



**Planning Commission  
Regular Meeting**

**Tuesday, July 11, 2023, 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: 815 0028 1975#**

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

**CALL TO ORDER**

Chair Saude called meeting to order at 7:00 PM. She then invited Senior Planner Jeff Ballantine to call roll.

**RECORDING OF MEMBERS PRESENT AND ABSENT**

**PRESENT:** JILL RODBY, COMMISSIONER  
KELLY SHALK, COMMISSIONER  
JON HAVEMAN, VICE-CHAIR  
SAMINA SAUDE, CHAIR

**ABSENT** ALDO MERCADO, COMMISSIONER  
JON PREVITALI, COMMISSIONER  
SHINGAI SAMUDZI, COMMISSIONER

**ALSO PRESENT:** JEFF BALLANTINE, SENIOR PLANNER

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

Chair Saude moved on to the order of the agenda, she asked if there are any changes.

No changes were made to the order of the agenda.

**PUBLIC NOTIFICATION OF MEETING PROCEDURES**

Chair Saude asked Senior Planner Jeff Ballantine to address how public comment will work this evening. She mentioned that public comment will be limited to three minutes.

Senior Planner Jeff Ballantine informed the community that the in-person meeting would also be recorded and streamed live to YouTube and through Zoom, and members of the public could provide public comment either on the telephone or through Zoom. he explained the process for the community participating through Zoom and in-person.

Chair Saude describes the meeting procedures for the night.

## ORAL COMMUNICATIONS FROM THE PUBLIC

Chair Saude next allowed time for those who have urgent communication on a topic not on the agenda, to address the Commission at this time.

Jeff Ballantine invited the public to give comments on items not on the agenda. He then provided reminders of how to give public comments for both in person, zoom, or by phone.

There was no comment from community members.

## CONSENT CALENDAR

### 1. **Approval of the Planning Commission Meeting Minutes of April 25, 2023** ***Recommended Action*** – *Approve minutes as submitted.*

Chair Saude invited public comment and there was none.

Chair Saude moved, and Vice Chair Haveman seconded to approve the meeting minutes of April 25, 2023.

Chair Saude then invited Senior Planner Jeff Ballantine to take roll:

AYES: Commissioners Rodby, Shalk, Vice Chair Haveman, Chair Saudi  
NOES: None  
ABSENT: Commissioners Mercado, Previtali, Samudzi  
ABSTAIN: None

Motion carried 4-0

## ACTION ITEMS

### 2. **76 Albert Park Lane – Wildcare**

Request for an Environmental and Design Review Permit for proposed replacement of existing Wildcare wildlife hospital and educational facilities with a new attached three-story animal hospital and office building and relocating and restoring the historic Terwilliger Building on site and requests for a Variance and an Exception for proposed fencing; APN: 013-061-54; Multi-Family Zoning District (HR1.5); PLAN22-127, ED22-040, V22-001, EX23-004

**Recommended Action** – approval of the Environmental and Design Review Permit, Variance, and Exception applications subject to conditions of approval in the Draft Resolution

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

Senior Planner Jeff Ballantine provided a presentation for the project.

Chair Saude asked for questions from the Commissioners, and to save comments and discussion until after the public hearing.

The Planning Commissioners presented questions to staff. Staff responded.

Chair Saude invited the applicant team to provide a presentation for the project. The applicant team provided a presentation for the project.

Chair Saude asked for Jeff Ballantine to open the public hearing.

Jeff Ballantine provided instructions once more on how to provide public comment for those who are watching and or present.

No public comment was provided.

Chair Saude closed the public hearing and allowed staff to answer questions that were raised by the public.

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

Vice Chair Haveman moved and Commissioner Shalk seconded a motion to approve the draft resolution for the project.

Chair Saude then invited Senior Planner Jeff Ballantine to take roll:

AYES: Commissioners Rodby, Shalk, Vice Chair Haveman, Chair Saudi  
NOES: None  
ABSENT: Commissioners Mercado, Previtali, Samudzi  
ABSTAIN: None

Motion carried 4-0

#### **DIRECTOR'S REPORT**

Jeff Ballantine reported on the following items:

1. Welcoming Commissioner Rodby to the Planning Commission.
2. The certification of the City's Housing Element by the California Department of Housing and Community Development.
3. Northgate Town Square will be considered by the Design Review Board on July 18, 2023.

#### **COMMISSION COMMUNICATION**

Commissioner Shalk reported to the Commission on the June 6, 2023 Design Review Board meeting.

#### **ADJOURNMENT**

There being no further business, Chair Saude adjourned the meeting at 7:44 PM.



JEFF BALLANTINE, Senior Planner

APPROVED BY PLANNING COMMISSION ON 10/10/2023