



THE CITY OF  
**NOVATO**  
CALIFORNIA

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Denise Athas  
Madeline Kellner  
Pat Eklund

City Manager  
Michael S. Frank

# Planning Commission Meeting

Location: Novato City Hall, 901 Sherman Avenue

October 20, 2014

## MINUTES

**Present:** Robert Jordan, Chair  
Dan Dawson, Vice Chair  
Curtis Havel  
Leslie Salazar  
Jay Strauss  
Susan Wernick

**Absent:** Peter Tiernan

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

### CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

The meeting was called to order.

### APPROVAL OF FINAL AGENDA:

M/s, Dawson/Strauss, Ayes 6 (Jordan, Dawson, Havel, Salazar, Strauss, Wernick),  
Noes 0, Absent: 1 (Tiernan) to approve the final agenda.

### PUBLIC COMMENT None

### CONSENT CALENDAR:

#### **1. APPROVAL OF PC MINUTES OF SEPTEMBER 22, 2014 (RJ, CH, JS, PT, SW)**

M/s, Strauss/Wernick. Ayes: 4 (Jordan, Havel, Strauss, Wernick), Noes: 0,  
Absent: 1 (Tiernan), Abstain (Dawson, Salazar) to approve the minutes of  
September 22, 2014.

### CONTINUED ITEMS: None

**NEW ITEMS:**

**2. CITY OF NOVATO HOUSING ELEMENT 2015 – 2023 (HG)**

**PART A: RESOLUTION RECOMMENDING TO CITY COUNCIL THAT THE DRAFT HOUSING ELEMENT, 2015-2023 IS IN KEEPING WITH THE SCOPE OF THE ENVIRONMENTAL ANALYSIS IN THE FINAL EIR PREPARED FOR THE CURRENT HOUSING ELEMENT, 2007-2014 AND THAT THE CITY COUNCIL FIND NO ADDITIONAL ENVIRONMENTAL REVIEW IS REQUIRED**

**PART B: RESOLUTION RECOMMENDING TO CITY COUNCIL THE DRAFT CITY OF NOVATO HOUSING ELEMENT, 2015-2023**

**The Planning Commission is requested to conduct a public hearing to consider and provide recommendations, by Resolution, to the City Council regarding the following:**

**Part A: Find that the draft City of Novato Housing Element, 2015-2023 includes policies and programs consistent with those contained in the current Housing Element, 2007-2014 and the analysis prepared in the corresponding Program Environmental Impact Report (EIR) certified by the City Council in November 2013 (FEIR) and recommends, based on findings pursuant to the California Environmental Quality Act (CEQA) Guidelines Sections 15168 and 15162, no additional environmental review is required.**

**Part B: Adoption of the Novato Housing Element 2015-2023, Chapter III of the Novato General Plan.**

Senior Planner Hans Grunt gave a power point presentation regarding the 2015-2023 draft Housing Element.

Commissioner Strauss asked if a Junior Accessory Dwelling Unit (JADU) would require a deed restriction be recorded against the property. Yes, and a deed restriction is required to be recorded for a junior accessory dwelling unit. For a JADU to be counted as a unit by the state Department of Housing and Community Development, an attached bathroom that is exclusive to the JADU must exist.

Commissioner Wernick inquired about the recently approved state legislation AB 1537 about sites adjacent to SMART stations, and the issue of density. There are two sites that are within the half-mile distance of the northern SMART station: 7506 Redwood Boulevard, and the Black John site, both of which retain the density range of 20-23 units per acre. Additionally, developers have expressed interest in building on three sites - 1787 Grant Avenue, Landing Court, and the Black John Road site - at the 20-23 units per acre designation.

When asked, staff responded that the City received \$800,000 in One Bay Area Grant (OBAG) funds.

Commissioner Dawson asked if other utility providers (water and sewer districts) are charging similar connection fees for junior accessory second units. These utility providers have indicated that if Junior Accessory Dwelling Units were approved by local jurisdictions, they would consider a modification to their connection fees.

Commission Jordan inquired about the Crime Free Multi Family Program. Community Development Director Brown indicated this program is going very well. Wyndover has been certified; 3-4 others have received certification, with 1-2 apartment communities about to receive certification as a Crime Free Multi Housing development. Staff will be bringing a Best Management Practices program for review by the Commission shortly.

One member of the public was in attendance, but did not speak.

**M/s, Dawson/Strauss for Part A, Ayes: 6 (Jordan, Dawson, Havel, Salazar, Strauss, Wernick),  
Noes: 0, Abstain: 1 (Tiernan)**

**M/s, Dawson/Strauss, for Part B: Ayes: 6 (Jordan, Dawson, Havel, Salazar, Strauss, Wernick),  
Noes: 0, Abstain: 1 (Tiernan)**

### **3. ELECTION OF PLANNING COMMISSION CHAIR AND VICE CHAIR (ED)**

**M/s, Strauss/Havel, for Dan Dawson as Chair: Ayes: 6 (Jordan, Dawson, Havel, Salazar, Strauss, Wernick), Noes: 0, Abstain: 1 (Tiernan).**

**M/s, Strauss/Havel, for Peter Tiernan as Vice Chair: Ayes: 6 (Jordan, Dawson, Havel, Salazar, Strauss, Wernick), Noes: 0, Abstain: 1 (Tiernan).**

### **GENERAL BUSINESS:**

Community Development Director Brown reminded the Commission about getting comments from the various subcommittees on the review of the General Plan. Staff will be bringing all of the policies and programs to the Commission, and highlighting those policies and programs where staff and Commission disagree on what policies and programs to keep, delete or modify.

Director Brown also provided an update on the North Redwood Boulevard design approach. The Council is split between wanting to “green up” the street, versus the having a “placemaking” opportunity. Staff met with a landscape architect to understand how these two design approaches could be combined. Before any detail design work begins, this final reconciled design will return to the City Council. A workshop for the Northwest Quad area will be in January/February 2015. With regards to the article on The Square shopping center, the City does not have an application for housing at this location. Given the layout and need to retain commercial space, it is expected that housing for independent seniors would be promoted, as there is a reduced parking ratio for senior housing.

### **UPCOMING AGENDAS AND QUORUMS: (STAFF)**

### **ADJOURNMENT:**

Adjourned by the Chair at 8:05 p.m.