

PLANNING COMMISSION
Albert Enault, Chair
Kristina Elder, Vice Chair
Vinay Tewari, Member
Terrance West, Member
Herbert Dardon, Member



PLANNING COMMISSION MEETING

A G E N D A
REGULAR MEETING OF THE SUISUN CITY
PLANNING COMMISSION
TUESDAY, APRIL 25, 2023
6:30 PM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

*PLANNING COMMISSION MEETINGS ARE HELD IN-PERSON
PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM*

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

*MEETING ID: **893 0598 5651***

CALL IN PHONE NUMBER: (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE PLANNING COMMISSION MEETING BY EMAILING
CLERK@SUISUN.COM (PRIOR TO 4 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER: (707) 438-1720.*

*(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

(Next Resolution No. PC 23-03)

ROLL CALL

Planning Commissioners
Pledge of Allegiance
Invocation

CONFLICT OF INTEREST NOTIFICATION

(Any items on this agenda that might be a conflict of interest to any Commissioners should be identified at this time.)

REPORTS: (Informational items only.)

1 City Manager/Staff

PUBLIC COMMENTS

(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the

Chair: Speaker cards are available on the table near the entry of the meeting room and should be given to the Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

CONSENT CALENDAR

Consent calendar items requiring little or no discussion may be acted upon with one motion.

- 2 Planning Commission Approval of the Minutes of the Regular Meeting of the Suisun City Planning Commission held on March 14, 2023 - (Vasquez: bvasquez@suisun.com).

PUBLIC HEARING NONE

GENERAL BUSINESS

- 3 Planning Commission Adoption of Resolution No. PC 23-___: Finding the Project Exempt from the California Environmental Quality Act (CEQA) Pursuant to State CEQA Guidelines Section 15061 (Common Sense Exemption); and Approving the Condition of Approval Amendment, Amending Condition of Approval #59 for the Lotz Residential Project Subject to the Findings and Conditions of Approval included in the Resolution - (Bermudez: jbermudez@suisun.com).

REPORTS: (Informational items only.)

- 4
 - a. Commission Member
 - b. Commission Chairperson

ADJOURNMENT

Public Access To Agenda Documents

A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council, are available for public review at least 72 hours prior to a Council /Agency/Authority Meeting at Suisun City Hall 701 Civic Center Blvd., Suisun City. Agenda related writings or documents provided to a majority of the Council/Board/Commissioners less than 72 hours prior to a Council/Agency/Authority meeting related to an agenda item for the open session of this meeting will be made available for public inspection during normal business hours. An agenda packet is also located at the entrance to the Council Chambers during the meeting for public review. The city may charge photocopying charges for requested copies of such documents. To the extent feasible, the agenda packet is available for online public viewing on the City's website: <https://www.suisun.com/Government/City-Council/Agendas>

The City Council/Agency/Authority hopes to conclude its public business by 10:00 p.m. No new items will be taken up after 10:00 p.m., unless so moved by a majority of the City Council, and any items remaining will be agendaized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.

Accommodations

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Decorum

All participants are expected to conduct themselves with mutual respect. Conduct that disrupts meetings will be addressed in accordance with Section 54957.95 of the Government Code.

Ordinances

Ordinances are city laws contained in the Suisun City Municipal Code. Enacting a new city law or changing an existing one is a two-step process. Government Code 36934 provides, except when, after reading the title, further reading is waived by regular motion adopted by majority vote all ordinances shall be read in full either at the time of introduction or passage; provided, however, that a reading of the title or ordinance shall not be required if the title is included on the published agenda and a copy of the full ordinance is made available to the public online and in print at the meeting prior to the introduction or passage.

Certification Of Posting

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- Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA;
- Joe Nelson Center, 611 Village Drive, Suisun City, CA;
- Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Bianca Vasquez, Administrative Assistant for the City of Suisun City, declare under penalty of perjury that the above agenda was posted and available for review, in compliance with the Brown Act.

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PLANNING COMMISSION
Albert Enault, Chair
Kristina Elder, Vice Chair
Vinay Tewari, Member
Terrance West, Member
Herbert Dardon, Member



PLANNING COMMISSION MEETING

MINUTES
REGULAR MEETING OF THE SUISUN CITY
PLANNING COMMISSION
TUESDAY, MARCH 14, 2023
6:30 PM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

NOTICE

FACE MASKS ARE RECOMMENDED FOR MEMBERS OF THE PUBLIC WHILE IN CITY FACILITIES IF NOT FULLY VACCINATED. IF YOU DO NOT HAVE A FACE MASK, ONE WILL BE PROVIDED FOR YOU.

THE PLANNING COMMISSION HAS RESUMED IN-PERSON MEETINGS IN ADDITION TO ZOOM. A LIMITED NUMBER OF SEATS ARE AVAILABLE, TO RESERVE A SEAT PLEASE CONTACT THE CITY CLERK AT clerk@suisun.com OR 707 421-7302.

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(Next Resolution No. PC 23-03)

ROLL CALL

Vice Chair Elder called the meeting to order at 6:38 PM with the following Planning Commissioners present:

Present: Tewari, Elder, West

Absent: Dardon, Enault

Pledge of Allegiance led by Commissioner West

Invocation led by Principal Planner Kearns

CONFLICT OF INTEREST NOTIFICATION

(Any items on this agenda that might be a conflict of interest to any Commissioners should be identified at this time).

REPORTS: (Informational items only.)

Development Services Director Bermudez stated there are discussions on potential scheduling changes to Planning Commission meetings.

PUBLIC COMMENTS



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Steve Olry commented on the failure of the Planning Commission.

George Guynn commented on low-income housing, roads, and revenue.

CONSENT CALENDAR

Consent calendar items requiring little or no discussion may be acted upon with one motion.

- 2 Planning Commission Approval of the Minutes of the Regular Meeting of the Suisun City Planning Commission held on February 28, 2023 - (Vasquez: bvasquez@suisun.com).  

Commissioner West motioned for approval of minutes and seconded by Commissioner Tewari. Motion passed by the following vote:





AYES: Tewari, West, Elder

ABSTAIN: NONE

ABSENT: Dardon, Enault

PUBLIC HEARING NONE

GENERAL BUSINESS

- 3 Accept 2022 Annual Progress Report Suisun City General Plan/Housing Element - (Kearns - jkearns@suisun.com).    

Principal Planner Kearns presented Staff Report.

George Guynn commented that approving this kind of plan would be a disaster for Suisun City.

Online Public Comment read by Administrative Assistant Vasquez from Joselito Santos regarding the concern about the state mandates on housing and wanted to ensure Planning Commission is aware of the laws associated with the Housing Element.

Development Services Director Bermudez stated that the Planning Commission is approving a progress report and not a project to distinguish between a project and a progress report that will be a read out that goes to the Housing Community Development with the State.

Recommendation made to accept 2022 Annual Progress Report Suisun City General Plan/Housing Element. Commissioner West motioned to accept and Commissioner Tewari seconded. Motioned passed by the following vote:

AYES: Tewari, West, Elder

ABSTAIN: NONE

ABSENT: Dardon, Enault

REPORTS: (Informational items only.)

- 4 a. Commission Member: NONE
- b. Commission Chairperson: Vice Chair Elder thanked Commissioners and Staff for assisting her with chairing the Planning Commission meeting, welcomed former Suisun City Mayor and Assemblymember Wilson who held an open house for her district office in Suisun City, and encouraged residents to attend the Good Neighbor meeting on March 25th.

ADJOURNMENT at 6:58

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- Joe Nelson Center, 611 Village Drive, Suisun City, CA;
- Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Bianca Vasquez, Administrative Assistant for the City of Suisun City, declare under penalty of perjury that the above agenda was posted and available for review, in compliance with the Brown Act.



Planning Commission Agenda Report

April 25, 2023

DATE: April 25, 2023
 TO: PLANNING COMMISSION
 FROM: Jim Bermudez, Development Services Director
 RE: Lotz Residential Condition of Approval Amendment

Files:

SUMMARY

The Lotz Residential project was approved on June 28, 2022, consisting of sixteen (16) residential units. The project consists of a Condition of Approval (COA) that requires the installation of a play area within a utility easement on the project site. The applicant requests a modification of this condition by replacing the play area with a landscape planter area. This modification of the condition requires Planning Commission approval.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt a Resolution (Attachment 1):

- 1 Finding the project exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061 (Common Sense Exemption); and
2. Approving the Condition of Approval Amendment, amending Condition of Approval #59 for the Lotz Residential project subject to the findings and conditions of approval included in the Resolution.

BACKGROUND/DISCUSSION

The proposed project site is located in the Waterfront District Specific Plan (WDSP) area on the north side of Lotz Way between Civic Center Boulevard and Alder Street. The proposed project consists of sixteen (16) single-family lots and a bio-retention lot on 1.58 acres (Attachment 2 – Site Plan). The single-family residences are three-story with a detached garage structure and a second floor that could be used as a living space.

The project site has a 15-foot utility easement recorded on the property and is in place to protect a City of Vallejo main water line. This pipe runs down the center of the site. It is a crucial delivery asset to their community, so encroachment within the utility easement must be avoided or restricted at a minimum. Considering the sensitivity of development within the utility easement, building structures, and permanent elements have been avoided.

At the June 28, 2022, Planning Commission meeting, the Commission approved constructing a play area within the utility easement. COA #59 states that the play area shall consist of LED street lighting, play equipment with a rubberized play surface, tubular metal fencing around the play area, a metal table, and bike racks.

ANALYSIS

The Applicant requests a modification to COA #59 that was approved as part of the overall site approvals. The condition currently reads as follows:

The Applicant shall construct a pocket park as part of the project. The pocket park shall include, at the minimum, the following improvements: decorative acorn-type LED street lights; play equipment within rubberized play surface; tubular metal fencing around the play equipment; a small concrete or metal table; bicycle rack; landscaping that incorporates xeriscape planting, skate deterrents (specifically Barrett Robinson's gum treat leaf family skate deterrents) installed on concrete seat wall; monument sign and a concrete path connecting to the 10-foot concrete path along Lotz Way.

The Applicant proposes to modify the condition and replace the approved play area with a landscape planter area. The new COA #59 is proposed as follows:

The Applicant shall construct a landscape planter area as part of the project located within the City of Vallejo utility easement area. The landscape planter area shall consist of turf and native and seasonal plantings.

The project is nearing approval of the necessary permits to commence construction. During the improvement plan review, staff determined that public access to the play area must meet California Building Code (CBC) and American Disability Act (ADA) requirements. This means an improved pathway connecting the play area to Lotz Way would be required. After reviewing design options to establish this connection, staff determined that a switch-back ramp from Lotz Way to the play area would need to be constructed. A switch-back ramp traverses back and forth to address steeper sloped areas (Attachment 3). Since the building pad is at least five feet or higher in some areas from the street grade, a switch-back public access path is a feasible solution to establish a walkable and wheelchair pathway to the play area. Staff discussed the design solutions with the applicant. After considering the switch-back option, the applicant requests that the COA be modified and the play area be replaced as a landscape planter area.

It is uncommon to find play areas within single-family development due to the challenges of meeting code requirements, which we experienced with this proposal. While the City acknowledged when the project was approved that the design of a play area was a thoughtful design by adding recreation opportunities to a subdivision, staff has since determined that play areas consisting of play equipment with durable play surfaces are best suited for areas that are designated parkland within our General Plan. Initially, the proposal aimed to capture recreational opportunities within this development. Still, upon review of the challenges to achieving the construction of the play area, staff has determined that the City should lead these types of recreational projects on planned and designated sites within the City. The private developer's payment of park impact fees is sufficient to capture their responsibility for park planning and maintenance. After consideration, staff has determined that a COA amendment is appropriate, and a landscape planter area is a suitable replacement instead of the play area.

ENVIRONMENTAL ANALYSIS

CEQA requires analysis of agency approvals of discretionary "Projects." A "Project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in environment, or a reasonably foreseeable indirect physical change in the

environment” (State CEQA Guidelines Section 15378). The proposed Project is a project under CEQA. However, this Project is exempt from CEQA under State CEQA Guidelines Section 15061(b)(3) (Common Sense Exemption).

ATTACHMENTS

1. Resolution PC 23-___: Finding the Project Exempt from the California Environmental Quality Act (CEQA) Pursuant to State CEQA Guidelines Section 15061 (Common Sense Exemption); and Approving the Condition of Approval Amendment, Amending Condition of Approval #59 for the Lotz Residential Project Subject to the Findings and Conditions of Approval Included in the Resolution.
2. Lotz Residential Site Plan
3. Switch-Back Design

RESOLUTION NO. PC 23-__

A RESOLUTION OF THE CITY OF SUISUN CITY PLANNING COMMISSION FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO STATE CEQA GUIDELINES SECTION 15061 (COMMON SENSE EXEMPTION); AND APPROVING THE CONDITION OF APPROVAL AMENDMENT, AMENDING CONDITION OF APPROVAL #59 FOR THE LOTZ RESIDENTIAL PROJECT SUBJECT TO THE FINDINGS AND CONDITIONS OF APPROVAL INCLUDED IN THE RESOLUTION

WHEREAS, Ashria, LLC. (hereinafter referred to as Applicant) filed an application with the City of Suisun City for a 17 lot Tentative Subdivision Map and Site Plan/Architectural Review for the Lotz Residential Development (hereinafter referred to as Project) located in the Waterfront District Specific Plan (WDSP) area on the north side of Lotz Way between Civic Center Boulevard and Alder Street (Assessor's Parcel Number: 0032-042-300, 360, 440, 460, 480, 500, 520, 540, 560, 580, 600, and 680); and

WHEREAS, the applicant has met all applicable requirements under State law and City ordinances related to this development plan and subdivision map; and

WHEREAS, the Planning Commission on June 28, 2022 made final action and approved the Project; and

WHEREAS, the Applicant requests a Conditions of Approval amendment for the Lotz Residential Project.

NOW, THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CITY OF SUISUN CITY does hereby make the following findings and approvals.

1. Finds the Project exempt from CEQA pursuant to State CEQA Guidelines Section 15061(b)(3) based upon the following finding: The Planning Commission determine that the Project has been adequately analyzed under the provisions of the California Environmental Quality Act (CEQA) and that no further review of the Project under CEQA is required or appropriate.

AND, BE IT FURTHER RESOLVED, that the Planning Commission hereby approves the Condition of Approval Amendment for the Project, as described in Exhibit A, and subject to the Conditions of Approval approved on June 28, 2022.

[SIGNATURES ON FOLLOWING PAGE]

The forgoing motion was made by Commissioner ____ and seconded by Commissioner ____ and carried by the following vote:

AYES: Commissioners:

NOES: Commissioners:

ABSENT: Commissioners:

ABSTAIN: Commissioners:

WITNESS my hand and the seal of said City this 25th day of April 2023.

Donna Pock
Commission Secretary

Exhibit A: Lotz Residential Condition of Approval Amendment

EXHIBIT A

Lotz Residential Condition of Approval Amendment:

Condition 59

The Applicant shall construct a landscape planter area as part of the project located within the City of Vallejo utility easement area. The landscape planter area shall consist of turf and native and seasonal plantings.



SITE PLAN



