



**AGENDA**  
**Planning Commission**  
**Regular Meeting**  
**May 28, 2024**  
**7:00 p.m.**

**Hoyer Hall at Clayton Community Library**  
**6125 Clayton Road, Clayton, California**  
**and**  
**Via Zoom Webinar**  
**Webinar ID: 865 8589 9518**

This meeting is being held with accommodations for both in-person and virtual attendance and participation by the public. Members of the public who prefer to view or listen to the meeting and to address the Planning Commission remotely during the meeting may do so using the methods listed under “Instructions for Virtual Planning Commission Meeting Participation” below.

**Chair:** Richard Enea  
**Vice Chair:** Maria Shulman  
**Commissioner:** Joseph Banchemo  
**Commissioner:** Bretten Casagrande  
**Commissioner:** Daniel Richardson

Agendas are posted at: 1) City Hall, 6000 Heritage Trail; 2) Clayton 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/>.

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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.

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### **Instructions for Planning Commission Meeting Remote Participation**

The following options are provided as a courtesy for those who would prefer to view, listen to, or provide comments remotely for the meeting. While City staff will make every effort to facilitate virtual participation in the meeting, the City cannot guarantee that the public's access to teleconferencing technology will be uninterrupted, and technical difficulties may occur from time to time. Unless required by the Brown Act, the meeting will continue despite technical difficulties for participants using the teleconferencing option.

**Videoconference:** To join the meeting on-line via smart phone or computer, click on the link: <https://us02web.zoom.us/j/86585899518>; or, through the Zoom application, enter **Webinar ID: 865 8589 9518**. No registration or meeting password is required. To request to speak on an item during the meeting, click the "Raise Hand" icon in the Zoom application to be added to the speaker queue. The Secretary or Chair will identify you by name and will unmute your microphone when it is your turn to provide public comment.

**Phone-in:** Dial toll free 877-853-5257. When prompted, enter the Webinar ID above. Once connected, you will hear the meeting discussions but will remain muted. When your item of interest is called, dial \*9 to "raise hand" and be added to the speaker queue. The Secretary or Chair will identify you by the last 4-digits of your phone number, and you will hear "you have been unmuted" when it is your turn to provide public comment. To toggle between mute/unmute on your device, dial \*6.

**E-mail Public Comments:** If preferred, please e-mail public comments to the Community Development Director at [danaa@claytonca.gov](mailto: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. **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 agendaized 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.
5. **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 3 minutes will be allotted to each speaker.
6. **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 April 23, 2024
7. **ACTION ITEM**
  - A. **Determination of Conformity of the Fiscal Year 2024/2025 Capital Improvement Plan Projects with the Clayton General Plan (GP-01-2024).**  
Section 65401 of the California Government Code requires the Planning Commission to determine whether projects proposed in the City's Capital Improvement Plan (CIP) for planning, initiation or construction during the ensuing fiscal year are in conformity with the General Plan. The Planning Commission is requested at tonight's meeting to review the draft list of CIP projects for which funding is proposed to be identified for planning, initiation, or construction during fiscal year (FY) 2024/2025, and to make determinations of General Plan consistency for the projects, in accordance with the Government Code. The Planning Commission's determination will be forwarded to the City Council for their consideration prior to the City Council's adoption of the final CIP for the next fiscal year. *(CEQA Status: Exempt)*

8. **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.
9. **ADJOURNMENT**  
The next scheduled Planning Commission Regular Meeting is Tuesday, June 11, 2024.

**Minutes  
City of Clayton Planning Commission  
Regular Meeting  
Tuesday, April 23, 2024**

**1. CALL TO ORDER**

Chair Richard Enea called the meeting to order at 7:01 p.m.

**2. PLEDGE OF ALLEGIANCE**

Chair Enea led the Pledge of Allegiance.

**3. ROLL CALL**

Present:                      Chair Richard Enea  
                                    Vice Chair Maria Shulman  
                                    Commissioner Joseph Banchero  
                                    Commissioner Bretten Casagrande  
                                    Commissioner Daniel Richardson

Planning Commission Secretary/Community Development Director Dana Ayers was present from City staff.

**4. ACCEPTANCE OF THE AGENDA**

There were no changes to the agenda as submitted.

**5. PUBLIC COMMENT**

There were no comments from the public on any matter not on the agenda.

**6. CONSENT CALENDAR**

**A. Minutes of Planning Commission Regular Meeting of March 26, 2024.**

There being no member of the public attending in person or virtually who wished to comment on the Consent Calendar, Chair Enea invited a motion. Commissioner Richardson moved to adopt the Consent Calendar with Meeting Minutes of the March 26, 2024 meeting, as submitted. Vice Chair Shulman seconded the motion. The motion passed by vote of 5 to 0.

**7. SCOPING SESSION**

**A. Scoping Session for the Environmental Impact Report for the Silver Oak Estates Project.**

This is a scoping session, held in accordance with Public Resources Code Section 21083.9 and California Environmental Quality Act Guidelines Section 15082(c)(1), 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 approval of requests for a Vesting Tentative Map and Development Plan Permit for the proposed Silver Oak Estates Project, a proposed development of 32 single-family residences plus 3 accessory dwelling units on a 14.01-acre site located at 5701 Clayton Road (Assessor's Parcel Number 118-020-029) ("project").

Director Ayers introduced the item and shared a slide deck with an overview of the project and summarizing the purpose of tonight's scoping session. She added that the City's consultant preparing the environmental analysis was attending the meeting virtually and was also available to answer questions.

Chair Enea invited the public to speak on the item. There was no one attending the meeting in person or virtually who wished to comment on the item. Chair Enea invited questions or comments from Commissioners.

Commissioner Casagrande questioned whether anyone was living on the property. Director Ayers said that she had been on the property about a year ago. At that time, one of the houses appeared to be occupied; the other house that had been on the property had burned down previously. She did not know if the residents she observed last year were still living on the site. Chair Enea said he had been told those residents were squatters.

In response to Commissioner Casagrande, Director Ayers stated that the proposed project's setback from the adjacent creek was specified in the Biological Resources section of the draft Initial Study (IS).

In response to Vice Chair Shulman, Director Ayers stated that potential flooding impacts of the project were evaluated in the Hydrology and Water Quality section of the draft IS. Acknowledging flooding that had occurred in the project vicinity in the previous year, Director Ayers added that the proposed project site was on the opposite side of and at a higher elevation than the grassy open space that had flooded on the south side of the creek.

Commissioner Richardson added that the grassy open space south of the creek was designed to be a detention/retention basin for stormwater runoff. He confirmed with staff that the Hydrology and Water Quality analysis of the draft IS evaluated the potential flooding impacts resulting from new impervious surfaces that would be created by the project. He also

confirmed with staff that the Contra Costa County Flood Control District had been given opportunity to comment on the proposed development.

Commissioner Casagrande asked how many trees would be removed for the project. Referencing page 2-8 of the draft IS, Director Ayers said that 223 trees would be preserved with the project, 145 live trees would be removed for the project, and 28 dead or dying trees would be removed.

There was no member of the public attending in person or virtually who wished to comment on the item. No action of the Commission was necessary at this time. Director Ayers re-stated that any interested party could submit written comments on the scope of the EIR to City staff until May 3, 2024.

## **8. COMMUNICATIONS**

There were no communications from Commissioners or staff.

## **9. ADJOURNMENT**

The meeting was adjourned at 7:22 p.m. to the next regular meeting of the Planning Commission on May 14, 2024.

Respectfully submitted:

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Dana Ayers, AICP, Secretary

Approved by the Clayton Planning Commission:

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Richard Enea, Chair

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## **PLANNING COMMISSION STAFF REPORT**

**To:** Honorable Chair and Planning Commissioners

**From:** Dana Ayers, AICP  
Community Development Director

**Date:** May 28, 2024

**Subject:** Agenda Item 7.A  
Determination of Conformity of the Fiscal Year 2024/2025 Capital Improvement Plan Projects with the Clayton General Plan (GP-01-2024)

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### **SUMMARY**

Section 65401 of the California Government Code requires the Planning Commission to determine whether projects proposed in the City's Capital Improvement Plan (CIP) for planning, initiation or construction during the ensuing fiscal year are in conformity with the General Plan. The Planning Commission is requested at tonight's meeting to review the draft list of CIP projects for which funding is proposed to be identified for planning, initiation, or construction during fiscal year (FY) 2024/2025, and to make determinations of General Plan consistency for the projects, in accordance with the Government Code. The Planning Commission's determination will be forwarded to the City Council for their consideration prior to the City Council's adoption of the final CIP for the next fiscal year.

### **RECOMMENDATION**

Staff recommends that the Planning Commission accept any public comment from any interested party, review the list of proposed CIP projects, and adopt the attached Resolution determining the CIP projects identified for planning, initiation, or construction during fiscal year 2024/2025 to be consistent with the Clayton General Plan.

### **BACKGROUND**

The draft 5-year CIP for FY 2023/2024 through 2027/2028 includes estimated expenditures for various capital improvements projects throughout the City. Expenditures would cover costs related to project planning, design, construction, and inspections or monitoring. Funding sources for listed projects include federal, state and local grants; Measure J sales tax revenues; and revenues from gas taxes.

## **FY 2024/2025 CIP PROJECT LIST**

Projects in the City's draft 5-year CIP, for which funding has been assigned for project planning, initiation or construction (including inspections) during FY 2024/2025, are listed in Items 1 through 11 below. Adopted Clayton General Plan policies or goals to which each project is related or with which it is consistent are referenced with each project.

1. **ADA Transition Compliance Program (CIP No. 10394A)**

This is an ongoing program that removes barriers to accessibility in the public right-of-way by replacing curbs with curb ramps at crosswalks and other public roadway locations and upgrading curb ramps to current standards. The annual funding is \$50,000. The City plans to combine funds from 2 years to proceed with larger projects for economies of scale in project costs.

This program will remove barriers to accessibility in the right-of-way. The estimated budget allocation for FY 2024/2025 is \$185,000, with some additional one-time allocations to address work along Clayton and Marsh Creek Roads.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

<i>Circulation Policy 9c</i>	<i>Provide systematic upgrade of streets and roads to applicable standards.</i>
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<i>Circulation IM 4</i>	<i>Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.</i>
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2. **2024 Neighborhood Paving Project (CIP No. 10449/2306)**

This is a project to perform pavement rehabilitation to elevate neighborhood streets to a Pavement Condition Index (PCI) of 80 or greater (where PCI score of 100 is equivalent to a brand new street). The Clayton citywide public street PCI is 78 as of 2022. Selected streets include Mitchell Canyon Road (between Clayton Road and Herriman Road), Regency Drive (between Regency Drive and El Molino Drive), Mountaire Parkway (between Marsh Creek Road to Mountaire Circle [south]), Caulfield Court, Fleming Drive, Mt. Vernon Drive (northern portion), Mt. Dell Drive, Pinot Court, and Capistrano Court.

Roadway pavement rehabilitation work is necessary to prevent the pavement condition from falling into the "Poor" condition rating. Research has shown it would cost more to repair a roadway that deteriorated to the point where major rehabilitation or reconstruction is necessary. The total estimated cost for this project in FY 2024/2025 is \$1,007,029.

**General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:**

*Circulation Policy 9c Provide systematic upgrade of streets and roads to applicable standards.*

*Circulation IM 4 Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.*

3. Downtown Pedestrian Improvement (CIP No. 10450)

This project is comprised of three elements:

- Raised and Rectangular Rapid Flashing Beacon (RRFB) system to be located on Oak Street in the east/west direction north of Center Street;
- An additional raised and RRFB lighting to be located on Center Street in the north/south direction at Morris Street; and
- A tabletop or raised intersection at Marsh Creek Road and Main Street.
- Raised crosswalk on Morris Street and Center Street (east) with RRFB.

This project is to improve pedestrian safety in the Town Center of Clayton. The total estimated budget for this project in FY 2024/2025 is \$645,000, with an estimated \$272,421 contribution from regional grants.

**General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:**

*Community Design Goal 2 To establish an attractive and vibrant pedestrian-friendly Town Center with a mixture of commercial, civic, recreational, and residential uses.*

*Circulation Policy 9c Provide systematic upgrade of streets and roads to applicable standards.*

*Circulation IM 4 Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.*

*Open Space / Conservation Policy 1c Provide non-motorized travel linkage to all areas of the community, to greenbelt paths, to schools, to activity centers and to areas of historical interest.*

4. Geographic Information System Program/Database (CIP No. 2303)

A geographic information system (GIS) is a map-based approach to documenting data and is used by many public and private agencies. The City is undertaking a multi-year, ongoing program of digitizing the City's assets, land use designations and permit history into a GIS platform to be used by staff. The City intends to develop a basic platform using an ArcGIS account to organize multiple

layers/maps of different information, including but not limited to zoning, the storm drain system and special district boundaries.

Implementing a GIS database will provide long-term cost savings and better collaboration with other agencies and the public. The estimated budget allocation for the GIS database for FY 2024/2025 is \$15,000 annually for upkeep and adding more data, which will be funded through gas tax funds.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

*Community Facilities Goal      To provide for an efficient infrastructure and facility plan and program for improvement of existing infrastructure.*

*Community Facilities Objective 1      To establish a series of facility plans to identify existing conditions and to identify a program to fulfill current and future needs.*

*Circulation IM 4      Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.*

5. Local Roadway Safety Plan (CIP No. 2304)

The process of preparing a Local Roadway Safety Plan (LRSP) creates a framework to systematically identify and analyze safety problems and recommend safety improvements. One future/potential project is the addition of high visibility signal head tape at 13 intersections.

Preparing a LRSP facilitates the development of local agency partnerships and collaboration, resulting in a prioritized list of improvements and actions that can demonstrate defined needs. Increasingly, grant funders are identifying an LRSP as one of an applicant jurisdiction's eligibility requirements. An adopted LRSP will allow the City to apply for those grants. The estimated budget allocation for the LRSP for FY 2024/2025 is \$35,000 with \$25,000 anticipated from a grant if selected.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

*Circulation Policy 7b      Identify pedestrian routes to school from different neighborhoods to make sure a safe route exists.*

*Circulation Policy 9c      Provide systematic upgrade of streets and roads to applicable standards.*

*Circulation IM 4      Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.*

6. CCTA SMART Signal Upgrades (CIP No. 2305)

The City is collaborating with the Contra Costa Transportation Authority (CCTA) to provide local/city match funding to a County-wide signal upgrade project that will allow signals along major corridors to be operated in a coordinated system that can be adjusted for major events that cause regional disruption to traffic, such as a major emergency closure of a freeway. The project is led by CCTA. Each city must provide 11.47 percent local match toward the design and construction of these signal upgrades, which include cellular connectivity, video cameras, emergency preemption, improved detection.

The project will improve smart technology at signalized intersection to improve efficiency and real time responsiveness. The estimated budget for the project for FY 2024/2025 is \$447,009 for mainly construction. Work is expected to begin in FY 2024/2025; however, each participating city was required to submit their local match by December 2023 to initiate the design process. The City's local match was \$55,804 toward an estimated Clayton project cost of \$487,000. The City's local match will be funded through Measure J funds within the Capital Improvement Fund.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

<i>Circulation Goal</i>	<i>To implement a circulation system which will preserve the atmosphere and unity of the area and which will assure adequate traffic capacity on major thoroughfares but will minimize through traffic in residential neighborhoods.</i>
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<i>Circulation Policy 2a</i>	<i>Direct through traffic onto arterials with appropriate street and intersection design. Such appropriate street and intersection design may include but not be limited to: street widths; traffic control devices; street surface modifications (pavement scoring, surface markers or bumps, speed humps or undulations); traffic diverters or barriers.</i>
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<i>Circulation Objective 4</i>	<i>To plan an efficient network of streets and trails which will link all neighborhoods of the community and allow safety and economy of movement.</i>
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<i>Circulation IM 12</i>	<i>Install appropriate street and intersection design methods to protect non-arterial streets from through traffic.</i>
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7. Neighborhood Traffic Management Program (CIP No. 2407)

The City of Clayton already has an established Neighborhood Traffic Management Program policy adopted in July 2003. The policy/program

establishes the steps to implement traffic calming measures such as speed bumps or speed feedback signs on residential neighborhood streets at the request of residents. This program is being added to the CIP to ensure regular funding for these requests which typically come in two to three times a year.

Preparing a traffic calming plan for a neighborhood requires significant outreach and input gathering from the residents, then establishing a consensus for a traffic engineer to prepare a calming plan. It also involves ballot votes of property owners and eventually City Council approval. These processes are expected to take 6 to 9 months. The budget allocation for the Neighborhood Traffic Management Program for FY 2024/2025 is \$27,000 funded by Measure J.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

*Circulation Policy 7b Identify pedestrian routes to school from different neighborhoods to make sure a safe route exists.*

*Circulation Policy 9c Provide systematic upgrade of streets and roads to applicable standards.*

*Circulation IM 4 Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.*

8. Mitchell Canyon Road Pedestrian Path Improvements (CIP No. 2408)

This project will install a 5-foot wide pathway, in compliance with the American's with Disabilities Act (ADA), to improve pedestrian safety along the west side of Mitchell Canyon Road between Four Oaks Lane and Pine Hollow Road.

This project is to improve accessibility and pedestrian safety in the neighborhood near Mt. Diablo Elementary School. The total estimated budget for this project in FY 2024/2025 is \$55,000 for design/planning, with a total project cost of \$215,000. The City has already secured a grant of \$50,000 to contribute to the project with the remaining \$165,000 coming from Measure J funds.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

*Circulation Policy 7b Identify pedestrian routes to school from different neighborhoods to make sure a safe route exists.*

*Circulation Policy 9c Provide systematic upgrade of streets and roads to applicable standards.*

*Circulation IM 4 Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.*

<i>Open Space / Conservation Policy 1c</i>	<i>Provide non-motorized travel linkage to all areas of the community, to greenbelt paths, to schools, to activity centers and to areas of historical interest.</i>
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9. 2026 Clayton Paving Project (CIP No. 2409)

This is a project to perform pavement rehabilitation to elevate arterial and collector streets and raise the overall Pavement Condition Index (PCI) to 80 or greater (where PCI score of 100 is equivalent to a brand new street). Improvements to streets can include required ADA-compliant upgrades for curb ramps and minor drainage improvements. The Clayton citywide public street PCI is 78 as of 2022.

The streets currently selected (only partial selection) include:

- Pine Hollow Road between western City Limits to Pine Hollow Court;
- Eagle Peak Avenue between Oakhurst Drive (south) to Keller Ridge Drive;
- North Mitchell Canyon Road between Clayton Road to northern end; and
- El Portal Drive between Regency Drive and El Pueblo Court.

These streets currently have the worst rating of more heavily travelled roads categorized as collectors and arterials. Roadway pavement rehabilitation work is necessary to prevent the pavement condition from falling into the "Poor" condition rating. Research has shown it would cost more to repair a roadway that deteriorated to the point where major rehabilitation or reconstruction is necessary. The total estimated cost for beginning design work in FY 2024/2025 is \$70,000. The overall project cost is estimated at \$1,710,000. The project will be funded from gas tax and Measure J funds.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

<i>Circulation Policy 9c</i>	<i>Provide systematic upgrade of streets and roads to applicable standards.</i>
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<i>Circulation IM 4</i>	<i>Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.</i>
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10. Trails Inventory & Assessment Report with Capital Improvements (CIP No. 2411)

This project includes preparation of request for proposals (RFP) and consultant work on a Trails Inventory and Assessment Report in 2025, for future continuation of the Landscape Maintenance Community Facilities District (CFD) Tax. The budgeted cost for the report is \$250,000 in FY2024/2025 with planned trails improvements at \$100,000 per FY after 2026 assuming the tax measure passes.

A trails assessment would help to prioritize recommendations to the City Council and staff on maintenance and capital work required for the City's trails. The assessment would allow staff, the Trails and Landscape Committee (TLC), and City Council, the awareness and decision-making points on the level of service for each trail; which trails, if any, may need to be considered for removal from the inventory; and what costs for maintenance and capital would be required year to year to keep the trails at whichever service level is decided by City Council. The total estimated cost for the assessment work in FY 2024/2025 is \$250,000. The overall project cost is estimated at \$450,000, funded by the Landscape Maintenance CFD.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

<i>Open Space / Conservation Goal</i>	<i>To maintain a system of active open space along stream channels and passive open space within hillsides as a means to preserve the rural character of the community.</i>
<i>Open Space / Conservation Policy 1d</i>	<i>Promote City/regional mapping of Clayton greenbelt system and City – system linkages to State and regional parks and trails.</i>
<i>Open Space / Conservation Policy 1e</i>	<i>Keep improvements along greenbelts to a minimum but provide path improvements to minimize erosion, provide directional markings and create rest areas.</i>
<i>Community Facilities Objective 1</i>	<i>To establish a series of facility plans to identify existing conditions and to identify a program to fulfill current and future needs.</i>
<i>Circulation Objective 4</i>	<i>To plan an efficient network of streets and trails which will link all neighborhoods of the community and allow safety and economy of movement.</i>
<i>Circulation Objective 7</i>	<i>To enhance the City's system of pedestrian, equestrian and bicycling paths and trails.</i>

**11. Mountaire Parkway Traffic Lane Restriping (CIP No. 2412)**

This project involves coordination with the Dana Hills neighborhood to reach consensus on a new traffic striping configuration to reduce four travel lanes to two travel lanes and add a painted median/turning lane, bike lanes, and on-street parking. Other striping improvements such as crosswalks and signage may also be considered. The project requires thin resurfacing seal coat.



This project is responsive to a resident-initiated request and City Council direction to pursue lane reduction, as discussed at the Council's May 7, 2024, meeting. The total estimated cost for planning, design and construction work in FY 2024/2025 is \$120,000, funded by gas tax.

***General Plan Goals, Objectives, Policies and Implementation Measures (IM) with which the CIP Project is Consistent:***

*Circulation Policy 9c      Provide systematic upgrade of streets and roads to applicable standards.*

*Circulation IM 4      Provide an analysis of roads in Clayton and establish a continuing infrastructure improvement program.*

**ANALYSIS**

Staff believes that the Commission can make the determination that the projects identified for planning, initiation or construction during FY 2024/2025 are consistent with the General Plan.

As summarized above, projects listed in the CIP would implement multi-modal transportation policies in the General Plan, by enhancing pedestrian or bicycle mobility through new pedestrian or bicycle facilities (Downtown Pedestrian Improvement [CIP No. 10450]), or by providing enhancements to existing pedestrian curb ramps to ensure accessibility for persons of various physical abilities (ADA Transition Compliance Program [CIP 10394A] and Mitchell Canyon Road Pedestrian Path Improvements [CIP No. 2408]). Street maintenance and rehabilitation programs are again included in this upcoming fiscal year's CIP and would continue the City's ongoing efforts to implement General Plan Circulation Element policy 9c (*Provide systematic upgrade of streets and roads to applicable standards.*) New and continuing programs in the CIP are proposed to support ongoing infrastructure planning and improvement; consideration of traffic calming measures for safety; identification and prioritization of maintenance needs for the City's non-motorized paths and trails; and continued enhancements to the City's infrastructure records using a map-based GIS. These projects/programs are consistent with Community Facilities Element, Circulation Element and Open Space/Conservation Element goals, policies and implementation measures as summarized above.

**ENVIRONMENTAL**

Pursuant to the California Environmental Quality Act (CEQA, Public Resources Code 21000 *et seq.*) and CEQA Guidelines Section 15061(b)(3), it can be seen with certainty that there is no possibility that determining the FY 2024/2025 Capital Improvement Plan to be in conformance with the General Plan would have a significant effect on the environment. This determination is therefore not subject to CEQA.

## **RECOMMENDATION**

Staff recommends that the Planning Commission adopt the attached Resolution determining the City's CIP projects proposed to be funded in FY 2024/2025 to be in conformity with the Clayton General Plan and finding that there is no possibility this determination may have a significant effect on the environment.

## **ATTACHMENTS**

1. Proposed Resolution
2. Draft CIP Project Sheets (FY 2023/2024 through FY 2027/2028)

**CITY OF CLAYTON  
PLANNING COMMISSION  
*PROPOSED*  
RESOLUTION NO. 03-2024**

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**A RESOLUTION OF THE CLAYTON PLANNING COMMISSION FINDING THAT  
FISCAL YEAR 2024/2025 CAPITAL IMPROVEMENT PLAN PROJECTS CONFORM  
WITH THE CITY OF CLAYTON GENERAL PLAN  
(GP-01-2024)**

**WHEREAS**, section 65401 of the California Government Code requires the planning commission of a local agency to determine whether projects identified for planning, initiation, or construction in the agency's capital improvement plan for the upcoming fiscal year (FY) are in conformity with the agency's adopted general plan; and

**WHEREAS**, on May 28, 2024, the City of Clayton (City) Planning Commission was presented a list of proposed projects in the City's Capital Improvement Plan (CIP) for FY 2023/2024 – 2027/2028, along with a listing of individual project descriptions and relevant City of Clayton General Plan goals and policies applicable to projects selected for planning, initiation, or construction in upcoming FY 2024/2025, for the purpose of determining the projects' conformity with the City's General Plan; and

**WHEREAS**, at its May 28, 2024 meeting, the Planning Commission received and considered testimony, both spoken and written, regarding the conformity of the listed FY 2024/2025 CIP projects with the Clayton General Plan; and

**WHEREAS**, pursuant to the California Environmental Quality Act (CEQA, Public Resources Code section 21000 *et seq.*) and CEQA Guidelines section 15061(b)(3), it can be seen with certainty that there is no possibility that determining the CIP projects proposed to be funded in FY 2024/2025 to be in conformance with the General Plan will have a significant effect on the environment, and therefore, this determination is not subject to CEQA.

**NOW, THEREFORE, BE IT RESOLVED**, that the Planning Commission does determine the following:

- A. The finding of conformity of the FY 2024/2025 CIP projects with the City of Clayton General Plan is not subject to CEQA; and
- B. The list of CIP projects with funding identified for planning, design, initiation or construction during FY 2024/2025 conforms to the City of Clayton General Plan.

**PASSED AND ADOPTED** by the Planning Commission of the City of Clayton at a regular meeting on the 28<sup>th</sup> day of May, 2024.

AYES:

NOES:

ABSTAINED:

ABSENT:

APPROVED:

ATTEST:

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Richard Enea  
Chair

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Dana Ayers, AICP  
Community Development Director

# Capital Improvement Plan

## City of Clayton, California

'23/'24 *thru* '27/'28

**Project #** 10394A  
**Project Name** ADA Transition Compliance Program

**Type** Bike/Ped      **Department** Engineering  
**Useful Life** 15      **Contact** Engineering  
**Category** Transportation/Drainage

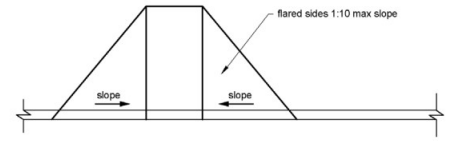


Figure 406.3  
Sides of Curb Ramps

**Total Project Cost:** \$285,000

### Description

This is an ongoing program which removes barriers to accessibility in the public right of way by replacing curbs with curb ramps at crosswalks and other public roadway locations and upgrading curb ramps to current standards. The annual funding is \$50,000. The City plans to combine funds from two years to proceed with larger projects for economics of scale in project costs.

### Justification

This program will remove barriers to accessibility in the right of way.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design		50,000		15,000		65,000
Construction Management		35,000		15,000		50,000
Construction		100,000		70,000		170,000
<b>Total</b>		<b>185,000</b>		<b>100,000</b>		<b>285,000</b>

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 201 Gas Tax (HUTA)				100,000		100,000
Fund 303 Capital Projects		185,000				185,000
<b>Total</b>		<b>185,000</b>		<b>100,000</b>		<b>285,000</b>

Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project #	10449/2306
Project Name	2024 Neighborhood Paving Project



Type	Roads	Department	Engineering
Useful Life	15	Contact	Engineering
Category	Transportation/Drainage		

Description	Total Project Cost: \$1,202,029
Perform pavement rehabilitation to elevate neighborhood streets to a Pavement Condition Index (PCI) of 80 or greater (where PCI score of 100 is equivalent to a brand new street). Citywide public street PCI is 78 in 2022.	
Mitchell Canyon Road (between Clayton Road and Herriman Road), Regency Drive (between Regency Drive and El Molino Drive), Mountaire Parkway (between Marsh Creek Road to Mountaire Circle (south)), Caulfield Court, Fleming Drive, Mt. Vernon Drive (northern portion), Mt. Dell Drive, Pinot Court, and Capistrano Court.	
Justification	
Roadway pavement rehabilitation work is necessary to prevent the pavement condition to fall into the "Poor" condition rating. Research has shown it would cost more to repair a roadway that deteriorated to the point where major rehabilitaiton or reconstruction is necessary.	

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design	195,000					195,000
Construction Management		154,879				154,879
Construction		852,150				852,150
Total	195,000	1,007,029				1,202,029

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 202 RMRA	195,000	289,856				484,856
Fund 230 Restricted Grant		717,173				717,173
Total	195,000	1,007,029				1,202,029

# Capital Improvement Plan

## City of Clayton, California

'23/'24 *thru* '27/'28

**Project #** 10450  
**Project Name** Downtown Pedestrian Improvements

**Type** Bike/Ped  
**Useful Life** 15  
**Category** Transportation/Drainage  
**Department** Engineering  
**Contact** Engineering



**Description** **Total Project Cost:** \$725,000

This project is comprised of three elements:

- Raised and rectangular rapid flashing beacon (RRFB) system to be located on Oak Street In the east/west direction north of Center Street.
- A tabletop or raised intersection at Marsh Creek Road and Main Street.
- Raised crosswalk on Morris St and Center St (east) with RRFB.

### Justification

This project is to improve pedestrian safety in the Town Center of Clayton.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design	80,000	45,000				125,000
Construction Management		50,000				50,000
Construction		550,000				550,000
<b>Total</b>	<b>80,000</b>	<b>645,000</b>				<b>725,000</b>

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 220 Measure J		337,579				337,579
Fund 230 Restricted Grant	40,000	232,421				272,421
Fund 303 Capital Projects	40,000	75,000				115,000
<b>Total</b>	<b>80,000</b>	<b>645,000</b>				<b>725,000</b>

Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project # 2303  
Project Name Geographic Information System Program/Database

Type Roads  
Useful Life 15  
Category Transportation/Drainage  
Department Engineering  
Contact Engineering



Description

Total Project Cost: \$110,000

Geographic Information System (GIS) is a standard format/platform used by the private and public agencies. The City intends to develop a basic platform using an ArcGIS account to organize multile layers/maps of different information such as zoning, storm drain system, special district boundaries, etc.

Justification

The database will benefit City Staff and the general public.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design	40,000	15,000	15,000	20,000	20,000	110,000
Total	40,000	15,000	15,000	20,000	20,000	110,000
Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 201 Gas Tax (HUTA)		15,000	15,000	20,000	20,000	70,000
Fund 230 Restricted Grant	40,000					40,000
Total	40,000	15,000	15,000	20,000	20,000	110,000



Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project #	2304
Project Name	Local Road Safety Plan/Program

Type	Roads	Department	Engineering
Useful Life	15	Contact	Engineering
Category	Transportation/Drainage		



Description	Total Project Cost: \$98,000
<p>The process of preparing a Local Roadway Safety Plan (LRSP) creates a framework to systematically identify and analyze safety problems and recommend safety improvements.</p> <p>Future/potential project: Add high visibility signal head tape at 13 intersections.</p>	

Justification
<p>Preparing an LRSP facilitates the development of local agency partnerships and collaboration, resulting in a prioritized list of improvements and actions that can demonstrate defined needs. More and more grants are transitioning to requiring the City to have a LRSP before the City can apply for those grants. An adopted LRSP will allow the City to apply to those grants.</p>

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design	48,000	5,000	5,000	5,000	5,000	68,000
Construction		30,000				30,000
Total	48,000	35,000	5,000	5,000	5,000	98,000

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 220 Measure J		10,000	5,000	5,000	5,000	25,000
Fund 230 Restricted Grant		25,000				25,000
Fund 303 Capital Projects	48,000					48,000
Total	48,000	35,000	5,000	5,000	5,000	98,000

# Capital Improvement Plan

## City of Clayton, California

'23/'24 *thru* '27/'28

**Project #** 2305  
**Project Name** CCTA Smart Signal Upgrades

**Type** Roads  
**Useful Life** 15  
**Category** Transportation/Drainage  
**Department** Engineering  
**Contact** Engineering



**Total Project Cost:** \$506,813

### Description

CCTA led project - coordination with all cities/town within the county. Each City must provide 11.47% local match toward the design and construction for these signal upgrades which include cellular connectivity, video cameras, emergency preemption, improved detection. Local match already paid to CCTA in December 2023 (\$55,804).

### Justification

Improve smart technology at signalized intersection to improve efficiency and real time responsiveness.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design	4,000	16,000				20,000
Construction	55,804	431,009				486,813
<b>Total</b>	<b>59,804</b>	<b>447,009</b>				<b>506,813</b>

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 201 Gas Tax (HUTA)	4,000	16,000				20,000
Fund 230 Restricted Grant		431,009				431,009
Fund 303 Capital Projects	55,804					55,804
<b>Total</b>	<b>59,804</b>	<b>447,009</b>				<b>506,813</b>

Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project # 2407  
Project Name Neighborhood Traffic Management Program

Type Roads  
Useful Life 15  
Category Unassigned  
Department Engineering  
Contact



Description

Total Project Cost: \$108,000

Annual allocation for on-going neighborhood traffic calming measures requested by residents in accordance with the Neighborhood Traffic Management Program (July 15, 2003).  
  
-Wallace Drive near N. Mitchell Canyon Rd - evaluate installation of speed bumps

Justification

Be responsive to resident requests for traffic calming within residential areas of Clayton.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design		12,000	12,000	12,000	12,000	48,000
Construction		15,000	15,000	15,000	15,000	60,000
Total		27,000	27,000	27,000	27,000	108,000

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 220 Measure J		27,000	27,000	27,000	27,000	108,000
Total		27,000	27,000	27,000	27,000	108,000

Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project #	2408
Project Name	Mitchell Canyon Rd Pedestrian Path Improvements

Type	Bike/Ped	Department	Engineering
Useful Life	15	Contact	
Category	Unassigned		



Description	Total Project Cost: \$215,000
Install ADA compliant five foot wide pathway to improve pedestrian safety along the west side of Mitchell Canyon Road between Four Oaks Lane and Pine Hollow Road.	

Justification
Resident initiated request for ADA accessible path from Four Oaks Lane west of Mitchell Canyon Road to Mt. Diablo Elementary School.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design		55,000	25,000			80,000
Construction			135,000			135,000
Total		55,000	160,000			215,000

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 220 Measure J		55,000	110,000			165,000
Fund 230 Restricted Grant			50,000			50,000
Total		55,000	160,000			215,000

Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project #	2409
Project Name	2026 Clayton Paving Project



Type	Roads	Department	Engineering
Useful Life	15	Contact	
Category	Unassigned		

Description	Total Project Cost: \$1,710,000
Biennial paving project for citywide streets to be repaved and/or resurfaced including required ADA upgrades for curb ramps and minor drainage improvements.  Current street selection includes: Pine Hollow Road between western City Limits to Pine Hollow Ct. Eagle Peak Avenue between Oakhurst Drive (south) to Keller Ridge Drive N. Mitchell Canyon Road between Clayton Road to northern end El Portal Drive between Regency Drive and El Pueblo Ct	
Justification	Maintain Clayton roadway system in good condition using roadway transportation funding from Gas Tax and Countywide CCTA Measure J funds, including grants when available.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design		70,000	70,000	20,000		160,000
Construction Management			20,000	130,000		150,000
Construction			100,000	1,300,000		1,400,000
Total		70,000	190,000	1,450,000		1,710,000

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 201 Gas Tax (HUTA)				50,000		50,000
Fund 202 RMRA			190,000	380,000		570,000
Fund 220 Measure J				220,000		220,000
Fund 303 Capital Projects		70,000		800,000		870,000
Total		70,000	190,000	1,450,000		1,710,000

Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project #	2410
Project Name	2028 Clayton Paving Project

Type	Roads	Department	Engineering
Useful Life	15	Contact	
Category	Transportation/Drainage		



Description	Total Project Cost: \$1,675,000
Biennial paving project for citywide streets to be repaved and/or resurfaced including required ADA upgrades for curb ramps and minor drainage improvements.	
Current street selection includes: (TO BE DETERMINED)	

Justification
Maintain Clayton roadway system in good condition using roadway transportation funding from Gas Tax and Countywide CCTA Measure J funds, including grants when available.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design					150,000	150,000
Construction Management					1,525,000	1,525,000
Total					1,675,000	1,675,000

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 201 Gas Tax (HUTA)					575,000	575,000
Fund 202 RMRA					600,000	600,000
Fund 220 Measure J					500,000	500,000
Total					1,675,000	1,675,000

Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project # 2411  
Project Name Trails Invntry & Assessment Rprt w/ Cptl Imprvmnts

Type Bike/Ped  
Useful Life 15  
Category Park  
Department Engineering  
Contact



Description	Total Project Cost: \$450,000
Preparation of RFP and consultant work on Trails Inventory and Assessment Report in 2025 for future continuation of the Lanscape Maintenance CFD Tax. The budgeted cost for the report is \$250,000 in FY24/25 with planned trails improvements at \$100,000 per FY after 2026 assuming tax measure passes.	

Justification
Be responsive to resident requests for traffic calming within residential areas of Clayton.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design		250,000		25,000	25,000	300,000
Construction				75,000	75,000	150,000
Total		250,000		100,000	100,000	450,000

Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 210 Landscape CFD		250,000		100,000	100,000	450,000
Total		250,000		100,000	100,000	450,000

Capital Improvement Plan  
City of Clayton, California

'23/'24 thru '27/'28

Project #	2412
Project Name	Mountaire Prkwy Traffic Lane Restriping



Type	Roads	Department	Engineering
Useful Life		Contact	
Category	Transportation/Drainage		

Description	Total Project Cost: \$120,000
Work with the Dana Hills neighborhood to reach consensus on a new traffic striping configuration to reduce four to two travel lanes and add painted median/turning lane, bike lanes, and on-street parking. Consider other striping improvements such as crosswalks and signage. Requires thin resurfacing seal coat.	
Justification	Resident initiated request and Council direction to pursue lane reduction at its May 7, 2024 meeting.

Expenditures	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Planning/Design		40,000				40,000
Construction Management		10,000				10,000
Construction		70,000				70,000
Total		120,000				120,000
Funding Sources	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	Total
Fund 201 Gas Tax (HUTA)		120,000				120,000
Total		120,000				120,000