

STRAWBERRY DESIGN REVIEW BOARD

118 E. Strawberry Drive, Mill Valley, CA 94941

Meeting Agenda

Monday, May 20, 2024, at 7:00 pm

Strawberry Rec Center Meeting Room – First Floor

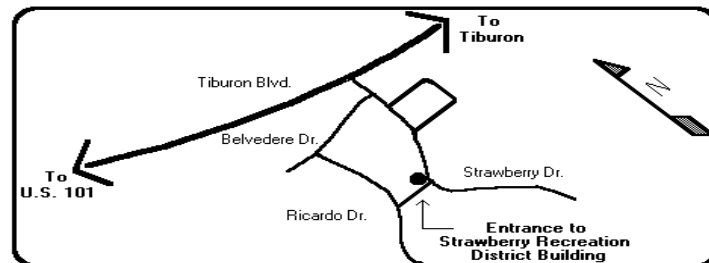
7:00 PM: CALL TO ORDER

1. Open time for public comments.
2. Approval of Minutes from previous meeting(s).
3. Board Discussion: 2024-2026 Biennial Report-The Board will discuss and finalize the 2024-2026 Boards and Commissions Biennial Report (see attached report).
4. General Board Business Discussion: Communications and Future Agenda Items.

SDRB IN PERSON + ZOOM

Strawberry Recreation Center Meeting Room – First Floor

118 E. Strawberry Drive, Mill Valley, CA 94941



Strawberry Design Review Board (SDRB)

also, via ZOOM direct link

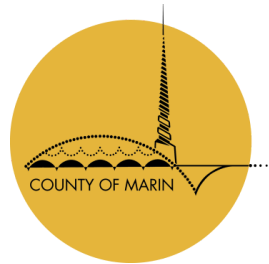
<https://us02web.zoom.us/j/85608061105?pwd=SUFmWkVSSGxlbHZBWtNBUnIyaVRPZz09>

---see webpage for more ZOOM and other accommodation information---

<https://www.marincounty.org/depts/cd/divisions/planning/boards-commissions-and-public-hearings/drb/strawberry-drb>

NOTICE The **Strawberry Design Review Board** meets in person (as required) on the 1st and 3rd Mondays at 7:00PM in the Strawberry Rec Center building first floor, but also streams the meeting on Zoom for the public to remotely participate. The Board reviews and makes recommendations to the County on projects covered by the Strawberry Community Plan. Recommendations are advisory only. Public notices, email notifications are online at:

<http://www.marincounty.org/depts/cd/divisions/planning/boards-commissions-and-public-hearings/drb/strawberry-drb>



BOARDS AND COMMISSIONS BIENNIAL REPORT

County Administrator's Office 2024-26 Budget Cycle

Boards and Commission members serve in an advisory role to help to direct policy by making suggestions and recommendations to their local elected policymakers and government management. This system of commissions is intended to be representative of, and responsive to, the communities they serve. Each commission has an issue, policy and/or program focus representing its constituencies and, generally, commission appointees represent defined communities of interest.

Please use this form to provide an update on your Board/Commission - we are asking for both a summary of the prior budget cycle's accomplishments as well as goals for the coming two years. Feel free to provide either a narrative summary or bulleted lists, or both. Submissions will be published in the FY 2024-26 Proposed Budget in June, 2024. The next time this report will be updated will be for the 2026-28 budget cycle (July 1, 2025 – June 30, 2027).

[Boards & Commissions Ordinance](#)

Please SAVE your draft form if additional time is needed to complete.

Commission Name/Title *

Strawberry Design Review Board

What is the name or title of the Board or Commission being presented?

Commission Purpose/Mandate *

The SDRB shall serve as a resource body and liaison to the Board of Supervisors, the Community Development Agency, the Planning Commission, and the Community, and shall review and comment on discretionary land use and zoning applications and community plan amendments within the Strawberry Planning Area that are referred to the SDRB by the Community Development Agency. The Strawberry Community Plan was initially written in 1973, with plan amendments dating to 1982. Second to the Muir Beach Community Plan, 1972, Strawberry has the most out of date plan in Marin.

In a paragraph or two, please describe what is the purpose or mandate of the Board/Commission.

Provide a narrative summary, in 1-3 paragraphs, of the Board/Commission's accomplishments for the FY 2022-24 budget cycle (July 1, 2021 - June 30, 2023)

Accomplishment #1: Reviewed and responded to applicants for projects in the Strawberry area.

Accomplishment #2: Forwarded comments and suggestions to Planning staff.

Accomplishment #3: Engage with county staff on areas for improved communication.

Accomplishment #4: Utilized County provided assistant to improve response times for documentation, communication with staff, and greater understanding of board roles in relation to other design review boards within larger County.

Describe what has been accomplished by the Board/Commission during the past year.

(Optional) You may also use the list below to provided bulleted summaries of accomplishments from the FY 2022-24 budget cycle (July 1, 2021 - June 30, 2023). Please keep accomplishments to 1-sentence each.

Accomplishment #1

Accomplishment #2

Accomplishment #3

Accomplishment #4

Accomplishment #5

Please provide a narrative summary, in 1-3 paragraphs, of the Board/Commission's goals/plans for the upcoming FY 2024-26 budget cycle (July 1, 2023 - June 30, 2025)

Goal 1: Review and respond to applicants with proposed projects in the Strawberry area and forward comments and suggestions to Planning staff.

Initiative #1: Fill vacant DRB assistant position in order to maintain functional gains made over the past year.

Initiative #2: Continue to increase communication with Planning staff to insure follow up to rulings is understood by board.

Goal 2: Add development of a focused community plan update scope to the Strawberry DRB work program. This scope of work needs to address a major issue with the current community plan.

-Initiative #1: Ongoing changes to the housing stock and community character. The plan does not address the kinds of development issues that come before the Board as typical applications for infill development and remodels. This includes height, bulk and scale, views, vegetation, fencing, second story additions in neighborhoods with a single-family context, lighting, pedestrian and bicycle routes, safe routes to school, entry features or gateways to the community, and the interface between commercial and residential areas and institutional and residential areas. This work is needed for the Board to fulfill its mandated responsibilities for normal design review of projects in the community which are required to come before the Board as part of the development process. The current plan focuses on new development capacities of (already completed) major parcels but gives no guidance to the kind of remodeling and reconstruction projects that are on the Boards normal agenda items.

-Initiative #2: Review key pedestrian safety issues where commercial and residential areas interface.

Goal 3: Community Education about Affordable Housing and State Housing Initiatives.

-Initiative #1: Workshop sessions on new state laws requiring affordable housing are requested.

-Initiative #2: Provide clear guidelines for infill housing development.

-Initiative #3: Provide design insight and proposed changes on Form Based code to County as it develops with project submittal to clarify and improve guidelines.

Goal 4: Annual meeting with county DRBs to discuss common goals, issues, and share successful strategies solutions.

Goal 5: Review the Draft EIR for NCLH Seminary project in a meeting with the community. Elicit and present feedback on the draft on behalf of the community to the Planning Commission and Board of Supervisors.

Describe what the Board of Supervisors and public can expect from the Board/Commission in the coming budget cycle.

(Optional) You may also use the list below to provided bulleted summaries of goals/plans from the the FY 2024-26 budget cycle (July 1, 2023 - June 30, 2025). Please keep accomplishments to 1-sentence each.

Goal #1

Goal #2

Goal #3

Goal #4

Goal #5

Key Challenges and Issues (if applicable)

The SDRB has been functioning with only 4 of 5 seats filled. We request that the office of the supervisors take an active role in filling the vacant seat.

We understand that County funding is needed to accomplish our key goal of 1) increasing Board effectiveness via an administrative assistant and 2) updating the Strawberry Community Plan (SCP).

Two financial mechanisms are recommended:

An additional fee for design review to be collected for projects that are required by code to go through the design review process. The proceeds from this fee could be used to support County services to the Boards.

Identify an additional fee for private development occurring on large acreage in areas where the community plan is more than 20 years out of date or where significant CEQA issues exist between.

Please list any challenges in achieving your 2024-26 budget cycle goals

Additional Board/Commission Comments

Updating our SCP is critical not only because the current SCP is decades out of date, but because one of the largest and most impactful projects in the County needs immediate direction. The former Baptist Seminary site is over 100 acres and now has an expired Master Plan and a severely outdated Community Plan.

Strawberry needs to craft its future using a positive community-directed method, and not attempt to squeeze in an ad hoc solution for this tremendously important project, as well as determine appropriate community-directed solutions to all other development standards in Strawberry on which the current SCP is silent.

Is there anything that has not been previously stated that is of importance (including plans, challenges and key concerns) of the Board/Commission?

Department Comments

Type here...

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

Contact Information

In an effort to keep all information as accurate as possible, please fill out the contact information below with the most up to date information for the Board/Commission point person.

Name *

Matt

First Name

Williams

Last Name