

MINUTES APPROVED AT THE PC MEETING ON October 5, 2023

**PLANNING COMMISSION REGULAR MEETING
COUNCIL CHAMBERS, RICHMOND CITY HALL**

Council Chambers

July 6, 2023

6:30 p.m.

COMMISSION MEMBERS

David Tucker, Chair	Jen Loy	Vacant
Jonathan Harrison, Vice Chair	Alpa Agarwal	
Bruce Brubaker, Secretary	Vacant	

The regular meeting was called to order by Chair Tucker at 6:30 p.m.

ROLL CALL

Present: Chair Tucker; Commissioner Bruce Brubaker, Jen Loy and Alpa Agarwal

Absent: Vice Chair Jonathan Harrison

INTRODUCTIONS

Staff Present: Planning Staff: Senior Planner Roberta Feliciano, Planning Manager Hector Rojas, and Senior Assistant City Attorney James Atencio

MINUTES –

June 1, 2023

ACTION: It was M/S/C (Brubaker, Loy) to approve June 1, 2023 draft meeting minutes, which carried by the following vote: 4-0-1 (Ayes: Tucker, Brubaker, Loy, Agarwal; Noes: None; Absent: Harrison).

[The Commission moved to the Brown Act]

AGENDA

Chair Tucker said items approved by the Commission may be appealed in writing to the City Clerk by Monday, July 17, 2023, by 5:00 p.m.

CONSENT CALENDAR –

Chair Tucker gave a brief overview of the consent calendar's policies and procedures.

- 1. PLN22-259: Plant Medicine Park PUBLIC HEARING** to consider a request for a Conditional Use Permit, Design Review, Parcel Merger and adoption of the addendum to the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for a cannabis cultivation facility that includes four (4) greenhouses, landscaping and site

improvements at vacant Parcels on Freethy Boulevard, West of Goodrick Avenue and Richmond Parkway (APN: 408-220-003, -032, -033 and -034). IA, Industrial Agriculture District. Joe And Heidi Shekou, owners/applicants Planner: Roberta Feliciano Tentative Recommendation: Conditional Approval

Chair Tucker requested the item be removed from the Consent Calendar due to several emails that came in identifying new language in the proposal. Ms. Feliciano read into the record a language amendment to Condition of Approval #83 as suggested by Trails for Richmond Action Committee (TRAC). Staff recommended the Planning Commission amend Condition of Approval #83 as noted and replace sheet C-6.0 of the project plans to include the sealed coating of the existing Bay Trail along Goodrick Avenue.

Chair Tucker asked if TRAC approved of Staff's proposed language and Ms. Feliciano confirmed that was correct.

Chair Tucker withdrew his request to remove the item from the Consent Calendar.

ACTION: It was M/S/C (Loy, Brubaker) to approve the Consent Calendar with the inclusion of Condition of Approval #83 as amended by Staff, which carried by the following vote: 4-0-1 (Ayes: Tucker, Brubaker, Loy, Agarwal; Noes: None; Absent: Harrison).

[The Commission moved to Commission business]

BROWN ACT – Public Forum

BRUCE BEYART, Chair of TRAC, shared \$75 million was available via the Regional Measure 3 fund to improve access to Richmond-San Rafael Bridge. Of the \$75 million, \$45 million was for construction improvements to relieve congestion on westbound I-580, \$20 million was for improvements to the Richmond-San Rafael Bridge Trail and \$10 million for the City of Richmond to improve pedestrian and bicycle access approaches to the bridge.

Chair Tucker asked when the work was slated to begin. Mr. Beyart answered design for the removal of the tolling structures was underway. He could not comment on the other components.

[The Commission moved to the Consent Calendar]

COMMISSION BUSINESS

2. Appoint Nominating Committee for Officer Elections

Chair Tucker asked if the Commission had to form the Nominating Committee now or could it wait till the new Commissioners came on board. Mr. Rojas said the Commission's Bylaws required the Nominating Committee to convene in July.

Chair Tucker suggested Commissioner Loy and himself form the Nominating Committee with the option to add a third Commissioner when the new Commissioners are appointed. Mr. Atencio supported that recommendation.

Commissioner Brubaker supported Chair Tucker's suggested approach.

Commissioner Agarwal stated she also supported Chair Tucker's proposed approach.

Commissioner Loy also agreed with the approach.

Commissioner Brubaker inquired what date was established in the Bylaw by which officers had to be voted in. Mr. Rojas read a Nominating Committee must be formed in July, 10 days prior to the election a slate of candidates must be presented to the Commission and any Commissioner could nominate another Commissioner at, or prior to, the annual election. With that said, he understood the intent was that the Election of Officers was to take place in July. Commissioner Brubaker remarked it would be beneficial to have officers appointed soon after the new Commissioners come on board.

Commissioner Loy asked if there would be a Bylaw violation if the current officers remained in their positions. Mr. Rojas shared that a similar situation happened in 2020 and an election was not held until November 19, 2020.

ACTION: It was M/S/C (Brubaker, Loy) moved that the Commission continue with the current slate of officers until such time the Nominating Committee nominates new officers, or the same officers, and a vote is taken and officers are seated, which carried by the following vote: 4-0-1 (Ayes: Tucker, Brubaker, Loy, Agarwal; Noes: None; Absent: Harrison).

Chair Tucker encouraged residents to apply for the vacant positions on the City's various Committees, Boards and Commissions.

3. Reports of Officers, Commissioners and Staff -

Mr. Rojas announced from July 12, 2023, to September 10, 2023, the City Council Chambers would undergo a remodel. Staff was exploring other venues to hold Commission meetings, such as the Bermuda Room in the Civic Center Auditorium. Also, the Board, Committee and Commission training was to be held on July 12, 2023, at 2:00 p.m. via Zoom.

Commissioner Brubaker reported he would attend the beginning of the training session but would have to leave early.

Chair Tucker reported he would also not be attending the training but would watch the recording.

8. Adjournment - The meeting was adjourned at 6:55 p.m. to the next regular meeting on July 20, 2023.