



Hybrid In Person Meeting at the Town Council Chambers located at 525 San Anselmo Avenue or Via Zoom at:
<https://us02web.zoom.us/j/4152584636>.

Planning Commission Agenda

Monday, September 16, 2024

7:00 PM

1. CALL TO ORDER

Jennifer Asselstine, Chair
Peter Strauss, Vice-Chair
Tim Heiman
Kim Pipkin
Gary Smith
Tom Tunny
Zack Koblick de Leon

2. OPEN TIME FOR PUBLIC EXPRESSION

This is the time for members of the public to address the Planning Commission regarding items Not on the agenda.

3. PLANNING DIRECTORS REPORT

4. APPROVAL OF MINUTES

4.A August 19, 2024, Draft Planning Commission Minutes
[August 19, 2024, Draft Planning Commission Minutes](#)

5. PUBLIC HEARINGS

5.A Demolition Permit, Grading Permit, and Design Review at 15 Yolanda Drive, Project No. PRO2023-0097. Demolition Permit to allow for demolition of the existing single-family dwelling and detached accessory structure, Grading Permit to allow for the movement of 230 cubic yards of soil, and Design Review to allow for the new construction of a two-story 3,457 square foot single-family dwelling, with attached two-car garage at 15 Yolanda Drive (APN 007-043-13). The Project is categorically exempt from review under the California Environmental Quality Act under a Class 3 categorical exemption for "New Construction or Conversion of Small Structures," pursuant to 14 CCR Section 15303(a).

6. BUSINESS ITEM

- 6.A** Study Session for a Conceptual Project at 176 Oak Ave (APN 007-231-44). The project is not subject to the California Environmental Quality Act (CEQA) as no action will be taken.

[Staff Report](#)
[Attachment 1 - Concept Plans](#)
[Attachment 2 - Preliminary Grading Plans](#)
[Attachment 3 - Public Comment - Guerin](#)

- 6.B** R-1 Zoning District Minimum Lot Size Requirements. No formal action is being taken at this time, and therefore, the activity does not constitute a "project" under the California Environmental Quality Act (CEQA) as defined by CEQA Guidelines Section 15378(b)(5).

[Staff Report](#)
[Attachment 1 - History of Lot Size Regulations in San Anselmo](#)
[Attachment 2 - Planning Commission and Town Council Meeting Minutes Related to Ordinance No. 575](#)
[Attachment 3 - Min Lot Size Reqs. Marin County Jurisdictions](#)
[Attachment 4 - Example of Potential Spot Zoning Issue](#)

- 6.C** Adopt a Resolution to Establish a Policy Requiring Story Poles for Private Development Projects and Approve a Policy Application Clarifying Story Pole Plan and Shadow Study Requirements for Planning Projects and an Example Shadow Study. The Resolution, Policy Application, and Example Shadow Study are exempt from review under the California Environmental Quality Act (CEQA) because none are a "project" under CEQA Guidelines Section 15378.

[Staff Report](#)
[Attachment 1 - Resolution](#)
[Attachment 2 - Policy Application](#)
[Attachment 3 - June 3, 2024 Agenda Item 6.B Staff Report](#)
[Attachment 4 - June 3, 2024 Planning Commission Minute Excerpt for Agenda Item 6.B](#)
[Attachment 5 - Example Shadow Study](#)
[Attachment 6 - Example Story Pole Plan for New Development](#)
[Attachment 7 - Example Story Pole Plan for Addition](#)

7. FUTURE AGENDA ITEMS AND PLANNING COMMISSIONER REPORTS

8. ADJOURN TO OCTOBER 7, 2024, REGULAR MEETING

Any writings or documents provided to the Planning Commission 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.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town staff at 415-258-4616. Notification at least 48 hours in advance will enable the Town to make reasonable accommodation to help ensure accessibility to this meeting.

Declaration of Posting

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