

Minutes
Clayton Planning Commission Meeting
Tuesday, January 11, 2011

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 Ted Meriam

Absent: Commissioner Tuija Catalano

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

Administrative

1A. Review of agenda items.

1B. Commissioner Armstrong to report at the City Council meeting on January 18, 2011.

Public Comment

None.

Approval of Minutes

2. Approval of minutes from the meeting of December 14, 2010.

Vice Chair Richardson moved and Commissioner Armstrong seconded the motion to approve the minutes from the meeting of December 14, 2011, as amended. The motion passed 4-0.

Chair Johnson reviewed the protocol involved with holding a public hearing before the Planning Commission. She indicated that she would be following that protocol as she presides over and guides the Planning Commission meetings.

Public Hearings

3. **ENV 05-10, Environmental Review, City of Clayton**, Clayton Community Park (APN 118-520-013). Recommendation of City Council approval of the Community Park Parking Lot Expansion project and related Community Park Parking Lot Expansion Initial Environmental Study/Mitigated Negative Declaration (IES/MND) that analyzes the expansion of the existing Community Park parking which will add a total of one-hundred (100) new parking spaces along a paved driveway parallel with Marsh Creek Road. Improvements would include construction of the new driveway, new asphalt and concrete paths, stairs, a patio extension, stormwater filtration planters and appurtenances, and new lighting.

Director Woltering presented the staff report and indicated the following:

- Comment period for the project IES/MND ended on December 22, 2010.
- Staff received comments on the IES/MND from the Planning Commission at its December 14, 2010 meeting as well as comments from the East Contra Costa County Conservancy, Contra Costa Water District, Contra Costa Transportation Authority, and State Clearinghouse.

- East Contra Costa County Conservancy commented that the site was exempt from Habitat Conservation Plan mitigation measures since the site was designated as urban.
- The Contra Costa Water District comments entailed requirements for standard conditions of approval.
- The Contra Costa Transportation Authority had comments regarding clarifying the proximity of the project to the nearest County Connection bus stop.
- One of the environmental objectives will be to preserve the existing stand of oak trees at the project site.
- Recent refinements to the project include the removal of the steps from the parking area to Marsh Creek Road, the deletion of landscaping in the Marsh Creek Road median (since median landscaping is not part of the project), and inclusion of L.E.D. lighting for the light standards, and directory signage at the Gym Lane entry.

The public hearing was opened. There were no public comments. The public hearing was closed.

Commission questions and comments included:

- The reference to the County Connection bus line as “110” should be changed to “10” in the Erratum.
- The sign in the median identifies the gym as “Clayton Community Gym” whereas the proposed directory sign at Gym Lane identifies the gym as “Diablo View Gymnasium”. There should be consistent branding. Director Woltering indicated that the Entry Sign Detail could be modified to add a second panel that would contain the words “Gymnasium” which would be separate from the panel with the words “Clayton Community Park”. Staff will work with the City Engineer on the requested changes to the sign.
- Do we have sign design standards for our parks? Director Woltering indicated that, yes, we do have sign design standards. The idea with this proposed sign is to be consistent with, i.e., complement, the existing sign at the entrance of the Community Park.

Commissioner Armstrong moved and Vice Chair Richardson seconded a motion to recommend City Council approval of:

- **The Community Park Parking Lot Expansion Project Initial Environmental Study and Negative Declaration Public Review Draft, dated November 2010, as amended with the addition of Chapter VIII. Comments and Responses and the attached Errata sheet and the attached details of project modifications;**
- **The associated project Mitigation Monitoring Program; and**
- **The associated Community Park Parking Lot Expansion Project.**

The motion passed 4-0.

Old Business

4. None.

New Business

5. None.

Communications

6A. Staff.

Director Woltering indicated the following:

- The Commission had received the 2011 Planner's Institute brochure for the upcoming conference in the Los Angeles area.
- The City Council would be receiving an update from the City Manager on the proposed State budget at the City Council meeting on January 18, 2011.
- The award of contract for the Clayton Community Church Fiscal/Development Review Analyses, which was continued at the applicant's request at the December 21, 2010 City Council meeting, will be considered at the City Council meeting of January 18, 2011.
- It is anticipated there will be a 90-day delay for the public review draft of the Clayton Community Church environmental document for the purpose of including information from the Fiscal/Development Review analyses.

6B. Commission.

Commissioner Armstrong indicated that the recent TRANSPAC meeting was cancelled so there were no meetings to report about.

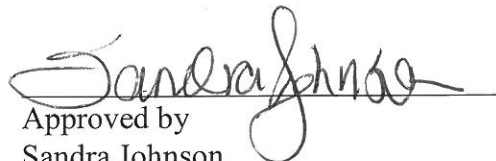
Commissioner Meriam indicated that the sign at the intersection of Oakhurst Drive and Clayton Road has the word Oakhurst misspelled and, as a result, needs to be changed.

Adjournment

7. The meeting was adjourned at 7:40 p.m. to the following regularly-scheduled meeting of **January 25, 2011.**



Submitted by
David Woltering, AICP
Community Development Director



Approved by
Sandra Johnson
Chair

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