



**Planning Commission  
Regular Meeting**

**Tuesday, November 15, 2022, 7:00 P.M.  
AGENDA**

**In-Person:**

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

**Participate Virtually:**

**Watch on Webinar: <https://tinyurl.com/pc-2022-11-15>  
Watch on YouTube: <http://www.youtube.com/cityofsanrafael>  
Telephone: 1 (669) 444-9171  
Meeting ID: 897 4566 6511#  
One Tap Mobile: US: +16694449171,89745666511#**

**CALL TO ORDER**

Vice-Chair Saude called meeting to order at 7:00 PM. She then invited Planning Manager Leslie Mendez to call roll.

**RECORDING OF MEMBERS PRESENT AND ABSENT**

**PRESENT:** CAMILLE HARRIS, COMMISSIONER (Virtual)  
JON HAVEMAN, COMMISSIONER (In-person)  
ALDO MERCADO, COMMISSIONER (Virtual)  
SHINGAI SAMUDZI, COMMISSIONER (Virtual)  
SAMINA SAUDE, VICE-CHAIR (In-person)

**ABSENT** KELLY SHALK, COMMISSIONER  
JON PREVITALI, CHAIR

**ALSO PRESENT:** LESLIE MENDEZ, PLANNING MANAGER (In-person)  
ALI GIUDICE, COMMUNITY DEVELOPMENT DIRECTOR(In-person)  
JAYNI ALLSEP, CONTRACT PLANNER (In-person)  
ALEXIS CAPTANIAN, HOUSING PROGRAM ANALYST (In-person)  
BARRY MILLER, CONSULTANT (In-person)  
LIZ DARBY, CONSULTANT (In-person)

**APPROVAL OR REVISION OF ORDER OF AGENDA ITEMS**

No changes were made to the order of the agenda.

**PUBLIC NOTIFICATION OF MEETING PROCEDURES**

Vice-Chair Saude invited Planning Manager Leslie Mendez, who informed the community the meeting is being streamed live to YouTube and members of the public could provide public comment either on the telephone, through Zoom, or in person. She explained the process for community participation in-person, on the telephone and Zoom.

## ORAL COMMUNICATIONS FROM THE PUBLIC

There was no communication from community members.

## CONSENT CALENDAR

### 1. Approval of the Planning Commission Meeting Minutes of September 13th, 2022

Vice-Chair Saude invited public comment and there was none.

Commissioner Haveman moved, and Commissioner Mercado seconded to approve the Consent Calendar.

Vice-Chair Saude then invited Planning Manager Leslie Mendez to take roll:

AYES: Commissioners Harris, Haveman, Mercado, Samudzi, and Vice-Chair Saude.

NOES: None

ABSENT: Commissioner Shalk and Chair Previtali

ABSTAIN: None

Motion carried 5 – 0

## ACTION ITEMS

### 2. Aldersly Retirement Community Phased Development, 326 and 308 Mission Avenue.

PLAN21-041, ZC20-001, UP20-022, ED 20-051

State Clearinghouse #2021110398

Recommendations to City Council for Certification of Environmental Impact Report (EIR), Planned Development (PD) Zoning Amendment, Master Use Permit, and Environmental and Design Review Permit for Aldersly Retirement Community Project;

**Project Planner:** Jayni Allsep, Contract Planner, [jayni.allsep@cityofsanrafael.org](mailto:jayni.allsep@cityofsanrafael.org)

Vice-Chair Saude invited Staff to present the project. Community Development Director, Ali Giudice provided an introduction.

Commissioner Samudzi stated he lived within 500 feet of the subject property and recused himself from the hearing.

Contract Planner, Jayni Allsep, presented the Staff Report.

Applicant team, Peter Shakow, Board President of the Aldersly Retirement Community, Sue Em, Architect, Shannon Brown, Executive Director, Linda Jackson, Planning Consultant, presented Adersly Master Plan.

Vice-Chair Saude asked for questions from the Planning Commission. Staff responded and Applicant team responded.

Vice-Chair Saude opened public hearing and asked Staff to open public comment. Staff did so and reviewed the procedures on public comment via zoom, telephone, and in person.

Seven public comments were provided and heard by the Commission and Staff.

There being no further public commentary, Vice-Chair Saude closed the public hearing portion and requested responses from Staff to the questions raised in public comment.

Vice-Chair Saude then asked, in turn, for final comments from Commissioners. Commissioners provided final comments.

Commissioner Mercado moved with modifications, and Commissioner Haveman seconded to approve the Consent Calendar.

Vice-Chair Saude then invited Planning Manager Leslie Mendez to take roll:

AYES: Commissioners Harris, Haveman, Mercado, and Vice-Chair Saude.

NOES: None

ABSENT: Commissioner Shalk and Chair Previtali

ABSTAIN: Commissioner Samudzi

Motion carried 4 – 0

### **3. Public Meeting on the San Rafael 2023-2031 HCD Draft Housing Element**

GPA22-002 & P21-006

Presentation on the Draft 2023-2031 Housing Element. An opportunity for Planning Commission and public comment will be provided. The Planning Commission is being asked to recommend that the City Council approve submittal of this Draft to the State Department of Housing and Community Development (HCD) for review.

**Project Planner:** Ali Giudice, CDD Director (415) 485-3092, and, Barry Miller, Consultant

Liz Darby, Consultant

Alexis Captanian, Housing Programs Analyst

**Recommended Action** – *Make recommendation that the City Council approve submittal of the Working Draft Housing Element to the State Department of Housing and Community Development for their initial 90-day review.*

Commissioner Samudzi rejoined the virtual chambers.

Vice-Chair Saude invited Staff to present the project. Community Development Director, Ali Giudice, Barry Miller, Liz Darby, and Alexis Captanian presented the Staff Report.

Vice-Chair Saude asked for questions from the Planning Commission. Staff responded.

Vice-Chair Saude opened public hearing and asked Staff to open public comment. Staff did so and reviewed the procedures on public comment via zoom, telephone, and in person.

Three public comments were provided and heard by the Commission and Staff.

There being no further public commentary, Vice-Chair Saude closed the public hearing portion and requested responses from Staff to the questions raised in public comment.

Commissioner Samudzi lost internet connection during the public comment.

Vice-Chair Saude then asked, in turn, for final comments from Commissioners. Commissioners provided final comments, and Vice-Chair Saude subsequently called for a motion.

Commissioner Haveman moved to approve the proposed staff recommendation, and Commissioner Harris seconded.

Vice-Chair Saude invited Planning Manager Leslie Mendez to take roll:

AYES: Commissioners Mercado, Harris, Haveman and Vice-Chair Saude

NOES: None

ABSENT: Commissioner Shalk, Chair Previtali, Commissioner Samudzi

ABSTAIN: None

Motion carried 4 – 0

### **DIRECTOR'S REPORT**

Planning Manager reported on the following items:

- Both Aldersly and the Draft Housing Element are scheduled for City Council for December 5<sup>th</sup>.
- City-wide master fee schedule is going before Council on December 19<sup>th</sup>.
- Northgate Study session in two weeks at Planning Commission November 29<sup>th</sup>.

### **COMMISSION COMMUNICATION**

Vice-Chair Saude requested a report on the changes to the Planning Commission by City Council.

### **ADJOURNMENT**

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

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LESLIE MENDEZ, Planning Manager

APPROVED BY PLANNING COMMISSION ON \_\_\_\_\_, 2022