



AGENDA
Regular Meeting
Tuesday, March 8, 2022
7:00 p.m.

***** Virtual Location *****

This meeting is being held in accordance with California State Assembly Bill 361 and Government Code Section 54953(e). Given the proclaimed state of emergency and the Contra Costa County Health Officer's recommendation for social distancing for public meetings, the Planning Commission is conducting this meeting via phone/video conferencing. The public is invited to view or listen to the meeting and to address the Planning Commission via the methods listed under "Instructions for Virtual Planning Commission Meeting Participation," below.

Chair: Terri Denslow
Vice Chair: Ed Miller
Commissioner: Justin Cesarin
Commissioner: Frank Gavidia (Excused)
Commissioner: Amy Hines-Shaikh

Agendas are posted at: 1) City Hall, 6000 Heritage Trail; 2) Library, 6125 Clayton Road; and 3) Ohm's Bulletin Board, 1028 Diablo Street, Clayton. A digital copy of the Agenda with a complete packet of information including staff reports and exhibits related to each agenda item is available for public review on the City's website at <https://claytonca.gov/community-development/planning/planning-commission/planning-commission-agendas/>.

Any writings or documents provided to a majority of the Planning Commission after distribution of the Agenda Packet and regarding any public item on this Agenda are available for review on the City's website at <https://claytonca.gov/community-development/planning/planning-commission/planning-commission-agendas/>.

If you have a physical impairment that requires special accommodations to participate, please call the City Clerk's office at least 72 hours in advance of the meeting at 925-673-7300.

Most Planning Commission decisions are appealable to the City Council within 10 calendar days of the decision. Please contact Community Development Department staff for further information immediately following the decision. If the decision is appealed, the City Council will hold a public hearing and make a final decision. If you challenge a final decision of the City in court, you may be limited to raising only those issues you or someone else raised at the public hearing(s), either in spoken testimony at the hearing(s) or in written correspondence delivered to the Community Development Department at or prior to the public hearing(s). Further, any court challenge must be made within 90 days of the final decision on the noticed matter.

Instructions for Virtual Planning Commission Meeting Participation

To protect our residents, officials, and staff, and in accordance with California State Assembly Bill 361 and Government Code Section 54953(e), this meeting is being conducted using teleconferencing. The following options are provided to view, listen to, or provide comments during the meeting.

Videoconference: To join the meeting on-line via smart phone or computer, click on the link: <https://us02web.zoom.us/j/87901324143>; or, through the Zoom application, enter **Webinar ID: 879 0132 4143**. No registration or meeting password is required.

Phone-in: Dial toll free 877-853-5257. When prompted, enter the Webinar ID above.

E-mail Public Comments: If preferred, please e-mail public comments to the Community Development Director at danaa@claytonca.gov by 5:00 p.m. on the day of the Planning Commission meeting. All emailed public comments received prior to 5:00 p.m. on the day of the Planning Commission meeting will be forwarded to the entire Planning Commission.

Each person attending the meeting via video conferencing or telephone and who wishes to speak on an agendized or non-agendized matter shall have a set amount of time to speak as determined by the Planning Commission Chair.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PRESENTATIONS**
5. **ACCEPTANCE OF THE AGENDA:** The Planning Commission will discuss the order of the agenda, may amend the order, add urgency items, note disclosures or intentions to abstain due to conflict of interest on agendized public hearing or action items, and request Consent Calendar items be removed from the Consent Calendar for discussion. The Planning Commission may also remove items from the Consent Calendar prior to that portion of the Agenda.
6. **PUBLIC COMMENT (Non-Agenda Items):** This time has been set aside for members of the public to address the Planning Commission on items of general interest within the subject matter jurisdiction of the City. Although the Planning Commission values your comments, pursuant to the Brown Act, the Planning Commission generally cannot take any action on items not listed on the posted agenda. At the Chair's discretion, up to three minutes will be allotted to each speaker.
7. **CONSENT CALENDAR:** The following routine matters may be acted upon by one motion. Individual items may be removed by the Planning Commission for separate discussion at this time or under Acceptance of the Agenda.
 - A. **MINUTES:**
Planning Commission Meeting of February 22, 2022
8. **SCOPING SESSION**
 - A. **CEQA SCOPING SESSION FOR THE ENVIRONMENTAL IMPACT REPORT FOR THE CITY OF CLAYTON 6TH CYCLE (2023-2031) HOUSING ELEMENT UPDATE AND ASSOCIATED LAND USE ELEMENT AND ZONING CODE AMENDMENTS.**
This is a scoping session, held pursuant to the California Environmental Quality Act (CEQA), for the purpose of soliciting spoken comments from interested parties, individuals and other public agencies as to the scope and content of the environmental impact report (EIR) that will analyze the potential environmental effects of adoption and implementation of the City of Clayton 6th Cycle (2023-2031) Housing Element Update and Associated Land Use Element and Zoning Code Amendments ("project").

9. PUBLIC HEARING

A. FLOURISHING LEARNERS, UP-01-2022.

Stephanie Jones, the applicant, requests approval of a Use Permit (UP-01-2022) to allow the operation of a business providing tutoring services (personal improvement service) in an existing ground-floor tenant space located in the Town Center. The tutoring services are proposed to be located at 6160 Center Street, Suite D (Assessor's Parcel No. 119-018-006) and would be conducted daily from 8:00 a.m. to 7:00 p.m. This project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 – Existing Facilities.

10. ACTION ITEMS

None.

- 11. COMMUNICATIONS:** This time is set aside for the Planning Commission to make requests of staff, and/or for issues of concern to Planning Commissioners to be briefly presented, prioritized, and set for future meeting dates. This time is also provided for staff to share any informational announcements with the Commission.

12. ADJOURNMENT

The next Planning Commission Regular Meeting is Tuesday, March 22, 2022.

**Minutes
City of Clayton Planning Commission
Regular Meeting
Tuesday, February 22, 2022**

1. CALL TO ORDER

Chair Denslow called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

Vice Chair Miller led the Pledge of Allegiance.

3. ROLL CALL

Present: Chair Terri Denslow
 Vice Chair Ed Miller
 Commissioner Justin Cesarin
 Commissioner Frank Gavidia
 Commissioner Amy Hines-Shaikh

4. PRESENTATIONS AND ANNOUNCEMENTS

There were no presentations or announcements.

5. ACCEPTANCE OF THE AGENDA

There were no changes to the Agenda as submitted.

6. PUBLIC COMMENT

There were no public comments.

7. CONSENT CALENDAR

A. Minutes of Planning Commission Meeting of December 14, 2021.

Commissioner Cesarin moved to approve the minutes as submitted. Commissioner Hines-Shaikh seconded the motion. The motion passed 5-0.

8. STUDY SESSION

A. Status Report on the General Plan Housing Element Update for the 6th Cycle.

This is an informational session at which staff will provide an overview on the process to date with respect to the Update of the General Plan Housing Element for the 6th Cycle (2023-2031). In addition to reviewing the background and components of the Housing Element, staff will provide an explanation of next steps in the Housing Element Update, including the process for conducting required review of the Housing Element Update in accordance with the California Environmental Quality Act, and a demonstration of the next public engagement opportunity consisting of a housing planning simulation that will be posted to the City website at the end of February 2022.

Community Development Director Dana Ayers presented an overview of the State statutes pertaining to the Housing Element and California Environmental Quality Act (CEQA).

Commissioner Hines-Shaikh requested clarification on ministerial approvals and for examples of projects that could be considered ministerial. Director Ayers explained that projects that must meet prescribed standards without any discretion were considered ministerial. She gave building permits, small grading permits, and residential lot splits under Senate Bill (SB) 9 as examples of ministerial actions. She further explained that, with regard to the Housing Element and how CEQA applies to it, the entirety of the Housing Element and its selected sites and densities would need to be considered in the environmental analysis. While certain sites might qualify for ministerial approval, it was important not to isolate those sites as outside the scope of the Housing Element project and its Environmental Impact Report (EIR) analysis. However, she noted that future applications for residential development on sites identified in an adopted Housing Element could be considered not subject to CEQA if they qualified for a specific exemption or, if subject to CEQA, could build on the broader environmental analysis provided in the Housing Element EIR.

Commissioner Hines-Shaikh also asked about the State Housing and Community Development Department's (HCD) inclusion of Extremely Low-Income as an income category for housing allocation, and whether the City's allocation for affordable housing had been modified to include an assignment for Extremely Low-Income households. Director Ayers advised that in the current cycle, Extremely Low-Income units were included within the Very Low-Income category allocation. She was unaware of any new category being created with a new housing allocation specific to the Extremely Low-Income category but would further research the question.

Vice-Chair Miller inquired about the relationship between density and income level for the Regional Housing Needs Allocation (RHNA). Director Ayers explained that density could be an indicator for affordability level and, more specifically, that units designated for sites zoned with a density of 20 or more units per acre in Clayton could be counted toward the City's Low-Income allocation.

Chair Denslow inquired about the mechanisms available to ensure that a certain number of units are built as Low-Income units. Director Ayers suggested that a site could have an overlay zoning district with affordability requirements or, if the site was controlled by the City, the City could specify terms of affordability in the disposition of the site to a private developer.

Chair Denslow then requested clarification on when exemptions from CEQA could be applied, and how the Initial Study Checklist in CEQA Guidelines Appendix G relates to CEQA-exempt projects. Director Ayers advised that review of a project for a CEQA exemption may not require completion of the Initial Study Checklist but still required at minimum a cursory review of the project against the resource areas in the Checklist. She explained that exemption classes included a caveat that the project had no other impacts. She gave a hypothetical example of a project that was under 5 acres in size and located on an infill site—a project, which at first review might fit within a CEQA exemption class. In that hypothetical example, however, if that project was going to demolish an identified historic resource, it would have a potentially significant impact on historic resources and would not qualify as exempt from CEQA.

Chair Denslow then asked how the EIR process could commence while the Housing Element and its housing site inventory were still being prepared. She confirmed with staff that the commencement of the EIR should not be an indication to the public that the scope of the Housing Element was set and that no further public comment would be invited. Director Ayers further clarified that “the project” that would be described in the Notice of EIR Preparation and analyzed in the EIR assumed high densities of development across most of the specified sites in the preliminary inventory but that, as the analysis in the EIR was prepared and through the public input process of the Housing Element, alternatives would be developed and their environmental impacts would be compared against the project. At the end of the EIR process, the City Council would decide whether to approve “the project” or one of the alternatives as the updated Housing Element.

Chair Denslow confirmed with staff that the progress on the Housing Element Update was aligned with the schedule in the consultant's proposal approved by the City Council at their May 18, 2021 meeting.

Chair Denslow invited any member of the public in attendance to ask questions of staff. Alice Bristol asked if all of the housing in the project was proposed to occur on one site. Director Ayers advised that the Housing Element would include potential housing units on multiple sites, and Chair Denslow further clarified that the “project area” for the Housing Element was the entire City rather than one discreet location within it.

Director Ayers then shared with the Planning Commission a demonstration of Balancing Act, a public engagement and housing planning simulation tool that staff planned to make available to the public within the week.

Commissioner Gavidia asked why the simulation set a maximum density of 30 units per acre instead of 50 or 100 units per acre. Director Ayers responded that 30 units per acre was closer to the adopted General Plan, which had a maximum density of 20 units per acre, rather than 50 or 100 units, and that in setting the density in the simulation, staff chose a density that staff believed was more in line with community preferences. Commissioner Gavidia confirmed with staff that any density above 20 units per acre would require a General Plan amendment, which was what the Housing Element Update was but that, with that amendment, the Council could set a higher maximum density. He did not think that the problem could be solved with a limitation on density. Director Ayers stated that the 30 unit per acre maximum in the simulation was not intended as a recommendation on a maximum, but the simulation would give decision-makers and staff an idea of where in the City people were comfortable with higher densities versus lower densities of housing. The Planning Commission and City Council could choose to set a maximum density in excess of 30 units per acre when they took action on the Housing Element Update.

Commissioner Hines-Shaikh confirmed with staff that it was not possible to add a site to the simulation that was not already there, but that participants could submit comments inside the simulation making suggestions about other sites that could be included in the inventory.

Commissioner Cesarin asked how the simulation would be weighted in the preparation of the Housing Element Update. He also said he understood Commissioner Gavidia’s comment about maximum density in the simulation, but that it made sense to him why staff chose a maximum density that was based on adopted policy in the General Plan, and he understood the intent of the simulation to indicate preferences for higher or lower densities. He confirmed with staff that the results of the multiple plan submissions would be summarized in a spreadsheet of data about each site.

Vice Chair Miller confirmed with staff that the data from the simulation could be represented graphically in addition to a spreadsheet. He also confirmed with staff that the General Plan land use designations and zoning classifications could establish minimum densities for sites. He thought that minimum density was a good idea and could temper the City's RHNA buffer somewhat if it is known that a certain minimum number of units would be built on a site. Vice Chair Miller also confirmed with staff the State statute with respect to sites that have been in two housing cycles but remain unbuilt, that they must be zoned in such a way that at least 20 percent of the units are affordable to Low-Income households, which could be achieved by zoning the site for a minimum 20 units per acre. He suggested that smaller developments like accessory dwelling units and urban lot splits could help to contribute to the RHNA. He felt it worth repeating a comment made by staff at the January 4, 2022 City Council meeting that, for those types of projects, historical data is valuable in predicting justifiable future trends for that type of development during the next housing cycle. If the City over-predicted development of that type toward meeting its RHNA, the City could risk losing land use authority later because of a lack of progress toward meeting its projected housing targets. He thought there would be future opportunities to think outside of the box on how to approach the RHNA with smaller residential developments.

Commissioner Gavidia asked if people could identify sites other than the ones included in the simulation. Director Ayers responded that the simulation was limited to a prescribed list of sites that were designed into the program, but that discussion of the Housing Element was ongoing, and people could submit letters or emails to staff identifying other potential housing opportunity sites. He asked what tools or incentives the City could offer developers to build housing, suggesting that a variance or tax incentive was not going to be enough to motivate a housing developer. He reiterated that the problem has been going on for a long time.

Chair Denslow asked Commissioner Gavidia to clarify what he meant about "solving the problem," and whether he was referencing an insufficiency in housing or not meeting RHNA numbers. Commissioner Gavidia responded that he was referencing solving the problem for the City of Clayton. Housing Elements must be updated every 8 years but that, in the 20 years he has lived in Clayton, not much housing has been built. He expressed concern that the situation would continue to be a problem for the City and questioned how the City would incentivize a developer to build housing since rezoning land has not been enough.

Chair Denslow confirmed with staff housing projections are updated with each 8-year housing cycle and that, even if units are built, a new allocation for housing will be assigned to the City for the next cycle. She said she was still unclear on the problem to which Commissioner Gavidia was referring.

Commissioner Gavidia suggested rezoning land for a large buffer over the RHNA of 570, up to 1,000 or 2,000 units possibly, so that the problem goes away for a little while and does not come back to haunt the City. He suggested creative solutions, and he anticipated further upzoning of sites would be necessary. He suggested that if people knew the maximum density allowable, then they could then share where they would want the housing, and then the City could try to find a way to get the units built. He would like people to have the opportunity to identify other sites beyond the ones identified in the simulation, and he preferred a very larger buffer to the RHNA so that, at least for the next 15 to 20 years, there would not be a problem.

Chair Denslow confirmed with staff that drastic changes in upzoning of sites could be perceived by HCD staff as unrealistic and put at risk HCD's certification of the Housing Element. Director Ayers referred to State statute specifying that an agency must commit to implementing its Housing Element and that, if land values in Clayton have not supported 100 units per acre in the recent past, HCD could find such a dramatic upzoning to be questionable. Chair Denslow asked how many times a draft Housing Element could be resubmitted for review to HCD before the January 2023 deadline to approve the Housing Element. Director Ayers stated that her memory was not clear on the statute, but that she believed agencies had to complete their processes within 1 to 3 years of the deadline.

Vice Chair Miller questioned whether higher density directly corresponded to an increase in developer profit. Commissioner Gavidia said that it did, and that larger companies could borrow money at cheaper rates than smaller developers. He reiterated that he would like the land use scenarios in the Housing Element to include very high densities and greater building heights. If the City was going to solve the problem, it had to be realistic.

Chair Denslow confirmed with staff that the solution to the housing problem would not be a one-time and indefinite fix, but rather that new housing unit allocations would be assigned to each jurisdiction at the start of every 8-year housing cycle, regardless of how many units of the preceding cycle's allocation were built. She also clarified with staff that the simulation would not produce a single or best housing plan from among the submissions, but that the multiple results of the submissions would give decision-makers an idea of where in the City participants felt more comfortable with higher density developments. Decision-makers would then review the results of the simulation, along with written comments outside of the simulation, to evaluate more refinements of the housing plans to include meeting income level allocations that were not as easily accommodated in the simulation. However, because State law recognized densities of 20 or more units per acre as being affordable to Low-Income households, where responses

indicated a level of comfort with higher densities on a site, the Commission could consider possibly including the units planned on that site toward the City's Low-Income unit allocation.

Commissioner Cesarin said he understood the simulation was not intended to direct the Housing Element but was intended to give staff an idea of what the City was feeling with respect to housing. He said that putting much higher numbers into the simulation than were in the adopted General Plan did not make sense to him, but he recognized staff could make a future recommendation to increase density in an area where staff received community input in support of that. He inquired about whether the City had done an analysis of what barriers, such as utility connection costs, were discouraging property owners from constructing accessory dwelling unit (ADUs).

Commissioner Hines-Shaikh stated that the State was setting aside a large budget allocation, sponsored by Assembly Member Phil Ting, to incentivize ADU construction. She emphasized the importance of letting people know about the availability of these funds. She suggested pursuing community input on whether residents in the community would be interested in building an ADU and whether cost was the barrier for them. Director Ayers added that the City had been awarded grant funds in 2020 to develop a pre-approved ADU program that could result in reduced architectural design and plan check costs for people interested in building an ADU.

9. ACTION ITEMS

None.

10. COMMUNICATIONS

Vice Chair Miller encouraged people to submit written comments on the Housing Element.

Chair Denslow thanked staff for answering the various questions from the Commissioners, and she encouraged interested parties to review the Housing Element webpage on the City website and to reach out to staff with any questions throughout the Housing Element process.

Director Ayers advised that City Hall was re-opened to the public and that staff anticipated in-person Planning Commission meetings to resume in April. She reported that meetings would have a hybrid format where people could attend in person or could continue to participate remotely using the Zoom web conferencing platform. She advised that meeting guidelines for Hoyer Hall would be the same as they were for City Hall, wherein unvaccinated individuals would be required to wear a mask and unvaccinated individuals had the option to wear a mask.

Chair Denslow referenced the last City Council meeting at which the Mayor announced a request for volunteers to hand out flyers pertaining to the Housing Element and Clayton Cares program. Director Ayers advised that the Mayor intended to post details of the volunteer opportunity on his social media site and suggested interested individuals check there.

11. ADJOURNMENT

The meeting was adjourned at 9:28 p.m. to the next regular meeting of the Planning Commission on March 8, 2022.

Respectfully submitted:

Dana Ayers, AICP, Secretary

Approved by the Clayton Planning Commission:

Terri Denslow, Chair



AGENDA REPORT

To: Honorable Chair and Planning Commissioners

From: Dana Ayers, AICP
Community Development Director

Date: March 8, 2022

Subject: Agenda Item 8.A
CEQA Scoping Session for the Environmental Impact Report for the City of Clayton 6th Cycle (2023-2031) Housing Element Update and Associated Land Use Element and Zoning Code Amendments.

SUMMARY

This is a scoping session, held pursuant to the California Environmental Quality Act (CEQA), for the purpose of soliciting spoken comments from interested parties, individuals and other public agencies as to the scope and content of the environmental impact report (EIR) that will analyze the potential environmental effects of adoption and implementation of the City of Clayton 6th Cycle (2023-2031) Housing Element Update and Associated Land Use Element and Zoning Code Amendments (“project”).

RECOMMENDATION

That the Commission receive spoken comments on the scope of the environmental analysis in EIR to be prepared for the project. No response or action is requested of the Commission at this time.

BACKGROUND

The updated Housing Element for the 2023-2031 housing cycle will establish programs, policies and actions to further the goal of meeting existing and projected housing needs of all income levels and will identify how the City plans to accommodate its Regional Housing Needs Allocation (RHNA) of at least 570 units through the year 2031, as established by the Association of Bay Area Governments. The City also proposes updates to the Land Use Element to correspond to the Housing Element’s housing plan, as well as Zoning Code amendments necessary to implement the Housing and Land Use Elements, as amended. Details on the project are provided in the attached Notice of Preparation (NOP). Other information about the Housing Element and the Housing Element process can be found on the City’s website at <https://claytonca.gov/community-development/housing/housing-element/>.

Pursuant to CEQA (Public Resources Code Section 21000 *et seq.*), and the State CEQA Guidelines (California Code of Regulations Section 15000 *et seq.*), the City has determined that an EIR will be prepared to analyze the potential environmental effects of the project. In accordance with CEQA Guidelines Section 15082, on March 2, 2022, City staff mailed and emailed to interested parties and other public agencies copies of the NOP informing them of the City’s intent to prepare an EIR and requesting their input on the scope of the analysis in the EIR.

The NOP includes a description of the Housing Element assuming a high-intensity development scenario. This description of the project in the NOP would ensure that the EIR captures the analysis needed for development to occur at a density that exceeds the currently-adopted General Plan density maximum; however, the City Council is not obligated to approve the Housing Element Update with the development scenario that is described in the NOP. Through the EIR preparation process, alternative scenarios with lower and potentially higher densities will be formulated, and the EIR will compare the environmental impacts of each of those alternative scenarios against the potential environmental impacts of the project as described in the NOP. Upon completion of the Final EIR, and following a recommendation to be made by the Planning Commission, the City Council will select a preferred scenario to be subsequently adopted as the Housing Element Update.

The City is requesting members of the public and agencies to provide input on the identification of environmental issues and environmental effects that they believe should be considered and analyzed in the EIR, including adverse and beneficial environmental impacts, mitigation measures and alternatives. Comments at this time are requested just on the environmental issues of concern related to implementing the Housing Element and not on the text of the Housing Element itself. Staff notes that there will be other opportunities later this Spring for community members to share their feedback on the text, goals, policies, programs and densities specified in the draft Housing Element.

In addition to spoken comments this evening, interested parties and agencies may submit written comments in response to the NOP to Clayton Community Development Department staff through April 4, 2022.

CONCLUSION

Staff requests that the Commission provide an opportunity for interested parties and agencies to provide spoken comments on environmental issues related to the project in response to the NOP. No action of the Commission is requested at this time.

ATTACHMENT

Notice of Preparation



**NOTICE OF PREPARATION OF A DRAFT ENVIRONMENTAL IMPACT REPORT
AND NOTICE OF SCOPING MEETING FOR THE CITY OF CLAYTON
6th CYCLE (2023-2031) HOUSING ELEMENT UPDATE AND ASSOCIATED LAND USE
ELEMENT AND ZONING CODE AMENDMENTS**

TO: Responsible Agencies, Trustee Agencies, and Interested Parties

DATE: March 1, 2022

The City of Clayton is the Lead Agency under the California Environmental Quality Act (CEQA) and will prepare an Environmental Impact Report (EIR) for a project involving a comprehensive update of the City of Clayton General Plan Housing Element, focused updates to the Land Use Element, and parallel amendments to the Zoning Code ("project").

The updated Housing Element will establish programs, policies and actions to further the goal of meeting existing and projected housing needs of all income levels and will identify how the City plans to accommodate the Regional Housing Needs Allocation (RHNA) of 570 units through the year 2031, as established by the Association of Bay Area Governments (ABAG). The City also proposes updates to the Land Use Element to correspond to the Housing Element's housing plan, as well as Zoning Code amendments necessary to implement the Housing and Land Use Elements, as amended. Details on the project are provided below, and other information about the Housing Element and the Housing Element process can be found on the City's website at <https://claytonca.gov/community-development/housing/housing-element/>.

The City is requesting identification of environmental issues, environmental impacts, and information that you or your organization believes need to be considered and analyzed in the EIR, including environmental impacts, mitigation measures, and alternatives.

NOTICE OF SCOPING MEETING

Pursuant to California Public Resources Code Section 21083.9 and California Code of Regulations, Title 14, Chapter 3 ("CEQA Guidelines") Section 15082(c)(1), the Lead Agency will conduct a public scoping meeting for the purpose of soliciting written comments from interested parties, responsible agencies, agencies with jurisdiction by law, trustee agencies, transportation agencies, and involved federal agencies as to the appropriate scope and content of the EIR.

The public scoping meeting will be held in an online format using the Zoom application and will be an opportunity for agencies and interested parties to provide spoken comments on the scope

of the EIR. City staff will be available during this meeting to provide clarification on the project and the environmental review process. Interested parties wishing to provide comments or public testimony can speak during the meeting or provide their comments in writing, as described under “Submittal of Written Comments” below. No decisions about the project will be made at the scoping meeting. A separate public hearing for the project will be scheduled after the completion of the EIR. The date, time, and virtual location of the public scoping meeting is as follows:

Date: March 8, 2022 at 7:00 p.m.

Location: Virtual Webinar

To protect residents, officials, and staff, and in accordance with California State Assembly Bill 361 and Government Code Section 54953(e), the scoping meeting will be conducted during a regular Planning Commission meeting held using teleconferencing. A physical location from which members of the public may observe or participate in the meeting in person will not be available. The following options are provided to view, listen to, or provide comments during the meeting:

Videoconference: To join the meeting on-line via smart phone or computer, click on the link <https://us02web.zoom.us/j/87901324143>; or, through the Zoom application, enter **Webinar ID: 879 0132 4143**. No registration or meeting password is required. To indicate your request to speak, use the ‘Raise Hand’ feature when the Planning Commission Chair invites public comments on the agenda item.

Phone-in: Dial toll free 877-853-5257. When prompted, enter the Webinar ID above. If joining the meeting by phone, press *9 to ‘Raise Hand’ to indicate your request to speak, then press *6 to unmute yourself when prompted by the Planning Commission Chair or staff.

RESPONSIBLE AND TRUSTEE AGENCIES

The City requests your agency’s views on the scope and content of the environmental information relevant to your agency’s statutory responsibilities in connection with the project, in accordance with the CEQA Guidelines, Section 15082(b). Your agency will need to use the EIR prepared by the City when considering any permits or other project approvals that your agency must issue. As such, your responses to this Notice of Preparation (NOP), at a minimum should identify: (1) the significant environmental issues and reasonable alternatives and mitigation measures that your agency will need to have explored in the EIR; and (2) whether your agency will be a responsible or trustee agency for this project.

REVIEW AND RESPONSE PERIOD

March 2, 2022 to April 4, 2022

Pursuant to CEQA Guidelines Section 15082(b), responses to this NOP must be provided during this response period.

SUBMITTAL OF WRITTEN COMMENTS

Please send your written comments to:

Dana Ayers, AICP,
Community Development Director
City of Clayton Community Development Department
6000 Heritage Trail
Clayton, California 94517

Email: danaa@claytonca.gov

Tel: (925) 673-7343

Fax: (925) 672-4917

Project Location

The City of Clayton is located in north-central Contra Costa County, approximately 20 miles east of downtown Oakland. The City is located at the base of the north slope of Mt. Diablo. For the purposes of this project, the area of interest includes all properties within the corporate City boundaries and the City's Sphere of Influence (SOI), as defined by the Contra Costa County Local Agency Formation Commission. This planning area is bounded to the south by Mt. Diablo State Park and to the northeast by Black Diamond Regional Preserve. The northern and western planning area boundaries are shared with the City of Concord. The regional context of Clayton is shown in Exhibit 1 (Regional Context Map). Exhibit 2 (Planning Area Map) provides a more detailed view of the planning area and illustrates the current General Plan land use diagram.

The planning area includes the entire City of Clayton, which is 3.84 square miles of land, as well as its SOI, which is an additional 0.98 square miles. The City also has a Planning Area which extends beyond the SOI that will not be impacted by this project. Freeways and highways that provide regional access include Interstate 680 (I-680) to the west, State Route 242 (SR 242) to the northwest, and Interstate 580 (I-580) to the south. Regional arterials directly serving Clayton are Ygnacio Valley/Kirker Pass Road and Clayton Road. Clayton Road carries traffic to downtown Clayton from SR 242. Marsh Creek Road connects Clayton to the east to Brentwood.

Project Description

The Housing Element is one of the mandated General Plan elements. All cities and counties in California are required to update their Housing Element every eight years to meet existing and future projected housing needs of all economic segments of the community. Clayton, as a part of the ABAG region, is preparing this 6th cycle Housing Element for the 2023-2031 planning period.

The Housing Element Update establishes programs, policies, and actions to further the goal of meeting the existing and projected housing needs of all income levels of the community; provides evidence of the City's ability to accommodate the RHNA through the year 2031, as established by ABAG; and identifies changes to the General Plan Land Use Element needed to support the required housing capacity. In addition, the Housing Element includes goals and strategies to maintain the quality of the existing housing stock, promote housing opportunities for special needs

households, incorporate energy conservation approaches that can contribute to reduced housing costs, and affirmatively further fair housing practices. The Housing Element must be adopted by January 2023.

The City has been assigned a RHNA of 570 units, distributed among the four income categories shown in the adjacent diagram. Achieving this RHNA will require that the City amend the Land Use Element to clearly define and possibly increase multi-family residential densities and change land use designations in the downtown. Parallel changes would need to be made to the Zoning Code and zoning map.

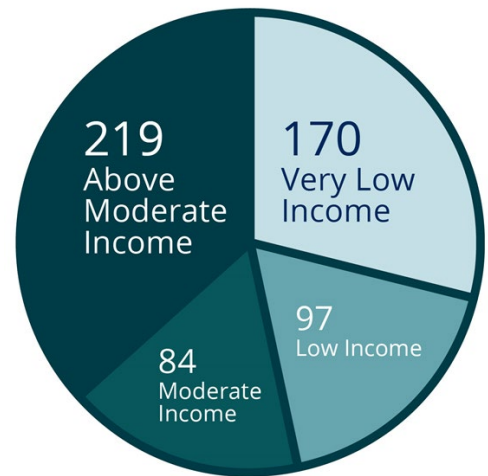


Exhibit 3 identifies existing land uses, and Exhibit 4 identifies the proposed land use changes associated with the Housing Element Update. These changes would affect the ultimate build-out reported in the General Plan Land Use Element. As shown in the table below, these proposed land use changes have the potential to result in increased capacity for as many as 883 new dwelling units, an increase of approximately 20,000 square feet of commercial space, and a reduction of approximately 7,000 square feet of public facilities/institutional space. Potential increases of approximately 2,397 residents and 100 jobs are projected for the 2031 horizon year.

Land Use Data Table

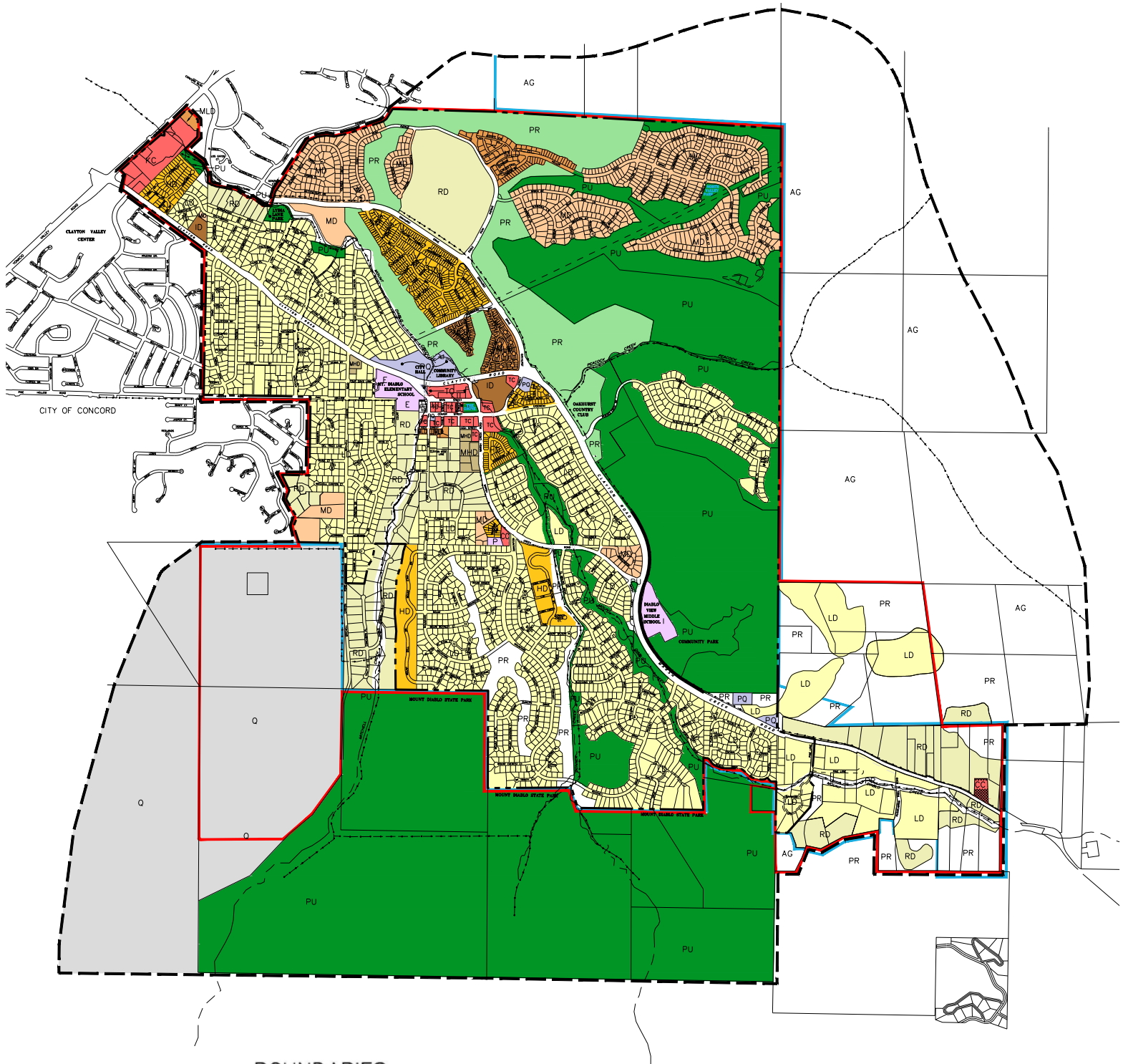
Development Indicators	Existing Conditions (2021)	Future Buildout Conditions (2029)	Existing to Buildout Change (Numbers)	Existing to Buildout Change (Percentage)
Dwelling Units	4,120	5,003	+883	21.4%
Population	11,268	13,665	+2,397	21.3%
Employees	1,510	1,610	+100	6.6%
Non-Residential Building SF	357,140	307,140	+13,000	3.6%
<i>Commercial</i>	<i>173,490</i>	<i>193,490</i>	<i>+20,000</i>	<i>11.5%</i>
<i>Office</i>	<i>83,650</i>	<i>83,650</i>	<i>0</i>	<i>0.0%</i>
<i>Public Facilities/Institutional</i>	<i>100,000</i>	<i>93,000</i>	<i>-7,000</i>	<i>-7.0%</i>
Source: City of Clayton, 2021; MIG, Inc. 2022; UrbanFootprint, 2021; Department of Finance (DOF) Demographic and Research Unit, 2021; and Esri Business Summary, 2021.				
Notes: Vacancy Rate: 2.79%; Persons Per Household: 2.81 (DOF, 2021)				

Programmatic EIR

The City of Clayton has determined that the proposed project will require preparation of an EIR pursuant to CEQA. The City is the Lead Agency for preparation of a Program EIR for the proposed Housing Element update and associated changes to the Land Use Element and Zoning Code. The Program EIR will evaluate the environmental impacts resulting from implementation of the proposed project and will recommend mitigation measures to avoid or reduce significant impacts, where applicable. The Program EIR also is intended to help the City review future project proposals pursuant to section 15168 (Program EIR) of the CEQA Guidelines. The following environmental topics will be evaluated in the EIR:

- Aesthetics
- Agriculture and Forestry
- Air Quality
- Biological Resources
- Cultural Resources
- Energy
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise
- Population and Housing
- Public Services
- Recreation
- Tribal Cultural Resources
- Transportation and Circulation
- Utilities and Service Systems
- Wildfire
- Cumulative Impacts
- Alternatives

City of Clayton 6th Cycle (2023-2031) Housing Element Update
Clayton, California



BOUNDARIES

- CITY LIMITS
- SPHERE OF INFLUENCE
- URBAN LIMIT LINE
- PLANNING AREA

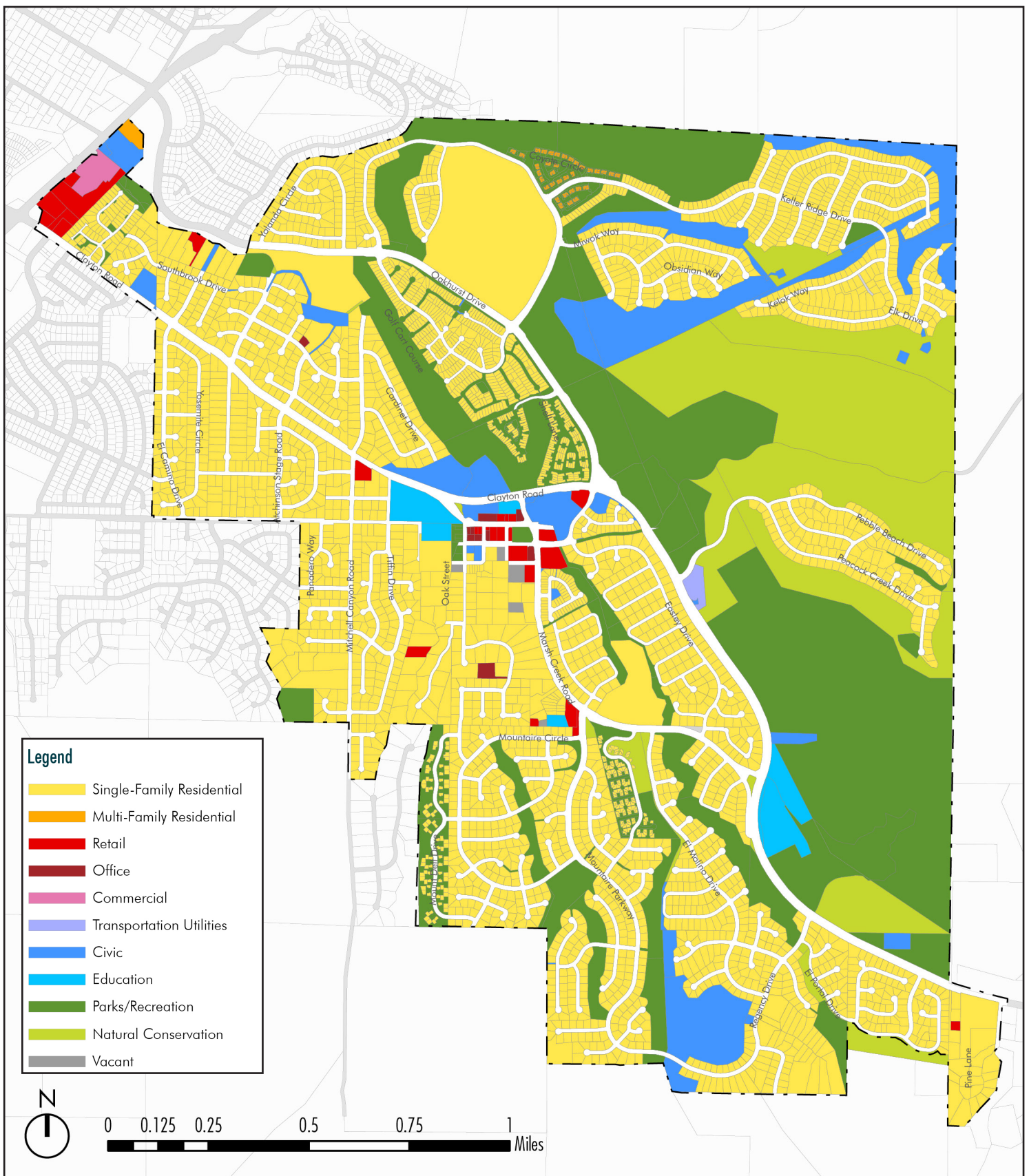


Source: Clayton General
<http://www.migcom.com> • 951-787-9222

Exhibit 2 Planning Area Map

City of Clayton 6th Cycle (2023-2031) Housing Element Update
 Clayton, California



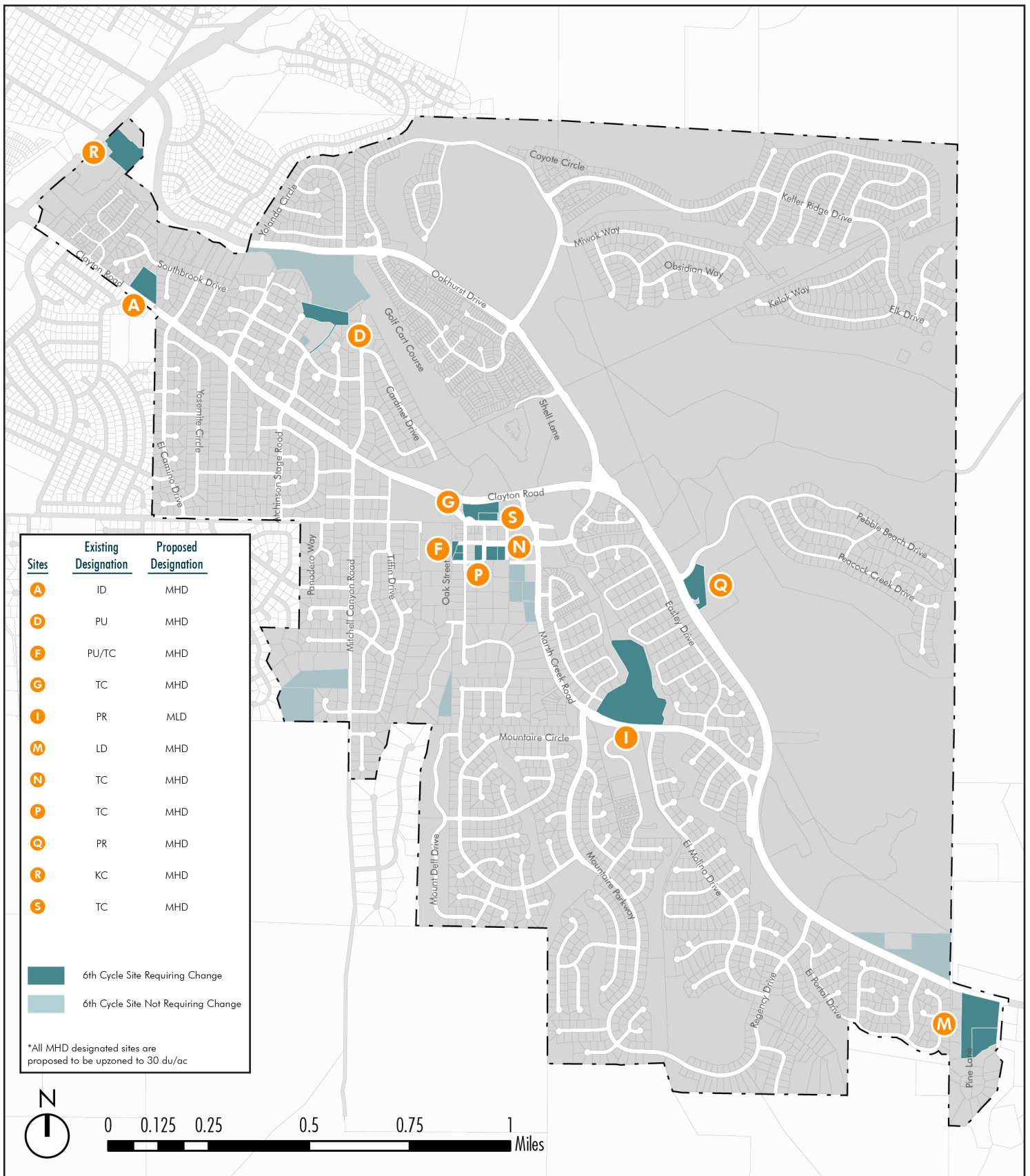


Source: Clayton General Plan
<http://www.migcom.com> • 951-787-9222

Exhibit 3 Existing Land Use Map

City of Clayton 6th Cycle (2023-2031) Housing Element Update
 Clayton, California





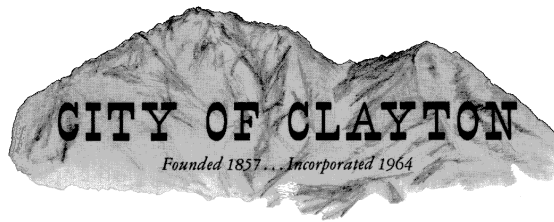
Source: MIG, Inc.

<http://www.migcom.com> • 951-787-9222



Exhibit 4 Proposed Land Use Changes

City of Clayton 6th Cycle (2023-2031) Housing Element Update
Clayton, California



AGENDA REPORT

To: Honorable Chair and Planning Commissioners

From: Milan J. Sikela, Jr.
Assistant Planner

Date: March 8, 2022

Subject: Agenda Item 9.A
Flourishing Learners, UP-01-2022

SUMMARY

Stephanie Jones, the applicant, requests approval of a Use Permit (UP-01-2022) to allow the operation of a business providing tutoring services in an existing ground-floor tenant space located in the Town Center. The tutoring services are proposed to be located at 6160 Center Street, Suite D, Assessor's Parcel Number (APN) 119-018-006 and would be conducted seven days a week from 8:00 a.m. to 7:00 p.m. This project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline 15301 – Existing Facilities.

RECOMMENDATION

Staff recommends that the Planning Commission open the public hearing and accept written and spoken testimony, close the public hearing and adopt the attached Resolution approving the Use Permit for Stephanie Jones to operate the Flourishing Learners tutoring service business in a ground-floor tenant space located at 6160 Center Street, Suite D in the Town Center.

PROJECT INFORMATION

Applicant:	Stephanie Jones representing Flourishing Learners
Property Owner:	B&B Properties
Location:	6160 Center Street, Suite D APN 119-018-006 See Attachment B for Vicinity Map
General Plan Designation:	Town Center Commercial
Town Center Specific Plan Designation:	Town Center Commercial

Zoning Classification:	Planned Development (PD) District
Environmental Review:	The subject Use Permit request is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Categorical Exemption Class 1 (Existing Facilities), section 15301 of the State Guidelines for Implementation of CEQA.
Public Notice:	On February 25, 2022, a public hearing notice was posted at the notice boards at Clayton City Hall, Clayton Community Library, and in the Town Center. A public hearing notice was also mailed to the owners of real property located within 300 feet of the property at 6160 Center Street.

ANALYSIS

Stephanie Jones, representing Flourishing Learners, is proposing to operate a business that provides tutoring services (“subject business”) in a tenant space in an existing single-story office building located at 6160 Center Street, Suite D in the Town Center. The subject suite, Suite D, is comprised of two office spaces—one is 288 square feet in area and the other is 588 square feet in area—for a combined total suite area of 876 square feet (see **Attachment C** for the project description and **Attachment D** for the proposed floor plan, exterior photos, and interior photos provided by the applicant). The subject business is proposed to operate seven days a week from 8:00 a.m. to 7:00 p.m.

According to Section 2.3 of the Town Center Specific Plan (TCSP) and Section 17.60.030.C.7 of the Clayton Municipal Code (CMC), any non-retail commercial use proposed for a ground-floor location within the Town Center requires approval of a Use Permit. This Use Permit requirement for non-retail ground-floor commercial uses in the Town Center was implemented to encourage retail uses in ground-floor commercial spaces and support the establishment of a strong retail district in the Town Center.

Staff notes that, although the intent and purpose of the applicable provisions in the TCSP and CMC are to encourage retail uses in ground floor tenant spaces, the guidelines also envision a mix of uses with the Use Permit process being the mechanism to allow discretionary review for non-retail commercial uses and office uses to operate in ground floor locations. If the intent and purpose of the applicable regulations were to only have retail uses in ground-floor tenant spaces, then non-retail commercial and office uses on ground-floor spaces would be prohibited in the Town Center. Without such a prohibition, and with the establishment of a Use Permit process, the expectation was that there would be some non-retail commercial and office uses on ground-floor spaces in downtown Clayton. By making the allowance for ground-floor offices—subject to discretion and consideration of the unique circumstances of each request—the TCSP recognizes that these types of destination uses can complement the desired retail uses by bringing visitors to the Town Center for a specific purpose. Once in the Town Center, visitors to these destination uses could then patronize other businesses in the area to dine or shop.

Staff has observed that the land uses in the TCSP area have evolved into a spatial layout where certain “corridors”—specifically Main Street, Center Street, and Marsh Creek

Road—contain the majority of the Town Center’s retail vitality. Staff believes that retail should continue to be the goal for these main “corridors” in the Town Center, but that additional flexibility is appropriately allowed on secondary non-commercial streets in the Town Center such as High Street.

In designing attractive pedestrian environments, an important objective is to keep the pedestrian’s eyes up, providing interesting things to look at that draw the pedestrian from one storefront to the next. Attractive signage, outdoor seating areas, creative displays inside of glass storefronts and at entrances to tenant spaces help to achieve this objective. Where these elements are not present, the viability of a successful retail environment becomes more challenging.

The subject business would be accessed from the High Street, the rear side of the building at 6160 Center Street. In assessing the land uses along High Street, other than the Post Office and a switching facility (the latter of which is closed to the public), there are only residential uses and a parking lot. No retail uses exist on High Street. Given this development pattern, staff notes that High Street lacks the consistent pattern of retail glass storefronts that encourage continuous pedestrian movement. There is nominal, if any, visual interest to draw a pedestrian off of Main Street, Center Street, or Marsh Creek Road to the back side of the subject building. The subject building also lacks large windows for interesting visual displays of merchandise, and the High Street frontage of the building is separated from High Street by a parking lot, detracting from the elements necessary for a retail space that is attractive to pedestrian customers and passersby. This combination of circumstances makes viability of retail in the subject tenant space challenging. Consequently, staff believes it would be an appropriate location for a destination use such as the proposed tutoring service business and would not take away retail space from the more retail-oriented corridors along Main Street, Center Street, and Marsh Creek Road.

It is staff’s opinion that High Street is not a representative retail corridor for the Town Center, in that it really only provides access to the drive-through Post Office dropbox and rear ingress/egress to the Post Office parking lot. This leaves the subject tenant space in the unique position of being a stand-alone outlier. Rather than being located along one of the vibrant corridors where you have several retail uses in a row, the subject tenant space appears as a rarity on High Street with the building frontage being set back away from the sidewalk over 80 feet as a result of the off-street parking lot for the subject building. Furthermore, because High Street is interrupted by a large hill projecting northward into the Town Center, this creates a terminating “dead end” for the one-block-long eastern extent of High Street with the only pedestrian draw being the Post Office. Even so, this rear entrance to/exit from the backside of the Post Office parking lot is more vehicle-oriented rather than the pedestrian-oriented Center Street frontage of the Post Office. Given this development pattern along High Street between Marsh Creek Road and the hill that projects northward into the Town Center (which, as mentioned above, terminates High Street into a “dead end”), an almost sleepy backwater ambiance is created for this one-block extent of High Street. Therefore, this portion of High Street is not conducive to a retail use, especially given that the front of the subject tenant space is separated from High Street by an approximately 80-foot deep parking lot. This setback does not afford the subject tenant space a visual connection to the preferred retail-oriented corridors in the Town Center.

Staff analyzed the parking requirements as related to the proposed business. Section 17.37.020.A.2 of the CMC requires that required off-street parking facilities for non-residential uses shall be provided only when the activity would increase the required number of off-street parking spaces by 10 percent or more. The previous occupant of the tenant space was an office use which is required by the CMC to have one parking space per 250 square feet of building area, or three required off-street parking spaces for the subject tenant space. In accordance with Section 17.37.030.E of the CMC, the Community Development Director has determined that the proposed use would fall under personal service given that the one-on-one nature of tutoring services is similar in operation to a stylist providing individual customer service in a salon. With the proposed use categorized as a personal service, the off-street parking requirement is identical to office uses at one space per 250 square feet and has an identical number of three off-street parking spaces available. Since the previous use and currently-proposed use both have a zoning code requirement of three off-street parking spaces, there is no increase in the required number of off-street parking spaces. Pursuant to CMC Section 17.37.020.A.2, the off-street parking requirements of CMC Section 17.37.030 are therefore not applied to the proposed use.

In addition, staff conducted a count of off-street parking spaces on the parcel where the subject building is located containing the subject tenant space and observed that there are 21 off-street parking spaces serving various tenants in the subject building on the property. Given the approximately 5,200 square feet of useable office space within the subject building, the 21 existing off-street parking spaces are compliant with the parking requirements of the CMC.

COMMENTS RECEIVED

Staff routed the proposal to outside agencies as well as City departments and received no comments, concerns, or requests for additional requirements. Staff corresponded directly with the Contra Costa County Fire Protection District and was advised that, given the 876 square feet of space and the maximum proposed amount of people involved with operation of the business being 12 (eight students and four tutors), the existing building, which was constructed and opened in 2001, has adequate existing fire safety infrastructure as related to fire sprinklers and ingress/egress availability.

ATTACHMENTS

- A. Planning Commission Resolution No. 01-2022 (Draft)
- B. Vicinity Map
- C. Project Description
- D. Flourishing Learners Proposed Floor Plan, Exterior Photos, and Interior Photos

**CITY OF CLAYTON
PLANNING COMMISSION
PROPOSED
RESOLUTION NO. 01-2022**

**A RESOLUTION OF THE CLAYTON PLANNING COMMISSION APPROVING A
USE PERMIT TO ALLOW THE OPERATION OF TUTORING SERVICE BUSINESS IN AN
EXISTING GROUND-FLOOR TENANT SPACE LOCATED AT 6160 CENTER STREET, SUITE D
(UP-01-2022)**

WHEREAS, the City received an application from Stephanie Jones requesting review and approval of a Use Permit (UP-01-2022) to allow the operation of a tutoring services business ("Flourishing Learners") seven days a week from 8:00 a.m. to 7:00 p.m. in an existing ground-floor tenant space located at 6160 Center Street, Suite D; and

WHEREAS, Section 2.3 of the Town Center Specific Plan (TCSP) requires approval of a Use Permit for any non-retail use proposed for a ground-floor location within the Town Center; and

WHEREAS, Section 17.60.030.C.7 of the Clayton Municipal Code (CMC) requires approval of a Use Permit for any non-retail commercial use proposed for a ground-floor location within the Town Center; and

WHEREAS, although the intent and purpose of TCSP Section 2.3 and CMC Section 17.60.030.C.7 are to encourage retail uses in ground floor tenant spaces, the guidelines also envision a mix of uses within the Town Center with the Use Permit process being the mechanism to allow discretionary review for non-retail commercial uses and office uses to operate in ground floor locations within the Town Center; and

WHEREAS, the Project is categorically exempt from the California Environmental Quality Act (CEQA; Public Resources Code Section 21000 *et seq.*) pursuant to Categorical Exemption Class 1, Section 15301 (Existing Facilities) of the State CEQA Guidelines (California Code of Regulations Section 15000 *et seq.*); and

WHEREAS, on March 8, 2022, the Clayton Planning Commission held a duly-noticed public hearing on the Use Permit request (UP-01-2022), and received and considered testimony and evidence, both spoken and documentary.

NOW, THEREFORE, the Planning Commission does determine the foregoing recitals are true and correct and makes the following Findings for Approval of Use Permit Application UP-01-2022 based on the Use Permit Standards of Review:

A. The use is in conformity with the General Plan and any applicable Specific Plan.

The project is in conformity with the General Plan objectives, policies, and land use designation since the project is located within the Town Center Commercial land use designation and the General Plan states that uses allowed within this designation shall be consistent with the Town Center Specific Plan.

This project is in conformity with the Town Center Specific Plan goals, policies, and land use designations since commercial personal improvement services (e.g., dance, music, exercise, and martial arts studios) including tutoring services, is an allowed use within the Town Center Specific Plan's Town Center Commercial land use designation, subject to review and approval of a Use Permit by the Planning Commission. The Town Center Specific Plan intends to have an appropriate balance and mixture of uses, and the proposed use or its size will not interfere with or overwhelm the pedestrian and retail orientation of the district. Rather, the proposed personal improvement commercial use would occupy a ground-floor tenant space that is not conducive to retail due to its visual disconnection from pedestrian corridors on Main Street, Center Street, and Marsh Creek Road.

B. The use is in conformity with City-adopted standards in the Zoning Ordinance as related to Use Permits standards of review by:

- a. Not impacting the off-street parking for vehicles and bicycles since the use will not increase the required number of off-street parking spaces by 10 percent or more, as the currently-proposed use and previously-existing use both require the provision of three off-street parking spaces which are already existing at the site in a private parking lot;
- b. Not generating significant traffic congestion since the use entails a maximum of only eight students and four tutors at one time for a total maximum potential increase of 12 additional people;
- c. Being compatible with the Town Center Commercial land use designation by providing a destination-type use that brings into the Town Center tutors, students, and parents of students who may subsequently patronize dining and shopping businesses also located in the Town Center, thereby attracting and enhancing pedestrian activity, complementing the intensity of existing tenants, and without relocating an existing business in the Town Center or taking away from more viable retail spaces located along Main Street, Center Street, or Marsh Creek Road;
- d. Not generating intermittent or constant noise levels violating the General Plan Noise Element since the use will be conducted entirely indoors and there is no new construction proposed that will necessitate use of heavy or loud machinery;
- e. Not generating significant levels of toxic or non-toxic dust, airborne particulates, fumes, smells or other impacts to air quality since the use will be conducted entirely indoors and there is no new construction proposed;
- f. Not generating exterior lighting or significant litter since the use will incorporate lighting and trash/recycling disposal containers that will be located entirely indoors;
- g. Not resulting in crime or negative influences on minors since the use will be conducted entirely indoors, and tutoring services is an activity that is beneficial to the health and well-being of individuals which is a positive influence on the community; and

- h. Not representing a concentration of an activity that would be a detriment to the health, safety, and welfare of nearby residents, businesses, property owners, or employees since tutoring services is an activity that is beneficial to the health and well-being of individuals, and there are no similar businesses immediately adjacent to the property.

C. The use shall not negatively affect the general safety (e.g., seismic, landslide, flooding, fire, traffic) of the City or surrounding area.

The use preserves the general safety of the community regarding seismic, landslide, flooding, fire, and traffic hazards since the use will be conducted entirely indoors in an existing building that was previously permitted and constructed under applicable building and fire codes, and there is no new construction proposed for the project.

D. The use shall not have significant negative impacts on the health or general welfare of residents, businesses, property owners, or employees in the City.

The use shall not have significant negative impacts on the health or general welfare of residents, businesses, property owners, or employees in the City since the use will be conducted entirely indoors, and tutoring services is an activity that is beneficial to the health and well-being of individuals which is a positive influence on the community.

E. The permit will be in accord with the purpose of Use Permits as stated in Section 17.60.020 of the Clayton Municipal Code.

By implementing the land use objectives of the General Plan; being in conformance with City-adopted standards; not negatively affecting the general safety (e.g., seismic, landslide, flooding, fire, traffic) of the City or surrounding area; and not being detrimental to the health, safety, and welfare of residents, businesses, property owners, and employees in the City; Use Permit application UP-01-2022 complies with the purpose of Use Permits as stated in Section 17.60.020 of the Clayton Municipal Code.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission does hereby approve Use Permit UP-01-2022 to allow the operation of a tutoring services business ("Flourishing Learners") within an existing ground-floor tenant space located at 6160 Center Street, Suite D, subject to the following Conditions of Approval:

1. The applicant shall indemnify, protect, defend, and hold harmless the City and its elected and appointed officials, officers, employees, and agents from and against any and all liabilities, claims, actions, causes, proceedings, suits, damages, judgments, liens, levies, costs, and expenses of whatever nature, including, but not limited to, attorney's fees, costs, and disbursements arising out of or in any way relating to the issuance of this entitlement, any actions taken by the City relating to this entitlement, and any environmental review conducted under the California Environmental Quality Act for this entitlement and related actions.
2. The days and hours of operation shall be daily from 8:00 a.m. to 7:00 p.m.
3. A maximum of eight students and four tutors at a time is allowed on the premises to participate in tutoring services.

4. Any project-related signage shall require review and approval by the City in accordance with the Clayton Municipal Code sign provisions.
5. Any changes to the tutoring service business use shall require Planning Commission review and approval.
6. No permits or approvals, whether discretionary or mandatory, shall be considered if the applicant is not current on fees, reimbursement payments, and any other payments that are due.
7. The applicant shall comply with the California Building Standards Code and all applicable regulations including, but not limited to, those of the Contra Costa County Fire Protection District, State of California, and any other agencies that are pertinent to the operation of the tutoring service business.

PASSED AND ADOPTED by the Planning Commission of the City of Clayton at a Regular Meeting on the 8th day of March, 2022.

AYES:

NOES:

ABSTAINED:

ABSENT:

APPROVED:

ATTEST:

Terri Denslow, Chair

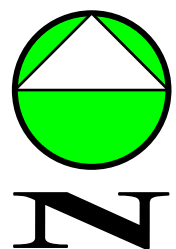
Dana Ayers, AICP, Secretary



VICINITY MAP



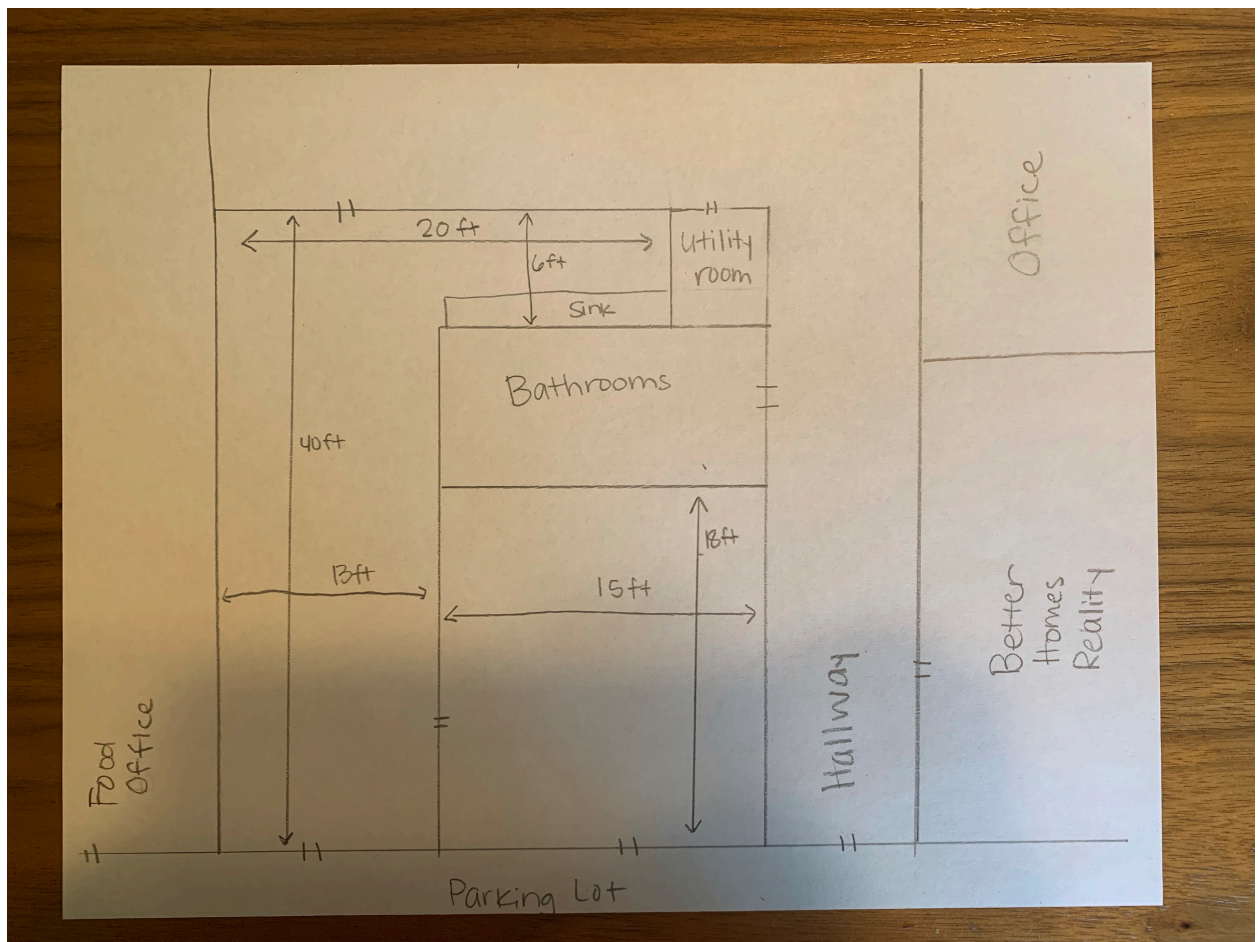
**Flourishing Learners
Use Permit UP-01-2022
6160 Center Street, Suite D
APN 119-018-006**



(Not to Scale)

Written Description of Flourishing Learners

Flourishing Learners provides a creative alternative to advancing your child's education. We provide educational learning services (i.e. tutoring, homework help) for learners preschool to eighth grade. Flourishing Learner's Learning Center is at 6160 Center, Suite D. We will be open Monday-Sunday for services, 8am-7pm. We will use the parking lot off High Street to accommodate our families. At any one time we will have from 1-8 people in attendance at the learning center.



Floor plan above, parking lot below







15 x 18 room below







40x 13 room below





Sink area below, part of the 40x13 room

