



THE TOWN OF
CORTE MADERA
MARIN COUNTY CALIFORNIA

TOWN OF CORTE MADERA

PLANNING COMMISSION AGENDA

Tuesday, September 13, 2016

Council Chambers, 300 Tamalpais Drive, Corte Madera, California

7:30 P.M. REGULAR MEETING

1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

2. PUBLIC COMMENT

The public is invited to address the Planning Commission on any matter in the Commission's jurisdiction, except for items scheduled for continued or new hearings. Comments are limited to three minutes per speaker.

3. CONSENT CALENDAR

All items placed on the consent calendar may be acted on collectively on a motion by any Commissioner, and each shall be deemed to have received the action recommended by staff. Any Commissioner or member of the public may request the removal of any item from the consent calendar and it will then be considered last under "New Hearings".

- A. NONE

4. CONTINUED HEARINGS

- A. NONE

5. NEW HEARINGS

- A. **NEW MIXED USE ZONING DISTRICT – REVIEW AND POSSIBLE ADOPTION OF A NEGATIVE DECLARATION PURSUANT TO CEQA GUIDELINES SECTION 15074 AND POSSIBLE ADOPTION OF A RESOLUTION RECOMMENDING ADOPTION OF PROPOSED ZONING ORDINANCE AND GENERAL PLAN AMENDMENTS CREATING A NEW MIXED-USE ZONING DISTRICT MX-1 AND REZONING SEVEN PROPERTIES ALONG THE EAST SIDE OF TAMAL VISTA BOULEVARD BETWEEN MADERA BOULEVARD AND WORNUM DRIVE FROM C-3 AND PUBLIC/SEMI PUBLIC FACILITIES TO MX-1.** (Planning Director Adam Wolff)

6. BUSINESS ITEMS

- A. NONE

7. ROUTINE AND OTHER MATTERS

- A. **REPORTS, ANNOUNCEMENTS AND REQUESTS**
 - i. Commissioners

ii. **Planning Director**

iii. **Tentative Agenda Items for September 27, 2016 Planning Commission Meeting**

- A. **122 GROVE AVENUE** – DESIGN REVIEW AND VARIANCE APPLICATION FOR A NEW SINGLE FAMILY RESIDENCE TO REPLACE THE EXISTING. A VARIANCE IS REQUESTED TO ALLOW TANDEM PARKING WHERE ONE SPACE WOULD PARTIALLY ENCROACH INTO THE FRONT SETBACK.
- B. **52 SUMMIT DRIVE** – DESIGN REVIEW AND VARIANCE APPLICATION FOR A NEW 3,809 SQUARE FOOT TWO-STORY RESIDENCE. THE APPLICATION INCLUDES A REQUEST FOR A FRONT SETBACK VARIANCE, A REAR SETBACK VARIANCE, AND A LOT COVERAGE VARIANCE.
- C. **159 PRINCE ROYAL DRIVE** – DESIGN REVIEW APPLICATION NO. PL-2016-0007 FOR A COMPLETE REMODEL AND THIRD FLOOR ADDITION TO AN EXISTING TWO STORY SINGLE FAMILY DWELLING AT 159 PRINCE ROYAL DRIVE.

B. MINUTES

i. **Planning Commission Meeting Minutes of August 23, 2016**

8. ADJOURNMENT

To the next Planning Commission Regular Meeting which will be held on **September 27, 2016 at 7:30 p.m.** in the Corte Madera Council Chambers, 300 Tamalpais Drive.

TO ACCESS PLANNING COMMISSION PACKET MATERIALS, VISIT:
<http://www.ci.corte-madera.ca.us/Archive.aspx?AMID=41>

PROCEDURAL NOTES

- 1. ALL DOCUMENTS RELATING TO AGENDA ITEMS ARE AVAILABLE FOR PUBLIC REVIEW IN THE PLANNING DEPARTMENT OF THE TOWN OF CORTE MADERA OFFICES AT 300 TAMALPAIS DRIVE, BETWEEN THE HOURS OF 8:00 A.M. TO 5:00 P.M., MONDAY THROUGH FRIDAY. STAFF REPORTS ARE NORMALLY AVAILABLE ON FRIDAY AFTERNOON PRECEDING THE TUESDAY MEETINGS. IT IS RECOMMENDED THAT YOU CONTACT THE PLANNING DEPARTMENT FOR AVAILABILITY.
- 2. EACH PERSON DESIRING TO SPEAK ON A PUBLIC HEARING ITEM WILL BE GIVEN AN OPPORTUNITY AT THE APPROPRIATE TIME. PLEASE STATE YOUR NAME AND ADDRESS AS THE MEETING IS BEING RECORDED
- 3. **APPEAL** - FOLLOWING ACTION BY THE PLANNING COMMISSION AT A PUBLIC HEARING OR MEETING, ANY DECISION OF THE PLANNING COMMISSION MAY BE APPEALED TO THE TOWN COUNCIL WITHIN TEN (10) CALENDAR DAYS. APPEAL FORMS ARE AVAILABLE AT THE PLANNING DEPARTMENT, CORTE MADERA TOWN HALL. A \$300 FILING FEE IS REQUIRED.
- 4. IF YOU CHALLENGE THE ACTION OF THE PLANNING COMMISSION IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS AGENDA, OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE TOWN AT OR PRIOR TO THE PUBLIC HEARING.
- 5. IT IS THE PLANNING COMMISSION'S POLICY TO ADJOURN ALL MEETINGS BY 12:00 A.M.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (415) 927-5064. For auxiliary aids or services or other reasonable accommodations to be provided by the Town at or before the meeting, please notify the Planning Department at least 3 business days (the Thursday before the meeting) in advance of the meeting date. If the Town does not receive timely notification of your reasonable request, the Town may not be able to make the necessary arrangements by the time of the meeting.

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ITEM NO. 5A

NEW MIXED USE ZONING DISTRICT

**Planning Commission Meeting
SEPTEMBER 13, 2016**

ITEM NO. 7Bi

**PLANNING COMMISSION MEETING MINUTES OF
AUGUST 23, 2016**

**Planning Commission Meeting
SEPTEMBER 13, 2016**

**DRAFT MINUTES
REGULAR PLANNING COMMISSION MEETING
AUGUST 23, 2016
CORTE MADERA TOWN HALL
CORTE MADERA**

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

STAFF PRESENT: Adam Wolff, Planning Director
Joanne O'Hehir, Minutes Recorder

1. OPENING:

A. Call to Order – The meeting was called to order at 7:35 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 –

A. 21 ENDEAVOR COVE – ADOPTION OF RESOLUTION 16-024, PREPARED AS DIRECTED BY THE PLANNING COMMISSION AT THE AUGUST 9, 2016 MEETING, FOR THE APPROVAL OF MAJOR DESIGN REVIEW PL-2016-0013 AND MAJOR VARIANCE PL-2016-0015 FOR A COMPLETE REMODEL INCLUDING A 550 SQUARE FOOT ADDITION TO THE SECOND STORY AND A 130 SQUARE FOOT ADDITION TO THE ENTRYWAY OF THE LOWER LEVEL OF AN EXISTING SINGLE FAMILY HOME WITH A REQUEST FOR A 9 FOOT ENCROACHMENT INTO THE REQUIRED 20 FOOT FRONT SETBACK.

MOTION: Motioned by Vice-Chair Metcalfe, seconded by Commissioner Bundy and unanimously approved to adopt Resolution 16-024, Design Review PL-2016-0013 and Major Variance PL-2016-0015 for a complete remodel including a 550 square foot addition to the second story and a 130 square foot addition to the entryway of the lower level of an existing single family home with a request for a 9 foot encroachment into the required 20 foot front setback at 21 Endeavor Cove:

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

Planning Director Wolff read the appeal rights.

4. CONTINUED HEARINGS - NONE

5. NEW HEARINGS – NONE

6. BUSINESS ITEMS

A. TAM RIDGE RESIDENCES – REVIEW AND POSSIBLE RECOMMENDATION TO APPROVE MODIFICATIONS TO THE COLORS OF THE EAST ELEVATION OF BUILDING 1 (FACING NELLEN AVENUE AND HIGHWAY 101). (Planning Director Adam Wolff)

Planning Director Wolff presented the staff report. He discussed the color options, including a new fifth option that was not included in the Commissioners' packets. Mr. Wolff discussed the meeting notice, which included residences within a 500 square foot radius and the Casa Madera subdivision, and receipt of public comments. Mr. Wolff said the purpose of the discussions is for the Planning Commission to recommend a suitable color scheme for the east elevation of Building 1 to the Town Council.

Eric Olsen, TCA Architects, discussed the five color schemes, noting that the new option presented this evening includes different color combinations. Mr. Olsen said all the color combinations are consistent with the colors on the other sides of the buildings and he discussed the reasons he would recommend option 3.

Vice-Chair Metcalfe discussed the reasons she does not favor the white color trim on options 3 and 5.

In response to Commissioner Bundy, Mr. Olsen confirmed the color changes affect the freeway side of the building.

In response to Commissioner Caldera, Mr. Olsen discussed the reasons he believes a lighter color pallet would be suitable.

Chair Chase opened the public comment period.

Stephanie Acree, San Rafael resident, said she favors option 3 and that she dislikes the orange color in other options.

Michael Harlock, 533 Redwood Avenue, said the architect has made a good case for option 3, which he prefers to the darker color options.

Becky Reed, 15 Council Crest, said she likes the darker color combinations.

Chair Chase closed the public comment period.

Vice-Chair Metcalfe suggested eliminating the color options with the pale Prodema and confirmed she prefers option 3 without the white trim.

Chair Chase announced that the commissioners viewed the colors at the site, where they met the project owners.

Commissioner Bundy said he has visited the site several times and that he prefers the paler Prodema, although he could support option 3.

Commissioner Caldera expressed a preference for option 5, which he said simplifies and brings together the architectural elements and is consistent. However, he said he would be satisfied if option 3 is chosen and agrees with Vice-Chair Metcalfe that the white trim should be removed.

Commissioner Freedman said she prefers option 3 as presented and that she likes the accent color, which she said breaks up the monotony of the building color. Chair Chase was in agreement, noting that the design is similar to other sides of the buildings.

MOTION: Motioned by Commissioner Bundy, seconded by Commissioner Freedman, and unanimously approved to recommend that the Town Council choose option 3 color modifications for the east elevation of Building 1:

AYES: Metcalfe, Bundy, Chase, Freedman, Caldera

NOES: None

7. ROUTINE AND OTHER MATTERS

A. REPORTS, ANNOUNCEMENTS AND REQUESTS

i. Commissioners

Vice-Chair Metcalfe commented on the proposed Senate Bill that would remove certain zoning laws relating to the provision of affordable housing.

Chair Chase reported on the August 16th Town Council meeting where Town Manager Bracken discussed items that included the reopening of negotiations with Macy's on the gravel lot opposite The Village and the Tamal Vista Corridor Study. Chair Chase confirmed that the amendments to the Planning Commission Rules and Procedures were adopted, and that discussions will take place on changing the election year.

ii. Planning Director

Planning Director Wolff provided an update on the Zoning Ordinance Amendment relating to the Tamal Vista Corridor.

Mr. Wolff reported that the Town is in the process of hiring a new Building Official, noting that the current Building Official is retiring in October.

Mr. Wolff provided an update on the 1421 Casa Buena project. He confirmed that monitoring controls are in place per the CEQA process and that the project will have a designated building inspector.

iii. Tentative Agenda Items for September 13, 2016 Planning Commission Meeting

- A. NEW MIXED USE ZONING DISTRICT – REVIEW, CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION RECOMMENDING ADOPTION OF PROPOSED ZONING ORDINANCE AMENDMENT CREATING A NEW MIXED-USE ZONING DISTRICT AND A ZONING MAP AMENDMENT REZONING SEVEN PROPERTIES ALONG THE EAST SIDE OF TAMAL VISTA BOULEVARD BETWEEN MADERA BOULEVARD AND WORNUM DRIVE FROM C-3 AND PUBLIC/SEMI PUBLIC FACILITIES TO MIXED USE.**
- B. 159 PRINCE ROYAL DRIVE – DESIGN REVIEW APPLICATION NO. PL-2016-0007 FOR A COMPLETE REMODEL AND THIRD FLOOR ADDITION TO AN EXISTING TWO STORY SINGLE FAMILY DWELLING AT 159 PRINCE ROYAL DRIVE.**
- C. 122 GROVE AVENUE – DESIGN REVIEW AND VARIANCE APPLICATION FOR A NEW SINGLE FAMILY RESIDENCE TO REPLACE THE EXISTING. A VARIANCE IS REQUESTED TO ALLOW TANDEM PARKING WHERE ONE SPACE WOULD PARTIALLY ENCROACH INTO THE FRONT SETBACK.**

B. MINUTES

i. Planning Commission Meeting Minutes of July 12, 2016

MOTION: Motioned by Vice-Chair Metcalfe, seconded by Commissioner Bundy, to approve the minutes of July 12, 2016:

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

ii. Planning Commission Meeting Minutes of July 26, 2016

MOTION: Motioned by Commissioner Caldera, seconded by Vice-Chair Metcalfe, to approve the minutes of July 26, 2016:

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

iii. Planning Commission Meeting Minutes of August 9, 2016

Page 2, paragraph 5: “.....U.S. Army Corps of Engineers”, amended to read “....U.S. Army Corps of Engineers”.

Page 3, paragraph 6: “Carla Condon.....with the conclusions of the Native Declaration”, amended to read “Carla Condon.....with the conclusions of the Negative Declaration”.

Page 4, paragraph 6, “.....He suggested the pier is moved towards the west of the property and portion constructed parallel to the house...”, amended to read “.....He suggested the takeoff for the pier is moved to the west, next to the deck off the bedroom”.

MOTION: Motioned by Vice-Chair Metcalfe, seconded by Commissioner Bundy, to approve the minutes of August 9, 2016 as amended:

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

8. ADJOURNMENT

A motion was made, seconded and unanimously approved to adjourn the meeting at 8:20 pm.