

Minutes
Clayton Planning Commission Meeting
Tuesday, September 26, 2017

1. CALL TO ORDER, ROLL CALL, PLEDGE TO THE FLAG

Chair Carl Wolfe called the meeting to order at 7:00 p.m. at Hoyer Hall, 6125 Clayton Road, Clayton, California.

Present: Chair Carl Wolfe
 Vice Chair Bassam Altwal
 Commissioner A.J. Chippero
 Commissioner Peter Cloven
 Commissioner William Gall

Absent: None

Staff: Community Development Director Mindy Gentry
 Assistant Planner Milan Sikela, Jr.

2. ADMINISTRATIVE

2.a. Review of agenda items.

2.c. Declaration of Conflict of Interest.

2.d. Vice Chair Altwal will report at the City Council meeting of October 3, 2017.

3. PUBLIC COMMENT

None.

4. MINUTES

4.a. Approval of the minutes for the July 11, 2017 Planning Commission meeting.

Vice Chair Altwal moved and Commissioner Gall seconded a motion to approve the minutes, as submitted. The motion passed 5-0.

5. PUBLIC HEARINGS

5.a. **SPR-03-17, Site Plan Review Permit, Jamison Sinclair, 910 Kenston Drive, APN: 119-102-018.** A request for approval of a Site Plan Review Permit to allow the construction of a single-story addition measuring approximately 1,500 square feet in area and 18 feet in height on an existing single-story single-family residence.

The staff report was presented by Assistant Planner Sikela.

Vice Chair Altwal had the following questions:

- Has City staff checked the height of the chimney as it relates to the height of the roof? *Assistant Planner Sikela responded that, in terms of the City's regulations, chimneys which do not obstruct the light and ventilation of any adjoining parcel of land would be exempt from setback requirements per Section 17.36.030 of the Clayton Municipal Code.* Commissioner Altwal explained that his question was not about the setbacks of the chimney but instead was about compliance with fire safety-related requirements. *Director Gentry indicated that fire safety compliance would be handled at the building permit phase of the project and not this preliminary stage of review.*
- If the property owner proposed to enclose the exterior covered areas, would these areas be subject to the City's floor area requirements? *Assistant Planner Sikela described the permitting process and explained that, yes, the proposal would be subject to the City's floor area requirements.*
- To avoid the property owner enclosing these areas, should we add a condition of approval prohibiting enclosure of these exterior areas? *Director Gentry indicated that the regulations restricting the maximum floor area are already codified in the Clayton Municipal Code so adding a condition addressing this issue would be redundant.*

Commissioner Gall asked if staff had been contacted by any recipients of the public hearing notices that were mailed out for the project? *Assistant Planner Sikela responded that staff was contacted by two different parties. One party had a question about open storage regulations regarding storage of a recreational vehicle on the subject property. Staff analyzed the stored item, which complied with the City's open storage regulations, requiring that the vehicle is screened from public areas by a six-foot fence. The other contact staff received was regarding the drainage from the subject property and, after consulting with the City Engineer, it was determined that the project would be subject to the State's Stormwater C.3 requirements, which guides drainage during construction as well as post-construction drainage. The City monitors this issue through the Construction Activity Permit process overseen by the City Engineer and the requirement is contained in the advisory notes of the staff report.*

Commissioner Chippero asked if the modification of the existing 5:12 roof pitch to the proposed 6:12 roof pitch is compliant with the Code? *Assistant Planner Sikela responded that the increase in the roof pitch would not be related to Code compliance issues but, rather, would be a design option chosen by the applicant that would provide more visual interest and articulation for the project.*

Chair Wolfe asked, does the proposed 18-foot height of the residence comply with the City's residential height regulations? *Assistant Planner Sikela indicated, the proposed 18-foot height complies with the City's height regulations which allow a maximum residential height of 35 feet. However, the applicant proposed a single-story design instead of a two-story design in order to be sensitive to the visual impacts a taller two-story addition would create, even though there are already existing two-story residences in the neighborhood.*

The public hearing was opened.

Bob Galloway, 5895 Herriman Drive, indicated the following:

- I have concerns over the drainage during construction of the project, but I see that this issue has been addressed by the City Engineer.
- Although the proposed four-foot increase in the roof height from 14 feet to 18 feet is a small concern, it would not be a huge impact to our view and I would be supportive of the project

There being no further public comment, the public hearing was closed.

Commissioner Cloven had the following comments:

- The proposed modifications will be beneficial to the residence as well as to the properties in the cul-de-sac that the subject residence is located in.
- The four-foot increase in the roofline would not impact the views from neighboring properties.

Commissioner Gall indicated that the project would be a positive addition to the neighborhood.

Commissioner Chippero had the following comments:

- The project would be an enhancement to the surrounding neighborhood.
- When I conducted a field visit, I noticed the other two-story residences in the neighborhood. As a result, I feel that the applicant made a good effort in respecting the views of the adjacent property owners by proposing a single-story design.

Vice Chair Altwal indicated that the applicant complied with all applicable Clayton Municipal Code requirements and is proposing a design that will enhance the neighborhood.

Chair Wolfe indicated that he concurred with the comments provided by the other Planning Commissioners and was in support of approving the project.

Commissioner Cloven moved and Commissioner Gall seconded a motion to conditionally approve Site Plan Review Permit SPR-03-17 to allow the construction of a single-story addition measuring approximately 1,500 square feet in area and 18 feet in height on an existing single-story single-family residence at 910 Kenston Drive (APN: 119-102-018). The motion passed 5-0.

6. OLD BUSINESS

None.

7. NEW BUSINESS

None.

8. COMMUNICATIONS

8.a. Staff

Director Gentry indicated, at its meeting of September 19, 2017, the City Council approved the final maps for the Verna Way Residential Subdivision project and the St. John's Episcopal Church/Southbrook Drive Mixed Use Planned Development project and also did the second reading and adoption of the Ordinance adding Chapter 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas to the Clayton Municipal Code, which will go into effect 30 days from the date of adoption.

8.b. Commission

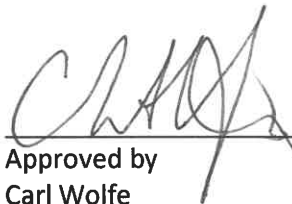
None.

9. ADJOURNMENT

9.a. The meeting was adjourned at 7:27 p.m. to the regularly-scheduled meeting of the Planning Commission on October 10, 2017.



Submitted by
Mindy Gentry
Community Development Director



Approved by
Carl Wolfe
Chair

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