

**Tam Design Review Board**  
**Public Hearing Minutes of April 20, 2016**  
**Secretary April Post**

**Call to order: 7PM:** Loren Mollner, Chair

**Board Members Present:** April Post, John McCormick, Loren Mollner, Doron Dreksler

**Approval of minutes of April 6, 2016:** Post/Dreksler, Ayes 4-0

Alan Jones arrived 7:05

**Members of the public present:** Lee and Jim Budish, Nate Feduska, Andy Fitzpatrick, Marilyn L. Filbreck

**Public comment on items not on the agenda:** None

**Communication and Correspondence:** Discussion of a proposed draft letter regarding TDRB's concerns about the 576 Alta Way application, reviewed at our meeting of 4-6-16. A number of community members came to speak to this issue. In addition to our concerns and comments, community members reported walking the neighborhood with Supervisor Sears' aide, Maureen Parton, showing her the paper street area, the proposed building site at 576 Alta Way, and the forks to Coyote Creek including the problematic surrounding watershed area. Documents obtained from the county show that the same applicant has purchased a number of lots, all on the paper streets that are a part of the network that the proposed project will open up, as well as a traffic study done by W-Trans that was done to explore future development of lots in the paper street areas. John McCormick will edit the draft letter to reflect the board and community comments, and send it to key members of the Planning Dept, as well as Supervisor Sears office.

**Motion to send letter with additional comments:** McCormick/Jones, Ayes 5-0

**I. Commission Name/Title**

Tamalpais Design Review Board

**II. Commission Purpose/Mandate**

The Tamalpais Design Review Board (TDRB) reviews and makes recommendations to the Board of Supervisors and the Community Development Agency on discretionary applications (Design Review, Use Permit, Variance, Sign Review, Master Plan, Subdivision/Land Division) in the Tamalpais planning area and their conformity with the Tamalpais Area Community Plan. The Tamalpais planning area includes the Tamalpais Valley, Homestead Valley, Almonte, Muir Woods Park, and the Tennessee Valley neighborhoods. The TDRB was originally established by the Board of Supervisors in 1973

**III. Accomplishments for 2014-16 budget cycle (July 1, 2014 – June 30, 2016)**

The Tamapais Design Review Board held meetings to consider planning applications and provided the applicant with comments and the County with recommendations regarding the proposed projects.

**IV. Goals and Key Initiatives for 2016-18 budget cycle (July 1, 2016 – June 30, 2018)**

*List the Board/Commission's most important goals (up to 5). These goals should be statements that reflect your highest priorities, which may or may not change over time.*

*Below each goal, list 1-5 key initiatives (activities) that the Board/Commission will be working on that will help make progress toward that particular goal. Typically, initiatives are discrete activities that can be achieved over the course of one or two years.*

**Goal #1: Review and comment on planning permit applications**

**2016-18 Key Initiatives for Goal #1**

Continue to hold public & community meetings on a regular basic, review planning application in accordance with Tam Plan, provide the Tam community the first view on new development/ projects in the Tam area, provide the Tam community a forum to voice their concerns & comments on new projects. Provide the community an understanding of how the development / project review process works and how a project moves thru the planning process.

TDRB " Community input is very important to the total planning process and should not be marginalized."

**Goal #2: Maintain rotation of officers**

**2016-18 Key Initiatives for Goal #2**

Continue to rotate officers so that all board members have a good understanding of the entire process.

**Goal #3 Provide access for neighborhood expression/information on proposed projects**

**2016-18 Key Initiatives for Goal #3**

Continue to serve as the place where neighbors can learn about development in their neighborhoods, ask questions and offer comments give voice to concerns or suggestions for the best fit for their neighborhoods

**Goal #4: Maintain membership**

**2016-18 Key Initiatives for Goal #4**

Interview and recommend new members, as needed, in accordance with our by-laws.

**Goal #5: Work in conjunction with county** [Click here to enter text.](#)

**2016-18 Key Initiatives for Goal #5**

Continue to coordinate with Planning Dept. staff to achieve ongoing training, as needed.

**V. Key Challenges and Issues**

*Notification of the neighbors in the area surrounding a proposed project continues to be a difficulty.*

**The county website is very confusing for neighbors trying to look up any project because it lists the projects by the name of the applicant, instead of the address. This has made it very challenging for people in the community.**

We continue to request that ALL members receive a packet with a full set of plans. This cost can easily be passed on to the applicant and would remove any confusion about where to send the single of plans in the event to the Chair being away, or when there has been a recent rotation of officers. TDRB has been requesting this for a number of years, now. This would help TDRB be more effective at processing transmittals and getting the most accurate information back to the applicant and planners in a timely manner.

**VI. Additional Board/Commission Comments**

We emphatically do not want a PO Box, and never did.

**VII. Department Comments**

*If applicable, please provide any comments from the County department that this board/commission works with.*

The Tamalpais Design Review Board continues to provide a valuable service to the local community and County decision makers.

**Adjourned:7:50 pm**