



**MEETING AGENDA**  
**CITY OF PLEASANT ARCHITECTURAL REVIEW COMMISSION**  
**JUNE 1, 2023**  
**5:00 PM**

---

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

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

[www.pleasanthillca.org](http://www.pleasanthillca.org) (925) 671-5209

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

The meeting will be held both in person at City Hall, Large Community Room, 100 Gregory Lane, Pleasant Hill, CA 94523 and remotely via Zoom in accordance with the Ralph M. Brown Act.

**Watch on YouTube at: [www.pleasanthillca.org/pharc](http://www.pleasanthillca.org/pharc)**

To provide comments via teleconference, click on the meeting link and enter the meeting ID and Passcode (both will change each meeting):

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

Meeting ID: 867 1818 3791

Passcode: 600666

**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. At the time they are discussed, the Public may also comment on additional agenda items.

### **Public Participation Options**

1. **Watch the Meeting via Youtube Livestream at [www.pleasanthillca.org/pharc](http://www.pleasanthillca.org/pharc).**
2. **Submit Written Comments by 4 pm the Day of the Meeting to [planning@pleasanthillca.org](mailto:planning@pleasanthillca.org)** (comments received by deadline will be provided to the Architectural Review Commission before the meeting). Please specify that the correspondence is for public comment at the Commission meeting.
- 3) **Make Public Comment During the Meeting**

When the Chair invites public comment (or public comments on specific agenda items), you may participate in one of the following three ways:

#### **A Via Zoom**

Go to [www.Zoom.us](http://www.Zoom.us) using your computer/smart device and enter the Meeting ID and Passcode provided near the top of this page. We ask that you state your name and city of residence for the record when you start your comments. Please use the "Raise hand" feature

in Zoom. You will not be seen or heard until it is your turn to speak. You will be invited into the meeting asked to speak when it is your turn.

**B. Via Phone**

Call **(669) 900-6833** and enter the Zoom Meeting ID and Passcode. Press \*9 to “raise your hand” to alert staff that you wish to speak.

**C. In Person**

Please fill out a speaker's card, available at the entry to the Large Community Room, and turn it in to the staff liaison.

If, due to a disability, a reasonable accommodation is needed to participate in this meeting, please refer to the “Providing Accessible Communication to the Public Under the Americans with Disabilities Act and AB 2449” document, online at [www.pleasanthillca.org/accessiblecommunications](http://www.pleasanthillca.org/accessiblecommunications) and contact the Planning Division a minimum of 48 hours in advance of the meeting at (925) 671-5209 or via California Relay at 711.

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). 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. Such documents are also available on the City of Pleasant Hill website at [www.pleasanthillca.org](http://www.pleasanthillca.org) 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. No agenda item will be considered after 10:30 p.m. Remaining items will be rescheduled.

---

---

## 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 Public Participation Option above.

## MINUTES

Tentative Minutes of the Regular Meeting - Architectural Review Commission April 20, 2023

## PUBLIC HEARINGS

1. PLN 21-0243, SONDER CREEK ACADEMY ARCHITECTURAL REVIEW PERMIT, 100 ELLINWOOD WAY

Public hearing to review an Architectural Review permit request, by Ryan Perez of Sonder Creek Academy, for exterior improvements to a previously developed site in conjunction with a proposal for a new, K-8 school that would serve up to 390 children. Exterior improvements include converting portions of the existing parking facility into outdoor play yards, adding drop-off/pick-up zones for students, installing a new exit door, and adding new tinted glazing film to a limited number of windows. The applicant is also seeking a Conditional Use Permit for a *School, public or private* that will be reviewed by the Planning Commission.

CEQA: Class 1, Class 3, and Class 11 - Project consists of minor alterations to an existing facility with negligible expansion of an existing use, and new construction and location of limited numbers of new, small structures.

Project Planner: Andrew Shiflet, 925-671-5211, [AShiflet@pleasanthillca.org](mailto:AShiflet@pleasanthillca.org)

2. ENT-2023-0009, PURPOSE BUILT WALL SIGN, 555 CONTRA COSTA BLVD.

A public hearing to consider Sign Permit ENT-2023-0009, submitted by United Sign Systems, for one new wall sign to be placed on the west-facing building elevation. The proposed sign consists of individual pan channel letters that are internally illuminated. The sign would be 44 inches tall and 28 feet wide, with a sign area of 57.7 sq. ft. The applicant is also seeking approval of a Use Permit for a Major Sign Adjustment to allow a 94 percent increase in allowable sign area, which will be reviewed by the Planning Commission at a future public hearing. The site is zoned RB – Retail Business. Assessor Parcel Number: 125-250-021.

CEQA: Class 1 and 11 - New signage on an existing facility with no expansion of the existing use.

Project Planner: Andrew Shiflet, 925-671-5211, [AShiflet@pleasanthillca.org](mailto:AShiflet@pleasanthillca.org)

3. PLN 22-0134, LOS PANCHOS RESTAURANT OUTDOOR SEATING FACILITY - ARCHITECTURAL REVIEW PERMIT, 232 GOLF CLUB ROAD

Public hearing to consider an Architectural Review Permit and a recommendation to the Planning Commission for a new 30-seat outdoor dining facility for the existing Los Panchos restaurant (Eating and Drinking Establishment use) located in the Diablo Valley Plaza. The project site is located in a RB Retail Business zoning district. Assessor Parcel Nos. 153-300-009, 012 & 013.

CEQA: Class 11 - Establishment of an accessory structure (outdoor dining facility) for an existing restaurant use.

Project Planner: Jeff Olsen, 925-671-5206, [JOlsen@pleasanthillca.org](mailto:JOlsen@pleasanthillca.org)

**STAFF COMMUNICATIONS**

**UPCOMING PROJECTS AND FUTURE MEETINGS**

**ADJOURNMENT**

Adjourn to the next scheduled meeting of the Architectural Review Commission on June 15, 2023 at 5:00 PM.