

MINUTES
REGULAR PLANNING COMMISSION MEETING
JULY 26, 2016
CORTE MADERA TOWN HALL
CORTE MADERA

COMMISSIONERS PRESENT: Chair Peter Chase
Vice-Chair Phyllis Metcalfe
Commissioner Jennifer Freedman
Commissioner Bob Bundy
Commissioner Nicolo Caldera

STAFF PRESENT: Adam Wolff, Planning Director
Doug Bush, Assistant Planner
Joanne O'Hehir, Minutes Recorder

1. OPENING:

- A. Call to Order** – The meeting was called to order at 7:30 p.m.
- B. Pledge of Allegiance** – Chair Chase led in the Pledge of Allegiance.
- C. Roll Call** – All the commissioners were present.
- D. Election of Officers:** Chair and Vice-Chair

Vice-Chair Metcalfe nominated Chair Chase as Chair:

AYES: Metcalfe, Bundy, Chase, Freedman, Caldera
NOES: None

Chair Chase nominated Vice-Chair Metcalfe as Vice-Chair:

AYES: Metcalfe, Bundy, Chase, Freedman, Caldera
NOES: None

2. PUBLIC COMMENT – NONE

3. CONSENT CALENDAR – NONE

4. CONTINUED HEARINGS - NONE

5. NEW HEARINGS

A. 1441 CASA BUENA DRIVE – DESIGN REVIEW APPLICATION PL-2016-0071 FOR EXTERIOR MODIFICATIONS AND SITE IMPROVEMENTS FOR AN EXISTING 32 UNIT MULTIFAMILY DEVELOPMENT (Assistant Planner Doug Bush)

Commissioner Caldera recused himself because he lives within 500 feet of the property, and Assistant Planner Bush presented the staff report. Mr. Bush discussed the site plan and the four buildings, noting that the property is located in the R2 Zoning District.

Mr. Bush discussed the present condition of the properties and the proposed exterior elevations, including the new materials and proposed fencing. He noted that wood veneer panels would be added to the façade to match the fencing, and said that the current awnings would be removed to provide more sunlight through recently replaced windows. Mr. Bush discussed the landscape plan, which he said would include the addition of 20 new trees.

Mr. Bush discussed the dark sky compliant exterior lighting and interior elevations. He said the proposed fencing would create exterior private yards by incorporating lawn area. Mr. Bush cited the unsuitability of the topography to create interior yards, and he confirmed that staff could make the findings to support the project.

Vice-Chair Metcalfe and Mr. Bush discussed the wood veneer on the exterior of the buildings.

In response to Commissioner Bundy, Mr. Bush said that drainage changes are not proposed. Mr. Wolff noted that applicants are required to submit drainage plans as part of a project that increases runoff and Chair Chase noted that the site does not have a drainage problem.

In response to Commissioner Freedman, Mr. Bush clarified the areas that will be enclosed for yards.

David Silver, property owner, discussed their desire to ensure the landscaping will be enhanced with additional trees and landscaping. Mr. Silver discussed the design and new exterior lighting fixtures, and he noted that they are creating yards with low fencing to provide views of the landscape and swimming pool. Mr. Silver said they will replace deteriorating paths and that their overall objective is to enhance the site and the community.

Vice-Chair Metcalfe said she is happy the project will remain as rental units; that the colors are good choices and that the proposal will be a vast improvement.

Commissioner Bundy discussed the proposed fenced-in yards with Mr. Silver. They also discussed drainage, which Mr. Silver confirmed is not of concern. In response to

Commissioner Bundy, Mr. Silver said that it would not be economically feasible to underground the utilities.

Commissioner Freedman said the project is a nice design and will be a huge upgrade to the present condition. She discussed the provision of trash enclosures with Mr. Silver.

Chair Chase and Mr. Silver discussed a new sidewalk on Casa Buena, which Chair Chase asked Mr. Silver to consider. Chair Chase and Mr. Wolff discussed construction timelines and Mr. Wolff noted that the Town does not have an ordinance regulating the completion of construction projects.

Chair Chase and Mr. Silver discussed exterior lighting and Mr. Silver confirmed that none of the neighbors chose to review the plans when invited.

Chair Chase opened the public comment period.

Patti Stolier, 1411 Casa Buena, said she is reassured that the property will not be redeveloped. Ms. Stolier commented negatively on the colors and expressed concern that the gaps in the horizontal balcony slats could be sufficiently wide to be a safety concern. She asked the applicants to install a sidewalk and encouraged them to choose deer-resistant plants.

In response to Ms. Stolier's comments, Mr. Silver said the gaps in the balcony slats will be narrow; that the colors will be earth tones; that he agrees with the addition of trash enclosures and that plants will be deer proof.

Vice-Chair Metcalfe discussed her support for a new sidewalk for safety reasons, which Mr. Silver said they would consider.

Commissioner Bundy commented on zero waste as part of a trash management plan.

Chair Chase closed the public comment period.

Chair Chase and Mr. Wolff discussed adding a condition requiring a sidewalk. Mr. Wolff noted that the application is for the rehabilitation of an existing developed property, rather than for a new development. There was general consensus amongst the commissioners that the Planning and Public Works staff will make a written request to the applicant to install a sidewalk.

MOTION: Motioned by Commissioner Bundy, seconded by Vice-Chair Metcalfe, to approve Resolution No. 16-023, Design Review Application PL-2016-0071, exterior modifications and site improvements for an existing 32 unit multifamily development at 1441 Casa Buena, with the added condition that exterior lighting does not exceed 3,500 kelvins:

AYES: Metcalfe, Bundy, Chase, Freedman, Caldera
NOES: None

Assistant Planner Bush read the appeal rights and Commissioner Caldera returned to the podium.

6. BUSINESS ITEMS

A. CONSIDERATION OF REVISIONS TO THE 2015 PLANNING COMMISSION RULES AND PROCEDURES (Planning Director Adam Wolff)

Planning Director Wolff presented the staff report. Mr. Wolff said that Vice-Chair Metcalfe had requested modifications to the Rules and Procedures. He noted that corrections have been made to the language relating to the specific types of meetings that are generally called study sessions.

In response to Commissioner Caldera, Mr. Wolff clarified requests to add items to the agenda under 4.2.2. Vice-Chair Metcalfe offered further comment.

MOTION: Motioned by Commissioner Caldera, seconded by Commissioner Bundy, to recommend the proposed changes to the 2015 Planning Commission Rules and Procedures to the Town Council:

AYES: Metcalfe, Bundy, Chase, Freedman, Caldera
NOES: None

7. ROUTINE AND OTHER MATTERS

A. REPORTS, ANNOUNCEMENTS AND REQUESTS

i. Commissioners

Commissioner Bundy reported on the 19th July Town Council Meeting, which he said focused on the Tamal Vista Corridor Study. Mr. Wolff noted that the final draft will be reviewed by the Planning Commission, but that the Town Council retain the authority to adopt the report.

Commissioner Bundy also reported on funding the Reed School bus system, a crossing guard for Cove School, the consolidation of the Fire District and the replacement of sand in a sandbox.

Chair Chase commented on the addition of bus stops and bike lanes as part of the Tamal Vista Corridor project. Mr. Wolff noted that staff will develop code changes relating to the approved report.

ii. Planning Director

Mr. Wolff reported that the Town Council adopted a Complete Streets Policy at their meeting, which will enable the Town to qualify for State and MTC funding.

He noted that a discussion will take place at the next Town Council meeting on short-term rentals. In response to Vice-Chair Metcalfe, Mr. Wolff said that a discussion on junior second units should be slated for a meeting in September.

iii. Tentative Agenda Items for August 9, 2016 Planning Commission Meeting

- A. **5124 PARADISE DRIVE – DESIGN REVIEW AND ENVIRONMENTAL ASSESSMENT PL-2016-0033 FOR A NEW WOOD FRAMED FIXED PIER TO EXTEND 76 FEET OUT TOWARD THE BAY. INCLUDES A 4 FOOT WIDE WALKWAY TERMINATING AT A 12 FOOT WIDE PIER HEAD, WITH FLOATING DOCK AND BOAT LIFT. (Senior Planner Phil Boyle)**
- B. **21 ENDEAVOR COVE – DESIGN REVIEW FOR MAJOR INTERIOR AND EXTERIOR REMODEL, INCLUDING A 550 SQUARE FOOT SECOND STORY ADDITION, 130 SQUARE FOOT FRONT ENTRY ADDITION, A NEW WOOD ARBOR AND A NEW ENTRY PORCH. A VARIANCE IS REQUESTED FOR ENCROACHMENT INTO THE FRONT SETBACK. (Assistant Planner Doug Bush)**
- C. **TAM RIDGE RESIDENCES (BUSINESS ITEM) – PERMIT AMENDMENT TO MODIFY MATERIALS AND COLORS OF A PORTION OF THE BUILDING AT THE CORNER OF WORNUM AND TAMAL VISTA AND THE COLORS OF THE EAST FACING WALL OF BUILDING 1, ADJACENT TO HIGHWAY 101.**

Mr. Wolff said the applicant has requested a permit amendment to change the colors of the Tam Ridge residences, and he noted that the CEQA document is available for public comment relating to the item on Paradise Drive.

8. ADJOURNMENT

A motion was made, seconded and unanimously approved to adjourn the meeting at 9.03 pm.