



In the Council Chambers and Via Zoom at 525 San Anselmo Avenue, San Anselmo, CA 94960

Town Council Agenda

Tuesday, February 25, 2025

7:00 PM

Meeting held In-Person and via Zoom:

<https://us02web.zoom.us/j/84434078261>

Or Telephone: +1 669 900 6833 | Webinar ID: 844 3407 8261

How to Submit Comments Before the Meeting: Members of the public are encouraged to submit email correspondence to towncouncil@townofsananselmo.org before the meeting begins.

How to Participate During the Meeting: Members of the public will have the option to speak during the meeting through the Zoom application by using their phone or an electronic device.

For PC, Mac, or smart phone, Use Raise hand function when public comment for an item is requested. It is a button that is located at the top or bottom of your screen, based on your electronic device.

For landline phones, raise hand to be recognized with *9

Please be advised those participating in the meeting remotely via Zoom do so at their own risk. The Town Council regular meeting will not be cancelled if any technical problems occur during the meeting.

Call to Order. Optional Pledge of Allegiance: The Mayor or a designated Council member will recite the Pledge of Allegiance for members of the Council and the public who wish to join in the recitation. 7:00 PM

Open time for public expression.

The public is welcome to address the Council at this time on matters not on the agenda that are within the jurisdiction of the Council. Please be advised that pursuant to Government Code Section 54954.2, Council is not permitted to discuss or take action on any matter not on the agenda unless it determines that an emergency exists, or that there is a need to take immediate action which arose following posting of the agenda. Comments may be no longer than three minutes and should be

respectful to the community.

Open Public Comment

Council requests for future agenda items.

Council committee liaison reports, questions and comments to staff; staff miscellaneous items.

Special Presentation. There are No Special Presentations.

1. Consent Agenda:

The opportunity for public comment on consent agenda items will occur prior to Council discussion of the consent agenda. The Council may approve the entire consent agenda with one action. In the alternative, items on the consent agenda may be removed by any Council or staff member, for separate discussion and vote.

1.1 Approval of the Draft Minutes of the Regular Meeting of Tuesday, January 28, 2025

[Staff Report \(DOC\)](#)

[Attachment 1- Draft Minutes of the January 28, 2025 Regular Town Council Meeting \(DOC\)](#)

1.2 Consider to Approve a Special Event Application - Chamber of Commerce's Sip n' Stroll Fundraiser 2025

[Staff Report \(DOC\)](#)

[Attachment 1 - Event Application \(PDF\)](#)

[Attachment 2 - ABC Assistance Form for CMPA \(PDF\)](#)

1.3 Consider Approving the Quarterly Treasurer's Investment Report, December 2024

[Staff Report \(DOCX\)](#)

[Attachment 1- Quarterly Investment Report December 31, 2024 \(PDF\)](#)

[Public Comment- Voss \(PDF\)](#)

1.4 Receive and File the Revenue and Expenditure Reports for January 2025

[Staff Report \(DOCX\)](#)

[Attachment 1 Budget Comparison Report by Subcategory, January 2025 \(PDF\)](#)

[Attachment 2 Budget Comparison Report by Department, January 2025 \(PDF\)](#)

1.5 Receive and Accept the Results of the Alternative Compliance Examination Engagement with Maze & Associates for the Fiscal Year Ended June 30, 2024

[Staff Report \(DOCX\)](#)

[Attachment 1 Independent Accountant's Report on Compliance for CSLFRF Alternative Compliance Examination Engagement \(PDF\)](#)

1.6 Consideration of Amended Special Event Application – Teen Battle of The Bands 2025

[Staff Report \(DOCX\)](#)

[Attachment 1 - Amended Event Application \(PDF\)](#)

1.7 Approve Allocating Up to \$2500 of Salary Savings from the Climate Action Fund to Support Funding a Climate Mural – A Collaborative Project Between the Climate Action and Arts Commissions.

[Staff Report \(PDF\)](#)

[Attachment A- Public Mural Program Guidelines \(PDF\)](#)

[Attachment B- Climate Mural Proposal \(PDF\)](#)

2. Public Hearing:

In general, the following procedural order applies to public hearing items:

- Staff Presentation
- Town Council Questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Town Council discussion/action

- 2.1** Public Hearing to Consider Ordinance Amendments to Title 10 “Planning and Zoning”, Chapter 6 “Accessory Dwelling Units”; and associated CEQA Exemption Finding. The Ordinance Amendments are exempt from CEQA pursuant to Public Resources Code section 21080.17 and CEQA Guideline sections 15301 and 15061(b)(3).

[Staff Report \(PDF\)](#)

[Attachment 1 - Ordinance \(PDF\)](#)

[Attachment 2 - Resolution No. 2025-02 \(PDF\)](#)

[Attachment 3 - 2025 HCD ADU Handbook \(PDF\)](#)

[Attachment 4 - 2023 and 2024 State ADU Legislation \(PDF\)](#)

[Attachment 5 - Comment Letter - CalHDF \(PDF\)](#)

[Presentation \(PDF\)](#)

3. Council Business Items:

In general, the following procedural order applies to items of business:

- Presentation
- Town Council questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Town Council discussion/action

- 3.1** Approve a Resolution of Intent to Abandon a Portion of a Public Right-of-Way Adjacent to 11 Sunnyside Dr. in San Anselmo. The proposed project is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15305, as the proposed right-of-way abandonment consists of the minor alteration in land use limitations, which does not result in any changes in land use or density.

[Staff Report \(PDF\)](#)

- 3.2** Receive a Presentation of the Downtown Parking Study and Consideration of Recommendations. The Town finds this project (installation of paid parking) to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves maintenance of existing streets (striping and signage), will not create additional automobile lanes and involves negligible or no expansion of use.

[Staff Report \(DOC\)](#)

[Attachment 1 - Downtown Parking Study \(DOC\)](#)

[Attachment 2 - Cosmo and Luke II \(PDF\)](#)

[Attachment 3 - Resolution for Paid Parking on San Anselmo Avenue](#)

[Attachment 4 - Resolution to Raise Fees at Surface Lots](#)

- 3.3** Receive the Downtown San Anselmo Active Transportation Safety and Circulation Study and Provide Recommendations. The Town finds the baseline improvements to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves maintenance of existing streets, will not create additional automobile lanes and involves negligible or no expansion of use.

[Staff Report \(DOC\)](#)

[Attachment 1 - Downtown San Anselmo AT Safety & Circulation Study \(PDF\)](#)

[Public Comment- Mittelstaedt \(PDF\)](#)

[Public Comment- San Anselmo Chamber of Commerce](#)

Adjourn

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Town Staff at email savila@townofsananselmo.org. Notification at least 48 hours prior to the meeting will enable the Town to make reasonable accommodation to help insure accessibility to this meeting.

Any writings or documents provided to a majority of the Town Council regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at the public counter at Town Hall located at 525 San Anselmo Avenue.

Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting. Judicial review of an administrative decision of the Town Council must be filed with the Court not later than the 90th day following the date of the Council's decision (Code of Civil Procedure Section 1094.6) Any item not under discussion before 10:00 p.m. may be continued to the next regular meeting. Next regular meeting is March 11, 2025.

Administration Department
Town Hall
525 San Anselmo Avenue
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(415) 258-4691

Town Council
Tarrell Kullaway, Mayor
Steve Burdo, Vice Mayor
Eileen Burke, Councilmember
Chantel Walker, Councilmember
Yoav Schlesinger, Councilmember

Staff
David Donery, Town Manager
Linda Kenton, Assistant Town Manager / Town Librarian
Jeff Zuba, Finance and Admin Services Director
Megan Holt Acevedo, Town Attorney
Serge Avila, Town Clerk

Heidi Scoble, Planning Director
Sean Condry, Public Works Director
Mattie O'Grady, Community Services Director
Mike Norton, Chief of Police
Dan Mahoney, Fire Chief

DECLARATION OF POSTING

This Notice is posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the Town of San Anselmo website. Under penalty of perjury, this Agenda was posted to the public at least 72 hours prior to the meeting.