

## Memorandum

Date: November 16, 2020

To: Honorable Chair and Planning Commissioners  
Fran Robustelli, Interim 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 November 17, 2020
  - Select consultant for the Local Hazard Mitigation Plan document

### Planning Commission

- Planning Commission Regular Meeting November 10, 2020
  - Continued Public Hearing – Oak Creek Canyon project – Continued to December 22, 2020
- Planning Commission Regular Meeting November 24, 2020
  - CANCELLED

### 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=M0E0NDZZd1JmYzdwWHA3U09LdXJQU>
- [T09](#)
- 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 DECEMBER 22, 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    - WITHDRAWN FROM AGENDA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
  - 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 ON TIME - October 20, 2020 – Complete Request For Proposal (RFP)
- COMPLETED ON TIME - November 2, 2020 – Release RFP
- IN PROGRESS - November 27, 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
  - CEMEX - 0 Complaint or notices received

#### Building

- 10 building permits issued
  - 1 Kitchen Remodel, 2 HVAC, 1 Roof, 2 Hot Water Heaters, and 4 Residential Solar

#### Code Enforcement

- No data