A regular meeting of the Pittsburg Planning Commission was called to order by Chairperson Holmes at 7:30 P.M. on Tuesday, December 11, 2001, in the City Council Chambers of City Hall at 65 Civic Avenue, Pittsburg, CA.

ROLL CALL:

Present: Commissioners Garcia, Glynn, Harris, Kelley, Leonard, Chairperson Holmes

Absent: Commissioner Valentine

Staff: Associate Planner Chris Bekiaris; Planning Technician Dana Hoggatt; Assistant Civil Engineer Alfredo Hurtado; and Acting City Engineer Wally Girard

POSTING OF AGENDA:

Chairperson Holmes advised that the agenda had been posted at City Hall on Friday, December 7, 2001.

PLEDGE OF ALLEGIANCE:

Commissioner Leonard led the Pledge of Allegiance.

MINUTES: November 27, 2001

MOTION:

Motion by Commissioner Glynn to approve the minutes of the November 27, 2001 meeting, as submitted. The motion was seconded by Commissioner Leonard and carried by the following vote:

Ayes: Commissioners Garcia, Glynn, Harris, Leonard, Holmes
Noes: None
Abstain: Commissioner Kelley
Absent: Commissioner Valentine
DELETIONS/WITHDRAWALS:

Associate Planner Chris Bekiaris reported that there were no deletions or withdrawals.

Mr. Bekiaris otherwise advised that Acting Director Building & Planning Randy Jerome was recuperating from microsurgery on his knee and was expected to return to the office soon. In addition, staff had received word from Commissioner Valentine that the body of a family member had been found in the World Trade Center ruins and that Commissioner Valentine would be in New York and not be available for the remainder of the year.

COMMENTS FROM AUDIENCE:

There were no comments from the audience.

PRESENTATIONS:

There were no presentations.

COMMISSION CONSIDERATION:

Item 1: Shell Gas Station. DR-01-50.

Application by Darin Tietgen, ARC Inc., requesting design review approval of plans to modify the approved canopy and building colors and signage of an existing Shell gas station located at 3737 Railroad Avenue in a CC (Community Commercial) zone; APN 088-065-026.

Mr. Bekiaris reported that during the November 27 meeting, three Shell gas stations had been presented to the Commission for design review approval. Two of the stations had been approved and staff had been instructed to return with a resolution of approval for the Railroad Avenue gas station.

Planning Technician Dana Hoggatt presented the request for design review approval of plans to modify the approved canopy, building colors and signage for an existing Shell gas station located at 3737 Railroad Avenue. She reported that staff had prepared a resolution of approval for the Railroad Avenue station, as directed by the Planning Commission, with the colors as submitted by the applicant and with a condition that the existing gables be retained. The canopy color would be changed from a gray to a yellow color with a red light bar and red lettering. The buildings would also be changed from a gray to a white color with a gray band along the bottom.

Ms. Hoggatt recommended approval of Resolution No. 9267, approving DR-01-50 with the conditions as shown.
PROPONENT:

DARIN TIETGEN, ARC Inc., 940 Tyler Street, Suite 23, Benicia, advised that the Railroad Avenue site would be similar to the Loveridge Avenue gas station, and that the Foodmart would have a peaked gable above the storefront, which would remain intact based on the Commission's request. He affirmed, when asked, that he was in agreement with the staff recommended conditions of approval.

MOTION:

Motion by Commissioner Garcia to adopt Resolution No. 9267, approving DR-01-50, design review approval of remodeling plans for exterior color and signage changes to an existing service station located at 3737 Railroad Avenue, "Shell RVI," with the conditions as shown. The motion was seconded by Commissioner Harris and carried by the following vote:

Ayes: Commissioners Garcia, Glynn, Harris, Kelley, Leonard, Holmes
Noes: None
Abstain: None
Absent: Commissioner Valentine

Chairperson Holmes advised that a decision by the Planning Commission was not final until the appeal period expired ten days from the meeting. The applicant, City Council, City Manager, or any affected person may appeal either the denial, approval or any condition of approval of an item within ten calendar days of the decision.

Item 2: Fortress Christian Center Modular Building. DR-01-52.
Application by David King for Fortress Christian Center requesting design review approval of architectural plans to place a 1,440 square foot modular building to be used temporarily for Sunday School and youth activities on a 2.3-acre church and private high school campus located at 1411 East Leland Road, CC (Community Commercial) zone; APN 088-570-014.

Mr. Bekiaris reported that the Fortress Christian Church had previously been approved to locate in the former Los Medanos Lanes building.

Planning Technician Dana Hoggatt presented the request from Fortress Christian Church requesting design review approval of architectural plans to place a 1,440 square foot modular building to be used temporarily for Sunday School and youth activities on a 2.3-acre church and private high school campus located at 1411 East Leland Road.

Ms. Hoggatt reported that on May 22, 2001, the Planning Commission had approved a use permit allowing the conversion of the former bowling alley to a private high school and a church. Currently, the church was still involved in bringing the building up to code and converting the interior of the building to accommodate the classrooms and the church sanctuary. The applicant proposed to place a temporary modular structure on site, for
approximately the next six months, to accommodate Sunday school classes, occasional evening activities for youth, and some administrative office work as needed. The high school classes would be held in a part of the permanent building once completed and approved for occupancy.

The modular structure would have a green trim and beige exterior similar to the permanent building on the site. The modular building would be 24 feet wide and 64 feet in length and would be 15 feet tall from grade, offering a floor area ratio (FAR) of 1,400 square feet. The modular structure would be placed in the parking lot on the north side of the permanent building at the rear of the lot and would be handicap accessible, with a ramp leading down to the rear entrance to the building.

Plans submitted to the Planning Commission had identified restrooms, although since the structure would be temporary it would not have water or sewer hookups and the restrooms would not be used. Restrooms would be available inside the permanent building once approved for occupancy. The use would be consistent with the General Plan and the Zoning Ordinance. In terms of development standards, the modular unit would meet all development standards contained in the Municipal Code.

The temporary structure would not increase the maximum lot coverage for the total site, would not encroach any setbacks or exceed the maximum 35 foot building height limits, and no real visual impacts would occur since the temporary structure would be located towards the rear of the lot, behind the permanent building, and not be visible from Leland Road. The structure would be visible from Simpson Court from the bulb of Simpson Court, but would be substantially set back and be placed adjacent to the building.

Ms. Hoggatt stated that no problems were expected with the on site circulation or parking. The structure would replace approximately 18 to 20 spaces, but would be temporary. The 134 parking spaces that would remain accessible on site would be sufficient to serve the church use based on the square footage of the sanctuary itself. Based on the square footage of the sanctuary, one parking space per each 50 square feet would be required, for a total of 100 parking spaces in this instance. The modular structure would be placed in a part of the parking lot originally approved as a recreational area for students and would be blocked off during regular school hours.

Ms. Hoggatt added that the modular structure would be an addition to a conditionally permitted use. With a floor area less than 2,500 square feet, the unit would be exempt from the requirements of the California Environmental Quality Act (CEQA), per Class Three, New Construction or Conversion of Small Structures.

Ms. Hoggatt recommended that the Planning Commission adopt Resolution No. 9266, approving DR-01-52, with the conditions as shown.

Commissioner Garcia recognized that the modular structure would be temporary, although he requested assurance that the Building Department would not sign off on the occupancy of the permanent building until the temporary structure was removed.
Commissioner Glynn referenced Condition No. 6 and suggested that six months would be an extraordinarily long time for the applicant to remove the temporary structure following the approval of occupancy for the temporary structure. He suggested that the temporary structure be removed within ninety days of the approval of the permanent building.

Ms. Hoggatt explained that the intent of Condition No. 6 was that once the temporary structure had been placed, the Building Official would have to approve occupancy before the temporary structure could be used. The applicant would have six months to use the temporary structure, in that six months from the date the Building Official approved occupancy for the temporary structure, it must be removed from the site. She suggested that the condition be revised for better clarification.

Mr. Bekiaris clarified that a Certificate of Occupancy for the temporary structure would only be good for a six-month period and that the structure shall be removed after six months.

Commissioner Glynn inquired of the completion date of the temporary structure, to which Ms. Hoggatt suggested that the applicant clarify that information.

PROONENT:

DAVID KING, Fortress Christian Center, 1411 East Leland Road, Pittsburg, explained that the church was in the process of building its improvements in two phases. Phase One was almost complete and would allow the church to occupy only that portion of the permanent building that was complete, which should be allowed in the next one to two weeks. Phase Two involved the church sanctuary for a 750-seat auditorium, classrooms, nurseries and the like.

Mr. King advised that in the process of completing Phase Two, the church would have to occupy Phase One since there was insufficient room to conduct all activities for the church to function and remain viable and to keep funds coming in for the congregation.

The modular structure would allow for the Sunday school and youth activities. It had been projected based on the current rate of income to the church that within six months from this date, the church would have Phase Two completed and the temporary modular unit would be removed.

Mr. King advised that the church was moving on schedule and was actually ahead of schedule on some items. He emphasized that the temporary modular unit had been intended to be on-site for six months only, as described, while the church occupied the first phase of the building with all other activities.

Commissioner Glynn inquired of the delivery date of the temporary modular structure on site, and Mr. King explained that the contractor delivery date had been Tuesday, December 18 and that the six months period would commence from the date the unit was
approved by the Building Division, and would have to be removed after the expiration of
the six month period.

Mr. King also affirmed, when asked, that he had read the staff recommended conditions of
approval and would comply with those conditions.

MOTION:

Motion by Commissioner Harris to adopt Resolution No. 9266, approving DR-01-52,
design review approval of architectural plans for placement of modular building on site of
an existing church and high school campus, "Fortress Christian Center" with the conditions
as shown. The motion was seconded by Commissioner Kelley and carried by the
following vote:

Ayes: Commissioners Garcia, Glynn, Harris, Kelley, Leonard, Holmes
Noes: None
Abstain: None
Absent: Commissioner Valentine

Chairperson Holmes advised that a decision by the Planning Commission was not final
until the appeal period expired ten days from the meeting. The applicant, City Council,
City Manager, or any affected person may appeal either the denial, approval or any
condition of approval of an item within ten calendar days of the decision.

STAFF COMMUNICATIONS:

Mr. Bekiaris advised that the Commission had been provided with a staff memorandum
dated November 30, 2001 offering a number of responses to inquiries made during the
previous meeting with respect to ongoing Capital Improvement Projects throughout the
City.

In addition, Mr. Bekiaris advised that staff was working to schedule a meeting of the
Development Projects Subcommittee (Planning Commission/City Council) to review a
Preliminary Tentative Map for a 125-unit single family residential subdivision, titled
Builder's Circle. Subcommittee members would be notified of the meeting date and time
when scheduled.

On behalf of the Planning and Building Department and Engineering Department, Mr.
Bekiaris took this opportunity to wish the entire Planning Commission a Merry Christmas
and a Happy New Year.

GENERAL PLAN UPDATE REPORT:

There was no General Plan Update Report.
ZONING ADMINISTRATOR REPORT:

There was no Zoning Administrator Report.

COMMITTEE REPORTS:

There were no committee reports.

COMMENTS FROM COMMISSIONERS:

Commissioner Harris reported that Pittsburg Ford had installed a modular unit off of Railroad Avenue, which had been made into a service entrance for its customers. He questioned whether or not a building permit or approval from the Planning Commission was required for that unit. He requested that staff contact Pittsburg Ford and request an application for a design review permit for the approval of the modular structure.

Mr. Bekiaris that Pittsburg Ford will be contacted as requested.

Commissioners expressed best wishes to all for a Merry Christmas and a Happy New Year.

Commissioner Kelley requested that a sympathy card be forwarded to Commissioner Valentine on behalf of the Planning Commission. In addition, she noted that an individual had been selling flags along the fence adjacent to the freeway along California Avenue and Harbor Street. She stated that the practice was quite unsightly and she requested a staff investigation of the situation.

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:56 P.M., to a regular meeting of the Planning Commission on January 8, 2002 at 7:30 P.M. in the City Council Chambers at 65 Civic Avenue, Pittsburg, CA.

RANDY JEROME, Secretary
Pittsburg Planning Commission