

Minutes
Clayton Planning Commission Meeting
Tuesday, May 13, 2014

1. CALL TO ORDER, ROLL CALL, PLEDGE TO THE FLAG

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

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

Absent: None

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

2. ADMINISTRATIVE

2.a. Review of agenda items.

The Commission moved Item 7.a before Item 5.a.

2.b. Declaration of Conflict of Interest.

Chair Manning and Commissioner Haydon indicated that they would recuse themselves for Item 7.a due to a conflict of interest.

2.c. Commissioner Sandra Johnson to report at the City Council meeting of May 20, 2014.

3. PUBLIC COMMENT

None.

4. MINUTES

4.a. Approval of the minutes for the April 22, 2014 regular meeting.

Commissioner Johnson moved and Commissioner Haydon seconded a motion to approve the minutes as submitted. The motion passed 4-1 (Commissioner Bruzzone abstained as he had an excused absence from the April 22nd Planning Commission meeting).

7. NEW BUSINESS

7.a. **CDD-10-14, Clayton Historical Society, 6101 Main Street (APN: 119-011-004).** Review of the Clayton Historical Society's proposed garden plaza and site improvement modifications to the outdoor area adjacent to the Clayton Museum building. The

proposed new improvements include, but are not limited to, an entryway arbor, circular garden plaza (referred to as the “Wagonwheel Plaza”), decorative seatwalls, memorial bench, fencing, trellis, hardscape and walkway paths, historic tractor display, and associated water efficient landscaping. Categorically exempt per Sections 15301 and 15303 of the California Environmental Quality Act (CEQA) Guidelines.

As a result of conflict of interest issues, Chair Manning and Commissioner Haydon recused themselves and left the meeting room.

Assistant Planner Sikela presented the staff report.

Vice Chair Richardson had the following questions:

- Was the project reviewed for compliance with stormwater regulations? Assistant Planner Sikela responded that, yes, Assistant to the City Manager Laura Hoffmeister has preliminarily reviewed the proposal and will continue to work with the applicant to ensure project compliance with stormwater regulations.
- Does the project propose utilizing a drainage system that runs into a leach field? The representative of the applicant, Steven Lane, indicated that the proposed drainage system includes a process that will capture and reuse on-site drainwater. When the catchment system fills up, overflow will drain to the curb.
- So water will be re-percolated on-site through use of a catchment system that will capture on-site drainwater and circulate it back into the soil? Mr. Lane responded “yes.”
- Which trees will remain on the project site? Mr. Lane indicated that all of the trees would remain; however, removal of the privet, penstemon, butterfly, and toyon bushes are proposed.

Commissioner Johnson asked the applicant what the anticipated start and completion dates were for the project. Mr. Lane indicated they hope to start this summer.

Commissioners Johnson, Bruzzone, and Vice Chair Richardson all expressed support of the project.

Commissioner Johnson moved and Commissioner Bruzzone seconded a motion to recommend City Council approval of the project. The motion passed 3-0.

Chair Manning and Commissioner Haydon returned to the meeting room.

5. PUBLIC HEARINGS

- 5.a. **GPA-02-13, City of Clayton, General Plan Housing Element Update.** Public hearing to consider the draft 2015-2023 Housing Element update for the City of Clayton. Pursuant to California Environmental Quality Act (CEQA) Guidelines, Section 15063, an Initial Study will be prepared to determine if the document may have a significant effect on the environment. It is anticipated that an Initial Study with a Negative Declaration (IS/ND) will be prepared. The IS/ND will be noticed and made available for public hearing consideration at a future meeting date concurrent with the final City of Clayton 2015-2023 Housing Element update document.

Community Development Director Mullen described the item, provided a brief overview, and introduced Jennifer Gastelum from Pacific Municipal Consultants (PMC) as the City’s consultant working on the Housing Element update.

Consultant Jennifer Gastelum made a Power Point presentation of the Housing Element update.

Commissioner Haydon asked does the overview of the Housing Element update accompany the actual report or is the overview for our use. Ms. Gastelum indicated that the overview was merely intended as a quick snapshot to assist the Commission in its understanding of the update.

Commissioner Haydon suggested the following:

- In Table 45 on Page 62, the use of the word “surplus” seemed misleading and should be removed or replaced with a different word.
- It should be emphasized in the update that the State did away with the Redevelopment Agency.
- In Table 46 on Page 63 as well as in the following narrative, the word “planned” should be replaced with the word “proposed”.

Commissioner Johnson indicated that a comment was made at the joint City Council/Planning Commission Housing Element update workshop on November 5, 2013 that the cover of the document should be changed. Director Mullen indicated that several photograph options will be presented at future meetings for the cover of the Housing Element update.

Commissioner Bruzzone asked does the reference to the City maintaining an inventory of available sites in Implementation Measure I.1.1 on Page 91 mean that City staff will maintain and monitor a site inventory to ensure that adequate sites are available to meet the City’s Regional Housing Needs Allocation? Ms. Gastelum indicated yes, City staff will need to monitor in order to ensure compliance with the commitments in the Housing Element.

Vice Chair Richardson also indicated that City staff will need to monitor opportunity sites. Director Mullen confirmed that was correct.

Chair Manning indicated that the City has been creative and flexible in establishing the higher density sites. He expressed concern that, although the State will never run out of impositions, the City will eventually run out of land to accommodate enough opportunity sites.

Commissioner Haydon indicated that the document confirms the City’s desire to encourage developers to fulfill affordable housing unit opportunities.

By consensus, the Commission indicated that they were pleased with the Housing Element update document which was well-written, fascinating, and very informative.

Vice Chair Richardson moved and Commissioner Haydon seconded a motion to recommend City Council to direct staff to submit the draft 2015-2013 Housing Element update to State Department of Housing and Community Development for review. The motion passed 5-0.

6. OLD BUSINESS

None.

8. COMMUNICATIONS

8.a. Staff.

Director Mullen provided a brief update on the following:

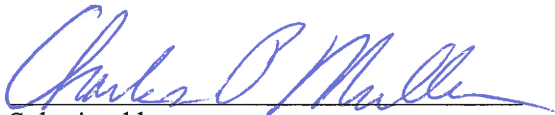
- The Skipolini's Pizza remodel and Bocce Ball Court project is moving forward and the restaurant has had a "soft" opening and is now serving food.
- Revised plans for the Creekside Terrace project were submitted to the City and have been routed to City staff for review and comment.
- The developer of the Silver Oak Estates project is still working on providing additional information to the City.
- On the Oak Creek Canyon project, the tentative subdivision map is still valid, but the site plan review permit and use permit have expired, and the revised submittals have been deemed incomplete.

8.b. Commission.

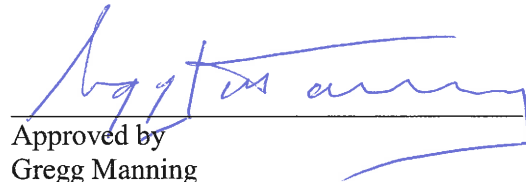
Commissioner Haydon reported on the May 8, 2014 TRANSPAC meeting that he attended, distributed informational documents from the meeting, and described the northbound Kirker Pass Road widening project that was discussed at the meeting.

9. ADJOURNMENT

- 9.a. The meeting was adjourned at 8:12 p.m. to the regularly-scheduled meeting of the Planning Commission on May 27, 2014.



Submitted by
Charlie Mullen
Community Development Director



Approved by
Gregg Manning
Chair

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