

Minutes
Clayton Planning Commission Meeting
Tuesday, June 28, 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 Tuija Catalano, Commissioner Ted Meriam

Absent: None

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 June 21, 2011.

Public Comment

Marlyne Hadley, 928 Hamburg Circle, inquired if the comments received at the May 24, 2011 Planning Commission meeting, as presented in the minutes from that meeting, would be included in the Response To Comments document. Vice Chair Richardson responded, yes, the comments received on the project at the May 24, 2011 Planning Commission meeting would be included and responded to as appropriate in that document.

Kris Krueger inquired if the Diablo Estates Use Permit request for the temporary sales trailer was going to be heard at tonight's meeting. Director Woltering indicated the Use Permit request for the temporary sales trailer was approved at the previous Planning Commission meeting on June 14, 2011.

Approval of Minutes

2A. Approval of minutes from the meeting of May 24, 2011.

2B. Approval of minutes from the meeting of June 14, 2011 (not completed for distribution at this meeting).

Commissioner Catalano moved and Vice Chair Richardson seconded a motion to approve the minutes from the meeting of May 24, 2011, as amended. The motion passed 5-0.

Public Hearing

3. A public hearing pertaining to the proposed Diablo Estates at Clayton residential subdivision involving the construction of 24 single-family residences on the 24-acre former Diablo Pointe property. The applicant is Toll Brothers Home Builders. The project site is located at the northeast corner of Regency Drive and Rialto Drive (APNs 119-630-001, -002, -003, -004, -005, -006, -007, -008, -009, -010, -011, 119-640-001, -002, -003, -004, -005, -006, -007, -008, -009, -010, -011, -012, -013, -014). The entitlements that will be considered for approval are listed below:

- **SPR 01-11, Site Plan Review.** A site plan review permit to allow the construction of 24 single-family residences measuring approximately 3,500 to 4,900 square feet in area (includes garage space).
- **LLA 01-11, Lot Line Adjustment.** A lot line adjustment to adjust the lot lines on Lots 1, 2, 20, and 21.
- **VAR 01-11, Variance.** A variance to allow the front and side setbacks on Lots 1, 2, 3, 4, 16 to be less than the required minimum setbacks in the respective Single Family Residential Districts and also to allow only the porches on all residences to project five feet into the front and side setbacks.

Director Woltering indicated that Toll Brothers requested a continuance of the Site Plan Review Permit, Lot Line Adjustment, and Variance to the next regularly-scheduled Planning Commission meeting on July 12, 2011.

Vice Chair Richardson moved and Commissioner Armstrong seconded a motion to continue Site Plan Review Permit SPR 01-11, Lot Line Adjustment LLA 01-11, and Variance VAR 01-11 to the next meeting of the Planning Commission on July 12, 2011. The motion passed 5-0.

Old Business

4. None.

New Business

5. **GPA 02-11, Conformity with General Plan, Capital Improvement Program (CIP).** Review of City of Clayton CIP projects anticipated to be undertaken in the coming fiscal year (FY 2011 – 2012) for conformity with the General Plan.

Director Woltering presented the staff report.

Commissioner Armstrong inquired if the Planning Commission will see plans for the modifications slated to occur at the Clayton Community Library. Director Woltering indicated that Clayton Community Library plans would be handled by the City Engineer and likely would not come before the Planning Commission.

Commissioner Catalano inquired about the un-funded projects. Director Woltering indicated that, as funding would become available, work would be done on those projects this fiscal year.

Communications

- 6A. Staff

Director Woltering indicated that Keith Haydon would be returning to serve on the Planning Commission in July 2011 and then updated the Planning Commission that the comment period had closed on the Clayton Community Church Draft Environmental Impact Report and that the comments were being gathered to forward to the consultant working on the project so that responses could be prepared.

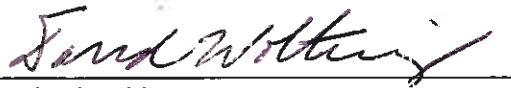
6B. Commission – None.

Chair Johnson, Vice Chair Richardson, Commissioner Armstrong, and Commissioner Catalano commended Commissioner Meriam on his contributions and hard work while serving on the Planning Commission.

Commissioner Meriam indicated that he enjoyed serving on the Planning Commission and will be seeking clarification from the Fair Political Practices Commission on the issue of his home being near the Town Center affecting his ability to participate as a Commissioner on matters in that area of the community.

Adjournment

7. The meeting was adjourned at 7:30 p.m. to the following regularly-scheduled meeting of July 12, 2011.



Submitted by
David Woltering, AICP
Community Development Director



Approved by
Sandra Johnson
Chair

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