



THE TOWN OF  
CORTE MADERA

MARIN COUNTY CALIFORNIA

**TOWN OF CORTE MADERA**

**FRIDAY MAILING**

**FOR WEEK ENDING:**

**5/08/15**

## **UPDATE FROM THE FINANCE DEPARTMENT:**

- **The Budget Hearing for the FY 2015/16 and FY 2016/17 Budget will take place at the Town Council Meeting on May 19, 2015:** The Town Operating Budget Hearing and Sanitary District No. 2 Budget Hearing will take place during the Town Council meeting scheduled for Tuesday, May 19, 2015. This hearing will not include any expenditures of sales tax override money or any Town capital projects. These items will be discussed during a separate capital projects budget hearing that will take place in July (date to be determined).

The preliminary budget is now available for viewing on the Finance Department page on Town's website:

<http://townofcortemadera.org/555/Preliminary-Budget-FY201516-and-FY201617>

Please call 415-927-5055 with any questions regarding the budget process.

## **UPDATE FROM THE FIRE DEPARTMENT:**

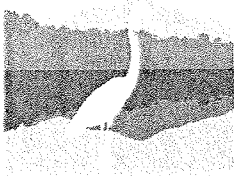
- **Saturday, May 16, 2015:** Corte Madera & Larkspur Fire Departments will be conducting fire extinguisher training for residents, and Fire King Fire Protection Equipment will be offering a special rate to have your extinguisher refilled and put back in service. The company will also be selling new fire extinguishers at a reduced rate. Please wear appropriate foot attire for the class and bring cash for purchase or refilling. If you feel confident using your extinguisher, you can disregard the training session and just bring the extinguisher for servicing. For further information or to register to attend this training, please call 415-927-5077
- **SAVE THE DATE ~ CHIPPER WEEKEND:** Free Chipper Weekend for Corte Madera Residents will take place June 27-28, 2015.

# TOWN OF CORTE MADERA

## PLANNING COMMISSION AGENDA

*Tuesday, May 12, 2015*

Council Chambers, 300 Tamalpais Drive, Corte Madera, California



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### **7:30 P.M. REGULAR MEETING**

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#### **1. OPENING**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

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#### **2. PUBLIC COMMENT**

The public is invited to address the Planning Commission on any matter in the Commission's jurisdiction, except for items scheduled for continued or new hearings. Comments are limited to three minutes per speaker.

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#### **3. CONSENT CALENDAR**

All items placed on the consent calendar may be acted on collectively on a motion by any Commissioner, and each shall be deemed to have received the action recommended by staff. Any Commissioner or member of the public may request the removal of any item from the consent calendar and it will then be considered last under "New Hearings".

- A. None

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#### **4. CONTINUED HEARINGS**

- A. None

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#### **5. NEW HEARINGS**

- A. **148 PRINCE ROYAL DRIVE, DESIGN REVIEW PERMIT NO. 15-006**– For an 885 square foot second floor addition which includes three bedrooms, two bathrooms and a laundry room, and determining that the project is exempt from California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines 15301(e)(2) – Existing Facilities. (Senior Planner Phil Boyle)

- B. THE VILLAGE AT CORTE MADERA, 1618 REDWOOD HIGHWAY, PRECISE DEVELOPMENT PLAN AMENDMENT PERMIT NO. PDP 15-001** – This application is an amendment to the approved Village at Corte Madera Precise Development Plan from October 2013. The proposed landscape plan includes the removal of some of the recently-added landscaping and the installation of trees, shrubs, perennials and ground covers between the Village at Corte Madera’s west parking lot and Highway 101. Staff recommends that the Planning Commission determine that the project is exempt from California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines under Categorical Exemption Class 4, Minor Alterations to Land (Section 15304) (Senior Planner Phil Boyle)
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## **6. ROUTINE AND OTHER MATTERS**

### **A. REPORTS, ANNOUNCEMENTS AND REQUESTS**

- i. Commissioners**
- ii. Planning Director**

### **B. MINUTES**

- i. Planning Commission Meeting Minutes of April 22, 2015**
  - ii. Planning Commission Meeting Minutes of April 28, 2015**
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## **9. ADJOURNMENT**

To the next Planning Commission Regular Meeting which will be held on **May 26, 2015 at 7:30 p.m.** in the Corte Madera Council Chambers, 300 Tamalpais Drive.

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### **PROCEDURAL NOTES**

1. ALL DOCUMENTS RELATING TO AGENDA ITEMS ARE AVAILABLE FOR PUBLIC REVIEW IN THE PLANNING DEPARTMENT OF THE TOWN OF CORTE MADERA OFFICES AT 300 TAMALPAIS DRIVE, BETWEEN THE HOURS OF 8:00 A.M. TO 5:00 P.M., MONDAY THROUGH FRIDAY. STAFF REPORTS ARE NORMALLY AVAILABLE ON FRIDAY AFTERNOON PRECEDING THE TUESDAY MEETINGS. IT IS RECOMMENDED THAT YOU CONTACT THE PLANNING DEPARTMENT FOR AVAILABILITY.
2. EACH PERSON DESIRING TO SPEAK ON A PUBLIC HEARING ITEM WILL BE GIVEN AN OPPORTUNITY AT THE APPROPRIATE TIME. PLEASE STATE YOUR NAME AND ADDRESS AS THE MEETING IS BEING RECORDED
3. **APPEAL** - FOLLOWING ACTION BY THE PLANNING COMMISSION AT A PUBLIC HEARING OR MEETING, ANY DECISION OF THE PLANNING COMMISSION MAY BE APPEALED TO THE TOWN COUNCIL WITHIN TEN (10) CALENDAR DAYS. APPEAL FORMS ARE AVAILABLE AT THE PLANNING DEPARTMENT, CORTE MADERA TOWN HALL. A \$300 FILING FEE IS REQUIRED.
4. IF YOU CHALLENGE THE ACTION OF THE PLANNING COMMISSION IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS AGENDA, OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE TOWN AT OR PRIOR TO THE PUBLIC HEARING.
5. IT IS THE PLANNING COMMISSION’S POLICY TO ADJOURN ALL MEETINGS BY 12:00 A.M.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (415) 927-5064. For auxiliary aids or services or other reasonable accommodations to be provided by the Town at or before the meeting, please notify the Planning Department at least 3 business days (the Thursday before the meeting) in advance of the meeting date. If the Town does not receive timely notification of your reasonable request, the Town may not be able to make the necessary arrangements by the time of the meeting.

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THE TOWN OF  
CORTE MADERA  
MARIN COUNTY CALIFORNIA

# TOWN OF CORTE MADERA TOWN COUNCIL NOTICE OF PUBLIC HEARING

Town Hall  
300 Tamalpais Drive  
Corte Madera, CA 94925-1418

**TOWN AGENCY:** CORTE MADERA TOWN COUNCIL

**HEARING DATE:** **TUESDAY, MAY 19, 2015**

**TIME AND PLACE:** 7:30 P.M., CORTE MADERA TOWN HALL COUNCIL CHAMBERS, 300 TAMALPAIS DRIVE

**SUBJECT:** PUBLIC HEARING TO REVIEW AND CONSIDER RECOMMENDING APPROVAL OF A GENERAL PLAN AMENDMENT (GP 15-001) FOR ADOPTION OF 2015-2023 DRAFT HOUSING ELEMENT AND A DETERMINATION THAT ADOPTION OF THE HOUSING ELEMENT IS WITHIN THE SCOPE OF THE PROGRAM EIR FOR THE 2009 GENERAL PLAN

The Corte Madera Town Council, at its regularly scheduled meeting on Tuesday, May 19, 2015, will hold a public hearing to review and consider adoption of the 2015-2023 draft Housing Element.

According to State Law, the Housing Element of the Town's General Plan is required to be updated regularly. Corte Madera's last Housing Element was adopted in April, 2011; this proposed update would cover the planning period between 2015 and 2023. The primary purpose of the Housing Element is to set the goals, policies, quantified objectives, and scheduled programs to preserve, improve, and develop housing for all social and economic segments of the community. In addition, the Town must plan for its Regional Housing Needs Assessment (RHNA) set by the State via the regional government (ABAG). Corte Madera's remaining RHNA for the 2015-2023 planning period is 29 residential units.

The currently proposed draft was developed over the last year after public review and input at several public meetings. Most recently, changes to the draft were made after the January 13, 2015, Planning Commission meeting, and February 3 and 17, 2015, Town Council meetings. After incorporating minor changes requested by the State Department of Housing and Community Development (HCD) in its review, HCD has determined that the current draft would comply with State housing element law if adopted by the Town. The Corte Madera Planning Commission recommended adoption of the Housing Element at its April 28, 2015, meeting.

Staff recommends that the proposed amendment to the General Plan to update the Housing Element, previously updated and adopted in April 2011, is within the scope of the Program EIR for the 2009 General Plan and that no further environmental review is required pursuant to the California Environmental Quality Act (CEQA) Guidelines sections 15162 and 15168.

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All persons interested in the foregoing are invited to appear before the Corte Madera Planning Commission at the time, day and place mentioned above. If you challenge this project in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this NOTICE, or in written correspondence delivered to the Town of Corte Madera at, or prior to, the public hearing. All written responses will become part of the public record.

If you are interested in more information about this application, please contact the Corte Madera Planning Department at 927-5064 or visit the Town's Housing Element webpage at: <http://www.townofcortemadera.org/183/Housing-Element-Update-2015---2023>. Staff reports are usually available by 5:00 p.m. on the Friday before the meeting and may be obtained from the Planning Department, Corte Madera Town Hall, 300 Tamalpais Drive.

/s/ Adam Wolff, Planning Director

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Division at 415-927-5064. Notification two business days (the Friday before the meeting) prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

Sent on or before May 7, 2015

**\*\* SAVE THE DATE \*\***

Senior Fair 2015

# **Senior Fair!**

**Thur, May 28th 2 to 4pm**

Corte Madera Community Center

**Come join us for our annual Senior Fair!**

**A wide range of agencies, service groups, and vendors who work to meet the needs of seniors will be on hand to provide information and make presentations.**



**Admission is free!**

**Drinks and snacks will be provided!**



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## PUBLIC NOTICE

### COMMISSION AND BOARD RECRUITMENTS

The Corte Madera Town Council is requesting applications from Corte Madera citizens who may be interested in serving on the Town's Planning Commission, Parks and Recreation Commission, and Flood Control Board. Applications are also being accepted for the Parks and Recreation Youth Commissioner seat. With few exceptions, all Corte Madera residents who are registered voters of the Town are eligible to apply for appointment.

The **Planning Commission** is a vital component of our community. It is a five member body to oversee the Town's planning process. Currently the terms of two Commissioners will expire. Much of the Commission's time is devoted to reviewing permit applications for home remodels and additions. The Commission works to balance the needs of individual families for more living space with the need to protect neighborhood character. The Planning Commission also works on longer range issues. The Commission meets twice a month on the second and fourth Tuesday of each month in the Council Chambers at 7:30 p.m.

The **Parks and Recreation Commission** is an advisory board that recommends policy and procedures for parks and recreational facilities, recreation programs, park development and park maintenance. Members of the Parks and Recreation Commission must be registered voters of the town. The terms of four Commissioners are expiring. Meetings are held on the 4<sup>th</sup> Monday of each month at 7:00 p.m. The Commission is also involved with the State's Recreation and Parks Society. The **Youth Commissioner Seat** is open to applicants who are high school students under the age of 18 who wish to serve their community as the voice of the community's youth regarding Parks and Recreation events and activities.

The **Flood Control Board** advises the Town Council on all matters affecting flooding in Corte Madera. Examples of duties of the board are to review and report on the flooding impact of current and proposed flood control and storm drain projects, and to review and report on flood management plans in order to define what actions are necessary to reduce flood conditions in the Town. The terms of five Board members are expiring and there is one vacancy whose term will expire in June, 2016. The Flood Control Board meets the first Monday of each month at 7:30 p.m. in the Town Council Chambers at Town Hall.

If you are interested in serving on one or more commissions or boards, you may obtain an application from Town Offices at 300 Tamalpais Drive, Corte Madera, CA 94925 between the hours of 8a.m. and 4p.m., on the website at <http://townofcortemadera.org/494/Commission-or-Committee-Appointment>, by calling 415-927-5050 or via email at [rvaughn@tcmmail.org](mailto:rvaughn@tcmmail.org).

**Please submit your applications by 4:00p.m. on Friday, May 15, 2015.**

Dated: April 15, 2015

Rebecca Vaughn, Town Clerk



**DO YOU LIVE IN  
CORTE MADERA?**

**ARE YOU IN HIGH  
SCHOOL UNDER  
THE AGE OF 18?**

**WOULD YOU LIKE TO  
HAVE A VOICE IN YOUR  
LOCAL GOVERNMENT?**

**JOIN THE CORTE MADERA  
PARKS & REC COMMISSION!**

**LEARN ABOUT THE CIVIC  
RESPONSIBILITIES THE  
COMMISSION HAS  
*AND*  
RECEIVE SERVICE HOURS FOR  
EVERY MEETING YOU ATTEND  
(NO MORE THAN 3 HOURS PER MONTH)**

**For more information contact**

**Rebecca Vaughn  
rvaughn@tcmmail.org  
415-927-5050**



**THE TOWN OF  
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MARIN COUNTY CALIFORNIA



**TOWN OF CORTE MADERA  
APPLICATION  
FOR APPOINTMENT TO BOARDS, COMMISSIONS AND COMMITTEES**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: (Home) \_\_\_\_\_ PHONE: \_\_\_\_\_  
\_\_\_\_\_

ADDRESS: (Business) \_\_\_\_\_ PHONE: \_\_\_\_\_  
\_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

BOARD, COMMITTEE OR COMMISSION DESIRED: \_\_\_\_\_

STATEMENT OF INTEREST AND/OR QUALIFICATIONS:

STATEMENT REGARDING KNOWLEDGE OF CORTE MADERA AND ANY PAST OR PRESENT COMMUNITY INVOLVEMENT:

PERSONAL INFORMATION (How long have you lived in Corte Madera, family size, etc.)

If you are not selected at this time, may we keep your application on file for future consideration?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

**MAIL OR DELIVER TO: Rebecca Vaughn, Town Clerk/300 Tamalpais Drive/Corte Madera 94925**

**OR EMAIL TO: [rvaughn@tcmmail.org](mailto:rvaughn@tcmmail.org)**