



**AGENDA - Meeting of the Larkspur Planning Commission**  
7:00 p.m., Tuesday, May 24, 2022

VIA TELECONFERENCE ONLY

Join the meeting at: <https://us06web.zoom.us/j/81782829064>

Or Call In:

+1 669 900 9128

Webinar ID: 817 8282 9064

Natasha Chalmers, Vice Chair

Daniel Kunstler, Chair

Brock Wagstaff

Jeffrey Swisher

Laura Tauber

Due to Coronavirus (COVID-19), the Planning Commission meeting will occur via teleconference only. All participants will be calling in to the meeting, and residents are urged to follow the Marin County Public Health Officer's shelter in place order and attend the meeting remotely as well. As allowed under Executive Order N-29-20 (March 17, 2020), the City of Larkspur will no longer offer an in-person meeting location for the public to attend. Join or watch the meeting remotely by registering at the following link: <https://us06web.zoom.us/j/81782829064>

You may submit public comment remotely by:

1. Emailing [lk\\_planning@cityoflarkspur.org](mailto:lk_planning@cityoflarkspur.org). Any email, including any pictures or materials you wish to be presented to the Planning Commission, must be received no later than 4:00 PM on the date of meeting.
2. Select the "Raise Hand" icon in the Zoom meeting or dialing \*9 if calling into the meeting.

**ROLL CALL**

**PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

**PLANNING DIRECTOR'S REPORT**

**CONSENT CALENDAR**

1. [DR/FAR/SUP/V #20-38; Edward White, McCoppin Studios; Autumn Frazier and Ryan Gibson, Property Owners; 15 Owlswood Drive; Assessor's Parcel: 021-142-02; R-1 \(First Residential\) Zoning District.](#)  
Applicant is requesting the following permits to remodel and permit an addition and patio with supportive retaining wall to the southerly side of this single-family residence on an 8,135 square foot lot: 1) Design Review (DR); 2) Floor Area Ratio (FAR) Exception to permit the addition of 204 square feet to the existing 2,358 square-foot single-family residence for a total of 2,562 square-feet, resulting in an FAR of 0.31 where 0.16 FAR is permitted by code due to the 34% slope; 3) Slope Use Permit (SUP) to permit 82 cubic yard of site grading (84 cubic yards excavation, 2 cubic yards of fill and for an 82 cubic yard of off haul); 4) Variance (V) to permit reduction of the existing nonconforming natural state of 52% to the proposed 47% where 59% is required by code. *CEQA Status: This project has been found be exempt from environmental review under Categorical Exemption 15301, Class 1-Existing Facilities of the CEQA Guidelines.*

**Recommendation: Continue to June 14, 2022 to allow time to re-notice the project.**  
[Click here to review the project plans and materials – including late mail \(if any\).](#)

**PUBLIC HEARING ITEM**

2. [H/DR/HT 21-38; 47 Madrone Ave; APN: 021-112-30; Robert Wilkinson Architects, Applicant; Kurt and Julie Houtkooper, Owners; R-1 \(First Residential\) Zoning District.](#) Applicant proposes the following permits to extensively demolish, remodel and expand an existing 2,993 square foot historic residence, including shifting the residence forward (north) 6 feet, and to the side (west) 2-foot 6 inches. New ground story and second floor additions, including an attached garage, would total 5,584 square feet with a 0.29 FAR where 0.40 is permitted by code on the 19,384 square-foot flat lot. Additional site improvements include a new circular entry driveway, site grading for relocated pool and below ground mechanical room, and installation of landscaping: 1) Historic Review to evaluate alterations to the historic resource; 2) Design Review; 3) Heritage Tree Removal Permits to allow removal of six heritage sized trees. *CEQA Status: Pending review by the Heritage Preservation Board, the City will determine if the project will adequately comply with the Secretary of the Interior's Standards and Guidelines for Rehabilitation of Historic Structures.* If determined to comply the project is exempt from environmental review under Categorical Exemption 15331, Class 31 of the CEQA Guidelines.

[Click here to review the project plans and materials – including late mail \(if any\)](#)

## **BUSINESS ITEMS**

1. [Review of City's Capital Improvement Program for FY 2022/23 for conformity with the City's General Plan](#)
2. Approval of Minutes – [April 26, 2022](#)
3. Planning Commissioners' Reports.

## **ADJOURNMENT**

**Availability of Documents:** Any writings, late mail or documents provided to a majority of the Planning Commission regarding an item on this agenda will be made available for public inspection on the City website by clicking on the link provided with each application (above) or by using the link below:

<https://www.ci.larkspur.ca.us/829/Pending-Applications>

**Appeal Period:** The Planning Commission's decision may be appealed by notifying the City Clerk's Office in writing, within 10 days of the Commission's decision, stating wherein the Planning Commission's decision is in error.

**Exhaustion of Remedies Requirement:** Notice is hereby given that if you challenge any item on this agenda in court, you may be limited to raising only those issues raised at the Public Hearing or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

**Access to Meetings:** Meeting facilities are accessible to persons with disabilities. If you require special assistance, please contact the Planning and Building Department staff at 927-5038 three-business days or more prior to the meeting. An interpreter for the deaf will also be made available upon request to the staff three business days or more prior to the meeting.