

# Knightsen Town Advisory Council



Kim Carone, Chair

Office of Supervisor Diane Burgis  
Contact: Lea Castleberry  
3361 Walnut Blvd., Suite 140  
Brentwood, CA 94513  
925-252-4500

Kim Carone, Chair  
Andrew Steudle, Vice Chair  
Debbie Allsup, Councilmember  
Maria Jehs, Councilmember  
Karen Reyna, Councilmember

*The Knightsen Town Advisory Council serves as an advisory body to the  
Contra Costa County Board of Supervisors.*

## **Knightsen TAC AGENDA**

**Tuesday, May 19, 2020  
7:30p.m.**

***To slow the spread of COVID-19, the Health Officer's Shelter Order of March 31, 2020, prevents public gatherings. In lieu of a public gathering, the Knightsen TAC meeting will be accessible via conference call to all members of the public as permitted by the Governor's Executive Order N29-20.***

**Board meetings can be accessed as follows:**

**Dial In: 1-844-517-1271**

**Access Code: 24583300#**

**No Host: press #**

**To access the full agenda packet, please visit:**

<https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/2686?html=true>

The Knightsen Town Advisory Council will provide reasonable accommodations for persons with disabilities planning to attend the meeting. Please contact Lea Castleberry at least 72 hours before the meeting at (925) 252-4500.

Materials distributed for the meeting are available for viewing at the District III Brentwood Office.

**1. Call to Order/Roll Call/Pledge of Allegiance**

**2. Approval of Agenda**

- 3. Public Comment (3 minutes per speaker)** *Time is allotted under Public Comment for those persons who wish to speak for up to three minutes on any item NOT on the agenda. Persons who wish to speak on matters on the agenda will be heard for up to three minutes when the Chair calls for comments. After persons have spoken on an agenda item, the hearing can be closed by the Chair and the matter is subject to discussion and action by the TAC. Persons wishing to speak are requested to fill out a speaker card.*

**4. Agency Reports**

- a. East Contra Costa Fire Protection District
- b. Contra Costa Sheriff's Department
- c. California Highway Patrol
- d. Knightsen Community Services District
- e. Office of Supervisor Diane Burgis

**5. Consent Items**

*All matters listed under Consent Items are considered by the TAC to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the TAC or a member of the public prior to the time the TAC votes on the motion to adopt.*

- a. APPROVE Draft Record of Actions – April 21, 2020

**6. Presentations**

- a. Update on Covid-19 for Contra Costa County (*Lea Castleberry, Office of Supervisor Diane Burgis*)

**7. Items for Action and/or Discussion**

**8. Committee Reports/Member Reports**

- a. Code Enforcement

**9. Correspondence (R= Received S=Sent)**

- a. R-04/27/20 Contra Costa County Zoning Administrator Cancellation Notice for May 4, 2020
- b. R-05/07/20 Contra Costa County Planning Commission Agenda for May 13, 2020
- c. R-05/13/20 Contra Costa County Zoning Administrator Agenda for May 18, 2020

**10. Future Agenda Items**

- a. Discuss Downtown Knightsen Beautification (*Vice Chair Andrew Steudle*)
- b. Discuss Community Events (*Chair Kim Carone*)

**11. Adjourn**

**Knightsen Town Advisory Council**



**Kim Carone, Chair**

**Office of Supervisor Diane Burgis  
Contact: Lea Castleberry  
3361 Walnut Blvd., Suite 140  
Brentwood, CA 94513  
925-242-4500**

Respectfully submitted by: \_\_\_\_\_

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Contra Costa County Board of Supervisors and the County Planning Agency.*

**DRAFT**

**Record of Actions**

**Meeting start time: 7:30 p.m.**

**Tuesday, April 21, 2020**

1. **CALL TO ORDER/ ROLL CALL/PRESENTATION OF COLORS:**
  - a.) **Call to Order:** Meeting called to order by Lea Castleberry.
  - b.) **Members Present:** Chair Carone, Vice Chair Steudle, Councilmember Allsup, Councilmember Jehs, and Councilmember Reyna.
  - c.) **Members Absent:**
  - d.) **Presentation of Colors:** Led by Chair Carone.
2. **APPROVAL OF AGENDA:** Motion to approve the agenda as presented made by Vice Chair Steudle. Second made by Councilmember Allsup. Motion carried 5-0. AYES: Allsup, Carone, Jehs, Reyna, and Steudle.
3. **PUBLIC COMMENT:**

Gil Sommerhalder – KTAC should confirm ownership of corner lot on Delta Road and Knightsen Ave.
4. **AGENCY REPORTS:**
  - a.) **East Contra Costa Fire Protection District:** Battalion Chief Ross Macumber provided the activity report for the month March; the District continues to work on the Operations Plan; cancelled all public events due to Covid-19; weed abatement should be complete by the end of May for June enforcement. Director Stephen Smith provided a Fire District update/overview.
  - b.) **Contra Costa Sheriff's Department:** Lt. Mark Johnson provided the activity report for the month of March. Public Comment: Gil Sommerhalder – marijuana grow on Orwood Road.
  - c.) **California Highway Patrol:** Officer Donnie Thomas provided the activity report for the month of March. Public Comment: Gil Sommerhalder – how do you test for someone under the influence of marijuana.
  - d.) **Knightsen Town Community Services District:** Director Kunkel-Bello provided an update on the future of the Knightsen Town CSD. The board voted March 5, 2020 to dissolve the KTCS and will be meeting again May 7, 2020 to discuss next actions.
  - e.) **Office of Supervisor Diane Burgis:** Lea Castleberry provided an update on 2020 Census.
5. **CONSENT ITEMS:**
  - a.) **Accept the Draft Record of Actions for February 18, 2020:** Motion to accept the Record of Actions as presented made by Chair Carone. Second made by Councilmember Reyna. Motion carried: 5-0. AYES: Allsup, Carone, Jehs, Reyna, and Steudle.
6. **PRESENTATIONS:**
  - a.) **Update on Covid-19 for Contra Costa County:** Lea Castleberry, Office of Supervisor Diane Burgis discussed the March 31<sup>st</sup> extended Stay-At-Home Order through May 3, 2020 and no decision have been made to extend the order or loosen restrictions; measures taken to prepare for a surge in outbreaks; Contra Costa County case count; the Board of Supervisors discussion on a moratorium for evictions and rent increase during the Countywide Shelter-in-Place Order; resources for economic and local business relief; using chealth.org as a community reference; and the Coronavirus Call Center information.

**7. ITEMS FOR ACTION AND/OR DISCUSSION:**

- a.) **Pick a tentative date for the Knightsen Community Clean-Up Day:** Motion to choose Saturday, October 17 as the tentative scheduled date for the community clean-up made by Councilmember Jehs. Second made by Councilmember Reyna. Motion carried: 5-0. AYES: Allsup, Carone, Jehs, Reyna and Steudle.

**8. COMMITTEE REPORTS/MEMBER REPORTS**

- a.) **Code Enforcement:** The county has limited resources during Covid-19 and the Code Enforcement Department is doing their best to address concerns within the community as quickly as possible.

**9. CORRESPONDENCE (R= Received S=Sent)**

- a.) R-02/19/20 Contra Costa County Planning Commission Cancellation Notice for February 26, 2020  
b.) R-02/24/20 Contra Costa County Zoning Administrator Agenda for March 2, 2020  
c.) R-03/03/20 Contra Costa County Planning Commission Cancellation Notice for March 11, 2020  
d.) R-03/09/20 Revised County Zoning Administrator Agenda for March 16, 2020  
e.) R-03/13/20 Contra Costa County Planning Commission Cancellation Notice for March 25, 2020  
f.) R-03/30/20 Contra Costa County Zoning Administrator Agenda for April 6, 2020  
g.) R-04/08/20 Contra Costa County Planning Commission Cancellation Notice for April 8, 2020  
h.) R-04/14/20 County Zoning Administrator Cancellation Notice for April 20, 2020  
i.) R-04/14/20 Contra Costa County Planning Commission Agenda for April 22, 2020

**FUTURE AGENDA ITEMS**

- Discuss Downtown Knightsen Beautification  
Discuss Community Events

**ADJOURNMENT**

There being no further business before the Knightsen Town Advisory Council, Chair Carone adjourned the meeting at 8:22pm. The next scheduled Knightsen Town Advisory Council meeting is May 19, 2020 at 7:30pm held at the Knightsen Farn Bureau Building, 3020 Second Street, Knightsen, CA 94548.

RECEIVED

APR 27 2020

~CANCELLED~

BY: \_\_\_\_\_

**CONTRA COSTA COUNTY ZONING ADMINISTRATOR**

**MONDAY, MAY 4, 2020**

**30 MUIR ROAD**

**MARTINEZ, CA 94553**

\*\*\*1:30 P.M.\*\*\*

NOTICE: The Zoning Administrator may alter the order of agenda items at the meeting.

The Community Development Division of the Department of Conservation and Development will provide reasonable accommodations to those persons needing translation services and for persons with disabilities who wish to participate in Zoning Administrator meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 674-7792.

1. PUBLIC COMMENTS:

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, MAY 18, 2020.

Staff reports prepared for hearing items may be obtained by calling the Community Development Division at (925) 674-7792 or by visiting our office at 30 Muir Road, Martinez, California. Environmental Impact Reports have been prepared for each of the agenda items indicated by an asterisk (\*).

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Community Development Division to the Zoning Administrator less than 72 hours prior to that meeting are available for public inspection at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours.

Recordings of this hearing are available for reviewing or copying purposes at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours. We are open continuously from 7:30 a.m. to 5:00 p.m. Monday through Thursday and 7:30 a.m. to 4:00 p.m. on Friday. Advance arrangements may be made by calling (925) 674-7205.

COUNTY PLANNING COMMISSION  
CONTRA COSTA COUNTY  
WEDNESDAY, MAY 13, 2020  
30 MUIR ROAD  
MARTINEZ, CALIFORNIA 94553

RECEIVED

MAY 7 2020

BY: \_\_\_\_\_

*To slow the spread of COVID-19, the Health Officer's Shelter Order of April 29, 2020, prevents public gatherings (Health Officer Order). In lieu of a public gathering, the County Planning Commission meeting will be accessible via live-streaming to all members of the public as permitted by the Governor's Executive Order N29-20. Commission meetings can be seen live online at:*

[http://contra-costa.granicus.com/ViewPublisher.php?view\\_id=14](http://contra-costa.granicus.com/ViewPublisher.php?view_id=14)

*Persons who wish to address the Commission during public comment or with respect to an item that is on the agenda may submit public comments before or during the meeting by email or voicemail as described below:*

- 1) Via email to [planninghearing@dcd.cccounty.us](mailto:planninghearing@dcd.cccounty.us). Email must list agenda number in subject line.
- 2) Via voicemail at 925-674-7792. The caller must start the message by stating "public comments – not on the agenda" or "public comments – agenda item #", followed by the caller's name, followed by the caller's comments.

CHAIR: Rand Swenson  
VICE-CHAIR: Kevin Van Buskirk  
COMMISSIONERS: Jeffrey Wright, Donna Allen, Bhupen Amin, Bob Mankin, Ross Hillesheim

NOTICE: Commission may change the order of items on the agenda at the beginning of the meeting.

No new items involving the opportunity for public hearing will be considered by the Commission after 10:00 P.M. unless specifically authorized by a unanimous vote of the Commission present. The Commission will adjourn at 10:30 P.M. unless there is a unanimous consent to continue. Items not heard may be rescheduled to the next meeting.

The Community Development Division of the Department of Conservation and Development will provide reasonable accommodations to those persons needing translation services and for persons with disabilities who wish to participate in County Planning Commission meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 674-7792.

\*\*\*\* 6:30 P.M. \*\*\*\*

1. PUBLIC COMMENTS:
2. APPROVAL OF VESTING TENTATIVE MAP EXTENSION
- 2a. MOHAMMAD AHMADIEH (APPLICANT & OWNER); COUNTY FILE #SD06-9100: This is a request for a 3-year extension of the vesting tentative map approval for the "Village at Pacheco" subdivision for 32 townhome units, Subdivision #SD06-9100 and Final Development Plan #DP06-3014. The project site is located at 3838 and 3845 Pacheco Boulevard in the unincorporated Martinez area. (Zoning: (M-29) Multiple-Family Residential District) (APNs: 380-220-010 and 382-220-044) GK Staff Report
3. ACCEPT REPORT ON SENATE BILL ("SB") 743.
- 3a. ACCEPT report on Senate Bill ("SB") 743 (Steinberg, 2013) regarding Vehicle Miles Traveled ("VMT") as the metric for evaluating transportation impacts of proposed projects under the California Environmental Quality Act. JS Staff Report
4. STAFF REPORT:
5. COMMISSIONERS' COMMENTS:

6. COMMUNICATIONS:

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE ON WEDNESDAY, MAY 27, 2020.

Staff reports prepared for hearing items may be obtained by calling the Community Development Division at (925) 674-7792 or by visiting our office at 30 Muir Road, Martinez, California. Environmental Impact Reports have been prepared for each of the agenda items indicated by an asterisk (\*).

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Community Development Division to a majority of members of the County Planning Commission less than 96 hours prior to that meeting are available for public inspection at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours.

Information about this hearing may be obtained online from the Contra Costa County website at <http://www.co.contra-costa.ca.us> under the Department of Conservation & Development's homepage, Commission and Committees and County Planning Commission.

***Due to the Health Officer's Shelter Order, all offices of the Department of Conservation and Development are closed to the public. Please call 925-674-7792 to make arrangements to obtain information or materials related to a meeting of the County Planning Commission.***



# CONTRA COSTA COUNTY ZONING ADMINISTRATOR

MONDAY, MAY 18, 2020

30 MUIR ROAD

MARTINEZ, CA 94553

\*\*\*1:30 P.M.\*\*\*

RECEIVED

MAY 13 2020

BY: \_\_\_\_\_

To slow the spread of COVID-19, the Health Officer's Shelter Order of March 31, 2020, prevents public gatherings (Health Officer Order). In lieu of a public gathering, the County Zoning Administrator meeting will be accessible via teleconference to all members of the public as permitted by the Governor's Executive Order N29-20.

Members of the public can listen to the meeting via Contra Costa County Streaming Media Service, which can be found at:

[https://contra-costa.granicus.com/ViewPublisher.php?view\\_id=13](https://contra-costa.granicus.com/ViewPublisher.php?view_id=13)

In lieu of making public comments at the meeting, members of the public may submit public comments before or during the meeting one of two ways:

- 1) Via email to [planninghearing@dcd.cccounty.us](mailto:planninghearing@dcd.cccounty.us). Email must list agenda number in subject line.
- 2) Via voicemail at (925) 674-7789. The caller must start the message by stating "public comments – not on the agenda" or "public comments – agenda item #", followed by their name and place of residence, followed by their comments.

NOTICE: The Zoning Administrator may alter the order of agenda items at the meeting.

1. PUBLIC COMMENTS:
2. PUBLIC HEARING: LAND USE PERMIT:
- 2a. CROWN CASTLE (Applicant), ROBERT AND CHELSEA BONAVITO (Owners), County File #LP20-2001. The applicant requests approval of a land use permit to allow the renewal of expired Land Use Permit #LP96-2036 for the continued operation of an existing telecommunications facility currently in use by T-Mobile, with no proposed modifications. The project is located at 2303 Camino Tassajara in the unincorporated San Ramon area. (Zoning: Exclusive Agriculture, A-80) (Assessor's Parcel Number: 205-050-010) SS Staff Report

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, JUNE 1, 2020.