

**FINAL MINUTES**

**TOWN OF CORTE MADERA  
ACCESSIBILITY ADVISORY COMMISSION  
JUNE 21, 2010  
CORTE MADERA TOWN HALL COUNCIL CHAMBERS**

Commissioners Present: Chair Barbara Becker  
Ted Meyer  
Thomas Young

Commissioners Absent: Robert Czeck

Staff Present: Public Works Director/Town Engineer Dan Ring  
Recreation Director Mario Fiorentini

1. Call Meeting to Order

Chair Becker called the meeting to order at 7:00 p.m.

2. Open Forum for Non Agenda Items

There were no comments.

3. Approval of Meeting Minutes  
a. April 19, 2010

M/s, Meyer/Becker to approve the AAC minutes of April 19, 2010 as submitted.  
Ayes: All Absent: Czeck

Chair Becker stated she would like to rearrange the order of the agenda.

4. New Business

A. Accessibility Issues for Proposed Corte Madera Community Garden

Public Works Director Ring introduced Ms. Mary Warner, representing the Corte Madera Community Garden (CMCG). Ms. Warner stated the group had been meeting since January. She pointed out the location of the proposed community garden on the site plan. Public Works Director Ring noted the Town recently gave permission to a Neal Cummins science teacher to do some work in an area nearby. Ms. Warner stated she was aware of this work and noted it was not in the same location. She stated the group has been working with Recreation Director Fiorentini for a while and would ultimately like to have several gardens. The proposed garden area would be about 80' by 60' and is surrounded by the walking paths. The proposal would include a picnic table and perhaps a meeting place to hold educational seminars, classes, etc. Many of the members of the group are Master Gardeners or Permaculturists and very keen on the concepts of sustainability, etc. She noted the Commission received a list of the proposed rules. She felt there would not be any ADA issues since the park itself meets most of the requirements. The garden would include pathways and a gate that would be wheelchair accessible. They plan to use decomposed granite on the pathways. There would be a composting area in the back of the garden (near the pond) and some raised beds.

Chair Becker recommended that the group visit the rest room facility and children's area at Pt. Reyes Station. Ms. Warner asked if there was a community garden. Chair Becker stated "no" but mentioned

there were raised areas, walls, etc. and it might give the group some ideas. Ms. Warner stated they have visited other community gardens in Fort Mason, Mill Valley, and Larkspur.

Ms. Warner stated they established some fees based on the square footage of the individual plots. The water source would come from the Town and gardeners would use hoses as opposed to a drip irrigation or sprinkler system. They expect the water use to be quite small. Volunteers would monitor it.

Public Works Director Ring asked how the plots would be assigned, how the wait list would work, etc. Ms. Warner stated there would be an application form with an accompanying \$25 processing fee. Once a gardener is accepted there would be a \$100 deposit that would be refundable if the plot is left clean. If a plot is not kept up then the membership is subject to review. Chair Becker asked if there would be a monthly fee. Ms. Warner stated that would depend on the water situation. Recreation Director Fiorentini stated those details have not been worked out. Ms. Warner stated most community gardens have a very reasonable annual fee. They are thinking about charging \$2 per square foot. She noted the proposal does not include installation of a drinking fountain.

Chair Becker asked if the main pathways were cement or blacktop. Ms. Warner stated they were asphalt. Public Works Director Ring stated he thought there was some money in the budget to repave those paths either this year or next year. Commissioner Young had questions about the design that was presented. Mr. Warner stated it was hypothetical and very preliminary. Commissioner Young stated his main concern was that a wheelchair should be able to gain access to the entire garden area. Mr. Warner agreed and stated the raised beds would be placed in the appropriate locations. She noted most of the beds would be raised to some extent. She added they might have a source of cheap, used lumber.

Recreation Director Fiorentini asked if there was a grade change from the level of the dirt to the path. Ms. Warner stated "yes" on the side that has the drains (south side). She stated this could be used for drainage or a catch basin for water.

Commissioner Meyer asked about the fencing plan. Ms. Warner pointed to the plan and discussed the plans for fencing and gates. Commissioner Meyer discussed some of the ADA requirements for a gate. Ms. Warner they might use the guidelines used by the community garden in Mill Valley. Chair Becker asked if the garden would be open to the public during the day. Ms. Warner stated there would be a combination lock on the gate. The garden would be open to the public when they are offering classes, workshops, etc. They have not established the hours of operation, etc. Chair Becker asked if they would install lighting. Ms. Warner stated "no". Recreation Director Fiorentini stated the garden would be subject to the rules of the park, including opening at dawn and closing at dusk. Commissioner Young asked about the proposed fencing materials. Ms. Warner stated they have budgeted for a coated, cyclone fence. It would be very visible and would have some vines growing on it.

Commissioner Meyer stated when he goes to Paradise Foods he has to duck under a branch. He was concerned about vegetation sticking out on the pathways. Ms. Warner stated no trees would be planted in the garden area. There would be a shared orchard area by the pond.

Public Works Director Ring asked where the proposal was in the process. Recreation Director Fiorentini stated the group made a presentation to the Parks and Recreation Commission in May. The Commission was very supportive. The proposal is in its infancy with many details that need to be worked out. Chair Becker asked the group to return with a more solid proposal before presenting it to the Town Council.

Chair Becker encouraged Ms. Warner to contact the Community Foundation for help with fundraising, etc. Ms. Warner stated they have a Website and plan to participate in the 4<sup>th</sup> of July Parade.

#### 4. Old Business

##### A. Higgins Landing Boat Dock Update

Public Works Director Ring presented a staff report. He stated the design and funding for this project is coming from the State Department of Boating and Waterways. He noted the Department of Boating and

Waterways determined that an existing piece of the infrastructure would not handle the new loads because the new gangway would be significantly larger and heavier than the original. They redesigned the dock and landing to avoid using that particular piece of structure. They produced a new plan and sent it to the Town. Staff received comments regarding the smaller size of the dock. There were other concerns about the relocation of the dock and the possibility that it could be in the mud during extremely low tides. The Department of Boating and Waterways felt they had produced a great design and did not respond to staff for quite some time. Staff received an email from the Department of Boating and Waterways stating that they would have to modify the dock based on the comments at a cost that would exceed what they were willing to spend. They are also concerned about the ADA issues and want to figure out certain regulations on the State and Federal level. They have decided to step back from the project for a while.

Commissioner Young asked if the demolition had already taken place. Public Works Director Ring stated “yes” and added the remaining structures would need to be removed.

Chair Becker stated the project has just been delayed because this is a major bay access point that has been uprooted. She wondered whether or not the modifications to the dock would require another Environmental Impact Report. (EIR). Public Works Director Ring stated “probably not”.

Public Works Director Ring stated the soonest the project could be started would be next summer.

#### B. BRIP (Barrier Removal Implementation Project) Update

Public Works Director Ring presented a staff report.

Chair Becker stated the BRIP (Barrier Removal Implementation Project) would basically change the makeup of the AAC in that they would be taking a proactive part in it. There are seventy-one issues cited in the BRIP and the AAC has already taken a look at some of them. She noted they only need to implement one half of the issues with the assistance of the consultant. Public Works Director Ring stated most of the issues are related to roadways and sidewalks. Commissioner Meyer asked if the Town would be employing a CASP certified specialist or be sending a staff member to obtain this certificate. Public Works Director Ring stated a civil engineering background would be helpful. Chair Becker stated the AAC would be the focal point for prioritizing the issues. Public Works Director Ring stated a lot of these things are not rules but rather guidelines and there is a lot of variability that is left up to the designer. There are also certain conditions that are very difficult to meet in the real world.

Public Works Director Ring stated the Town must budget at least \$60,000 each year towards the BRIP. This money would come from the Gas Tax Revenue which is typically about \$120,000 per year. Chair Becker stated one of the advantages is that they no longer have to compete for funding

Public Works Director Ring stated staff would like to use some of the Bayside Trail Funds, which comes from the Transportation Authority of Marin (TAM), to upgrade the sidewalks along San Clemente. They have budgeted \$120,000 for ADA improvements on the side of the Ecumenical Association for Housing (EAH) complex. Chair Becker asked if any of these improvements were included in the seventy-one items cited in the recent lawsuit. Public Works Director Ring stated he would find out.

#### C. Tamalpais/Redwood/Corte Madera Avenue Overlay Project Update

Public Works Director Ring presented a staff report. There have been a series of meetings and the design has been ramped up.

Chair Becker asked if the Commission would see the plans. Public Works Director Ring stated “yes”. Chair Becker asked if some of these improvements were included in the seventy-one items cited in the recent lawsuit. Public Works Director Ring stated “yes”.

Commissioner Meyer asked when this would go out to bid. Public Works Director Ring stated he was not sure but would find out and report back.

Commissioner Young asked about the extent of the project. Public Works Director Ring stated it would extend from Menke Park to the Recreation Center. He noted the scope of the project has increase with time.

#### D. Apache/Sandra Marker Trail ADA Access Update

Public Works Director Ring stated this was a City of Larkspur project but he has not yet contacted the Larkspur Public Works Director. The project is actually on a piece of land owned by the Town of Corte Madera.

Chair Becker displayed the schematic. Public Works Director Ring stated the City of Larkspur has a design but some of the residents on Birch Avenue expressed some opposition related to access issues. The original design included stairs, an ADA ramp, and a bicycle ramp. The design was modified to include a bicycle ramp that is ADA accessible. Residents were opposed to the stairs because they though people would congregate on them. They were opposed to the switchback ADA ramp because of the amount of concrete. They were concerned about the slope of the bicycle ramp and thought people would speed down the ramp. The City of Larkspur held three community meetings and revised the design in an attempt to address these concerns.

Commissioner Young asked about the size of the project. Public Works Director Ring stated it was very small.

Chair Becker stated the City of Larkspur has come with ideas of opening that area up but the residents do not want to be the “highway to Redwood High School”. She is pleased with this proposal.

Public Works Director Ring stated the revised plan would be submitted to the Town of Corte Madera.

#### E. Transition Plan Review- next steps

Public Works Director Ring presented a brief staff report. He stated he was not sure where the plan stands relative to the BRIP (Barrier Removal Implementation Project).

Chair Becker stated the Transition Plan was divided into ten volumes that included buildings, public areas, etc. Commissioner Meyer asked if staff has decided about the format or outline for the BRIP. Public Works Director Ring stated “not yet”. He stated the Commission should spend the year discussing these issues. Commissioner Meyer asked if they would send out bids for consultants. Public Works Director Ring stated “probably not”.

Public Works Director Ring stated this agenda item should be replaced by the BRIP. A lot of the barrier removal items could be tied to street projects in order to increase the funding for ADA improvements. Commissioner Meyer stated this could be more easily accomplished if the Commission knew more about upcoming projects. This would help the Commission implement the Transition Plan more effectively. Public Works Director Ring agreed and stated he would take a look at the Public Works Department’s Pavement Management Plan and see what overlays/slurry seals are due in the future.

### 5. New Business

#### B. On-Street blue zone parking space in front of 128 Willow Avenue

Public Works Director Ring presented a brief staff report. Staff sent a letter to the individual who was granted the parking space asking her to let them know if the space was still needed.

Chair Becker gave a brief history and stated the individual lives in a duplex that has a very narrow driveway. Behind the duplex is a four-plex with parking in the back. The Council approved the parking space based on the Commission’s recommendation that it met the necessary criteria. There is a requirement that the individual reapply every two years. Public Works Director Ring stated that staff had

been notified by a neighbor that the space was not being used by the disabled individual and wanted to know if the space should be placed back into general circulation. Chair Becker stated she has been to the site many times and it has been empty.

Chair Becker stated the Commission should decide whether or not to recommend that staff pull the standing sign and paint over the blue curb. Public Works Director Ring stated the letter he sent gives her another week to respond.

#### 6. Commissioner Reports

Commissioner Meyer stated the Town recently purchased the strip mall adjacent to the Recreation Center and has plans to develop it in some manner. He noticed the Bank of Marin recently moved into one of the space and he wondered about the lease terms. He discussed the site improvements that were being done and wondered why the Commission did not review those plans. He felt these improvements were under the purview of the Commission in terms of parking spaces, pathways coming off of the existing sidewalk, etc. Public Works Director Ring stated the work was probably viewed as improvements on private property even though the Town owns the property. The Town did require some improvements in the parking area and along the right-of-way. Chair Becker asked if there was a site plan for the parking lot. Public Works Director Ring stated he would submit it to the Commission. They are reconfiguring the parking lot and putting in new islands, ramps, etc. Chair Becker asked if the building has extended into the parking lot. Public Works Director Ring stated "no". Commissioner Meyer noted this was a high profile project that has historically been a horrible parking lot in terms of slopes, etc. He stated there could be path of travel issues between this property and the adjacent properties.

#### 7. Future Agenda Items

Chair Becker stated the following items would be on a future agenda: 1) BRIP Update.

#### 8. Adjournment

Chair Becker stated the next meeting is tentatively scheduled for Monday, July 19, 2010.

The meeting was adjourned at 9:25 p.m.