MINUTES
OF A REGULAR MEETING
OF THE
PITTSBURG PLANNING COMMISSION
July 8, 2008

A regular meeting of the Pittsburg Planning Commission was called to order by Chairperson Ohlson at 7:00 p.m. on Tuesday, July 8, 2008, in the Council Chambers, City Hall, 65 Civic Avenue, Pittsburg, California.

ROLL CALL:

Present: Commissioners Diokno, Garcia, Harris, Kelley, Ramirez, Wegerbauer, Chairperson Ohlson

Absent: None

Staff: City Manager/Planning Director Marc Grisham, Senior Planner Dana Hoggatt, Assistant Planner Leigha Schmidt, Assistant Planner Ali Endress, Senior Civil Engineer Alfredo Hurtado, and Administrative Assistant to Director Kathy Comtois

POSTING OF AGENDA:

The agenda was posted at City Hall on Thursday, July 3, 2008.

PLEDGE OF ALLEGIANCE:

A.J. FARDELLA led the Pledge of Allegiance.

REORGANIZATION:

Election of Chairperson Vice-Chairperson

Commissioner Garcia stated for the record that although he was the current Vice Chair, he was not interested in being the Chair since it would be his last year on the Commission. He understood that Commissioner Harris had made the same decision. Given that the next in rotation would be Commissioners Diokno and Ramirez with Commissioner Ramirez having been appointed first then Commissioner Diokno, he nominated Ralph Ramirez to be the next Chairperson.
Commissioner Garcia nominated Ralph Ramirez as the Chairperson of the Planning Commission. Commissioner Kelley seconded the nomination. There being no further nominations, the nominations were closed. **Ralph Ramirez** was unanimously selected to serve as the Chairperson of the Planning Commission.

Commissioner Garcia nominated Ed Diokno as the Vice-Chairperson of the Planning Commission. Commissioner Kelley seconded the nomination. There being no further nominations, the nominations were closed. **Ed Diokno** was unanimously selected to serve as the Vice-Chairperson of the Planning Commission.

Commissioner Ohlson thanked everyone for their support during his tenure as Chair.

**Committee Assignments**

Commissioners were encouraged to contact the Chair with any recommendations for Committee Assignments, which would be made at the next Commission meeting.

Chairperson Ramirez chaired the meeting at this time.

**DELETIONS / WITHDRAWALS / CONTINUANCES:**

There were no deletions, withdrawals or continuances.

**COMMENTS FROM THE AUDIENCE:**

There were no comments from the audience.

**PRESENTATIONS:**

There were no presentations.

**CONSENT:**

---

**Item 1: Minutes of Meeting, July 8, 2008**

---

**MOTION:**

Motion by Commissioner Garcia to adopt the Consent Calendar, as shown. The motion was seconded by Commissioner Wegerbauer and carried by the following vote:

- **Ayes:** Commissioners Harris, Wegerbauer, Garcia, Ramirez
- **Noes:** None
- **Abstain:** Commissioners Diokno, Kelley, Ohlson
- **Absent:** None
PUBLIC HEARINGS:

There were no Public Hearings.

COMMISSION CONSIDERATIONS:

Item 2: Woods Manor Apartments Remodel. AP-08-530 (DR).

An application by Donald Lusty of BRIDGE Housing Corporation requesting design review approval of architectural plans to remodel, add landscaping, and construct a community center, recreation area and two additional apartments on-site of the Woods Manor Apartment Complex located at 850 East Leland Road, RH (High Density Residential) District. APN 088-230-001.

Senior Planner Dana Hoggatt presented the staff report dated July 8, 2008. She recommended that the Planning Commission adopt Resolution No. 9762 approving AP-08-530 (DR) as conditioned, and subject to recommended revisions to the parking lot driveway access fencing, specifically Revised Finding text in Section 2.A.3 and Revised Condition of Approval in Section 3.A.4 of Resolution No. 9762, as reflected in a memorandum presented to the Commission at this time.

Commissioner Garcia understood that the wrought iron fence was still to be installed.

Ms. Hoggatt explained that as Section 3. Decision, subsection A, Condition No. 4 had been modified, the fence would be required to be installed; however, she anticipated that it would take the applicant time to get funding, go through the plan check process and obtain permits to do the work. Within that six month period, if there was a significant reduction in Police Department service calls to the property, the City Manager could waive the requirement for the fencing.

Commissioner Garcia commented that although staff had recommended that the wrought iron fence be installed 15 feet back from East Leland Road, across the street and along Leland Road there were wrought iron fences six feet high or taller within two feet of the sidewalk.

Ms. Hoggatt advised that the applicant had proposed a large setback for the fence, and it was not their intention to position the fence close to the sidewalk. The only area where the fence was noncompliant with the Zoning Ordinance was near the northwestern corner of the property, near existing apartment Buildings E and F, where the fence was 13 feet behind the property line. She noted that this section of fence could be made compliant if it were shifted back two feet or shortened to 4.5 feet tall. Otherwise, the fence was 15 or more feet behind the property line along the remaining frontage.

Commissioner Ohlson identified a typographical error to the first paragraph, second to last sentence of Page 7 of 8 of the July 8 staff report, where the reference to the word “impervious” should be corrected to read “permeable.”
PROPOSENENT:

DONALD LUSTY, Project Manager, BRIDGE Housing Corporation, 345 Spear Street, Suite 700, San Francisco, explained that BRIDGE Housing was a non-profit organization that developed affordable housing throughout the state and whose mission was to develop and manage high quality affordable housing. BRIDGE Housing had purchased the property in February 2008 and was excited to work with the City to improve the site. He thanked staff for the expedient review of the project in order for the applicant to meet funding application deadlines.

In response to Commissioner Garcia, Mr. Lusty stated that he had read the staff conditions of approval, as modified, and was in agreement with those conditions.

Commissioner Diokno asked about the management techniques proposed to reduce the police calls for service to the site, to which Mr. Lusty advised that they would have a stringent tenant screening process and would enforce the tenant rules. Since the property had been purchased in February, several evictions had been made, which Mr. Lusty believed would be more effective than installing fences. The applicant would work with staff on the revised resolution. If the improved management practices did not evidence a reduction in calls to police or fire services to the site, then the fences would be installed.

Mr. Lusty added, when asked, that the vacancy rate was currently high. Out of the total 80 units there were 20 vacant units. He anticipated a high vacancy rate during renovations.

Commissioner Ohlson stated that he liked the trees and landscaping that would be installed. He otherwise supported some bicycle parking.

ERIC DUTTON, Project Architect, expressed the willingness to find a location for bike racks on the site in that there were several locations where that would be appropriate. He was not opposed to an additional condition of approval to study and possibly add bike parking.

Planning Director Marc Grisham recommended that any condition imposed for bike parking be strengthened and that the term ‘possibly’ not be part of that condition.

Commissioner Wegerbauer was pleased with BRIDGE Housing’s plans for the development.

OPPONENTS: None

MOTION: AP-08-530 (DR)

Motion by Commissioner Garcia to adopt Resolution No. 9762, approving AP-08-530 (DR), Planning Commission Minutes July 8, 2008
design review approval of architectural plans to renovate an existing apartment complex located at 850 East Leland Road, for “Woods Manor Apartments, AP-08-530 (DR),” as conditioned, added, and modified as follows:

- Revise Finding Text in Section 2.A.3, as reflected in the staff memorandum submitted July 8, 2008.
- Revise Condition No. 4 in Section 3.A.4, as reflected in the staff memorandum submitted July 8, 2008.
- That the applicant work with staff to locate several bike racks within the complex.

The motion was seconded by Commissioner Wegerbauer and carried by the following vote:

Ayes: Commissioners Diokno, Garcia, Harris, Kelley, Ohlson, Wegerbauer, Ramirez
Noes: None
Abstain: None
Absent: None

Item 3: Loveridge Plaza Sign Program and Exception. AP-08-515 (SR).

An application by Keyvan Masoudi requesting the approval of a sign program, a freestanding sign, and two sign exceptions for the Loveridge Plaza (Pittsburg Medical Center) multi-tenant building at 1270 East Leland Road. The site is located in the CO (Office Commercial) District. APN 088-161-013.

Assistant Planner Ali Endress presented the staff report dated July 8, 2008. She recommended that the Planning Commission adopt Resolution No. 9763, approving AP-08-515 (SR), as conditioned.

Commissioner Ohlson spoke to Resolution No. 9763, Section 3. Decision, Condition 14, and questioned the expiration of the approval of the sign permit as stated for July 8, 2009, since he understood the City’s Sign Ordinance would live in perpetuity. He asked that the condition be modified to reflect that the sign program would live in perpetuity.

Mr. Grisham advised that the sign program would apply forever to the specific project although there would be a specified period in which to pull permits or signage rights may be lost.

Ms. Endress advised that six months was consistent with the approvals for other sign programs and freestanding signs. The sign program met the requirements of the existing Sign Ordinance. If none of the signs were constructed and the new Sign Ordinance was adopted, there could be different implications for the proposed sign program, where changes may be required. The reason for the expiration date was that the Sign Ordinance was subject to change, and design and development standards changed over time. If the approvals were to remain dormant for a long time, there could be new standards of
development within the City by the time the applicant was ready to install the signs.

Mr. Grisham suggested that staff could review how the condition could be rewritten.

Commissioner Wegerbauer spoke to the requested sign exception for Tenant Sign #B7, which was above an awning and a door that did not lead to the tenant being identified above the awning. She requested clarification from staff as to the intent of that sign.

Ms. Endress clarified that the door had not been installed. There were a few minor errors on the plans since the elevations had been taken from a previous set of drawings. One of the conditions of approval for the project was that the sign program would have to be revised to show the accurate locations of entrances. She added that there were stairs leading to that tenant space and a pathway leading to the west of the tenant space. A condition could be added requiring a small directional sign on that window indicating Suite 102 or the City Center Pharmacy.

Commissioner Wegerbauer asked that the landscaping around the monument sign consist of landscaping that would be lower than the sign copy.

Ms. Endress advised that the applicant intended to continue the existing landscaping proposed under the Pittsburg Medical Center project. There was seasonal color out in the front of the site and there was a condition that an additional two rows of day lilies or plant material of similar height be planted, which planting would fall below the letters while still offering the appearance of more landscaping.

PROPONENT:

KEYVAN MASOUDI, Property Owner, 1270 East Leland Road, Suite 101, Pittsburg, explained that he had been working with staff on the sign program on a tight schedule. Mr. Masoudi noted that signage for the pharmacy was necessary to better identify the business. He clarified that there had been a door on the plans, as discussed, to the dental office tenant space; however, the door was not needed and access had been closed off. There were sidewalks around the building and he would like the signage for his tenants. As to the monument sign, he would have preferred to have had an electrical full color sign with time, temperature and messages, although staff had been opposed to that proposal.

Commissioner Wegerbauer liked the building and affirmed that the door that was not a door was actually a window. She commented that she was not interested in a digital sign.

Commissioner Ohlson was not interested in a digital sign either, although he clarified with the property owner that the monument sign display would be illuminated by ground spotlights to be operated by an automatic timer and that the lights would be turned off between 12:00 and 12:30 a.m.

Commissioner Garcia clarified the staff recommended conditions and verified that the property owner was in agreement with the conditions of approval. He also clarified that
spotlights would be installed in front of the monument sign and not on the building itself. The lights would be low voltage, which he understood was consistent with code. As such, a condition would not be required.

OPPONENTS: None

Commissioner Garcia made a motion to approve the staff recommendation with a sign to be added on the window below the sign exception location for Sign #B7 to indicate that Suite 102 or 103 was accessible around the other side of the building.

Mr. Masoudi questioned the additional sign on the window since there was no parking on that side of the building where the window would not be visible.

When asked to clarify the motion for the benefit of the applicant, Mr. Grisham recommended a small directional sign to indicate the back of the building where the actual use was located.

MOTION: AP-08-515 (SR)

Motion by Commissioner Garcia to adopt Resolution No. 9763, approving AP-08-515 (SR), Sign approval of a Master Sign Program, a freestanding sign and two sign exceptions at the Loveridge Plaza (Pittsburg Medical Center) multi-tenant building at 1270 East Leland Road in the CO (Office Commercial) District, APN 088-161-013, as conditioned, with an additional condition for a directional sign below the window for Sign #B7 indicating that Suite 102 or 103 was accessible around the other side of the building.

The motion was seconded by Commissioner Wegerbauer and carried by the following vote:

Ayes: Commissioners Dickno, Garcia, Harris, Kelley, Ohlson Wegerbauer, Ramirez

Noes: None

Abstain: None

Absent: None

ZONING ADMINISTRATOR REPORTS:

The Planning Commission acknowledged receipt of the following:


PLANNING DIRECTOR / STAFF COMMUNICATIONS:
Mr. Grisham reported that administrative staff would be reduced by 50 percent. As a result, Commission packets would no longer be delivered to Commissioners' homes and would have to be picked up at the Planning Department.

COMMITTEE REPORTS:

Commissioner Ohlson reported that the TRANSPLAN Committee would meet on July 10.

PLANNING COMMISSIONERS' COMMENTS:

Commissioner Ohlson reported that he would be attending a class at Diablo Valley College (DVC) from September through December and would miss those meetings of the TRANSPLAN Committee. He asked that another Commissioner be appointed to TRANSPLAN during that period of time.

Chairperson Ramirez advised that Committee Appointments would be made at the next meeting.

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:56 p.m. to a Regular Meeting scheduled for July 22, 2008, in the City Council Chamber at 65 Civic Avenue, Pittsburg, CA.

MARCS. GRISHAM, Secretary
Pittsburg Planning Commission