

**TOWN OF SAN ANSELMO PLANNING COMMISSION MEETING
Monday, August 31, 2015**

1. CALL TO ORDER

COMMISSIONERS PRESENT: Judy House, Kim Pipkin, Matthew Brasler, Susan Cronk, Daniel Krebs, Pascal Sisich
COMMISSIONERS ABSENT: David Swaim

2. OPEN TIME FOR PUBLIC EXPRESSION

There was no public comment.

3. PLANNING DIRECTOR'S REPORT

Planning Director Elise Semonian thanked Interim Senior Planner Elizabeth Jonckheer for her service. Semonian presented a list of pending applications to the Planning Commission.

4. APPROVE MINUTES OF THE PLANNING COMMISSION MEETING AUGUST 3, 2015

M/s, Matthew Brasler, Kim Pipkin, to approve the MINUTES OF THE PLANNING COMMISSION MEETING AUGUST 3, 2015.

AYES: Judy House, Kim Pipkin, Matthew Brasler, Susan Cronk, Pascal Sisich, Daniel Krebs
NOES: None. ABSENT: David Swaim,

5. PUBLIC HEARING CONSENT

A. 163 LOS ANGELES BOULEVARD, DESIGN REVIEW

Owner: Mark Friedeberg and Catherine Borg
Design Professional: Stewart Summers, Architect
Assessor's Parcel No.: 006-022-04
Zoning: R-1, Single Family Residential, Below 150 MSL
General Plan: Single Family Residential
FIRM Flood Zones: Zones AE and X (rear yard within Special Flood Hazard Area)
Request: Flatland design review of a 112 square foot first floor addition and a 705 square foot second floor master bedroom addition to the residence. The residence maintains three bedrooms and existing parking.

Lot size 7,000 sq. ft.
Existing Floor Area 1,503 sq. ft. 21.5% (excluding garage)
Proposed Floor Area 2,320 sq. ft. 33.1% (40% permitted)
Existing Lot Coverage 1,831 sq. ft. 26.0%
Proposed Lot Coverage 1,943 sq. ft. 28.0% (35% permitted)

M/s, Daniel Krebs, Pascal Sisich, to approve the design review for 163 Los Angeles subject to the findings and conditions in the staff report.

AYES: Judy House, Kim Pipkin, Matthew Brasler, Susan Cronk, Pascal Sisich, Daniel Krebs
NOES: None. ABSENT: David Swaim,

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**B. 610 SIR FRANCIS DRAKE BOULEVARD, LOT MERGER,
COMMERCIAL DESIGN REVIEW, CONDITIONAL USE PERMIT AND LOADING
SPACE VARIANCE**

Owner: ACL Building and Development
Applicant: Umran Nazir, California Tires and Wheels
Design Professional: Fred C. Divine
Assessor's Parcel No.: 006-092-06
Zoning: C-L, Limited Commercial
General Plan: Limited Commercial
FIRM Flood Zone: Zone X (area of minimal flood hazard)

Request: Lot merger, commercial design review, conditional use permit and an on-site loading space dimension variance for a tire store. The proposed project would allow conversion of an existing 8,355 square foot space previously used by an antique store into a tire store with customer waiting area, reception and tire storage and 4 service work bays. Parking is proposed on the lower asphalt parking lot and the building roof.

Proposed Lot Coverage 1,943 sq. ft. 28.0% (35% permitted)

Interim Senior Planner Elizabeth Jonckheer presented the staff recommendation including an added condition of approval stating the I-beams must be removed from the roof.

Commissioner Cronk asked about the location of the fence on the plans, the parking configuration, and the lot merger. Director Semonian clarified the proposed frontage of the project, the parking lay out (including one disabled space remaining), and the corrected curb cut.

Commissioner Cronk asked about the utilization of the roof. Semonian explained that the parking area is towards the back of the building and, once the roof is brought up to code during the building permit process, parking for serviced vehicles and employee parking will be located there.

Commissioner Cronk asked if an elevation was provided to show what can be seen from the HUB. Fred Divine, project designer, explained that the roof was originally designed for parking, but hadn't been utilized in the last couple years.

Commissioner Cronk and Divine discussed the layout of the parking.

Commissioner Sisich asked about the stucco façade of the building. Divine explained that the stucco will be restored, not completely redone, so the colors would remain the same but be revitalized.

The commissioners discussed signage, and Director Semonian suggested bringing signage back to the Commission to review.

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Commissioner Brasler suggested that high visibility projects like this not be put on Consent. The project was pulled off of Consent.

Chair House opened the floor to the public.

Richard Shanahan, Ross Valley Four X Four, spoke about parking issues in the area.

Commissioner Krebs invited the applicant to respond to the commission about the parking issues.

Divine explained that the project should alleviate the parking issues since it is adding parking to the roof which has been previously unused. Commissioner House asked how many parking spaces were being added, it was estimated that around a dozen spaces were added to bring the total to 24.

Commissioner Cronk and Divine discussed the configuration of the parking; Cronk suggested guiding signs be added to the project to clarify parking options.

The Commissioners discussed loading times with the owner, Umran Nazir, who explained that the delivery trucks would be small (the size of a van) and would arrive between 11 am – 3 pm for five – ten minutes at a time.

Commissioner Krebs confirmed that there is turnaround space available.

The commissioners agreed on adding the following to the proposed conditions of approval: the I-beams on the roof will be cut off and the signage will be brought to the commission for approval.

M/s, Pascal Sisich, Daniel Krebs, to approve the design review for 610 Sir Francis Drake with the findings and conditions in the staff report and the added conditions.
AYES: Judy House, Kim Pipkin, Matthew Brasler, Susan Cronk, Pascal Sisich, Daniel Krebs
NOES: None. ABSENT: David Swaim.

6. PUBLIC HEARINGS

A. 26 BUTTERFIELD ROAD, DESIGN REVIEW AND FLOOR AREA EXCEPTION

Owner: Jason and Susan Simon Design Professional: Pacific Design Group

Assessor's Parcel No.: 005-144-23

Zoning: R-1, Single Family Residential, Below 150 MSL

General Plan: Single Family Residential

FIRM Flood Zone: Zone X (area of minimal flood hazard)

Request: Flatland design review and a maximum adjusted floor area exception for a remodel to the existing nonconforming residence. The project proposes an upper level master addition, a main level kitchen remodel and a relocated garage level bathroom. A new south side deck extension is also proposed. No part of the structure exceeds 2

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stories in height. The residence maintains existing parking. The project would add 220 square feet to the house over the 2,000 square foot maximum allowed by Code. Maximum adjusted floor area may be exceeded on a lot by up to 325 square feet subject to Planning Commission approval.

Lot size 5,000 sq. ft.
Existing Floor Area 1,771 sq. ft. 35.4% (excluding garage)
Proposed Floor Area 2,220 sq. ft. 44.4% (46.4% permitted with FAR exception)
Existing Lot Coverage 1,584 sq. ft. 31.7%
Proposed Lot Coverage 1,746 sq. ft. 34.9% (35% permitted)

Interim Senior Planner Elizabeth Jonckheer presented the staff report.

Commissioner House reminded the applicant to ensure there is access for the commissioners to look at the project site. House asked about the setbacks. Jonckheer explained that the code permits the planning director to approve design review for building along the same building wall, and that Commission approval is needed for the additional square footage only.

Commissioner Krebs clarified the project scope and the code requirements for administrative review.

M/s, Matthew Brasler, Kim Pipkin, to approve the design review for 26 Butterfield Road subject to the findings and conditions in the staff report.

AYES: Judy House, Kim Pipkin, Matthew Brasler, Susan Cronk, Pascal Sisich, Daniel Krebs
NOES: None. ABSENT: David Swaim.

**B. 59 GROVE HILL AVENUE SOUTH, DESIGN REVIEW, FRONT YARD
SETBACK VARIANCE AND A GRADING PERMIT**

Owner: Caressa Condo
Design Professional: HGCI Construction
Project Address: 59 Grove Hill Avenue South
Assessor's Parcel No.: 006-122-16
Zoning: R-1, Single Family Residential, Above 150 MSL
General Plan: Single Family Conservation
FIRM Flood Zone: Zone X (area of minimal flood hazard)
Request: Hillside design review and 10% adjusted floor area exception, front setback variance, and lot coverage variance for a 2,077 sq. ft., two story, addition to the south of the existing nonconforming garage and residence. The project includes residing and remodeling the existing structure. The proposed materials include horizontal reclaimed wood siding and a standing seam metal roof in an "aged copper" color. A front setback variance is requested to permit the addition 10 feet from the front property line (20 feet required).

Lot size 7,342 sq. ft.

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Existing Adjusted Floor Area	681 sq. ft.	9.3%
Proposed Adjusted Floor Area	2,758 sq. ft.	37.6% (38.5% allowed with 10% exception)
Existing Lot Coverage	630 sq. ft.	8.6%
Proposed Lot Coverage	2,707 sq. ft.	36.9% (35% permitted)

Planning Director Semonian presented the staff report. Semonian explained that there was support for a majority of the project, but that staff recommended changing the color of the roof, reducing the lot coverage to 35%, and either converting one of the proposed kitchens into a wet bar, or changing the scope of the project to include a legal second unit.

Jim Hasting, project designer, presented the project.

Commissioner Pipkin asked about the floor plan. Semonian explained the levels of the house.

Caressa, Grove Hill, clarified the levels of the house and explained that she is willing to convert the second kitchen to a wet bar. Caressa also explained that she is willing to work with the staff on the color of the roof.

Commissioner Brasler spoke about the additional requirements for second units.

Commissioner House asked about the proposed setbacks, the decision to save the old barn, and the color of the roof.

M/s, Matthew Brasler, Kim Pipkin, to approve the project subject to the findings and conditions in the staff report for 59 Grove Hill as well as the added condition that applicant work with staff to reduce the lot coverage to 35%.

AYES: Judy House, Kim Pipkin, Matthew Brasler, Susan Cronk, Pascal Sisich, Daniel Krebs
NOES: None. ABSENT: David Swaim,

7. ITEMS FROM PLANNING COMMISSION

Commissioner Brasler spoke about the items for consent versus hearing.

8. ADJOURN

The next Planning Commission Meeting is scheduled for September 21, 2015