



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, November 17, 2025

7:00 PM

1. CALL TO ORDER

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

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 October 20, 2025, Draft Minutes
[October 20, 2025, Draft Minutes \(Word\)](#)

5. BUSINESS ITEM

5.A Review the Draft Goals, Policies, and Actions for the General Plan Update (Part 2)
[Staff Report \(Pdf\)](#)
[Attachment 1 - Draft Goals, Policies, and Actions \(GPAs\) for Economic Vitality \(Pdf\)](#)
[Attachment 2 - Draft GPAs for Circulation \(Pdf\)](#)
[Attachment 3 - Draft GPAs for Parks, Recreation, and Public Facilities \(Pdf\)](#)

[Attachment 4 - Draft GPAs for Noise \(Pdf\)](#)
[Attachment 5 - Summary of Community Engagement Activities \(Pdf\)](#)
[Presentation \(Pdf\)](#)

6. 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.

- 6.A** Variances at 20 Woodland Avenue, APN 007-252-20, Project No. PRO2025-0080: A Variance to allow development nine feet six inches within the front setback and a Variance to allow development two inches within the east side setback within the R-2 Zoning district at 20 Woodland Avenue. 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](#)

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

[Attachment 2 - Project Plans](#)

[Attachment 3 - PRO2024-0073 Plans for the July 21, 2025, Planning Commission Meeting](#)

[Attachment 4 - PRO2024-0073 Staff Report for the July 21, 2025, Planning Commission](#)

[Meeting](#)

[Attachment 5 - Resolution No. 2025-14, approved at the July 21, 2025, Planning Commission Meeting](#)

[Attachment 6 - Neighbor Acknowledgement Forms](#)

- 6.B** Design Review at 94 Butterfield Road, APN 005-072-07, Project No. PRO2025-0060: Design Review required for a 93 square-foot second-story addition, and to exceed the maximum adjusted floor area by 315 square feet, within the R-1 Zoning District at 94 Butterfield Road. The Project is categorically exempt from review under the California Environmental Quality Act under a Class 1 categorical exemption for “Existing Facilities,” pursuant to 14 CCR Sections 15301(e)(1).

[Staff Report](#)

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

[Attachment 2 - Project Plans](#)

[Attachment 3 - Historic Resource Evaluation Compliance Analysis Form](#)

7. FUTURE AGENDA ITEMS AND PLANNING COMMISSIONER REPORTS

8. ADJOURN to DECEMBER 1, 2025, 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

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.