

**CITY OF ANTIOCH
PLANNING COMMISSION**

**Regular Meeting
6:30 p.m.**

**April 6, 2022
Meeting Conducted Remotely**

The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease (COVID-19), held Planning Commission meetings live stream (at <https://www.antiochca.gov/community-development-department/planning-division/planning-commission-meetings/>). The Planning Commission meeting was conducted utilizing Zoom Audio/Video Technology.

1. CALL TO ORDER

Chair Gutilla called the meeting to order at 6:30 P.M. on Wednesday, April 6, 2022. She announced that tonight's meeting was being held in accordance with the Brown Act as currently in effect under AB 361, which allowed members of the Planning Commission, City staff, and the public to participate and conduct the meeting by teleconference. She stated anyone wishing to make a public comment, may do so by using the raise your hand tool or submitting their comments using the online public comment form at www.antiochca.gov/community-development-department/planning-division/planning-commission-meetings/. Public comments that were previously submitted by mail or email have been provided to Planning Commissioners.

2. ROLL CALL

Present: Commissioners Schneiderman, Martin, Motts, Lutz, Vice Chair Riley and Chair Gutilla
Absent: Commissioner Hills
Staff: City Attorney, Thomas Lloyd Smith
Director of Community Development, Forrest Ebbs
Planning Manager, Anne Hersch
Associate Planner, Jose Cortez
Community Development Technician, Hilary Brown
Minutes Clerk, Kitty Eiden

3. PLEDGE OF ALLEGIANCE

Commissioner Riley led the Pledge of Allegiance.

4. EX-PARTE COMMUNICATIONS

None.

5. PUBLIC COMMENT

None.

6. CONSENT CALENDAR

6-1. None

7. PUBLIC HEARING

7-1. **GP-21-01, PD-21-01, UP-21-02, AR-21-03** – United Pacific Gas Station – The applicant is requesting approval of a Mitigated Negative Declaration, General Plan Amendment, Rezone to Planned Development, Final Development Plan, Use Permit and Design Review for the development of a Gas Station, Car Wash and Convenience Store at 5200 Lone Tree Way. The subject site is approximately 2 acres and is located at the southwest corner of Lone Tree Way and Vista Grande Drive. There are existing, unoccupied buildings onsite which are proposed to be demolished and a new 3,500 sq. ft. convenience store, 1,125 sq. ft. carwash and eight (8) gas pumps (16 fuel stations total) are proposed. Site improvements, fencing and landscaping are also proposed.

Chair Gutilla announced the applicant had requested a continuance of this item to a future Planning Commission meeting.

Chair Gutilla opened and closed the public hearing with no speakers requesting to speak.

On motion by Commissioner Riley, seconded by Commissioner Martin the Planning Commission members present unanimously tabled GP-21-01, PD-21-01, UP-21-02, AR-21-03 to a future Planning Commission meeting. The motion carried the following vote:

AYES: *Schneiderman, Martin, Motts, Lutz, Riley, Gutilla*
NOES: *None*
ABSTAIN: *None*
ABSENT: *Hills*

8. REGULAR BUSINESS

8-1. **AR-22-01, Laurel Ranch Design Review** – The applicant is requesting Design Review approval for the proposed residential architecture, parks, and landscaping for the Laurel Ranch Subdivision project (APN 053-060-051). This request includes:

Residential Architecture: There are two different residential dwellings offered:

- Single Family Dwelling: Spanish, Traditional Farmhouse, Contemporary Farmhouse architectural styles
- Cluster: Americana, Country European, West Coast Classic architectural styles

Parks: Park design of two parks and open space parcel (lot 48)

Landscaping: Front yard landscaping for the various elevations

Associate Planner Cortez presented the staff report dated April 6, 2022, recommending the Planning Commission adopt the Resolution approving Design Review for the Laurel Ranch Subdivision for residential architecture, parks, and landscaping.

Chair Gutilla opened the public comment period.

Julie Nebozuk, applicant, gave a brief description of the project and stated they were excited it would be coming to fruition.

Chair Gutilla closed the public comment period.

Commissioner Martin complimented the developer on the design of the homes.

In response to Commissioner Martin, Ms. Nebozuk stated they had started grading the project and anticipated homes would be for sale within 1-2 years.

In response to Commissioner Lutz, Ms. Nebozuk displayed and reviewed the project site plan.

Planning Manager Hersch commented that the project's parks would be required to meet the City's policy for ensuring equity access to inclusive play environments. She noted when the plans were submitted, they would be reviewed by City staff for compliance with policy requirements.

Annika Carpenter, Landscape Architect, added the play structure proposed met ADA accessibility guidelines and exceeded City requirements. She added that the City would review construction details to ensure compliance.

In response to Vice Chair Riley, Ms. Carpenter identified the Delta DeAnza Trail access location. Ms. Nebozuk added that this area would be maintained by the HOA.

In response to Chair Gutilla, Kevin Frederickson and Ms. Carpenter discussed the location of front doors and fencing for the cluster homes.

Chair Gutilla stated she liked the landscape plan except for the butterfly bush and Santa Barbara daisy which had the potential to become invasive. She requested they be removed from the plant pallet for this project.

Ms. Carpenter reviewed the park design and noted the sidewalk was continuous and accessible throughout the park. She identified the wheelchair accessible picnic table. She explained the difference between transfer and ramp accessibility for play structures.

Chair Gutilla spoke in support of the project. She stated she would like to see an option for owner's suites on the ground floor.

Commissioner Schneiderman agreed with Chair Gutilla regarding ground floor owner's suites. She spoke in support of the park design and stated she liked that the plans provided a variety of options for residents.

Commissioner Motts stated he was pleased to see developments finally coming to fruition. He spoke in support of the City upgrading the existing parks within Antioch.

Julie Nebozuk clarified that the cluster homes had landscaped front yards facing the main streets.

A motion was made by Commissioner Martin and seconded by Vice Chair Riley to adopt the resolution.

Following discussion, Commissioner Martin amended his motion and Vice Chair Riley seconded the amended motion as follows:

RESOLUTION NO. 2022-07

On motion by Commissioner Martin, seconded by Vice Chair Riley, the Planning Commission members present unanimously adopted the resolution approving Design Review for the Laurel Ridge project approving residential architecture, parks and landscaping for the Laurel Ranch Subdivision project at APN: 053-060-051 with the removal of the butterfly bush and Santa Barbara daisy from the plant pallet. The motion carried the following vote:

AYES: **Schneiderman, Martin, Motts, Lutz, Riley, Gutilla**
NOES: **None**
ABSTAIN: **None**
ABSENT: **Hills**

Chair Gutilla congratulated and thanked the applicants for their wonderful plans.

Ms. Nebozuk thanked the Commission for reviewing their project.

9. ORAL/WRITTEN COMMUNICATIONS

9-1. Tree Policy Memo

Director of Community Development Ebbs introduced the Tree Preservation Ordinance.

In response to Commissioner Motts, Director of Community Development Ebbs stated he would research whether there was a survey done for the heritage trees. He noted the Tree City designation was through the Arbor Day Foundation.

Commissioner Motts stated at times street trees were removed and he was unsure if they went through due process. He questioned if the City could be proactive and provide information to residents. He recommended the City Council develop a tree planting program.

Director of Community Development Ebbs responded that there could be opportunity to discuss these types of policies through the General Plan process.

Commissioner Martin questioned if there was any action on the City's part to encourage the planting of more trees because of the importance of providing shade, oxygen and improved aesthetics.

Director of Community Development Ebbs stated as development came forward the Planning Commission could require canopy trees to be planted. He noted planting additional trees would be a CIP item and that item would be coming to the Planning Commission in the May timeframe.

Commissioner Martin stated the City should have a plan to increase trees in areas that had not come before them since changes had been made to the current landscaping plans.

Commissioner Motts added that trees provided urban cooling, water retention, local aquifers, and prevention of run off.

Chair Gutilla commented in many court locations islands were no longer irrigated and trees were removed. She supported replacing the landscaping in these areas.

Commissioner Schneiderman stated she believed median street trees improved aesthetics in the community. She thanked Director of Community Development Ebbs for the information.

Vice Chair Riley thanked Director of Community Development Ebbs for the report. He stated he was disappointed Willow Trees were restricted in Antioch. He questioned the cost or burden on the City to maintain pine trees. He supported discussing this item with the update of the General Plan.

Director of Community Development Ebbs commented that the General Plan would provide an opportunity to plan for improving infill areas of the City.

Commissioner Lutz supported the conversation, the report and continuing the discussion.

Chair Gutilla expressed concern that large trees were the cause of a great number of casualties in Antioch particularly on James Donlon Blvd and Hillcrest Avenue. She questioned if there was a way to have specific traffic calming measures on the curves in roads where trees were in the median.

Commissioner Schneiderman stated car accidents were typically related to speeding and she believed additional enforcement efforts would improve the situation. She noted Lone Tree Way was another street that should be patrolled and suggested additional traffic signals for these areas.

9-2. Planning Commissioner Handbook

Planning Manager Hersch presented the Planning Commissioner Handbook for Commissioner use.

Chair Gutilla thanked staff for providing the Handbook.

In response to Chair Gutilla, Planning Manager Hersch explained the graphic on page 4.

In response to Commissioner Martin, Planning Manager Hersch stated she would email information regarding Ethics Training opportunities to the Commission.

9-3. In-Person Meetings

Planning Manager Hersch stated this was a discussion item for the Commission to determine if they wanted to proceed with virtual meetings or move to in-person meetings.

Vice Chair Riley stated he liked the convenience of virtual meetings and suggested they could reserve Council Chambers for big ticket items.

Commissioner Motts stated his preference would be to resume in-person meetings.

In response to Commissioners Lutz and Martin, City Attorney Smith explained that the Planning Commission did not have the same level of technological support as Council to facilitate hybrid meetings. Director of Community Development Ebbs agreed with City Attorney Smith.

Commissioner Schneiderman stated she would support either option before the Commission.

Chair Gutilla questioned if there was a difference in public participation between the two formats.

Commissioner Schneiderman stated she believed there was less participation at virtual meetings.

Vice Chair Riley added that he believed there was a more negative attitude towards virtual events.

Commissioner Motts commented that the Planning Commission meetings did not draw a lot of people; however, he believed there had been more participation at in-person meetings. On a personal level, he felt Commissioners got to know each other better at in-person meetings.

In response to Chair Gutilla, City Attorney Smith clarified that without technology staff it may be difficult to display information for the Commission in Council Chambers.

Chair Gutilla stated that due to her work schedule, she preferred virtual meetings. She noted if there was a big difference in public participation, it was their duty to do whatever it would take to facilitate that effort.

City Attorney Smith responded that he did not notice a significant difference in public participation.

Vice Chair Riley stated that for public participation he felt it was important to stay consistent with the zoom option. He did not believe they would get a lot more participation in Council Chambers.

Planning Manager Hersch added the virtual format allowed the Commission to have recorded videos available to reference after meetings and in-person meetings only provided an audio recording.

Director of Community Development Ebbs stated if the Planning Commission continued with virtual meetings, they could hold community workshops for large items in Council Chambers or at the Community Center until they could get the resources in place for hybrid meetings.

Commissioner Martin questioned if he could continue to use his iPad to download the agenda if meetings were held in Council Chambers.

Director of Community Development Ebbs stated as a general practice they preferred not to use private equipment for public business. He noted he would investigate this matter if they resumed in-person meetings.

Commissioner Schneiderman suggested continuing with virtual meetings for 6-months and revisiting the item in the fall.

Vice Chair Riley stated he believed applicants preferred virtual meetings.

Commissioner Schneiderman mentioned that in the fall they would know if COVID was still an issue.

Director of Community Development Ebbs commented that there was a cost savings to the City for consultants with the virtual option.

Chair Gutilla stated she liked having the video recordings available. She supported continuing virtual meetings and revisiting the item in 6-months. She noted if there was a big item, they could consider that the item be held in-person.

Commissioner Martin agreed with reconsidering this item in 6-months.

Planning Manager Hersch stated she would bring the item back to the Commission in the fall when they had more information regarding a hybrid option and the status of COVID.

9-4. April 20, 2022 Planning Commission meeting cancelled

Planning Manager Hersch announced the next Planning Commission meeting would be held virtually on May 4, 2022.

Commissioner Martin requested staff update the Planning Commission roster.

COMMITTEE REPORTS

Commissioner Motts announced the next TRANSPLAN meeting was scheduled for next week. He congratulated Chair Gutilla for chairing the meeting.

In response to Chair Gutilla, Commissioner Motts explained that TRANSPLAN was a branch of the Contra Costa Transportation Authority. He noted when he termed out, the Planning Commission would need to assign another Commissioner to take his place on the TRANSPLAN Committee.

ADJOURNMENT

On motion by Commissioner Martin, seconded by Commissioner Motts, the Planning Commission members present unanimously adjourned the meeting at 7:52 P.M. The motion carried the following vote:

AYES: Schneiderman, Martin, Motts, Lutz, Riley, Gutilla
NOES: None
ABSTAIN: None
ABSENT: Hills

Respectfully submitted:
KITTY EIDEN, Minutes Clerk