

Minutes
Clayton Planning Commission Meeting
Tuesday, April 23, 2013

Call to Order

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

Present: Chair Keith Haydon
Vice Chair Gregg Manning
Commissioner David Bruzzone
Commissioner Sandra Johnson
Commissioner Dan Richardson

Absent: None

Staff: Community Development Director Charlie Mullen
Assistant Planner Milan J. Sikela, Jr.

CALL TO ORDER, ROLL CALL, PLEDGE TO THE FLAG

Administrative

1A. Review of agenda items.

1B. Commissioner Dan Richardson to report at the City Council meeting on May 7, 2013.

Public Comment

None.

Approval of Minutes

2. Approval of the minutes from the April 9, 2013 Planning Commission meeting.

Vice Chair Manning moved and Commissioner Richardson seconded a motion to approve the minutes, as submitted. The motion passed 5-0.

Public Hearing

3. **SPR 03-13, Site Plan Review Permit, Rob and Cristie Sheffield**, 1047 Pebble Beach Drive, APN:118-490-024. A request for approval of a site plan review permit to consider construction of a new second-story balcony proposed to replace an existing second-story balcony located on the rear elevation of a two-story single-family residence.

The public hearing was opened.

Assistant Planner Sikela presented the staff report.

Commission questions included:

- Is the proposed balcony the same height and area as the existing balcony? *Assistant Planner Sikela responded that the proposed balcony is the same height as the existing balcony but will be slightly larger in area.*

- Is the existing balcony still there? *Assistant Planner Sikela responded, yes, the existing balcony is still installed on the subject residence but will be demolished before construction of the proposed balcony commences.*

The public testimony period was opened.

The applicant had no comments.

The public testimony period was closed.

Commissioner Johnson moved and Vice Chair Manning seconded a motion to approve Site Plan Review SPR 03-13, with the findings of approval and conditions of approval recommended by staff. The motion passed 5-0.

Old Business

4. None.

New Business

5. None.

Communications

- 6A. Staff.

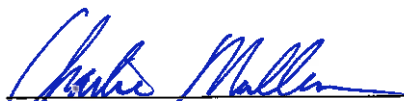
Community Development Director Charlie Mullen provided the following updates:

- There will be a first reading of the Off-Street Parking Waiver at the May 7, 2013 City Council meeting.
- The first reading of the Universal Design Ordinance occurred at the April 16, 2013 City Council meeting with the second reading slated for the May 7, 2013 Council meeting.
- I attended an ABAG Plan Bay Area meeting which included input from an outspoken Orinda coalition.
- After sending out RFPs for the Housing Element Update, three Proposals have been received as of today.
- Revised plans have been received for the Silver Oak Estates subdivision.

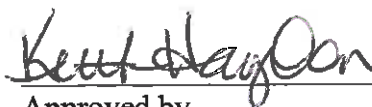
- 6B. Commission – None.

Adjournment

7. The next meeting of the Planning Commission on Tuesday, May 14, 2013 was cancelled. Tonight's meeting was adjourned at 7:17 p.m. to the regularly-scheduled meeting of May 28, 2013.



Submitted by
Charlie Mullen
Community Development Director



Approved by
Keith Haydon
Chair

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