

**PLANNING COMMISSION
DRAFT MINUTES**

**TOWN OF ATHERTON
July 23, 2014
6:00pm
COUNCIL CHAMBERS
94 ASHFIELD ROAD**

1. ROLL CALL

**PRESENT: Philip Lively
Eric Lane
William Grindley
Mary Beth Widmer
Paul Tonelli**

Assistant City Attorney Jennifer Larson, Town Planner Lisa Costa Sanders, and Associate Planner Andrea Mardesich were present.

2. APPROVAL OF MINUTES

**MOTION to approve, as amended, the minutes of the June 25, 2014 meeting.
M/S Grindley/Lane Ayes: 4 Noes: 0 Abstain: 1 (Tonelli)**

3. PUBLIC COMMENTS - none

4. COMMISSIONERS' REPORTS

Chair Lively gave an update about the most recent CCAC meeting and the progress being made selecting both a project manager as well as a firm to perform geotechnical services.

5. STAFF REPORTS

Town Planner Lisa Costa Sanders reported on the progress of selecting a CEQA consultant for the Town's Civic Center project. She noted that staff's recommendations will be brought before Council at the September meeting and noted that the August City Council meeting was canceled due to the lack of a quorum.

Lisa Costa Sanders also reported that the City Council decided not to take action on the Parker Avenue item and the issue will be handled at the Public Works level. Assistant City Attorney Jennifer Larson explained the Town's existing code regarding encroachment permits.

Chair Lively asked staff if there are any updates on Cartan Field. Town Planner Lisa Costa Sanders reported that Menlo School and Menlo College came back with some conceptual plans that staff commented on but nothing has been submitted that is ready for public viewing.

Chair Lively asked about the progress of the Little League item. Town Planner Lisa Costa Sanders provided an update and noted that the applicant is due to resubmit for another round of staff comments in August.

PUBLIC HEARINGS

- 6. Special Structures Permit – 81 Atherton Avenue (APN 070-240-110)** – Special Structures Permit to allow the sidewalls of the main residence be taller than is allowed by the Atherton Municipal Code.

Associate Planner Andrea Mardesich presented the item.

Commissioner Widmer requested clarification from staff on the require setbacks if a future addition were to be proposed. Staff noted that any future addition would be required to comply with the increased setbacks associated with the Special Structure permit for the height increase.

OPEN PUBLIC COMMENT

Miya Muraki, Project Manager with Swatt/Miers Architects, addressed the Commission and explained the reason for the request.

Michael Lehmberg, Swatt/Miers Architects, provided more detail on the design and how the Town’s code might be interpreted for contemporary home designs.

CLOSE PUBLIC COMMENT

Discussion ensued between the Commission, staff, and the applicant about the interpretation of the code as it applies to the proposed project relating to sidewall height limits.

Town Planner Lisa Costa Sanders asked for guidance from the Commission if the sidewall interpretation should be discussed further at a future meeting. There was consensus among the Commission not to study the item further relating to sidewall height interpretation.

MOTION to approve the special Structures Permit at 81 Atherton Avenue based on the findings and for the reasons enumerated in the staff report and subject to the conditions in the draft Special Structures Permit to allow the sidewall height exception.

M/S Lane/Widmer Ayes: 5 Noes: 0

Findings:

- 1. The proposed building or structure will not negatively impact neighboring properties with respect to privacy and view.*
- 2. The proposed building or structure complies with other development standards, restrictions, or limitations for the proposed building or structure, such as height and landscaping screening.*
- 3. The granting of the special structures permit is consistent with the objectives of the general plan and this title.*

Chair Lively advised of the 10-day appeal period.

- 7. Ordinance Amending Atherton Municipal Code Chapter 17.40 Accessory Buildings and Structures.**

Town Planner Lisa Costa Sanders presented the item.

Commissioner Widmer clarified with staff how underground equipment could be six inches above grade. Town Planner Lisa Costa Sanders answered that in most cases that would be an access panel to equipment that is housed underground.

Commissioner Widmer suggested a minor change to add a complete sentence to one of the sections. Commissioners agreed with this change.

OPEN PUBLIC COMMENT

CLOSE PUBLIC COMMENT

MOTION to recommend City Council adoption of the ordinance entitled “An Ordinance of the City Council of the Town of Atherton Updating Chapter 17.40 of the Atherton Municipal Code.”

M/S Lively/Grindley Ayes: 5 Noes: 0

Chair Lively advised of the 10-day appeal period.

MOTION to not take action on the remaining municipal code clarifications brought by staff, at this time.

M/S Lively/Grindley Ayes: 5 Noes: 0

9. ADJOURN – The meeting adjourned at 7:41pm.

Respectfully Submitted:

Lisa Costa Sanders, Deputy Town Planner