

**PLANNING COMMISSION
DRAFT MINUTES**

**TOWN OF ATHERTON
February 26, 2014
6:00pm
COUNCIL CHAMBERS
94 ASHFIELD ROAD**

1. ROLL CALL

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

Assistant City Attorney Jennifer Larson and Deputy Town Planner Lisa Costa Sanders were present.

2. APPROVAL OF MINUTES

MOTION to approve the minutes of the January 22, 2014 meeting.

M/S Lane/Lively Ayes: 3 Abstain: 2 (Tonelli and Grindley)

3. PUBLIC COMMENTS - none

4. NEW BUSINESS

A. Introduction of Planning Commissioner Grindley

Commissioner Grindley introduced himself and reported on high speed rail.

B. Selection of Planning Commission Chair and Vice-Chair

M/S Widmer/Grindley to nominate Philip Lively as chair. The motion passed 4-1 (Lively abstain).

M/S Tonelli/Widmer to nominate Eric Lane as vice-chair. The motion passed 4-1 (Lane abstain).

5. COMMISSIONERS REPORTS

Commissioner Lively reported on the Civic Center Advisory Committee (CCAC) meeting with the architect on the Town Master Plan. The next step is the March 19, 2014 City Council meeting where CCAC will request that the City Council accept the Master Plan, authorize Town staff to proceed with the environmental review and proceed with the RFP for an architect to design detailed plans. Finally, the CCAC will request the City Council approve the continuation of the CCAC until the completion of the center. CCAC meets next on March 10, 2014 at 4:30.

6. STAFF REPORTS

Deputy Town Planner Lisa Costa Sanders reported on Cartan Field. The project has been put on hold at the request of Menlo School and Menlo College so they can revisit the project and conduct some neighborhood outreach.

Commissioner Lane asked if there is an update on the Little League project. Lisa Costa Sanders responded that there are no updates since the last Planning Commission meeting.

PUBLIC HEARING

7. Special Structures Permit – 92 Inglewood Lane – Special Structure Permit to locate a pool at the front yard setback.

Deputy Town Planner Lisa Costa Sanders presented the item.

Commissioner Lane asked about the location of the pool equipment. Lisa Costa Sanders answered that it is ten feet off the property line and is located to the rear of the property.

Commissioner Tonelli asked for clarification of the neighbor letter. Lisa Costa Sanders commented that the neighbors stated that if there must be a pool on that side of the property, they would prefer it be located toward the front of the property.

OPEN PUBLIC HEARING

Janet Bell, designer, gave an overview of the project and stated that the owners want the pool closer to their home and don't want to disturb their mature landscaping.

CLOSE PUBLIC HEARING

Commissioner Lane is fine with the proposed location of the pool. Commissioner Widmer made note of other adjacent pools during her site inspection and thinks the proposal is fine. Commissioner Tonelli is fine with the proposed location. Commissioner Lively is fine with the proposal and made note of the existing landscape screening. He added that the applicants must comply with the Town's noise ordinance for operation of pool equipment.

MOTION that the Planning Commission approve the Special Structures Permit at 92 Inglewood Lane based on the findings and for the reasons enumerated in the staff report.

M/S Grindley/Lane 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 this special structures permit is consistent with the objectives of the general plan and this title.*

Chair Lively noted the 10-day appeal period.

8. Ordinance Amending Atherton Municipal Code Chapters 17.40 and 17.60: Athletic Facilities

Deputy Town Planner Lisa Costa Sanders presented the item and reviewed the ordinance changes.

Commissioner Widmer asked if the ordinance could be retroactive. Assistant City Attorney Jennifer Larson answered that it is not possible to make it retroactive.

Commissioner Grindley asked for clarification of the wording: “average natural grade.” Deputy Town Planner Lisa Costa Sanders answered that it is defined in the code and it is what staff uses to measure building heights.

Chair Lively reviewed scenarios including a horseshoe pit and putting green and how the code would apply.

OPEN PUBLIC HEARING
CLOSE PUBLIC HEARING

MOTION to recommend that the City Council adopt the Ordinance amending Atherton Municipal Code Chapter 17.40 and 17.60 regulating Athletic Facilities.

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

Chair Lively noted the 10-day appeal period.

9. Ordinance Amending Atherton Municipal Code 17.58: Density Bonus and Other Concessions or Incentives

MOTION to continue the item to a date uncertain (tabled).

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

10. OTHER NEW BUSINESS

Consideration of an amendment to setback requirements between accessory structures, accessory buildings and main buildings.

Deputy Town Planner Lisa Costa Sanders presented the item providing examples.

Commissioner Grindley would like to see further analysis. Commissioner Tonelli would be open to review the topic but is also fine leaving it as is. Commissioner Widmer is concerned about reducing the setbacks between certain types of structures. She does not see the need to change requirements. Commissioner Lane would need to understand what problem the Commission is trying to solve. Chair Lively is of the opinion that it should be left as is.

MOTION to take no action.

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

11. ADJOURN – The meeting adjourned at 6:40pm.

Respectfully Submitted: