

COUNTY PLANNING COMMISSION
ANNUAL REPORT 2012

Meeting Time: Generally meets on the 2nd and 4th Tuesdays of the month at 7:00 P.M.
Location: Conservation and Development Department, 30 Muir Road, Martinez
Chair: Marvin Terrell May 22, 2012 - present
Don Snyder February 23, 2010 – May 22, 2012
Vice Chair: Karen Peterson May 22, 2012 - present
Marvin Terrell February 23, 2010 – May 22, 2012
Staff: Aruna Bhat
Recording Secretary: Maureen Parkes
Reporting Period: January 2012 – December 2012

I. Activities/Purpose

The County Planning Commission exercises all powers and duties prescribed by law (statute, ordinance or board order), including consideration of matters referred to it by the zoning administrator except those powers and duties specifically reserved or delegated to other divisions of the planning agency; initiates preparation of general plans, specific plans, regulations, programs and legislation to implement the planning power of the county; is generally responsible for advising the legislative body of matters relating to planning, which, in the opinion of the commission, should be studied; is the advisory agency as designated in Title 9 of the County Code for the purpose of passing on subdivisions; hears and decides all applications or requests for proposed entitlements estimated to generate one hundred or more peak hour trips unless otherwise provided by the code or board order; and hears and makes recommendations regarding proposed development agreements when it is hearing the related project applications being processed concurrently with the development agreements.

II. Accomplishments

The County Planning Commission made decisions and recommendations to the Board of Supervisors on seventeen projects in the calendar year 2012. The Commission made recommendations to the Board of Supervisors on revisions to the County Code which included modification of the Off-Street Parking Ordinance, establishment of a Home Occupation Ordinance and the Downtown El Sobrante Planned Unit Development. In addition, they made decisions on seven appeals, three mandatory referrals, a rezoning permit, a land use permit, a major subdivision and a heritage tree permit. The following are brief descriptions of the projects considered.

Zoning Text Amendments: 1) County File #ZT09-0005: Consideration of a proposed zoning text amendment that would modify several sections of County Code Chapter 82-16 – Off-Street Parking which would apply to all unincorporated areas of the County. (8-28-12) and 2) County File #ZT01-0006: Consideration of the establishment of the Home Occupation Ordinance.

Rezoning and Development Plan: Rezoning and final development plan to establish a Downtown El Sobrante (P-1) Planned Unit Development, County Files #RZ11-3219 & #DP12-3016: This is a County-initiated proposal to rezone and adopt a preliminary and final development plan for Downtown El Sobrante. (10-23-12)

Heritage Tree: Pickett Development Corporation (Applicant) – Seclusion Alcade, LLC (Owner), County File HT11-0001: A request to nominate eight trees pursuant to the Heritage Tree Preservation Ordinance (Chapter 816-4), and as required by condition of approval #6 for subdivision 6844 (Seclusion Valley) in the Lafayette area. (3-13-12)

Tentative Map and Subdivision Plan: Signature Homes (Applicant and Owner), County Files DP10-3038 and SD10-9293. A request for approval of a vesting tentative map and a preliminary and final development plan to subdivide 29.2 acres into 240 residential units in the North Richmond area. (5-22-12)

Mandatory Referrals: 1) Assignment of a trail easement to the East Bay Regional Park District for a segment of Carquinez Scenic Drive near the town of Port Costa (CP#12-33) (7-10-12), 2) Acquisition of 148.78 (+/-) acres of land by East Bay Regional Park District from Pacific Custom Materials, located along

Carquinez Scenic Drive near the town of Port Costa (CP#12-34) (7-10-12) and 3) Acquisition of 135(+/-) acres of land, located 5755 Nortonville Road, at intersection with Kirker Pass Road in unincorporated area south of Pittsburg (known as the Save Mount Diablo-Thomas North Property) by the East Bay Regional Park District (CP# 12-43) (10-23-12)

Land Use Permit: Scott Pellaton (Applicant) – Karl & Karen Koster (Owners), County File #LP10-2023: A request for a land use permit for the legalization of an existing recreational vehicle (RV) and boat storage facility in the Byron area. (8-28-12)

Rezoning: Charles and Lorraine Farr (Applicant & Owner), County File #RZ10-3216: A request to rezone three properties from A-4 Agricultural Preserve District to A-2 General Agricultural District in the San Ramon area. (9-11-12)

Board of Appeals:

- 1) Lawrence Wong (Appellant & Owner) – Albert Seto (Applicant), County File DP11-3002: An appeal of the Zoning Administrator's decision to deny minimum side yard variances for existing accessory structures located on a substandard-size lot in the Alamo area. (3-13-12, 4-10-12)
- 2) Saranap Homeowners Organization (Appellant) – Edward Kaplan (Applicant), County File TP 11-0022: An appeal of the Zoning Administrator's decision to approve a tree permit to allow removal of 15 code protected trees and to work within the driplines of five code protected trees to allow demolition of an existing single family residence and the construction of a new single family residence in the Walnut Creek (Saranap) area. (4-10-12)
- 3) Peter Braun (Applicant) – Round Hill Enterprises (Owner) & Paul and Kathi Schafer, et al. (Appellants), County File #LP10-2079: An appeal of the Zoning Administrator's decision to approve a land use permit to modify County File #409-9 to allow the Round Hill Country Club Lower Tennis Court Lighting Project in the Alamo area. (7-10-12)
- 4) Erick Sondeno, Traci White, Richard Flier (Appellants) - Lenise Gibson (Applicant & Owner), County File #LP12-2010: An appeal of the Zoning Administrator's decision to approve a land use permit to expand an existing 6-senior residential care facility in the Lafayette area. (9-25-12)
- 5) Edward Bottoree (Applicant & Owner) – Laurie Dunne and Linda Sanders (Appellants), County File MS10-0001: An appeal of the Zoning Administrator's decision to approve a minor subdivision with variances in the Walnut Creek area. (5-22-12)
- 6) Milton "John" & Sally Marin (Applicants and Owners), County File #MS10-0004: An appeal of the Zoning Administrator's decision to deny a vesting tentative map to subdivide a 4.37 acre property into four parcels with variance requests in the Walnut Creek area. (7-24-12)
- 7) Ron Nunn, et al (Applicant & Owner), County Files #ZC11-798, ZC11-799, ZC11-800, ZC11-801: An appeal of the Zoning Administrator's decision to deny the issuance of four certificates of compliance for four units of land in the Brentwood and Byron area. (7-24-12)

III. Representation/Attendance

The County Planning Commission consists of seven members. There is one commissioner nominated from each of the five Supervisorial Districts and two are nominated as at large members. The Board of Supervisors appoints the nominees. The term for a County Planning Commissioner is four years. There were 23 scheduled meetings. The Planning Commission met nine times at which a quorum was always present. There were 14 cancelled meetings due to lack of items.

IV. Training/Certification

Commissioners were previously provided with a copy of the Advisory Body Handbook and were requested to view two training videos titled, "The Brown Act and Better Government Ordinance – What You Need to Know as a Commission, Board, or Committee Member" and "Ethics Orientation for County Officials." Doug Stewart was appointed to the District V seat in May, received the training materials and submitted certification that he viewed both videos (attached). Certifications are on file for all of the commissioners.

V. Proposed Work Plan/Objectives for Next Year

The work plan and objectives for 2012 are the same as the Commission Activities/Purpose statement.



Training Certification for Member of County Advisory Body

By signing below, I certify that on S-21-12, I watched the entire training tape: **"The Brown Act and Better Government Ordinance—What You Need to Know as a Commission, Board, or Committee Member."**

By signing below, I certify that on S-21-12, I watched the entire training tape: **"Ethics Orientation for County Officials."**

Douglas STEWART
(Name of Member of Advisory Body)

S-22-12
(Date)

Return this Certification to the chair or staff of your advisory body. Your Certification that you have completed these training activities will be included in your advisory body's annual report to the Contra Costa County Board of Supervisors. The chair or staff to your advisory body must keep all certifications on file.