

Town of Tiburon STAFF REPORT

AGENDA ITEM

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TO: PLANNING COMMISSION
FROM: DANIEL M. WATROUS, PLANNING MANAGER
SUBJECT: EIR AND CEQA DISCUSSION

MEETING DATE: AUGUST 9, 2006

REVIEWED BY: SA

BACKGROUND

At this year's Town Council-Planning Commission workshop, discussions were held on the Town's CEQA review process and possible changes to the organization of future EIRs. The consensus of the Council and Commission at that time was that Staff should schedule time for the Commission to discuss EIR organization issues, with suggestions to be forwarded on to the Council. Specific suggestions to be explored included:

- Explore the possibilities of distributing EIRs in tabbed 3-ring binders to the Commission and Council;
- Create a specific Town format for EIR summaries, possibly in a spreadsheet format; and
- Try to improve the alternatives analysis section.

At this meeting, the Planning Commission is encouraged to discuss these any other possible suggestions that would help make future EIRs easier to understand and use.

In addition, the Commission may discuss other aspects of the CEQA review process. In particular, at the workshop the Town Council encouraged Commission and Staff to move projects along to the Council more quickly and not get bogged down by the CEQA process. Staff will be pleased to elaborate on this and any other areas of concern regarding the CEQA process at the meeting.

RECOMMENDATION

It is recommended that the Planning Commission discuss any desired changes or refinements to the Town's EIR organization and CEQA review processes, and direct Staff to forward any recommendations to the Town Council.

EXHIBITS

1. Synopsis Of 2006 Council/Planning Commission Workshop



Town of Tiburon

MEMORANDUM

TO: HEIDI BIGALL, INTERIM TOWN MANAGER

FROM: DANIEL M. WATROUS, PLANNING MANAGER

SUBJECT: SYNOPSIS OF TOWN COUNCIL/PLANNING COMMISSION WORKSHOP

DATE: MAY 3, 2006

Here is a synopsis of the items discussed at last night's Town Council/Planning Commission workshop and the follow-up actions to be taken:

1. CEQA Review Process
 - Commission and Staff encouraged to move projects along to Town Council more quickly and not get bogged down by CEQA process
2. EIR Organization
 - Schedule time for Commission to discuss EIR organization issues, then forward ideas to Council
 - Explore possibilities of distributing EIRs in tabbed 3-ring binders to Commission and Council
 - Create Town format for EIR summaries, possibly in spreadsheet format
 - Try to improve alternatives analysis section
3. Late Mail Issues
 - Investigate possibility of preparing agendas and staff reports earlier, then setting cut-off date for late mail at some point before meetings
4. Zoning Ordinance Comprehensive Update
 - Update provided; no follow-up action
5. Project Update
 - Martha Company- Update provided; no follow-up action
 - Caprice Restaurant - Staff to call Mogens Bach to check status and present possible deadline
 - Paradise Drive- Update provided; Town to continue discussions with County
 - Ling – Staff to request applicant to place tape between story poles