



**TOWN OF TIBURON  
PLANNING COMMISSION**  
1505 Tiburon Boulevard  
Tiburon, CA 94920  
November 12, 2003 – 7:30 PM

## ACTION MINUTES

### CALL TO ORDER AND ROLL CALL                      7:30 PM

Chairman Snow, Vice-Chairman Greenberg, Commissioner Collins, Commissioner Smith  
**ALL PRESENT**

### ORAL COMMUNICATIONS

Persons wishing to address the Planning Commission on any subject not on the agenda may do so under this portion of the agenda. Please note that the Planning Commission is not able to undertake extended discussion, or take action on, items that do not appear on this agenda. Matters requiring action will be referred to Town Staff for consideration and/or placed on a future Planning Commission agenda. Please limit your comments to no more than three (3) minutes.

### COMMISSION AND STAFF BRIEFING                      There was none

Staff Update  
Commission Information Items

### CONSENT CALENDAR

1. Approval of Planning Commission Minutes-----October 8, 2003 Regular Meeting        **Approved as Amended 3-0 (Commissioner Collins Abstained)**

### PUBLIC HEARING

2. 8 Sonora Court & 145 Stewart Drive: Request for a lot line adjustment to adjust the property lines between two lots, with a variance requested to reduce one lot below the minimum 10,000 square foot lot area for the zone in which it is located; Bernard & Joyce Curley and Lowell & Jean Airola, owners and applicants; Assessor Parcel Nos. 55-101-12 and 13; File # 60301  
**Approved 4-0**

### DISCUSSION ITEMS

3. General Plan Annual Status Report for Fiscal Year 2002-2003 **Report Forwarded to Town Council 4-0**

4. Consider cancellation of November 26, 2003 and December 24, 2003 Regular Meetings **Meeting Cancellations Approved 4-0**

**ADJOURNMENT 7:45 PM**

**MINUTES NO. 886  
PLANNING COMMISSION  
November 12, 2003  
Regular Meeting  
Town Council Chambers  
1505 Tiburon Boulevard, Tiburon, California**

\*\*\*\*\*

Chair Snow called the meeting to order at 7:30 p.m.

**ROLL CALL**

Present: Chair Snow, Vice-Chair Greenberg, Commissioners Collins and Smith

Absent: None

Staff: Planning Manager Watrous

**PUBLIC QUESTIONS AND COMMENTS**

There were none.

**COMMISSION AND STAFF BRIEFING**

Planning Manager Watrous had nothing to report.

**CONSENT CALENDAR**

1. Approval of Planning Commission Minutes – October 8, 2003 Regular Meeting

Only change made:

Page 3, fifth paragraph, change language to read, "...to describe *reasons that* items ~~that~~ are modified or removed."

**M/S, Smith/Greenberg (passed 3-0-1, Smith abstained) to approve the minutes as amended.**

**PUBLIC HEARING**

2. LOT LINE ADJUSTMENT WITH A VARIANCE FOR REDUCED LOT SIZE; Bernard and Joyce Curley and Lowell and Jean Airola, owners and applicants; Assessors's Parcel Nos. 55-101-12 & 13.

Planning Manager Watrous reviewed the Staff report.

Bernard Curley presented an illustration of the proposed lot line adjustment along the line of an existing fence. He stated that both the Curleys and the Airolas are long-time property owners, and that a similar lot line adjustment was approved by Marin County in 1960, but had never been recorded. He said that if the lot line was not adjusted, the family room of the house at 145 Stewart Drive would have almost no setback, and he would own part of the neighbors' patio. He said that he was simply trying to give back this portion of the property for no fee.

The public comment period was opened. No one wished to comment on this item, and the public comment period was closed.

Commissioner Smith stated that he concurs with the findings for the requested variance, but would add that both of the lots were established before the incorporation of Tiburon. He said that it was great when neighbors work things out so amicably, and that the request was not detrimental to anybody.

Vice-Chair Greenberg stated that she did not generally support requests to make substandard lots even more so, but this physical condition has existed for decades. She supports the application.

Commissioner Collins stated that there was no reason not to approve this request to reflect the way this condition appears on the land.

Chair Snow stated that the findings for the variance were appropriate. He commended the applicants for working this out so well.

**M/S, Smith/Greenberg (passed 4-0) to adopt the resolution as amended to include a reference to the fact that the lots were established prior to incorporation of the Town.**

## DISCUSSION ITEMS

3. **General Plan Annual Plan Status Report For Fiscal Year 2002-2003**

Planning Manager Watrous gave a brief overview of the General Plan Status Report. He noted that the Planning Commission was more aware of the status of the General Plan this year than in other years, due to the ongoing progress made in the General Plan Update.

Commissioner Smith asked when the General Plan Update was scheduled to be completed. Planning Manager Watrous replied that completion is projected in 2004, dependent on the time needed for CEQA review.

Vice-Chair Greenberg stated that the status report was clear, and that the Town is making progress toward the completion of the General Plan Update.

Bernard Curley, 8 Sonora Court, asked when portions of the General Plan Update would be available for public review. Planning Manager Watrous responded that several elements have already been made available, and could also be viewed on the Town's website. Chair Snow added that the updated Circulation, Open Space, Noise and Safety Elements had not yet been prepared.

Vice-Chair Greenberg stated that the Planning Commission and Town Council had given substantial feedback on the draft general Plan elements reviewed so far, but had not yet seen the revisions incorporated into the elements. Planning Manager Watrous replied that the Commission and Council would have the opportunity to review the revised elements as part of the final review of the complete General Plan.

**M/S, Greenberg/Smith (passed 4-0) to direct Staff to forward the report to the Town Council and then to the State Department of Housing and Community Development and the Governor's Office of Planning and Research.**

**4. Consideration of Canceling the November 26, 2003 and December 24, 2003 Planning Commission Meetings**

Vice-Chair Greenberg noted that these meetings would occur the evenings before Thanksgiving and Christmas, respectively.

**M/S, Greenberg/Smith (passed 4-0) to cancel the November 26, 2003 and December 24, 2003 Planning Commission meetings.**

Commissioner Smith noted that this was his last meeting on the Planning Commission, and stated that it was his pleasure to serve on the Commission. He expressed his appreciation to his fellow Commissioners for their help and support.

**ADJOURNMENT**

The meeting was adjourned at 7:45 p.m.

---

WAYNE SNOW, CHAIRMAN

ATTEST:

---

DANIEL M. WATROUS, SECRETARY