Minutes
City of Clayton Planning Commission Meeting
Tuesday, September 8, 2009

Call to Order
Chair Bob Armstrong called the meeting to order at 7:00 p.m. at Hoyer Hall, 6125 Clayton Road, Clayton.

Present:	Chair Bob Armstrong, Vice Chair Sandra Johnson, Commissioner Tuija Catalano, Commissioner Ted Meriam, Commissioner Dan Richardson
Absent:	None
Staff:	Community Development Director David Woltering Assistant Planner Milan Sikela, Jr.

Administrative
1A. Review of agenda items.
1B. Vice Chair Johnson to report at the City Council meeting on September 15, 2009.

Public Comment
Tony Thongurai, 70 El Molino Drive, indicated the following:
- He is with Boy Scout Troop 262.
- Going to earn a merit badge.
- Would like to learn more about the planning process.

Director Woltering indicated that Mr. Thongurai is welcome to contact the Clayton Community Development Department and staff would be glad to explain the planning process to him.

Approval of Minutes
2. Approval of minutes from the meeting of August 25, 2009.

Commissioner Meriam moved and Vice Chair Johnson seconded a motion to approve the minutes from the meeting of August 25, 2009, as amended. The motion passed 5-0.

Public Hearings
3. None.

Old Business
4. None.

New Business
5. Study session regarding future long-range planning projects.

Community Development Director David Woltering presented the staff report on this item.

Director Woltering indicated that the following long-range planning projects are likely to be the focus of staff's work effort given the slow down in current planning application activity:

1. Implementation of the Goals and Policies of the Clayton 2009-2014 Housing Element Update

Planning Commission questions included:

- Commissioners had questions regarding the application of the specific density bonus percentages required by Senate Bill 1818. Director Woltering indicated that the specifics of how the law could be implemented would be presented by staff when the matter comes back formally for discussion before the Planning Commission. He did indicate, though, that the law generally lowers the threshold for a developer being entitled to specified density bonuses.
- What will staff's approach be regarding informing the public about this provision of the law? Director Woltering indicated that educational materials will be provided at the Community Development Department counter.

2. Feasibility Analysis and Possible Preparation of "Paseo Plan" for Diablo and Morris Streets

Planning Commission comments and questions included:

- What is the status of the Town Center Retail Study? Director Woltering indicated that the Phase 1 study preparation has been completed. Phase 2 involves trying to actually follow guidance in the Study and market the Town Center area to retailers and restauranteurs. He indicated that marketing activities had been slow, but that a developer team from Sausalito and San Francisco did meet with the Mayor and staff and had shown interest in the Town Center.
- I think Napa provides good example of paseos—it's a unique type of environment with several stores, a cafes, and boutiques.
- As an option to closing off Diablo or Morris Streets would be to use the meandering parking lot that is located on the block between Main, Center, Diablo, and Morris Streets as a paseo.
- We have to strike a balance between expansion of retail and places where people congregate.
- I like the idea of abandoning the street right-of-way. It satisfies both retail expansion and congregation areas.
- I think good locations for paseos would be the area between the TLC and Cup of Joe's business locations or the Clayton Community Church property. Conversely, Morris Street would not be a good location for a paseo since it is the only access to the Village Market parking lot.
- The City of Walnut Creek had to struggle with striking such balances and adopted a precise plan for the project area. Maybe a precise plan is what the City of Clayton needs to adopt for our paseos.
- Does the paseo study budget expire? Director Woltering responded that it has been appropriated into this fiscal year.

3. Completion of Town Center Specific Plan Amendments

Planning Commission questions included:

- Has there been any discussion regarding adoption of Green Building codes within the Town Center Specific Plan. Director Woltering indicated that he is not aware of any official discussion as of yet, but the subject of Green Building is being considered and implemented in many communities at this point.

4. Update Local California Environmental Quality (CEQA) Guidelines

Planning Commission comments included:

- Commissioners acknowledged that it would be useful to update the local CEQA Guidelines, but acknowledged that the Community relies on the state Guidelines.

5. General Plan Update

Planning Commission had no additional comments or questions.

Communications

6A. Staff.

Director Woltering indicated the following:

- The Mayor, former Mayor Hoyer, City Manager Gary Napper, and he would be attending a Local Agency Formation Committee (LAFCO) meeting tomorrow.
- LAFCO will be acting on certain central County agencies', including Clayton's, Municipal Service Reviews and Sphere's of Influence (SOIs).
- LAFCO will be discussing retraction of the Clayton SOI to match the location of our urban limit line (ULL). He indicated that the City had submitted a letter in opposition to that possible action, indicating that the City has important interests in the Cemex quarry area and the Marsh Creek Road Specific Plan area. The city was opposed particularly to any retraction of the Clayton SOI in those areas.

Commission questions included:

- Will the currently unincorporated Diablo Downs subdivision ever be annexed to the City? Director Woltering answered that the area is within the City's SOI and that it is anticipated that the Diablo Downs subdivision would ultimately be annexed to the City.
- What do the operators of the quarry want to happen with the site? Director Woltering indicated that the operators are in support of eventual annexation of the site to the City.

6B. Commission – None.

Adjournment

7. The meeting was adjourned at 8:33 p.m.

Submitted by
David Woltering, AICP
Community Development Director

Approved by
Bob Armstrong
Chair

Plng Comm\2009\Minutes\0908