

ACTION MINUTES

CALL TO ORDER AND ROLL CALL 7:30 PM

Present: Chairman Snow, Commissioner Collins, Commissioner Fraser,
Commissioner Kunzweiler

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. **There were none**

COMMISSION AND STAFF BRIEFING

Staff Update
Commission Information Items

CONSENT CALENDAR

1. Approval of Planning Commission Minutes – April 14, 2004 **Approved as Amended 4-0**

PUBLIC HEARING

2. 1501 TIBURON BOULEVARD: BELVEDERE-TIBURON LIBRARY EXPANSION PROJECT. GENERAL PLAN AMENDMENT, REZONING, AMENDMENTS TO POINT TIBURON MASTER AND PRECISE PLAN AND MITIGATED NEGATIVE DECLARATION; Belvedere-Tiburon Library Agency, Owner and Applicant; Assessor Parcels 58-171-90 and 58-171-62 (Portion) **Recommended Approval to Town Council 4-0**

ADJOURNMENT 9:35PM

**MINUTES NO. 892
PLANNING COMMISSION
April 28, 2004
Regular Meeting
Town Council Chambers
1505 Tiburon Boulevard, Tiburon, California**

ROLL CALL

Present: Chair Snow, Commissioners Collins, Fraser and Kunzweiler

Absent: None

Staff Present: Community Development Director Anderson and Administrative Aide
Creekmore

ORAL COMMUNICATIONS

None.

COMMISSION AND STAFF BRIEFING

Community Development Director Anderson announced that Commissioner Greenberg had been appointed to the Marin County Planning Commission and has resigned from the Town's Planning Commission. He said that she has been a tremendous asset to the Commission and will be missed.

Anderson noted that the May 12, 2004 Planning Commission meeting has been cancelled. He also stated that the Commission's recent denial of a Point Tiburon Precise Plan Amendment application had been appealed and will go before the Town Council in May or June. Anderson stated that the Commission should consider appointing a representative to attend that meeting.

CONSENT CALENDAR

1. **Approval of Planning Commission Minutes of April 14, 2004**

Change the following:

Page 2, paragraph 8, 3rd line, strike "generally".

M/S, Collins/Kunzweiler (passed 4-0), to approve the minutes as amended.

PUBLIC HEARINGS

2. 1501 TIBURON BOULEVARD: BELVEDERE-TIBURON LIBRARY EXPANSION PROJECT. GENERAL PLAN AMENDMENT, REZONING, AMENDMENTS TO POINT TIBUORN MASTER AND PRECISE PLAN AND MITIGATED NEGATIVE DECLARATION; Belvedere-Tiburon Library Agency, Owner and Applicant; Assessor Parcels 58-171-90 and 58-171-62 (Portion)

Community Development Director Anderson presented the Staff report.

Deborah Mazzolini, Director of the Belvedere-Tiburon Library, gave a slide-show presentation on the proposed library expansion project.

Ms. Mazzolini gave an overview of the library's current status, including information on its operating governance, funding structure, service statistics, technology and information, program committees, community participation, and fundraising. She noted that the library published a book, *First a Dream: A Community that Builds a Library*, and gave copies to all Commission members and Community Development Director Anderson.

The presentation outlined the proposed expansion of the building. Those expansions include increasing the size of the children's room, development of a young adult room, development of a homework/resource center with technical links to schools, added storage and office space, enlarged program and community space, additional private and quiet study areas, a technology and information center, establishment of a marsh learning center, a local information and author center, maintenance and custodial work area and storage, expanded technology utility room, and a library bookstore. She also gave a brief outline of the projects timeline from its conception in 1999 to the formation of the Community Partnerships for Library Expansion (CPL) in October 2002.

Ms. Mazzolini displayed footprints of the proposed library expansion, two alternative expansion plans, and photographs representing their proximity to the water boundary of the Railroad Marsh. Jim Levorsen, member of the CPL, expounded on the details of the footprints.

Commissioner Kunzweiler asked what the total area is for each of the footprints of the addition that would be built on the Town-owned parcel. Ms. Mazzolini replied that Plans A and B are approximately 14,000 square feet, while Plan C is about 12,000 square feet.

Commissioner Kunzweiler asked what functional differences exist between each of the plans. Ms. Mazzolini said that the multiple study rooms, increased meeting space, and library bookstore are some of the peripheral services would be impacted by Plan C. The children and teen centers as well as increased shelf and storage space are the BTLA's

highest priorities. Ms. Mazzolini said they that the BTLA is comfortable with Plans A and B but that Plan C greatly reduces the amount of space needed to meet the demands of the library and Joint Recreation Department.

Commissioner Kunzweiler asked if the BTLA plans to build the entire expansion all at once. Ms. Mazzolini replied that the entire expansion would occur all at once and that they do plan to perform all fundraising at one time but that no major campaign has been started because they have not yet secured the land.

Commissioner Collins asked where the book return bin would be located and what the current staff size is. Ms. Mazzolini responded that the return bin would be along Mar West Street but that the exact location had not yet been determined. The library currently has 12 full-time equivalents, not including volunteers.

Amy Skewes-Cox, a consultant retained by the BTLA to help with the planning process and environmental document, said that all topics required by CEQA were examined and that the following topics have recommended mitigation measures: aesthetics, biology, cultural resources, geology and soils, hydrology, noise, recreation, and transportation.

Jim Martin, biologist retained by the BTLA to evaluate the existing conditions of the Railroad Marsh and potential impact of special status species, wildlife habitat, wetlands, and conformance with local plans and policies, said that there has been some concern expressed over the impacts that the proposed expansion might have on the wetlands. Martin performed a habitat suitability analysis and a preliminary wetland assessment and concluded that avoidance of all areas below the assumed 96-foot contour shown on the site plan would assure that adverse impacts on wetlands would be avoided. He added that there is a very remote potential of impact on the red-legged frog but that exclusionary fencing would adequately mitigate this potential impact. Because habitat value of the proposed expansion site is low, there would be no significant potential impacts. Mr. Martin added that the recommendations made in the initial study provide an opportunity to enhance the habitat of the marsh by the removal of non-native vegetation and replanting of native species.

Commissioner Fraser asked how the contour of the marsh was determined. Mr. Martin replied that the 96-foot contour line is very conservative determination and includes the drainage ditch and surrounding canopy.

Commissioner Fraser stated that the Town has not developed a permanent maintenance plan for Railroad Marsh and that the Point Tiburon Homeowners Association has asked the Town for assistance in its preservation. He noted that that the size of Railroad Marsh has decreased over time and the current contour is not representative of the marsh's size in previous years. Mr. Martin replied that the Railroad Marsh Management Plan was prepared by Wetlands Research Associates only a few years ago with the goal of restoring the marsh to a state acceptable to the Town. The old railroad line allowed the separation of brackish and fresh water and that the characteristics of the marsh have changed over time due to many factors such as vegetation and filling.

Jerry Riessen, member of the Belvedere-Tiburon Joint Recreation Board, noted that the Joint Recreation Department currently resides in Town Hall and has relocated a number of times in recent years. He would like to establish a permanent “home” for the department that is easily accessible to the public. He said that the recreational opportunities that the proposed expansion would provide are invaluable. He added that the proposed setbacks are reasonable and that any increase in them would cut into needed expansion space.

Corrine Wiley, former mayor of the City of Belvedere, stated her support for the project and encouraged the Commissioners to do the same.

Bonnie Spiesberger, president of the Peninsula Library Foundation, spoke in support of the proposed expansion on behalf of the Foundation.

Lynn Wellman Barr, chair of the Library Agency, and said that the need for expansion was obvious years ago when she initially joined the board.

Liz Kennedy spoke on behalf of the Bookmarks Committee and said that the expansion is very important to the community and its children.

Mary Faulk, former president of the Library Foundation, urged the Commission to consider the increase in materials circulation and the number of people served by the library’s various committees. She urged the commission to consider the expansion favorably.

Vicky Fong, Tiburon resident and Library board member, stated that it is the library board’s duty to recognize the needs of their rapidly growing community and that more space is needed to service them. She urged the Commission to move forward with approval and support of the expansion.

Barbara Roberts, Belvedere resident and owner of the nearby Belvedere-Tiburon Office Park, has no objections to the library expansion other than the increased traffic and parking problems that it may create. Library patrons are currently using the office park’s reserved spaces and Roberts urged the Commission to ensure that adequate parking is provided, particularly for events held at the library.

Commissioner Kunzweiler asked Community Development Director Anderson to clarify the proposed round-about and road alterations. Anderson replied that the round-about is only conceptual at this time but that its purpose would be to provide a means of quickly reversing direction on Mar West Street after leaving the proposed new Library parking spaces along that street. This would be preferable to using Mariner Way or the Tiburon Peninsula Club property to turn around.

Chair Snow returned discussion of the item to the Commission.

Commissioner Kunzweiler believes that the library becoming a multi-use facility is a great idea and that it clearly is in need of a rapid expansion. His primary concern is how the increased capacity will affect parking. In terms of the measurements of the footprints, he thinks the expansion provides an excellent opportunity to enhance the marsh area and that part of town.

Commissioner Fraser agreed with Kunzweiler's statements and said that he uses the library's services immensely. He applauds the proposed expansion and thinks that the community will use it to their advantage. He expressed a desire to be very clear with the reasons for rezoning dedicated open space. Fraser added that the increase in capacity and traffic must be carefully assessed and suggested that CalTrans provide assistance with the process. He suggested incorporating a plan which provides improved vehicular and pedestrian traffic and safety on Mar West Street.

Commissioner Fraser referenced page 2, item 2 of the Staff Report and questioned whether the Commission should consider the Landmarks Society's decision to not use the 6,350 square foot space - which is approximately one-third of the expansion - that was initially allocated to them. Commissioner Fraser also referenced a recent Planning Commission discussion of the updated Open Space & Conservation Element of the General Plan that recommended a 50 or 100 foot setback from riparian waterways. He recommended investigating whether the expansion plan conflicts with those recommended policies.

Commissioner Collins congratulated the BTLA on doing a good job and said that he is in favor of the expansion but shares the same concerns as his fellow Commissioners over parking issues. He asked Community Development Director Anderson if a parking analysis had been performed and what rights the Town has with the public lot adjacent to Town Hall. Community Development Director Anderson replied that the mitigation measures did not call for any additional parking analysis but that more could be performed if the Commission desired. Anderson said that the Town currently leases approximately 25 spaces from the private lot and that it is deed restricted by a covenant held by the Town that limits it to no development. Anderson said that when the owners of the lot apply for an extension on their current Conditional Use Permit in the year 2005 that they will be required to submit an improvement plan to make it a permanent paved lot in 2006.

Commissioner Collins said that he is in favor of the expansion with the proviso that the parking and traffic circulation solutions be refined and specified prior to final approval.

Chair Snow stated his support for the expansion and thanked the BTLA for their time and effort, adding that the community will benefit from the expansion. He agreed with the parking and circulation concerns expressed by his fellow Commissioners. Chair Snow added that a letter from an adjacent neighbor regarding the scale of the proposed facility made him question the height of one of the additions, but he is confident that the Design Review Board will address that issue. He would like to make sure that traffic and

circulation issues are properly resolved, and that the wetlands setback policy review is considered at the next stage of approval.

Chair Snow left the meeting at 9:07 p.m., and Commissioner Collins became Acting Chair.

Acting Chair Collins referenced the Possible Additional Mitigation Measures page included in the Staff Report. In reference to the Mitigation Measure Biology-1, jurisdictional wetlands determination, Commission Kunzweiler said that additional policy review regarding the County and/or Town's riparian setback policies should occur before deciding on an appropriate buffer distance for any eventual building.

Commissioner Fraser agreed. He also stated that improvements to Mar West Street may be addressed under the Mitigation Measure Traffic-2.

Acting Chair Collins said that an additional mitigation measure to address traffic circulation and parking should be included. Community Development Director Anderson stated that a mitigation measure would need to address a concern that has not already been addressed. Because the size and services of the new building have not yet been determined, Anderson stated that it is difficult to quantify the precise amount of parking needed at this point and it is best determined at a later date. Anderson added that CEQA allows for adoption of a "standard" that will be applied later so that when the actual size and services are determined, the standard (such as 1 space for each 500 square feet), can be appropriately applied at that time.

Based on the parking formula, Commissioner Kunzweiler asked how many parking spaces the library would be short. Anderson responded that, assuming the additions are built to the full 17,000 square feet, approximately 15-20 additional parking spaces will be needed over what exists today.

Commissioner Kunzweiler stated that at a minimum, the parking space standard should be adopted. Additionally, pedestrian and vehicle impacts on Mar West Street should be addressed and that the Commission should be careful to not take the assessment out of the scope of the library expansion.

Acting Chair Collins reopened the floor to public comments.

Ms. Mazzolini said that she met with Chris Horne, general director of the TPC, to discuss safety concerns on Mar West Street. She added that the original parking plan for Town Hall and the Library included Staff parking, but that since the time Staff has been encouraged to use the adjacent gravel lot.

Ms. Skewes-Cox said that traffic circulation, parking, and safety analyses were performed and that other towns in Marin County were used as guides when developing the 1 parking space per 500 square feet formula, so that the library did not incur an excess of parking spaces.

Community Development Director Anderson confirmed for Acting Chair Collins that the parking and circulation solutions will be specified and refined as part of the Conditional Use Permit application.

The Commission discussed the issue of the wetlands boundary and buffer distance. It was the consensus of the Commission that wetland and riparian vegetation policies currently under development by the County of Marin and the Town of Tiburon should be considered during the approval of any building additions.

Acting Chair Collins asked that the findings in paragraph 1 on page 2 of the resolution to modified to reflect the Commission's direction on the additional mitigation measures.

Commissioner Kunzweiler asked if specific wording was needed to address traffic and parking issues. Community Development Director Anderson recommended adding an additional condition, Traffic-4, to the mitigation measures that requests that a detailed parking and circulation plan and analysis shall be submitted with the application for conditional use permit addressing in detail the Mar West Street/Tiburon Boulevard intersection and the immediate vicinity with respect to the specific project being proposed at that time.

Mr. Martin sounded a note of caution to the Commission regarding the County of Marin's riparian setback policies. He stated that a strict application of the policies under consideration by the County of Marin would essentially derail any significant expansion of the Library due to the large size of setbacks in the draft policies.

Commissioner Kunzweiler said that the main point is to be consistent with both the County of Marin General Plan and Tiburon General Plan.

Mr. Martin clarified that, at least for County of Marin projects, the setbacks referenced in riparian policies are taken very seriously by certain interest groups, who generally challenge any variance or exception to those setbacks.

Commissioner Kunzweiler said that he wants to understand the measurements and geography of the wetlands. Community Development Director Anderson said that the exact location of the limit of the wetlands will be determined through the added mitigation measure. The issue of whether the Commission is comfortable with a certain distance is a policy question, and the Town does not have any fixed numerical standards regarding wetland or riparian setbacks. Whatever policy happens to be in effect at the time of issuing the Conditional Use Permit will be applied during project review. Anderson stated what is important tonight is that the Commission is comfortable that the project analyzed would not have the potential to result in a significant environmental impact.

M/S, Fraser/Kunzweiler (passed 3-0) to adopt the draft Resolution with the added mitigation measures [no filling of wetlands, wetlands determination by the Army Corps, book-drop box along the Mar West Street frontage, and parking and circulation solutions to be refined and specified at the conditional use permit stage of review].

ADJOURNMENT

The meeting was adjourned at 9:34 p.m.

WAYNE SNOW, CHAIR
Tiburon Planning Commission

SCOTT ANDERSON, SECRETARY