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**MINUTES OF THE
PINOLE PLANNING COMMISSION**

August 25, 2014

A. CALL TO ORDER: 7:11 P.M.

B. PLEDGE OF ALLEGIANCE AND ROLL CALL:

Commissioners Present: Kurrent, Martinez-Rubin, McGoldrick, Toms, and Chair Brooks

Commissioners Absent: Bender

Staff Present: Winston Rhodes, Planning Manager

C. CITIZENS TO BE HEARD:

There were no citizens to be heard.

D. CONSENT CALENDAR:

1. **Planning Commission Meeting Minutes from June 23, 2014**

MOTION to adopt the Consent Calendar, as submitted.

MOTION: Kurrent **SECONDED:** Martinez-Rubin **APPROVED:** 5-0-1
ABSENT: Bender

E. PUBLIC HEARINGS: None

F. OLD BUSINESS:

1. **Review of Preliminary Draft 2015-2023 General Plan Housing Element Document**

Mr. Rhodes introduced Veronica Tam of Veronica Tam & Associates, the Housing Element Consultant, to provide a PowerPoint presentation of the Housing Element, one of the mandatory elements in the General Plan which had last been updated in 2010. He explained that if approved by the City and accepted by the State Department of Housing and Community Development (HCD), the Housing Element would be in effect for eight years.

1 VERONICA TAM, Veronica Tam & Associates, highlighted the State Housing
2 Element requirements and summarized the contents of the Draft Housing
3 Element Update document and reviewed the proposed changes to the current
4 Housing Element.
5

6 Mr. Rhodes reported that the Draft Housing Element had been reviewed by the
7 Planning Commission Housing Element Subcommittee in early August.
8

9 In response to the Planning Commission Subcommittee with respect to the
10 number of home foreclosures in Pinole, Ms. Tam reported that there had been 27
11 homes in different stages of foreclosure in January 2014, and the foreclosure
12 rate was .9 homes per 10,000 homes in the community in June 2014. She
13 added that local Realtors had indicated that approximately 40 percent of those
14 purchasing the homes in foreclosure today were investors. The Draft Housing
15 Element included statistics related to foreclosures in Pinole at the request of the
16 Housing Element Subcommittee.
17

18 Mr. Rhodes identified a correction to Table 6.0-36, Housing Types Permitted by
19 Residential Zoning District, and clarified that the draft had shown single-family
20 detached and single-family attached homes in the R-3 and R-4 Districts as
21 permitted in error where the existing Pinole Municipal Code does not permit
22 single family detached and single-family attached homes in the R-3 and R-4
23 Zoning Districts that are intended for multi-family housing. Staff recommended no
24 change to the existing allowable uses in the R-3 and R-4 Zoning Districts.
25

26 Ms. Tam sought comments from the Commission on the draft document to allow
27 the commencement of the required 60-day HCD review to allow the process to
28 continue and meet a January 2015 deadline.
29

30 With respect to a need for clarification of the references to the supplemental
31 Education Revenue Augmentation Funds (ERAF) in response to Commissioner
32 Toms, Ms. Tam advised that she would work with staff to include clarifying
33 language explaining the ERAF funding source.
34

35 Mr. Rhodes reported in response to Commissioner McGoldrick's question on
36 Page 6.0-66 related to redevelopment agency housing set-aside funds that the
37 reference was in error in that it was language no longer applicable because the
38 City's Redevelopment Agency no longer exists.
39

40 After responding to questions, Ms. Tam explained that the City of Pinole had
41 utilized extensive outreach including conducting a housing needs survey and the
42 survey could be kept open to allow residents to make further comments. The
43 web link to the electronic survey could also be reactivated to allow for more time
44 for interested parties to take the survey. There would be two more public hearing
45 meetings scheduled with the Planning Commission and the City Council prior to
46 action to approve the Housing Element Update.

1
2 **MOTION** to direct staff to proceed with the Preliminary Draft 2015-2023 General
3 Plan Housing Element document based on the comments from the Planning
4 Commission Housing Element Update Subcommittee, and the additional comments
5 from the Planning Commission.
6

7 **MOTION: Toms** **SECONDED: McGoldrick** **APPROVED: 6-**
8 **0**

9
10 **G. NEW BUSINESS:** None

11 **H. CITY PLANNER'S / COMMISSIONERS' REPORT:**

12
13 Mr. Rhodes reported that Ethics Training for all appointed Commission members
14 in the City had been scheduled for August 27, 2014; there was one vacancy on
15 the Planning Commission due to the resignation of a Planning Commissioner
16 earlier in the year and all interested parties were urged to apply through the City
17 Clerk; several tree removal applications had been received and the process for
18 seeking tree removal permits was described; there would be a Zoning Ordinance
19 Text Amendment regulating medical marijuana dispensaries on the next
20 Commission agenda; there had been several requests for new businesses and
21 tenant improvements along with building permits for minor home improvements,
22 maintenance, and handicap accessibility in commercial buildings; and the City
23 continued to work to fill vacant staff positions.
24

25 **I. COMMUNICATIONS:** None

26
27 **J. NEXT MEETING:**

28
29 With Commissioners Martinez-Rubin and McGoldrick advising that they would
30 not be present at the next meeting, Mr. Rhodes stated that to be able to take
31 action to recommend the Text Amendment to the City Council at least four
32 Commissioners would have to be present.
33

34 The next meeting of the Planning Commission will be held on Monday,
35 September 22, 2014 at 7:00 P.M.
36

37 **K. ADJOURNMENT:** 8:49 P.M.

38
39 Transcribed by:

40
41
42 Anita L. Tucci-Smith
43 Transcriber