



April 21, 2025

CITY OF HERCULES

Meeting Minutes

Planning Commission

*Chair Hector Rubio
Vice Chair Carol Most-Walker
Commissioner Robert Schaufenbil
Commissioner Ken Morrison
Commissioner Sylvia Jimenez*

Tuesday, April 21, 2025

7:00 PM

Zoom Meeting ID: 859 5429 6580

Zoom Passcode: 441309

Zoom Phone Number: 1-669-900-6833

The full video is available and can be viewed by clicking [here](#).

I. CALL TO ORDER – ROLL CALL

Chair Hector Rubio called the meeting to order at 7:00 p.m.

Present 5 - Chair Hector Rubio, Vice Chair Carol Most-Walker, Commissioner Robert Schaufenbil, Commissioner Ken Morrison, Commissioner Sylvia Jimenez

Absent 0

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was conducted by Commissioner Morrison.

III. PUBLIC COMMUNICATION

None

IV. CONSENT CALENDAR

1. [25-126](#) Approve the Planning Commission Meeting Minutes for January 21, 2025

MOTION: A motion was made by Commissioner Most-Walker, seconded by Commissioner Morrison to accept the Consent Calendar as written.

Aye: 5 - Commissioner Most-Walker, Commissioner Morrison, Chair Rubio, Commissioner Schaufenbil, Commissioner Jimenez

Nay: 0

Absent: 0

Approved: 5-0-0

V. PUBLIC HEARINGS

1. [25-127](#) **Hercules Local Hazard Mitigation Plan and Consistency Updates to the General Plan Safety Element.**

RECOMMENDATION:

That the Planning Commission:

1. Request planning staff present the staff report;
2. Open the public hearing;
3. Receive comments from the public;
4. Close the public hearing;
5. Request clarification from staff on any issues related to the project; and
6. Adopt a Resolution recommending that the City Council adopt an updated Local Hazard Mitigation Plan (LHMP) to replace the existing LHMP attachment to the General Plan Safety Element, make minor text modifications to the Safety Element for consistency purposes, and find the action exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3).

Chair Rubio introduced the item and called for a staff report.

Senior Planner Seana Field presented the staff report for this item and responded to Commissioner questions.

There were no public comments for this item.

Chair Schaufenbil closed public comments and returned the item for Commission questions for the applicant, and Commission discussion.

MOTION: A motion was made by Commissioner Schaufenbil, seconded by Commissioner Jimenez to adopt a resolution recommending that the City Council adopt an updated Local Hazard Mitigation Plan (LHMP) to replace the existing LHMP attachment to the General Plan Safety Element, make minor text modifications to the Safety Element for consistency purposes, and find the action exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3).

Aye: 5 - Commissioner Schaufenbil, Commissioner Jimenez, Chair Rubio, Commissioner Most-Walker, Commissioner Morrison

Nay: 0

Absent: 0

Approved: 5-0-0

VI. DISCUSSION / ACTION ITEMS

1. [25-128](#) **Draft Fiscal Year 2025-26 Capital Improvement Program and Ten-Year Capital Funding Plan.**

RECOMMENDATION:

That the Planning Commission:

1. Request that staff present the staff report and Draft Fiscal Year 2025-26 Capital Improvement Program and Ten-year Capital Funding Plan.
2. Ask any questions.
3. Receive comments from the public.
4. Provide any comments; and
5. Take one of the following actions:
 - a) Adopt Resolution recommending the Council establish the list of priority projects without modification; or
 - b) Adopt an amended Resolution recommending the Council modify the list of priority projects in keeping with the scope and intent of the General Plan.

Chair Rubio introduced the item and called for a staff report.

Acting Public Works Director Jeff Brown and Senior Planner Seana Field presented the staff report for this item and responded to Commissioner questions.

There were no public comments for this item.

MOTION: A motion was made by Commissioner Most-Walker and seconded by Commissioner Jimenez to adopt the Resolution recommending the Council establish the list of priority projects without modification.

Aye: 5 - Commissioner Most-Walker, Commissioner Jimenez, Chair Rubio, Commissioner Schaufenbil, Commissioner Morrison

Nay: 0

Absent: 0

Approved: 5-0-0

VII. PLANNING DIRECTOR REPORTS AND ANNOUNCEMENTS

Community Development Director Rood will be providing the annual Community Development Department to the City Council at their May 13, 2025 meeting and invited the Planning Commission and the community to watch the presentation online or in person.

VIII. COMMISSIONER REPORTS AND ANNOUNCEMENTS

Commissioner Morrison discussed current construction projects in Hercules.

Commissioner Schaufenbil asked about the Taste of the World Market and the 4th of July firework events in Hercules.

IX. ADJOURNMENT

The next Regular Meeting of the Planning Commission is Monday, May 5, 2025 at 7:00 p.m. at Hercules City Hall, 111 Civic Drive, Hercules, CA.

Chair Rubio adjourned the meeting at 7:54 p.m.

Hector Rubio, Chair

Attest:

Timothy Rood, Community Development Director