



CONTRA COSTA COUNTY

Committee Meeting Minutes - Final

Contra Costa County Planning Commission

Wednesday, January 14, 2026

6:30 PM

30 Muir Road, Martinez, California

Zoom: <https://cccounty-us.zoom.us/j/81302368821> Webinar ID: 813 0236 8821

Call in: (855) 758-1310 or (408) 961-3928

CHAIR: Kevin Van Buskirk

VICE-CHAIR: Bhupen Amin

COMMISSIONERS: 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 Planning Commission 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 (855) 758-1310 US Toll Free or (408)961-3928 US. A caller should indicate they wish to speak on an agenda item, by pushing "#2" on their phone. Access via Zoom is also available using the following link <https://cccounty-us.zoom.us/j/81302368821> Webinar ID: 813 0236 8821. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. Public comments may also be submitted before the meeting by email at planninghearing@dcd.cccounty.us or by voicemail at (925) 655-2860.

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

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

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

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

Present

Donna Allen, Sanjiv Bhandari, Ross Hillesheim, and Kevin Van Buskirk

Absent

Bhupen Amin, and Bob Mankin

1. PLEDGE OF ALLEGIANCE
2. CONTINUED PUBLIC HEARING.

2a. ELLEN BULLA, SYCAMORE COURT HOME ASSOCIATION (Appellant), ROD SCHLENKER, INSURANCE AUTO AUCTIONS, INC. (Applicant), NGL SF BAY STORAGE & TRANSFER, LLC (Owner), County File CDDP18-03005. This is an appeal of the Zoning Administrator's decision to approve a development plan for the expansion of an existing Insurance Auto Auctions storage facility onto an adjacent vacant 10.35-acre property. The proposed expansion would allow the storage of an additional 1,136 vehicles bringing the total number of vehicles permitted to be stored at the facility to approximately 4,436 vehicles. The development plan approval includes approval of deviations to the Bay Point P-1 Development Standards for 7.5% of the subject lot to be landscaped (where 10% of the site is required to be landscaped) and to allow a 0-foot side yard setback (where a minimum of 10 feet is required) and a 3-foot street side yard setback (where a minimum of 10 feet is required) for portions of an 8-foot-tall metal screen wall extending along the eastern and southern property boundaries. In addition the applicant requests approval of a tree permit for the removal of 41 code-protected trees ranging in size from 7" to 60" in diameter, and the granting of an exception to the collect and convey requirements of Division 914 of the County Code. Consideration of the appeal is continued from the December 10, 2025 County Planning Commission meeting. The Commission will also consider a mitigated negative declaration prepared for the project under the California Environmental Quality Act. The project site is located at 2770 Willow Pass Road in the Bay Point area of unincorporated Contra Costa County. (Zoning: Bay Point P-1 Planned Unit District) (Assessor's Parcel Number: 098-240-031) (Continued from 12.10.2025) GF

[25-5451](#)

Speakers: Linda Swagerty, Bay Point; Mike Fernandes, Bay Point; Larry Estes, Bay Point; Anton Shelton, Bay Point; Miranda Murphree, online.

DENIED the appeal and upheld the Zoning Administrator's decision to approve the project, with the following modifications to the conditions of approval:

REVISE COA #3 to read: A Tree Permit to allow the removal of 20 code-protected trees as shown on sheets 4 and 5 of Use Permit Exhibit plans dated received on July 16, 2025.

REVISE COA #17 to add language that the applicant shall notify the Sycamore Court HOA of annual reapplication of Envirotac II or equivalent.

ADD a COA that states the following:

Hours of Operation shall be limited to the following:

Open to public/business hours: Monday through Friday: 8:00 A.M. - 5:00 P.M.

Internal operation hours: Monday through Friday: 7:00 A.M. - 6:00 P.M. and Saturday 8:00 A.M. - 2:00 P.M.

This Discussion Item was approved as amended.

Motion:

Hillesheim

Second:

Van Buskirk

Aye:

Allen, Bhandari, Hillesheim, and Van Buskirk

Absent:

Amin, and Mankin

Result:

Passed

3. MINOR SUBDIVISION: MAP EXTENSION

3a. LOEWKE PLANNING ASSOCIATES, INC. (Applicant) - DIABLO GLEN WALNT CREEK CCRC LLC (Owner), County File #CDMS20-00007, CDGP20-00001, CDRZ20-03255, CDDP20-03018, and CDLP20-02038. The applicant requests a two (2) year extension of the period of time for filing a parcel map, to November 22, 2027, for the tentative map for the Glen at Heather Farms project, consisting of two parcels approximately 25 and 5 acres in area, that was approved under minor subdivision #CDMS20-00007. The project is located at 850 Seven Hills Ranch Road in the unincorporated Walnut Creek area (Zoning: Planned Unit District, P-1) (Assessor's Parcel Number: 172-080-007 & 172-150-012) SS

26-37

Speakers: None

APPROVED two-year extension, as recommended by staff.

This Discussion Item was approved.

Motion:

Van Buskirk

Second:

Hillesheim

Aye:

Allen, Bhandari, Hillesheim, and Van Buskirk

Absent:

Amin, and Mankin

Result:

Passed

4. PUBLIC COMMENTS

There were no requests to speak at public comment.

5. STAFF REPORT

Staff had nothing to report.

6. COMMISSIONERS' COMMENTS

Chair Van Buskirk reminded Commissioners to complete Form 700.

Commissioner Bhandari confirmed there are no items on the agenda for the next scheduled Planning Commission meeting on January 28, 2026 so the meeting will be canceled.

7. COMMUNICATIONS

There were no communications.

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE HELD ON WEDNESDAY, JANUARY 28, 2026.

Adjourned today's meeting at 8:28 P.M.