

**MINUTES
JOINT SPECIAL MEETING
CLAYTON CITY COUNCIL
AND
CLAYTON PLANNING COMMISSION**

TUESDAY, April 28, 2009

1. **CALL TO ORDER & ROLL CALL** – The joint meeting was called to order at 7:02 p.m. by Mayor Pierce and Chairperson Catalano, in Hoyer Hall, 6125 Clayton Road, Clayton, CA. **Councilmembers present:** Mayor Pierce, Vice Mayor Stratford, Councilmembers Geller, Medrano (arrived at 7:10 p.m.), Councilmember Shuey (arrived at 8:08 p.m.). **Councilmembers Absent:** None. **Planning Commissioners present:** Chairperson Catalano, Commissioners Johnson, Haydon, and Hartley. **Commissioners absent:** Vice Chairperson Armstrong. **Staff present:** City Manager Gary Napper, Community Development Director David Woltering, and City Clerk Laci Jackson.

2. **CLOSED SESSION-** None.

3. **PLEDGE OF ALLEGIANCE** – led by Mayor Pierce.

4. **ACTION ITEMS**

(a) Joint Study Session to discuss and provide general instructions to staff and its consultant on the City's Housing Element Update, as a requirement of State law.

The Community Development Director presented the staff report, stating the last time the City's Housing Element was updated was 2005. He introduced Jennifer Gastelum and Michaela Jennings from PMC, the firm hired to prepare the Housing Element Update for the City.

Jennifer Gastelum, PMC Project Manager, presented a PowerPoint presentation which outlined jurisdictional requirements to be addressed in the Housing Element including, emergency shelters, SB 375 (sustainability), and affordable housing numbers for above moderate, moderate, low, very low and extremely low income households. Throughout the presentation Councilmembers and Commissioners commented and asked questions regarding the requirements of the update.

Ms. Gastelum indicated during key goals, policies, and programs of the Housing Element Updated would address the following topics:

- adequate sites
- regulatory relief
- rental and homeowner assistance
- equal access
- energy conservation
- regional planning

The City Manager commented that the last Housing Element the Council had expected a portion of its housing requirement to come through the encouragement of the "granny" or secondary units however this measure was not successful.

City Council and Planning Commission comments and questions included the following:

Mayor Pierce indicated the Association for Bay Area Government (ABAG) Projections 2009 anticipate that Clayton will add a total of 150 new dwelling units through 2035, while ABAG's assigned regional housing numbers allocation (RHNA) to Clayton for the period shorter 2007-2014 is also 151. Mayor Pierce suggested this conflicting timetable information be footnoted in the Housing Element.

Commissioners Keith Haydon and Ed Hartley suggested a flexible approach to including a requirement for "inclusionary affordable housing" as part of future development projects. Councilmember Shuey agreed with the Commissioners. Chairperson Catalano indicated that mandatory "inclusionary housing" programs typically work better in larger cities.

Vice Mayor Stratford indicated support for including a down payment assistance program in the Housing Element so long as Redevelopment Agency would share in equity appreciation.

Councilmember Geller asked for clarification about how individuals would learn about a Down Payment Assistance Program. Ms. Gastelum indicated the Clayton Redevelopment Agency could use advertisements.

Mayor Pierce agreed with a comment made by City Manager Napper that various underutilized sites, including the Clayton Community Church site in Clayton's Town Center, should be considered for housing to meet the assigned RHNA. Mayor Pierce added the Easley Ranch property should be considered as well.

Councilmember Medrano suggested as part of this project the City should be reviewing the provisions of AB 811 to determine the potential for financing as an incentive for energy efficiency improvements. Mayor Pierce indicated ABAG will be evaluating opportunities on a larger scale to implement AB 811.

Chairperson Catalano asked if the Redevelopment Agency could establish its own criteria for qualifying for residences offered through its Affordable Housing Program? Ms. Gastelum indicated it would be possible for the Agency to establish its own criteria.

Mayor Pierce clarified the Housing Element Update was a tool to encourage development on sites the Council and Planning Commission see fit for housing development.

Ms. Gastelum stated the updated measures would need to be flexible and not inhibit development in the City. Ms. Gastelum then requested specific guidance from the City Councilmembers and Planning Commissioners on how to approach the following subjects:

1. Inclusionary Housing;
2. A possible Down Payment Assistance Program; and
3. Issues of Green Building, Universal Design (design features that make homes more assessable to the disabled) and sustainability.


Councilmembers and Commissioners all indicated support for addressing these subjects in the Housing Element, but in a manner that encourages the use of incentives and flexibility (i.e. options) to address various circumstances that may be associated with different projects.

Ms. Gastelum then reviewed the project schedule, indicating she anticipates being able to bring a draft Housing Element back to the Planning Commission and the City Council at noticed public hearings sometimes in June 2009. Ms. Gastelum indicated the draft Housing Element would be placed on the City's website to allow public access of the document.

Mayor Pierce and Chairperson Catalano thanked Ms. Gastelum for her presentation.

5. **ADJOURNMENT**– On call by Mayor Pierce the City Council meeting adjourned at 8:54 p.m. On call by Chairperson Catalano the Planning Commission adjourned at 8:54 p.m.

Respectfully submitted,



Laci J. Jackson, City Clerk

APPROVED BY CLAYTON CITY COUNCIL



Julie K. Pierce, Mayor

APPROVED BY THE CLAYTON PLANNING COMMISSION



Tuija Catalano, Chairperson