

**RESOLUTION NO.04/2021**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CORTE MADERA  
APPROVING THE TOWN HALL REMODEL AND ADDITION PROJECT TO  
RENOVATE THE EXISTING FACILITY AND ADD A NEW COUNCIL  
CHAMBERS/COMMUNITY ROOM, PUBLIC PERMITTING CENTER AND  
ADMINISTRATIVE OFFICES AT 300 TAMALPAIS DRIVE (APN'S 24-136-13, 14 & 15)**

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**WHEREAS**, On April 21, 2009, the Town Council conducted a public hearing on the Town of Corte Madera 2009 General Plan (the "2009 General Plan"), including the Revised Final Environmental Impact Report (FEIR) and its accompanying Mitigation Monitoring and Reporting Program, and considered all oral and written testimony submitted to the Town regarding the same prior to taking its action. By Resolution No. 3595, the Town Council certified the FEIR for the General Plan, and considered the FEIR and identified mitigation measures prior to taking action to adopt the 2009 General Plan, including its related goals, policies and programs, by separate Resolution No. 3594; and

**WHEREAS**, on December 18, 2018 the Town Council authorized the Public Works Director to approve the proposed Town Hall Complex Addition design services contract with Kappe Architects which include funds for a CEQA analysis; and

**WHEREAS**, on June 4, 2019 the Town Council directed staff to pursue concepts for a three level Town Hall facility that addresses community and Council input including a refined and expanded Council chambers, a larger public permit counter, and adding additional parking; and

**WHEREAS**, on November 5, 2019 the Town Council directed staff to proceed with advanced design including preparation of architectural and engineering plans and specifications for the proposed Town Hall Complex Addition based on preliminary project programming and confirm a budget, funding sources and financing alternatives; and

**WHEREAS**, the Project Design Team facilitate three Working Group Meetings on February 28<sup>th</sup>, March 14<sup>th</sup>, and March 29<sup>th</sup> of 2019 to review the master plan and discuss site selection alternatives; and

**WHEREAS**, the Project Design Team facilitate three Community Workshops on May 11<sup>th</sup> and May 13<sup>th</sup>, 2019 and January 30, 2020 to received community input through the use of presentations, group discussions and questionnaires; and

**WHEREAS**, on December 9, 2019 the Town directed the CEQA consultant, Circlepoint to conduct an environmental review of the proposed project; and

**WHEREAS**, on December 12, 2019 the Project Design Team hosted a special Neighborhood Discussion focusing on the immediate neighborhood of Town Hall where neighbors were given an overview of the steps that the Town has taken to date on the project, provide a tour of the existing Town Hall and solicited input from the neighborhood; and

**WHEREAS**, on January 30, 2020, the project team hosted a well-attended community workshop at the community center, which allowed participants to visit various stations highlighting different aspects of the project. The interactive workshop stations focused on program and project costs, project size, height and massing, architectural style and character, environmental sustainability, project budget and process and public participation. Participants were given the opportunity to select various features that they would like to see incorporated into the project including the number stories, window and ceiling styles, features of the public plaza, sustainable design features, etc. ;and

**WHEREAS**, on April 28, 2020, the Planning Commission held a study session and provided the Planning Commission and interested members of the community with an opportunity to give preliminary feedback on the latest iteration of the project plan and design. Staff and the project architect presented a preliminary project design informed by outreach efforts and community input received over the last several months. Because of the Covid 19 Pandemic staff also recommended that the process be put on hold at the end of the design process for approximately a year to allow the financial picture to become clearer; and

**WHEREAS**, on June 23, 2020, the Planning Commission held another study session which focused on responses to the comments received by members of the public and the Planning Commission at the April 28th meeting. Modifications to the preliminary project design included changes to roof forms, building height, window placement and exterior materials, among others; and

**WHEREAS**, on September 1, 2020 and September 15, 2020 the Town Council of Corte Madera review and approved Ordinance No. 999 Establishing a New Planning Process for Town Projects; and

**WHEREAS**, after the consulting firm Circlepoint completing an Initial Study a Mitigated Negative Declaration (IS/MND) was prepared for the project. The Initial Study and Mitigated Negative Declaration identifies and analyzes potential environmental impacts and the mitigation measures, which if adopted will reduce any potential impacts to less than significant; and

**WHEREAS**, on September 16, 2020 the Notice of Completion and Draft Initial Study/Environmental Checklist for the project was filed with the State Clearinghouse beginning a 30-day public review period; and

**WHEREAS**, on September 16, 2020 the Notice of Availability and Notice of Intent to Adopt a Mitigated Negative Declaration for the project was filed with the Marin County Clerk; and

**WHEREAS**, on September 16, 2020 the Notice of Availability of the Draft Initial Study/Environmental Checklist and Notice of Public Hearing for the project were mailed to residents within 500 feet of the subject property; and

**WHEREAS**, on October 16, 2020 the Town sent a notice to all properties within 500 feet of the project site announcing the October 27, 2020 Planning Commission meeting to review the Town Project Report; and

**WHEREAS**, on October 27, 2020, the Corte Madera Planning Commission held a public meeting

on the Town Project Report, heard testimony from the Corte Madera Community as well as the general public, and at the close of the public meeting voted to adopt Resolution No. 20-012 recommending to the Town Council of the Town of Corte Madera that it certify the Mitigated Negative Declaration, and approve the Town Hall Remodel and Addition Project; and

**WHEREAS**, on January 19, 2021 the Town Council requested that staff continue its work on developing the Town Hall Project including addition information regarding projects costs and research and present a report examining possible options for the Town to purchase an office building complex for a new town hall; and

**WHEREAS**, on January 22, 2021 the Town sent a notice to all properties within 500 feet of the project site announcing the February 2, 2021 Town Council Public Hearing to review the Town Hall Remodel and Addition Project, the Town Project Report; and IS/MND; and

**WHEREAS**, on February 2, 2021, the Corte Madera Town Council held a public hearing on the Town Hall Remodel and Addition Project, the Town Project Report; and IS/MND, heard testimony from the Corte Madera Community as well as the general public, and at the close of the public hearing voted to adopt this Resolution No. 04/2021 accepting the Town Project Report for the Town Hall Remodel and Addition Project at 300 Tamalpais Drive submitted by the Town of Corte Madera; and

**WHEREAS**, the Town Council has evaluated the potential environmental impacts of the Town Hall Addition and Remodel Project and approved Town Council Resolution No. 03/2021 approving an Initial Study/Mitigated Negative Declaration and MMRP related to the proposed project; and

**WHEREAS**, the Town Council of the Town of Corte Madera, after review of the Town Project Report, and after considering alternative project options and budgets, and public comment from the Corte Madera community, finds that approval of the Town Hall Remodel and Addition project is in the best interest of the Town; and

**WHEREAS**, the Town Council finds that the Town Hall Remodel and Addition Project design approach is consistent with policies and programs of the General Plan, specifically:

Implementation Program LU-6.7.a: to create a Town Commons Plan that provides for improvements to the Town Hall area. Among the possible projects to be considered:

- 1) Upgrade and expansion of the Town Hall and Council Chambers;
- 2) Improvement of parking facilities at Town Hall and provision of bicycle parking; and
- 3) Construction of a large public gathering plaza, perhaps designed as a primary community focal point.

Implementation Program CD-4.8.a: that calls for the application of design approaches to ensure that new non-residential construction conforms to the desired design character of the Town and requires that all new non-residential construction, including large additions positively contribute to the Town's architectural character and complement project's general neighborhood.

Implementation Program CD-5.1.a: Require new development or redevelopment of existing commercial and office complexes to provide pedestrian pathways from parking areas to storefronts and buildings, and, where land ownership and site conditions allow, provide connections to adjoining residential neighborhoods and public facilities.

**WHEREAS**, the Town Council appreciates that the proposed project is a result of a robust public engagement process spanning over two years which provided direct community input into shaping and revising the project’s design, program and amenities, and;

**WHEREAS**, that the Town Hall Remodel and Addition Project is of critical importance to the Town in that it will resolve long-standing deficiencies at the existing Town Hall, including issues related to building health, safety, and accessibility, and provide a valuable long term investment, including an new and improved council chambers, a public permit center to better serve residents, Town businesses and the construction industry, that will be more resilient, functional, and inviting, and become a community asset for the next 50-100 years and;

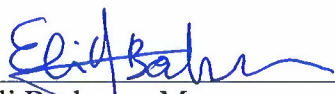
**WHEREAS**, that the Corte Madera Planning Commission recommended approval of the Town Hall Remodel and Addition Project from the Planning Commission at its October 27, 2020 public meeting; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Town of Corte Madera Town Council accepts the Town Project Report approves the Town Hall Remodel and Addition Project, as described in the Town Project Report included in Exhibit A, for the renovation and expansion of the existing Town Hall facility, at 300 Tamalpais Drive (APN’S 24-136-13, 14 & 15), and directs staff to proceed in the development of engineering plans and specifications, subject to Town Council budgetary approval.

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I hereby certify that the foregoing resolution was duly and regularly adopted by the Town Council of Corte Madera at a regular meeting held on the 2<sup>nd</sup> day of February, 2021 by the following vote, to wit:

AYES: Councilmembers: Beckman, Casissa, Kunhardt, Lee, Ravasio  
NOES: Councilmembers: - None -  
ABSENT: Councilmembers: - None -

  
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Eli Beckman, Mayor

ATTEST:

  
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Rebecca Vaughn, Town Clerk