

Minutes
Clayton Planning Commission Meeting
Tuesday, November 9, 2010

Call to Order

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

Present: Chair Sandra Johnson, Vice Chair Dan Richardson, Commissioner Bob Armstrong,
Commissioner Tuija Catalano
Absent: Commissioner Ted Meriam
Staff: Community Development Director David Woltering
Assistant Planner Milan Sikela, Jr.

Administrative

- 1A. Review of agenda items.
- 1B. Chair Johnson to report at the City Council meeting on November 16, 2010.

Public Comment

None.

Approval of Minutes

- 2. Approval of minutes from the meeting of October 26, 2010.

Vice Chair Richardson moved and Commissioner Catalano seconded the motion to approve the minutes from the meeting of October 26, 2010, as amended. The motion passed 4-0.

Public Hearings

- 3. **SPR 01-10, Site Plan Review Permit, Jan Richards**, 1381 Lydia Lane, APN 120-052-015. A request for a Site Plan Review Permit to allow the construction of a two-story addition on an existing single-story, single family residence. The addition measures approximately 24 feet in height and 1,700 square feet in area.

Assistant Planner Sikela presented the staff report.

Wendy Hunter, co-property owner of the project site, indicated the following:

- As staff indicated in the presentation, the second-story addition has been located at the rear of the residence so as to minimize visual impacts from the public right-of-way as well as to maintain the existing open space areas in the front and side yards of the lot.
- This project has been on the drawing board for over a year, with multiple revisions prior to submitting a Site Plan Review Permit application to the City.
- The adjacent home is a two-story structure.
- She proposes matching exterior materials and colors to integrate the addition with the existing residence.
- We made an attempt to preserve the existing trees on the property.

The public hearing was opened by Chair Johnson.

Jack Mortenson, 1371 Lydia Lane, indicated that he lives immediately south of the subject property. He stated the proposed home addition would blend in with surrounding homes and he supports the project.

Commission comments regarding the proposal included the following:

- Commissioner Armstrong indicated it would be a nice addition to the neighborhood.
- Chair Johnson indicated that the drawings submitted understate the improvements being proposed. She indicated support for the proposal.
- Commissioner Catalano stated the addition is well designed and fits in with the neighborhood.
- Vice Chair Richardson stated that the applicant has proposed the addition with consideration of impacts upon neighboring properties and that the proposal will fit in very well.

Commissioner Catalano moved and Commissioner Armstrong seconded a motion to approve Site Plan Review SPR 01-10, with the findings and conditions of approval recommended by staff. The motion passed 4-0.

Old Business

4. None.

New Business

5. None.

Communications

- 6A. Staff.

Director Woltering indicated the following:

- A housing unit in the City's Affordable Housing Program is being offered for sale by the owner. The unit has been advertised in the Contra Costa Times and posted on the City's website.
- The draft Initial Environmental Study/Mitigated Negative Declaration (IES/MND) for the Community Park Parking Lot Expansion project will be complete by the end of November 2010.
- At this time, staff anticipates releasing the public review draft Environmental Impact Report (DEIR) for the Clayton Community Church project in January 2011.

- 6B. Commission.

Commissioner Armstrong indicated that the TRANSPAC meeting has been changed from November 11, 2010 to one day earlier on November 10, 2010.

Commissioners directed staff to return with information and general guidance addressing Commissioner participation in projects within the 500 feet of Commissioner residences to avoid potential conflicts of interest.

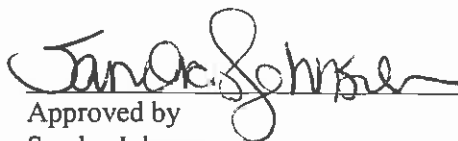
The Commissioners expressed interest in larger projects using story poles for purposes of assessing potential visual impacts of those projects.

Adjournment

7. The meeting was adjourned at 7:50 p.m. The next regular meeting of the Planning Commission is scheduled on **Tuesday, November 23, 2010.**



Submitted by
David Woltering, AICP
Community Development Director



Approved by
Sandra Johnson
Chair

Plng Comm\Minutes\2010\1109