



Planning Commission

**DRAFT MINUTES OF THE REGULAR PLANNING COMMISSION MEETING
November 1, 2023**

The meeting was called to order at 5:32 p.m.

Location: North Berkeley Senior Center, 1901 Hearst Avenue, Berkeley, CA 94709

1. ROLL CALL:

Commissioners Present: Blaine Merker, Jeff Vincent, Christina Oatfield, Elisa Mikiten, Emily Marthinsen, Alfred Twu, and Debra Sanderson (alternate for Savlan Hauser).

Commissioner Absent: John E. Moore, Savlan Hauser (excused), and Barnali Ghosh (excused).

Staff Present: Secretary Alisa Shen, Clerk Zoe Covello, Grace Wu, Justin Horner, Claudia Garcia, Brian Garvey, and Anne Hersch.

2. LAND ACKNOWLEDGEMENT.

The City of Berkeley recognizes that the community we live in was built on the territory of xučyun (Huchiun (Hooch-yoon)), the ancestral and unceded land of the Chochenyo (Chochen-yo)-speaking Ohlone (Oh-low-nee) people, the ancestors and descendants of the sovereign Verona Band of Alameda County. This land was and continues to be of great importance to all of the Ohlone Tribes and descendants of the Verona Band. As we begin our meeting tonight, we acknowledge and honor the original inhabitants of Berkeley, the documented 5,000-year history of a vibrant community at the West Berkeley Shellmound, and the Ohlone people who continue to reside in the East Bay. We recognize that Berkeley's residents have and continue to benefit from the use and occupation of this unceded stolen land since the City of Berkeley's incorporation in 1878. As stewards of the laws regulating the City of Berkeley, it is not only vital that we recognize the history of this land, but also recognize that the Ohlone people are present members of Berkeley and other East Bay communities today. The City of Berkeley will continue to build relationships with the Lisjan Tribe and to create meaningful actions that uphold the intention of this land acknowledgement.

3. ORDER OF AGENDA: No changes.

4. PUBLIC COMMENT PERIOD: 1.

5. PLANNING STAFF REPORT:

- Introduction to the Planning Department Land Use Division's new Planning Manager, Anne Hersch

- 35 • Please note the informational memo in the agenda packet regarding the San Pablo
- 36 Ave Specific Plan
- 37 • November 14, 2023 - Southside Zoning Amendments will be going to City Council
- 38 • December 12, 2023 – North Berkeley Objective Design Standards will be going to City
- 39 Council
- 40 • December PC Meeting: Demolition Ordinance (Public Hearing)

41 **Information Items:**

- 42 • *San Pablo Specific Plan Information Memo*, dated November 1, 2023 (attached). The
- 43 staff memorandum provides an overview and update of the San Pablo Avenue
- 44 specific planning process and includes a summary of existing condition analysis and
- 45 outreach efforts.
- 46 • *Tuesday, October 10, 2023* – Second Reading of Amendments to Title 23 Relating to
- 47 Accessory Dwelling Units (ADUs) and Repeal of Chapter 12.99 to Conform to State
- 48 Law and Respond to Guidance from the California Department of Housing and
- 49 Community Development (Continued from September 19, 2023),
- 50 [https://berkeleyca.gov/sites/default/files/city-council-meetings/2023-10-](https://berkeleyca.gov/sites/default/files/city-council-meetings/2023-10-03%20Agenda%20Packet%20-%20Council%20%28WEB%29.pdf)
- 51 [03%20Agenda%20Packet%20-%20Council%20%28WEB%29.pdf](https://berkeleyca.gov/sites/default/files/city-council-meetings/2023-10-03%20Agenda%20Packet%20-%20Council%20%28WEB%29.pdf)

52 **Communications:**

- 53 • General.

54 **Late Communications:**

- 55 • Supplemental Packet One.
- 56 • Supplemental Packet Two.

57 **6. CHAIR REPORT:**

- 58 • None.

59 **7. COMMITTEE REPORT:** Reports by Commission committees or liaisons. In addition to the

60 items below, additional matters may be reported at the meeting.

- 61
- 62 • None.

63 **8. APPROVAL OF MINUTES:**

64 Motion/Second/Carried (Twu/Vincent) to approve the Planning Commission Meeting Minutes

65 from October 18, 2023.

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67 Ayes: Merker, Vincent, Oatfield, Mikiten, Marthinsen, Twu, Sanderson. Noes: None. Abstain:

68 None. Absent: Moore and Ghosh. (7-0-0-2)

70 **9. OTHER PLANNING RELATED EVENTS:**

- 71 • None.
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73 **AGENDA ITEMS**

74 **10. Public Hearing: Tentative Tract Map #8651**

75 Assistant Planner Brian Garvey presented Tentative Tract Map #8651. A public hearing was
76 held, the Commissioners asked clarifying questions, and a recommendation to City Council was
77 made.
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79 Motion/Second/Carried (Mikiten/Vincent) to close the public hearing at 6:02pm.
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81 Ayes: Merker, Vincent, Oatfield, Mikiten, Marthinsen, Twu, Sanderson. Noes: None. Abstain:
82 None. Absent: Moore and Ghosh. (7-0-0-2)
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84 **Public Comments: 1**

85 Motion/Second/Carried (Mikiten/Merker) to recommend the approval of Tentative Tract Map
86 #8651 to City Council at 6:03pm.
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88 Ayes: Merker, Vincent, Mikiten, Marthinsen, Twu, Sanderson. Noes: None. Abstain: Oatfield.
89 Absent: Moore and Ghosh. (6-0-1-2)
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91 **11. Discussion: Middle Housing Discussion**

92 Associate Planner Justin Horner presented proposed zoning changes to encourage middle
93 housing in low-density residential districts (R-1, R-1A, R-2, R-2A, and MU-R) and asked the
94 Commissioners to provide feedback on a series of policy questions related to setback
95 standards, parking maximums, and by-right demolition of single-family homes in specific
96 circumstances. Public comment was taken, and the Commissioners asked staff questions and
97 provided feedback to staff. No action was taken.
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99 **Public Comments: 10**

100 **12. Action: Meeting Start and End Time**

101 The Commissioners discussed changing the start time of the meeting to 6:00pm, which was
102 unanimously approved. The Commissioners also discussed establishing a by-law setting the
103 adjournment time at 9:00pm, which would require the Commissioners to vote to extend the
104 meeting if that end time is reached. If Commissioners vote not to extend the meeting past
105 9:00pm, the item will be continued to the next meeting.

106 Motion/Second/Carried (Vincent/Mikiten) to change the start time of Planning Commission
107 meetings to 6:00pm, beginning at the December 6, 2023 Planning Commission, at 8:07pm.
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Ayes: Merker, Vincent, Oatfield, Mikiten, Marthinsen, Twu, Sanderson. Noes: None. Abstain: None. Absent: Moore and Ghosh. (7-0-0-2)

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Motion/Second/Carried (Marthinsen/Sanderson) to create a Commission by-law establishing that the length of the meeting is 3 hours at 8:07pm.

Ayes: Merker, Vincent, Oatfield, Marthinsen, Twu, Sanderson. Noes: Mikiten. Abstain: None. Absent: Moore and Ghosh. (6-1-0-2)

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Public Comments: 0

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13. Action: 2024 Planning Commission Calendar

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The Commissioners discussed and adopted the 2024 Planning Commission Calendar.

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Public Comments: 0

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Motion/Second/Carried (Vincent/Mikiten) to approve the 2024 Planning Commission Calendar as is at 8:14pm.

- Wednesday, January 17, 2024
- Wednesday, February 7, 2024
- Wednesday, March 6, 2024
- Wednesday, April 3, 2024
- Wednesday, May 1, 2024
- Wednesday, June 5, 2024
- Wednesday, July 17, 2024
- Wednesday, September 4, 2024
- Wednesday, October 9, 2024
- Wednesday, November 6, 2024
- Wednesday, December 4, 2024

Ayes: Merker, Vincent, Oatfield, Mikiten, Marthinsen, Twu, Sanderson. Noes: None. Abstain: None. Absent: Moore and Ghosh. (7-0-0-2)

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Motion/Second/Carried (Vincent/Twu) to adjourn the meeting at 8:14pm.

Ayes: Merker, Vincent, Oatfield, Mikiten, Marthinsen, Twu, Sanderson. Noes: None. Abstain: None. Absent: Moore and Ghosh. (7-0-0-2)

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Members in the public in attendance: 21

Public Speakers: 12

Length of the meeting: 2 hr 42 minutes