



WEEKLY REPORT

To: HONORABLE MAYOR AND COUNCIL MEMBERS

From: Reina J. Schwartz, City Manager

Date: January 27, 2023

Happy Friday!



COMMUNITY DEVELOPMENT

Planning/Building:

- Processing requests for issuance of 6 planning, building and/or engineering permits, including a sign permit for Sip N' Sweet, a new coffee and ice cream shop in the Village Oaks building, and building permits for replacement of panel antennas on two existing wireless telecommunications facilities.
- Continuing to work with DeNova Homes on construction and inspection of the Diablo Meadows Residential Development west of Mitchell Canyon Road near the municipal boundary. Vertical construction on the houses is underway.
- Working with the property owner and developer of the Douglas Road Minor Subdivision and coordinating with Engineering Department staff for the review of the final parcel map for the project.
- Continuing to work with the City's consulting engineer in the reviews of final civil improvement, grading and stormwater plans for the construction of The Olivia at Marsh Creek residential development on High Street and Marsh Creek Road. Architectural plans for the two buildings located on the 6450 Marsh Creek Road and 6490 Marsh Creek Road properties are under review in the County Building Department for plan check. Staff are working with the developer on execution of parking, pedestrian access, improvement and affordability agreements for the project. Building permits have been issued for construction of the initial site improvements and the building located on the 6170 High Street property.
- Received and commencing review of responsive materials to the comprehensive completeness review of the application re-submittal for the Silver Oak Estates residential development proposed to consist of 32 single-family houses and 3

accessory dwelling units to be built on the south side of Oakhurst Drive near its intersection with Yolanda Circle. Staff has engaged a consultant for the preparation of the analysis of potential environmental impacts of the proposed project.

- Received, reviewed and provided comments on an application for a proposed development of 30 townhouse units on the Oakhurst Country Club overflow parking lot located south and east of the intersection of Clayton Road and Peacock Creek Drive. Staff has engaged consultants for preparation of the analysis of potential transportation and other environmental impacts of the proposed project.
- Continuing to work with consultants in the preparation of: 1) amendments to the City's Accessory Dwelling Unit Ordinance for consistency with California law; and 2) pre-approved architectural plans to be made available to interested Clayton residents for construction of accessory dwelling units on residential properties.
- The January 24, 2023, regular meeting of the Planning Commission was canceled. The next regular meeting of the Planning Commission is scheduled for February 14, 2023.

Code Enforcement:

- New: 1
- Pending: 23
- Closed: 0



POLICE ACTIVITY REPORT

01/20/23 – 01/26/23

Friday, January 20th – Officers responded to Petar Court after receiving the request to perform a welfare check. Officers determined the resident was OK, but due to the poor condition inside of the residence, officers referred this matter to the Contra Costa County Adult Protective Services.

Monday, January 23rd – Officers responded to Westwood Park after receiving the report of a small fire. The small fire was extinguished by CON Fire. Officers determined the subject who allegedly started the fire had a warrant for his arrest; he was released on his signed promise to appear.

Tuesday, January 24th – As a result of receiving notification from the City's Automated License Plate Reader (ALPR) system detecting a reported stolen vehicle from the City of Pittsburg, officers attempted an enforcement stop on Clayton Road. The driver failed to yield, and a pursuit was initiated. The pursuit entered the City of Concord and was terminated near Clayton Road and Ayers Road by the responding officer when it became unsafe to continue.

Wednesday, January 25th – Officers responded to Starbucks after receiving the report of an unwanted guest. Upon the officers' arrival, the known subject had left the store and a search of the area for him was met with negative results.

Officers responded to Walgreens after receiving the report of a petty theft. Officers determined an unknown subject stole several boxes of cigarettes. Walgreens management declined a report.

Officers responded to Subway after receiving the report of an unwanted guest. Officers located the intoxicated subject inside Safeway and provided a courtesy transport to his nearby residence.

Officers responded to Eagle Peak Ave. after receiving the report of a disturbance. Officers determined a mother and her teenage son were involved in a verbal dispute. Officers defused and mediated the situation.

Thursday, January 26th – While on patrol near Clayton Road and Peacock Creek Drive, officers located a small campfire and extinguished it immediately.

Chiefly Speaking

With a respite from all the rain, hikers were out in force this past weekend. As a result, officers issued numerous parking citations and left them on the cars parked in the *No Parking Zone* areas on Regency Drive.



MAINTENANCE:

Most of this week has been spent attending to continued clean-up from the storms earlier in January, in particular near Windmill Canyon. The picture below shows the drain finally cleared out. Continued thanks to all the maintenance staff who have been working extra hard to keep up. Thank you!



CITY ENGINEER'S REPORT

No new updates this week.



FINANCE

- The City's FY2021/22 audit was presented to the Council Budget & Audit Committee on January 23, 2023. It will be presented to the City Council at the February 7, 2023 meeting.
- The City's auditor is finishing the annual audit for the Clayton Financing Authority which will be brought forward as soon as it is complete.



CITY CLERK



UPCOMING MEETINGS AND EVENTS

February 7, 2023 – Staff and City Council in person; public in person or via Zoom

Discussion/Action:

- Annual Comprehensive Financial Report for FY2021/22
- First Reading – Ordinance to Amend Section 3.08.010 of the Clayton Municipal Code Regarding Check Signing

(Note: all items are preliminary until the Agenda for the next meeting is finalized.)