

## Memorandum

Date: December 14, 2020

To: Honorable Chair and Planning Commissioners  
Reina Schwartz, City Manager

From: Matthew Feske, Community Development Director

Subject: Planning Commission Weekly

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

### City Council

- City Council Regular Meeting December 15, 2020
  - Adopt a Resolution authorizing the City Manager to file an application with the California Department of Parks and Recreation's Office of Grants and Local Services (OGAL) to receive funding from the Prop 68 Recreational Infrastructure Revenue Enhancement (RIRE) Program and execute the grant agreement and all other documents necessary to secure the Prop 68 Recreational Infrastructure Revenue Enhancement (RIRE) Program Funds in the amount of \$250,000.
  - Discuss and provide direction to staff or the project(s) for the application for the Per Capita Grant (Prop 68).
  - Select proposal from the responses from the Request for Proposal for Community Engagement for the downtown property by: (1) Authorize allocation from the "Rainy Day" funds in the amount of \$50,000; (2) Award contract to MIG; and (3) Authorize City Manager or her designee to prepare a Professional Service Agreement for the City owned property located at Clayton Road, Oak Street, and Main Street vision input. APN 118-560-010.

### Planning Commission

- Planning Commission Regular Meeting December 10, 2020
  - Planning Commission passed a Resolution to recommend approval of the applications by DeNova for a subdivision and construction of 18 new detached, single-family homes.
- Planning Commission Regular Meeting December 22, 2020
  - CONTINUED PUBLIC HEARING – Application by Discovery Homes for a subdivision and construction of 6 new detached, single-family homes.

### Community Development Department

- Virtual Coffee with the Community Development Director December 18, 2020
  - <https://us02web.zoom.us/j/86937218512?pwd=S016b3VseDZ3RzllbEl5Ufo4R1ZFdz09>
- 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 – Friday, December 18, 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 DECEMBER 22, 2020
  - DeNova Homes, Inc. (Diablo Meadows) application for a subdivision with 18 single family residential units.

- Public Hearing before the Planning Commission – December 10, 2020
      - Passed Resolution to recommend approval
    - Public Hearing before the City Council – TENTATIVE DATE January 19, 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 – TENTAIVE DATE March 23, 2021
- Long Range Planning
  - 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:
      - COMPLETED - October 20, 2020 – Complete Request For Proposal (RFP)
      - COMPLETED - November 2, 2020 – Release RFP
      - COMPLETED - November 27, 2020 to November 27, 2020 – Received RFP proposals
      - COMPLETED - November 30, 2020 to December 4, 2020 – Interview and rate proposals
      - IN PROCESS - 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
  - CEMEX - 0 Complaint or notices received

#### Building

- 9 Building Permits Issued for 11/30/2020 to 12/06/2020
  - 2 Solar, 3 HVAC, 3 Furnace, and 1 Window Replacement

#### Code Enforcement

- 2 Overgrown Vegetation, 1 Garbage, and 1 Home Occupation