

Strawberry Design Review Board
118 E. Strawberry Drive, Mill Valley, CA 94941
October 5, 2015

I. The meeting was called to order at 7:36pm

Members present were:

Penna Omega
Julie Brown
Barbara Rowe
Joe Sherer
Isis Spinola-Schwartz

II. Design Review Agenda Items:

None.

III. Administration and Other Business

1. Notification procedures of DRB meetings.
2. Review language related to advisory nature of board.
3. Provide P.O. Box for board materials.
4. Minutes of August 17, 2015.

IV. Comments to Planner

1. Discussion of whether notification of SDRB meetings should be sent to neighborhood groups and organizations.

Motion made by Joe Sherer, seconded by Barbara Rowe: Chairperson should send notification to SDRB members, Strawberry Rec District (SRD), and County Planners; Barbara to post notice at SRD; Penna to post notice to Nextdoor Strawberry; Julie to notify Strawberry Community Association and Seminary Neighbors Association groups of upcoming SDRB meetings.

Penna Omega – yes
Barbara Rowe – yes
Julie Brown – yes
Joe Sherer – yes
Isis Spinola-Schwartz – yes

2. Discussion of language relating to advisory nature of SDRB and review of notices sent by Kentfield Planning Advisory Board and Tam Design Review Board.

Motion made by Barbara Rowe, seconded by Julie Brown: We should include the following notice on SDRB communications: The Strawberry Design Review Board meets on the 1st and 3rd Mondays at 7:30PM in the Strawberry Rec Center building first floor. The Board reviews and makes recommendations to the County on projects covered by the Strawberry Community Plan. Recommendations are advisory only. Public notices and email notifications are available online at:

<http://www.marincounty.org/depts/cd/divisions/planning/boards-commissions-and-public-hearings/drb/strawberry-drb>

3. Discussion of whether we should have a Post Office box for SDRB materials including costs and ease of obtaining materials. It costs about \$315 for a PO Box in downtown Mill Valley and about \$385 for a box at The Cove shopping center.

Motion made by Barbara Rowe, seconded by Penna Omega: We should obtain a box at The UPS Store, Cove Shopping Center, 1 Blackfield Drive, Tiburon CA 94920 to be paid for by the County.

Penna Omega – yes

Barbara Rowe – yes

Julie Brown – yes

Joe Sherer – yes

Isis Spinola-Schwartz – yes

4. **Motion** made by Barbara Rowe, seconded by Penna Omega: Approve Minutes of August 17, 2015 meeting as drafted.

Penna Omega – yes

Barbara Rowe – yes

Julie Brown – yes

Joe Sherer – abstain (absent from meeting)

Isis Spinola-Schwartz – abstain (absent from meeting)

Open discussion items.

Rob Martin of the community noted that the SDRB may have voted on an inaccurate traffic study and questioned when the SDRB could request a traffic study. In particular he

was concerned that there may be a dance studio as a tenant in a Strawberry building that could possibly generate traffic.

We discussed that the SDRB may ask for a traffic study or other information it deems necessary of any applicant. The SDRB reviews projects sent to the Board from the County, so if a dance studio triggers a project that the County wants the SDRB input, they will request a review.

V. Meeting adjourned at 8:48pm.

Minutes provided by Joe Sherer