



**Minutes of Study Session Meeting of the  
General Plan Update Steering Committee Minutes  
Tuesday, February 27, 2018: 6:30 p.m.**

**Larkspur City Council Chambers  
400 Magnolia Avenue, Larkspur, CA**

*Kevin Haroff, Councilmember  
Catherine Way, Councilmember*

*Monte Deignan, Planning Commissioner  
Daniel Kunstler, Planning Commissioner*

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Staff Present: Planning and Building Director Neal Toft, Consultant Leonard Charles, Assistant to the City Manager Shannon O' Hare, City Manager Dan Schwarz  
General Plan Update Steering Committee Members Present: All

Materials Distributed and Referenced:

Meeting Agenda  
2nd Edits to CAC Introduction Chapter  
CAC Planning Background Report  
Handout: Changes to Regional and Local Development  
Handout: Changes to Legislative Mandates  
PowerPoint Presentation  
Public Correspondence

Meeting begins at 6:30 p.m.

1. **Introductions**
  - Staff introduces themselves and provide professional background.
2. **Public Comments on items not on the agenda**
  - None
3. **Review Committee purpose, meeting guidelines, and timeline**
  - Planning and Building Director Toft gave a PowerPoint presentation on the General Plan purpose, process, meeting guidelines, and timeline.
  - Planning and Building Director Toft noted that changes to CAC draft will be provided to the committee in a tracked changes format.
4. **Background of Citizen's Advisory Committee (CAC) process**
  - Planning and Building Director Toft gave an overview of the Citizen's Advisory Commission process and work produced by the CDC.
5. **Changes in regional and local conditions since 2011 (CAC Draft)**
  - Nancy Nakai asked if interested members of the public should send questions to staff or ask questions at the Public Workshops

-Planning and Building Director Toft stated that the website is a good way to receive and send information, and public workshops will be targeted to certain issues and elements

6. Changes in regulatory environment and State mandates since 2011 (CAC Draft)

-Planning consultant Leonard Charles gave an overview of changes in regulatory environments. His presentation included changes in Greenhouse Gas Emissions and how that affects Vehicle Miles Traveled (VMT) and Levels of Service (LOS) requirements, sea level rise, as well as wildfire hazards that must be addressed.

-GPUSC member Haroff stated the following:

- The community cares about traffic congestion
- Planning will have to take the priorities of the community into account in addition to the priorities of the State

Planning consultant Charles stated the following:

- Both the needs of the community and the priorities and requirements of the state can be taken into account

-Cindy Winter discussed the need to address about autonomous vehicles in the Circulation Element.

-David Sternberg one student one car issue with school traffic could be resolved with some ridesharing solution or carpooling service. Stated that North Magnolia is a good opportunity for high density growth, including residential on top of commercial areas as well as other areas that are underutilized and can be upzoned.

-Richard Atwood stated that getting insurance is difficult because of trees and the fire hazard. He suggested that the committee might explore a heritage tree ordinance that allows for removal for fire risk trees.

-GPUSC member Way stated that Mr. Atwood may want to contact County Supervisor Katie Rice or the Office of Assembly member Marc Levine

7. Review example of text edits/updates (Introduction Chapter), reference materials, and schedule.

-Planning and Building Director Toft provided an overview of text edits in the General Plan CAC draft.

8. Distribute materials for March 6, 2018 Study Session on Land Use Chapter.

-Planning and Building Director Toft distributed materials

9. Open question / discussion period

-None

10. Next Steps

Meeting adjourns at approximately 8:12 p.m.

Next Study Session Meeting: Land Use Element, March 6, 2017, 6:30 p.m. Council Chambers

**ACCESS TO MEETINGS:** Meeting facilities are accessible to persons with disabilities. If you require special assistance, please contact any staff member five business days prior to the meeting. An interpreter for the deaf will be made available upon request to the staff five business days or more prior to the meeting.

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