

**PLANNING COMMISSION
DRAFT MINUTES**

**TOWN OF ATHERTON
August 27, 2014
6:00pm
COUNCIL CHAMBERS
94 ASHFIELD ROAD**

1. ROLL CALL

PRESENT: Philip Lively
Eric Lane
William Grindley
Mary Beth Widmer

ABSENT: 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, the minutes of the July 23, 2014 meeting.

M/S Grindley/Lane Ayes: 4 Noes: 0 Absent: 1 (Tonelli)

3. PUBLIC COMMENTS - none

4. COMMISSIONERS' REPORTS- none

5. STAFF REPORTS

Town Planner Lisa Costa Sanders gave an update on the Civic Center Master Plan. Staff has selected an environmental consultant and will be making the recommendation to City Council at the September 17, 2014 City Council meeting. Once the environmental process begins it should take approximately 7 months to complete. Lisa Costa Sanders noted that the consultant chosen is highly qualified but also happened to be the lowest cost and the shortest turnaround time.

Lisa Costa Sanders also updated on the Little League field project. The final review is 90% complete. The plans include several suggestions made by the City Council Ad Hoc Historic Review Committee. Some included reducing the hardscape, reducing the size of the storage area, and adding a widow's walk and cupola. As plans have not yet been submitted for permit review, Lisa Costa Sanders does not have a timeline to report.

Lisa Costa Sanders noted that there is no new information on the Cartan Field project.

Chair Lively suggested that item #8 be heard before items #6 and #7. The Commission unanimously agreed with the agenda change.

NEW BUSINESS

6. Housing Element Update – Presentation on State Law, Process and Next Steps

Town Planner Lisa Costa Sanders introduced Joshua Abrams from Baird and Driscoll to present the item.

Joshua Abrams gave a general overview of the Housing Element process and more specifically the process in Atherton.

Commissioner Lane requested clarification of the Housing Element submittal timeline.

Joshua Abrams provided more information at the Commission's request about the 9% of people in Atherton who are considered low income.

Chair Lively asked about the impact of adopting the Density Bonus in fast-tracking the approval of the Housing Element. Joshua Abrams answered that the Town has met all of the requirements to qualify for the fast track process.

Joshua Abrams gave an update on the recent Housing Element process in Hillsborough as it is similar to what Atherton might expect.

7. Next Meeting: Staff recommends the Planning Commission schedule a Special Meeting on September 16, 2014 at 6:00pm to conduct the Public Hearing on the Draft Housing Element Update.

MOTION to schedule a special meeting of the Planning Commission on Tuesday, September 16, 2014 AT 6:00 P.M. for a Draft Housing Element Update.

M/S Grindley/Lane Ayes: 4 Noes: 0 Absent: 1 (Tonelli)

PUBLIC HEARING

8. Lot Line Redesignation – 368 Selby Lane (070-022-380) – Lot Line Redesignation to designate the west property lines as the front property line. Atherton Municipal Code Chapter 17.20

Associate Planner Andrea Mardesich presented the item.

Commissioner Grindley asked if the Town Arborist saw the tree before or after the limb failed. Andrea Mardesich answered that Town Arborist Kevin Kieilty visited the site after the limb failed.

OPEN PUBLIC COMMENT

Jude Kirik with Pacific Peninsula Group addressed the Commission spoke on behalf of the property owners in support of the project.

CLOSED PUBLIC COMMENT

MOTION to approve the Lot Line Redesignation to designate the west property line as the front property line at 368 Selby Lane subject to the conditions in the draft Lot Line Redesignation Certificate and based on the findings and for the reasons incorporated in the staff report.

M/S Grindley/Widmer Ayes: 4 Noes: 0 Absent: 1 (Tonelli)

Findings:

- 1. The proposed redesignation will not be detrimental or injurious to persons, property or improvement in the vicinity and will not be detrimental to the public health, peace, safety, comfort, or general welfare or movement of vehicles, people and goods in and around the subject property.*

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2. *The proposed redesignation will be in accord with the general plan and the purposes of that plan and the Zoning Code.*

Chair Lively advised of the 10-day appeal period.

9. **ADJOURN** – The meeting adjourned at 6:27pm.

Respectfully Submitted:

Lisa Costa Sanders, Town Planner