

# 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, September 15, 2020  
7:30p.m.**

*To slow the spread of COVID-19, the Contra Costa County Health Officer's Shelter Order prevents public gatherings. In lieu of a public gathering, the Byron Municipal Advisory Council Meeting will be accessible via teleconference to all members of the public as permitted by the Governor's Executive Order N-29-20.*

**Board meetings can be accessed via Zoom:**

<https://cccouny-us.zoom.us/j/2830849836>

**or**

**Dial In: (888) 278-0254  
Conference code: 142291**

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

<https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/2917?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**

**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. Contra Costa Sheriff's Department
- b. California Highway Patrol
- c. East Contra Costa Fire Protection District
- 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 – August 18, 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**

- a. Proposed Knightsen Wetlands Restoration Project
- b. Update on Downtown Knightsen Beautification (*Vice Chair, Andrew Steudle*)

**8. Committee Reports/Member Reports**

- a. Code Enforcement

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

- a. R-08/13/20 County Planning Commission Cancellation Notice for August 26, 2020
- b. R-09/01/20 Contra Costa County Zoning Administrator Agenda for September 9, 2020
- c. R-09/10/20 County Planning Commission Cancellation Notice for September 23, 2020

**10. Future Agenda Items**

- a. 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

Respectfully submitted by:  
Deputy Chief of Staff, Lea Castleberry

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

## Draft Record of Actions

7:33 p.m.  
August 18, 2020

**MEMBERS PRESENT:** Chair Kim Carone, Vice Chair Andrew Steudle, Councilmember Debbie Allsup, Councilmember Maria Jehs, Councilmember Karen Reyna

**MEMBERS ABSENT:**

**PRESENTATION OF COLORS:** Led by Chair Kim Carone

**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.

**PUBLIC COMMENT:**

Paul Kunkel – Requesting the Knightsen TAC to take a position on the Wetlands Restoration Project.

Chet Holm – Pot holes on Knightsen Ave & Cypress Road due to construction.

Anne-Marie – Wants to maintain the quality of life in Knightsen; no response to the community petition regarding Wetlands Restoration Project.

**AGENCY REPORTS:**

- a. **Office of the Sheriff:** Lt. Johnson provided the activity report for the month of July.
- b. **California Highway Patrol:** Officer Donnie Thomas provided the activity report for the month of July.
- c. **East Contra Costa Fire Protection District:** Battalion Chief Ross Macumber provided the activity report for the month of July and current fire status on Marsh Creek Road. Director Steve Smith provided an update on the East Contra Costa Fire Board policies and activities; virtual fire town halls coming soon.
- d. **Knightsen Town Community Services District:** Trish Bello-Kunkel provided an overview of the status of dissolution of the Knightsen CSD.
- e. **Office of Supervisor Diane Burgis:** Lea Castleberry, Deputy Chief of Staff provided an update on heat wave and rolling blackouts by PG&E; Census 2020; transportation updates; CCTA CAC recruitment; County budget.

**CONSENT ITEMS:**

- a. **Approval of the Record of Actions for July 21, 2020:** Motion to approve the draft record of actions as presented made by Councilmember Reyna. Second made by Councilmember Jehs. Motion carried: 4-0. AYES: Allsup, Carone, Jehs, and Reyna. Vice Chair Steudle absent from vote.

**PRESENTATIONS**

- a. **Knightsen Wetlands Restoration Project Overview:** Abby Fateman (East Contra Costa County Habitat Conservancy) and Mitch Avalon (County Public Works) provided an overview of the Knightsen Restoration Project and Flood Protection Project. The Restoration Project property was acquired for the East Bay Regional Park District by the East Contra Costa County Habitat Conservancy, who will also be managing the restoration project. The historic Delta shoreline bisects the property allowing unique habitat restoration. The Flood Protection Project would upgrade certain drainage pipes and provide a more direct route to the Restoration property. These improvements will reduce community flooding. Once stormwater enters the Restoration property, it will flow through the wetlands and be naturally treated before entering No-Name Slough.
- b. **Update on Covid-19 for Contra Costa County:** Lea Castleberry, Office of Supervisor Diane Burgis provided an update on Covid-19 and Shelter-In-Place Order for Contra Costa County.

This meeting record is provided pursuant to Better Government Ordinance 95-6, Article 25-2.205(d) of the Contra Costa County Ordinance Code.

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

- a. **Agency Comment Request LP20-2037: Applicant requests a Land Use Permit to expand an existing Commercial Marina to include camping and storage.** Motion to provide “No Comment” on Land Use Permit request made by Councilmember Allsup. Second made by Councilmember Jehs. Motion carried: 5-0. AYES: Allsup, Carone, Jehs, Reyna and Steudle.
- b. **Update on Downtown Knightsen Beautification:** Vice Chair Steudle is moving forward with the purchase of lights, plants and troughs.

**COMMITTEE REPORTS/MEMBER REPORTS**

- a. **Code Enforcement:** Chair Carone – Enforcement is out but delayed due to Covid-19 demands; reminded the community you can file a complaint online through the County’s Code Enforcement website.

**CORRESPONDANCE/ANNOUNCEMENTS**

- a. R-07/15/20 Contra Costa County Zoning Administrator Agenda for July 20, 2020
- b. R-07/29/20 Contra Costa County Zoning Administrator Agenda for August 3, 2020
- c. R-08/03/20 County Planning Commission Agenda for August 12, 2020

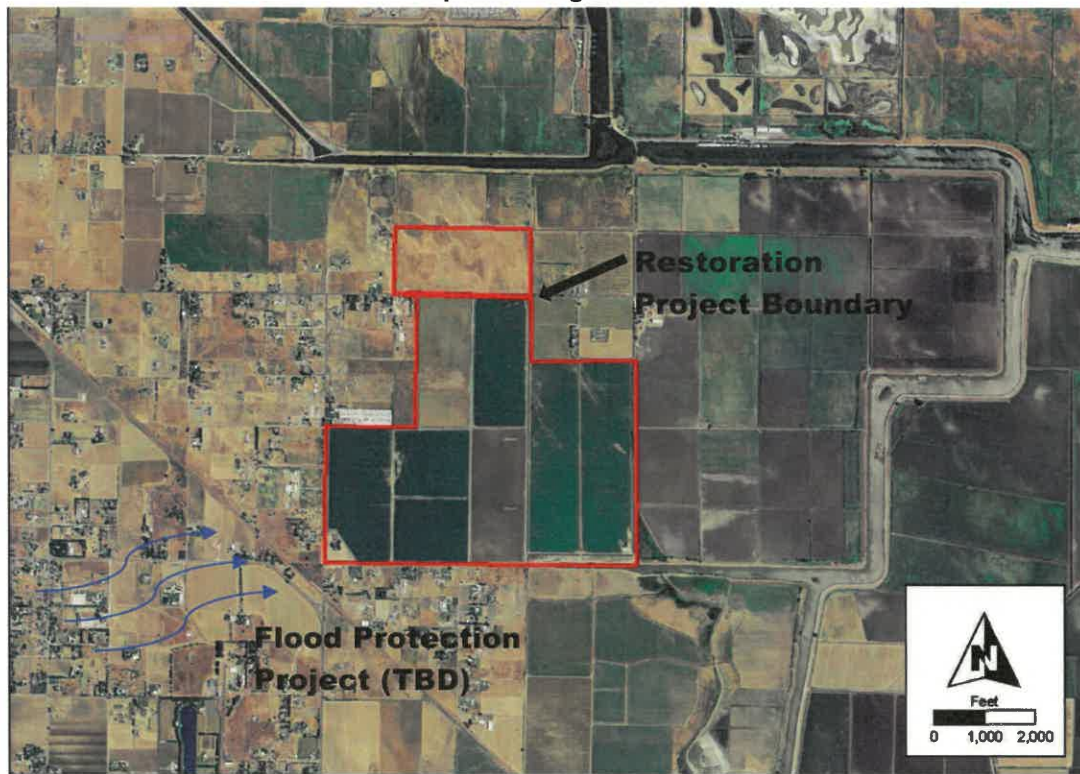
**FUTURE AGENDA ITEMS**

- a. Consider taking a position on Knightsen Wetland Restoration Project
- b. Discuss Community Events (Chair Kim Carone)

**ADJOURNMENT**

There being no further business before the Knightsen Town Advisory Council, Chair Carone adjourned the meeting at 10:20pm. The next regularly scheduled Knightsen Town Advisory Council meeting on September 15, 2020 at 7:30p.m. and location to be determined due to Covid-19.

**Knightsen Bio-Filter Concept  
Restoration Project and Flood Protection Project**  
Updated August 2020



Working to improve flood protection has been an important, long-term endeavor for the community of Knightsen. After the flooding in 1997, work began to define a project that subsequently became known as the Knightsen Bio-Filter. The community has reached several milestones over the years in moving this project forward, including a 1998 drainage report, 2002 feasibility study, 2013 restoration study, and formation of the Knightsen Community Services District. The East Bay Regional Park District now owns a large property on the east edge of town and is interested in restoring it. The Knightsen Bio-Filter has since morphed into two separate projects.

**Restoration Project.** The property, outlined in red above, was acquired for the Park District by the East Contra Costa County Habitat Conservancy, who will also be managing the restoration project. The historic Delta shoreline bisects the property allowing restoration of tidal wetlands on one side, oak savanna on the other side, and alkali meadow habitat in the middle. There are also rare inland sand dunes on a portion of the property that offer unique habitat restoration opportunities. More information is available on the project website: <https://www.contracosta.ca.gov/7624/Knightsen-Wetland-Restoration-Project>

**Flood Protection Project.** A good portion of stormwater from Knightsen drains towards the Restoration property, but not in an efficient manner. Undersized drainage pipes and a circuitous drainage route result in floodwaters backing up and community flooding. The Flood Protection project will upgrade certain drainage pipes and provide a more direct route to the Restoration property. These improvements will reduce community flooding. Once stormwater enters the Restoration property it will flow through the wetlands and be naturally treated before entering No-Name Slough.



~ CANCELLED ~

RECEIVED

COUNTY PLANNING COMMISSION  
CONTRA COSTA COUNTY  
WEDNESDAY, AUGUST 26, 2020  
30 MUIR ROAD  
MARTINEZ, CALIFORNIA 94553

AUG 13 2020

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

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.

*To slow the spread of COVID-19, the Health Officer's Shelter Order of June 16, 2020, prevents public gatherings. 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 accessed live either online or by telephone. ACCESS THE MEETING LIVE ONLINE AT  
<https://cccouny-us.zoom.us/j/99006842820>

Meeting ID: 990 0684 2820

ACCESS THE MEETING BY TELEPHONE AT (888) 278-0254 FOLLOWED BY ACCESS CODE 198675##.

*When accessing the meeting online by computer, you will be asked to either install a plug-in or to join by web browser. When accessing the meeting online by mobile device, you will be prompted to install an application. If you need assistance with your All commenters will be limited to three (3) minutes each. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting audio, please dial 888-796-6118. If you need assistance with your online access, please dial 888-793-6118.*

PERSONS WHO WISH TO ADDRESS THE COMMISSION DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA MAY DO SO EITHER ONLINE OR BY TELEPHONE. IF ACCESSING THE MEETING ONLINE, REQUEST TO SPEAK BY CLICKING THE "RAISE HAND" FUNCTION. IF ACCESSING THE MEETING BY TELEPHONE, REQUEST TO SPEAK BY DIALING #2.

PUBLIC COMMENTS MAY ALSO BE SUBMITTED BEFORE OR DURING THE MEETING BY EMAIL AT [planninghearing@dcd.cccounty.us](mailto:planninghearing@dcd.cccounty.us) OR BY VOICEMAIL AT (925) 674-7792.

*The Commission Chair may reduce the amount of time allotted per commenter at the beginning of each item or public comment period depending on the number of commenters and the business of the day. Your patience is appreciated.*

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

1. PUBLIC COMMENTS:
2. STAFF REPORT:
3. COMMISSIONERS' COMMENTS:
4. COMMUNICATIONS:

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE ON WEDNESDAY, SEPTEMBER 9, 2020.

# CONTRA COSTA COUNTY ZONING ADMINISTRATOR

WEDNESDAY, SEPTEMBER 9, 2020

30 MUIR ROAD  
MARTINEZ, CA 94553

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SEP - 1 2020

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

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

To slow the spread of COVID-19, the Health Officer's Shelter Order of June 16, 2020, prevents public gatherings. In lieu of a public gathering, the County Zoning Administrator will be accessible live online or by telephone to all members of the public as permitted by the Governor's Executive Order N29-20.

Zoning Administrator meetings can be accessed live either online or by telephone.

ACCESS THE MEETING LIVE ONLINE AT <https://cccouny-us.zoom.us/j/91287702950>

Meeting ID: 912 8770 2950

ACCESS THE MEETING BY TELEPHONE AT (888) 278-0254 FOLLOWED BY ACCESS CODE 198675##.

When accessing the meeting online by computer, you will be asked to either install a plug-in or to join by web browser. When accessing the meeting online by mobile device, you will be prompted to install an application.

PERSONS WHO WISH TO ADDRESS THE ZONING ADMINISTRATOR DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA MAY DO SO EITHER ONLINE OR BY TELEPHONE. IF ACCESSING THE MEETING ONLINE, REQUEST TO SPEAK BY CLICKING THE "RAISE HAND" FUNCTION. IF ACCESSING THE MEETING BY TELEPHONE, REQUEST TO SPEAK BY DIALING #2.

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All commenters will be limited to three (3) minutes each. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting. The Zoning Administrator may reduce the amount of time allotted per commenter at the beginning of each item or public comment period depending on the number of commenters and the business of the day. Your patience is appreciated.

If you wish to view the meeting only, but not participate, the meeting can be viewed at [http://contra-costa.granicus.com/ViewPublisher.php?view\\_id=13](http://contra-costa.granicus.com/ViewPublisher.php?view_id=13).

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:

2. LAND USE PERMIT: PUBLIC HEARING

- 2a. IFGF GISI EAST BAY CHURCH (Applicant) - LEER CORPORATION (Owner), County File #LP18-2035: The applicant requests approval of a Land Use Permit to allow the establishment of a church within an existing two-story commercial building. The proposed church consists of a 200-seat first floor assembly area, and a combined 4,360 square feet of office, classroom, kitchen, and restroom areas located in easterly portions of the first and second levels of the existing building. The project proposes 29 off-street parking spaces on the subject property, with 70 overflow parking spaces available on a separate parcel (APN 425-252-049) located across Appian Way from the project site. The subject property is located at 425 Appian Way in the El Sobrante area. (Zoning: P-1 Planned Unit District) (APN: 426-261-060, 425-252-049) AV Staff Report
- 2b. ROBERT FREITAS (Applicant) - ANTHONY AND TINA AKINS (Owners), County File #LP19-2012: An application for a land use permit to allow for the construction of a new approximately 4,850-square-foot second residence on a 1.42-acre parcel. Development of the proposed second residence will involve construction of a new driveway located along the southern property line, establishment of two new 5,000 gallon water tanks, two bio-retention basins, retaining walls, a rain tank and approximately 3,500 cubic cut

yards of grading. The project also includes a request for a tree permit for the removal of 7 code-protected trees which were previously removed without a permit. The subject property is located at 1974 Ayers Road in the Concord area of the County. (Zoning: R-20) (General Plan: SL) (APN: 116-092-007) GF Staff Report

- 2c. BRUCE AND SUZETTE BARTELL (Applicants and Owners), County File #LP19-2034: This is an application for a land use permit to allow a caretaker unit, and to modify land use permit LP84-2200 for a commercial boat harbor to allow the construction of a new 1,350 square foot storage building, two new eight-foot tall privacy fences, and a 14-foot high electronic gate. The subject property is located at 2550 Dutch Slough Road in the unincorporated Oakley area. (Zoning: Water Recreational Zoning District (F-1)) (APN: 032-330-017) MM Staff Report
  
3. DEVELOPMENT PLAN: PUBLIC HEARING
  
- 3a. OWEN POOLE (Applicant) - SDC DELTA COVES LLC (Owner), County File #DP20-3003: This is an application for a development plan to modify the Delta Coves final development plan (County File #DP82-3024) to allow the construction of individual residential decks beyond the rear property lines into the lagoon parcel. The subject property is Tract 6013, the Delta Coves Community, in the Bethel Island area of the County. (Zoning: Planned Unit District (P-1)) (APN: 031-010-010) MM Staff Report
  
- 3b. OWEN POOLE (Applicant) - SDC DELTA COVES LLC (Owner), County File #DP20-3007: This is an application for a development plan to modify the Delta Coves final development plan (County File #DP82-3024) to convert the roads within the development from public roads to private roads, convert the storm drain facilities to private storm drain facilities, and add gated entry points. The applicant also requests approval of a dock design plan and mooring plan for the lagoon. The subject property is Tract 6013, the Delta Coves Community, in the Bethel Island area of the County. (Zoning: Planned Unit District (P-1)) (APN: 031-010-010) MM Staff Report

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, SEPTEMBER 21, 2020.



RECEIVED

SEP 10 2020

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

~ CANCELLED ~

**COUNTY PLANNING COMMISSION  
CONTRA COSTA COUNTY  
WEDNESDAY, SEPTEMBER 23, 2020  
30 MUIR ROAD  
MARTINEZ, CALIFORNIA 94553**

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

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