



**Planning Commission
Regular Meeting**

**Tuesday, March 12, 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/Planning-Commission-24>

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

Telephone: 1 (669) 444-9171

Meeting ID: 840 9897 7308#

One Tap Mobile: US: +16694449171, 84098977308#

CALL TO ORDER

Chair Haveman called the meeting to order at 7:20 PM. He then invited Planning Manager Margaret Kavanaugh-Lynch to call roll.

RECORDING OF MEMBERS PRESENT AND ABSENT

PRESENT: SHINGAI SAMUDZI, COMMISSIONER
SAMINA SAUDE, COMMISSIONER
JILL ROBBY, COMMISSIONER
JON HAVEMAN, CHAIR

ABSENT JON PREVITALI, COMMISSIONER
ALDO MERCADO, COMMISSIONER

ALSO PRESENT: MARGARET KAVANAUGH-LYNCH, PLANNING MANAGER
LAURA SIMPSON, INTERIM PLANNING & COMMUNITY
DEVELOPMENT SERVICES DIRECTOR

APPROVAL OR REVISION OF ORDER OF AGENDA ITEMS

Chair Haveman asked if there are any changes to the order of the Agenda.

No changes were made to the order of the Agenda.

Chair Haveman requested a motion to adopt the Agenda as presented.

Commissioner Samudzi made a motion to adopt the Agenda.

Commissioner Saude seconded motion.

Chair Haveman requested the Planning Manager to take roll:

AYES: Commissioners Samudzi, Rodby, Saude, and Chair Haveman

NOES: None

ABSENT: Commissioners Previtali, Mercado

ABSTAIN: None

Motion carried 4-0

PUBLIC NOTIFICATION OF MEETING PROCEDURES

The Planning Manager stated that members of the public may provide comments with a time limit set by the Planning Commission and continued to provide directions on how to provide public comments and to participate in the meeting.

ORAL COMMUNICATIONS FROM THE PUBLIC

Chair Haveman provided instructions to members of the public who wanted to share remarks on topic(s) not on the agenda with Planning Commission. Chair Haveman set the time limit for three minutes per person.

No speakers provided public testimony.

CONSENT CALENDAR

1. No items on the consent calendar.

ACTION ITEMS

- 1. Appeal of the Zoning Administrator Decision to Approve a Conditional Use Permit and Minor Design Review to install a Freestanding Wireless Facility at 999 Old Lucas Valley Road.**

Project Planner: Margaret Kavanaugh-Lynch, Planning Manager

Recommended action: (1) Convene a public hearing on the Appeal of the decision of the Acting Zoning Administrator. (2) Discuss the Staff report, testimony and ask questions of the Staff, Appellant and Applicant, as needed. (3) Approve the Resolution denying the appeal and affirming the decision of the Acting Zoning Administrator to approve the project.

Chair Haveman provided instructions on the order of presenters and speakers on the item.

The Planning Manager provided a presentation of the staff report including a overview of each point in the appeal and staff responses to each point, as described in the report.

Chair Haveman asked the members of the Planning Commission if they had questions for the staff.

Chair Haveman then invited the Appellants to provide a presentation to the Planning Commission.

The Appellants - Representatives of Mont Marin/San Rafael Park Neighborhood Association including John Rojas, Craig Tackabery, Nicole Love, Paulette McDevitt, and Nancy D. provided a presentation to the Planning Commission.

Chair Haveman asked the members of the Planning Commission if they had questions for the Appellants.

Chair Haveman then invited the Applicant to provide a presentation to the Planning Commission.

The Applicant - Kevin Gallagher of Complete Wireless, provided a presentation to the Planning Commission.

Chair Haveman asked the members of the Planning Commission if they had questions for the Applicant.

Commissioner Rodby, Commissioner Saude, and Chair Haveman provided comments and questions to the Applicant.

Chair Haveman opened the public hearing.

No public comments were provided.

Chair Haveman closed the public hearing and returned the discussion to the Planning Commission.

Commissioner Rodby provided comments.

Commissioner Saude provided comments.

Commissioner Samudzi provided comments.

Chair Haveman provided closing comments and requested a motion.

Commissioner Rodby provided a motion to uphold the Zoning Administrator decision and deny the Appeal.

Commissioner Samudzi seconded the motion.

Chair Haveman instructed the Planning Manager to take roll:

AYES: Commissioners Samudzi, Rodby, Saude, and Chair Haveman

NOES: None

ABSENT: Commissioners Previtali, Mercado

ABSTAIN: None

Motion carried 4-0

The Planning Manager provided instruction on how to file an Appeal of this action item to the City Council.

DIRECTOR'S REPORT

Community and Economic Development Director Micah Hinkle reported on the following items:

1. No Director's report.

COMMISSION COMMUNICATION

No Commission communication was provided.

ADJOURNMENT

There being no further business, Chair Haveman adjourned the meeting at 8:40 PM.

Jose M. Herrera-Preza, Principal Planner