MINUTES
REGULAR MEETING OF THE
PLANNING COMMISSION
April 20, 2022 at 7:30 p.m.
The meeting was held via teleconference.

7:30 p.m. CONVENE REGULAR MEETING

1. ROLL CALL – Chair Daniel Hamilton, Vice Chair Leslie Mendez; Members Erin Gillett, Linda Klein, and Joy Navarrete. Member Brendan Bloom had an excused absence.

2. COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS
   No report was given.

3. ORAL COMMUNICATIONS FROM THE PUBLIC
   No comments were received.

4. ADOPTION OF MINUTES
   Moved/Second: Commissioners Mendez/Gillett. Action: Passed a motion to adopt the March 15, 2022 meeting minutes.
   Ayes: Gillett, Hamilton, Klein, Mendez, Navarrete.
   Noes: None.
   Abstain: None.
   Absent: Bloom.

5. COMMISSIONER COMMUNICATION/CONFLICT OF INTEREST DISCLOSURE
   Nothing was disclosed.

6. Use Permit – 917 BALRA DRIVE
   Application: PL22-0017
   Applicant: Levitch Associates, Inc.
   Location: 917 Balra Drive
   APN: 503-291-006
   Zoning: RS-5 (Single Family Residential)
   General Plan: Low Density Residential
   Request: Planning Commission consideration of a proposed minor change to rear roof line of an existing two-story single-family house that requires a Conditional Use Permit for exceeding building envelope requirements.
   CEQA: This project is categorically exempt from the provisions of CEQA pursuant to Section 15301 of the CEQA Guidelines, Class 1: Existing Facilities.
Assistant Planner Diego Romero presented the staff report and answered questions from the Commission.

The public hearing was opened.

The public hearing was closed.

**Moved/Second:** Commissioners Hamilton/Gillett. **Action:** Passed a motion to approve the Conditional Use Permit to allow an exception to the main building envelope for a proposed two-story addition of an existing single-family house at 917 Baira Drive. **Ayes:** Gillett, Hamilton, Klein, Mendez, Navarrete **Noes:** None. **Abstain:** None. **Absent:** Bloom.

7. **Use Permit – 960 AVIS DRIVE**
   - Application: PL21-0256
   - Applicant: Prospect Sierra School
   - Location: 960 Avis Drive
   - APN: 503-280-002
   - Zoning: Public and Semipublic
   - General Plan: Institutional & Utility
   - Request: Planning Commission consideration of a Conditional Use Permit to amend the existing Conditional Use Permit to raise student enrollment from 245 to 275 students.
   - CEQA: This project is categorically exempt from the provisions of CEQA pursuant to Section 15314 of the CEQA Guidelines, Class 14: Minor Additions to Schools.

Assistant Planner Diego Romero presented the staff report and answered questions from the Commission.

Steve Harrington presented on behalf of the applicant and answered questions from the Commission.

The public hearing was opened.

The following speakers addressed the Commission:
   - Allie Goldenberg
   - David Boisvert

The public hearing was closed.

**Moved/Second:** Commissioners Mendez/Navarrete. **Action:** Passed a motion to approve a Conditional Use Permit amending an existing Conditional Use Permit to raise student enrollment from 245 to 275 students at 960 Avis Drive. **Ayes:** Gillett, Hamilton, Klein, Mendez, Navarrete **Noes:** None. **Abstain:** None. **Absent:** Bloom.

8. **STAFF COMMUNICATIONS**
Planning Manager Sean Moss updated the Commission regarding upcoming agenda 
items, the Housing Element workshop, the San Pablo Avenue Specific Plan update, 
Planning Division staffing, and the resignation of Commissioner Linda Klein. Staff and 
the Commission thanked Commissioner Klein for her service.

9. ADJOURNMENT
The meeting adjourned at 8:48 p.m.

________________________________________
Daniel Hamilton, Chair

This is to certify that the foregoing is a true and correct copy of the minutes of the 
regular Planning Commission meeting of April 20, 2022 as approved by the 
Planning Commission.

________________________________________
Sean Moss, Staff Liaison