

**MINUTES
REGULAR PLANNING COMMISSION MEETING
JANUARY 23, 2018
CORTE MADERA TOWN HALL
CORTE MADERA**

COMMISSIONERS PRESENT: Chair Peter Chase
Vice-Chair Phyllis Metcalfe
Commissioner Bob Bundy
Commissioner Charles Lee

COMMISSIONERS ABSENT: Commissioner Jennifer Freedman

STAFF PRESENT: Adam Wolff, Planning Director
Doug Bush, Associate Planner
Judith Propp, Assistant Town Attorney

1. OPENING:

A. Call to Order – The meeting was called to order at 7:05 p.m.

B. Pledge of Allegiance – Chair Chase led in the Pledge of Allegiance.

C. Roll Call – All the commissioners were present with the exception of Commissioner Freedman.

2. PUBLIC COMMENT - None

4. CONTINUED HEARINGS

A. 8 WESTWARD DRIVE – DESIGN REVIEW APPLICATION PL-2017-0045 FOR A NEW 4,409 SQUARE FOOT TWO LEVEL, SINGLE FAMILY DWELLING AT 8 WESTWARD DRIVE (Associate Planner Douglas Bush)

Associate Planner Bush presented the staff report. Mr. Bush noted that the item has been continued from the December 12, 2017 hearing, when the commissioners had an issue with the finding relating to view impacts that concerned the neighbors at 10 Westward.

Mr. Bush noted that the applicants have provided new photographic materials, and new correspondence has been received from the owners of 10 Westward. He discussed the changes that have been made to the upper floor plan, which include the room at the northwest corner being stepped back 4.5 feet and an addition of a balcony. Mr. Bush also discussed changes to the southwest wall, which he said has been extended by 2 feet to the west, and he noted that changes have been made to the roofline and eave.

Mr. Bush stated that he had met the applicants and the homeowners of 10 Westward to discuss the project, and he noted that the story poles have been modified to reflect the proposed changes. Mr. Bush confirmed that the changes to the northwest corner have resulted in less view blockage, and that staff has provided a resolution for approval of the project.

Chair Chase, Vice-Chair Metcalfe and Commissioner Bundy confirmed they had made a site visit and Commissioner Lee stated he had not visited the property.

In response to Commissioner Bundy, Mr. Bush confirmed that the provision of a fire sprinkler system has been included in the resolution.

Mr. Bush clarified the story poles for Commissioner Lee.

Chris Skelton, Project Representative, explained that they have amended the design to improve the view impact for the neighbors at 10 Westward, and that they believe the design meets all the findings. He discussed the changes to the plans in more detail, and used photographic materials to demonstrate the difference in view obstruction between the previous and current design.

In response to Vice-Chair Metcalfe, Mr. Skelton explained why they have enlarged the master bedroom, noting that they might wish to turn it into two kids bedrooms and use another bedroom as the master suite.

Mr. Skelton clarified the story poles for Commissioner Bundy and discussed the overhang of the eave. In response to Commissioner Bundy, Mr. Skelton explained why they did not wish to engage with the neighbors at 10 Westward about changes that could be made to their own property to preserve their view.

Chair Chase expressed concern that screening will be insufficient, and Mr. Skelton discussed the problem of providing screening that would not block the neighbors' view. Chair Chase explained that it would be the homeowner's responsibility to ensure the foliage was maintained at an adequate height as part of the conditions of the project.

Chair Chase opened the public comment period.

Tom Sherwood, 10 Westward, stated that when they met with the applicant and staff, they said that they still found the design to intrude upon their view. Mr. Sherwood believes mitigation measures exist and said that they built their deck to enjoy the views. He expressed a hope that the commissioners would consider the impacts of the current design on their view, and be less concerned with how much the design has changed.

Chair Chase closed the public comment period.

Commissioner Lee said he stated at the previous hearing what he would find an acceptable intrusion of the neighbors' view corridor and that the proposed plans indicate

the intrusion would be greater. Commissioner Lee said he would await comment from other commissioners before he could make a decision on whether or not to support the project.

Vice-Chair Metcalfe stated that significant progress has been made with the design, and Chair Chase clarified the height of the deck railing. Vice-Chair Metcalfe noted that a deck is an improvement compared to a solid bedroom wall.

Commissioner Bundy stated that he still considers a maximum view impediment of 15% to be less than significant, and since the northwest wall extends further into the view corridor, he said he is unable to make the findings to support the project.

Chair Chase stated that the improvement is significant, but he noted that it would be possible to use more lot coverage by adding more space to the ground floor. He acknowledged there would be less yard space.

Commissioner Bundy said he is concerned about impacting the neighbors' view significantly and that a single level expansion would be preferable.

Vice-Chair Metcalfe explained that a horizontal expansion would be inappropriate because it would use a significant amount of yard space and that she would favor a reduction to the second floor.

Commissioner Lee said that a first-level addition would have made the findings easier, albeit valuable yard space would be used. Commissioner Lee noted that 4,400 square feet is a significant sized home, and the size of the playroom could be reduced. He said it is difficult to make the findings because the applicants have not reduced the northwest corner to meet the chimney line, which he requested at the last meeting.

Vice-Chair Metcalfe noted that the reduction would be approximately 2ft – 3 ft for the protrusion to meet the chimney line, which said she said she could support, as could Chair Chase.

Commissioner Lee noted that they might need to review other parts of the project if the design changes.

Chair Chase opened the public comment period and Mr. Skelton asked if the project could be approved with conditions.

Mr. Sherwood said he is not happy with the view blockage but that he could live with the proposed plan. He expressed concern that the design might change if the project is approved.

Chair Chase closed the public comment period and Mr. Wolff said he would recommend the commissioners continue the project for reasons he discussed.

Chair Chase opened the public comment period and Mr. Skelton made further comments on their desire for the project to be approved tonight and his frustration that view objectives could not be quantified.

Chair Chase closed the public comment period and suggested the project is continued to allow the applicants to adjust the story poles. He noted that that the commissioners are not comfortable approving a project that might have a new floor plan. Chair Chase and Mr. Skelton discussed moving a story pole without the need of a surveyor and concluded that a surveyor's confirmation would not be required if clear measurements were provided to document the change.

MOTION: Motioned by Commissioner Bundy, seconded by Vice-Chair Metcalfe, to continue to a date certain of February 13, 2018 for Design Review Application PL-2017-0045 for a 4,409 square foot two level, single family dwelling at 8 Westward Drive:

AYES: Metcalfe, Bundy, Chase, Lee
NOES: None
ABSENT: Freedman

Chair Chase announced a 5-minute break at 8:35 p.m.

5. **NEW HEARINGS – None**
6. **BUSINESS ITEMS – None**
7. **ROUTINE AND OTHER MATTERS**
 - A. **REPORTS, ANNOUNCEMENTS AND REQUESTS**
 - i. **Commissioners**

Commissioner Bundy reported on the January 16th Town Council meeting, during which discussions included a proposal to extend a half-cent sales tax and storm water tax. Chair Chase noted that Todd Cusimano announced the Town newsletter had been published. In response to Chair Chase, Mr. Wolff said that he is not aware that the Planning Department benefits from the half-cent sales tax.

Vice-Chair Metcalfe requested the commissioners are provided with an option of receiving half-sized plans, to which Commissioner Lee was in agreement.

- ii. **Planning Director**

Planning Director Wolff discussed correspondence relating to the Audubon's habitat restoration project by the Bay, and concerns about the final condition of the site. He

suggested the matter could be agendized for a future meeting under business items, noting that the commissioners' purview is limited to map changes.

iii. Tentative Agenda Items for February 13, 2018 Planning Commission Meeting

PROPOSED ITEMS, AND ORDER, ARE SUBJECT TO CHANGE

- A. 406 MANZANITA AVENUE – PUBLIC HEARING FOR DESIGN REVIEW APPLICATION PL-2017-0123 AND VARIANCE APPLICATION PL-2017-0124 FOR ADDITIONS TO THE LOWER AND UPPER FLOORS OF AN EXISTING TWO-STORY HOUSE. A VARIANCE IS REQUESTED TO ALLOW MAINTENANCE OF EXISTING NON-CONFORMING PARKING.**
- B. 109 GOLDEN HIND PASSAGE – PUBLIC HEARING FOR DESIGN REVIEW APPLICATION PL-2017-0127 FOR A 703 SF SECOND STORY ADDITION TO AN EXISTING 1830 SF SINGLE STORY RESIDENCE, A NEW DECK IN THE REAR YARD, AND RAISING THE STRUCTURE APPROXIMATELY 2.5 FEET TO MEET FEMA FLOODPLAIN REQUIREMENTS.**
- B. MINUTES**
 - i. Planning Commission Meeting Minutes of January 9, 2018 will be reviewed at the February 13, 2018 meeting.**

8. ADJOURNMENT

A motion was made, seconded and unanimously approved to adjourn the meeting at 8:55 p.m.