

# Kentfield Planning Advisory Board (KPAB)

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## **Draft Minutes Public Meeting – Wednesday, July 12, 2023**

**Meeting location:** Kentfield District Office, 750 College Avenue, Kentfield

**Call to order:** 7:04 p.m. by Bitsa Freeman

**Board members present:** Bitsa Freeman, Jeff Moulton, Ross McKenna, Anne Petersen, Julie Johnson

**Board members absent:** Keith Kirley, Allison Crawford

**Other attendees:** Bob DeGraff (neighbor), Mr. and Mrs. Freeman (neighbors), Justin Brown, Daniel and Eithne Gallagher (applicant), Candice Bozzard (Secretary)

**Meeting Minutes:** From 06/28/23, M/S Crawford/Peterson. Approved unanimously.

**Correspondence and announcements:** None

**Members of the Public who wished to comment on anything not on the agenda:** None.

First, Bitsa asked the board members to introduce themselves, she then welcomed the attendees.

### **AGENDA:**

#### **Agenda Item #1**

##### **1. Gottesman Revocable Trust**

**Project ID: P3897**

**APN(s): 071-152-66**

**Address: 111 Oak Avenue, Kentfield**

The applicant requests Design Review approval to construct a new pergola, a new fireplace wall, and a new pool on a developed lot in Kentfield. The proposed development would not increase the existing floor area ratio of 37 percent on the 10,000 square foot lot. Height and setback information may be found below:

It appears the proposed pergola would reach a maximum height of 22 feet above surrounding grade and would have the following setbacks: 10 feet, 3 inches from the southern front property line; 20 feet from the western side property line; 89 feet, 1 inch from the eastern side property line; 72 feet, 8 inches from the northern rear property line.

It appears the proposed fireplace wall would reach a maximum height of 19 feet, 6 inches above surrounding grade and the exterior walls would have the following setbacks: 13 feet from the southern front property line; 9 feet from the western side property line; over 100 feet from the eastern side property line; 67 feet from the northern rear property line.

It appears the proposed pool would reach a maximum height of 2 feet, 6 inches above surrounding grade and the exterior walls would have the following setbacks: 36 feet from the southern front property line; 8 feet from the western side property line; over 100 feet from the eastern side property line; 34 feet from the northern rear property line.

Various site improvements would also be entailed in the proposed development, including a new 4-foot-high retaining wall and new paving.

Design Review approval is required pursuant to Marin County Code Section 22.20.090.C.1.b because the project entails constructing detached accessory structures that would be located within a required minimum setback.

**Zoning:** R1-B2 (Residential Single-Family, minimum lot size 10,000 square feet)

**Countywide Plan Designation:** SF5 (Low Density Residential)

**Community Plan (if applicable):** Kentfield/Greenbrae

This project was continued from the June 28, 2023, meeting due to a misprint on the notice sent by the County.

Justin reiterated the scope of his application adding that a shade structure would be installed on the pergola.

Bitsa opened public comment.

Mr. Bob DeGraff stated he had no objection to the project and neither did other neighbors he spoke with.

Mrs. Sherry Freeman noted to be aware of the difficulty of access to their driveway when there are cars in the turnaround.

M/S Moulton/McKenna to approve the recommendation of the application including the added shade structure. Approved unanimously (5-0).

## **2. Gallagher Design Review**

**Project ID: P4169**

**Assessor's Parcel: 071-144-47**

**Address: 8 Russell Avenue, Kentfield, CA 94904**

You are requesting Design Review approval to construct a 708 square foot addition to an existing residence located in the unincorporated community of Kentfield. The 708 square foot addition would include a 230 square foot lower-level addition (within the existing building footprint) and a 478 square foot two-level addition (new footprint). The 708 square feet of proposed development would result in a floor area ratio of 33.27 percent on the 4,710 square foot lot. The proposed additions would reach a maximum height of 25 feet, two inches above the surrounding grade and the exterior walls would have the following setbacks: the existing 11 feet, nine inches front setback would remain unchanged; five feet, six inches from the northern side property line; six feet, three inches from the southern side property line; and 47 feet, five inches from the western rear property line. Various site improvements would also be entailed in the proposed development, including new attached decks, and a new stairway into the backyard.

Design Review approval is required pursuant to Section 22.54.045.B, because the proposed floor area ratio would not exceed 35 percent or 300 square feet above the maximum permissible under the R1-B1 zoning district.

**Zoning:** R1-B1 (Residential Single Family)

**Countywide Plan Designation:** SF6 (Low Density Residential)

**Community Plan:** Kentfield/Greenbrae

**Adjournment**

This project was continued from the January (Zoom) meeting and was denied recommendation due to issues with parking.

The applicant gave an overview of the revised application to construct a 708 square foot addition to an existing residence.

There was a healthy discussion with the board, applicants, and neighbors, regarding the changes to the parking area and if the two parking spots would be a hindrance to their direct neighbor.

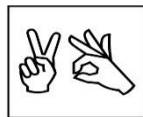
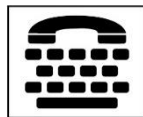
M/S Freeman/Moulton to recommend approval as submitted with the following conditions:

- Applicant to physically show neighbor due west of proposed parking structure where exactly the new parking structure begins.
- Applicant to present to neighbors' rationale from DPW why they cannot extend parking pad to include 4 spaces rather than 2 as currently drawn.

Approved unanimously (5-0).

Meeting adjourned at 8:00 p.m.

*The Kentfield Planning Advisory Board meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays, at 7 p.m., to review and make recommendations to the County on projects in unincorporated Kentfield, excluding Kent Woodlands. Recommendations are advisory only.*



All public meetings and events sponsored or conducted by the County of Marin are held in accessible sites. Requests for accommodations may be made by calling (415) 473-4381 (Voice) 473-3232 (TDD/TTY) or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org) at least five workdays in advance of the event. Copies of documents are available in alternative formats, upon request.