



**CITY OF EAST PALO ALTO**  
**PLANNING COMMISSION - REGULAR MEETING**

MONDAY, JANUARY 14, 2019 – 7:00PM  
ACTION MINUTES – ADOPTED JANUARY 28, 2019

EAST PALO ALTO GOVERNMENT CENTER  
2415 UNIVERSITY AVENUE - FIRST FLOOR – CITY COUNCIL CHAMBER  
EAST PALO ALTO, CA 94303

---

- CHAIRPERSON:** Robert Sherrard
- VICE CHAIRPERSON:** Uriel Hernandez
- COMMISSIONERS:** Robert Allen, Ofelia Bello, Kyra Brown, Javanni Brown,  
Andrei Garcia, Michael Mashack (Alternate)

**STAFF PRESENT:**

- |  |                                      |
|--|--------------------------------------|
| Rafael E. Alvarado Jr., City Attorney    | Hanson Hom, Interim Community        |
| Sean Charpentier, Interim City Manager   | Development Director                 |
| Leticia Garcia, Secretary II             | Guido F. Persicone, Planning Manager |
| Patrick Heisinger, Housing Manager       | Daniel Berumen, Senior Planner       |
| Art Henriques, Consulting Senior Planner |                                      |

=====

**REGULAR MEETING**

**1. CALL TO ORDER AND ROLL CALL**

The Planning Commission (PC) meeting was called to order at 7:04p.m. by Vice Chair Hernandez.

Present: Allen, Bello, J. Brown, K. Brown, Garcia, Hernandez, Mashack  
Absent: Sherrard

Commissioner Mashack was welcomed to the Planning Commission by Vice Chair Hernandez.

**2. APPROVAL OF THE AGENDA (Government Code §54957.7(a))**

**Action:** Upon motion by Commissioner Allen and seconded by Commissioner J. Brown, the Planning Commission **unanimously voted 7-0** to approve the agenda as amended, deferring item 7C to a future meeting. Motion approved.

**3. COMMUNITY FORUM**

There were no speakers for community forum.

**4. PUBLIC COMMENTS REGARDING CONSENT CALENDAR ITEMS**

There were no items under Consent Calendar.

**5. CONSENT CALENDAR**

There were no items under Consent Calendar.

**6. PUBLIC HEARINGS**

**A. Subject:** Proposed rehabilitation and expansion of an existing affordable housing 94-unit apartment complex to 185 apartment units.

**Location/APN:** 1805 East Bayshore Road/ 063-492-350

**Staff Recommendation:** Recommend approval to the City Council of a Design Review permit, a Zone Change from RHD 3 to RHD 5 High Density Residential with Density Bonus Concessions (DR 18-026; ZC 18-001) for the Light Tree Apartments project. Recommend that the City Council find that the Initial Study and Mitigated Negative Declaration has been prepared in compliance with the California Environmental Quality Act (CEQA).

**Project Manager:** Daniel Berumen, Senior Planner; [dberumen@cityofepa.org](mailto:dberumen@cityofepa.org), 650-853-3151

Daniel Berumen, Senior Planner, Sally Rideout, Principal Planner, EMC Planning Group And Michelle Hunt, Vice President and Principal Associate, Hexagon Transportation Consultants, Inc. delivered the presentation.

**Action:** Upon motion by Commissioner Garcia and seconded by Commissioner J. Brown, the Planning Commission **unanimously voted 7-0** to open the public hearing. Motion approved.

The following individuals spoke on this item:

- Kevin Leichner, Applicant provided a 10 minute presentation in partnership with Duane Bay and Paul Okamoto
- Chantaell Barker
- Jack Biederman
- William Byron Webster
- Stanley Jones
- Dixie-Lee Specht-Schuk
- Borys Senyk
- Pastor Bains

**Action:** Upon motion by Commissioner Allen and seconded by Commissioner Bello, the Planning Commission **unanimously voted 7-0** to close the public hearing. Motion approved.

**Action:** Upon motion by Commissioner Garcia and seconded by Commissioner Bello, the Planning Commission **voted 6-1** (Commissioner Allen abstained) adopting a resolution recommending that the East Palo Alto City Council:

1. Approve the Design Review, Zone Change (DR18-026, ZC18-001), and Density Bonus based on the findings listed in this staff report and subject to the standard requirements and

conditions of approval as modified below by the Planning Commission:

COA #4-The applicant shall detail the parking mitigation measures to city staff. Certain parking measures shall include:

**4a-** Bus/ shuttle passes to every ~~qualified~~ tenant on the lease who request a bus pass at Light Tree Apartments shall be provided for fifteen (15) years beginning at the time of building occupancy, **4b-**93 Class I (long-term bicycle parking) and 13 Class II (short-term bicycle parking) bicycle facilities shall be provided on-site to meet the demand of 185 units,

**4c-** *One year after occupancy, the applicant shall provide a parking management plan for review by the Planning Manager to ascertain if unassigned parking spaces or any other provisions to reduce on street parking shall be required.*

**4d-***The applicant shall be required to demonstrate sufficient and robust efforts to the satisfaction of the Planning Director to receive a shared parking agreement from nearby churches, businesses or vacant lots that will allow for additional parking prior to building occupancy. The applicant shall document outreach to said entities. If in the professional opinion of the Planning Manager sufficient measures have not been taken the item can be reviewed by the Planning Commission.*

COA #6-Prior to issuance of building permit, a contact person for the project shall be identified to address any neighbor complaints related to the project. This person shall provide contact information to residents within 300 feet of the site. Contact information (including a contact number) shall be clearly visible at a designated location near the project site. *Prior to the issuance of building permits a pre construction meeting shall be held with the University Square Home Owner’s Association organized by the applicant. The sign in sheet and meeting notes shall be shared with the Planning Manager;*

2. **Find** that the Initial Study and Mitigated Negative Declaration have been done in compliance with the California Environmental Quality Act (CEQA);
3. **File** a Notice of Determination within five working days of adoption pursuant to Section 15075 of the CEQA Guidelines.

The motion was carried by the following vote:

- AYES:** Bello, J. Brown, K. Brown, Garcia, Hernandez, Mashack
- NOES:** None
- ABSTAINED:** Allen
- ABSENT:** Sherrard

Vice Chair Hernandez called for a 5 minute recess.

**B. Subject:** Use Permit (ADV/CUP 18-01) and Mitigated Negative Declaration to allow a Bay Trail connection.

**Location:** University Avenue to the Ravenswood Open Space Preserve APNs 093-590-060,093-590-050,093-590-030; 063-590-060,055-471-999

**Staff Recommendation:** To approve Use Permit ADV/CUP 18-01 and adopt a Mitigated Negative Declaration to allow Bay Trail Connection.

**Owner/Applicant:** City and County of San Francisco/Midpeninsula Open Space District

**Project Manager:** Art Henriques, Contract Planner, [ahenriques@cityofepa.org](mailto:ahenriques@cityofepa.org).

650-853-3189

Senior Contract Planner Henriques and Gretchen Laustsen, Open Space Planner III with Midpeninsula Regional Open Space District delivered the presentation.

**Action:** Upon motion by Commissioner Bello and seconded by Commissioner Garcia, the Planning Commission **unanimously voted 7-0** to open the public hearing. Motion approved.

The following individuals spoke on this item:

- Bernardo Huerta

**Action:** Upon motion by Commissioner Mashack and seconded by Commissioner Garcia, the Planning Commission **unanimously voted 7-0** to close the public hearing. Motion approved.

**Action:** Upon motion by Commissioner Allen and seconded by Commissioner Garcia, the Planning Commission **unanimously voted 7-0** to adopt a resolution adopting a Mitigated Negative Declaration including a Mitigation monitoring and reporting program and approving findings to approve a conditional use permit in connection with the Ravenswood Bay Trail Connection project at Ravenswood Open Space Preserve (adv/cup 18-01).

The motion was carried by the following vote:

**AYES:** Allen, Bello, J. Brown, K. Brown, Garcia, Hernandez, Mashack  
**NOES:** None  
**ABSENT:** Sherrard

**7. INFORMATIONAL ITEMS**

- Regional Planning Update - Commissioner Bello
- Affordable Housing Strategy-Housing Manager Discussion
- Discussion About Planning Commission Start Time of 7PM versus 6:30PM
- 21 Elements Planning Commissioner Training (January 31<sup>st</sup> and April 30<sup>th</sup>)  
Please register directly with the 21 Elements Group.
- Planning Commissioners Academy – Dates: March 6-8, 2019

**Action:** Upon motion by Commissioner Garcia and seconded by Commissioner Bello, the Planning Commission **voted 6-1 (Allen-Nay)** to defer item 7C to a future meeting. Motion approved.

The motion was carried by the following vote:

**AYES:** Bello, J. Brown, K. Brown, Garcia, Hernandez, Mashack  
**NOES:** Allen  
**ABSENT:** Sherrard

Planning Manager Persicone entered the informational items into the record.

**8. ADJOURNMENT**

The Planning Commission of the City of East Palo Alto adjourned at 10:21p.m.

Minutes Recorded, Prepared and Respectfully Submitted by:



---

Leticia Garcia, Planning Commission Secretary

**Mission Statement**

*The City of East Palo Alto provides responsive, respectful, and efficient public services to enhance the quality of life and safety for its multi-cultural community.*