

Minutes
City of Clayton Planning Commission Meeting
Tuesday, October 13, 2009

Call to Order

Chair Bob Armstrong called the meeting to order at 7:00 p.m. at Endeavor Hall, 6008 Center Street, Clayton.

Present: Chair Bob Armstrong, Vice Chair Sandra Johnson, Commissioner Ted Meriam, Commissioner Dan Richardson

Absent: Commissioner Tuija Catalano

Staff: Community Development Director David Woltering
Assistant Planner Milan Sikela, Jr.

Administrative

1A. Review of agenda items.

1B. Chair Armstrong to report at the City Council meeting on October 20, 2009.

Public Comment

None.

Approval of Minutes

2. Approval of minutes from the meeting of September 8, 2009.

Chair Armstrong moved and Vice Chair Johnson seconded a motion to approve the minutes from the meeting of September 8, 2009, as amended. The motion passed 4-0.

Public Hearings

3A. **ZOA 03-09, Municipal Code Amendment, City of Clayton.** A public hearing regarding possible amendments to the Clayton Municipal Code to allow manufactured homes within the City of Clayton, consistent with the requirements of State law.

Director Woltering presented the staff report.

Planning Commission questions and comments included:

- Is the Clayton Regency Mobile Home Park located in Clayton? Director Woltering responded no, the Clayton Regency Mobile Home Park is located in the unincorporated area of Contra Costa County east of Clayton. He clarified that mobile homes not on permanent foundations like that in the Clayton Regency Mobile Home Park are not the subject of this proposed ordinance. Manufactured home or mobile homes on permanent foundations are the subject of this proposed ordinance.
- We want to ensure that the design of manufactured homes are compatible with existing single-family residences within Clayton. Director Woltering indicated that design features such as foundations and standard-depth eaves would be required to enhance the appearance of manufactured homes and assure architectural integration with surrounding "stick-built" residences.
- I saw a manufactured home being constructed in Sonoma that was beautifully designed.
- Manufactured homes being built off-site offer economies of scale and, therefore, are less expensive to build.
- Allowing manufactured homes is a method of providing affordable housing within the City.

- We should require that the permanent foundations of manufactured homes interface with the home in a similar fashion as a “stick-built” residence.
- We should ensure that the garage component of manufactured homes looks integrated with the home similar to garages on surrounding “stick-built” residences.
- The manufactured home should always be built to blend with the design character of the neighborhood that it is located within.
- All walkways, driveways, flatwork, hardscaping, and landscaping located on the property of a manufactured home should be of a quality design and have a natural visual flow that is balanced with the design of the home.
- The attachment of all utilities and necessary mechanical appurtenances to the manufactured home should always appear integrated and visually consistent with homes in the vicinity.
- If the manufactured home is architecturally compatible with the surrounding residences and utilizes a permanent foundation, it would be beneficial to property owners since there is a cost savings involved with construction of such a home.
- It would be a good idea to specify design standards if the manufactured home is proposed for a location within a historical district that is regulated by codified architectural requirements.
- Our manufactured housing code needs to address varied situations as a property owner wanting to develop a solitary in-fill lot or a manufactured housing subdivision.
- Manufactured housing should be prohibited in the Town Center Specific Plan area.
- We want to avoid skirting so that the manufactured home looks as similar to a “stick-built” home as possible.
- By consensus, the Commission directed staff to prepare a draft ordinance for the Commission for recommendation to the City Council.

3B. **ZOA 04-09, Municipal Code Amendment, City of Clayton.** A public hearing regarding possible amendments to the Clayton Municipal Code for the purpose of implementing the requirements of Senate Bill 1818 related to granting density bonuses and related incentives to support the construction of affordable housing references and to clarify the purpose of this Section.

Director Woltering presented the staff report.

Planning Commission questions and comments included:

- I have no problem with the intent of the suggested amendments; however, I think we should remove the word “shall” in the sample Section 10-19.130 under Specified Housing Units. The City should have more control of what concessions are offered.
- At what point do the level of concessions begin to erode the development quality of the area? Director Woltering responded it is a challenge to achieve affordability goals with the density bonuses and concessions, while blending from a design and quality perspective surrounding existing homes.
- Can we write our own concessions or are the concessions dictated by the State? Director Woltering indicated that the City may write its own concessions.
- A property in town that could have a density bonus is the Stanley property behind the Post Office. Director Woltering indicated that, given the Stanley property’s land use designation which allows for 15 dwelling units per acre, the density bonus would allow them to build 20 or 21 units on the 1.11-acre site.
- My concern is the density bonus law allows builders to extract excessive concessions from cities.

- Is there a chance that allowing a 35% concession would allow the developer to construct a building three stories tall? Director Woltering indicated that the developer would have to amend the Municipal Code to build a three-story structure, or exceeding building heights would have to be offered as a concession.
- I feel as if these concessions are uncompensated takeaways from the City.
- Can you relocate affordable housing units outside the City? Director Woltering answered “no”.
- Development standards can be onerous, so a piece of land will remain undeveloped. As a result, it can be useful to offer concessions and incentives such as reduced setbacks, etc.
- Staff should compile an inventory of vacant land and affordable housing opportunity sites. Commission and staff agreed that existing inventory information in the Draft Clayton 2009-2014 Housing Element Update would be sufficient to meet this information request. Director Woltering added that this information would be provided to the Commissioners at the next meeting.

Old Business

4. None.

New Business

5. None.

Communications

6A. Staff.

Director Woltering indicated the following:

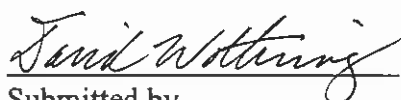
- Regarding the fire at the Hurd Ranch property, a cultural resource evaluation document is being prepared for the fire-damaged primary residence on the property prior to its demolition and removal and that this information would be integrated into the environmental work that would be done for the subdivision.
- The City Council formally adopted the Building Height Restriction amendment, which the Planning Commission recommended for approval, at its meeting of October 6, 2009.

6B. Commission.

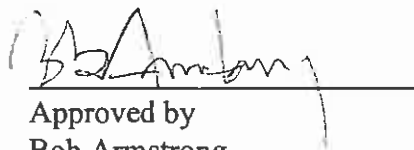
Chair Armstrong distributed information regarding the Contra Costa Countywide Program Review that he had received at the TRANSPAC meeting.

Adjournment

7. The meeting was adjourned at 8:49 p.m.



Submitted by
David Woltering, AICP
Community Development Director



Approved by
Bob Armstrong
Chair