



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Final

### Contra Costa County Planning Commission

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Wednesday, November 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

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

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

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

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

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

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

**Present**

Donna Allen, Ross Hillesheim, Kevin Van Buskirk, and Jeffrey Wright

**Absent**

Bhupen Amin, Sanjiv Bhandari, and Bob Mankin

1. PLEDGE OF ALLEGIANCE

2. PUBLIC HEARINGS

- 2a. RYAN BYRKIT (Appellant) – RYAN BYRKIT (Applicant and Owner), [25-4532](#)  
 County File CDVR23-01032: This is an appeal of the Zoning Administrator’s decision to deny 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

**GRANT the appeal and APPROVE the variance based on the following findings:**

**#1. No special privilege: The location is buffered and close to the levee with no visual complaints from the neighbors or any other parties. The structure is surrounded by structures over 35 feet tall.**

**#2. Special circumstances: The structure's unique function in the F1 zone is for recreational uses; therefore, the property owner wishes to store their recreational vehicle in the structure.**

**#3. Consistency with Zoning intent: The variance aligns with the intent of the zoning designation. The zoning is F1-residential recreational-and the property owner has a recreational vehicle that they wish to store.**

**Environmental findings: The structure qualifies for an exemption under CEQA guidelines 15303, which covers the construction of new small structures.**

**DIRECT staff to file Notice of Exemption with County Clerk.**

**Motion: Hillesheim**

**Second: Wright**

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

**Absent: Amin, Bhandari, and Mankin**

**Result: Passed**

3. PUBLIC COMMENTS

**NONE**

4. STAFF REPORT

**NONE**

5. COMMISSIONERS' COMMENTS

**Commissioner Hillesheim commented on the distinction between approvals granted by MAC's and those granted by the County for applications.**

**Commissioner Allen discussed the application process and inquired whether there is a way to inform applicants that their application with the County will then go to the corresponding MAC.**

**Commissioner Wright confirmed that there is a Planning Commission Meeting scheduled for 12.10.25**

6. COMMUNICATIONS

**NONE**

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE HELD ON DECEMBER 10, 2025.

**ADJOURNED AT 7:28 P.M.**