



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

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

Planning Commission Agenda

Monday, March 16, 2026

7:00 PM

1. CALL TO ORDER

Peter Strauss, Chair
Tim Heiman, Vice-Chair
Kim Pipkin
Jennifer Asselstine
Elizabeth Thomas
Jake Shemano
Tara Ticknor

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. COMMUNITY DEVELOPMENT DEPARTMENT REPORT

4. APPROVAL OF MINUTES

4.A February 2, 2026, Draft Minutes
[February 2, 2026, Draft Minutes](#)

5. PUBLIC HEARINGS

The Planning Commission will follow this structured process for the agenda item:

1. Staff Presentation - Limited to 15 minutes.
2. Planning Commission Questions - Commissioners may ask clarifying questions of staff.

3. Applicant Presentation - Limited to 15 minutes.
4. Planning Commission Questions - Commissioners may ask clarifying questions of the applicant.
5. Public Comment - Open for public input. Comments limited to 3 minutes per speaker.
6. Close Public Comment - No further public input after closure.
7. Deliberation and Action - The Planning Commission will discuss and take action to approve, deny, or continue the project.

5.A Demolition Permit, Variances, and Design Review at 35 Lansdale Avenue, APN 007-012-17, Project No. PRO2025-00100: a Demolition Permit for the demolition of more than fifty percent of the exterior walls; Variances for development zero feet from the west side property line where an eight-foot side setback is required, three feet from the east side property line where an eight-foot side setback is required, and twelve feet six inches from the front property line where a 20-foot front setback is required; and Design Review for a second story addition and for where the new construction will increase existing Adjusted Floor Area by fifty percent or more, within the R-1 Zoning District. The Project is categorically exempt from review under the California Environmental Quality Act under a Class 32 categorical exemption for “Infill Development” pursuant to 14 CCR Section 15332.

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

[Attachment 1 - Draft Resolution, Findings and Conditions of Approval \(PDF\)](#)

[Attachment 2 - Project Plans \(PDF\)](#)

[Attachment 3 - Historic Resources Evaluation Compliance Analysis Form \(PDF\)](#)

[Attachment 4 - Neighbor Acknowledgments \(PDF\)](#)

5.B Adoption of Resolution recommending Town Council Amendment to Title 10 “Planning and Zoning”, Section 10-3.302, Land Use Regulations Table 3A and Section 10-6.103, ADU and JADU Approvals. 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- Draft Resolution \(DOC\)](#)

6. BUSINESS ITEM

6.A Historic Resource Review Process Overview

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

[Attachment 1- California Historic Resources Information System Database List \(PDF\)](#)

[Attachment 2- California State Office of Historic Preservation Technical Assistance Bulletin No. 8 “California Historical Resource Status Codes \(PDF\)](#)

[Attachment 3- Example DPR 523 Form- 525 San Anselmo \(PDF\)](#)

[Attachment 4- Historic Resource Evaluation Report Requirements \(PDF\)](#)

7. FUTURE AGENDA ITEMS AND PLANNING COMMISSIONER REPORTS

8. SELECTION OF CHAIR AND VICE CHAIR

9. ADJOURN TO APRIL 6, 2026, 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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