



CONTRA COSTA COUNTY

AGENDA

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

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- 2a. AARON HAMILTON/PROMOTION PLUS SIGN COMPANY (Applicant) - [26-3246](#)
HUMBURG INVESTMENTS LLC (Owner), County File CDLP26-02007. 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
- Attachments:** [Attachment A - Findings and Conditions of Approval.pdf](#)
[Attachment B - Maps.pdf](#)
[Attachment C - CDLP26-02007 Project Plans.pdf](#)
[Attachment D - Agency Comments.pdf](#)
[Attachment E - Public Comments.pdf](#)
- 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](#)
- Attachments:** [Attachment A Findings and COAs.pdf](#)
[Attachment B Maps.pdf](#)
[Attachment C Project Plans.pdf](#)
[Attachment D Agency Comments.pdf](#)
[Attachment F Site Photos.pdf](#)
- 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](#)
- Attachments:** [Attachment 1 Findings and Conditions of Approval.pdf](#)
[Attachment 2 Agency Comments.pdf](#)
[Attachment 3 Maps.pdf](#)
[Attachment 4 Site Photos.pdf](#)
[Attachment 5 Project Plans.pdf](#)
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- 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](#)

Attachments: [Attachment 1 Findings and Conditions of Approval.pdf](#)
[Attachment 2 Agency Comments.pdf](#)
[Attachment 3 Maps.pdf](#)
[Attachment 4 Site Photos.pdf](#)
[Attachment 5 Project Plans.pdf](#)

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 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 [TMP-18935](#)

Attachments: [Attachment A Findings and COA CDDP26-03014.pdf](#)
[Attachment B Maps CDDP26-03014.pdf](#)
[Attachment C Agency Comments CDDP26-03014.pdf](#)
[Attachment D Site Photos CDDP26-03014.pdf](#)
[Attachment E Project Plans CDDP26-03014.pdf](#)

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



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-3246

Agenda Date: 8/3/2026

Agenda #: 2a.

Project Title: 3188 Danville Boulevard Shell Fueling Station Signage Land Use Permit Modification

County File(s): CDLP26-02007

Applicant/Owner: Aaron Hamilton/Promotion Plus Sign Company (Applicant) / Humburg Investments, LLC (Owner)

Zoning/General Plan: R-B Retail Business District and -CE Cannabis Exclusion Combining District / MUC Mixed-Use Community-Specific Density

Site Address/Location: 3188 Danville Boulevard in the Alamo area of unincorporated Contra Costa County (APN: 192-081-003)

California Environmental Quality Act (CEQA) Status: Categorical Exemption - Class 1: CEQA Guidelines Section 15301(g), Existing Facilities

Project Planner: Grant Farrington, Planner III (925) 655-2868
grant.farrington@dcd.cccounty.us

Staff Recommendation: Approve (See Section II for Full Recommendation)

I. PROJECT SUMMARY

The applicant requests approval of a Land Use Permit modification to delete Condition of Approval #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.

II. RECOMMENDATION

Department of Conservation and Development, Community Development Division (CDD) staff recommends that the Zoning Administrator:

- A. FIND that the project is categorically exempt from CEQA under Section 15301(g) of the CEQA Guidelines.
- B. APPROVE the 3188 Danville Boulevard Shell Fueling Station Signage Land Use Permit to modify the conditions of approval of County File CDLP18-02016 for the installation of new replacement signage,

based on the attached findings and subject to the attached conditions of approval.

- C. DIRECT staff to file a Notice of Exemption with the County Clerk.

III. GENERAL INFORMATION

- A. General Plan: MUC Mixed-Use Community-Specific Density.

- B. Zoning District: R-B Retail Business District/-CE Cannabis Exclusion Combining District.

- C. California Environmental Quality Act (CEQA): Categorical Exemption - CEQA Guidelines Section 15301(g), Existing Facilities, Class 1 exemption for new copy on existing on and off-premise signs.

- D. Previous Applications:

CDLP21-02048: An application for a land use permit to modify County File CDLP18-02018 for new tenant improvements and new signage. This project was approved by the Zoning Administrator on July 6, 2022.

CDLP18-02016: An application for a land use permit to allow new signage and a variance for signage facing away from a street frontage. The project was approved by the Zoning Administrator on November 19, 2018.

CDDP08-03049: An application for a development plan to install a vapor recovery system. The application was approved by the Zoning Administrator on February 6, 2009.

CDLP04-02017: An application for a land use permit to allow a take-out food establishment within an existing gas station food mart. The application was approved by the Zoning Administrator on June 21, 2004.

CDDP03-03035: An application to amend County File CDLP88-02058 to allow exterior changes including new signage to the existing fueling station. The application was approved by the Zoning Administrator on January 5, 2004.

CDLP88-02058: An application for a land use permit to remodel the exterior of the fueling station, food mart and car wash. The application was approved by the Zoning Administrator on March 27, 1989.

3057-77: An application for a development plan to construct a storeroom addition to the existing service station. The application was approved by the Zoning Administrator on November 29, 1977.

109-68: An application for a land use permit to expand an existing service station with additional signage. The application was approved by the Planning Director on May 7, 1968.

IV. SITE/ AREA DESCRIPTION

The project site is a 0.59-acre rectangular shaped flat parcel that fronts Danville Boulevard and Stone Valley Road in the Alamo area. The lot has been developed with a fueling station that includes eight double-side fueling stalls underneath a canopy, a convenience mart, and a drive through car wash. The fueling station, which previously included vehicle service uses, has been a Shell branded station since at

least 1968 and has not changed uses during that time.

The project site is located in a commercial area along Danville Boulevard with a variety of land uses including restaurants, grocery stores, and various retail businesses to the immediate west, south, and north. Single-family residential uses are located just beyond the commercial uses. The Alamo Plaza Shopping Center is on the opposite side of Danville Boulevard and Interstate 680 is approximately 930 feet to the east of the site. The Walnut Creek city limit is approximately 1.1 miles to the west and the Danville city limit is approximately 1.05 miles to the south of the subject lot.

V. PROJECT DESCRIPTION

The applicant requests approval of a Land Use Permit modification to delete Condition of Approval #4 of County File CDLP18-02018 to allow replacement signage including two illuminated logos 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 replacement signage includes two internally illuminated "Shell" pecten logo signs, valance and skirt signage and graphics affixed to both sides of each fueling dispenser, and internally illuminated LED pricing signage to replace the existing approved illuminated pricing signage located on both sides of the brick monument sign structures. The "Shell" pecten signs will be attached to the existing fueling canopy fascia replacing the existing "Shell" pecten logo signs in substantially the same locations oriented towards Danville Boulevard and Stone Valley Road. In addition to the above signage, the project includes associated required informational signage located on the fueling canopy fascia and support columns.

VI. AGENCY COMMENTS

An Agency Comment Request packet was sent on March 10, 2026, to a number of public agencies, including the Building Inspection Division, the Advance Planning Section, the Environmental Health Division of the Health Services Department, the San Ramon Valley Fire Protection District, the Central Sanitary District, the East Bay Municipal Utility District, and the Alamo Municipal Advisory Council. Agency comments received by staff are included in Attachment C. Following are summaries of the comments received.

- A. Central Sanitary District: The Sanitary District sent an email on March 25, 2026, with no comments on the project.

An Advisory Note is included in the Conditions of Approval and Advisory Notes whereby the applicant is encouraged to contact the Sanitary District to determine if additional requirements or permits are applicable to the proposed project.

- B. San Ramon Valley Fire Protection District: The Fire Protection District sent a letter dated March 25, 2026, with no comments on the project.

An Advisory Note is included in the Conditions of Approval and Advisory Notes whereby the applicant is encouraged to contact the Fire Protection District to determine if additional requirements or permits are applicable to the proposed project.

- C. Alamo Municipal Advisory Council (MAC): At the May 5, 2026, Alamo MAC meeting, the MAC reviewed the project and recommended approval.

VII. STAFF ANALYSIS

A. General Plan Consistency: The Shell Signage Land Use Permit Modification is consistent with the General Plan, as discussed below.

1. Land Use Element: The project site is in the MUC Mixed-Use Community-Specific Density General Plan land use designation, which allows for a range of neighborhood and community serving retail uses. For decades the lot has been developed with a Shell fueling station that includes a convenience mart and car wash, which is consistent with the allowed uses of the MUC land use designation. The proposed updates to the Shell station signage will not alter the land use, which will remain consistent with the MUC General Plan land use designation.
2. Transportation Element: The Transportation Element of the General Plan shows designated arterials and expressways that are part of the County roadway network. Danville Boulevard and Stone Valley Road are designated as County arterial roads, as shown on Figure TR-4, and are located adjacent to the project site to the west and south. Policy TR-P4.4 states that the County is to manage access points along arterial and collector roadways to minimize the number of new driveway or street-type intersections. The project has established vehicular entrances located on Danville Boulevard and Stone Valley Road that would continue to be used. The project will not result in new access points to the Shell fueling station nor eliminate existing ingress and egress. Thus, the project would be consistent with Policy TR-P4.4 by maintaining the existing access points to the site as well as consistent with General Plan transportation policies for arterials.
3. Health and Safety Element: The project site is located within a 60dB noise contour and is subject to the Noise and Vibration goals of the Health and Safety Element. As shown in Table HS-3, office, commercial, and professional buildings have a normally acceptable maximum allowable noise exposure of 65 dB. The project is for the implementation of replacement signage at an existing Shell fueling station which generates noise from vehicular ingress and egress. Per Table HS-2, suburban streets have an A-weight sound decibel level of 55 dB. The proposed replacement signage will not generate any new noise above what exists. Although Table HS-2 does not include noise sources which are comparable to the operation of the electronic signs, it does include transformer noise, which requires more energy than the proposed signage, and generates approximately 40 dB. Thus, the project will maintain the existing acceptable noise levels and will not increase noise above what is allowed. The project will comply with the goals and policies for the Noise and Vibration section of the Health and Safety Element.

B. Zoning Compliance: The project site is located in the R-B Retail Business and -CE Cannabis Exclusion Districts. Although the zoning map identifies the subject property as being located in the S-2 Sign Control Combining District, Ordinance No. 2022-03 deleted Chapter 88-9 -S-2 Sign Control Combining District from the County Ordinance Code, and thus the project is not subject to those regulations.

County Ordinance Code Chapter 88-6 - Signs regulates signs throughout the unincorporated county and specifies land use districts where signs may be permitted. The subject lot is in the R-B District, which is a district where signs are permitted per Section 88-6.608 of the County Ordinance Code. The project includes replacement signage and does not include any new signs or sign structures that would be unpermitted in the R-B District. No portion of the project will conflict with the -CE Cannabis

Exclusion Combining District. Thus, the modification of County File LP18-02016 to replace existing signage with updated branding and pricing signage will comply with the provisions of the R-B and -CE zones.

- C. Land Use Permit Modification: The project includes a modification to the conditions of approval for Land Use Permit CDLP18-02016. Condition of Approval #2 states that any deviation from or expansion beyond the limits of that permit may require review and approval of CDD and may require filing of an application for modification of the Land Use Permit. The proposed project includes new signage which deviates from the previously approved graphics affixed to the fueling canopy, pumps, and monument signs. Thus, the applicant has applied for a new Land Use Permit as required by Condition of Approval #2.

Condition of Approval #4 of County File CDLP18-02016 states that the existing pricing signs are to be refaced without LED illumination. The proposed project includes deletion of this condition of approval to allow LED signage. Section 88-6.622 states that a sign may not be illuminated by artificial illumination unless expressly authorized and that the Zoning Administrator may add conditions as to the time, intensity, direction, and quality of illumination. Condition of Approval #4 of this permit limits the brightness of the price signs to no more than 2,000 nits during daylight hours unless greater brightness is expressly authorized by the Zoning Administrator, and requires the signs to be equipped with automatic brightness adjustment that reduces brightness to a maximum of 800 nits between sunset and sunrise.

- D. Public Comment: Staff received one letter in support of the project, which is included as Attachment E.

VIII. CONCLUSION

The project modifies the conditions of approval of County File CDLP18-02016 to allow new replacement signage at an existing Shell fueling station. The project is consistent with the Land Use, Transportation, and Health and Safety Element policies of the General Plan. The project also complies with the R-B Retail Business District and -CE Cannabis Exclusion Combining District development standards and County Ordinance Code Chapter 88-6 regulating signs. Staff recommends approval of the proposed project based on the attached findings and subject to the attached conditions of approval.

FINDINGS AND CONDITIONS OF APPROVAL – COUNTY FILE CDLP26-02007; AARON HAMILTON/PROMOTION PLUS SIGN COMPANY (APPLICANT) / HUMBURG INVESTMENTS, LLC (OWNER)

FINDINGS

A. Land Use Permit Findings

The following are required findings for approval of a Land Use Permit in the R-B zoning district.

1. *The proposed project shall not be detrimental to the health, safety, and general welfare of the County.*

Project Finding: The replacement signage will advertise the services and products of the existing Shell fueling station, convenience mart, and car wash. There are no new sign structures and the replacement signage will not expand beyond what exists. The LED pricing signage will replace the existing internally illuminated pricing information within the freestanding brick sign structures on Danville Boulevard and Stone Valley Road. The project will not change the existing use of the lot. Thus, the project will not be detrimental to the health, safety, and general welfare of the County.

2. *The proposed project shall not adversely affect the orderly development within the County or the community.*

Project Finding: The proposed signage will be located at an established Shell fueling station within a commercial area in the unincorporated community of Alamo. The subject lot has been developed with a Shell fueling station since at least 1968 and the project will not change that existing land use. The replacement signage will not impact development within the surrounding community or the county.

3. *The proposed project shall not adversely affect the preservation of property values and the protection of the tax base within the County.*

Project Finding: As stated above, the proposed replacement signage will advertise the services and products of the existing Shell fueling station on the subject lot and the project will not change this land use. The signage will not infringe on neighboring properties and supports an established retail business that serves the surrounding community. Thus, the project is compatible with the surrounding area and will protect property values in the local area and within the county.

4. *The proposed project as conditioned shall not adversely affect the policy and goals as set by the General Plan.*

Project Finding: The project is consistent with the applicable goals and policies of the General Plan Land Use, Transportation, and Health and Safety Elements. The project, as

conditioned, meets the intent and purpose of the General Plan, while providing updated signage for an established Shell fueling station in the community.

5. *The proposed project shall not create a nuisance and/or enforcement problem within the neighborhood or community.*

Project Finding: The proposed signage will replace existing approved signage and doesn't include any signs that are prohibited. The applicant will be required to maintain the signage and repair any signs on the lot as needed. Thus, the project, as conditioned, will not create a nuisance and/or enforcement problem within the surrounding neighborhood.

6. *The proposed project as conditioned shall not encourage marginal development within the neighborhood.*

Project Finding: The proposed replacement signage is located on a lot that has been developed for decades with a fueling station, convenience store, and car wash. In addition, the surrounding area along Danville Boulevard has been developed with retail businesses and the proposed signage will not impact these uses. Thus, as conditioned there is no possibility for marginal development in the neighborhood as a result of this project.

7. *That special conditions or unique characteristics of the project site and its location or surroundings are established.*

Project Finding: The subject lot is developed with a fueling station, which is a unique land use within the surrounding neighborhood that also has the R-B zoning designation. Fueling stations have specific characteristics that differ from most other retail businesses, such as their primary product (fuel) being offered for sale exclusively outside of an enclosed building, and State law requiring outdoor display of fuel prices. The design and operation of fueling stations justifies special considerations related to signage.

B. Environmental Findings

Land Use Permit / Development Plan CDLP26-02007 is categorically exempt under CEQA Guidelines Section 15301(g), which provides a Class 1 exemption for new copy on existing on and off-premises signs. None of the exceptions in CEQA guidelines section 15300.2 apply.

CONDITIONS OF APPROVAL FOR COUNTY FILE CDLP26-02007

Project Approval

1. Land Use Permit CDLP26-02007 to modify Condition of Approval #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, is APPROVED.

2. The Land Use Permit approval described above is based on:
 - Project application materials and plans accepted by the Department of Conservation and Development, Community Development Division (CDD) on March 6, 2026.
 - Additional plans and materials received on April 28, 2026.
3. Any change from the approved plans shall require review and approval by the CDD and may require the filing of an application to modify this Land Use Permit.
4. The LED price signs shall not exceed a brightness of 2,000 nits during daylight hours unless greater brightness is expressly authorized by the Zoning Administrator, and shall be equipped with automatic brightness adjustment that reduces brightness to a maximum of 800 nits between sunset and sunrise.
5. All other conditions of approval of County File CDLP18-02016 shall remain in full effect.
6. No temporary signage shall be allowed on the subject property without prior approval of the CDD.

Application Costs

7. This application is subject to an initial application deposit of \$5,500.00, which was paid with the application submittal, plus time and material costs if the application review expenses exceed 100% of the initial deposit. **Any additional costs due must be paid within 60 days of the permit approval date or prior to use of the permit, whichever occurs first.** The fees include costs through permit issuance and final file preparation. Pursuant to Contra Costa County Board of Supervisors Resolution Number 2019/553, where a fee payment is over 60 days past due, the Department of Conservation and Development may seek a court judgement against the applicant and will charge interest at a rate of ten percent (10%) from the date of judgement. The applicant may obtain current costs by contacting the project planner. If the applicant owes additional fees, a bill will be sent to the applicant shortly after permit issuance.

Building Permits

8. No construction is approved with this permit. Any construction at the project site will require issuance of building permits from the Department of Conservation and Development, Building Inspection Division, prior to commencement of work.

Construction Restrictions

All future construction activity shall comply with the following restrictions, which shall be included in the construction drawings.

9. The applicant shall make a good faith effort to minimize project-related disruptions to adjacent properties, and to uses on the site. This shall be communicated to all project-related contractors.

10. The applicant shall require their contractors and subcontractors to fit all internal combustion engines with mufflers which are in good condition and shall locate stationary noise-generating equipment such as air compressors as far away from existing residences as possible.
11. The site shall be maintained in an orderly fashion. Following the cessation of construction activity, all construction debris shall be removed from the site.
12. A publicly visible sign shall be posted on the property with the telephone number and person to contact regarding construction-related complaints. This person shall respond and take corrective action within 24 hours. The CDD phone number shall also be visible to ensure compliance with applicable regulations.
13. Large trucks and heavy equipment are subject to the same restrictions that are imposed on construction activities, except that the hours are limited to 9:00 AM to 4:00 PM.
14. Unless specifically approved otherwise via prior authorization from the Zoning Administrator, all construction activities shall be limited to the hours of 7:30 A.M. to 5:00 P.M., Monday through Friday, and are prohibited on State and Federal holidays on the calendar dates that these holidays are observed by the State or Federal government as listed below:

New Year's Day (State and Federal)

Birthday of Martin Luther King, Jr. (State and Federal)

President's Day (State)/Washington's Birthday (Federal)

Farmworkers Day (State)

Memorial Day (State and Federal)

Juneteenth National Independence Holiday (Federal)

Independence Day (State and Federal)

Labor Day (State and Federal)

Columbus Day (Federal)

Veterans Day (State and Federal)

Thanksgiving Day (State and Federal)

Day after Thanksgiving (State)

Christmas Day (State and Federal)

For specific details on the actual date the State and Federal holidays occur, please visit the following websites:

[Federal Holidays \(opm.gov\)](https://www.opm.gov/policy-data-oversight/holidays-leave/)

[State Holidays \(ca.gov\)](https://www.ca.gov/holidays/)

ADVISORY NOTES

ADVISORY NOTES ARE ATTACHED TO THE CONDITIONS OF APPROVAL BUT ARE NOT A PART OF THE CONDITIONS OF APPROVAL. ADVISORY NOTES ARE PROVIDED FOR THE PURPOSE OF INFORMING THE APPLICANT OF ADDITIONAL ORDINANCE AND OTHER LEGAL REQUIREMENTS THAT MUST BE MET IN ORDER TO PROCEED WITH DEVELOPMENT.

A. NOTICE OF 90-DAY OPPORTUNITY TO PROTEST FEES, DEDICATIONS, RESERVATIONS, OR OTHER EXACTIONS PERTAINING TO THE APPROVAL OF THIS PERMIT.

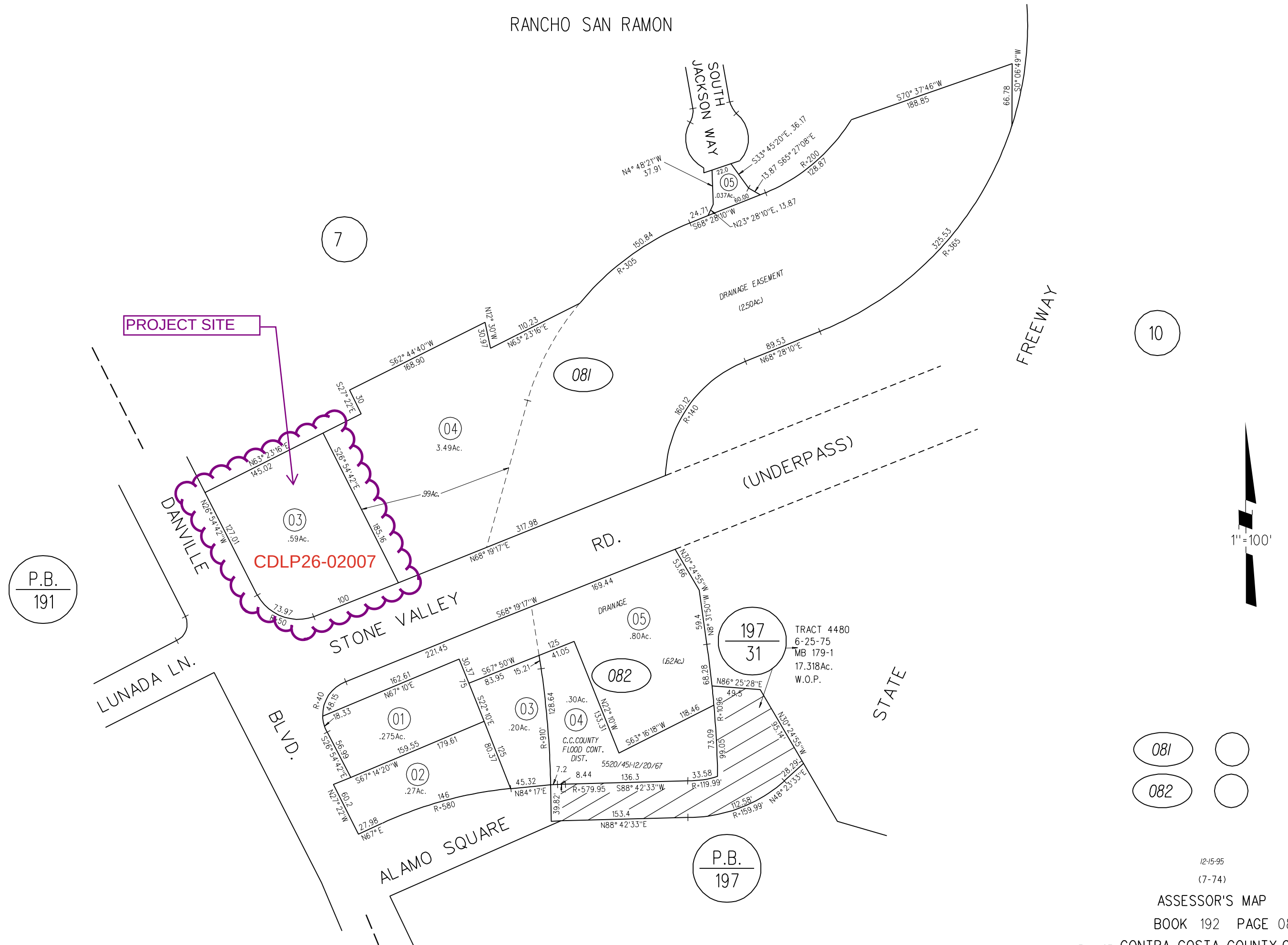
This notice is intended to advise the applicant that pursuant to Government Code Section 66000, et seq., the applicant has the opportunity to protest fees, dedications, reservations, and/or exactions required as part of this project approval. The opportunity to protest is limited to a 90-day period after the project is approved.

The 90-day period in which you may protest the amount of any fee or imposition of any dedication, reservation, or other exaction required by this approved permit, begins on the date this permit was approved. To be valid, a protest must be in writing pursuant to Government Code Section 66020 and delivered to the CDD within 90 days of the approval date of this permit.

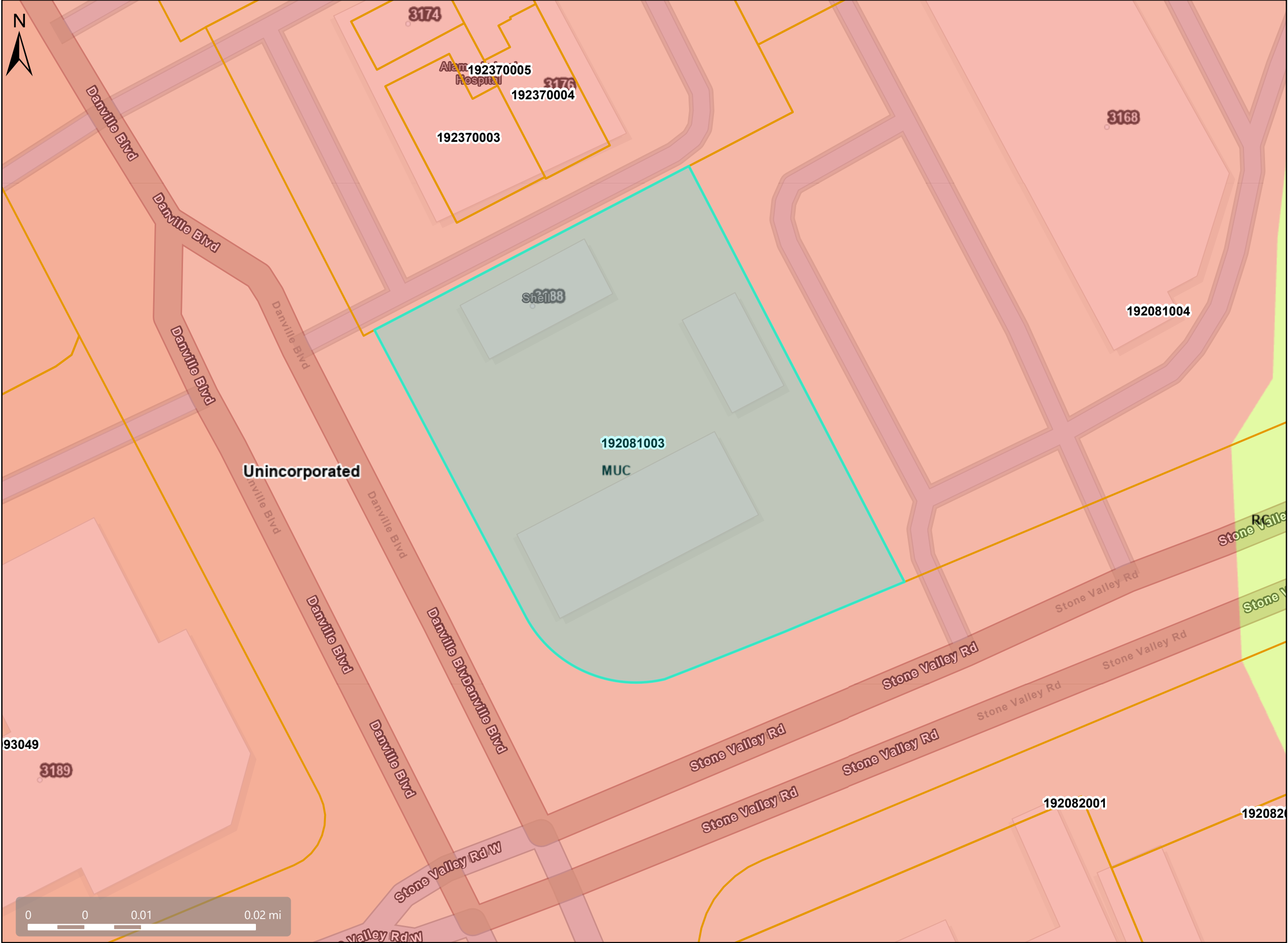
B. Prior to applying for a building permit, the applicant is strongly encouraged to contact the following agencies to determine if additional requirements and/or additional permits are required as part of the proposed project:

- Department of Conservation and Development, Building Inspection Division
- Central Contra Costa Sanitary District
- East Bay Municipal Utility District
- San Ramon Valley Fire Protection District
- Contra Costa Mosquito and Vector Control District

RANCHO SAN RAMON

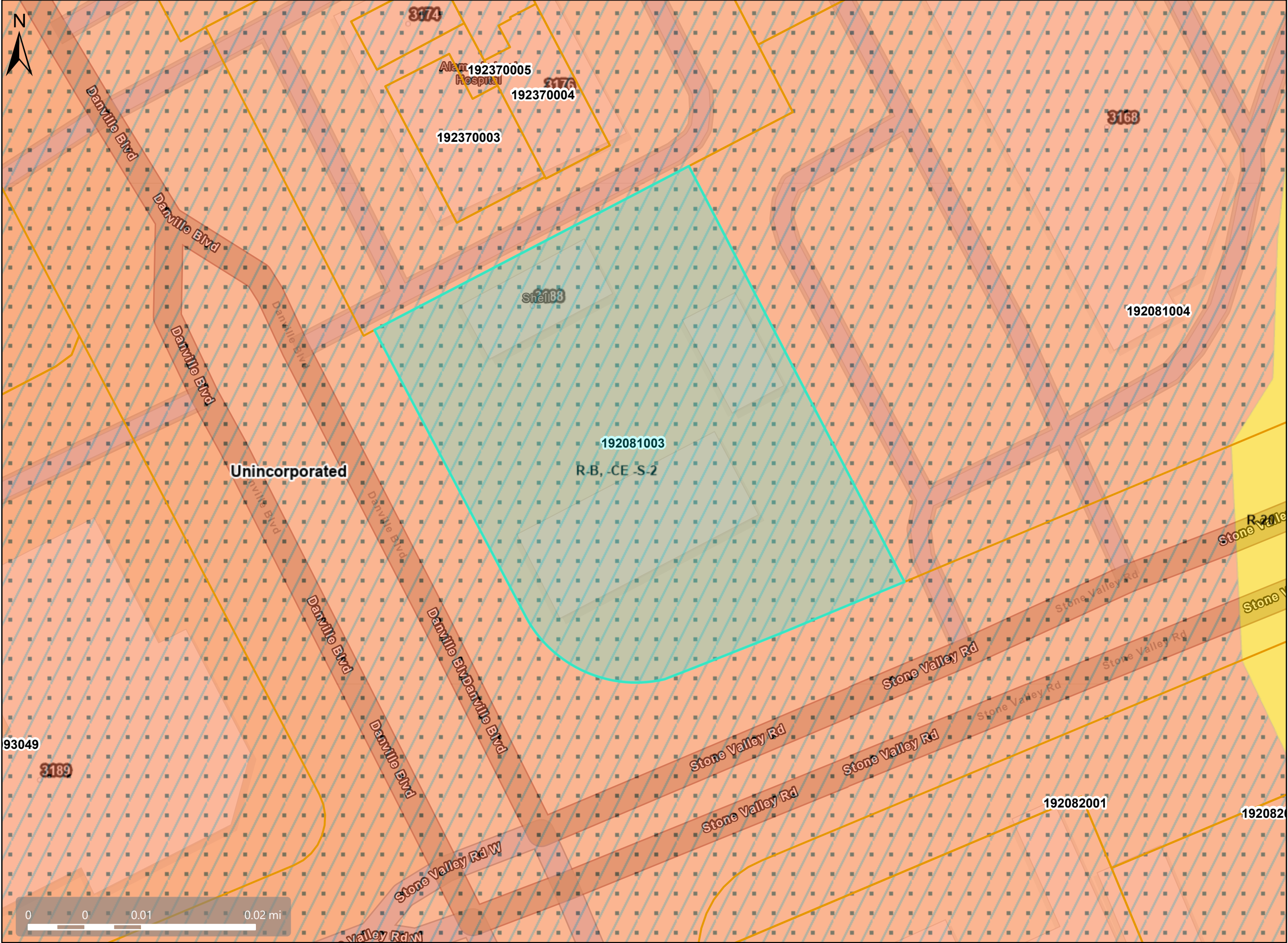


General Plan: MUC, Mixed-Use Community Specific (Alamo)



Map Legend

- Assessment Parcels
- General Plan
 - MUC (Mixed-Use)
 - Community-Specific (Variable)
 - RC (Resource Conservation)
 - Unincorporated
- Address Points



Map Legend

Assessment
Parcels

Zoning

ZONE_OVER

R-20 (Single
Family
Residential)

R-B -CE -S-2
(Cannabis
Exclusion and
Sign Control)

Unincorporated

Address Points



Map Legend

Assessment

Parcels

Unincorporated

Address Points

Aerials 2019

RGB

Red: Band_1

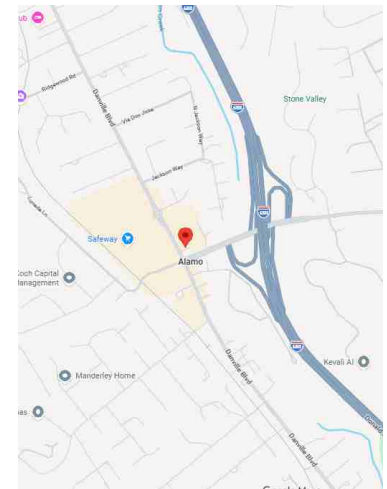
Green: Band_2

Blue: Band_3

RECEIVED on 04/28/2026 CDLP26-02007
By Contra Costa County
Department of Conservation and Development



Vicinity Map



Siteplan Legend

- A** Canopy
- B** Under Canopy
- C** MID

APN: 192-081-003-1



**PROMOTION PLUS
SIGN CO., INC.**
"The Imaging Experts"

Check Us Out On zoomnsupply.com

21034 Osborne St.
Canoga Park, CA 91304

(P) 818.993.5406
(F) 818.993.3174

State License: 853228



Job Location

Site: 379
3188 Danville Boulevard,
Alamo, California 94507

Owner Information

Humburg Investments LLC
C/O Accounts Payable
1450 N Benson Ave #A
Upland, CA 91786

Project Information

Project: Shell MVI
Est: 141963
Date: 04.27.2026
Rev: 03
Designer: RH/SM/PC/PS

Approval

×

Owner

I have reviewed all renderings and I am satisfied with the look and the scope of work listed within.

This rendering is property of Promotion Plus Sign Co., Inc. and cannot be reproduced without written consent of owner

×

Date



*** ALL TEMPORAY ADVERTISMENT SIGNAGE TO BE REMOVED FROM CANOPY AREA AND FREESTANDING SIGNS***



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Canoga Park, CA 91304 (F) 818.993.3174

State License: 853228



Job Location

Site:379
3188 Danville Boulevard,
Alamo, California 94507

Owner Information

Humburg Investments LLC
C/O Accounts Payable
1450 N Benson Ave #A
Upland, CA 91786

Project Information

Project: Shell MVI
Est: 141963
Date: 04.27.2026
Rev: 03
Designer: RH/SM/PC/PS

Approval

×

Owner

I have reviewed all renderings and I am satisfied with the look and the scope of work listed within.

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×

Date

A Canopy

L Canopy Length: 88'-08"

W Canopy Width: 39'-08"

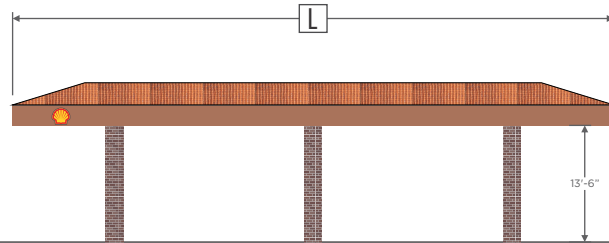
Fascia Height: 30 1/8" (Extended to 36")

Clearance: 13'-6"

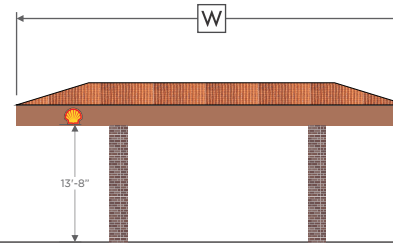
Canopy Notes

2 Illuminated logos (S&W elevation)
Powerwash Canopy
Upgrade Lights If Needed

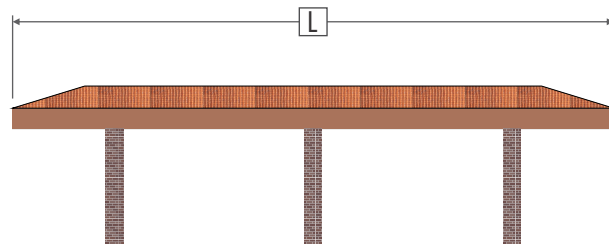
A South Elevation | Illuminated Logo



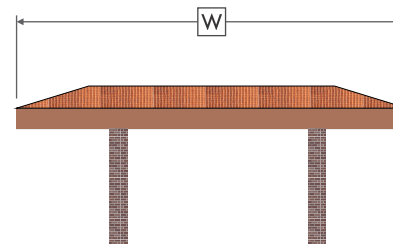
A West Elevation | Illuminated Logo



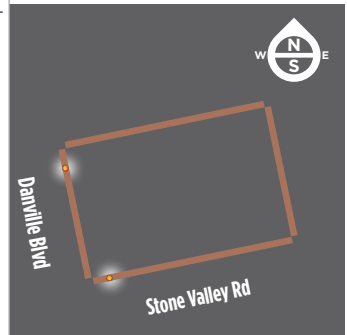
A North Elevation | Non-Illuminated



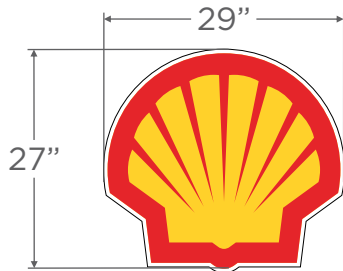
A East Elevation | Non Illuminated



1:200



Shell Vacuum Formed Pecten | x2 | 5.44 sqft ea.



Clearance Sign | Qty 2 per Side)



2.083 sqft ea.

LED MODULE:



**AA LED - 50W
(Ip67) 12V Unit**

WEATHER SEALED CONDUIT
TO CONNECT TO EXISTING ELECTRICAL

.040 ALUM. RETURNS
AND BACK

3/16" VACUUM FORMED
POLYCARBONATE "PUSH
THRU" STYLE LOGO

WHITE LED's

.063 ALUM. BACKING
PLATE FOR LED's

UL APPROVED
2A-120V-50/60Hz
REMOTE TRANSFORMER

ON/OFF DISCONNECT SWITCH

ACCESSIBLE ON RIGHT SIDE

DRAIN SLOT

CANOPY FASCIA

Illumination Area



Night view (intensity may vary)

PMS 116c | 3M 3630-015 Yellow | DP Match

PMS 485c | 3M 3630-143 Poppy Red | DP Match



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21034 Osborne St.
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(P) 818.993.5406
(F) 818.993.3174

State License: 853228



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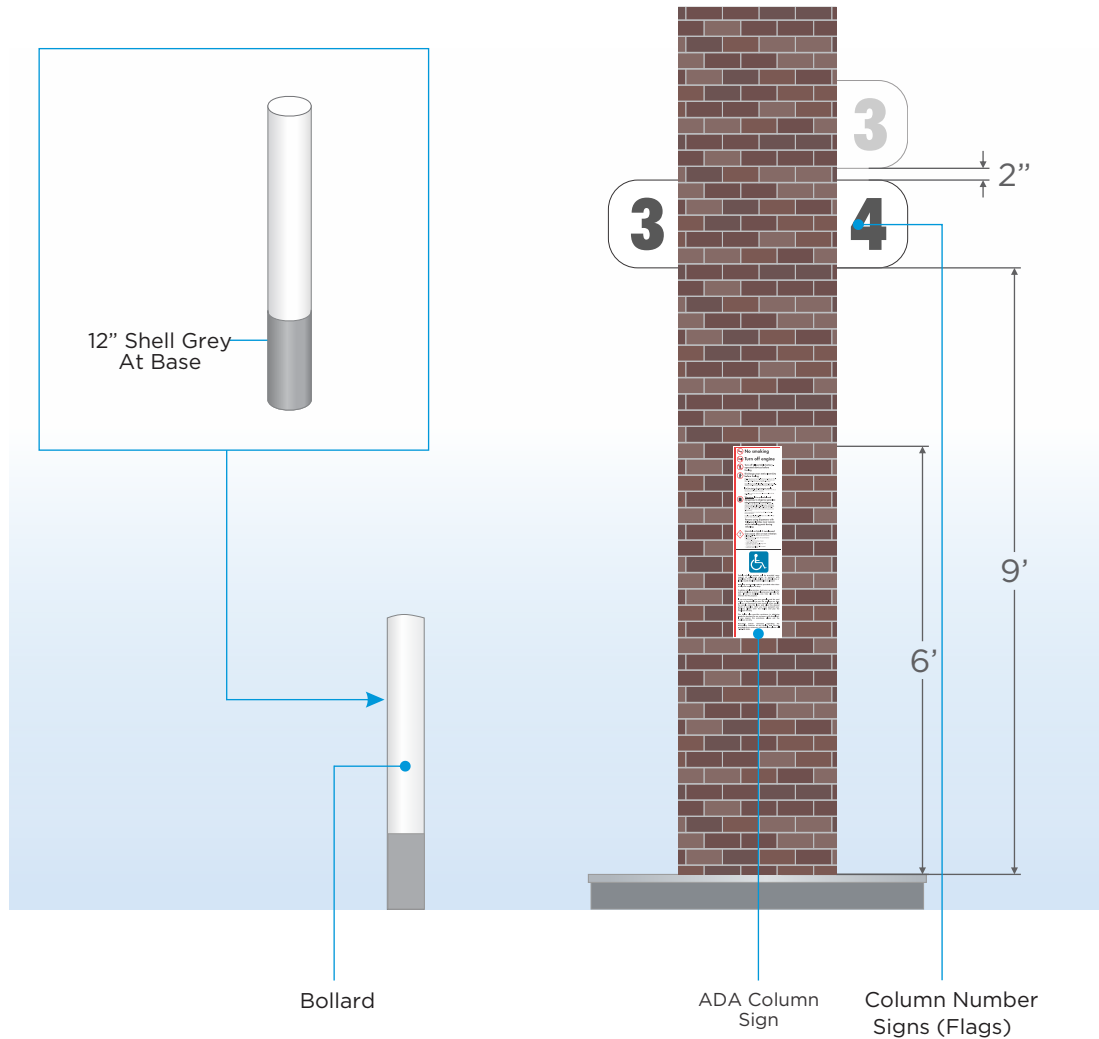
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X

Date

Permit Pack

B Under Canopy



Notes/Disclaimers

Image to MVI Brand Standards

Elements | See Following Pages For Details

Disp Flags	Pump Flags Visible From Approach
Bollards	Removal of all bollard signs.
Painting	All Bollards, columns, curbs dispenser kick plates, area lights C-Store.



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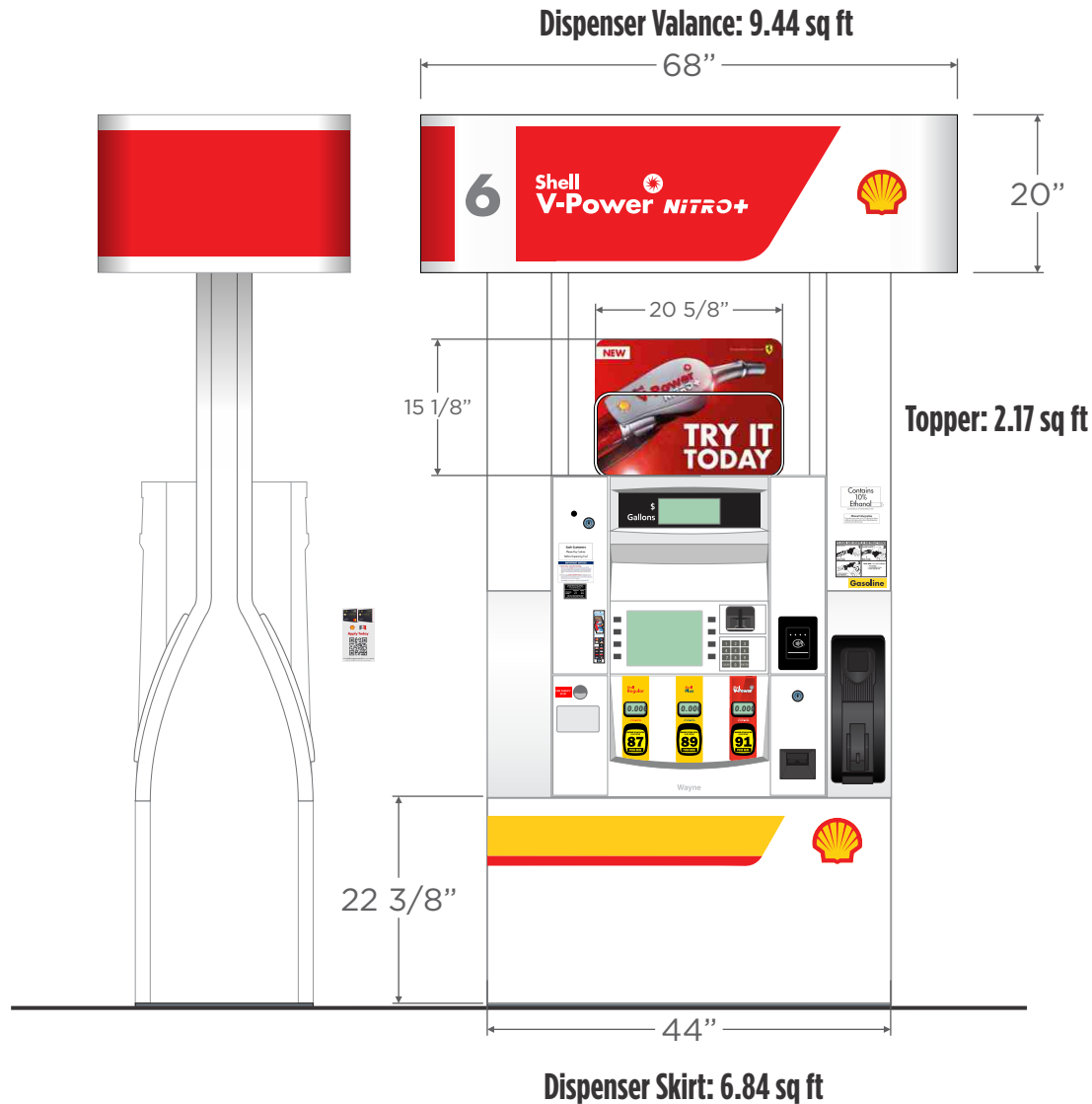
Owner

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Date



Existing Dispenser



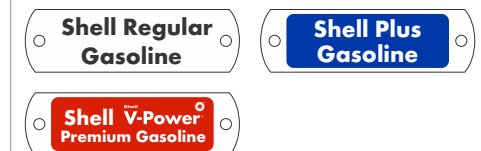
Dispenser

Existing: Wayne Ovation 2
3+0 Dispenser | Qty: x6

Dispenser Elements

Valance	New Standard Pump Valances 68" x 20"
Decals	- Warning Decal - Pump Number - Credit Card Decal - Crind Overlays - Product ID Decals - Octane Decals - QR Code Decal - Warning Decal - Ethanol Decal - Nozzle Boot & Bezel Overlays - Regulatory Decals As Needed - Prop 65 Decal (CA Only)
Skirts	Doorskins
Toppers	Standard Shell Pump Toppers

Tank Tags



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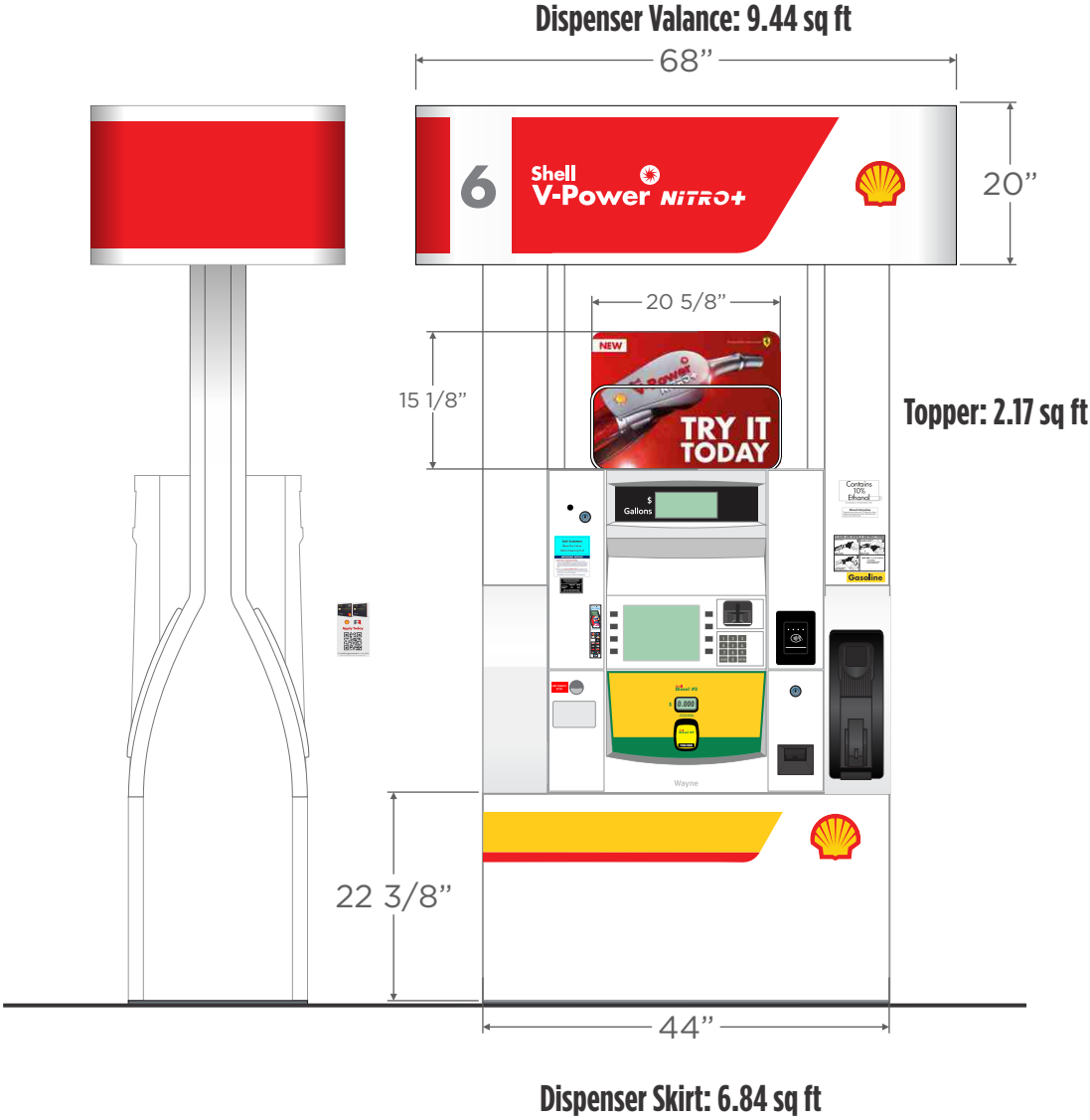
Owner

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Date



Existing Dispenser



Dispenser

Existing: Wayne Ovation 2
1+0 Dispenser | Qty: x2

Dispenser Elements

- | | | |
|---------|---|--|
| Valance | — | New Standard Pump Valances
68" x 20" |
| Decals | — | - Warning Decal
- Pump Number
- Credit Card Decal
- Crind Overlays
- Product ID Decals
- Octane Decals
- QR Code Decal
- Warning Decal
- Ethanol Decal
- Nozzle Boot & Bezel Overlays
- Regulatory Decals As Needed
- Prop 65 Decal (CA Only) |
| Skirts | — | Doorskins |
| Toppers | — | Standard Shell Pump Toppers |

Tank Tags





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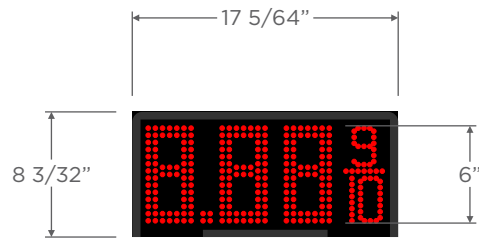
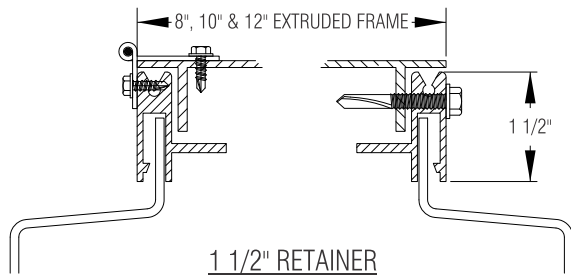
Approval

X

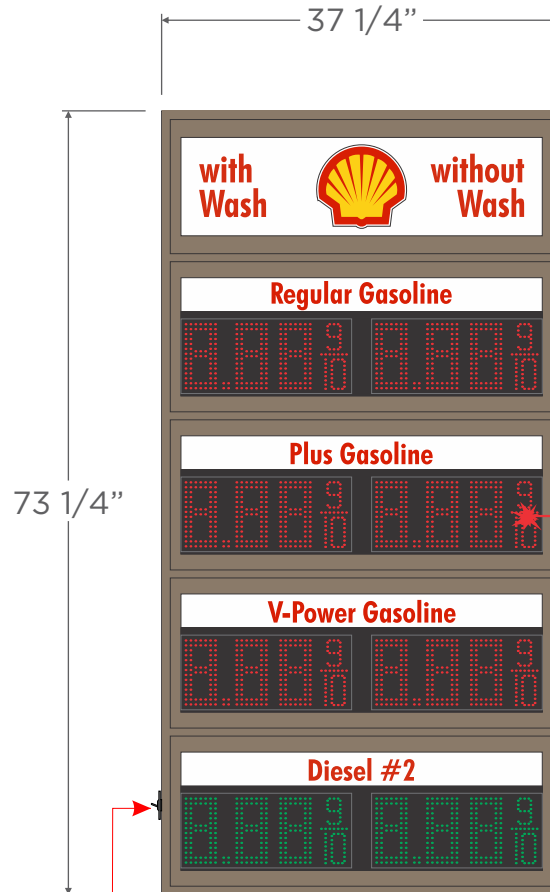
X

Owner
I have reviewed all renderings and I am satisfied with the look and the scope of work listed within.

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Window Size: 7-3/32" x 16-27/32"



DISCONNECT SWITCH

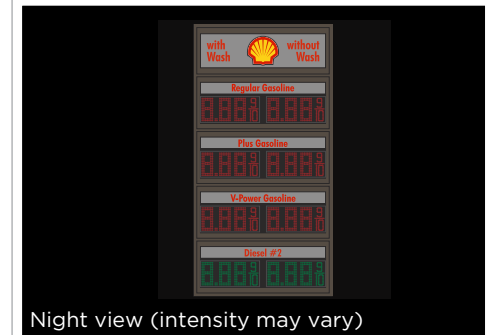
MVI Secondary Price Sign | Double Sided | x2 | 1:18

Internally LED Illuminated Cabinet
Routed-out Aluminum face w/ Plastic windows
2T 8P | 6" ABLE LED Digits (Red & Green)

Existing Sign



Night View



Night view (intensity may vary)

Details

Faces	Replacement Faces Only
Logo	Pecten Is Formed Pushthrough
Painting	Cabinet to be Painted to Shell MVI Standard
Cabinet	LED Retrofit for Existing Cabinet

PMS 116 C

PMS 485 C

Shell Silver Champagne



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X

Date

From: [ForwardPlanning](#)
To: [Khanlai Chanthavee](#)
Cc: [Grant Farrington](#)
Subject: RE: Khanlai Chanthavee shared "Agency Comment Request Pkt CDLP26-02007" with you
Date: Wednesday, March 25, 2026 1:51:50 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image006.png](#)
[image007.png](#)

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[Report Suspicious](#)

Good afternoon,

Central San reviewed the below proposed project plans and have no comments.

Thank you,

Michelle Peon Del Valle

Engineering Assistant

Phone: 925-229-7355

Email: mpeondelvalle@centralsan.org

5019 Imhoff Place, Martinez, CA 94553



From: Khanlai Chanthavee <khanlai.chanthavee@dcd.cccounty.us>

Sent: Tuesday, March 10, 2026 2:39 PM

To: ForwardPlanning <forwardplanning@centralsan.org>

Subject: Khanlai Chanthavee shared "Agency Comment Request Pkt CDLP26-02007" with you



Khanlai Chanthavee shared a file with you

County File No. CDLP26-02007 - Agency Comment Request



[Agency Comment Request Pkt CDLP26-02007](#)



This link only works for the direct recipients of this message.

Open



CONTRA COSTA
COUNTY, CALIFORNIA

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San Ramon Valley Fire Protection District Community Risk Reduction Division

2401 Crow Canyon Road, Suite A
San Ramon, CA 94583

phone: 925.838.6600

web: www.firedepartment.org

Wednesday, March 25, 2026

Hello Grant Farrington,

The Fire District has reviewed the Planning Application for the below noted address. Based upon the information provided, comments and requirements have been made as conditions of approval.

If during the course of the entitlement process the project changes, additional requirements may apply. Thank you for the opportunity to comment on the project. Please feel free to contact me directly with any questions or concerns.

PROJECT:	CDLP26-02007
ADDRESS:	3188 DANVILLE BLVD (192081003)
APPLICATION TITLE:	Planning and Site Development Review
PROJECT NUMBER:	2069477

Roy Wendel
Fire Marshal
rwendel@srvfire.ca.gov
925.838.6687

Planning Comments

Open Issues: 1

PLANNING

General Issues

1. No Comment

Roy Wendel rwendel@srvfire.ca.gov 3/25/26 6:17 AM	The San Ramon Valley Fire Protection District has reviewed the his application and has no comments.
--	--

From: [Cameron Collins](#)
To: [Grant Farrington](#)
Subject: Re: Khanlai Chanthavee shared "Agency Comment Request Pkt CDLP26-02007" with you
Date: Tuesday, June 2, 2026 11:31:38 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Hi! I'll put together a letter for the file but the group recommended approval.

Thanks,

Cameron

From: Grant Farrington <Grant.Farrington@dcd.cccounty.us>
Date: Tuesday, June 2, 2026 at 10:02 AM
To: Cameron Collins <Cameron.Collins@bos.cccounty.us>
Subject: RE: Khanlai Chanthavee shared "Agency Comment Request Pkt CDLP26-02007" with you

Hi Cameron,

Can you forward me the MAC minutes from May for this project?

Thanks,

Grant Farrington
Community Development Division
30 Muir Road
Martinez, CA 94553
925-655-2868

From: Cameron Collins <Cameron.Collins@bos.cccounty.us>
Sent: Thursday, April 30, 2026 4:08 PM
To: Grant Farrington <Grant.Farrington@dcd.cccounty.us>
Subject: Re: Khanlai Chanthavee shared "Agency Comment Request Pkt CDLP26-02007" with you

Good to know. Thanks!

From: Grant Farrington <[Grant.Farrington@dcd.cccounty.us](#)>

April 29, 2026

By E-mail to “Grant.Farrinton@dcd.cccouty.us”

Department of Conservation & Development
Community Development Division
30 Muir Road
Martinez, CA. 94553

Attn: Grant Farrington
Re: CDLP26-02007
Site: 3188 Danville Blvd.

Dear Grant:

This is an application for approval of a land use permit to modify the signage of the Shell Oil Station in downtown Alamo. The modification would be to COA #3 and #4 of CDLP18-02016 to allow refacing of the fascia including an illuminated logo and refacing 2 free standing pricing signs with LED illuminated text for an existing Shell service station. The application was reviewed at the AIA Planning Committee’s April 28, 2026, meeting. The applicant was notified of the meeting and was present. Based upon the meeting discussions, the AIA recommends **APPROVAL** of the application, subject to the following conditions:

CONDITIONS

- Our recommendations are based upon the applicant’s “Second” Revised Plans dated 4-27-2026 (the “Plans”), rather than the applicant’s Original Plans dated 3-1-2026 or the First Revised Plans dated 3-6-26.
- The pump canopy fascia should remain the current brown color and material, as indicated in the Plans.
- Existing, unapproved site signage in the form of “Rebel Wash” signage on numerous bollards in the fuel pump area, Rebel Wash signs mounted atop the two existing perimeter price signs and Rebel Wash signage on the walls of the car wash should be removed. The Plans already indicate the intent to remove much of this signage and it may already have been removed.
- All other signage, pumps, bollards and other elements of the site should be as shown in the Plans

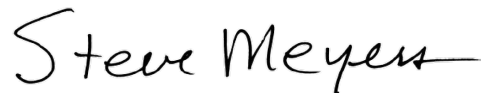
REASONS FOR OUR RECOMMENDATIONS

- The past approval of the station's Pump canopy fascia in the brown/earth tone color was to reduce the visual impact of a brighter, brand-colored fascia on the pump canopy. We note that the Chevron station, located close by on the opposite side of Danville Blvd., also maintains a beige (i.e., non-brand) colored fascia for the same reason.
- This station has for some time been in a state of unapproved, illegal signage by Rebel, the operator of the store and car wash. This signage is shown in the enclosed photos. Based upon our site visits of Saturday, April 25 and Sunday, April 26, the owner has removed much of the illegal signage which we appreciate. However, there is still illegal signage that remains.

The land use permit being amended by this application pertains to the entire property, not just the signage. As such, and although not part of the proposed signage changes, there are long-standing maintenance deficiencies regarding the property that should be addressed. The roof fascia of the store has been in disrepair for many years. Re-facing it with the same brown/earth tone metal as the pump canopy fascia would be consistent. The brick edging of the landscaping strip along Stone Valley Road that surrounds the pricing sign has also been in disrepair for some time and should be repaired. The planting area itself is bare dirt and needs replanting. Correction of these issues should not delay implementation of the signage changes but should become obligations under this land use permit.

As always, thank you for the opportunity to review and comment upon this application. Please feel free to contact Roger Smith at (925) 980-1655 or me at (510) 759-9617 if you have questions.

Sincerely,



Steve Meyers
Chair,
Planning Committee

cc:	Applicant	(by email: Aaron@PromotionPlusInc.com)
	Supervisor Andersen	(by email)
	Alamo MAC Members	(by bcc email)
	Cameron Collins	(by email)
	AIA Board & Planning Committee	(")
	AIA File	(")



Search Google Maps

← 246 Stone Valley Rd
Alamo, California

Google Street View

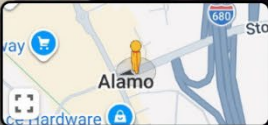
Mar 2026 See more dates

Share

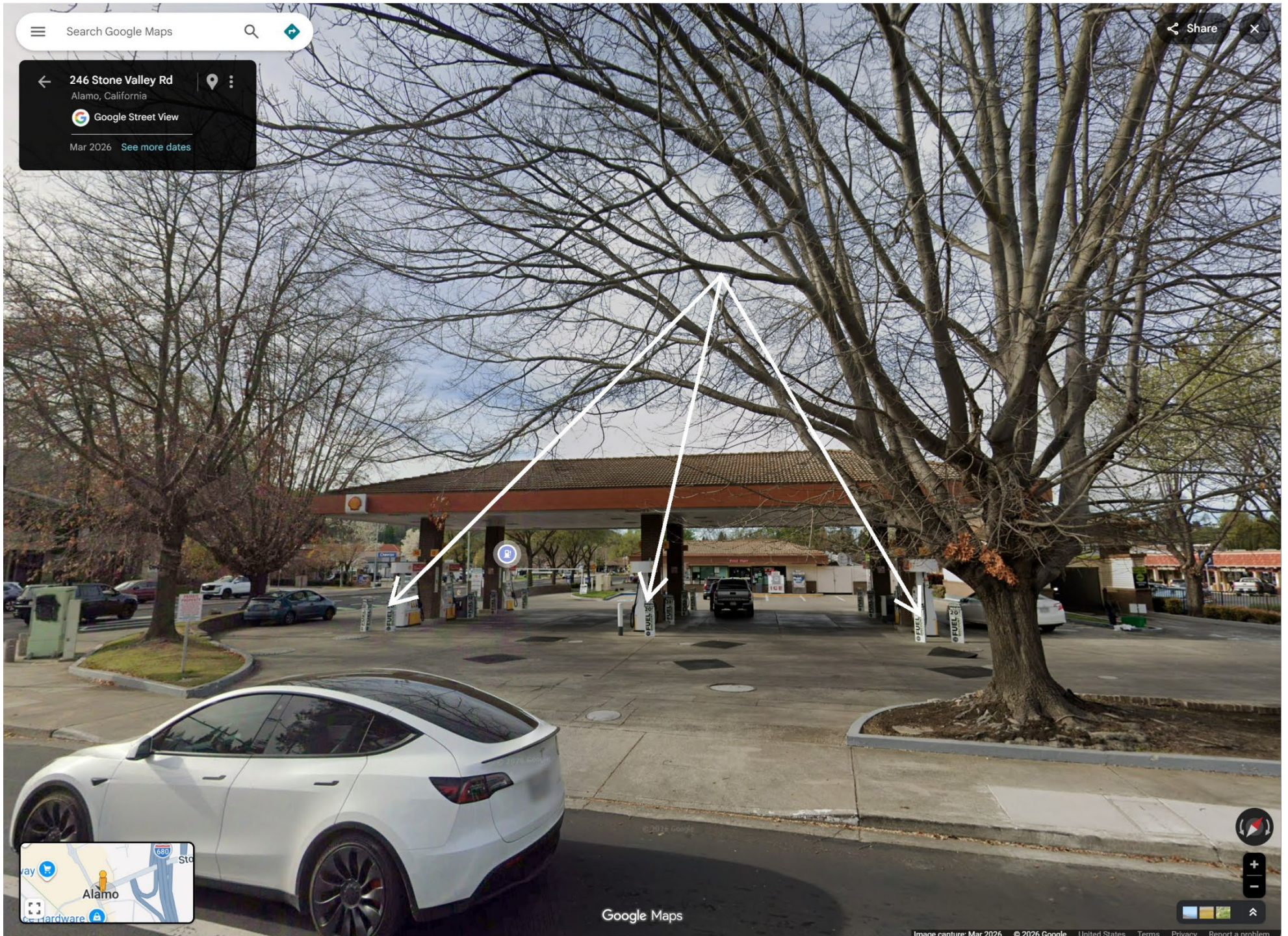
20¢ ADDITIONAL
FUEL DISCOUNT

Regular Gasoline
529 549
Plus Gasoline
549 569
V-Power Gasoline
569 589
Diesel #2
629 629

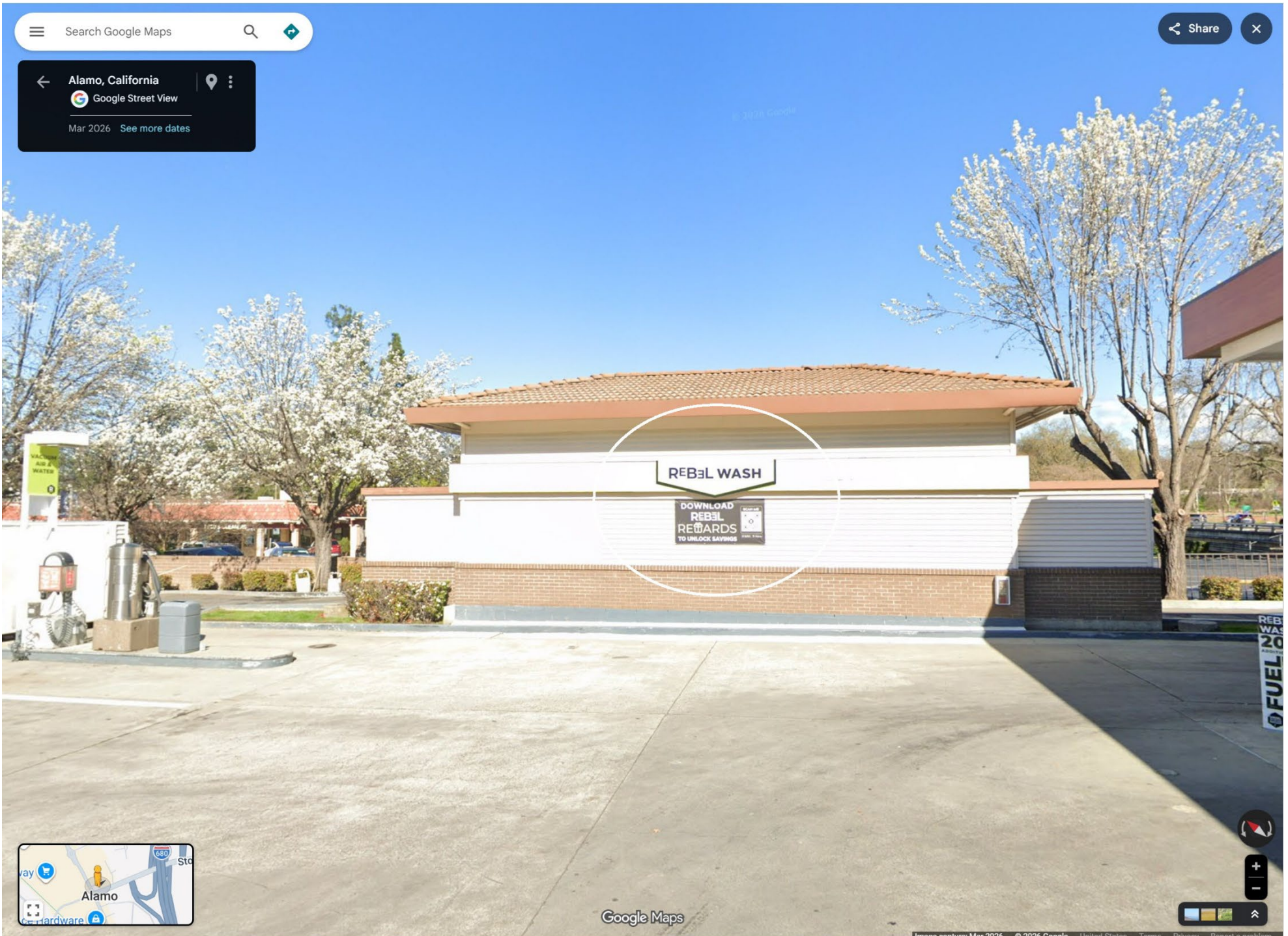
PRIVATE
PROPERTY



Google Maps











CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-3247

Agenda Date: 8/3/2026

Agenda #: 2b.

Project Title:	Continued Family Occupancy of an Existing Temporary Mobile Home
County File(s):	CDLP26-02010
Applicant/Owner:	Janelle Craig (Applicant) / Eleanor and Kenneth Nolen (Owners)
Zoning/General Plan:	A-40 Exclusive Agricultural District / AC Agricultural Core
Site Address/Location:	16 Hoffman Lane, Brentwood (Assessor's Parcel Number: 011-050-012)
California Environmental Quality Act (CEQA) Status:	Categorical Exemption, CEQA Guidelines Section 15301
Project Planner:	Allison Seoane, Project Planner (925) 655-2871 Allison.Seoane@dcd.cccounty.us
Staff Recommendation:	Approve (See Section II for Full Recommendation)

I. PROJECT SUMMARY

Request for approval of a Land Use Permit application for the continued use of a temporary mobile home for caretaker occupancy to care for family members with hardships due to health and age that was established under Land Use Permit CDLP01-02119. No modifications to the mobile home are proposed.

II. RECOMMENDATION

The Department of Conservation and Development, Community Development Division (CDD) staff recommends that the County Zoning Administrator:

A. FIND that the project is categorically exempt from CEQA under Section 15301 of the CEQA Guidelines.

B. APPROVE the Land Use Permit CDLP26-02010 for the continued use of the existing temporary

mobile home, based on the attached findings and subject to the attached conditions of approval.

- C. DIRECT staff to file a Notice of Exemption.

III. GENERAL INFORMATION

- A. General Plan: AC Agricultural Core
- B. Zoning: A-40 Exclusive Agricultural District
- C. California Environmental Quality Act (CEQA) Compliance: Categorical Exemption - CEQA Guidelines, Section 15301, Existing Facilities, Class 1 exemption for the operation of an existing private structure involving no expansion of use.
- D. Previous Applications:
1. RZ93-3005: A rezoning application to rezone approximately 11,644 acres of land with a range of former designations to the Exclusive Agricultural District (A-40) to conform with the General Plan designation of Agricultural Core (AC).
 2. LP75-2029: A Land Use Permit application to establish a temporary mobile home to be occupied by a caretaker or watchman was approved on April 9, 1975, for a period of 2 years.
 3. LP77-2036: A Land Use Permit application to renew LP75-2029 for the continued use of a temporary mobile home to be occupied by a caretaker or watchman was approved in April of 1977.
 4. LP01-2119: A Land Use Permit application to establish a temporary mobile home for occupancy to care for a family member with hardships due to health was approved by the Zoning Administrator on December 10, 2001, for a period of 5 years.
 5. LP09-2032: A Land Use Permit application to renew expired LP01-2119 for the continued use of a temporary mobile home for occupancy to care for a family member with hardships due to health and age was approved by the Zoning Administrator on October 19, 2009, for a period of 5 years with an opportunity to apply for a 3-year administrative extension.
 6. LP17-2024: A Land Use Permit application to renew expired LP09-2032 for the continued use of a temporary mobile home for occupancy to care for a family member with hardships due to health and age was approved by the Zoning Administrator on January 8, 2018, for a period of 5 years with an opportunity to apply for a 3-year administrative

extension.

7. CV23-0005: A Compliance Review to extend LP17-2024 to allow for the temporary use of a mobile home to continue for 3 more years was administratively approved on January 19, 2023.

IV. SITE/AREA DESCRIPTION

The subject property is a 22-acre parcel on the southwest corner of Marsh Creek Road and Hoffman Lane located outside the urban limit line. The property consists of an existing single-family residence, an existing temporary family-member-occupied mobile home, and a barn located off of Hoffman Lane, but is primarily used for producing crops. The majority of surrounding properties are used for agricultural production and contain single-family residences for owner occupation. Some properties in the vicinity were formerly zoned for light industrial permits and maintain uses for manufacturing.

V. PROJECT DESCRIPTION

The project is for a Land Use Permit to continue the use of an existing temporary mobile home for caretaker occupancy for the applicant (daughter) to care for family members (parents) with hardships due to health and age that expired under Land Use Permit CDLP17-02024 and was originally established under Land Use Permit CDLP01-02119. The mobile home has been occupied for caretaker occupancy since 2001 and will be continued to be used for caretaker occupancy. No modifications to the mobile home are proposed.

VI. AGENCY COMMENTS

An Agency Comment Request packet was sent on April 2, 2026, to a number of public agencies, including Building Inspection Division, Advanced Planning Division, Environmental Health Division of the Health Services Department, Contra Costa County Fire Protection District, and Byron Municipal Advisory Council (MAC). Agency comments received by staff are included in Attachment E. Following are summaries of the comments received.

- A. Byron Municipal Advisory Council (MAC): The Byron MAC recommended unanimous approval of the project at their meeting held on April 28, 2026, and had no further comment.
- B. Advanced Planning Division: The Advanced Planning Division stated that they had no comments on April 23, 2026.
- C. Department of Conservation and Development, Conservancy Staff: In correspondence received

on July 23, 2026, Conservancy staff indicated that compliance with the East Contra Costa County Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP) is not required.

VII. STAFF ANALYSIS

A. General Plan Consistency:

The subject property has a General Plan designation of Agricultural Core (AC). Specifically, this prime agricultural area is designated for cultivating intensive row crops, while estate-style residential development is inconsistent with this designation. This project is to renew the use of an existing, temporary family-occupied mobile home for the caretaker to care for her sick and elderly parents, who own the property. The mobile home has been in place since 2001, all existing development is limited to a small, consolidated portion of the property, and the majority of the property is used for cultivating row crops. As such, the existing single-family residence and temporary family-occupied mobile home do not qualify as estate-style residential development and are consistent with the Agricultural Core designation.

As the Agricultural Core designation is an allowed designation for properties located outside of the Urban Limit Line, and this project is consistent with the Agricultural Core designation, this project is also permitted outside of the Urban Limit Line.

B. Zoning Compliance:

The subject property is located in the A-40 Exclusive Agricultural District. Pursuant to County Code Section 84-68.2002, in any land use district, family members may occupy a temporary mobile home for the purpose of caring for their relatives who live in the principal residence and have hardships due to age and health with the approval of a Land Use Permit. The family member who acts as the caretaker has submitted letters from her parents' doctors confirming the necessity to live on the premises to provide home health care.

Further, the temporary mobile home may not be detrimental to the neighborhood, and may not be installed on a permanent foundation system. The mobile home has been located on the project site since 2001 and has proper utility connections. The mobile home will continue to be occupied by the caretaker family member, so this project will not be adding to the population of the area. Therefore, the mobile home is not a detriment to the community. Further, the mobile home is consistent with Section 84-68.2002, as it is placed on a temporary foundation.

Finally, the mobile home meets the height and yard setback requirements for the A-40 district. The mobile home conforms to the 25-foot minimum front yard setbacks from both Marsh Creek Road and Hoffman Lane, as well as the 50-foot minimum side yards from the west and south side property lines. The mobile home is also 1 story tall, where 2.5 stories is the

maximum height permitted, and the mobile home does not exceed 35-feet in height. As such, the project is consistent with the A-40 Exclusive Agricultural zoning district.

- C. Sacramento-San Joaquin Delta: The subject property is located within the Secondary Zone of the Delta, and therefore, not subject to the Delta Stewardship Council's (DSC) Delta Plan.

VIII. CONCLUSION

The continued use of a temporary mobile home for caretaker occupancy to care for family members with hardships due to health and age is consistent with the General Plan, A-40 Exclusive Agricultural District, and County Code Section 84-68.0002. Staff recommends that the Zoning Administrator approve County File CDLP26-02010 based on the attached findings and subject to the attached conditions of approval.

**FINDINGS AND CONDITIONS OF APPROVAL FOR COUNTY FILE #CDLP26-02010;
JANELLE CRAIG (APPLICANT) & ELEANOR AND KENNETH NOLEN (OWNERS)**

FINDINGS

A. Land Use Permit Findings:

1. The project shall not be detrimental to the health, safety and general welfare of the County.

Project Finding: The existing family-member mobile home will continue to be used by the applicant to live on-site to assist with her elderly parents who have medical hardships and reside in the main residence. The family-member mobile home was initially approved in 2001 under CDLP01-02119 and occupied ever since. There are no modifications to the mobile home approved under this Land Use Permit. The project is not expanding the existing impacts of the temporary mobile home on utilities and the provision of emergency services to the unincorporated Brentwood area. As proposed, this will not be detrimental to the health, safety, and general welfare of the County.

2. The project shall not adversely affect the orderly development within the County or the community.

Project Finding: This project does not include new construction or modifications to the existing temporary mobile home, which currently conforms to the setback and height requirements of the R-40 zoning district. The mobile home is also conditioned to be removed once the use is no longer necessary. Therefore, continued use of the family-occupied mobile home will not adversely affect the orderly development of property within the County.

3. The project shall not adversely affect the preservation of property values and the protection of the tax base within the County.

Project Finding: The temporary family-occupied mobile home is partially visibly shielded by the main residence to the north as well as landscaping to the east and south. Otherwise, the mobile home is substantially far from neighboring properties. The mobile home's design matches the character of residences in the surrounding area. Finally, the mobile home will be removed once the need for it has passed. Therefore, as conditioned, the proposed project will not adversely affect the preservation of property values and protection of the tax base within the County.

4. The project shall not adversely affect the policy and goals as set by the General Plan.

Project Finding: The mobile home is subordinate to the existing single-family residence and is consistent with the AC General Plan land use designation. All existing development is limited to a small, consolidated portion of the property, and the majority of the property is used for cultivating row crops. As such, the existing single-family residence and temporary family-occupied mobile home do not qualify as estate-style residential development, and the temporary mobile home does not detract from the property's cultivation of intensive crops. The proposed request will not adversely affect the policy and goals set by the General Plan.

5. The proposed project shall not create a nuisance and/or enforcement problem within the neighborhood or community.

Project Finding: The project will allow for the applicant to live on the project site and provide continued home health care for her elderly and sick family members who reside in the principal residence on the property. The family-member mobile home was initially approved in 2001 under CDLP01-02119, renewed once in 2009 under CDLP09-2032, renewed again under CDLP17-02024, and extended under CDCV23-00005. As the use is existing, established, and temporary, the use will not create a nuisance and/or enforcement problem within the neighborhood or community.

6. The project shall not encourage marginal development within the neighborhood.

Project Finding: The project will allow for the continued use of an existing mobile home by the applicant in order to provide home health care for her sick and elderly relatives. The project will not result in any new construction or modifications to the mobile home, and the mobile home will be removed once the need for home health care is over. Thus, the project will not encourage marginal development within the neighborhood.

7. That special conditions or unique characteristics of the subject property and its location or surroundings are established.

Project Finding: The subject property and surrounding neighborhood consist of residences on large agricultural parcels. As the property is located in a very low-density area, it is not possible for the applicant to rent a nearby house to provide care for her elderly and sick parents. As such, the applicant must live on site in a temporary mobile home to provide the necessary at-home healthcare. Therefore, there is a special condition of the subject property and its location and surroundings

that require the temporary mobile home.

B. California Environmental Quality Act (CEQA) Review Findings:

The project is categorically exempt under CEQA Guidelines Section 15301, Existing Facilities, which provides a Class 1 exemption for the operation of an existing private structure involving no expansion of use. The Land Use Permit is to allow for the continued use of an existing mobile home for family member caretaking purposes, and no construction is proposed with this application. Therefore, the use is existing, and there is no expansion of use. There is no substantial evidence that the project involves unusual circumstances, including future activities, resulting in, or which might reasonably result in, significant impacts which threaten the environment. None of the exceptions in CEQA guidelines section 15300.2 apply.

CONDITIONS OF APPROVAL FOR COUNTY FILE #CDLP26-02010:

Project Approval

1. A Land Use Permit to allow for the continued use of a temporary mobile home for occupancy to care for family members with hardships due to health and age, is APPROVED.
2. The Land Use Permit approval described above is generally based on the application materials, and project plans accepted by the Department of Conservation and Development, Community Development Division (CDD) on March 27, 2026.
3. Any change from the approved plans shall require review and approval by the CDD and may require the filing of an application to modify this Land Use Permit.
4. This permit is granted only for the use of the existing temporary family-member mobile home by Janelle and John Craig, while providing home health care for Eleanor and Kenneth Nolen, who reside in the principal residence.
5. The mobile home shall sit on a temporary foundation only.
6. The mobile home shall be removed from the premises when it is no longer needed for the above use.
7. This permit is granted for a period of five (5) years from the approval date of this permit. Prior to the expiration of this permit, the applicant may apply for a three

(3) year administrative extension. The request shall be accompanied by a physician's note and a \$200.00 non-refundable fee for the review.

Building Permits

8. No construction is approved with this permit. Upon removal of the temporary mobile home, the applicant shall obtain a demolition permit from the Department of Conservation and Development, Building Inspection Division, prior to commencement of work.

Application Costs

9. This application was subject to an initial application deposit of \$2,000.00, which was paid with the application submittal, plus time and material costs if the application review expense exceeds the initial fee deposit. Any additional fee due must be paid prior to submittal of building permit(s), or within 60 days of the effective date of this Land Use Permit, whichever occurs first. Pursuant to Contra Costa County Board of Supervisors Resolution Number 2019/553, where a fee payment is over 60 days past due, the Department of Conservation and development may seek a court judgment against the applicant and will charge interest at a rate of ten percent (10%) from the date of judgement. The applicant or owner may obtain current costs by contacting the project planner.

Demolition Restrictions

Any future demolition activity shall comply with the following restrictions. **These restrictions shall be included on the construction drawings.**

1. The applicant shall make a good faith effort to minimize project-related disruptions to adjacent properties, and to uses on the site. This shall be communicated to all project-related contractors.
2. The applicant shall require their contractors and subcontractors to fit all internal combustion engines with mufflers which are in good condition and shall locate stationary noise-generating equipment such as air compressors as far away from existing residences as possible.
3. The site shall be maintained in an orderly fashion. Following the cessation of construction activity, all construction debris shall be removed from the site.
4. Unless specifically approved otherwise via prior authorization from the Zoning

Administrator, all construction activities shall be limited to the hours of 7:30 A.M. to 5:00 P.M., Monday through Friday, and are prohibited on state and federal holidays on the calendar dates that these holidays are observed by the state or federal government as listed below:

New Year's Day (State and Federal)
Birthday of Martin Luther King, Jr. (State and Federal)
President's Day/Washington's Birthday (State/Federal)
Farmworkers Day (State)
Memorial Day (State and Federal)
Juneteenth National Independence Holiday (Federal)
Independence Day (State and Federal)
Labor Day (State and Federal)
Columbus Day (Federal)
Veterans Day (State and Federal)
Thanksgiving Day (State and Federal)
Day after Thanksgiving (State)
Christmas Day (State and Federal)

For details on the actual date the state and federal holidays occur, please visit the following websites:

[Federal Holidays \(opm.gov\)](https://www.opm.gov)

[State Holidays \(ca.gov\)](https://www.ca.gov)

ADVISORY NOTES

ADVISORY NOTES ARE ATTACHED TO THE CONDITIONS OF APPROVAL, BUT ARE NOT A PART OF THE CONDITIONS OF APPROVAL. ADVISORY NOTES ARE PROVIDED FOR THE PURPOSE OF INFORMING THE APPLICANT OF ADDITIONAL ORDINANCE AND OTHER LEGAL REQUIREMENTS THAT MUST BE MET IN ORDER TO PROCEED WITH DEVELOPMENT.

- A. NOTICE OF OPPORTUNITY TO PROTEST FEES, ASSESSMENTS, DEDICATIONS, RESERVATIONS OR OTHER EXACTIONS PERTAINING TO THE APPROVAL OF THIS PERMIT.

This notice is intended to advise the applicant that pursuant to Government Code Section 66000, et seq., the applicant has the opportunity to protest fees, dedications, reservations, and/or exactions required as part of this project approval. The opportunity to protest is limited to a ninety-day (90) period after the project is approved.

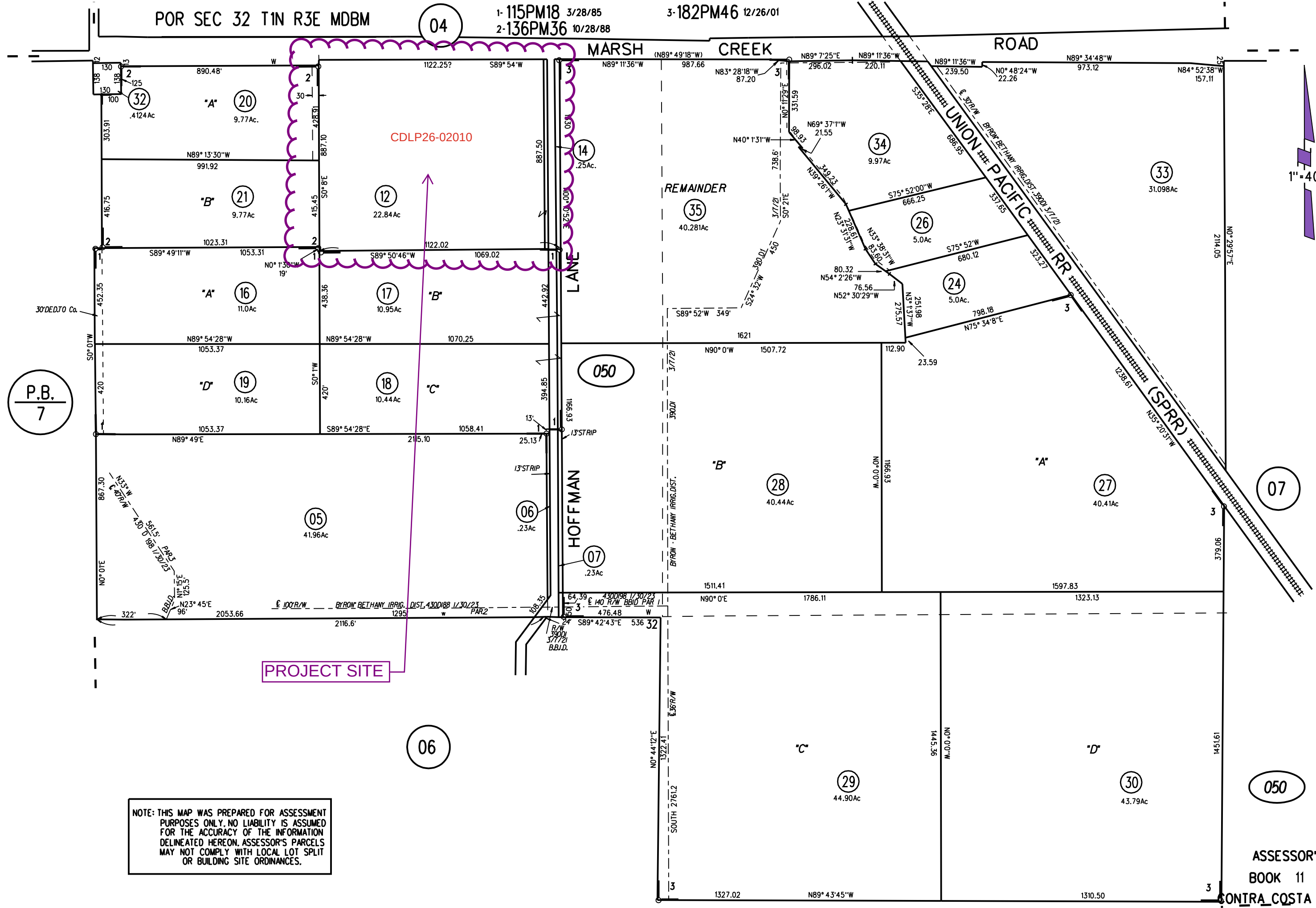
The 90-day period in which you may protest the amount of any fee or imposition of any dedication, reservation, or other exaction required by this approved permit, begins on the date this permit was approved. To be valid, a protest must be in writing pursuant to Government Code Section 66020 and delivered to the CDD within 90 days of the approval date of this permit.

- B. Upon demolition, prior to applying for a building permit, the applicant is strongly encouraged to contact the following agencies to determine if additional requirements and/or additional permits are required as part of the proposed project:

- Contra Costa County Building Inspection Division
- Contra Costa County Environmental Health Division
- Contra Costa County Fire Protection Department

The applicant is strongly encouraged to review these agencies' requirements prior to demolition.

Attachment B Maps: Parcel
Map, General Plan, Zoning,
Aerial Photo, and Delta
Zones Map

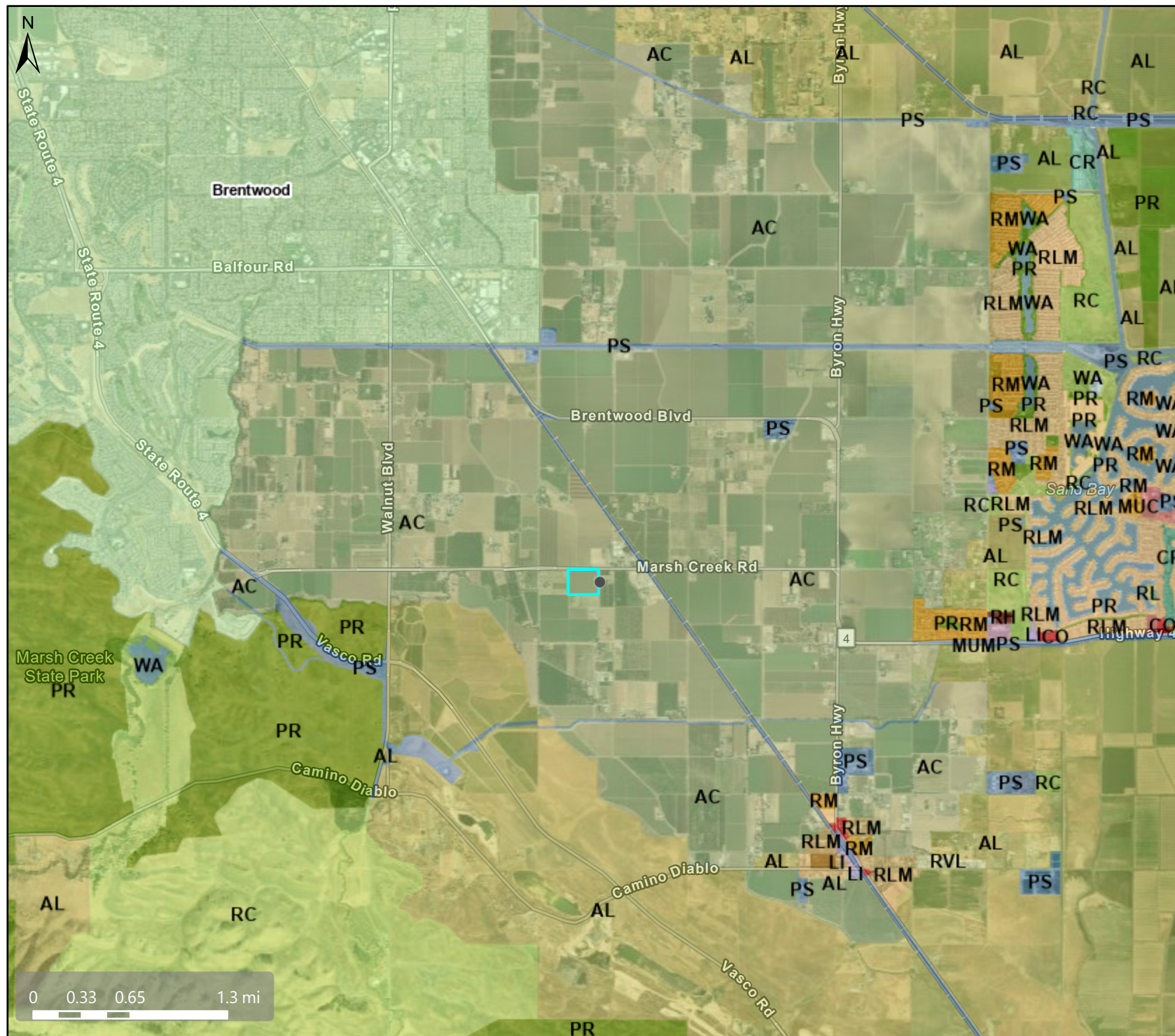


P.B.
7

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

050 35
12/12/06

General Plan: Agricultural Core (AC)



Map Legend

Planning

General Plan

RVL (Residential
Very-Low
Density) (≤ 1 du/
na)

RL (Residential
Low Density)
(1-3 du/na)

RLM
(Residential
Low-Medium
Density) (3-7
du/na)

RM (Residential
Medium
Density) (7-17
du/na)

RMH
(Residential
Medium-High
Density) (17-30
du/na)

RH (Residential
High Density)
(30-60 du/na)
MUH (Mixed-

MUM (Mixed-Use Medium)

(30-75 du/na)
(2.0 FAR)
MUC (Mixed-
Use

Community-Specific (Variable)

LI (Light Intensity) (1.5 FAR)

- Industry) (1.5 FAR)
- PS (Public and Semi-Public)

CR (Commercial Recreation)
PR (Park and Recreation)

RC (Resource Conservation)

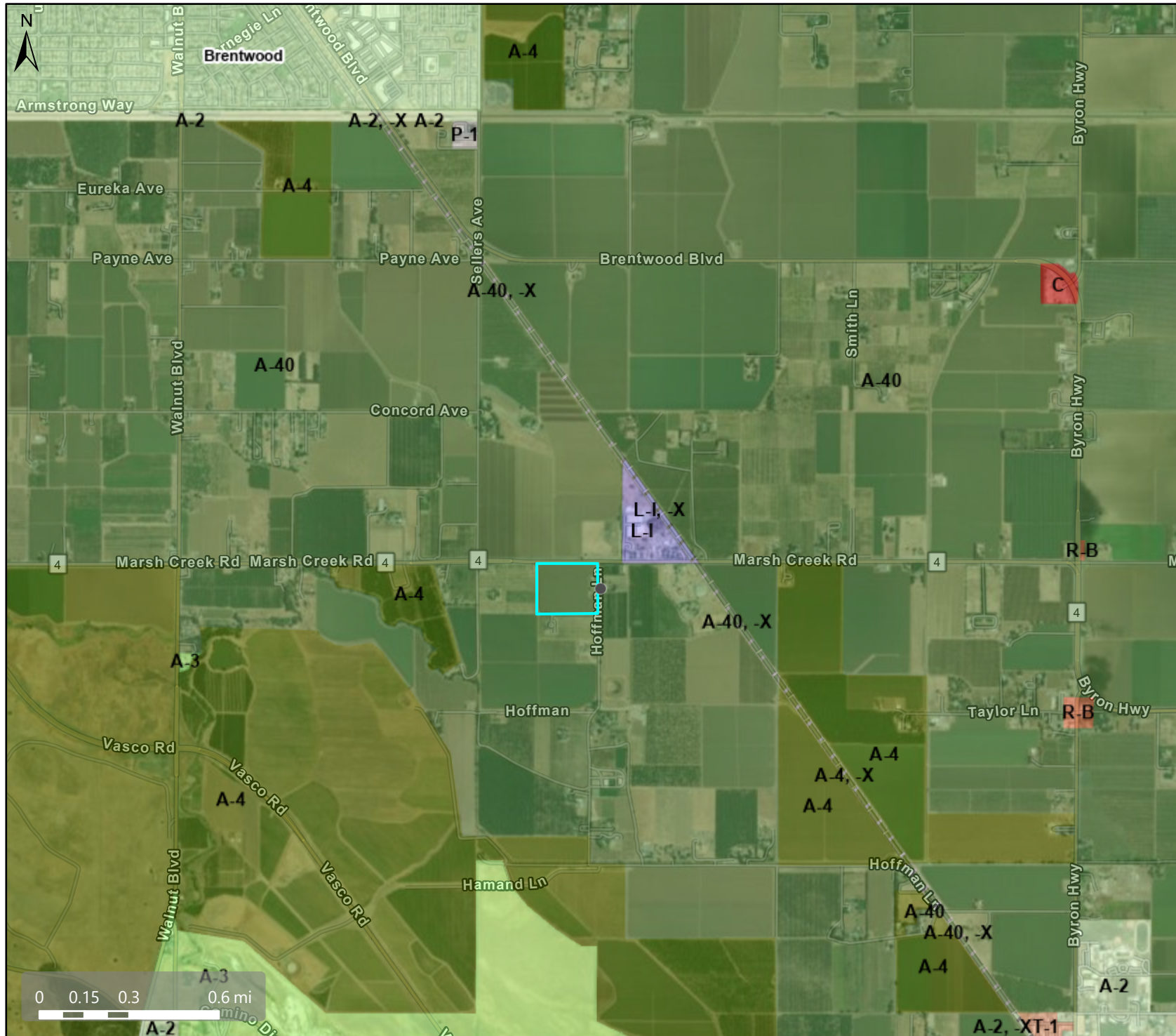
This map is a user generated, static output from an internet mapping application and is intended for reference use only.

THIS MAP IS NOT TO BE USED FOR NAVIGATION.
CCMap is maintained by Contra Costa County
Department of Information Technology, County GIS.
Data layers contained within the CCMap application
are provided by various Contra Costa County Departments.
Please direct all data inquiries to the appropriate department.

Spatial Reference

PCS: WGS 1984 Web Mercator Auxiliary S
Datum: WGS 1984

Zoning: Exclusive Agricultural District (A-40)



Map Legend

Planning

Zoning

ZONE_OVER

- A-2 (General Agriculture)
- A-2 -X (Railroad Corridor Combining District)
- A-3 (Heavy Agriculture)
- A-4 (Agricultural Preserve)
- A-4 -X (Railroad Corridor Combining District)
- A-40 (Exclusive Agriculture)
- A-40 -X (Railroad Corridor Combining District)
- R-B (Retail Business)
- C (General Commercial)
- L-I (Light Industrial)
- L-I -X (Railroad Corridor Combining District)
- P-1 (Planned Unit)
- T-1 (Mobile Home/Manufactured Home Park)
- City Boundary

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION.

CCMap is maintained by Contra Costa County Department of Information Technology, County GIS. Data layers contained within the CCMap application are provided by various Contra Costa County Departments. Please direct all data inquiries to the appropriate department.

Spatial Reference
 PCS: WGS 1984 Web Mercator Auxiliary S
 Datum: WGS 1984

Aerial View



Map Legend

Assessment
Parcels
Unincorporated

Aerials 2019
RGB

Red: Band_1
Green: Band_2
Blue: Band_3

Attachment C: Plans

MARSH CREEK RD.

N →

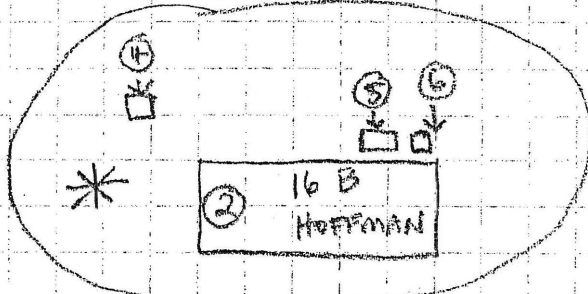
HOFFMAN LN.

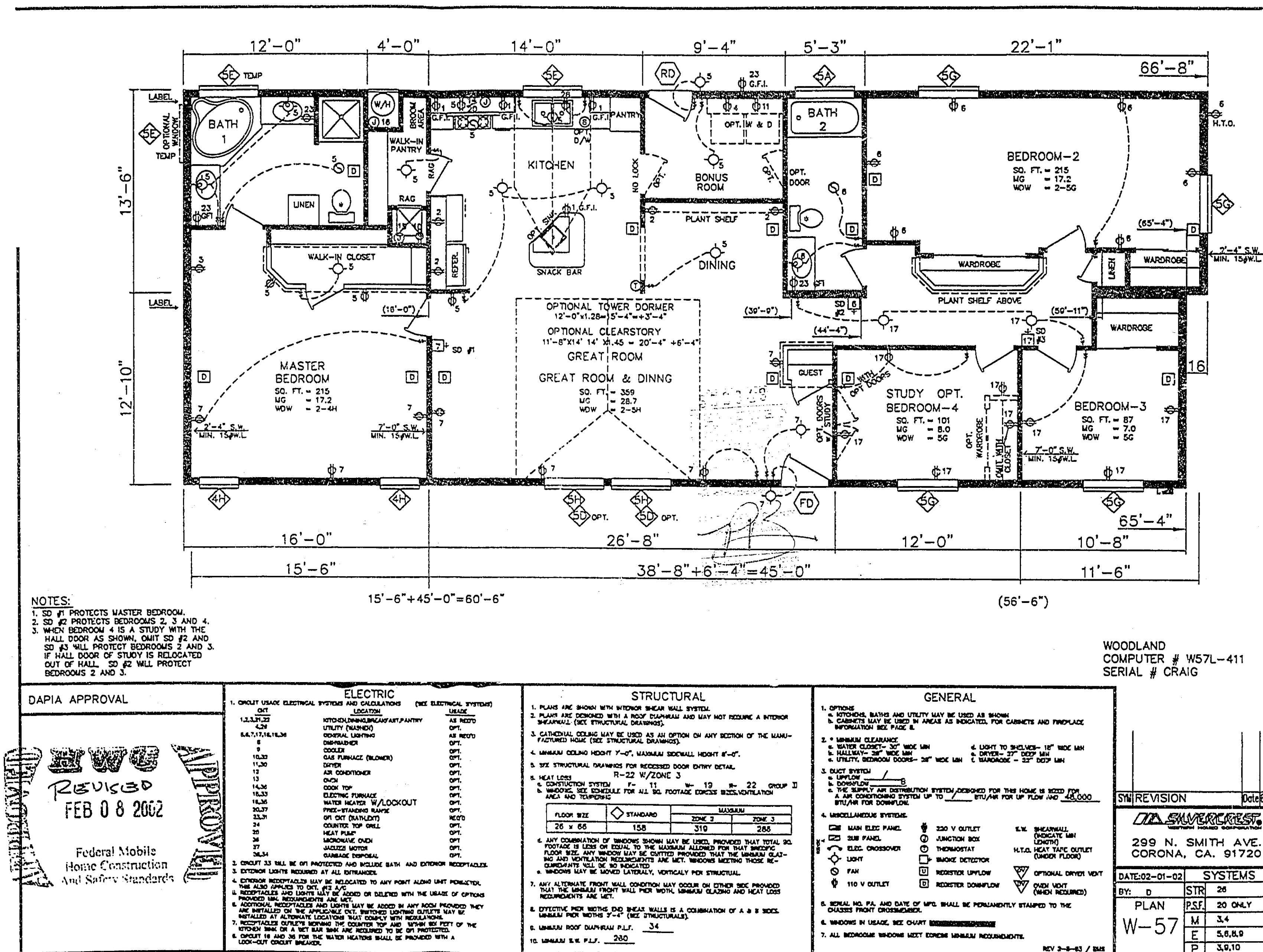
1 inch = 100 feet

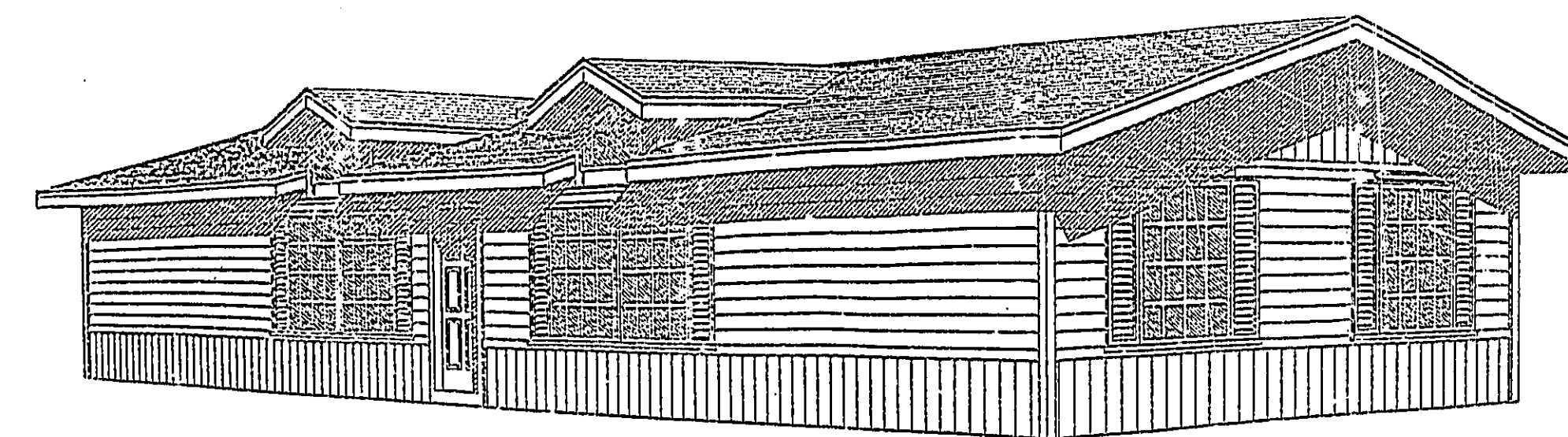
- 1- 16 HOFFMAN LN. main residence
- 2- 16 B HOFFMAN LN. Fam. Mem. Mo. Ho.
- 3- BARN

- 4- 8'x8' STORAGE SHED
- * 5- 8'x12' STORAGE SHED
- 6- 6'x5' STORAGE SHED

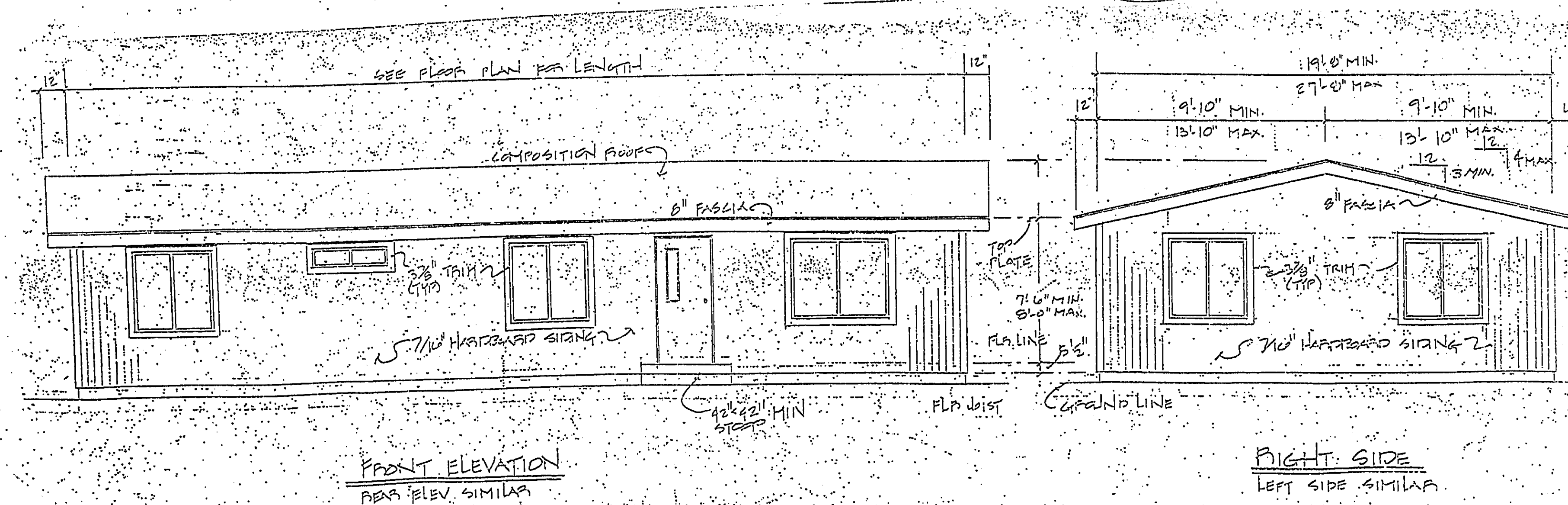
Blow-up of 16 B. Hoffman



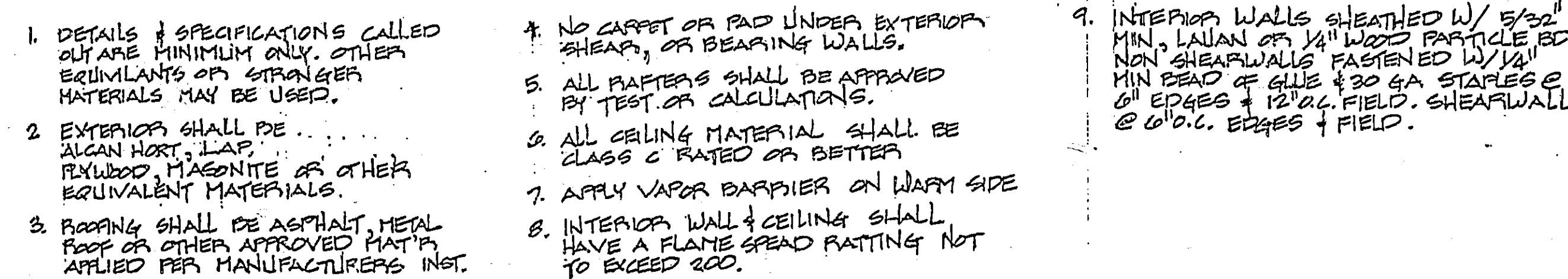




PLAN
SHOWN WITH OPTIONAL DORMER SKYLIGHTS



DATE			REVISED BY			DESCRIPTION OF REVISIONS			SILVERCREST MANUFACTURED HOUSING INC.		PLAN No.	MODEL	COMPUTER No.
											TYPICAL		
											TITLE		SHEET No.
											EXTERIOR ELEVATIONS		3
											DATE	SCALE	



24X

Attachment D: Agency Comments

From: [Wendy Fabian](#)
To: [Allison Seoane](#)
Subject: Re: Courtesy Notice From the Office of Supervisor Burgis
Date: Wednesday, June 10, 2026 1:38:47 PM
Attachments: [image001.png](#)
[image002.png](#)
[image.png](#)

Hi Allison,

The project was recommended for approval by the Byron MAC.

There was no opposition by any of the members.

Thank you kindly,
Wendy

Wendy Fabian Rubio | District Representative
Office of Supervisor Diane Burgis, District 3



From: [Daniel Barrios](#)
To: [Allison Seoane](#)
Subject: CDLP26-02010
Date: Thursday, April 23, 2026 4:51:21 PM

Hi Allison,

Advance Planning has no comments on the proposed project.

Best,



Daniel Barrios

Senior Planner, Advance Planning
Contra Costa County
Department of Conservation and Development
30 Muir Road, Martinez, CA 94553

Phone (925) 655-2901

Web www.contracosta.ca.gov

This message was sent from a public e-mail system and may be subject to disclosure under the California Public Records Act.

From: [Abigail Fateman](#)
To: [Allison Seoane](#)
Cc: [Joanne Chiu](#); acloney@nomadecology.com
Subject: RE: Cherie Adriano shared the folder "CDLP26-02010" with you
Date: Thursday, July 23, 2026 1:41:56 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Hi Allison –

The proposed project is not subject to the ECCC HCP/NCCP because rural residential development outside the Urban Development Area (UDA) is not a covered activity under the Plan. This type of development is excluded because its impacts are uncertain and cannot be addressed through the Plan's programmatic approach.

This does not mean there are no special-status species, wetlands, or other sensitive land cover types on the site. It is the applicant's responsibility to evaluate potential biological resources, and coordination with the California Department of Fish and Wildlife (CDFW) and/or the U.S. Fish and Wildlife Service (USFWS) may be necessary, depending on site conditions.

No further coordination with the ECCC HCP/NCCP is required for this project.

Please let me know if you have concerns/questions.

Abby

Abigail Fateman

Executive Director

East Contra Costa County Habitat Conservancy

Contra Costa County, Department of Conservation and Development

30 Muir Road

Martinez, CA 94553

Phone: (925) 655-2908

Email: Abigail.Fateman@dcd.cccounty.us

Attachment C: Site Photos







CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-3248

Agenda Date: 8/3/2026

Agenda #: 2c.

Project Title:	Continuing Operation of an Existing Verizon Wireless Telecommunications Facility
County File(s):	#CDLP26-02016
Applicant:	Isabel Chavez, Network Connex for Verizon
Owner:	Island Marina & Boat Sales LLC
Zoning:	R-B Retail Business and F-1 Water Recreational Districts
General Plan:	Commercial Recreation (CR)
Site Address/Location:	5993 Bethel Island Road in unincorporated Oakley, CA (APNs: 032-330-034, 032-130-022)
California Environmental Quality Act (CEQA) Status:	Categorically Exempt: CEQA Guidelines, Section 15301(b), regarding existing facilities/utilities.
Project Planner:	Dominique Vogelpohl, Project Planner (925) 655-2880 Dominique.Vogelpohl@dcd.cccounty.us
Staff Recommendation:	Approve (See Section II for Full Recommendation)

I. PROJECT SUMMARY

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

II. RECOMMENDATION

Staff recommends that the Zoning Administrator:

- A. FIND that the project is categorically exempt from CEQA under Section 15301(b) of the CEQA Guidelines;
- B. APPROVE Land Use Permit CDLP26-02016, based on the attached Findings and subject to the attached Conditions of Approval; and
- C. DIRECT Staff to file a CEQA Notice of Exemption with the County Clerk.

III. GENERAL INFORMATION

- A. General Plan: The subject property is located within a Commercial Recreational (CR)

land use designation.

- B. Zoning: The subject property is located primarily within an R-B Retail Business Zoning District with the southwest corner located within an F-1 Water Recreational Zoning District.
- C. California Environmental Quality Act (CEQA) Compliance: The proposed project is categorically exempt under CEQA Guidelines, Section 15301(b), regarding "Existing Facilities," which exempts the operation, repair, maintenance, and minor alteration of existing facilities of investor-owned utilities providing electrical, gas, sewage, and other utility services.
- D. Prior County Files of Relevance:
 - a. CDLP79-02027: A Land Use Permit to establish retail boat sales and repair; approved on July 25, 1979.
 - b. CDLP13-02097: A Land Use Permit to establish this wireless telecommunications facility that includes a monotree and a ground-level equipment platform with equipment shelter within an approximately 1,600 square-foot lease area; approved on April 21, 2014, and valid for 10 years.
 - c. CDCV19-00059: A Compliance Review to determine compliance with the Conditions of Approval for County File #CDLP13-02097; approved July 24, 2019.
 - d. CDWC20-00003: A Wireless Collocation permit to allow non-substantial modifications of the existing wireless facility to install new conduit, and a 3-year compliance review to determine compliance with the Conditions of Approval for County File #CDLP13-02097; approved December 1, 2020. This modification was never built.
 - e. CDWC21-00003: A Wireless Collocation permit to allow non-substantial modifications of the existing wireless facility for new antenna installation; approved June 15, 2021. This modification was never built.
 - f. CDWC23-00001: A Wireless Collocation permit to allow non-substantial modifications of the existing wireless facility for new microwave dish installation; approved March 27, 2023.

IV. SITE/AREA DESCRIPTION

The subject property is a 2.5-acre parcel located on the west side of Bethel Island Road, south of Dutch Slough and Bethel Island, in the off-island area. The property is adjacent to the new bridge to Bethel Island, is accessed from the next-door parcel, and is currently used for outdoor boat storage and repair. South of the property are undeveloped agricultural and open space lands. The new Summer Lake housing development is located to the southeast. Properties directly to the north are adjacent to Dutch Slough and zoned Water Recreational (F-1). On the other side of Dutch Slough is the commercial and residential areas of "main street"

Bethel Island.

V. PROJECT DESCRIPTION

Approval of Land Use Permit CDLP26-02016 would allow the continued operation of the existing Verizon wireless telecommunications facility, consisting of the following elements:

- 12-foot wide all-inclusive easement (access road and utility easement).
- 1,627 square-foot ground level lease area surrounded by a cyclone fence that includes a (27'x29') equipment platform and an 85-foot tall faux monoecalyptus antenna tower.
- The equipment platform includes an (11'4"x17') equipment shelter, a 30kw back-up generator with a 132-gallon fuel tank, and an H frame with meter.
- The equipment shelter includes: exterior - 2 HVAC units, roof - 2 microwave dishes and 2 GPS antennas, and interior - 1 equipment cabinet, 1 equipment rack, and 1 DC power system.
- The antenna area (3 sectors) attached to the faux monoecalyptus tower includes: 3 antennas (per sector), 4 radio units (per sector), and 2 raycaps.

No modifications of the wireless facility or its lease area are proposed with this Land Use Permit application.

VI. AGENCY COMMENTS

- A. Bethel Island Municipal Advisory Council (MAC): The MAC considered this application at their June 9, 2026, meeting, and they had no comment.
- B. Contra Costa County Public Works Department, Engineering Services Division: Engineering Services staff indicated in a memo dated May 28, 2026, that they did not have any comments for this project even though the project site is located in a flood zone because no work is proposed and the existing equipment is already elevated over 12 feet from the ground surface.
- C. Department of Conservation and Development, Conservancy Staff: In correspondence received on July 1, 2026, Conservancy staff indicated that compliance with the East Contra Costa County Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP) is not required.
- D. Contra Costa County Fire Protection District: In a memo dated June 16, 2026, the Fire Protection District stated that they did not have any comments for this project even though the project because no work is proposed.

All received agency comments are attached to this staff report. Comments were also solicited from the California Department of Fish and Wildlife, Contra Costa County, Building

Inspection Division, Contra Costa County Environmental Health Division, the Ironhouse Sanitary District, Contra Costa Mosquito & Vector Control District, and the City of Oakley. No comments were received from these agencies prior to the preparation of this report.

VII. STAFF ANALYSIS AND DISCUSSION

- A. General Plan: The subject property is located within a Commercial Recreational (CR) General Plan Land Use designation. The CR designation includes privately-owned recreational uses where the primary activity is conducted outdoors, such as golf courses, recreational vehicle campgrounds, hunting clubs, and marinas. Other types of uses are also considered compatible with this designation when conducted in accordance with the County's policies for those uses including those such as a wireless telecommunications facility with the approval of a land use permit. As continued operation of an existing facility would not affect the existing boat storage operations, the project is consistent with the intent and purpose of the CR designation.

The subject property is adjacent to Taylor Road, which is designated as a scenic roadway according to Chapter 7 of the County General Plan. The General Plan's Conservation Policy COS-P12.9 states, "Enable flexibility in the design of projects along scenic routes and support innovative solutions to protect views and visual quality". The existing facility is consistent with this General Plan policy. The wireless facility is a stealth design by disguising the facility as a eucalyptus tree. Other solo eucalyptus trees can be found on neighboring Bethel Island as well as in the surrounding "off-island area". Using a monoecalyptus design helps maintain the existing natural qualities adjacent to the roadway, thereby protecting the views observable from the scenic route. Although the development is directly visible by those travelling along Bethel Island Road due to the lack of similar large natural trees, or other natural buffers, the design of the facility attempts to provide a natural aesthetic quality to the surrounding landscape. Also, the project is conditioned so that the new equipment and supports will be painted to blend in with the monoecalyptus tree. Consequently, the project will not significantly diminish the scenic quality of the roadway or surrounding area. Therefore, the proposed wireless telecommunications facility is consistent with the County's General Plan policies and goals.

The site is also located in a 60dBA Noise Control Area as designated in the Health and Safety Element of the County General Plan. There is an existing 30kw back-up generator that could generate noise levels that conflict with this General Plan policy. The Maximum Allowable Noise Exposure by Use contained in table HS-3 indicates that projected noise levels for this generator model would be at conditionally acceptable levels, so this land use permit includes a condition of approval, "In the event that a modification to this facility involving noise-generating equipment is proposed, the applicant shall submit evidence for review and approval of CDD staff that the wireless telecommunications facility meets acceptable exterior noise level standards as established in the Maximum Allowable Noise Exposure by Use contained in Table HS-3 in the Health and Safety Element of the County

General Plan. The evidence can either be theoretical calculations for identical equipment or noise monitoring data recorded on the site, and shall be provided prior to final building inspection". As the area is a boat storage and repair shop and surrounded by the Bethel Island bridge and Dutch Slough with no neighboring residences, the potential noise levels is consistent with the area.

Therefore, the continuing operation of this existing wireless telecommunications facility is consistent with the policies and goals of the County's General Plan.

- B. Zoning: The project site is located within both an R-B Retail Business and an F-1 Water Recreational Zoning District. A wireless telecommunications facility is permitted in an R-B district and pursuant to County Code Section 84-34.404(1), the F-1 district allows commercial radio and television receiving and transmitting facilities, excluding broadcasting studios or business offices, upon the granting of a land use permit. This Land Use Permit is to allow for the continued operation of an existing, compliant facility. Therefore, the project is consistent with the allowed uses in the R-B and F-1 districts.

Even though the project site is within both the R-B and F-1 zoning districts, according to County Code Section 82-10.006 development standards may be taken from the R-B district. The R-B district only requires a 10-foot frontage setback. Pursuant to County Code section 88-24.406(d) wireless facilities including ground-mounted equipment must meet the setback distance requirements applicable to the zoning district where the facility is located. The existing lease area with all its contents is located at the rear of the property, and therefore, meets R-B setbacks.

- C. Wireless Telecommunications Facilities Ordinance (Chapter 88-24): The subject wireless telecommunications facility was established under a Land Use Permit #CDLP13-02097 that expired on April 21, 2024. Pursuant to County Ordinance §88-24.620(a), a land use permit or other discretionary approval issued prior to the enactment of Chapter 88-24 may be renewed in accordance with the requirements in effect at the time the discretionary approval was issued, provided that an application for renewal is received prior to its expiration date. The operating permit for the subject communications tower expired prior to the submittal of this application. Therefore, the proposed renewal will be processed under the County's current Wireless Ordinance, Chapter 88-24 of the County Code.

The applicant is seeking a Land Use permit for the continuing operation of an existing wireless telecommunications facility. As designed and conditioned, the facility will remain in compliance with the Wireless Ordinance in terms of location, building standards and operational requirements.

Pursuant to the location requirements of Section 88-24.406, collocation is encouraged, and no new tower can be located within 1,000 feet of an existing tower unless certain findings are made. A new facility must also not visually impact a scenic ridgeline unless the facility is

required to close a significant gap in coverage. This existing facility includes an existing antenna tower and there is not another tower within 1,000 feet. The facility is also not located within proximity of a County-designated scenic ridge. Section 88-24.406(d) requires telecommunications facilities to meet the setback requirements that apply in the zoning district where the facility is located. The R-B Zoning District only requires a 10-foot frontage setback, and the facility's lease area with all its contents is located at the rear of the property. Therefore, the existing facility meets the location requirements of Section 88-24.406 of the Wireless Ordinance.

Pursuant to the design guidelines of Section 88-24.408(a), the facility must meet or exceed design requirements to reduce the facility's visual and aesthetic impacts. As conditioned, the existing facility meets this criterion as the facility's antenna equipment is to be painted to blend in with the faux monoeucalyptus tower, and will be maintained with enforcement of the conditions of approval when a modification is made to the facility.

Lastly, pursuant to the safety and security guidelines of Section 88-24.412, the facility is also consistent with the location, safety and security, and operational requirements of the Wireless Ordinance. The facility is on private property behind locked gates and not accessible to the general public, only accessible to authorized personnel.

Therefore, the entire wireless telecommunications facility as conditioned is consistent with the requirements of the County Wireless Ordinance.

- D. Federal Communications Commission (FCC) Compliance: As an agency, the FCC has adopted radio frequency protection standards, which establish safety levels with respect to human exposure to radio frequency (RF) emissions. These standards are jointly published by the American National Standards Institute and the Institute of Electrical and Electronics Engineers. The standards prescribe limits for continuous exposure to radio RF emissions. No changes to the communications equipment are proposed and all existing antennas will remain. The last modification that altered RF emissions for this facility was installation of two microwave dishes in 2024. A Radio Frequency-Electromagnetic Energy (RF-EME) Compliance Report prepared by Waterford Consultants, LLC (February 1, 2023) approved under County File #CDWC23-00001 evaluated the cumulative impacts of the telecommunications facility and concluded that the facility is compliant with the allowable threshold standards pursuant to the federal government and will remain compliant with the FCC standards for RF emissions.
- E. Appropriateness of Use: The subject wireless telecommunications facility has been established on the subject property since 2014. Wireless communications facilities are conditionally allowed within the CR General Plan land use designation and both R-B and F-1 zoning districts. The County is unaware of any nuisances arising from the operation of the existing facility to date. Wireless telecommunication facilities provide a vital service to both residents and visitors of the County and are relied upon for general communication needs

and for emergency personnel such as Fire and Sheriff Department Staff.

VIII. CONCLUSION

The continuing operation of the existing Verizon wireless telecommunications facility is consistent with the County General Plan Commercial Recreational (CR) land use designation, compliant with the applicable standards and policies of the County Zoning Ordinance, and as conditioned is consistent with the provisions of the County's Wireless Telecommunication Facilities Ordinance. Therefore, staff recommends that the Zoning Administrator approve County File #CDLP26-02016 based on the attached findings and subject to the attached conditions of approval.

**FINDINGS AND CONDITIONS OF APPROVAL FOR COUNTY FILE #CDLP26-02016,
ISABEL CHAVEZ, NETWORK CONNEX FOR VERIZON (APPLICANT), ISLAND
MARINA & BOAT SALES LLC (PROPERTY OWNER)**

FINDINGS

A. Land Use Permit Findings

1. The project shall not be detrimental to the health, safety and general welfare of the County;

Project Finding: The Federal Communications Commission (FCC) has adopted radio frequency protection standards, which establish safety levels with respect to human exposure to radio frequency (RF) emissions. These standards are jointly published by the American National Standards Institute and the Institute of Electrical and Electronics Engineers. The standards prescribe limits for continuous exposure to radio RF emissions. No changes to the communications equipment are proposed and all existing emissions emitting equipment will remain. The last modification that altered RF emissions for this facility was installation of two microwave dishes in 2024. A Radio Frequency-Electromagnetic Energy (RF-EME) Compliance Report prepared by Waterford Consultants, LLC (February 1, 2023) approved under County File #CDWC23-00001 evaluated the cumulative impacts of the telecommunications facility and concluded that the facility is compliant with the allowable threshold standards pursuant to the federal government and will remain compliant with the FCC standards for RF emissions. Therefore, the project is not anticipated to be detrimental to the health, safety and general welfare of the County.

2. The project shall not adversely affect the orderly development of property within the County;

Project Finding: The Zoning Administrator is unaware of any evidence which suggests that the existing site adversely affects development within the County. Thus, the granting of a land use permit to allow the continued operation of the existing telecommunications facility will not adversely affect the orderly development of property within the County. The service provided with the project would ensure the continuation of telecommunications service to the population within the area, including daily commuters, local employees, residents, and 911 service providers. Therefore, as conditioned, it is unlikely that granting approval of a land use permit to allow the continued operation and upgrade of the facility will adversely affect the orderly development of property within the County.

3. The proposed project shall not adversely affect the preservation of property values and the protection of the tax base within the County;

Project Finding: The project is for a land use permit to allow the continued operation of the wireless facility. It will continue to be unmanned and is not expected to impact development activity in the area or result in an adverse impact on the value of properties within the area. This determination is due to the site's previous establishment as a telecommunications facility and the continued consistency with that established use. Given that the facility and surrounding land uses have remained consistent since the establishment of this wireless facility, there is no indication that the project will adversely affect the preservation of property values and the protection of the tax base within the County.

4. The project as conditioned shall not adversely affect the policy and goals as set by the General Plan;

Project Finding: The subject property is located within a Commercial Recreational (CR) General Plan Land Use designation. The CR designation includes privately-owned recreational uses where the primary activity is conducted outdoors, such as golf courses, recreational vehicle campgrounds, hunting clubs, and marinas. Other types of uses are also considered compatible with this designation when conducted in accordance with the County's policies for those uses including those such as a wireless telecommunications facility with the approval of a land use permit. As continued operation of an existing facility would not affect the existing boat storage operations, the project is consistent with the intent and purpose of the CR designation.

The subject property is adjacent to Taylor Road, which is designated as a scenic roadway according to Chapter 7 of the County General Plan. The General Plan's Conservation Policy COS-P12.9 states, "Enable flexibility in the design of projects along scenic routes and support innovative solutions to protect views and visual quality". The existing facility is consistent with this General Plan policy. The wireless facility is a stealth design by disguising the facility as a eucalyptus tree. Other solo eucalyptus trees can be found on neighboring Bethel Island as well as in the surrounding "off-island area". Using a monoeucalyptus design helps maintain the existing natural qualities adjacent to the roadway, thereby protecting the views observable from the scenic route. Although the development is directly visible by those travelling along Bethel Island Road due to the lack of similar large natural trees, or other natural buffers, the design of the facility attempts to provide a natural aesthetic quality to the surrounding landscape. Also, the project is conditioned so that the new equipment and supports will be painted to blend in with the monoeucalyptus tree. Consequently, the project will not significantly

diminish the scenic quality of the roadway or surrounding area. Therefore, the proposed wireless telecommunications facility is consistent with the County's General Plan policies and goals.

The site is also located in a 60dBA Noise Control Area as designated in the Health and Safety Element of the County General Plan. There is an existing 30kw back-up generator that could generate noise levels that conflict with this General Plan policy. The Maximum Allowable Noise Exposure by Use contained in table HS-3 indicates that projected noise levels for this generator model would be at conditionally acceptable levels, so this land use permit includes a condition of approval, "In the event that a modification to this facility involving noise-generating equipment is proposed, the applicant shall submit evidence for review and approval of CDD staff that the wireless telecommunications facility meets acceptable exterior noise level standards as established in the Maximum Allowable Noise Exposure by Use contained in Table HS-3 in the Health and Safety Element of the County General Plan. The evidence can either be theoretical calculations for identical equipment or noise monitoring data recorded on the site, and shall be provided prior to final building inspection". As the area is a boat storage and repair shop and surrounded by the Bethel Island bridge and Dutch Slough with no neighboring residences, the potential noise levels is consistent with the area.

Therefore, the continuing operation of this existing wireless telecommunications facility is consistent with the policies and goals of the County's General Plan.

5. The project shall not create a nuisance and/or enforcement problem within the neighborhood or community;

Project Finding: The project, as conditioned, will not create a nuisance and/or enforcement problem within the neighborhood or community. There has been no record of code compliance issues with the existing facility. The conditions of approval require that the site be maintained in an orderly manner, and that the facility be removed upon cessation of the use. In addition, the applicant will be required to submit 5-year condition of approval compliance reviews for County staff evaluation of the on-going compliance efforts.

6. The project as conditioned shall not encourage marginal development within the neighborhood; and

Project Finding: Continuing the operation of the existing wireless telecommunications facility will not encourage marginal development within the neighborhood because development is controlled by the County's Zoning Code and General Plan. Where there is a sizeable population, major road, or need for telecommunications services, the public demands wireless telecommunications

facilities. This project allows the continued use of an existing wireless facility that provides wireless service to the area. Thus, given the physical conditions of the area, and the nature of the project as an unmanned telecommunications facility, the project will not encourage marginal development within the area.

7. That special conditions or unique characteristics of the subject property and its location or surroundings are established.

Project Finding: A communications facility was established on the project site in 2014 and has been in operation since, providing telecommunications services to the surrounding area. The locations of the antenna areas, equipment areas are consistent with the provisions of the County's Wireless Telecommunication Facility Ordinance, and the project has been conditioned accordingly. Thus, given the physical conditions of the site and local area, and the nature of the project as an unmanned telecommunications facility, the special conditions and unique characteristics of the subject property and its location and surroundings are established.

B. Wireless Telecommunications Facility Land Use Permit Findings (County Code Section 88-24.614(b))

1. The application is complete.

Project Finding: County staff deemed the application complete and acceptable on June 18, 2026.

2. The facility or substantial change will meet the requirements of this chapter.

Project Finding: This Land Use permit allows the continued operation of the existing wireless facility. The project as conditioned is consistent with all applicable requirements within Chapter 88-24 of the County Ordinance Code. County staff will conduct a condition of approval compliance review throughout the term of this approval, to ensure the facility's continued compliance throughout the life of the permit.

3. The facility or substantial change has been reviewed pursuant to all appropriate environmental laws and regulations, including the California Environmental Quality Act (CEQA).

Project Finding: Pursuant to CEQA guidelines section 15301(b), the continued operation of investor and publicly owned utilities, involving negligible or no expansion of the existing or former use, is categorically exempt from CEQA review.

4. If an environmental impact report or mitigated negative declaration was prepared for the facility or substantial change, the facility or substantial change will incorporate all mitigation measures identified in either of those documents. Each mitigation measure will be included as a term of the permit.

Project Finding: This project is exempt from CEQA review pursuant to CEQA guidelines section 15301(b). Therefore, there are no environmental mitigation measures to be included as a term of the permit.

5. If the Contra Costa County Airport Land Use Commission reviewed and commented on the application, the facility or substantial change will incorporate each mitigation measure recommended by the commission and deemed by the Zoning Administrator to be necessary to protect public safety, health, and welfare. Each mitigation measure will be included as a term of the permit.

Project Finding: The project site is not within a zone identified by the Airport Land Use Commission (ALUC) as an area of planning interest.

6. The applicant has provided the financial assurance required by this chapter.

Project Finding: There is an existing removal bond (Bond #K09075665) on file for this facility and it has been verified that the bond is still valid and the amount of \$16,000 is still sufficient in the event the facility is abandoned, revoked, or the use permit expires. The County will remain in retention of this bond unless determined it is no longer needed per condition of approval #8.

7. The applicant has paid all required fees and costs, including but not limited to the application fee, any required environmental review fee, and any required peer review fee.

Project Finding: A deposit in the amount of \$5,500 was submitted with this application for a Land Use Permit. Per Condition of Approval #4, the applicant is responsible for any additional fees that exceed the initial deposit.

C. California Environmental Quality Act (CEQA) Finding

The project is exempt from environmental review pursuant to CEQA Guidelines section 15301(b) which exempts, among other things, the operation, repair, maintenance, and permitting of existing facilities (either privately, or publicly owned) for the provision of a public utility service, involving negligible or no expansion of use. The project consists of granting a land use permit for the continued operation of an existing wireless telecommunications facility. There is no substantial evidence that the project involves unusual circumstances, including future activities, resulting in, or which might

reasonably result in, significant impacts which threaten the environment. None of the exceptions in CEQA Guidelines section 15300.2 apply.

CONDITIONS OF APPROVAL FOR COUNTY FILE #CDLP26-02016:

Land Use Permit Approval

1. Land Use Permit is approved to allow the continued operation of the existing Verizon wireless telecommunications facility. The wireless facility includes:
 - 12-foot wide all-inclusive easement (access road and utility easement).
 - 1,627 square-foot ground level lease area surrounded by a cyclone fence that includes a (27'x29') equipment platform and an 85-foot tall faux monoeucalyptus antenna tower.
 - The equipment platform includes an (11'4"x17') equipment shelter, a 30kw back-up generator with a 132-gallon fuel tank, and an H frame with meter.
 - The equipment shelter includes: exterior – 2 HVAC units, roof - 2 microwave dishes and 2 GPS antennas, and interior – 1 equipment cabinet, 1 equipment rack, and 1 DC power system.
 - The antenna area (3 sectors) attached to the faux monoeucalyptus tower includes: 3 antennas (per sector), 4 radio units (per sector), and 2 raycaps.
2. This Land Use Permit approval is generally described in the application materials accepted by the Department of Conservation and Development, Community Development Division (CDD) on May 19, 2026, and additional materials accepted on July 16, 2026.
3. The following conditions supersede all prior Conditions of Approval for prior County approvals for the existing wireless telecommunications facility.

Application Processing Fees

4. The land use permit application was subject to an initial deposit of \$5,500.00. Applications are subject to time and material costs if the application review expenses exceed the initial deposit. **Any additional fee due must be paid prior to an application for a grading or building permit, or 60 days of the approval date of this permit, whichever occurs first.** The fees include costs through permit issuance and final file preparation. Pursuant to Contra Costa County Board of Supervisors Resolution Number 2019/553, where a fee payment is over 60 days past due, the Department of Conservation and Development may seek a court judgement against the applicant and will charge interest at a rate of ten percent (10%) from the date of judgement. The applicant may obtain current costs by contacting the project planner. A bill will be mailed to the applicant shortly after permit issuance in the event that additional fees are due.

Permit Duration and Permit Review

5. This land use permit is granted for a period of ten (10) years and shall be administratively reviewed at five-year intervals. The applicant shall initiate the first review by submitting a statement as to the current status of the project to the CDD **no later than five years following the approval date of the project approval**. This review by the CDD will be for the purpose of ensuring continued compliance with the conditions of permit approval. **Non-compliance with the approved conditions and/or the ordinance code provisions after written notice thereof shall be cause for revocations proceedings.**

For the review of existing commercial wireless communications facilities, submittal shall include photo documentation of existing conditions and equipment for comparison with the applicable approved conditions.

The applicant is encouraged, at the time of each administrative review, to review the design of the telecommunications facility and make voluntary upgrades to the facility for the purpose of improving safety and lessening visual obtrusiveness.

A review fee in the amount of \$2,000.00 (subject to time and materials) will be filed through a Compliance Verification application to allow for review of the approved conditions.

Responsible Party

6. The Permittee (wireless operator) is responsible for keeping the Department of Conservation and Development, Community Development Division (CDD) informed of who is responsible for maintenance of compliance with this permit and how they may be contacted (i.e., mailing and email addresses, and telephone number) at all times.

Should the responsible party subsequently change (e.g., facility is acquired by a new carrier), within 30 days of the change, the Permittee shall issue a letter to the CDD informing the CDD of the name of the new party who has been assigned permit compliance responsibility and their contact information. Failure to satisfy this condition may result in the commencement of procedures to revoke the permit.

Removal of Facility/Site Restoration

7. All structures and equipment associated with a commercial wireless communications facility shall be removed within 60 days of the discontinuance of the use, and the site shall be restored by the permittee to its original pre-development condition. In addition, the permittee shall provide the CDD with a notice of intent to vacate the site a minimum of 30 days prior to vacation.

Security to Provide for Removal of Equipment

- 8.** The applicant or permittee shall provide and maintain a bond, cash, or other surety, to the satisfaction of the CDD, for the removal of the facility in the event that the use is abandoned, or the use permit expires, or is revoked, or is otherwise terminated. If the permittee does not remove any obsolete or unused facilities as described above, the financial guarantee shall be used by the County to remove any obsolete or unused facilities and to return the site to its pre-development condition.

The financial assurance must be submitted before a permit will be issued. A financial assurance must be irrevocable and not cancelable, except by the County.

Each form of financial assurance must remain valid for the duration of the permit and for six months following termination, cancellation, or revocation permit.

Any unused financial guarantee shall be returned to the applicant upon termination of the use and removal of the facility, or transfer of the lease accompanied by a financial guarantee by the new lessee or owner. The amount of the security shall be based on a cost estimate provided by a contractor or other qualified professional to the satisfaction of the Zoning Administrator.

General Provisions

- 9.** Any deviation from or substantial change beyond the limits of this permit approved under this application may require the filing and approval of a request for modification of the Land Use Permit.
- 10.** A minor alteration to this land use permit (or collocation if CEQA environmental review of collocation for the land use permit has been completed) may be issued if the proposed modification(s) are not considered a substantial modification as stated under federal law (Title 47, Section 1.60001).

A minor alteration (or a collocation) has a term that is the shorter of the following:

- a. 10 years; or,
 - b. The duration, including any renewal period, of the permit that authorizes the existing facility on which the new facility will be collocated or on which the minor alteration will occur.
- 11.** The conditions contained herein shall be accepted by the applicant, their agents, lessees, survivors or successors for continuing obligation.
 - 12.** At all times the facility shall comply with applicable rules, regulations and standards of the FCC and other agencies having jurisdiction, and any other applicable Federal, State, and County laws and regulations.

- 13.** Facilities shall be operated in such a manner as not to contribute to ambient RF/EMF emissions in excess of then-current FCC adopted RF/EMF emission standards. **Within 15 days of new antennas being installed**, RF power density measurements shall be taken with the operating antennas to verify the level reported in the RF report and to ensure that the FCC public exposure level is not exceeded in any public accessible area. This measurement shall be taken again if any equipment is replaced or added. Verification of all RF power density measurements under this condition shall be submitted to CDD for review and to confirm that the requirements of the Ordinance Code and this permit have been met.
- 14.** The equipment shall be maintained in good condition over the term of the permit. This shall include keeping the structures graffiti-free.
- 15.** Antennas, towers, cabinets, and mountings shall not be used for advertising.
- 16.** The equipment cabinets shall be kept locked, except when personnel are present, in order to restrict access to the equipment.
- 17.** No lights or beacons may be installed, unless lights or beacons are required by a state or federal agency having jurisdiction over the antenna or antenna support structure, such as the California Public Utilities Commission, Federal Communications Commission, or Federal Aviation Administration, or if lights or beacons are recommended by the County Airport Land Use Commission.
- 18.** A facility, all fences and walls surrounding a facility, and all other fixtures and improvements on a facility site must be repainted as often as necessary to prevent fading, chipping, or weathering of paint. All paint shall have a non-reflective finish and paints with a reflectivity less than 55 percent, except as otherwise required by the terms of the FCC Antenna Structure Registration applicable to the facility. Prior to any final building inspection, or at the request of CDD, color photographs showing the as-built condition shall be submitted for review of CDD to verify compliance with this Condition of Approval.

Frequency Interference

- 19.** No facility may be operated at a frequency that will interfere with an emergency communication system or 911 system, including any regional emergency communication system.

Exterior Noise

- 20.** In the event that a modification to this facility involving noise-generating equipment is proposed, the applicant shall submit evidence for review and approval of CDD staff that the wireless telecommunications facility meets acceptable exterior noise level

standards as established in the Maximum Allowable Noise Exposure by Use contained in Table HS-3 in the Health and Safety Element of the County General Plan. The evidence can either be theoretical calculations for identical equipment or noise monitoring data recorded on the site, and shall be provided prior to final building inspection.

Stealth Requirements

- 21.** All antennas and antenna accessory equipment shall be fully screened within the faux monoecalyptus branches and shall be painted to blend in with the existing stealthing elements with a non-reflective finish and a reflectivity less than 55 percent.

In the event that an antenna modification is proposed, color photographs showing the as-built condition shall be submitted for review of CDD staff to verify compliance with this Condition of Approval **prior to final inspection.**

- 22.** The faux monoecalyptus tower shall remain intact and maintained with a sufficient amount branches and foliage to ensure stealthing. In the event that a modification to this faux monoecalyptus tower is proposed, color photographs showing the as-built condition shall be submitted for review of CDD staff to verify compliance with this Condition of Approval **prior to final inspection.**

- 23.** All future ground level equipment shall be installed in the equipment shelter to the best possible extent. In the event that a ground level equipment modification is proposed, color photographs showing the as-built condition shall be submitted for review of CDD staff to verify compliance with this Condition of Approval **prior to final inspection.**

Cultural Resources

The following condition shall be included on all sets of construction drawings:

- 24.** If any significant cultural materials such as artifacts, human burials, or the like are encountered during construction operations, such operations shall cease within 100-feet of the find, the Community Development Division shall be notified within 24-hours and a qualified archaeologist contacted and retained for further recommendations. Significant cultural materials include, but are not limited to, aboriginal human remains, chipped stone, groundstone, shell and bone artifacts, concentrations of fire cracked rock, ash, charcoal, shell, bone, and historic features such as privies or building foundations.

Indemnity Requirement

- 25.** To the fullest extent permitted by law, the applicant shall defend, indemnify, and hold harmless the county, its officers, employees, contractors, consultants, and volunteers from and against: (1) All claims, losses, damages (including injury or death), liabilities, suits, costs, and expenses, including reasonable attorney's fees, in any way connected to or arising from the design, construction, installation, use, maintenance, or operation of the facility; and (2) all claims, actions, or proceedings to attack, set aside, void, or annul any decision to approve the application and issue a land use permit or renewed permit to the applicant, or any other discretionary action of the County related to the issuance of that permit.

Work Restrictions

All construction activity shall comply with the following requirements, which shall be included on all sets of construction documents:

- 26.** The applicant shall make a good faith effort to minimize project-related disruptions to adjacent properties, and to other uses on the site. This shall be communicated to project-related contractors.
- 27.** The project sponsor shall require their contractors and subcontractors to fit all internal combustion engines with mufflers which are in good condition and shall locate stationary noise-generating equipment such as air compressors and concrete pumps as far away from existing residences as possible.
- 28.** The site shall be maintained in an orderly fashion. Following the cessation of construction activity; all construction debris shall be removed from the site.
- 29.** Unless specifically approved otherwise via prior authorization from the Zoning Administrator, all construction activities shall be limited to the hours of 7:30 A.M. to 5:00 P.M., Monday through Friday, and are prohibited on State and Federal holidays on the calendar dates that these holidays are observed by the State or Federal government as listed below:

New Year's Day (State and Federal)

Birthday of Martin Luther King, Jr. (State and Federal)

Washington's Birthday (Federal)

Lincoln's Birthday (State)

President's Day (State)

Farmworkers Day (State)

Memorial Day (State and Federal)

Juneteenth National Independence Holiday (Federal)

Independence Day (State and Federal)

Labor Day (State and Federal)

Columbus Day (Federal)

Veterans Day (State and Federal)

Thanksgiving Day (State and Federal)

Day after Thanksgiving (State)

Christmas Day (State and Federal)

For specific details on the actual day the State and Federal holidays occur, please visit the following websites:

Federal Holidays: [Federal Holidays \(opm.gov\)](https://www.opm.gov/federal-holidays/)

California Holidays: <https://www.sos.ca.gov/state-holidays>

ADVISORY NOTES

THE FOLLOWING INFORMATION DOES NOT CONSTITUTE CONDITIONS OF APPROVAL. IT IS PROVIDED TO ALERT THE APPLICANT TO LEGAL REQUIREMENTS OF THE COUNTY AND OTHER PUBLIC AGENCIES TO WHICH THIS PROJECT MAY BE SUBJECT.

A. NOTICE OF NINETY (90) DAY OPPORTUNITY TO PROTEST FEES, DEDICATIONS, RESERVATIONS, OR OTHER EXACTIONS PERTAINING TO THE APPROVAL OF THIS PERMIT.

Pursuant to Government Code Section 66000, et seq., the applicant has the opportunity to protest fees, dedications, reservations or exactions required as part of this project approval. To be valid, a protest must be in writing pursuant to Government Code Section 66020 and must be delivered to the Community Development Division within a ninety (90) day period that begins on the date that this project is approved. If the 90th day falls on a day that the Community

Development Division is closed, then the protest must be submitted by the end of the next business day.

- B. Prior to applying for a building permit, the applicant may wish to contact the following agencies to determine if additional requirements and/or additional permits are required as part of the proposed project:

- County Building Inspection Division
- County Environmental Health Division
- Contra Costa County Fire Protection District
- Federal Communications Commission

CONTRA COSTA COUNTY

*1025 ESCOBAR STREET
MARTINEZ, CA 94553*



Meeting Minutes

Tuesday, June 9, 2026

6:00 PM

3090 Ranch Lane Bethel Island, CA

Bethel Island Municipal Advisory Council

1. **Roll Call and Introductions**
 - Mark Whitlock, Chair
 - Phil Kammerer, Member
 - Belinda Bittner, Member
 - Rob Brunham, Member
 - Roger Broom, Member (3/31/2026)
2. **Pledge of Allegiance**
3. **General Public Comment for items under the jurisdiction of this committee and NOT on this agenda. Each comment is limited to 2 minutes**
4. **APPROVE CURRENT agenda**

Approved

5. **BIMAC Council Member Reports**

- a. Mark Whitlock, Chair - None

Various AEDs located throughout the island; Contact Mark Whitlock for full list

- b. Phil Kammerer, Member - None
- c. Belinda Bittner, Member - None
- d. Rob Brunham, Member - None
- e. Roger Broom, Member - None

6. **Agency Reports**

- a. Contra Costa County Office of the Sheriff - Lt. White

Office prepping for firework prevention and increased activity; Community Warning System (CWS) card now includes a QR code to scan to sign up; ebike theft with bike returned to owner

- b. Public comment on this agenda item only. Each comment is limited to 2 minutes

Q: Activity reports from marine patrol

A: Contact marine patrol

Q: Stolen property from previous meeting concern has been returned but there are other victims, can we form a subcommittee?

A: Yes, can discuss further but not under purview of BIMAC

Q: What is an airtag?

A: Device attached to an item to track using cellular network, user specific and only tracked with owner device.

- c. Contra Costa County Fire Protection District - Michelle Reinhart

- d. Public comment on this agenda item only. Each comment is limited to 2 minutes
- e. Contra Costa County Supervisor Diane Burgis, Anna Cleese - District Representative
- Contact information: Anna.Cleese@bos.cccounty.us; 925-655-2336
 - Project: Berry bush mitigation (Feb 2026 item) - Office working with Belinda Bittner & departments as needed
 - Event: Clean Up 2026: Oct 17 date approved at CCC Board of Supervisors meeting; promotional material being created; signups will begin Sept 1, 2026; Questions can be directed to Anna Cleese (contact information above)
 - Oakley Construction update (May 2026): Mentioned by Whitlock at May meeting; District 3 staff working with City of Oakley staff for detailed update, pending many factors; Details will be communicated when confirmed; Questions to City of Oakley or Anna Cleese (contact information above)
 - Communications Presentation & flyer (May 2026): County & District 3 information: Newsletter, Social media, office, departments?, districts?; Discussions with constituents and staff to develop something comprehensive; Ongoing updates to follow.
 - Anti-Dumping Sign Survey (Sept 2025): Working with county staff to submit and identify appropriate signing; Ongoing updates to follow.
 - Pest Management, Ground Squirrel Info (May 2026): Contra Costa County Department of Agriculture:
<https://www.contracosta.ca.gov/1542/AgricultureWeights-Measures-Department>
CCC Ground Squirrel Information website:
<https://www.contracosta.ca.gov/7563/Vertebrate-Pest-Management>
Phone number: 925-608-6600
- f. Public comment on this agenda item only. Each comment is limited to 2 minutes.

7. Consent Items

- a. [26-2541](#)
- Attachments:** [260513 Minutes](#)
Approved; Motion Kammerer, 2nd Broom
- b. [26-2542](#)
- Attachments:** [260609 BIMAC June Correspondence](#)
Received

8. Discussion Items

- a. CONSIDER and DISCUSS the addition of future agenda items.
- AED presentation, purpose, function & training
 - Anti-dumping sign update
 - Vice Chair nominations: decided when all members are present
- b. **CONSIDER & DISCUSS Vice-Chair nomination**

26-2543**Attachments:**260609 BIMAC Agency Comment Req Packet CDLP26-02

Whitlock stated this is not an Oakley address and would like it updated to reflect correctly

9. Adjourn

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 3020 Ranch Lane, Bethel Island, 24 hours/day. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Anna Cleese, District Representative,
Anna.Cleese@bos.cccounty.us or 925-655-2336

The next meeting is currently scheduled for August 11, 2026 at 6:00pm.



AGENCY COMMENT REQUEST

Date 5/19/2026

We request your comments regarding the attached application currently under review.

DISTRIBUTION

INTERNAL

☒ Building Inspection	Grading Inspection
Advance Planning	Housing Programs
Trans. Planning	☒ Telecom Planner
ALUC Staff	HCP/NCCP Staff
County Geologist	

HEALTH SERVICES DEPARTMENT

☒ Environmental Health	Hazardous Materials
--	---------------------

PUBLIC WORKS DEPARTMENT

☒ Engineering Services	Special Districts
Traffic	
☒ Flood Control (Full-size)	

LOCAL

☒ Fire District _____

San Ramon Valley – (email) rwendel@srvfire.ca.gov

☒ Consolidated – (email) fire@cccfd.org

☒ Sanitary District Ironhouse Sanitary

Water District _____

☒ City of Oakley

School District(s) _____

LAFCO

Reclamation District # _____

East Bay Regional Park District

Diablo/Discovery Bay/Crockett CSD

☒ MAC/TAC Bethel Island

Improvement/Community Association

CC Mosquito & Vector Control Dist (email)

OTHERS/NON-LOCAL

CHRIS (email only: nwic@sonoma.edu)

☒ CA Fish and Wildlife, Region 3 – Bay Delta

Native American Tribes

ADDITIONAL RECIPIENTS

Please submit your comments to:

Project Planner Dominique Vogelpohl

Phone # 925-655-2880

E-mail dominique.vogelpohl@dcd.cccounty.ca.gov

County File # CDLP26-02016

Prior to June 16, 2026

We have found the following special programs apply to this application:

- | | |
|--|---|
| Landslide | Active Fault Zone (A-P) |
| Liquefaction | ☒ Flood Hazard Area |
| ☒ 60-dBA Noise Control | |
| CA EPA Hazardous Waste Site | |
| High or Very High FHSZ | |

AGENCIES: Please indicate the applicable code section for any recommendation required by law or ordinance. Please send copies of your response to the Applicant and Owner.

Comments: None Below Attached

No Public Works Comments, existing cell site with no proposed changes.

No impacts within Public Right of Way, located on private parcel off Bethel Island Rd.

No additional impervious surface being added.

Existing generator and equipment is elevated over 12 feet from the ground surface - to avoid potential flood elevation

Print Name Larry Theis

[Signature] May 28, 2026

Signature DATE

Agency phone # (925) 890-9732

From: [Joanne Chiu](#)
To: [Dominique Vogelpohl](#)
Subject: RE: Cherie Adriano shared the folder "CDLP26-02016" with you
Date: Wednesday, July 1, 2026 4:22:08 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

Thanks for forwarding, Dominique! I've reviewed and the project does not require HCP/NCCP compliance.

From: Dominique Vogelpohl <Dominique.Vogelpohl@dcd.cccounty.us>
Sent: Tuesday, June 30, 2026 2:50 PM
To: Joanne Chiu <Joanne.Chiu@dcd.cccounty.us>
Subject: FW: Cherie Adriano shared the folder "CDLP26-02016" with you

Hi Jo,

This did not get sent to HCP.

It is a cell site renewal with no proposed improvements, so I don't believe you will care, but it is in HCP sphere none the less.

Please let me know if you need anything.

Thank you!

Dominique Vogelpohl, Project Planner
Department of Conservation and Development
Community Development Division
30 Muir Road Martinez, CA 94553
(925) 655-2880



From: Cherie Adriano <cherie.adriano@dcd.cccounty.us>
Sent: Wednesday, May 20, 2026 4:07 PM
To: Alex Vazquez <alex.vazquez@pw.cccounty.us>; Alicia Nuchols <Alicia.Nuchols@bos.cccounty.us>; Anna Cleese <Anna.Cleese@bos.cccounty.us>; Anthony DiSilvestre <anthony.disilvestre@pw.cccounty.us>; Bret Wickham



AGENCY COMMENT REQUEST

Date 5/19/2026

We request your comments regarding the attached application currently under review.

DISTRIBUTION
INTERNAL
☒ Building Inspection Grading Inspection
Advance Planning Housing Programs
Trans. Planning ☒ Telecom Planner
ALUC Staff HCP/NCCP Staff
County Geologist

HEALTH SERVICES DEPARTMENT

☒ Environmental Health Hazardous Materials

PUBLIC WORKS DEPARTMENT

☒ Engineering Services Special Districts
Traffic

☒ Flood Control (Full-size)

LOCAL

☒ Fire District _____

San Ramon Valley – (email) rwendel@srvfire.ca.gov

☒ Consolidated – (email) fire@cccfdpd.org

☒ Sanitary District Ironhouse Sanitary

Water District _____

☒ City of Oakley

School District(s) _____

LAFCO

Reclamation District # _____

East Bay Regional Park District

Diablo/Discovery Bay/Crockett CSD

☒ MAC/TAC Bethel Island

Improvement/Community Association

CC Mosquito & Vector Control Dist (email)

OTHERS/NON-LOCAL

CHRIS (email only: nwic@sonoma.edu)

☒ CA Fish and Wildlife, Region 3 – Bay Delta

Native American Tribes

ADDITIONAL RECIPIENTS

Please submit your comments to:

Project Planner Dominique Vogelpohl

Phone # 925-655-2880

E-mail dominique.vogelpohl@dcd.cccounty.ca.gov

County File # CDLP26-02016

Prior to June 16, 2026

We have found the following special programs apply to this application:

Landslide Active Fault Zone (A-P)

Liquefaction ☒ Flood Hazard Area

☒ 60-dBA Noise Control

CA EPA Hazardous Waste Site

High or Very High FHSZ

AGENCIES: Please indicate the applicable code section for any recommendation required by law or ordinance. Please send copies of your response to the Applicant and Owner.

Comments: ☒ None ☐ Below ☐ Attached

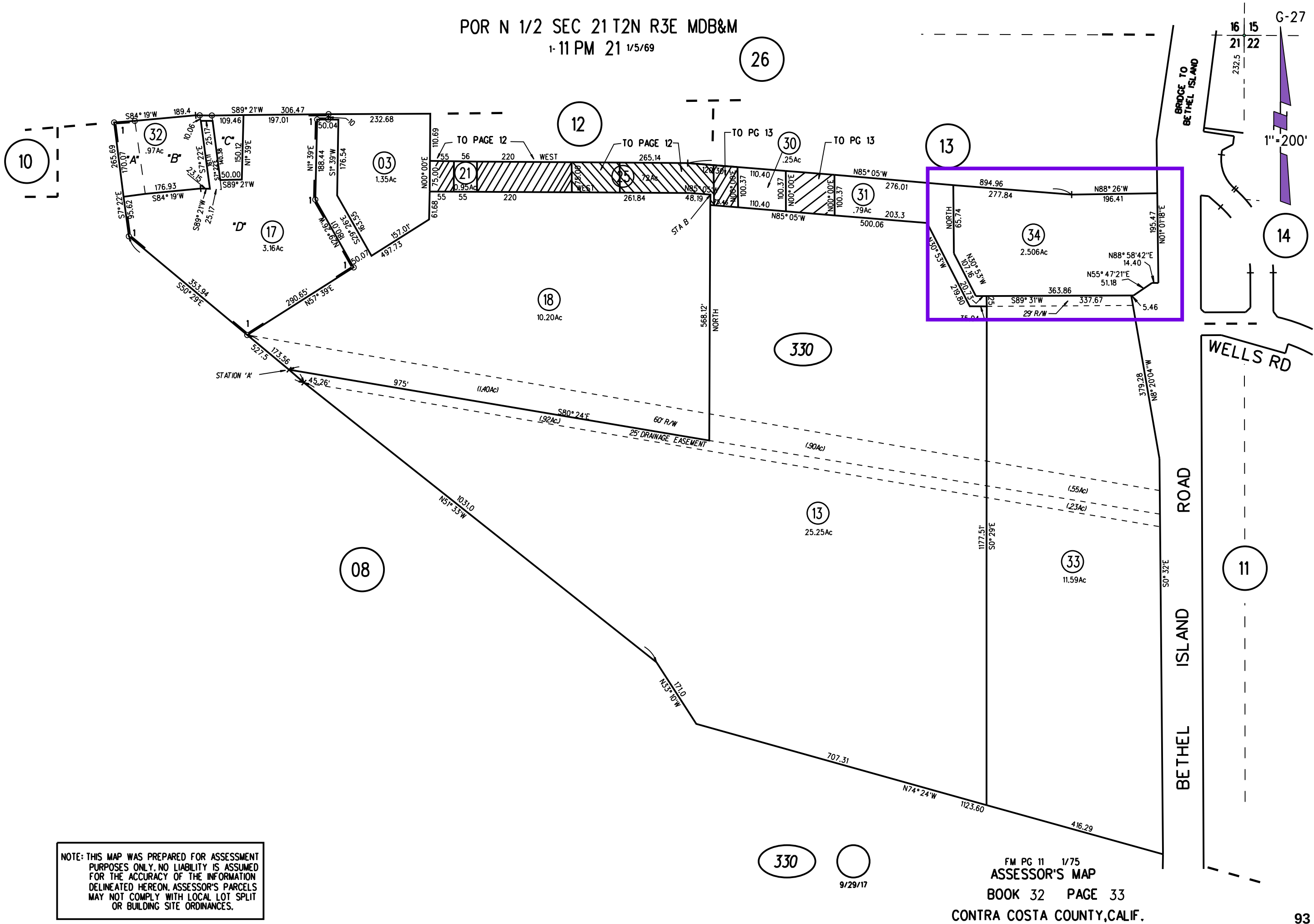
Print Name Danielle Thomas

06/16/2026

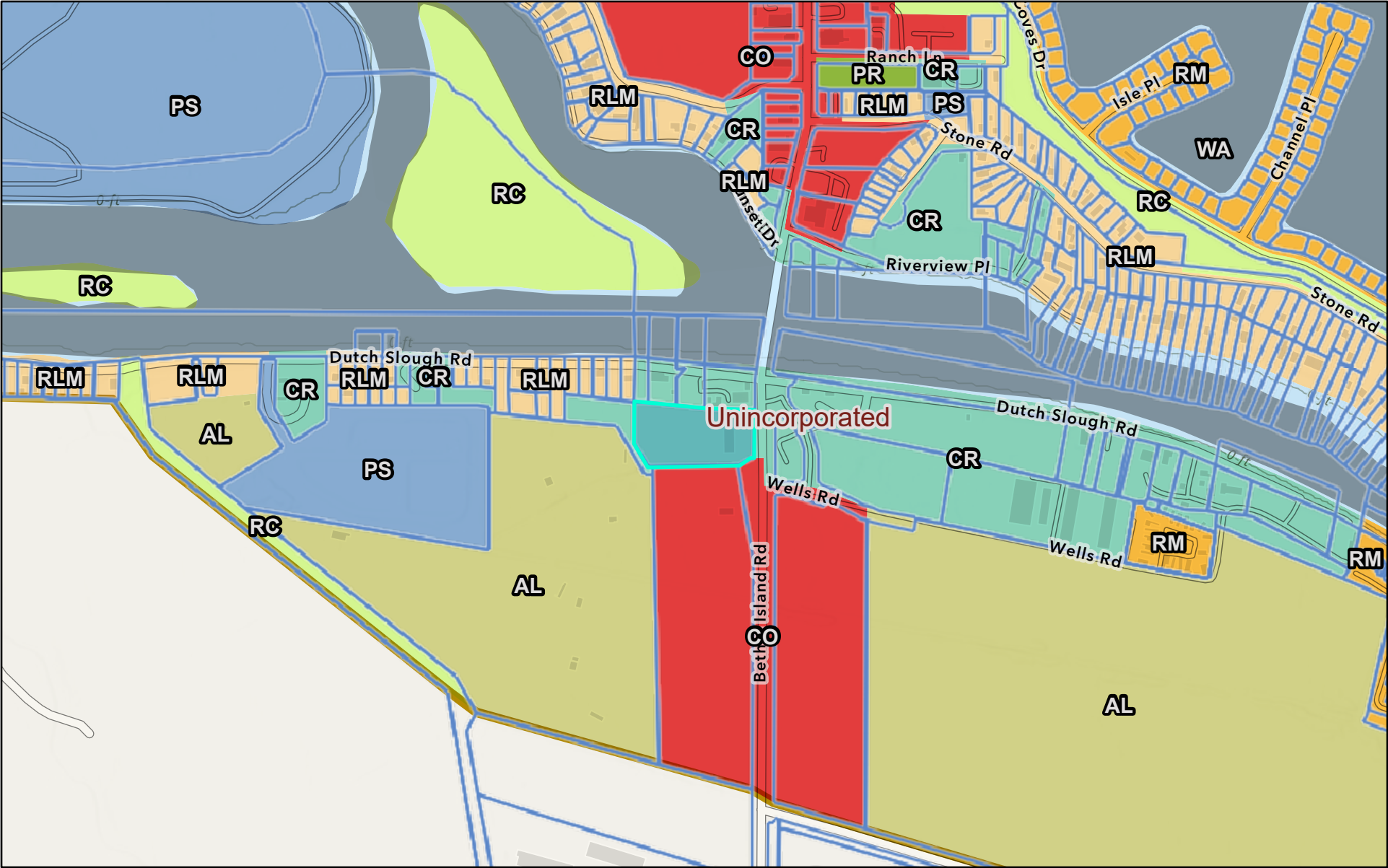
Signature _____

DATE

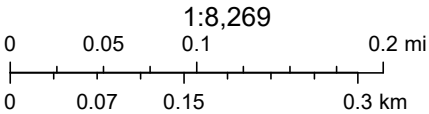
Agency phone # 925-941-3300 ext. 1531



General Plan: Commercial Recreational (CR)

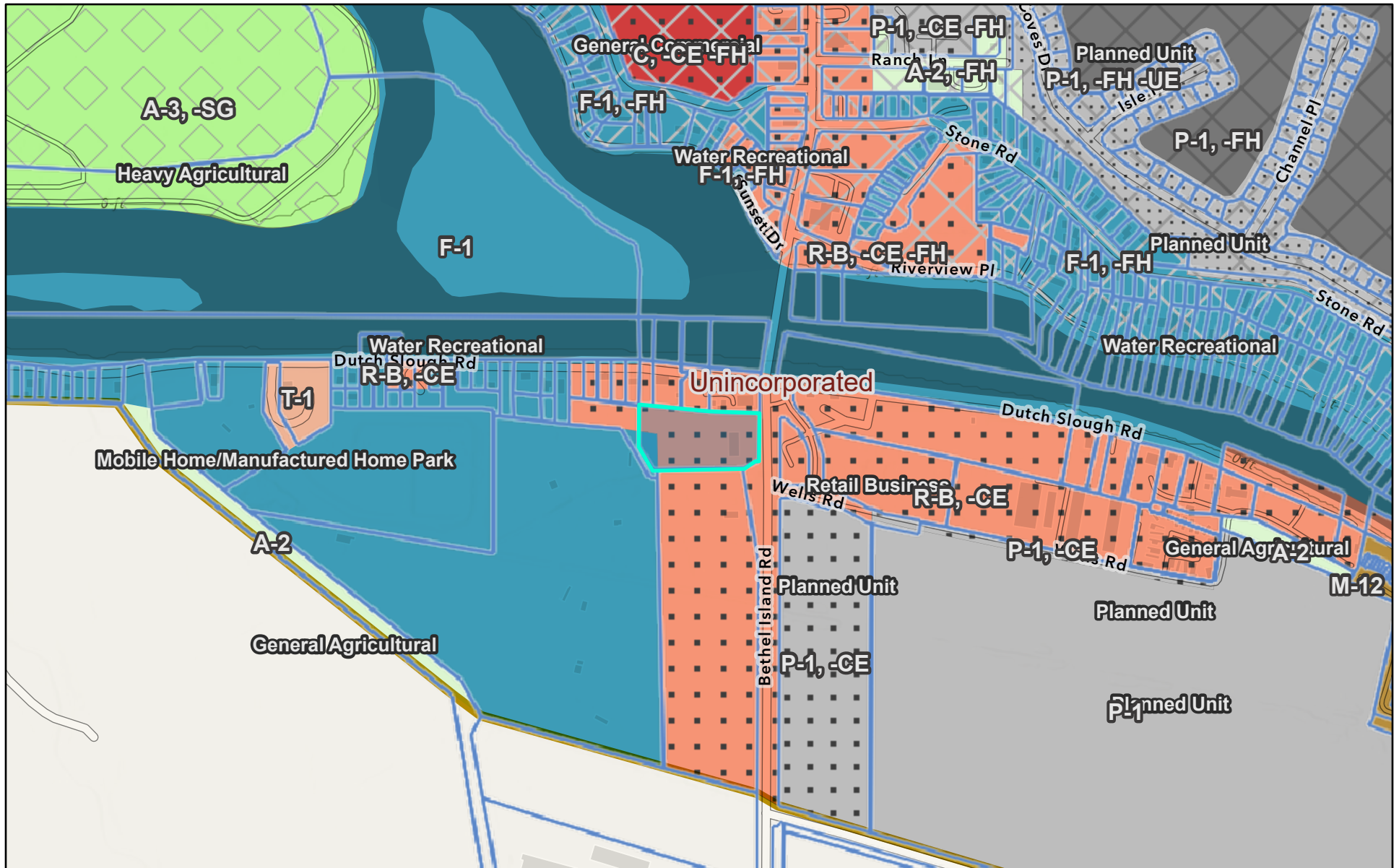


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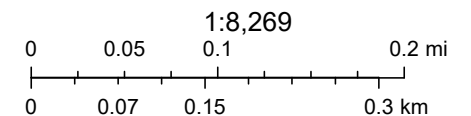


Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Contra Costa County Department

Zoning: Retail Business (R-B) / Water Recreational (F-1)



7/21/2026, 1:49:27 PM

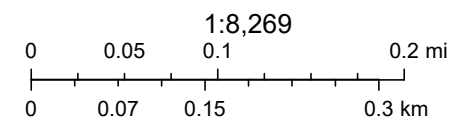


Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Contra Costa County Department

Aerial View (Area)



7/21/2026, 1:50:10 PM

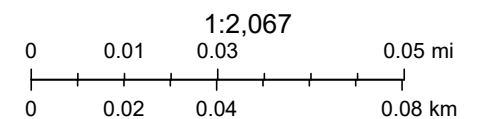


Esri, HERE, Garmin, iPC, Contra Costa County Department of Conservation and Development, Contra Costa Local Agency Formation Commission

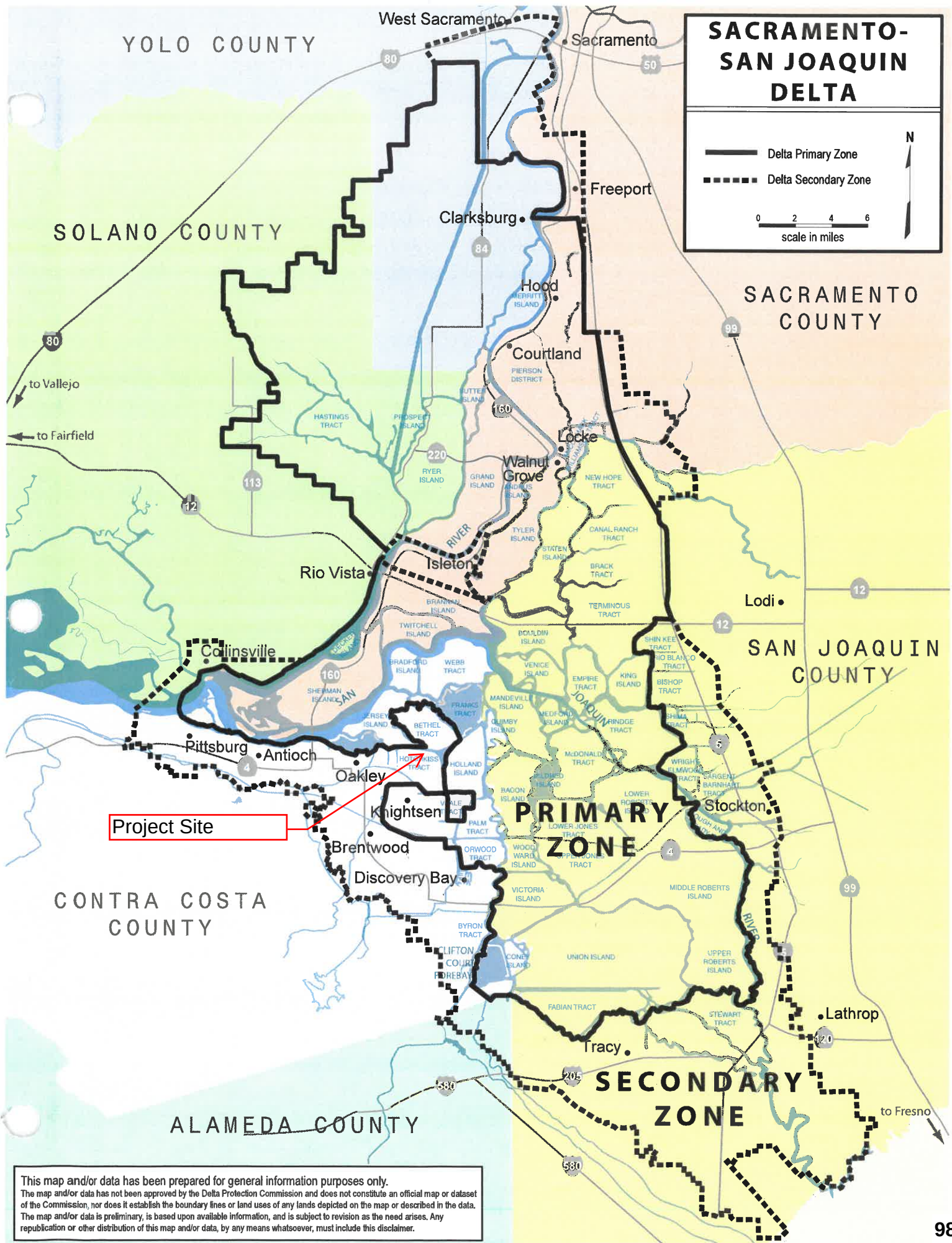
Aerial View (Subject Property)



7/21/2026, 1:50:55 PM



Esri, HERE, Garmin, iPC, Contra Costa County Department of Conservation and Development, Contra Costa Local Agency Formation Commission





US-CA-7487

CUP RENEWAL

VERIZON

DATE WALKED – 4/9/26

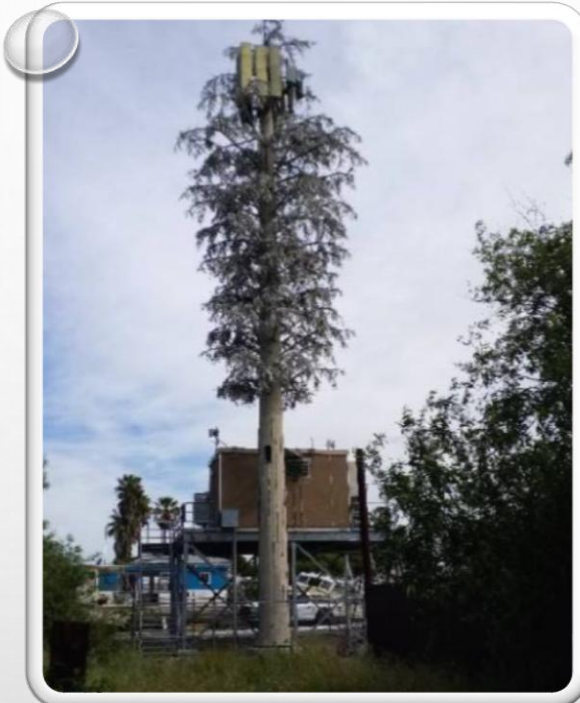
GOOGLE EARTH VIEW

- 5993 BETHEL ISLAND RD.
OAKLEY, CA 94561





STREET VIEW



TOWER VIEW

SURROUNDING VIEW





LEASE AREA



LEASE AREA



METER VIEW



TOWER BASE



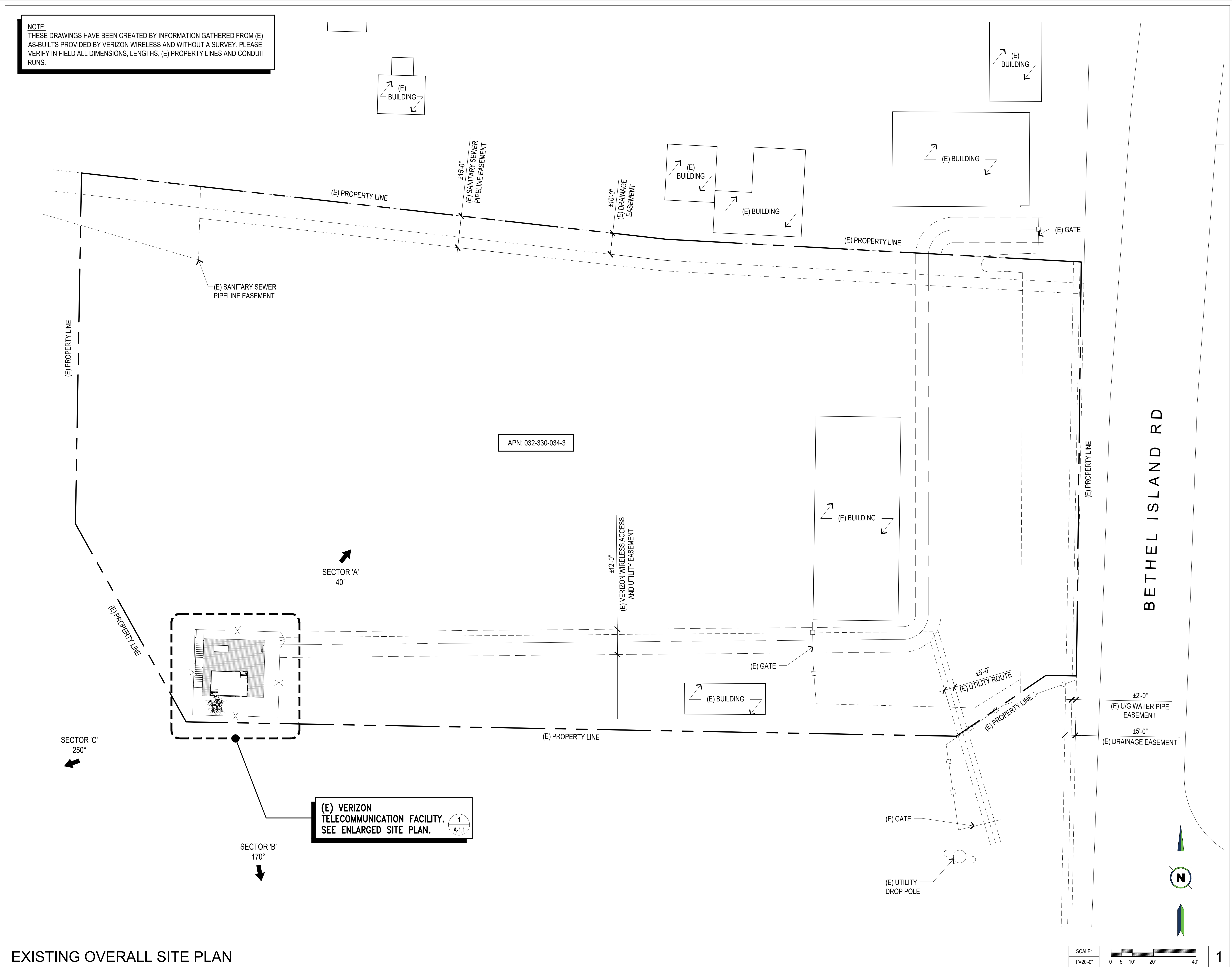
CONTRA COSTA COUNTY

DRIVING DIRECTION

FROM T-MOBILE OFFICE: 1200 CONCORD AVENUE, CONCORD, CA 94520

GET ON CA-242 N FROM CONCORD AVE. EXIT THE PARKING LOT TOWARD CONCORD AVE. CONTINUE ONTO NEW DRIVE. TURN RIGHT ONTO CONCORD AVE. SLIGHT RIGHT TO MERGE ONTO CA-242 N TOWARD PITTSBURG. TAKE CA-4 E TO LAUREL RD IN ANTIOCH. TAKE EXIT 31 FROM CA-4 E. MERGE ONTO CA-242 N. USE THE LEFT 3 LANES TO MERGE ONTO CA-4 E TOWARD STOCKTON/PITTSBURG. USE THE MIDDLE LANE TO TAKE EXIT 31 FOR LAUREL RD. CONTINUE ON LAUREL RD TO YOUR DESTINATION. USE THE LEFT 2 LANES TO TURN LEFT ONTO LAUREL RD. USE THE MIDDLE LANE TO TURN SHARPLY LEFT TO STAY ON LAUREL RD. USE THE 2ND FROM THE LEFT LANE TO TURN LEFT ONTO MAIN ST. TURN RIGHT ONTO E CYPRESS RD. TURN LEFT ONTO BETHEL ISLAND RD. TURN RIGHT ONTO WELLS RD. TURN LEFT ONTO S LEEVEE RD. TURN LEFT ONTO DUTCH SLOUGH RD. TURN LEFT. SLIGHT RIGHT. TURN RIGHT. DESTINATION WILL BE ON THE LEFT.

NOTE:
THESE DRAWINGS HAVE BEEN CREATED BY INFORMATION GATHERED FROM (E)
AS-BUILTS PROVIDED BY VERIZON WIRELESS AND WITHOUT A SURVEY. PLEASE
VERIFY IN FIELD ALL DIMENSIONS, LENGTHS, (E) PROPERTY LINES AND CONDUIT
RUNS.



22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

PROJECT INFORMATION:

US-CA-7487

BETHEL ISLAND

5993 BETHEL ISLAND ROAD
OAKLEY, CA 94561
CONTRA COSTA COUNTY

CURRENT ISSUE DATE:

07/23/26

ISSUED FOR:

ZONING

REV.: DATE: DESCRIPTION: BY:

0	05/04/26	100% ZD	GHB
1	07/23/26	FINAL ZD, REVISED PER CITY COMMENTS	IHB

PLANS PREPARED BY:



16029 ARROW HIGHWAY SUITE A
IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

CONSULTANT:



16029 ARROW HIGHWAY SUITE A
IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

DRAWN BY: CHK.: APV.:

GHB AB AB

LICENSURE:

SHEET TITLE:

EXISTING OVERALL
SITE PLAN

SHEET NUMBER: REVISION:

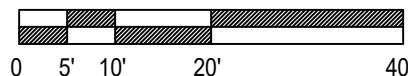
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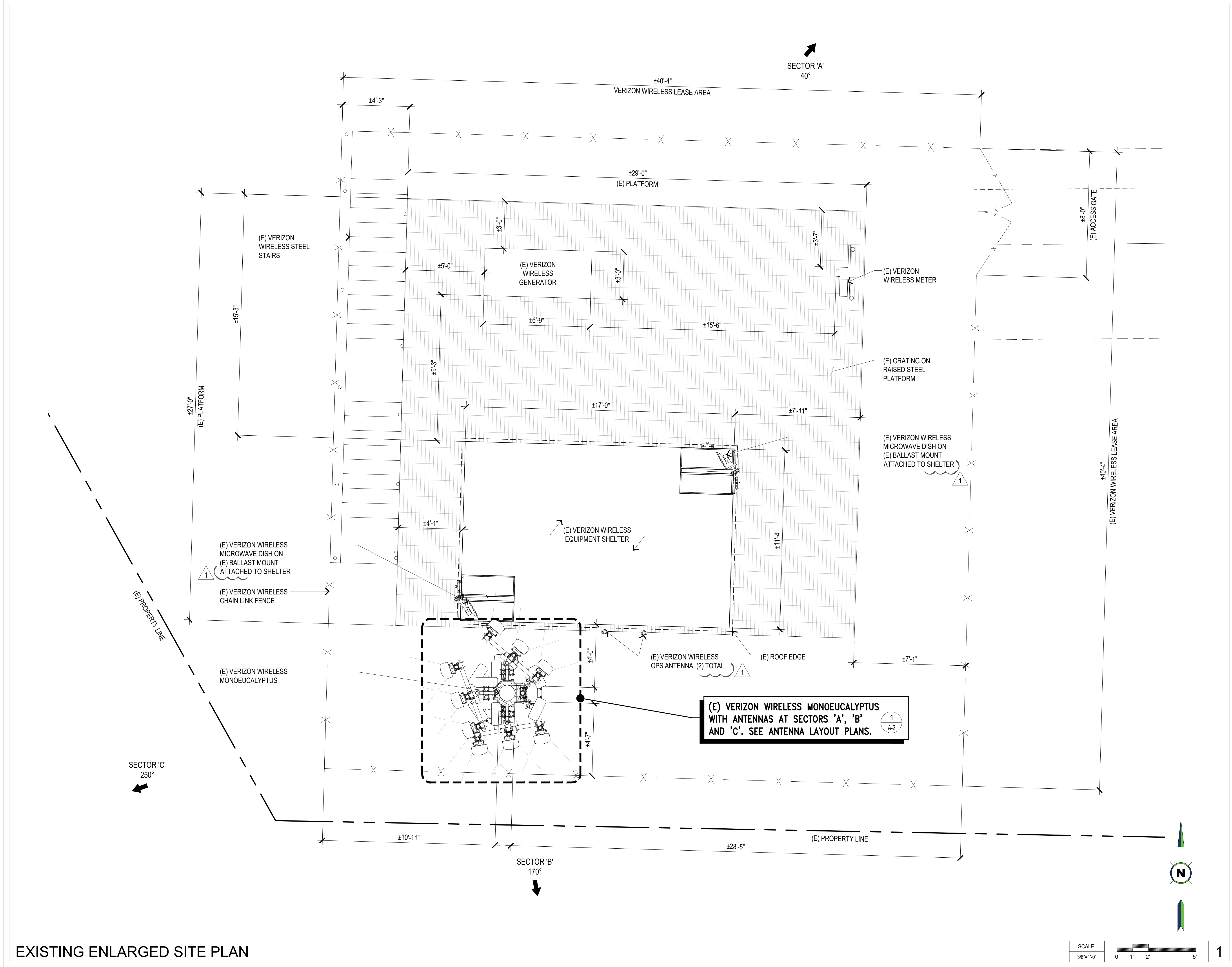
US-CA-7487

EXISTING OVERALL SITE PLAN

SCALE:
1"=20'-0"



1



22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

PROJECT INFORMATION:

US-CA-7487

BETHEL ISLAND

5993 BETHEL ISLAND ROAD
OAKLEY, CA 94561
CONTRA COSTA COUNTY

CURRENT ISSUE DATE:

07/23/26

ISSUED FOR:

ZONING

REV.: DATE: DESCRIPTION: BY:

0	05/04/26	100% ZD	GHB
1	07/23/26	FINAL ZD, REVISED PER CITY COMMENTS	IHB

PLANS PREPARED BY:

**NETWORK
CONNEX**

16029 ARROW HIGHWAY SUITE A
IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

CONSULTANT:

**NETWORK
CONNEX**

16029 ARROW HIGHWAY SUITE A
IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

DRAWN BY: CHK.: APV.:

GHB AB AB

LICENSURE:

SHEET TITLE:

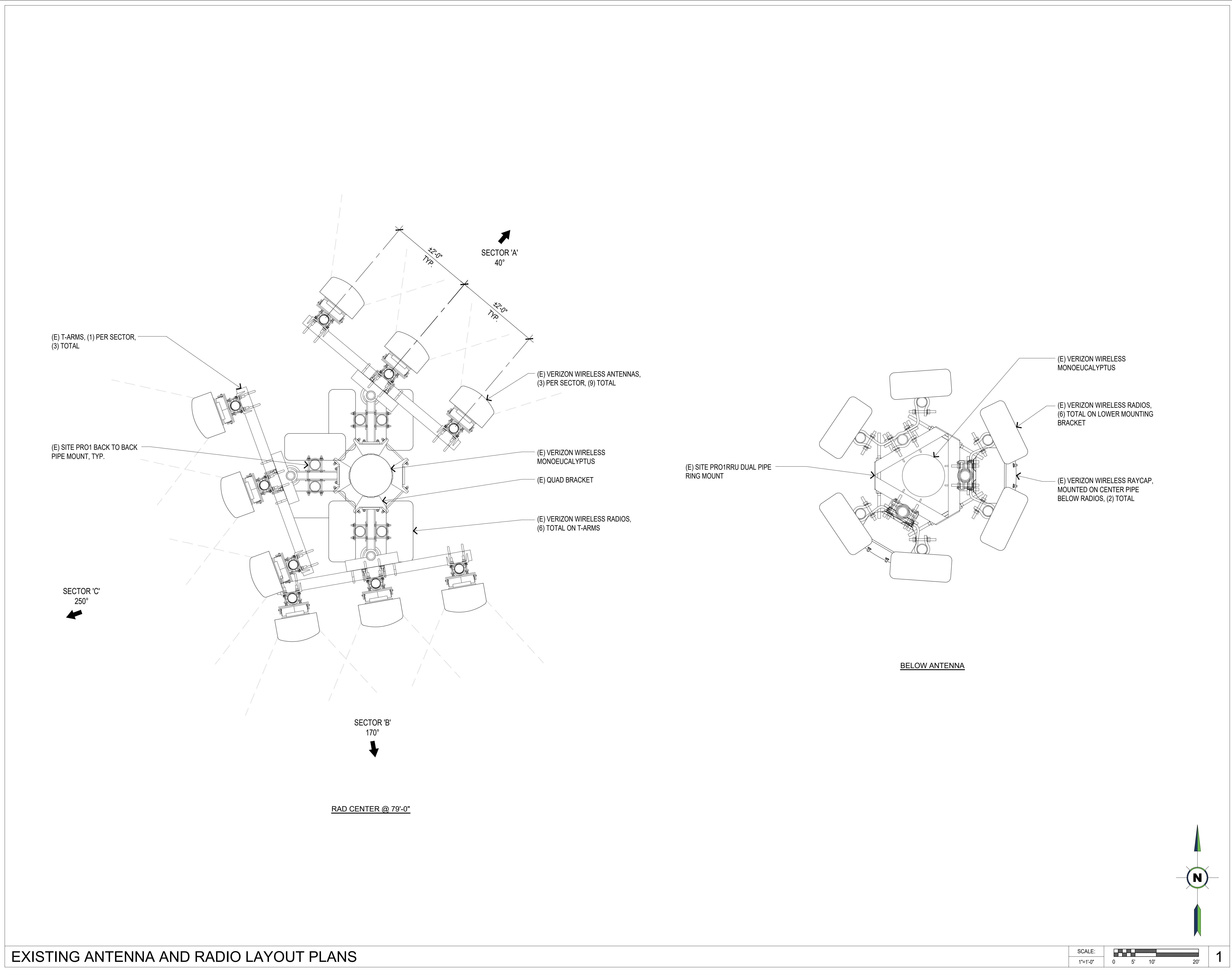
EXISTING ENLARGED
SITE PLAN

SHEET NUMBER: REVISION:

A-1.1

1

US-CA-7487



EXISTING ANTENNA AND RADIO LAYOUT PLANS



22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

PROJECT INFORMATION:

US-CA-7487

BETHEL ISLAND

5993 BETHEL ISLAND ROAD
OAKLEY, CA 94561
CONTRA COSTA COUNTY

CURRENT ISSUE DATE:

07/23/26

ISSUED FOR:

ZONING

REV.: DATE: DESCRIPTION: BY:

0	05/04/26	100% ZD	GHB
1	07/23/26	FINAL ZD, REVISED PER CITY COMMENTS	IHB

PLANS PREPARED BY:



16029 ARROW HIGHWAY SUITE A
IRWINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

CONSULTANT:



16029 ARROW HIGHWAY SUITE A
IRWINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

DRAWN BY: CHK.: APV.:

GHB	AB	AB
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LICENSURE:

SHEET TITLE:

EXISTING ANTENNA AND
RADIO LAYOUT PLANS

SHEET NUMBER: REVISION:

A-2

1

US-CA-7487



22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

PROJECT INFORMATION:

US-CA-7487

BETHEL ISLAND

5993 BETHEL ISLAND ROAD
OAKLEY, CA 94561
CONTRA COSTA COUNTY

CURRENT ISSUE DATE:

07/23/26

ISSUED FOR:

ZONING

REV.: DATE: DESCRIPTION: BY:

0	05/04/26	100% ZD	GHB
1	07/23/26	FINAL ZD, REVISED PER CITY COMMENTS	IHB

PLANS PREPARED BY:



16029 ARROW HIGHWAY SUITE A
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OFFICE: (818) 840-0808 FAX: (818) 840-0708

CONSULTANT:



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IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

DRAWN BY: CHK.: APV.:

GHB	AB	AB
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LICENSURE:

SHEET TITLE:

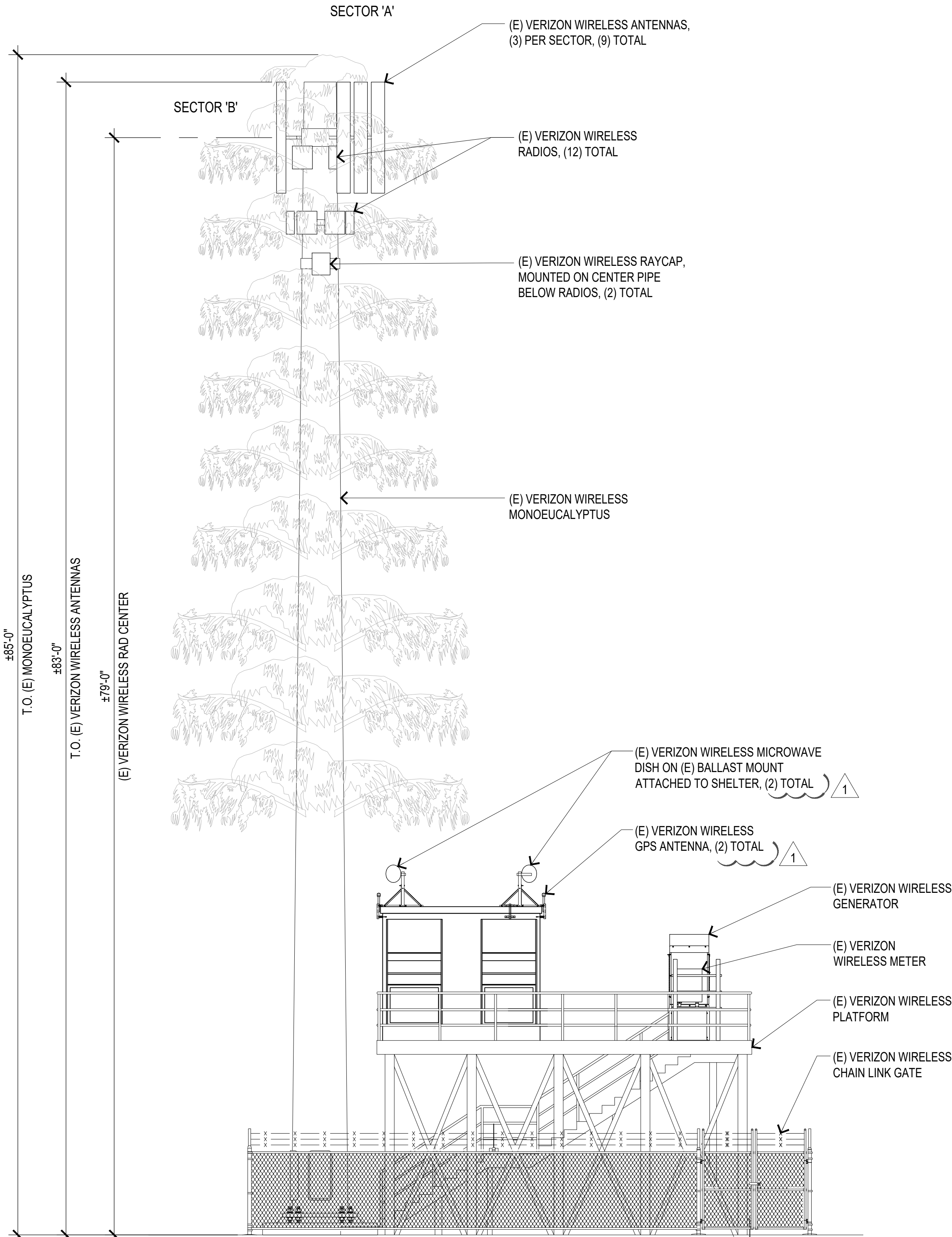
EXISTING
ELEVATIONS

SHEET NUMBER: REVISION:

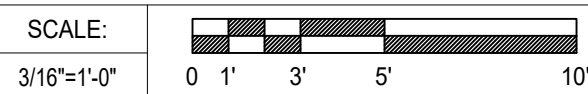
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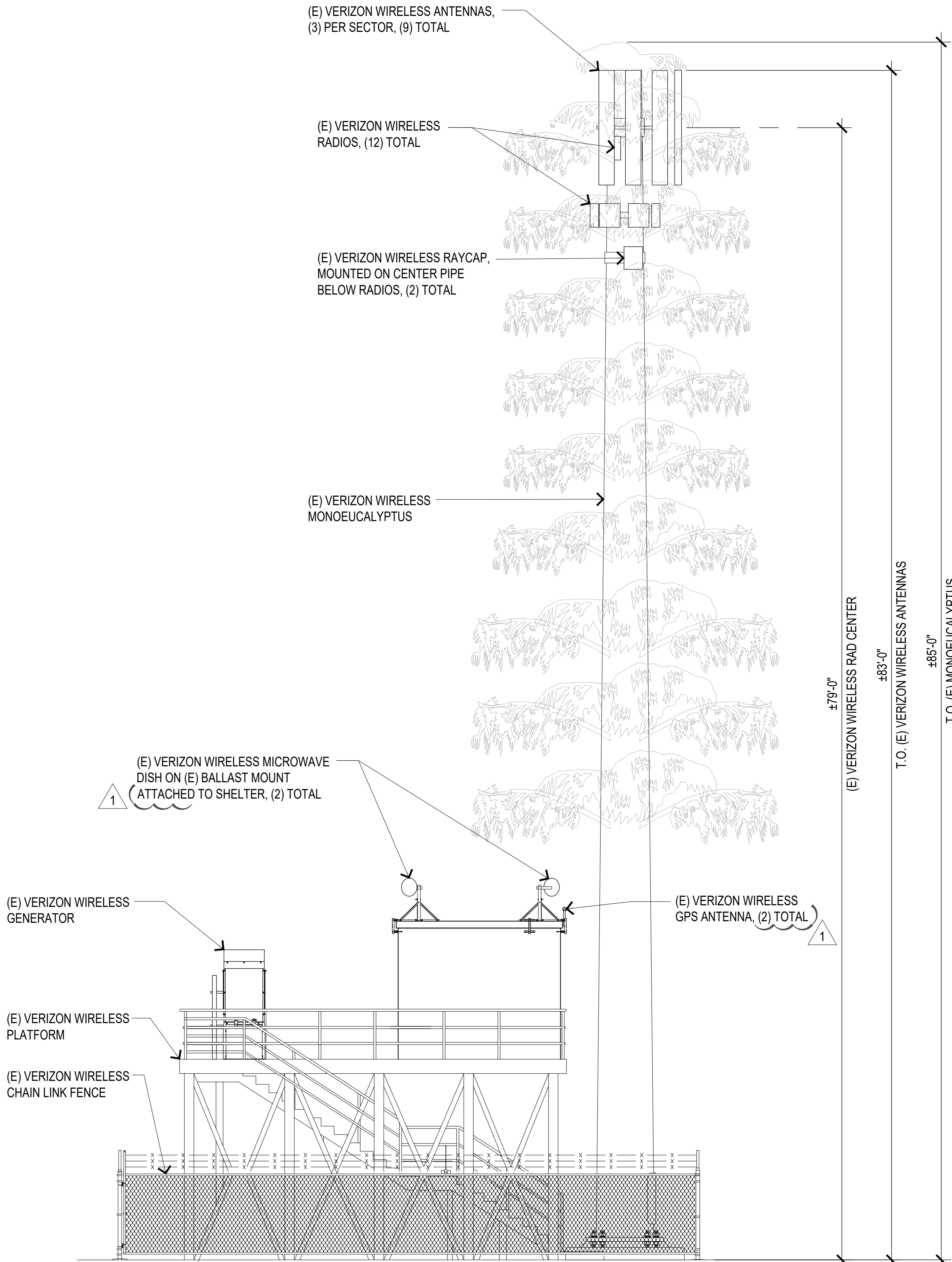
US-CA-7487



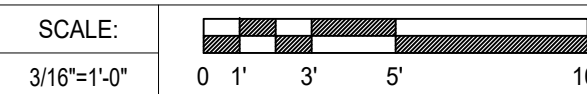
EXISTING EAST ELEVATION



2



EXISTING WEST ELEVATION



1



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-3249

Agenda Date: 8/3/2026

Agenda #: 2d.

Project Title:	Continuing Operation of an Existing Verizon Wireless Telecommunications Facility
County File(s):	#CDLP26-02017
Applicant:	Isabel Chavez, Network Connex for Verizon
Owner:	Summitt Ranch Properties, LLC
Zoning:	A-2 General Agricultural District
General Plan:	Agricultural Lands (AL)
Site Address/Location:	100 Summit Ranch Road in the Alamo area of unincorporated Contra Costa County, CA (APN: 193-190-031)
California Environmental Quality Act (CEQA) Status:	Categorically Exempt: CEQA Guidelines, Section 15301(b), regarding existing facilities/utilities.
Project Planner:	Dominique Vogelpohl, Project Planner (925) 655-2880 Dominique.Vogelpohl@dcd.cccounty.us
Staff Recommendation:	Approve (See Section II for Full Recommendation)

I. PROJECT SUMMARY

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

II. RECOMMENDATION

Staff recommends that the Zoning Administrator:

- A. FIND that the project is categorically exempt from CEQA under Section 15301(b) of the CEQA Guidelines;
- B. APPROVE Land Use Permit CDLP26-02017, based on the attached Findings and subject to the attached Conditions of Approval; and
- C. DIRECT Staff to file a CEQA Notice of Exemption with the County Clerk.

III. GENERAL INFORMATION

- A. General Plan: The subject property is located within an Agricultural Lands (AL) land use designation.

- B. Zoning: The subject property is located within an A-2 General Agricultural Zoning District.
- C. California Environmental Quality Act (CEQA) Compliance: The proposed project is categorically exempt under CEQA Guidelines, Section 15301(b), regarding "Existing Facilities," which exempts the operation, repair, maintenance, and minor alteration of existing facilities of investor-owned utilities providing electrical, gas, sewage, and other utility services.
- D. Prior County Files of Relevance:
- a. CDLP97-02048: A Land Use Permit to expand an existing commercial horse boarding and training facility at Summit Ranch; approved on October 6, 1997.
 - b. CDLP15-02018: A Land Use Permit to establish this wireless telecommunications facility that includes a faux water tank for an antenna area and a ground-level equipment area; approved on February 23, 2016, and valid for 10 years.
 - c. CDCV16-00097: An Initial Compliance Review to determine compliance with the Conditions of Approval for County File #CDLP15-02018; approved December 15, 2016.
 - d. CDWM21-00021: A Wireless Minor Alteration permit to allow non-substantial modifications of the existing wireless facility for antenna installation, and a 3-year compliance review to determine compliance with the Conditions of Approval for County File #CDLP15-02018; approved October 20, 2021.

IV. SITE/AREA DESCRIPTION

The subject property is a 22.56-acre project site is located at the eastern terminus of Serafix Road - Summit Ranch Road, adjacent to the Diablo Foothills Regional Park to the north and Mt. Diablo State Park to the east. The site and the immediately adjacent portions of the Diablo Foothills Regional Park and Mt. Diablo State Park are in the A-2 General Agricultural District. The site provides trail access to Diablo Foothills Regional Park and Mt. Diablo State Park. Single-family residences in the P-1 Planned Unit District along Serafix Road are located to the west of the project site. Single-family residences in the Round Hill Estates North residential community in the R-20 Single-Family Residential District are located to the south.

The property is currently a horse boarding and training facility. Ranch operations have been ongoing at this location since the 1950s. The existing ranch buildings were built in the 1970s. The project site is developed with horse structures such as stables and indoor riding arenas, a residence, outdoor pens, an outdoor corral, and parking. The site is within the Urban Limit Line and serves as an effective transition zone between the suburban residential development to the west and south, and the open space parklands to the north and east, which are outside of the Urban Limit Line.

V. PROJECT DESCRIPTION

Approval of Land Use Permit CDLP26-02017 would allow the continued operation of the existing Verizon wireless telecommunications facility, consisting of the following elements:

- 15-foot-wide non-exclusive easement (access road and utility easement) to a 6-foot-wide non-exclusive easement (access road and utility easement).
- 6-foot-wide utility easement.
- 225 square-foot (15'x15') lease area for the 25-foot-tall faux water tank antenna tower.
- 356 square-foot (14'10"x24') equipment shelter that includes a 30kw back-up generator with a 132-gallon fuel tank, 2 H frames with ancillary equipment, and 2 equipment cabinets.
- The antenna area (2 sectors) within the faux water tank includes: 3 antennas (per sector), 3 radio units (per sector), and 2 surge protectors (per sector).

No modifications of the wireless facility or its lease area are proposed with this Land Use Permit application.

VI. AGENCY COMMENTS

- A. Alamo Municipal Advisory Council (MAC): The MAC considered this application at their June 2, 2026, meeting, and they unanimously recommended approval and had no further comments.
- B. Alamo Improvement Association (AIA): In a memo dated May 28, 2026, the AIA stated they unanimously recommended approval and had no further comments.
- C. Central Contra Costa Sanitary District: In correspondence received on June 12, 2026, the Sanitary District stated they have no comments.
- D. East Bay Municipal Utility District (EBMUD): In correspondence received on May 21, 2026, EBMUD stated they have no comments.

All received agency comments are attached to this staff report. Comments were also solicited from the Contra Costa County, Building Inspection Division, Contra Costa County Environmental Health Division, and the San Ramon Valley Fire Protection District. No comments were received from these agencies prior to the preparation of this report.

VII. STAFF ANALYSIS AND DISCUSSION

- A. General Plan: The subject property is located in the County's Agricultural Lands (AL) General Plan land use designation, which includes privately-owned rural land, excluding land with prime soils or lands in east County in or near the Delta. The purpose of the Agricultural Lands designation is to preserve and protect agricultural use of the land. The subject property's horse boarding and training facility is consistent with this designation. Wireless telecommunications facilities are allowed within this designation if the facility does not detract from the primary agricultural use. The existing facility includes a faux water tower and an equipment enclosure, both of which would be close to the existing horse facility structures and were constructed to be consistent with the existing facilities. Thus, the existing horse facility continues to be a horse facility with installation of the telecommunications structures. Therefore, the continuing operation of this existing wireless telecommunications facility is consistent with the policies and goals of the County's General Plan.
- B. Zoning: The project site is located within an A-2 General Agricultural Zoning District. Pursuant to County Code Section 84-38.404(4), the A-2 district allows commercial radio and television receiving and transmitting facilities, excluding broadcasting studios or business offices, upon the granting of a land use permit. This Land Use Permit is to allow for the continued operation of an existing, compliant facility that includes a stealth antenna structure, wherein the antennas would be completely contained within a faux water tower, and a camouflaged equipment enclosure, which are consistent with the intent and purpose of the agricultural district. Lastly, the facility's existing lease areas, buildings and structures meet all of the development standards of the A-2 district. Therefore, the continued operation of this existing facility is consistent with the A-2 district.
- C. Wireless Telecommunications Facilities Ordinance (Chapter 88-24): The subject wireless telecommunications facility was established under a Land Use Permit #CDLP15-02018 that expired on February 23, 2026. Pursuant to County Ordinance §88-24.620(a), a land use permit or other discretionary approval issued prior to the enactment of Chapter 88-24 may be renewed in accordance with the requirements in effect at the time the discretionary approval was issued, provided that an application for renewal is received prior to its expiration date. The operating permit for the subject communications tower expired prior to the submittal of this application. Therefore, the proposed renewal will be processed under the County's current Wireless Ordinance, Chapter 88-24 of the County Code.

The applicant is seeking a Land Use permit for the continuing operation of an existing wireless telecommunications facility. As designed and conditioned, the facility will remain in compliance with the Wireless Ordinance in terms of location, building standards and operational requirements.

Pursuant to the location requirements of Section 88-24.406, collocation is encouraged, and no new tower can be located within 1,000 feet of an existing tower unless certain findings are made. A new facility must also not visually impact a scenic ridgeline unless the facility is

required to close a significant gap in coverage. This existing facility includes an existing antenna tower and there is not another tower within 1,000 feet. The facility is also not located within proximity of a County-designated scenic ridge. Section 88-24.406(d) requires telecommunications facilities to meet the setback requirements that apply in the zoning district where the facility is located. The facility's existing lease areas, buildings and structures for this facility meet all of the development standards of the A-2 district. Therefore, the existing facility meets the location requirements of Section 88-24.406 of the Wireless Ordinance.

Pursuant to the design guidelines of Section 88-24.408(a), the facility must meet or exceed design requirements to reduce the facility's visual and aesthetic impacts. As conditioned, the existing facility meets this criterion as it is a stealth antenna structure, wherein the antennas would be completely contained within a faux water tower, with a camouflaged equipment enclosure, and will be maintained with enforcement of the conditions of approval when a modification is made to the facility.

Lastly, pursuant to the safety and security guidelines of Section 88-24.412, the facility is also consistent with the location, safety and security, and operational requirements of the Wireless Ordinance. The facility is on private property behind locked gates and not accessible to the general public, only accessible to authorized personnel.

Therefore, the entire wireless telecommunications facility as conditioned is consistent with the requirements of the County Wireless Ordinance.

- D. Federal Communications Commission (FCC) Compliance: As an agency, the FCC has adopted radio frequency protection standards, which establish safety levels with respect to human exposure to radio frequency (RF) emissions. These standards are jointly published by the American National Standards Institute and the Institute of Electrical and Electronics Engineers. The standards prescribe limits for continuous exposure to radio RF emissions. No changes to the communications equipment are proposed and all existing antennas will remain. The last modification that altered RF emissions for this facility was new antenna installation in 2024. A Radio Frequency-Electromagnetic Energy (RF-EME) Compliance Report prepared by Telnet, Inc. (February 24, 2021) approved under County File #CDWM21-00021 evaluated the cumulative impacts of the telecommunications facility and concluded that the facility is compliant with the allowable threshold standards pursuant to the federal government and will remain compliant with the FCC standards for RF emissions.
- E. Appropriateness of Use: The subject wireless telecommunications facility has been established on the subject property since 2018. Wireless communications facilities are conditionally allowed within the AL General Plan land use designation and the A-2 zoning districts. The County is unaware of any nuisances arising from the operation of the existing facility to date. Wireless telecommunication facilities provide a vital service to both residents and visitors of the County and are relied upon for general communication needs

and for emergency personnel such as Fire and Sheriff Department Staff.

VIII. CONCLUSION

The continuing operation of the existing Verizon wireless telecommunications facility is consistent with the County General Plan Agricultural Lands (AL) land use designation, compliant with the applicable standards and policies of the County Zoning Ordinance, and as conditioned is consistent with the provisions of the County's Wireless Telecommunication Facilities Ordinance. Therefore, staff recommends that the Zoning Administrator approve County File #CDLP26-02017 based on the attached findings and subject to the attached conditions of approval.

**FINDINGS AND CONDITIONS OF APPROVAL FOR COUNTY FILE #CDLP26-02017,
ISABEL CHAVEZ, NETWORK CONNEX FOR VERIZON (APPLICANT), SUMMITT
RANCH PROPERTIES, LLC (PROPERTY OWNER)**

FINDINGS

A. Land Use Permit Findings

1. The project shall not be detrimental to the health, safety and general welfare of the County;

Project Finding: The Federal Communications Commission (FCC) has adopted radio frequency protection standards, which establish safety levels with respect to human exposure to radio frequency (RF) emissions. These standards are jointly published by the American National Standards Institute and the Institute of Electrical and Electronics Engineers. The standards prescribe limits for continuous exposure to radio RF emissions. No changes to the communications equipment are proposed and all existing antennas will remain. The last modification that altered RF emissions for this facility was new antenna installation in 2024. A Radio Frequency-Electromagnetic Energy (RF-EME) Compliance Report prepared by Telnet, Inc. (February 24, 2021) approved under County File #CDWM21-00021 evaluated the cumulative impacts of the telecommunications facility and concluded that the facility is compliant with the allowable threshold standards pursuant to the federal government and will remain compliant with the FCC standards for RF emissions. Therefore, the project is not anticipated to be detrimental to the health, safety and general welfare of the County.

2. The project shall not adversely affect the orderly development of property within the County;

Project Finding: The Zoning Administrator is unaware of any evidence which suggests that the existing site adversely affects development within the County. Thus, the granting of a land use permit to allow the continued operation of the existing telecommunications facility will not adversely affect the orderly development of property within the County. The service provided with the project would ensure the continuation of telecommunications service to the population within the area, including daily commuters, local employees, residents, and 911 service providers. Therefore, as conditioned, it is unlikely that granting approval of a land use permit to allow the continued operation and upgrade of the facility will adversely affect the orderly development of property within the County.

3. The proposed project shall not adversely affect the preservation of property values and the protection of the tax base within the County;

Project Finding: The project is for a land use permit to allow the continued operation of the wireless facility. It will continue to be unmanned and is not expected to impact development activity in the area or result in an adverse impact on the value of properties within the area. This determination is due to the site's previous establishment as a telecommunications facility and the continued consistency with that established use. Given that the facility and surrounding land uses have remained consistent since the establishment of this wireless facility, there is no indication that the project will adversely affect the preservation of property values and the protection of the tax base within the County.

4. The project as conditioned shall not adversely affect the policy and goals as set by the General Plan;

Project Finding: The subject property is located within an Agricultural Lands (AL) General Plan land use designation, which includes privately-owned rural land, excluding land with prime soils or lands in east County in or near the Delta. The purpose of the Agricultural Lands designation is to preserve and protect agricultural use of the land. The subject property's horse boarding and training facility is consistent with this designation. Wireless telecommunications facilities are allowed within this designation if the facility does not detract from the primary agricultural use. The existing facility includes a faux water tower and an equipment enclosure, both of which would be close to the existing horse facility structures and were constructed to be consistent with the existing facilities. Thus, the existing horse facility continues to be a horse facility with installation of the telecommunications structures. Therefore, the continuing operation of this existing wireless telecommunications facility is consistent with the policies and goals of the County's General Plan.

5. The project shall not create a nuisance and/or enforcement problem within the neighborhood or community;

Project Finding: The project, as conditioned, will not create a nuisance and/or enforcement problem within the neighborhood or community. There has been no record of code compliance issues with the existing facility. The conditions of approval require that the site be maintained in an orderly manner, and that the facility be removed upon cessation of the use. In addition, the applicant will be required to submit 5-year condition of approval compliance reviews for County staff evaluation of the on-going compliance efforts.

6. The project as conditioned shall not encourage marginal development within the neighborhood; and

Project Finding: Continuing the operation of the existing wireless telecommunications facility will not encourage marginal development within the neighborhood because development is controlled by the County's Zoning Code and General Plan. Where there is a sizeable population, major road, or need for telecommunications services, the public demands wireless telecommunications facilities. This project allows the continued use of an existing wireless facility that provides wireless service to the area. Thus, given the physical conditions of the area, and the nature of the project as an unmanned telecommunications facility, the project will not encourage marginal development within the area.

7. That special conditions or unique characteristics of the subject property and its location or surroundings are established.

Project Finding: A communications facility was established on the project site in 2018 and has been in operation since, providing telecommunications services to the surrounding area. The locations of the antenna areas, equipment areas are consistent with the provisions of the County's Wireless Telecommunication Facility Ordinance, and the project has been conditioned accordingly. Thus, given the physical conditions of the site and local area, and the nature of the project as an unmanned telecommunications facility, the special conditions and unique characteristics of the subject property and its location and surroundings are established.

B. Wireless Telecommunications Facility Land Use Permit Findings (County Code Section 88-24.614(b))

1. The application is complete.

Project Finding: County staff deemed the application complete and acceptable on June 18, 2026.

2. The facility or substantial change will meet the requirements of this chapter.

Project Finding: This Land Use permit allows the continued operation of the existing wireless facility. The project as conditioned is consistent with all applicable requirements within Chapter 88-24 of the County Ordinance Code. County staff will conduct a condition of approval compliance review throughout the term of this approval, to ensure the facility's continued compliance throughout the life of the permit.

3. The facility or substantial change has been reviewed pursuant to all appropriate environmental laws and regulations, including the California Environmental Quality Act (CEQA).

Project Finding: Pursuant to CEQA guidelines section 15301(b), the continued operation of investor and publicly owned utilities, involving negligible or no expansion of the existing or former use, is categorically exempt from CEQA review.

4. If an environmental impact report or mitigated negative declaration was prepared for the facility or substantial change, the facility or substantial change will incorporate all mitigation measures identified in either of those documents. Each mitigation measure will be included as a term of the permit.

Project Finding: This project is exempt from CEQA review pursuant to CEQA guidelines section 15301(b). Therefore, there are no environmental mitigation measures to be included as a term of the permit.

5. If the Contra Costa County Airport Land Use Commission reviewed and commented on the application, the facility or substantial change will incorporate each mitigation measure recommended by the commission and deemed by the Zoning Administrator to be necessary to protect public safety, health, and welfare. Each mitigation measure will be included as a term of the permit.

Project Finding: The project site is not within a zone identified by the Airport Land Use Commission (ALUC) as an area of planning interest.

6. The applicant has provided the financial assurance required by this chapter.

Project Finding: There is an existing removal bond (Bond #K09490176) on file for this facility and it has been verified that the bond is still valid and the amount of \$54,000 is still sufficient in the event the facility is abandoned, revoked, or the use permit expires. The County will remain in retention of this bond unless determined it is no longer needed per condition of approval #8.

7. The applicant has paid all required fees and costs, including but not limited to the application fee, any required environmental review fee, and any required peer review fee.

Project Finding: A deposit in the amount of \$5,500 was submitted with this application for a Land Use Permit. Per Condition of Approval #4, the applicant is responsible for any additional fees that exceed the initial deposit.

C. California Environmental Quality Act (CEQA) Finding

The project is exempt from environmental review pursuant to CEQA Guidelines section 15301(b) which exempts, among other things, the operation, repair, maintenance, and permitting of existing facilities (either privately, or publicly owned) for the provision of a public utility service, involving negligible or no expansion of use. The project consists of granting a land use permit for the continued operation of an existing wireless telecommunications facility. There is no substantial evidence that the project involves unusual circumstances, including future activities, resulting in, or which might reasonably result in, significant impacts which threaten the environment. None of the exceptions in CEQA Guidelines section 15300.2 apply.

CONDITIONS OF APPROVAL FOR COUNTY FILE #CDLP26-02017:

Land Use Permit Approval

1. Land Use Permit is approved to allow the continued operation of the existing Verizon wireless telecommunications facility. The wireless facility includes:
 - 15-foot-wide non-exclusive easement (access road and utility easement) to a 6-foot-wide non-exclusive easement (access road and utility easement).
 - 6-foot-wide utility easement.
 - 225 square-foot (15'x15') lease area for the 25-foot-tall faux water tank antenna tower.
 - 356 square-foot (14'10"x24') equipment shelter that includes a 30kw back-up generator with a 132-gallon fuel tank, 2 H frames with ancillary equipment, and 2 equipment cabinets.
 - The antenna area (2 sectors) within the faux water tank includes: 3 antennas (per sector), 3 radio units (per sector), and 2 surge protectors (per sector).
2. This Land Use Permit approval is generally described in the application materials accepted by the Department of Conservation and Development, Community Development Division (CDD) on May 19, 2026, and additional materials accepted on July 16, 2026.
3. The following conditions supersede all prior Conditions of Approval for prior County approvals for the existing wireless telecommunications facility.

Application Processing Fees

4. The land use permit application was subject to an initial deposit of \$5,500.00. Applications are subject to time and material costs if the application review expenses exceed the initial deposit. **Any additional fee due must be paid prior to an application for a grading or building permit, or 60 days of the approval date of**

this permit, whichever occurs first. The fees include costs through permit issuance and final file preparation. Pursuant to Contra Costa County Board of Supervisors Resolution Number 2019/553, where a fee payment is over 60 days past due, the Department of Conservation and Development may seek a court judgement against the applicant and will charge interest at a rate of ten percent (10%) from the date of judgement. The applicant may obtain current costs by contacting the project planner. A bill will be mailed to the applicant shortly after permit issuance in the event that additional fees are due.

Permit Duration and Permit Review

5. This land use permit is granted for a period of ten (10) years and shall be administratively reviewed at five-year intervals. The applicant shall initiate the first review by submitting a statement as to the current status of the project to the CDD **no later than five years following the approval date of the project approval.** This review by the CDD will be for the purpose of ensuring continued compliance with the conditions of permit approval. **Non-compliance with the approved conditions and/or the ordinance code provisions after written notice thereof shall be cause for revocations proceedings.**

For the review of existing commercial wireless communications facilities, submittal shall include photo documentation of existing conditions and equipment for comparison with the applicable approved conditions.

The applicant is encouraged, at the time of each administrative review, to review the design of the telecommunications facility and make voluntary upgrades to the facility for the purpose of improving safety and lessening visual obtrusiveness.

A review fee in the amount of \$2,000.00 (subject to time and materials) will be filed through a Compliance Verification application to allow for review of the approved conditions.

Responsible Party

6. The Permittee (wireless operator) is responsible for keeping the Department of Conservation and Development, Community Development Division (CDD) informed of who is responsible for maintenance of compliance with this permit and how they may be contacted (i.e., mailing and email addresses, and telephone number) at all times.

Should the responsible party subsequently change (e.g., facility is acquired by a new carrier), within 30 days of the change, the Permittee shall issue a letter to the CDD informing the CDD of the name of the new party who has been assigned permit compliance responsibility and their contact information. Failure to satisfy this condition may result in the commencement of procedures to revoke the permit.

Removal of Facility/Site Restoration

7. All structures and equipment associated with a commercial wireless communications facility shall be removed within 60 days of the discontinuance of the use, and the site shall be restored by the permittee to its original pre-development condition. In addition, the permittee shall provide the CDD with a notice of intent to vacate the site a minimum of 30 days prior to vacation.

Security to Provide for Removal of Equipment

8. The applicant or permittee shall provide and maintain a bond, cash, or other surety, to the satisfactory of the CDD, for the removal of the facility in the event that the use is abandoned, or the use permit expires, or is revoked, or is otherwise terminated. If the permittee does not remove any obsolete or unused facilities as described above, the financial guarantee shall be used by the County to remove any obsolete or unused facilities and to return the site to its pre-development condition.

The financial assurance must be submitted before a permit will be issued. A financial assurance must be irrevocable and not cancelable, except by the County.

Each form of financial assurance must remain valid for the duration of the permit and for six months following termination, cancellation, or revocation permit.

Any unused financial guarantee shall be returned to the applicant upon termination of the use and removal of the facility, or transfer of the lease accompanied by a financial guarantee by the new lessee or owner. The amount of the security shall be based on a cost estimate provided by a contractor or other qualified professional to the satisfactory of the Zoning Administrator.

General Provisions

9. Any deviation from or substantial change beyond the limits of this permit approved under this application may require the filing and approval of a request for modification of the Land Use Permit.
10. A minor alteration to this land use permit (or collocation if CEQA environmental review of collocation for the land use permit has been completed) may be issued if the proposed modification(s) are not considered a substantial modification as stated under federal law (Title 47, Section 1.60001).

A minor alteration (or a collocation) has a term that is the shorter of the following:

- a. 10 years: or,

- b. The duration, including any renewal period, of the permit that authorizes the existing facility on which the new facility will be collocated or on which the minor alteration will occur.
- 11.** The conditions contained herein shall be accepted by the applicant, their agents, lessees, survivors or successors for continuing obligation.
- 12.** At all times the facility shall comply with applicable rules, regulations and standards of the FCC and other agencies having jurisdiction, and any other applicable Federal, State, and County laws and regulations.
- 13.** Facilities shall be operated in such a manner as not to contribute to ambient RF/EMF emissions in excess of then-current FCC adopted RF/EMF emission standards. **Within 15 days of new antennas being installed**, RF power density measurements shall be taken with the operating antennas to verify the level reported in the RF report and to ensure that the FCC public exposure level is not exceeded in any public accessible area. This measurement shall be taken again if any equipment is replaced or added. Verification of all RF power density measurements under this condition shall be submitted to CDD for review and to confirm that the requirements of the Ordinance Code and this permit have been met.
- 14.** The equipment shall be maintained in good condition over the term of the permit. This shall include keeping the structures graffiti-free.
- 15.** Antennas, towers, cabinets, and mountings shall not be used for advertising.
- 16.** The equipment cabinets shall be kept locked, except when personnel are present, in order to restrict access to the equipment.
- 17.** No lights or beacons may be installed, unless lights or beacons are required by a state or federal agency having jurisdiction over the antenna or antenna support structure, such as the California Public Utilities Commission, Federal Communications Commission, or Federal Aviation Administration, or if lights or beacons are recommended by the County Airport Land Use Commission.
- 18.** A facility, all fences and walls surrounding a facility, and all other fixtures and improvements on a facility site must be repainted as often as necessary to prevent fading, chipping, or weathering of paint. All paint shall have a non-reflective finish and paints with a reflectivity less than 55 percent, except as otherwise required by the terms of the FCC Antenna Structure Registration applicable to the facility. Prior to any final building inspection, or at the request of CDD, color photographs showing the as-built condition shall be submitted for review of CDD to verify compliance with this Condition of Approval.

Frequency Interference

- 19.**No facility may be operated at a frequency that will interfere with an emergency communication system or 911 system, including any regional emergency communication system.

Exterior Noise

- 20.**In the event that a modification to this facility involving noise-generating equipment is proposed, the applicant shall submit evidence for review and approval of CDD staff that the wireless telecommunications facility meets acceptable exterior noise level standards as established in the Maximum Allowable Noise Exposure by Use contained in Table HS-3 in the Health and Safety Element of the County General Plan. The evidence can either be theoretical calculations for identical equipment or noise monitoring data recorded on the site, and shall be provided prior to final building inspection.

Stealth Requirements

- 21.**All antennas and antenna accessory equipment shall remain within the faux water tank. In the event that an antenna modification is proposed, color photographs showing the as-built condition shall be submitted for review of CDD staff to verify compliance with this Condition of Approval **prior to final inspection.**
- 22.**The faux water tank shall remain intact and well maintained. In the event that a modification to this faux water tank tower is proposed, color photographs showing the as-built condition shall be submitted for review of CDD staff to verify compliance with this Condition of Approval **prior to final inspection.**
- 23.**All ground level equipment shall remain in the equipment shelter. In the event that a ground level equipment modification is proposed, color photographs showing the as-built condition shall be submitted for review of CDD staff to verify compliance with this Condition of Approval **prior to final inspection.**
- 24.**The equipment shelter shall remain intact and well maintained. In the event that a modification to this faux water tank tower is proposed, color photographs showing

the as-built condition shall be submitted for review of CDD staff to verify compliance with this Condition of Approval **prior to final inspection.**

25. The buildings and structures for this wireless telecommunications facility shall remain stealth and compatible with nearby structures for the horse facility and the rural character for the area.

Cultural Resources

The following condition shall be included on all sets of construction drawings:

26. If any significant cultural materials such as artifacts, human burials, or the like are encountered during construction operations, such operations shall cease within 100-feet of the find, the Community Development Division shall be notified within 24-hours and a qualified archaeologist contacted and retained for further recommendations. Significant cultural materials include, but are not limited to, aboriginal human remains, chipped stone, groundstone, shell and bone artifacts, concentrations of fire cracked rock, ash, charcoal, shell, bone, and historic features such as privies or building foundations.

Indemnity Requirement

27. To the fullest extent permitted by law, the applicant shall defend, indemnify, and hold harmless the county, its officers, employees, contractors, consultants, and volunteers from and against: (1) All claims, losses, damages (including injury or death), liabilities, suits, costs, and expenses, including reasonable attorney's fees, in any way connected to or arising from the design, construction, installation, use, maintenance, or operation of the facility; and (2) all claims, actions, or proceedings to attack, set aside, void, or annul any decision to approve the application and issue a land use permit or renewed permit to the applicant, or any other discretionary action of the County related to the issuance of that permit.

Work Restrictions

All construction activity shall comply with the following requirements, which shall be included on all sets of construction documents:

28. The applicant shall make a good faith effort to minimize project-related disruptions to adjacent properties, and to other uses on the site. This shall be communicated to project-related contractors.
29. The project sponsor shall require their contractors and subcontractors to fit all internal combustion engines with mufflers which are in good condition and shall locate

stationary noise-generating equipment such as air compressors and concrete pumps as far away from existing residences as possible.

30. The site shall be maintained in an orderly fashion. Following the cessation of construction activity; all construction debris shall be removed from the site.

31. Unless specifically approved otherwise via prior authorization from the Zoning Administrator, all construction activities shall be limited to the hours of 7:30 A.M. to 5:00 P.M., Monday through Friday, and are prohibited on State and Federal holidays on the calendar dates that these holidays are observed by the State or Federal government as listed below:

New Year's Day (State and Federal)

Birthday of Martin Luther King, Jr. (State and Federal)

Washington's Birthday (Federal)

Lincoln's Birthday (State)

President's Day (State)

Farmworkers Day (State)

Memorial Day (State and Federal)

Juneteenth National Independence Holiday (Federal)

Independence Day (State and Federal)

Labor Day (State and Federal)

Columbus Day (Federal)

Veterans Day (State and Federal)

Thanksgiving Day (State and Federal)

Day after Thanksgiving (State)

Christmas Day (State and Federal)

For specific details on the actual day the State and Federal holidays occur, please visit the following websites:

Federal Holidays: [Federal Holidays \(opm.gov\)](https://www.opm.gov/federal-holidays/)
California Holidays: <https://www.sos.ca.gov/state-holidays>

ADVISORY NOTES

THE FOLLOWING INFORMATION DOES NOT CONSTITUTE CONDITIONS OF APPROVAL. IT IS PROVIDED TO ALERT THE APPLICANT TO LEGAL REQUIREMENTS OF THE COUNTY AND OTHER PUBLIC AGENCIES TO WHICH THIS PROJECT MAY BE SUBJECT.

A. NOTICE OF NINETY (90) DAY OPPORTUNITY TO PROTEST FEES, DEDICATIONS, RESERVATIONS, OR OTHER EXACTIONS PERTAINING TO THE APPROVAL OF THIS PERMIT.

Pursuant to Government Code Section 66000, et seq., the applicant has the opportunity to protest fees, dedications, reservations or exactions required as part of this project approval. To be valid, a protest must be in writing pursuant to Government Code Section 66020 and must be delivered to the Community Development Division within a ninety (90) day period that begins on the date that this project is approved. If the 90th day falls on a day that the Community Development Division is closed, then the protest must be submitted by the end of the next business day.

- B.** Prior to applying for a building permit, the applicant may wish to contact the following agencies to determine if additional requirements and/or additional permits are required as part of the proposed project:
- County Building Inspection Division
 - County Environmental Health Division
 - San Ramon Valley Fire Protection District
 - Federal Communications Commission

Alamo Municipal Advisory Council

Michaela Straznicka, Chair
Sharon Burke, Vice Chair
Anne Struthers
Jenna Mesic
Robert Brannan
Michelle Parkinson
Michael Sene
Peter Waldron, Alternate



Candace Andersen, Supervisor

Contra Costa County, District 2
309 Diablo Road
Danville, CA 94526
925.655.2300

supervisorandersen@bos.cccounty.us

The Alamo Municipal Advisory Council serves as an advisory body to the Contra Costa County Board of Supervisors and the Department of Conservation and Development.

June 16, 2026

Department of Conservation & Development
Attention: Dominique Vogelpohl
30 Muir Road
Martinez, CA 94553

Re: CDLP26-02017
100 Summit Ranch Road
Alamo, CA

Dear Dominique,

The Alamo Municipal Advisory Council (MAC) heard application CDLP26-02017 at its Tuesday, June 2, 2026 meeting. The applicant requests approval of a Land Use Permit for the continued operation of an existing Verizon wireless telecommunications facility that was established under Land Use Permit CDLP15-02018. No modifications of the wireless facility are proposed.

The applicant and adjacent property owners were notified of MAC meeting. The property owner and applicant did not attend the meeting. The Alamo MAC unanimously **recommends approval** of the application.

Thank you for the opportunity to review this application. Please feel free to contact Alamo MAC Chair Michaela Straznicka with any questions.

Sincerely,

Michaela Straznicka

Michaela Straznicka
Alamo MAC Chair

May 28, 2026

By E-mail to “dominique.vogelpohl@dcd.cccounty.us”

Department of Conservation & Development
Community Development Division
30 Muir Road
Martinez, CA. 94553

Attn: Dominique Vogelpohl
Re: CDLP26-02017
Site: 100 Summit Ranch Rd.

Dear Dominique:

This application is a request for approval of a Land Use Permit for the continued operation (presumably for another 10 years) of an existing Verizon wireless telecommunications facility that was initially established under Land Use Permit CDLP15-02018. There are no changes proposed to the facility. The AIA Planning Committee's has reviewed the application and recommends **APPROVAL** of the application as presented for the following reasons:

- The facility appears to have met its permit conditions of approval throughout its initial 10-year term without any complaint of which we are aware.
- The facility fits quietly within the overall environment. The water tank stealthing within which the antennas are located appears as a natural element of the landscape and the ground equipment is contained close to the building within a “greenery-covered” enclosure.
- There would be no change to the facility authorized by this application.

As always, thank you for the opportunity to review and comment upon this application. Please feel free to contact Michael Gibson at (925) 683-5905 or me at (510) 759-9617 if you have questions.

Sincerely,



Steve Meyers
Chair,
Planning Committee

From: [ForwardPlanning](#)
To: [Cherie Adriano](#)
Cc: [Dominique Vogelpohl](#)
Subject: Re: Cherie Adriano shared the folder "CDLP26-02017" with you
Date: Friday, June 12, 2026 3:16:31 PM
Attachments: [image001.png](#)
[image008.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[Outlook-A picture .png](#)

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Good afternoon,

After further review, there are no comments at this time pertaining to your project. Kindly let me know if any questions or concerns arise. Thank you!

Alexy-Annmarie Canchola

Engineering Assistant

Phone: 925-229-7369

Email: acanchola@centralsan.org

5019 Imhoff Place, Martinez, CA 94553



From: [Wang, Chien](#)
To: [Cherie Adriano](#); [Dominique Vogelpohl](#)
Cc: [Planning.review](#); [jennifer.mcgregor](#)
Subject: Re: Cherie Adriano shared the folder "CDLP26-02017" with you
Date: Thursday, May 21, 2026 10:01:24 AM
Attachments: [3bce1a28-ca57-48a1-8ea3-c5ac9dcc37b2](#)
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[e8d1aed2-7c90-49f7-b04b-f2d344ed21d2](#)
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[Outlook-sy0xrqqv.png](#)

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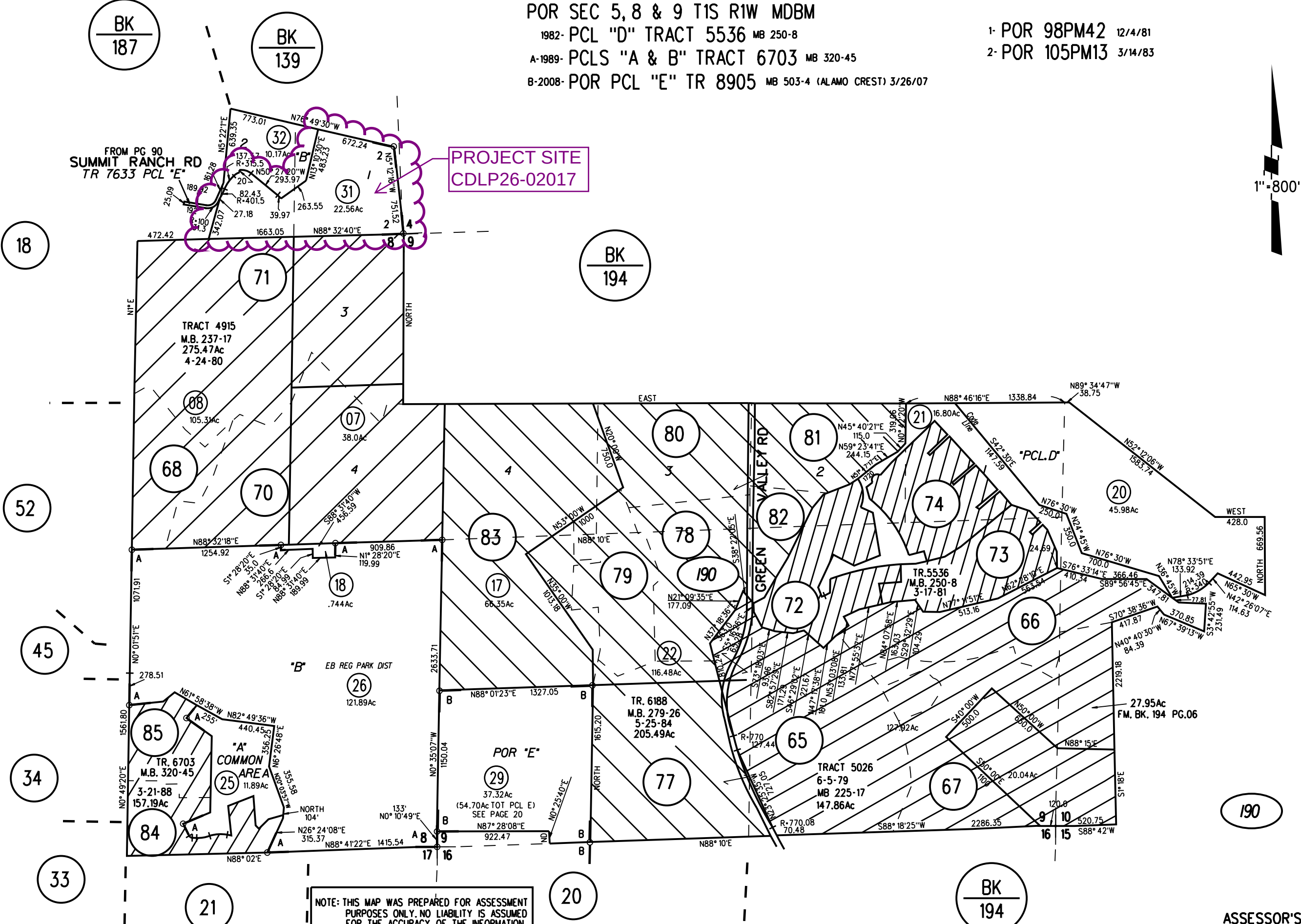
Dear Dominique,
EBMUD has no comment on this agency comment request.
Thanks,
Chien

Chien Wang, PE (she/her) | Associate Civil Engineer
Water Distribution Planning Division | EBMUD
375 Eleventh Street, MS 701, Oakland, CA 94607
(510) 287-1086 | chien.wang@ebmud.com



POR SEC 5, 8 & 9 T1S R1W MDBM
1982- PCL "D" TRACT 5536 MB 250-8
A-1989- PCLS "A & B" TRACT 6703 MB 320-45
B-2008- POR PCL "E" TR 8905 MB 503-4 (ALAMO CREST) 3/26/07

1- POR 98PM42 12/4/81
2- POR 105PM13 3/14/83



General Plan: AL, Agricultural Lands; RC, Resource Conservation



Map Legend

Assessment
Parcels

General Plan

RVL (Residential
Very-Low
Density) (≤ 1 du/
na)

PR (Park and
Recreation)

RC (Resource
Conservation)

AL (Agricultural
Lands) (1 du/10
ac) (1 du/20 ac
in DPZ)

Unincorporated

Zoning: General Agricultural (A-2)



Map Legend

Assessment
Parcels

Zoning

ZONE_OVER

R-20 (Single
Family
Residential)

A-2 (General
Agriculture)

P-1 (Planned
Unit)

Unincorporated



Map Legend

Assessment
Parcels

Unincorporated

Aerials 2019

RGB

Red: Band_1

Green: Band_2

Blue: Band_3



US-CA-7491

CUP RENEWAL

VERIZON

DATE WALKED – 4/9/26

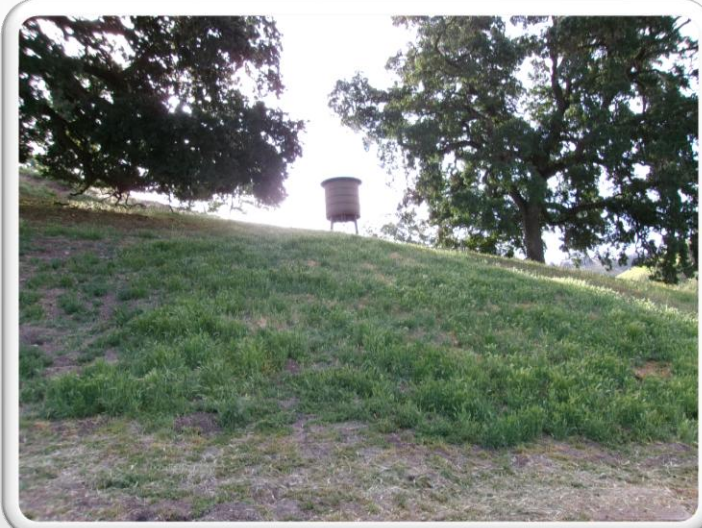
GOOGLE EARTH VIEW

- 100 SUMMIT RANCH RD.
- ALAMO, CA 94507





STREET VIEW



TOWER VIEW



SURROUNDING VIEW



LEASE AREA



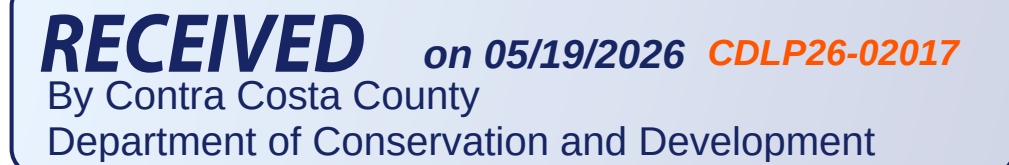
LEASE AREA



METER VIEW



TOWER BASE



CITY: ALAMO
COUNTY: CONTRA COSTA COUNTY
JURISDICTION: CONTRA COSTA COUNTY

PROJECT SUMMARY SITE ADDRESS: 100 SUMMIT RANCH ROAD ALAMO, CA 94507 PROPERTY OWNER CONTACT: SUMMITT RANCH PROPERTIES LLC PO BOX 178, ALAMO, CA 94507-0178 APPLICANT: VERTICAL BRIDGE 22 WEST ATLANTIC AVENUE, SUITE 310 DELRAY BEACH, FL 33444 REPRESENTATIVE: VERTICAL BRIDGE PROJECT MANAGER: KEITH LEE PROJECT MANAGER: ANGELINA BOURDAGE		PROJECT TEAM SAC/ZONING/PERMITTING: NETWORK CONNEX 16029 ARROW HIGHWAY SUITE A IRWINDALE, CA 91706 CONTACT: ISABEL CHAVEZ MOBILE: (951) 496-2452 E-MAIL: lchavez@networkconnex.com VERTICAL BRIDGE PROJECT MANAGER: CONTACT: KEITH LEE MOBILE: (678) 361-4653 E-MAIL: keith.lee@verticalbridge.com																																																	
BUILDING SUMMARY OCCUPANCY CLASSIFICATION: UNMANNED TELECOMMUNICATION FACILITY PROPERTY TYPE: VACANT LAND LAND USE: VACANT LAND (GENERAL) APN: 193-190-031-8		LATITUDE / LONGITUDE LAT: 37° 52' 00.33" N LONG: 121° 59' 41.60" W LAT: 37.866758° LONG: -121.994889°																																																	
PROJECT DESCRIPTION THE PROJECT ENTAILS: VERTICAL BRIDGE IS REQUESTING A RENEWAL OF THE CONDITIONAL USE PERMIT FOR THE CONTINUED USE AND OPERATION OF THEIR EXISTING WIRELESS TELECOMMUNICATIONS FACILITY: VERIZON WIRELESS EQUIPMENT: (6) EXISTING ANTENNAS (6) EXISTING RADIOS (2) EXISTING SURGE PROTECTOR (2) EXISTING CABINETS (1) EXISTING GENERATOR (1) EXISTING METER (1) EXISTING PPC (1) EXISTING FIRE EXTINGUISHER (1) EXISTING FIBER CIENA BOX (1) EXISTING RAYCAP (2) EXISTING UTILITY BOX		UTILITY PURVEYOR POWER: COMPANY: - TELCO: COMPANY: -																																																	
LEGAL DESCRIPTION BRIEF DESCRIPTION: PCL MAP 105 PG POR PCL B		APPROVAL THE FOLLOWING PARTIES HEREBY APPROVE AND ACCEPT THESE DOCUMENTS AND AUTHORIZE THE CONTRACTOR TO PROCEED WITH THE CONSTRUCTION DESCRIBED HEREIN. ALL CONSTRUCTION DOCUMENTS ARE SUBJECT TO REVIEW BY THE LOCAL BUILDING DEPARTMENT AND ANY CHANGES AND MODIFICATIONS THEY MAY IMPOSE. <table><thead><tr><th></th><th>PRINT NAME</th><th>SIGNATURE</th><th>DATE</th></tr></thead><tbody><tr><td>LANDLORD:</td><td></td><td></td><td></td></tr><tr><td>ZONING MGR:</td><td></td><td></td><td></td></tr><tr><td>DEVELOP. MGR:</td><td></td><td></td><td></td></tr><tr><td>CONST. MGR:</td><td></td><td></td><td></td></tr><tr><td>PROJECT MGR:</td><td></td><td></td><td></td></tr><tr><td>SR. RF ENGINEER:</td><td></td><td></td><td></td></tr><tr><td>RF ENGINEER:</td><td></td><td></td><td></td></tr><tr><td>OPERATIONS:</td><td></td><td></td><td></td></tr><tr><td>SAC REP.:</td><td></td><td></td><td></td></tr><tr><td>UTILITIES:</td><td></td><td></td><td></td></tr><tr><td>REAL ESTATE MGR:</td><td></td><td></td><td></td></tr></tbody></table>			PRINT NAME	SIGNATURE	DATE	LANDLORD:				ZONING MGR:				DEVELOP. MGR:				CONST. MGR:				PROJECT MGR:				SR. RF ENGINEER:				RF ENGINEER:				OPERATIONS:				SAC REP.:				UTILITIES:				REAL ESTATE MGR:			
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CURRENT ISSUE DATE: 05/13/26

ISSUED FOR: _____

ZONING

[illegible]

PLANS PREPARED BY: _____

**NETWORK
CONNEX**

16029 ARROW HIGHWAY SUITE A
IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

CONSULTANT: **NETWORK
CONNEX**

16029 ARROW HIGHWAY SUITE A
IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

DRAWN BY: _____ CHK.: _____ APV.: _____

GHB	AB	AB
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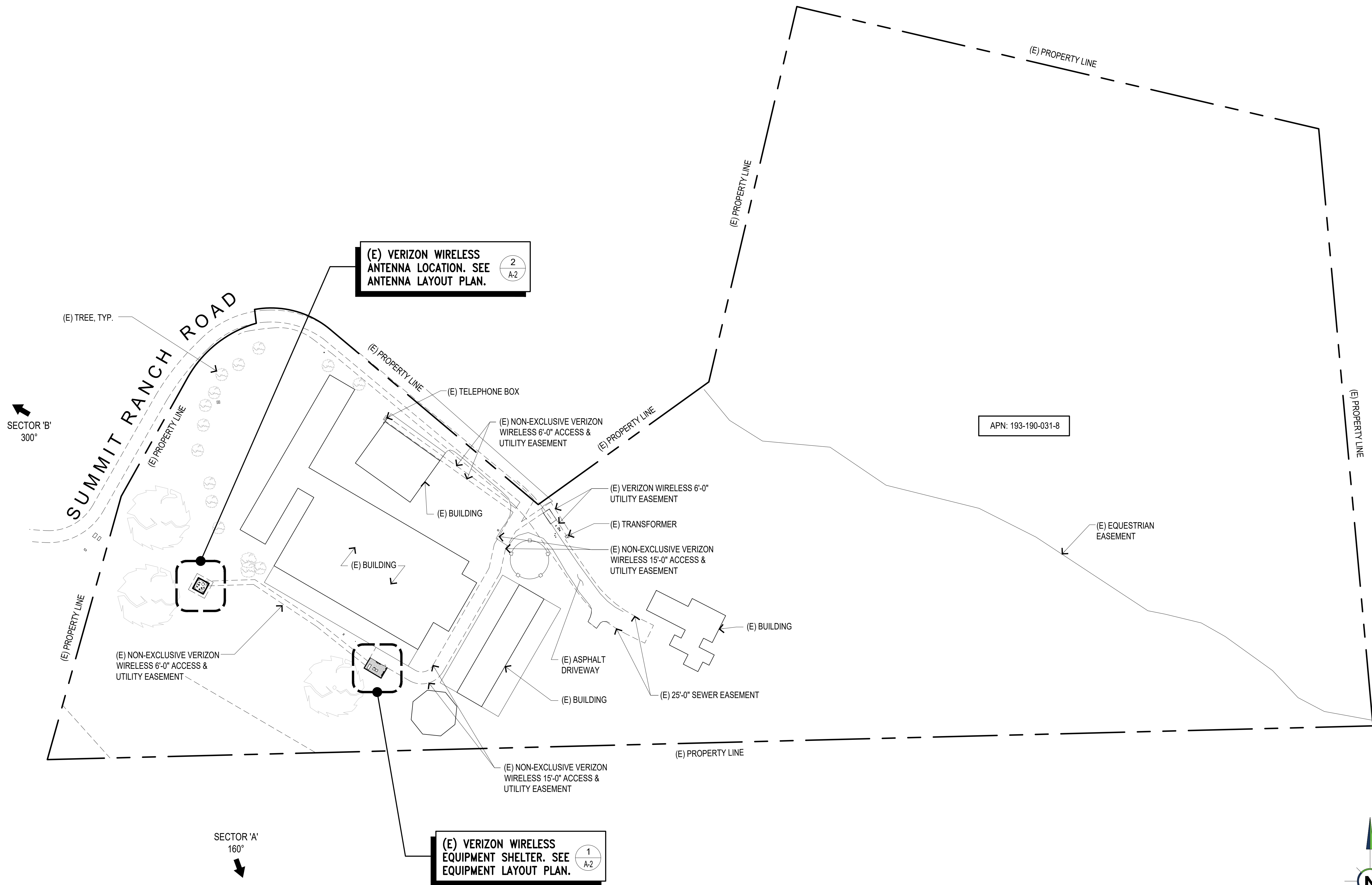
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SHEET TITLE: _____

TITLE SHEET

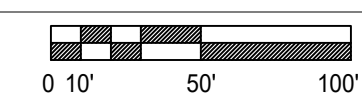
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NOTE:
THESE DRAWINGS HAVE BEEN CREATED BY INFORMATION GATHERED FROM (E) AS-BUILTS PROVIDED BY VERIZON WIRELESS AND WITHOUT A SURVEY. PLEASE VERIFY IN FIELD ALL DIMENSIONS, LENGTHS, (E) PROPERTY LINES AND CONDUIT RUNS.

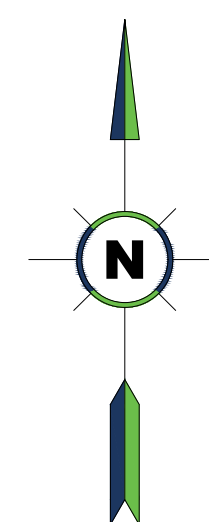


EXISTING OVERALL SITE PLAN

SCALE:
1/64"=1'-0"



1



verticalbridge

22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

PROJECT INFORMATION:

US-CA-7491

SUMMIT RANCH

100 SUMMIT RANCH ROAD
ALAMO, CA 94507
CONTRA COSTA COUNTY

CURRENT ISSUE DATE:

05/13/26

ISSUED FOR: =

ZONING

REV.: _____ DATE: _____ DESCRIPTION: _____ BY: _____

[illegible]

PLANS PREPARED BY:

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==CONSULTANT:==

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DRAWN BY: _____CHK.: _____APV.: _____

GHB	AB	AB
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==LICENSE:==

SHEET TITLE: _____

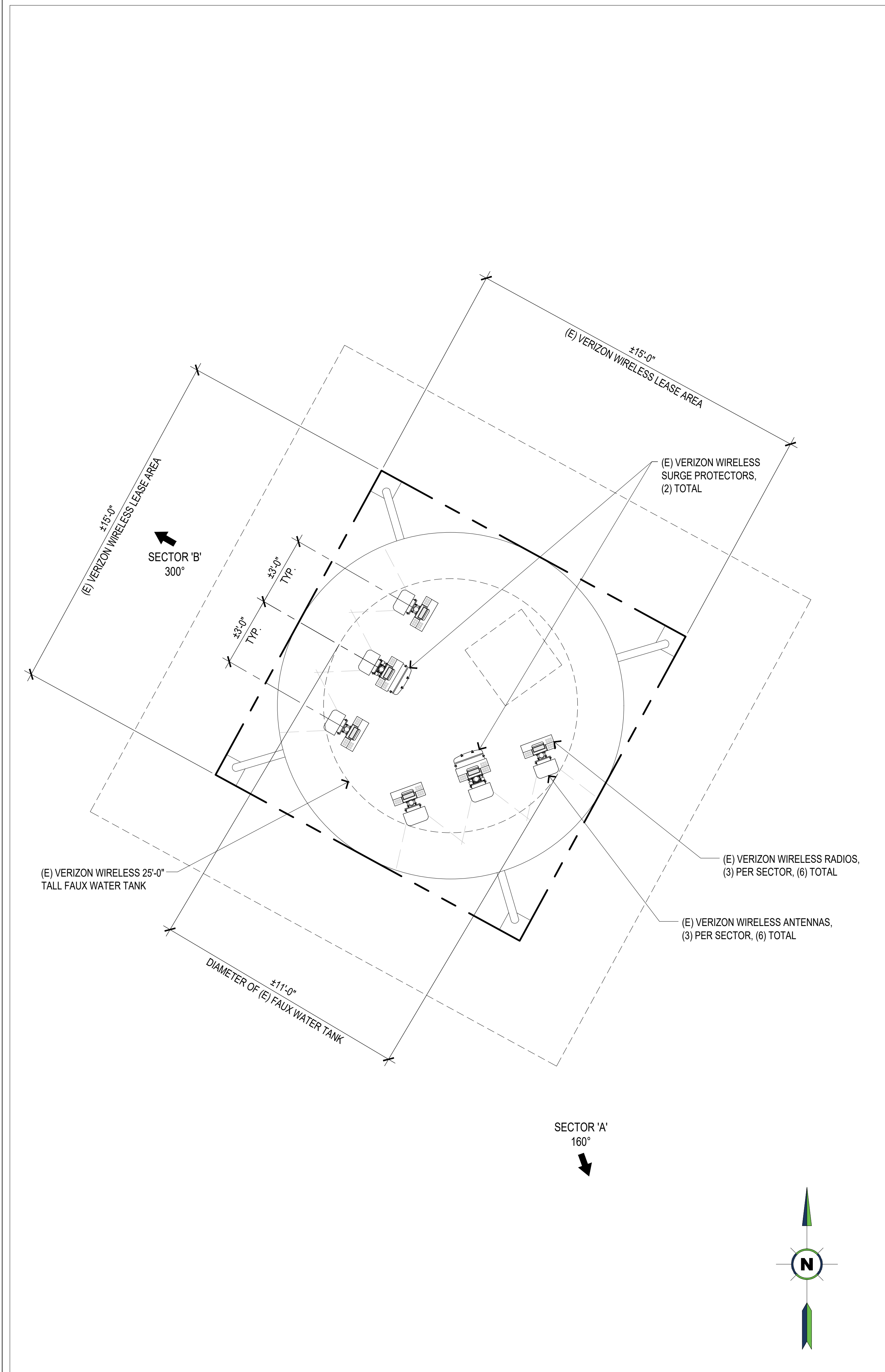
EXISTING OVERALL SITE PLAN

SHEET NUMBER: _____ REVISION: _____

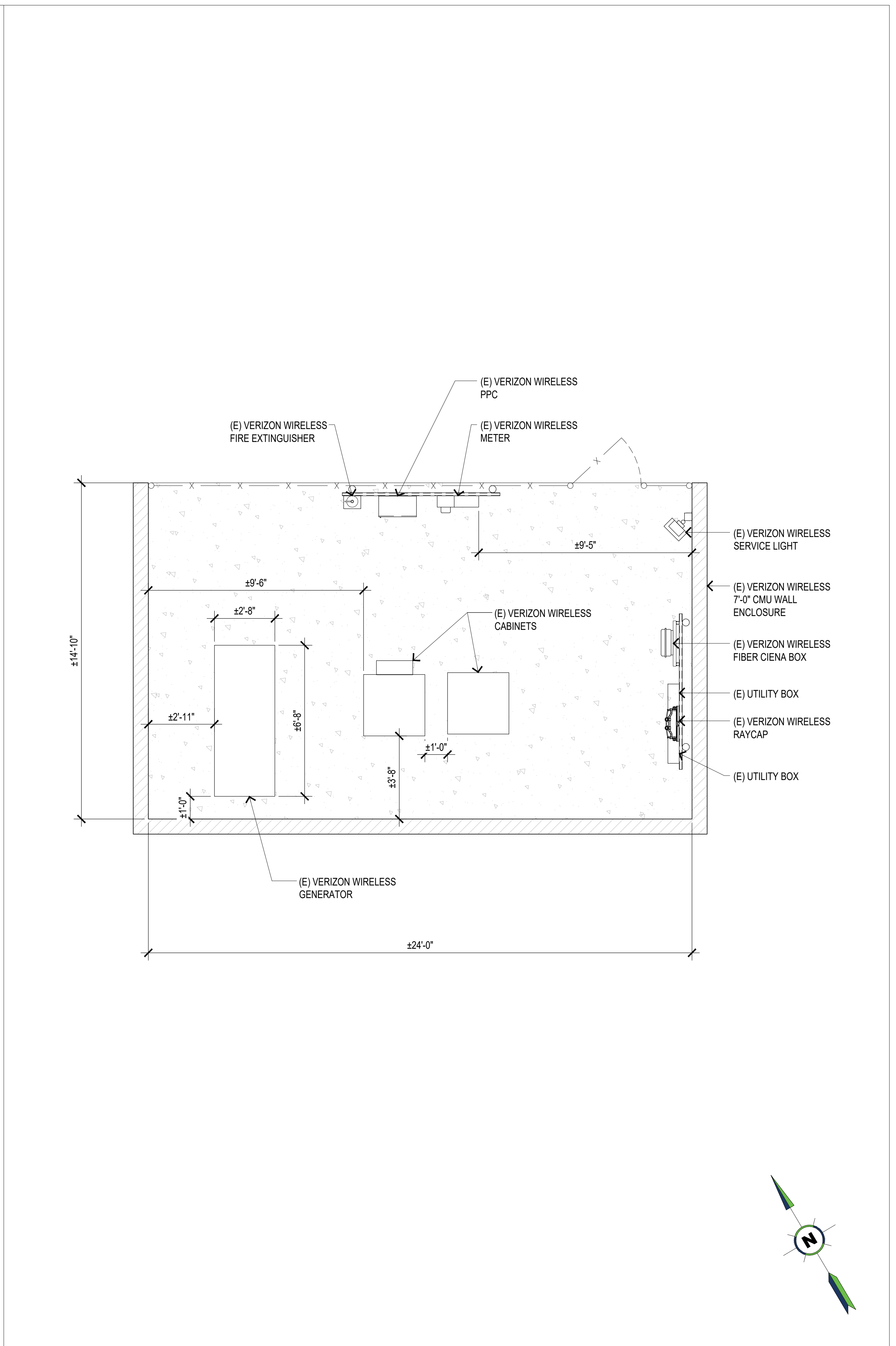
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JS-CA-7491



EXISTING ANTENNA LAYOUT PLAN



EXISTING EQUIPMENT LAYOUT PLAN



22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

PROJECT INFORMATION:

US-CA-7491

SUMMIT RANCH

100 SUMMIT RANCH ROAD
ALAMO, CA 94507
CONTRA COSTA COUNTY

CURRENT ISSUE DATE:

05/13/26

ISSUED FOR:

ZONING

REV.: DATE: DESCRIPTION: BY:

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IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

CONSULTANT:



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DRAWN BY: CHK.: APV.:

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SHEET TITLE:

EXISTING EQUIPMENT AND ANTENNA LAYOUT PLANS

SHEET NUMBER:

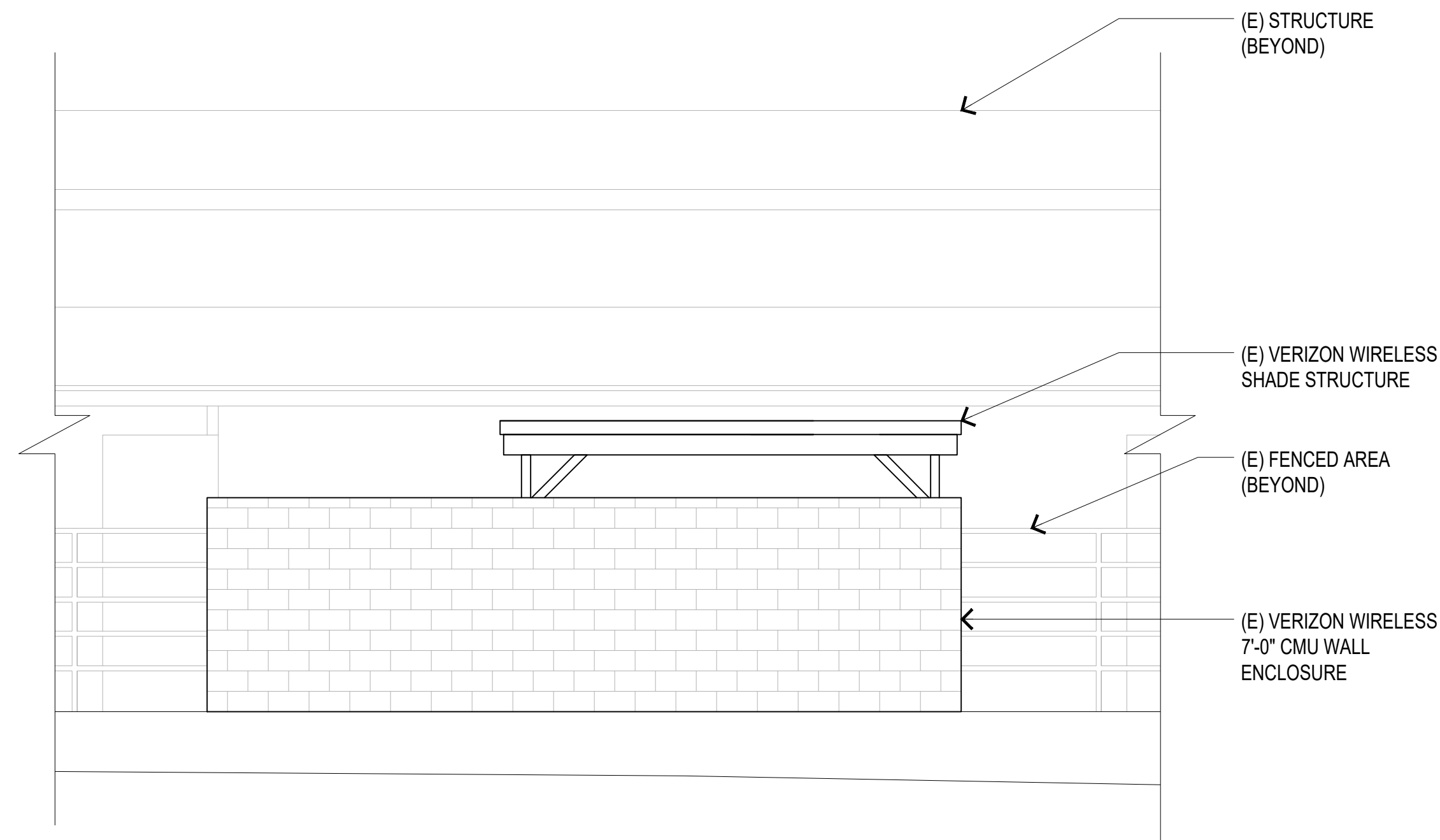
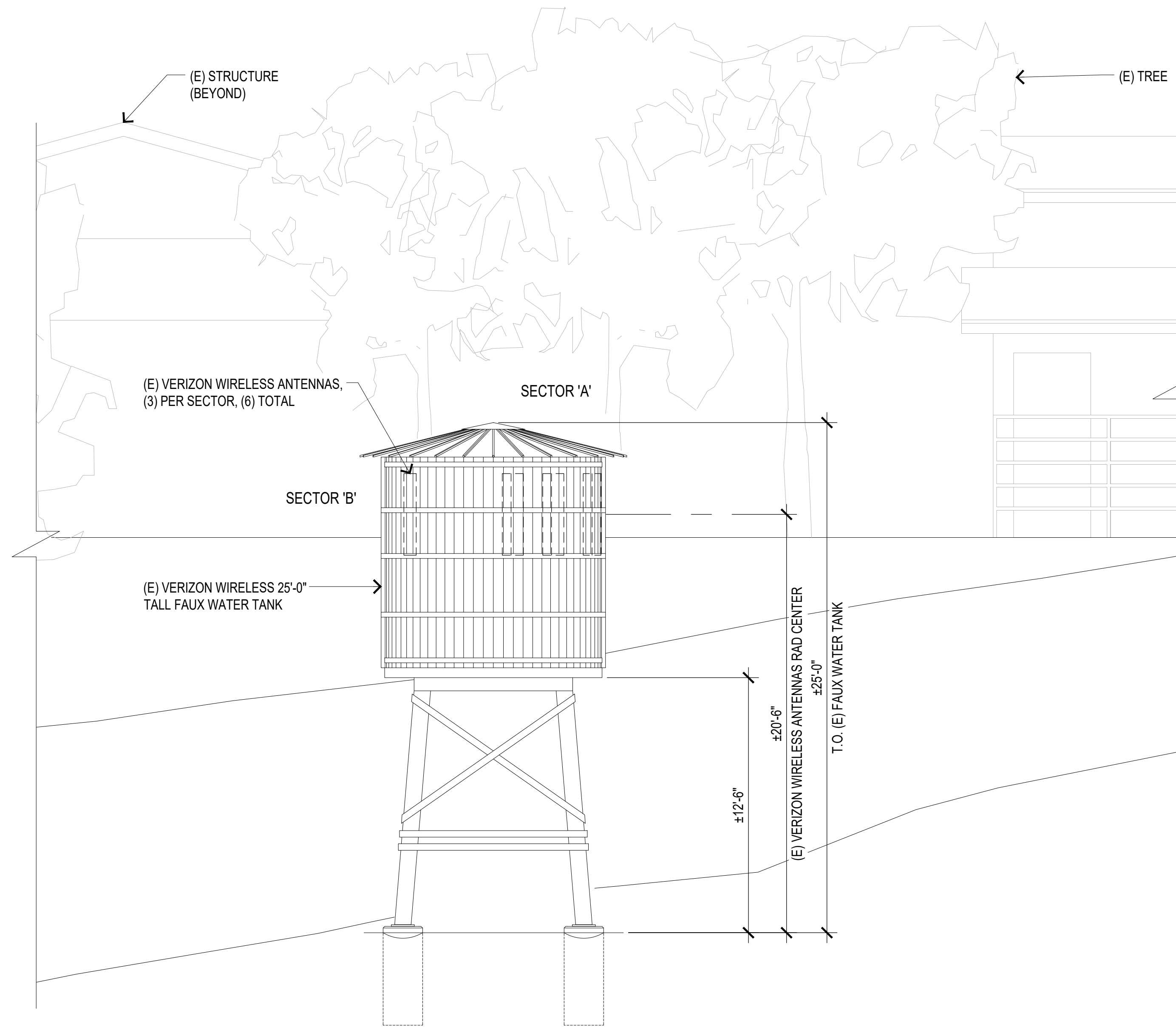
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REVISION:

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US-CA-7491

NOTE:
(E) VERIZON WIRELESS RADIOS, (3) PER SECTOR,
(6) TOTAL AND (E) VERIZON WIRELESS SURGE
PROTECTORS, (2) TOTAL NOT SHOWN FOR CLARITY.



EXISTING SOUTHWEST ELEVATION

SCALE: 1/4"=1'-0" 0 1' 2' 4' 8'

1



PROJECT INFORMATION:

US-CA-7491

SUMMIT RANCH

100 SUMMIT RANCH ROAD
ALAMO, CA 94507
CONTRA COSTA COUNTY

CURRENT ISSUE DATE:

05/13/26

ISSUED FOR:

ZONING

REV.: DATE: DESCRIPTION: BY:

0	05/13/26	100% ZD	IHB

PLANS PREPARED BY:

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CONNEX**

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CONNEX**

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IRVINDALE, CA 91706
OFFICE: (818) 840-0808 FAX: (818) 840-0708

DRAWN BY: CHK.: APV.:

GHB	AB	AB
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LICENSURE:



SHEET TITLE:

EXISTING
ELEVATION

SHEET NUMBER: REVISION:

A-3

0

US-CA-7491



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: TMP-18935

Agenda Date: 8/3/2026

Agenda #: 3a.

Project Title:	Development Plan for a Kensington Design Review for Residential Additions
County File(s):	CDDP26-03014
Applicant: Owner:	Cindy Sterry - Sterry Architecture Barry Torgan
Zoning:	R-6 Single-Family Residential District (R-6), Kensington Combining District (-K), Tree Obstruction of Views Combining District (-TOV)
General Plan:	Residential Medium Density (RM)
Site Address/Location	645 Coventry Road, Kensington / APN: 571-170-007
California Environmental Quality Act (CEQA) Status:	Categorical Exemption, CEQA Guidelines Section 15301(e) - Existing Facilities.
Project Planner:	Everett Louie, Planner III - phone: (925) 655-2873 and email: everett.louie@dcd.cccounty.us
Staff Recommendation:	Approve (See section II for full recommendation)

I. PROJECT SUMMARY

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 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.

II. RECOMMENDATION

The Department of Conservation and Development, Community Development Division (CDD) staff

recommends that the Zoning Administrator:

1. OPEN the public hearing for the Development Plan and Kensington Design Review (County File #CDDP26-03014), ACCEPT public testimony, and CLOSE the public hearing.
2. DETERMINE that the proposed project is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301(e);
3. APPROVE the Development Plan (County File #CDDP26-03014), based on the attached Findings and Conditions of Approval; and
4. DIRECT staff to file a Notice of Exemption with the County Clerk.

III. GENERAL INFORMATION

- A. General Plan - The subject property is located within a Residential Medium Density (RM) General Plan land Use designation.
- B. Zoning District - The subject property is located within the R-6 Single-Family Residential District (R-6), Kensington Combining District (-K), and Tree Obstruction of Views Combining District (-TOV).
- C. California Environmental Quality Act (CEQA) - The proposed project is exempt under CEQA Guidelines Section 15301(e) - existing facilities, additions to existing structures provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before the addition, or 2,500 square feet, whichever is less.

The existing single-family residence is 2,975 square feet. Therefore, 50% of the single-family residence is 1,486.5 square feet. The proposed project will construct a 45-square-foot addition to the sunroom, a 15-square-foot addition to the upper level bedroom and a 125.4-square-foot deck. The total square-footage of all additions is 185.4 square feet which is under the 50% threshold. Therefore, the project is exempt under CEQA Guidelines Section 15301(e) which exempts additions to existing structures.

- D. Lot Creation: The subject property is lot 24 of Block 10 Kensington Park Subdivision which was recorded in May of 1911.
- E. Previous Applications:
 1. CDKR16-00003: A Kensington Design Review for a deck at the rear of the existing residence was approved on June 16, 2016. The deck was never built.

2. CDVR98-01045: A Variance Permit to create a 3-story residence was approved on September 3, 1998, by the Zoning Administrator.

IV. SITE/AREA DESCRIPTION

The subject site is a 5,217-square-foot parcel located within a single-family residential neighborhood in the Kensington area. The existing single-family residence has a gross floor area of 2,975 square feet and is a 3-story residence that was approved under CDVR98-01045. The subject parcel is directly adjacent to the intersection of Coventry Road and Stratford Road intersection and gains access from Coventry Road. The lot is a rectangular shaped parcel that currently contains an existing single-family residence. The property is located on a downslope, sloping steeply away from Coventry Road at approximately 380 feet above mean sea level and slopes downward to the rear of the parcel which ends at approximately 360 feet above mean sea level. On the opposite side of Coventry Road are more single-family residences.

Surrounding parcels are predominantly rectangular in shape, ranging in size from 50 to 70 feet in width and approximately 100 to 120 feet in depth. All properties in the immediate vicinity share the same zoning as the subject property of R-6 Single-Family Residential District, -TOV Tree Obstruction of Views Combining District and -K Kensington Combining District and the same General Plan designation as the subject property of RM Residential Medium Density.

V. PROJECT DESCRIPTION

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 addition, and a new approximately 125 square-foot uncovered deck at the rear of the 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.

VI. AGENCY COMMENTS

- A. Kensington Municipal Advisory Council (KMAC): On June 24, 2026, the KMAC held a meeting to discuss the project. The KMAC voted unanimously recommended approval of CDDP26-03014.
- B. East Bay Municipal Utility District (EBMUD): In an email dated May 18, 2026, EBMUD stated that the District had no comments.

No comments were received from the following agencies: Conservation and Development

Building Inspection Division, Kensington Fire Protection District, Stege Sanitary District and Contra Costa Mosquito & Vector Control District.

VII. STAFF ANALYSIS AND DISCUSSION

- A. Consistency with General Plan: The subject property is located within the Residential Medium Density (RM) General Plan Land Use designation. The RM allows for uses typical to single-family units on lots approximately 2,500 to 6,000 square feet. The project consists of two residential additions and a deck which is a residential use. All components of the project are residential in nature. Additionally, the parcel is 5,217 square feet which complies with the parcel size requirement for the RM General Plan Land Use designation. Therefore, the proposed residential project is consistent with the RM General Plan Land Use designation.

Specific Area Policies: The Stronger Communities Element of the County General plan contains policies for specific geographic areas of the unincorporated County. The Stronger Communities Element contains specific policies that relate to projects within the Kensington area. A detailed discussion of the proposed project's consistency with these policies follow below:

Kensington Policy 3. Ensure new development provides reasonable protection for existing residences regarding views, design compatibility (including building mass, height, and mechanical devices), adequate parking, privacy, and access to sunlight.

Staff Response:

1. Views: The construction of the residential additions and a new rear deck will not impact any surrounding views as defined in Chapter 84-74 - Kensington Combining District (-K), Section 84-74.404(r). The project will not increase the existing height of the residence. The bedroom addition has a maximum height of 29'-6" and the sunroom addition has a maximum height of 18'-8" which is below the 35' height maximum. The parcel is located on the southside of Coventry Road and is located on a downslope. All residences to the north are located at a higher elevation and because all additions are towards the rear, the bedroom addition and sunroom addition will not block views south of the San Francisco Bay.
2. Design Compatibility; Bulk: The existing residence is built on a lot with a negative slope away from the street frontage. All new development complies with all applicable setback requirements and height requirements. Additionally, the building envelope is marginally expanded with the construction of the new deck at the rear and the sunroom addition. The bedroom addition is located within the building envelope while the sunroom addition is a 45-square-foot addition to an existing sunroom that follows the building façade along the side and rear. The additions do not expand the building envelope farther than what is

currently existing.

3. Design Compatibility; Size: The new total gross floor area of the parcel will be 3,080. Although the square footage exceeds the 2,600 square feet gross floor area for the subject property resulting in a public hearing, the size is not excessive as there are many residences along Stratford Road and Coventry Road that exceed 3,000 square feet in total gross floor area. Therefore, the proposed project area of 3,080 square feet is compatible with the surrounding area.
4. Design Compatibility; Height: The proposed additions do not exceed the 35' height requirement. The maximum height of the new bedroom addition is 29'-6" while the maximum height of the sunroom addition is 18'-8". The new deck does not exceed 13'-3". Additionally, neither addition exceeds the two and one-half story building height limit.
5. Adequate Parking: The R-6 Zoning District standards require two off-street parking spaces unless the parcel was created prior to September 9, 1971, in which case a single parking space would be required. The subject property was created in 1911, and therefore only one parking space is required. The project has existing off-street parking on their private driveway. Moreover, the project does not remove any existing off-street parking spaces.
6. Privacy: The upper-level bedroom addition will not create privacy concerns as the design of the window in the new bedroom dormer is higher and is designed to only allow light to come into the bedroom. The sunroom addition is designed at the same level as the main level which is well below the maximum height requirement. The deck is located at the rear and does not provide any views into neighboring yards due to its orientation on the downslope, away from both neighbors to the east and west. Both additions and the rear deck are setback more than the 5' required side yard minimum. The sunroom addition is located 16'-10" from the nearest side yard while the upper-level bedroom addition is located 21'-2" from the nearest side yard. By locating the additions further setback from the nearest side yard, privacy to neighbors is maintained.
7. Access to Light: The project will not have any impact on the natural light currently enjoyed by residences in the neighborhood as the additions and deck do not increase the overall height of the residence and because the rear deck is located on the downslope at the rear. Moreover, the bedroom addition and sunroom addition are all located within the existing building envelope and exceed all zoning setbacks which creates additional spacing for light between the subject parcel and surrounding parcels.

Kensington Policy 4. When reviewing new development proposals, ensure views of scenic natural features (e.g., San Francisco Bay, distant mountains) and the developed environment (e.g., bridges, San Francisco skyline) are substantially preserved.

Staff Response: San Francisco Bay and some natural and built-out features within it, like the bridges and city skylines, are visible from the neighborhood looking west from Coventry Road. However, the proposed project has no impact with respect to views as the parcel on the opposite side of Coventry Road are located on a higher elevation and all additions are located towards the rear and do not increase the existing height of the residence. Moreover, because of the negative slope, the house appears to be a one story from views of Coventry Road. Therefore, views of the San Francisco bay are substantially preserved.

Kensington Policy 5. For new developments, encourage building scale, massing, architectural style, and materials to provide harmonious scale transitions and blend with the surrounding existing residential neighborhood.

Staff Response: See Staff Response for Kensington Policy 3 above.

- B. Consistency with Zoning: The subject property is located within the R-6 Single-Family Residential District (R-6), the Kensington Combining District (-K), and the Tree Obstruction of Views Combining District (-TOV).

Chapter 84-4 - R-6 Single-Family Residential District: Generally speaking, the intent of the R-6 Zoning District is to provide for orderly development of the single-family residential uses, accessory structures and the uses normally auxiliary to them. The project includes two residential additions and a new deck. All components of the project are related to the single-family residence and are therefore uses permitted within the R-6 Zoning District. The project also complies with the height and setback requirements. All components of the project do not exceed two and one-half stories or thirty-five feet in height nor do they further expand the existing third-story components of the residence. The project also exceeds the rear, side and front setback requirements. Therefore, the project is consistent with the R-6 Single-Family Residential District development standards.

Chapter 84-74: Kensington Combining District: Section 84-74.802 of the County Code sets the gross floor area threshold standard for projects within the Kensington Combining District (-K). Projects that exceed the specific lot threshold require a Development Plan application and a public hearing. For a lot size of 5,217 square feet, the gross floor area threshold standard is 2,600 square feet. The gross floor area for this project will be 3,080 square feet which includes a lower level of 1,063 square feet, a main level of 1,385 square feet and an upper level of 632 square feet. Staff evaluated the standards of consideration at a hearing 84-74.1206 in Kensington Policy 3 located in the General Plan analysis above and in the Kensington Findings located in Attachment A, Findings and Conditions of Approval.

Chapter 816-2 - Tree Obstruction of Views: The -TOV Combining District furthers the Kensington Combining District's goals, as its intent is to provide a method for property owners

to gain restoration of views and sunlight lost due to tree growth by another property owner. The proposed development does not include any alteration, addition or removal of any trees. Therefore, the -TOV ordinance does not apply to the proposed project.

- C. Appropriateness of Use: The project site contains an existing single-family residence. The proposed project consists of residential uses including a bedroom addition, sunroom addition and a new deck. The project will not change the existing use of the parcel which is residential in nature. Additionally, many homes in the Kensington area contain decks and sunrooms at the rear to enjoy views towards the San Francisco Bay. The residential additions and rear deck will be consistent with the established use of the property as well as the guidelines of the Kensington area with respect to compatibility of the neighborhood. The proposed project will conform to the height and side yard restrictions of the R-6 zoning district. No portion of the project will infringe upon the existing views, natural light, privacy and parking of properties in the area. The proposed project exceeds the maximum allowed gross floor area for the lot size however the bulk is not excessive for the area and development will increase the property value of the parcel and surrounding area. Thus, the project is appropriate for the Kensington area and the R-6, -TOV, and -K zoning districts.

VIII. CONCLUSION

As proposed, 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 addition, and a new approximately 125 square-foot uncovered deck at the rear of an existing single-family residence. The proposed development is consistent with the RM General Plan Land Use designation, the specific policies of the Kensington area and complies with the intent and purpose of the Single-Family Residential (R-6), Kensington (-K) Combining District, and the Tree Obstruction of Views (-TOV) Combining Districts. Therefore, staff recommends that the Zoning Administrator approve County File #CDDP26-03014 based on the attached conditions of approval.

Attachments:

- A. Findings and Conditions of Approval
- B. Maps - Parcel Maps, Aerial Map, Zoning Map, General Plan Map
- C. Agency Comments
- D. Site Photographs
- E. Project Plans

FINDINGS AND CONDITIONS OF APPROVAL – COUNTY FILE #CDDP26-03014, CINDY STERRY (APPLICANT) AND BARRY TORGAN (OWNER)

FINDINGS

A. Kensington Combining District Findings

Kensington Combining District (-K) requires the project to satisfy seven criteria to be approved:

1. Recognizing the rights of property owners to improve the value and enjoyment of their property.

Project Finding: The project is to construct 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 addition, and a new approximately 125.4 square-foot uncovered deck at the rear of an existing single-family residence. The new gross floor area exceeds the gross floor area threshold for the subject property. However, the project will not be excessively larger or taller than other dwellings in the neighborhood and is designed to not deprive surrounding properties of views, privacy, natural light or parking. The additions and new deck will increase the value of the property because it allows the property owner more space to enjoy the San Francisco Bay views. The project is designed to allow the property owner to improve the lot.

2. Recognizing the rights of property owners of vacant lots to establish a residence that is compatible with the neighborhood in terms of bulk, scale and design.

Project Finding: The lot is not vacant. Therefore, this standard does not apply to the project.

3. Minimizing impacts upon surrounding neighbors.

Project Finding: The project is designed to minimize impacts upon surrounding neighbors. The project will not increase the existing height of the residence. The bedroom addition has a maximum height of 29'-6" and the sunroom addition has a maximum height of 18'-8" which is below the 35' height maximum. All components of the project exceed the R-6 setback requirements which maximizes space between the project and adjacent neighbors. The project is designed to not create privacy concerns as the design of the window in the new bedroom dormer

is higher and is designed to only allow light to come into the bedroom. The sunroom addition is designed at the same level as the main level which is well below the maximum height requirement. The deck is located at the rear and does not provide any views into neighboring yards due to its orientation on the downslope, away from both neighbors to the east and west.

4. Protecting the value and enjoyment of the neighbors' property.

Project Finding: The project does not obstruct any views, predominantly of the San Francisco Bay, from surrounding vantage points. Additionally, it does not substantially decrease access to sunlight for any surrounding properties, due to its siting and how great the elevation increase is from the subject parcel to the parcel directly behind it. The project will not infringe upon existing street parking as there is existing off-street parking on site nor does the project require increased off-street parking as the project only marginally expands an existing bedroom and does not create an additional bedroom or new living unit. Thus, the project will protect the value and enjoyment of the neighbor's property.

5. Maintaining the community's property values.

Project Finding: The project is to add additions and a rear deck to an existing single-family residence. The project enhances the single-family residence by creating a deck at the rear that will allow property owners to enjoy views of the San Francisco Bay, creates a larger sunroom and enhances the upper level bedroom by allowing more light into the residence. These improvements will increase the property value of the existing residence by creating more spaces for the property owner to enjoy. Moreover, the project is residential in nature and is compatible to the surrounding community. By improving an existing single-family house, property values in the immediate vicinity will go up as well.

6. Maximizing the use of existing interior space.

Project Finding: The project will marginally expand (15 square feet) an existing upper-level bedroom, expand an existing sunroom 45 square feet and will create a new rear deck. The project maximizes the use of existing space by marginally expanding existing living areas while maintaining the existing building envelope. Lastly, the single-family residence does contain crawl space, however, the crawl space is under 4' and is too low to be utilized as interior space.

7. Promoting the general welfare, public health, and safety.

Project Finding: The project does not change the land use of the subject property and, as described earlier, is not expected to impact surrounding properties. The development improves the value of the neighboring properties as the construction of residential additions and a deck increases the property value of the project parcel. The project does not include hazardous substances beyond what is normal for a residential property. The project is required to comply with all applicable building and fire codes. Based on the foregoing reasons, the project will maintain the general welfare, public health, and safety of the Kensington community.

B. California Environmental Quality Act (CEQA) Findings

The project is exempt under CEQA Guidelines Section 15301(e) – Existing facilities, additions to existing structures provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before the addition, or 2,500 square feet, whichever is less. The existing single-family residence is 2,975 square feet. Therefore, 50% of the single-family residence is 1,486 square feet. The project will construct a 45-square-foot addition to the sunroom, a 15-square-foot addition to the upper level bedroom and a 125-square-foot deck. This total square-footage of all additions is 185 square feet which is under the 50% threshold. Therefore, the project is exempt under CEQA Guidelines Section 15301(e) which exempts additions to existing structures.

CONDITIONS OF APPROVAL FOR COUNTY FILE #CDDP26-03014

Project Approval

Development Plan for a Kensington Design Review

1. This DEVELOPMENT PLAN application for a KENSINGTON DESIGN REVIEW to allow for the construction of 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 addition, and a new approximately 125.4 square-foot uncovered deck at the rear of an existing single-family residence, with a new gross floor area of 3,080 square feet (where 2,600 square feet is the Kensington threshold) is APPROVED, as generally based on the following:

- The application and project plans received by the Department of Conservation

and Development, Community Development Division (CDD) on May 13, 2026.

- Revised plans received on June 18, 2026.
2. Any change from the approved plans shall require review and approval by the CDD and may require the filing of an application to modify this Development Plan.

Payment of Fees

3. This Development Plan Permit application is subject to an initial application deposit of \$3,000.00, which was paid with the application submittal, plus time and materials costs if the application review expenses exceed the initial deposit. **Any additional fee due must be paid prior to issuance of a building permit, or 60 days of the approval date of this permit, whichever occurs first.** The fees include costs through permit issuance and final file preparation. Pursuant to Contra Costa County Board of Supervisors Resolution Number 2019/553, where a fee payment is over 60 days past due, the Department of Conservation and Development may seek a court judgement against the applicant and will charge interest at a rate of ten percent (10%) from the date of judgement. The applicant may obtain current costs by contacting the project planner. A bill will be mailed to the applicant shortly after permit issuance.

Construction Period Restrictions and Requirements

All construction activity shall comply with the following restrictions, which shall be included in the construction drawings.

4. The applicant and their contractor shall make a good faith effort to park any construction related vehicles on the project driveway and existing asphalt parking area at the front of the parcel.
5. The applicant shall make a good faith effort to minimize project-related disruptions to adjacent properties, and to uses on the site. This shall be communicated to all project-related contractors.
6. The project sponsor shall require their contractors and subcontractors to fit all internal combustion engines with mufflers which are in good condition and shall locate stationary noise-generating equipment such as air compressors as far away from existing residences as possible.

7. Transportation of heavy equipment and trucks shall be limited to weekdays between the hours of 9:00 A.M. and 4:00 P.M. and prohibited on Federal and State holidays.
8. The site shall be maintained in an orderly fashion. Following the cessation of construction activity, all construction debris shall be removed from the site.
9. A publicly visible sign shall be posted on the property with the telephone number and person to contact regarding construction-related complaints. This person shall respond and take corrective action within 24 hours. The CDD phone number shall also be visible to ensure compliance with applicable regulations.
10. Unless specifically approved otherwise via prior authorization from the Zoning Administrator, all construction activities shall be limited to the hours of 7:30 A.M. to 5:00 P.M., Monday through Friday, and are prohibited on State and Federal holidays on the calendar dates that these holidays are observed by the State or Federal government as listed below:

New Year's Day (State and Federal)
Birthday of Martin Luther King, Jr. (State and Federal)
Washington's Birthday (Federal)
Lincoln's Birthday (State)
President's Day (State)
Farmworkers Day (State)
Memorial Day (State and Federal)
Juneteenth National Independence Holiday (Federal)
Independence Day (State and Federal)
Labor Day (State and Federal)
Columbus Day (Federal)
Veterans Day (State and Federal)
Thanksgiving Day (State and Federal)
Day after Thanksgiving (State)
Christmas Day (State and Federal)

For specific details on the actual day the State and Federal holidays occur, please visit the following websites:

Federal Holidays: [Federal Holidays \(opm.gov\)](https://www.opm.gov/federal-holidays/)
California Holidays: <https://www.sos.ca.gov/state-holidays>

ADVISORY NOTES

ADVISORY NOTES ARE NOT CONDITIONS OF APPROVAL; THEY ARE PROVIDED TO ALERT THE APPLICANT TO ADDITIONAL ORDINANCES, STATUTES, AND LEGAL REQUIREMENTS OF THE COUNTY AND OTHER PUBLIC AGENCIES THAT MAY BE APPLICABLE TO THIS PROJECT.

- A. NOTICE OF OPPORTUNITY TO PROTEST FEES, ASSESSMENTS, DEDICATIONS, RESERVATIONS OR OTHER EXACTIONS PERTAINING TO THE APPROVAL OF THIS PERMIT.

Pursuant to California Government Code Section 66000, et seq., the applicant has the opportunity to protest fees, dedications, reservations or exactions required as part of this project approval. To be valid, a protest must be in writing pursuant to Government Code Section 66020 and must be delivered to the Community Development Division within a 90-day period that begins on the date that this project is approved. If the 90th day falls on a day that the Community Development Division is closed, then the protest must be submitted by the end of the next business day.

- B. Prior to applying for a building permit, the applicant is strongly encouraged to contact the following agencies to determine if additional requirements and/or additional permits are required as part of the proposed project:

- Contra Costa County Building Inspection Division
- Contra Costa County Environmental Health Division
- East Bay Municipal Utility District
- Stege Sanitary District
- Kensington Fire Protection District

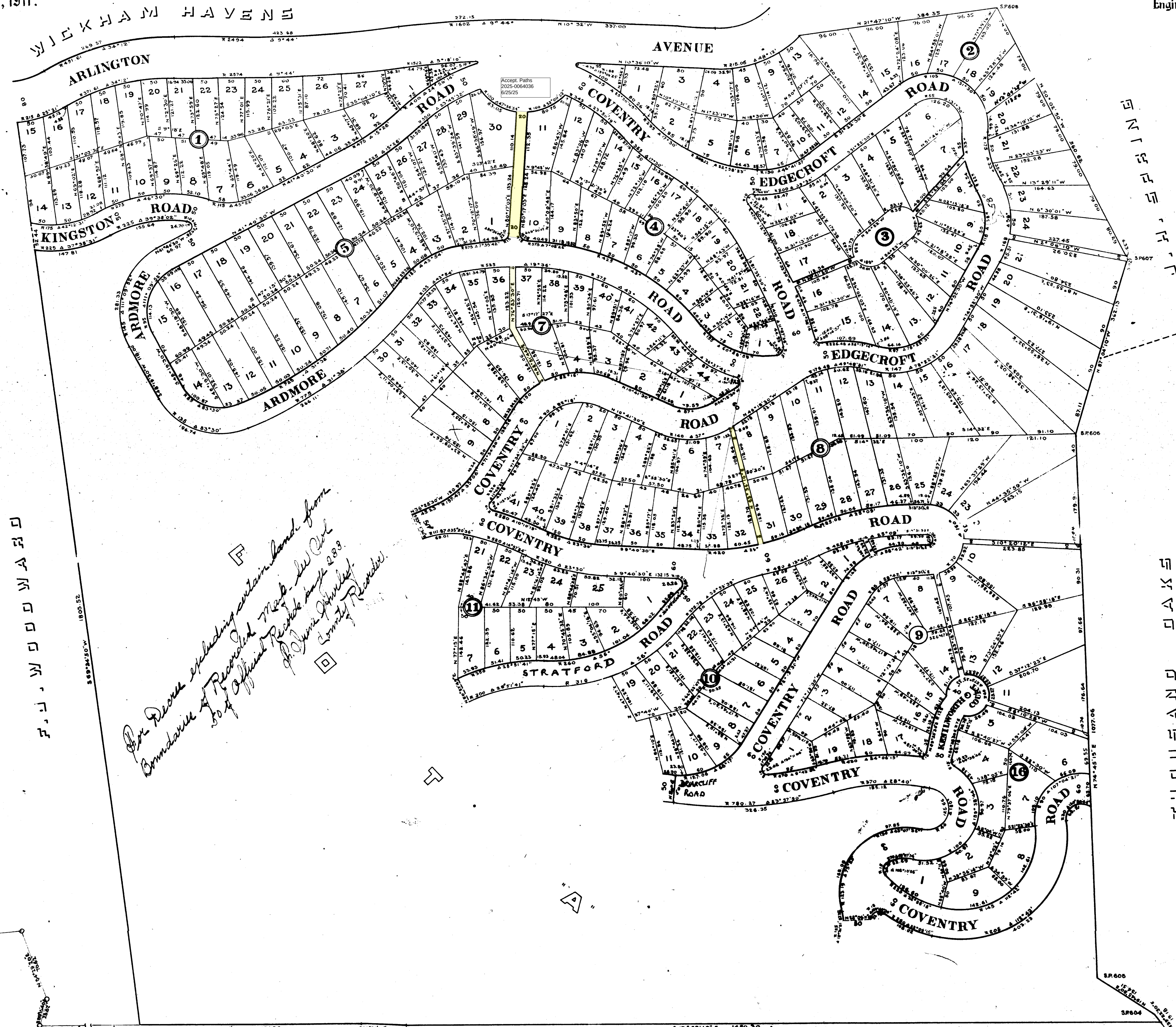
KENSINGTON PARK

CONTRA COSTA COUNTY, CALIFORNIA.

PROPERTY OF
NORTH END LAND CO.
BERKELEY.

Scale: 1 in.=100 ft.
April, 1911.

Daniels & Osment,
Engineers.



*See Deed including subdivision from
Comdore & Powell Map 244
So of Official Record map 283
P.O. Jones & Co.
County of Contra Costa*

IN WITNESS WHEREOF, NORTH END LAND CO., a
California Corporation, the owner of the land embraced within
the red lines upon the within map entitled, "KENSINGTON PARK,"
Contra Costa County, California, being a portion of Lot No. 2
San Pablo Rancho, Contra Costa County, California, consents to
the making and filing of said map, said owner hereby dedi-
cates KINGSTON ROAD, ARDMORE ROAD, EDGE-CROFT ROAD, COVENTRY ROAD,
STRATFORD ROAD, BRIARCLIFF ROAD and KENTWOOD COURT
as public thoroughfares.

NORTH END LAND COMPANY
By *Edw. J. Osment*
President
By *Wm. H. Daniels*
Secretary

STATE OF CALIFORNIA) SS
COUNTY OF ALAMEDA

On this 11th day of April, in the
year of our Lord One Thousand Nine Hundred and Eleven, before
me, *Wm. H. Daniels*, a Notary Public, in and
for the County of Alameda, State of California, residing there-
in, duly commissioned and sworn, personally appeared ROBT. E.
KENTWORTH and Wm. H. DODGE known to me to be the President and
Secretary respectively of the Corporation that executed the
above instrument and duly acknowledged to me that said Cor-
poration executed the same.

IN WITNESS WHEREOF, I have hereunto
set my hand and affixed my Official Seal this 11th day
of April, A.D., 1911.

Wm. H. Daniels
Notary Public in and for the
County of Alameda, State of California.

IN WITNESS WHEREOF, P.J. WOODWARD CO., INCORPORATED,
a California Corporation, as mortgagee of the land embraced within
the red lines upon the within map entitled, "KENSINGTON PARK," Contra
Costa County, California, being a portion of Lot No. 2 San Pablo
Rancho, Contra Costa County, California, consents to the making and
filing of said map, said mortgagee hereby dedicates KINGSTON
ROAD, COVENTRY ROAD, EDGE-CROFT ROAD, COVENTRY ROAD, LEX-
INGTON ROAD, STRATFORD ROAD, BRIARCLIFF ROAD and KENTWOOD COURT
as public thoroughfares.

P.J. WOODWARD CO., INCORPORATED
By *J. H. Wells*
Vice-President
By *E. J. Mulligan*
Secretary

STATE OF CALIFORNIA) SS
COUNTY OF ALAMEDA

On this 11th day of April in the year of our
Lord One Thousand Nine Hundred and Eleven, before me,
Wm. H. Daniels, a Notary Public, in and for the County of
Alameda, State of California, residing therein, duly commissioned
and sworn, personally appeared P.J. WOODWARD and S.A. WOODMAN to
me to be the Vice-President and Secretary, respectively, of the
Corporation that executed the above instrument and duly acknowl-
edged to me that said Corporation executed the same.

Wm. H. Daniels
Notary Public in and for the
County of Alameda, State of California.

STATE OF CALIFORNIA) SS
COUNTY OF CONTRA COSTA

J. H. Wells, County
Clerk of the County of Contra Costa, State of California and
ex-officio Clerk of the Board of Supervisors of the said
County of Contra Costa, do hereby certify that the fore-
going map was presented to said Board of Supervisors as pro-
vided by law at a regular meeting of said Board of Super-
visors held on the 11th day of May, 1911, and that
said Board of Supervisors did thereupon by resolution of
said Board duly passed and adopted at said meeting resolved
that said Board of Supervisors does not accept on behalf of
the public KINGSTON ROAD, ARDMORE ROAD, EDGE-CROFT ROAD, COVENTRY
ROAD, LEXINGTON ROAD, STRATFORD ROAD, BRIARCLIFF ROAD and KENTWOOD
COURT as offered by said map for public thoroughfares.

IN WITNESS WHEREOF, I have hereunto
set my hand and affixed the Seal of said Board of Supervisors
this 11th day of May, A.D., 1911.

J. H. Wells
County Auditor of the County of Contra Costa,
State of California and
ex-officio Clerk of the Board of Super-
visors of said County of Contra
Costa.

STATE OF CALIFORNIA) SS
COUNTY OF CONTRA COSTA

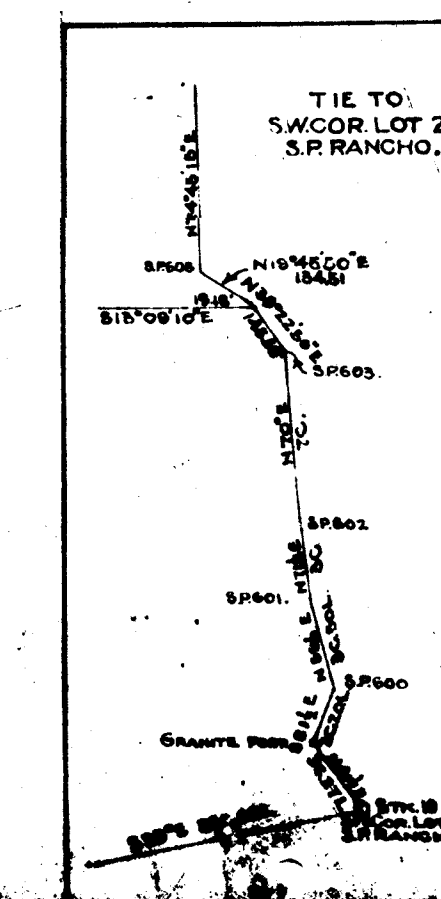
J. H. Wells
County Auditor of the County of Contra Costa, State of
California, hereby certify that I have examined all the tax
rolls in my office and to which I have access relating to
the within described tract of land for the purpose of as-
certaining whether there exists any liens on said tract of
land for unpaid State or County taxes, and I do hereby cer-
tify that after a careful examination of the tax rolls of
the County of Contra Costa in my office and in my possession
I have been unable to find any lien upon said tract of land
or any subdivision thereof for unpaid State or County taxes.

IN WITNESS WHEREOF, I have hereunto
set my hand this 11th day of May, A.D., 1911.

J. H. Wells
County Auditor of Contra Costa
County, State of California.

Filed at Request of
Contra Costa Theatrical & Title Co.
May 2, A. D. 1911
11:15 a.m. past 2 P.M.
Records of Contra Costa County
Wm. H. Daniels
Deputy Recorder
I have examined the above
instrument and find it correct
and in accordance with the
laws of the State of California.

EL CERRITO LAND & IMPROVEMENT CO.



Aerial View: APN 571-170-007



Map Legend

Assessment

Parcels

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION.

CCMap is maintained by Contra Costa County Department of Information Technology, County GIS. Data layers contained within the CCMap application are provided by various Contra Costa County Departments. Please direct all data inquiries to the appropriate department.

Spatial Reference

PCS: WGS 1984 Web Mercator Auxiliary Datum: WGS 1984

167

BLOCK 10 KENSINGTON PARK
MB 5-103

14

19

COVENTRY

ROAD

31

UNNUMBERED LOT

32

34

10

08

07

06

05

04

23

22

01

02

A

38

18

170

20

19

11

10

9

8

36

37

17

16

15

14

25

24

23

22

21

20

19

18

17

16

ROAD

16

WILLOW LANE.

25

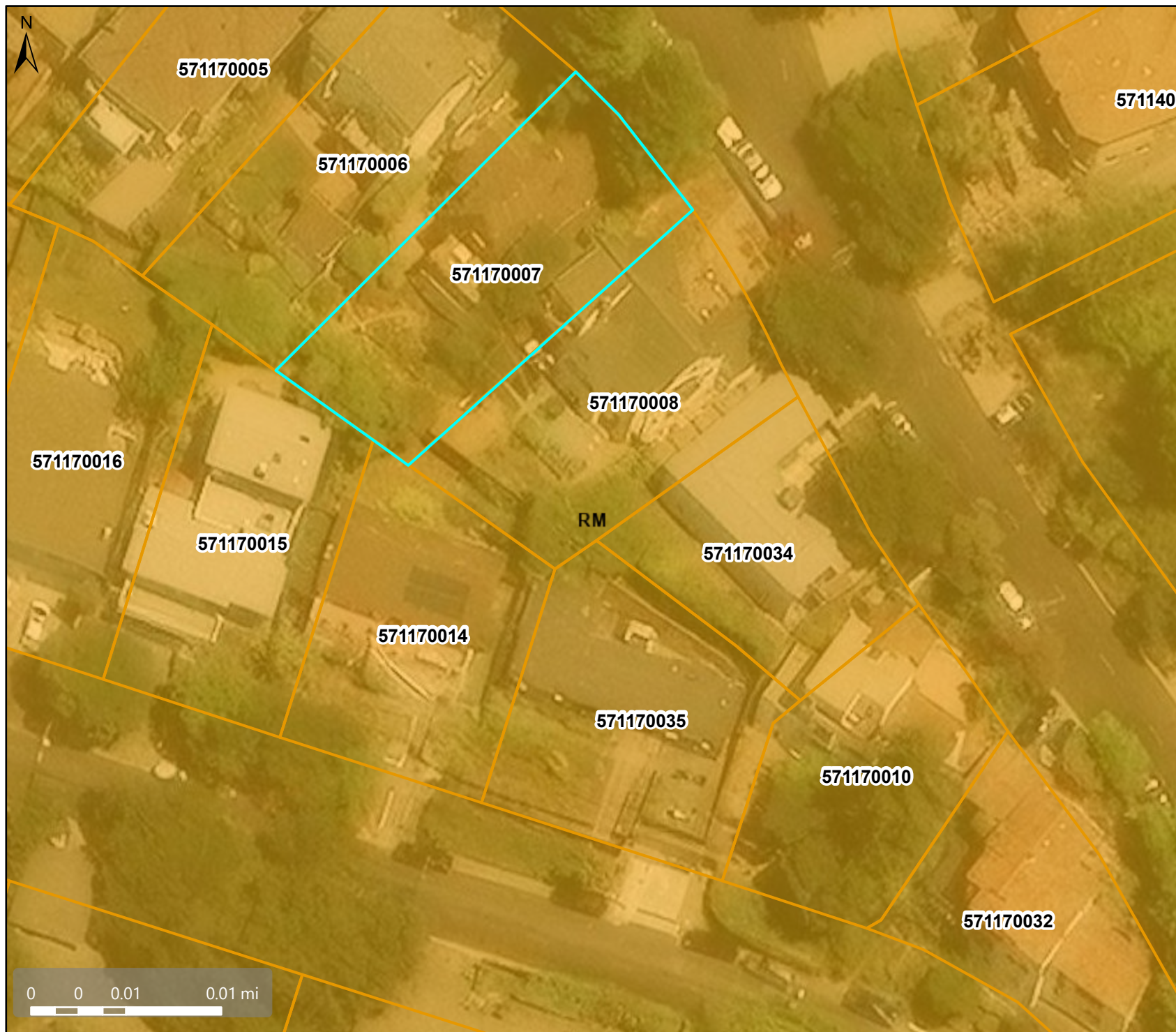
NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

170

38

7/18/05

General Plan: RM (Residential Medium Density)



Map Legend

Assessment
Parcels

Planning

General Plan

RM (Residential
Medium
Density) (7-17
du/na)

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Spatial Reference
PCS: WGS 1984 Web Mercator Auxiliary
Datum: WGS 1984

Zoning: R-6 -TOV -K (Tree Obstruction and Kensington Combining District)



Map Legend

Assessment

Parcels

Planning

Zoning

ZONE_OVER

R-6 -TOV -K

(Tree Obstruction and Kensington)

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Spatial Reference
PCS: WGS 1984 Web Mercator Auxiliary
Datum: WGS 1984

170

Everett Louie

From: Wang, Chien <chien.wang@ebmud.com>
Sent: Monday, May 18, 2026 8:33 AM
To: Cherie Adriano; Everett Louie
Cc: Planning.review; McGregor, Jennifer
Subject: Re: Cherie Adriano shared the folder "CDDP26-03014" with you

This Message Is From an External Sender

This email originated from outside of Contra Costa County. Please do not click links or open attachments unless you are expecting this email.

[Report Suspicious](#)

Dear Everett,
EBMUD has no comment on the subject agency comment request.
Chien

Chien Wang, PE (she/her) | Associate Civil Engineer
Water Distribution Planning Division | EBMUD
375 Eleventh Street, MS 701, Oakland, CA 94607
(510) 287-1086 | chien.wang@ebmud.com



From: Cherie Adriano <cherie.adriano@dcd.cccounty.us>
Sent: Monday, May 18, 2026 8:05 AM
To: Wen, Amy <amy.wen@ebmud.com>; Bret Wickham <Bret.Wickham@dcd.cccounty.us>; Rehnstrom, David <david.rehnstrom@ebmud.com>; David Wexler <dwexler@contracostamosquito.com>; Everett Louie <Everett.Louie@dcd.cccounty.us>; hbudge <hbudge@contracostamosquito.com>; Joanna Steen <joanna.steen@bos.cccounty.us>; jshannon <jshannon@contracostamosquito.com>; McGregor, Jennifer <jennifer.mcgregor@ebmud.com>; Planning.review <planning.review@ebmud.com>; Robert Rogers <Robert.Rogers@bos.cccounty.us>; Hill, Thai <thai.hill@ebmud.com>; Wang, Chien <chien.wang@ebmud.com>
Subject: Cherie Adriano shared the folder "CDDP26-03014" with you

This email contains a link that cannot be inspected for phishing or viruses. Consider verifying the email's authenticity with the sender using your organization's trusted contact list before replying or taking further action

Secured by Check Point

Everett Louie

From: Joanna Steen
Sent: Thursday, June 25, 2026 10:36 AM
To: Everett Louie
Subject: Re: KMAC - Meeting Published June 24, 2026 at 7pm Kensington Library

Hello Everett,

I'm pleased to share that the meeting went very smoothly. The advisory members unanimously approved your project, and there were no objections from the community.

Joanna

Get [Outlook for Mac](#)

From: Everett Louie <Everett.Louie@dcd.cccounty.us>
Date: Thursday, June 25, 2026 at 7:41 AM
To: Joanna Steen <joanna.steen@bos.cccounty.us>
Subject: RE: KMAC - Meeting Published June 24, 2026 at 7pm Kensington Library

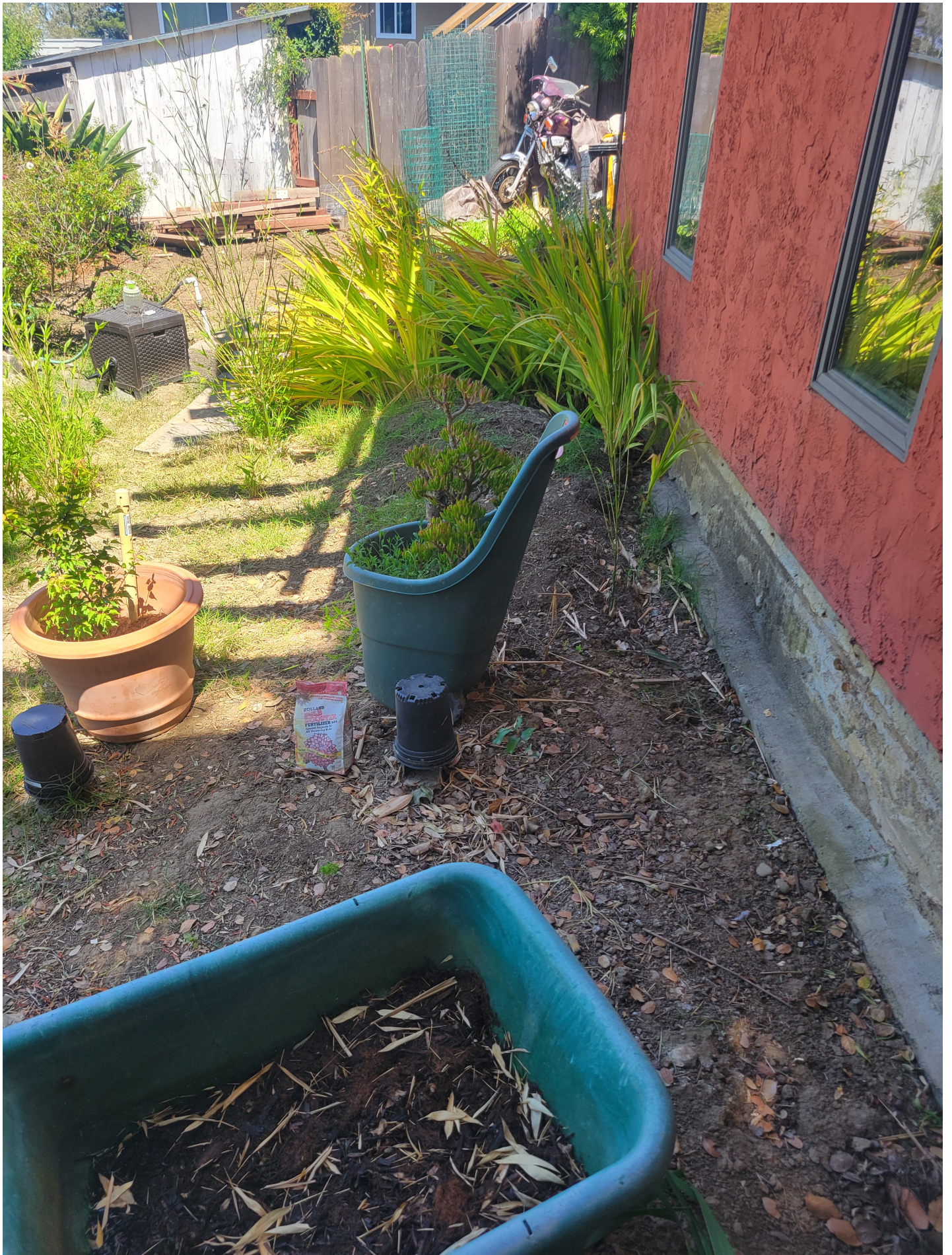
Hi Joanna,

How did the vote go for my project CDDP26-03014? I look forward to your meeting mins.

Everett Louie, Planner III
CONTRA COSTA COUNTY
Department of Conservation and Development
30 Muir Road | Martinez, CA 94553
(925) 655-2873
Everett.Louie@dcd.cccounty.us



Beware of fraudulent requests for payment from persons pretending to be Contra Costa County. The County will never request or accept payments by wire transfer. The County will never request your credit card or bank information over the phone or via email to pay permit fees. Payments are only accepted through the County's ePermits Center or by delivery to County offices in person or by mail. Monthly statements (invoices) are mailed to applicants via US postal service.



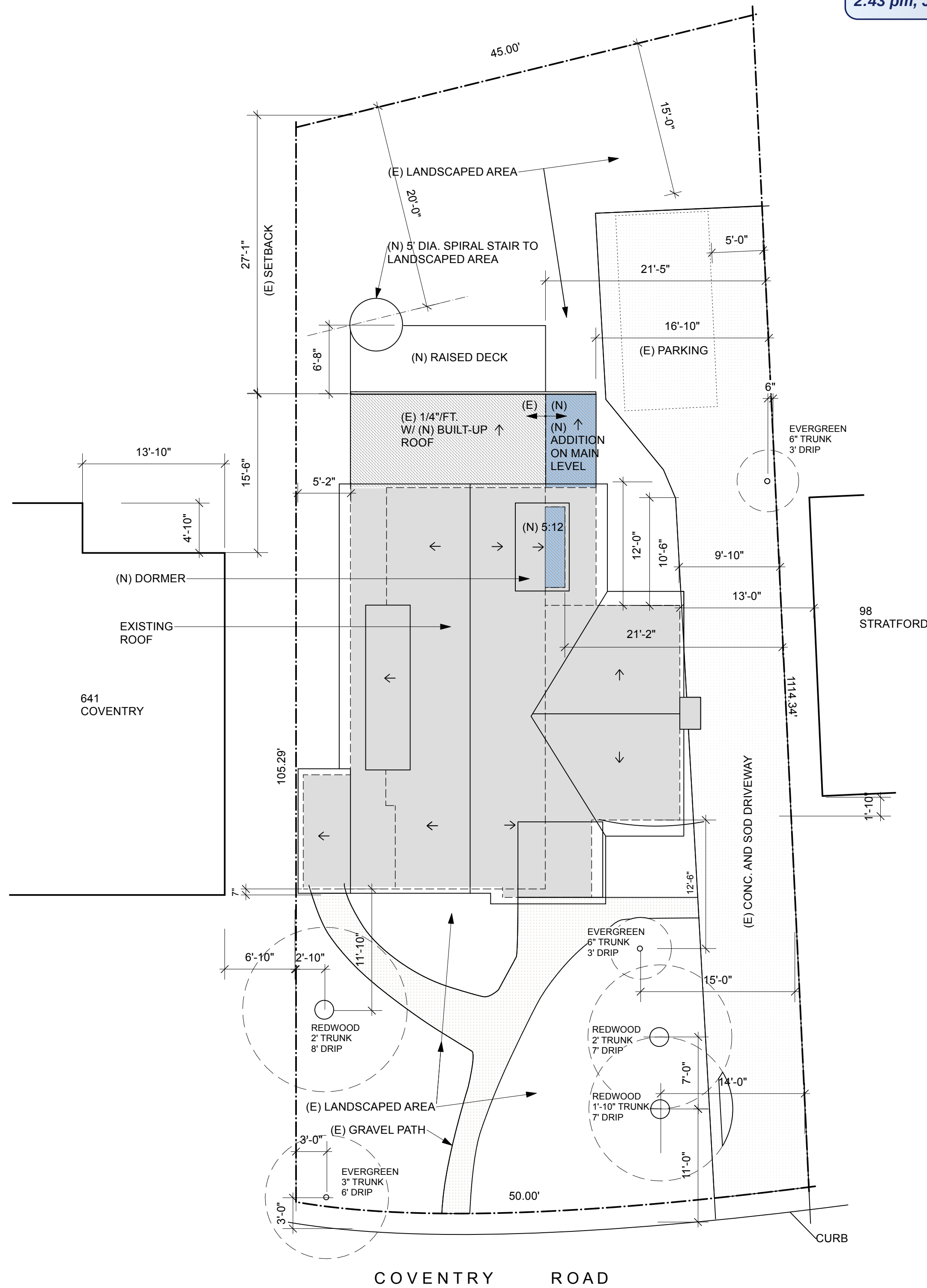




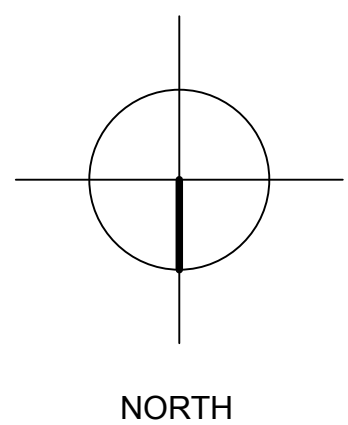


REVISED

2:43 pm, Jun 22, 2026



1 EXISTING SITE / ROOF PLAN
1/8" = 1'-0"



PROJECT DESCRIPTION

REMODEL TO REESTABLISH ROOM DESIGNATIONS ON MAIN LEVEL PLAN THAT INCLUDES A KITCHEN REMODEL AND ADDITION TO EXISTING SUNROOM PLUS A DECK WITH SPIRAL STAIR TO (E) GARDEN
UPPER LEVEL ADDITION OF DORMER IN PRIMARY BEDROOM.

ABBREVIATIONS

ADJ.	adjustable	HT.	height	SSD	see
A.F.F.	above finish	INSUL.	insulation		structural
APPROX.	approximate	INT.	interior	SPEC.	drawings
ARCH.	Architect	JT.	joint	STL.	specificat'n
ASF	above	LAM.	laminate	STOR.	steel
BD.	board	LAV.	lavatory	STR.	storage
BLDG.	building	LINO.	linoleum	T.	structural
BLKG.	blocking	LT.	light	TEL	tread
BM.	beam	MATL.	material	T&G.	telephone
BOT.	bottom	MAX.	maximum		tongue and
BR.	bedroom	MECH.	mechanical		groove
CAB.	cabinet	MEMB.	membrane		thick
CEM.	cement	MET.	metal	THK.	threshold
CL.	center line	MFR.	manuf.	TO	top of
	closet	MIN.	minimum	TV.	television
CLG.	ceiling	MISC.	miscel.	TYP.	typical
CLR.	clear	MTD.	mounted	U.O.N.	unless
	clearance	N.	new		otherwise
COL.	column	N.I.C.	north	V.I.F.	noted
CONC.	concrete		not in	W.	verify in
CONN.	connection	NO/#	contract	W.C.	field
CONSTR.	construction	NOM.	number	WD.	west
CONT.	continuous	N.T.S.	nominal	WDW.	watercloset
CTR.	center	O.	not to scale	WH.	wood
D.F.	douglas fir	O.C.	over	W/O	window
DET.	detail	O.D.	on center	WR	water
DIA.	diameter		outside		heater
DIM.	dimension	O.F.C.I.	dimension		without
DISP.	disposal		owner		waterproof
DN	down		furnished		
DWG.	drawing	PL	contractor		
(E)	existing		installed		
E.	each		plate		
EA.	elevation		property		
ELEV.	equal	PLAM.	line		
EQ.	electrical		plastic		
EXT.	exterior	PLAS.	laminate		
FDN.	foundation	PLYVD.	plywood		
FF.	finish floor	PR.	PAIR		
FIN.	finish	(R)	replace		
FLR.	floor		relocate		
FLASH.	flashing	R.	repair		
FLUOR.	fluorescent	RAD.	riser		
F.O.F.	face of	REF.	radius		
	finish	REFR.	reference		
F.O.S.	face of	REINF.	refrigerator		
	structure	REQ.	reinforced		
FRZR.	freezer	RM.	required		
FT.	foot or feet	R.O.	rough		
FTG.	footing		opening		
GALV.	galvanized	RWD.	rain water		
GL.	glass	R.WL.	leader		
GYP.	gypsum		south		
H.B.	hose bibb	S.	solid core		
H.C.	hollow core	S.C.	schedule		
HDWD.	hardwood	SCHED.	sheet		
HDWR.	hardware	SHT.	similar		
HNDRL.	handrail	SIM.			
HORIZ.	horizontal				

GENERAL NOTES

- 1.THE CONTRACTOR SHALL PROVIDE ALL MATERIALS AND WORKMANSHIP FOR ALL CONSTRUCTION REQUIRED HEREIN IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL CODES, 2025 CALIFORNIA RESIDENTIAL CODE, 2025 CALIFORNIA BUILDING CODE, 2025 CALIFORNIA FIRE CODE, 2025 CALIFORNIA MECHANICAL CODE, 2025 CALIFORNIA PLUMBING CODE, 2025 CALIFORNIA ELECTRICAL CODE, AND 2025 CALIFORNIA ENERGY CODE.
- 2.THE CONTRACTOR SHALL CARRY WORKMAN'S COMPENSATION INSURANCE COVERING ALL PERSONS EMPLOYED ON THE JOB IN AMOUNTS REQUIRED BY LAW.
- 3.THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS, LICENSES, AND INSPECTIONS NEEDED TO COMPLETE THIS PROJECT, INCLUDING ENCROACHMENT PERMIT FOR THE ENGINEERING DIVISION PRIOR TO COMMENCING ANY CONSTRUCTION ACTIVITIES WITHIN ANY PUBLIC RIGHT-OF-WAY OR EASEMENT.
- 4.ALL MATERIALS SHALL BE NEW AND OF THE BEST QUALITY AND ALL WORKMANSHIP IN ACCORDANCE WITH BEST PRACTICE AND ALL INCIDENTAL WORK BE INCLUDED MANUFACTURER'S RECOMMENDATIONS AND INSTALLATION INSTRUCTIONS SHALL BE ADHERED TO FOR ALL MATERIALS USED.
- 5.THE CONTRACTOR SHALL GUARANTEE HIS WORK AND THE WORK OF HIS SUBCONTRACTORS TO BE FREE FROM DEFECTS IN MATERIALS OR WORKMANSHIP AND WILL REMEDY ANY SUCH DEFECTS WITHIN ONE YEAR OF COMPLETION.
- 6.ALL WASTE AND REFUSE CAUSED BY THE WORK SHALL BE REMOVED FROM THE PREMISES AND DISPOSED OF IN A LEGAL MANNER.THE PREMISE SHALL BE LEFT COMPLETELY CLEAR AND CLEAN. STOCK PILE MATERIALS THAT CAN BE BLOWN BY THE WIND SHALL BE COVERED.
- 7.A WATERING PROGRAM WHICH INCORPORATES THE USE OF DUST SUPPRESSANT, AND WHICH COMPLIES WITH REGULATION 2 OF THE BAY AREA QUALITY MANAGEMENT DISTRICT SHALL BE ESTABLISHED AND IMPLEMENTED FOR ALL ON-THE AND OFF-SITE CONSTRUCTION ACTIVITIES.
- 8.CONTRACTOR IS RESPONSIBLE FOR A COMPLETE, WATERTIGHT INSTALLATION.
- 9.THE CONTRACTOR IS RESPONSIBLE FOR CHECKING ALL CONTRACT DOCUMENTS, FIELD CONDITIONS, AND DIMENSIONS FOR ACCURACY AND CONFIRMING THAT WORK IS BUILDABLE AS SHOWN BEFORE PROCEEDING WITH CONSTRUCTION IF THERE ARE ANY QUESTIONS.THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING A CLARIFICATION FROM THE ARCHITECT BEFORE PROCEEDING WITH THE WORK IN QUESTION OR RELATED WORK.
- 10.THE CONTRACTOR SHALL NOT SCALE DRAWINGS.WRITTEN DIMENSIONS SHALL GOVERN.
- 11.CONTRACTOR SHALL PROVIDE ALL NECESSARY BLOCKING, BACKING, FRAMING, HANGERS, OR OTHER SUPPORT FOR ALL FIXTURES, EQUIPMENT, CABINETS, FURNISHINGS, AND ALL OTHER ITEMS REQUIRING SAME.
- 12.MECHANICAL, PLUMBING AND ELECTRICAL PLANS SHALL BE SUBMITTED AS TRADES PLANS, SEPARATE FROM THIS SUBMITTAL. CONTRACTOR/SUBCONTRACTOR SHALL DEVELOP A DESIGN / BUILD INSTALLATION.WATER, GAS, AND ELECTRICAL SERVICE REQUIREMENTS SHALL BE DETERMINED BY SUBCONTRACTOR AND COORDINATED WITH THE WORK. CONTRACTOR IS RESPONSIBLE FOR ROUTING OF FEEDERS, DUCTS, AND OTHER NON-VISIBLE COMPONENTS FOR A FULLY OPERATIONAL, SAFE, AND CODE-COMPLIANT SYSTEM.
- 13.ELECTRICAL CONDUITS, ROUGH PLUMBING, GAS LINES AND OTHER ROUGH-INS ITEMS SHALL BE CONCEALED WITHIN THE WALLS/FLOORS/CEILING. EXPOSED FINISH PIPES SHALL BE SMOOTH AND EASILY CLEANABLE.
- 14.FIRE RESISTIVE BEARING WALLS AND CEILINGS SHALL NOT HAVE PENETRATIONS EXCEPT FOR STEEL OUTLETS BOXES (<16 SQ. IN., <100 SQ.IN. PER 100SF), PIPES < 4" ?; CEILING DUCT WITH FIRE DAMPER.
- 15.CONSTRUCTION HOURS: 7:30 A.M.-5:30 P.M. MONDAY THRU FRIDAY, UNLESS OTHERWISE APPROVED IN WRITING BY CITY ENGINEER FOR CONSTRUCTION ACTIVITY AND THE CHIEF BUILDING OFFICIAL FOR BUILDING CONSTRUCTION ACTIVITY.
- 16.CONTRACTOR SHALL PROVIDE SECURITY FENCING, TO SATISFACTION OF THE CITY ENGINEER AND/OR CHIEF BUILDING OFFICIAL, AROUND SITE DURING CONSTRUCTION OF THE PROJECT.
- 17.CONTRACTOR AND SUBCONTRACTORS ARE REQUIRED TO FIT ALL INTERNAL COMBUSTION ENGINES WITH MUFFLERS WHICH ARE IN GOOD CONDITION, AND TO LOCATE STATIONARY NOISE-GENERATING EQUIPMENT AS FAR AWAY FROM EXISTING RESIDENCES AS FEASIBLE.
- 18.SWITCHES, CONTROLS, THERMOSTATS ARE 48" MAX. ABOVE FLOOR.
19. ALL PERMITS EXCEEDING \$1,000.00 IN VALUATION SHALL REQUIRE INSTALLATION ON APPROVED SMOKE AND CARBON MONOXIDE DETECTORS WITHIN THE DWELLING, AS WELL AS APPROVED AUTOMATIC GAS SHUT-OFF DEVICE ON THE CUSTOMER OWNED PIPING AT THE UTILITY METER.
20. GAS LINE SIZING CALCULATIONS TO BE A DEFERRED SUBMITTAL ITEM.
- 21.FINISH GRADE SHALL SLOPE MINIMUM 5% AWAY FROM FOUNDATION AND ADJACENT PROPERTIES TO LOCATION. THE GRADE SHOULD FALL A MIN. OF 6:10 PERPENDICULAR TO THE FACE OF THE FOUNDATION WALL PER CRC R401.3.

COPY WRITE 2026 STERRY ARCHITECTURE

SYMBOLS

NEW WALL		DUPLEX OUTLET	
EXISTING WALL		220VOLT OUTLET	
EXISTING ITEM TO BE REMOVED		SPECIAL PURPOSE OUTLET	
DRAWING NUMBER		GROUND FAULT INTERRUPTED OUTLET	
SECTION		DEDICATED CIRCUIT OUTLET	
SHEET NUMBER		HALF-SWITCH OUTLET	
DRAWING NUMBER		WATERPROOF OUTLET	
DETAIL		HOSE BIB	
SHEET NUMBER		JUNCTION BOX	
ELEVATION LETTER		TELEPHONE OUTLET	
DRAWING NUMBER		TELEVISION OUTLET	
INTERIOR ELEVATION		THERMOSTAT	
SHEET NUMBER		SWITCH	
DOOR SYMBOL		DIMMER SWITCH	
WINDOW SYMBOL		3-WAY SWITCH	
CONTROL POINT		FIRE SPRINKLER	
DATUM POINT		SMOKE DETECTOR	
RECESSED LIGHT FIXTURE		LOW VOLTAGE LANDSCAPE LIGHT WITH PROTECTIVE SHIELD	
CEILING MOUNTED LIGHT FIXTURE		HEAT REGISTER	
WALL MOUNTED LIGHT FIXTURE		CARBON MONOXIDE DETECTOR	
FLUORESCENT LIGHT FIXTURE			
LED UNDER CABINET STRIP LIGHT			

SHEET INDEX

A1	TITLE SHEET AND SITE PLAN
A2	AREA CALC. + PHOTOS
A3.1	EXISTING + PROPOSED LOWER LEVEL FLOOR PLAN (NO CHANGE)
A3.2	EXISTING + PROPOSED MAIN LEVEL FLOOR PLAN
A3.3	EXISTING + PROPOSED UPPER LEVEL FLOOR PLAN
A4.1	EXISTING EXTERIOR ELEVATIONS
A4.2	PROPOSED EXTERIOR ELEVATIONS

PROJECT DATA

APN:	571-170-007
ZONING:	R-6
(E) LOT SIZE:	5,217 S.F.
(E) HOME SIZE:	2,920 S.F. (SEE A2 FOR AREAS)
(E) TOTAL	55 S.F. ((E) AREA UNDER CANTILEVER
(P) ADDITION	2,975 S.F.
	45 S.F. (@SUNROOM CANTILEVER)
	15 S.F. (@ BEDROOM DORMER)
	45 S.F. UNDER CANTILEVER
TOTAL (P)	3,080 S.F.
(P) RAISED DECK ADDITION:	125.4 S.F.
(E) HOUSE FOOTPRINT	1,160 S.F. (NO CHANGE)
(E) CONCRETE/ SOD DRIVEWAY + PARKING PAD	1055 S.F. (NO CHANGE)
(E) GRAVEL PATH	225 S.F. (NO CHANGE)
(E) LANDSCAPING	APPROX. 2,650 S.F.

STERRY ARCHITECTURE
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510-835-5425

TORGAN
DEN / BEDROOM / BATHROOM / KITCHEN REMODEL
AND DECK ADDITION
645 COVENTRY ROAD KENSINGTON, CA

TORGAN

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AI



4. AREA IN FRONT OF (E) LOWER LEVEL DOORS SHOWING OLD (E) DRIVEWAY



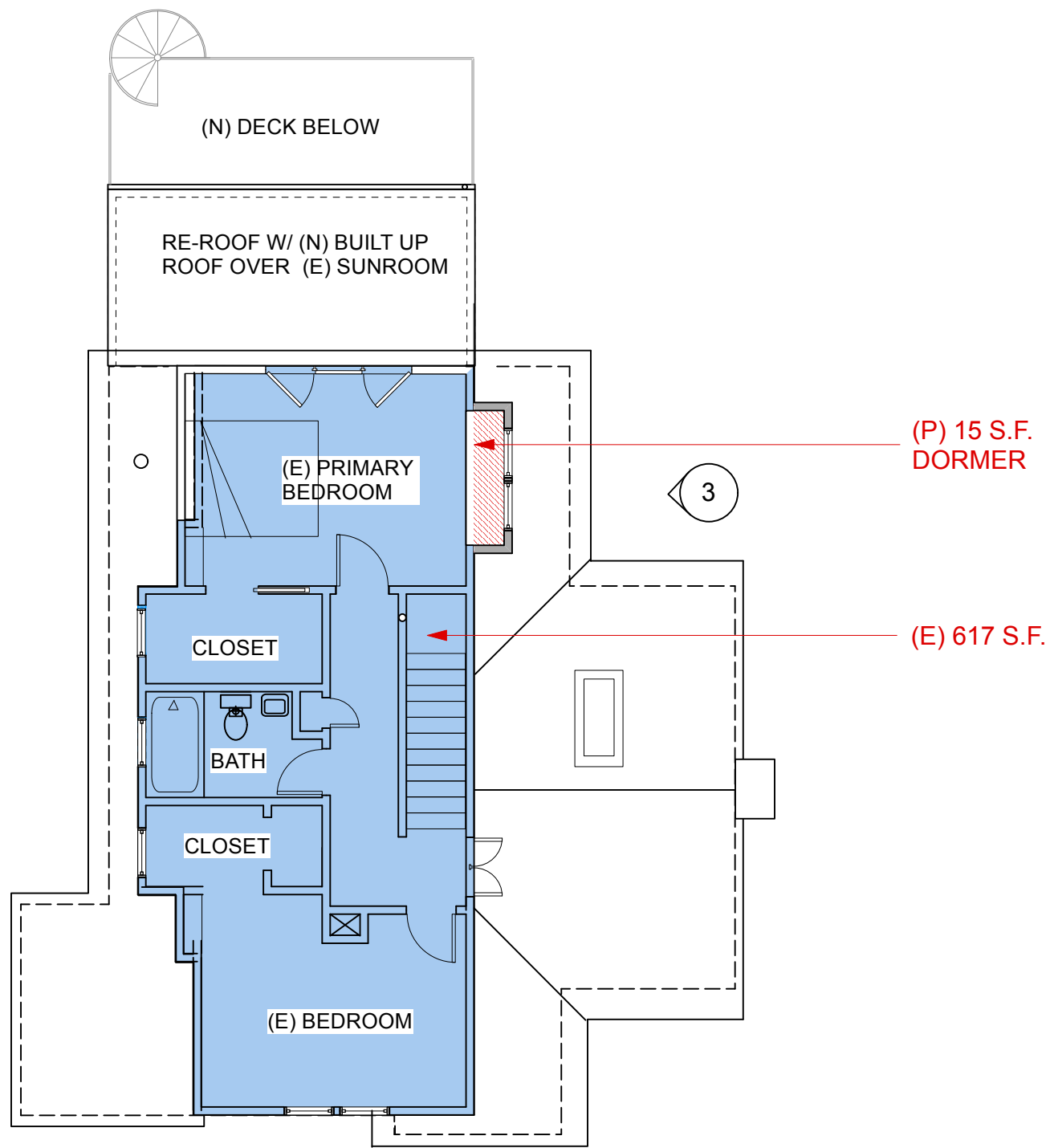
3. ROOF WHERE BEDROOM DORMER WILL GO.



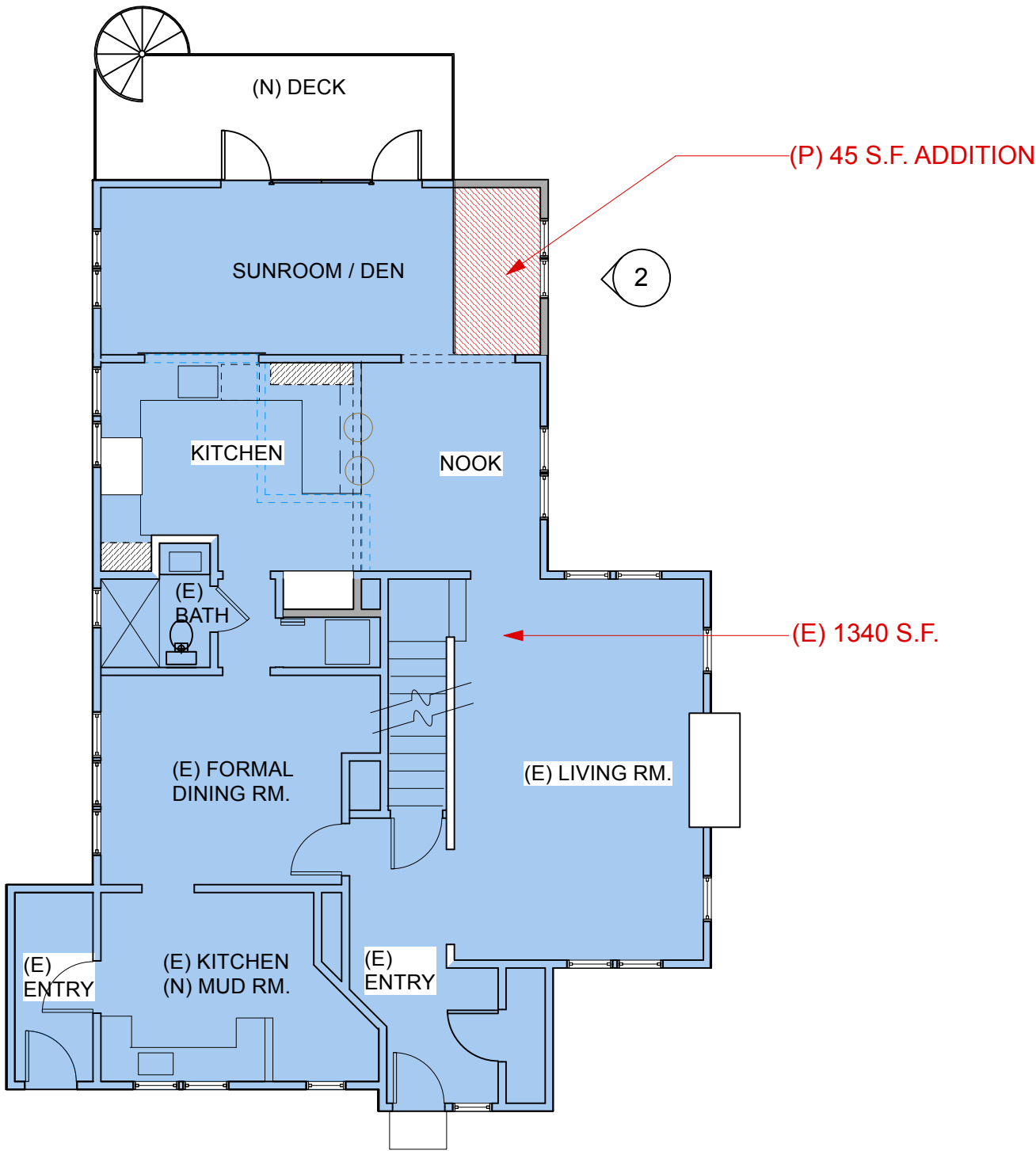
2. AREA WHERE DEN EXTENSION WILL GO



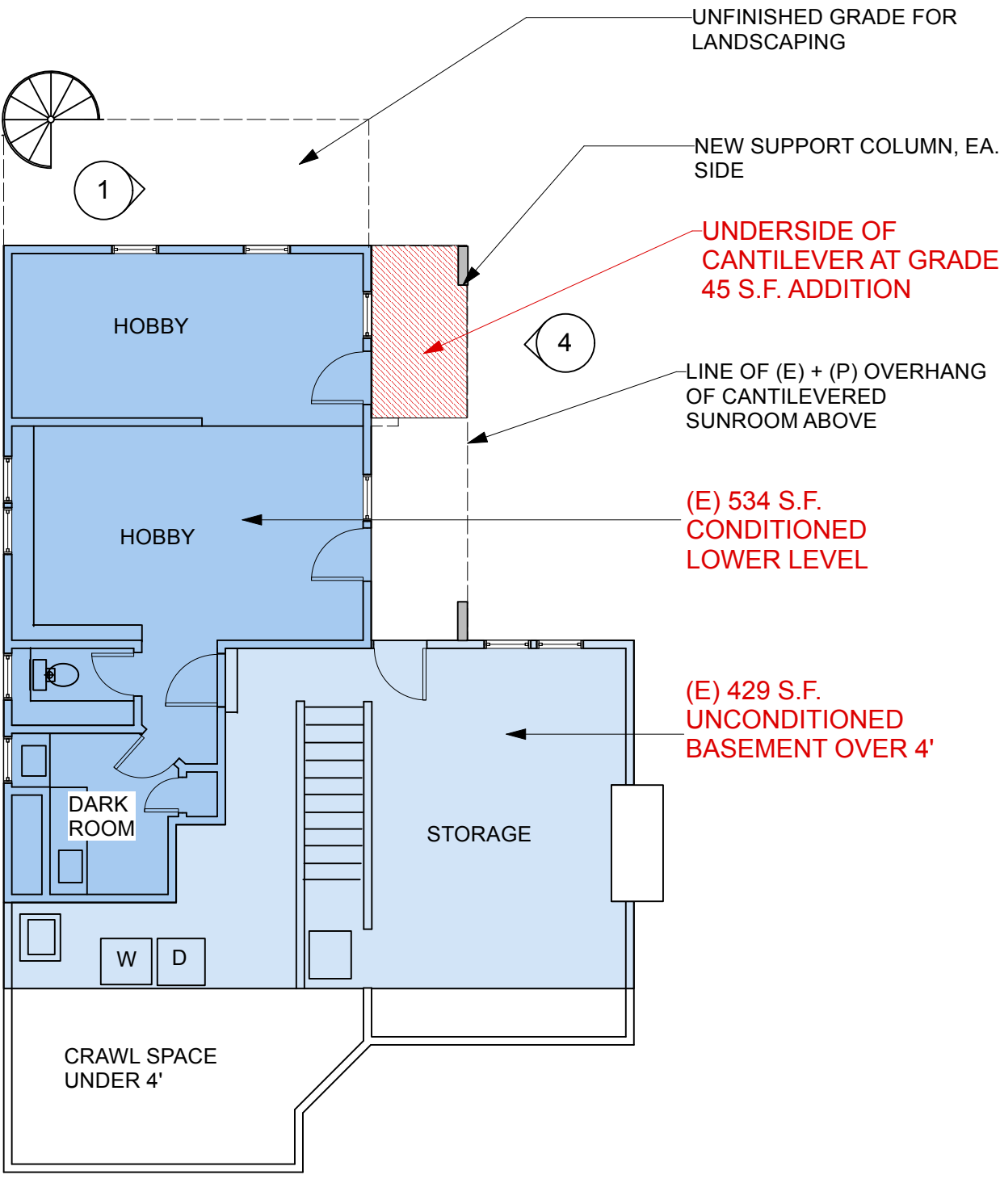
1. AREA UNDER PROPOSED DECK



6 PROPOSED UPPER LEVEL FLOOR PLAN
1/8" = 1'-0"

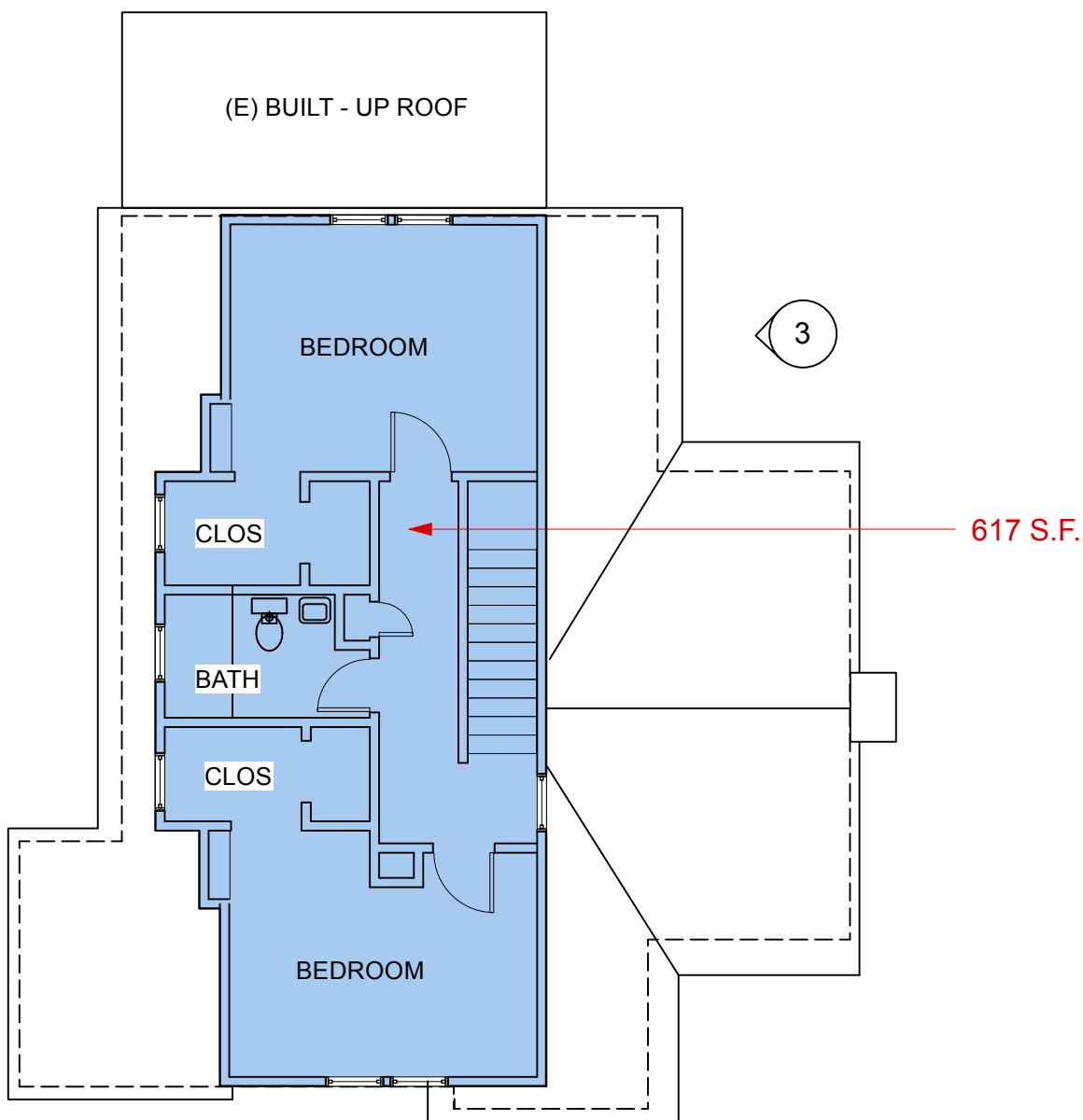


4 PROPOSED MAIN LEVEL FLOOR PLAN
1/8" = 1'-0"

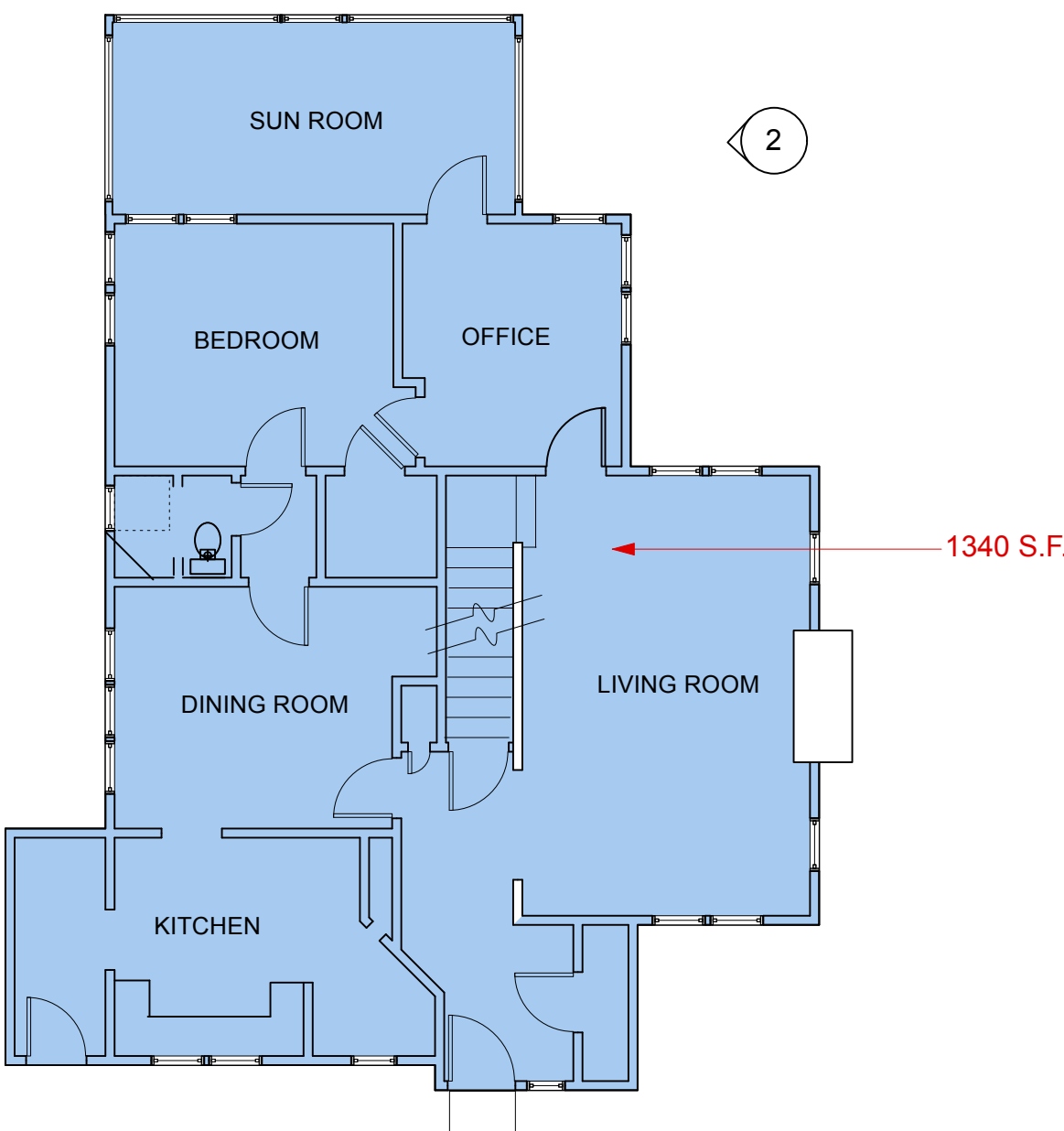


NO CHANGES, EXCEPT FOR UPPER LEVEL SUPPORT COLUMNS.

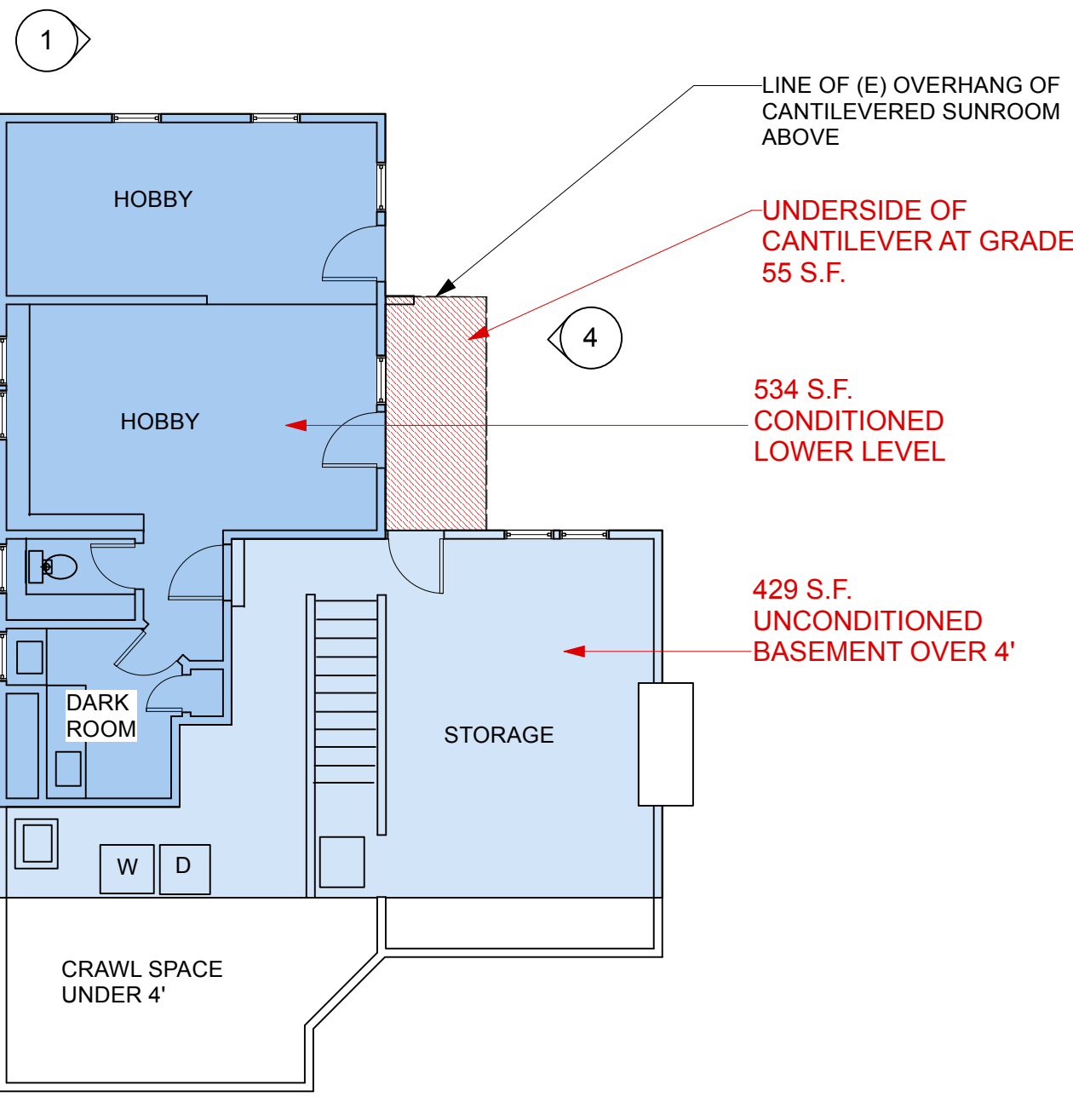
2 PROPOSED BASEMENT FLOOR PLAN
1/8" = 1'-0"



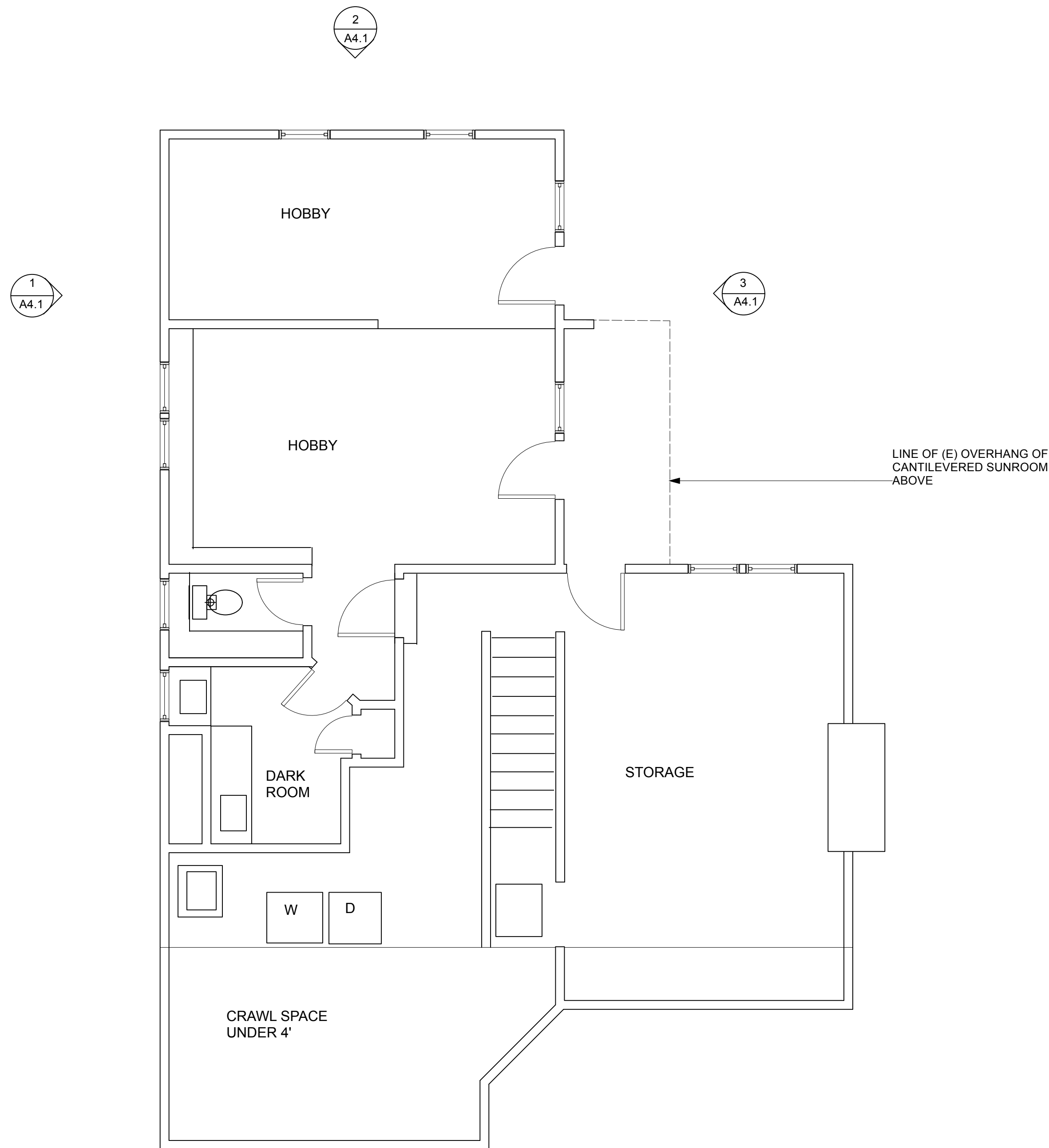
5 EXISTING UPPER LEVEL FLOOR PLAN
1/8" = 1'-0"



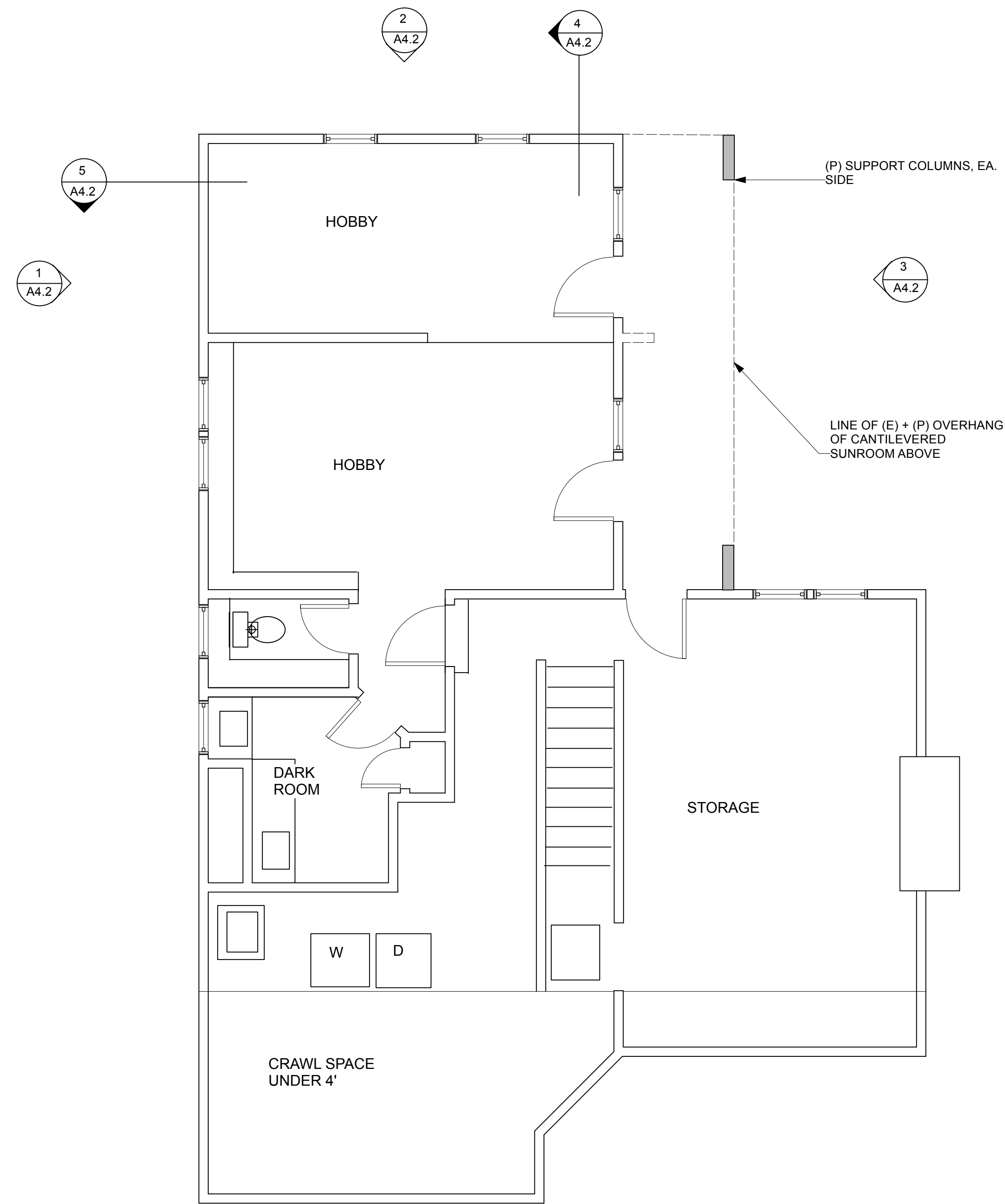
3 EXISTING MAIN LEVEL FLOOR PLAN
1/8" = 1'-0"



1 EXISTING BASEMENT FLOOR PLAN
1/8" = 1'-0"

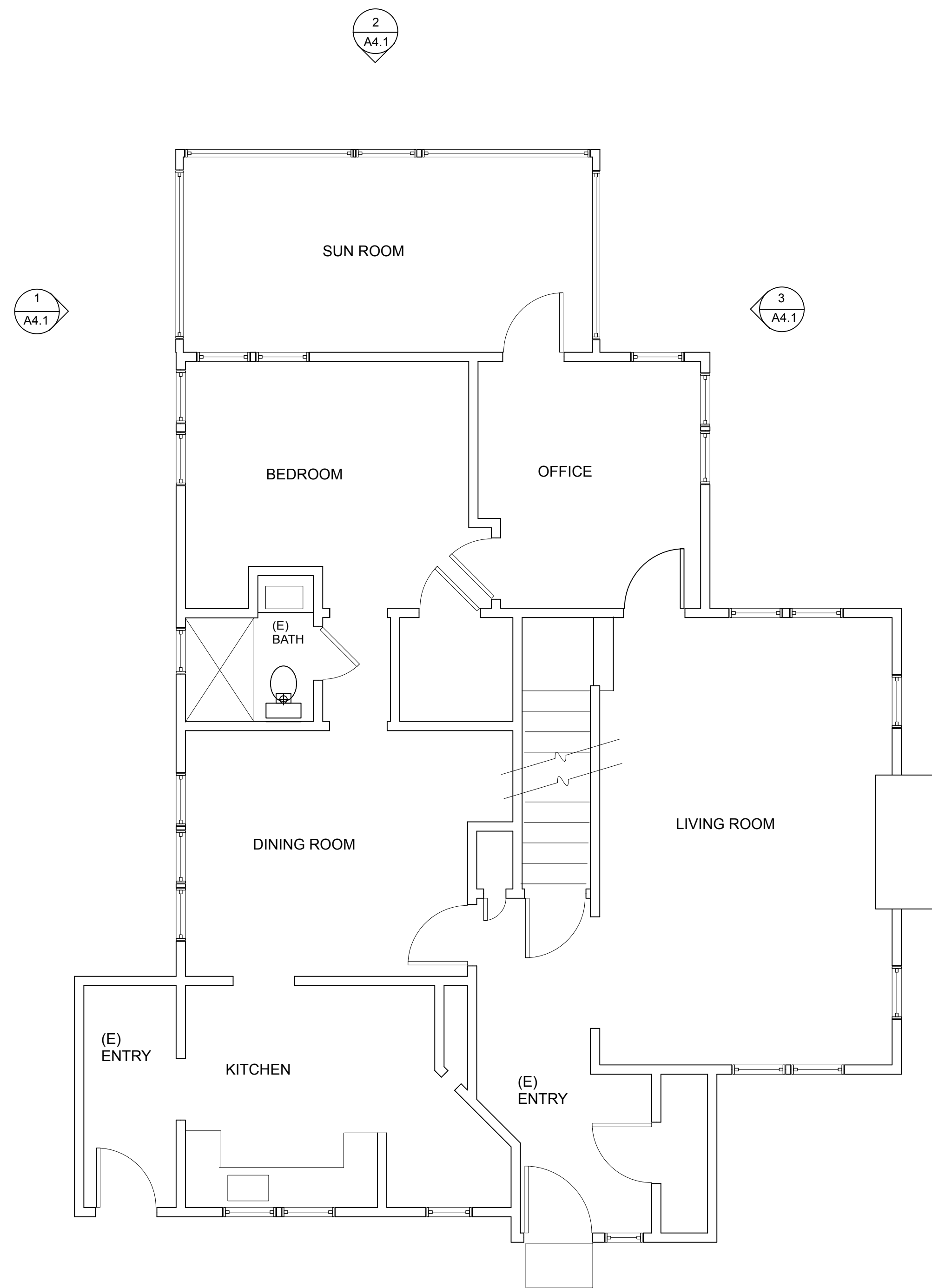


2 EXISTING BASEMENT FLOOR PLAN
1/4" = 1'-0"

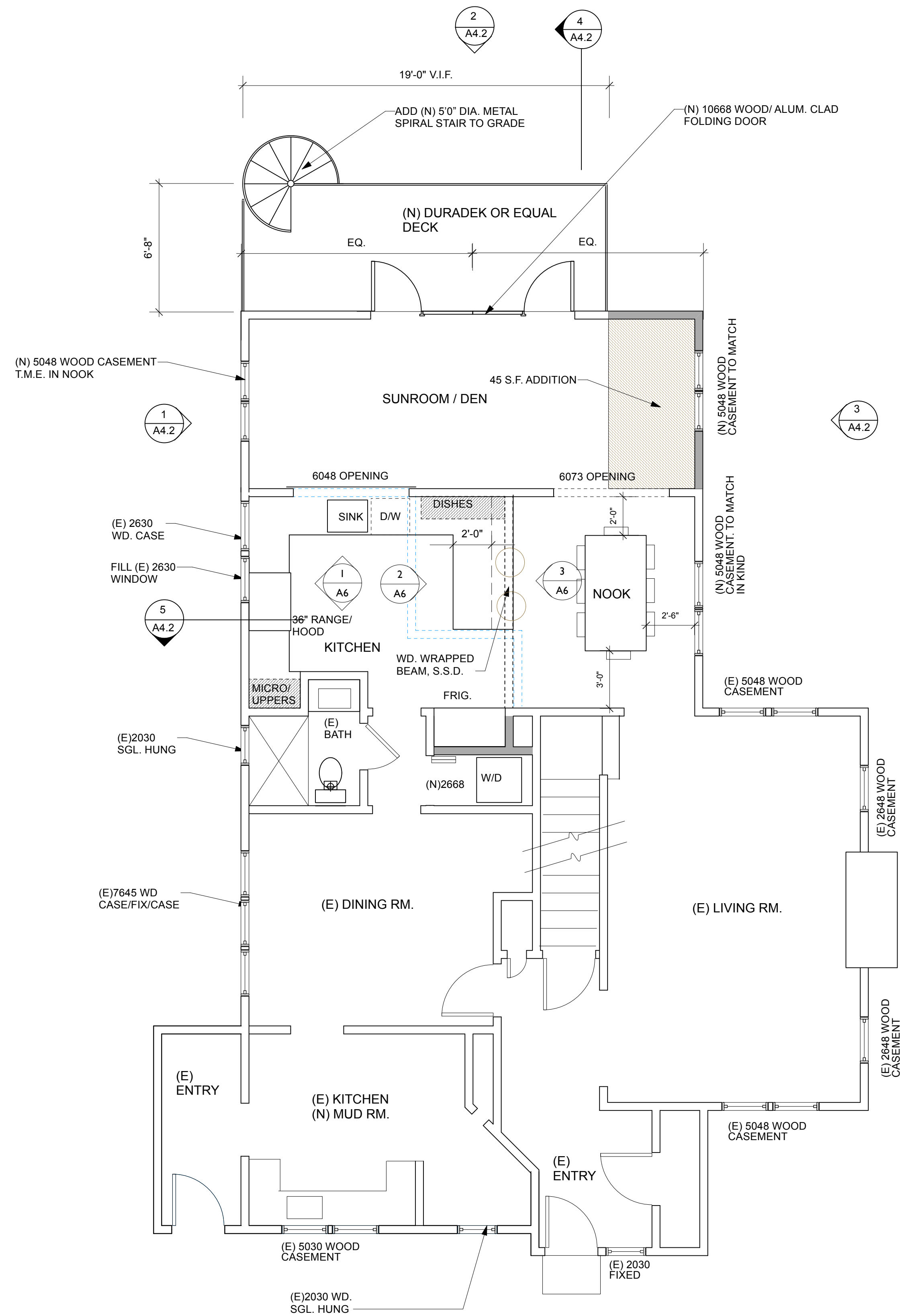


NO CHANGES, EXCEPT FOR UPPER LEVEL SUPPORT COLUMNS.

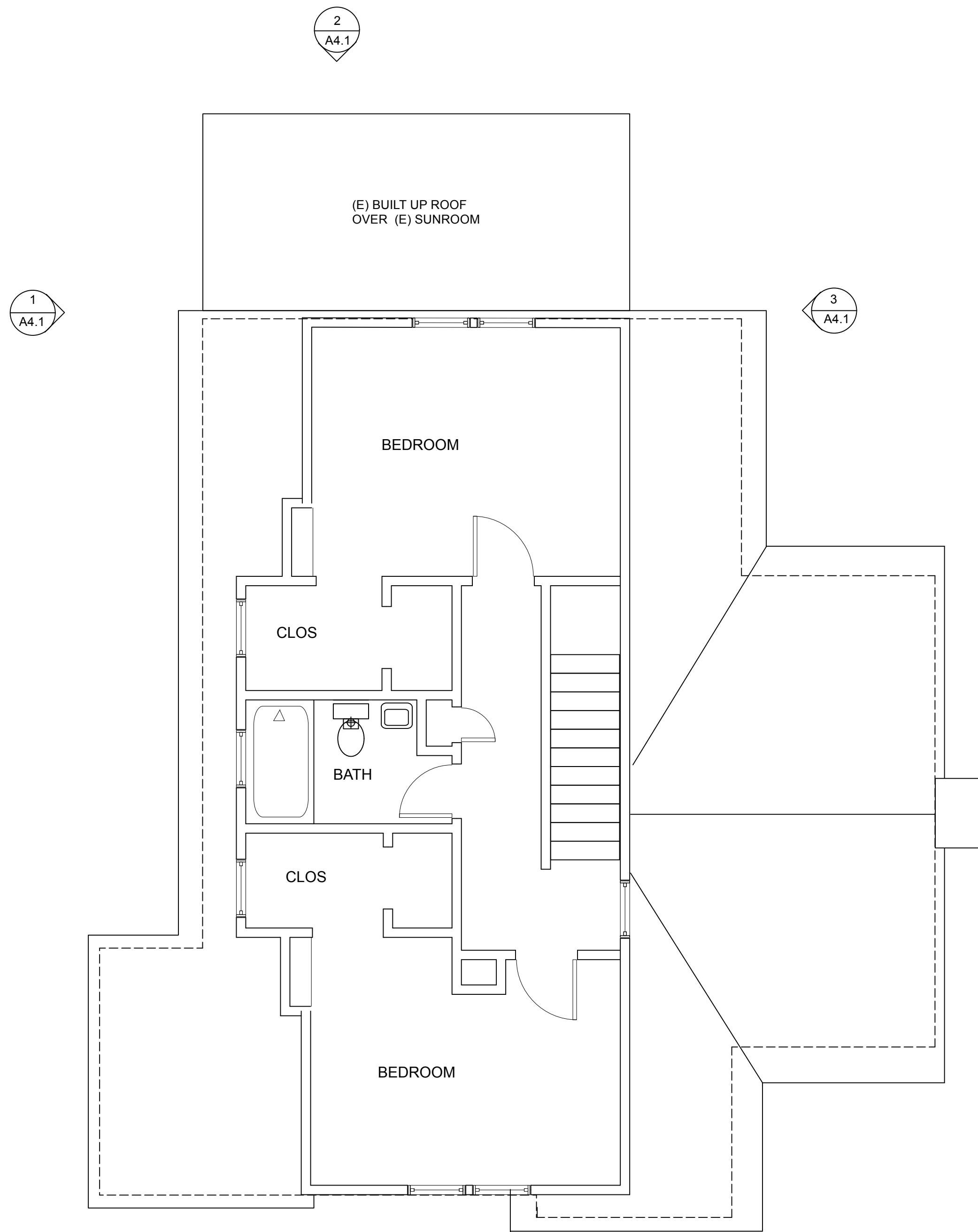
1 PROPOSED BASEMENT FLOOR PLAN
1/4" = 1'-0"



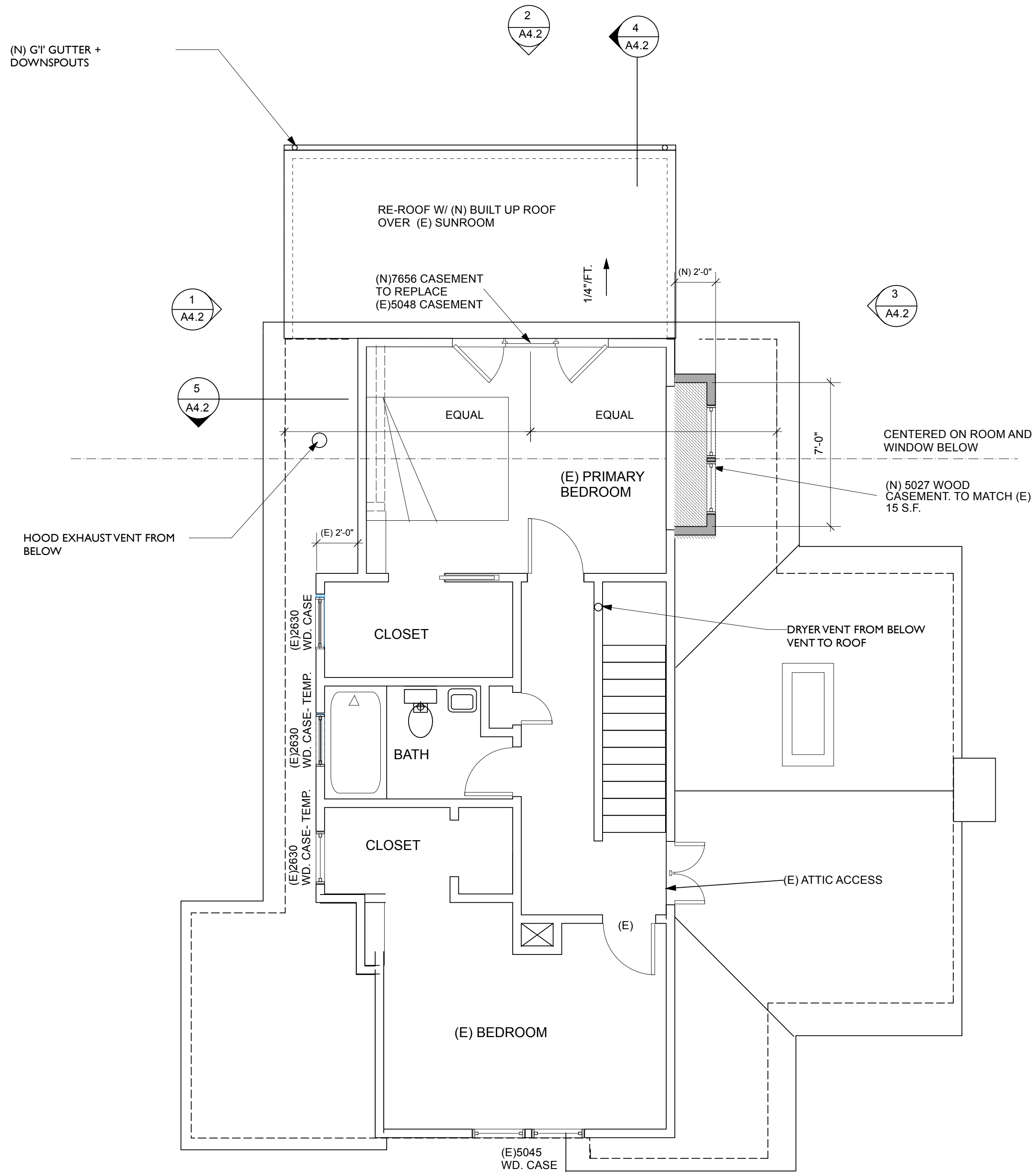
2 EXISTING MAIN LEVEL FLOOR PLAN
1/4" = 1'-0"



1 PROPOSED MAIN LEVEL FLOOR PLAN
1/4" = 1'-0"



2 EXSITING UPPER LEVEL FLOOR PLAN
1/4" = 1'-0"



1 PROPOSED UPPER LEVEL FLOOR PLAN
1/4" = 1'-0"



(E) 37'-0"

2 EXISTING SOUTH ELEVATION
1/4" = 1'-0"



3 EXISTING PARTIAL WEST ELEVATION
1/4" = 1'-0"



1 EXISTING PARTIAL EAST ELEVATION
1/4" = 1'-0"

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A4.1

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