

DRAFT Town of Fairfax Planning Commission Minutes
Fairfax Women's Club
Thursday, March 17, 2011

Call to Order/Roll Call:

COMMISSIONERS PRESENT: Morgan Hall
Shelley Hamilton (Vice-Chair)
Brannon Ketcham (Chair)
Peter Lacques
Shelby LaMotte
Ryan O'Neil
Peter Ramsay

STAFF PRESENT: Linda Neal, Senior Planner
Joanne O'Hehir, Minutes-Secretary

Chair Ketcham called the meeting to order at 7.30p.m.

APPROVAL OF AGENDA

Senior Planner Neal requested a continuance of the first item under the public hearing items, 9 Scenic Avenue, to allow the applicants to liaise with the Fire Department about their requirements and to obtain a site survey.

M/s, Ramsay/Hall, Motion to approve the Agenda as amended

Ayes: All

PUBLIC COMMENT ON NON-AGENDA ITEMS

No one from the public came forward to speak.

CONSENT ITEMS

There were no consent items on the agenda.

PUBLIC HEARING ITEMS

1. **9 Scenic Road; Application # 10-30: Continued consideration of a request for a use permit to legalize the conversion of a detached workshop into living space with a full bathroom adjacent to a single-family residence; Assessor's Parcel No. 001-146-041; Residential RD 5.5-7 Zone District; Dolores Cordell, applicant; Kenneth and Shawn De Mont, owners ; CEQA categorically exempt, § 15303(e).**

Chair Ketcham opened the meeting to the public, but no members of the public stepped forward to speak.

M/S, Lacques/LaMotte, Motion to continue application #10-30 for consideration of a request for a use permit to legalize the conversion of a detached workshop into living space with a full bathroom adjacent to a single-family residence

Ayes: All

2. **317 Scenic Road; Applicant # 11-07: Request for a Hill Area Residential Development (HRD) Permit, Variances and an Encroachment permit for a 50% remodel of an existing single-family residence including a 348 square foot addition resulting in a 1,431 square foot residence. The project includes construction of a two car parking deck with a 151 square foot storage space underneath and a side setback variance to legalize a 84 square foot shed located within the side yard setback; Assessor's Parcel # 001-052-26; Residential RS 6 Zone District; John and Erika Brooks, applicants/owners; CEQA categorically exempt, § 15301(e)(1), 15303(e), 15305(a) and (b).**

Senior Planner Neal presented the staff report. She described the project, which included a two car uncovered parking deck and the legalization of an unpermitted storage shed, one corner of which encroached the side setback. She discussed the reasons staff felt they could support the project, which included a design that fitted in well with the neighborhood and parking that would be more compliant with the parking code. Ms. Neal said that staff recommended approval of the project with the conditions laid out in the staff report.

Commissioner LaMotte joined the meeting at 7.35 p.m.

Commissioner Hall and Ms. Neal discussed the accessory storage unit, which Ms. Neal said needed an electrical permit, but that it was not of a sufficient size to require a sprinkler system.

Vice-Chair Hamilton and Ms. Neal discussed the accessory structure that was labeled a "cottage" on the plans. Ms. Neal confirmed that it would not contain plumbing.

John Brooks, Applicant, discussed his project. He explained that they wanted to expand the footprint to add living space to two floors and add a two-story deck at the back. He said that it

would still be a relatively modest house and in keeping with a cottage-style. He noted that they were requesting a single variance for the carport.

In response to Vice-Chair Hamilton, Ms. Neal discussed the reasons that covered parking was not required for hillside slopes, which included the preservation of views. She noted that a Deed Restriction had not been required because the applicants had no plans to install plumbing without which a bathroom could not be installed.

Commissioner Hall noted that the back wall and decks off the house would need to be constructed of fire-rated materials.

Erika Brooks, Applicant, explained that the accessory structure would encroach the setback due to the position of two trees.

Commissioner Hall said that he liked the design, which he said was in keeping with the fabric of the neighborhood and that he supported the project.

Commissioner LaMotte said that the design was a nice way to keep the cottage feeling while gaining more space and that the parking would be an improvement on what already existed. She said that the accessory structure did not cause her concern because the project had the support of the neighbor who would be most affected.

Commissioner Lacques also expressed his support for the project, and he noted that the roof line would make the house more livable without affecting neighbors' views. He said that the project was appropriately scaled and he agreed with Commissioner Lamotte's comments with regard to the carport and accessory structure.

Commissioner O'Neil said that the project added up to modest gains to improve the applicants' living situation and that he liked the plans.

Commissioner Ramsay said that he agreed with the previous commissioners' comments. He said that the variance was necessary.

Vice-Chair Hamilton said that she concurred with all that had been said.

Chair Ketcham said that he would approve the accessory building for the findings laid out in the staff report. He noted that the existing parking would be doubled under the new proposal, which included two bedrooms, only, and which he believed should be an additional finding. He said that it was a thoughtful project.

M/S, LaMotte/O'Neill, Motion to approve Application #11-07, a request for a Hill Area Residential Development (HRD) Permit, Variances and an Encroachment permit for a 50% remodel of an existing single-family residence including a 348 square foot addition resulting in a 1,431 square foot residence; to include construction of a two car parking deck with a 151 square foot storage space underneath and a side setback variance to legalize a 84 square foot shed

located within the side yard setback at 317 Scenic Road, with the findings and conditions laid out in the staff report with the amendment to Finding no. 8 which should then read:

“The strict application of this title would result in excessive or unreasonable hardship because the property could not be provided with additional parking if the code were strictly interpreted. Furthermore, the amount of parking available will be doubled, while the project has been limited to two bedrooms”.

Ayes: All

Chair Ketcham read the appeal right.

APPROVAL OF MINUTES

3. Approval of the minutes from the meeting of February 17, 2011

M/s, _____, Motion to approve the minutes of February 17, 2011.

AYS: All

COMMISSION COMMENTS AND REQUESTS

In response to Commissioner LaMotte, Senior Planner Neal noted that discussion of the dissolution of the Design Review Board had been continued at the previous Council Meeting. Commissioner LaMotte said that she had spoken with members of the Design Review Board and said she felt they would not support the proposal.

ADJOURNMENT

A motion was made, seconded and unanimously approved to adjourn the meeting at 8.20 p.m.

Respectfully submitted,

Joanne O’Hehir