



THE CITY OF
NOVATO
CALIFORNIA

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Mayor

Denise Athas
Mayor Pro Tem
Josh Fryday
Councilmembers
Pam Drew
Pat Eklund
Eric Lucan

City Manager

Regan M. Candelario

Planning Commission Meeting

Location: Novato City Hall, 901 Sherman Avenue*

August 7, 2017 – 7:00 P.M.

(No new items will be taken up after 11 p.m.)

PLANNING COMMISSION MEMBERS

Chair: Susan Wernick **Vice Chair:** Curtis Havel
Dan Dawson, Justin Derby, Jay Strauss, Peter Tiernan

AGENDA

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

APPROVAL OF FINAL AGENDA:

The Commission may consider agenda items out of the order in which they are listed.

Notice is also given that materials that are submitted to members of the Planning Commission after the agenda packet has been distributed are available for public inspection in the Community Development Department, located at 922 Machin Ave, during normal business hours. Such materials shall also be made available on the City of Novato website at www.novato.org, when practical and provided that City staff is able to post those documents prior to the meeting. Also, when non-confidential written materials are distributed to members of the Planning Commission during a public meeting by staff or a member of the Planning Commission, a copy of the materials shall be made available to members of the public at that meeting.

PUBLIC COMMENT:

All members of the public wishing to address the Commission are requested to submit a speaker card in advance to the Meeting Recorder. This is also the appropriate time to speak on a Consent Calendar item. The Commission requests that anyone wishing to speak on an agenda item be recognized at the time the item is heard. There is a three-minute time limit per speaker.

CONSENT CALENDAR:

All matters listed on the Consent Calendar are considered to be routine and will be acted on without discussion by a single action of the Commission. However, a Commission member may remove an item(s) from the Consent Calendar for Commission discussion and action.

PUBLIC HEARINGS:

Interested persons may speak on any of the below-noted CONTINUED or NEW ITEMS up to three minutes per individual; 20 minutes for applicant; 10 minutes per recognized group. Speakers are limited to one opportunity per item, so please be thorough and to the point. Prior to speaking please submit a speaker card to the Meeting Recorder.

CONTINUED ITEMS:

**** PLEASE SEE ADDITIONAL PAGE(S) OF AGENDA FOR MORE INFORMATION.***

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Department at 899-8989. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting.

NEW ITEMS:

- 1. **URGENT CARE VARIANCE (BW)**
CEQA CATEGORICALLY EXEMPT; SECTION 15311
P2017-048; VARIANCE REQUEST TO SIGN LETTER HEIGHT – DOWNTOWN
SPECIFIC PLAN OVERLAY DISTRICT
7428 REDWOOD BLVD; APN 153-011-52

Consider adopting a resolution to deny a variance request that would approve a wall sign with an 18 inch letter height. The Novato Downtown Specific Plan Overlay District limits letter height to 12 inches.

- 2. **ZONING AND MUNICIPAL CODE AMENDMENTS ESTABLISHING REQUIREMENTS FOR SHOPPING CART RETENTION AND RETREIVAL (BB)**

Consider providing a recommendation to the City Council regarding amendments to the Novato Municipal Code regulating businesses which provide shopping carts for their patrons.

- 3. **ZONING CODE AMENDMENTS ADDRESSING PUBLIC NOTICING AND APPLICATIONS SUBJECT TO DESIGN REVIEW (BB)**

Consider providing a recommendation to the City Council regarding amendments to the Novato Municipal Code addressing public noticing for certain application types and clarifying the types of applications subject to design review.

GENERAL BUSINESS:

UPCOMING AGENDAS AND QUORUMS: (STAFF)

ADJOURNMENT:

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Information on the above application(s) is/are available at the City of Novato Community Development Department, 922 Machin Ave, Novato. All inquiries should be directed to the project Planner (415) 899-8989, Monday through Thursday from 9 a.m. to 5 p.m. at the Community Development Department (mailing address: 922 Machin Ave, Novato, CA 94945). It is recommended that an appointment be made with the staff member, prior to visiting the City offices. Please note the City of Novato offices are closed every other Friday.

To appeal a final decision of the Planning Commission, a written letter of appeal and the required appeal fee must be filed with the Community Development Department within 10 calendar days of the decision. The appeal letter must specifically state the basis for the appeal. Additional information on the appeal process can be found in Division 19.54 of the Novato Municipal Code.

If anyone wishes to challenge a project in court, they may be limited to raising only those issues they or anyone else raised at the public hearing described in this agenda or in written correspondence delivered at the public hearing or to the City offices prior to the public hearing.

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AFFIDAVIT OF POSTING

I, Terri Brown certify that on August 1, 2017, I caused to be posted the agenda for the August 7, 2017, meeting of the Planning Commission of the City of Novato, California, on the City of Novato Community Services Board in the Police Department and on the city’s website at www.novato.org.

s/Terri Brown