

**TOWN OF MORAGA
PLANNING COMMISSION MEETING**

Moraga Library Meeting Room
1500 Saint Mary's Road
Moraga, CA 94556

June 21, 2010

7:30 P.M.

MINUTES

I. CALL TO ORDER

Vice Chairman Driver called the Regular Meeting of the Planning Commission to order at 7:30 P.M.

ROLL CALL

Present: Commissioners Levenfeld, Richards, Socolich, Whitley, Wykle, Vice
Chairman Driver
Absent: Chairman Obsitnik
Staff: Lori Salamack, Planning Director
Richard Chamberlain, Senior Planner

B. Conflict of Interest

There was no reported conflict of interest.

II. ADOPTION OF MEETING AGENDA

On motion by Commissioner Levenfeld, seconded by Commissioner Socolich and carried unanimously to adopt the meeting agenda, as shown.

III. PUBLIC COMMENTS

There were no comments from the public.

IV. ADOPTION OF THE CONSENT CALENDAR

A. March 1, 2010 Minutes

On motion by Commissioner Socolich, seconded by Commissioner Richards and carried unanimously to adopt the Consent Calendar, as shown.

V. PUBLIC HEARINGS

A. UP 05-10 - Moraga Country Club HOA (Applicant/Owner) Conditional Use Permit for Temporary Golf Club and Pro Shop Facility. An application for approval of a Conditional Use Permit to allow installation of a 2,880 square foot trailer to serve as a temporary golf club and pro shop facility for the Moraga Country Club.

The location of the temporary facility will be on the northwest side of St. Andrews Drive opposite the intersection with Cypress Point Way and at the southwest end of the driving range parking lot. On January 4, 2010, the Planning Commission approved a Use Permit to allow the demolition of the existing clubhouse at 1600 St. Andrews Drive and construction of a new clubhouse in the same location. The purpose of the proposed Conditional Use Permit is to allow the temporary 60-foot by 48-foot trailer to be used for the period of time when the existing clubhouse is demolished and the new clubhouse is under construction. The project also includes a 60-foot by 18-foot exterior deck for casual seating and dining. The facility will have an Americans with Disabilities Act (ADA) compliant ramp for disabled access and the parking will be revised to provide disabled parking access. The project site is zoned 3-DUA (Three Dwelling Units per Acre). APN 257-470-004.

Senior Planner Richard Chamberlain presented the staff report dated June 21, 2010 for a proposed 60-foot by 48-foot trailer that would be used while the existing clubhouse was demolished and the new clubhouse was under construction. The location of the temporary facility would be at the southwest end of the driving range parking lot.

Mr. Chamberlain advised that a public hearing notice had been mailed to all property owners within 300 feet of the proposed project site on June 11, 2010, and there had been no correspondence from the public. The Fire Marshal had also reviewed the plans and had contacted staff to indicate that the processing fee would be in accordance with the newly adopted Moraga-Orinda Fire District (MOFD) fee schedule, and while not more than the \$137 that had been listed in the draft resolution; the last sentence of Condition 6 was recommended to be stricken.

Mr. Chamberlain explained that on January 4, 2010, the Planning Commission had approved the Use Permit for the demolition of the existing clubhouse at 1600 St. Andrews Drive and construction of a new clubhouse in the same location. On May 10, 2010, the Design Review Board (DRB) had approved the design for the new clubhouse, which was in the process of plan check with the Building Department.

The Moraga County Club intended to use the existing clubhouse until the competitive swimming events had been completed at the end of the summer. The demolition of the old clubhouse and construction of the new clubhouse was expected to take eighteen months and the proposed 2,880 square foot temporary clubhouse would be used for that period of time. The trailer included a kitchen, dining room, pro shop, offices for the Homeowners Association (HOA), and a 60-foot by 18-foot exterior deck for casual seating and outside dining. There would be an ADA compliant ramp for disabled access to the trailer deck.

Mr. Chamberlain reported that the temporary clubhouse was categorically exempt from the California Environmental Quality Act (CEQA) under Section 15303(c). The temporary clubhouse facility was located in the 3-DUA zoning district and most of the property was located in MOSO [Moraga Open Space Ordinance]. He noted that the conditional use would apply the same under the 3-DUA district and MOSO.

Mr. Chamberlain explained that since the proposal was for a temporary use, the Conditional Use Permit should establish the time limits for the trailer building. He recommended a two-year time limit. If there were unforeseen delays in the construction of the new clubhouse, the applicant could then make a request for extension of the Use Permit for the temporary facility. The location of the temporary building complied with the minimum building setbacks and lot coverage requirements for the 3-DUA zoning district, although the Planning Commission may require larger building setbacks if deemed necessary.

Prior to placement of the trailer building on site, Mr. Chamberlain advised that the DRB would need to approve the design. Since the proposed structure was within the Moraga Way scenic corridor, the DRB may require some additional landscaping to mitigate views of the trailer.

Mr. Chamberlain also identified the findings listed under Moraga Municipal Code (MMC) Section 8.12.120 which must be made by the Planning Commission in order to approve the conditional use permit. With respect to the required findings and with regard to the location of the project, he stated that the southwest end of the driving range parking lot was probably the best alternative available for the temporary clubhouse building since it would be built over an existing paved area and would not increase the impervious surface area.

With regard to the health and safety finding, the proposed kitchen and dining facility would require review and approval from the Contra Costa County Health Department. The DRB would need to review the location for a dumpster to accommodate waste from the kitchen.

The project would have no long-term impact to the preservation of property values; however, during the two-year period when the new clubhouse was under construction, there could be a negative impact on the homes at the west end of Cypress Point Way and Country Club Drive. The DRB may be directed to consider additional landscaping to help screen the trailer from view of the homes directly across St. Andrews Drive.

Mr. Chamberlain noted that the staff report had discussed a number of applicable General Plan objectives and policies. The project was situated within the Moraga Way scenic corridor and the DRB may be directed to consider some additional landscaping to help soften views of the trailer.

In addition, the entrance driveway to the driving range parking lot should have some new temporary signage to identify the clubhouse and Moraga Country Club Homeowners Association offices.

Mr. Chamberlain added that the proposed use would not create a nuisance or enforcement problem within the neighborhood. The temporary clubhouse would not have all the same functional needs as the existing clubhouse and was much smaller in size; however, it would draw more traffic and parking to the driving range parking area which was already used to near capacity during the day. The number of seats in the dining area had not been shown on the plans. If all 50 parking spaces in the driving range parking lot were available for the clubhouse, a maximum of 150 seats would be allowed for the dining facility.

Mr. Chamberlain recommended that the Moraga Country Club prepare a construction schedule and vehicle parking plan to utilize the front portion of the parking at the existing clubhouse to the maximum extent feasible. He suggested that construction vehicles could use the existing north driveway during construction and the proposed ingress-egress driveway at the south side could be re-stripped and utilized for access of overflow parking for the temporary clubhouse.

Mr. Chamberlain advised that staff had prepared a draft resolution with the required findings and recommended conditions of approval for the temporary Moraga Country Club clubhouse trailer. The Commission should consider any changes to the findings and conditions based upon the testimony received at the public hearing.

Vice Chairman Driver commented on the loss of parking spaces in the parking lot and asked of the street parking situation in the immediate area. He also inquired of the hours of operation for the new facility given its close proximity to residential properties and the effect noise might have on residents.

Mr. Chamberlain acknowledged that street parking on St. Andrews Drive was permitted and was oftentimes full. As a condition, the applicant must submit a parking plan. He suggested that the applicant clarify the hours of operation for the temporary golf club and pro shop facility.

Karl Danielson, Dahlin Group, Inc., the Architect, commented on his desire to get the temporary trailer up and down as fast as possible. He also clarified, when asked, the location of the dumpster in the maintenance area as it was currently sited and as it would remain in the future. He noted the same for the temporary trailer.

Frank Melon, General Manager, Moraga Country Club, explained that limited dinner services were anticipated. He suggested that the trailers would be attractive and actually would be farther away from the existing residential properties near the tennis courts. There were plans for the users of the tennis courts to enter the courts from another area away from the parking area during construction.

Since work would also be done on the pool area, the pool would not be open to swimmers lessening the number of people in the area during the construction period. The intent was for the golf course to be operable, as is, during the construction period, and to have some services ongoing with a limited dinner schedule.

Mr. Melon noted that if the club membership supported zero dinners that could also be done, although as of now the current plan was for limited service. He clarified that dinner was currently served up to 8:00 P.M. on Wednesday, Friday and Sunday evenings. Serving up to 40 to 50 people would be considered a large event. He did not envision more than that for a dinner service. Larger events had typically occurred at the pool area which was when comments from concerned residents had been received in the past.

Mr. Melon again clarified the location of the dumpsters to be located within the existing maintenance area. Waste from the kitchen would likely be stocked on site at the temporary facility inside the kitchen area itself to be later taken to the maintenance area. There was a zero tolerance level from the club membership and their housekeeping staff was constantly traveling back and forth to the maintenance center during its existing operations. There would be less business than usual with the closure of the pool during the pool improvement period.

When asked by Commissioner Whitley as to whether or not any benefits would be held in the temporary facility, Mr. Melon did not envision any events other than the typical golfing events to be held in the facility and a "hard hat" party. The goal was to operate as lean as possible during the construction period to be able to focus the use of funds for the improvements to the clubhouse. In addition, the kitchen would be smaller than the existing facility with fewer seats inside. The outside deck would also be limited to use during warmer weather periods.

PUBLIC HEARING OPENED

There were no comments from the public.

PUBLIC HEARING CLOSED

Commissioner Whitley found that the resolution had been well drafted by staff with all of his questions having been answered by the resolution.

On motion by Commissioner Whitley, seconded by Commissioner Socolich to adopt Resolution 06-2010 PC approving UP 05-10 for the Moraga Country Club HOA on the northwest side of St. Andrews Drive opposite the intersection with Cypress Point Way, subject to the findings and conditions, as shown, and as amended with the elimination of the last sentence of Condition 6. The motion carried by the following vote:

Ayes: Commissioners Levenfeld, Richards, Socolich, Whitley, Wykle, Vice
Chairman Driver
Noes: None
Abstain: None
Absent: Chairman Obsitnik

Mr. Chamberlain advised that there was a ten day right of appeal for anyone wishing to appeal the decision of the Planning Commission to the Town Council by submitting a statement and through the payment of an appeal fee, through the Planning Department.

VI. ROUTINE & OTHER MATTERS

A. None

VII. COMMUNICATIONS

A. None

VIII. REPORTS

A. Planning Commission

Commissioner Socolich reported on his attendance at the May 24 meeting of the DRB.

B. Staff

1. Update on Town Council actions and future agenda items.

Staff reported on the status of the Rancho Laguna II Appeal to the Town Council and other pending development projects including the Certification of the Housing Element.

IX. ADJOURNMENT

On motion by Commissioner Levenfeld, seconded by Commissioner Socolich to adjourn the Planning Commission meeting at approximately 8:13 P.M. to a regular meeting of the Planning Commission on Tuesday, July 6, 2010 at 7:30 P.M. at the Moraga Library Meeting Room, 1500 Saint Mary's Road, Moraga, California.

A Certified Correct Minutes Copy

Secretary of the Planning Commission