

**MEETING AGENDA**  
**CITY OF PLEASANT HILL ARCHITECTURAL REVIEW COMMISSION**  
**MAY 19, 2022**  
**5:00 PM**  
**Via Teleconferencing**

For the full agenda packet with all reports: [Agenda Packet](#)

For individual staff reports and attachments: [Individual Report Links](#)

**City Offices:** 100 Gregory Lane, Pleasant Hill, CA 94523 [www.pleasanthillca.org](http://www.pleasanthillca.org) (925) 671-5209

**CHAIR: WILL NELSON VICE CHAIR: RICHARD STANTON**  
**MEMBERS: BEN JOHANSON, STEVE MILLER, KARLA MOSELEY**

The meeting will be teleconferenced pursuant to City Council resolution. Options for observing the meeting and participating in public comment are provided below and on the last page of the agenda.

**Architectural Review Commission Broadcasts:** The Architectural Review Commission meeting will be broadcast live (please note that streaming does not start until the meeting start time) on Youtube.com using the web link: [www.pleasanthillca.org/pharc](http://www.pleasanthillca.org/pharc).

**Public Communication:** The public is welcome to address the Architectural Review Commission on items not listed on the agenda but within the Commission's jurisdiction during the general Public Comment period. There is an opportunity for the public to comment on other agenda items at the time they are discussed.

The public may submit comments by:

1. Emailing comments to [planning@pleasanthillca.org](mailto:planning@pleasanthillca.org); or
2. Delivering written comments to the mailbox inside the lobby of City Hall during regular business hours; or
3. **Public participation in the public hearing has been changed.** Please see the last page of this agenda for instructions for public participation and provide live comments during the meeting. Note that there may be multiple hearing items on the same agenda.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public inspection by contacting the Planning Division office at [planning@pleasanthillca.org](mailto:planning@pleasanthillca.org) or calling 925-671-5209. If, due to a disability, a reasonable accommodation is needed to participate in this meeting, please contact the ADA Coordinator 24 hours in advance of the meeting at (925) 671-5237 or via California Relay at 711. Such documents are also available on the City of Pleasant Hill website at [www.pleasant-hill.ca.us](http://www.pleasant-hill.ca.us) subject to staff's ability to post the documents before the meeting. An appeal of the decision or conditions of the Architectural Review Commission to the City Council must be filed in writing with the City within 10 calendar days of the mailed notice of decision.

Agendas are Available for Review on the City Hall official noticing bulletin board (100 Gregory Lane) and on the City's website at [www.pleasanthillca.org/agendas](http://www.pleasanthillca.org/agendas).

## **CALL TO ORDER**

## **ROLL CALL**

## **PUBLIC COMMENT**

The public is welcome at this time to address the Architectural Review Commission on any item, with the exception of items scheduled for Public Hearing. There is an opportunity for the public to comment on other agenda items at the time they are discussed. Comments are limited to three minutes per speaker. To participate in the video/teleconference meeting, please see the last page of this agenda for public participation instructions.

## **MINUTES**

Tentative Minutes – April 21, 2022

## **CONSENT AGENDA**

All matters listed under "Consent Calendar" are considered by the Commission to be routine and will be enacted by one motion. There will be no separate Commission discussion of these items unless requested by a Commissioner prior to the time Commission votes on the motion to adopt.

1. PLN 18-0460, NEW COMMERCIAL BUILDING - SECOND 24-MONTH TIME EXTENSION REQUEST FOR AN ARCHITECTURAL REVIEW PERMIT, 61 CHILPANCINGO PARKWAY

The Architectural Review Commission will consider approval of a request for a second two-year extension of Architectural Review permit PLN 18-0460 to construct a new 1,700 square foot single-story commercial building. The project would include site improvements such as a surface parking facility, landscape, trash enclosure, etc. The project site is zoned RB Retail Business and addressed as 61 Chilpancingo Parkway. Assessor Parcel Number: 153-270-001.

CEQA: Exempt in accordance with Section 15378 of the State CEQA Guidelines, and in accordance with Section 15061(b)(3) because it can be seen with certainty to have no possibility of a significant effect on the environment as the project has already been approved and this is merely a two year extension.

Project Planner: Jeff Olsen, 925-671-5206, JOlsen@pleasanthillca.org

## **PUBLIC HEARINGS**

1. PLN 21-0527, CITIBANK EXTERIOR REMODEL - ARCHITECTURAL REVIEW PERMIT, 20 CRESCENT DRIVE

The applicant is requesting Architectural Review Permit approval for an exterior remodel to an existing tenant building in the Downtown Pleasant Hill retail and commercial complex. Proposed revisions include minor material and color modifications to exterior elevations, a new ATM facility, a revised glass-front system, replacement of existing fabric awnings with metal canopies and installation of new roof-mounted mechanical equipment. Signage will be proposed under a separate permit at a later date. The project site is zoned *PUD Planned Unit Development District - Downtown Specific Plan*. Assessor Parcel No. 150-300-005.

CEQA: Class 1 - Exterior building modifications to existing commercial buildings with no expansion.

Project Planner: Jeff Olsen, 925-671-5206, JOlsen@pleasanthillca.org

## **STAFF COMMUNICATIONS**

## **UPCOMING PROJECTS AND FUTURE MEETINGS**

## **ADJOURNMENT**

Adjourn to the next scheduled meeting of the Architectural Review Commission on June 2, 2022 at 5:00 PM.



City of Pleasant Hill

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## INSTRUCTIONS FOR PARTICIPATION IN PUBLIC COMMENTS DURING ZOOM VIDEO/TELECONFERENCED ARCHITECTURAL REVIEW COMMISSION MEETINGS

The public is welcome to address the Architectural Review Commission on items on the Consent Calendar or other items not listed on the agenda but within the Commission's jurisdiction during the general Public Comment period. There is an opportunity for the public to comment on other agenda items at the time they are discussed.

Please note the meeting link below is to **join this meeting only** (other meetings will have different IDs and Passcodes) to provide live remote public comments. Please try to join the Zoom video conference meeting when the public comment period is opened for the item for which you would like to comment.

Architectural Review Commission Meeting

**May 19, 2022 @ 5:00PM**

Meeting Link – [www.zoom.us](http://www.zoom.us)

Webinar ID: **812 9824 9764**

Passcode: **531746**

To supplement a PC, Mac, tablet or device without audio, please join by phone at – **(669) 900-6833**.

When it is your turn to speak, City Staff will invite you. You must mute your speakers if you are watching the meeting via livestream (Youtube or City Website) or there will be feedback during the meeting. Please note that comments are limited to **three minutes per speaker**.

We ask that when you're making a public comment, that you

- 1) Try to be in a room or space without a lot of background noise.
- 2) Have a strong, reliable internet connection or cell phone signal.
- 3) Use the "Raise Hand" feature in Zoom so we know you wish to speak. (If you are calling on a telephone, please press \*9 to virtually raise your hand in Zoom)
- 4) **Please wait your turn and once brought into the meeting, we ask that you state your name and city of residence for the record.**

The public may also submit written comments on any item within the Architectural Review Commission's jurisdiction by **4:00PM the day of the meeting**, by dropping comments off at City Hall (100 Gregory Lane) or emailing comments to [planning@pleasanthillca.org](mailto:planning@pleasanthillca.org).

If you only wish to watch the meeting live, you can find it on our website at [www.pleasanthillca.org](http://www.pleasanthillca.org) and clicking on the large orange button labeled "Watch Meetings".