



**CITY OF PITTSBURG
PLANNING COMMISSION AGENDA**

NOVEMBER 25, 2025

**CITY HALL COUNCIL CHAMBER
65 CIVIC AVENUE, PITTSBURG, CA**

**REGULAR MEETING
7:00 PM**

Planning Commission Members

**Sarah Foster, Chair
Donna Smith, Vice-Chair
Elissa Robinson, Commissioner
Vacant, Commissioner
Deandra Stokes, Commissioner
Ivelina Popova, Commissioner
Reilly Kent, Commissioner**

Any member of the public who wishes to address the Commission should complete a Speaker's Card, available on the public counter below the dais. Please note on the card the agenda item number, or, for items not listed on this agenda, a brief description of the issue on which you would like to address the Commission. Give the completed form to the Minutes Clerk or a staff member, who will give the card to the Commission Chair. The Chair will invite the speaker(s) to the podium at the appropriate time during the meeting. Each individual will be given three minutes to address the Commission, unless additional time is allowed as provided for spokespersons. Prior to speaking, each speaker is requested to state his or her name and business and city of residence in a clear and audible tone of voice. For items listed under the "Public Hearings" or "Commission Consideration" portions of this agenda, the public hearing or public comment period will follow a brief presentation on the item by Planning Department staff and/or the project applicant.

A decision by the Planning Commission is not final until the appeal period expires 10 calendar days after the date the decision occurred. The applicant, City Council member(s), City Manager, or any affected person may appeal the denial, approval, recommendation, or any condition of approval of an item within the 10-day appeal period. A completed appeal form and the applicable filing fee must be filed with the City Planner, 65 Civic Avenue, Pittsburgh. The appeal form must include the name and address of the appellant and state the reasons for the appeal. The appeal will be set for City Council consideration and appropriate public notification given.

The Commission requests that you refrain from disruptive conduct during the meeting and that you observe the order and decorum of the Council Chamber. Please turn off or set to vibrate all cellular phones, and refrain from making personal, impertinent or slanderous remarks. Boisterous or disruptive behavior while the Commission is in session, and the display of signs in a manner that violates the rights of others or prevents others from watching or fully participating in the Planning Commission meeting is considered counterproductive and will not be tolerated, and the Commission Chair can order any person who engages in such conduct to leave the Council Chamber.

This agenda was posted in City Hall on Thursday, November 20, 2025

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

COMMENTS FROM THE AUDIENCE

CONSENT

1. Minutes

Minutes of October 14, 2025

PRESENTATION

2. Planning Project Updates

Staff will provide the Planning Commission with a presentation on current planning projects.

ZONING ADMINISTRATOR REPORTS

3. Notice of Intent to Exercise Delegated Design Review Authority

The Zoning Administrator submits two Notice of Intent to Exercise Delegated Design Review Authority

STAFF COMMUNICATIONS

COMMITTEE REPORTS

ADJOURNMENT OF PLANNING COMMISSION MEETING

NOTICE TO PUBLIC

GENERAL INFORMATION

Copies of the open session agenda packets, as distributed to the City Council, are on file in the office of the City Clerk, 65 Civic Avenue, Pittsburg, California, and are available for public inspection, beginning 72 hours in advance, during normal business hours (8:00 a.m. – 5:00 p.m., Monday through Friday, except City holidays). Full agenda packets are also located on the City's website at www.pittsburgca.gov. If any reports or documents, which are public records, are distributed to the City Council less than 72 hours before the meeting, those reports or documents will be available for public inspection in the City Clerk's Office and on the day of the meeting in the Council Chamber at the public counter area below the dais.

SPEAKER'S CARD

Members of the audience who wish to address the City Council on issues that are not scheduled for the agenda and on any items listed as part of the agenda should complete a Speaker's Card available at the dais. Please read the card carefully in order to fill out the card properly. Submit the completed card to the City Clerk before the item is called, preferably before the meeting begins. Individuals will be given up to three minutes to address the Council unless additional time is allowed as provided for spokespersons. Speakers are not permitted to yield their time to another speaker. Prior to speaking, each member of the public shall state their name and business and City of residence in a clear and audible tone of voice. Pursuant to the Brown Act, no action may be taken by the City Council on items not already scheduled on the agenda; however, the City Council may refer your comments/concerns to staff or request that the item be placed on a future agenda.

PUBLIC HEARINGS

Persons who wish to speak on Public Hearings listed on the agenda will be heard when the Public Hearing is opened, except on Public Hearing items previously heard and closed to public comment. After the public has commented, the item is closed to public comment and brought to the Council/Agency level for discussion and action. Further comment from the audience will not be received unless requested by the Council/Agency.

There is a 90-day limit for the filing of a challenge in the Superior Court to certain City administrative decisions and orders which require a hearing by law, the receipt of evidence, and the exercise of discretion. The 90-day limit begins on the date the decision is final (Code of Civil Procedure Section 1094.6). Further, if you challenge an action taken by the City Council in court, you may be limited, by California law, including but not limited to Government Code Section 65009, to raising only those issues you or someone else raised in the public hearing, or in written correspondence delivered to the City Council prior to or at the public hearing. The City Council may be requested to reconsider a decision if the request is made prior to the next City Council meeting, regardless of whether it is a regular or special meeting.

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED

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DISRUPTIVE CONDUCT

The Council requests that you observe the order and decorum of our Council Chamber by turning off or setting to vibrate all cellular telephones and electronic devices, and that you refrain from making personal, impertinent, or slanderous remarks. Boisterous and disruptive behavior while the Council is in session, and the display of signs in a manner which violates the rights of others or prevents others from watching or fully participating in the Council meeting, is a violation of our Municipal Code and any person who engages in such conduct can be ordered to leave the Council Chamber by the Mayor.

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

October 14, 2025

A regular meeting of the Pittsburg Planning Commission was called to order by Chair Foster at 7:00 p.m. on Tuesday, October 14, 2025, in the Council Chambers at City Hall, 65 Civic Avenue, Pittsburg, California.

ROLL CALL

Present: Chair Foster, Vice-Chair Smith, Commissioners Kent, Popova, Robinson, Stokes

Staff: Assistant Director of Community and Economic Development John Funderburg, Senior Planner Maurice Brenyah-Addow, Assistant Planner Ariana Ruiz, Administrative Analyst I Candace Hatch

PLEDGE OF ALLEGIANCE

Commissioner Smith led the Pledge of Allegiance.

DELETIONS / WITHDRAWALS / CONTINUANCES

4. Consideration of a Resolution Granting Approval of a Use Permit to Establish a Commercial Recreation and Entertainment Use at 45 East 5th Street for Edible Blessings, AP-25-0046 (UP)

Staff requested a continuance behalf of the project applicant on this item to a date specific of November 12, 2025.

COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

CONSENT ITEM

1. Minutes
Minutes of September 23, 2025

On a motion by Commissioner Robinson, approving the consent item(s), seconded by Commissioner Smith:

AYES: Foster, Kent, Popova, Robinson, Smith, Stokes
NAYES: None
ABSTAIN: None
ABSENT: None

PUBLIC HEARING

2. Consideration Resolution Granting Approval of a Use Permit Modification, Design Review, and Fence Height Exception for the Bonami Bakery (AP-25-0034)

A public hearing was held for approval of a Use Permit Modification and Design Review to expand the existing commercial bakery with ancillary retail sales currently

located at 372 and 380 East 10th Street, to an approximately 4,403 square-foot building located at 366 East 10th Street. The commercial bakery business will utilize the newly expanded area for the storage of raw materials, packaging supplies, and office/administrative spaces. Exterior modifications include the construction of a 450 square foot outdoor freezer and an approximately 522 square foot covered storage area behind the existing building located at 372 East 10th Street.

Assistant Planner, Ariana Ruiz gave a presentation.
Applicant spoke on behalf of the project.
Chair Foster opened the public hearing.
There being no further public comment, Chair Foster closed the public hearing.

On a motion by Commissioner Robinson, approving a Use Permit Modification and Design Review, and Fence Height Exception for the Bonami Bakery (AP-25-0034) located at 372 East 10th Street, seconded by Commissioner Kent:

AYES: Foster, Kent, Popova, Robinson, Smith, Stokes
NAYES: None
ABSTAIN: None
ABSENT: None

3. Consideration Resolution Granting Approval of a Use Permit for The Village, AP-25-0083 (UP)

A public hearing was held for approval for a Use Permit application for the operation of a public and private community events center within an existing multi-purpose use building located at 1001 Stoneman Avenue. The site has a Public/Institutional General Plan Land Use Classification and is currently zoned GQ Government and Quasi-public. Assessor's Parcel Map No. 088-131-008.

Senior Planner, Maurice Brenyah-Addow gave a presentation.
Applicant spoke on behalf of the project.
Chair Foster opened the public hearing.
Public comment was received by Pittsburg Resident, Bruce Ohlson
There being no further public comment, Chair Foster closed the public hearing.

On a motion by Commissioner Robinson, approving Use Permit application for the operation of a public and private community events center within an existing multi-purpose use building located at 1001 Stoneman Avenue AP-25-0083 (UP), seconded by Commissioner Kent:

AYES: Foster, Kent, Popova, Robinson, Smith, Stokes
NAYES: None
ABSTAIN: None
ABSENT: None

STAFF COMMUNICATIONS

Secretary Funderburg informed the Planning Commission that there are no items scheduled for October 28, 2025, and the meeting will be cancelled.

Two (2) items tentatively to be presented at the November 12, 2025, meeting:

1. AP-25-0046 Edible Blessings – Use Permit application to establish a multi-use meeting, networking and/or event space that can be rented by small business for banquets, conference, interview. The proposed site is located at 45 East 5th Street in the CP (Pedestrian Commercial) District. Assessor's Parcel No. 085-

104-0022.

2. AP-24-0067 SFBA Blue Planet – Use permit, Design Review and Height Variance to establish a permanent carbon sequestration plant at a 2.5-acre site located at 895 East 3rd Street in the IG (General Industrial) District. Assessor's Parcel No. 073-020-019.

There were no further staff communications.

COMMITTEE REPORTS

There were no committee reports.

ADJOURNMENT

The meeting was adjourned at 8:18 p.m. to November 12, 2025.

Respectfully Submitted,

John Funderburg, Secretary

**CITY OF PITTSBURG
PLANNING COMMISSION
STAFF REPORT
November 25, 2025**

ITEM: Notice of Intent to Exercise Delegated Design Review Authority

ORIGINATED BY: City of Pittsburg, Zoning Administrator, 65 Civic Avenue, Pittsburg, CA 94565

SUBJECT: The Zoning Administrator submits two Notice of Intent to Exercise Delegated Design Review Authority

RECOMMENDATION:

Staff recommends that the Planning Commission acknowledge receipt of the attached Notices of Intent to Exercise Delegated Design Review Authority

BACKGROUND:

Delegated Design Review Authority

Delegated Design Review Authority: Planning Commission Resolution No. 9444, as later amended by Resolution No. 9918, allows for delegation of nine categories of design review applications from the Planning Commission to the Zoning Administrator, as follows:

1. Freestanding signs: Applicable to signs not already part of a sign program; must be consistent with sign standards and architecturally compatible with associated building.
2. Wireless Communication Equipment: New or replacement antennas on existing poles and their related equipment.
3. Minor Building Remodels: Limited to changes in building colors, awnings, fenestration, and finishes.
4. Changes to Existing Parking Lots.
5. Changes to Existing Landscaping.
6. Additions to Existing Buildings: Additions must be smaller than 2,500 square feet and designed to complement existing building architecture.
7. New Model Homes in Approved Subdivisions. Must be consistent with the general size, quality of architecture and materials, and general character of the originally approved models. Must comply with approved zoning development standards.

Planning Commission Staff Report
Notice of Intent to Exercise Delegated Design Review Authority

8. Ancillary Structures: Structures in any district where visual impacts are minimal, including miscellaneous mechanical equipment associated with legal uses in the Industrial Districts.

The intent of the delegation is to allow a more efficient approval process for non-controversial design review applications, without compromising the integrity of the design review process or removing from public scrutiny those projects that would be most visible or of high interest to the general public. Prior to approving any delegated design review application, the Zoning Administrator must notify the Commission of his or their intent to exercise delegated design review authority. Copies of resolutions approving any delegated design review application must also be provided to the Commission.

PROJECT DESCRIPTION:

Since the last Commission meeting, staff has received two applications requiring Delegated Design Review Authority under Resolution No. 9918:

1. K2 Pure Solution Projects, AP-25-0094 (ADR)

This is an application filed by K2 Pure Solutions requesting approval of Administrative Design Review (ADR) by the Pittsburg Planning Division for installation of foundations, auger cast piles, structural steel pipe bridges, and electrical power supply equipment for the following projects:

- Bleach Production and Rail Car Loading
- Hydrogen Purification Process
- Mechanical Vapor Recompression Process Retrofit
- Permanent Installation and replacement of existing Steam Boiler
- Installation of new Electrical Power Equipment

The plant site is the Corteva Agriscience campus located at 950 Loveridge Road. The site has zoning designation of IG General Industrial and has a General Plan designation of IG General Industrial.

Assessor's Parcel No. 073-220-039

This project is delegated to staff under Category 3 (Minor Building Remodels) of Planning Commission Resolution No. 9918.

2. Project Sentinel & Power Separation, AP-25-0110 (ADR)

Administrative Design Review for site improvements including replacement and installation of new fences, gates, bollards, security building upgrades, ADA ramp, and relocation of various power equipment (switchboards, switchgear, transformer, etc.) at the Corteva Agriscience campus located at 950 Loveridge Road. The site has zoning designation of IG General Industrial and has a General Plan designation of IG General Industrial.

Assessor's Parcel No. 073-220-039

This project is delegated to staff under Category 3 (Minor Building Remodels) of Planning Commission Resolution No. 9918.

GENERAL PLAN/CODE COMPLIANCE:

Delegated Design Review Authority: Resolution No. 9918 established nine categories of design review applications upon which the Commission would authorize the Zoning Administrator to act. Resolution No. 9918, and PMC section 18.10.100, direct staff to notify the Planning Commission of intent to exercise delegated design review authority on any application that falls within one of those nine categories, prior to approving the application. Upon receiving such notification, a majority of the Commission may direct that the matter be scheduled for future consideration by the entire Commission.

Resolution No. 9918 also directs staff to keep the Commission informed about delegated design review application approvals by providing copies of resolutions adopted by the Zoning Administrator.

ANALYSIS:

Not applicable.

ACTION REQUIRED:

Acknowledge receipt of the attached Notices of Intent.

ATTACHMENTS:

1. K2 Pure Solution Projects, AP-25-0094 (ADR), NOI
2. Project Sentinel & Power Separation, AP-25-0110 (ADR), NOI
3. PC Resolution No. 9918

Prepared by: John Funderburg, Zoning Administrator

**NOTICE OF INTENT
TO EXERCISE DESIGN REVIEW AUTHORITY DELEGATED TO STAFF PURSUANT
TO PLANNING COMMISSION RESOLUTION NO. 9918**

K2 Pure Solution Projects, AP-25-0094 (ADR)

This is an application filed by K2 Pure Solutions requesting approval of Administrative Design Review (ADR) by the Pittsburg Planning Division for installation of foundations, auger cast piles, structural steel pipe bridges, electrical power supply equipment for the following projects:

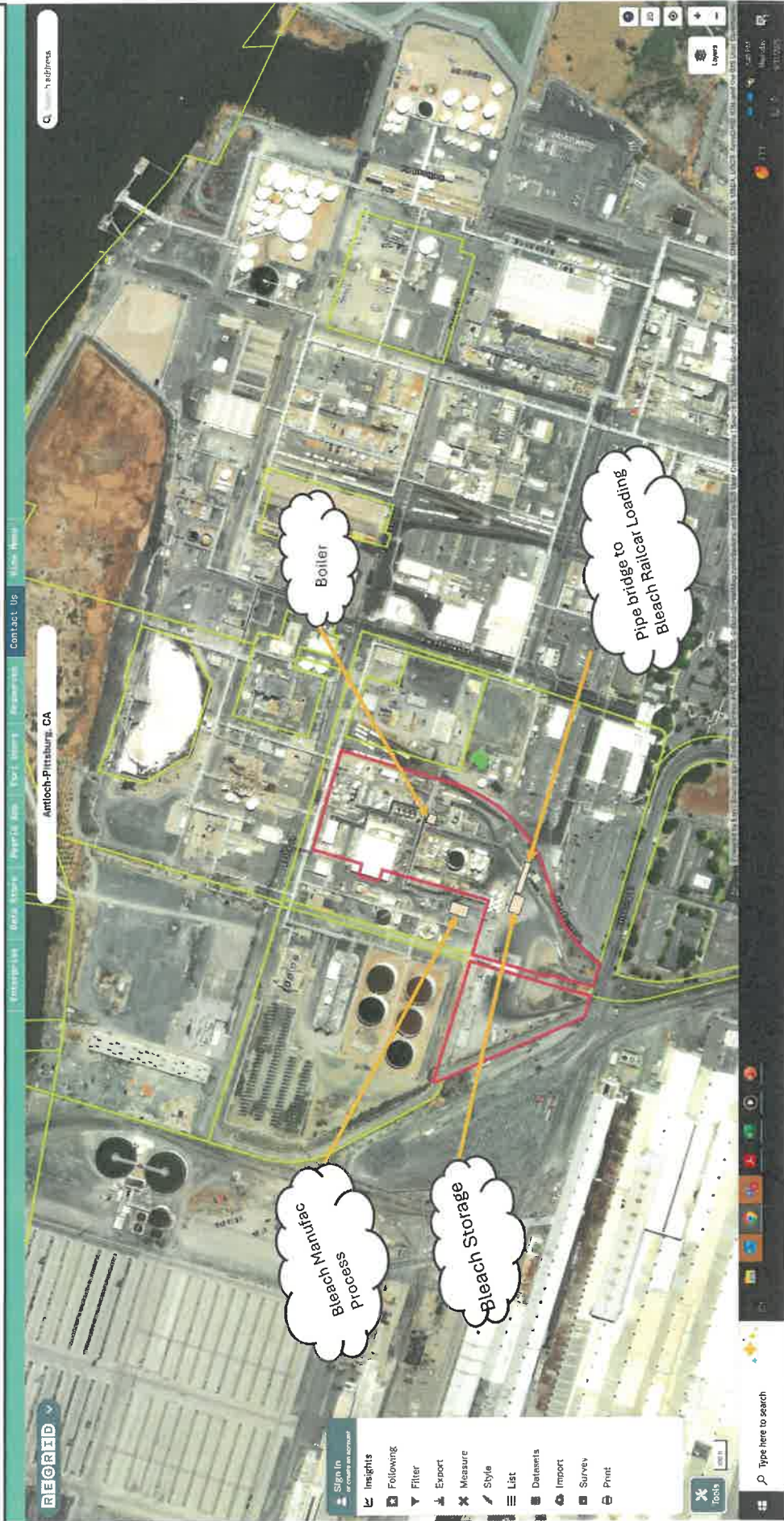
1. Bleach Production and Rail car Loading
2. Hydrogen Purification Process
3. Mechanical Vapor Recompression Process Retrofit
4. Permanent Installation and replacement of existing Steam Boiler
5. Installation of new Electrical Power Equipment

The plant site is the Corteva Agriscience campus located at 950 Loveridge Road, Pittsburg, CA 94565, in the Industrial, General Plan designation and the IG, General Industrial zoning district.

Assessor's Parcel No. 073-220-039

This project is delegated to staff under Category 3 (Minor Building Remodels) of Planning Commission Resolution No. 9918.

Bleach Bleach Project on APN 073-220-039 & 042



**NOTICE OF INTENT
TO EXERCISE DESIGN REVIEW AUTHORITY DELEGATED TO STAFF PURSUANT
TO PLANNING COMMISSION RESOLUTION NO. 9918**

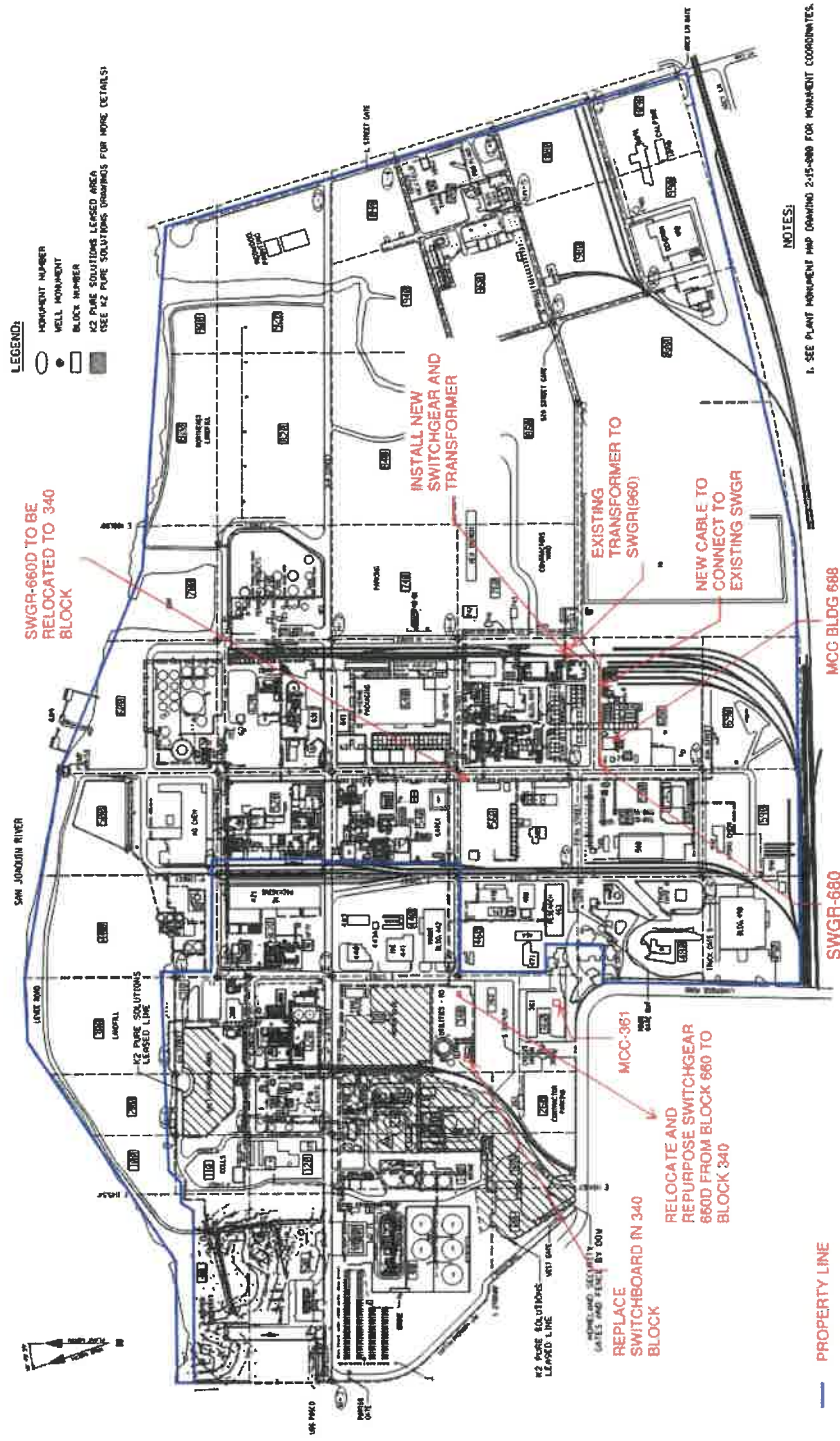
Project Sentinel & Power Separation, AP-25-0110 (ADR)

Administrative Design Review for site improvements including replacement and installation of new fences, gates, bollards, security building upgrades, ADA ramp, and relocation of various power equipment (switchboards, switchgear, transformer, etc.) at the Corteva Agriscience campus located at 950 Loveridge Road, Pittsburg, CA 94565, in the Industrial, General Plan designation and the IG, General Industrial zoning district.

Assessor's Parcel No. 073-220-039

This project is delegated to staff under Category 3 (Minor Building Remodels) of Planning Commission Resolution No. 9918.

Scope of Work

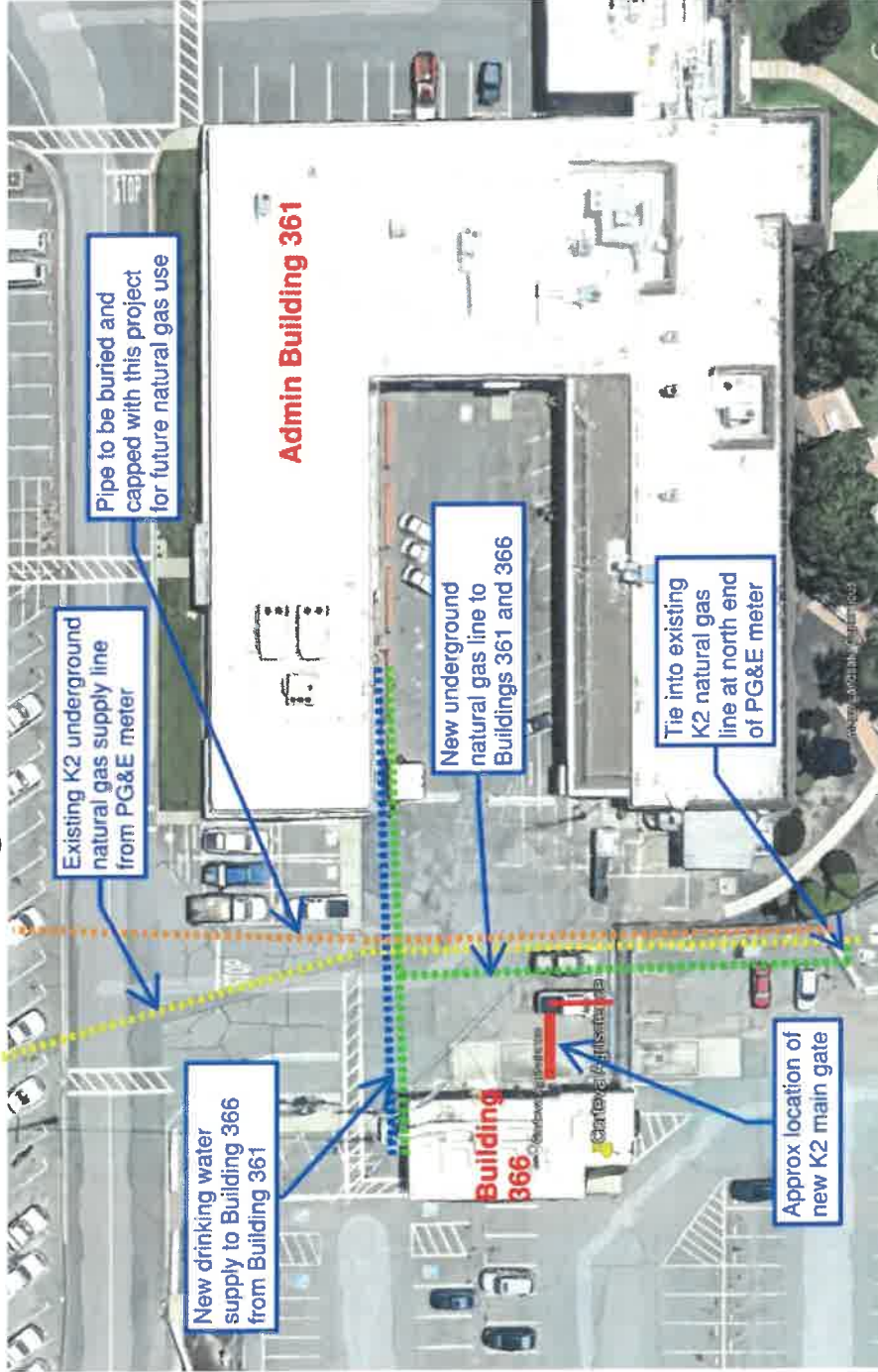


K2 Pure Fence and Gates



- A = Automated gate for cars and small trucks
- B = Automated gate for cars
- C = Manually operated gate
- D = Manually operated gate with emergency exit
- E = Manually operated rail gate
- F = Automated truck gate for tractor trailers
- G = Existing automated car gate
- H = Existing manual gate
- J = Existing automated gate for tractor trailers

Modifications to Building 366



BEFORE THE PLANNING COMMISSION OF THE CITY OF PITTSBURG

In the Matter of:

Resolution Amending the Categories of Eligible Projects and Revising the Procedures for Delegating Design Review Authority of Certain Types of Projects to the Zoning Administrator) Resolution No. 9918

The Planning Commission DOES RESOLVE as follows:

Section 1. Background

- A. On August 26, 2003, the Planning Commission adopted Resolution No. 9444 in an effort to streamline the planning review process for certain projects that the Commission had determined to be routine in nature and have minimal visual impacts on the surrounding community. This resolution authorized various types of projects to be reviewed by the Zoning Administrator rather than the Planning Commission, including "Wireless Communication Antennas, Monopoles and Related Structures and Equipment."
- B. On August 14, 2012, in response to recent Commission concerns regarding the approval process for wireless telecommunication equipment, a study session was conducted with the Planning Commission to review proposed updates to the existing design review delegation procedures. At this study session, the consensus of a majority of Commissioners was to keep all staff proposed changes, with an added clarification on the recommended voting process (Section B) for calling up items to be reviewed by the Commission.
- C. Proposed changes to the existing staff delegated design review authority (as presented during the August 14, 2012, study session) generally include: 1) a modification to the text of category 2, "Wireless Communication Antennas, Monopoles and Related Structures and Equipment," intended to separate out construction of new wireless telecommunications facilities from requests for modifications to existing facilities, with the only latter retaining eligibility for delegated review by the Zoning Administrator; 2) a revision to Category 3 to clarify that it applies to all minor building remodels and not just 'storefront' remodels; 3) a consolidation of Category 7 (changes in building colors) into Category 3; 4) a clarification to Category 9 to confirm application within all districts, not just Industrial areas; and 5) a clarification within Section B clarifying that a Commissioner's request to rescind delegated authority for a specific application, otherwise eligible for Zoning Administrator review, must be supported by a majority of the Commissioners present.
- D. Pittsburgh Municipal Code (PMC) Section 18.10.020, *Powers and Duties of the Planning Commission*, grants primary design review authority to the Planning

Commission. In 2003 the Planning Commission delegated its review and approval authority of certain routine and non-controversial application types to the Zoning Administrator through the adoption of Resolution No. 9444. Changes or revisions to Resolution No. 9444 fall within the same category as the original delegation, which the Commission has authority to approve under PMC 18.10.020.

- E. PMC Section 18.10.030 identifies the City Planner as the Zoning Administrator, and in accordance with PMC Section 18.10.100, the City Planner will continue to give notice to the Planning Commission of intent to exercise any authority that the Commission previously granted, including the authority to review and approve staff delegated design review applications.
- F. Staff would continue to be responsible for reviewing delegated applications for compliance with the General Plan, City Codes and adopted Design Guidelines, and the Zoning Administrator would continue to be required to make findings for approval and identify evidence to support the required findings, consistent with PMC Section 18.36.220(B). Approved resolutions would continue to be signed by the Zoning Administrator and no separate staff reports would be prepared on these items.
- G. Copies of all Zoning Administrator approved resolutions would continue to be forwarded to the Commission in its packet for the next regularly scheduled meeting.
- H. The proposed action delegating certain Planning Commission discretionary authority to the Zoning Administrator is not considered a project, as defined by the Public Resources Code section 21065, of the California Environmental Quality Act (CEQA).
- I. On September 25, 2012, the Planning Commission considered the proposed revisions to the staff delegated design review authority process as previously established by adoption of Resolution No. 9444.

Section 2. Decision

- A. The Planning Commission hereby delegates discretionary Design Review Authority to the Zoning Administrator, for the following types of applications, when categorically or statutorily exempt from the provisions of CEQA:
 - 1. Freestanding Signs. Applicable to signs not already part of a sign program; must be consistent with sign standards and architecturally compatible with associated building.
 - 2. Wireless Communication Equipment. New or replacement antennas on existing poles and their related equipment.

3. Minor Building Remodels. Limited to changes in building colors, awnings, fenestration, and finishes.
 4. Changes to Existing Parking Lots.
 5. Changes to Existing Landscaping.
 6. Additions to Existing Buildings. Additions must be smaller than 2,500 sq. ft. and designed to complement existing building architecture.
 7. New Model Homes in Approved Subdivisions. Must be consistent with the general size, quality of architecture and materials, and general character of the originally approved models. Must comply with approved zoning development standards.
 8. Ancillary Structures. Structures in any district where visual impacts are minimal, including miscellaneous mechanical equipment associated with legal uses in Industrial Districts.
- B. In compliance with PMC Section 18.10.100, staff shall prepare a list and brief description along with a copy of the project plans when applicable, of new pending applications for which the Zoning Administrator intends to exercise delegated design review authority, and submit it to the Commission at a Commission meeting prior to taking any action on the applications. Any member of the Planning Commission may then request at that time to have the matter scheduled for future consideration by the entire Commission. The Commission must approve the request as a group through a majority vote, prior to scheduling the item for future consideration.
- C. Staff shall continue to prepare resolutions of approval, when appropriate, describing the project, project location, applications being filed, required findings to approve the project and identifying evidence to support the required findings. Resolutions shall be signed by the Zoning Administrator and continue to have conditions of project approval, where applicable.
- D. To keep the Commission informed about what applications are processed under this proposal, copies of all Zoning Administrator approved resolutions shall be forwarded to the Commission in its packet for the next regularly scheduled meeting.
- E. If the Zoning Administrator does not believe he/she can make the required design review findings to approve a project, and the applicant is unwilling or unable to make the changes requested, the application shall automatically be referred to the Commission for action on the design review application.

Section 3. Effective Date

This resolution shall take effect immediately upon its adoption.

On motion by Commissioner Wirick, seconded by Commissioner Gargalikis, the foregoing resolution was passed and adopted the 25th day of September, 2012, by the Planning Commission of the City of Pittsburg, California by the following vote:

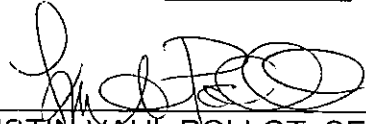
AYES: Fardella, Fogleman, Gargalikis, Kelley, Ohlson, Wirick

NAYES:

ABSTAIN:

ABSENT: Diokno

I hereby certify that the above Resolution No. 9918 was adopted by the Planning Commission of the City of Pittsburg on September 25, 2012.



KRISTIN VAHL POLLOT, SECRETARY
PITTSBURG PLANNING COMMISSION