

Kentfield Planning Advisory Board

P.O. Box 304, Kentfield, California 94914

Meeting 2nd and 4th Wednesdays, 7:30 PM, College of Marin Deedy Lounge

Minutes of June 11, 2014

Anne Petersen called the meeting to order at 7:30 p.m. in Deedy Lounge. Other members present: Dale Hansen, Pam Scott.

April 30, 2014 Minutes. M/S (Dale/Pam) and unanimously approved as submitted.

Peters Sign Review, 901 Sir Francis Drake Blvd (Jackson)

(Guests for application: Candy Bertoli (Pacific Union); Mike Peters, property owner)

Board reviewed the revised application to upgrade an existing sign at 901 SFD with two 34.5 square foot panels that would be internally illuminated. The two panels would be identical and identify three businesses: Pacific Union (dark gray background with white lettering), Mindful Physical Therapy (sapphire blue background with white lettering), and Drs Wootton and Amaya (burgundy background with white lettering). All background colors would be opaque, on the lettering would be illuminated. The letter panels would be moveable to they could be changed if tenants changed. Candy said Pacific Union was willing to put a timer on the sign so that lights could go off for overnight. Mr. Peters noted that his building is located at a curve in the roadway and retaining some overnight lighting has safety benefits as it warns oncoming drivers at night to turn their wheel to avoid hitting the building. Board agreed.

Recommendation. M/S (Dale/Pam) and unanimously approved to recommend approval of the proposed revised Pacific Union sign as submitted, and to include installation of a timer which would not be utilized unless there is community concern about the night lighting, and then it could be set to turn off the lighting at a late hour.

22 Laurel Grove Land Division (Scoble)

(Guests: Paula Todd, 22 Laurel Grove, applicant; Jay Hauberg, J.L. Engineering,

This application proposes dividing a developed 2.07 acre lot into a 1.04 acre lot (identified as Parcel One) and a 1.03 acre lot (identified as Parcel 2). The average slope of proposed Parcel One, where the existing residence is located, would be 19.6%, and the average slope for proposed Parcel Two would be 33.1% including a proposed building envelope with an average slope of 31%. Both lots would be accessed from the existing driveway off Laurel Grove Avenue. Physical modifications to the site would be the widening of the existing paved driveway to a minimum of 16-foot wide and an extension of the driveway to approximately 300 feet, creation of a hammerhead parking area at the uphill end where it serves Parcel Two, for fire access, and undergrounding and installation of a water line, sewer line, and joint utility trench.

Mr. Haubeg further noted 1) the potential home site would be close to the panhandle as, otherwise, its access would be problematical; 2) a small portion of a guest room at #22 may have to be removed to bring that structure into compliance with setback requirements, 3) a soils report would be done; 4) the driveway would not be used for parking.

Anne reported a call from an adjacent Fay Drive property owner concerned about the project. She was also advised by the planner that environmental review would be required.

Recommendation. Environmental review should include the following:

1. Description of the resultant parking area at #22 Laurel Grove to see if it meets Code following the property reconfiguration. There are currently two garage spaces plus three additional spaces on the site but the proposed driveway and pullout plan would encroach on a portion of the existing parking. Verify the encroachment that would be needed in this location.
2. Measures that could be taken to ensure the access driveway is never used for parking, which would block emergency vehicle access.
3. Design alternatives whereby a separate access directly from Laurel Grove could be created for #22 Laurel Grove.
4. Description of drainage patterns, and measures to retain runoff on site and prevent problems for downhill property.
5. Materials available for driveway so that it has an impervious surface.
6. Review of fire vehicle pullouts to verify that proposed plan is sufficient.
7. Define a building envelope and show this on the property plan.
8. Describe vegetation on the property and what would be removed for the proposed plan, including for the building envelope as shown on the plans.
9. Grading that would be needed for the proposed building envelope and disposal plan for cut material.

Morgan Design Review, Toussin Avenue (Greeley)

The packet with the resubmittal, intended to address incompleteness, was mislaid at the post office and arrived June 9, a week after the closing date for comments on merits. Anne has talked with planner Scott Greeley; the KPAB had reviewed the project in February and so long as any concerns raised at that meeting were addressed further review was not necessary.

Reports

Larkspur Station Area Plan. Anne submitted a letter noting KPAB concerns about the DEIR ad proposed preferred project, largely the traffic impacts that would result in Greenbrae and Kentfield..

Marin General Hospital Expansion. Anne spoke with project manager Ron Peluso who said that they expect to submit responses to the County's incompleteness list this coming week.

Adjourned at 9:15 PM

Minutes: Ann Thomas