



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 Unified School District Boardroom, 1015 7th St**

**December 18, 2017 – 7:00 P.M.**

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

**PLANNING COMMISSION MEMBERS**

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

**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](http://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.

1. [APPROVAL OF PC MINUTES OF JANUARY 12, 2017 \(CH,DD,JD,JS,PT\)](#)
2. [APPROVAL OF PC MINUTES OF MARCH 6, 2017 \(JD,CH,JS,PT,SW\)](#)
3. [APPROVAL OF PC MINUTES OF APRIL 3, 2017 \(DD,JD,CH,RJ,JS,PT,SW\)](#)
4. [APPROVAL OF PC MINUTES OF APRIL 17, 2017 \(JD,CH,RJ,PT,SW\)](#)
5. [APPROVAL OF PC MINUTES OF DECEMBER 4, 2017 \(DD,CH,PT,SW\)](#)

**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:**

**NEW ITEMS:**

- 6. **McPHAIL’S OFFICE COMMERCIAL DEVELOPMENT**(HG)  
**CEQA MITIGATED NEGATIVE DECLARATION**  
**P2016-038; GENERAL PLAN AMENDMENT**  
**MASTER PLAN**  
**PRECISE DEVELOPMENT PLAN**  
**APNs 153-220-16 & 19, 5400 HANNA RANCH RD.**

**Conduct a public hearing to consider and adopt resolutions recommending the City Council approve a mitigated negative declaration, a General Plan Land Use Map amendment from Business and Professional Office to Light Industrial Office, and replace zoning text applicable to allowed land uses in the master plan and corresponding precise development plan for the approved, but not yet constructed, McPhail’s Commercial Office Development consisting of three buildings totaling approximately 61,900 square feet on a combined 4.9 acre site.**

- 7. **MONTESSORI PRESCHOOL** (MJ)  
**P2017-067; USE PERMIT**  
**APN: 157-180-42; 600 PALM DR**

**Conduct a public hearing to consider and adopt a resolution granting a use permit allowing the operation of a Montessori preschool at the existing Unity In Marin church located at 600 Palm Dr. Proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(B)(3).**

**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 December 13, 2017, I caused to be posted the agenda for the December 18, 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](http://www.novato.org).

s/Terri Brown