

The special meeting of the San Anselmo Planning Commission was called to order at 8:00 p.m. on July 26, 1982, by Chairman Hayes in the Town Hall Council Chamber. George Davison and T. J. Robbins present.

1. ROLL CALL

Commissioners Present: Bergeson, Harle, Hayes, Peterson, Signorelli
Commissioners Absent: Gaidano, McPeak

2. Density Ordinance Workshop - Referred by Town Council (June 22, 1982) for Planning Commission Action.

Chairman Hayes distributed an agenda prepared by himself, and including ideas proposed by Commissioner Peterson.

Council Changes/Modifications to Commission's Proposal: It was noted that the Council directed the Commission to first take into account the hillside lands; the question of outside professional help is to be held in abeyance; and the old density ordinance is laid to rest, however, the data is to be used during these discussions.

Council Liaison: Councilmember Ollinger suggested he be a working (but not voting) member in the discussions.

Budget Limitations: The Commission was advised there is no budget. Commissioner Bergeson introduced Jeff Boyer, who has volunteered to help with any data gathering during this summer. Commissioner Signorelli also volunteered to update maps, etc.

Meetings: Councilmember Ollinger advised that under the Brown Act, the Commissioners can get together and discuss issues, but not make decisions, without a public hearing. It was suggested there be workshops, without public input, for discussions. Commissioner Peterson suggested that whenever anything is to be in writing that there be a public hearing. He also suggested a binder be placed in the library containing all the data the Commission receives. Peter Fraser, 100 Oak Knoll Drive, said that at the Citizens' Committee meetings there was a specific time period for public input and then the discussions were strictly among the committee members. He also said that future items of discussion had to be put in writing prior to putting on the agenda.

M/S Peterson, Signorelli, to have workshops twice a month to discuss the density ordinance, and in cooperating with staff will take our own notes. On rare occasions there may be a public hearing on the density ordinance at a regular meeting, and it will be taken up under 'Old Business' and every attempt will be made to limit Commission and public discussion to 20 minutes.

M/S Peterson, Signorelli, to hold workshops twice a month and, in cooperation with staff, the Commissioners will take their own minutes. When there are public hearings, they may be on the agenda of a regular meeting (on rare occasions) and will be taken up under 'Old Business'. Every attempt will be made at those hearings to limit discussion to 20 minutes.

Motion passed unanimously.

"Docket" at Library and Distribution of Materials: Commissioner Peterson suggested a three-ring binder for each Commissioner and one for the Library. As data is distributed, it would be marked by staff to go in a certain section of the binder. Some of the Commissioners felt this might be a lot of work to set up, but asked Commissioner Peterson to come up with a proposal for the next meeting. Chairman Hayes advised data should always be turned in to the Planning Department at least the Thursday before the Monday meetings for distribution. Mr. Davison suggested the use of an accordion file in the Police lobby, as it worked well for the Citizens' Committee, as a means to distribute information to the public. Councilmember Ollinger suggested noticing workshops and public hearings of the Density Ordinance at the bottom of the agendas, i.e., "The next Density Ordinance Workshop will be held on . . ." Bill Cordingley, 10 Elkhorn Way, said it is important for interested citizens to get data, but he feels they should pay.

Need For Schedule/"Mileposts": Chairman Hayes said he will look into.

Use of Volunteers: Commissioner Peterson suggested an amateur photographer would be useful to shoot maybe ten slides of each property. Mr. Davison also suggested a volunteer familiar with graphics. Mr. Davison said Isabel Auerbach of S.A.V.E. should be contacted. Commissioner Peterson will write up a list of needed volunteers for the next meeting.

Maps: It was suggested that vacant school sites be included in the map showing the subject parcels and that the map be updated to delete lands already in the planning stage. Councilmember Ollinger feels the focus should be on the hillside lands first. Commissioner Signorelli volunteered to update the map. Commissioner Peterson suggested superimposing the open space map on the map indicating subject parcels. He also asked that the open space map include lands owned in fee by the Town. Commissioner Bergeson will take care of this for the next meeting.

Density Ordinance Material: Chairman Hayes will ask Commissioner McPeak to contact Carl Baumsteiger and Peter Fraser as they should have all the information.

Mailing List of Property Owners: Commissioner Signorelli volunteered.

Neighborhood Contacts: Commissioner Harle volunteered to come up with some ideas for neighborhood divisions.

Chairman Hayes recapped the individual tasks for the next meeting on August 9, 1982:

Peterson: File organization; data distribution
Develop list of needed volunteers

Hayes: Schedule/Mileposts
Contact McPeak

Signorelli: Draft introduction letter to property owners
Talk to Davison about updating map

Bergeson: Include County open space issues and Town ownership fees on open space map

McPeak: Gather old Density Ordinance material

Harle: Neighborhood division and contact points

Existing Problems with Public Services: Councilmember Ollinger noted it would not take long to sit down with Mr. Davison to review.

Traffic Access: It was suggested the traffic studies in the EIR's recently prepared could be useful.

Topography/Slope: Mr. Davison said O'Rourke's map is useful, but there is only one copy. Chairman Hayes requested that it be displayed at the workshops. Commissioner Peterson suggested Mr. Boyer become familiar with the objective considerations, i.e., acreage, elevation, etc.

Mr. Fraser suggested there be a time limit to the workshops. It was agreed the meetings should adjourn between 10:00 p.m. and 11:00 p.m.

Referring to his memo of July 20, 1982, listing subjective and objective considerations, Commissioner Peterson asked that the following be added: "Overall Planning Considerations" -
1. General Plan - build-out numbers, tables; 2. ABAG numbers;
3. The six parcels named in the Housing Element for possible development - whether HCD plans to review or not.

Commissioner Peterson suggested that a questionnaire to owners of subject parcels be drafted. Councilmember Ollinger said it might be better for the Chairman to draft a letter simply saying the Commission is beginning discussions, rather than start with a questionnaire.

There were no further comments from the audience. This item was continued to the special meeting on August 9, 1982.

3. DISCUSSION

Commissioner Signorelli said he was in error when voting for approval of Z-210 for Jamsheed Jamsheed (July 19, 1982) as he had thought he was voting to approve the project as petitioned by the neighbors, which deleted Site No. 6 (one of five proposed sites).

Mr. Davison advised that the item is on the July 27, 1982, Town Council agenda.

4. ADJOURNMENT

The special meeting of the San Anselmo Planning Commission was adjourned at 10:50 p.m. to the regular meeting on August 2, 1982.

Lisa Burclin

LISA BURGLIN
PLANNING ASSISTANT