



**Planning Commission
Regular Meeting**

**Tuesday, February 13, 2024, 7:00 P.M.
Minutes**

Participate In-Person:

**San Rafael City Council Chambers
1400 Fifth Avenue, San Rafael, CA 94901
or**

Participate Virtually:

Watch on Webinar: <https://tinyurl.com/PlanningCommission23>

Watch on YouTube: <http://www.youtube.com/cityofsanrafael>

Telephone: 1 (669) 444-9171

Meeting ID: 840 9897 7308#

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CALL TO ORDER

Chair Saude called the meeting to order at 7:01 PM. He then invited Community Development Director Alicia Giudice to call roll.

RECORDING OF MEMBERS PRESENT AND ABSENT

PRESENT: SAMINA SAUDE, CHAIR
JON HAVEMAN, VICE-CHAIR
JON PREVITALI, COMMISSIONER
JILL RODBY, COMMISSIONER
SHINGAI SAMUDZI, COMMISSIONER
ALDO MERCADO, COMMISSIONER

ABSENT N/A

ALSO PRESENT: CRISTINE ALILOVICH, CITY MANAGER
MICAH HINKEL, COMMUNITY & ECONOMIC DEVELOPMENT
DIRECTOR
LAURA SIMPSON, INTERIM COMMUNITY & ECONOMIC
DEVELOPMENT DIRECTOR
MARGARET KAVANAUGH-LYNCH, PLANNING MANAGER
APRIL TALLEY, PROJECT MANAGER
MARY WAGNER, LEGAL COUNSEL
HEATHER HINES, PLANNING CONSULTANT

APPROVAL OR REVISION OF ORDER OF AGENDA ITEMS

Chair Saude asked if there are any changes to the order of the agenda. The Director's report was moved to the top of the agenda. No further revision to the agenda was requested.

Motion carried: 6 -0.

DIRECTOR'S REPORT

City Manager, Cristine Alilovich, reported on the following items:

1. Introduction of new city staff working on the Northgate Project:
 - Laura Simpson, Interim Community Development Director.
 - Heather Hines, (Consultant) Principal Planner.
 - Margaret Kavanaugh-Lynch, Planning Manager.
 - Mary Wagner, Legal Counsel with Burke, Williams, and Sorenson.
 - April Talley, Project Manager.
 - Micah Hinkel, Community Economic Development Director (New Appointment).

No further items were reported.

PUBLIC NOTIFICATION OF MEETING PROCEDURES

Chair Saude stated that public comment will be limited to three minutes to provide testimony on non-agendized items.

ORAL COMMUNICATIONS FROM THE PUBLIC

Chair Saude stated that public comment will be limited to three minutes to provide testimony on non-agendized items. Invited members of the audience to step forward to the dais to address the Commission.

Public Commentors:

Steve Harris, Field Representative for NorCal Carpenters Union Local 35 – Marin County, provided testimony on supporting a “living wage” for Marin County residents.

Angela Adams, NorCal Carpenters Union Local 751, provided testimony requesting support of medical benefits and living wages for trade workers.

There were no further comments from community members.

CONSENT CALENDAR

1. Approval of the Planning Commission Meeting Minutes of October 10, 2023

Recommended Action – *Approve minutes as submitted.*

2. Review and Acceptance of the General Plan Annual Progress Report and Housing Element for 2023. – *Accept as submitted.*

Chair Saude invited public comment and there was none.

Chair Saude requested a motion to proceed with a vote.

Commissioner Haveman motioned to approve the two items on the consent calendar.

Commissioner Mercado seconded and affirmed the motion to approve the two items.

Chair Saude then invited Margaret Kavanaugh-Lynch, Planning Manager, to take roll:

AYES:	Commissioners Haveman, Mercado, Previtali, Rodby, Samudzi, and Chair Saude.
NOES:	None
ABSENT:	None
ABSTAIN:	None

Motion carried 6-0

ACTION ITEMS

3. Accept Comments on the Draft Environmental Impact Report (DEIR) For Northgate Town Square Project.

To accept public comments on the draft EIR for 5800 Northgate Drive “Northgate Town Square Project”.

Recommended action: (1) Convene a public hearing to accept comments on the draft EIR. (2) Direct staff to prepare a Final Environmental Impact Report (FEIR), inclusive of a comprehensive Response to Comments, and any necessary revision to the DEIR.

Chair Saude stated that public comment will be limited to two minutes to provide testimony on the DEIR. The chair included a statement that if your comment has already been stated to summarize with an affirming “I agree” statement.

Chair Saude invited Staff to provide a presentation for the project.

Margaret Kavanaugh-Lynch, Planning Manager, informed the Commission that the project will be presented in two-parts:

Heather Hines, Planning Consultant, provided the first part of the presentation which consisted of the project scope.

Margaret Kavanaugh-Lynch, Planning Manager, presented the second part of the which consisted of the Draft EIR findings to the Commission.

The Planning Commissioners presented questions to staff.

Staff provided responses.

Chair Saude opened the public hearing.

A total of twenty-two public speakers provided comments to the DEIR.

Chair Saude closed the public hearing.

Chair Saude turned it over to the Commissioners for comments or discussion.

Commissioner Samudzi provided clarification on the purpose of the public hearing.

Commissioner Mercado provided comments on the methodology of the baseline assessment of the project.

Commissioner Previtali provided comments on the use of union of labor and hours of construction.

Commissioner Haveman provided comments on the data use to assess the project.

Commission Rodby provided general comments.

Chair Saude provided comments related to parks, public recreation facilities, greenhouse gas, retail amenities, and responses to SMART.

Chair Saude requested a motion to (1) to accept the public comments on the DEIR. (2) Direct staff to prepare a Final Environmental Impact Report (FEIR), inclusive of a comprehensive Response to Comments, and any necessary revision to the DEIR.

Commissioner Mercado moved and Commissioner Samudzi seconded a motion to approve the action items.

Chair Saude invited Margaret Kavanaugh-Lynch, Planning Manager to take roll:

AYES: Commissioners Mercado, Previtali, Rodby, Samudzi, Vice Chair Haveman, and Chair Saude

NOES: None

ABSENT: None

ABSTAIN: None

Motion carried 6-0

COMMISSION COMMUNICATION

Chair Saude asked the Commissioners if they had any communication to report. The Commissioners did not have items to report.

ADJOURNMENT

There being no further business, Vice Chair Haveman adjourned the meeting at 9:15 PM.

Margaret Kavanaugh-Lynch

Margaret Kavanaugh-Lynch, Planning Manager






DRAFT PC Minutes_2024-13-02

Final Audit Report

2025-06-23

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