

Minutes
City of Clayton Planning Commission Meeting
Tuesday, June 9, 2009

Call to Order

Chair Catalano called the meeting to order at 7:00 p.m. at Hoyer Hall, 6125 Clayton Road, Clayton.

Present: Chair Tuija Catalano, Commissioner Bob Armstrong, Commissioner Keith Haydon,
Commissioner Sandra Johnson

Absent: Vice Chair Ed Hartley

Staff: Community Development Director David Woltering
Assistant Planner Milan Sikela, Jr.
Consultant Jennifer Gastelum, Pacific Municipal Consultants (PMC)

Administrative

1A. Review of agenda items.

1B. Commissioner Johnson to report at the June 16, 2009 City Council meeting.

Approval of Minutes

2. Approval of minutes from the meeting of May 26, 2009.

Commissioner Haydon requested a change in the word order to the fifth bullet from the bottom of Page 2.

Commissioner Haydon moved and Commissioner Johnson seconded a motion to approve the minutes from the meeting of May 26, 2009, with the amendment suggested by Commissioner Haydon. The motion passed 4-0.

Public Hearings

3. **GPA 01-09, Clayton General Plan Housing Element Update, City of Clayton.** An amendment of the Housing Element of the Clayton General Plan initiated by the City of Clayton to update the City's current Housing Element as required by State law.

Community Development Director David Woltering gave a brief introduction and Consultant Jennifer Gastelum presented the staff report.

Planning Commission comments and questions included:

- Please define "emergency shelter". Consultant Jennifer Gastelum indicated that an emergency shelter is housing with limited supportive services for a period of up to six months for homeless people.
- Would the City have to re-zone to allow the construction of an emergency shelter? Ms. Gastelum answered that the City will have to designate zones that allow for the development of emergency shelters, but the applicants would have to comply with the stated standards for development.
- Is there a prototype for halfway houses that the City could use? Ms. Gastelum responded that the City could set up specific criteria that have to be met prior to a development approval. However, Ms. Gastelum indicated that the City does not currently have a large homeless population and there are services in the region to meet their needs.

- On page 25 of the document, accurate counts in certain categories of household types may be difficult to determine because of divorces and joint custody circumstances associated with some of these households. Ms. Gastelum indicated that the concern had merit since both divorced parents could be counted as separate heads of households that share joint custody of their children.
- On Page 7, the description for the City's jobs and housing imbalance should be reworded to be less negative. Clayton is largely a residentially-oriented community, so it would be difficult to achieve a jobs and housing balance.
- On Page 41, there should be clarification made regarding the mitigation of the high cost of constructing second dwelling units that the City could specifically offer.
- The City should be developing a method to assist in mitigating the cost of water service hookups for those wishing to construct second dwelling units.
- Where are the two affordable housing opportunity sites located? Director Woltering answered that the affordable housing opportunity sites are located at the old fire station property on the southeast corner of Clayton Road and Mitchell Canyon Road and the Stanley property behind the Post Office in the Town Center.
- On Page 87, the end-of-term date for the Clayton Redevelopment Agency to make annual \$200,000 low-income and moderate-income fund payments should be stated.

The public testimony period was opened.

John Roskelley, 5675 Pine Hollow Road, indicated the following:

- Language should be added to the document that, where appropriate, new residences should be developed and built to be readily adaptable to receive universal design features and modifications to improve accessibility for the physically challenged.
- Does not support requiring a Use Permit for single-family residential units in multi-family residential districts.
- Is pleased that no new affordable housing opportunity sites have been proposed.
- Requested further clarification distinguishing between the proposed implementation measures that are State requirements (mandates) as opposed to those that are discretionary.
- The State should not be telling the City of Clayton how to implement its housing programs.
- If we establish "halfway houses" in the City, there is no guarantee these houses will be well-managed or well-maintained. Emergency shelters could negatively impact public safety because these types of facilities attract individuals that may be problematic.
- We do not want our property to be an affordable housing opportunity site.
- We should not have a consultant from southern California representing a northern California city such as Clayton. Director Woltering indicated that Pacific Municipal Consultants had offices throughout northern California, some of which are located in the cities of Sacramento, Davis, and Oakland. Moreover, the Director indicated that the staff from the Sacramento office is taking the lead on this project.

There being no further public comments, the public testimony period was closed. Commission comments and questions included:

- Goal VI regarding regional planning should be expanded to acknowledge the City's work with TRANSPAC and other similar regional efforts and involvement by the City.
- We need to ensure that Implementation Measure I.2.1, pertaining to inclusionary housing requirements, would not be more restrictive than neighboring communities' inclusionary housing requirements which could pose a constraint to future housing production in Clayton. Both Project Manager Gastelum and Director Woltering indicated that the proposed

implementation measure offers considerable flexibility and a variety of approaches to include affordable housing in residential projects involving two or more units.

- The end-of-term date should be added to Implementation Measure III.1.4, associated with the Clayton Redevelopment Agency providing \$200,000 annually in set-aside funds for the continued affordability of subsidized residential units at Diamond Terrace through 2019.
- We do not want inclusionary housing to be a deterrent for new housing projects in the City.
- We need to further strengthen Goal V pertaining to energy conservation by offering design assistance through the Community Development Department. Director Woltering indicated that this section currently suggests providing education and information to promote energy conservation. He indicated that, presently, the Community Development Department does not specifically have actual design expertise; however, perhaps design templates or samples could be provided to offer a higher level of service.
- Does the term "manufactured homes" include trailers? Ms. Gastelum indicated that, no, manufactured homes have to be built on permanent foundations.
- The Commissioners indicated general support for recommending each others' suggested modifications for approval by the City Council.

Commissioner Armstrong moved and Commissioner Haydon seconded a motion to recommend City Council authorization for staff and the Housing Element consultant to submit the Draft City of Clayton 2009-2014 Housing Element Update, as amended to include the Commissioners described modifications, to the California Department of Housing and Community Development for the standard 60-day review. The motion passed 4-0.

Old Business

4. None.

New Business

5. None.

Communications

- 6A. Staff

Director Woltering indicated that the application period for the two seats on the Planning Commission had closed and that eight applications had been received. He indicated further that it was expected the City Council would interview the candidates prior to the next Planning Commission meeting.

- 6B. Commission

Adjournment

7. The meeting was adjourned at 8:55 p.m.



Submitted by
David Woltering, AICP
Community Development Director



Approved by
Tuija Catalano
Chair