

Memorandum

Date: November 2, 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.

City Council

- City Council Regular Meeting November 3, 2020 – CANCELLED - ELECTION

Planning Commission

- Planning Commission Regular Meeting November 10, 2020
 - Public Hearing – Oak Creek Canyon project

Community Development Department

- Next Virtual Coffee with the Community Development Director – November 20, 2020 (Due to the Holiday)
<https://us02web.zoom.us/j/87959340172?pwd=M0E0NDZZd1JmYzdwWHA3U09LdXJQUT09>
- Communication and information to the public, the following:
<https://ci.clayton.ca.us/community-development/>
 - Planning Commission Advanced Agenda is sent to the Planning Commissioners
 - Planning Commission Weekly Report is sent to the Planning Commissioners
 - Community Development Department Newsletter
 - Virtual Coffee with the Community Development Director – Last Friday of the month at 8AM
 - Except for November, this will be held Friday, November 20, 2020 at 8AM

Planning

- Current Application(s)
 - Discovery Builders Inc. (Oak Creek Canyon) application for a subdivision with 6 single family residential units.
 - 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
 - WITHDRAWN FROM AGENDA
 - TENTATIVE DATE OF DECEMBER 8, 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 (6th Cycle)
 - Housing Element FAQ is being prepared - This living document will be updated as new information becomes available.
 - Community Engagement - Downtown Property
 - On October 20, 2020, the City Council voted to have community engagement with a consultant with community meetings and charrette sessions.
 - Timeline for consultant engagement:
 - October 20, 2020 – Complete Request For Proposal (RFP)
 - November 2, 2020 – Release RFP

- November 2, 2020 to November 27, 2020 – Received RFP proposals
- November 30, 2020 to December 4, 2020 – Interview and rate proposals
- December 15, 2020 – ACTION ITEM for the City Council to select the consultant/consulting firm and authorize City Manager to execute the Service Agreement.
- January 4, 2020 to October 1, 2021 – Community Meetings and Charrette Sessions
- October 19, 2021 – City Council action on report and action plan

This timeline would allow time for any ballot measure or other funding measure to proceed with implementing the action plan

- On Going Items
 - Olivia on Marsh Creek - Legal challenge – Court ruled against plaintiff
 - CEMEX
 - 0 Complaint received and responded to
 - 0 Notices received.

Building

- 6 building permits issued
 - 2 Bath Remodel, 2 HVAC, and 2 Residential Solar

Code Enforcement

- Campaign Signs
 - 0 complaints received.