



City of Hercules

111 Civic Drive
Hercules, CA 94547

Meeting Minutes

Planning Commission

Kenneth Morrison, Chair
Dion Bailey, Vice Chair
Irina Galieva, Commissioner
Hector Rubio, Commissioner
Susan Tolley, Commissioner

Tuesday, January 16, 2018

7:00 PM

Council Chambers

SPECIAL MEETING

I. CALL TO ORDER - ROLL CALL - 7:00 P.M. - SPECIAL MEETING

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

Present 5 - Chair Ken Morrison, Commissioner Hector Rubio, Commissioner Irina Galieva, Vice Chair Dion Bailey, and Commissioner Susan Tolley

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMUNICATION

None.

IV. OATHS OF OFFICE AND REORGANIZATION

1. Oath of Office - Reappointment of Commissioners Rubio and Tolley

City Clerk Martin administered the Oath of Office to Commissioner Tolley and Commissioner Rubio.
2. Election of Chair and Vice Chair

Commission Chair Morrison asked for nominations for Commission Chair. Commissioner Tolley nominated Commissioner Bailey as Chair. The Planning Commission approved the appointment of Commissioner Bailey as Chair for calendar year 2018.

MOTION: A motion was made by Commissioner Tolley, seconded by Commissioner Rubio, to nominate Dion Bailey as Chair. The motion carried by the following vote:

Aye: 5 - Chair Bailey, Commissioner Rubio, Commissioner Galieva, Commissioner Morrison, and Commissioner Tolley

Commission Chair Bailey asked for nominations for Vice Chair. Commissioner Tolley nominated Commissioner Galieva as Vice Chair. The Planning Commission approved the appointment of Commissioner Galieva as Vice Chair for calendar year 2018.

MOTION: A motion was made by Commissioner Tolley, seconded by Commissioner Rubio, to nominate Irina Galieva as Vice Chair. The motion carried by the following vote:

Aye: 5 - Chair Bailey, Commissioner Rubio, Commissioner Galieva, Commissioner Morrison, and Commissioner Tolley

V. PUBLIC HEARINGS

1. Applications for Jung Hee Kim's Jumping Spoon Restaurant at 1375 Sycamore Avenue, Suite B, between Tsushima and South Front Streets

Recommendation: Conduct a public hearing and upon conclusion, consider adopting Resolution No. 18-01 to a) approve Conditional Use Permit (CUP17-05) to allow onsite beer and wine sales and b) approve Administrative Design Review Permit (ADRP 17-60) for a hanging blade sign and the restaurant's business use.

Chair Bailey opened the public hearing at 7:18 p.m.

Planning Director Smyth introduced the item and gave a staff report. Planning Director Smyth clarified some confusion in the staff report in regards to the restaurants requested days and hours of operation. Planning Director Smyth stated that due to some conflicting information staff will confirm with the applicant their requested hours of operation, however stated that as a comparison the requested hours of operation are in line with what a nearby restaurant currently operates under. Planning Director Smyth recommended that in the conditions of approval the city can include that the hours of operation shall end by 10:00 p.m. Planning Director Smyth stated that a notice of public hearing was sent to residents within a 300' radius and a notice of public hearing was published in the paper at least 10 days prior to this meeting. Planning Director Smyth stated that to date that the City has not received any public comments for this project. Planning Director Smyth stated that the application has been reviewed by the Police Department which did not result in any concerns.

Assistant City Attorney Crowl requested that the Commission include in their motion an amendment to include a condition that operating hours shall not exceed 10:00 p.m.

Chair Bailey closed the public hearing at 7:20 p.m. with no comments from

the public.

MOTION: A motion was made by Commissioner Morrison, seconded by Commissioner Rubio, to adopt Resolution 18-01 as amended. The motion carried by the following vote:

Aye: 5 - Chair Bailey, Commissioner Rubio, Vice Chair Galieva, Commissioner Morrison, and Commissioner Tolley

2.

Citywide Comprehensive Update to the Circulation Element of the City's General Plan

Recommendation: Continue the public hearing from December 18, 2017 and upon conclusion, consider adopting Resolution No. 18-02 recommending the City Council's adoption of the Comprehensive Circulation Element dated January 2018 with Appendices and Initial Study/Negative Declaration provided at the December 18, 2017 Planning Commission meeting.

Planning Director Smyth introduced the item. Planning Director Smyth explained that this is a public hearing which was continued from the last Planning Commission meeting and asked the Chair to open the public hearing.

Chair Bailey opened Public Hearing at 7:23 pm. Staff reported that there were no speakers card submitted for this item.

Planning Director Smyth gave a staff report. The Planning Commission and staff reviewed the Circulation Element in detail.

Public Speaker: Ben Ortega.

Chair Bailey close Public Hearing at 7:45 p.m.

Planning Director Smyth and the Commission discussed and identified modifications needed to Exhibit D of Resolution 18-02, that Figure 3-1 Roadway Network should be modified to 1) pull back Hercules Avenue to Fawcett (not into Chelsea by the Bay which is currently shown) and 2) show Sante Fe Avenue from Railroad Avenue to Fawcett and Fawcett between Sante Fe and Hercules Avenue as a collector street.

MOTION: A motion was made by Commissioner Morrison, seconded by Vice Chair Galieva, to adopt the Circulation Element as amended. The motion carried by the following vote:

Aye: 5 - Chair Bailey, Commissioner Rubio, Vice Chair Galieva, Commissioner Morrison, and Commissioner Tolley

VI. DISCUSSION / ACTION ITEMS

1.

Continued Study Session on Accessory Dwelling Unit Policy to

conform to State Law

Recommendation: Receive a presentation and discuss draft Policy Changes regarding the City's current Ordinance regulating Accessory Dwelling Units (ADUs).

Planning Director Smyth introduced the item stating that this topic was last introduced at the August 2017 Planning Commission meeting. Planning Director Smyth stated that Assistant City Attorney Crawl has prepared a draft document related to accessory dwelling units for review and further discussion by the Commission tonight. City Attorney Crawl explained the recommended ordinance changes in more detail.

The Commission and staff conducted the study session and provided input on the draft accessory dwelling unit ordinance. Planning Director Smyth stated that staff will make amendments to the draft ordinance pursuant to the discussion this evening and that this item will come back before the Commission at their next meeting as a public hearing item.

VII. PLANNING DIRECTOR REPORTS AND ANNOUNCEMENTS

Planning Director Smyth reported on current projects and events.

VIII. COMMISSIONER REPORTS AND ANNOUNCEMENTS

Planning Commissioners provided comments and reports.

IX. ADJOURNMENT

Chair Bailey adjourned the meeting at 9:04 p.m.

Dion Bailey, Chair

Attest:

Shiva Matinpour, Planning Secretary