



MARIN COUNTY
COMMUNITY DEVELOPMENT AGENCY
ALEX HINDS, DIRECTOR

January 22, 2007

Marin County Planning Commission
3501 Civic Center Drive
San Rafael, California 94903

SUBJECT: Planning Commission Hearing Schedule and Process for Countywide Plan
and Draft Environmental Impact Report

Dear Planning Commission Members:

RECOMMENDATIONS:

1. Discuss proposed Commission hearing schedule and protocols for the Draft CWP and DEIR.
2. Accept the attached hearing schedule and meeting protocols for consideration at the Joint BOS/PC meeting.

BACKGROUND

At the January 8, 2007 Planning Commission Hearing, the Commission reviewed the draft hearing schedule on the Draft CWP and DEIR. Subsequently staff has updated the schedule to reflect the recommendations of the Commission and developed meeting protocols. The Draft EIR is scheduled to be released on January 16, 2007, and the hearings on the Draft EIR and 2005 Draft CWP are scheduled to begin in February, 2007. Formal action to recommend adoption of the proposed Countywide Plan Commission hearing schedule and meeting protocol is now requested.

Please see Attachment 1 for the proposed schedule for the completion of the Marin Countywide Plan Update.

DISCUSSION

The purpose of this discussion is to accept the proposed hearing schedule and process for moving through the DEIR and 2005 Draft CWP Commission hearings. Approval of the schedule will be considered at the Joint BOS/PC meeting on January 30, 2007. The proposed schedule includes two DEIR meetings, one general meeting to address all CWP topics, eight meetings focused on specific CWP topics, and two FEIR hearings. The protocols are designed to inform the public about the agreed upon meeting procedures and ensure efficient and timely hearings. The goal is to obtain a tentative decision from the Commission as each topic is addressed and to finalize the Commission's recommendation on the CWP and FEIR by July 23, 2007.

Respectfully Submitted,

Alex Hinds
Agency Director

Kris Krasnove
Planner

Attachments:

1. Proposed 2007 Planning Commission Hearing Schedule on the Countywide Plan and DEIR.
2. Proposed Hearing Protocols

2007 Planning Commission Tentative Hearing Schedule on the CWP Draft and DEIR			
Date	Item	Subject / time	Notes
Jan 8	Regular PC Meeting	Review draft CWP & DEIR Hearing schedule	
Jan 16: Notice of Completion and public distribution of DEIR (60-day public comment period begins); Re-release of Aug. 2005 Draft CWP			
Jan 22	Regular PC Meeting	Review CWP hearing schedule and meeting protocols	
Jan 30	BOS/PC Joint Meeting	Accept PC hearing schedule and meeting protocols	
Feb 5	Special PC meeting	Meeting set aside for regular planning items	
Feb 12	1st CWP Hearing & DEIR	10:00 – 12:15 DEIR 12:15 – 1:00 Break 1:00 – 4:15 CWP all topics 4:15 – 5:00 Break 5:00 – 7:00 CWP all topics	10:00 – 12:15 open time for public expression, public testimony and PC deliberation 1:00 – 7:00 public testimony and PC deliberation cont'd
Feb 19	(Holiday)		
Feb 26	2nd CWP Hearing 2nd DEIR Hearing	11:00 – 1:15 Big Lagoon EIR 1:15 – 2:00 Lunch 2:00 – 4:30 CWP (SCA & WCA) 4:30 – 7:30 DEIR	MCTD meets 10 – 11 10:00 open time for public expression 2:00 – 7:30 PC review and confirmation of tentative decisions, public testimony and PC deliberation
March 5	3rd CWP Hearing	9:30 – 5:00 • Baylands Corridor	9:30 – 12:15 open time for public expression, PC review and confirmation of tentative decisions, public testimony and PC deliberation 12:15 – 1:00 Lunch 1:00 – 5:00 PC deliberation cont'd
March 12	4th CWP Hearing	10:00 – 12:00 Current Planning items 1:00 – 5:00 Ag home sizes & Trails	
March 16: 60-Day DEIR Public Comment Period Ends			
March 19	5th CWP Hearing	12:00 – 5:00 • Remainder of Natural Systems • Carry over items if necessary	MCTD meets 10 – 12 12:00 – 2:00 open time for public expression, PC review and confirmation of tentative decisions, public testimony and PC deliberation 2:00 – 5:00 PC deliberation cont'd *Commissioner Dickenson absent
March 26	Regular PC Meeting		*Commissioner Dickenson absent

**2007 Planning Commission
Tentative Hearing Schedule on the CWP Draft and DEIR**

Date	Item	Subject / time	Notes
April 2			*Commissioner Dickenson absent
April 9	6th CWP Hearing	9:30 – 5:00 <ul style="list-style-type: none"> • Housing Overlay • Circulation and Buildout 	9:30 – 12:15 open time for public expression, PC review and confirmation of tentative decisions, public testimony and PC deliberation 12:15 – 1:00 Lunch 1:00 – 5:00 PC deliberation cont'd
April 16	7th CWP Hearing	12:00 – 5:00 <ul style="list-style-type: none"> • Other BE topics • Carry over items if necessary 	MCTD meets 10 – 12
April 23	8th CWP Hearing	9:30 – 5:00 <ul style="list-style-type: none"> • Planning Areas (St. Vincent's, San Quentin, and Rock Quarry) • Other Built Environment topics 	9:30 – 12:15 open time for public expression, PC review and confirmation of tentative decisions, public testimony and PC deliberation 12:15 – 1:00 Lunch 1:00 – 5:00 PC deliberation cont'd
April 30	9th CWP Hearing	9:30 – 5:00 <ul style="list-style-type: none"> • Socioeconomic Element 	9:30 – 12:15 open time for public expression, PC review and confirmation of tentative decisions, public testimony and PC deliberation 12:15 – 1:00 Lunch 1:00 – 5:00 PC deliberation cont'd
May 14	Regular PC Meeting		
May 23 (Wed)	Regular PC Meeting		
May 28	Holiday		
June 4: FEIR distribution for 21 day review			
June 11	Regular PC Meeting		
June 25: FEIR Review Period Ends			
June 25	Preliminary FEIR meeting	9:30 – 5:00 Preliminary presentation of comments received on the FEIR	May also be used to review CWP as needed
July 9	FEIR Meeting	Presentation of all comments received on FEIR & review of CWP as needed	
July 23	FEIR Meeting/CWP Hearing	Meeting to consider recommendation for certification of the FEIR; and Hearing to consider action on CWP	

Note: **BOLD** type indicates regular Planning Commission meetings

Planning Commission Hearing Protocols

The following protocols are intended to guide the public hearing process for the Draft Marin Countywide Plan (CWP) and Draft Environmental Impact Report (DEIR).

PUBLIC TESTIMONY

The following protocols will be established to ensure all participants will have an opportunity to provide input, and for the hearings to run efficiently and on time. Open time for public expression will be provided at the start of each hearing, followed by public testimony. Please refer to the attached schedule to see the specific times allocated for open time for public expression and public testimony.

Speaker Rules:

- 3 minutes for individuals*
- 6 minutes for organizations*
* *The Commission may adopt 2 minutes for individuals and 4 minutes for groups, depending on the day's schedule and the number of speakers.*
- Speakers have one opportunity to speak at each hearing
- Speakers shall focus on NEW material and issues to avoid redundancy.

Written Comments:

- In your letter, please provide a subject header and clearly indicate whether you are commenting on issues or topics discussed in the DEIR or CWP.
- Written comments on the DEIR will be accepted through March 16, 2007
- Comments on the Plan may be submitted up until the date of its adoption. However, you are encouraged to submit written comments **prior** to the hearing date discussing that particular subject matter you are interested in. Please carefully review the attached schedule to verify when specific topics will be discussed. Written comments can be submitted by:
 - Mail to the Planning Commission at 3501 Civic Center Drive, Room 308, San Rafael, CA 94903
 - Email to staff at countywideplan@co.marin.ca.us
 - Email to the Planning Commission at kshine@co.marin.ca.us; or
 - Faxing comments to (415) 499-7880

PLANNING COMMISSION DELIBERATION

Following open time for public expression for items that are not on the day's agenda, staff will review and confirm the votes taken by the Commissioners at the previous sessions

The Planning Commission will begin their deliberations following the conclusion of public testimony. During deliberations, the Commission will conduct straw votes as needed to approve or reject proposed items.

SCHEDULE CHANGES

If necessary, schedule changes will be made to attached schedule to complete the Planning Commission deliberations on the DEIR and Draft CWP by July 23, 2007.

Any changes to the schedule will be announced at the Commission hearings and posted on the website at www.future-marin.org.