

**Planning Commission Meeting**  
**Location: Novato City Hall, 901 Sherman Avenue\***  
**February 25, 2013 – 7:30 P.M.**  
**(No new items will be taken up after 11 p.m.)**

**PLANNING COMMISSION MEMBERS**

Chair: Elvera Berson Vice Chair: Robert Jordan,  
Gary Butler, Michael Walker, Dan Dawson,  
Jay Strauss, and Peter Tiernan

**AGENDA**

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

**APPROVAL OF FINAL AGENDA: (COMMISSIONERS)**

The Commission may consider agenda items out of the order in which they are listed.

Notice is also given that materials that are submitted to members of the Planning Commission after the agenda packet has been distributed are available for public inspection in the Community Development Department, located at 75 Rowland Way, Room #110, during normal business hours. Such materials shall also be made available on the City of Novato website at [www.novato.org](http://www.novato.org), when practical and provided that City staff is able to post those documents prior to the meeting. Also, when non-confidential written materials are distributed to members of the Planning Commission during a public meeting by staff or a member of the Planning Commission, a copy of the materials shall be made available to members of the public at that meeting.

**PUBLIC COMMENT: (CITIZENS)**

All members of the public wishing to address the Commission are requested to submit a speaker card in advance to the Meeting Recorder. This is also the appropriate time to speak on a Consent Calendar item. The Commission requests that anyone wishing to speak on an agenda item be recognized at the time the item is heard. There is a three-minute time limit per speaker.

**CONSENT CALENDAR: (COMMISSIONERS)**

All matters listed on the Consent Calendar are considered to be routine and will be acted on without discussion by a single action of the Commission. However, a Commission member may remove an item(s) from the Consent Calendar for Commission discussion and action.

1. APPROVAL OF MINUTES OF Nov 5, 2012 (EB,RJ,DD,MW,PT)
2. APPROVAL OF MINUTES OF Dec 17, 2012 (EB,RJ,GB,DD,MW,PT,JS)

**PUBLIC HEARINGS: (CITIZENS)**

Interested persons may speak on any of the below-noted CONTINUED or NEW ITEMS up to three minutes per individual; 20 minutes for applicant; 10 minutes per recognized group. Speakers are limited to one opportunity per item, so please be thorough and to the point. Prior to speaking please submit a speaker card to the Meeting Recorder.

**CONTINUED ITEMS:**

**NEW ITEM:**

3. McPhail’s Senior Care Facility (AL)

P2012-088; Design Review

APN: 153-220-16 & 19; 5440 Hanna Ranch Road

Conduct a public workshop on a proposal to develop a 117 unit senior care facility. The workshop is being held to give the Planning Commission an opportunity to provide guidance to the applicant and staff regarding the suitability of the proposal in concept. No final decision on the merits of the project will be made by the Commission. Located at the N/E intersection of US 101 and Highway 37.

**GENERAL BUSINESS:**

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

**ADJOURNMENT:**

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Information on the above application(s) is/are available at the City of Novato Community Development Department, 75 Rowland Way #110, Novato. All inquiries should be directed to the project Planner 9415) 899-8989, Monday through Thursday from 9 a.m. to 5 p.m. at the Community Development Department (mailing address: 75 Rowland Way, #200, Novato, CA 94945-5054). It is recommended that an appointment be made with the staff member, prior to visiting the City offices. Please note the City of Novato offices are closed every other Friday.

To appeal a final decision of the Planning Commission, a written letter of appeal and the required appeal fee must be filed with the Community Development Department within 10 calendar days of the decision. The appeal letter must specifically state the basis for the appeal. Additional information on the appeal process can be found in Division 19.54 of the Novato Municipal Code.

If anyone wishes to challenge a project in court, they may be limited to raising only those issues they or anyone else raised at the public hearing described in this agenda or in written correspondence delivered at the public hearing or to the City offices prior to the public hearing.

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AFFIDAVIT OF POSTING

I, Elizabeth Dunn certify that on February 20, 2013, I caused to be posted the agenda for the February 25, 2013, meeting of the Planning Commission of the City of Novato, California, on the City of Novato Community Services Board in the Police Department and on the city's website at [www.novato.org](http://www.novato.org).

s/Elizabeth Dunn