

The Special Meeting of the San Anselmo Planning Commission was called to order by Chairman David Ainsworth at 8:00 p.m. in the Council Chambers on August 23, 1976. Representing Town Staff: C. R. Leitzell, Director of Public Works/Planning.

1. ROLL CALL

Members Present: Bolles, Greenfield, Ragan, Ainsworth
Members Absent: Eisgrau, Fairchild, Goltz

Commissioner Ragan said he had received a call from Stan Seiderman at Mr. Ragan's place of business requesting that he attend a meeting at Yolansdale School regarding the Master Plan for Yolansdale School. Commissioner Ragan said he told Mr. Seiderman that he did not feel it proper for any of the Commissioners to consider the item as an individual; he thought the matter should be considered by the Planning Commission as a body and no consideration given prior to an application.

Commissioner Greenfield said he got a similar call, and he gave a similar answer.

Commissioner Bolles said he too received a call; however, he was curious to see the proposed master plan for the Yolansdale School, and so he went. He said he was concerned with one of the Planning Commissioner's involvement. He said there was no pressure on him for the granting of a Use Permit.

MATTERS FOR CONSIDERATION

A. Resolution establishing the maximum number of second units to be permitted on single family lots.

Mr. Leitzell reviewed previous action. He said neighborhoods had been established and approved by the Planning Commission. He explained a "weighting" system used for establishing, equitably, the number of second units for neighborhoods. He said in some neighborhoods this resulted in a minus figure; however, he felt when it came to qualifying, some of the existing units would not meet the criteria for second units, and the number would probably be close to that proposed for a said neighborhood. Some of the Commission did not care for a statistical approach; some were concerned about an existing overage of allowed second units in a given neighborhood and what would happen to the overage when the quota was reached.

From the audience Mr. William DeBisschop, 91 Elm Avenue, said he lived in the midst of numerous second units and they presented real problems with parking on the streets. The result is cars parking on lawns, and cars parked across driveway approaches. He strongly urged the Commission to carefully consider parking when granting Use Permits for second units.

From the audience Mrs. Audrey Fatooh said the statistical approach looked like a good one; she questioned whether the Commission would consider human variables.

M/S Ragan, Bolles, passed unanimously, that the Planning Commission recommend to the Town Council the adoption of a resolution (next in order) entitled: "In the Matter of Establishing the Maximum Number of Second Units to be Permitted on Single Family Lots in Each Neighborhood, the Town Council of the Town of San Anselmo Does Resolve as Follows:"; that the Chairman of the Planning Commission attach to the recommendation a letter expressing the consensus of the Commission in passing this resolution.

A map is to be attached to the resolution, numbering of neighborhoods is to be eliminated in favor of naming the neighborhoods.

B. Proposed Ordinance relating to additions or alterations to single family and duplex residences which are non-conforming as to parking requirements.

Staff reported he had taken the first recommendation to the Town Council and they did not care for the criteria and had returned the item to the Planning Commission for alternates to be used in determining when parking to Code would be required for an addition to a residence.

Commissioners expressed the feeling that R-1 additions should be exempt from the requirement. They discussed whether a square footage addition should be a criterion or the use to which the addition would be put.

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It was pointed out that an 120 square foot addition being the dividing line, the result would be a lot of 119 square foot additions. It was also pointed out that there are many 50 foot wide lots with steep slopes, and to require additional parking would frequently result in curb cuts of 40' of the 50' frontage in whole blocks at a time.

Commissioner Bolles reiterated his suggestion that many items of a minor nature could be handled at Staff level and placed on a "consent" planning agenda where the Commission could take a look at what was recommended by Staff and if they wished to discuss any item, it would be placed higher on the agenda for discussion, but if the Commission approved, there would be no further discussion. He suggested this as a way of saving Commission time and perhaps a lowering of an application fee for the applicant if his item could be handled on an administrative level. He thought many of the addition/parking problems could be handled in this manner.

M/S Ainsworth, Ragan that the Planning Commission refer to the Town Attorney for preparation of a suitable ordinance for resubmission to the Planning Commission, its finding that an ordinance relating to additions or alterations of certain residences which are non-conforming as to parking requirements be prepared as an addition to Section 10-3.2306 of the Municipal Code. Such Ordinance should provide substantially as follows:

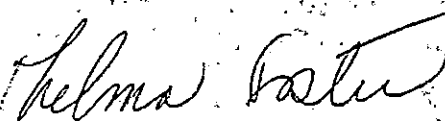
Any enlargement, extension, reconstruction or structural alteration of a use of a building on a lot zoned as Two-Family Residential or Neighborhood Apartment which, after such enlargement, extension or structural alteration, would result in less than the minimum number of Code required parking spaces would require a variance. Passed unanimously.

C. Discuss procedure for developing Condominium Conversion Ordinance

Mr. Leitzell reported that since the Town had terminated the Planning Technician's position there was no one in the planning office to work on a condominium conversion ordinance. Patty Perry had put in a lot of time and had studied ordinances from several other Cities and Towns and had excerpted what she considered to be the best of each. Since Staff has no time to work on a Condominium Conversion Ordinance, it was felt a subcommittee of Planning Commissioners should be established to work on this item. Commissioner Bolles pointed out this will take a lot of time -- this is a very special kind of ordinance.

This item is to be put under Old Business on the next regular agenda of the Planning Commission.

3. ADJOURN - Meeting adjourned at 11:00 p.m.


Thelma Foster, Secretary