

**AGENDA  
LARKSPUR PLANNING COMMISSION  
SPECIAL MEETING  
November 18, 2008  
7:30 PM**

**Commissioners**  
Richard Young, Chair  
Chris McCluney, Vice-Chair  
Monte Deignan  
Helen Heitkamp  
Jeffrey Stahl

**PERSONS WISHING TO ADDRESS THE COMMISSION ON MATTERS NOT ON THE AGENDA**

**PLANNING DIRECTOR'S REPORT**

**APPROVAL OF CONSENT CALENDAR ITEMS**

*Please Note: Items listed here as Consent Calendar Items are considered routine and will be acted upon collectively by one motion adopting the Planning Department's recommendation unless a member of the public, the Commission, or its staff asks to remove an item to discuss it. Prior to the motion, the Chair of the Commission will ask if anyone wishes to remove an item from the Consent Calendar.*

**Public Hearing Items**

1. SIGN/V 08-53: 100, 300 & 500 Drakes Landing Road (APN 22-050-17 & 22). Stacy Clark, Equity Office, applicant; SPK-Drakes Landing Office Park LLC, property owner. Request for the following permits to allow installation of new monument signs for the Drakes Landing Office Complex at the Del Monte Drive and Drakes Landing Road street frontages, and to relocate a previously approved monument sign for Jason's Restaurant. Existing monument and leasing signs serving the complex are to be removed: (1) Sign Permit to allow the installation of two on-site monument signs, one at the corner of Del Monte Drive and Sir Francis Drake Boulevard, and one at the Drakes Landing Road entry of the office complex; and (2) an amendment to a previously approved sign permit and variance (Sign/V 07-31) to allow the relocation of the Jason's Restaurant monument sign to the east (toward the 101 on-ramp) of its current location and re-facing of the sign to match the design of signs proposed to serve the office complex.  
**Staff Recommendation:** Conditional approval.
2. DR08-59: 700 Lincoln Village Circle (APN 18-191-15, 18, & 24). John Moe & Shams Tantaway, Ferrari-Moe Architects, applicants; Stellar Larkspur Partners, LLC, property owners. Request for design review approval to remodel and construct 2,189 sq. ft. of ground floor and second floor additions to an existing 2,739 sq. ft. leasing office and community facility building, located in the Larkspur Shores apartment complex. Total square footage would be 4,928 sq. ft.  
**Staff Recommendation:** Conditional approval.

**PUBLIC HEARING ITEMS**

3. DR/FHE 08-30: 11 Magnolia Avenue (APN 21-142-53). Brock Wagstaff, Wagstaff Architects, applicants; John McGeough, property owner. Request for the following permits to allow construction of a new single-family dwelling of approximately 3,080

square feet of floor area on a vacant 7,740 square-foot lot of less than 10% slope: (1) Design Review; and (2) Fence Height Exception to permit a 6-foot high fence within the 10-foot street side yard setback, the 20-foot setback from Bahr Lane, and partially within the obstruction limit at the intersection of Bahr Lane and Magnolia Avenue (*Note: the City's consulting engineer has determined that the project provides safe sight distance*).

4. DR/V/EXC/FHE/HTR 08-38: 120 William Avenue (APN 21-104-10). Kerstin Fischer, architect, applicant; Wade & Janeen Smith, Property owners. Request for the following permits list below to allow for the remodel and addition of 232 square-feet to an existing two-story single-family residence, construction of a new 405 square-foot detached accessory structure, and various landscape improvements: (1) Design Review; (2) Variance to allow an 18'-3" setback from the front property line, where a 20'-0" minimum setback is required by code; (3) Exception Permit to modify the roofline of the existing residence, resulting in an approximately 2-foot height increase within of a portion of the residence that projects 2 feet into the required 20-foot front setback and approximately 1-inch into the required 6-foot side yard setback; (4) Fence Height Exception to allow construction of an approximately 13.5-foot high open screen/trellis (fence) extending from the proposed accessory structure and running adjacent to the rear property line, where 6 feet (with potential for one additional foot of open trellis) is the maximum height permitted for a fence; and (5) Heritage Tree Removal to allow removal of up to five heritage-sized redwood trees and one heritage-sized walnut tree. The applicant is requesting approval for removal of 3 heritage-sized redwood trees and 1 heritage-sized walnut tree, and proposes preserving 2 additional heritage-sized redwood trees that have been recommended for removal by the consulting arborist for the project. Due to the *potential* loss or required removal of the two additional heritage-sized trees, six trees are included in the request for heritage tree removal permit.

## **BUSINESS ITEMS**

- 1) Commissioner's Reports
- 2) Approval of Planning Commission Minutes of October 28, 2008.

**Availability of Documents:** Any writings or documents provided to a majority of the Planning Commission regarding an item on this agenda will be made available for public inspection, during normal business hours, at the Customer Service Counter at City Hall located at 400 Magnolia Avenue, Larkspur, CA and in the Larkspur Library, located at the same address.

**Appeal Period:** The Planning Commission's decision may be appealed by notifying the City Manager's Office in writing, within 10 days of the Commission's decision stating wherein the Planning Commission's decision is in error.

**Exhaustion of Remedies Requirement:** Notice is hereby given that if you challenge any item on this agenda in court, you may be limited to raising only those issues raised at the Public Hearing listed above or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

**ACCESS TO MEETINGS:** Meeting facilities are accessible to persons with disabilities. If you require special assistance, please contact the City Clerk at 927-5002 three-business days or more prior to the meeting. An interpreter for the deaf will also be made available upon request to the staff three business days or more prior to the meeting.

*The Larkspur Planning Commission will hear the item(s) on this agenda in the Council Chambers, Larkspur City Hall, 400 Magnolia Avenue, Larkspur*