



**CITY OF NOVATO**  
**CALIFORNIA**

**PLANNING COMMISSION**

**Meeting Minutes**

**Monday, September 12, 2022 – 7:00 pm**

**A. CALL TO ORDER AND ROLL CALL**

**Commission Present:** Chair Peter Tiernan, Vice Chair Lia Heath, Commissioner Bill Crockett, Commissioner Dan Dawson, Commissioner Justin Derby, Commissioner Ron Gerber, and Commissioner Curtis Havel

**Commission Absent:** None.

**Staff Present:** Planning Manager Steve Marshall and Senior Planner Kaitlin Zitelli

**B. APPROVAL OF FINAL AGENDA**

**COMMISSION ACTION:** Upon motion by Commissioner Derby and seconded by Commissioner Gerber, the Planning Commission voted 7-0-0-0 via roll call to approve the final agenda.

**AYES:** Commissioners Crockett, Dawson, Derby, Gerber, Havel, Heath, and Tiernan

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

**C. PUBLIC COMMENT**

NONE

**D. CONSENT ITEM**

NONE

**E. UNFINISHED AND OTHER BUSINESS**

NONE

**F. PUBLIC HEARING**

**NONE**

**G. GENERAL BUSINESS**

**G.1. ANNUAL PROGRESS REPORT FOR THE NOVATO GENERAL PLAN 2035 FOR CALENDAR YEAR 2021**

Receive the 2021 Novato General Plan Annual Progress Report and recommend the City Council submit the Report for filing with the Governor’s Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

Senior Planner Zitelli presented the staff report covering notable project and policy accomplishments completed in 2021 and noting the current status of several items carrying over to 2022.

Commissioner Tiernan inquired about the status of a policy addressed to modifying Novato’s ridgeline ordinance.

Planning Manager Marshall indicated the effort had not yet started, but was listed in General Plan 2035 as a short time frame item, indicating completion within 5-years of adoption of the General Plan.

There were no further questions or comments.

The public comment period was opened.

There were no persons wishing to address the Planning Commission.

The public comment period was closed.

**COMMISSION ACTION:** Upon motion by Commissioner Havel and seconded by Commissioner Crockett, the Planning Commission voted 7-0-0-0 via roll call to accept the General Plan Progress Report for 2021 and direct staff to forward the Report to the City Council.

**AYES:** Commissioners Crockett, Dawson, Derby, Gerber, Havel, Heath, and Tiernan

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**Motion carried.**

**H. COMMITTEE AND LIAISON REPORTS**

**NONE**

**I. ADJOURNMENT**

The Planning Commission adjourned the meeting at 7:15 PM

**I HEREBY CERTIFY that the foregoing minutes were duly adopted at the Planning Commission meeting of October 10, 2022.**

**/Steve Marshall/**

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**Steve Marshall, Planning Manager**