TO: HONORABLE CITY COUNCIL
FROM: CITY MANAGER DEPARTMENT: PLANNING AND COMMUNITY ENVIRONMENT
DATE: MARCH 24, 2008 CMR: 178:08
SUBJECT: APPROVAL OF A TENTATIVE MAP AND RECORD OF LAND USE ACTION TO CREATE SIX RESIDENTIAL CONDOMINIUM UNITS ON A .57 ACRE LOT AT 433 W MEADOW DRIVE

RECOMMENDATION
Staff and the Planning and Transportation Commission (PTC) recommend that the City Council approve the proposed Tentative Map to create six residential condominium units at 433 West Meadow Drive, based upon findings and conditions contained within the draft Record of Land Use Action (Attachment A).

BACKGROUND
The application requested is a six-unit residential condominium subdivision. The project site is a .57 acre parcel with a single house and two accessory structures at the southerly intersection of West Meadow Drive and Wilkie Way as shown on the location map (Attachment B). The project site is in the RM-15 zone and has a Multiple Family Residential land use designation allowing up to 8 units on the parcel. The property to the southwest is developed with a two-story, two-unit residential structure and is zoned RM-15. The property to the southeast is developed with approximately eleven attached residential units contained within two structures and is zoned RM-15. The properties across West Meadow Drive and Wilkie Way from the project site are zoned R-1 and R-2.

The condominiums would be accessed from a private drive along the West Meadow Drive frontage. The private drive bisects the property, with three units to the south and three to the north. The four units along the street frontages have their entrances oriented toward the street. All garages are accessed via the private drive. The layout of the street network and adjacent properties does not provide any opportunity for the street to connect through to another street. The driveway and common areas will be maintained through the Convenants, Conditions, and Restrictions (CC&Rs).

The footprint of the units defines the locations of the individual condominium units. The remainder of the parcel will be commonly owned and maintained via CC&Rs and will contain driveway area, private open space, landscaped public open space (primarily along the street frontages) and a common use area at the entrance to the project. The project site contains 36 mature trees, including four protected oaks trees, which will be retained.
DISCUSSION
Staff and City departments have determined that the Tentative Map application is in compliance with zoning, subdivision, and other codes and ordinances.

The Tentative Map plan set includes information on the existing parcels and onsite conditions. The drawings are in compliance with the applicable provisions of the City’s Subdivision Ordinance. These plans contain all information and notations required to be shown on a Tentative Map (per PAMC Sections 21.12), and conform to the design requirements concerning the creation of lots, streets, walkways, and similar features (PAMC 21.20).

BOARD/COMMISSION REVIEW AND RECOMMENDATIONS
On February 13, 2007, the Planning and Transportation Commission (PTC) conducted a public hearing and recommended (7-0-0-0) that the City Council approve the Tentative Map to create six residential condominium units at 433 West Meadow Drive, based upon the findings and conditions contained within the draft Record of Land Use Action. At the hearing, Commissioners had questions regarding zoning compliance, private roadway placement, tree protection, private yards, the Public Utilities Easement (PUE), and common area irrigation. No members of the public spoke on this proposal. Staff explained the project’s compliance with zoning, advantage of street location for the street frontage and protection of all oaks on site, inclusion of private yards in condominiums, and the PUE’s location over the entire site (except building envelopes). The applicant showed the location of a seventh water meter to be used for irrigation of common areas. Draft minutes from the PTC hearing are included as Attachment C.

RESOURCE IMPACTS
The cost and/or revenue impacts to the City associated with the tentative map include parks, library and community facilities fees, and traffic impact fees. Such fees are paid prior to issuance of building permits at the rates in effect at that time. All development review costs have been recovered through permit fees.

POLICY IMPLICATIONS
The proposed map is consistent with the Comprehensive Plan in that the site is designated for multi-family residential. The Architectural Review Board (ARB) was presented with staff’s analysis of zoning and policy conformance during their review of the ARB application.

ENVIRONMENTAL REVIEW
An Initial Study and a Mitigated Negative Declaration were prepared and approved in conjunction with the Architectural Review of the 0.57 acre site. The Initial Study/Mitigated Negative Declaration included the condominium map within the project description and analysis. No further environmental review is required.

PREPARED BY:

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CITY MANAGER APPROVAL:

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ATTACHMENTS
A. Draft Record of Land Use Action
B. Planning & Transportation Commission Staff Report, February 13, 2008
C. Excerpt of the Draft Planning & Transportation Commission Minutes, February 13, 2008
D. Initial Study and Mitigated Negative Declaration, adopted October 23, 2007
E. Tentative Map (Councilmembers only)

COURTESY COPIES
Forrest Mozart, West Meadow Oaks, L.P., Applicant/Owner