

**Minutes**  
**City of Clayton Planning Commission Meeting**  
**Tuesday, January 22, 2008**

**Call to Order**

Chair Haydon called the meeting to order at 7:00 p.m. at the Library Meeting Room, Clayton Community Library, 6125 Clayton Road, Clayton.

Present: Chair Keith Haydon, Vice Chair Tuija Catalano, Commissioner Bob Armstrong, Commissioner Ed Hartley, Commissioner Joe Odrzywolski

Absent: None

Staff: Community Development Director Jeremy Graves

**Administrative**

1A. Review of agenda items

1B. Commissioner Armstrong to report at the February 5, 2008 City Council meeting

**Public Comment**

None

**Approval of Minutes**

2. Approval of minutes from the regular meeting of January 8, 2008

**Vice Chair Catalano moved and Commissioner Hartley seconded a motion to approve the minutes from the meeting of January 8, 2008, with corrections. The motion passed 5-0.**

**Public Hearings**

3A. **GPA 01-07, Town Center General Plan Update, City of Clayton.** An amendment of the *General Plan* Land Use Element, Circulation Element, and Community Design Element to make additions, revisions, and deletions of various goals, policies, objectives, standards, permitted uses, guidelines, text, and figures regarding development in the Town Center as well as other miscellaneous minor revisions and updates. *Continued from the meeting of January 8, 2008.*

3B. **SPA 01-07, Town Center Specific Plan Update, City of Clayton.** An amendment of the *Town Center Specific Plan* including, but not limited to, Chapters 1 (Introduction), 3 (Municipal Services), 4 (Urban Design), 5 (Circulation), and 6 (Financial Implementation) to make additions, revisions, and deletions of various goals, policies, objectives, standards, permitted uses, guidelines, text, and figures. *Continued from the meeting of January 8, 2008.*

The continued public hearings were re-opened. Director Graves presented the staff report. The public testimony period was opened. There were no comments.

**Chair Haydon moved and Commissioner Armstrong seconded a motion to continue the public hearings for the Town Center General Plan Update GPA 01-07 and Town Center Specific Plan Update SPA 01-07 to the special meeting on February 11, 2008. The motion passed 5-0.**

- 3C. **ZOA 01-07, Town Center Zoning Update, City of Clayton.** An amendment of the *Zoning Ordinance* including, but not limited to, revisions of the permitted uses in the Limited Commercial District (Chapter 17.24), Planned Development District (Chapter 17.28), and Professional Administrative Office District (Chapter 17.32); revisions of various requirements, standards, and findings for Use Permits (Chapter 17.60); establishment of various definitions (Chapter 17.04); as well as minor revisions of other sections regarding permitted uses and review procedures for uses in the Town Center. *Continued from the meeting of January 8, 2008.*

The continued public hearing was re-opened. Director Graves presented the staff report. The public testimony period was opened.

Commissioner Hartley indicated the following:

- Flexible standards should be used.
- The review and approval process should not be onerous or expensive.
- We should make sure the use permit process does not become too much of a burden.

Commissioner Odrzywolski indicated that this proposal may be trying to over-regulate the locations of businesses.

Chair Haydon indicated the following:

- We have to set the stage for the future for ensuring that ground-floor spaces are used by retailers.
- Having a full building is better than an empty building, even if the building is full of non-retailers.
- We should be concerned now about establishing regulations that can address the situation several years from now as new commercial projects are constructed and we want to prioritize retail tenants in ground-floor locations.
- These regulations will send a message to commercial property owners that we want retailers and restaurants in ground-floor locations.

**Commissioner Armstrong moved and Commissioner Hartley seconded a motion to approve Resolution No. 02-08 which recommends City Council approval of the amendments of the *Zoning Ordinance*. The motion passed 5-0.**

#### **Old Business**

4. None

#### **New Business**

5. Re-schedule Next Regular Planning Commission Meeting from February 12, 2008 (Lincoln Holiday) to February 11, 2008.

**Chair Haydon moved and Commissioner Odrzywolski seconded a motion to re-schedule the next regular Planning Commission meeting from February 12, 2008 to February 11, 2008. The motion passed 5-0.**

## Communications

### 6A. Staff

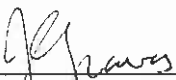
Discussion regarding contract for retail revitalization program market analysis. Director Graves explained that the City Council had authorized the City Manager to retain Economic Development Systems to assist local property owners in recruiting retail businesses to the Town Center.

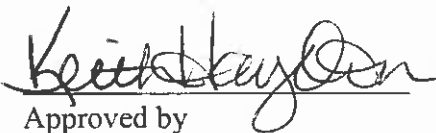
Robert Staehle gave an overview of the proposed retail/residential mixed use project on the City-owned parcels at the northwest corner of Oak Street and High Street. He noted that an expedited review process will be necessary.

### 6B. Commission – None

## Adjournment

7. The meeting was adjourned at 9:15 p.m.

  
Submitted by  
Jeremy Graves, AICP  
Community Development Director

  
Approved by  
Keith Haydon  
Chair

Plan Comm 2007 Minutes 0122  
2008