



City of East Palo Alto

PLANNING COMMISSION - REGULAR MEETING
MONDAY, APRIL 22, 2019 – 7:00PM

ACTION MINUTES
ADOPTED MAY 13, 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, Javanni Brown, Kyra Brown
Andrei Garcia, Michael Mashack (Alternate)

Staff Present:

Rafael E. Alvarado Jr., City Attorney; Daniel Berumen, Senior Planner; Leticia Garcia, Secretary II
Patrick Heisinger, Community Development Director; Art Henriques, Contract Planner; Jia Liu, Assistant
Planner; Guido F. Persicone, Planning Manager

REGULAR MEETING

1. CALL TO ORDER AND ROLL CALL

The Planning Commission (PC) meeting was called to order at 7:08 p.m. by Chair Sherrard.

Present: Allen, Bello, J. Brown, K. Brown, Garcia, Hernandez
Mashack (Non-voting member), Sherrard

Absent: None

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. Motion approved.

3. COMMUNITY FORUM

The following individuals spoke on this item:

- Leland Francois

4. PUBLIC COMMENTS REGARDING CONSENT CALENDAR ITEMS

There were no speakers for Public Comments Regarding Consent Calendar Items.

5. APPROVAL OF CONSENT CALENDAR

- A. Adopt the December 10, 2018, Planning Commission minutes, as presented in the packet, as an accurate reflection of the meeting.

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

6. STUDY SESSION – NONE

7. PUBLIC HEARINGS

A. **Subject:** Proposed citywide community outreach requirements policy

Location/APN: Citywide

Proposal: To recommend approval to the City Council for the community outreach requirements policy.

Staff Recommendation Adopt a resolution recommending that the East Palo Alto City Council **approve** the proposed citywide community outreach requirements policy.

Project Manager: Jia Liu, Assistant Planner; jialiu@cityofepa.org,

Assistant Planner Liu delivered the presentation.

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

The following individuals spoke on this item:

- Leland Francois

Action: Upon motion by Commissioner J. Brown and seconded by Commissioner Allen, 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 6-1 (K. Brown abstaining)** adopting a resolution recommending that the East Palo Alto City Council **approve** the proposed citywide community outreach requirements policy with the amendments suggested by the Planning Commission. Motion approved.

The motion was carried by the following vote:

AYES: Allen, Bello, J. Brown, Garcia, Hernandez, Sherrard

NOES:

ABSTAINED: K. Brown

B. Subject: University Circle Phase II Office Tower

Project: Pre Application (Pre App 18-001)

Location: 2000 University Circle, East Palo Alto

Proposal: Proposal for a new 180,000 square foot office tower within the University Circle/Four Seasons Project Area

Staff Recommendation: To review the preliminary application, provide feedback to the applicant and City staff and to recommend the item be scheduled for a City Council study session.

Project Location: 2000 University Circle, East Palo Alto

Project Manager: Art Henriques, Contract Planner; ahenriques@cityofepa.org, 650-853-3189

Contract Planner Henriques and Mark English, Applicant delivered the presentation.

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

The following individuals spoke on this item:

- Court Skinner
- William Byron Webster
- Leland Francois
- David Tschang

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

Action: Upon motion by Commissioner Garcia and seconded by Commissioner Allen, the Planning Commission **unanimously voted 7-0** recommending for this item to be scheduled for a City Council Study Session. Motion approved.

Note: Chair Sherrard called for a 5-minute break at 9:27 pm.

C. Subject: Extension of a Conditional Use Permit (CUP18-001) for Oxford Day Academy

Location/APN: 1001 Beech Street/ 063-344-570

Owner/ Applicant: Bayshore Christian Ministries/ Oxford Day Academy

Proposal: To extend a conditional use permit for Oxford Day Academy to use the Bayshore Christian Ministries (BCM) building for operation of a charter high school for one more school year (2019-2020). Student population will increase from 145 students to 160 students (maximum).

Staff Recommendation: Approve the extension of a Conditional Use Permit and CEQA determination to allow Oxford Day Academy to continue to use 1001 Beech Street for one (1) more school year.

Project Planner: Daniel Berumen, Senior Planner, dberumen@cityofepa.org; 650-853-3151

Senior Planner Berumen delivered the presentation.

Action: Upon motion by Commissioner Allen 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:

- Court Skinner
- Leland Francois
- David Tschang
- Mallery Dwinal

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

Action: Upon motion by Commissioner Garcia and seconded by Vice Chair Hernandez, the Planning Commission **unanimously voted 7-0** approving 1) Conditional Use Permit (CUP18-001) to allow Oxford Day Academy (ODA) Charter School to continue operation at 1001 Beech Street for a period not exceeding one (1) year and increase enrollment from 145 to 160 students; and

2) According to the CEQA guidelines section 15073.5(c)(3) recirculation of the negative declaration is not required if measures or conditions of project approval are added after circulation of the negative declaration which are not required by CEQA, which do not create new significant environmental effects and are not necessary to mitigate an avoidable significant effect. Motion approved.

8. INFORMATIONAL ITEMS

A. Reminder to the Planning Commissioners to apply for upcoming expiring seats.

Planning Manager Persicone entered the informational items into the record.

9. ADJOURNMENT

Commissioner Allen adjourned the Planning Commission Meeting at 9:59 pm in loving memory of Antoinette Pietras, East Palo Alto Rent Board Administrator from 1999- 2008 and past away in March 2019.

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.