



**TOWN OF TIBURON
PLANNING COMMISSION
1505 Tiburon Boulevard
Tiburon, CA 94920
Action Minutes
Action and Approved Minutes
Regular Meeting – 7:30 PM
March 26, 2008**

ACTION MINUTES

CALL TO ORDER AND ROLL CALL 7:30 PM

Present: Vice Chairman O'Donnell, Commissioner Fraser, Commissioner Frymier,
Commissioner Kunzweiler
Absent: Chairman Aquirre

ORAL COMMUNICATIONS *There Were None*

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

Staff Update
Commission Information Items

PUBLIC HEARING

1. 7 & 9 WILKINS COURT: PRECISE PLAN (PD #19) TO MODIFY A BUILDING ENVELOPE AND CREATE A LANDSCAPE ENVELOPE; FILE #30801; Quentin Keith Hills, Owner; Ruschmeyer & Associates, Applicant; Assessor's Parcel No. 039-070-32;[SP] **CONTINUED TO APRIL 9, 2008**
2. 1600 MAR WEST STREET: REVIEW OF CONDITIONAL USE PERMIT #10406 GRANTED TO EXPAND A PRIVATE RECREATIONAL FACILITY (TIBURON PENINSULA CLUB); Southern Marin Recreation Center, Inc., Owner and Applicant; Assessor Parcel Nos., 058-171-17, 76, & 84, and 058-240-21[DW] **CONTINUED TO May 28, 2008**

MINUTES

3. PLANNING COMMISSION MINUTES – Regular Meeting of March 12, 2008 **Approved as Written (4-0)**

ADJOURNMENT 8:40 PM

**MINUTES NO. 962
PLANNING COMMISSION
March 26, 2008
Regular Meeting
Town of Tiburon Council Chambers
1505 Tiburon Boulevard, Tiburon, California**

CALL TO ORDER AND ROLL CALL:

Chair Aguirre called the meeting to order at 7:30 P.M.

Present: Vice-Chair O'Donnell, Commissioners Fraser, Frymier and Kunzweiler

Absent: Chair Aguirre

Staff Present: Planning Manager Watrous and Minutes Clerk Lisa Harper

ORAL COMMUNICATIONS:

None

COMMISSION AND STAFF BRIEFING:

Staff Update: Planning Manager Watrous said the 7 Wilkins Court application has been continued to the April 9, 2008 meeting.

Vice-Chair O'Donnell asked that the Minutes be acted upon prior to the first public hearing item.

MINUTES:

3. **PLANNING COMMISSION MINUTES – Regular Meeting of March 12, 2008**

ACTION: It was M/S (Fraser/Frymier) to approve the minutes of the March 12, 2008 meeting as written. Vote: 4-0.
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PUBLIC HEARINGS:

1. 7 & 9 WILKINS COURT: PRECISE PLAN (PD #19) TO MODIFY A BUILDING ENVELOPE AND CREATE A LANDSCAPE ENVELOPE; FILE #30801; Quentin Keith Hills, Owner;

Ruschmeyer & Associates, Applicant; Assessor's Parcel No. 039-070-32;[SP] **CONTINUED TO APRIL 9, 2008.**

2. 1600 MAR WEST STREET: REVIEW OF CONDITIONAL USE PERMIT #10406 GRANTED TO EXPAND A PRIVATE RECREATIONAL FACILITY (TIBURON PENINSULA CLUB); Southern Marin Recreation Center, Inc., Owner and Applicant; Assessor Parcel Nos., 058-171-17, 76 & 84, and 058-240-21[DW].

Planning Manager Watrous announced that Commissioners Fraser and Frymier and Chair Aguirre are current members of the Tiburon Peninsula Club. Because the situation would cause the lack of an established quorum, the FPPC provides for methods to re-qualify a member in order to participate which he said can be done in a variety of ways. Commissioners Fraser and Frymier picked random slips from a hat and Commissioner Frymier's was re-qualified to participate and Commissioner Fraser was excused from the meeting.

Planning Manager Watrous gave the staff report and said on February 23, 2005, the Planning Commission adopted Resolution No. 2005-02 approving a conditional use permit for the expansion of a private recreational facility (Tiburon Peninsula Club, or TPC) on property located at 1600 Mar West Street. The use permit provides for a one-year review of the permit. He said that many conditions of approval were construction-related and already completed. He described concerns regarding parking, including the condition of the unpaved parking lot and excessive parking on Mar West Street. He stated that the overflow parking lot has not been finished and during last September's tennis tournament, there were many vehicles parked in un-permitted spaces and Tiburon Police issued over 50 citations for improperly parked vehicles. He noted that TPC has filed an application to increase their membership and staff has encouraged TPC to get feedback first during this review prior to scheduling that request. He stated that he had discussed a condition requiring a fence along the property line with the Marin County Open Space District, who indicated they are willing to leave it to the Town's discretion as to its necessity.

Bruce Ross, Member of TPC and Chairman of the Seniors Committee, introduced himself and TPC President Jeff Babikian. Mr. Babikian said that TPC underwent a successful \$8 million renovation and is one of the top fitness facilities in northern California. He said that while the project was completed within budget, they under-estimated the expenses following construction and the Club has recently voted to raise \$1.1 million in debt to finish the parking lot and address other improvements. He said that they have learned a lot since opening and have taken a proactive stance to fix things. He said that they have obtained bids on improving the parking lot and finishing the overflow parking lot.

Commissioner Kunzweiler asked what improvements were being considered for the parking lot. Mr. Ross said they have chosen not to pave the parking lot with asphalt to avoid contaminating the marsh. He described the current unpaved parking surface which has proven to be unsatisfactory because cars get very dusty. He described several possible permeable surface systems for the parking lot their proposed efforts to finish and delineate the overflow lot. He said that people park on Mar West Street for a variety of reasons, as people do not want dust on their cars or are in a hurry to get into the fitness center. He said that there is legal parking on Mar West Street now and unless a "No Parking Zone" or some restriction is implemented by the Town, there is no way TPC can force people to not park there.

Julie Coulston, General Manager, explained that she had not reviewed the parking management plan and therefore did not comply with it completely during the September tennis tournament. She noted that the overflow lot was not available at that time, but they intend to have it in place for all future special events.

She said that they did not put up the “no parking” sign at Mariner Way. She said that they had put up the “parking lot full” signs and directed visitors to use downtown parking, included maps for people who purchased tickets in-person or by mail and provided a shuttle service to other downtown lots.

Commissioner Kunzweiler asked how many people attended the tennis tournament. Ms. Coulston said that a total of 400-500 people attended per day, which included employees, members, participants and others.

In response to a question from Commissioner Kunzweiler, Mr. Ross stated that there were 188 parking spaces in the main lot and another 84 spaces in the overflow lot. Ms. Coulston said that in the future that they will be able to accommodate about 80 valet parked cars in the lower driveway by the lower courts.

Vice-Chair O’Donnell stated that the project was supposed to channel members through the clubhouse with a card key system. Ms. Coulston that the club still uses a key card system for its members but has also installed a check-in point at the fitness center after the Fire District required the gate to be kept open.

Mr. Ross made a suggestion that Mar West Street could also be taped/coned off during special events to prevent illegal parking.

Commissioner Frymier voiced concern about lighting and safety at night in the parking lot. Ms. Coulston stated that they are working on an improved lighting plan, probably using low bollard lighting fixtures.

Vice-Chair O’Donnell asked why the Town did not require the parking lot to be paved, particularly in light of the requirement to pave the parking lot next to Town Hall. Planning Manager Watrous stated that an unpaved surface would allow fewer contaminants to run off into the marsh, and noted that the parking lot next to Town Hall slopes away from the marsh. He said that the Town was supportive of the Club’s approach to mitigate the issue with a permeable surface and did not have any preference for a paved surface. Mr. Ross stated that the gravel surface allows water to permeate through the surface and is a friendlier surface when viewed from above. He added that an asphalt surface with a system to collect runoff would be much more expensive.

Vice-Chair O’Donnell said he talked to TPC members and found widespread support for paving the lot and agreement that the current system is a failure, and he believed that the condition of the lot forces members to park on Mar West Street.

President Jeff Babikian agreed that the current system is failing and this is why they polled their members, who have approved the proposed system. He said the asphalt and runoff system alone would cost in excess of \$1 million, and the proposed unpaved system would cost only \$400,000. He said that TPC is trying to get greener and that here is not an overwhelming support for paving. He said that they are researching all systems and want to take a methodical approach in order to make a lasting and effective decision.

Commissioner Frymier asked if TPC could get a vote from their membership on a parking lot system within 60 days. Mr. Babikian said that it was not possible, as they need to do more due diligence on the system to be installed.

Planning Manager Watrous asked if the vote to incur more debt would decrease the urgency of the club to increase its membership. Mr. Babikian said that the urgency would be somewhat decreased. He stated

that TPC was on budget for construction, they underestimated their increased operating expenses and would like the option of increasing the number of members. He said that he has been tracking the number of cars parked in the lot, which has been averaging 30 to 60 cars per day, so there should be plenty of parking for more members. He added that the membership level for TPC is 650 and had not increased in over 20 years.

Vice-Chair O'Donnell closed the public hearing.

Commissioner Kunzweiler congratulated TPC on a job well done. He said that there were two sets of parking problems. He said that dusty and muddy conditions were the club's problem, and special events, and because the Town did not want the site to look like a commercial parking lot, he supported their efforts to explore permeable surface options. He said that the Town's parking issues revolve around special events. He was surprised to hear that there is no limit on the number of people attending special events and said that the Town may need to consider some kind of cap on attendance at special events or special regulations on large events. He felt that with over 250 parking spaces, TPC should be able to find a better way to manage parking for special events. He agreed that the review should be continued for 60 days, adding that the request to increase membership could also be discussed at that time. He said that he would like to see their ideas on parking lot materials used and timeframes for completion. He also asked TPC to address the pile of rocks on the Mt. Tamalpais side of the parking lot and agreed the fence adjacent to the County Open Space property should not be an issue.

Commission Frymier echoed Commissioner Kunzweiler's comments and said that TPC has become an impressive space. She strongly agreed with avoiding asphalt parking surfaces and making efforts to be as green as possible, adding that looking down onto a black asphalt surface would not be a positive experience. She said that she never sees the Club full at any time and never crowded. She acknowledged that special events parking always seems to be a last-minute effort and she encouraged additional volunteers from the Club to direct traffic. She asked that more lighting be installed in the parking lot for safety purposes and said that the Town may wish to consider installing another pedestrian crossing for Mar West Street closer to the fitness center.

Vice-Chair O'Donnell agreed that the club is beautiful and offered his congratulations to TPC. He said that the Planning Commission's role to help TPC function better. He agreed that the pile of rocks should be removed and that the fence is not needed next to the open space. He felt that the lighting in the parking lot can be addressed once the lot is improved. He stated that he visited the site recently and saw 12 cars parked along Mar West Street and only 18 cars in the parking lot. He said that the Town may wish to install "no parking" signs along a portion of Mar West Street and think about how to force the membership to park in the lot.

Planning Manager Watrous noted that staff has internally discussed the matter and may consider a permit parking program for residents only to park on Mar West Street.

Commissioner Kunzweiler said before going down this path, he encouraged TPC to give this issue some thought over the next 60 days.

Vice-Chair O'Donnell said that has also observed Mar West Street on early mornings, where people parking along the street to go to the club when it opens at 6:00 a.m. He said that the street is dark and dangerous at these times and the club needs to get members to park in the lot. He said he was not recommending asphalt for the parking lot, but he just wanted a surface that works. He agreed that a permeable surface is better, but hated to have the Club spend money for a system that does not work. He

stated that there are not many special events during the year and suggested the Club follow the mitigation measures already in place.

ACTION: It was M/S (Kunzweiler/Frymier) to continue the public hearing to the May 28, 2008 meeting.
Vote: 3-0-1 (Fraser recused).

ADJOURNMENT

The Planning Commission adjourned the meeting at 8:40 p.m.

EMMETT O'DONNELL, VICE CHAIR

ATTEST:

DANIEL M. WATROUS, SECRETARY