

Minutes
City of Clayton Planning Commission Meeting
Tuesday, June 24, 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 Joe Odrzywolski

Absent: Commissioner Ed Hartley

Staff: Community Development Director David Woltering
Assistant Planner Milan Sikela, Jr.

Administrative

1A. Review of agenda items.

By consensus, the Commission moved Item 3C before Item 3A.

1B. Vice Chair Catalano to report at the July 1, 2008 City Council meeting.

Public Comment

None.

Approval of Minutes

2. Approval of minutes from the meeting of May 13, 2008.

Commissioner Armstrong moved and Vice Chair Catalano seconded a motion to approve the minutes from the meeting of May 13, 2008, as amended. The motion passed 4-0.

Public Hearings

3A. **SPR 03-08, Site Plan Review Permit, Denise M. Lombardo**, 1829 Eagle Peak Avenue, APN 119-600-062. A Site Plan Review Permit to allow the construction of a single-story interior remodel, entry addition, and roof addition measuring 21 feet in height and adding approximately 140 square feet of area to the residence.

Vice Chair Catalano recused herself because her residence is within 500 feet of the subject property..

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

Doug Avery, representative of the applicant, indicated that the applicant agreed with the proposed conditions of approval.

The Commission commented that they liked the appearance of the proposed entry and the overall project.

Commissioner Odrzywolski moved and Commissioner Armstrong seconded a motion to approve Site Plan Review Permit SPR 03-08, with the findings and conditions recommended by staff. The motion passed 4-0.

Vice Chair Catalano returned to the meeting.

- 3B. **UP 01-08, Use Permit, AT&T, 68 Nottingham Circle, APN 120-025-003.** A Use Permit to allow the installation and operation of a wireless communications facility to be co-located with a previously-approved wireless communications facility. The proposal would involve the installation of an antenna array atop an approximate 112-foot tall existing PG&E tower and construction of a fenced-in equipment pad within the footprint of the PG&E tower.

Chair Haydon recused himself because he is employed by AT&T.

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

Steve Thomas, 7 Atchinson Stage Place, indicated the following:

- Has concern that if, in the future, technology rendered the PG&E tower obsolete and it were abandoned by PG&E, that the City would have to retain the tower in order for the cell companies to continue using the tower. *The representative of the applicant, Shannon McDougall, indicated that, if the PG&E tower were abandoned, the cell company would not continue to use the site.*
- Noticed that when cell companies add cage extensions and other equipment to existing towers, they appear more silver in color than the older gray finish on the tower. *Staff responded that Condition Number 1 could be revised so that all new equipment matches the finish of the tower as well as the color.*

Commission comments and questions included:

- Is Metro PCS moving forward with their project at the same site? *Assistant Planner Sikela responded that Metro PCS is prepared to submit finalized plans for building permit issuance.*
- The proposed condition for requiring radio frequency energy training is redundant since it is an industry standard.
- The condition for matching colors should be amended to include matching finishes.

Commissioner Odrzywolski moved and Commissioner Armstrong seconded a motion to approve Use Permit UP 01-08, with the findings and conditions recommended by staff and as amended by the Commission. The motion passed 4-0.

Chair Haydon returned to the meeting.

- 3C. **UP 02-08, Use Permit, Sukhdev Sandhu, 6104 Main Street, APN 119-015-004.** A Use Permit to allow two outdoor propane tank dispensing cages to be placed at the front of Village Market. Each cage measures approximately 4 feet tall, 3 feet 8 inches wide, and 2 feet 4 inches deep.

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

Sukhdev Sandhu, the applicant, indicated the following:

- Did not know he needed a Use Permit for the outdoor storage cages since he used to have soda machines and newspaper vending machines in front of Village Market before it was damaged by fire.
- Cannot store propane tanks inside.

Sandy Johnson, 110 El Portal Place, indicated that a bollard could be placed in front of the cages for public safety purposes, although this would add to the visual clutter.

Commission comments and questions included:

- Did staff research the requirements for propane tanks? *Assistant Planner Sikela indicated that staff had researched propane tank requirements and discovered that propane tanks must be located outside and a minimum of five feet away from any wooden structure.*
- Are there any other requirements for propane tank storage? *Assistant Planner Sikela indicated that, to staff's knowledge, no other requirements were applicable.*
- How many propane tanks do you sell a day? *The applicant, Sukhdev Sandhu, replied that approximately two or three propane tanks are sold every day. There are fourteen in each storage cage.*
- Do you accept used tanks? *Mr. Sandhu replied that used tanks are accepted and are also exchanged for newer upgrades. New tanks are also sold.*
- Are both empty and full tanks stored in the cages? *Mr. Sandhu replied "Yes."*
- What do you think of bollards being installed in front of the cages for public safety purposes? *Mr. Sandhu replied that he would support installation of bollards as long as they do not interfere with access to the cages.*
- The location of the bollards should take into account the arc of the cage doors as they are opened.
- Would staff prefer steel or concrete bollards? *Director Woltering indicated that steel would be the preferred material.*
- The storage cages are not in the same category as vending machines.
- The main concern with the cages is public safety although there are also concerns regarding aesthetic impacts.
- The cages are ugly and out-of-character.
- The cages are needed for convenience purposes. We do not want to burden the residents of Clayton with having to drive all the way down to Clayton Station or into Concord for propane tanks.
- Trying to balance convenience and demand with aesthetics and safety.
- The conditions should be amended to address the following:
 - ▶ A maximum of two cages are allowed at the project site.
 - ▶ Maximum cage dimensions should be included.
 - ▶ Cages are to remain locked at all times, unless being immediately accessed.
 - ▶ A minimum of one bollard per cage should be installed.
 - ▶ Bollard design should complement the bollard design of the bollards in the Grove Park but should be white in color.
 - ▶ Bollards should not interfere with vehicles overhanging the wheel stops.

Director Woltering indicated that staff would work with the applicant and Engineering to locate the bollards with consideration given to access, spacing, and relocating the wheel stops further away from the cages.

Chair Haydon moved and Vice Chair Catalano seconded a motion to approve Use Permit UP 02-08, with the findings as recommended by staff and the conditions as amended by the Commission. The motion passed 3-1 (Denial – Odrzywolski).

Old Business

4. None.

New Business

5. None.

Communications

6A. Staff

Director Woltering described some of the projects that would appear before the Commission at the upcoming meetings and gave a status report on the Rivulet project.

Director Woltering indicated that he had accepted the position of Community Development Director with the City.

6B. Commission

The Commission congratulated Director Woltering on his appointment.

Chair Haydon and Vice Chair Catalano indicated that they both would not be attending the July 22, 2008 Commission meeting.

By consensus, the Planning Commission cancelled the July 8, 2008 Commission meeting to bring anticipated agenda items together at the July 22, 2008 meeting to more efficiently handle meeting times and schedules.

The Commission thanked Commissioner Odrzywolski for his service as a Commissioner.

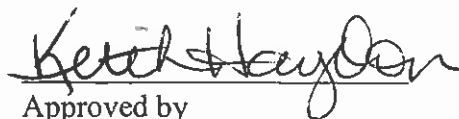
Commissioner Odrzywolski thanked the Commission and staff for the opportunity to work as a Commissioner.

Adjournment

7. The meeting was adjourned at 8:15 p.m.



Submitted by
David Woltering, AICP
Community Development Director



Approved by
Keith Haydon
Chair

Plng Comm 2008 Minutes 0624