

**MINUTES**

**CITY OF PACIFICA  
PLANNING COMMISSION  
COUNCIL CHAMBERS  
2212 BEACH BOULEVARD**

December 4, 2023

7:00 p.m.

Acting Chair Berman called the meeting to order at 7:01 p.m.

**ROLL CALL:** Present: Commissioners Devine, Berman, Godwin and Wright  
Absent: Commissioners Leal, Ferguson and Chair Hauser.

**SALUTE TO FLAG:** Led by Commissioner Berman

**STAFF PRESENT:** Planning Director Murdock  
Asst. City Attorney Bazzano  
Asst. Planner Snodgrass  
Sr. Planner Harkousha

Acting Chair Berman asked Planning Director Murdock to read the rules for public comments.

Planning Director Murdock read the rules.

Acting Chair Berman explained the conditions for having Planning Commission meetings pursuant to Government Code Section 54953 (as amended by AB 361), to conduct necessary business as an essential governmental function. She also gave information on how to present public comments participating by Zoom or phone

Acting Chair Berman opened public comments on administrative business and, seeing no one, closed public comments.

**APPROVAL OF ORDER OF AGENDA** Commissioner Godwin moved approval of the Order of Agenda; Commissioner Devine seconded the motion.

The motion carried **4-0**.

Ayes: Commissioners Devine, Berman, Godwin and Wright  
Noes: None

**APPROVAL OF MINUTES: OCTOBER 02, 2023 AND NOVEMBER 06, 2023** Commissioner Devine moved approval of the minutes of October 2, 2023 and November 6, 2023; Commissioner Godwin seconded the motion.

The motion carried **4-0**.

Ayes: Commissioners Devine, Berman, Godwin and Wright  
Noes: None

**DESIGNATION OF LIAISON TO CITY COUNCIL MEETING OF DECEMBER 11, 2023:**

None

**ORAL COMMUNICATIONS:**

Chris Redfield, Pacifica, shared his thoughts on the quarry reclamation issue coming up in the future. He thanked the Commission for their efforts.

Cliff Lawrence, Pacifica, thanked the Commission for their service, and stated he was present to express his concerns and suggestions on the agenda of the upcoming meeting on December 5, 2023 regarding the Local Coastal Land Use Plan.

Commissioner Wright referred to the comment on the LCLUP, and for the benefit of the public, he asked that Planning Director Murdock inform them of the topic, location, and time.

Acting Chair Berman agreed, adding that the commenter asked for a Q&A after the presentation and before the breakout groups.

Planning Director Murdock stated that the meeting is on the LCLUP and is for them taking the next step of phase 2 to resolve some of the key topics in question with the Coastal Commission with possible alternative modifications the city could propose, and stated it will be at Community Center on Crespi at 5:30 for dinner service and the meeting presentation and Council special meeting will start at 6:00 p.m. He stated that there will be an opportunity for public comment at the end of the meeting on other LCLUP policy issues of interest to them for staff to consider and provide answers prior to the follow up phase 3 meeting in February.

Commissioner Wright asked if there will also be the option for call-in commenters and also being able to participate by Zoom.

Planning Director Murdock stated that a live participation will not be an option, but it will be recorded by PCTV and will be available online for the public to stream and see the initial staff presentation and public comment as well, but due to the roundtables in the middle of the meeting, that portion will be edited out.

Acting Chair Berman referred to people attending in person and asked if there will be a time for comment after the group discussion and, with a facilitator present at each table, will they be able to ask their questions then.

Planning Director Murdock stated that any questions they have will be recorded, but not all facilitators will be able to answer all questions and just guiding the group through the prepared prompts and will respectfully accept all public concerns. Key questions will need to be provided to staff during public comments, at the table or in written comments before or after the meeting.

**CONSENT ITEMS:**

None

**PUBLIC HEARINGS:**

**CAP-8-18**

**File No. 2023-023 – Amendment to Cannabis Activity Permit CAP-8-18** to amend conditions of approval included in Resolutions No. 2019-031 and 2021-001 of the Planning Commission of the City of Pacifica, which approved a cannabis retail operation for retail sale of adult use and medicinal cannabis located at 450 Dondee Way (APN 022-021-640) in Pacifica. The amendments to be considered would include modified requirements related to storefront window size (Condition of Approval No. 9) and payment of outstanding and applicable fees and costs associated with the processing of the application (Condition of Approval No. 18).  
Recommended CEQA Action: Class 1 Categorical Exemption, CEQA Guidelines Section 15301.

Asst. Planner Snodgrass presented the staff report.

Commissioner Wright assumes that staff has reached out to the applicant and had a dialogue about the fee schedule to conclude it was attainable and not an unrealistic burden.

Planning Director Murdock couldn't say that staff reached out to the applicant on the reasonableness of payment schedule but that was directed by Council. He stated that they have so far made all the scheduled payments so he concluded that it was feasible and there are only two payments remaining so he thought that was a good indication regarding the fee issue.

Ana Leño-Williams, applicant, stated she had not come prepared to speak but she wanted to thank everyone who worked on this project. She knows it has been a longstanding issue. She stated that they are happy with what Council and staff came up with and look forward to having it approved.

Acting Chair Berman opened the Public Hearing and, seeing no one, closed the Public Hearing.

Commissioner Wright stated that it appeared to him that both staff and the applicant are in agreement. He doesn't have any further questions and is glad that it is finally resolved, adding that it is in the best interest of the city, staff, applicant and everyone to put it behind them and, thus, he would like to propose a motion approving the motion as written by staff.

Acting Chair Berman concluded that Commissioner Wright is moving to approve the motion as written by staff and before them at this time. She stated that, before she asks for a second, she wanted to say she was happy to see a resolution on this where the owner gets to operate the business going forward.

Commissioner Wright wanted to add that he goes to Rock'n Rob's often and sees the business owners going in front and cleaning up all the time which he appreciates and thus he feels they are part of the community and are a benefit to the community at large.

Commissioner Devine stated that she is a resident of Rockaway and is often walking past the shop on her way to the quarry and the business owners are always out front, as well as music playing and being engaging, so she is happy for them.

Commissioner Godwin seconded the motion.

The motion carried **4-0**.

Ayes:	Commissioners Devine, Berman, Godwin and Wright
Noes:	None

**CONSIDERATION:**

None

**COMMISSION COMMUNICATIONS:**

Commissioner Wright stated he was liaison at City Council's meeting on the housing element, and thought it was not lost on Council the amount of the heavy lift on the Commission's discussion on top of everything else they are trying to do with the housing element. He thinks, as the discussion went on, they realized how much of a lift the discussion was, and he is so appreciative of the work staff has done on top of all the other things the city is trying to get accomplished. He felt, after the discussion, things are moving in the right direction.

Acting Chair Berman agrees, as staff has worked so hard for two or more years on so many city changing documents which she thought was impressive.

**STAFF COMMUNICATIONS:**

Planning Director Murdock gave a brief reiteration of what he shared earlier about the December 5 Council Community meeting regarding the LCLUP update. They will be talking about new policy provisions Council may consider. He stated that, at this time, there are no items scheduled for the December 18 Planning Commission meeting and, thus, will more likely be cancelled but they are keeping it on the calendar now in case some unforeseen item comes up. He stated that they will publish the cancellation a few days in advance as, for now, there is no business items scheduled at this time.

Acting Chair Berman then stated that she thought January 1 falls on a Monday, and she is assuming that there will not be a regular Planning Commission meeting on that day.

Planning Director Murdock responded affirmatively.

Acting Chair Berman declared that anyone aggrieved by the action of the Planning Commission has ten (10) calendar days to appeal the decision in writing to the City Council.

**ADJOURNMENT:**

There being no further business for discussion, Commissioner Devine moved to adjourn the meeting at 7:27 p.m.; Commissioner Wright seconded the motion.

The motion carried **4-0**.

Ayes: Commissioners Devine, Berman, Godwin and Wright  
Noes: None

Respectfully submitted,

Barbara Medina  
Public Meeting Stenographer

APPROVED:

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Planning Director Murdock