

LARKSPUR PLANNING COMMISSION
MEETING MINUTES OF APRIL 28, 2015

The Larkspur Planning Commission was convened at 7:00 p.m. in the City Council Chambers by Acting Chair Tauber.

Commissioners Present: Acting Chair Laura Tauber, Monte Deignan,
Daniel Kunstler

Commissioners Absent: Chair Todd Ziesing
Mark Sandoval

Staff Present: Planning Director Neal Toft
City Planner Kristin Teiche

OPEN TIME FOR PUBLIC EXPRESSION

There were no comments.

PLANNING DIRECTOR'S REPORT

- He placed some materials on the dais related to the April 30th meeting regarding the Library/Community Facility design process. The meeting will be a public workshop and joint meeting with the City Council, Planning Commission, Library Board, and Parks and Recreation Commission. The meeting will begin with a site walk at 6:30 p.m. at the corner of Doherty Drive and Rose Lane. The meeting will then be held in the Hall Middle School Gymnasium. Programming for the facility has largely been approved by the City Council. They are now looking at issues such as design, massing on the site, parking, etc. The design will eventually be submitted to the Commission for Design Review.
- Staff received a letter from the Department of Housing and Community Development (HCD) indicating that the Draft Housing Element, with a few minor edits, is in compliance with State law. Staff will bring the final edited document back to the Commission on May 12th for a recommendation for adoption to the City Council.

CONSENT CALENDAR ITEMS

1. **DR/FAR/SUP 15-08; Joseph Farrell, Architect, Applicant; Scott and Donalyn Hellar, owners; 352 Via La Cumbre, Greenbrae; Assessor Parcel: 070-273-05; R-1 (First Residential) Zoning District. The applicant is requesting the following permits to allow conversion of a crawl space to a new lower level totaling 727 square feet, increasing the existing 2,321 square foot residence to 2,958 square feet: 1) Design Review of exterior improvements; 2) Floor Area Ratio Exception to allow an FAR of 0.39 where 0.16 is permitted by code; and 3) Slope Use Permit to allow excavation of 118 cubic yards of earth to improve the crawl space to living area.
Recommendation: Conditional Approval**

Acting Chair Tauber asked if anyone would like to remove this item from the Consent Calendar. There were no comments.

On the Consent Calendar, M/s, Deignan/Kunstler motioned and the Commission voted 3-0-2 (Chair Ziesing and Commissioner Sandoval absent) to approve DR/FAR/SUP 15-08, 352 Via La Cumbre, subject to the findings and conditions in the staff report.

Acting Chair Tauber stated there was a 10-day appeal period.

PUBLIC HEARING ITEM

- 2. DR/SUP #15-02; Nora Frei Design, Applicant; Kenneth and Johanna Kesckes, Owners; 88 Cedar Avenue, Larkspur; Assessor Parcel: 020-201-16; R-1 (First Residential) Zoning District. Request for the following permits to improve an existing single family residence on a lot with an average grade of 51%: 1) Slope Use Permit to allow site grading of up to 120 cubic yards (110 cu. yds. cut and 10 cu. yds fill) to lower the basement floor, create new patios around the North and South sides of the residence and replace an existing exterior yard stairway; and 2) Design Review of exterior modifications to the existing residence and site.**

City Planner Teiche presented a staff report.

Commissioner Kunstler referred to condition #3, minor modifications clause, and asked if this was a standard condition. City Planner Teiche stated "yes".

Acting Chair Tauber opened the Public Hearing.

There were no comments.

Acting Chair Tauber closed the Public Hearing.

Commissioner Deignan provided the following comments:

- The staff report adequately addressed the issues and provided good rationale for making the findings.
- This is a restricted roadway and the requirement for a Construction Management Plan is important.
- They are staying within the footprint of the building.
- He can support the project.

Commissioner Kunstler provided the following comments:

- He agreed with the comments made by Commissioner Deignan.
- He could support the project.

Acting Chair Tauber provided the following comments:

- There are very few impacts to the neighbors.
- She could support the project.

M/s, Kunstler/Deignan motioned and the Commission voted 3-0-2 (Chair Ziesing and Commissioner Sandoval absent) to approve DR/SUP 15-02, 88 Cedar Avenue, subject to the findings and conditions in the staff report.

Acting Chair Tauber stated there was a 10-day appeal period.

BUSINESS ITEMS

1. Commissioner Reports

Commissioner Deignan asked about the status of the project on Piedmont Avenue and if the owners had resolved the issues with the neighbors. Planning Director Toft stated the agreement includes a milestone to complete the rough plumbing, electrical work, and close-in by May 15th. The Building Official and Building Inspector will be meeting on site with the owners on Thursday to do a walk through and create a punch list. Things are moving along slowly and staff has continued the work with the contractors to site get the site cleaner and more organized. The neighbors continue to be frustrated at the pace of the work. A "Stop Work" order may be issued if they do not meet the terms of the agreement. Per the agreement, the permit could ultimately be suspended by the City.

2. Approval of minutes of Planning Commission meeting on April 14, 2015

M/s, Deignan/Kunstler motioned and the Commission voted 3-0-2 (Chair Ziesing and Commissioner Sandoval absent) to approve the April 14, 2015 minutes as submitted.

The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary

Minutes adopted 3-1-1 on May 12, 2015 (Ziesing Absent, Sandoval Abstain)

Neal Toft, Director of Planning & Building