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**4 October 2024**

**CDLP23-02046**

Contra Costa County  
 Department of Conservation and Development  
 30 Muir Road  
 Martinez, CA 94553

**Re:** Neighbor Meeting Minutes  
 2374 Warren Rd  
 Walnut Creek, CA 94595

**RECEIVED** on 10/11/2024 **CDLP23-02046**  
 By Contra Costa County  
 Department of Conservation and Development

To Zoning Administrator:

The Owner group and HGCI (Applicant) reached out to the neighbors to meet at 2374 Warren Rd to discuss neighbor concerns from previous hearings and the redesigned project on **October 1, 2024, from 5-6pm**. The owners discussed the neighboring comments previously brought up from the previous hearings at the County Hearings and had open dialogue with the neighbors (some which addressed the previous hearings and new neighbors not previously at the hearings).

The following meeting minutes elaborate in detail what was discussed:

**Meeting Minutes Start**

1. Introductions by Ben Dunphy
2. Speech by Katherine Dunphy:
  - a. speech illustrating the significance of Carnelian Assisted Living for the aging community and how the residents benefit from the passion of care by the owner group and their staff.
3. Start of Neighbor Concern Topics of Discussion:
  - a. Concern of added traffic due to project addition
    - i. Operational adjustments were made to maintain staff and visitor parking exclusively onsite.
  - b. Concern of Events adding congestion/blocking driveways
    - i. Operation adjustment for events was taken off-site with shuttle service which was implemented on 7/4/2024 event successfully.
  - c. Concern of a 2-story addition in lieu of a 1-story addition
    - i. 1-story addition was considered and evaluated over a period of 2 weeks by HGCI and the Carnelian team. The 1-story generated additional 8 beds, consumed one-thirds of the existing garden space and does not come close to meet the demands for more housing (including a waitlist for more residents)
    - ii. The maximum beds the Carnelian team can accommodate is 18 beds to alleviate the current housing demand and needs (the owners and staff would like to add more but it will burden the owners and their staff beyond their resources available at this time).
    - iii. The 1-story consumed the garden and eliminated space used specifically for activities of residents with dementia.
    - iv. Attempt to develop at the other two sites (Flora Ave, and adjacent lot) had maxed out lot coverages, which would displace more residents and burden the housing market at the onset of construction.
    - v. Newest redesign mitigates disturbance to current residents, limits displacement, and is the maximum number of beds that will help alleviate some of the housing demand
  - d. Changes applied to previous design (original submittal) in consideration of changes.



- i. Elevator was moved to the back of the property away from Warren Rd and closest to the apartment complex to reduce the massing effect.
  - ii. Elevator shaft height was reduced by +/- two (2) feet (from original submittal)
  - iii. Overall building height was lowered also by +/- two (2) feet (from original submittal)
  - iv. Reviewed neighborhood finishes and revised exterior building envelope to a board & batten design creating a more residential feel to the building.
  - v. Added more windows to break up the exterior building envelope.
  - vi. Added dormers to the building and architectural elements (wood elements and trellis)
  - vii. Added a decorative awning facing adjacent neighbors to the East to break up the massing of the 2-story addition.
  - viii. Added plantings and vegetation to the envelope to reduce the impact of the building's hard surfaces.
- e. Concerns in the event of an emergency (egress concerns along collector streets):
- i. Carnelian Assisted Living has an Emergency Plan that is in place for evacuations in cases of emergency which is required for residential care facilities. In October 2019 amidst a wildfire nearby, the Carnelian team reached out to the fire department as part of their protocol prior to any evacuation orders. The management reached out to the fire department to coordinate an evacuation plan if needed. Luckily the fire did not spread close enough to warrant an evacuation and the emergency plan was abandoned as there was no existential threat.
4. Specific Q&A was started which repeated most of the information discussed in the points above.
- Q: How much square footage did the 1-story addition take up compared to the 2-story addition?  
A: 1-story option took up +/- 3,500 SF and the 2-story addition takes up +/- 2,500 SF
- Q: What is the variance being requested?  
A: New/current design does not request a variance for the driveway width.
- Q: Will trees be removed?  
A: There is a tree that is leaning that is going to be removed, an arborist was consulted, and they explained the tree is potentially dangerous as it can fall/break and harm someone
- Q: Will Warren Road be narrower due to this project?  
A: No narrowing of Warren Rd will result from this project.
- Q: Is there a traffic study?  
A: The Staff report did not request a traffic study; the assumption is this project does not meet the metrics requiring a traffic study.
- Q: How long will the construction last?  
A: It is anticipated to last roughly 12-18 months.
5. Some neighborhood support was garnered from the meeting and support letters have been collected showing community support for this application (letters were not collected at this meeting, but we will provide them as soon as we can).
6. A sign in sheet was also collected for the community who attended the meeting.

Prepared by:




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**Nathan Watkins**  
Project Manager/Architect

**4 October 2024**

Date