



**Planning Commission  
Regular Meeting**

**Tuesday, February 28, 2023, 7:00 P.M.  
AGENDA**

**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: 815 0028 1975#**

**One Tap Mobile: US: +16694449171,, 81500281975#**

**CALL TO ORDER**

Chair Saudi 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:** JON PREVITALI, COMMISSIONER (Virtual)  
SHINGAI SAMUDZI, COMMISSIONER (In-person)  
KELLY SHALK, COMMISSIONER (In-person)  
JON HAVEMAN, VICE-CHAIR (In-person)  
SAMINA SAUDE, CHAIR (In-person)

**ABSENT** ALDO MERCADO, COMMISSIONER

**ALSO PRESENT:** LESLIE MENDEZ, PLANNING MANAGER (In-person)  
MONICA LY, SENIOR PLANNER (In-person)  
ALEXIS CAPTANIAN, HOUSING ANALYST  
ALI GUIDICE, COMMUNITY DEVELOPMENT DIRECTOR  
CHRIS HESS, ASSISTANT DIRECTOR

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

No changes were made to the order of the agenda.

**PUBLIC NOTIFICATION OF MEETING PROCEDURES**

Chair Saude invited Planning Manager Leslie Mendez, who informed the community the meeting is streamed live to YouTube and members of the public can 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 January 24, 2023

**Recommended Action** – Approve minutes as submitted.

Chair Saude invited public comment and there was none.

Vice-Chair Haveman moved, and Commissioner Samudzi seconded to approve both the Consent Calendar.

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

AYES: Commissioner Previtali, Samudzi, Shalk, Vice-Chair Haveman, and Chair Saude.

NOES: None

ABSENT: Commissioner Mercado.

ABSTAIN: None

Motion carried 5 – 0

## ACTION ITEMS

### 2. Annual Progress Report for General Plan and Housing Element (RHNA)

P23-001

Presentation of the Annual Progress Report (APR) on the status of policies and programs identified in the City's General Plan and the City's progress toward meeting its share of the Regional Housing Need Allocation (RHNA) issued by the Association of Bay Area Governments (ABAG)

Project Planner: Monica Ly [Monica.Ly@cityofsanrafael.org](mailto:Monica.Ly@cityofsanrafael.org) and Alexis Captanian [Alexis.Captanian@cityofsanrafael.org](mailto:Alexis.Captanian@cityofsanrafael.org)

**Recommended Action** – Accept the General Plan Annual Progress Report and the Housing Element Annual Progress Report for 2022 and direct staff to present the reports to City Council.

Chair Saude invited Staff to present the annual Progress Report for General Plan and Housing Element.

Planning Manager, Leslie Mendez presented the presenter Monica Ly along with other staff members being Alexis Captanian, Alicia Giudice, and Chris Hess.

Chair Saude invited public comment and there were two comments, staff responded.

Chair Saude asked for questions from the Planning Commission and staff responded.

Commissioner Samudzi moved, and Commissioner Previtali seconded to accept the General Plan Annual Progress Report and the Housing Element Annual Progress Report for 2022 and direct staff to present to City Council.

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

AYES: Commissioner Previtali, Samudzi, Shalk, Vice-Chair Haveman, and Chair Saude.

NOES: None

ABSENT: Commissioner Mercado

ABSTAIN: None

Motion carried 5 – 0

#### DIRECTOR'S REPORT

Planning Manager reported on the following items:

1. Last day of COVID Emergency, last day of Virtual attendance for the Board.
2. March 7<sup>th</sup>, 2023 meeting is cancelled next meeting will be held on the 28<sup>th</sup> of March.
3. The upcoming Design Review Board is focusing on 1515 Fourth street and Wildcare facility renovation.

#### COMMISSION COMMUNICATION

Chair Saude asked if any members have any communication and allowed opportunity to provide comments.

#### ADJOURNMENT

There being no further business, Acting Chair Saude adjourned the meeting at 8:07 PM.



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LESLIE MENDEZ, Planning Manager

APPROVED BY PLANNING COMMISSION ON March 28, 2023