



THE TOWN OF
CORTE MADERA
MARIN COUNTY CALIFORNIA

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CORTE MADERA, CA
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TOWN MANAGER
TOWN COUNCIL
415-927-5050

TOWN CLERK
415-927-5086

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415-927-5055

FIRE DEPARTMENT
415-927-5077

PLANNING / ZONING
415-927-5064

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415-927-5062

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PUBLIC WORKS
415-927-5057

RECREATION DEPARTMENT
415-927-5072

SANITARY DISTRICT No. 2
415-927-5057

CENTRAL MARIN
POLICE AUTHORITY
415-927-5150

September 12, 2017

Ron Brown, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Room 275
San Rafael, CA 94903

SUBJECT: Update to Response to 2016-2017 Marin Civil Grand Jury
Report – *Overcoming Barriers to Housing Affordability*

Dear Foreperson Brown:

The Town has received your letter dated August 31, 2017, requesting a status report the Town of Corte Madera's response to Recommendation 3 of the Grand Jury's report, "Overcoming Barriers to Housing Affordability"

The Town's original response to Recommendation 3 was:

We agree with this recommendation. The Town needs to be conscious of this issue as many times, the public notice is the recipient's initial introduction to the project. The Town's Planning Department has developed a standard public noticing template, which contains a lot of information that attempts to provide the reader with enough information to understand a project proposal, but not overly cumbersome to read. Much of the information on the notice is required by state and federal laws, which must be included in the notice. Because there are legal requirements for noticing, merely scaling back the language in the notice would make the City vulnerable to a legal challenge. A good example is the requirement to include the noticing of environmental (CEQA) review for the project. The language and jargon used for environmental review noticing can be foreign to most people.

However, notices should be crafted in a way to be understandable to the layperson. Staff intends to review and revise its standard notices within the next 60 days.

The Town's status report is as follows:

The Town of Corte Madera's Planning Department has reviewed its public hearing notices and has directed staff to utilize a revised public hearing notice template that includes new formatting and succinct language intended to achieve a better balance between providing adequate and easily understandable information, and necessary legal information.

Should you have any questions regarding this response, please contact the Town Clerk, Rebecca Vaughn, at 415-927-5085 or rvaughn@tcmmail.org.

Sincerely,

Todd Cusimano
Town Manager