

**MINUTES
OF A REGULAR MEETING
OF THE
PITTSBURG PLANNING COMMISSION**

July 11, 2023

A regular meeting of the Pittsburg Planning Commission was called to order by Chair Robinson at 7:00 p.m. on Tuesday, July 11, 2023, in the Council Chamber at City Hall, 65 Civic Avenue, Pittsburg, California.

ROLL CALL

Present: Chair Popova, Vice-Chair Kobata, Commissioners Foster, Robinson

Absent: Commissioner Smith, Jackson

Staff: City Attorney Donna Mooney, Director of Community and Economic Development
Jordan Davis, Assistant Director of Planning John Funderburg, Assistant Planner
Ariana Ruiz, Administrative Coordinator Candace Hatch

PLEDGE OF ALLEGIANCE

Secretary Funderberg led the Pledge of Allegiance.

DELETIONS / WITHDRAWALS / CONTINUANCES

Item No. 4, a Use Permit to establish a multi-use meeting, networking and/or event space that can be rented by small businesses or individuals to host events within an existing 2,236-square-foot (sq. ft.) commercial/office space located at 62 E. 4th Street. The property is within the CP (Pedestrian Commercial) District. Assessor's Parcel Number: 085-104-006, was continued to be determined.

Item No. 5, a Use Permit to allow for the sale of distilled spirits in conjunction with the sale of beer, wine, at an existing convenience store. The convenience store is located at 2102 West Leland Road, in the CS (Service Commercial) District. Assessor's Parcel No. 091-050-038, was continued to be determined.

Chair Popova acknowledge the arrival of Commissioner Smith at 7:02 pm

COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

CONSENT

1. Minutes of June 27, 2023

2. Esperanza Apartments at San Marco (Village M), Extension of Design Review Approval, AP-23-0074 (EXT)

A public hearing request for a second, three-year extension of approval for design review of plans to construct a 318-unit apartment complex, consisting of twelve three-story buildings and one clubhouse, on a 13.3-acre site located at 2009 W Leland Road and known as 'Village M' of the San Marco PD (Planned Development, Ordinance No.12-1362) District. Assessor's Parcel Nos. 091-050-068 and portion of 091-050-069.

Chair Popova opened the public comment.

Public comment was received by the following:

Bruce Ohlson, Pittsburg resident.

There being no one to speak further on this item, Chair Popova closed the public comment.

On motion by Commissioner Robinson, seconded by Chair Popova to approve the consent items and carried by the following vote:

AYES: Foster, Kobata, Popova, Robinson, Smith

NAYES: None

ABSTAIN: None

ABSENT: Jackson

PRESENTATIONS

There were no presentations.

PUBLIC HEARING

3. Consideration of Granting a Use Permit for Doctorbird Market, AP-23-0048 (UP)

A public hearing request for the approval of a Use Permit to establish a Specialty Food Market with alcohol sales as an ancillary use. The Specialty Food Market will include sales of artisanal foods, beer, wine, and branding merchandise. The applicant is also proposing to host community events with local authors, winemakers, and producers, as well as interactive tastings. Events will be open to the public and is proposed to take place during normal business hours of 10:00 A.M. to 8:00 P.M. The proposed business will utilize the existing tenant space of approximately 1,287 square feet located on a parcel with an existing 11,380 multi-tenant building known as the Bank of America Building, located on the southwestern corner of Railroad Avenue and East 4th Street in Downtown Pittsburg. The subject site is located at the property address 90 East 4th Street and is within the CP (Pedestrian Commercial) District. Assessor's Parcel No. 085-104-006.

Assistant Planner Ariana Ruiz gave a presentation.

Applicant Danielle Fiala spoke on behalf of the project.

Chair Popova opened the public hearing.

There being no one to speak on this item, Chair Popova closed the public hearing.

On motion by Commissioner Robinson to approve the request for approval of a Use Permit to establish a Specialty Food Market and alcohol sales as an ancillary use located on the southwestern corner of Railroad Avenue and East 4th Street in Downtown Pittsburg, AP-23-0048 subject to Condition No. 4 being amended to include the following Hours of Operations. The hours of operations shall be limited from 10:00 am to 8:00 om daily, except that the Zoning Administrator authorized to extend hours up to no later than 11:00 pm on Friday and midnight on Saturday, a the request of the applicant. This will be allowed by request from the applicant through the Zoning Administrator. Community events and interactive tastings shall be limited to the hours of operation of the business; unless otherwise permitted by Temporary Activity Permit or Special Event Permit issued on behalf of the Planning Division. Seconded by Vice-Chair Kobata and carried by the following vote:

AYES: Foster, Kobata, Jackson, Popova, Robinson, Smith
NAYES: None
ABSTAIN: None
ABSENT: None

Secretary Funderberg acknowledge the arrival of Commissioner Jackson at 7:15 pm

ZONING ADMINISTRATOR REPORTS

Secretary Funderberg informed the Commissioners that a notice of intent to conduct a Zoning Administrator Public Hearing was added to the agenda.

The Zoning Administrator submitted one notice of intent to exercise delegated design review authority on consideration of a variance application to allow a two-foot, three inches (2'-3') side-yard setback where four feet (4'-0") minimum is required to legalize an existing unpermitted 338 square-foot Accessory Dwelling Unit (ADU) attached to an existing single family dwelling located at 2114 Chestnut Drive in the RS-6 (Single-Family Residential, 6,000 Square Feet Minimum) District. AP-23-0064 (VA)

COMMISSION CONSIDERATIONS

There were no commission considerations.

STAFF COMMUNICATIONS

Secretary Funderburg provided information materials and discussed the tentative schedule for upcoming meetings.

There are no tentative schedule for the July 25, 2023 meeting. Secretary Funderberg announced to the Commission that this meeting has been cancelled.

Three (3) items tentatively being presented at the August 8, 2023, meeting:

1. CP (Pedestrian Commercial) Zone Text Amendments – City initiated updates to the permitted uses in this zone.

2. Gutsy Mama – Use Permit to establish a Personal Improvement Service use within an existing multitenant building. The use would operate within the existing 777 square-foot tenant space located at 635 Railroad Avenue (Unit C), and provide coaching and consultations to women who aspire to start their own business, and establish a Recourse Center to provide educational support services to residents of Pittsburg.
3. Pittsburg Renaissance Preschool – Use Permit to establish a Day Care facility within an existing multitenant building. The use would operate within the existing 1,200 square-foot tenant space located at 158 East Third Street.

Secretary Funderburg introduced the new Planning Intern, Cassey Carandang, to the Commission.

There were no further staff communications.

COMMITTEE REPORTS

There were no committee reports.

ADJOURNMENT

The meeting was adjourned at 7:39 p.m. to August 8, 2023.

Respectfully Submitted,



John Funderburg, Secretary