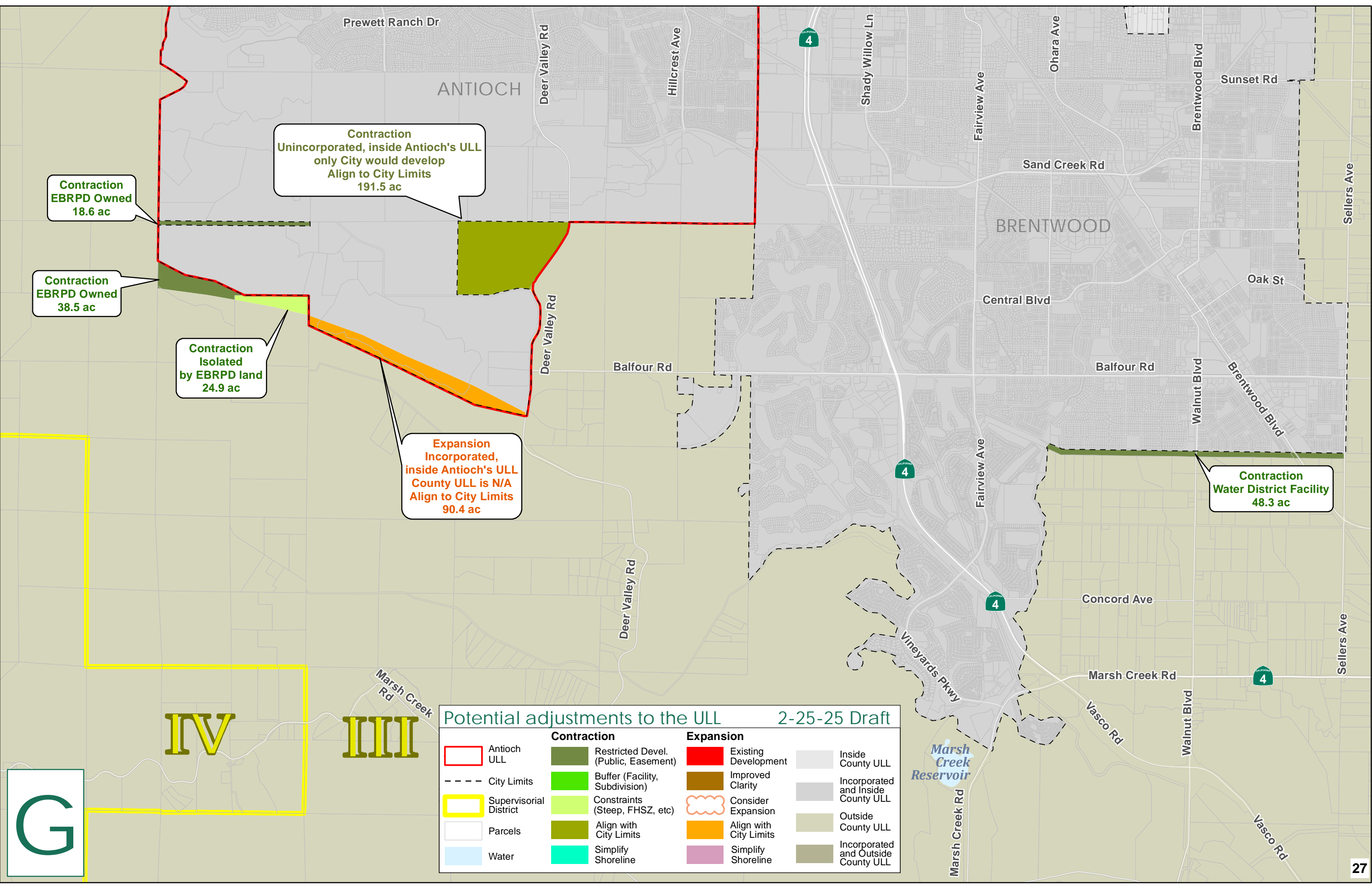
IV

IIII

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Potential adjustments to the ULL 2-25-25 Draft

Current County ULL	Restricted Devel. (Public, Easement)	Existing Development	Inside County ULL
City Limits	Buffer (Facility, Subdivision)	Improved Clarity	Incorporated and Inside County ULL
Supervisorial District	Constraints (Steep, FHSZ, etc)	Consider Expansion	Outside County ULL
Parcels	Align with City Limits	Align with City Limits	Incorporated and Outside County ULL
Water	Simplify Shoreline	Simplify Shoreline	



**Contraction**  
 Unincorporated, inside Antioch's ULL  
 only City would develop  
 Align to City Limits  
 191.5 ac

**Contraction**  
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**Contraction**  
 EBRPD Owned  
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**Contraction**  
 Isolated  
 by EBRPD land  
 24.9 ac

**Expansion**  
 Incorporated,  
 inside Antioch's ULL  
 County ULL is N/A  
 Align to City Limits  
 90.4 ac

**Contraction**  
 Water District Facility  
 48.3 ac

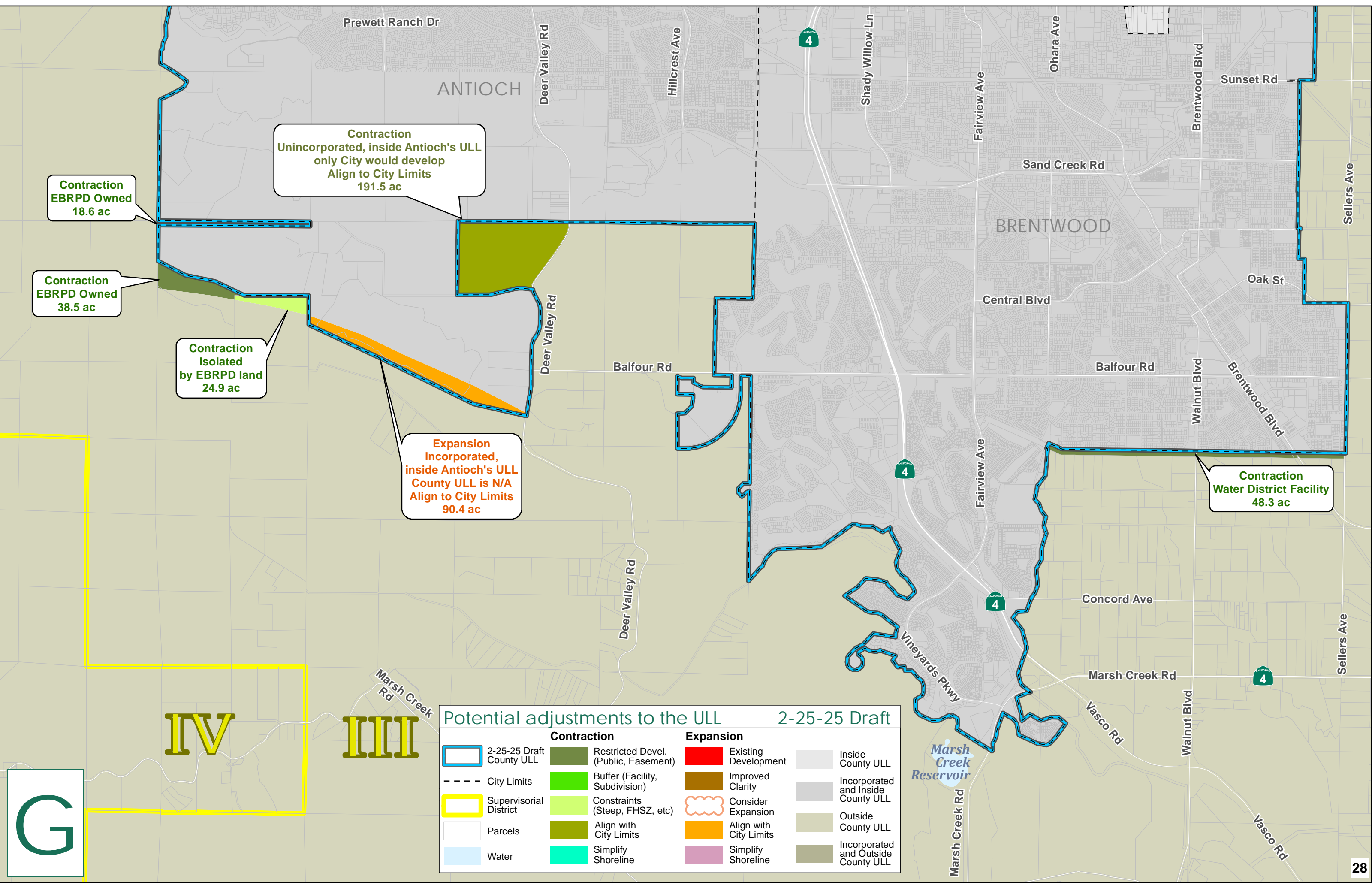
IV

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Potential adjustments to the ULL 2-25-25 Draft

Antioch ULL	<b>Contraction</b> Restricted Devel. (Public, Easement)	<b>Expansion</b> Existing Development	Inside County ULL
City Limits	Buffer (Facility, Subdivision)	Improved Clarity	Incorporated and Inside County ULL
Supervisorial District	Constraints (Steep, FHSZ, etc)	Consider Expansion	Outside County ULL
Parcels	Align with City Limits	Align with City Limits	Incorporated and Outside County ULL
Water	Simplify Shoreline	Simplify Shoreline	



**Contraction**  
 Unincorporated, inside Antioch's ULL  
 only City would develop  
 Align to City Limits  
 191.5 ac

**Contraction**  
 EBRPD Owned  
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**Contraction**  
 EBRPD Owned  
 38.5 ac

**Contraction**  
 Isolated  
 by EBRPD land  
 24.9 ac

**Expansion**  
 Incorporated,  
 inside Antioch's ULL  
 County ULL is N/A  
 Align to City Limits  
 90.4 ac

**Contraction**  
 Water District Facility  
 48.3 ac

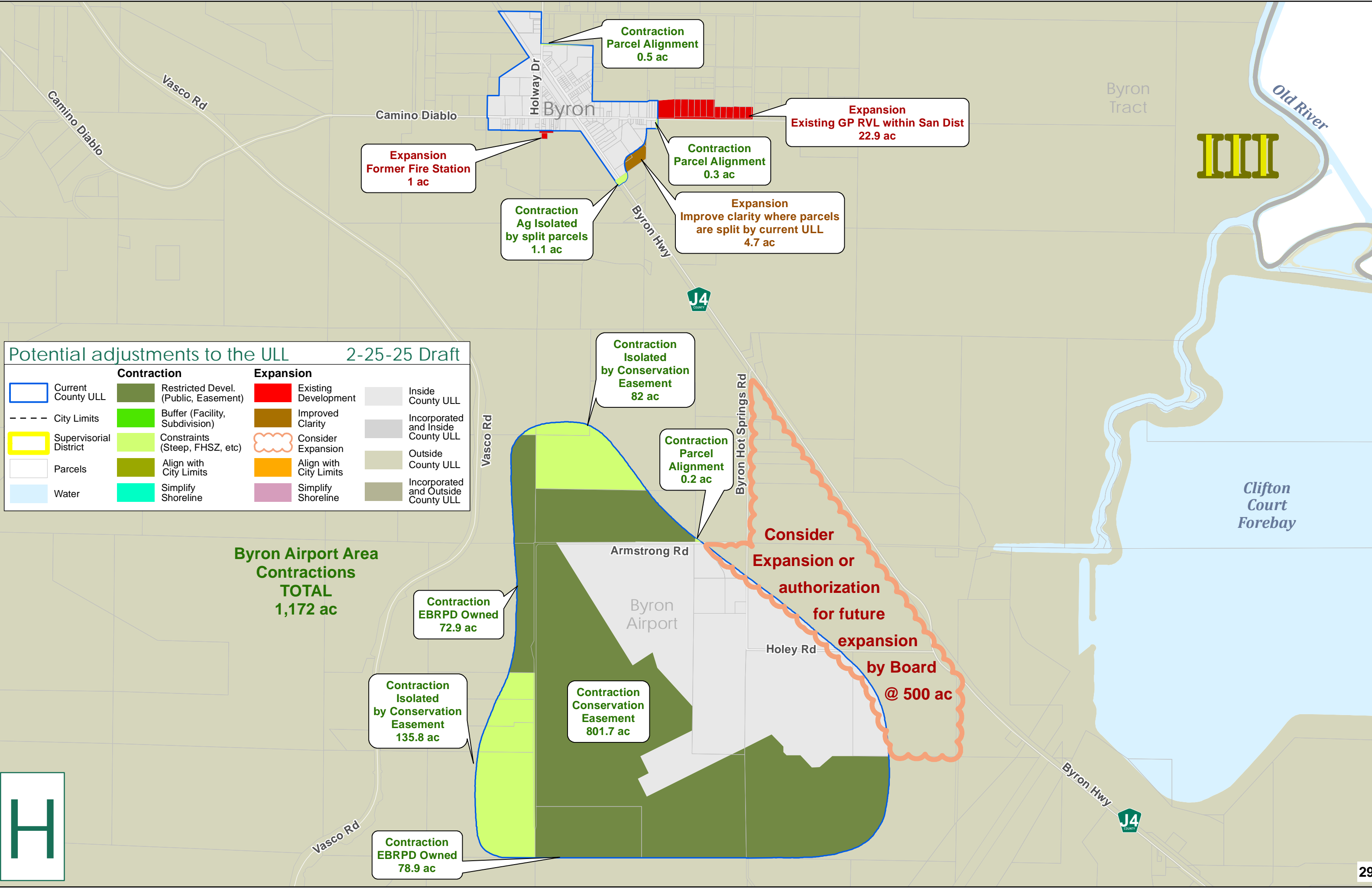
IV

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Potential adjustments to the ULL 2-25-25 Draft

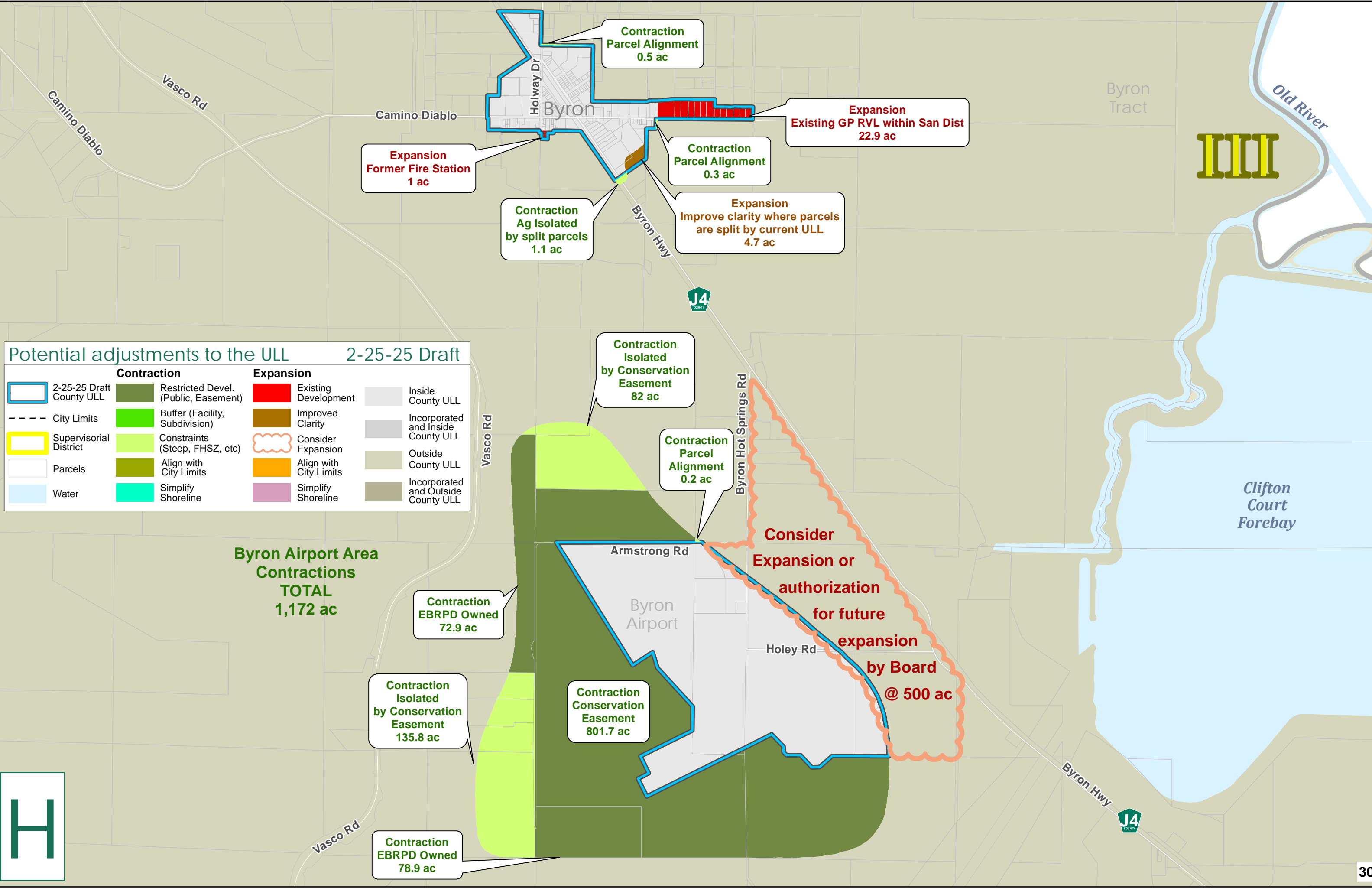
Contraction		Expansion			
	2-25-25 Draft County ULL		Existing Development		Inside County ULL
	City Limits		Improved Clarity		Incorporated and Inside County ULL
	Supervisory District		Consider Expansion		Outside County ULL
	Parcels		Align with City Limits		Incorporated and Outside County ULL
	Water		Simplify Shoreline		
	Restricted Devel. (Public, Easement)				
	Buffer (Facility, Subdivision)				
	Constraints (Steep, FHSZ, etc)				
	Align with City Limits				
	Simplify Shoreline				



Potential adjustments to the ULL 2-25-25 Draft

Contraction		Expansion	
Current County ULL	Restricted Devel. (Public, Easement)	Existing Development	Inside County ULL
City Limits	Buffer (Facility, Subdivision)	Improved Clarity	Incorporated and Inside County ULL
Supervisorial District	Constraints (Steep, FHSZ, etc)	Consider Expansion	Outside County ULL
Parcels	Align with City Limits	Align with City Limits	Incorporated and Outside County ULL
Water	Simplify Shoreline	Simplify Shoreline	

**Byron Airport Area Contractions**  
**TOTAL**  
**1,172 ac**



Potential adjustments to the ULL 2-25-25 Draft

Contraction		Expansion	
	2-25-25 Draft County ULL		Existing Development
	City Limits		Improved Clarity
	Supervisory District		Consider Expansion
	Parcels		Align with City Limits
	Water		Simplify Shoreline
	Restricted Devel. (Public, Easement)		Buffer (Facility, Subdivision)
	Constraints (Steep, FHSZ, etc)		Align with City Limits
	Align with City Limits		Simplify Shoreline
	Simplify Shoreline		Inside County ULL
			Incorporated and Inside County ULL
			Outside County ULL
			Incorporated and Outside County ULL

**Byron Airport Area Contractions**  
**TOTAL**  
**1,172 ac**

Contraction  
 EBRPD Owned  
 72.9 ac

Contraction  
 Isolated  
 by Conservation  
 Easement  
 135.8 ac

Contraction  
 Conservation  
 Easement  
 801.7 ac

Contraction  
 EBRPD Owned  
 78.9 ac

Contraction  
 Isolated  
 by Conservation  
 Easement  
 82 ac

Contraction  
 Parcel  
 Alignment  
 0.2 ac

Expansion  
 Former Fire Station  
 1 ac

Contraction  
 Ag Isolated  
 by split parcels  
 1.1 ac

Contraction  
 Parcel Alignment  
 0.3 ac






Expansion  
 Improve clarity where parcels  
 are split by current ULL  
 4.7 ac

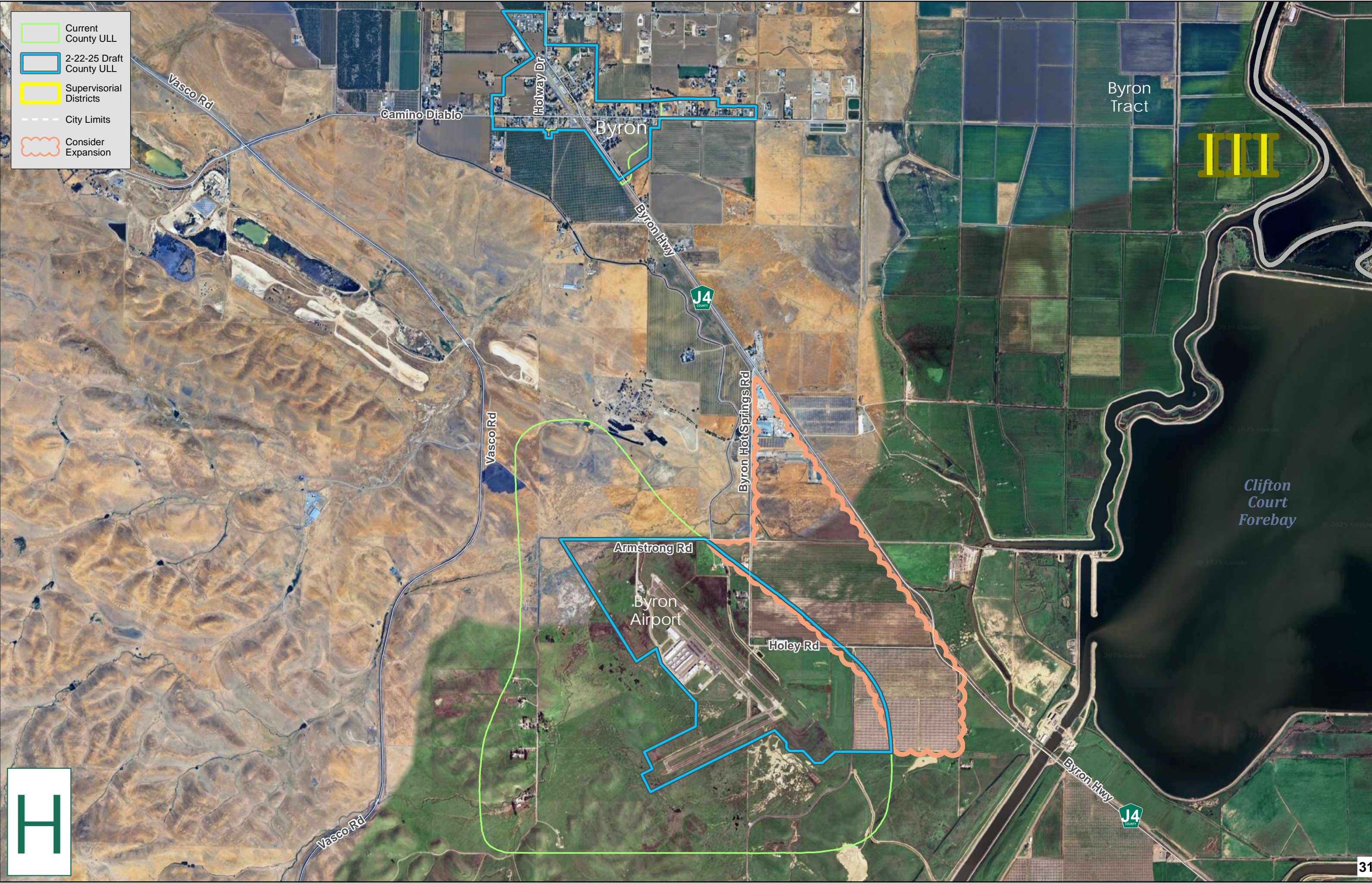
Contraction  
 Parcel Alignment  
 0.5 ac

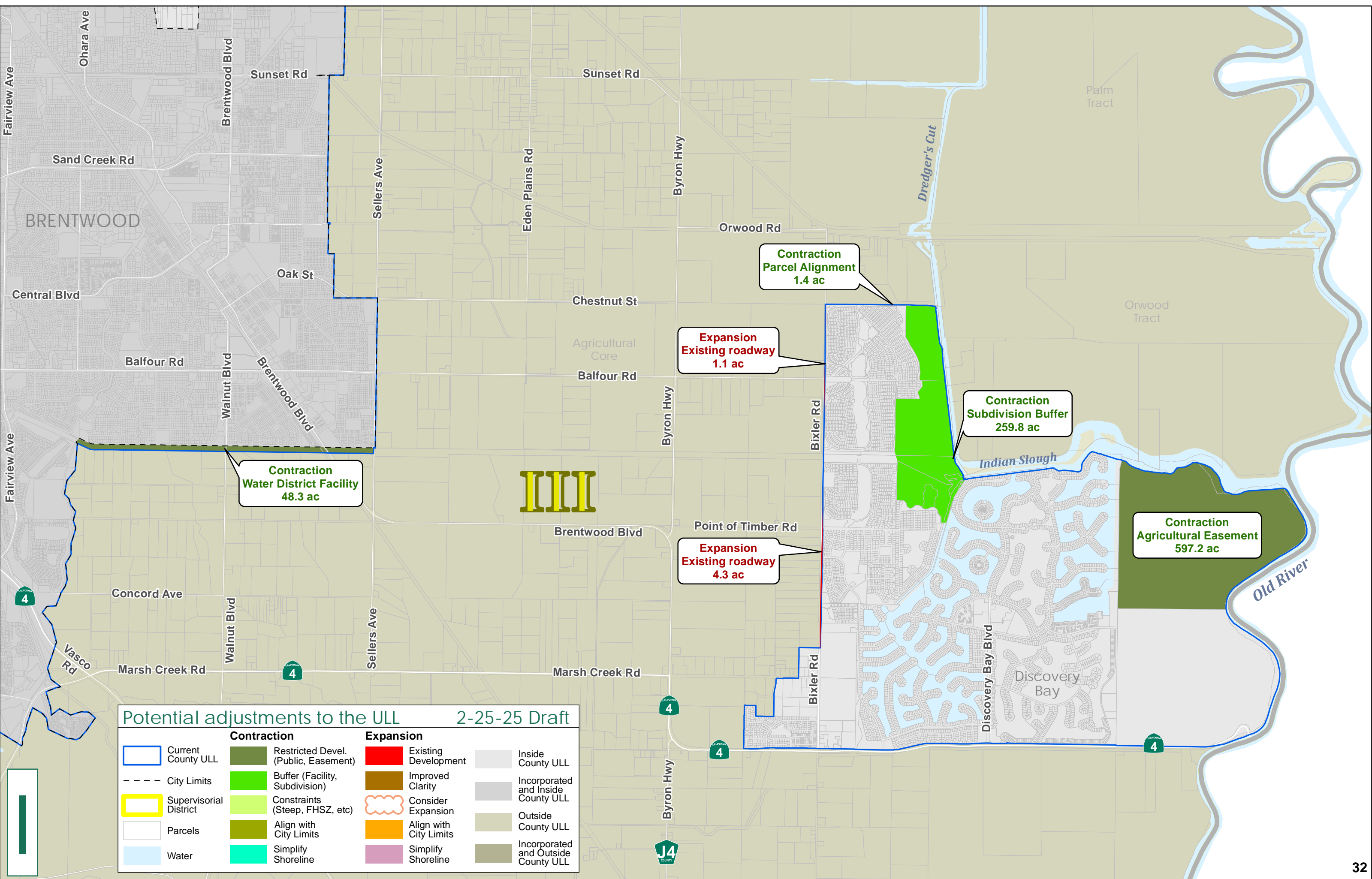
Expansion  
 Existing GP RVL within San Dist  
 22.9 ac

Consider  
 Expansion or  
 authorization  
 for future  
 expansion  
 by Board  
 @ 500 ac



-  Current County ULL
-  2-22-25 Draft County ULL
-  Supervisorial Districts
-  City Limits
-  Consider Expansion

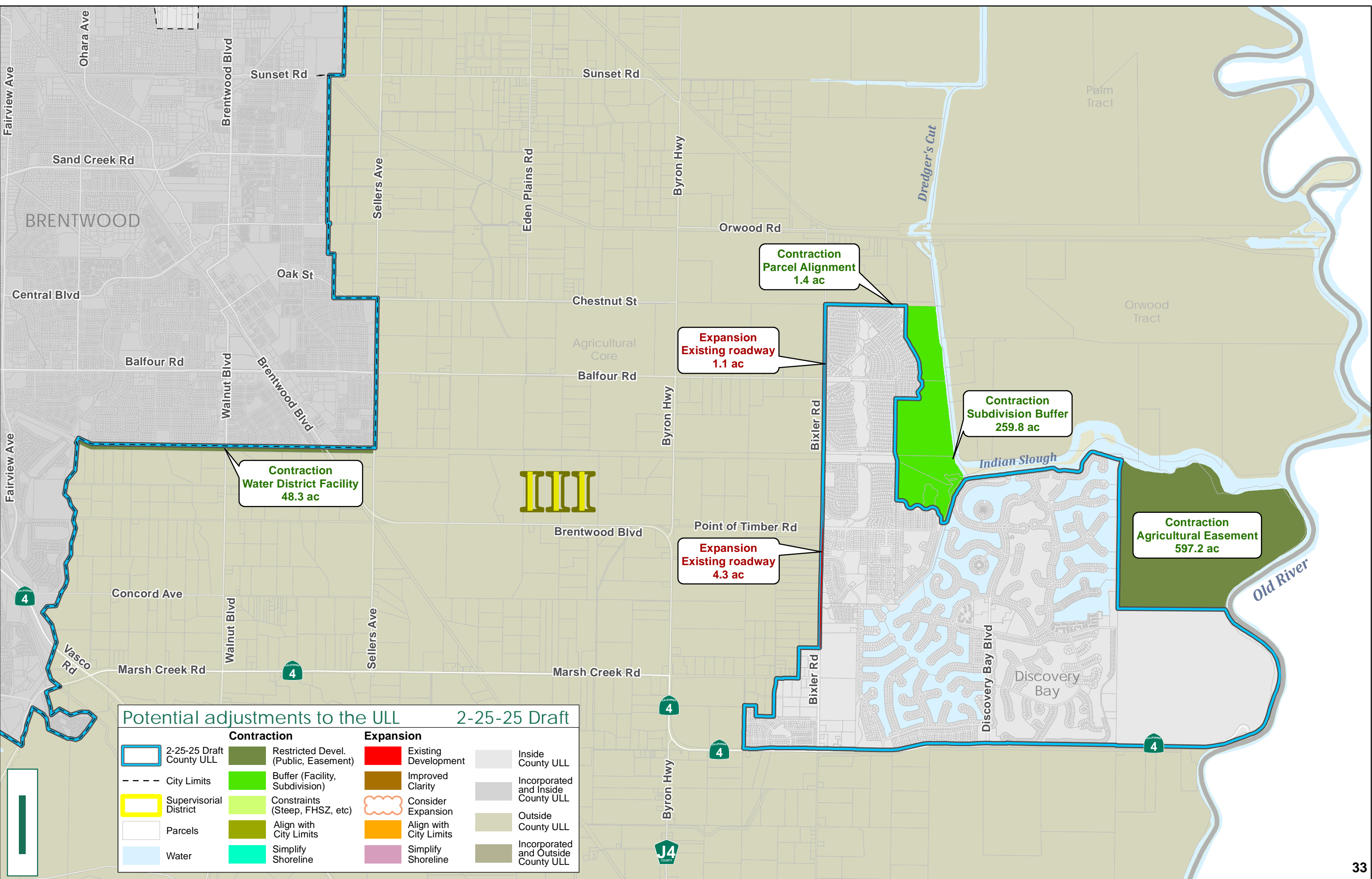




Potential adjustments to the ULL 2-25-25 Draft

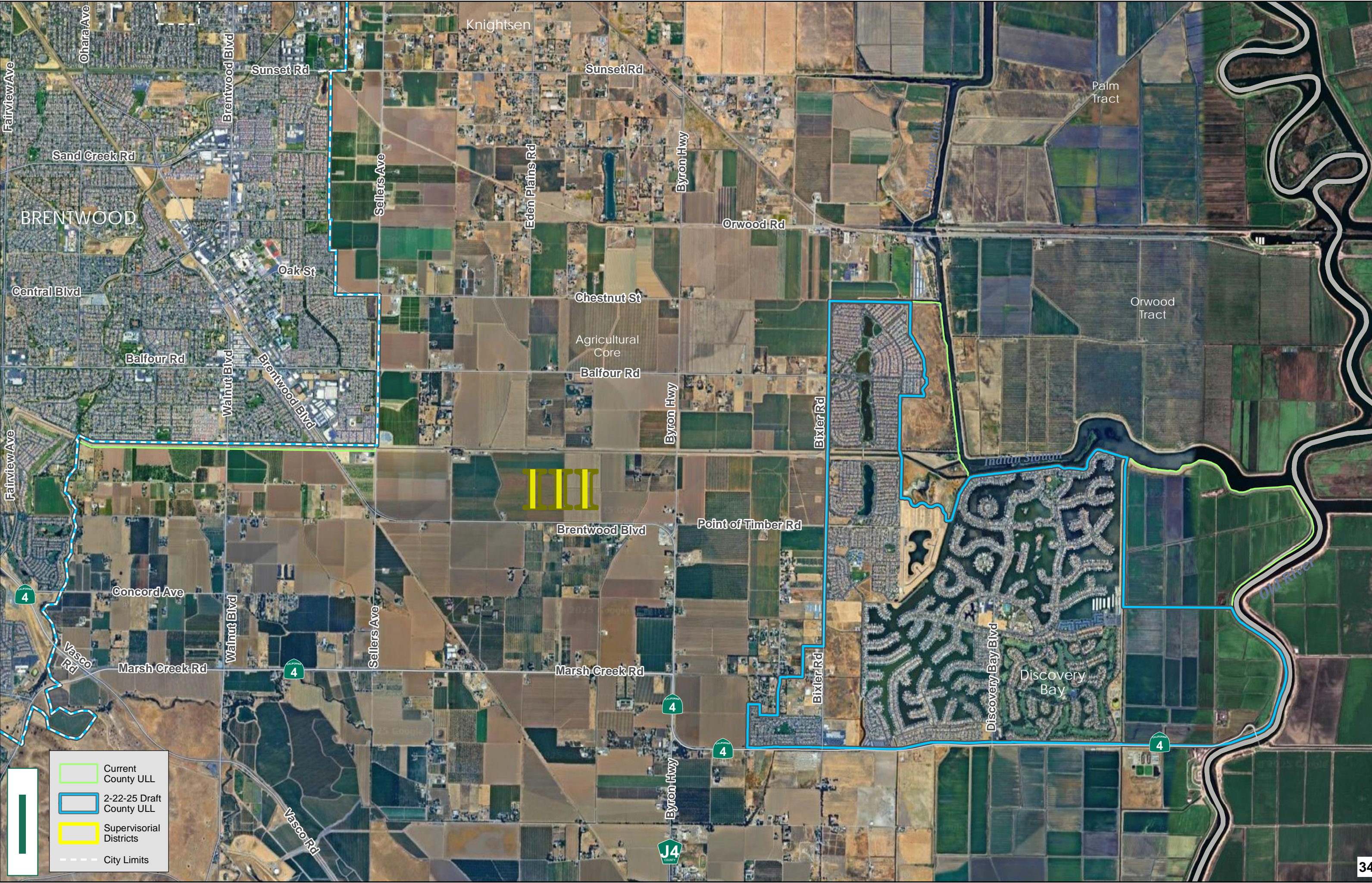
Contraction		Expansion	
Current County ULL	Restricted Devel. (Public, Easement)	Existing Development	Inside County ULL
City Limits	Buffer (Facility, Subdivision)	Improved Clarity	Incorporated and Inside County ULL
Supervisorial District	Constraints (Steep, FHSZ, etc)	Consider Expansion	Outside County ULL
Parcels	Align with City Limits	Align with City Limits	Incorporated and Outside County ULL
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






Potential adjustments to the ULL 2-25-25 Draft

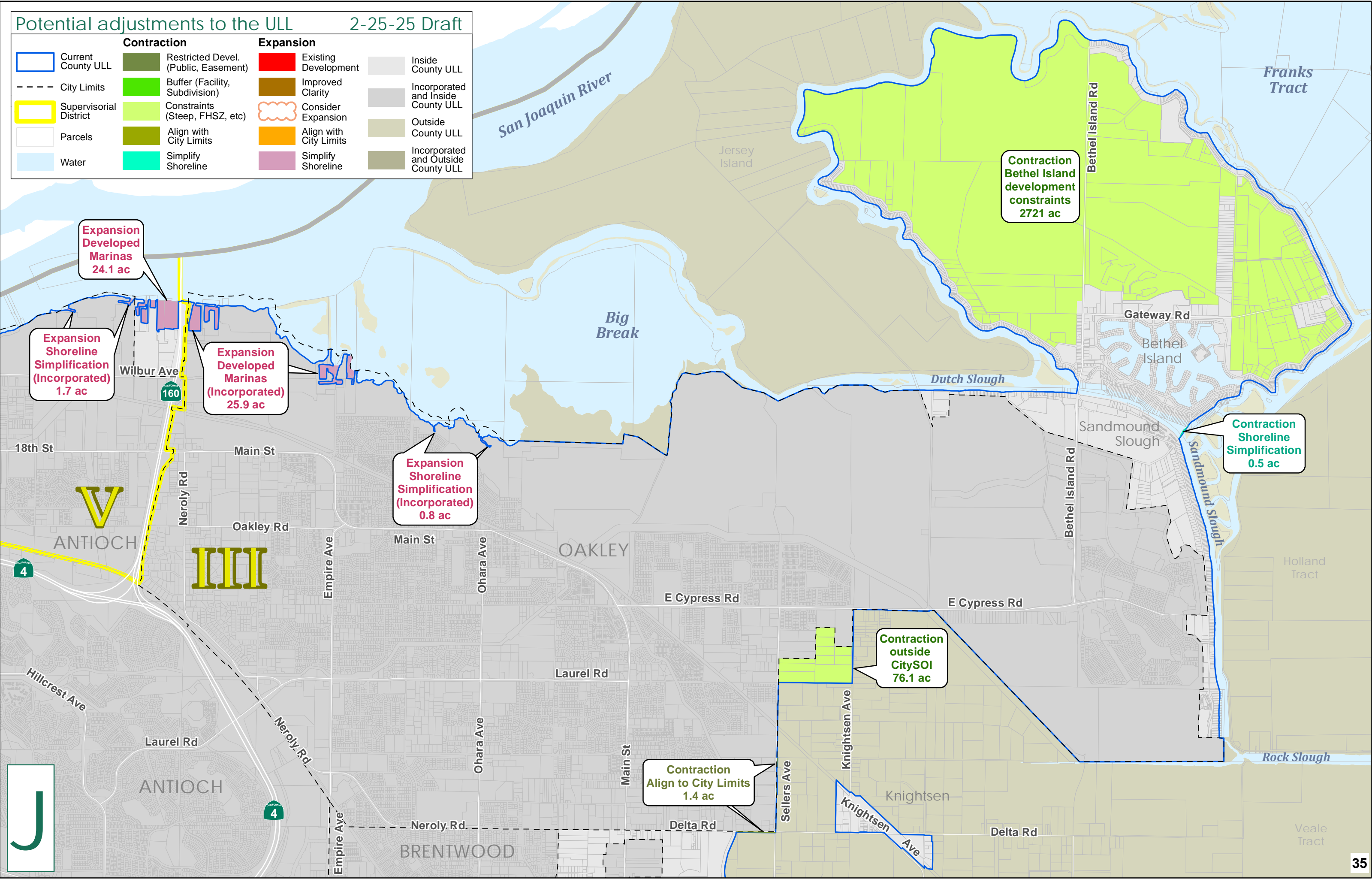
Contraction		Expansion	
	2-25-25 Draft County ULL		Existing Development
	City Limits		Improved Clarity
	Supervisorial District		Consider Expansion
	Parcels		Align with City Limits
	Water		Simplify Shoreline
	Restricted Devel. (Public, Easement)		Inside County ULL
	Buffer (Facility, Subdivision)		Incorporated and Inside County ULL
	Constraints (Steep, FHSZ, etc)		Outside County ULL
	Align with City Limits		Incorporated and Outside County ULL
	Simplify Shoreline		



-  Current County ULL
-  2-22-25 Draft County ULL
-  Supervisorial Districts
-  City Limits

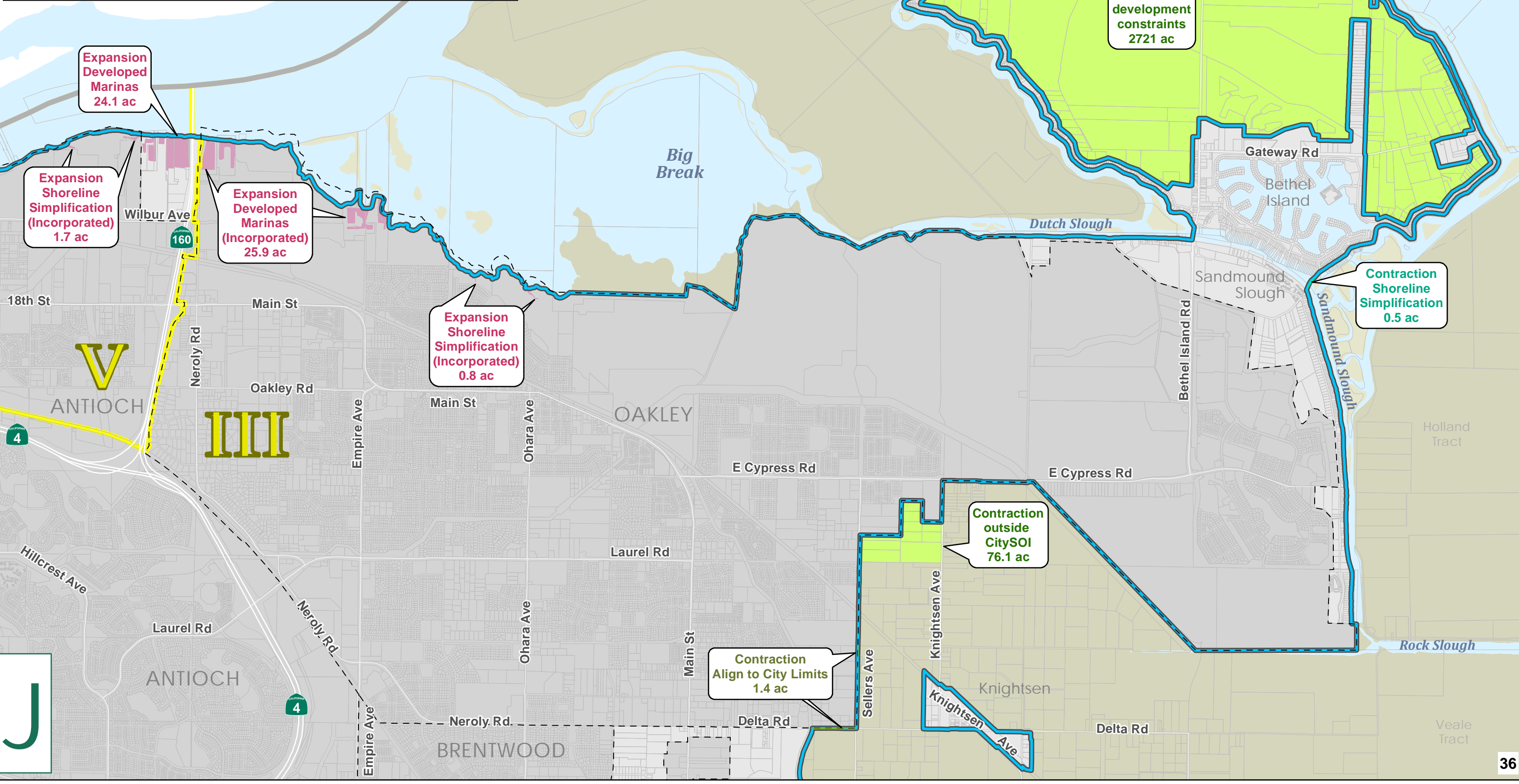
Potential adjustments to the ULL 2-25-25 Draft

Contraction		Expansion	
	Current County ULL		Existing Development
	City Limits		Improved Clarity
	Supervisory District		Align with City Limits
	Water		Simplify Shoreline
	Restricted Devel. (Public, Easement)		Constraints (Steep, FHSZ, etc)
	Buffer (Facility, Subdivision)		Simplify Shoreline
	Align with City Limits		Inside County ULL
	Parcels		Incorporated and Inside County ULL
	Water		Outside County ULL
	Water		Incorporated and Outside County ULL

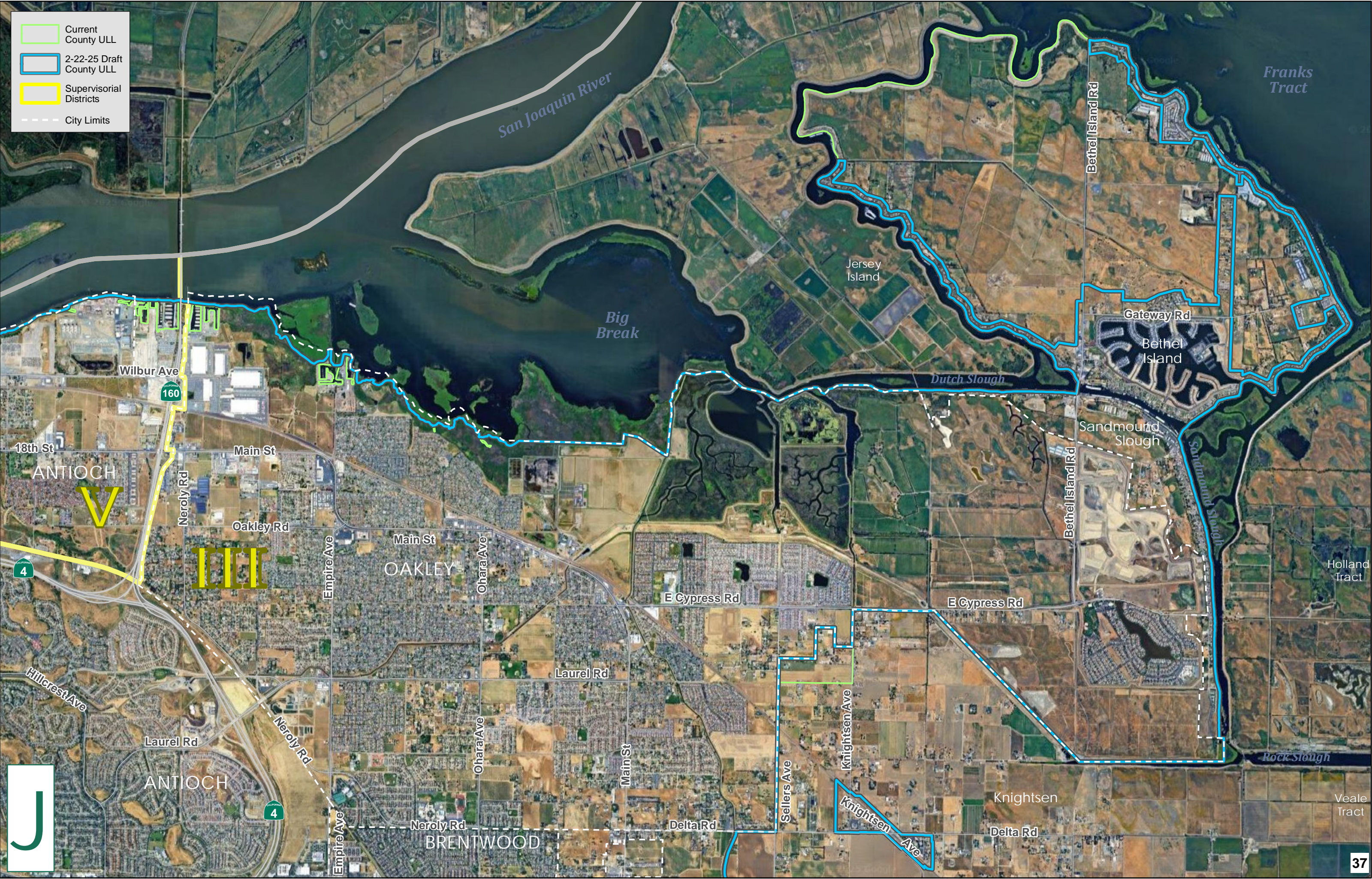


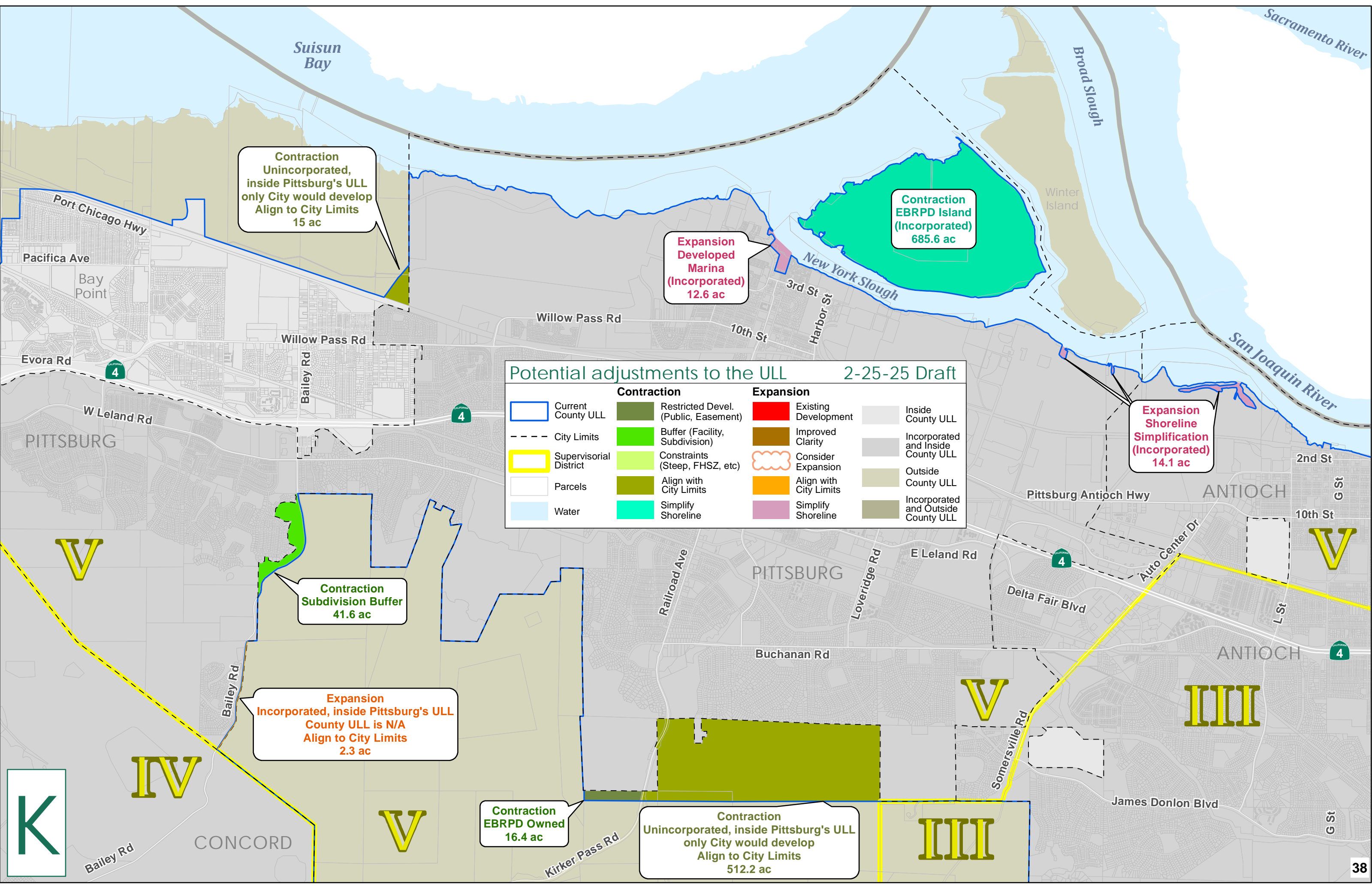
Potential adjustments to the ULL 2-25-25 Draft

Contraction		Expansion	
	2-25-25 Draft County ULL		Existing Development
	City Limits		Improved Clarity
	Supervisory District		Consider Expansion
	Parcels		Align with City Limits
	Water		Simplify Shoreline
	Restricted Devel. (Public, Easement)		Constraints (Steep, FHSZ, etc)
	Buffer (Facility, Subdivision)		Simplify Shoreline
	Align with City Limits		Inside County ULL
	Simplify Shoreline		Incorporated and Inside County ULL
			Outside County ULL
			Incorporated and Outside County ULL



- Current County ULL
- 2-22-25 Draft County ULL
- Supervisorial Districts
- City Limits





**Contraction**  
Unincorporated,  
inside Pittsburg's ULL  
only City would develop  
Align to City Limits  
15 ac

**Expansion**  
Developed  
Marina  
(Incorporated)  
12.6 ac

**Contraction**  
EBRPD Island  
(Incorporated)  
685.6 ac

**Expansion**  
Shoreline  
Simplification  
(Incorporated)  
14.1 ac

**Contraction**  
Subdivision Buffer  
41.6 ac

**Expansion**  
Incorporated, inside Pittsburg's ULL  
County ULL is N/A  
Align to City Limits  
2.3 ac

**Contraction**  
EBRPD Owned  
16.4 ac

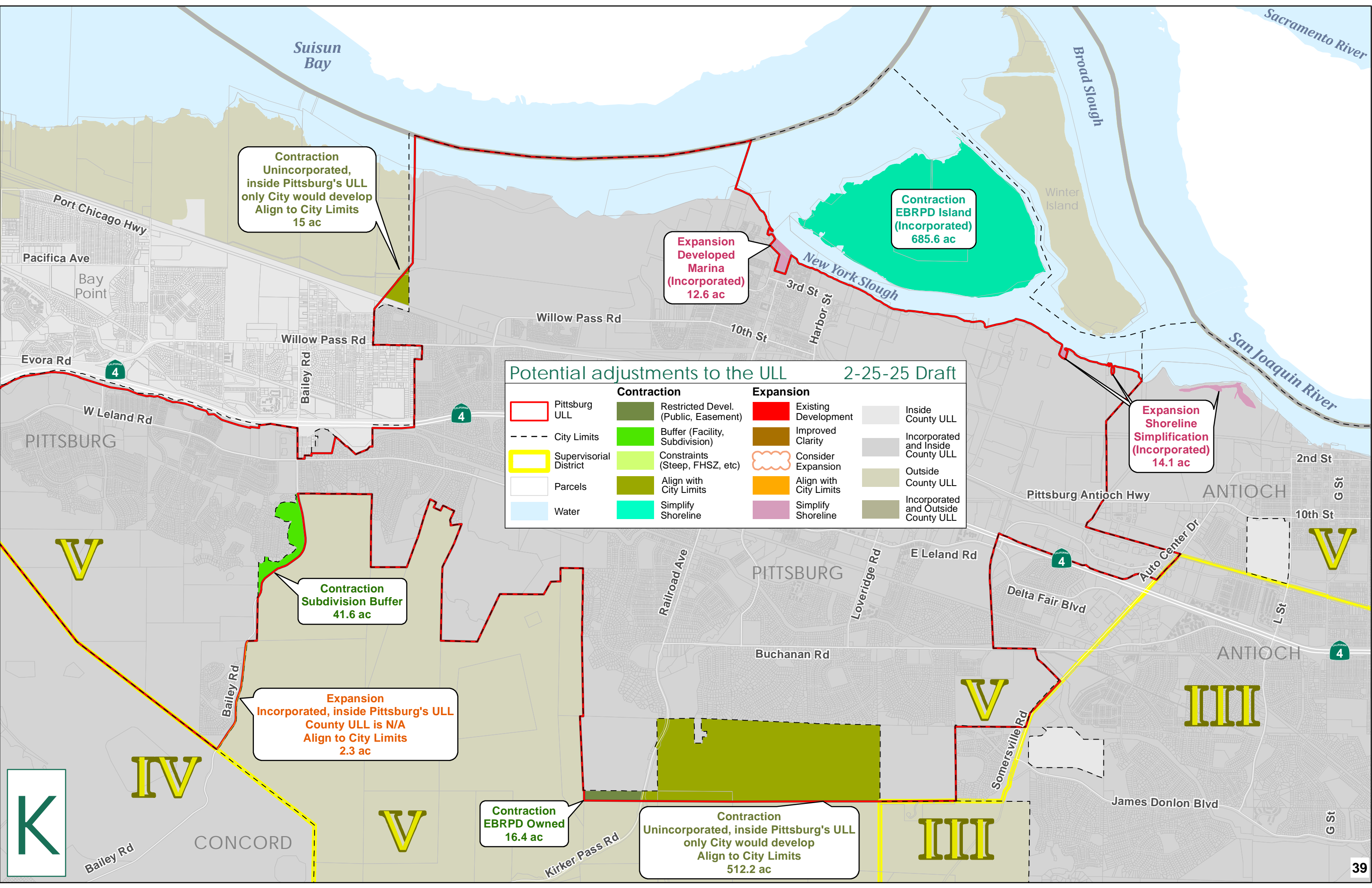
**Contraction**  
Unincorporated, inside Pittsburg's ULL  
only City would develop  
Align to City Limits  
512.2 ac

**K**

**IV**

**V**

**III**



### Potential adjustments to the ULL 2-25-25 Draft

Contraction		Expansion	
	Pittsburg ULL		Existing Development
	City Limits		Improved Clarity
	Supervisory District		Consider Expansion
	Parcels		Align with City Limits
	Water		Simplify Shoreline
	Restricted Devel. (Public, Easement)		Inside County ULL
	Buffer (Facility, Subdivision)		Incorporated and Inside County ULL
	Constraints (Steep, FHSZ, etc)		Outside County ULL
	Align with City Limits		Incorporated and Outside County ULL
	Simplify Shoreline		

**Contraction**  
Unincorporated,  
inside Pittsburg's ULL  
only City would develop  
Align to City Limits  
15 ac

**Expansion**  
Developed  
Marina  
(Incorporated)  
12.6 ac

**Contraction**  
EBRPD Island  
(Incorporated)  
685.6 ac

**Expansion**  
Shoreline  
Simplification  
(Incorporated)  
14.1 ac

**Contraction**  
Subdivision Buffer  
41.6 ac

**Expansion**  
Incorporated, inside Pittsburg's ULL  
County ULL is N/A  
Align to City Limits  
2.3 ac

**Contraction**  
EBRPD Owned  
16.4 ac

**Contraction**  
Unincorporated, inside Pittsburg's ULL  
only City would develop  
Align to City Limits  
512.2 ac

**K**

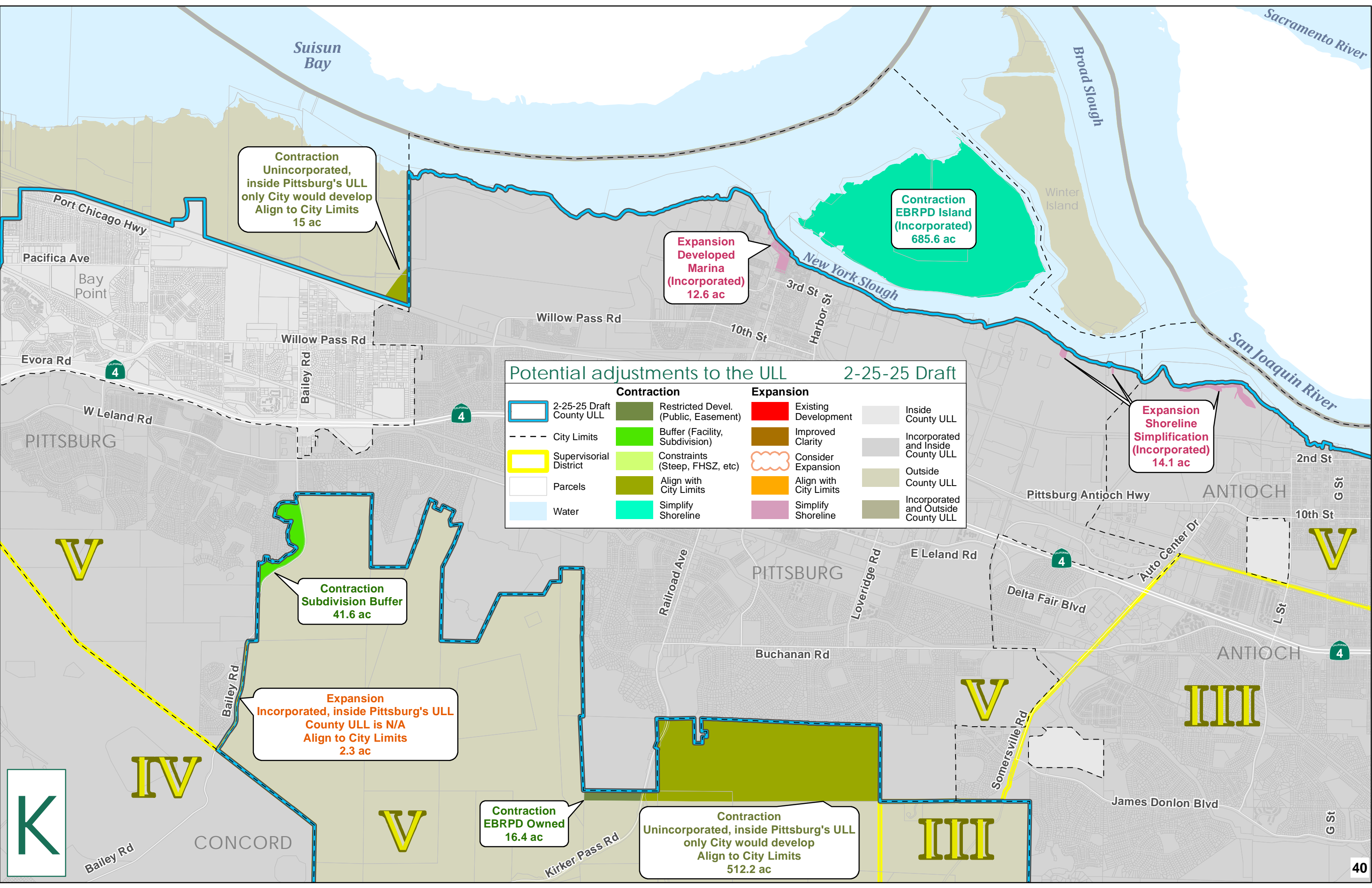
**IV**

**V**

**V**

**IIII**

**IIII**



**Contraction**  
Unincorporated,  
inside Pittsburg's ULL  
only City would develop  
Align to City Limits  
15 ac

**Expansion**  
Developed  
Marina  
(Incorporated)  
12.6 ac

**Contraction**  
EBRPD Island  
(Incorporated)  
685.6 ac

**Expansion**  
Shoreline  
Simplification  
(Incorporated)  
14.1 ac

**Contraction**  
Subdivision Buffer  
41.6 ac

**Expansion**  
Incorporated, inside Pittsburg's ULL  
County ULL is N/A  
Align to City Limits  
2.3 ac

**Contraction**  
EBRPD Owned  
16.4 ac

**Contraction**  
Unincorporated, inside Pittsburg's ULL  
only City would develop  
Align to City Limits  
512.2 ac

Potential adjustments to the ULL 2-25-25 Draft

Contraction		Expansion	
	2-25-25 Draft County ULL		Existing Development
	City Limits		Improved Clarity
	Supervisory District		Consider Expansion
	Parcels		Align with City Limits
	Water		Simplify Shoreline
	Restricted Devel. (Public, Easement)		Inside County ULL
	Buffer (Facility, Subdivision)		Incorporated and Inside County ULL
	Constraints (Steep, FHSZ, etc)		Outside County ULL
	Align with City Limits		Incorporated and Outside County ULL
	Simplify Shoreline		

K

IV

V

III

IIII





# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-1461

**Agenda Date:** 4/15/2025

**Agenda #:** c.

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**Advisory Board:** KTAC  
**Subject:** Presentation of the County's draft updated Tree Ordinance  
**Presenter:** Jamar Stamps, Department of Conservation and Development

### Information:

The Department of Conservation and Development ("DCD"), Community Development Division has been working on updating the County Tree Ordinance (County Code Chapter 816-6, Tree Protection and Preservation). DCD has incorporated a variety of updates and changes based on public feedback and evaluation of other agencies' tree protection codes and have attempted to simplify the provisions to make it easier for the public and staff to understand and implement.

### Recommendation(s)/Next Step(s):

RECEIVE presentation on the County's draft updated Tree Ordinance.

**Table 1. Key Provisions of Proposed Tree Protection Ordinance (3/25/25)**

Parameter	Summary of Proposed Provision
What types of trees are proposed to be protected?	<ul style="list-style-type: none"> <li>• All native and non-native trees (except Monterey pine and eucalyptus) that meet minimum size threshold (see Table 2)</li> <li>• Designated heritage tree</li> <li>• Tree shown to be preserved in County planning approvals for the site</li> <li>• Tree required to be planted as a replacement tree</li> </ul>
What actions may require a permit?	Removal of a protected tree or trenching, grading or filling within the dripline of a protected tree
What type of permit?	No permit required for small trees. Ministerial permit required for mid-sized trees. Discretionary permit required for larger trees. (See Table 2)
Are there exceptions?	<p>Yes. Permit is not required to remove or impact a protected tree when:</p> <ul style="list-style-type: none"> <li>• hazardous situations exist (as determined by named officials)</li> <li>• there is prior approval</li> <li>• permit requirement is precluded by law</li> <li>• routine maintenance is being performed</li> <li>• harvest trees are grown at holiday tree farms, orchards or nurseries</li> <li>• performing rangeland management on ag properties &gt; 20 acres</li> <li>• property is located in a very high fire hazard severity zone</li> <li>• removing branches for defensible space (as specified)</li> <li>• minor work within dripline is proposed, including installing pavers or irrigation trenching &lt; 1 foot deep</li> </ul>
What are the permitting criteria?	<ul style="list-style-type: none"> <li>• Ministerial permits would be issued if review confirms tree is eligible</li> <li>• Discretionary permits require a detailed finding that the burden of protecting the tree outweighs the benefit or the work is necessary to enable reasonable use of property and no reasonable alternative exists.</li> </ul>
Other noteworthy aspects	Tree replacement and safeguards for remaining trees (discretionary only)

**Table 2. How Proposed Ordinance Would Apply to Distinct Types of Trees**

Type of Tree	Exempt (no permit required)	Ministerial Permit (no hearing/not appealable)	Discretionary Permit (hearing / appealable)
Non-coniferous	Circumference < 28” (diameter < 9” approx.)	Circumference from 28” to 56” (diameter 9” to 18” approx.), unless on “undeveloped” lot	Circumference > 56” (diameter >18” approx.). If on “undeveloped” lot, circumference ≥ 28” (9” diameter)
Coniferous	Circumference < 48” (diameter < 15” approx.)	Circumference from 48” to 94” (diameter 15” to 30” approx.), unless on “undeveloped” lot	Circumference > 94” (diameter > 30” approx.). If on “undeveloped” lot, circumference ≥ 48” (15” diam.)
Multi-stem non-coniferous	Aggregate circum. < 42” (aggregate diameter < 13” approx.) Or one stem meets single-stem criteria.	Aggregate circumference from 42” to 84” inches (aggregate diameter 13” to 27” approx.) or one stem meets single-stem criteria, unless on “undeveloped” lot	Aggregate circumference > 84” (aggregate diameter > 27” approx) or 1 stem meets single-stem criteria. If on “undeveloped” lot, aggregate circum. ≥ 42” (13” diameter) or one stem meets single-stem criteria.
Multi-stem coniferous	Aggregate circum. < 66” (aggregate diameter < 21” approx.) Or one stem meets single-stem criteria.	Aggregate circumference from 66” to 132” inches (aggregate diameter 21” to 42” approx.) or one stem meets single-stem criteria, unless on “undeveloped” lot	Aggregate circumference > 132” (aggregate diameter > 42” approx) or 1 stem meets single-stem criteria. If on “undeveloped” lot, aggregate circum. ≥ 66” (21” diameter) or one stem meets single-stem criteria.
Monterey pine and eucalyptus	All such trees exempt from permitting	N/A	N/A

Note: Circumference and diameter measured at 4.5 feet above the ground.

**Table 3. Comparison of Current and Proposed Tree Protection Ordinances**

Provision/Scenario	Current	Proposed
Minimum tree circumference (diameter) to qualify as protected	20” (approx. 6.5”)	Non-coniferous: 28” (approx. 9”) Coniferous: 48” (approx. 15”)
Tree species covered	Native only, except on undeveloped/commercial properties	All except Monterey pine & eucalyptus
Rules depend heavily on site context?	Yes. Tree that is not part of a stand of 4+ trees may not be protected. Rules also depend upon zoning, developability, etc.	No. The only exception is that no protected tree on undeveloped properties may receive a ministerial permit.
Process	Staff determination appealable to Planning Commission, etc.	Ministerial for mid-size trees. Larger trees heard at Zoning Administrator. Appealable.
<b>Example scenarios:</b>		
44” diameter oak on built-out residential lot, not part of stand	No permit required	Discretionary permit required. ZA hearing. Appealable to CPC, etc.
29” diameter redwood on built-out residential lot, not part of stand	No permit required	Ministerial permit required. Not appealable.
8” diameter redwood on built-out residential lot, part of stand of 4	Permit required. Appealable to Planning Commission, etc.	No permit required
10” diameter oak on <u>undeveloped</u> residential lot, part of stand of 4	Permit required. Appealable to Planning Commission, etc.	Discretionary permit required. ZA hearing. Appealable to CPC, etc.
4” diameter oak on <u>undeveloped</u> residential lot, part of stand of 4	Permit required. Appealable to Planning Commission, etc.	No permit required

**Public Review DRAFT March 2025**  
**ORDINANCE NO. 2025-XX**

**TREE PROTECTION AND PRESERVATION**

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

**SECTION I. SUMMARY.** This ordinance amends Chapter 816-6 of the County Ordinance Code to protect and preserve specified categories of trees as vital natural resources in the unincorporated area of the County.

**SECTION II.** Chapter 816-6 of the County Ordinance Code is amended to read:

**Chapter 816-6**  
**TREE PROTECTION AND PRESERVATION**

**Article 816-6.2**  
**General**

**816-6.202 Title.** This chapter is known as the Tree Protection and Preservation Ordinance of Contra Costa County. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.204 Findings.** The board of supervisors finds as follows:

- (a) Trees provide soil stability, improve drainage conditions, provide habitat for wildlife, and provide aesthetic beauty and screening for privacy.
- (b) Trees are a vital part of a visually pleasing, healthy environment for the unincorporated area of this County.
- (c) It is necessary to preserve certain trees on private property in the interest of the public health, safety, and welfare, and to preserve scenic beauty. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.206 Purposes.** The purposes of this chapter are to provide for the preservation of certain protected trees in the unincorporated area of the county, and to provide for the protection of certain trees on private property by regulating tree removal while allowing for reasonable enjoyment of private property rights and property development. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.208 Definitions.** For purposes of this chapter, the following words and phrases have the following meanings:

ORDINANCE NO. 2025-XX      **DRAFT March 2025**

- (a) “Arborist” means:
  - (1) A certified arborist who is certified by the International Society of Arboriculture;  
or
  - (2) A consulting arborist who is listed as a member of the American Society of Consulting Arborists.
- (b) “Arborist report” means a written report prepared by an arborist that evaluates the feasibility and impact of a proposed restorative action or actions.
- (c) “Coniferous tree” means any cone-bearing tree with needle-like leaves, as opposed to broad leaves. Coniferous trees include but are not limited to the following tree species: pine, fir, redwood, spruce, cypress, cedar, juniper, and hemlock.
- (d) “Designated heritage tree” means a tree previously designated by resolution of the board of supervisors as a heritage tree, pursuant to Ordinance No. 88-83.
- (e) “Development” means any improvement of real property that requires the approval of a subdivision, land use permit, development plan, variance, grading permit, or building permit.
- (f) “Discretionary development approval” means the approval of a subdivision, land use permit, development plan, variance, or any other non-ministerial development approval by the board of supervisors, planning commission, or zoning administrator.
- (g) “Dripline” means the area of ground directly underneath any portion of the canopy of a tree.
- (h) “Non-coniferous tree” means any tree except a coniferous tree.
- (i) “Routine maintenance” means actions taken to maintain the health of a tree, including but not limited to removal of deadwood, removal of diseased or crossing limbs, control of deleterious insects, or pruning in a reasonable manner that does not structurally harm the tree.
- (j) “Tree” means a live woody plant with a single perennial stem or trunk or multiple perennial stems or trunks.
- (k) “Undeveloped parcel” means any of the following:

- (1) A parcel of private land that is vacant or that is developed only with barns, sheds, or other non-habitable structures.
  - (2) A parcel of land that can be further subdivided in accordance with the zoning regulations of the county, except as provided for under Article 94-4.10.
  - (3) A parcel of land with one or more structures that are proposed to be demolished or relocated.
- (1) “Very high fire hazard severity zone” means an area designated as a very high fire hazard severity zone by: (1) the State Department of Forestry and Fire Protection pursuant to Public Resources Code Section 4203 or Government Code Section 51178; or (2) the County or other appropriate local agency pursuant to Government Code Section 51179. (Ords. 2025-XX § 2, 94-59, 94-22.)

**Article 816-6.4  
Protected Trees**

**816-6.402 Protected trees.** A protected tree is any of the following:

- (a) A non-coniferous tree that is:
  - (1) a single-stem tree with a circumference of 28 inches (approximately 9 inches in diameter) or larger, as measured 4.5 feet above the natural grade;
  - (2) a multi-stemmed tree with an aggregate circumference of 42 inches (approximately 13 inches in aggregate diameter) or larger, as measured 4.5 feet above the natural grade; or
  - (3) a multi-stemmed tree that has a single stem with a circumference of 28 inches (approximately 9 inches in diameter) or larger, as measured 4.5 feet above the natural grade.
- (b) A coniferous tree that is:
  - (1) a single-stem tree with a circumference of 48 inches (approximately 15 inches in diameter) or larger, as measured 4.5 feet above the natural grade;
  - (2) a multi-stemmed tree with an aggregate circumference of 66 inches (approximately 21 inches in aggregate diameter) or larger, as measured 4.5 feet above the natural grade; or

- (3) a multi-stemmed tree that has a single stem with a circumference of 48 inches (approximately 15 inches in diameter) or larger, as measured 4.5 feet above the natural grade.
- (c) A designated heritage tree.
- (d) A tree shown to be preserved on an approved tentative map, development plan, or site plan, or required to be preserved as a condition of approval.
- (e) A tree required to be planted as a replacement tree pursuant to this chapter. (Ords. 2025-XX § 2, 94-59, 94-22.)

**Article 816-6.6  
Permit**

**816-6.602 Permit requirement.** No person may cut down, destroy, or remove a protected tree, or trench, grade, or fill within the dripline of a protected tree, without first obtaining a tree removal permit as provided in this chapter. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.604 Permit exceptions.** A tree removal permit is not required in the following situations:

- (a) Hazardous situation. A permit is not required to remove a tree that presents a hazard to life or property and requires immediate action to remedy the hazard, as determined by the zoning administrator, building inspector, sheriff, or fire chief. If none of the listed officials are available, the property owner may remedy the hazardous situation and submit a report of the incident and description of the hazard to the department within 10 days after the incident.
- (b) Prior approval.
  - (1) A permit is not required to remove a tree that is specifically approved for removal in connection with an approved development plan, site plan, subdivision, or building permit.
  - (2) A permit is not required to trench, grade, or fill within the dripline of a tree if the work is specifically approved in connection with an approved development plan, site plan, subdivision, or building permit.
- (c) Precluded by law. A permit is not required under this chapter if precluded by federal, state, or other applicable law
- (d) Routine maintenance. A permit is not required for routine tree maintenance.



- (e) Commercial plantings. A permit is not required to remove and harvest trees grown at holiday tree farms, orchards, or nurseries.
- (f) Rangeland management. A permit is not required for normal activities associated with rangeland management on agriculturally-zoned properties that are 20 acres or larger. These activities include but are not limited to: clearing and thinning trees to reduce fire risk or enhance forage production; removing obstructions to stormwater runoff flow; maintaining adequate clearance on range roads and fire trails; fence maintenance; and protecting equipment and construction. Agriculturally-zoned parcels that are adjacent and under common ownership with an aggregate size of 20 acres or larger satisfy the acreage requirements of this subsection.
- (g) Public lands. A permit is not required to remove a tree from, or to trench, grade, or fill within the dripline of a tree on, property a public agency owns in fee.
- (h) Public agency/utilities easements. A permit is not required to trim or clear a tree located within an easement or right-of-way of a public agency or public utility for the purpose of maintaining the easement or right-of-way. Property owned by a public utility and used for administrative purposes or uses unrelated to the public service provided by the utility is not exempt under this subsection.
- (i) Very high fire hazard severity zone. A permit is not required to remove a tree from property located in a very high fire hazard severity zone.
- (j) Defensible space wildfire buffer. A permit is not required for trimming necessary to do any of the following within 100 feet of a building or structure:
  - (1) Remove branches within 10 feet of a chimney or stovepipe outlet.
  - (2) Remove branches to maintain a distance of 10 feet from other trees.
  - (3) Remove branches to a height of six feet or three times the height of the tallest shrub or other vegetation within the tree's dripline, whichever is greater.
- (k) Certain non-native species. A permit is not required to remove a tree that is any of the following species:
  - (1) Eucalyptus.
  - (2) Monterey Pine.
- (l) Minor work within dripline. A permit is not required to conduct minor work within the dripline of a tree. Minor work includes: the installation of irrigation lines not exceeding one inch in diameter to a depth of not greater than one foot; the construction,

maintenance, or repair of a fence; or the installation of pavers or other porous surfaces intended for pedestrian use. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.606 Application.** An application for a tree removal permit must contain the following information:

- (a) A site plan showing the approximate location of all trees on the property, including those proposed to remain. For a tree removal permit application submitted with proposed development, the site plan must be overlaid on all proposed grading, building, and development plans.
- (b) The size (including height and circumference or diameter, as measured 4.5 feet above the natural grade), species, dripline, and condition of each protected tree proposed to be removed or impacted by trenching, grading, or filling within the dripline.
- (c) The reason for tree removal.
- (d) Information indicating the effect of tree removal on drainage, soil stability, and erosion control.
- (e) Photographs of the protected tree(s) to be removed or impacted by trenching, grading, or filling within the dripline.
- (f) The signature of the property owner or, if the permit is requested by someone other than the owner, a written authorization from the owner.
- (g) Additional information as may be required by the department.
- (h) Application and permit fees. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.608 Arborist Report.**

- (a) A report prepared by a certified arborist must be submitted with an application for a tree removal permit if:
  - (1) the application is submitted in connection with an application for a discretionary development approval;
  - (2) the application is for the removal of three or more protected trees;
  - (3) the application is to trench, grade, or fill within the dripline of a protected tree; or
  - (4) the reason for removal is related to the health of the protected tree.

- (b) An arborist report shall include all of the following:
  - (1) The health, age, and condition of the protected tree(s) to be removed or impacted.
  - (2) The value of the protected tree(s) to be removed or impacted.
  - (3) The possible impact from development on any protected trees to remain.
  - (4) Feasible restorative or other remedial actions to address tree removal or impacts, including but not limited to a replacement tree planting plan. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.610 Permitting procedure.**

- (a) Except as otherwise provided in subsection (b) or (c) of this section, the zoning administrator will consider an application for a tree removal permit under the administrative decision procedure specified in Article 26-2.21.
- (b) An application for a tree removal permit that is submitted with an application for a discretionary development approval will be considered in conjunction with the application for the discretionary development approval.
- (c) An application for a tree removal permit will be approved ministerially without discretionary review or public hearing and is not subject to the findings requirement in Section 816-6.612, or the tree preservation requirements in Sections 816-8.802 through 816-8.808, if it is not submitted with an application for a discretionary development approval and it meets all of the following.
  - (1) For a non-coniferous tree:
    - (A) If the tree is a single-stem tree, the tree does not exceed 56 inches in circumference (approximately 18 inches in diameter), as measured 4.5 feet above the natural grade.
    - (B) If the tree is a multi-stemmed tree:
      - (i) the tree does not exceed 84 inches in aggregate circumference (approximately 27 inches in aggregate diameter), as measured 4.5 feet above the natural grade; and
      - (ii) no single stem exceeds 56 inches in circumference (approximately 18 inches in diameter), as measured 4.5 feet above the natural grade.

- (2) For a coniferous tree:
  - (A) If the tree is a single-stem tree, the tree does not exceed 94 inches in circumference (approximately 30 inches in diameter), as measured 4.5 feet above the natural grade.
  - (B) If the tree is a multi-stemmed tree:
    - (i) the tree does not exceed 132 inches in aggregate circumference (approximately 42 inches in aggregate diameter), as measured 4.5 feet above the natural grade; and
    - (ii) no single stem exceeds 94 inches in circumference (approximately 30 inches in diameter), as measured 4.5 feet above the natural grade.
- (3) The tree is not located on an undeveloped parcel. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.612 Decision.** A tree removal permit will not be issued unless at least one of the following findings is made:

- (a) The burden to the applicant in preserving the protected tree outweighs the benefit to the public. The following factors will be considered in weighing the relative burden and benefit of preserving the protected tree:
  - (1) the tree’s general health;
  - (2) the tree’s status as a public nuisance;
  - (3) the tree’s potential to pose a danger from falling, the tree’s proximity to existing or proposed structures;
  - (4) the tree’s potential interference with or impacts to utility services;
  - (5) the tree’s potential to damage infrastructure or private property; and
  - (6) the tree’s status as a host for plant, pest, or disease endangering other trees or plants with infection or infestation that cannot be controlled or remedied through reasonable preservation or preventative procedures and practices.
- (b) It is necessary to remove, or trench, grade, or fill within the dripline of, the protected tree to enable the reasonable and conforming use or improvement of the subject property that is otherwise prevented by the presence of the tree. The “reasonable and conforming use or

improvement of the property” shall be determined in accordance with the County general plan and zoning code. The applicant must demonstrate that there are no reasonable and conforming alternatives to the proposed use or improvement of the property that would not impact the protected tree. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.614 Conditions of approval.** An approved tree removal permit will include conditions necessary to ensure compliance with this chapter, including the tree preservation requirements in Article 816-6.8, and may include other feasible measures to mitigate the effects of tree removal and impacts to remaining trees. (Ords. 2025-XX § 2, 94-59, 94-22.)

### **Article 816-6.8 Tree Preservation**

**816-6.802 Tree replacement.** A protected tree may not be removed pursuant to a tree removal permit unless one or more replacement trees that meet all of the following criteria are planted at the subject property.

- (a) The ratio of replacement trees to protected trees removed will be three to one, except that the number of replacement trees may be reduced if it is determined based on an arborist report that the subject property would not support the total number of required replacement trees.
- (b) Replacement trees must be of the same species as the protected tree to be removed.
- (c) Replacement trees must be planted as 15-gallon trees, except that up to 50 percent of the required replacement trees may be planted as 5-gallon trees if it is determined based on an arborist report that long-term tree health and survival will be improved by starting with a smaller container size.
- (d) An approved tree removal permit that is connected with a discretionary development approval will require compliance with an arborist-evaluated replacement tree planting plan. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.804 Tree protection.** On a property proposed for development, the following tree protection measures apply to all protected trees that will remain on the property after development is completed.

- (a) The parking or storing of vehicles, equipment, machinery, construction materials, construction trailers, oil, or chemicals within the dripline of a protected tree is prohibited.
- (b) If no grading or construction is approved within the dripline of a protected tree, fencing shall be installed at the dripline prior to the start of any grading or construction activities.

- (c) If an approved tree removal permit allows for trenching, grading, or filling within the dripline of a protected tree, the permit may require that an arborist be present during the trenching, grading, or filling operations to advise on measures to protect the tree. After the trenching, grading, or filling operations are completed, the arborist will prepare a report describing further measures required, if any, for protection of the tree. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.806 Deposit.**

- (a) Before any grading or building permit is issued for a property where one or more protected trees are to remain on the property after development is completed, the applicant shall deposit cash or other acceptable security with the department on a per tree basis in the amount of \$1,000 per tree, or as otherwise established by the applicable tree removal permit or discretionary development approval.
- (b) To guarantee the health of the protected tree, the department will retain the deposit for a two-year period beginning when construction is completed.
- (c) The applicant may request that the department relinquish all or a portion of the deposit during the two-year period for the cost to prepare an arborist report, or for expenses directly related to preserving the health of the protected tree or, if the protected tree dies, planting and maintaining replacement trees.
- (d) The department will relinquish any remaining deposit funds to the applicant upon termination of the two-year period. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.808 Damage during construction.** A property owner shall notify the department of any damage that occurs to a protected tree during construction. The department may require, at the property owner’s expense, an arborist report to evaluate the extent of damage to the protected tree. If the damaged tree dies, or if an arborist report finds that the tree is likely to die due to the damage or has suffered significant damage, the property owner shall plant replacement trees consistent with the requirements of Section 816-6.802. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.810 Tree removal only after issuance of building or grading permit.** An approved tree removal permit that is connected with proposed development shall require that a protected tree that is approved for removal may not be removed until a grading or building permit for the proposed development is issued. (Ords. 2025-XX § 2, 94-59, 94-22.)

**Article 816-6.10  
Enforcement**

**816-6.1002 Separate offense.** Each tree damaged or removed in violation of this chapter constitutes a separate offense. (Ords. 2025-XX § 2, 94-59, 94-22.)

**816-6.1004 All remedies.** The County may seek compliance with this chapter by any remedy allowed under this code, including but not limited to administrative fines and any other remedy allowed by law. (Ords. 2025-XX § 2, 94-59, 94-22.)

**SECTION III.** Chapter 816-4 of the County Ordinance Code is deleted in its entirety.

**SECTION IV.** Section 26-2.2102 of the County Ordinance Code is amended to read:

**26-2.2102 Decisions without public hearing.** Unless otherwise required by this article, the zoning administrator may, without public hearing, decide applications for any of the following:

- (a) A variance permit pursuant to subsection (1) of Section 26-2.1204.
- (b) A minor subdivision pursuant to subsection (3) of Section 26-2.1204, including an application for improvement exceptions.
- (c) A small lot occupancy permit pursuant to subsection (c) of Section 82-10.002.
- (d) A wireless facility access permit pursuant to Chapter 88-24.
- (e) A short-term rental permit that does not meet one or more of the short-term rental regulations specified in Section 88-32.602.
- (f) An industrial hemp cultivation permit renewal pursuant to Section 88-34.412.
- (g) A sign permit pursuant to Chapter 88-6.
- (h) A tree removal permit pursuant to Chapter 816-6. (Ords. 2025-XX § 4, 2022-03 § 3, 2021-21 § 3, 2020-12 § 3, 2020-01 § 3, 2017-11 § 3, 2016-11 § 3, 2011-05 § 5, 95-51 § 3, 80-87 § 2: See Gov. C. § 65901.)

**SECTION V. EFFECTIVE DATE.** This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in this County.

PASSED on \_\_\_\_\_, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

ATTEST: MONICA NINO,  
Clerk of the Board of Supervisors

\_\_\_\_\_  
Board Chair

ORDINANCE NO. 2025-XX      **DRAFT March 2025**

and County Administrator

By:

\_\_\_\_\_  
Deputy

[SEAL]

KCK:

H:\Client Matters\2024\DCD\Tree Protection Ord - draft6.doc

ORDINANCE NO. 2025-XX    **DRAFT March 2025**





# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-1462

**Agenda Date:** 4/15/2025

**Agenda #:** a.

---

Advisory Board: KTAC  
Subject: RECEIVE April KTAC Correspondence

Recommendation(s)/Next Step(s):  
RECEIVE April KTAC Correspondence.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Planning Commission

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**Wednesday, December 11, 2024**

**6:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccounty-us.zoom.us/j/83239430053> | Call-In : 1-888-278-0254 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>.

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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. PUBLIC HEARINGS

- 1a. EXTENSION OF TIME FOR TENTATIVE PARCEL MAP FOR THE CENTERPOINT PROPERTIES PROJECT, COUNTY FILE CDMS19-00009 and CDDP18-03007: The applicant requests to extend the period for filing a parcel map three (3) additional years, to June 7, 2028, for the tentative map for the CenterPoint Properties Project in the North Richmond area of unincorporated Contra Costa County, consisting of the consolidation of 19 parcels into 3 larger parcels approved under Minor Subdivision CDMS19-00009 and the construction and operation of three warehouses buildings approved under Development Plan CDDP18-03007. The project site is 506 Brookside Drive in the North Richmond area of unincorporated Contra Costa County. (Zoning: P-1, Planned Unit District; -CE, Cannabis Exclusion Combining District) (Assessor's Parcel Number: 409-300-037 – reference parcel) MLL 24-4191

**Attachments:** [Attachment A. Request for Extension](#)  
[Attachment B. Tentative Parcel Map](#)  
[Attachment C. CDMS19-00009\\_CDDP18-03007 Permit](#)

- 1b. RONALD COLLINS (Appellant) - CARL ADAMS (Applicant & Owner), County File #CDVR23-01026. This is an appeal of the Zoning Administrator's decision to approve variances to allow a 0-foot front setback (where 20 feet is required) for a driveway platform and a 15-foot front setback (where 20 feet is required) for a carport structure and to approve a tree permit to remove three (3) code-protected coast live oak trees and one (1) code-protected red willow tree for the construction of the driveway platform, carport structure, and a 5,104-square-foot two-story single-family residence with a 500-square-foot junior accessory dwelling unit on a vacant lot. The subject property is located at 2754 Limerick Road in the unincorporated San Pablo area. (Zoning: R-6 Single-Family Residential District) (APN: 403-152-020) NS 24-4192

**Attachments:** [Attachment A. Findings and Conditions of Approval CDVR23-01026](#)  
[Attachment B. Appeal Letter 05.15.2024 CDVR23-01026](#)  
[Attachment C. Maps CDVR23-01026](#)  
[Attachment D. Project Plans CDVR23-01026](#)  
[Attachment E. Presentation Slides CDVR23-01026](#)

- 1c. ROBERT & TIA GARDNER (Appellants) - SAGIV WEISS-ISHAI (Applicant), SBL3 LLC (Owner), County File #CDTP22-00045. County File #CDTP22-00045. This is a hearing on an appeal of the Zoning Administrator's tentative decision to approve a tree permit to remove six (6) code-protected trees and to work within the driplines of six (6) code-protected in order to construct an approximately 2,180-square-foot addition to the existing single-family residence and a new, detached approximately 1,200-square-foot accessory dwelling unit (ADU) on the subject property. The project includes a revised request for approval of a Tree Permit to remove three (3) code-protected trees, including one California laurel, one black walnut, and one California buckeye, and to work within the driplines of up to nine (9) code-protected trees, including six valley oaks, one black walnut, and two California buckeyes, for construction of the addition to the primary residence and a new, detached approximately 1,103-square-foot ADU. The project also includes a new request for an exception to Title 9 creek structure setback requirements. The project is located at 201 Castle Hill Ranch Road in unincorporated Walnut Creek area. (Zoning: Single-Family Residential, R-20); (Assessor's Parcel Number: 188-150-010) SS 24-4193

**Attachments:** [Attachment A. Findings and COA CDTP22-00045](#)  
[Attachment B. Appeal Letter CDTP22-00045](#)  
[Attachment C. Agency Comments CDTP22-00045](#)  
[Attachment D. Maps CDTP22-00045](#)  
[Attachment E. Photos Staff Site Visit 7-21-2022 CDTP22-00045](#)  
[Attachment F. Project Plans CDTP22-00045](#)  
[Attachment G. Presentation Slides CDTP22-00045](#)

2. PUBLIC COMMENTS
3. STAFF REPORT
4. COMMISSIONERS' COMMENTS
5. COMMUNICATIONS

*THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE WEDNESDAY, JANUARY 8, 2025, AT 6:30 P.M.*



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Planning Commission

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**Wednesday, January 8, 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

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1. PUBLIC HEARINGS

- 1a. CHIEH AND KAYNE BARCLAY (Applicant and Owners) - HEMAN PATEL AND ADITI SHASTRI (Appellants), County File #CDDP24-03011: This is an appeal of the Zoning Administrator's decision to approve a Kensington Design Review for a new rooftop deck with railing, and a new Juliet balcony. The subject property is located at 2 Highland Blvd., in the Kensington area of 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). DRW

25-15

**Attachments:** [A. CDDP24-03011 Findings and COAs](#)  
[B. CDDP24-03011 Appeal Letter on Zoning Administrator's Decision](#)  
[C. CDDP24-03011 Maps](#)  
[D. CDDP24-03011 ZA Staff Report](#)  
[E. CDDP24-03011 Project Plans](#)  
[F. CDDP24-03011 Site Visit Photos 7 Arlington 11.1.24](#)  
[G. CDDP24-03011 PowerPoint Presentation](#)

2. PUBLIC COMMENTS

3. STAFF REPORT

4. COMMISSIONERS' COMMENTS

5. COMMUNICATIONS

**THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION  
WILL BE WEDNESDAY, JANUARY 22, 2025, AT 6:30 P.M.**



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Planning Commission

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Wednesday, January 22, 2025

6:30 PM

30 Muir Road, Martinez

---

**Contra Costa County Planning Commission - CANCELLED**

NEXT MEETING SCHEDULED FOR WEDNESDAY, FEBRUARY 12, 2025 AT 6:30 P.M.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Planning Commission

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Wednesday, February 12, 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

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1. PUBLIC HEARINGS

- 1a. PROPOSED ZONING TEXT AMENDMENT TO REVISE CHAPTER 82-24 OF THE COUNTY ORDINANCE CODE RELATED TO ACCESSORY DWELLING UNITS, County File CDZT25-00001: This is a County-initiated zoning text amendment to revise the County's Accessory Dwelling Unit Ordinance, Chapter 82-24 of the County Ordinance Code. The proposed revisions are necessary to comply with changes to the State accessory dwelling unit law, commencing with Section 66310 of the California Government Code. The proposed revisions include: updating references to the Government Code due to the recodification of the State accessory dwelling unit law; increasing the number of allowable accessory dwelling units on lots that include either a single-family or multiple-family dwelling; additional exceptions to replacement parking requirements; removing non-objective standards from permitting requirements; other clarifications in conformance with State law. SM 25-466

This item has been continued until the next meeting of the Contra Costa County Planning Commission, which will be held on February 26, 2025.

- 1b. DARYL CHRZAN (Applicant and Owner, County File #CDHT23-00001. This is a request to nominate two Canary Island date palm trees measuring approximately 124 inches and 125 inches in circumference, pursuant to the Heritage Tree Preservation Ordinance (Chapter 816-4). The subject property is located at 11 Attri Court in the unincorporated Lafayette area of Contra Costa County. (Zoning: R-10 Single-Family Residential District) (APN: 166-230-028) NS 25-467

**Attachments:** [Attachment A - COA Findings-CPC CDHT23-00001](#)  
[Attachment B - Maps CDHT23-00001](#)  
[Attachment C - Anotated Aerial Map CDHT23-00001](#)  
[Attachment D - Heritage Tree Nomination Package CDHT23-00001](#)  
[Attachment E - Draft Board Resolution CDHT23-00001](#)  
[Attachment F - Presentation Slides CDHT23-00001](#)

- 1c. KEVIN WEISS (Applicant) - DUONG ESTUARY COVE LLC (Owner), County File #CDS23-09669, CDDP23-03040: This is a hearing on an appeal of County staff's determination that the subdivision and development plan application filed under CDS23-09669 and CDDP23-03040 is incomplete. The subject property is an approximately 77-acre vacant lot located north of Sandmound Blvd. in the unincorporated Oakley area of Contra Costa County (Zoning: P-1, -CE, Planned Unit District, Cannabis Exclusion Combining District) (Assessor's Parcel Number: 032-112-007). JC 25-468

**Attachments:** [Attachment A - FINDINGS for Appeal Denial](#)  
[Attachment B - Preliminary Application Submittal](#)  
[Attachment C - Preliminary App IncompleteLtr\\_102423-signed](#)  
[Attachment D - Response to Preliminary Application Incomplete Notice](#)  
[Attachment E - Preliminary CompleteLtr\\_110223-signed](#)  
[Attachment F- Formal Application Submittal](#)  
[Attachment G - 1st IncompleteLtr\\_051724-signed](#)  
[Attachment H - Resubmittal to 1st Incomplete Ltr](#)  
[Attachment I - Response Letter to 1st Incomplete Ltr](#)  
[Attachment J- 2ndIncompleteLtr\\_092024-signed](#)  
[Attachment K - Response to 2nd Incomplete Notice](#)  
[Attachment L -3rdIncompleteLtr\\_121124-signed](#)  
[Attachment M - CDS23-09669 APPEAL LTR\\_122324](#)  
[Attachment N - Screenshot of County planning application checklists](#)  
[Attachment O - County General Planning Application Checklist](#)  
[Attachment P - County Inclusionary Housing Plan Checklist](#)  
[Attachment Q - Maps](#)

2. PUBLIC COMMENTS
3. STAFF REPORT
4. COMMISSIONERS' COMMENTS
5. COMMUNICATIONS

**THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION  
WILL BE WEDNESDAY, FEBRUARY 26, 2025, AT 6:30 P.M.**



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Planning Commission

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**Wednesday, February 26, 2025**

**6:30 PM**

**30 Muir Road, Martinez**

---

**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

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1. PLEDGE OF ALLEGIANCE

2. PUBLIC HEARINGS

2a. PROPOSED ZONING TEXT AMENDMENT TO REVISE CHAPTER 82-24 OF THE COUNTY ORDINANCE CODE RELATED TO ACCESSORY DWELLING UNITS, County File CDZT25-00001: This is a County-initiated zoning text amendment to revise the County's Accessory Dwelling Unit Ordinance, Chapter 82-24 of the County Ordinance Code. The proposed revisions are necessary to comply with changes to the State accessory dwelling unit law, commencing with Section 66310 of the California Government Code. The proposed revisions include: updating references to the Government Code due to the recodification of the State accessory dwelling unit law; increasing the number of allowable accessory dwelling units on lots that include either a single-family or multiple-family dwelling; additional exceptions to replacement parking requirements; removing non-objective standards from permitting requirements; other clarifications in conformance with State law. SM

[25-542](#)

**Attachments:** [Ordinance No. 2025-XX Accessory Dwelling Units CPC DRAFT](#)

3. PUBLIC COMMENTS

4. STAFF REPORT

5. COMMISSIONERS' COMMENTS

6. COMMUNICATIONS

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE WEDNESDAY, MARCH 12, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Planning Commission

---

**Wednesday, March 12, 2025**

**6:30 PM**

**30 Muir Road, Martinez**

---

#### **CONTRA COSTA COUNTY PLANNING COMMISSION - CANCELLED**

The next meeting of the Contra Costa County Planning Commission is March 26, 2025, at 6:30 p.m.

For more information, please call Hiliana Li 925-655-2860



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Planning Commission

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Wednesday, March 26, 2025

6:30 PM

30 Muir Road, Martinez

---

**Contra Costa County Planning Commission - CANCELLED**

**The next meeting is scheduled for April 9, 2025, at 6:30 p.m.**



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Planning Commission

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**Wednesday, April 9, 2025**

**6:30 PM**

**30 Muir Road, Martinez**

---

**Contra Costa County Planning Commission meeting CANCELLED**

For more information please contact Hilaria Li at 925-655-2860.

The next meeting is scheduled for April 23, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

---

**Monday, November 18, 2024**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccouny-us.zoom.us/j/89580629496> | Call in: (888) 278-0254 Access Code 198675#**

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](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://cccouny-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](mailto: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. MAJOR SUBDIVISION: PUBLIC HEARING

- 2a. CARL CAMPOS ON BEHALF OF LCA ARCHITECTS (Applicant) - [24-3948](#)  
MOHAMMAD & ZARIN AHMADIEH (Owner), County File #CDS22-09628  
and CDDP22-03036: The applicant requests approval of a Major Subdivision and  
a Development Plan to modify County File # CDS06-09100 and  
CDDP06-03014 (approved in 2007) to allow for a Vesting Tentative Map for 33  
parcels with lots ranging in area from 840 to 1,601 square feet. The project also  
includes the demolition of multiple buildings and structures for the construction  
of four new multi-family buildings which will house 33 three-story townhouse  
units and the installation of associated improvements (e.g. pavement, utilities,  
bioretention area, private street). The project includes a Tree Permit for the  
removal of approximately 13 code protected trees and a Variance request for the  
following: 24' driveway aisle width (where 25' is required); 54.8% lot coverage  
(where 35% is the maximum); 35' height for all four buildings (where 30' is the  
maximum); Building One - 20'10" setback for Pacheco Blvd (where 25' is  
required) and 15'5" setback for Windhover Way (where 25' is required); Building  
Three – 17'5" side yard setback (where 20' is required), 35' height (where 20'  
max is allowed when within 50' of a residential district); Building Four – 17'5"  
side yard (where 20' is required) and 10'11" building separation (where 20' is  
required). The project includes approximately 100 cubic yards of fill and 10,200  
cubic yards of cut. The project requests an exception to Division 914, Detention  
Basin requirements. The subject property is a 1.57-acre parcel located at 3835,  
3845 and 3855 Pacheco Blvd. in the unincorporated Martinez area. (Zoning:  
Multiple-Family Residential, M-29) (APN: 380-220-044 and 380-220-067). EL

**Attachments:** [Attachment A FINDINGS and CONDITIONS OF APPROVAL](#)  
[Attachment B CEQA PUBLIC COMMENTS](#)  
[Attachment C INITIAL STUDY AND MITIGATED NEGATIVE  
DECLARATION](#)  
[Attachment D MAPS](#)  
[Attachment E AGENCY COMMENTS](#)  
[Attachment F PLANS](#)

3. LAND USE PERMIT: PUBLIC HEARING

- 3a. MICHAEL MILANI, MILANI & ASSOCIATES (Applicant) - CHERYL GREEN (Owner), County File CDLP23-02055: The applicant requests approval of a Land Use Permit for one additional single-family residence to legalize an existing 2,195 square-foot two-story second residence with an attached 411-square-foot garage. The project includes a Variance to allow a 7.07-foot front yard setback (where 25 feet is the minimum required) and a 43.18-foot side yard setback (where 50 feet is the minimum required) for a proposed Lot Line Adjustment to accommodate the existing location of the second residence. No new development is proposed. The project is subject to Small Lot Design Review as the subject parcel is substandard in size for the A-40 District. In addition, the project includes a request for an Exception from the collect and convey requirements of Division 914 of the County Ordinance Code. The project site is 10000 Morgan Territory Road in the Livermore Valley area of unincorporated Contra Costa County. (Zoning: A-40 Exclusive Agricultural District) (Assessor's Parcel Number: 006-110-016) GF [24-3949](#)

**Attachments:** [Attachment A Findings and COAs](#)  
[Attachment B Project Plans](#)  
[Attachment C Agency Comments](#)  
[Attachment D Maps](#)

4. DEVELOPMENT PLAN: PUBLIC HEARING

- 4a. KENT AND TERRI LAWSON (Applicants and Owners), County File CDDP24-03031: The applicant is requesting a Development Plan Modification to allow a 7.5-foot front yard setback (where a minimum of 20 feet is required), 3.5-foot side yard setbacks (where a minimum of 5 feet is required), and an 8.5-foot aggregate side yard (where a minimum of 20 feet is required) for the construction of a retaining wall that ranges in height from 3 to 8 feet tall. The application also includes a request for a Tree Permit for the removal of four code-protected trees on the property to accommodate the development. The subject property is located at 3415 Silver Maple Drive in the Danville area of unincorporated Contra Costa County. (Zoning: P-1 Planned Unit District) (Parcel Number: 203-530-099). JL [24-3950](#)

**Attachments:** [Attachment A Findings and Conditions of Approval](#)  
[Attachment B Project Plans](#)  
[Attachment C Maps](#)  
[Attachment D Agency Comments](#)  
[Attachment E Public Comments](#)

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, DECEMBER 2, 2024.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Monday, December 2, 2024**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccouny-us.zoom.us/j/89580629496> |Call: (888) 278-0254 Access Code 198675#**

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](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://cccouny-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](mailto: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

- 2a. This is an appeal hearing for a Notice of Fine that was issued for Code Enforcement Case BIRG20-00435. This case is for violations including, but not limited to an illegal contractor's yard being operated on the property. Shipping containers, construction trailer, and a travel trailer, in addition to vehicles being stored on the property without the necessary approvals or permits. Accordingly, this is in violation of Contra Costa County Ordinance 82 & 84 Adoption of Zoning Ordinance; 82-2.002. Land use Enforcement; 82-2.006. Uses permitted in a A-4 Zoning District; 84-42.404 Contractor Yard Defined; 82-4.221. [24-3998](#)

**Attachments:** [NOTICE OF FINE APPEAL HEARING TITLE 8 Packet](#)

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



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Monday, December 16, 2024**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccouny-us.zoom.us/j/89580629496> | Call in: (888) 278-0254 Access Code 198675#**

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1. PUBLIC COMMENTS
2. MAJOR SUBDIVISION: PUBLIC HEARING

- 2a. CARL CAMPOS ON BEHALF OF LCA ARCHITECTS (Applicant) - [24-4194](#)  
MOHAMMAD & ZARIN AHMADIEH (Owner), County File #CDS22-09628  
and CDDP22-03036: The applicant requests approval of a Major Subdivision and  
a Development Plan to modify County File # CDS06-09100 and  
CDDP06-03014 (approved in 2007) to allow for a Vesting Tentative Map for 33  
parcels with lots ranging in area from 840 to 1,601 square feet. The project also  
includes the demolition of multiple buildings and structures for the construction  
of four new multi-family buildings which will house 33 three-story townhouse  
units and the installation of associated improvements (e.g. pavement, utilities,  
bioretention area, private street). The project includes a Tree Permit for the  
removal of approximately 13 code protected trees and a Variance request for the  
following: 24' driveway aisle width (where 25' is required); 54.8% lot coverage  
(where 35% is the maximum); 35' height for all four buildings (where 30' is the  
maximum); Building One - 20'10" setback for Pacheco Blvd (where 25' is  
required) and 15'5" setback for Windhover Way (where 25' is required); Building  
Three – 17'5" side yard setback (where 20' is required), 35' height (where 20'  
max is allowed when within 50' of a residential district); Building Four – 17'5"  
side yard (where 20' is required) and 10'11" building separation (where 20' is  
required). The project includes approximately 100 cubic yards of fill and 10,200  
cubic yards of cut. The project requests an exception to Division 914, Detention  
Basin requirements. The subject property is a 1.57-acre parcel located at 3835,  
3845 and 3855 Pacheco Blvd. in the unincorporated Martinez area. (Zoning:  
Multiple-Family Residential, M-29) (APN: 380-220-044 and 380-220-067). EL
- Attachments:** [Attachment A 11.18.2024 ZA Packet](#)  
[Attachment B CDS22-09628\\_ZA\\_PROJECT\\_FINDINGS and COA](#)  
[Plans showing changes](#)

THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL  
BE HELD ON MONDAY, JANUARY 6, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Monday, January 6, 2025**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccouny-us.zoom.us/j/83831039285> | Call in: (888) 278 0254 Access code: 198675**

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](http://contra-costa.granicus.com/ViewPublisher.php?view_id=13).

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1. PUBLIC COMMENTS
2. LAND USE PERMIT: PUBLIC HEARING

2a. HOWARD HIIBEL (Applicant and Owner), County File #CDLP21-02004: The applicant is requesting approval of a Land Use Permit application to permit a horse boarding facility for up to 18 horses. The horse boarding facility will utilize an existing 37,288 square foot covered agricultural stable and arena. There will be no development beyond establishing unpaved parking spaces (a total of 15 on-site parking spaces) is proposed at this time. The proposed hours of operation are 8:00 AM to 10:00 PM for the boarding facility. The business will have 1 full-time employee. The project includes a Variance request from the Off-Street Parking Ordinance requirements for: parking lot surfacing; striping, markings and signage; and landscaping. The project also includes an exception request from the collect and convey requirements in Chapter 914-2 of the County Subdivision Ordinance. The subject property is located at 2235 Sunset Road in the unincorporated Brentwood area of the County. (Zoning: A-2) (Assessor's Parcel Number: 015-090-039) EL

25-10

**Attachments:** [Attachment A - CDLP21-02004 Findings and COA final](#)  
[Attachment B - Maps](#)  
[Attachment C - Initial Study - Negative Declaration](#)  
[Attachment D - Agency Comments](#)  
[Attachment E - CDLP21-02004 Project Plans](#)

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON WEDNESDAY, JANUARY 22, 2025.





# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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Wednesday, January 22, 2025

1:30 PM

30 Muir Road, Martinez

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**Zoom: <https://cccouny-us.zoom.us/j/83831039285>. | Call in: (888) 278-0254 Access code: 198675**

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1. PUBLIC COMMENTS
2. LAND USE PERMIT: PUBLIC HEARING

- 2a. NATHAN WATKINS (Applicant) – CARNELIAN HOLDINGS LLC (Owner), County File #CDLP23-02046: The applicant requests approval of a Land Use Permit to allow a residential care facility for the elderly for up to 18 people. The project also includes the construction of a two-story, approximately 2,665-square-foot addition to the existing residential care facility and is proposing six total parking spaces. The project includes a variance to the off-street parking driveway aisle width of 16'-5" (where 25' is the required for two-way travel). The project includes approximately 67.6 cubic yards of cut and approximately 33.8 cubic yards of fill for site improvements. The project is located at 2374 Warren Road, in the Unincorporated Walnut Creek area of Contra Costa County. (Zoning: R-10 Single-Family Residential District) (Assessor's Parcel Number: 184-120-071) EL 25-179

- Attachments:** [A. CDLP23-02046 Findings and COA](#)  
[B. CDLP23-02046 Maps](#)  
[C. CDLP23-02046 Agency Comments](#)  
[D. CDLP23-02046 Plans](#)  
[E. CDLP23-02046 Applicant response to comments](#)  
[F. CDLP23-02046 Community Meeting Notes](#)

3. ANNUAL COMPLIANCE REVIEW: PUBLIC HEARING

- 3a. SHAPELL INDUSTRIES (Applicant and Owner), County File #SA24-0006: This is a public hearing on the Thirtieth Annual Compliance Report for project year 2024, dated November 21, 2024, prepared and submitted by Shapell Industries to summarize its compliance with the (Agreements to Settle Litigation Relating to the Dougherty Valley General Plan Amendment, Specific Plan, and Environmental Impact Report), dated May 11, 1994, by and between Contra Costa County, the City of San Ramon, the Town of Danville, and Windemere BLC, LLC and Shapell Industries, Inc. relative to the development known as Dougherty Valley Specific Plan. AV 25-180

- 3b. DEVELOPMENT AGREEMENT ANNUAL REVIEW – SHAPELL INDUSTRIES (Applicant and Owner), County File #AR24-0117: This is a public hearing on the Project Year 2024. Annual Review of the Shapell Industries Development Agreement dated April 8, 1996, by and between the County of Contra Costa and Shapell Industries relative to the Gale Ranch Development Agreement (Phases II-IV). The subject property consists of 973 acres located on both sides of Dougherty Road, east of the Country Club at Gale Ranch Project boundary and west of Alamo Creek, in the Dougherty Valley, San Ramon area. (P-1) (ZA:W-19, V-19) (CT 3551) (Parcel #206-040-002,-003,-004; 206-240-003,-010; 217-060-025; 206-080-010). AV 25-181

- Attachments:** [Attachment 1 - RESOLUTION 2-2025 - DA-2024](#)  
[Attachment 2 - 2024 Annual Compliance Report](#)

The next meeting of the Contra Costa County Zoning Administrator will be held on Monday, February 3, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Monday, February 3, 2025**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccounty-us.zoom.us/j/83831039285> Call in: (888) 278-0254, followed by the access code 198675**

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1. PUBLIC COMMENTS:
2. LAND USE PERMIT: CLOSED CONTINUED PUBLIC HEARING

- 2a. NATHAN WATKINS (Applicant) – CARNELIAN HOLDINGS LLC (Owner), [25-348](#)  
County File #CDLP23-02046: The applicant requests approval of a Land Use Permit to allow a residential care facility for the elderly for up to 18 people. The project also includes the construction of a two-story, approximately 2,665-square-foot addition to the existing residential care facility and is proposing six total parking spaces. The project includes a variance to the off-street parking driveway aisle width of 16'-5" (where 25' is the required for two-way travel). The project includes approximately 67.6 cubic yards of cut and approximately 33.8 cubic yards of fill for site improvements. The project is located at 2374 Warren Road, in the Unincorporated Walnut Creek area of Contra Costa County. (Zoning: R-10 Single-Family Residential District) (Assessor's Parcel Number: 184-120-071) EL

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON FEBRUARY 19, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Wednesday, February 19, 2025**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccounty-us.zoom.us/j/83831039285> | Call in: (888) 278-0254 Access code: 198675**

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1. PUBLIC COMMENTS
2. NOTICE OF FINE APPEAL: PUBLIC HEARING

- 2a. This is an appeal hearing for a Notice of Fine that was issued for Code Enforcement Case CECF23-00253. This case is for violation(s) of operating a landscaping business on the vacant property in a P-1 zoning district. The property address is 0 Poinsettia Avenue, Bay Point, California 25-424

**Attachments:** [CECF23-000253](#)

3. MINOR SUBDIVISION: PUBLIC HEARING

- 3a. GLORIA KNOLL LLC, GRANT CARONE (Applicant & Owner), County File #CDMS24-00009: The applicant requests approval of a tentative map for a minor subdivision application to subdivide an approximately 45,502-square-foot vacant lot into two lots. Parcel A will be approximately 21,054 square feet and Parcel B will be 24,449 square feet. No residential development is proposed with the project. The project proposes future improvements such as grading of approximately 4,633 cubic yards of cut and 683 cubic yards of fill, proposing a new private access, utility and landscape easement on Parcel A, a bio-retention area on Parcel A and Parcel B, and sanitary and water lines. Access to the parcels would be provided by a private road that connects to Gloria Terrace. The project site is located directly north of 3274 Gloria Terrace in the unincorporated Lafayette area of the County. (Zoning: R-20, Single-Family Residential District) (APN: 166-240-039) EL 25-425

**Attachments:** [Attachment A CDMS24-00009 Findings and COAs](#)  
[Attachment B CDMS24-00009 Maps](#)  
[Attachment C CDMS24-00009 Agency Comments](#)  
[Attachment D CDMS24-00009 Tentiative Map 10.9.2024](#)

**PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, MARCH 3, 2025.**



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Monday, March 3, 2025**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccouny-us.zoom.us/j/83831039285> Call in: (888) 278-0254 Access Code 198675**

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1. PUBLIC COMMENTS
2. MINOR SUBDIVISION: PUBLIC HEARING



- 2a. OWEN POOLE SDC DELTA COVES LLC (Applicant) - ANDREW COON (Owner), County File #CDMS24-00015: The applicant requests approval of a tentative map for a minor subdivision application to subdivide an approximately 22,529-square-foot vacant lot into three lots. Parcel A will be approximately 8,016 square feet, Parcel B will be approximately 6,798 square feet and Parcel C will be approximately 7,715 square feet. The minor subdivision will re-establish Lots 263, 264 and 265 of Tract 6013, as the three lots were merged under CDLL20-00015. No residential development is proposed at this time with this project. The project site is addressed 485 Halcyon Place, in the Bethel Island area of the County. (Zoning: P-1, Planned Unit District) (APN: 031-210-060) EL [25-529](#)

**Attachments:** [Attachment A CDMS24-00015 Findings and COA](#)  
[Attachment B CDMS24-00015 Maps](#)  
[Attachment C CDMS24-00015 Agency Comment](#)  
[Attachment D CDMS24-00015 Tentative Prancel Map](#)

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, MARCH 17, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Monday, March 3, 2025**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccounty-us.zoom.us/j/83831039285> Call in: (888) 278-0254 Access Code 198675**

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1. PUBLIC COMMENTS
2. MINOR SUBDIVISION: PUBLIC HEARING

- 2a. OWEN POOLE SDC DELTA COVES LLC (Applicant) - ANDREW COON (Owner), County File #CDMS24-00015: The applicant requests approval of a tentative map for a minor subdivision application to subdivide an approximately 22,529-square-foot vacant lot into three lots. Parcel A will be approximately 8,016 square feet, Parcel B will be approximately 6,798 square feet and Parcel C will be approximately 7,715 square feet. The minor subdivision will re-establish Lots 263, 264 and 265 of Tract 6013, as the three lots were merged under CDLL20-00015. No residential development is proposed at this time with this project. The project site is addressed 485 Halcyon Place, in the Bethel Island area of the County. (Zoning: P-1, Planned Unit District) (APN: 031-210-060) EL [25-529](#)

**Attachments:** [Attachment A CDMS24-00015 Findings and COA](#)  
[Attachment B CDMS24-00015 Maps](#)  
[Attachment C CDMS24-00015 Agency Comment](#)  
[Attachment D CDMS24-00015 Tentative Parcel Map](#)

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, MARCH 17, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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Monday, March 17, 2025

1:30 PM

30 Muir Road, Martinez

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Zoom: <https://cccouny-us.zoom.us/j/83831039285> Call in: (888) 278-0254 Access Code 198675

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](http://contra-costa.granicus.com/ViewPublisher.php?view_id=13).

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#### 1. PUBLIC COMMENTS

2. NOTICE OF FINE APPEAL: CONTINUED PUBLIC HEARING

- 2a. LOPEZ MARTINE (Owner): This is an appeal hearing for a Notice of Fine that was issued for Code Enforcement Case CECF23-00253. This case is for violation(s) of operating a landscaping business on the vacant property in a P-1 zoning district. The site address is 0 Poinsettia Ave., Bay Point. [25-910](#)

3. MINOR SUBDIVISION: CONTINUED PUBLIC HEARING

- 3a. GLORIA KNOLL LLC, GRANT CARONE (Applicant & Owner), County File #CDMS24-00009: The applicant requests approval of a tentative map for a minor subdivision application to subdivide an approximately 45,502-square-foot vacant lot into two lots. Parcel A will be approximately 21,054 square feet and Parcel B will be 24,449 square feet. No residential development is proposed with the project. The project proposes future improvements such as grading of approximately 4,633 cubic yards of cut and 683 cubic yards of fill, proposing a new private access, utility and landscape easement on Parcel A, a bio-retention area on Parcel A and Parcel B, and sanitary and water lines. Access to the parcels would be provided by a private road that connects to Gloria Terrace. The project site is located directly north of 3274 Gloria Terrace in the unincorporated Lafayette area of the County. (Zoning: R-20, Single-Family Residential District) (APN: 166-240-039) (Continued from February 19, 2025) EL [25-911](#)

**Attachments:** [Attachment A CDMS24-00009 Findings and COAs](#)  
[Attachment B - CDMS24-00009 Feb 19, 2025 ZA Packet](#)

4. DEVELOPMENT PLAN: PUBLIC HEARING

- 4a. JASMIT RANGR, RANGR STUDIO (Applicant) - DEAN MICHAEL GRIDLEY (Owner), County File CDDP23-03009: The applicant requests approval of a Kensington Design Review Development Plan for the construction of a new single-family residence and detached garage that has a gross floor area of 2,996 square feet on a vacant lot, The project includes a Variance for a 4-foot front yard setback (where 20 feet is the minimum required) to accommodate the detached garage and a retaining wall. The project also includes a Tree Permit for the prior removal of a code-protected Coast Live Oak tree. The project site is 0 Willamette Avenue between Highland Boulevard and Purdue Avenue in the Kensington area of unincorporated Contra Costa County. (Zoning: R-6 Single-Family Residential District, -TOV Tree Obstruction of Views Combining District, -K Kensington Combining District) (Assessor's Parcel Number: 570-161-009) GF 25-912

**Attachments:** [Attachment A CDDP23-03009 Findings and COAs final](#)  
[Attachment B Project Plans](#)  
[Attachment C Story Poles](#)  
[Attachment D Agency Comments](#)  
[Attachment E Public Comments Received](#)  
[Attachment F Geotechnical Report](#)  
[Attachment G Arborist Report](#)  
[Attachment H Maps](#)

- 4b. TOM DUDLEY, ENGINEERED SOILS REPAIRS INC. (Applicant) - CALIFORNIA RESERVE OWNERS ASSN, WILLIS MANAGEMENT GROUP and JAMES DINNING/DEANNA ANDERSON TRUST (Owners), The applicant requests approval of a non-substantial modification to Development Plan #CDDP86-03041 with a deviation to allow a 0-foot setback, and a Tree Permit for the removal of six (6) code-protected redwood trees with a combined diameter of 122 inches, for the construction of two new retaining walls over 3 feet in height and ranging from approximately 65 to 346 linear feet on the subject property. Proposed grading consists of approximately 1,122 cubic yards (cy) cut, and 1,100 cy fill, for a net 22 cy of cut. The project is located at North Pond Court, South Pond Court, and 768 S. Pond Court in the unincorporated Lafayette area. (Zoning: Planned Unit District, P-1); (Assessor's Parcel Numbers: 365-530-024, 365-530-025, 365-530-026, and 365-530-016 (SS) 25-913

**Attachments:** [Attachment A Findings and COA CDDP24-03004](#)  
[Attachment B Maps CDDP24-03004](#)  
[Attachment C Agency Comments CDDP24-03004](#)  
[Attachment D Public Hearing Request CDDP24-03004](#)  
[Attachment E Project Plans CDDP24-03004](#)

5. TREE PERMIT: PUBLIC HEARING

- 5a.** VICKY HARRIS (Applicant & Owner), County File CDTP23-00005: The applicant is seeking approval of a Tree Permit and Small Lot Design Review for the proposed demolition of an existing residence and the construction of a new 4,704 square-foot two-story single-family residence. The proposed project includes work within the dripline of one (1) code-protected tree located in front of the existing residence on the northwestern corner of the subject property. No tree removal is proposed with this application. The subject property is located at 3139 Via Larga in the Alamo area of unincorporated Contra Costa County. (APN: 191-093-017, Zoning R-20 Single-Family Residential) AV

[25-914](#)

**Attachments:** [02 CDTP23-00005 Findings and COAs](#)

[03 Maps](#)

[04 Public Comments](#)

[05 Agency Comments](#)

[06 Project Plans](#)

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, APRIL 7, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Monday, April 7, 2025**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccounty-us.zoom.us/j/83831039285> Call in: (888) 278-0254 Access Code 198675**

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1. PUBLIC COMMENTS
2. SUBDIVISION: PUBLIC HEARING



- 2a. CARL CAMPOS ON BEHALF OF LCA ARCHITECTS (Applicant) - [25-1132](#)  
MOHAMMAD & ZARIN AHMADIEH Owner), County File #CDS22-09628 and CDDP22-03036: The applicant requests approval of a Major Subdivision and a Development Plan to modify County File # CDS06-09100 and CDDP06-03014 (approved in 2007) to allow for a Vesting Tentative Map for 33 parcels with lots ranging in area from 840 to 1,601 square feet. The project also includes the demolition of multiple buildings and structures for the construction of four new multi-family buildings which will house 32 three-story townhouse units and one two-story townhouse unit, and the installation of associated improvements (e.g. pavement, utilities, bioretention area, private street, landscaping and hardscape). The project includes a Tree Permit for the removal of approximately 13 code protected trees and a Variance request for the following: 24' driveway aisle width for guest parking on the northeastern property line (where 25' is required); Building One – 18'-3" setback for Pacheco Blvd (where 25' is required) and 13'-7" setback for Windhover Way (where 25' is required); Building Three – 17'-5" side yard setback (where 20' is required); Building Four – 17'-5" side yard (where 20' is required) and 8' building separation (where 20' is required) and 81% of units with tandem parking (where the max is 15% of the units). The project includes approximately 100 cubic yards of fill and 10,200 cubic yards of cut. The project requests an exception to Division 914, Detention Basin requirements. The subject property is a 1.57-acre parcel located at 3835, 3845 and 3855 Pacheco Blvd. in the unincorporated Martinez area. (Zoning: Multiple-Family Residential, M-29) (APN: 380-220-044 and 380-220-067). EL

**Attachments:** [Attachment A CDS22-09628\\_ZA\\_PROJECT\\_FINDINGS and COA](#)  
[Attachment B CEQA Public Comments](#)  
[Attachment C CDS22-09628\\_IS\\_MND](#)  
[Attachment D Maps CDS22-09628\\_CDDP22-03036](#)  
[Attachment E Agency Comments](#)  
[Attachment F CDS22-09628 and CDDP22-03036 Applicant Revisions to Address neighbor and ZA](#)  
[Attachment G CDS22-09628 and CDDP22-03036 Project Plans \(1\)](#)

3. DEVELOPMENT PLAN: PUBLIC HEARING

- 3a. BHAVANA SHAH, TALON DESIGN GROUP (Applicant) - EDWARD ALLEN (Owner), County File CDDP24-03056: The applicant requests approval of a Development Plan to modify Final Development Plan CDDP74-3014 to allow a 0-foot rear yard (where 15-feet is the minimum required) for a rear deck that will be attached to a new single-family residence on a vacant lot. The project site is located at 100 Discovery Bay Boulevard in the Discovery Bay area of unincorporated Contra Costa County. (Zoning: P-1 Planned Unit District, -UE Urban Farm Animal Exclusion Combining District) (Assessor's Parcel Number: 004-490-027) AS 25-1133

**Attachments:** [Attachment A Findings and COAs](#)  
[Attachment B Maps](#)  
[Attachment C Photos](#)  
[Attachment D Project Plans](#)  
[Attachment E Agency Comments](#)  
[Attachment F Public Hearing Request](#)  
[Attachment G Final Development Plan CDDP74-03014](#)

- 3b. KHALIF & KIMBER AUSTIN (Applicant and Owner), County File #CDDP25-03002: The applicant requests approval of a Development Plan for a Kensington Design Review to allow the construction of a new 4,239-square-foot, two-story single-family residence with an attached garage on a vacant lot. The gross floor area will be 4,239 square feet, where 3,200 square feet is the maximum gross floor area. The project includes approximately 116.68 cubic yards of cut. The project also includes an exception request from Chapter 914-2.002 – collect and convey requirements. The project is located at 18 Highgate Road, in the Kensington area of Contra Costa County. (Zoning: R-6 Single-Family Residential District, -TOV Tree Obstruction of Views, -K Kensington Combining District) (Assessor's Parcel Number: 572-231-010) EL 25-1134

**Attachments:** [Attachment A Findings and Conditions of approval CDDP25-03002](#)  
[Attachment B CDDP25-03002 Maps](#)  
[Attachment C CDDP25-03002 Agency Comments](#)  
[Attachment D CDDP25-03002 Site Photographs](#)  
[Attachment E CDDP25-03002 Architectural Plans](#)

4. VARIANCE: PUBLIC HEARING

- 4a. RYAN BYRKIT (Applicant and Owner), County File CDVR23-01032: The applicant requests approval of a Variance Permit to allow a 585-square-foot metal carport (where 500 square feet is the maximum size allowed for an accessory building) that is 18-feet 2-inches in total height (where 15 feet is the maximum height allowed). The project site is located at 4486 Sandmound Boulevard in the Oakley area of unincorporated Contra Costa County. (Zoning: F-1 Water Recreation District) (Assessor's Parcel Number: 032-240-045) GF [25-1135](#)

**Attachments:** [Attachment A CDVR23-01032 Findings final](#)  
[Attachment B Project Plans](#)  
[Attachment C Agency Comments](#)  
[Attachment D Hearing Request](#)  
[Attachment E Photos](#)  
[Attachment F Maps](#)

- 4b. GARRY BAKER, GLB ARCHITECTS (Applicant) - LUCAS JONES (Owner), County File CDVR24-01035: The applicant requests approval of a Variance Permit and Small Lot Design Review to allow a 12-foot secondary front yard setback (where a minimum of 20 feet is required), for the construction of a new 3,600 square-foot metal agricultural equipment storage building that will replace two existing agricultural storage buildings that are 400 square feet and 1,050 square feet in size on a lot that is substandard in size and average width. The project site is located at 7255 Piper Road in the Bethel Island area of unincorporated Contra Costa County. (Zoning: A-2 General Agricultural District and -FH Flood Hazard Combining District) (Assessor's Parcel Number: 029-072-004) GF [25-1136](#)

**Attachments:** [Attachment A CDVR24-01035 Findings and COAs final](#)  
[Attachment B Project Plans](#)  
[Attachment C Agency Comments](#)  
[Attachment D Hearing Request](#)  
[Attachment E Photos](#)  
[Attachment F Maps](#)

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, APRIL 21, 2025.



# CONTRA COSTA COUNTY

## AGENDA

### Contra Costa County Zoning Administrator

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**Monday, April 21, 2025**

**1:30 PM**

**30 Muir Road, Martinez**

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**Zoom: <https://cccouny-us.zoom.us/j/83831039285> Call in: (888) 278-0254 Access Code 198675**

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1. PUBLIC COMMENTS
2. CONTINUED PUBLIC HEARINGS

4. DEVELOPMENT PLAN: PUBLIC HEARING

- 4a. DEAN MILLS (Applicant) - CENTURY COMMUNITIES OF CALIFORNIA, LLC (Owner), County File #CDDP24-03053: The applicant requests approval of a Substantial Modification to Final Development Plans #CDDP09-03029 (Newport Pointe Subdivision) for the construction of retaining walls exceeding three feet at 0-foot setback on parcel 008-540-037 as it crosses over 011-350-010, and a modification to #CDDP91-03025 (Discovery Bay West Subdivision) to allow grading on Parcel J for a sanitary sewer access road. The new road requires retaining walls as a way to adjust to the grade difference due to the pad elevation between APN: 011-710-074 and 011-350-010. The improvements have been required and requested by the Town of Discovery Bay. The subject properties are located at the intersection of Newport Drive and Slifer Drive in the Discovery Bay area (Zoning: Planned Unit District, P-1) (Assessor's Parcel Numbers: 011-350-010, 011-710-074; 008-540-037) DL 25-1319

**Attachments:** [Attachment A Findings and Conditions](#)  
[Attachment B Maps](#)  
[Attachment C Agency Comments](#)  
[Attachment D Plans](#)

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, MAY 5, 2025.