

**SPECIAL**

**Joint Planning Commission / Design Review Commission Meeting**

**Location: Novato City Hall, 901 Sherman Avenue\***

**November 20, 2013 – 7:00 P.M.**

**(No new items will be taken up after 11 p.m.)**

**PLANNING COMMISSION MEMBERS**

**Chair: Robert Jordan Vice Chair: Gary Butler**

**Dan Dawson, Jay Strauss,**

**Peter Tiernan and Michael Walker**

**DESIGN REVIEW COMMISSION MEMBERS**

**Chair: Michael Barber Vice Chair: Joseph Farrell**

**Patrick MacLeamy, Beth Radovanovich, Tom Telfer**

**Xiaofen Luo, Alternate Member**

**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 Design Review Commission after the agenda packet has been distributed are available for public inspection in the Community Development Department, located at 922 Machin Ave, 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 Design Review Commission during a public meeting by staff or a member of the Design Review 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 PLANNING COMMISSION MINUTES OF NOVEMBER 4, 2013 \(RJ,GB,DD,PT,MW\)](#)**

**[2. APPROVAL OF DESIGN REVIEW MINUTES OF NOVEMBER 6, 2013 \(MB,JF,BR\)](#)**

**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:**

**[3. SHELL GAS STATION REMODEL \(ED\)](#)  
**[P2013-017: DESIGN REVIEW/USE PERMIT](#)  
**[APN 132-183-12; 2085 NOVATO BLVD.](#)******

Conduct a public hearing to consider the final elevations drawings and colors and materials to an existing and remodeled gas station and convenience market property. It has been determined that the project is exempt from CEQA pursuant to Section 15302, Replacement or Reconstruction.

**NEW ITEMS:**

**[4. Consider making a recommendation to the City Council on land use and design concepts for the North Redwood Boulevard Area \(BB\)](#)**

**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, 922 Machin Ave, Novato. All inquiries should be directed to the project Planner (415) 899-8989, Monday through Thursday from 9 a.m. to 5 p.m. at the Community Development Department (mailing address: 922 Machin Ave, Novato, CA 94945). 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 Design Review 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, Alan Lazure certify that on November 14, 2013, I caused to be posted the agenda for the November 20, 2013, meeting of the Joint Planning Commission/Design Review 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/Alan Lazure**