

**BLACK POINT/GREEN POINT COMMUNITIES PLAN  
ADVISORY COMMITTEE**

Thursday, August 20, 2015  
6:00 PM  
Novato Atherton Fire Department Training Room  
450 Atherton Avenue, Novato, CA 94945

AGENDA

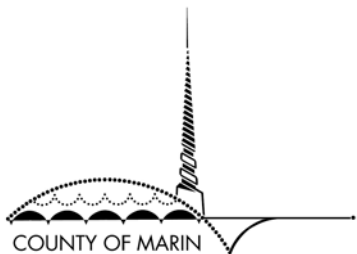
- 1. Review and accept summary minutes from June 18 and July 16, 2015..... 5 minutes
- 2. Public Open Time..... 15 minutes
- 3. Review the Role of the Advisory Committee..... 30 minutes
- 4. Review of 7/27/2015 Planning Commission Hearing ..... 30 minutes
- 5. Next Steps ..... 5 minutes
  - a. Next meeting: September 17, 2015
  - b. Future agenda items
- 6. Adjournment..... 5 minutes

For additional information contact Kristin Drumm at (415) 473-6290 or [kdrumm@marincounty.org](mailto:kdrumm@marincounty.org).

Visit the Black Point Community Plan Update website at <http://www.marincounty.org/blackpoint>



All public meetings and events sponsored or conducted by the County of Marin are held in accessible sites. Requests for accommodations may be made by calling (415) 473-4381 (Voice) 473-3232 (TDD/TTY) or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org) at least four work days in advance of the event. Copies of documents are available in alternative formats, upon request.



**BLACK POINT AND GREEN POINT  
COMMUNITY PLAN UPDATE ADVISORY COMMITTEE  
Meeting Minutes**

Thursday, June 18, 2015  
6:00 – 8:00 PM

Marin County Community Development Agency  
3501 Civic Center Drive, Suite 308 (Third Floor), San Rafael, CA

**Members Present**

Hank Barner  
Rob Jaret  
Michael Barber

**Guests**

Marshall Donig  
Kenneth Henry

**Staff**

Kristin Drumm, Senior Planner

The meeting commenced at 6:05 P.M.

**1. Minutes.**

The minutes were accepted from May 21, 2015 without any modifications.

**2. Public Open Time**

Marshall Donig commented that the proposed Policy CC-3: Require Minimum Setbacks is confusing and setbacks should be consistent with the surrounding neighborhood.

Kenneth Henry commented that more residents might attend the hearing if it was conducted in the evening. He favors the "Black Point and Green Point" name for the community plan and supports limiting Home Size Option 2 to new development on vacant lots, and to maintain the current process for setbacks in the Green Point area. He asked staff if a special effort was made to contact property owners in the Village Center area.

**3. Continue Discussions on Proposed Changes to the Draft Community Plan**

Discussion followed on proposed home size and setback policies. Staff introduced Option 3: Staff Recommendation on Home Size. The Advisory Committee discussed the three home size options. A clarification was made that the median floor area ratio within 600 feet includes properties in the unincorporated area only.

Staff discussed an alternative to proposed policy CC-3: Require Minimum Setbacks. A suggested modification was offered where "setbacks in the ARP zoning should be consistent with the setback patterns in the immediate neighborhood (300 or 600 feet?) or the standards of the A2 zoning district, whichever is more restrictive."

Discussion followed on the name of the Draft Community Plan and how it addresses the community's neighborhoods.

**4. Discuss Planning Commission Hearing on July 27, 2015**

Staff mentioned the date of the hearing may be moved to August 3, 2015 or will continue into the afternoon and early evening of July 27, 2015. Staff will send out a notification when the date and time are confirmed.

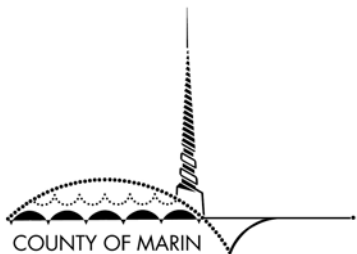
**5. Next Steps**

The next meeting is scheduled for July 16, 2015.

**6. Adjournment**

The meeting was adjourned at 8:30 pm.

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**BLACK POINT AND GREEN POINT  
COMMUNITY PLAN UPDATE ADVISORY COMMITTEE  
Meeting Minutes**

Thursday, July 16, 2015  
6:00 – 8:00 PM

Marin County Community Development Agency  
3501 Civic Center Drive, Suite 308 (Third Floor), San Rafael, CA

**Members Present**

Michael Barber  
Hank Barner  
Rob Jaret  
Susanna Mahoney  
Bill Richards

**Guests**

Kenneth Henry  
Phil Peterson  
Laraine Voitke

**Staff**

Kristin Drumm, Senior Planner

The meeting commenced at 6:00 P.M.

**1. Minutes.**

The minutes were accepted from June 18, 2015 with modifications.

**2. Public Open Time**

Phil Peterson, representing Marin Audubon Society, suggested stronger language is needed regarding pesticide and rodenticide use. These products should be avoided.

Laraine Voitke commented the contents of the Plan are very complex and hard to understand, and additional time is needed to review it.

**3. Continue Discussions on Proposed Changes to the Draft Community Plan**

The Advisory Committee conducted a page-by-page review of the Plan and suggested a number of minor and technical corrections.

Discussion followed on renewable energy and whether the Plan should include policy language to address the issue.

**4. Discuss Planning Commission Hearing on July 27, 2015**

Staff clarified that the hearing is the second item on the agenda and is scheduled to start at 2:30.

**5. Consider Endorsement of the Draft Community Plan**

Rob Jaret motioned to endorse the Plan with the addition of Option 2 and to maintain the “Black Point Community Plan” name. The motion passed 3 – 2 (Mahoney and Barber dissenting).

**6. Next Steps**

The next meeting is scheduled for August 20, 2015.

**7. Adjournment**

The meeting was adjourned at 8:30 pm.

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## **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;