



BENICIA PLANNING COMMISSION

REGULAR MEETING MINUTES

**City Hall Council Chambers
Thursday, February 13, 2014
7:00 P.M.**

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**

Present: Commissioners Dean, Smith, Sprague, and Chair Sherry
Absent: Commissioners Cohen-Grossman, Oakes and Young

Staff Present: Mark Boehme, Contract Attorney
Brad Kilger, City Manager
Amy Million, Principal Planner
Suzanne Thorsen, Associate Planner
Gina Eleccion, Management Analyst/Recording Secretary

- C. Reference to Fundamental Rights of Public**

II. ADOPTION OF AGENDA

On motion of Commissioner Dean, seconded by Commissioner Sprague, the agenda was adopted by the following vote:

Ayes: Commissioners Dean, Smith, Sprague, and Chair Sherry
Noes: None
Absent: Commissioners Cohen-Grossman, Oakes and Young
Abstain: None

III. OPPORTUNITY FOR PUBLIC COMMENT

- A. WRITTEN - None**

B. PUBLIC COMMENT - None

IV. PRESENTATION:

A. OPEN GOVERNMENT PRINCIPLES

Mark Boehme, Contract Attorney, gave a presentation on the Open Government ordinance. The Open Government ordinance requires that all public officials and some employees read the Open Government Ordinance and attend an annual training on the ordinance.

There was a question about Commissioners involvement in running the meeting or setting the agenda. General procedural issues are not a problem.

The Code of Conduct was discussed.

V. ELECTION OF OFFICERS (CHAIR AND VICE CHAIR)

On motion of Commissioner Dean, seconded by Commissioner Smith, the Election of Officers was continued to the next meeting by the following vote:

Ayes: Commissioners Dean, Smith, Sprague, and Chair Sherry
Noes: None
Absent: Commissioners Cohen-Grossman, Oakes, and Young
Abstain: None

VI. CONSENT CALENDAR

On motion of Commissioner Smith, seconded by Commissioner Sherry, the Consent Calendar was approved by the following vote:

Ayes: Commissioners Smith, Sprague (noting her abstention from Item V. C. on the January 9, 2014 Minutes), and Chair Sherry
Noes: None
Absent: Commissioners Cohen-Grossman, Oakes and Young
Abstain: Commissioner Dean

A. APPROVAL OF MINUTES OF JANUARY 9, 2014 REGULAR MEETING

VII. REGULAR AGENDA ITEMS

A. USE PERMIT REQUEST TO CONSTRUCT A NEW 50-FOOT TALL MONOPOLE WIRELESS TELECOMMUNICATION FACILITY AT 4700 EAST SECOND STREET; AFTER DETERMINATION THAT THE PROJECT EXEMPT FROM CEQA

13PLN-00045 Use Permit
4700 East Second Street, APN: 0080-050-650

Amy Million provided an overview of the project.

Amanda Wolf, applicant, gave a presentation. She thanked staff for their work on this project. An overview was given, showing existing and proposed coverage. Applicant was asked about future co-location of other carriers and if pole would need to be higher. It was anticipated that there is room to co-locate one additional carrier with the existing height.

The public hearing was opened. There was no public comment. The public hearing was closed.

Environmental analysis was discussed in terms of small equipment. Any future changes to the facility could require additional environmental analysis.

The resolution was discussed. There was an error regarding an existing facility, which will be removed from the resolution. There was a question regarding visual impact. That sentence will be stricken. Change "view" to "visual impact will be minimal". Attach visual simulation as referenced in resolution.

A comment was made about the cumulative visual impacts of new telecommunication facilities. Amy Million noted that the Zoning Ordinance encourages co-location but also that Use Permits may be requested for new sites. There was a suggestion to look comprehensively at the visual impacts of wireless telecommunication facilities. Brad Kilger, City Manager, stated that the City's work program does not currently include developing a plan for telecommunication facilities as discussed by the commissioners, but the Planning Commission could forward a request to the City Council. He stated that the City is focusing on fiber optics in the Industrial Park to provide broadband service, and noted that sometimes wireless telecommunications work better than broadband. The Commission agendaized this item for discussion at a future meeting.

RESOLUTION NO. 14-3 (PC) - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APPROVING A USE PERMIT FOR AT&T TO INSTALL AND OPERATE A WIRELESS TELECOMMUNICATION FACILITY AT 4700 EAST SECOND STREET, APN: 0080-050-650 (USE PERMIT 13PLN-00046)

On motion of Commissioner Smith, seconded by Commissioner Dean, the above Resolution was adopted, as amended above, by the following vote:

Ayes: Commissioners Dean, Smith, Sprague, and Chair Sherry
Noes: None
Absent: Commissioners Cohen-Grossman, Oakes and Young
Abstain: None

B. USE PERMIT TO OPERATE A 4,464 SQUARE FOOT PERSONAL TRAINING STUDIO AFTER DETERMINATION IS MADE THAT THE PROJECT IS EXEMPT FROM CEQA

13PLN-00062 Use Permit
685 Stone Road, APN: 0080-06-0100

Amy Million introduced Suzanne Thorsen, Associate Planner. Ms. Thorsen provided an overview of the project.

Craig Howard, Applicant, gave a brief overview of the proposal. He noted that CrossFit facilities tend to locate in light industrial spaces due to the high ceilings, open interior spaces, and roll-up doors. The proposed facility will be class-based with semi-personal training. He requested a modification to the draft resolution to allow weekend hours from 8:00 am – 5:00 pm.

A question was asked regarding the fenced outdoor area adjacent to the proposed facility. The applicant responded that equipment, such as tires and push sleds, may be stored in the area.

A question was asked regarding running outside. The applicant noted that short outdoor runs are likely to take place once every two weeks. The runs avoid other facilities and traffic. The applicant was encouraged to keep customers off Park Road.

The public hearing was opened. There was no public comment. The public hearing was closed.

Commissioners questioned if outdoor storage as discussed by the applicant would have to come back to the Commission for Use Permit approval. Staff noted that any outdoor storage would be subject to a staff level use permit and would need to be screened. The applicant stated that equipment could be stored indoors.

Commissioners discussed the request to extend the weekend hours. Staff stated that the weekend hours proposed by the applicant are acceptable as they are unlikely to present use or parking impacts.

Commissioners questioned future signage at the facility. Staff clarified that a sign application would be required.

RESOLUTION NO. 14-4 (PC) - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APPROVING A CONDITIONAL USE PERMIT FOR A HEALTH/FITNESS STUDIO AT 685 STONE ROAD (14PLN-00062; APN: 0080-06-0100)

On motion of Commissioner Dean, seconded by Commissioner Sprague , the above Resolution was adopted, with amended weekend hours, by the following vote:

Ayes: Commissioners Dean, Smith, Sprague, and Chair Sherry
Noes: None
Absent: Commissioners Cohen-Grossman, Oakes and Young
Abstain: None

VIII. COMMUNICATIONS FROM STAFF

Amy Million noted that the City is moving forward with the Housing Element Update. The public review draft should be available in the next 30-60 days.

IX. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Dean questioned the timing of the Valero Crude by Rail Draft EIR. Staff noted that early March is hopeful with a 45-day review period. A meeting would be held to take public comment.

X. ADJOURNMENT

Chair Sherry adjourned the meeting at 8:38 p.m.