

Minutes
City of Clayton Planning Commission Special Meeting
Tuesday, March 11, 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, Commissioner Bob Armstrong, Commissioner Ed Hartley, Commissioner Joe Odrzywolski

Absent: Vice Chair Tuija Catalano

Staff: Community Development Director Jeremy Graves
Assistant Planner Milan Sikela, Jr.
Assistant to the City Manager Laura Hoffmeister

Administrative

- 1A. Review of agenda items.
- 1B. Commissioner Odrzywolski to report at the March 18, 2008 City Council meeting.

Public Comment

None.

Approval of Minutes

- 2. Approval of minutes from the regular meeting of February 26, 2008.

Chair Haydon moved and Commissioner Hartley seconded a motion to approve the minutes from the regular meeting of February 26, 2008, as amended. The motion passed 4-0.

Public Hearings

- 3A. **SP 06-05, Sign Permit, Focus Realty**, Lots 1 and 8 in the Pine Hollow Estates residential subdivision adjacent to Pine Hollow Road, APNs 120-043-026 and -033. A request for a nine-month extension on a previously-approved subdivision marketing sign program for the Pine Hollow Estates residential subdivision.

The public hearing was opened. Assistant Planner Sikela presented the staff report. The representative of the applicant was available for questions.

The Commission asked how many units are still available in the Pine Hollow Estates subdivision. *Dan Freeman, the representative of the applicant, responded that four units are still available.*

There being no further comments, the public testimony period was closed.

Commissioner Hartley moved and Commissioner Armstrong seconded a motion to approve sign permit SP 06-05, with the findings and conditions of approval recommended by staff. The motion passed 4-0.

- 3B. **SP 02-08, Sign Permit, Focus Realty**, proposed Lots 1 through 5 in the Mitchell Creek Place residential subdivision adjacent to High Street, APNs 119-021-070, -071, -072, -073, and -074. A request for approval of a subdivision marketing sign program for the Mitchell Creek Place residential subdivision.

The public hearing was opened. Assistant Planner Sikela presented the staff report. The representative of the applicant was available for questions.

The Commission directed staff to add a condition of approval that all footings and anchors for the temporary ground sign and pole pennants shall be removed by close of last escrow.

There being no further comments, the public testimony period was closed.

Commissioner Hartley moved and Commissioner Odrzywolski seconded a motion to approve sign permit SP 02-08, with the findings and conditions of approval recommended by staff and with the condition of approval added by the Commission. The motion passed 4-0.

- 3C. **MAP 01-08, Lot Line Adjustment, JoAnn Caspar**, 945 Oak Street (APNs 119-040-036 and 119-040-037). A lot line adjustment to transfer approximately 1,000 square feet of land from APN 119-040-036 to APN 119-040-037. *Continued from the regular meeting of February 26, 2008.*

- 3D. **SPR 01-08, Site Plan Review Permit, JoAnn Caspar**, 945 Oak Street (APN 119-040-036). A site plan review permit to allow the construction of a custom single-family residence measuring approximately 3,000 square feet in area and 29 feet in height. *Continued from the regular meeting of February 26, 2008.*

The public hearings were opened. Director Graves distributed an e-mail from Vice Chair Catalano to the Commission and applicant. Assistant Planner Sikela presented the staff reports.

The Commission asked if the proposed contour lines are required by the *Municipal Code* for site plan review permits? *Assistant Planner Sikela responded that staff would research the issues and ensure that all future applications are consistent with the Municipal Code requirements.*

Bob Kendall, the representative of the applicant, explained the proposed contours for the lot on which the proposed custom residence was located and indicated that the lot line adjustment would be recorded within several days.

The Commission commented that the project looks fine. There being no further comments, the public testimony period was closed.

Commissioner Odrzywolski moved and Commissioner Armstrong seconded a motion to approved lot line adjustment MAP 01-08, with the findings and conditions of approval recommended by staff. The motion passed 4-0.

Commissioner Odrzywolski moved and Commissioner Hartley seconded a motion to approve site plan review permit SPR 01-08, with the findings and conditions of approval recommended by staff and with the condition of approval added by the Commission. The motion passed 4-0.

- 3E. **DP 01-08, Development Plan, Komgold, 1005 and 1007 Oak Street (APNs 119-050-009 and 119-050-034).** A request for approval of a development plan to allow the construction of a two-story mixed-use commercial/residential building with approximately 7,000 square feet of commercial retail on the first floor and up to eight residential units on the second floor. *Continued from the regular meeting of February 26, 2008.*

The continued public hearing was re-opened. Assistant Planner Sikela presented the staff report.

Commissioner Hartley asked if modular and utilitarian buildings were present in the old West? Assistant Planner Sikela responded "yes."

Bob Staehle, the representative of the applicant, showed the Commission options for the southeast of the building including a balcony on the second-story unit with full-size doors opening onto the balcony. Mr. Staehle also showed the Commission photographs of a Victorian tower and other architectural design styles in Point Richmond.

Commission questions and comments included:

- Is there was a way to break-up the roofline on the southeast corner?
- Could the south end of the first-story sidewalk overhang on Oak Street be modified from a hipped gable end to a straight gable end.
- Like the trellis and what you have done on the first floor of the southeast corner, but the second floor of the southeast corner still needs work.
- Do not like second-story balcony.
- How about adding a false facade that is setback from the southeast corner?
- The southeast corner of the second story is still an issue; a bay window or hipped roof may be options.
- Trellis height could be changed to provide visual interest.
- Still have trouble with the straight-line roof on the southeast corner; it needs to be broken up.
- Regarding the materials board, what kind of stucco are you using? *Mr. Staehle indicated that a "dash" texture would be used on the stucco.*

Mr. Staehle indicated the following:

- We agree with the staff recommendation to prepare an initial environmental study/mitigated negative declaration for the project.
- The biologists are working for planning consultant Nick Pappani from Raney Planning and Management under the direction of the Community Development Department staff.
- The design team is going to focus on the environmental and site plan aspects of the project and table the discussion regarding the architecture.

Director Graves indicated that Raney Planning and Management has signed the contract to prepare the initial environmental study/mitigated negative declaration for the project.

Assistant to the City Manager Hoffmeister gave a report on the Regional Water Quality Control Board meeting held earlier today and indicated that creek setback issues did not come up at the meeting.

There being no further comments, the public testimony period was closed.

Commissioner Hartley moved and Commissioner Armstrong seconded a motion to continue the public hearing for development plan DP 01-08 to the next regular meeting of March 25, 2008. The motion passed 4-0.

The meeting was recessed at 9:05 p.m. and reconvened at 9:10 p.m.

3F. 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 regular meeting of February 26, 2008.*

The continued public hearing was re-opened. There was no staff report.

Chair Haydon moved and Commissioner Hartley seconded a motion to continue the public hearing for general plan amendment GPA 01-07 to the next regular meeting of April 8, 2008. The motion passed 4-0.

3G. 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 regular meeting of February 26, 2008.*

The continued public hearing was re-opened. Director Graves distributed suggested wording for Page 17 regarding the repainting of buildings. The Commission also requested rewording of the listing of acceptable building materials.

Commissioner Odrzywolski moved and Chair Haydon seconded a motion to approve Resolution 03-08, which recommends City Council approval of an amendment of Chapter 4 (Urban Design) of the *Town Center Specific Plan* with the additional changes discussed by Commission. The motion passed 4-0.

Commissioner Odrzywolski moved and Chair Haydon seconded a motion to continue the public hearing for specific plan amendment SPA 01-07 to the next regular meeting of April 8, 2008. The motion passed 4-0.

Old Business

4. None.

New Business

5. None.

Communications

6A. Staff – None.

6B. Commission – None.

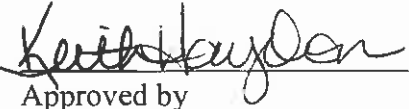
Adjournment

7. The meeting was adjourned at 9:30 p.m.



Submitted by
Jeremy Graves, AICP
Community Development Director

Plng Comm 2008 Minutes 0311



Approved by
Keith Haydon
Chair