

**CALL TO ORDER AND ROLL CALL**

Chair Ross called the special teleconference-only meeting to order at 6:00 p.m.

Planning & Building Director Laura Russell called roll:

Present: ASCC Commissioners Jane Wilson, Kenny Cheung and Al Sill; Chair Dave Ross and Vice Chair Megan Koch

Absent: Commissioner Jane Wilson

Planning Commission Liaison: Nicholas Targ

Town Staff: Planning & Building Director Laura Russell; Assistant Consultant Planner Jake Garcia; John Wallace, Town Geologist

**ORAL COMMUNICATIONS**

Public comment was received from:

- MJ Lee

**NEW BUSINESS**

- (1) **Architectural Review of an application for a Deviation from the Town's Geologic Land Use Policies (Resolution 2746-2017) and a Variance to allow a proposed addition to an existing residence and a new carport/garage structure to be located within required setbacks. File #PLN GMD01-2021 and PLN VAR01-2021, 339 Wayside Road, Ralston/Cheung, (S. Avila)**

Commissioner Cheung recused himself from this item.

Planning & Building Director Laura Russell presented the project and staff recommendation as detailed in the staff report. John Wallace, Town Geologist, presented a report on the geologic investigation and analysis of the project. Laura Ralston presented a report on behalf of the applicant.

There were no public comments.

The Commission discussed the item.

**MOTION**

Commissioner Sill moved to recommend approval of the variance and deviation with the added condition that a member of the ASCC do a final review on the exterior materials and final lighting plan. Seconded by Vice Chair Koch, the motion carried (3-0) by roll call vote.

**COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS**

(2) **Commission Reports**

Commissioner Cheung reported on a review of 9 Buck Meadow.

There were no public comments.

(3) **Staff Report**

- a. Update of Design Guidelines in 2023

Planning and Building Director Russell shared additional information on the update process, followed by Commission discussion.

There were no public comments.

**APPROVAL OF MINUTES**

(4) **ASCC meeting of September 12, 2022**

Motion by Commissioner Sill to approve the minutes of the September 12, 2022, ASCC meeting as written. Seconded by Commissioner Cheung, the motion carried (3-0) by roll call vote with Vice Koch abstaining.

**ADJOURNMENT** [7:07 p.m.]