

**DIABLO MUNICIPAL ADVISORY COUNCIL
BOARD OF DIRECTORS
MINUTES
TELECONFERENCE VIA THE APPLICATION ZOOM
APRIL 13, 2021 7:30 p.m.**

CALL TO ORDER: President Kathy Urbelis called the meeting to order at 7:43 p.m.

ROLL CALL: Secretary Jeff Eorio called the roll as follows:

Directors present: Urbelis, Becker, Eorio, Isom, Cox

Directors absent: None

Director Urbelis welcomed Directors and the general public and explained the rules for public comment.

PUBLIC COMMENTS: None

ADMINISTRATIVE COMMUNICATION AND ACTIONS: None

LAND USE COMMUNICATION AND ACTIONS:

Director Urbelis presented the proposed policy for addressing Contra Costa County Agency Comment Request Packets. A copy of the proposed policy is attached as Exhibit A.

On motion of Director Eorio, second by Director Cox, the proposed policy for addressing Contra Costa County Agency Comment Request Packets is adopted.

Ayes: Urbelis, Becker, Eorio, Isom, Cox
Noes: None
Abstentions: None
Absent: None

CONSENT CALENDAR:

On motion of Director Eorio, second by Director Cox, the minutes of the March 9, 2021, Regular Meeting were approved:

Ayes: Urbelis, Becker, Eorio, Isom, Cox
Noes: None
Abstentions: None
Absent: None

CALL OF NEXT MEETING/ADJOURNMENT:

The President called the next meeting for May 11, 2021. The meeting will be conducted via Zoom. There being no further business, the President adjourned the meeting at 7:48 p.m.

Diablo Community Services District by,
Kathy Torru, General Manager

EXHIBIT A

DMAC POLICY FOR ADDRESSING CONTRA COSTA COUNTY AGENCY COMMENT REQUEST PACKETS.

I. Background

The Diablo Municipal Advisory Council (DMAC) receives requests for comment on Diablo land use, zoning and planning issues from the Contra Costa County Department of Conservation & Development (County) on a periodic basis in the form of a "Agency Comment Request Packet". The Agency Comment Request Packet is received by the DCSD General Manager via email with a request that DMAC respond with its comments and recommendation within 21-28 days. To ensure that DMAC provides the County with a timely response DMAC has adopted the following policy effective April 13, 2021.

II. Zoning, Planning and Land Use Variance Review and Response Policy

DMAC has adopted the following zoning, planning and land use variance review process to ensure a timely response to Contra Costa County Department of Conservation & Development Agency Comment Request Packets:

- Agency Comment Request Packet are received and reviewed by the General Manager.
- The General Manager prepares a draft summary of the Comment Request Packet with a recommendation and emails the report to the DMAC President and Vice President for review.
- Agency Comment Request Packets that involve minor setback variances will not go before the entire Board for review unless there is an objection by an adjacent neighbor or the DMAC President or Vice President feel that the variance request requires a full Board review. Uncontested variance requests will result in a communication from DMAC to the County that states "DMAC has no objection to the variance request as long as the adjacent neighbors do not object."
- Land use, zoning and planning requests that have a material impact on the adjacent neighbors and/or Diablo community will be placed on the DMAC meeting agenda for a full Board discussion and vote.