

San Anselmo Council Minutes  
Regular Meeting  
Town Council Chambers and Via teleconference  
Tuesday, January 10, 2023

Mayor Burdo called the Regular Meeting to order at 7:00 p.m.

Call to Order: Optional Pledge of Allegiance

**COUNCILMEMBERS PRESENT:** Steve Burdo, Mayor  
Eileen Burke, Vice Mayor  
Brian Colbert  
Tarrell Kullaway

**COUNCILMEMBERS ABSENT:** Alexis Fineman

**STAFF MEMBERS PRESENT:** Dave Donery, Town Manager  
Emily Longfellow, Assistant Town Attorney  
Heidi Scoble, Planning Director  
Jeff Zuba, Finance and Admin Services Director  
Serge Avila, Town Clerk

Open Time for Public Expression

Ms. Susan Saunders, member of the Climate Action Commission, discussed tax credits and rebates from the Federal Government through the Electrify Marin Program. She thanked the Town staff for their hard work during the recent storms.

Ms. Bridget Clark recommended making overnight parking permits obtainable via an app.

Council requests for future agenda items; Committee liaison reports; questions and comments to staff; miscellaneous items

Vice Mayor Burke reported she has been on steady "creek watch" for the last several weeks. She did not attend any meetings.

Councilmember Colbert reported he attended a Transportation Authority of Marin (TAM) meeting; Marin Transit met yesterday, continues to look for a facility capable of handling electrified buses, and is looking for a vendor for the Marin/Sonoma Bike Share Program; he was elected the Vice-President of the Board of Marin Transit; attended this morning's Economic Development Committee meeting.

Mayor Burdo stated he does not have any liaison reports; he thanked Town staff, the Ross Valley Fire Authority, and the Central Marin Police Authority for their outstanding work during the recent storms; the creek cameras and gauges are back on line; he continues to monitor the progress at Memorial Park.

Town Manager Donery reported the creek gauges are run through the County Department of Public Works and a contractor.

Special Presentation

1  
2 Oath of Office for Newly Elected- Councilmember Tarrell Kullaway, Town Clerk Cecily T.  
3 Wilson  
4

5 Town Clerk Avila administered the Oath of Office to Councilmember Kullaway and Town Clerk  
6 Wilson.  
7

8 1. Consent Agenda  
9

10 1.1 Approve the Draft Minutes of the Town Council Meeting- December 13, 2022  
11

12 1.2 Consider Adoption of Resolution No. 4467 to Allow for Virtual Town Council and  
13 Committee Meetings in Compliance with AB 361  
14

15 1.3 Reports of Warrants Issued, December 2022  
16

17 **M/s, Burke/Colbert, Motion to approve the Consent Calendar as submitted.**

18 **AYES: Colbert, Kullaway, Vice Mayor Burke, Mayor Burdo**

19 **ABSENT: Fineman**  
20

21 Mayor Burdo opened the meeting to public comments.  
22

23 There were no comments.  
24

25 Mayor Burdo closed the meeting to public comments.  
26

27 Council Items  
28

29 2 Approve Resolution of the Town Council Authorizing the Appropriation of Funds for the  
30 Purchase of iPads for the Installation and Use of the Granicus- iLegislate Digital Agenda  
31 Application. The consideration of the adoption of the Resolution does not constitute a  
32 "Project" and is statutorily exempt from CEQA pursuant to Section 15378  
33

34 Town Clerk Avila presented the staff report. He answered questions from the Council  
35 regarding whether paper copies would be available; who came up with the proposal; if the iPads  
36 could be used to watch meetings; how the platform would change the way the Council  
37 interfaces; research capabilities; if the iPads have separate keyboards.  
38

39 Mayor Burdo opened the meeting to public comments.  
40

41 There were no comments.  
42

43 Mayor Burdo closed the meeting to public comments.  
44

45 Vice Mayor Burke stated she is happy to try the iPads but she does like paper and being able to  
46 see things "side by side".  
47

48 Councilmember Colbert, Kullaway, and Mayor Burdo supported the proposal  
49

50 **M/s, Colbert/Burke, Motion to Approve a Resolution of the Town Council Authorizing the**  
51 **Appropriation of Funds for the Purchase of iPads for the Installation and Use of the**  
52 **Granicus- iLegislate Digital Agenda Application.**

53 **AYES: Colbert, Kullaway, Vice Mayor Burke, Mayor Burdo**

54 **ABSENT: Fineman**

3. Review the Public Draft 6<sup>th</sup> Cycle Housing Element and Approve by Motion the Submittal of the Draft to the California Department of Housing and Community Development

Planning Director Scoble presented a staff report and a PowerPoint presentation. Staff answered questions from the Council regarding the factors related to environmental review; consistency with the General Plan; the Regional Housing Needs Allocation (RHNA) numbers and amendments to density; the lack of local control; determination of carrying capacity; the timeline with respect to public comments; the risks and impacts to the Town if the process is delayed beyond the deadline.

Mayor Burdo opened the meeting to public comments.

Mr. Tim Heiman, Woodland Avenue, acknowledged the hard work put in by staff, the consultants, and the Housing Element Advisory Committee (HEAC). He discussed the downtown opportunity sites are noted they are small lots with a mix of uses (single-family, duplexes, and a few apartment buildings). This area is already very dense. He opposed the proposal to rezone the area to 30 units per acre.

Mayor Burdo closed the meeting to public comments.

Councilmember Kullaway thanked staff for getting her “up to speed” on this issue.

Councilmember Colbert asked Planning Director Scoble to respond to the comments made by Mr. Heiman. Planning Director Scoble discussed the sites proximity to transportation and services, SB9, and the potential for Accessory Dwelling Units (ADU). She recommended keeping the proposal as is.

Vice Mayor Burke stated the residents on these streets should be notified about the potential change. Planning Director Scoble stated staff sent a letter along with a survey- the responses were mixed.

Vice Mayor Burke stated there were a lot of single-family homes in these areas and the proposal could change the character of the downtown significantly. She likes the mixed use nature of the area.

Councilmember Colbert noted there is very little “wiggle room” from Sacramento and he is inclined to accept everything as is. Mr. Heiman’s comments are important.

Mayor Burdo thanked staff for the great work. The process does not make sense in terms of a “one size fits all” approach. He supported the staff recommendation to move forward.

**M/s, Colbert/Burke, Motion to approve the Submittal of the Draft 6<sup>th</sup> Cycle Housing Element to the California Department of Housing and Community Development.**

**AYES: Colbert, Kullaway, Vice Mayor Burke, Mayor Burdo**

**ABSENT: Fineman**

M/s, Burke/Colbert, Motion to adjourn the meeting at 8:30 p.m.

Respectfully submitted,

Toni DeFrancis,  
Recording Secretary