



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

## Town Council Agenda

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**Tuesday, May 13, 2025**

**7:00 PM**

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Meeting held In-Person and via Zoom:

<https://us02web.zoom.us/j/87540506961>

Or Telephone: +1 669 900 6833 | Webinar ID: 875 4050 6961

How to Submit Comments Before the Meeting: Members of the public are encouraged to submit email correspondence to [towncouncil@townofsananselmo.org](mailto:towncouncil@townofsananselmo.org) or eComments on the Agendas and Meeting page 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 that 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.**

**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.

Written Public Comment

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

### **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** Approve the Draft Minutes of the Regular Meeting of April 22, 2025 and the Draft Minutes of the Special Meeting of April 25, 2025

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

[Attachment 1- Draft Minutes of the Regular Meeting of April 22, 2025 \(DOC\)](#)

[Attachment 2- Draft Minutes of the Special Meeting of April 25, 2025 \(DOC\)](#)

- 1.2** Receive a Report of Checks Issued for the Month of April 2025

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

[Attachment 1 Check Report April 2025 \(PDF\)](#)

- 1.3** Receive and File the Marin Sanitary 2024 Annual Report

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

[Attachment 1: 2024 MSS Annual Report \(PDF\)](#)

- 1.4** Receive and File the San Anselmo's 2023 Greenhouse Gas Emissions Report

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

[Attachment 1- San Anselmo 2023 GHG Inventory Report \(PDF\)](#)

- 1.5** Receive and File the Final 2025-27 Priorities Work Plan

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

[Attachment 1 - Work Plan Priorities by Department \(DOC\)](#)

[Attachment 2 - Work Plan Priorities by Category \(DOC\)](#)

## **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 Adopt an Ordinance to Repeal Title 9, Chapter 4, Undergrounding Electric and Communication Laterals to Building and Structures. The proposed Ordinance is exempt from review under the California Environmental Quality Act (CEQA) pursuant to the “common sense” exemption, CEQA Guidelines section 15061(b)(3)

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

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

[Presentation \(PDF\)](#)

- 2.2** Adopt Ordinance Amendments to Title 10 “Planning and Zoning”, Chapters 2, 3, and 4 of the Municipal Code and the Zoning Map for Housing Element Implementation and Compliance with State Law. The proposed Ordinance is exempt from CEQA pursuant to CEQA Guidelines sections 15301 (Existing Facilities), 15303 (New Construction or Conversion of Small Structures), and 15061(b)(3) because it can be seen with certainty that there is no possibility that they will have a significant effect on the environment.

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

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

[Attachment 2 - Draft Zoning Map \(PDF\)](#)

[Attachment 3 - Planning Commission Resolution No. 2025-07 \(PDF\)](#)

[Attachment 4 - HCD Handout \(PDF\)](#)

[Presentation](#)

- 2.3** Public Hearing and Adoption of an Ordinance Designating Fire Hazard Severity Zones in Local Responsibility Area. Adoption of the proposed ordinance is not subject to California Environmental Quality Act (CEQA) pursuant to following sections of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3: (1) Section 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment); and (2) Section 15060(c)(3) (the activity is not a project as defined in Section 15378) because the ordinance has no potential for resulting in any significant physical change to the environment, either directly or indirectly.

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

[Attachment 1- Proposed Ordinance \(DOC\)](#)

[Attachment 2- Fire Hazard Severity Zones- Local Responsibility Area- Town of San Anselmo \(PDF\)](#)

### **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** Adopt a Resolution to Nominate Sorich Ranch Park and Faude Park as Two Priority Conservation Areas and Authorize Submission to the Association of Bay Area Governments. The proposed Resolution is not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

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

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

[Attachment 2 - New Priority Conservation Areas Map \(PDF\)](#)

[Attachment 3 - Existing Priority Conservation Areas Map \(PDF\)](#)  
[Attachment 4 - Planning Commission Resolution No. 2025-08 \(PDF\)](#)  
[Presentation](#)

## 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@sananselmo.gov](mailto:savila@sananselmo.gov). 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 May 27, 2025.

Administration Department  
Town Hall  
525 San Anselmo Avenue  
San Anselmo, CA 94960  
(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.