

BLACK POINT COMMUNITY PLAN UPDATE ADVISORY COMMITTEE

Monday, April 15, 2013
5:00 – 6:30 PM
~~141 Crest Road~~
Novato Fire Department, Atherton Station
Training Room
450 Atherton Avenue
Novato, CA 94945

REVISED AGENDA
(Note location change)

1. Welcome
2. Review and Accept Ground Rules
3. Select Chair and Vice Chair
4. Overview of Community Plan Update Schedule
5. Discuss Outreach Strategy
 - a. Identify stakeholders
 - b. Discuss email list
 - c. Open Marin (<http://www.marincounty.org/openmarin>)
 - d. Black Point Community Plan Update webpage
6. Overview of Key Issues
7. Discuss First Public Meeting
8. Next Steps
 - a. Next meeting date, location and time
 - b. Future agenda items
9. Adjournment

For additional information regarding this agenda, please contact Kristin Drumm at (415) 473-6290 or kdrumm@marincounty.org.

Visit the Black Point Community Plan Update website at:
<http://www.co.marin.ca.us/blackpoint>

Black Point Community Plan Update Advisory Committee

Draft Ground Rules
April 15, 2013

Roles and Responsibilities

Advisory Committee Members:

- Reach out to neighbors and other community members and represent the committee at community meetings
- Provide local knowledge, insights and community opinions
- Identify community goals
- Brainstorm ideas, options, and solutions
- Review, analyze and comment on proposals or alternatives
- Participate constructively with other committee members
- Listen respectfully to all committee members
- Provide input and recommendations to CDA staff within the allotted time frame
- Assist County staff in conducting planning studies in support of community planning efforts and plan implementation

Staff:

- Adapt past planning work to the community planning format
- Open, close and keep committee meetings moving along
- Ensure meetings conclude on time (unless members agree to extend a meeting)
- Make sure everyone has an opportunity to give input
- Maintain overall schedule and work plan
- Prepare agendas and materials for meetings as well as meeting summaries
- Provide technical assistance and other pertinent information
- Perform organizational duties such as booking meeting rooms, sending out materials, notices, etc.
- Prepare documents

Representation

1. Members will commit to preparing for and attending scheduled meetings. If a member cannot make a scheduled meeting, the member should communicate his or her comments orally or in writing to CDA staff.
2. Members will actively participate at meetings.

Discussion Guidelines

1. The consensus process is a cooperative, joint problem solving effort. Members will respect the opinions, values and integrity of other members and not stereotype others or make personal attacks.
2. Disagreements will be regarded as problems to be solved. Disagreements should focus on the issues involved and not on the personalities or perceived motives of other Advisory Committee members.

3. Members who have missed a meeting have the responsibility to brief themselves on previous and upcoming meeting topics and cannot use Advisory Committee meetings to backtrack or ask for detailed discussion on topics previously ratified or discussed by the Advisory Committee.
4. Members will show respect for diverse views.

Decision Making

1. Decisions will be made using a consensus-based process. The following principles are provided to guide deliberations and make decisions.
 - a) Consensus is built by identifying and exploring the interests of all parties and developing an agreement that addresses these interests to the greatest extent possible. Consensus is reached when parties agree that their key interests have been considered and addressed and that they can live with the decision of the group.
 - b) Consensus does not necessarily mean unanimity. Some parties may strongly support a particular recommendation while others may accept it as a workable agreement.
 - c) Members recognize that consensus and agreement may require exploring a combination of gains and compromises.
 - d) A disagreement can highlight unrecognized problems and issues and serve as a catalyst for examining the issue more closely. This process, in some cases, can improve the final decision or recommendation.
2. Individual members should not block the overwhelming will of the group in reaching agreement unless they can identify genuine, substantive interests that have not been addressed adequately by the Advisory Committee. If the Advisory Committee reaches an impasse on a particular issue, one of these approaches will be used to solve the problem.
 - a) The topic can be postponed for discussion at a subsequent meeting.
 - b) A subcommittee, representative of the different viewpoints, will explore the issue further and craft a consensus agreement that the full Advisory Committee can support; or
 - c) A subcommittee, representative of the different viewpoints, can summarize the issue and document the areas of agreement and disagreement. This summary will be added to the meeting summary or minutes of the Advisory Committee's next meeting.

Schedule

1. Advisory Committee members will commit to reviewing agenda materials and participating in meetings to help the group develop agreements in an efficient manner.
2. The Advisory Committee will meet approximately once a month, or as needed, beginning April 2013.

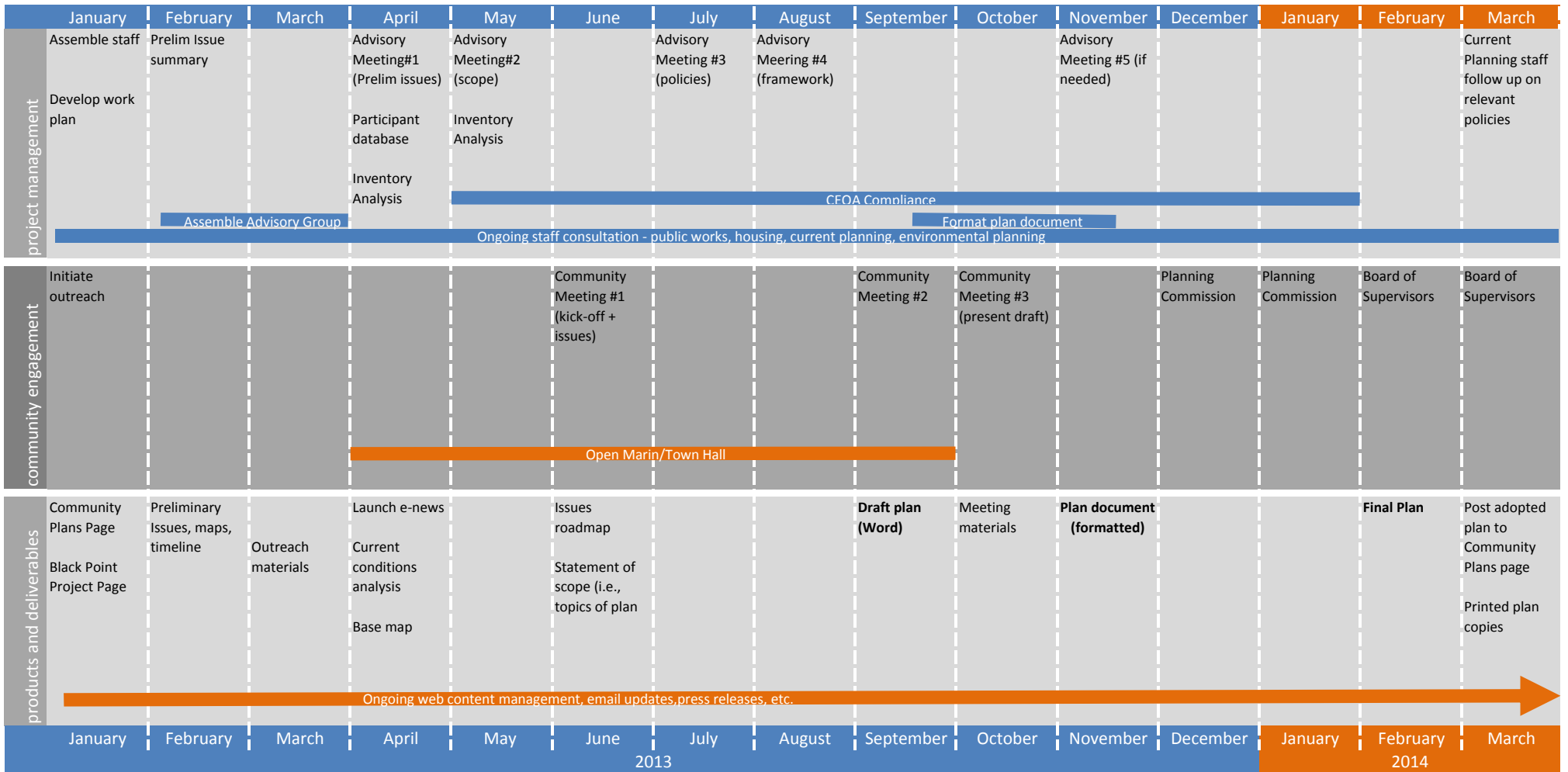
Meeting Ground Rules:

1. Offer respect of different viewpoints and attention when others speak. Keep an open mind.
2. Listen carefully to others.

3. Represent the perspectives, concerns, and interests of agencies or constituencies whenever possible to ensure that agreements and recommendations developed by the group are acceptable to the organizations, agencies, or constituents being represented.
4. Everybody agrees to make a strong effort to stay on track with the agenda and to move the deliberations forward.
5. Each person will seek to identify options or proposals that represent shared interests, without minimizing legitimate disagreements. Each person agrees to do their best to take account of the interests of the group as a whole.
6. Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodates their interests and the interests of others.
7. Keep his/her constituent group(s) informed about activities and progress of the Advisory Committee, and solicit their input about ongoing deliberations;

Black Point Community Plan Update

A planning process driven by effective public participation, clear communication, and proactive strategies to address the land use issues of the community in concert with the Countywide Plan



Public: Community identity, key issues, feedback on draft scope, policies and plan. Ongoing participation through meetings, media, etc.

Advisory Committee: Outreach to community. Help to better define/understand public comments. Refine public input & provide feedback

Staff: Provide zoning/CWP resources. Guide scope. Prepare materials, draft recs & plan. Facilitate all meetings. Carry plan forward to PC and BOS

Black Point Community Plan Update Preliminary Issues

April 15, 2013

1. General. The community plan contains outdated information and should be updated with new information (BPIC 9/1/2012 letter)¹
2. Home size. Community plans should be updated to address topics such as home size (CWP Program CD-4.a)
 - a) Floor Area Ratios. A lower FAR should be used for the A zoning, such as 0.1. The use of an FAR of .05 for parcels zoned A3 or larger would not be fair and could not be recommended. The Community Plan update should clearly identify the meaningless of the standard FARs as applied to most of Black Point. (Draft Progress Report on Zoning 7/15/2010)²
3. Environmental Hazards.
 - a) Evacuation routes. Community plans should be updated to address topics such as evacuation routes (CWP Program CD-4.a).
 - b) Flooding. Community plans should be updated to address topics such as flooding (and other issues as needed) (CWP Program CD-4.a)
 - c) Sea level rise. Consider sea level rise in future community plan efforts (CWP Program EH-3.n).
 - d) Fire Risk. Development in high fire risk areas with steep slopes, thick vegetation cover and limited road access and potential long fire response time. (BPCC, p. 58)³
4. Design. The existing plan does not provide guidance on building design or house size, and is vague on design specifics except for a mention of the maintenance of a semi-rural environment (BPIC 9/1/2012 letter)
 - a) Setbacks. Design Review process lacks consistency in addressing setbacks (BPIC 9/1/2012 letter)
 - i. Draft Recommendation: the minimum setbacks noted in Table 1 should serve as a minimum for Planned Districts in Black Point. The minimum requirements could be expanded to reflect the pattern of setbacks in the immediate neighborhood. (Draft Progress Report on Zoning 7/15/2010)

¹ Black Point Improvement Club letter to the Marin County Community Development Agency, dated 9/1/2012

² Draft documents prepared by the Black Point Improvement Club on the Black Point Community Plan (various dates)

³ Black Point Community Plan, December 1978

- b) The Single Family Residential Guidelines are only guidelines and not given much clout during the design review process. The modular home on Lockton Lane is cited as an example of a design that was inconsistent with the guidelines and what neighbors wanted. (BPIC 9/1/2012 letter)
- c) There is no mention of FAR limits. (BPIC 9/1/2012 letter) (see Issue #2 Home size)
- d) Use community plans to regulate building design and protect key resources (CWP Policy DES-1.1).
- e) Update community plans to include customized building and site design standards that reflect the unique character of each area, respond to local design issues, encourage ridgeline and viewshed protection, and promote walking, bicycling, and shared parking in commercial centers. Consider the use of form-based codes and design charrettes where applicable (CWP Program DES-1.a).
- f) View corridors. Work with community groups to identify, map, and protect important view corridors. Establish design standards for development in these areas as part of the design review requirements and individual community plans (CWP Program DES-4.a)
- g) Light Pollution. The following recommendations are offered for discussion (Draft Control of Light Pollution – no date):
 - i. Light pollution in Black Point should be held to a minimum for both new development and remodels
 - ii. Outdoor lighting for residential areas should be limited for safety purposes only.
 - iii. Outdoor lighting fixtures should be designed to produce downward lighting and to prevent glow, glare and trespass.
 - iv. Outdoor decorative lighting, such as flood lights, are not appropriate and are prohibited.
 - v. Lighting for commercial areas should also be designed to prevent flow, glare, and trespass. It should be designed to meet the needs of the commercial area without accenting the built environment and creating visual clutter. The lighting should also be designed to be reduced when the area is not being used, such as in the middle of the night.
 - vi. Street lights should be used for safety purposes only, such as at busy intersections. Those lights should be designed to direct the light downward to reduce glow, glare, and trespass.
 - vii. Outdoor lighting with motion sensors and automatic dimmers are encouraged.
 - viii. Use of exterior lighting should avoid interference with bedroom windows of neighborhood properties.
 - ix. Lighting for walkways, gardens, and paths should be for safety purposes only and should be downward and limited to heights of less than 8 feet, lower heights being encouraged.
 - x. Use of bollard or fixtures mounted on short posts are encouraged.

5. Development. Many lots are legally non-conforming (BPIC 9/1/2012 letter)

6. Development of the “gridiron” area in South Black Point: a paper subdivision that did not account for environmental and physical constraints. A) Streets are narrow and curving and hazardous since emergency access vehicles may have problems accessing them, and b) “engineered” septic tanks allow development and could lead to adverse cumulative impacts on water quality, and c) legal lot status (BPCC, p. 24-25)
 - a) Draft Recommendation. Keep the present A2 zoning in Black Point. Build out is nearly complete in the Gridiron. (Draft Progress Report on Zoning, 7/15/2010)

7. Ridge and Upland Greenbelt. Most of the development is focused on the hills and ridges in order to protect the lower bayland areas. *[Staff note: Does this mean you may want to consider expanding the Ridge and Upland Greenbelt area?]*
 - a) Implementation of the Ridge and Upland Greenbelt policies was never accomplished. The Board of Supervisors responded to local opinion that strongly urged that, because of the limited opportunities to develop the nearby Bay plain due to natural constraint factors, more intensive development should be authorized along the more stable hillsides generally east of Atherton Ave. The CWP was amended to remove the RUG designation. The policy that the Bay plains rather than the ridgelands should provide a community separator function is set forth in the community plan. (BPCP, p. 16, 17)

8. Baylands Corridor. Should the Baylands Corridor be extended in the “Petaluma River Bay Plain” area, which is a low land marsh and wetland area, and the “Day Island” area? The Community Plan does not reference the Baylands Corridor.

9. Commercial Development. Commercial development of the “Village Center” area. Shall the area be retained for local resident serving commercial development?
 - a) Issue regarding septic (?) and adjacent wetlands

10. Affordable Housing. Affordable housing opportunities are lacking in the area. Tamarin Lane is proposed as an affordable housing site in the draft Housing Element with a potential of 2 moderate income units and 3 above moderate income units.
 - a) Identify affordable housing sites in community plans (CWP Program CD-2.q)

11. Sanitation. Septic maintenance and impacts on water quality (BPCC, p. 59).

12. Community facilities. There is not a location for community meetings or a gathering place or community events. (BPCC, p. 66-67).

13. Circulation. Incorporate Vehicle LOS standards, recommended transportation system improvements, and additional policies and standards appropriate to reduce traffic congestion and improve walking and bicycling in specific unincorporated communities covered by community plans (CWP Program TR-1.h).
 - a) Roads and streets. Few of the existing roads currently meet existing county standards, and many roads are not publicly maintained. (BPCC, p. 74)

- i. Iolanthus (from Grandview and providing access to the Gridiron and to Day Island is not publicly maintained) (BPCC, p. 74)
 - ii. Cedar, Mistletoe, San Rafael, and Bay are paper streets (BPCC, p. 74).
 - iii. Streets in the Gridiron area were platted without regard to topographic conditions (BPCC, p. 74)
 - iv. Is it still a community goal to develop the Mistletoe right-of-way as a secondary or one-way couplet access to old Black Point? (BPIC, p. 76)
Are the suggested alternatives still feasible? (p. BPIC, p. 76)
- b) Paper Streets. Recommendation: Retain paper streets in Black Point even if they are not likely to serve as the sole or primary access to property, developed or undeveloped. (Draft Paper Streets, 11/4/2010)
 - c) Transit. Because of the limited population within the Planning Area, no bus service is provided by Marin Transit. (BPCC, p. 78).
 - d) Bicycle and pedestrian circulation. Community plans should be updated to address topics such as home size (CWP Program CD-4.a)
 - e) Is there still a need for equestrian trails? (BPCC, p. 70, 79)

Should the equestrian trails be mapped?
Should other neighborhood trails be mapped?

14. Wildlife Corridors. The following recommendations are offered for discussion (Draft Wildlife Corridors for the Black Point Community Plan, 11/11/2010):

- a) Wildlife corridors should be preserved and protected. The presence of wildlife helps to define the semi-rural character of the community and the corridors add to the openness of the area.
- b) New development and redevelopment application review should include assessment of negative impacts to wildlife corridors. The plans should attempt to avoid negative impacts to corridors. If negative impacts cannot be avoided, then conditions of approval should contain mitigation for the impacts. Examples would include the side of development area, location of the development are with respect to the corridors, restriction on the amount and location of fencing permitted and provision for alternative corridors (Restrictions of the Renaissance Estates at Stone Tree might serve as a model).
- c) Keep the corridors from brush and undergrowth. Native plants, trees and shrubs should be encouraged.
- d) Keep the corridors as wild as possible, given the restraints of development. While literature indicates a minimum of 1,000 feet, such widths in many parts of Black Point are unrealistic. Observation indicated that wildlife in our community use corridors of smaller widths, especially for short distances between habitats.
- e) Minimize, if possible, the use of land adjacent to the corridor to lessen human impacts.

- f) Prevent, to the degree possible, light pollution into the corridors.
- g) Pesticides and other chemicals should be avoided in and near the corridors.
- h) Sponsor educational programs concerning wildlife corridors.