

**TOWN OF MORAGA  
PLANNING COMMISSION MEETING**

Council Chambers & Community Meeting Room  
335 Rheem Boulevard  
Moraga, CA 94556

January 6, 2016

7:00 P.M.

**MINUTES**

**1. CALL TO ORDER**

Chairperson Marnane called the Special Meeting of the Planning Commission to order at 7:00 P.M.

**A. ROLL CALL**

Present: Commissioners Kovac, Kuckuk, Woehleke, Chairperson Marnane

Absent: Commissioners Carr, D'Arcy, Mallela

Staff: Ellen Clark, Planning Director  
Coleman Frick, Assistant Planner

**B. Conflict of Interest**

There was no reported conflict of interest.

**C. Contact with Applicant(s)**

Chairperson Marnane reported that he had attended a briefing with Saint Mary's College (SMC) faculty and had toured the SMC Campus.

**2. PUBLIC COMMENTS**

There were no comments from the public.

**3. ADOPTION OF CONSENT AGENDA**

**A. December 7, 2015 Minutes**

The Consent Agenda was moved to Public Hearings, as Item B.

On motion by Commissioner Woehleke, seconded by Commissioner Kuckuk to move the Consent Agenda to Public Hearings as Item B. The motion carried by the following vote:

Ayes: Commissioners Kovac, Kuckuk, Woehleke, Marnane  
Noes: None  
Abstain: None  
Absent: Commissioners Carr, D'Arcy, Mallela

#### 4. ADOPTION OF MEETING AGENDA

On motion by Commissioner Woehleke, seconded by Commissioner Kuckuk to adopt the Meeting Agenda, as shown. The motion carried by the following vote:

Ayes: Commissioners Kovac, Kuckuk, Woehleke, Marnane  
Noes: None  
Abstain: None  
Absent: Commissioners Carr, D'Arcy, Mallela

#### 5. PUBLIC HEARING

##### A. 1928 St. Mary's Road, Saint Mary's College Master Plan

Scoping Meeting for Saint Mary's College Campus Master Plan Environmental Impact Report (EIR)

Dan Amsden, MIG Incorporated, Campus and Land Use Planner, introduced the consultant team present in the audience and the representatives from Saint Mary's College (SMC). He reported that MIG Inc. had been working with SMC for the past two years on the Draft SMC Campus Master Plan. He provided a PowerPoint presentation and overview of the major components of the SMC Campus Master Plan with the intent to build on the history of the college dating back 152 years. He noted that SMC had originally been founded in San Francisco with a campus in the City of Oakland prior to its location in the Town of Moraga in 1928. The SMC Master Plan evaluated campus facilities and how the facilities responded to the college community and the needs of the college in years to come. While the campus was zoned Institutional, it needed to have a Master Plan developed and updated regularly to control the land uses on the site. The SMC Campus Master Plan would work similarly to a Specific Plan for the actual physical campus for SMC.

Mr. Amsden advised that the last SMC Master Plan had been prepared in 1990 and included diagrams, policies, and the requirements of the California Environmental Quality Act (CEQA). The current SMC Campus Master Plan was intended to be a comprehensive document which looked at all topics, including mobility, sustainability, different uses, and design guidelines in order to create something that could be clear and concise and understood by college staff, the Town, and the community. SMC had held envisioning meetings on campus with staff to understand the needs of the campus leading to the preparation of the SMC Campus Master Plan, which had been formally presented to the Town of Moraga in August 2015.

The SMC Campus Master Plan included a background, inventory of all campus facilities programs and services on campus, police and security, fire protection, how the campus and utilities functioned, and any deficiencies that required attention. Meetings had been held with twelve different college committees on campus to discuss the vision for the future of the campus. Walking tours with different faculty, staff, and Brothers had also been held and had been pulled together as a large summary of college input.

The Draft Plan included reductions in Greenhouse Gas Emissions (GHGs), energy efficiency requirements for new and remodeled buildings, implementation of a

Sustainability Tracking System (STARS) program, sustainable landscaping and infrastructure design leadership, improved on- and off-campus bicycle network, improved “Gael Ride” and “Gael Rail” shuttle transit services, new parking management strategies, and new structure(s) to making the parking more efficient.

Mr. Amsden reported that an environmental analysis would be prepared and SMC was also in the process of preparing a CEQA document that would cover the entire campus and would include both project and program level analyses. Mechanisms would be established for Town staff to ensure project consistency with the SMC Campus Master Plan; simplify the development review process for Town staff, elected officials, and SMC; and allow for CEQA tiering and streamlining for future projects.

Mr. Amsden identified the projects proposed as part of Phase 1, New Phase Facilities, which included among other projects the library and learning commons; a new residence hall envisioned to be in scale with the existing residence hall and campus facilities; a proposed roundabout at the entrance to the campus on St. Mary’s Road to help with the traffic circulation, with an entry feature to announce the campus; increased parking potential with one or two parking decks with a second level of parking on top of an existing surface level parking lot to be studied as part of the environmental review; the current library at St. Albert Hall to be repurposed if the new library facility was built for student and faculty space; McKeon Pavilion to be remodeled with additional facilities for student athletes and athletic programs; consideration of a secondary access point near the softball fields; repurposing of the interior of the existing gymnasium for additional classroom, lab space, and facility offices; and the creation of a student center and activity space on the side of the quod which was not currently in use.

Phase 2 would be in the 2020 to 2030 timeframe and would include New Phase Facilities for a chapel; stadium upgrades; a baseball stadium; a theater/academic building; and another roundabout on the campus prior to the perimeter road, which project would include the relocation of an existing bus stop. The focus of the SMC Campus Master Plan would be more on amenities and things that better served the current student population. He noted the amount of undergraduate enrollment was not part of this phase of the project but had been included in the strategic planning effort for SMC.

Mr. Amsden explained that the Town was in the process of evaluating the environmental impacts as part of the SMC Campus Master Plan, with potential mitigations to be identified. There would be more formal public hearings and adoption of the Draft SMC Campus Master Plan. Environmental documents were anticipated in the summer of 2016 which would involve public hearings with the Planning Commission and Town Council. He identified this as the second scoping meeting and explained that the first scoping meeting had been held on the SMC campus on December 12, 2015. The Town would prepare the EIR with formal hearings and eventual adoption during the summer and fall of 2016.

Planning Director Ellen Clark detailed the EIR process, the purpose of the public hearing as a scoping meeting of the EIR, and introduced the SMC Campus Master Plan to the Planning Commission, which would provide an opportunity during the scoping phase of the CEQA process prior to the preparation of the EIR to identify environmental

concerns from the community and the Planning Commission. Comments on the scope of the EIR was being solicited from the Planning Commission and the public at this time.

Ms. Clark advised that her presentation on the EIR process was in the absence of the Town's Consultant who was managing the EIR on behalf of the Town. She described the intent of the official scoping meeting of the SMC Campus Master Plan; identified the history of the project; identified the environmental project team under direct contract with the Town to conduct the work; and reported that SMC had prepared a large number of technical studies used in the development of the SMC Campus Master Plan to be peer reviewed by the Town's Consultant and incorporated into the CEQA documents. The Town would be the lead agency for CEQA review. The intent of the meeting was to provide a brief overview of the project, hold the scoping session, and solicit comments from the Planning Commission and the public on any environmental issues, with additional opportunity for comments to be provided in written form.

Ms. Clark identified the steps in the CEQA process and reported that the scoping period would end on Friday, January 8, 2016. In the meantime, the EIR consultant team would review the studies in cooperation with the SMC team to develop the contents of the EIR. Once the scoping period had concluded, the consultant team would prepare an Administration Draft of the EIR to be sent to Town staff for review and comment. Based on those comments, a Public Review Draft EIR would be published with a minimum 45 day review period. Following the close of the comment period, the consultant team would prepare responses to comments in an administrative form, and the response to comments and any changes to the EIR as a result of the comments would be incorporated into the Final EIR to be brought forward at the same time as the SMC Campus Master Plan for public hearings and certification.

Ms. Clark outlined the scope of the EIR, characterized it as very comprehensive, and stated there were no issues at this time having been scoped out other than agricultural and mineral resources which would not be part of this project. The CEQA document would cover the entire proposal for program facilities and uses to be developed in the future over the complete life of the 20-year planning horizon of the SMC Campus Master Plan.

Ms. Clark also detailed the guidelines for the scope of comments received, with the comments to be focused on the EIR and with the comments encouraged to be as specific as possible. All comments received during the scoping period would be noted and summarized in the EIR.

#### PUBLIC HEARING OPENED

Barry Behr, 1902 Joseph Drive, Moraga, expressed excitement with the project, understood the need to update campus facilities, but expressed concern with traffic. He described the campus as the largest subdivision in Town where traffic was a serious problem. While the proposed roundabouts could offer a solution, he commented on the number of events on campus where traffic was a particular concern during the evening. He suggested that SMC provide appropriate lighting at the intersection when entering the SMC campus and at St. Mary's Road, and during the beginning and ending of any major athletic event that attracted more than 500 people, with law enforcement trained

to police traffic. He understood the campus involved 35 to 40 percent athletic facilities, there would be an increase in athletic programs, and those activities would generate more traffic than the student population. While SMC had committed not to increase its enrollment at this time, he suggested that could change in the future. He suggested it would be acceptable for the Town to require or request an agreement from SMC that the SMC Campus Master Plan be approved based on current enrollment, and any increase in enrollment go through the normal Town processes.

Mr. Behr spoke to the size of the buildings envisioned which included a multi-tiered garage. He suggested additional safety equipment would have to be purchased to address that change. He also understood the need for additional amenities to attract students to the campus, although he asked the SMC administration to allow local businesses an opportunity to bid on amenities added to the campus, if possible.

#### PUBLIC HEARING CLOSED

Commissioner Woehleke clarified with Mr. Amsden the purpose of the new library improvements and was advised that the current library at St. Albert Hall was maxed out in space, most of the interior was hollow, there was a need for library space, and the improvements would provide a library and learning components; a building adaptable to study, flex, and electronic arts spaces, serving a multiple role for students and faculty.

Pete Michell, SMC Vice President of Finance, added in response to the way students learned now and worked collaboratively with faculty that the intent was to create areas to study, with compact shelving, as an example, to keep up with how libraries had evolved.

Commissioner Woehleke requested that the EIR address how the changing technology for libraries could positively impact the college. He spoke to the plans to improve transportation within the campus, with some references to the broader access from outside of the campus but noted there had been no mention related to coordination and working with the community on the broader transportation issues beyond the SMC campus. He referenced the number of resident beds as compared to the number of full-time graduate students, with more students than beds. Putting all students on campus would positively impact the environment and traffic.

Mr. Amsden noted the plan would evaluate traffic and parking impacts on campus and the region at two different levels; the actual physical projects or improvements to alleviate issues, including the proposed roundabouts and parking decks, and programs and policies to improve transit including the Gael Ride and improvements to the parking management systems. The SMC Campus Master Plan included physical and programming management changes to address those issues. The environmental consultants were reviewing the number of vehicles on and off campus based on the project including all new changes and existing enrollment. The traffic analysis would review student, faculty, and staff ratios. While the enrollment would not change, amenities on campus could reduce some vehicle trips or needs to travel off campus, which analysis would be included in the EIR, and all assumptions in the analysis would be included. Mitigations and off-site impacts in the Lamorinda area would also be addressed with the opportunity for community input on those issues.

Commissioner Woehleke requested that the EIR address any hazards the emergency egress could pose given that the proposed route is more of a pedestrian thoroughfare and a new road could pose a hazard.

Mr. Amsden clarified that whether there was any traffic demand for a full-time second access would be addressed in the traffic analysis, although as of now it was only intended to be used as emergency access and not to be used by the general public in coordination with the Moraga-Orinda Fire District (MOFD).

Commissioner Kuckuk commented on the fact the Planning Commission had been tasked to review SMC's parking plan over the years, which had been a policing effort. She was pleased to see an expansion of residential halls within the SMC Campus Master Plan but pointed out it only involved the construction of one new building, not the expansion of existing dormitories on campus. She asked staff to clarify whether a master plan in the Institutional Zoning District was equal to a Specific Plan document.

Ms. Clark affirmed that the master plan would serve a similar function.

Commissioner Kuckuk spoke to the C.3 water requirements and the fact the state was in a drought and requested that the environmental document address the use of reclaimed water for landscaping and other purposes on campus, which had not been directly addressed in the environmental document.

Ms. Clark advised that CEQA review would include an analysis of water consumption, reuse, and adequacy of water supplies.

Commissioner Kovac commented on the lack of pedestrian and bicycle connectivity with no indication of where or what would be provided other than identification of existing paths. He understood the population on campus would increase 10 percent pursuant to the documents which raised concern with the loss of parking even if a second level of parking were added.

Christina Paul, MIG Inc., advised that an existing parking study had been prepared. She affirmed that some of the buildings would be placed on existing parking lots, such as the library building and the proposed dormitory, which would have some parking replacement under it but which would not fully replace the parking on top of it. She was uncertain of the exact percentage but suggested the parking count would actually be positive.

Mr. Michell emphasized the goal to have fewer vehicles on the campus than was currently the case, and as a result they would need a system of incentives and disincentives. Once there was a parking structure, the intent was to impose a parking fee system which would subsidize some of the other things they would like to do with bus passes, or subsidizing carpools as examples. He reported that many students were currently using informal car sharing services and there were ways to foster that effort. SMC was confident it could provide a positive situation and improve parking.

Commissioner Kovac spoke to resource management and consumption, and his understanding the landscaping would be improved to use less water, although the SMC Campus Master Plan had indicated the amount of daily water usage would increase by 20 percent.

Mr. Amsden explained they would have to clarify that situation and double check the numbers. The intent was to reduce water usage.

Commissioner Kovac referenced the sanitary sewer usage with the SMC Campus Master Plan and was unclear how the systems would be impacted by the plan. He asked for clarification of the proposed use of photovoltaics, reusables, and the like; identified a typographical error in the document with respect to the art museum's use of world "renewed" art which should be corrected to read *renowned*; sought a better understanding on the real reuse of resources such as water, and whether the parking structure would have photovoltaics; and requested the impact of the footprint of the structures on the earth. He would like to see what would be visible of the parking deck, whether vehicles, green spaces or photovoltaics.

Mr. Amsden explained that they had been working on how to provide sustainability while preserving the historical design of the buildings. SMC did not want to place photovoltaics on every building; the larger facilities, such as the parking deck, offered the possibility for the placement of that equipment. He affirmed that aesthetics would be addressed in the EIR.

Chairperson Marnane liked the SMC Campus Master Plan and the idea it would serve as a specific plan, which would make the life of the Planning Commission easier over the years. He emphasized that there had to be confidence in the level of development, which he did not get out of the current plan. He questioned the parking in the plan, and while roundabouts had been proposed, there were no details as to how it would work. In addition, a parking garage raised concerns with the potential for light intrusion to neighboring homes. He did not want to see a repeat situation with what had occurred with the intramural field lights, and expressed his hope those types of issues would be addressed in the EIR. He asked that the EIR also address the visual impacts from the parking garage, and that the parking and transportation plan provide a level of confidence that the existing No Parking signs along St. Mary's Road would be removed.

Commissioner Woehleke commended SMC's efforts on the SMC Campus Master Plan, which he found to be a higher level document supported by the detailed engineering which communicated the essence of the plan, where the plan was headed strategically, and which offered a general rationale.

Commissioner Woehleke requested that the plan embrace the Lamorinda joint effort regarding transportation and noted that much of the development in the City of Lafayette could potentially impact SMC more than anything SMC may do. He sought better communication with the Lamorinda Program Management Committee (LPMC) in terms of traffic, enrollment population, ride sharing, and buses, and while he liked the reference to buses he stated the bus schedule was infrequent in the area. He also sought better coordination between bus scheduling and the BART system; encouraged better coverage of the traffic issues beyond the SMC campus; reiterated his concern

with the emergency egress that had been proposed; and sought better clarification of the water usage noting that stormwater could not be reused since it was not a steady water flow.

Commissioner Kuckuk understood that with the proposed roundabout at the entrance the need for the No Parking signage along St. Mary's Road would be greatly reduced or eliminated.

Chairperson Marnane understood that No Parking signs were required every 18 feet, and Ms. Clark clarified that due to the absence of a curb, No Parking signs were required to be placed frequently to prevent parking.

Commissioner Kuckuk understood that many universities provided students free use of local public transit through the student ID.

Tim Farley, SMC Director of Community and Government Relations, identified the Gael Rail and Gael Ride systems, two transportation opportunities. The Gael Ride transit was free with a student ID. The traditional County Connection bus route ended on Thursday, Friday, Saturday, and Sunday. SMC offered a 100 percent subsidized shuttle service paid for by SMC, which took students from campus to the Lafayette BART station and brought students back when the last BART train arrived at 1:30 A.M. through the use of a dedicated shuttle. That shuttle allowed the pickup of students along the way, and with community input over the years, had stopped at shopping centers and the like. SMC had been discussing the possibility of providing the service seven nights a week to supplement the Gael Rail.

Commissioner Kovac described SMC as a jewel in the community. He looked forward to further needed expansion, which he stated was justified. He recognized the level of work needed, and suggested they could integrate SMC further into the Town with events beyond sporting events.

Mr. Farley added that as part of the SMC Campus Master Plan, SMC had commissioned a public opinion research poll about the attitudes and opinions of Moraga residents. Many had been of the opinion SMC was the jewel of Moraga, although many had not been on campus. There was a desire to bring more residents to the campus.

Chairperson Marnane thanked SMC for the presentation and the public and Commission for their comments.

## **B. December 7, 2015 Minutes**

Commissioner Woehleke requested the following amendments to the minutes of the December 7, 2015 meeting:

To Page 12, revise the first sentence of the fourth paragraph, to read:

*Commissioner Woehleke commended the Appellant for the data he had provided and the applicant who had gone further than other developers in similar situations.*

To Page 12, revise the fourth sentence of the sixth paragraph, to read:

*He [Commissioner Woehleke] suggested the second finding could not be made, and suggested the Planning Commission could not evaluate the application without more information on potential adjacent homes.*

To Page 12, revise the last sentence of paragraph six, to read:

*He [Commissioner Woehleke] referenced the Sonsara Development which included single story homes and had those variations.*

Commissioner Kuckuk requested the following modifications:

To Page 13, revise the sixth and seventh paragraphs, to read:

*Commissioner Kuckuk understood the public hearing was a de novo hearing and the appeal was based primarily on visual and privacy impacts, with square footage also an issue but only as it related to visual impacts. She found the topography to be the greatest challenge given that no matter what was built it would loom. She found the DRB had considered the project thoroughly and thoughtfully and she agreed with most of their decisions.*

*Commissioner Kuckuk found that the home generally blended well with the topography, was within the FAR although at the high end, and the home was well below the height limit allowed on the lot, as it should be. Having reviewed the landscape plan, she understood the Coast Live Oaks were being relied upon to hide views from the homes on Larch Avenue below, while it seemed reasonable, they were relying on tree screen. She noted that nothing was guaranteed, there could be a blight and the trees may die, or a potential fire where the tree screening would be lost. She would like to see the visual impacts mitigated from every aspect possible.*

Commissioners Kuckuk and Woehleke provided their changes in writing to staff.

Chairperson Marnane requested that the last line on Page 18 be stricken from the minutes.

On motion by Commissioner Kuckuk, seconded by Commissioner Woehleke to adopt the Consent Agenda, approval of the minutes of the December 7, 2015 meeting, as modified. The motion carried by the following vote:

Ayes:	Commissioners Kovac, Kuckuk, Woehleke, Marnane
Noes:	None
Abstain:	None
Absent:	Commissioners Carr, D'Arcy, Mallela

## 6. ROUTINE AND OTHER MATTERS

**A. Consider Approval of Tentative Planning Commission Meeting Schedule for 2016 Calendar Year**

The Planning Commission acknowledged receipt of the Tentative Planning Commission Meeting Schedule for 2016 Calendar Year; recognized that the meeting schedule included fewer meetings; and affirmed with staff that a joint meeting had been scheduled with the Planning Commission and the Design Review Board (DRB) on January 25, 2016, to discuss the Moraga Center Specific Plan (MCSP) Implementation Project, which date had not been reflected on the tentative schedule, and which discussion would be held prior to the regularly scheduled DRB meeting.

Commissioner Kuckuk commented that the Planning Commission Rules and Procedures required the Planning Commission to meet on the first and third Mondays of each month. The tentative schedule had canceled one third of the Planning Commission meetings during the first half of the calendar year. She sought assurance that the Planning Commission would meet as needed to expedite applications. She was uncomfortable canceling one third of the meeting dates and requested that the tentative schedule be revised to show cancelled meeting dates as "canceled/rescheduled."

Ms. Clark affirmed that the Planning Commission Rules and Procedures, which called for twice monthly Planning Commission meetings, would require official notice prior to cancellation. The meeting schedule could be changed to be responsive to the projects and schedules.

In response to Commissioner Woehleke, Ms. Clark added that Planning Commission liaison assignments ran through March 2016, when all Planning Commission terms officially ended and the Planning Commission calendar began.

On motion by Commissioner Kovac, seconded by Commissioner Kuckuk to adopt the Tentative Planning Commission Meeting Schedule for the 2016 Calendar Year, as shown. The motion carried by the following vote:

Ayes:	Commissioners Kovac, Kuckuk, Woehleke, Marnane
Noes:	None
Abstain:	None
Absent:	Commissioners Carr, D'Arcy, Mallela

**7. REPORTS**

**A. Planning Commission**

There were no Planning Commission reports.

**B. Staff**

Ms. Clark updated the Planning Commission on the discussions of the MCSP Implementation Steering Committee where the boundaries of the different zoning districts should be; reminded Commissioners of the joint Planning Commission/DRB

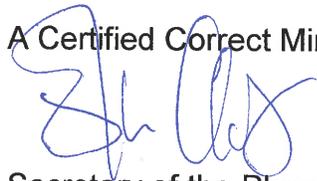
meeting scheduled for January 25, 2016 to receive a presentation from the consultant on the MCSP Implementation Steering Committee recommendations; updated the Planning Commission on public outreach efforts with the Livable Moraga Road Project where the survey had been distributed prior to Christmas, with the results to be presented to the Town Council during its second meeting in January; reported that two surveys were available on-line, one for the design of the Town's Wayfinding Signage and the other for Town Council Goals; updated the Planning Commission on the Open Town Hall application allowing feedback on the application in general; and reported that the Town Manager was leaving the Town of Moraga to work for the City of Alameda.

Ms. Clark further updated the Planning Commission on the status of the Los Encinos project, with revised plans not yet submitted by the applicant; an application for the Bella Vista Subdivision would be presented to the Planning Commission at its next meeting for a sales office, and a presentation from the Construction Manager on the status of grading and work to seal the site for the winter period; and acknowledged there had been comments from the public and from the Planning Commission regarding the inadequacy of lighting in the Town's parking lot and at the Council Chambers. The Public Works Department was reviewing potential options for the Town's parking lot and the desire by the Mayor to provide more lighting on Rheem Boulevard.

## **8. ADJOURNMENT**

On motion by Commissioner Woehleke, seconded by Commissioner Kuckuk and carried unanimously to adjourn the Planning Commission meeting at approximately 8:50 P.M.

A Certified Correct Minutes Copy



Secretary of the Planning Commission

