



CONTRA COSTA COUNTY

Committee Meeting Minutes - Final

Contra Costa County Zoning Administrator

Monday, August 3, 2026

1:30 PM

30 Muir Road, Martinez

Zoom: <https://cccounty-us.zoom.us/j/85491390617>

Webinar ID: 854 9139 0617 Call in: (855) 758-1310 or (408) 961-3928

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

Persons who wish to address the Zoning Administrator during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing (855)758-1310 US Toll Free or (408) 961-3928. 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/85491390617> Webinar ID: 854 9139 0617.

Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. Public comments may also be submitted before the meeting by email at planninghearing@dcd.cccounty.us or by voicemail at (925) 655-2860.

Commenters will generally be limited to three (3) minutes each. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting. The Zoning Administrator may reduce the amount of time allotted per commenter at the beginning of each item or public comment period depending on the number of commenters and the business of the day. The Zoning Administrator may alter the order of agenda items at the meeting. Your patience is appreciated.

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

1. PUBLIC COMMENTS

2. LAND USE PERMIT: PUBLIC HEARING

- 2a.** AARON HAMILTON/PROMOTION PLUS SIGN COMPANY (Applicant)
- HUMBURG INVESTMENTS LLC (Owner), County File CDLP26-02007.

[26-3246](#)

The applicant requests approval of a Land Use Permit modification to

Condition of Approval #2 and #4 of County File CDLP18-02016 to allow replacement signage including an illuminated logo on the existing fueling canopy, graphics on the double-side fueling pump valances, and refacing two freestanding pricing signs with LED illuminated text for an existing “Shell” fueling station. The project site is 3188 Danville Boulevard in the Alamo area of unincorporated Contra Costa County. (Zoning: R-B Retail Business and -CE Cannabis Exclusion Combining Districts) (Assessor’s Parcel Number: 192-081-003) GF

Speakers: None.

ZA Determination - APPROVED with modifications.

- **Modify Findings to add the three Sign Ordinance Findings (88-6.410 - Findings required)**
- **Modify COA #1 - Reword to read “Land Use Permit approval is granted”**
- **New COA after COA #1 - Sign Permit approval is granted**
- **Modify COA #2 - “The Land Use Permit and Sign Permit approvals described above are granted based on:”**
- **Delete Existing COA #5**
- **Delete Existing COA #6**
- **Add COA #5 and #9 from CDLP18-02016.**
- **Modify COA # 8 - Delete the first sentence “No construction is approved with this permit”**
- **Delete COA #13**
- **Modify Advisory Note A - CDD Staff will revise to standard advisory note language as there is some redundant language in the submitted version.**
- **Direct CDD Staff Project Planner to renumber the conditions of approval based on the added and removed COA'S.**

- 2b. JANELLE CRAIG (Applicant) - ELEANOR AND KENNETH NOLEN** (Property Owners), County File CDLP26-02010: Request for approval of a Land Use Permit renewal for the continued use of a temporary mobile home for caretaker-occupancy to care for family members with hardships due to health and age who reside in the main residence. No modifications to the mobile home are proposed. The project site is located at 16 Hoffman Lane in the unincorporated Brentwood area of Contra Costa County. (Zoning: A-40 Exclusive Agricultural District) (Assessor’s Parcel Number: 011-050-012) AS

26-3247

Speakers: None.

ZA Determination: DENIED by the Zoning Administrator pursuant to Section 84-68.2002.

Directs CDD Staff Project Planner to assist applicants to identify alternative housing solutions.

- 2c. ISABEL CHAVEZ, NETWORK CONNEX ON BEHALF OF VERIZON (Applicant) - ISLAND MARINA & BOAT SALES LLC (Property Owner), County File CDLP26-02016: Request for approval of a Land Use Permit renewal for the continued operation of an existing Verizon wireless telecommunications facility. No modifications of the wireless facility are proposed. The project site is located at 5993 Bethel Island Road in the unincorporated Oakley area of Contra Costa County. (Zoning: F-1 Water Recreational District) (Assessor's Parcel Numbers: 032-330-034, 032-130-022) DV [26-3248](#)

Speakers: None

ZA Determination: APPROVED with modifications.

- **Modify Land Use Finding #4 - Delete paragraph pertaining to scenic routes.**
- **Modify COA #1 - Reword "Land Use Permit Approval is granted"**
- **Modify COA #2 - Reword.**
- **Modify Advisory Note B - Add Contra Costa County Public Works and Reclamation District 799 to the list of agencies.**
- **Directs CDD Staff Project Planner to date stamp all materials in the record.**

- 2d. ISABEL CHAVEZ, NETWORK CONNEX ON BEHALF OF VERIZON (APPLICANT) - SUMMITT Ranch Properties LLC (Property Owner), County File CDLP26-02017: Request for approval of a Land Use Permit renewal for the continued operation of an existing Verizon wireless telecommunications facility. No modifications of the wireless facility are proposed. The project site is located at 100 Summit Ranch Road in the Alamo area of unincorporated Contra Costa County. (Zoning: A-2 General Agricultural District) (Assessor's Parcel Numbers: 193-190-031) DV [26-3249](#)

Speakers: None.

ZA Determination: APPROVED with modifications.

- **Modify COA #1 - Reword "Land Use Permit approval is granted"**
- **Modify COA #2 - Reword**
- **Modify COA #24 - Replace the word "faux water tank tower" with "equipment shelter"**
- **Direct CDD Staff Project Planner to date stamp all materials in the record.**

3. DEVELOPMENT PLAN: PUBLIC HEARING

- 3a. CINDY STERRY – STERRY ARCHITECTURE (Applicant) - BARRY TORGAN (Owner), County File #CDDP26-03014: The applicant requests approval of a Development Plan for a Kensington Design Review to allow for an approximately 45-square-foot addition to an existing sunroom on the main level, an approximately 15-square-foot bedroom addition on the upper level, an approximately 45-square-foot covered patio under the sunroom [TMP-18935](#)

addition, and a new approximately 125-square-foot uncovered deck at the rear of an existing single-family residence. The total gross floor area of the parcel will be 3,080 square feet which exceeds the 2,600-square-foot gross floor area threshold for a public hearing. The project is located at 645 Coventry Road in the Kensington area of Contra Costa County. (APN: 571-170-007) (Zoning: R-6 Single Family Residential District, -TOV Tree Obstruction of Views, -K Kensington Combining District) EL

Speakers: None.

ZA Determination: APPROVED with modifications.

- **Modify COA #1 - Reword “Design Review Approval”**
- **Add a new COA after COA #1 - The Design Review approval described above is granted based on the following documents.**
- **Modify COA #6 - Add the word “within” after the phrase “Any additional fee due must be paid prior to issuance of a building permit, or...”**
- **Delete existing COA #7**
- **Direct CDD Staff Project Planner to renumber the conditions of approval based on the added and removed COA'S.**

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, AUGUST 17, 2026.