

**SAN ANSELMO PLANNING COMMISSION  
MINUTES OF APRIL 18, 2005**

**A. CALL TO ORDER**

**Commissioners Present:** Chair Zwick, Vice-Chair House, Freeman, Harris, Sisich

**B. OPEN TIME FOR PUBLIC EXPRESSION**

None.

**C. CONTINUED PUBLIC HEARING ITEMS**

1. **DR-0506 – David Luce, 35 Grove Hill Avenue, APN 006-112-02**, Hillside Design Review to construct a new 1,397± square foot single family dwelling (638± square foot lower level and 759± square foot main level), a 407± square foot garage and 337± square foot roof deck, located within the R-1 zoning district (above 150' msl). (staff person: Chambers) **CONTINUED TO THE MEETING OF MAY 2, 2005**
2. **DR-0512 - Howard and Stephanie Levene, 600 Oak Avenue, APN 007-154-06**, appeal of Planning Director's approval of Administrative Design Review of change to exterior materials in conjunction with additions approved by the Planning Commission in 2004: To comply with the Urban Wildland Interface Code (UWI) at the direction of the Ross Valley Fire Department. The exterior walls would have stucco, an ignition resistant exterior covering, the intent being to stop a fire from igniting the exterior, not just to provide it with a period of time before it burns through to the interior. This material information was not provided to the Planning Commission at the time of their approval of wood shingles in 2004. Property is located in the R-1 single family zoning district above 150 msl elevation. (staff person: Wight) **CONTINUED TO MAY 2, 2005**
3. **ER-0501/PS-0501/PPD-0501/V-0504 – Carlos and Norine Castro, 444 Redwood Road, APN 7-191-10**, Environmental Review (Mitigated Negative Declaration), Parcel Split and Precise Development Plan for a new two-story, 3,562± square foot single family dwelling and 509± square foot attached garage; a parking variance for access to be across 444 Redwood Road; and setback variances for retaining walls up to 4.5' above grade to be within approximately 8' of the front property line, and up to 10' in height within approximately 19' of the front property line, all in conjunction with widening the road (Code setback: 20') on property located within the R-1H zoning district. (staff person: Wight) **CONTINUED TO MAY 2, 2005**
4. **DR-0504 – David and Jennifer Boesel, 81 Holstein Road, APN 5-053-49**, design review of a new two-story, 4,255± square foot single family dwelling and 792± square foot attached garage, located within the R-1 zoning district (above 150' msl). (staff person: Wight) **CONTINUED TO MAY 2, 2005**

**D. PUBLIC HEARING ITEMS**

**CONSENT AGENDA**

1. **Minutes – April 4, 2005**
2. **U-0505/DR-0511 – Caroline and Warren Dowd, 24 Austin Avenue, APN 007-262-10**, Use Permit to demolish more than 50% of a single family dwelling and Flatland Design Review of a ±2,067 square foot second story addition in conjunction with a new ±4,044 square foot single family dwelling, located within the R-1 zoning district. (staff person: Chambers)

This item was removed from Consent for further discussion.

3. **V-0510 – Geoffrey Koblick, 751 Sir Francis Drake Blvd., APN 006-083-03**, a variance to construct a concrete retaining wall varying in height up to a maximum of 8' with a 3.5' wood guardrail on top of the wall, within 0' of the south property line (creek side), located within the C-L zoning district. (staff person: Chambers)

Russell Lococo, speaking on behalf of the applicant, said that the Town had not dealt with this project on an emergency basis. Commissioner Harris suggested that the applicant could begin work under the permit but that he risked the permit being revoked if the project is appealed. Chair Zwick advised Mr. Lococo to speak with the Building Department.

4. **V-0511 – Lisa Wagner, 54 Butterfield Road, APN 005-072-11**, variance to construct a 12' tall, 120 square foot accessory structure within 6'-2" of the rear and 2'-4" of the south side property line (code: 60 square feet and 6' in height), and a lattice extension up to a maximum of 4' in height to an existing 6' tall fence starting at the south east corner and running along the south side fence for a distance of 20' (Code: 6') located within the R-1 zoning district. (After-the-Fact). (staff person: Chambers)

M/s Harris/Freeman and unanimously passed to approve the Consent Agenda. Chair Zwick advised all parties of interest of the 10-day appeal period to the Town Council.

**REGULAR AGENDA**

2. **U-0505/DR-0511 – Caroline and Warren Dowd, 24 Austin Avenue, APN 007-262-10**, Use Permit to demolish more than 50% of a single family dwelling and Flatland Design Review of a ±2,067 square foot second story addition in conjunction with a new ±4,044 square foot single family dwelling, located within the R-1 zoning district. (staff person: Chambers)

Commissioner Sisich expressed concern that a major project could be put on Consent. In this instance, he believes that the project deserves further discussion. The Acting Planning Director explained that projects in the flatland warrant limited review, unlike those on hillsides. Furthermore, notification remains the same, regardless of whether the project falls under the consent or regular agenda. Also, members of the public, Planning Commissions or staff are free to remove the item from consent to the regular agenda for discussion.

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In response to Commissioner Harris, Ms. Wight said that the Town does not have an historic preservation ordinance. The owner went to considerable lengths to determine that the house is not of historic interest and when he learned that one of the walls had originally been part of a Seminary building, he decided to retain it.

M/s Sisich/Freeman and passed (4-1 abstention: Harris) to approve the project based on the findings and conditions as set forth in the staff report. Chair Zwick reminded all parties of interest of the 10-day appeal period.

5. **U-0506 - Skye Bailey, 1569 Sir Francis Drake Boulevard, APN 005-151-01**, use permit for the parcel to be used for parking to serve a proposed commercial use on the contiguous property located in the Town of Fairfax, located in the R-1 zoning district (staff person: Wight)

Acting Planning Director Wight introduced the staff report and noted that a condition should be added whereby the Use Permit, if granted, should pertain only to the particular use described in the application. In response to Commissioner Harris, Ms. Wight suggested that the Use Permit should not apply to similar uses; only to this specific use.

In further response to Commissioner Harris, Ms. Wight said that the Public Works Director and Fire Department are satisfied with access to and from the property. Furthermore, a traffic study has not been considered necessary.

In response to Commissioner House, Ms. Wight suggested that a condition be added to the effect that the driveway approach will be improved to the satisfaction of the Town Engineer.

In response to Commissioner Harris, the applicant, Ms. Bailey, discussed the number of students and staggered pick-up and drop-off times. Ms. Wight said that staggered pick-up and drop-off times could be made part of the conditions of approval for the Use Permit, which could be enforced by revoking the use permit, if necessary. The applicant favors staggered pick-up and drop-off times.

M/s House/Sisich and unanimously passed (5-0) to approve the project with the with the findings and conditions as set forth in the staff report, with the following added conditions:

1. Notices will be issued to families of participants notifying them of the drop-off and pick-up times.
2. The Use Permit is granted for the particular use described in the application.

Chair Zwick advised all parties of interest of the 10-day appeal period to the Town Council.

6. **DR-0513 - Marianne Spinozzi for Red Hill Shopping Center, 800 - 900 Sir Francis Drake Boulevard, APN 006-061-23**, design review amendment to change the landscaping along the Sir Francis Drake Boulevard street frontage, on property located in an SPD shopping center district (staff person: Wight)

The Senior Planner introduced the staff report. Ms. Wight noted that Escalonia is a slow growing plant and she suggested that a faster growing plant be used in its place, or else planted in conjunction with it.

Commissioner House does not favor Lantana for groundcover because it is bare in winter and she made other suggestions. To hide the parking lot, Ms. House favors a non-deciduous plant that does not have a flower or else a flower that does not seem to incur allergies, such as oleander, for instance. At each end of the row, Commissioner House suggested a lower flowering shrub to aid site lines.

Ms. Spinozzi explained how the flowering shrubs were chosen and their height when fully grown.

Commissioner Sisich also does not favor Lantana. Ms. Spinozzi said that the bare earth will be covered in bark throughout the winter months.

Commissioners House and Zwick used the plans to identify the corner where they would like low growing, attractive shrubs to be planted. Commissioner Zwick favors a different ground cover plant to Lantana and one that is drought-tolerant.

Commissioner Harris favors attractive greenery at the entrances and exits to the property and ground cover that is green all year round. The location is highly visible, which must be made to look as attractive as possible.

M/s House/Freeman and unanimously passed to approve the staff report with the findings and conditions as set forth in the staff report, with the following added conditions:

1. A species of groundcover plant that remains green throughout the year, subject to staff approval, will replace Lantana.
2. Lower growing plants, subject to staff approval, to replace those on the landscape plan at the Union 76 Exit.

Chair Zwick advised all parties of interest of the ten-day appeal period to the Town Council.

**E. ITEMS FROM PLANNING COMMISSION**

In response to Commissioner Sisich, Ms. Wight said she would re-notice the project at Holstein Road when it is ready to be heard by the Commission.

In response to Commissioner Freeman, general discussion was undertaken regarding the viewing of properties prior to being heard by the Planning Commission. Commissioner Freeman suggested that the Commissioners be given identification.

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**F. ITEMS FROM STAFF**

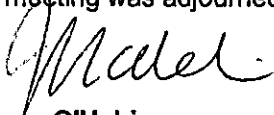
Ms. Wight discussed the Town Council's action at their last meeting with regard to 1535 Sir Francis Drake Blvd.

186 Scenic Avenue has been appealed.

In response to Vice-Chair House, Ms. Wight said she would confirm the reported paint spray on the windows of 711 Sir Francis Drake Blvd.

**G. ADJOURNMENT TO THE MEETING ON MONDAY, MAY 2, 2005**

The meeting was adjourned at 8pm.



**Joanne O'Hehir  
Senior Admin. Services Asst.**