

**DRAFT
MINUTES
TOWN OF SAN ANSELMO ECONOMIC DEVELOPMENT COMMITTEE MEETING
Town Library, 110 Tunstead Avenue, San Anselmo
April 18, 2017**

Committee Members Present: Chair Brian Colbert, Rich Burns, Andrew Galbraith, Marc Hand, Deborah Knuckey, Kim Stuart, DeeDee Iacopi.

Committee Member Absent: Aaron Singer.

Others Present: Town Council Members John Wright and Matt Brown, Town Manager Donery, Building and Public Works Director Condry, Assistant Planner Price.

Call to Order: Chair Colbert called the meeting to order at 8:45 a.m.

Approval of Meeting Minutes of March 14, 2017: Upon motion made by Knuckey and seconded by Stuart, the minutes of the March 14, 2017 meeting were approved unanimously.

Open Time for Public Expression: No one wished to comment during public open time.

Discussion Items:

Sign Program Update. Rich Burns presented the sign program update and explained the process of preliminary decision-making and focus on Town branding.

Proposed Regulation of Window Coverings for Vacant Storefronts. Assistant Planner Price presented the staff report. There was Committee consensus that window coverings should not be required at this time, but current code should be amended to allow window covering as an option and it should be promoted by staff. The Committee suggested that there be a variety of pre-approved options for the applicants to choose from selected by staff and the historical commission. An additional suggestion was to allow local artists to create window coverings. Staff will return with estimates on how many parcels are in the target zoning designation. Public Works Director Condry will check the lease agreement on the Great Acorn and approach the County if necessary about installing window covering at that location, as well as reach out to the owner of the Royal Bakery.

Explore partnership opportunities with Small Business Development Center of Marin. Chair Colbert presented partnership opportunities with the SBDC. The Committee suggested that a small fee be required to participate in any workshops to incentivize participation.

Economic Development Action Plan – Update. Town Manager Donery presented the Economic Development Action Plan update. Public Works Director Condry gave an update on the future parking study. There was public comment requesting more walkability analysis and the citizen was invited to attend the next BPAC meeting. Planning Director Semonian will be meeting with Richard Berkson next week.

What's New in San Anselmo Business. A Use Permit for an Artist Studio on Greenfield Avenue will be heard at the next Planning Commission meeting. The Town is working on updating a database on commercial signage in Town. The Building Department is now accepting digital plans. There is construction activity at the Pavilion. Creekside pizza is fundraising to open in late May. Councilmember Brown suggested the EDC and the Chamber of Commerce have a joint meeting in the future.

Adjourn: Chair Colbert adjourned the meeting.