

MINUTES APPROVED AT THE PC MEETING ON OCTORBER 15, 2020

PLANNING COMMISSION REGULAR MEETING COUNCIL CHAMBERS, RICHMOND CITY HALL

Teleconference
September 3, 2020
6:30 p.m.

COMMISSION MEMBERS

David Tucker, Chair	Andrew Butt, Vice Chair
Nancy Baer	Jen Loy
Michael Huang	Vacant
Vacant	

The regular meeting was called to order by Vice Chair Butt at 6:33 p.m.

ROLL CALL

Present: Vice Chair Andrew Butt; Commissioner Nancy Baer, Jen Loy, and Yu-Hsiang (Michael) Huang

Absent: Chair Tucker

INTRODUCTIONS

Staff Present: Planning Staff: Hector Lopez, Jonelyn Whales, Emily Carroll, and Attorney James Atencio

MINUTES –

July 16, 2020

The minutes were held over to the next Planning Commission meeting.

August 6, 2020

ACTION: It was M/S/C (Butt, Baer) to approve August 6, 2020, as presented; which carried by the following vote: 4-0-1 (Ayes: Butt, Baer, Loy, Huang; Noes: None; Absent: Tucker)

AGENDA

Vice Chair Butt provided an overview of meeting procedures for speaker registration, public comment, and public hearing functions. He said items approved by the Commission may be appealed in writing to the City Clerk by Monday, September 14, 2020, by 5:00 p.m.

CONSENT CALENDAR –

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

1. **PLN20-105: Mini-Storage Development** PUBLIC HEARING to consider a request for a Conditional Use Permit and Design Review to construct a 250,000 square foot mini-storage facility, including a three-story 98,000 square foot building, and 10 one-story, nonconditioned mini-storage buildings on a 10.44-acre vacant parcel at 1014 Chesley Avenue (APN: 561-270-004). IL, Industrial Light District. World Oil Corp, owner; Insite Property Group, applicant Planner: Hector Lopez Tentative Recommendation: Conditional Approval

Mr. Lopez announced that staff has included an additional Condition of Approval regarding solar panel installation which the applicant is in agreement with.

2. **PLN20-163: Target CUP Amendment For Alcoholic Beverage Off-Site Sales** PUBLIC HEARING to consider a request for a Conditional Use Permit Amendment (PLN08-031) to change from a Type 20 (off-sale beer and wine) license to a Type 21 (off-sale general) license for the retail store at 4500 Macdonald Avenue (APN: 517-290- 010). CM-3, Commercial Mixed-Use, Commercial District. Target Corporation, owner; Beth Aboulafia, applicant Planner: Jonelyn Whales Tentative Recommendation: Conditional Approval

Ms. Whales noted that there are additional Findings that need to be adopted for the item. The additional Findings are listed under Public Convenience and Necessity.

3. **PLN20-106: Hilltop Community Partners Cannabis Distribution** PUBLIC HEARING to consider a Conditional Use Permit Amendment to add distribution to an existing retail cannabis facility at 2920 Hilltop Mall Rd#A-C (APN: 405-302-012). CM-5, Commercial Mixed-Use, Activity Center District. 2920 Hilltop Mall Road, LLC, owner; Hilltop Community Partners, LLC, applicant Planner: Jonelyn Whales Tentative Recommendation: Conditional Approval

Vice Chair Butt requested to have this item removed from the Consent Calendar.

ACTION: It was M/S/C (Baer, Huang) to approve PLN20-105 and PLN20-163 with the added conditions and findings and Item Number Three be removed; which carried by the following vote: 4-0-1 (Ayes: Butt, Baer, Loy, Huang; Noes: None; Absent: Tucker)

BROWN ACT – Public Forum

CORDELL HINDLER suggested that meetings that run late, those items should be held over to the next meeting. He reiterated that the Fairmede Hilltop Neighborhood Association is not happy that the Aspire School did not reach out to them regarding their project and traffic concerns.

NEW BUSINESS

3. **PLN20-106: Hilltop Community Partners Cannabis Distribution** PUBLIC HEARING to consider a Conditional Use Permit Amendment to add distribution to an existing retail cannabis facility at 2920 Hilltop Mall Rd#A-C (APN: 405-302-012). CM-5, Commercial Mixed-Use, Activity Center District. 2920 Hilltop Mall Road, LLC, owner; Hilltop Community Partners, LLC, applicant Planner: Jonelyn Whales Tentative Recommendation: Conditional Approval

Ms. Whales explained that the business owns a building that is approximately 3,000-square feet and that is where they plan to do their distribution. The applicant does not plan to change their hours of operation. The applicant was requesting waivers regarding proximity to school's which staff agreed with because the business is already established.

Vice Chair Butt supported the expansion but was concerned about what kind of precedent this action might set for other businesses. He noted that on Page 5 of the Staff Report, Item Three, there is an error saying that cultivation is happening at the site and wanted to see that corrected to reflect that there is no cultivation nor are there plans to do cultivation on the site. He wanted to know if the project is an expansion of the existing operation or if it is a new use that is technically not allowed in that zone. Ms. Whales confirmed it would be an expansion of their existing use and Mr. Atencio agreed with that statement.

The Director of Hilltop Community Partners clarified that the building is roughly 5,000-square feet and that the retail area is open 7-days a week but the distribution portion will only be open during weekdays. The building is split into three sections and the third unit is being used as retail. The expansion would not increase traffic or change any aspects that are already present at the site.

ACTION: It was M/S/C (Baer, Huang) to approve PLN20-106 with the corrections to hours of operations and no cultivation; which carried by the following vote: 4-0-1 (Ayes: Butt, Baer, Loy, Huang; Noes: None; Absent: Tucker)

STUDY SESSION -None.

COMMISSION BUSINESS

7. Reports of Officers, Commissioners and Staff –

Ms. Carroll reported that the Census has reached a 70 percent response rate.

Vice Chair Butt disclosed that his term has expired and that it was an honor serving with all of the Commissioners and staff.

8. Adjournment - The meeting was adjourned at 7:58 p.m. to the next regular meeting on September 17, 2020.