

Memorandum

Date: October 20, 2020

To: Honorable Chair and Planning Commissioners  
Fran Robustelli, Interim City Manager

From: Matthew Feske, Community Development Director

Subject: Planning Commission Weekly

---

Honorable Chair and Planning Commissioners, the following information is being provided for your information.

**INTRODUCING:**

“Virtual Coffee with the community Development Director”

- WHEN:
  - October 29, 2020 at 8:00 A.M. via Zoom:  
<https://us02web.zoom.us/j/83601914852?pwd=dWEyVWRYZIBNcGxZK1BZWkRNUGI5Zz09>
- WHY:
  - In continuation of Enhanced Communication to and with the Public
- WHO IS INVITED:
  - All the public
  - Commissioner and Council - not in their official roles, rather as citizens of Clayton.
- AGENDA:
  - No Agenda – No Topic Limitation
  - Only limitation is – No Campaigning
- WHAT IS THIS ABOUT:
  - Opportunity to meet the Director (virtually and safely)
  - Be informed on what is happening in the Community Development
  - Have an open Q&A session

**City Council**

- City Council regular Meeting 10-20-2020
  - Action item to receive and file the discussion and direction for the city owned property in downtown



## Planning Commission

- Planning Commission Regular Meeting 10-27-2020
  - Public Hearing – Diablo Meadows project



- Regular Meeting October 13, 2020
  - Planning Commission opened the public hearing and voted 5-0-0 to continue the public hearing to the November 10, 2020 Regular Meeting.
    - Members of the public were advised that should they speak on the public hearing item at the October 13, 2020 meeting, then they would not be able to speak at the November 10, 2020 Regular Meeting because repeat speakers are not allowed.
    - However, the Planning Commission wanted to afford the opportunity for the member of the public to speak if they wished or could not attend the November 10, 2020 meeting.
    - No members of the public spoke on the item at the October 13, 2020 meeting.
    - Planning Commissioners and staff discussed processes and procedures.
  - Staff encouraged the public to use the City website, City Facebook, and staff as resources for accurate information.

## Community Development Department

- In continued efforts to enhance our communication and information to the public, the following:
  - Planning Commission Advanced Agenda is sent to the Planning Commissioners
  - Planning Commission Weekly Report is sent to the Planning Commissioners
  - Virtual Coffee with the Community Development Director – Last Friday of the month at 8AM

## Planning

- Current Application(s)
  - Discovery Builders Inc. (Oak Creek Canyon) application for a subdivision with 6 single family residential units.
    - Public Hearing before the Planning Commission - October 13, 2020
    - CONTINUED TO NOVEMBER 10, 2020
  - DeNova Homes, Inc. (Diablo Meadows) application for a subdivision with 18 single family residential units.
    - Public Hearing before the Planning Commission –October 27, 2020
  - Clayton Community Church application for a new building for a new church.
    - Application is incomplete and CEQA document being prepared
    - Public Hearing before the Planning Commission – No Date.
- Long Range Planning
  - Housing Element Update (6<sup>th</sup> Cycle)
    - Housing Element FAQ has been prepared and is published to the city website
    - Housing Element: <https://ci.clayton.ca.us/community-development/planning/long-range-planning/>
    - FAQ: [https://ci.clayton.ca.us/fc/agendas/planning/Husing%20Element%20Update%20FAQ%202023-2031.pdf?\\_t=1602800684](https://ci.clayton.ca.us/fc/agendas/planning/Husing%20Element%20Update%20FAQ%202023-2031.pdf?_t=1602800684)
    - This is a living document that will be updated as new information becomes available.
  - Downtown property
    - On October 20<sup>th</sup>, the City Council will take public comment and discuss the city owned property in downtown and the next steps for community involvement.
- On Going Items

- Olivia on Marsh Creek
  - Legal challenge filed
  - Petitioner's Opening Brief is scheduled for October 22, 2020.
- CEMEX
  - 1 complaint received and responded to
  - No new notices received.

#### Building

- No new data

#### Code Enforcement

- Campaign Signs
  - No complaints received.