

Minutes
Clayton Planning Commission Meeting
Tuesday, May 14, 2019

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

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

Present: Chair Bassam Altwal
Commissioner William Gall
Commissioner Frank Gavidia

Absent: Vice Chair Peter Cloven
Commissioner A.J. Chippero

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

2. ADMINISTRATIVE

- 2.a. Review of agenda items.
- 2.b. Declaration of Conflict of Interest.
- 2.c. Chair Bassam Altwal to report at the City Council meeting of May 21, 2019.

3. PUBLIC COMMENT

None.

4. MINUTES

- 4.a. Approval of the minutes for the March 12, 2019 Planning Commission meeting.

Commissioner Gall moved and Commissioner Gavidia seconded a motion to approve the March 12, 2019 Planning Commission minutes, as submitted. The motion passed 3-0.

5. PUBLIC HEARINGS

- 5.a. **ZOA-03-19; Ordinance Extending the Town Center Parking Waiver; City of Clayton.** Review and consideration of a proposed Ordinance to extend the on-site parking waiver in the Town Center area for three years, from June 30, 2019 to June 30, 2022. The purpose of the proposed extension is to provide incentive to promote development activity in the Town Center area for retail and restaurant land uses.

Interim Director Woltering presented the staff report.

Commissioner Gavidia asked how many parking spaces currently exist in the Town Center.

Interim Director Woltering indicated the following:

- He did not recall the number but the information of existing parking spaces in the Town Center is listed in the Town Center Parking Study. The Director stated he would obtain that information and provide the exact number of parking spaces to the Planning Commission as soon as possible following the meeting.
- Staff has observed no adverse impacts to the availability of parking in the Town Center from new development such as the Flora Square building.
- From staff's perspective, parking currently exists in the Town Center to accommodate potential parking demands of new development.

The public hearing was opened.

Ann Stanaway, 1553 Haviland Place, asked where the Creekside Terrace project site is located in the Town Center.

Chair Altwal indicated that the Creekside Terrace project site is located on the west side of Oak Street between Center Street and High Street near Mitchell Creek.

The public hearing was closed.

Commissioner Gavidia indicated that it might be good for the City to revise the Town Center parking requirements so that the relaxing of the parking requirements (as is the purpose and intent of the parking waiver) could become permanent.

Chair Altwal asked if the City should take a look at an ordinance that would relax the Town Center parking requirements permanently.

Interim Director Woltering indicated the following:

- From staff's perspective, having a monitoring plan with regard to the Town Center parking requirements is beneficial to the community so that the City can analyze the parking involved with each new project that might be proposed in the Town Center.
- Given the different uses in the Town Center ranging from the annual events and activities that this community cherishes to the new development that the City has tried so hard to encourage, the parking waiver (and its ongoing extensions) allows a method for the City to both incentivize development in the Town Center as well as monitor possible parking impacts.

Commissioner Gall moved and Commissioner Gavidia seconded a motion to adopt Resolution 02-19, recommending City Council approval of an Ordinance extending the parking waiver in the Town Center area until June 30, 2022. The motion passed 3-0.

6. OLD BUSINESS

None.

7. NEW BUSINESS

None.

8. COMMUNICATIONS

8.a. Staff.

Interim Director Woltering provided the following updates:

- At their meeting of May 7, 2019, the City Council adopted an Urgency Ordinance to establish applicable regulations, design regulations, and development standards for small cell sites in the public right-of-way. Staff is also working with the City Council to draft a regular ordinance to address small cell sites; however, the Urgency Ordinance was adopted as a result of interest among cell carriers to locate small cell sites in the public right-of-way and the City wanted to ensure that a regulatory package would be readily available in the circumstances that small cell site projects are proposed.
- Staff is working on drafting an accessory dwelling unit ordinance and regulatory package to address the new accessory dwelling unit requirements established by the State.

Assistant Planner Sikela introduced Interim Community Development Director David Woltering to the Planning Commission, indicated it is a joy to work with him again, and explained that many of the projects and community improvements occurred when he was the Community Development Director for Clayton from 2008 to 2013.

8.b. Commission.

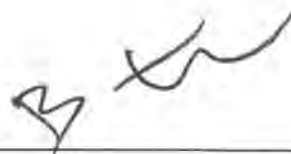
None.

9. ADJOURNMENT

9.a. The meeting was adjourned at 7:28 p.m. to the next regularly-scheduled Planning Commission meeting on May 28, 2019.



Submitted by
David Woltering, AICP
Interim Community Development Director



Approved by
Bassam Altwal
Chair