

**Minutes
City of Clayton Planning Commission
Regular Meeting
Tuesday, February 25, 2025**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chair Shulman led the Pledge of Allegiance.

3. ROLL CALL

Present: Chair Maria Shulman
 Vice Chair Daniel Richardson
 Commissioner Bretten Casagrande
 Commissioner Joseph Banchemo
 Commissioner Nate Brzovich

City Manager, Kris Lofthus; Interim Community Development Director, Farhad Mortazavi; and City Clerk, Stephanie Cabrera-Brown, were present from the City staff.

4. SWEARING IN OF NEW COMMISSIONER

Commissioner Brzovich was sworn in by the City Clerk.

5. INTRODUCTION OF THE NEW INTERIM COMMUNITY DEVELOPMENT DIRECTOR

Interim Community Development Director, Farhad Mortazavi introduced himself to the Commission, shared his work experience, and work plans.

6. ACCEPTANCE OF THE AGENDA

There were no changes to the agenda as submitted.

7. PUBLIC COMMENT

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

8. CONSENT CALENDAR

A. Minutes of Planning Commission Regular Meeting of August 13, 2024.

There being no member of the public who wished to comment on the Consent Calendar, Chair Shulman invited a motion. Vice Chair Richardson moved to adopt the Consent Calendar with Meeting Minutes of the August 13, 2024, meeting, as submitted. Seconded by Commissioner Banchero. The motion passed by vote of 5 to 0.

9. PUBLIC HEARING

A. Consideration of a Use Permit (UP-01-25) for installation of solar panels at City's maintenance facility and an EV charging station at library parking lot.

This is a request by the City of Clayton, as the property owner, for a Use Permit for the installation of solar panels over an existing maintenance parking lot and maintenance facility, and installation of one new dual EV charging station at the existing library parking lot. The location is 5901 Heritage Trail, and the property size is 13.04 acres (Assessor's Parcel No. 118-370-041, and -006).

Environmental Determination: The project is Categorically Exempt per CEQA Guidelines Section 15303, Class 3 – New construction of a small structure.

Interim Director Mortazavi introduced the item and summarized the staff report and recommendation. City Manager, Kirs Lofthus and Climatec representative, Chris Anderson, responded to questions posed by the commission.

Chair Shulman invited the public to speak on the item. There was no one attending the meeting who wished to comment on the item. Chair Richardson invited questions or comments from Commissioners.

The Commission requested additional information on the location of the chargers, handicap parking accessibility, and timing of the project.

There being no further questions or comments from Commissioners, Chair Shulman invited a motion. Vice Chair Richardson moved to defer/continue the item to the March 11, 2025, meeting for further discussion. Chair Shulman seconded the motion. The motion passed by vote of 5 to 0.

10. COMMUNICATIONS

Vice Chair Richardson requested the reinstatement of printed agenda packets.

11. ADJOURNMENT

The meeting was adjourned at 7:49 p.m. to the next regular meeting of the Planning Commission on March 11, 2025.