

Minutes
Clayton Planning Commission Meeting
Tuesday, December 13, 2016

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

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

Present: Chair Dan Richardson
 Commissioner Bassam Altwal
 Commissioner Carl Wolfe
 Commissioner William Gall

Absent: None

Staff: Assistant Planner Milan Sikela, Jr.

2. ADMINISTRATIVE

2.a. Selection of Vice Chair.

By consensus, the Commission nominated Commissioner Wolfe as Vice Chair of the Planning Commission. The motion passed 4-0.

2.b. Review of agenda items.

2.c. Declaration of Conflict of Interest.

None.

2.d. Commissioner William Gall to report at the City Council meeting of December 20, 2016.

3. PUBLIC COMMENT

Molly Jackson, citizen of Concord, expressed concern over what she felt was an increased proliferation of drug use occurring in Clayton and surrounding communities.

4. MINUTES

4.a. Approval of the minutes for the August 23, 2016 Planning Commission meeting.

Commissioner Gall moved and Commissioner Altwal seconded a motion to approve the minutes, as submitted. The motion passed 4-0.

5. PUBLIC HEARINGS

- 5.a. **UP-01-15, TE-02-16, Use Permit Time Extension, T-Mobile**, north side of Marsh Creek Road, APN: 119-070-007. A request for approval of a one-year time extension of a previously-approved Use Permit to allow the installation and operation of a wireless communications facility. The proposal would involve the construction of an approximate 40-foot antenna designed as a “monopine” (appearing as a tree), a 35-foot utility pole, and a fenced-in equipment enclosure for the equipment located at the base of the antenna and utility pole.

The staff report was presented by Assistant Planner Milan Sikela, Jr.

The public hearing was opened.

There were no comments.

The public hearing was closed.

Commissioner Altwal moved and Commissioner Gall seconded a motion to approve a one-year time extension (TE-02-16) of a previously-approved Use Permit (UP-01-15) to allow the installation and operation of a wireless communications facility located on property owned by Contra Costa Water District (APN: 119-070-007), north of Marsh Creek Road, approximately 580 feet from the intersection of Marsh Creek Road and Diablo Parkway, with the findings and conditions recommended by staff. The motion passed 4-0.

- 5.b. **ENV-01-08, DP-01-08, MAP-02-09, TE-01-16, Development Plan and Vesting Tentative Map Time Extensions, Creekside Terrace Mixed Use Project, City of Clayton**, 1005 and 1007 Oak Street, west side of Oak Street between Center Street and High Street (APNs: 119-050-008, 119-050-009, and 119-050-034). Review and consideration of a one-year time extension of the Creekside Terrace Development Plan and Vesting Tentative Map from January 6, 2017 to January 6, 2018. This request is in accordance with Sections 17.28.190 (Development Plan) and 16.06.030 (Subdivision Map) of the Clayton Municipal Code.

The staff report was presented by Assistant Planner Milan Sikela, Jr.

Chair Richardson provided a brief background description of the project, explaining that the City had worked on this project and carried the entitlements forward over the years, adding that he was on the Planning Commission at that time and remembered how the City worked closely with the architect on the design of the Creekside Terrace building.

Commissioner Altwal had the following questions and comment:

- Does the City own the three parcels that the project site is located on? *Assistant Planner Sikela answered, yes, the City owns all three parcels of land.*
- How many times have the project entitlements been extended? *Assistant Planner Sikela explained that, including the Development Plan entitlement, the project has had five time extensions prior to tonight’s meeting. If the time extension request is approved by the Planning Commission tonight, that would make a total of six time extensions, including the Development Plan entitlement.*

- The City hopes that, by extending the entitlements, the project will be developed? *Assistant Planner Sikela explained that, by continually extending the entitlements, the City hopes to carry the project forward to a future time when a developer purchases the three parcels and develops the subject properties.*
- My concern is that the vacancies already existing in the Town Center will scare prospective developers away.

Commissioner Gall had the following questions:

- How many residential units are proposed on the second floor? *Assistant Planner Sikela answered that seven residential units are proposed on the second floor.*
- Are the residential units for sale? *Assistant Planner Sikela responded that the residential units would be for sale as individual condominiums. The units are not apartments.*

The public hearing was opened.

There were no comments.

The public hearing was closed.

Chair Richardson had the following comments:

- I look forward to a prospective developer melding their proposal with the City's vision for the project site.
- I am encouraged that, even though there are vacancies in the Town Center, there has been some forward progress on new developments in Clayton such as the Clayton Community Church proposal on the large parcel west of and uphill from the project site.
- We seek to develop Clayton in a way that would make it more of a destination location for people from outside the community as well as for our own citizens.
- We want to show people what is possible within Clayton and hopefully generate interest for developers.
- The Ipsen Bocce Ball Courts are a good example of something that has created a draw for people to come to the Town Center. We hope to see an increase in the number of customers patronizing businesses in downtown Clayton as a result of these types of attractions.

Commissioner Altwal reiterated his concern that there will not be the patronage to support additional businesses in the Town Center. *Assistant Planner Sikela indicated that the City's vision for the project site and for the Town Center entails striking a balance between having a vital, robust commercial district while still maintaining the tight-knit community feel and small town charm that the citizens of Clayton cherish.*

Vice Chair Wolfe moved and Commissioner Gall seconded a motion to approve a one-year time extension (TE-01-16) of the Creekside Terrace Development Plan and Vesting Tentative Map (ENV-01-08, DP-01-08, MAP-02-09) from January 6, 2017 to January 6, 2018. The motion passed 4-0.

6. OLD BUSINESS

None.

7. NEW BUSINESS

None.

8. COMMUNICATIONS

8.a. Staff

Assistant Planner Sikela provided updates on the St. John's Episcopal Church/Southbrook Drive Mixed Use Planned Development project, Verna Way Residential Subdivision project, and Silver Oak Estates project, Clayton Community Church project, and Community Development Director Mindy Gentry's processing of the City's policy toward Proposition 64 and indicated that the third floor offices of City Hall would be closed the last week of 2016 and, as a result, the December 27, 2016 Planning Commission meeting would be cancelled.

8.b. Commission

Chair Richardson wished the Planning Commission and staff a Merry Christmas and Happy New Year.

9. ADJOURNMENT

9.a. The meeting was adjourned at 7:37 p.m. to the regularly-scheduled meeting of the Planning Commission on December 27, 2016.



Submitted by
Mindy Gentry
Community Development Director



Approved by
Dan Richardson
Chair

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