

Minutes
City of Clayton Planning Commission Meeting
Tuesday, July 14, 2009

Call to Order

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

Present: Chair Tuija Catalano, Commissioner Bob Armstrong, Commissioner Sandra Johnson, Commissioner Dan Richardson

Absent: Commissioner Ted Meriam

Staff: Community Development Director David Woltering

Administrative

1A. Review of agenda items.

1B. Commissioner Johnson to report at the July 21, 2009 City Council meeting.

Approval of Minutes

2. Approval of minutes from the meeting of June 23, 2009.

Chair Catalano moved and Commissioner Johnson seconded a motion to approve the minutes from the meeting of June 23, 2009 as amended. The motion passed 3-1 (Abstain – Richardson).

Public Hearings

3. **ZOA 02-09, Municipal Code Amendment, City of Clayton.** A study session regarding possible amendments to the Clayton Municipal Code related to specified outdated references in the General Regulations Chapter of the Zoning Ordinance (ZOA 02-09).

Director Woltering presented the staff report, indicating that certain references and aspects of the Building Heights Restriction Section in the General Regulations Chapter of the Zoning Ordinance are outdated and should be revised.

The Planning Commission reviewed the schedule of individual structures referenced in the Building Heights Restrictions Section included in the staff report and provided staff with its direction on a structure-by-structure basis. Additionally, the Commission provided the following comments:

- Agree that Section 17.36.020 of the Municipal Code should be formally considered for amendment.
- Staff should ensure that the proposed amendments to Section 17.36.020 do not conflict with other sections of the Municipal Code.
- Several of the listed structures are commonly considered for public use and benefit. These include radio towers, water tanks, and water towers. Staff should consult with the City Attorney about handling public vs. private structures.
- There should be consideration given to allowing windmills and windchargers on residential lots that are 40,000 square feet in area or greater, even if the lots are not located in the Agricultural District.
- Staff should consult with the City Attorney about handling both private as well as public monuments.

- Staff should consult with the City Attorney about clarifying that this section is about exemption to height only and not to use.
- Attachment B of the staff report should be modified so that belfries remain and are not deleted. This modification would be consistent with the language provided by staff in the schedule.

Based on comments and direction provided above, the Commission requested that staff prepare a draft ordinance amendment of Section 17.36.020 for consideration at a future Commission meeting.

Old Business

4. None.

New Business

5. None.

Communications

- 6A. Staff

Director Woltering indicated the following:

- The City Council received the Planning Commission's recommendation on the City's Draft 2009-2014 Housing Element Update at the special joint meeting on June 30, 2009. The Council accepted the Commission's recommendation to add more information in the document about Clayton's regional planning efforts, including those related to TRANSPAC; to clarify the end of term (i.e., 2013) for the Redevelopment Agency's annual subsidies to the Diamond Terrace project; and, that the City should provide design assistance to promote energy efficiency in development projects. The Council also indicated that it supported the flexible approach to requiring inclusionary housing described in the Draft Housing Element document and asked that the Association of Bay Area Governments (ABAG) Projections 2009 data and information be used instead of ABAG's Projections 2007 data and information.

Director Woltering indicated that these changes approved by the Council are mostly completed and that the revised approved Draft Housing Element will be forwarded to the State Department of Housing and Community Development (HCD) on July 15, 2009 to begin the 60-day review.

- Director Woltering indicated that the Contra Costa Local Agency Formation Commission (LAFCO) is currently updating the Municipal Service Review (MSR) for Clayton. This is a summary of the organizational composition and services provided by the City of Clayton. As part of this review, LAFCO is considering contracting the City's sphere of influence (SOI) to be consistent with the City's Urban Limit Line (ULL).

- Director Woltering indicated that staff does not anticipate having a July 28, 2009 Planning Commission meeting but expected to bring a draft ordinance amendment pertaining to height restrictions to the August 11, 2009 Planning Commission meeting.

6B. Commission

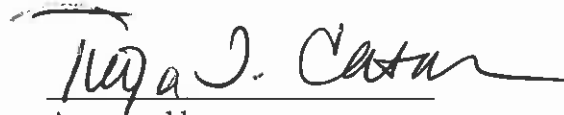
Commissioner Armstrong asked staff to follow-up on the requirements for addressing "Complete Streets" referenced at a recent Contra Costa Transportation Authority meeting. Director Woltering indicated that he would research the matter.

Adjournment

7. The meeting was adjourned at 8:36 p.m.



Submitted by
David Woltering, AICP
Community Development Director



Approved by
Tuija Catalano
Chair

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