

DRAFT

Kensington Municipal Advisory Council Minutes Meeting of March 29, 2005

Council Members present:

Chair: Reyes Barraza

Vice Chair: Patrick Tahara

Secretary: Richard Karlsson

Council Member: Pam Brown

Alternate Council Member: Christopher Brydon

The meeting commenced at 7:02 p.m. Alternate Member Christopher Brydon was present for Member Kay Reed who had an excused absence.

1. The Council approved the minutes of February 22nd by a vote of 5-0.
2. There were no citizen comments at the beginning of the meeting; all those in attendance stated that they were present to address or observe the matters on the agenda before the Council.
3. **12 Jesson Court. (DP053015).** Request for a Design Review and a Variance for aggregate sideyard setbacks of 10' 6" (15' required) for a residence addition. The owners of the subject property, Lisa and Clay Bartley made the presentation. The owners needed to expand and decided that the manner to best do so with the least impact upon their neighbors was to create a new underground basement. The presentation was in accord with their drawings date stamped February 25, 2005, by the Community Development Department with one exception, that being that the height of the structure would increase by 24". The owners presented new plans showing the increase by 2' which had not been stamped or dated by CDD.. Because the new drawings had not been stamped by CDD and the increase in height was not noticed to the neighbors, a discussion was had among the Council and it was recommended to approve the variance, which was noticed, but that the increase in height of the structure should be re-noticed with a hearing on same to be held at the next KMAC meeting, on April 26th. Properly stamped and revised drawings will be available at that time.

The applicants were then asked if they would prefer that KMAC proceed

with making a recommendation based upon the information before it, or if the applicants would prefer a continuance on the height issue. Mr. and Mrs. Bartley requested a continuance, on that issue. KMAC thereafter adopted a recommendation to otherwise recommend the drawings date stamped February 25, 2005 (that did not include the 24" increase in height) subject to the following conditions: 1) that the existing garage door be replaced with a new automatic garage door 2) that the excavation on the east side of the proposed basement adjacent to the existing uphill neighbor be supervised by a licensed soils engineer and 3) that the issue of the height increase of 24" come back before KMAC at its next meeting on April 26th. The motion was adopted by a vote of 5-0.

4. Procedural Matters

- a. Discussion of appropriate agenda deadline for Applications before KMAC. It was recommended by Chair Barraza and approved by a 5-0 vote, that applications be received a minimum of 12 days before a regular meeting in order to be considered at that meeting. This will allow a minimum of 9 days advance notice be provided to residents in advance of KMAC hearings for applications for variances, small lot reviews or under the new Kensington overlay ordinance.

5. Information Reports

- a. Enforcement Report:
 1. 61 Lennox: report that windows were installed without a permit.
 2. 227 Arlington Ave. A complaint regarding retail sales from the residence was determined to have been a one-time only sale. The Enforcement action was therefore closed.
- b. Progress on Bylaws: Chair Barraza indicated that he was in the process of obtaining the North Richmond MAC bylaws as a sample of MAC bylaws that had been approved by the Board of Supervisors.
- c. Amateur Radio Transmission Tower: The cost for obtaining a telescoping antenna is between \$30k to \$40k. Chair Barraza is attempting to contact the view claimant to discuss costs.

6. Adjournment: The meeting was adjourned at 8:20 p.m.

Richard Karlsson
Secretary

