

**PLANNING COMMISSION
DRAFT MINUTES**

**TOWN OF ATHERTON
June 27, 2018
6:00pm
TOWN COUNCIL CHAMBERS
94 ASHFIELD ROAD**

1. ROLL CALL

PRESENT: Eric Lane
Nancy Lerner
Paul Tonelli

EXCUSED: Jo-Ann Byrne-Sockolov
Randy Lamb

Senior Planner Stephanie Davis, Assistant Planner Nestor Delgado, Town Arborist Sally Bentz-Dalton and Assistant City Attorney Jen Larson were present.

2. PUBLIC COMMENTS

None

3. APPROVAL OF MINUTES

MOTION to approve the minutes of the May 23, 2018.

M/S Tonelli/Lerner Ayes: 3 Noes:0 Absent: 2

4. PUBLIC HEARINGS

- a) School Master Plan Update – 150 Valparaiso Avenue, Sacred Heart School (APN 070-390-010) – Request for review of 2018 Annual Master Plan Update. Atherton Municipal Code Section 17.32.050.**

Senior Planner Davis presented the staff report.

Open Public Hearing.

Michael Dwyer, Director of Operations at Sacred Hearts Schools, mentioned the budget to replace the gymnasium building was used for interior remodeling of the building. He mentioned the Academic Arts building plan is being finalized, and the Segal building has been decommissioned and demolished. He noted only one traffic incident occurred during the demolition of the building, which led to a re-routing of the truck haul-off point. Mr. Dwyer mentioned a front gate kiosk pilot program for added security and traffic circulation for the school. He noted the heritage trees approved for the Oakwood retirement center have started to be removed.

Chair Lane asked if there had been any contact between Menlo School and Sacred Hearts School.

Mr. Dwyer answered that he had been in contact with the Menlo School traffic department.

Commissioner Tonelli asked if there had been traffic issues due to the work on the Academic Arts Building.

Mr. Dwyer mentioned the only issue encountered was due to parking. He mentioned students from Sacred Hearts decided to park on Elena, a no parking zone.

Commissioner Tonelli asked if any modular buildings were on campus on the parking area.

Mr. Dwyer answered the modules were all placed on the sports field.

Close Public Hearing.

Motion to accept the report on the Sacred Heart School 2018 Annual Master Plan Update.

M/S Lane/Tonelli Ayes: 3 Noes: 0 Excused: 2

b) Consideration and Potential Adoption of Chapter 17.07 of the Atherton Municipal Code, “Development Agreement Adoption Procedure”. Atherton Municipal Code

Senior Planner Davis presented the staff report.

Chair Lane asked what condition would trigger the use of the development agreement.

Senior Planner Davis mentioned it is a negotiation between the applicant and the Town.

Commissioner Tonelli asked if the Town originates the agreement.

Assistant City Attorney Larson responded the applicant originates it.

Commissioner Tonelli asked if it is another layer of protection for the Town.

City Attorney Larson responded that it is a way for the Town to do things that are not regularly allowed. She mentioned this is a tool that can ensure certainty to both the applicant and the Town regarding any development that occurs will be consistent with the General Plan, as well as consistency.

Commissioner Tonelli asked why there had not been a tool like the development agreement before.

City Attorney Larson responded this is a recent development.

Commissioner Tonelli asked what reasons the Town might not want this procedure.

City Attorney Larson responded she believes the procedure does not create any sort of loopholes for developers, but rather presents another way to reach an agreement for potential developments.

Motion to recommend to City Council adoption of Chapter 17.07 of the Atherton Municipal Code, Development Agreement Adoption Procedure

M/S Lerner/Tonelli Ayes: 3 Noes: 0 Excused: 2

5. NEW BUSINESS

a) Discussion of the Atherton General Plan Update – Amendments to the Community Safety Element

Senior Planner Stephanie Davis presented the staff report. She presented maps created by the consultant that were not part of the original packet.

Chair Lane mentioned issues with traffic egress for consideration in future drafts of the Plan update. He also mentioned criminal activity.

Commissioner Tonelli mentioned the area of Town west of Alameda is most at risk. He noted the importance of public information in case of an emergency.

Senior Planner Davis mentioned an existing Town based volunteer group might be a good tool to address these concerns. She noted the direction received from the Commission will be integrated to the next round of drafts of the plan before being submitted for formal consideration.

6. COMMISSIONERS' REPORTS

Chair Lane asked if there are any local or regional training events that the Commission could possibly participate in.

Senior Planner Davis responded staff will research any potential events and report back to the Commission.

7. STAFF REPORT

Senior Planner Davis mentioned the July 25, 2018 meeting might be cancelled due to lack of items.

8. ADJOURN

The meeting was adjourned 6:54 PM

Respectfully Submitted:

/s/Stephanie Bertollo-Davis

Stephanie Bertollo-Davis, Senior Planner