



**THE CITY OF
NOVATO
CALIFORNIA**

922 Machin
Novato, CA 94945
415/899-8900
FAX 415/899-8213
www.novato.org

Mayor
Eric Lucan
Mayor Pro Tem
Jeanne MacLeamy
Councilmembers
Denise Athas
Madeline Kellner
Pat Eklund

City Manager
Michael S. Frank

Planning Commission Meeting

Location: Novato City Hall, 901 Sherman Avenue

June 2, 2014

MINUTES

Present: Robert Jordan, Chair
Curtis Havel
Jay Strauss
Peter Tiernan
Susan Wernick

Absent: Dan Dawson

Staff Present: Bob Brown, Community Development Director
Elizabeth Dunn, Planning Manager
Hans Grunt, Senior Planner
Julian Skinner, Engineering Manager
Veronica Nebb, Senior Assistant City Attorney

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

The meeting was called to order.

APPROVAL OF FINAL AGENDA:

M/s, Tiernan/Havel, Ayes 5 (Jordan, Wernick, Strauss, Havel, Tiernan), Noes 0, Absent: 1 (Dawson) to approve the final agenda.

PUBLIC COMMENT None

CONSENT CALENDAR:

1. APPROVAL OF PC MINUTES OF APRIL 21, 2014 (GB, DD, CH, JS, PT, SW)

M/s, Tiernan/Havel. Ayes: 4 (Strauss, Tiernan, Wernick, Havel), Noes: 0, Absent: 1 (Dawson) to approve the minutes of April 21, 2014.

CONTINUED ITEMS: None

NEW ITEMS:

2. FY 2014-2015 CAPITAL IMPROVEMENT PLAN GENERAL PLAN CONSISTENCY REPORT (ED)

No CEQA is required. The Planning Commission's report to the City

Council does not constitute a project recommendation. Therefore, the Planning Commission is not required to provide a recommendation regarding an environmental determination for the proposed CIP projects.

Planner Dunn gave a brief summary of the staff report and indicated that one new project, the Nave Drive Multi Use Path, qualified for the determination of location, purpose and extent for the General Plan consistency discussion.

Engineering Services Manager Julian Skinner provided a summary description of each of the seventeen (17) proposed capital improvement projects for the FY 2014-2015 Capital Improvement Program (CIP).

Commissioner Strauss raised the issue of how the projects are reviewed and included in the CIP. His concern is that there's no Planning Commission involvement with the list of projects that are prepared for the CIP.

Engineer Skinner indicated that Public Works staff investigates and evaluates what may work for a proposed CIP project; where a project ranks with other projects and available funding. Additionally, Public Works staff makes at least two presentations before the Council about proposed CIP projects. The Council may add or remove projects, and takes comments from the public into consideration. In responding to the particular request from Commissioner Strauss, there is no comprehensive City policy on how to develop crosswalks. Installing striping at one location along Ignacio without a Citywide policy wouldn't be supported by Public Works staff.

Commissioners Tiernan and Wernick asked about the Vineyard project, and Commissioner Havel clarified that potential projects are included in the CIP with comments from the public, and Public Works staff. Chair Jordan had questions regarding the SMART access improvements, and about the public outreach process.

The public hearing was opened, and one speaker had comments. Engineer Skinner responded to these questions. Community Development Director Brown reminded the Commission that the Capital Improvement Program is the responsibility of the City Council, and incorporates what the Council has heard from staff, and the public at public meetings. The Commission's authority is regarding the issue of General Plan consistency, and is not about the merits of the project. The public hearing was closed.

M/S, Tiernan/Wernick to forward the report on the Capital Improvement Program (CIP) to the City Council that the FY 2014-2015 CIP is consistent with the Novato General Plan. Ayes: 4 (Havel, Jordan, Tiernan, Wernick); Noes: 1 (Strauss); Absent: 1 (Dawson)

3. HOUSING ELEMENT WORKSHOP, DRAFT HOUSING ELEMENT FOR 2015-2023 (HG)

Recommendation to City Council on amendments to Chapter 19, Zoning, of the Novato Municipal Code to include provisions for Reasonable Accommodations, and to recognize Transitional and Supportive Housing in all residential districts and consideration of a previously certified Environmental Impact Report and making findings pursuant to the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15162.

Planner Grunt gave a powerpoint presentation about the draft 2015-2023 Housing Element, and responded to questions from the Commission.

Three members of the public addressed the Commission about the Housing Element: one member of the public expressed support for a program to adopt zoning provisions to accommodate Junior Second Units (JSU); one member asked the Commission to recommend the Council review other options to provide affordable units that may not include fees; and one member of the public had questions about: 1) coordination of the Housing Element with the Water District (Staff: yes); 2) will the bill before the State to re-designate Novato rural vs. urban come before the City and will that affect the Housing Element; (Staff: uncertain outcome of the bill at this time; if the bill passes, the City may adjust zoning density accordingly; 3) with the bus station and train station coming would they change the City's RHNA in the future (Staff: uncertain how ABAG will apply RHNA in the future - very complex set of factors used, but in the past RHNA cycle transit factors resulted in a change of just 4 units of a total of 1,241 units for Novato) and 4) would the installation of a JSU have an impact on property tax (Staff: yes, as with any permitted building addition/remodel work, the Assessor's Office reviews the valuation of the permitted work and adjusts the property tax accordingly).

M/s Strauss/Tiernan, to recommend the draft 2015-2023 Housing Element, dated May 22, 2014, as proposed to the City Council. Ayes 5 (Jordan, Tiernan, Strauss, Wernick, Havel), Noes 0, Absent: 1 (Dawson)

M/s Strauss/Tiernan, the Commission recommends the City Council direct staff to prepare an evaluation of the City's existing Affordable Housing Requirements, Division 19.24 of the Zoning Ordinance, in an effort to identify greater flexibility or additional options [e.g. land dedication for affordable housing, alternative product type(s) for lower income households, off site construction of affordable units] to satisfy said Division of the Zoning Ordinance. Ayes: 5 (Havel, Jordan, Strauss, Tiernan, Wernick), Noes: 0, Absent: 1 (Dawson)

GENERAL BUSINESS:

ELECTION OF PLANNING COMMISSION VICE CHAIR

Planner Dunn informed the Commission that Gary Butler resigned from the Commission as he was appointed to the Board of Directors of the Novato Sanitary District. As Commissioner Butler was the Vice Chair, a new Vice Chair needs to be appointed.

M/s, Tiernan/Strauss, to appoint Dan Dawson as the Vice Chair. Ayes: 5 (Havel, Jordan, Strauss, Tiernan, Wernick), Noes: 0, Absent: 1 (Dawson).

UPCOMING AGENDAS AND QUORUMS: (STAFF)

A White Paper on Novato's water availability will be released for public review in a couple of weeks; this coming Saturday 9am-12pm at the Margaret Todd Senior Center is a public workshop on North North Redwood wherein a significant amount of information on traffic and circulation data/alternatives will be shared, a real-estate panel including Dr. Robert Eyler will be there to discuss existing and future market trends for Novato's office market, including an overview of the biotech industry in the North Bay, and an architect will attend to discuss how "best" to use the

SMART station; Monday June 9th will be a community presentation/results from the North Redwood Boulevard Streetscape Design charrette.

ADJOURNMENT:

Adjourned by the Chair at 9:26 p.m.