

Minutes
Clayton Planning Commission Meeting
Tuesday, August 12, 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
City Clerk Janet Brown

2. ADMINISTRATIVE

City Clerk Janet Brown administered the Oath of Office for reappointed Commissioners Manning, Johnson, and Bruzzone.

- 2.b. Review of agenda items. Chair Manning made an agenda order changed to take Item 2.b. Review of Agenda Items and Item 4.a. the Minutes of June 10, 2014, prior to further items being considered.

- 2.a. Selection of Chair and Vice Chair.

Chair Manning moved and Commissioner Haydon seconded a motion to elect Vice Chair Dan Richardson as Chair of the Planning Commission and Commissioner Johnson moved and Commissioner Haydon seconded a motion to elect Commissioner David Bruzzone as Vice Chair of the Planning Commission. The motions passed 5-0.

Commissioner Richardson took the Chair position and began presiding over the meeting.

- 2.c. Declaration of Conflict of Interest.

None.

- 2.d. Commissioner Haydon indicated he had a scheduling conflict and could not report at the City Council meeting of August 19, 2014. Alternate Commissioner Manning confirmed he could report at this meeting.

3. PUBLIC COMMENT

None.

4. **MINUTES**

- 4.a. Approval of the minutes for the June 10, 2014 regular meeting.

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

5. **PUBLIC HEARINGS**

None.

6. **OLD BUSINESS**

None.

7. **NEW BUSINESS**

None.

8. **COMMUNICATIONS**

- 8.a. Staff.

Director Mullen provided a brief update on the following projects:

- Regarding the Silver Oak Estates project, the environmental consultant anticipates completion of the environmental review analysis for the project within the next couple weeks. Once completed, a 30-day public review period will occur and a public hearing will be scheduled before the Planning Commission in late September or early October.
- Regarding the Oak Creek Canyon project, the project continues to be on hold pending additional funding deposits being made by the applicant.
- Regarding the revised Creekside Terrace project, staff has met with project Architect and answered questions relating to the application incompleteness letter. The applicant has not resubmitted the required application materials.
- Regarding the City's Main Street property, the City's commercial broker, Transwestern, has been receiving developer interest in the vacant real property for sale but no formal purchase offers have been submitted to date.
- Regarding the existing Flora Square building, staff has had discussion with the building owners about possible tenants that would trigger a need to amend the existing Disposition and Development Agreement. Further discussion will be occurring with the building owners before formal application are submitted.
- Regarding the Housing Element update, the City has received provisional approval from HCD. The City's consultant, PMC, is preparing the IS/ND and finalizing the Housing Element for public hearing consideration before the Planning Commission and City Council in September and October.
- Regarding a PG&E Tree Removal proposal under the regional transmission lines, staff has met with PG&E staff, has requested more detailed information, and will be reviewing possible legal issues involved.
- Staff is performing an annual Affordable Housing Ownership Certification compliance review of RDA funded home purchases and loans.
- Staff has completed and will be attending several CCTA meetings in September for the CCTA – Biennial Measure J Checklist to receive funding for local street maintenance and improvements.

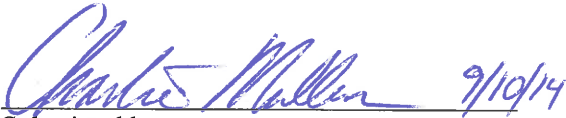
- Staff is working on a CCTA/TRANSPAC Cooperative Agreement to establish allocation of funding to local transportation programs from Measure J - Line 28a funds.
- Staff is working on the creation of the TRANSPAC Joint Powers Authority for Central County member agencies.
- Staff is reviewing the draft CCTA-Central County Transportation Plan

8.b. Commission.

None.

9. ADJOURNMENT

- 9.a. The meeting was adjourned at 7:42 p.m. to the regularly-scheduled meeting of the Planning Commission on August 26, 2014.

 9/10/14

Submitted by
Charlie Mullen
Community Development Director

 9/10/14

Approved by
David Bruzzone
Vice Chair

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