

**SUMMARY NOTES  
FOR THE  
TOWN OF CORTE MADERA  
GENERAL PLAN STEERING COMMITTEE**

*Meeting #21*

**JUNE 5, 2003  
COMMENCING AT 6:30 P.M.**

**“[pacificmunicipal.com/cortemadera](http://pacificmunicipal.com/cortemadera)”**

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**LOCATION:** Town Hall Council Chambers, 300 Tamalpais Boulevard, Corte Madera, CA

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All the documents relating to the following agenda items are available for public review in the Environmental Services Department of the Town of Corte Madera Office at 300 Tamalpais Drive, between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday; phone (415-927-5064). In some instances, packet materials for the General Plan Steering Committee may be produced and will be available on Tuesdays preceding the meeting.

One of the primary purposes of the General Plan Steering Committee Meetings is to ensure the public is provided with an opportunity to address the Committee on issues related to the General Plan Update. Each person desiring to speak on an agenda item will therefore be given an opportunity at the appropriate time. Please state your name and address as the meeting is being recorded.

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1. **CALL TO ORDER**

The meeting was called to order at 6:35 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Commissioner’s present: Chair Condon, Alden-Crowe, Chin, Dill, Dupar, Fillpot, Gatlin, Harlock, Kunhardt, Marovich, Marquart, McLean, Vaughan.

Staff present: Tashiro, Weiss, Millar (PMC)

4. **PUBLIC COMMENT**

The public is invited to address the General Plan Steering Committee on any matter in the Committee’s jurisdiction for issues not on the Agenda.

Mr. Lidell indicated that the list prepared of goals for Old Corte Madera Square (which was distributed at the previous meeting) listed “others” who may have helped prepare the list; the “others” should be identified.

Ms. Conrad stated concerns regarding traffic impacts around Granada School. The General Plan should consider safety of the surrounding residential neighborhood.

5. APPROVAL OF MEETING SUMMARY NOTES

A. May 15, 2003. A correction was made to the spelling of Mr. Lidell's name. The Committee clarified that under item 8, while floor area ratio issues were addressed in the handout, the Committee did not discuss the item. The minutes were approved with no further changes.

6. STATUS OF GENERAL PLAN UPDATE

Mr. Millar indicated these issues would be considered under other agenda items.

7. OLD BUSINESS ITEMS

8. OTHER BUSINESS ITEMS

A. Overview of General Plan Steering Committee Rules and Procedures. Staff will provide a brief overview on use of the Committee's Rules and Procedures as they relate to current discussions.

Mr. Tashiro indicated he instructed Mr. Millar to provide an overview of the Committee's adopted Rules and Procedures to ensure the meetings remain as productive as possible. Mr. Millar reviewed the document. Mr. Tashiro stated it was not the intent to use the Committee to draft the General Plan or to review the document word by word; rather, staff would bring issues to the Committee for discussion. Discussion followed, focusing on ensuring discussion items include a clear sense of Committee consensus.

B. Discussion of Draft General Plan Outline and Draft General Plan Goals and Policies. Staff will review a draft outline of the prepared for the General Plan table of contents, explaining the various General Plan elements and topics to be addressed in the General Plan. Additionally, staff will review a set of Draft General Plan goals and policies, based on previous Steering Committee discussions of related issues.

Mr. Millar provided an overview of the goals and policies document provided to the Committee, which was intended to focus on those items where there had been general consensus based on previous discussions.

A copy of an e-mail Mr. Harlock was distributed to the Committee. Mr. Harlock explained concern that the language requires clarity and definition. The goal should be an ability to use the document on a daily basis, with minimal need for interpretation. It should be aggressive in its approach to achieve desired Town outcomes.

Chair Condon stated the General Plan needs to a document created by thinking outside the box, with a strong focus on the future.

Mr. Tashiro indicated the process needs to be long-term in its focus, based on changes that we believe will occur.

The Committee then considered the Draft General Plan Outline. The Committee indicated by consensus to keep the Land Use Element following the introduction; to move issues of parks and recreation to an individual element; to move design issues to an individual element that allows issues of mixed use to be considered along with residential, commercial and public facilities; to move the Circulation Element after the Environment Element; to retain flooding issues within the Public Safety and Hazards Element; and to add sustainability to the Environment discussion.

The Committee next discussed the Draft Goals and Policies memo provided by staff.

The Committee indicated it wished to see renderings, streetscapes and “vision” tools included in Mr. Notestine’s work on design.

In Chapter II, Land Use: The Committee wished to see Policies II.1.A and C modified, as pursuit of a new community center would be a desirable goal. Goals can be further clarified as to their term (immediate or short-term versus long-term). The introductory language of “Where costs are reasonable” under item C is to be deleted. Rephrase language in item Policy II.1.B, regarding renewal of park leases, to not be so rigid. Under Policy II.1.D, to keep the aggressive plan for 5 acres of parkland per 1,000 residents, but to clarify parks versus open space lands, and to encourage development of neighborhood parks. With respect to Goal II.3, regarding trails, the policies should include participation by the Christmas Tree Hilldweller’s Association and other groups, and provide a map of the trail locations.

Item III, Environment, was skipped in the interest of time.

In Chapter IV, Residential Development and Design: The Committee wished to keep the word “shall” in the policy items. The need for residential design guidelines as affirmed. (Mr. Harlock indicated that perhaps what we can achieve now is a set of “design implementations” with more detailed design guidelines to follow.) When residential design issues are next discussed with the Committee, provide an indication of how other communities respond to issues of floor area ratio if they do not have an FAR ordinance. Identify what constitutes “qualifying views” in Policy IV.1.G. Combine Policies IV.1.A and H. Ensure home office uses are encouraged in the policies. Strike the reference to “not visually dominate” in Policy IV.1.E.

Staff discussed upcoming meeting dates and agenda topics with the Committee:

July 10: Complete review of the Draft Goals and Policies memo.

July 31: Focus on design and transportation issues, with Mr. Notestine and CCS (the transportation consultant to the General Plan update) in attendance. This will include further discussion on Old Corte Madera Square.

August 14: Topics to be determined.

9. ADJOURNMENT

The meeting adjourned at 9:05 p.m. to the meeting of July 10, 2003.