



**Staff Liaison**  
Sean Moss | 510.215.4330  
smoss@ci.el-cerrito.ca.us

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## AGENDA

### REGULAR MEETING OF THE PLANNING COMMISSION

**June 18, 2025 at 7:30 p.m**

City Council Chambers, El Cerrito City Hall  
10890 San Pablo Avenue  
El Cerrito, CA 94530

#### 7:30 p.m. CONVENE REGULAR MEETING

- 1. ROLL CALL** – Chair Joy Navarrete; Vice Chair Erin Gillett; Members Daniel Hamilton, Courtney Helion, Michael Norwood, and Nathan Tinclair
- 2. COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS**  
The City Council Liaison or City staff may report on matters of general interest to the Planning Commission, Council policies, priorities and significant actions taken by the City Council.
- 3. ORAL COMMUNICATIONS FROM THE PUBLIC**  
*Remarks are typically limited to three minutes per person, and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first. Remarks on agenda items will be heard at the time the item is discussed.*
- 4. ADOPTION OF MINUTES**  
Adoption of the May 21, 2025 meeting minutes.
- 5. COMMISSIONER COMMUNICATION/CONFLICT OF INTEREST DISCLOSURE**  
This time on the agenda is reserved for Commissioners to disclose communications from individuals regarding specific agenda items or to state a potential conflict of interest in relation to a specific agenda item.
- 6. PUBLIC HEARING: 2060 TAPSCOTT AVE – USE PERMIT**  
Application: PL25-0026

Applicant: Prospect Sierra School  
Location: 2060 Tapscott Ave  
APN: 501-370-002  
Zoning: Public and Semipublic  
General Plan: Institutional & Utility  
Request: Planning Commission consideration of a Conditional Use Permit to amend an existing Conditional Use Permit to allow the construction of an 8' high, wrought iron fence along the boundary of a middle school campus.  
CEQA: This project is categorically exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines, Class 3: New Construction or Conversion of Small Structures.

**7. PUBLIC HEARING: 960 AVIS DRIVE – USE PERMIT**

Application: PL25-0025  
Applicant: Prospect Sierra School  
Location: 2060 Tapscott Ave  
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 allow the construction of an 8' high, wrought iron fence along the boundary of an elementary school campus.  
CEQA: This project is categorically exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines, Class 3: New Construction or Conversion of Small Structures.

**8. STAFF COMMUNICATIONS**

Informational reports on matters of general interest, presented by City staff.

**9. ADJOURNMENT**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison, (510) 215-4330. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).

Any writings or documents provided to a majority of the members regarding any item on this agenda will be made available for public inspection at 10890 San Pablo Avenue El Cerrito, CA 94530 during normal business hours.



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## DRAFT MINUTES

### REGULAR MEETING OF THE PLANNING COMMISSION

May 21, 2025 at 7:30 p.m

City Council Chambers, El Cerrito City Hall  
10890 San Pablo Avenue  
El Cerrito, CA 94530

#### 7:30 p.m. CONVENE REGULAR MEETING

1. **ROLL CALL** – Chair Joy Navarrete; Vice Chair Erin Gillett; Members Daniel Hamilton, Courtney Helion, and Michael Norwood. Member Nathan Tinclair had an excused absence.
2. **COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS**  
Nothing was reported.
3. **ORAL COMMUNICATIONS FROM THE PUBLIC**  
*Deedee provided public comment regarding cyclists on the Ohlone Greenway.*
4. **ADOPTION OF MINUTES**  
**Moved/Second:** Member Norwood/Tinclair **Action:** Passed a motion to adopt the March 5, 2025 meeting minutes  
**Ayes:** Members Gillett, Hamilton, Helion, Norwood, Navarrete  
**Noes:** None  
**Abstain:** None  
**Absent:** Tinclair
5. **COMMISSIONER COMMUNICATION/CONFLICT OF INTEREST DISCLOSURE**  
Nothing was reported.
6. **PUBLIC HEARING: 623 NORVELL STREET – USE PERMIT**

Application: PL25-0059  
Applicant: David Carvel  
Location: 623 Norvell Street  
APN: 503-371-001  
Zoning: RS-5  
General Plan: Low Density Residential  
Request: Planning Commission consideration of a Conditional Use Permit to allow a second story addition to exceed the required main building envelope and to allow an expansion of a non-conforming setback to a single-family house (ECMC Section 19.06.030.D and ECMC Chapter 19.34.  
CEQA: This project is categorically exempt from the provisions of CEQA pursuant to Section 15301 of the CEQA Guidelines, Class 1: Existing Facilities.

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

The property owner, David Carvel, presented the project and answered questions from the Commission

The public hearing was opened

The following speakers addressed the Commission:  
Deedee

The public hearing was closed.

**Moved/Second:** Member Hamilton/Helion. **Action:** Passed a motion to allow a second story addition to exceed the required main building envelope and to allow an expansion of a non-conforming setback with the revision to mention the expansion of the garage.

**Ayes:** Members Gillett, Hamilton, Helion, Norwood, Navarrete

**Noes:** None

**Abstain:** None

**Absent:** Tinclair

## 7. STAFF COMMUNICATIONS

Planning Manager Sean Moss updated the Commission regarding upcoming Planning Commission and City Council agenda items.

## 8. ADJOURNMENT

8:24 p.m.



Community Development Department  
Planning and Building Division  
10890 San Pablo Avenue, El Cerrito, CA 94530  
(510) 215-4330 | [planning@ci.el-cerrito.ca.us](mailto:planning@ci.el-cerrito.ca.us)

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## PLANNING COMMISSION STAFF REPORT

June 18, 2025

# 2060 TAPSCOTT AVE FENCING

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### DETAILS

**Application Number:** PL25-0026

**Applicant:** Steve Harrington

**Location:** 2060 Tapscott Ave

**APN:** 501-370-002

**Zoning:** Public and Semipublic

**General Plan:** Institutional & Utility

**Request** Planning Commission consideration of a Conditional Use Permit to amend an existing Conditional Use Permit to allow the construction of an 8' tall wrought iron fence along the boundary of an elementary school campus.

**CEQA:** This project is categorically exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines, Class 3: New Construction or Conversion of Small Structures.

### EXECUTIVE SUMMARY

The proposal is to amend an existing Conditional Use Permit approved by the Planning Commission in 2001. On May 29, 2024, the Planning Commission previously approved the replacement of 215 linear feet of chain link fencing with an 8-foot tall, wrought iron fence along the boundary of an elementary school campus under Resolution PC24-08. The applicant is now requesting to replace an additional 230 linear feet of chain link fencing with a similar style of 8-foot high, wrought iron fencing.

Based on the evidence and analysis contained in this report, staff is recommending approval of the Conditional Use Permit.

# Background

## Site Location and Layout

The project site is located at 2060 Tapscott Avenue. The site consists of one parcel (APN 503-280-002), is approximately 174,240 square feet in size, and contains 34,294 square feet of existing building space. The campus covers approximately 2.55 acres bounded by Tapscott Avenue on the west and Gatto Avenue on the east. The site is immediately adjacent to a grass field owned by the City, which the school uses on a fee basis during the school day.

## Public and Semipublic Zoning District Standards

This property is located in the Public and Semipublic (PS) zoning district. Section 19.08.030 of the El Cerrito Municipal Code is the section that would normally prescribe the development regulations for the Public and Semipublic (PS) district, but there are no adopted development standards that apply to all properties in the PS district, instead pursuant to Section 19.08.030(A) a Conditional Use Permit shall be used to establish the development standards for each property zoned PS.

## Entitlement History

The Planning Commission approved the Prospect Sierra Facilities Master Plan in 2001 under Planning Commission Resolution PC01-18. On June 15, 2022, the Planning Commission approved a Use Permit for a 10-foot-high fence, which separated the school campus from the City-owned fields, under Planning Commission Resolution PC22-10. On May 29, 2024, the Planning Commission approved a Use Permit for the replacement of 215 linear feet of chain link fencing with an 8-foot high, wrought iron fence under Planning Commission Resolution PC24-08.

## Vicinity Map



## Site Photos



*View from Tapscott Drive*



*View from Gatto Ave*

## Adjacent Land Uses

North: Parks and Recreation (PR) Zoning and Parks & Open General Plan designation. Canyon Trail Park.

East: Parks and Recreation (PR) Zoning and Parks & Open General Plan designation. Canyon Trail Park.

South: Single Family Residential (RS-5) Zoning and Low Density Residential General Plan designation. Single family house.

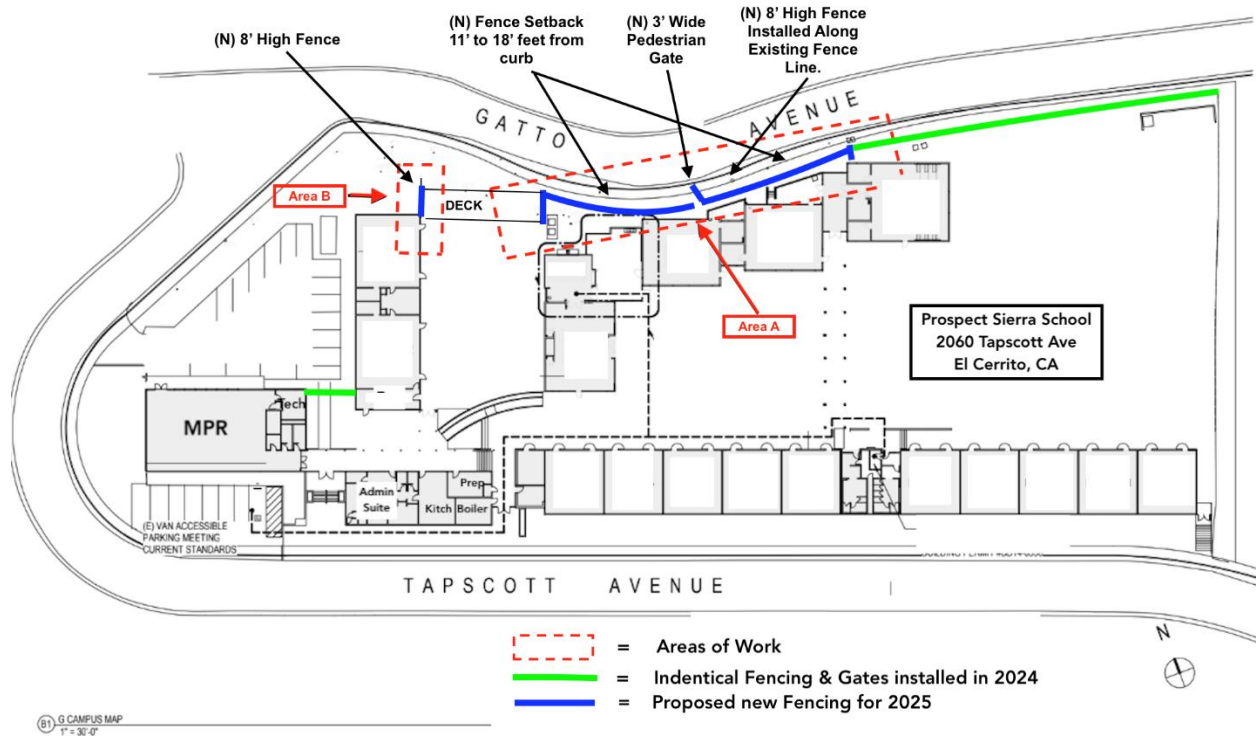
West: Single Family Residential (RS-5) Zoning and Low Density Residential General Plan designation. Single family house.

# Analysis

## Project Description

The school is seeking to create a secure boundary for the safety and well-being of students and staff. The applicant has stated that there have been previous incidents of trespassing on the school's two campuses. There were two incidents at the 960 Avis Campus and one incident at the 2060 Tapscott campus where people climbed over the existing 6' fence. The school is seeking permission to utilize California State Nonprofit Security grant funding that they were awarded to better secure the perimeter of the school.

The applicant is requesting to amend the existing Conditional Use Permit to allow for additional 8-foot high, wrought iron fence along the boundary of the school's elementary school campus. The Planning Commission previously approved replacement of approximately 215 linear feet of existing chain link fencing with an 8-foot high, wrought iron fence along the boundary. The new proposed fence would also run along portions of the property line along Gatto Ave. This portion of the fence would be approximately 200' long and will have one pedestrian gate. This proposed fencing would replace the existing chain-link fencing along Gatto Ave.



### Proposed Fence Locations

## General Plan Compliance

The project is consistent with and will implement the following policies of the El Cerrito General Plan:

**CD1.1: Neighborhood Character.** Preserve and enhance the character of existing residential neighborhoods by limiting encroachment of new buildings and activities that are out of scale and character with the surrounding uses.

*The fence itself will be the only exterior change to the school. The new fence will be made of high-quality materials and match the existing wrought iron fence surrounding the campus along Gatto Ave.*

**CD4.1: Compatibility in Building Scale.** Avoid big differences in building scale and character between developments on adjoining lots.

*The proposed fence will be smaller than the existing 10-foot-high chain-link fence surrounding the campus and the City's Canyon Trail sports field on Tapscott Ave and match the existing wrought iron fence thus has the same or less of an impact in terms of scale compared to other fences on the site.*

## Environmental Review

This project is categorically exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines, Class 3: New Construction or Conversion of Small Structures.

## Public Notice

The required public notice for the project was published in the East Bay Times and mailed to owners of property within 300 feet of the project site on or before June 4, 2025. No public comments were received prior to the publication of this report.

## Required Findings

In order to approve the Conditional Use Permits, the Planning Commission must make the following findings, contained in Section 19.34.040 of the El Cerrito Municipal Code:

1. The location, size, design, and operating characteristics of the proposed development will be harmonious and compatible with and will not adversely affect the livability or appropriate development of abutting properties and the surrounding neighborhood.

*The surrounding neighborhood contains predominantly single-family houses. The proposed fence will not adversely and materially affect the homes in the surrounding residential neighborhoods. The proposed project will not alter the operating hours, staffing, or enrollment of the school. The new fence will be made of high-quality materials and is in keeping of fence design for schools.*

2. The location and design of the proposal will provide a convenient and functional living, working, shopping, or civic environment that will be an attractive amenity for the City.

*The project will continue a school use near residential areas. The school's increased security will enhance an existing amenity for the El Cerrito community.*

3. The proposal is consistent with the purpose of the district where it is located and conforms in all significant respects with the El Cerrito General Plan and with any other applicable plan adopted by the City Council.

*The project is consistent with the intent of the PS (Public/Semi-Public) zoning district. The proposed*

*project will implement the following policies of the El Cerrito General Plan: LU1.1: Neighborhood Character and CD4.1: Compatibility in Building Scale.*

## Staff Recommendation

Based on the information contained in this report, staff recommends approval of Planning Application No. PL25-0026, as conditioned by the draft resolution in Attachment 1.

## Proposed Motion

Move adoption of Planning Commission Resolution PC2025-04 granting a Conditional Use Permit for Planning Application No. PL25-0026: amending an existing Conditional Use Permit to allow the construction of an 8-foot high wrought iron fence along the boundary of the elementary school campus at 2060 Tapscott Ave.

## Appeal Period

Within ten (10) working days after the date of the decision, the Planning Commission action may be appealed to the City Council.

## Attachments

1. Draft Resolution
2. Project Materials

## **Planning Commission Resolution PC 2025-04**

### **APPLICATION NO. PL25-0026**

#### **A RESOLUTION OF THE CITY OF EL CERRITO PLANNING COMMISSION APPROVING AN AMENDMENT TO THE PROSPECT SIERRA FACILITIES MASTER PLAN TO ALLOW THE CONSTRUCTION OF AN 8-FOOT HIGH, WROUGHT IRON FENCE ALONG THE BOUNDARY OF AN ELEMENTARY SCHOOL CAMPUS AT 2060 TAPSCOTT AVE**

WHEREAS, the project site is located at 2060 Tapscott Avenue; and

WHEREAS, the existing Assessor's Parcel Number of the site is 501-370-002; and

WHEREAS, the General Plan land use classification of the site is Institutional & Utility; and

WHEREAS, the zoning district of the site is Public and Semipublic; and

WHEREAS, on September 5, 2001, the El Cerrito Planning Commission adopted Resolution PC01-18, approving a Conditional Use Permit that approved the Prospect Sierra Facilities Master Plan for a school located at 2060 Tapscott Avenue; and

WHEREAS, on June 15, 2022, the El Cerrito Planning Commission adopted Resolution PC22-10, approving a Conditional Use Permit allowed the construction of a 10' high, black vinyl chain link fence along the eastern boundary of the elementary school campus located at 2060 Tapscott Avenue; and

WHEREAS, on May 29, 2024, the El Cerrito Planning Commission adopted Resolution PC24-09, approving a Conditional Use Permit that approved allow the construction of an 8-foot high, wrought iron fence along the boundary of the elementary school campus located at 2060 Tapscott Avenue; and

WHEREAS, on April 29, 2025, Steve Harrington of Prospect Sierra School (the "applicant") submitted an application for a Conditional Use Permit to allow the construction of additional 8-foot high, wrought iron fence along the boundary of the elementary school campus; and

WHEREAS, the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15303 of the CEQA Guidelines, Class 3: New Construction or Conversion of Small Structures; and

WHEREAS, on June 18, 2025, the Planning Commission, after due consideration of all evidence and reports and application materials offered for review does find and determine the following:

1. The surrounding neighborhood contains predominantly single-family houses. The proposed fence will not adversely and materially affect the homes in the surrounding residential neighborhoods. The proposed project will not alter the operating hours, staffing, or enrollment of the school. The new fence will be made of high-quality materials and is in keeping of fence design of other schools.
2. The project will continue a school use near residential areas. The school's increased security will enhance an existing amenity for the El Cerrito community.
3. The project is consistent with the intent of the PS (Public/Semi-Public) zoning district. The proposed project will implement the following policies of the El Cerrito General Plan: LU1.1: Neighborhood Character and CD4.1: Compatibility in Building Scale.

NOW, THEREFORE, BE IT RESOLVED, that after careful consideration of maps, facts, exhibits, correspondence, and testimony, and other evidence submitted in this matter, and, in consideration of the findings, the El Cerrito Planning Commission hereby approves Application No. PL25-0026, subject to the following conditions:

**Planning Division:**

1. These Conditions of Approval shall apply to any successor in interest in the property and Applicant shall be responsible for assuring that the successor in interest is informed of the terms and conditions of this approval.
2. The project will be constructed substantially in conformance with the plans received by the City on April 29, 2025. Minor changes may be approved by the Zoning Administrator. All improvements shall be installed in accordance with these approvals. Once constructed or installed, all improvements shall be maintained as approved.
3. If the applicant constructs buildings or makes improvements in accordance with these approvals, but fails to comply with any of the Conditions of Approval or limitations set forth in these Conditions of Approval and does not cure any such failure within a reasonable time after notice from the City of El Cerrito, then such failure shall be cause for non-issuance of a certificate of occupancy, revocation or modification of these approvals or any other remedies available to the City.
4. If not exercised this Conditional Use Permit approval will expire two years after the date of this approval pursuant to El Cerrito Municipal Code Section 19.32.100.
5. The fence shall be maintained in good condition at all times.

**Fire Department:**

6. A Knox Box (#3200) shall be installed at each gate in the fence.
7. The existing gate on Tapscott Avenue shall remain open and unlocked outside of school hours and shall only be locked during school hours.

**CERTIFICATION**

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I certify that this resolution was adopted by the El Cerrito Planning Commission at a special meeting held on June 18, 2025, upon motion of Commissioner \_\_\_\_\_, second by Commissioner \_\_\_\_\_:

AYES:

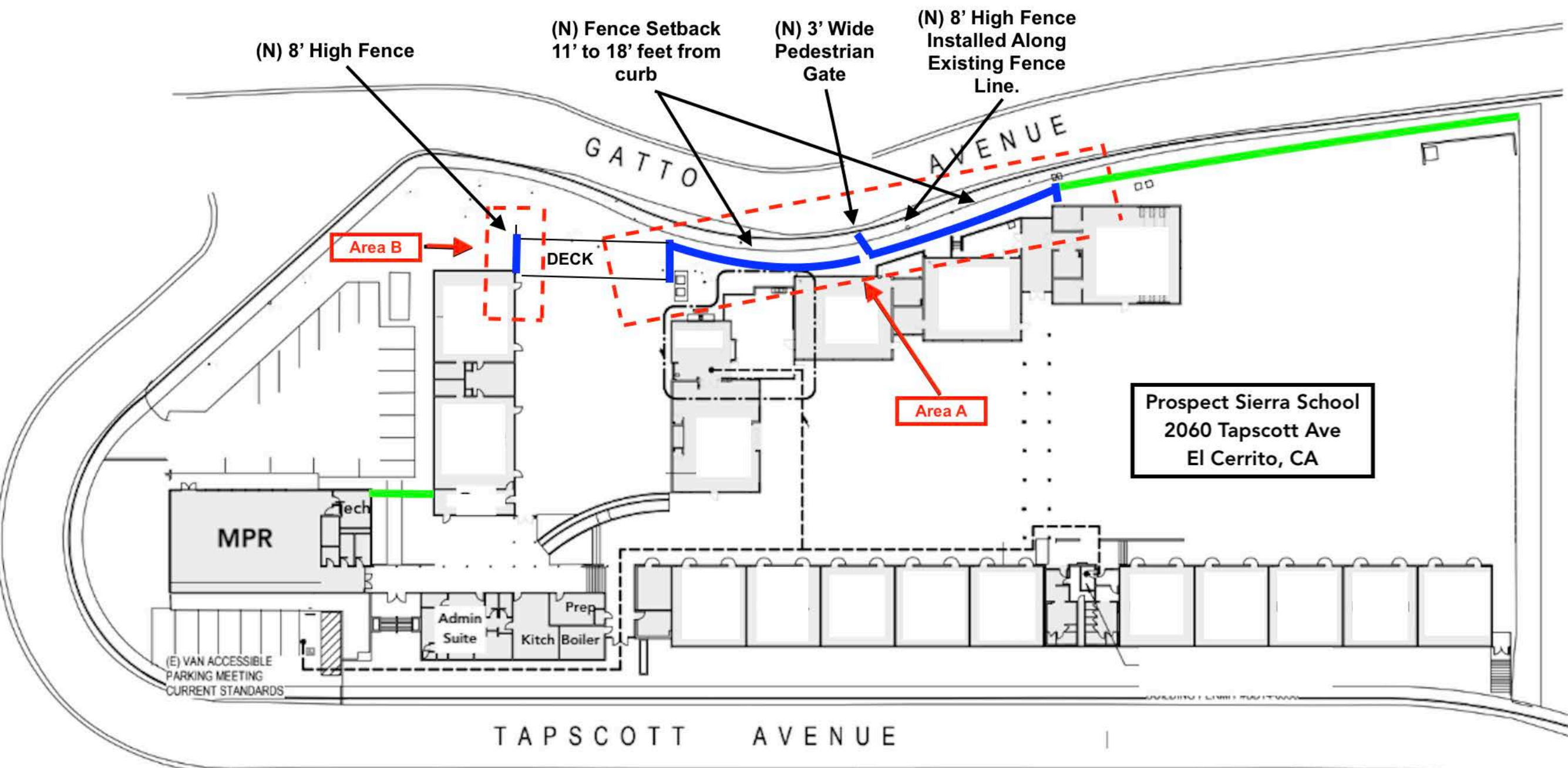
NOES:

ABSTAIN:

ABSENT:

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Sean Moss, AICP  
*Planning Manager*



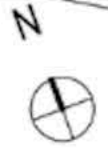
= Areas of Work



= Identical Fencing & Gates installed in 2024



= Proposed new Fencing for 2025





Prospect Sierra School  
2060 Tapscott Ave  
El Cerrito, Ca

 = Proposed New Fencing for 2025

NO PARKING





Community Development Department  
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## PLANNING COMMISSION STAFF REPORT

June 18, 2025

# 960 AVIS DRIVE FENCING CONDITIONAL USE PERMIT

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### DETAILS

**Application Number:** PL25-0025

**Applicant:** Steve Harrington

**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 an existing Conditional Use Permit to allow the construction of an 8-foot tall wrought iron fence along the boundary of a middle school campus.

**CEQA:** This project is categorically exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines, Class 3: New Construction or Conversion of Small Structures.

### EXECUTIVE SUMMARY

The proposal is to amend an existing Conditional Use Permit approved by the Planning Commission in 2001. The Planning Commission previously approved replacement of existing chain link fencing with an 8-foot high, wrought iron fence on May 29, 2024, under Resolution PC24-09. The applicant is now additionally requesting to replace approximately 330 linear feet of existing chain link fencing with an 8-foot high, wrought iron fence along the boundary of the middle school campus.

Based on the evidence and analysis contained in this report, staff is recommending approval of the Conditional Use Permit.

# Background

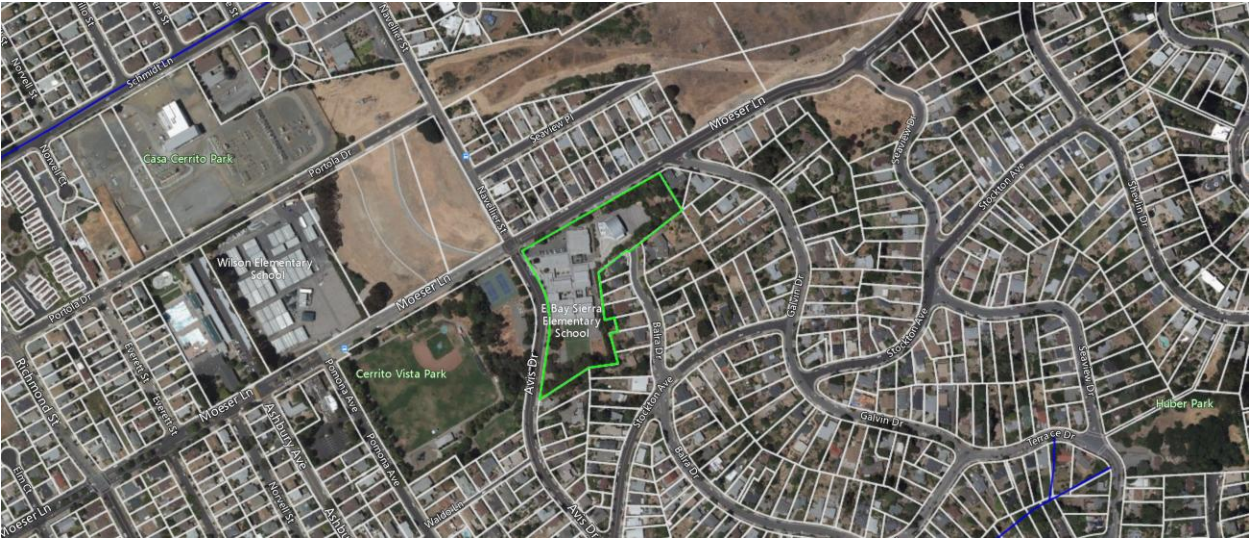
## Site Location and Layout

The project site is located at 960 Avis Drive. The site consists of one parcel (APN 503-280-002), is approximately 174,240 square feet in size, and contains 34,294 square feet of existing building space. The site is located across the street from Cerrito Vista Park and is surrounded by single family land uses.

## Public and Semipublic Zoning District Standards

This property is located in the Public and Semipublic (PS) zoning district. Section 19.08.030 of the El Cerrito Municipal Code is the section that would normally prescribe the development regulations for the Public and Semipublic (PS) district, but there are no adopted development standards that apply to all properties in the PS district, instead pursuant to Section 19.08.030(A) a Conditional Use Permit shall be used to establish the development standards for each property zoned PS.

## Vicinity Map



## Site Photo



*View from Avis Drive*



*View from Moeser Ln*



*View from Balra Dr*

## Adjacent Land Uses

North: Single Family Residential (RS-5) Zoning and Low Density Residential General Plan designation.  
Single family house.

East: Single Family Residential (RS-5) Zoning and Low Density Residential General Plan designation. Single family house.

South: Single Family Residential (RS-5) Zoning and Low Density Residential General Plan designation. Single family house.

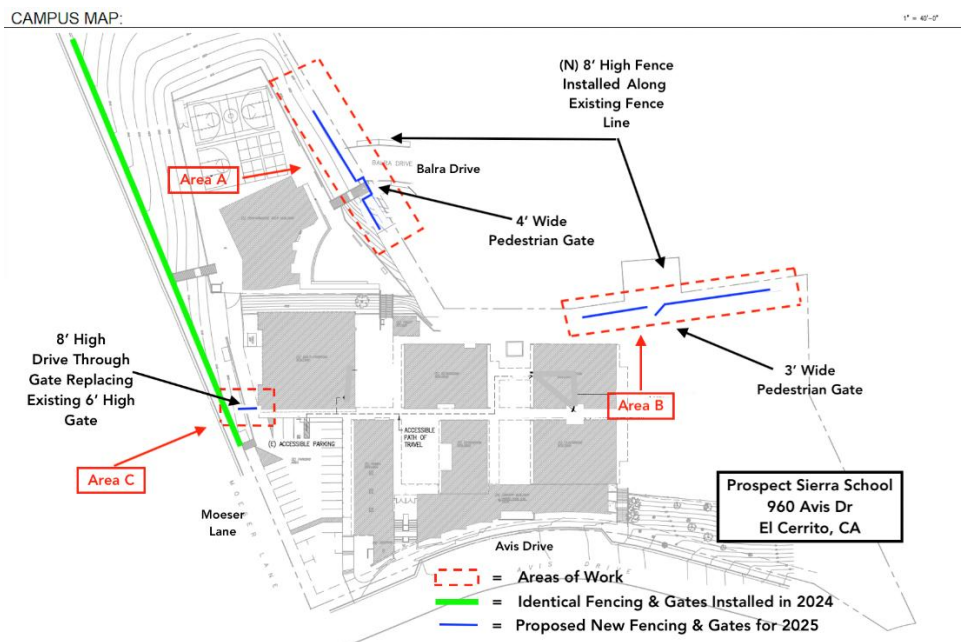
West: Parks and Recreation (PR) Zoning and Parks & Open General Plan designation. Cerrito Vista Park.

# Analysis

## Project Description

The school is seeking to create a secure boundary for the safety and well-being of students and staff. The applicant has stated that there have been previous incidents of trespassing on the school's two campuses. There were two incidents at the 960 Avis Campus and one incident at the 2060 Tapscott campus where individuals climbed over the existing 6-foot fence. The school is seeking permission to utilize California State Nonprofit Security grant funding that has been awarded to better secure the perimeter of the school.

The Planning Commission previously approved replacement of approximately 450 linear feet of existing chain link fencing with an 8-foot high, wrought iron fence along the boundary in May 2024. The applicant is requesting to amend the existing Conditional Use Permit to allow for an additional 330 linear feet, 8-foot high, wrought iron fence along the boundary of the school's middle school campus. The proposed fence would replace the existing two sections of chain-link fencing at the property line along the end of Balra Drive and along a shared property line with single family houses.



*Proposed Fence Locations*

## General Plan Compliance

The project is consistent with and will implement the following policies of the El Cerrito General Plan:

**Policy LU4.1: Mixture of Uses.** Encourage a mix of uses that promotes such community values as convenience, economic vitality, fiscal stability, public safety, a healthy environment, and a pleasant quality of life.

*The project will continue a school use near to residential areas and public facilities. The proposed fence will enhance the security of the school which will increase the public safety of the City by providing a safer learning environment for students of El Cerrito residents.*

**CD1.1: Neighborhood Character.** Preserve and enhance the character of existing residential neighborhoods by limiting encroachment of new buildings and activities that are out of scale and character with the surrounding uses.

*The fence itself will be the only exterior change to the school and will be replacing existing chain-link fencing which is partially failing. All new fencing that is visible from the public right-of-way would have a high degree of transparency in order to preserve visibility of the existing neighborhood. A similar style of fencing was approved by the Planning Commission in 2024.*

**CD4.1: Compatibility in Building Scale.** Avoid big differences in building scale and character between developments on adjoining lots.

*The new fence will be made of high-quality materials and is in keeping of fence design for schools. Other schools have similar designed fences of a similar scale as what is being proposed. A similar style of fencing was approved by the Planning Commission in 2024.*

## Environmental Review

This project is categorically exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines, Class 3: New Construction or Conversion of Small Structures.

## Public Notice

The required public notice for the project was published in the East Bay Times and mailed to owners of property within 300 feet of the project site on or before June 4, 2025. No public comments were received prior to the publication of this report.

## Required Findings

In order to approve the Conditional Use Permits, the Planning Commission must make the following findings, contained in Section 19.34.040 of the El Cerrito Municipal Code:

1. The location, size, design, and operating characteristics of the proposed development will be harmonious and compatible with and will not adversely affect the livability or appropriate development of abutting properties and the surrounding neighborhood.

*The surrounding neighborhood contains predominantly single-family houses. The proposed fence will not adversely and materially affect the homes in the surrounding residential neighborhoods. The proposed project will not alter the operating hours, staffing, or enrollment of the school. The new fence will be made of high-quality materials and is in keeping of fence design for schools. A similar style of fencing was approved by the Planning Commission in 2024.*

2. The location and design of the proposal will provide a convenient and functional living, working, shopping, or civic environment that will be an attractive amenity for the City.

*The project will continue a school use near residential areas. The school's increased security will enhance an existing amenity for the El Cerrito community.*

3. The proposal is consistent with the purpose of the district where it is located and conforms in all significant respects with the El Cerrito General Plan and with any other applicable plan adopted by the City Council.

*The project is consistent with the intent of the PS (Public/Semi-Public) zoning district. The proposed project will implement the following policies of the El Cerrito General Plan: LU1.1: Neighborhood Character and CD4.1: Compatibility in Building Scale.*

## Staff Recommendation

Based on the information contained in this report, staff recommends approval of Planning Application No. PL25-0025, as conditioned by the draft resolution in Attachment 1.

### Proposed Motion

Move adoption of Planning Commission Resolution PC2025-05 granting a Conditional Use Permit for Planning Application No. PL25-0025: amending an existing Conditional Use Permit to allow the construction of an 8' high wrought iron fence along the boundary of the middle school campus at 960 Avis Drive.

### Appeal Period

Within ten (10) working days after the date of the decision, the Planning Commission action may be appealed to the City Council.

## Attachments

1. Draft Resolution
2. Project Materials

## **Planning Commission Resolution PC 2025-05**

### **APPLICATION NO. PL25-0025**

#### **A RESOLUTION OF THE CITY OF EL CERRITO PLANNING COMMISSION APPROVING AN AMENDMENT TO THE PROSPECT SIERRA FACILITIES MASTER PLAN TO ALLOW THE CONSTRUCTION OF ADDITIONAL 8-FOOT HIGH, WROUGHT IRON FENCE ALONG THE BOUNDARY OF THE MIDDLE SCHOOL CAMPUS LOCATED AT 960 AVIS DRIVE**

WHEREAS, the site is located at 960 Avis Drive; and

WHEREAS, the existing Assessor's Parcel Number of the site is 503-280-002; and

WHEREAS, the General Plan land use classification of the site is Institutional & Utility; and

WHEREAS, the zoning district of the site is Public and Semipublic; and

WHEREAS, on September 5, 2001, the El Cerrito Planning Commission adopted Resolution PC01-18, approving a Conditional Use Permit that approved the Prospect Sierra Facilities Master Plan for a school located at 960 Avis drive; and

WHEREAS, on May 29, 2024, the El Cerrito Planning Commission adopted Resolution PC24-09, approving a Conditional Use Permit that approved allow the construction of an 8-foot high, wrought iron fence along the boundary of the middle school campus; and

WHEREAS, on April 29, 2025, Steve Harrington of Prospect Sierra School (the "applicant") submitted an application for a Conditional Use Permit to allow the construction of additional 8-foot high, wrought iron fence along the boundary of the middle school campus; and

WHEREAS, the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15303 of the CEQA Guidelines, Class 3: New Construction or Conversion of Small Structures; and

WHEREAS, on June 18, 2025, the Planning Commission, after due consideration of all evidence and reports and application materials offered for review does find and determine the following:

1. The surrounding neighborhood contains predominantly single-family houses. The proposed fence will not adversely and materially affect the homes in the surrounding residential neighborhoods. The proposed project will not alter the operating hours, staffing, or enrollment of the school. The new fence will be made of high-quality materials and is in keeping of fence design for schools. A similar style of fencing was approved by the Planning Commission in 2024.
2. The project will continue a school use near residential areas. The school's increased security will enhance an existing amenity for the El Cerrito community.
3. The project is consistent with the intent of the PS (Public/Semi-Public) zoning district. The proposed project will implement the following policies of the El Cerrito General Plan: LU1.1: Neighborhood Character and CD4.1: Compatibility in Building Scale.

NOW, THEREFORE, BE IT RESOLVED, that after careful consideration of maps, facts, exhibits, correspondence, and testimony, and other evidence submitted in this matter, and, in consideration of the findings, the El Cerrito

Planning Commission hereby approves Application No. PL25-0025, subject to the following conditions:

**Planning Division:**

1. These Conditions of Approval shall apply to any successor in interest in the property and Applicant shall be responsible for assuring that the successor in interest is informed of the terms and conditions of this approval.
2. The project will be constructed substantially in conformance with the plans received by the City on April 29, 2025. Minor changes may be approved by the Zoning Administrator. All improvements shall be installed in accordance with these approvals. Once constructed or installed, all improvements shall be maintained as approved.
3. If the applicant constructs buildings or makes improvements in accordance with these approvals, but fails to comply with any of the Conditions of Approval or limitations set forth in these Conditions of Approval and does not cure any such failure within a reasonable time after notice from the City of El Cerrito, then such failure shall be cause for non-issuance of a certificate of occupancy, revocation or modification of these approvals or any other remedies available to the City.
4. If not exercised this Conditional Use Permit approval will expire two years after the date of this approval pursuant to El Cerrito Municipal Code Section 19.32.100.
5. The fence shall be maintained in good condition at all times.

**Fire Department:**

6. A Knox Box (#3200) shall be installed at each gate for any portion of the fence.

**CERTIFICATION**

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I certify that this resolution was adopted by the El Cerrito Planning Commission at a special meeting held on June 18, 2025, upon motion of Commissioner \_\_\_\_\_, second by Commissioner \_\_\_\_\_:

AYES:

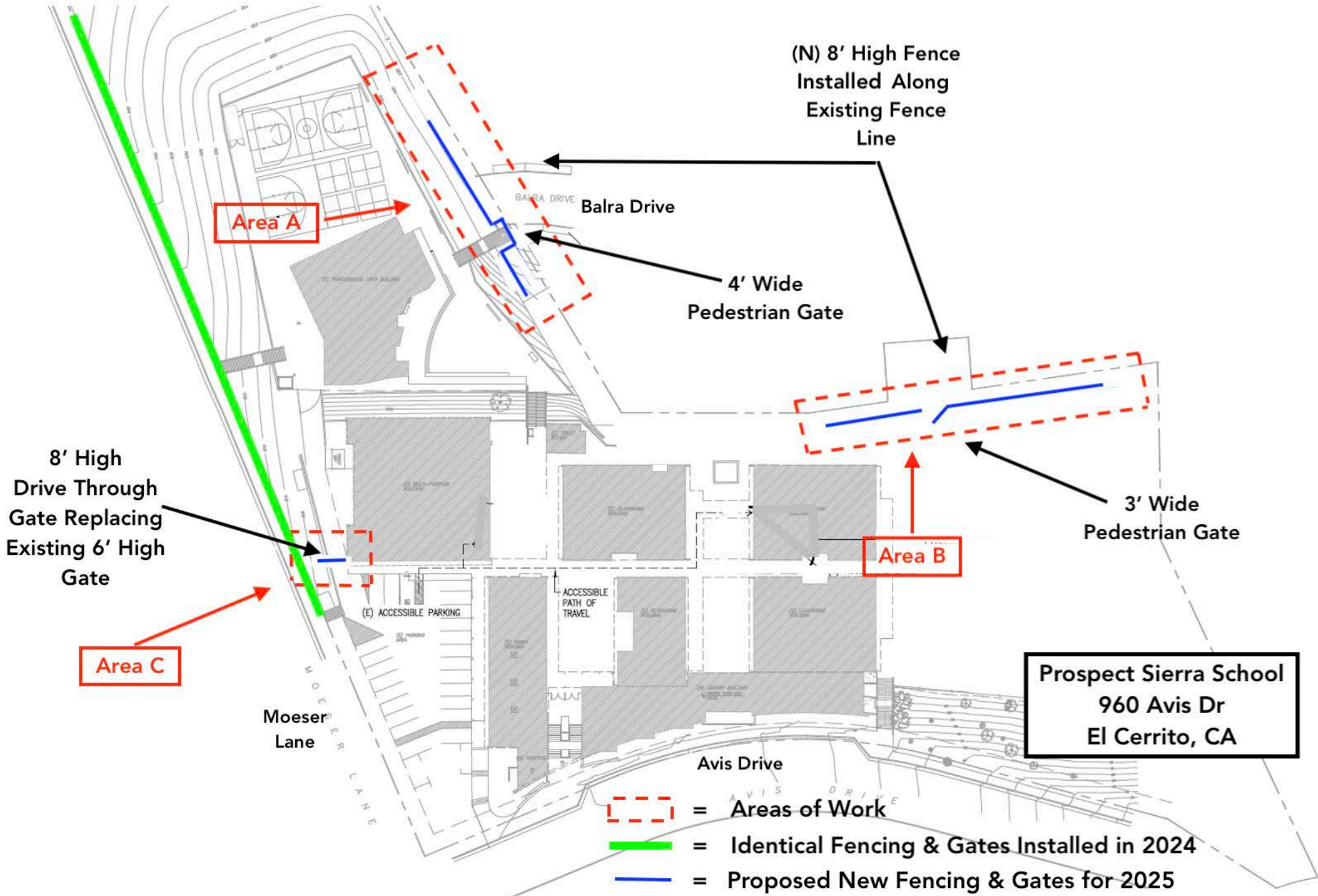
NOES:

ABSTAIN:

ABSENT:

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Sean Moss, AICP  
*Planning Manager*





Balra Drive

Avis Drive

Prospect Sierra School  
960 Avis Dr  
El Cerrito, CA

 = Proposed New Fencing for 2025

Moeser Lane







PRIVATE  
NO