

**TOWN OF SAN ANSELMO  
PLANNING COMMISSION MINUTES OF NOVEMBER 17, 2008**

**A. CALL TO ORDER**

Commissioners present: Brown, Harris, Krebs, Overberger, Schinner, Sisich, Zwick  
Commissioners absent:

**B. OPEN TIME FOR PUBLIC EXPRESSION**

There were no comments received.

**C. CONTINUED ITEMS**

**DR-0821 – Conrad and Pascale Gregory, 4 Willow Way, APN 005-072-13, Flatland Design Review to add a ±1,065 square foot 2<sup>nd</sup> story addition up to maximum height of ±23.7', located within the R-1 zoning district. (Staff person: Chambers) CONTINUED UNTIL DECEMBER 1, 2008**

**D. PUBLIC HEARING ITEMS**

**CONSENT AGENDA**

**1. Minutes – October 20, 2008**

M/s Krebs, Harris and passed unanimously to accept the minutes as amended.

**2. DR-0823-Kyra and Stephen Kuhn, 43 Tomahawk Drive, APN 1770250-60, Design Review to add a 4' tall retaining wall within ±8.5' of the north side property line in order to construct a ±8' tall, ±96 square foot shed partially outside the building envelope on property located within the R01 H zoning district. After-the-fact (Staff Person: Chambers)**

Chair Schinner recused himself.

M/s Zwicks, Harris and passed to accept the staff report. Ayes: Brown, Harris, Krebs, Overberger, Sisich, Zwick Abstain: Schinner

**REGULAR AGENDA**

None

**E. WORKSHOP**

Discussion of residential green building guidelines

Chair Schinner stated that the Build it Green checklist is very workable and consistent for builders and urged the Planning Commission to try and stay consistent with the Build It Green objectives and not get bogged down with details.

Commissioner Overberger stated that both she and Commissioner Zwick spoke about moving the process along efficiently and further stated that she met with 4 Town Council members to talk about the project as it will ultimately be their decision to approve or not approve the project. Overberger also stated that she asked the Town Council to inform the Planning Commission of what they would like to see as far as the guidelines, and that she learned that the Councilmembers want and need to be educated. Overberger suggested having a Town Council-Planning Commission joint workshop to further discuss Build It Green.

Commissioner Brown reiterated that education about green building is very important, as adopting green guidelines puts people against the hurdle of not fully understanding what their choices are. Brown suggested pooling resources and informing both builders and homeowners which products could be used in green building.

Overberger said that she is looking toward architects for help, as they are actively involved in green building.

Brown said that residents are embracing the idea, but are unsure of what they're actually embracing.

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Commissioner Zwick stated that Sonoma County has a dedicated room with notebooks of information, different available alternatives and vetted contractors that are available with some expertise in various areas, as well as a copy machine for residents to use to copy the materials.

Overberger suggested talking to the College of Marin regarding offering courses in adult education on green building.

Schinner asked if there would be a minimum requirement or if there would be a motivator.

Overberger stated that one Councilmember stated that a really clear definition of sustainability needs to be defined.

Harris asked if there were web links to Build It Green and other informative sites posted on the Town website and suggested doing such, to Building and Planning Director Lisa Wight.

Wight stated that as the Council is currently working on several zoning ordinance amendments, they might not be readily available to begin workshops on green building.

Wight also stated that other Planning Directors have advised that most contractors are on board with green building. She also spoke with a local architect who is against a green building ordinance because he feels the materials haven't been tested enough.

Harris noted that the easiest to prepare an ordinance is to review an existing ordinance and review it and determine if a point system will be used.

Wight stated that a lot of cities have stuck to the Build It Green checklist for residential development.

Brown stated that the Build It Green checklist is far more applicable for residential projects.

Zwick suggested that the Planning Commission accept the Build It Green checklist and possibly add or delete items specific for San Anselmo in a workshop with the Town Council and members of the public.

Brown noted that if the Town is promoting Build It Green, residents and contractors might more easily accept it.

Schinner stated that the residential guidelines seem to come from Build It Green, while commercial guidelines tend to be from LEED.

Harris said that it would be helpful for the Town Council and general public to get a feel for the costs of green building. Zwick stated costs would be hard to pin down, as there are so many variables that fluctuate.

Zwick also said that using the Build It Green checklist allows the numbering system to stay the same, which would save a lot of time and work.

Brown suggested providing education beyond what is on the checklist.

Overberger suggested using the checklist and revisiting it in a year. She further stated that a builder would be able to make a project "greener" by using the point system.

In response to Harris's inquiry of what role the Planning and Building Department would play, Wight stated that a consultant would probably do the green point plan checks.

Harris suggested that the focus should be on who would be affected by the green building guidelines, as the consensus seemed to be to accept Build It Green's checklist.

In response to Harris' question to Overberger and Zwick about which ordinance was best liked, Zwick stated County of Marin. Overberger also stated County of Marin due to the uniformity issue and the fact that it was simple and straight forward.

In response to Harris' inquiry of whether Planning Commission members should review the County of Marin Ordinance, Overberger suggested waiting until the joint meeting with the Town Council.

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Commissioner Krebs suggested providing background information to the Council to give them background on the issue and said that she wants to make it a goal to have an objective for the joint meeting.

Overberger suggested outlining policy and implementation issues.

Harris stated that the Council needs to know that the guidelines are important, easy to implement, cost-free, and that other Towns are doing the same thing.

Harris asked if there were any opponents and if the Commission should meet with them.

Overberger asked Wight to find out if any other Towns had organized opposition to the idea.

In response to Wight's inquiry of whether the Commission wanted any information on LEED, all responded no.

Commissioners suggested posting sustainability links on the Town's website.

Commissioners suggested adding more "carrots" to the plan.

Planning Commission directed staff to reach out to the Town Council.

In response to Brown's suggestion of using points in relation to the dollars for construction, Wight noted that sometimes the job valuations are not accurate.

Overberger said that she would really like to work on the guidelines so that they apply to remodels.

Schinner proposed that Wight approach the Town Council and Wight stated that she would first meet with the Town Manager. Schinner suggested having a one page summary of the recommendations regarding the checklist, new construction, remodels, and minimum standards vs. remodel and offered to draft it. Schinner also suggested providing the Town Council with the Build It Green information binder.

Overberger stated that Title 24 guarantees that the minimum requirements are met.

**F. ITEMS FROM PLANNING COMMISSION**

Commissioner Krebs asked about the referendum regarding the FAR, and Wight responded that the options are to rescind the ordinance or place it on a ballot. Wight noted that if rescinded, the Town would not be able to pass another FAR for one year.

The Planning Commission discussed the large number of properties that George Lucas has purchased in the Town.

Krebs stated that it is bad policy to allow someone to take away housing stock. Krebs stated that he was concerned about the amount of construction going on in the area and troubled by the loss of the neighborhood character. Overberger noted a lot of people were on the street directing traffic.

Krebs stated that he is troubled by loss of the character of the neighborhood.

**G. ITEMS FROM STAFF**

**H. ADJOURNMENT TO THE MEETING OF MONDAY, DECEMBER 1, 2008**

The meeting was adjourned at 8:25 pm.

Respectfully submitted,

La Shaun Williams  
Minutes Secretary