

**MINUTES
PLANNING COMMISSION MEETING
VIA VIDEOCONFERENCE
SEPTEMBER 22, 2020
CORTE MADERA TOWN HALL
CORTE MADERA**

COMMISSIONERS PRESENT: Chair Peter Chase
Vice-Chair Phyllis Metcalfe
Commissioner Bob Bundy
Commissioner James Rizzo
Commissioner Margaret Bandel

STAFF PRESENT: Adam Wolff, Planning Director
Phil Boyle, Senior Planner
Tracy Hegarty, Administrative Analyst

1. OPENING:

A. Call to Order – The meeting was called to order at 7:00 p.m.

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

C. Roll Call – All the commissioners were present.

2. PUBLIC COMMENT – None

3. CONSENT CALENDAR – None

4. CONTINUED HEARINGS – None

5. NEW HEARINGS

A. 46 BIRCH AVENUE – DESIGN REVIEW APPLICATION PL-2020-0053 FOR A 982 SQUARE FOOT SECOND LEVEL ADDITION TO THE EXISTING RESIDENCE AT 46 BIRCH AVE. (Senior Planner Phil Boyle)

Senior Planner Boyle presented the staff report and answered questions from the commissioners.

There was no public comment.

MOTION: Motioned by Vice-Chair Metcalfe, seconded by Commissioner Bundy, to approve Resolution No. 20-009, Design Review Application No. PL-2020-

0053-DRC, for a 982 square foot second level addition to the existing residence at 46 Birch Avenue:

AYES: Bundy, Bandel, Chase, Metcalfe, Rizzo
NOES: None

Mr. Boyle read the appeal rights.

6. BUSINESS ITEMS – None

7. ROUTINE AND OTHER MATTERS

A. REPORTS, ANNOUNCEMENTS AND REQUESTS

i. Commissioners

Vice-Chair Metcalfe commented on her online attendance of the September 15, 2020 Town Council Meeting.

Chair Chase commented on his online attendance of the September 1, 2020 Town Council Meeting.

ii. Planning Director

Planning Director Wolff reported on the following items:

- Adoption of an ordinance at the September 15, 2020 Town Council Meeting relating to construction projects located on Town property;
- An update to the new Town Hall project;
- Resolution allowing extension of planning and zoning entitlements to projects approved prior to September 16, 2020 that had not expired prior to March 15, 2020;
- Requests for future discussion items.

**iii. Tentative Agenda Items for the Tuesday, October 13, 2020 Planning Commission Meeting
(PROPOSED ITEMS, AND ORDER, ARE SUBJECT TO CHANGE)**

- a. 403 CHAPMAN DRIVE - DESIGN REVIEW APPLICATION PL-2020-0018 FOR THE DEMOLITION OF TWO EXISTING RESIDENCES AND A CARPORT WITH A ROOF DECK AND THE CONSTRUCTION OF A NEW 2,582 SQUARE FOOT TWO-STORY RESIDENCE WITH A 626 SQUARE FOOT ATTACHED GARAGE, INCLUSIVE OF A 46 SQUARE FOOT STORAGE AREA, AT 403 CHAPMAN DRIVE (Senior Planner Martha Battaglia)**

b. 645 TAMALPAIS DR – PRELIMINARY STUDY SESSION FOR THREE PROPOSED RESIDENTIAL UNITS OVER EXISTING SURFACE PARKING (Senior Planner Martha Battaglia)

iv. Future Agenda Items
(PROPOSED ITEMS, AND ORDER, ARE SUBJECT TO CHANGE) – None

B. MINUTES

i. Planning Commission Meeting Minutes of July 14, 2020

MOTION: Motioned by Vice-Chair Metcalfe, Seconded by Commissioner Bundy, to approve the Planning Commission Meeting Minutes of July 14, 2020.

AYES: Bandel, Bundy, Chase, Metcalfe, Rizzo

NOES: None

8. ADJOURNMENT

A motion was made, seconded and unanimously approved to adjourn the meeting at 8:05 p.m.