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**MINUTES OF THE REGULAR
PINOLE PLANNING COMMISSION**

April 23, 2018

A. CALL TO ORDER: 7:00 P.M.

B. PLEDGE OF ALLEGIANCE AND ROLL CALL:

Commissioners Present: Brooks, Hartley, Kurrent, Martinez-Rubin, Tave, Wong,
Chair Thompson

Commissioners Absent: None

Staff Present: Winston Rhodes, Planning Manager

C. CITIZENS TO BE HEARD:

There were no citizens to be heard.

D. CONSENT CALENDAR:

1. Revised Planning Commission Meeting Minutes from February 26, 2018

MOTION to approve the Revised Planning Commission Meeting Minutes from February 26, 2018, as shown.

MOTION: Brooks SECONDED: Martinez-Rubin APPROVED: 7-0

E. PUBLIC HEARINGS: None

F. OLD BUSINESS: None

G. NEW BUSINESS:

1. Multimodal Transportation Plan Discussion

Public Works Senior Project Manager Amelia Timbers and CivicSpark Fellow Melanie Fornes presented a PowerPoint presentation for the Multimodal/Active Transportation Plan which supports the implementation of the General and Specific Plans; analyzes multimodal transportation opportunities including projects that facilitate increased pedestrian, bicycle and transit use; provides greater project

1 details; identifies potential project locations, plans scope and specifications,
2 includes cost estimate, potentially environmental analysis to facilitate faster project
3 development; and helps the City of Pinole apply for grants and be more
4 competitive.
5

6 The presenters reported that the City Council had directed staff to proceed with
7 Phase One of the Plan in April, which includes Traffic and Pedestrian Safety
8 Committee (TAPS) and Planning Commission review and input. There would be a
9 survey distribution and collection from May through June; an analysis of the survey
10 results from July through August; and the development of the work plan,
11 assessment of capacity, and direction from the City Council on Phase Two from
12 August through December.
13

14 Details related to the survey distribution were outlined and the next steps identified
15 to include input on the survey and a proposed stakeholder outreach list. Disability
16 access upgrades as well as Complete Streets would be included in the Plan and
17 administration of the survey would initially be done by staff and could include the
18 recruitment of high school students and other volunteer resources. Comments
19 from the Planning Commission were sought.
20

21 Responding to the Commission, Ms. Timbers and Ms. Fornes explained that all
22 potential grant opportunities would be pursued primarily State and regional grants,
23 although the East Bay Regional Park District (EBRPD) had not been approached
24 and could be included in the outreach list, with WestCAT to also be included, and
25 outreach could also be made to local schools and Parent Teacher Associations
26 (PTAs). The goal was to have 500 to 600 respondents to the survey; the survey
27 would be bilingual and would be administered on-line as well as on paper.
28

29 The Planning Commission discussed the Multimodal Transportation Plan and
30 offered the following comments and/or suggestions to staff:
31

- 32 • Consider distributing the survey at bus stops, specifically the bus stop at
33 Henry Avenue and Pinole Valley Road.
34
- 35 • Approach local schools to obtain survey results from that age group.
36
- 37 • Consider enabling survey responders to indicate the part of the City where
38 they live.
39
- 40 • Include information in the survey about its purpose and consider methods to
41 prevent submittal of multiple surveys by the same person.
42
- 43 • Clarify from the start what the scope of the plan will be.
44
45

- 1 • Consider changing the title of the Plan to be more specific as to what the
2 plan will include.
- 3
- 4 • Recognize water and stormwater in the Plan.
- 5
- 6 •
- 7 Consider the transportation needs of disabled individuals and different
8 accessibility improvements as well as alternative modes and components of
9 transportation planning, and outreach to advocacy groups.
- 10
- 11 • Distribute the survey in person, consider including Little League teams;
12 digital distribution including the NextDoor website; distribution at community
13 events and tabling to include community events; business community
14 outreach including employees and not just property or business owners; and
15 local service organizations to include Boys and Girls Scouts.
- 16
- 17 • Research cities with similar issues as Pinole even if outside the region.
- 18
- 19 • Add local bike riders/clubs to the list of stakeholders and approach local
20 utilities and open space land use groups as part of the stakeholder groups.
- 21
- 22 • Consider including distance to describe the transportation improvements
23 envisioned in the plan.
- 24
- 25 • Consider use youth groups such as the Youth Commission and Police
26 Cadets and other groups and residents of the City to help better inform,
27 educate, and administer the survey.
- 28
- 29 • Include Kaiser as a recipient of the survey given it is a large employer and
30 source of inbound trip generation.
- 31
- 32 • Ask survey questions of the individual and the household.
- 33
- 34 • Consider cell phone data as a source for trip generation.
- 35
- 36 • Consider a public workshop to allow people to become involved in the early
37 stages of the Plan.
- 38
- 39 • Make use of Geographic Information System (GIS) technology as a tool to
40 communicate transportation needs and demonstrate that feedback digitally.
- 41

42 As to the survey contained in Attachment C to the April 23, 2018 staff report, the
43 Planning Commission recommended:

- 44 • Include questions in the survey as to whether respondents owned or
- 45

planned to own an electric vehicle in the future.

- Include *Don't Know* to Question 16 of the survey as a response option.
- Include *Do Not Apply* to Questions 23, 26, 30, and 32 as a response option.
- Clarify Question 36 and distinguish the listed options.
- Revise Questions 37 through 39 to reflect rather than a ranking of 1 through 7 or 8, a ranking of *0 through 7* or *8*, as reflected in each question.
- Include *All that Apply* as an option in Question 18.
- Include *Parking* as an option in Question 21.
- Include *Unable to Park at BART* as an option in Question 33.
- Modify language in Questions 37, 38, and 39 to allow respondents to identify what streets in Pinole needed attention rather than listing specific streets.
- Suggest mileage was irrelevant in Question 8 in terms of the length of commute and how long it takes to get anywhere outside of the City of Pinole.
- Include optional write-in line in survey to allow personal comments.
- Consider method to keep people engaged in the survey given its length.

2. Selection of Planning Commission Chairperson and Vice Chairperson for 2018-2019

Commissioner Tave reported that while he currently served as Vice Chair, he was unable to serve as the Chair for 2018-2019 due to scheduling conflicts.

Commissioner Kurrent nominated Simon Wong as the Chair of the Planning Commission. Commissioner Hartley seconded the nomination. There being no further nominations the nominations were closed. **Simon Wong** was unanimously selected as the Chair of the Planning Commission for 2018-2019.

Commissioner Kurrent nominated Anthony Tave as the Vice Chair of the Planning Commission. Commissioner Hartley seconded the nomination. There being no further nominations the nominations were closed. **Anthony Tave** was unanimously selected as the Vice Chair of the Planning Commission for 2018-2019.

3. Selection of Development Review Subcommittee Members for 2018-2019

1
2 **MOTION** to select Commissioners Kurrent, Hartley, and Wong as the Primary
3 Members of the Development Review Subcommittee for 2018-2019, with Chair
4 Thompson to serve as the Alternate.

5
6 **MOTION: Thompson**
7 **0**

SECONDED: Tave

APPROVED: 7-

8
9 **H. CITY PLANNER'S / COMMISSIONERS' REPORT:**

10
11 **2018 Planning Commissioners Academy: April 4-6, 2018**

12
13 The Planning Commission was provided copies of a PowerPoint from the 2018
14 League of California Cities Planning Commissioners Academy Legislative Update
15 and Planning Manager Rhodes, Chair Thompson, and Commissioner Martinez–
16 Rubin provided updates of the discussions from their attendance at the Academy.

17
18 Mr. Rhodes provided a status report on the CVS construction; reported that a
19 grading permit had been issued for the DaVita Dialysis Medical Office Building; re-
20 submittal information had been received for the Dr. Lee Eye Surgery Center; tenant
21 improvements for O'Reilly in the Del Monte Shopping Center were proceeding; and
22 improvements to the exterior of the building where Planet Fitness would be located
23 were also proceeding in Pinole Vista Plaza. No new information for the Safeway
24 project other than the applicant was weighing options on the different requirements
25 associated with a brand new development versus a renovation. A joint City
26 Council/Planning Commission meeting was anticipated when more information was
27 available from the applicant.

28
29 **I. COMMUNICATIONS: None**

30
31 **J. NEXT MEETING:**

32
33 The next meeting of the Planning Commission will be a Regular Meeting to be
34 held on Monday, May 21, 2018 at 7:00 P.M.

35
36 **K. ADJOURNMENT: 8:20 P.M**

37
38 Transcribed by:

39
40
41 Anita L. Tucci-Smith
42 Transcriber
43