

**CITY OF ANTIOCH  
PLANNING COMMISSION  
REGULAR MEETING**

**Regular Meeting  
6:30 p.m.**

**November 6, 2024  
City Council Chambers**

**1. CALL TO ORDER**

Chairperson Riley called the meeting to order at 6:30 P.M. on Wednesday, November 6, 2024, in Council Chambers.

**2. ROLL CALL**

Present: Commissioners Jones, Lutz, Martin, Vice Chairperson Webber and Chairperson Riley

Absent: Commissioner Hills

Staff: Assistant City Attorney, Kevin Kunding  
Acting Director of Community Development, Kevin Scudero  
Planning Manager, Zoe Merideth  
Associate Planner, Nathan Tinclair  
Minutes Clerk, Kitty Eiden

**3. PLEDGE OF ALLEGIANCE**

Chairperson Riley led the Pledge of Allegiance.

**4. PUBLIC COMMENT – None**

**5. CONSENT CALENDAR**

**5-1. Planning Commission Meeting Minutes October 16, 2024**

*On motion by Commissioner Martin, seconded by Commissioner Lutz the Planning Commission members present unanimously approved Consent Calendar Item 5-1. The motion carried the following vote:*

**AYES:** Jones, Lutz, Martin, Webber, Riley

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Hills

**6. NEW PUBLIC HEARING**

**6-1 LA2024-0002 | Tentative Map Approval Procedure Ordinance | Citywide -** The City of Antioch is proposing text amendments to Antioch Municipal Code Title 9, Chapter 4, Article 1 (Title, Purpose, Scope, and Advisory Agency) and Article 3

(Tentative Maps) which contain regulations implementing the Subdivision Map Act. The purpose of the amendments is to allow the Antioch Planning Commission to approve Tentative Maps, which would streamline the subdivision approval process, making Antioch's process more consistent with neighboring jurisdictions and supporting implementation of Housing Element goals.

Associate Planner Tinclair presented the staff report dated November 6, 2024, recommending the Planning Commission adopt a resolution recommending that the Antioch City Council adopt an ordinance amending Title 9, Chapter 4 (Subdivisions) of the Antioch Municipal Code to allow the Antioch Planning Commission to approve Tentative Maps.

Chairperson Riley opened and closed the public comment period with no members of the public requesting to speak.

In response to Commissioner Jones, Planning Manager Merideth explained the City had an older code that allowed the City Council to approve tentative maps. Acting Director of Community Development Scudero added that there were currently four to five developers that could benefit from streamlining this process and stated he was unaware of anyone being denied a tentative map. He noted everyone had the right to appeal a project; however, appeals needed to be based on objectives not being met and staff ensured projects met the standards required.

In response to Commissioner Lutz, Planning Manager Merideth explained that granting a tentative map approved the project; however, they could not sell the land until the final map was processed, which was an action of the City Council. She noted approval of this resolution would have no impact on the Planning Commission's workload.

Assistant City Attorney Kunding explained that the language related to CEQA in the resolution was required to codify the findings. He noted it was not necessary to include the language in the ordinance since CEQA was referenced in Title 9 of the Antioch Municipal Code.

In response to Commissioner Jones, Acting Director of Community Development Scudero stated there was no additional benefit of the City Council approving tentative maps.

In response to Commissioner Martin, Assistant City Attorney Kunding explained that the ordinance would take effect 30 days after the second reading of the ordinance if approved by the City Council.

In response to Commissioner Martin, Acting Director of Community Development Scudero stated any tentative maps in process would fall under this ordinance.

Planning Manager Merideth clarified that tentative maps and final maps had to be in substantial conformance with each other and engineering verified that matter.

In response to Commissioner Webber, Associate Planner Tinclair stated that environmental impact or the determination that the project was exempt from CEQA would be included with tentative maps.

Acting Director of Community Development Scudero clarified that for some phased projects approved with environmental review there would be no further environmental review required with the tentative map.

Chairperson Riley stated that this was a great ordinance to streamline the development process and would be cost effective for developers.

In response to Commissioner Webber, Acting Director of Community Development Scudero explained the Planning Commission process would remain the same, since technical review would be done by staff who would be making their recommendations in the staff report.

Commissioner Martin thanked staff for the comprehensive staff report.

***On motion by Commissioner Martin, seconded by Commissioner Jones the Planning Commission members present unanimously adopted the resolution recommending the Antioch City Council adopt an ordinance amending Title 9, Chapter 4, Articles 1 and 3 of the Antioch Municipal Code, Subdivisions, to allow the Antioch Planning Commission to approve Tentative Maps, and finding the action not a project under the California Environmental Quality Act (CEQA). The motion carried the following vote:***

<b>AYES:</b>	<b><i>Jones, Lutz, Martin, Webber, Riley</i></b>
<b>NOES:</b>	<b><i>None</i></b>
<b>ABSTAIN:</b>	<b><i>None</i></b>
<b>ABSENT:</b>	<b><i>Hills</i></b>

- 6-2 LA2024-0003 | Housing-Related Zoning Code Updates Ordinance | Citywide**  
- The City of Antioch is proposing text amendments to Antioch Municipal Code Title 9, Chapter 5, Articles 2 (Definitions) and 38 (Land Use Regulations). The changes proposed include clarifying the definitions of emergency shelters and major transit stops, adding regulations for the development of employee housing, clarifying development standards for supportive housing and transitional housing, and adding requirements for the provision of replacement dwelling units, consistent with Antioch's adopted Housing Element and state law.

Associate Planner Tinclair presented the staff report dated November 6, 2024, recommending the Planning Commission adopt a resolution recommending that the Antioch City Council adopt an ordinance amending Chapter 5, Articles 2 (Definitions) and 38 (Land Use Regulations) of the Antioch Municipal Code, to reflect updated requirements for emergency shelters, major transit stops, supportive housing, transitional housing, employee housing, and replacement units required as part of development projects.

Chairperson Riley opened and closed the public comment period with no members of the public requesting to speak.

In response to Commissioner Jones, Associate Planner Tinclair stated the zoning code updates related to employee housing reference state code and the City's housing element.

Planning Manager Merideth added that the developer would be providing adequate documentation as it pertained to replacement units for development projects demolishing protected units. She noted that state laws allowed developers to exceed the density. She clarified that the proposed changes were not adding new requirements.

Associate Planner Tinclair and Assistant City Attorney Kunding provided a definition of navigation centers.

Planning Manager Merideth commented that currently Antioch had one emergency shelter and adding options would not affect that facility.

Associate Planner Tinclair clarified that employee housing for 6 or fewer would be considered a single-family structure and would have to meet those code requirements.

In response to Commissioner Webber, Associate Planner Tinclair reiterated that this effort was to amend the City's ordinance to comply with state and housing element standards.

Planning Manager Merideth added that even without modifications to the City's ordinance, they would still operate within the legal framework set by the state.

In response to Commissioner Lutz, Planning Manager Merideth stated there were currently no properties with employee housing.

Associate Planner Tinclair confirmed that emergency shelters and supportive or transitional housing would be evaluated as any other building type in the same zone.

Planning Manager Merideth added that these amendments would have no impact on someone wishing to change an unused commercial property into transitional/bridge housing. She added that different state codes addressed making homekey type projects easier for commercial motel/hotel type projects. She clarified that the additional language regarding emergency shelters was the same as state law.

Commissioner Lutz noted that Transit was misspelled in section 9-5.203 Definitions.

In response to Commissioner Martin, Associate Planner Tinclair stated protected units were subject to any kind of affordability requirement or rent restriction and included housing that was occupied by low-income tenants within the previous 5-years.

Assistant City Attorney Kunding added that the rent control ordinance did not affect every rental unit in Antioch. He clarified that properties that fall under rent stabilization and Costa Hawkins affect the same class of properties. He reiterated that these regulations already existed under state law and these amendments were to bring conformity.

In response to Commissioner Lutz, Acting Director of Community Development Scudero clarified that demolished protected dwelling units with rent restrictions needed to be replaced with the same income level in compliance with state law.

Planning Manager Merideth explained that a development project was a housing development of more than one home and there was a very specific definition in state law.

Assistant City Attorney Kundinger explained that if a house with an Accessory Dwelling Unit were being rebuilt, it would be required to comply with state law.

In response to Commissioner Martin, Associate Planner Tinclair stated that a six-bedroom house would allow six employees, and parking standards would be the same as a single-family home. Acting Director of Community Development Scudero added that businesses with home occupation use permits had different restrictions than employee housing. He explained that there was no agricultural zoning in Antioch; however, there were grandfathered in agricultural uses. He noted most of the Sand Creek Focus Area had zoning designations of various housing types and their zoning designation was Study Area which would establish land uses consistent with General Plan designations.

Planning Manager Merideth explained that manufactured homes needed to be treated the same as traditional built homes per state law; however, RVs were considered recreational vehicles and not homes.

Associate Planner Tinclair stated the IH zone is the Innovated Housing Overlay District, for ADU communities on faith owned parcels.

Planning Manager Merideth clarified these changes would be applied citywide.

In response to Chairperson Riley, Planning Manager Merideth provided a definition of respite and recuperative housing. Acting Director of Community Development Scudero clarified that demolished units were included in the city's annual housing report to the State Department of Housing and Community Development.

Chairperson Riley commented that he did not believe a transit stop with 20-minute intervals should qualify as a major transit stop.

***On motion by Commissioner Martin, seconded by Commissioner Lutz the Planning Commission members present unanimously adopted the resolution recommending the City Council adopt an ordinance amending Title 9, Chapter 5, Articles 2 and 38 of the Antioch Municipal Code, Zoning, to implement zoning modifications related to the General Plan Housing Element and updates to state law, and finding the action not a project under the California Environmental Quality Act (CEQA). The motion carried the following vote:***

**AYES:** Jones, Lutz, Martin, Webber, Riley  
**NOES:** None  
**ABSTAIN:** None

**ABSENT:**            *Hills*

**7. ORAL/WRITTEN COMMUNICATIONS**

Commissioner Martin expressed concern regarding congested traffic on highway 4 heading south and requested an update on the future highway expansion in the area.

Commissioner Jones responded that she was unaware of any updates; however, she would ask at the next TRANSPLAN meeting. She reminded staff to forward the Commission a list of land owned by the City.

Commissioner Riley commented that he lived in the area and noted congestion and traffic accidents often occurred on southbound highway 4.

**8. COMMITTEE REPORTS - None**

**9. NEXT MEETING: November 20, 2024**

**10. ADJOURNMENT**

*On motion by Commissioner Jones, seconded by Commissioner Lutz, the Planning Commission members present unanimously adjourned the meeting at 7:45 P.M. The motion carried the following vote:*

**AYES:**            *Jones, Lutz, Martin, Webber, Riley*  
**NOES:**            *None*  
**ABSTAIN:**        *None*  
**ABSENT:**         *Hills*

*Kitty Eiden*  
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KITTY EIDEN, Minutes Clerk