

**SAUSALITO PLANNING COMMISSION
RESOLUTION NO. 2025-19**

**APPROVAL OF A DESIGN REVIEW PERMIT AND VARIANCE WITH A RECOMMENDATION
OF APPROVAL TO CITY COUNCIL FOR AN ENCROACHMENT AGREEMENT TO CONVERT
AN EXISTING PARKING DECK TO AN ENCLOSED GARAGE PARTIALLY WITHIN THE
PUBLIC RIGHT-OF-WAY AT 87 SAN CARLOS AVE
APN: 065-163-38
PROJECT ID: 2024-00208**

WHEREAS, an application has been filed by the applicant, Scott Couture, on behalf of owner, James C. Hormel Jr. Trust, requesting approval of a Design Review Permit and Variance alongside a recommendation of approval to City Council for an Encroachment Agreement to convert an existing parking deck to an enclosed detached garage, partially within the public right-of-way at 87 San Carlos Ave (APN: 065-163-38) ("the Project"); and

WHEREAS, the project site is located within the General Plan Medium Low Density Residential land use designation and the Single Family Residential (R-1-6) zoning district; and

WHEREAS, the Planning Commission has reviewed a Design Review Permit, Variance Application, and Encroachment Agreement for the proposed Project and considered the information contained in the staff reports as well as any and all oral and written testimony on the proposed Project; and

WHEREAS, the Planning Commission has reviewed and considered the Project plans titled "Parking Deck Conversion to Garage" for 87 San Carlos Ave, Sausalito, CA 94965, received April 28, 2025; and

WHEREAS, the Planning Commission finds that the proposed Project, as conditioned herein, is consistent with the General Plan and complies with the requirements of the Zoning Ordinance as described in the staff report; and

WHEREAS, the Planning Commission considered the application during a public meeting on July 23, 2025, at which time all interested persons were given an opportunity to be heard; and

WHEREAS, the Planning Commission finds that the requisite findings for approval set forth in SMC Section 10.54.050 D, Section 10.68.050, and Section 10.56.060 can be made; and

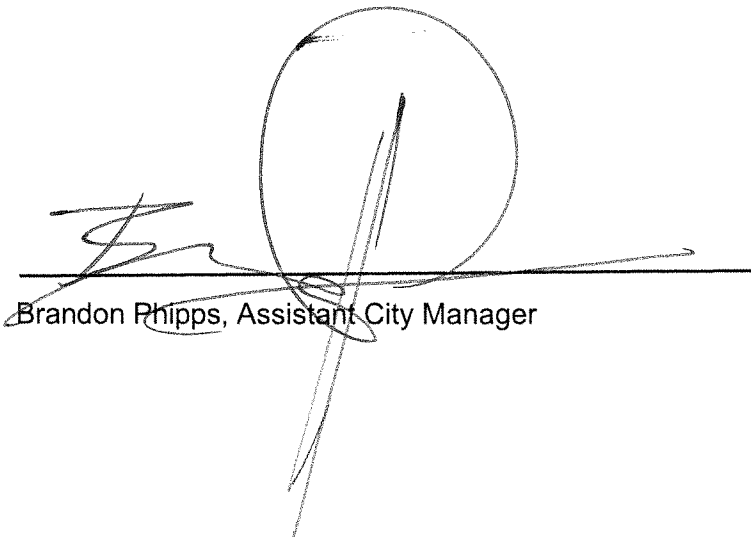
NOW, THEREFORE, THE PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:

1. The Planning Commission finds, in the exercise of its independent judgment, that the proposed project exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15301 (Existing Facilities) and section 15303 (Conversion of Small Structures), and that none of the exceptions to the use of a categorical exemption in CEQA Guidelines section 15300.2 applies to the proposed Project.

2. The Design Review Permit and Variance to convert an existing parking deck to enclosed detached garage at 87 San Carlos Ave (APN: 065-163-38) is approved based upon the attached findings (Attachment 1), subject to the attached conditions of approval (Attachment 2), and as shown in the project plans "Parking Deck Conversion to Garage" for 87 San Carlos Ave, Sausalito, CA 94965, received April 28, 2025 (Attachment 3).
3. The Planning Commission recommends the approval of an Encroachment Agreement to allow the garage to be constructed partially within the right-of-way of Sweetbriar Lane at 87 San Carlos Ave (APN: 065-163-38) by the City Council based upon the attached findings (Attachment 1), subject to the attached conditions of approval (Attachment 2), and as shown in the project plans "Parking Deck Conversion to Garage" for 87 San Carlos Ave, Sausalito, CA 94965, received April 28, 2025 (Attachment 3).

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the Sausalito Planning Commission on the 23rd day of July 2025, by the following vote:

AYES: Commissioner: Junius, Luxenberg, Marlatt
NOES: Commissioner: Saad, Moore
ABSENT: Commissioner:
ABSTAIN: Commissioner:



Brandon Phipps, Assistant City Manager

ATTACHMENTS

- 1 Findings
- 2 Conditions of Approval
- 3 Project Plans

**SAUSALITO PLANNING COMMISSION
RESOLUTION NO. 2025-19
July 23, 2025
87 San Carlos Ave
APN: 065-163-38
PROJECT ID: 2024-00208**

ATTACHMENT 1: FINDINGS

Design Review Permit

To approve or conditionally approve the Design Review Permit, the Planning Commission must determine whether the proposed project is in conformance with the required Design Review Findings in SMC Section 10.54.050(D). Staff has concluded that the required findings can be made as follows:

1. The proposed project is consistent with the general plan, any applicable specific plans, any applicable design guidelines, and this chapter. (The adopted historic design guidelines can be found in the Community Development Department or the office of the City Clerk.)

The Project is consistent with the Sausalito General Plan, applicable zoning regulations, and relevant design guidelines. The Project supports General Plan Policy LU-1.1 by preserving the character of an existing single-family neighborhood and aligns with Policy CD-2.1 by maintaining and enhancing natural site features through thoughtful siting and landscaping. The Project also furthers Policy CP-2.1 by providing sufficient off-street parking. As the Project involves exceeding 80% of the allowable Floor Area Ratio, Policy LU-1.9 is supported through heightened design review findings. The Project is not within the designated historic district and the existing residence was determined to have lost its historical significance; thus, no historic design guidelines apply. Furthermore, there are no applicable specific plans pertinent to this Project.

2. The proposed architecture and site design complements the surrounding neighborhood and/or district by either:

- a. Maintaining the prevailing design character of the neighborhood and/or district; or***
- b. Introducing a distinctive and creative solution which takes advantage of the unique characteristics of the site and contributes to the design diversity of Sausalito.***

The proposed garage maintains the prevailing design character of the neighborhood by utilizing simple, low-profile massing, dark natural materials, and a tapered roofline that responds to the site's slope and neighboring views. The design reflects the small-scale, utilitarian character of other nearby garages on Sweet Briar Lane, while incorporating modest refinements that reduce bulk and blend into the existing architectural context. The location of the proposed structure utilizes the existing location of the parking deck and vehicular access from Sweet Briar Lane. The architecture is designed to minimize the visual appearance of the structure in material, color and

form. The dark gray painted wood siding will blend in with the existing fence and home. The midnight bronze standing seam metal roof will also complement the siding and existing house finishes. The shape of the structure is designed to minimally accommodate two cars and includes an articulated roof at the eastern side to preserve the view corridor for the neighbor above.

3. The proposed project is consistent with the general scale of structures and buildings in the surrounding neighborhood and/or district.

The proposed garage is modest in scale, designed solely to accommodate two vehicles with minimal height and massing, and is significantly smaller than adjacent multi-story structures. Its footprint follows the existing parking deck configuration, maintaining consistency with the built environment along Sweetbriar Lane. The Project respects the established pattern of development in the R-1-6 district and hillside neighborhood, where compact accessory structures are commonly situated near the street frontage. As proposed, the garage at 87 San Carlos Ave will be one of the smallest structures in the neighborhood. Sweetbriar Lane includes two existing garage structures located directly on the edge of the street. Both are two story structures with living space above the garage. One is on the adjacent property to the north at 93 San Carlos Ave and the second is across the street to the north at 33 Spencer Ave.

4. The proposed project has been located and designed to minimize obstruction of public views and primary views from private property.

The proposed garage has been carefully sited utilizing the footprint of the existing parking deck and has been designed with a maximum interior roof height of approximately 8 feet 6 inches, the minimum necessary to accommodate vehicle clearance and a roll-up garage door. The structure includes a tapered eastern roof edge to reduce its visible mass from uphill neighbors, particularly 1 Sweetbriar Lane, whose primary living areas are located on the third floor. By maintaining a low profile and stepping the roof away from adjacent view corridors, the design minimizes obstruction of both public and private views. There are no view impacts from the other surrounding neighbors.

5. The proposed project will not result in a prominent building profile (silhouette) above a ridgeline.

The Project site is located on a downslope and is not situated near any ridgeline. With a maximum interior structure height of 8 feet 6 inches, the proposed garage remains well below surrounding rooflines and will not result in a prominent silhouette against the skyline. The structure maintains a single-story profile with a tapered roof design that reduces massing and integrates the garage into the immediate topography.

6. The proposed landscaping provides appropriate visual relief, complements the buildings and structures on the site, and provides an attractive environment for the enjoyment of the public.

All existing landscaping on site will be preserved, allowing the garage to thoughtfully integrate with both the natural environment and the existing buildings. The dark-toned materials of the garage complement the adjacent house and fencing, creating a unified aesthetic that enhances the overall property. This thoughtful integration provides an attractive and cohesive environment that contributes positively to the streetscape and public enjoyment of the area. Additional added

landscape materials will encourage the new garage to blend harmoniously with the existing fencing and patio and will create enhanced screening that separates the neighbors.

7. The design and location of buildings provide adequate light and air for the project site, adjacent properties, and the general public.

The garage's modest height and placement on the existing parking deck footprint ensure minimal impact on light and air circulation for both the subject property and neighboring residences. The structure's low profile and location maintain open space around adjacent properties, preserving natural ventilation and daylight access consistent with neighborhood conditions. The proposed structure's location is situated far enough away from neighboring homes and adjacent outdoor living spaces to result in minimal effect on light and air to those neighbors.

8. Exterior lighting, mechanical equipment, and chimneys are appropriately designed and located to minimize visual, noise, and air quality impacts to adjacent properties and the general public.

The Project includes only shielded, downward-directed exterior lighting to minimize light spill and glare onto adjacent properties and the public right-of-way. No mechanical equipment or chimneys are proposed, thereby avoiding any potential noise or air quality impacts to neighboring residents.

9. The project provides a reasonable level of privacy to the site and adjacent properties, taking into consideration the density of the neighborhood, by appropriate landscaping, fencing, and window, deck and patio configurations.

The Project preserves existing landscaping and fencing that provide effective visual screening between 87 San Carlos Avenue and neighboring properties. The garage's location and design further enhance privacy by maintaining separation from adjacent outdoor living spaces, consistent with the neighborhood's scale and density. Additionally, the structure's north side wall serves as a physical buffer, increasing privacy for the rear yard of 93 San Carlos Avenue without imposing on neighboring sightlines. The proposed garage and fencing along Sweetbriar Lane will also increase the privacy between the outdoor patio space of 87 San Carlos with Sweetbriar Lane and the residence at 1 Sweetbriar Lane. The existing screening including pittosporum hedge and fencing along the property line of 87 San Carlos and 93 San Carlos will be maintained to sustain the visual separation between these two neighbors.

10. Proposed entrances, exits, internal circulation, and parking spaces are configured to provide an appropriate level of traffic safety and ease of movement.

The Project maintains existing vehicular access from Sweetbriar Lane, preserving the current circulation pattern and ensuring safe ingress and egress. The slightly widened and deepened garage improves maneuverability for two vehicles, enhancing ease of parking without impacting street traffic or pedestrian safety. The garage accommodates two regulation-sized parking spaces, each measuring 9 feet by 19 feet, providing ample space for standard vehicles. A separate garbage and recycling bin storage area is included in the proposal to ensure these are kept out of the street and out of the garage parking stalls. In addition, the inclusion of an expanded lower storage area is designed to accommodate items that normally may take up garage space promoting using the garage for parking rather than storage.

11. The proposed design preserves protected trees and significant natural features on the site to a reasonable extent and minimizes site degradation from construction activities and other potential impacts.

No trees will be removed as part of the proposed Project, ensuring full preservation of existing vegetation. Careful site planning and minimal grading outside the building footprint will further reduce potential disturbances during construction, preserving the site's natural integrity. Best management practices will be implemented during construction to prevent erosion and control sediment runoff, minimizing environmental impacts and protecting the site's natural features.

12. The project site is consistent with the guidelines for heightened review for projects which exceed 80 percent of the maximum allowed floor area ratio and/or site coverage, as specified in subsection E of this section (Heightened Review Findings).

The Project requires heightened design review due to it exceeding 80 percent of the allowable floor area ratio (.45) for the R-1-6 zoning district. The Project complies with the heightened review guidelines by proposing only a minor 45 square foot expansion to the existing floor area of the storage space. The 400 square foot garage is exempt from floor area ratio calculation pursuant to SMC 10.40.040.B. The Project preserves all protected trees, with no removals, fully complying with Sausalito's tree preservation standards. The 8,921-square-foot site, exceeding the 6,000-square-foot minimum, offers ample space for appropriate setbacks, though a minor expansion of the existing parking deck requires a variance due to a 2-inch setback from the north property line. The garage is designed with a low profile to minimize view obstruction and fits largely within the existing footprint, preserving scenic bay views and neighboring sightlines. Safety is ensured through maintained driveway access, minimal excavation limited to the existing parking deck footprint, and best management practices for runoff and site stability. Guest parking is available on nearby San Carlos Avenue, while the new garage provides two regulation off-street spaces accessed from Sweetbriar Lane. Existing mature landscaping is retained, enhancing privacy and reducing the building's visual bulk through natural screening.

13. The project has been designed to ensure on-site structures do not crowd or overwhelm structures on neighboring properties. Design techniques to achieve this may include but are not limited to: stepping upper levels back from the first level, incorporating facade articulations and divisions (such as building wall offsets), and using varying rooflines.

The Project is carefully designed to avoid crowding or overwhelming adjacent properties by maintaining a low-profile form and minimal massing. The use of a tapered roofline and subdued materials helps visually integrate the garage, while existing landscaping maintains spatial separation from neighboring homes. Additionally, the design preserves key sightlines and utilizes subtle architectural articulation to maintain a harmonious relationship with the varied building forms in the neighborhood. Materials and finishes are designed to match the existing site improvements and residence.

Heightened Design Review Findings

For residential projects that require a discretionary design review (either administrative design review or a design review permit) and exceed 80 percent of the permitted floor area ratio (FAR)

and/or building coverage limitations, the decision-making body must determine whether or not the site can support maximum build-out, consistent with the following findings in SMC 10.54.050(E):

1. Proposed development of the site maximizes preservation of protected trees.

There are no trees proposed for removal as part of this Project. As such, the proposed development does not result in loss of any protected vegetation and maintains compliance with tree preservation objectives in SMC Chapter 11.12.

2. The site is configured with adequate width and depth to provide yard spaces and setbacks proportional to the size of the structure.

The Project site encompasses approximately 8,921 square feet, well exceeding the 6,000 square foot minimum required by the zoning ordinance, ensuring ample area for appropriate yard spaces and setbacks. The proposed garage conversion utilizes the existing footprint of a previously approved parking deck, which had a reduced north setback of 1 foot, 2 inches. To accommodate two standard 9' x 19' off-street parking spaces as required by SMC 10.40.110, the parking deck is modestly expanded to 400 square feet, resulting in a north setback of only 2 inches that triggers the need for a variance. All other setbacks remain well-spaced and consistent with zoning requirements. The setbacks and yard spaces are dictated by the existing parking deck and level access for cars from Sweetbriar Lane.

3. The site will be developed in a manner that minimizes the obstruction of views from surrounding properties and public vantage points, with particular care taken to protect primary views.

The proposed garage has been carefully designed with a low-profile interior height of approximately 8 feet, 6 inches which helps minimize obstruction of views from neighboring properties and nearby public vantage points. By utilizing the footprint of the existing parking deck and maintaining a modest scale, the Project protects primary views while integrating harmoniously with the surrounding environment. The structure is sited below the primary viewing angles of adjacent homes and does not intrude into key view corridors, thereby preserving scenic vistas toward the bay. The tapered portion of the roof is designed to minimize any potential view impacts to the neighbor above at 1 Sweetbriar.

4. The proposed development of the site presents no potential hazard to public safety in terms of vehicle traffic, pedestrian circulation, slope and tree stability, runoff, and public utilities.

The proposed development presents no potential hazard to public safety, as it maintains existing driveway access with adequate sightlines and safe pedestrian circulation. The garage is sited on an existing developed area, avoiding disturbance to slopes or tree roots, and best management practices will be employed to control runoff and dust, and protect public utilities during construction. The Project also complies with all applicable grading and drainage requirements to ensure slope stability and prevent erosion or impacts to neighboring properties and public infrastructure. The new concrete foundation and drainage system will be appropriately engineered to increase site stability and protect trees.

5. The slope and topography of the site allow for limited excavation and minimal alteration to the site topography outside the footprint of structures.

The Project limits excavation to the area beneath the existing 380-square-foot parking deck, with only a modest 20-square-foot expansion required to accommodate a new garage that meets parking standards. This minimal increase ensures that grading and topographic alteration are confined to the immediate footprint of the existing structure, preserving the natural contours and stability of the surrounding site. Existing vegetation will remain intact further alleviating any site degradation impacts.

6. The site will provide adequate guest parking either on site or within the immediate street frontage.

The site provides adequate guest parking along the immediate San Carlos Ave street frontage, where on-street parking is available and regularly utilized in the neighborhood. Additionally, the new garage will accommodate two regulation 9' x 19' off-street parking spaces accessed from Sweetbriar Lane, reducing pressure on an already narrow right-of-way where on-street parking is not permitted by the City.

7. The proposed plan provides adequate landscaping to maximize privacy and minimize the appearance of bulk.

The proposed plan retains all existing landscaping on site, which includes mature plantings that effectively screen the structure and preserve privacy for both the property and neighboring residences. The garage is sited and designed to integrate into the existing landscape, minimizing the appearance of bulk. Large mature Pittosporum hedges adjacent at 93 Sweetbriar create a natural buffer, while Magnolia hedges along the frontage soften the streetscape.

Variance Findings

The granting authority may approve or conditionally approve a variance only if the following findings in SMC 10.68 can be made:

A. There are exceptional or extraordinary circumstances or conditions applying to the property involved or to the intended use of the property that do not apply generally to other property or uses in the same district.

There are exceptional or extraordinary circumstances applying to the property, including the fact that the existing legal nonconforming parking deck was previously approved with a reduced setback of 1 foot, 2 inches from the north property line. The proposed Project utilizes this existing footprint and proposes only a minimal 20-square-foot expansion to accommodate two regulation 9' x 19' off-street parking spaces, resulting in a 2-inch side setback. Further exceptional conditions include the irregular shape of the lot with a total of nine different dimensions and substandard lot width along the western property line. Additionally, the property has an average downslope of 39%, which significantly limits development options compared to other properties in the same district with flatter topography. Sweetbriar Lane is also distinct from other nearby streets as it contains on average only a 12 foot developed, paved right-of-way and provides no on-street parking spaces. Directly in front of the property at 87 San Carlos Ave, the right-of-way sharply turns. The turn does not accommodate true vehicular path of travel which is demonstrated by the actual paved roadway ignoring the edge of the right-of-way. The limited vehicle access from Sweetbriar Lane to the property also limits any location of potential off-street parking on the

property. The proposal utilizes the same street access and parking location that has been present since 1956.

B. Owing to such exceptional or extraordinary circumstances the literal enforcement of the provisions of the title would result in practical difficulty or unnecessary hardship.

Owing to exceptional circumstances, including the site's steep average slope of 39%, narrow street frontage, and its location along a sharp turn in the Sweetbriar Lane right-of-way that creates an irregular angle, strict enforcement of the standard setback requirements would deprive such this property of the privileges enjoyed by other property in the vicinity and under identical zoning classification, namely the ability to develop a garage for covered parking (an allowed accessory use) that allows for two off-street parking spaces. Denial would result in practical difficulty and unnecessary hardship by placing the property in a noncompliant status with regard to parking regulations. This angled frontage further complicates site development and limits the feasible placement of covered parking. Unlike many Sausalito properties with more favorable topography and straighter frontage with compliant lot width, these unique conditions restrict development options. The variance is necessary to accommodate two regulation 9' x 19' off-street parking spaces while maintaining safe and functional site design. The literal enforcement of the required five foot setback would either reduce the parking area to a single car off-street parking space, making the property noncompliant with SMC 10.40.100.B, or would require relocating the vehicle access from Sweetbriar Lane, which is infeasible in light of existing improvements and slope.

C. Such variance is necessary for the preservation of a substantial property right of the petitioner, possessed by other property in the same district.

Such variance is necessary for the preservation of a substantial property right of the applicant, namely the ability to provide covered off-street parking, which is a common feature and development privilege enjoyed by and required of other properties in the same R-1-6 district under city regulations. Without this variance, the applicant would be unable to develop functional parking facilities comparable to neighboring properties due to the site's unique slope and frontage challenges. Granting the variance ensures equitable use of the property consistent with R-1-6 standards and neighboring developments. Covered and secure off-street parking is an amenity enjoyed by most of the neighboring properties nearby on Sweetbriar Lane and San Carlos Ave. The proposed garage is a minimal structure for a two-car garage. The included storage area below is an opportunity result of the down sloping property that will free up and promote the garage space for parking vehicles off-street.

D. The granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvement in the vicinity or in the district in which the subject property is located.

The granting of this variance will not be materially detrimental to the public welfare nor injurious to neighboring properties or improvements in the vicinity. The proposed design maintains appropriate scale, preserves existing landscaping, and minimizes impacts on views and traffic circulation, ensuring compatibility with the surrounding district. Additionally, the request for a setback variance from the north property line is consistent with similar variances that have been granted in the past in the same zoning district and does not create any noticeable adverse effects. The Project's careful integration into the existing neighborhood fabric supports the overall

community character and public interest. Great care has been taken to utilize existing site, minimizing any impacts the new structure will have on neighboring properties.

E. The granting of the variance will not constitute a grant of special privilege inconsistent with the limitations on other properties classified in the same zoning district.

The granting of the variance does not constitute a special privilege, as similar variances have been granted in the neighborhood to address unique site constraints. The Project's conditions, including the minor setback reduction and limited expansion for the garage and storage area, are consistent with zoning allowances for comparable properties within the same district. This variance simply recognizes the practical challenges posed by the site's topography and configuration, ensuring equitable development opportunities without providing an unfair advantage. The granting of the variance will be consistent with the uses allowed in the zoning district.

F. The granting of such variance will be in harmony with the general purpose and intent of this title and the general plan.

The granting of this variance is in harmony with the general purpose and intent of the zoning ordinance and the Sausalito General Plan, as it allows for thoughtful development that respects neighborhood character and environmental constraints. By accommodating necessary design adjustments, the Project supports policies promoting sensitive site development while maintaining the community's visual and environmental quality.

Encroachment Agreement Findings

For projects proposing permanent or semi-permanent encroachments into the public right-of-way, the Planning Commission must determine that the application meets the findings outlined in SMC Section 10.56.060. Staff has concluded that the necessary findings can be made to support the recommendation to City Council for approval of the requested entitlement as follows:

A. The proposed encroachment is compatible with the surrounding area and will either improve or not significantly diminish visual or physical public enjoyment of the streetscape upon which the encroachment is proposed.

The proposed encroachment is compatible with the surrounding area and will maintain or enhance the visual and physical enjoyment of the streetscape. Its design respects the existing character and contributes positively without causing significant adverse impacts to public use or aesthetics. The encroachment utilizes existing structures and landscaping to minimize disruption and preserve the overall streetscape rhythm. Additionally, it supports pedestrian safety and access by maintaining clear sightlines and unobstructed pathways. The portion of the building encroaching is minimal and will have little effect on the streetscape. The encroachment consists of an approximately four square foot portion of the garage corner projecting a maximum 1 foot, 9 inches into the right-of-way. This allows the new garage parking area to remain in the same location as the current parking deck.

B. The encroachment will not adversely affect the usability or enjoyment of adjoining parcels nor create or extend an undesirable land use precedent.

The encroachment will not adversely affect the usability or enjoyment of adjoining parcels nor create or extend an undesirable land use precedent. It is designed to respect neighboring property lines and existing land uses, ensuring no obstruction or nuisance is introduced. Furthermore, the limited scale and context-sensitive nature of the encroachment prevent it from setting a precedent that would negatively impact the character or function of the district. The proposed encroachment maintains adequate access and circulation for adjacent properties and public rights-of-way. Additionally, the Project includes measures to minimize any potential impacts during construction and long-term use. There are only seven houses that utilize Sweetbriar Lane for vehicular access. There are currently six properties that have covered and uncovered parking spaces directly adjacent to the roadway. Four include parking spaces within private garages. The request to provide a garage where uncovered parking currently exists is consistent with the neighborhood and will not change the prevailing pattern, nor create an undesirable land use precedent.

C. The encroachment is necessary to the reasonable use and enjoyment of the property and the extent of the encroachment is justifiable.

The encroachment is necessary to the reasonable use and enjoyment of the property, and the extent of the encroachment is justifiable. Due to the narrow right-of-way of Sweetbriar Lane and the sharp angled frontage of the property at this location, the available buildable area is significantly constrained. This encroachment allows for functional use of the site while accommodating these unique physical limitations, ensuring safe access and practical development without compromising public access or neighboring properties. The extent of the encroachment is minimal at just four square feet and allows the property owners to continue to park in the same location as currently exists.

D. The proposed encroachment will not adversely affect the public circulation nor create or constitute a hazard to public safety.

The proposed encroachment 1 foot, 9 inches into the public right-of-way will not adversely affect public circulation nor create or constitute a hazard to public safety. The design maintains adequate clearance for vehicle and pedestrian movement along Sweetbriar Lane, ensuring safe passage. Additionally, sightlines at the sharp turn near the property frontage are preserved to minimize potential traffic conflicts. All necessary safety standards and regulations will be met to protect both the public and adjacent properties. The current vehicular circulation for the property and the neighbors will be unchanged by the Project.

E. The value of the proposed improvements will not prejudice a policy decision to terminate the encroachment nor preclude or make difficult the establishment or improvement of streets or pedestrian ways.

The applicant is aware that the improvements located within the right-of-way will be subject to removal should the City plan to expand streets or pedestrian ways along Sweetbriar Lane. The portion of the Project subject to encroachment is modest in scale and does not obstruct existing pathways or roadway configurations, allowing for future enhancements to the street as needed. The proposed encroachments do not impede potential future policy decisions regarding street

widening, pedestrian enhancements, or utility upgrades, and do not limit the City's long-term ability to improve the public realm.

SAUSALITO PLANNING COMMISSION

RESOLUTION NO. 2025-19

July 23, 2025

87 San Carlos Ave

APN: 065-163-38

PROJECT ID: 2024-00208

ATTACHMENT 2: CONDITIONS OF APPROVAL

These conditions apply to the project at 87 San Carlos Ave depicted on plans prepared by Scott Couture, A.I.A., titled "Parking Deck Conversion to Garage", received April 28, 2025 (Attachment 3).

COMMUNITY DEVELOPMENT DEPARTMENT:

General Items:

1. Pursuant to Sausalito Municipal Code Section 10.50.120 (Implementation of Permits), it shall be the Applicant's responsibility to diligently proceed to carry out the Conditions of Approval and implement any approved permit(s). This shall include establishing the approved use/implementing the permit(s) within the time limits set forth by the applicable code. Extensions to approved permits may be sought pursuant to SMC 10.50.140.
2. As part of the Building Permit application, all final Conditions of Approval shall be restated on the construction drawings and the applicant shall thoroughly and accurately document in writing compliance with each Condition of Approval at the time of Building Permit application and any other subsequent submittals.
3. The project shall be designed and constructed as shown in the set of plans titled "Parking Deck Conversion to Garage", received April 28, 2025 (Attachment 3).
4. Pursuant to SMC 10.50.180.B, the Community Development Director is authorized to administratively approve minor modifications to the approved plans.
5. The Applicant/Property Owner shall defend, indemnify (including reimbursement of all attorneys' fees and costs incurred by the City), and hold harmless the City and its elected and appointed officials, officers, agents and employees, from and against any and all liability, loss, claim, damage, or expense (including without limitation attorneys' fees), which may arise out of or concern any City permit decision or approval related to the project, including without limitation, challenges to project approvals or permits under the California Environmental Quality Act, and any and all liability, loss, claim, damage, or expense (including without limitation attorneys' fees), which may arise out of Applicant's construction of the project.

6. In the event that any condition imposing a fee, exaction, dedication, or mitigation measure is challenged by the Applicant/Property Owner in an action filed in a court of law or threatened to be filed therein which action is brought within the time period provided by law, this approval shall be suspended pending dismissal or final resolution of such action. If any condition is invalidated by a court of law, the entire project shall be subject to review by the City and substitute conditions may be imposed.
7. Prior to issuance of a building permit, the applicants shall reimburse the City for any unpaid costs associated with the project, including work done by City consultants.
8. The light source for all exterior lighting fixtures shall be shielded from adjacent properties. Lighting shall be designed to focus the light on to only the areas necessary to be illuminated and minimize overflow of lighting off-site.
9. At the time of building permit application, the applicant shall file a reasonable estimate of the value of the project, and based thereon, a construction time limit shall be established for the project in accordance with the criteria set forth in Sausalito Municipal Code Section 10.54.100. The applicant shall submit information reasonably requested by the Community Development Director to support the estimated value of the project. Such documentation may include without limitation an executed construction contract. The time for completion of the construction shall also be indicated on the construction permit.
10. At the time of building permit application, the applicant shall include a construction management plan with construction drawings. Said construction management plan shall include contact information for the general contractor and site superintendent, phasing and staging areas for equipment and materials, flagging/road closure procedures, where employees will park so as not to overwhelm the surrounding neighborhood, and any other information as requested by the Community Development Director.
11. No construction equipment, vehicles, dumpsters, or materials shall be left in the Sweetbriar Lane right-of-way overnight or during non-construction hours.

DEPARTMENT OF PUBLIC WORKS:

General Items:

1. Prior to issuance of a Building Permit, all retaining walls subject to a building permit in the building codes must be designed by a licensed structural engineer.

Right of Way Items:

2. An encroachment permit shall be obtained from the DPW prior to using the public right of way for any non-public purposes (e.g., material storage, construction, staging or demolition) including any and all construction and demolition activities. Since improvements (new stone pillar and portion of iron gate) are shown to be performed in the City right-of-way, an encroachment permit will be required. Information regarding encroachment permit submittal can be found here: <https://www.sausalito.gov/departments/publicworks/engineeringdivision/encroachment-permits>.

3. Applicant shall repair or replace, at no expense to the City, all damage to public facilities that results from Applicant's construction activities. Applicant shall have its contractor save and protect all existing facilities not designated for removal or modification within the public right of way.
4. Emergency vehicle access and access to adjacent properties shall be maintained at all times throughout the duration of this project.
5. Applicant shall ensure that construction materials, equipment, vehicles, and properly-permitted debris boxes are not be placed in a manner that poses a traffic hazard, shall be placed to minimize obstruction of roads and gutters, shall be equipped with reflectors or lighting to ensure visibility at night and in inclement weather (if placed in the public right of way), shall be maintained in a clean and safe condition, and shall not be maintained in a manner that becomes a nuisance to the neighborhood. Debris boxes shall be emptied on a regular basis, or as directed by the City. Material stockpiles & debris boxes shall be covered when not being accessed or filled to prevent dust or liquid from being released to the environment. Construction materials, equipment, vehicles, and debris boxes shall be placed in the public right of way only after securing an encroachment permit.
6. The Applicant shall ensure best management practices (BMPs) are used during construction activity. This includes erosion and sediment controls and pollution prevention practices. Erosion control BMPs may include, but are not limited to, scheduling and timing of grading activities, timely re-vegetation of graded areas, the use of hydroseed and hydraulic mulches, and installation of erosion control blankets. Sediment control may include properly sized detention basins, dams, or filters to reduce entry of suspended sediment into the storm drain system and watercourses, and installation of construction entrances to prevent tracking of sediment onto adjacent streets. Pollution prevention practices may include: designated washout areas or facilities, control of trash and recycled materials, covering of materials stored on-site, and proper location of and maintenance of temporary sanitary facilities. The combination of BMPs used, and their execution in the field, must be customized to the site using up-to-date standards and practices.

Grading / Geotechnical Items

7. Prior to issuance of a Building Permit, bonds shall be required by the City to ensure that sufficient funds are held in reserve to stabilize project slopes in case of an unforeseen halt in construction. The bonds shall be the full amount to ensure completion of the project foundations, retaining walls, grading, drainage, costs to install and maintain erosion and sediment controls, costs to make the site safe from landslide and other geologic and natural risk factors, and for implementing pollution prevention best management practices during the course of construction. This can be addressed during building permit phase.

Drainage Items

8. Backdrains must be installed behind retaining walls. The drain can consist of either a prefabricated drainage mat (such as Miradrain 6000 or similar) or clean, free-draining gravel. The gravel layer should be at least 12-inches thick and should be wrapped with a non-woven filter fabric (such as Mirafi 140N) to separate it from the surrounding soil. The gravel or drainage mat should be capped with about 12 inches of compacted lower permeability soil. Proposed drainage shown on sheet A2.0 shall be installed behind retaining walls.

Advisory Notes

Advisory notes are provided to inform the applicant of Sausalito Municipal Code requirements, and requirements imposed by other agencies. These requirements include, but are not limited to, the items listed below.

1. An approval granted by the Engineering Division of the Department of Public Works does not constitute a building permit or authorization for construction. Appropriate construction permit(s) issued by the Building Division must be obtained prior to construction.
2. Pursuant to Municipal Code Chapter 8.54, applicants shall submit a Recycling Management Plan to the Community Development Department prior to the issuance of any Building Permits, unless the requirement is waived pursuant to Section 8.54.050
3. Pursuant to Municipal Code Chapter 11.17, dumping of residues from washing of painting tools, concrete trucks and pumps, rock, sand, dirt, agricultural waste, or any other materials discharged into the City storm drain system that is not composed entirely of storm water is prohibited. Liability for any such discharge shall be the responsibility of person(s) causing or responsible for the discharge. Violations constitute a misdemeanor in accordance with Section 11.17.060.B.
4. Pursuant to Municipal Code Section 12.16.140, the operation of construction, demolition, excavation, alteration, or repair devices and equipment within all residential zones and areas within a 500-foot radius of residential zones shall only take place during the following hours:

Weekdays – Between 8:00 a.m. and 6:00 p.m.

Saturdays – Between 9:00 a.m. and 5:00 p.m.

Sundays – Prohibited

City holidays (not including Sundays) – Prohibited

Homeowners currently residing on the property and other legal residents may operate the equipment themselves on Sundays and City holidays between 9:00 a.m. and 6:00 p.m.

5. Pursuant to City of Sausalito Resolution 5116, roadway and subdivision improvements shall comply with the Uniform Construction Standards All Cities and County of Marin, as may be modified by the City Engineer.

6. Improvements within the public right of way shall conform to the Cities and County of Marin "Uniform Construction Standards," available online at: <http://www.marincounty.org/depts/pw/divisions/land-use/ucs>.
7. Any mechanical equipment installed in connection with this project shall be subject to Sausalito Municipal Code Section 12.16.130 - Machinery, equipment, fans and air conditioning.

RESOLUTION NO. 2025-19

July 23, 2025

87 San Carlos Ave

APN: 065-163-38

PROJECT ID: 2024-00208

ATTACHMENT 3: PROJECT PLANS

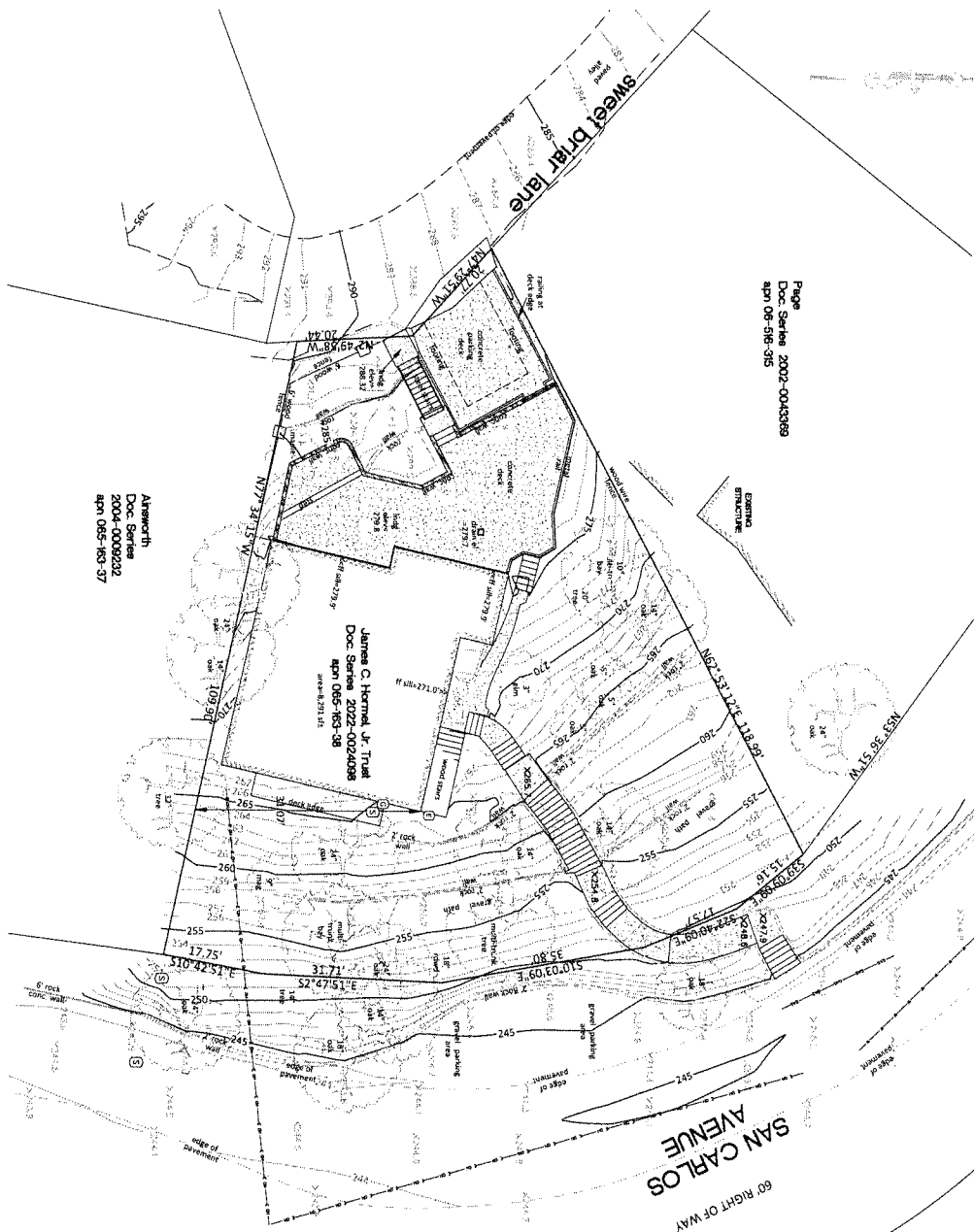
BENCHMARK
VERTICAL ELEVATIONS ARE
BASED UPON AN ASSUMED
DATUM.

BASES OF BEARINGS
THE BASES OF BEARINGS IS ESTABLISHED BY
THE SURVEY OF THE ADJACENT
CENTRINES OF SUNSHINE ROAD

SURVEYORS NOTE

- DATE OF SURVEY: JUNE, 2019
- UTILITIES FOUND ARE BASED UPON SURFACE
EVIDENT FINDINGS. RECORDS OF UTILITIES
WERE NOT OBTAINED FOR THIS SURVEY
- TREES SHOWN ARE THOSE OF SIZE
SIGNIFICANCE. THE SITE CONTAINS OTHER
SMALLER TREES AND SHRUBS. THE SURVEYOR
MADE CLARITY TREE CLASSIFICATIONS ARE
TO THE BEST KNOWLEDGE OF THE
SURVEYOR. AN ARBORIST MUST SPECIFY
ACTUAL TREE TRUNK LOCATIONS
AND SPECIES. TREE TRUNK LOCATIONS
ARE APPROXIMATE. TREE TRUNKS ARE
PROPERTY LINE AT GROUND LEVEL SHOULD
BE CONSIDERED TO BE JOINTLY OWNED BY
THE RESPECTIVE PROPERTY OWNERS.
CONSULT AN ARBORIST FOR DETAILS.
- MAIN STRUCTURE AND APPURTENANT
STRUCTURES ARE BASED UPON THE BEST
EVIDENT FINDINGS. RECORDS OF UTILITIES
WERE NOT OBTAINED FOR THIS SURVEY
THE ARCHITECTS OFFICE WILL BE
NECESSARY BEFORE DESIGN WORK.
- PHYSICAL ITEMS SHOWN ON THIS SURVEY
ARE LIMITED TO THOSE SURFACE ITEMS
VISIBLE AS OF THE DATE OF THIS SURVEY
AND FROM AVAILABLE RECORD DATA.
ITEMS NOT SHOWN MAY BE PRESENT
BUT NOT REVEALED BY THIS SURVEY.
INCLUDE, BUT ARE NOT LIMITED TO:
UNDERGROUND UTILITIES, UTILITY
POLES, STRUCTURAL PILES, PIPING,
UNDERGROUND TANKS, AND ANY OTHER
SUBSURFACE STRUCTURES NOT REVEALED
BY A SURFACE INSPECTION.
- DIMENSIONS SHOWN HEREON ARE GROUND
DISTANCES IN FEET AND DECIMALS THEREOF.
PROPERTY CORNERS WERE NOT SET IN
CONJUNCTION WITH THIS SURVEY.
- TREE TRUNK LOCATIONS ARE APPROXIMATE.
TREES THAT CROSS A PROPERTY LINE AT
GROUND LEVEL SHOULD BE CONSIDERED TO
BE JOINTLY OWNED BY THE RESPECTIVE
PROPERTY OWNERS. CONSULT AN ARBORIST
FOR DETAILS.
- DIMENSIONS FROM HOUSE TO PROPERTY LINE
OF THE STRUCTURE, PERPENDICULAR TO
THE PROPERTY LINES

- LEGEND**
- BOUNDARY
 - PROPERTY LINE
 - RIGHT OF WAY LINE
 - SETBACK LINE
 - FACE OF BUILDING LINE
 - WOODEN FENCE
 - GAS WATER
 - LANDSCAPE LIGHT
 - WATER WETER
 - SANITARY SEWER MANHOLE
 - STORMWATER MANHOLE
 - WATER VALVE
 - ELECTRIC WATER
 - GAS VALVE
 - TREE AS NOTED
 - FOUND MONUMENT AS NOTED
 - SPOT ELEVATION



SURVEYORS STATEMENT:
THIS MAP CORRECTLY REPRESENTS A TOPOGRAPHICAL SURVEY
MADE BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND
THE REQUIREMENTS OF THE LAND SURVEYORS ACT ON
THE RECORDS OF THE LAND SURVEYORS ACT ON
CHARTS AND CONTIGUOUS AS SHOWN ON THE MAP ARE BASED
UPON AN ASSUMED DATUM. I HEREBY CERTIFY THAT
I AM A LICENSED SURVEYOR IN THE STATE OF CALIFORNIA
AND THAT I HAVE BEEN LICENSED BY THE
CALIFORNIA BOARD OF SURVEYORS AND MAPPING
ENGINEERS SINCE 1995.
BRUN L. STOCKINGER
P.L.S. 6995
EXPIRES 9-30-25

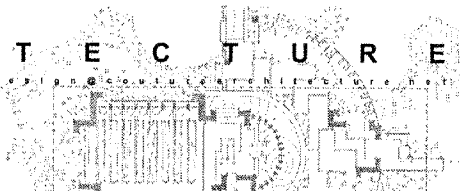
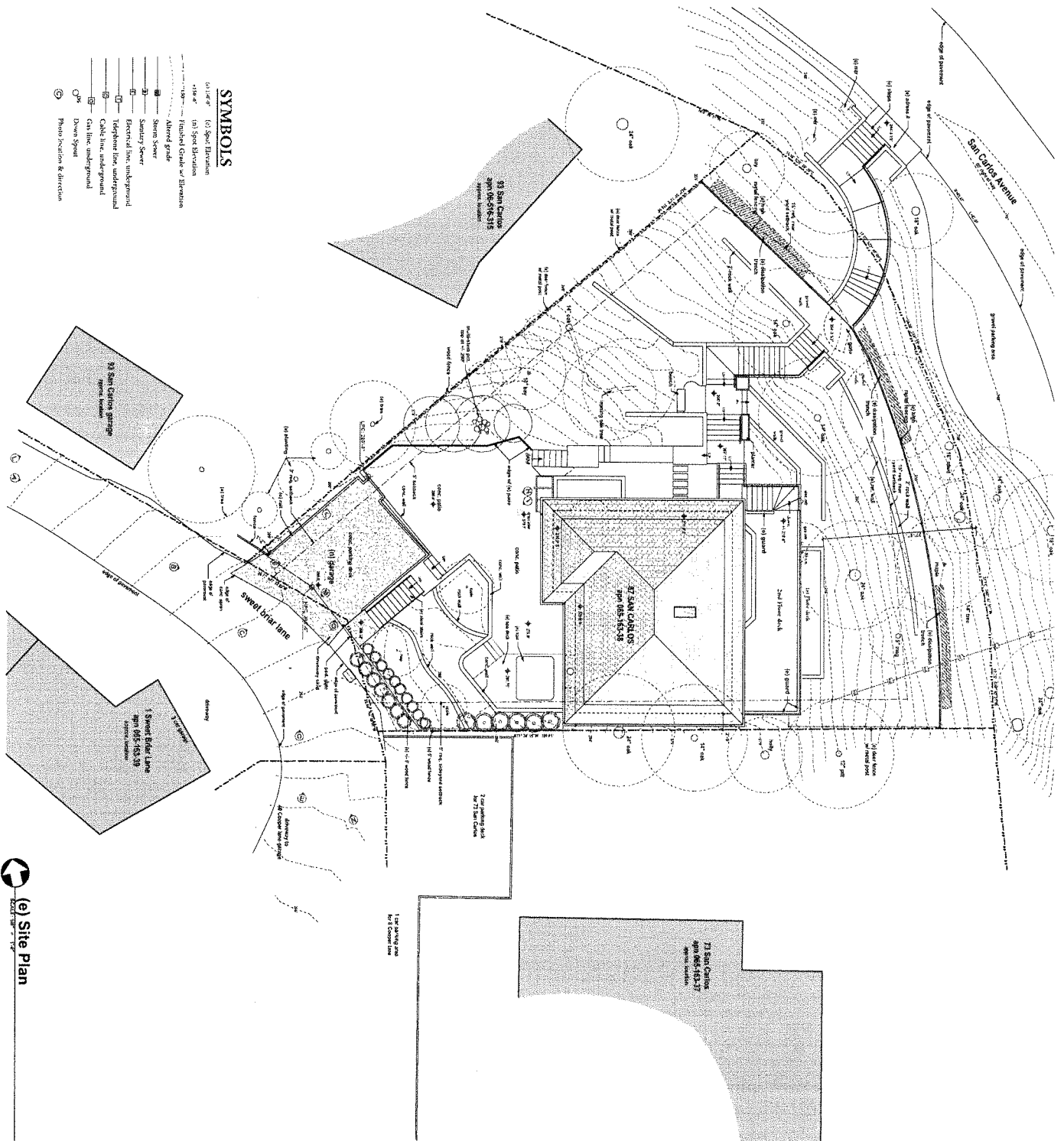


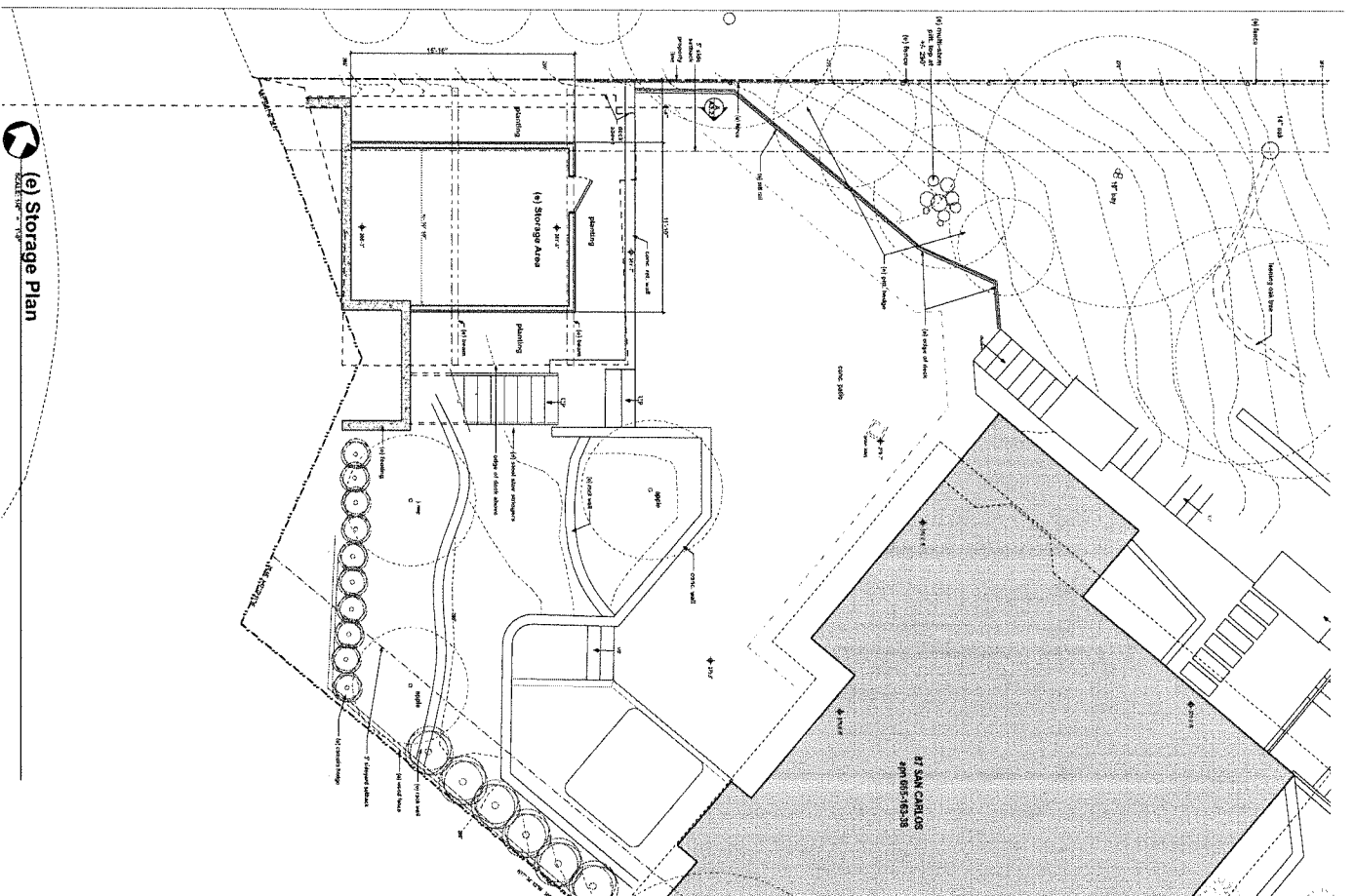
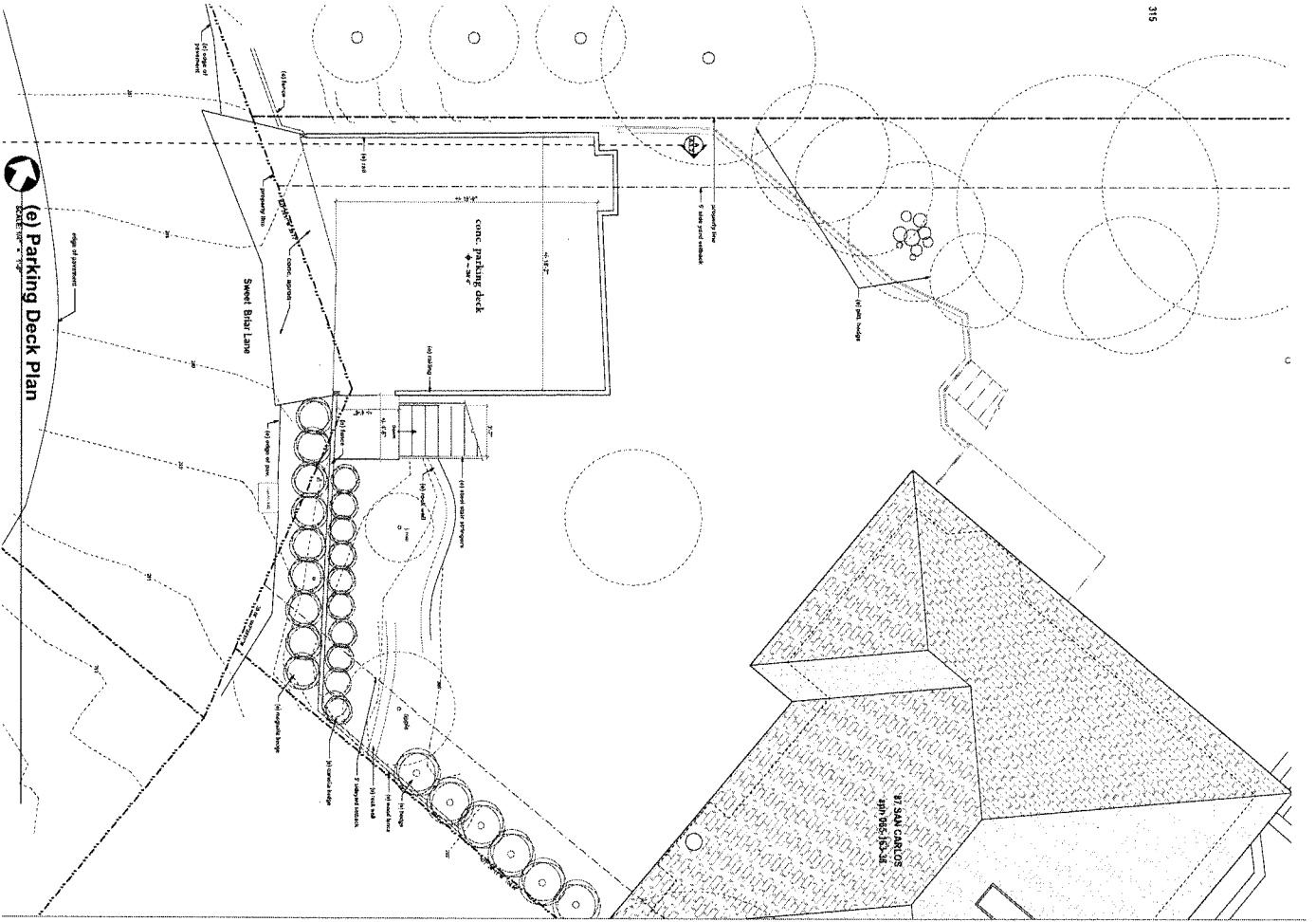
TOPOGRAPHICAL SURVEY
87 SAN CARLOS
MARIN COUNTY
CALIFORNIA

BLS Surveying and Mapping
BRUN L. STOCKINGER P.L.S. 6995
BOX 241111 GRANDVIEW AVE. MARTINEZ, CA 94553
(925) 938-1111
www.blsurveying.com

DATE	WK	SHEET REVISIONS	BY	CK	DATE
1-26-19		Initial bearing error on boundary			

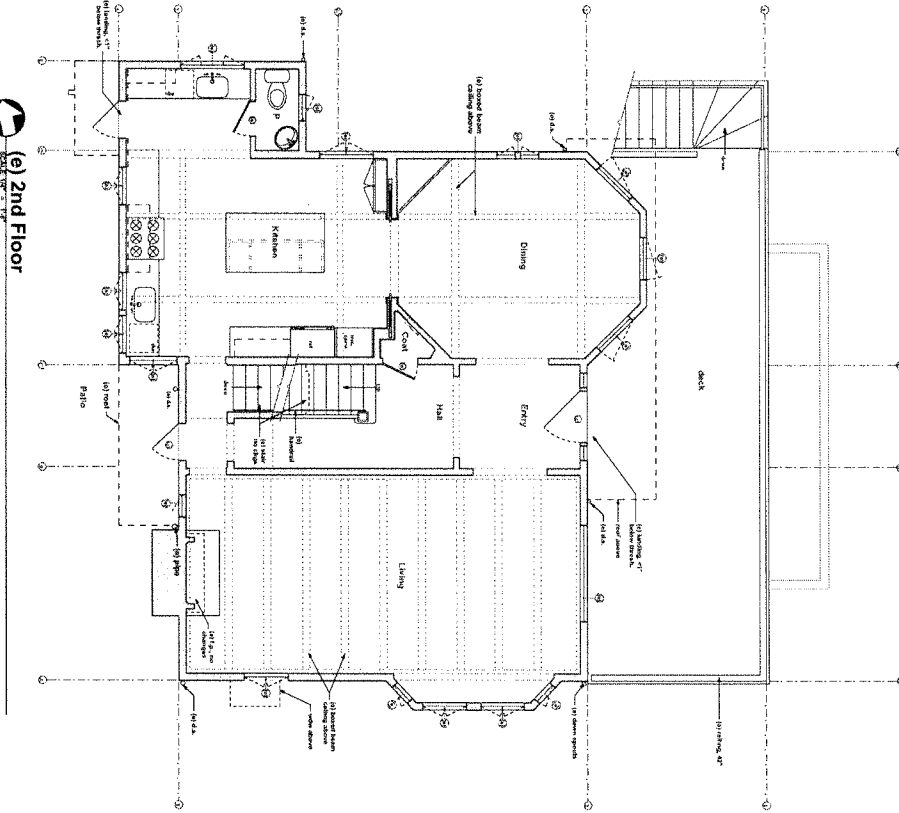
A0.3





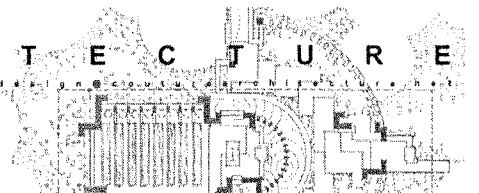
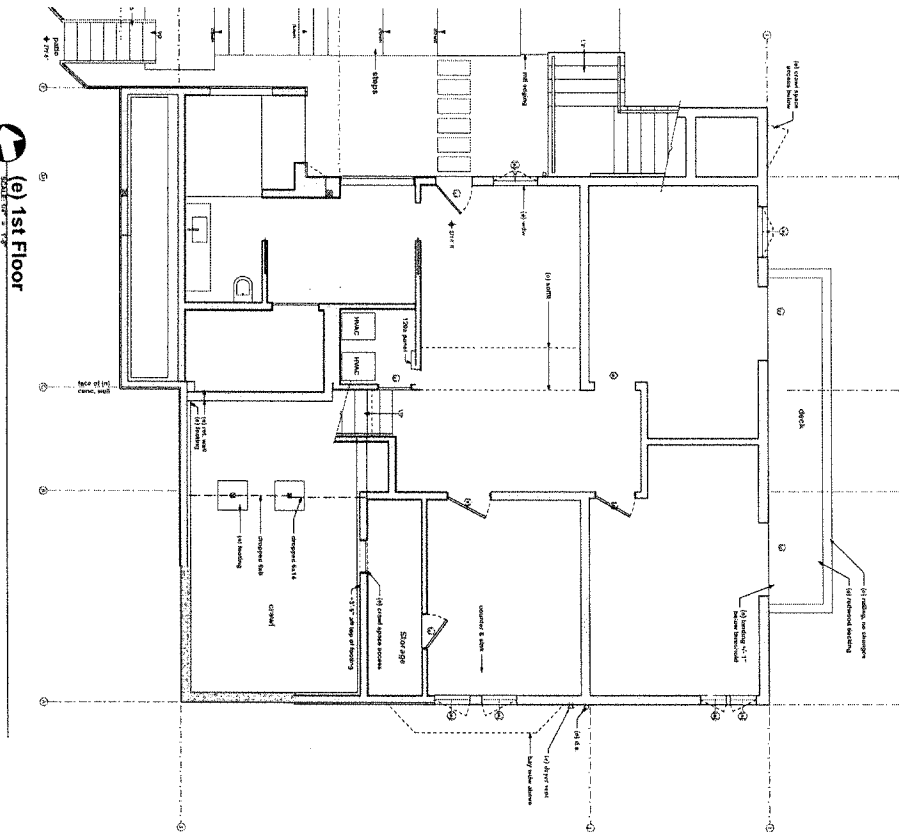


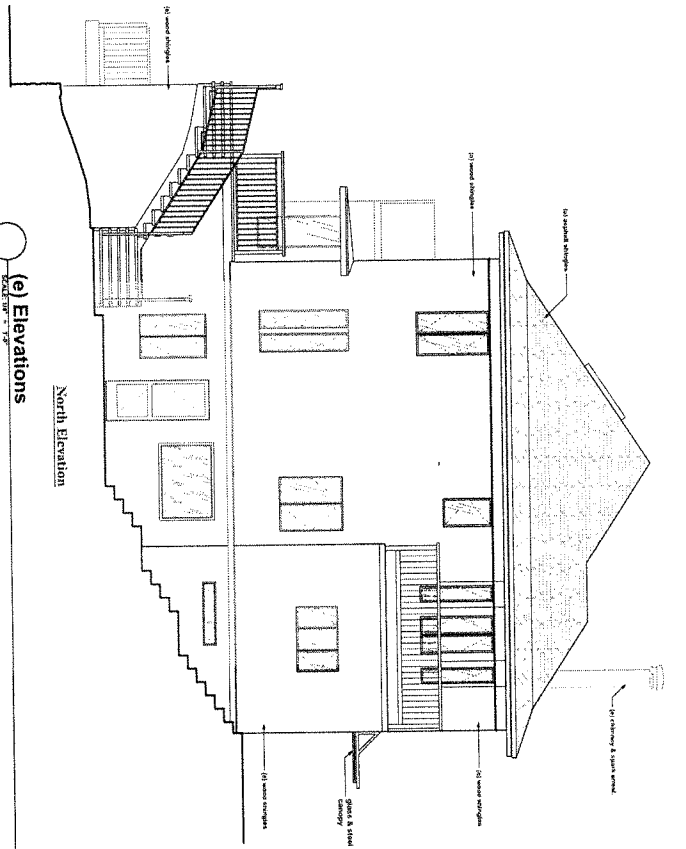
 (e) 2nd Floor





 (e) 1st Floor

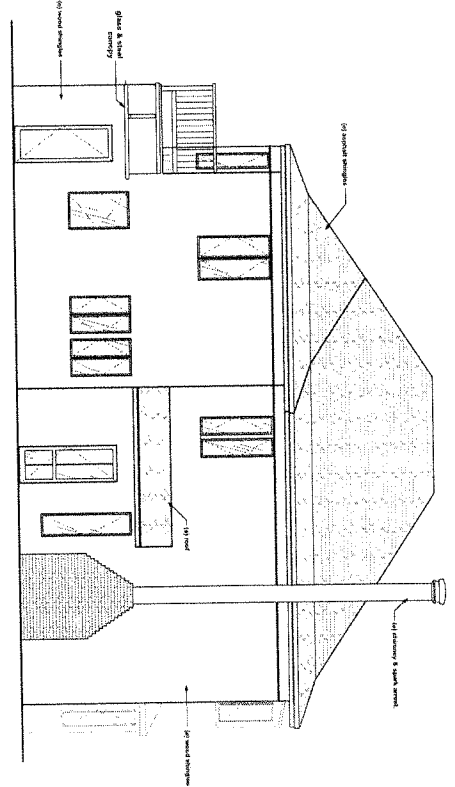




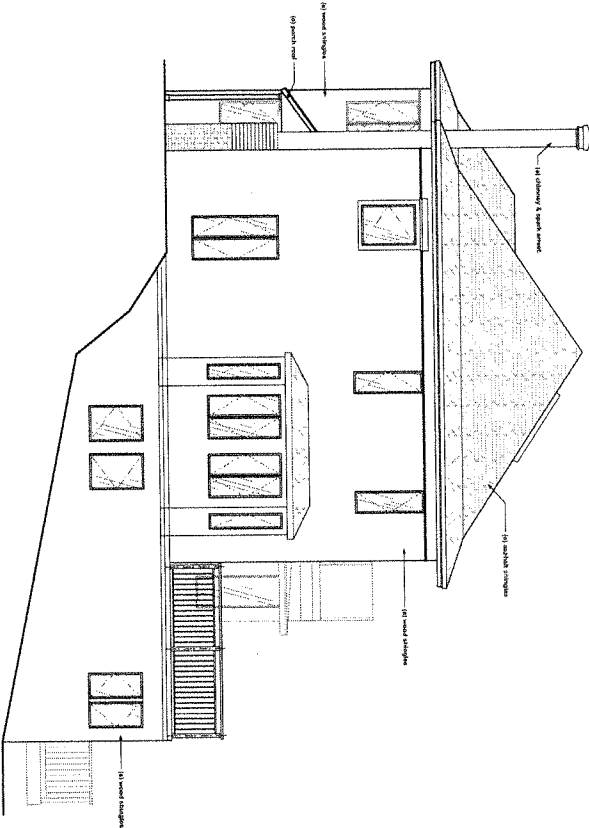
North Elevation

(e) Elevations

Scale: 1/8" = 1'-0"



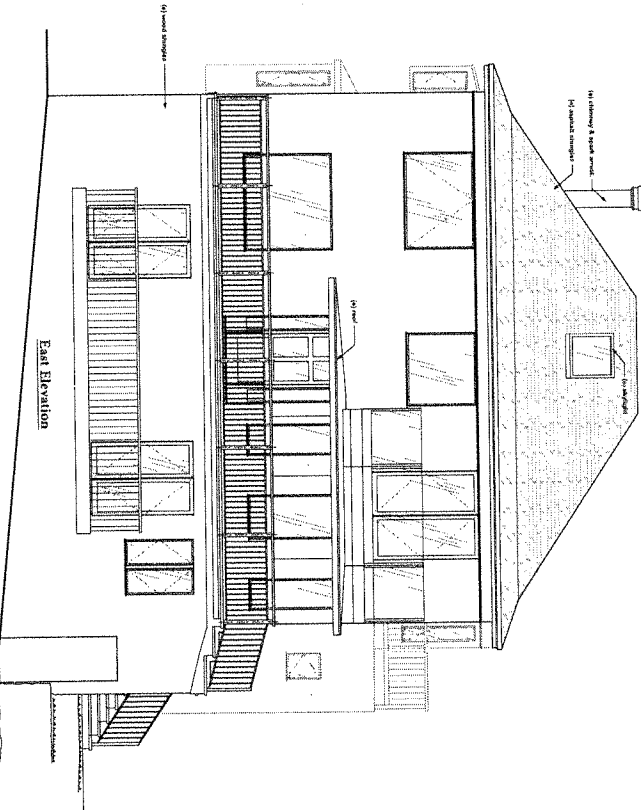
West Elevation



South Elevation

(e) Elevations

Scale: 1/8" = 1'-0"



East Elevation

C O U T U R E A R C H I T E C T U R E

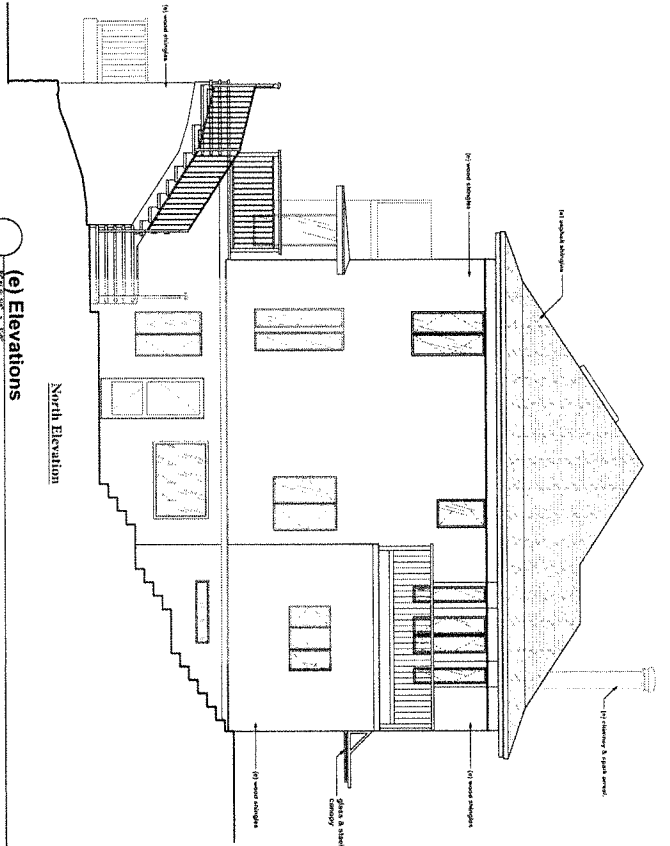
30 CALEDONIA STREET SAUSALITO CA 94965 415.462.0224

LeonHornel

parking deck conversion to garage
87 San Carlos Avenue
Sausalito, California

A1.5

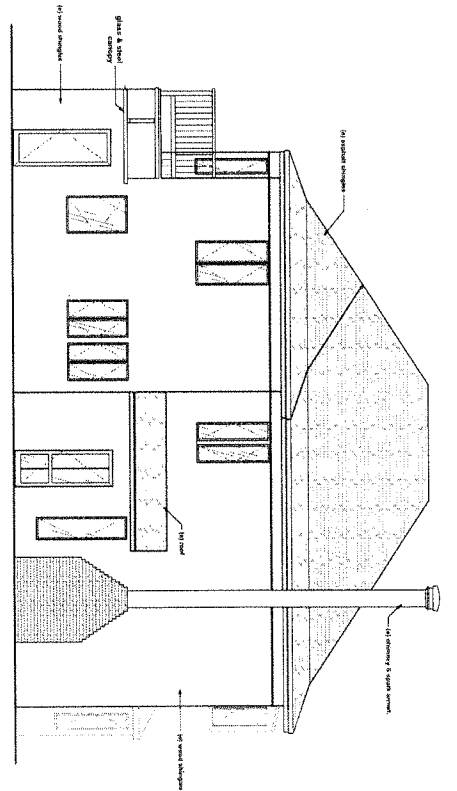
APR 06/2024



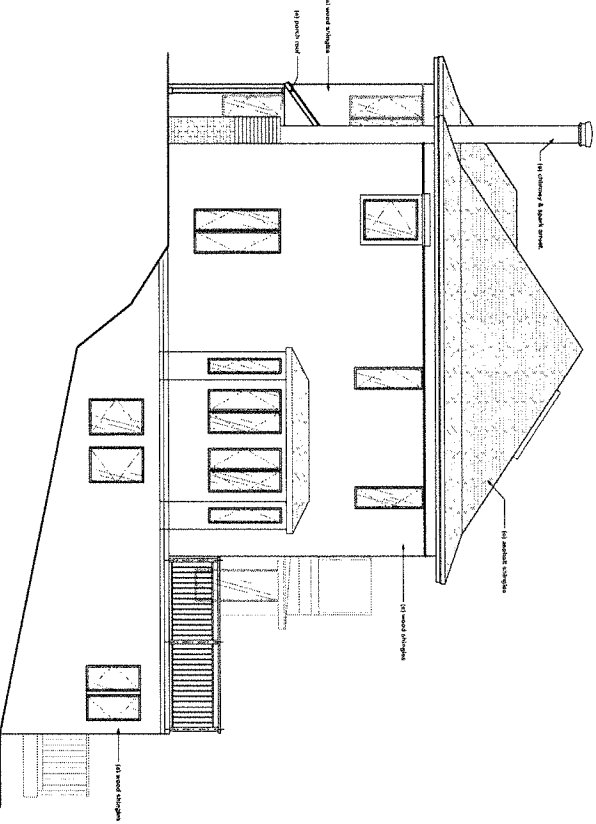
North Elevation

(e) Elevations

SCALE: 1/8" = 1'-0"



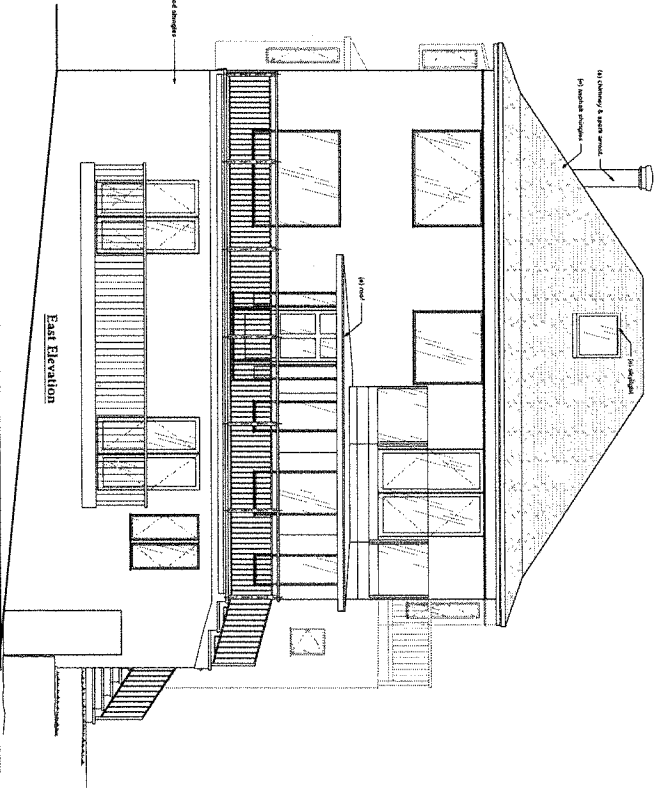
West Elevation



South Elevation

(e) Elevations

SCALE: 1/8" = 1'-0"



East Elevation

C O U T U R E A R C H I T E C T U R E

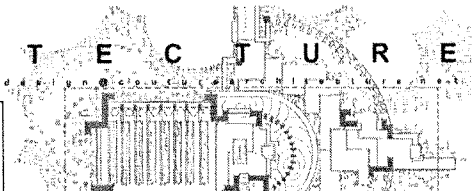
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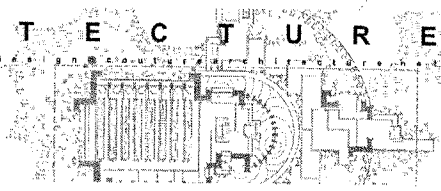
Leon/Hornel

parking deck conversion to garage
87 San Carlos Avenue
Sausalito, California

A1.5

APR 06/15/28

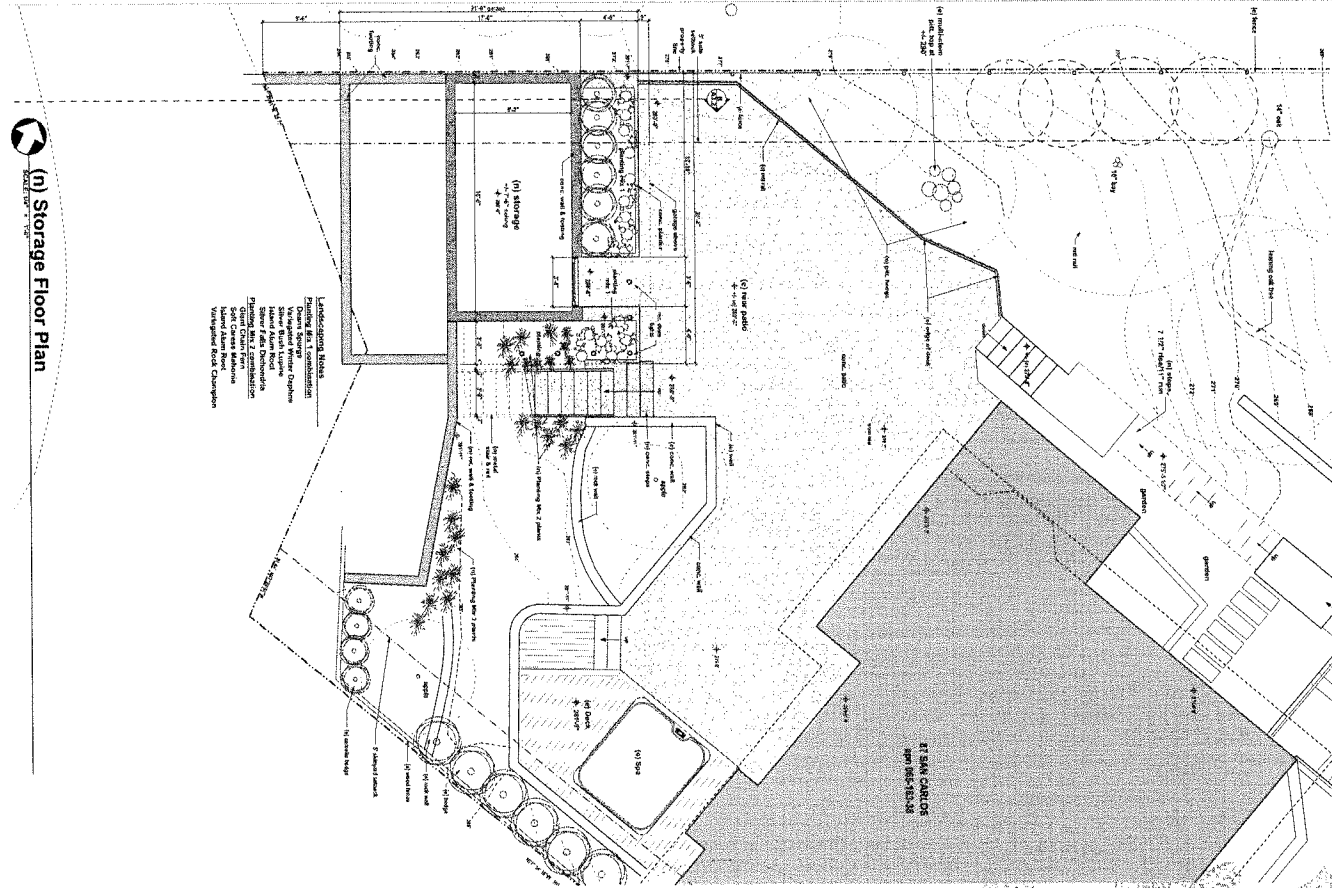
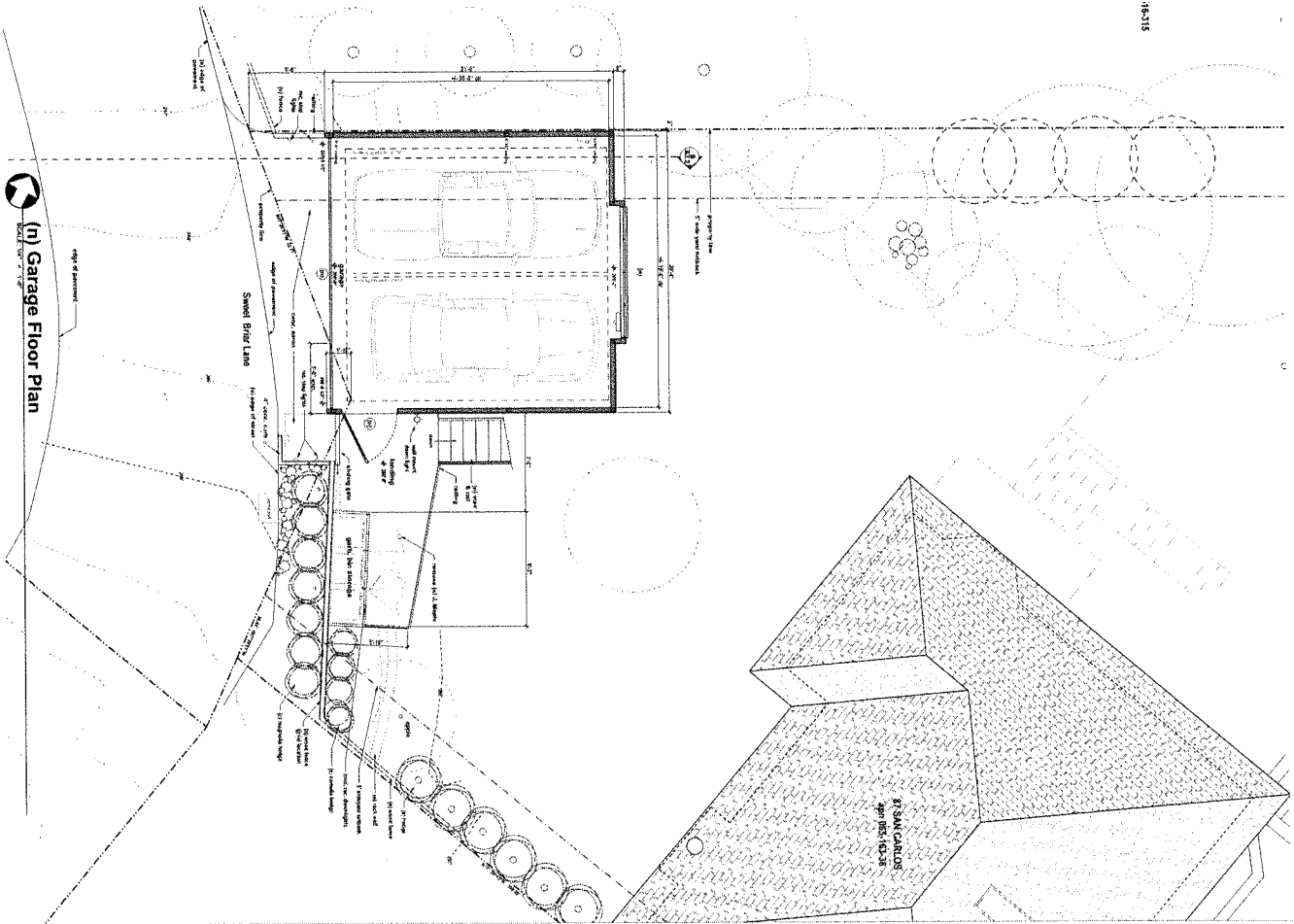


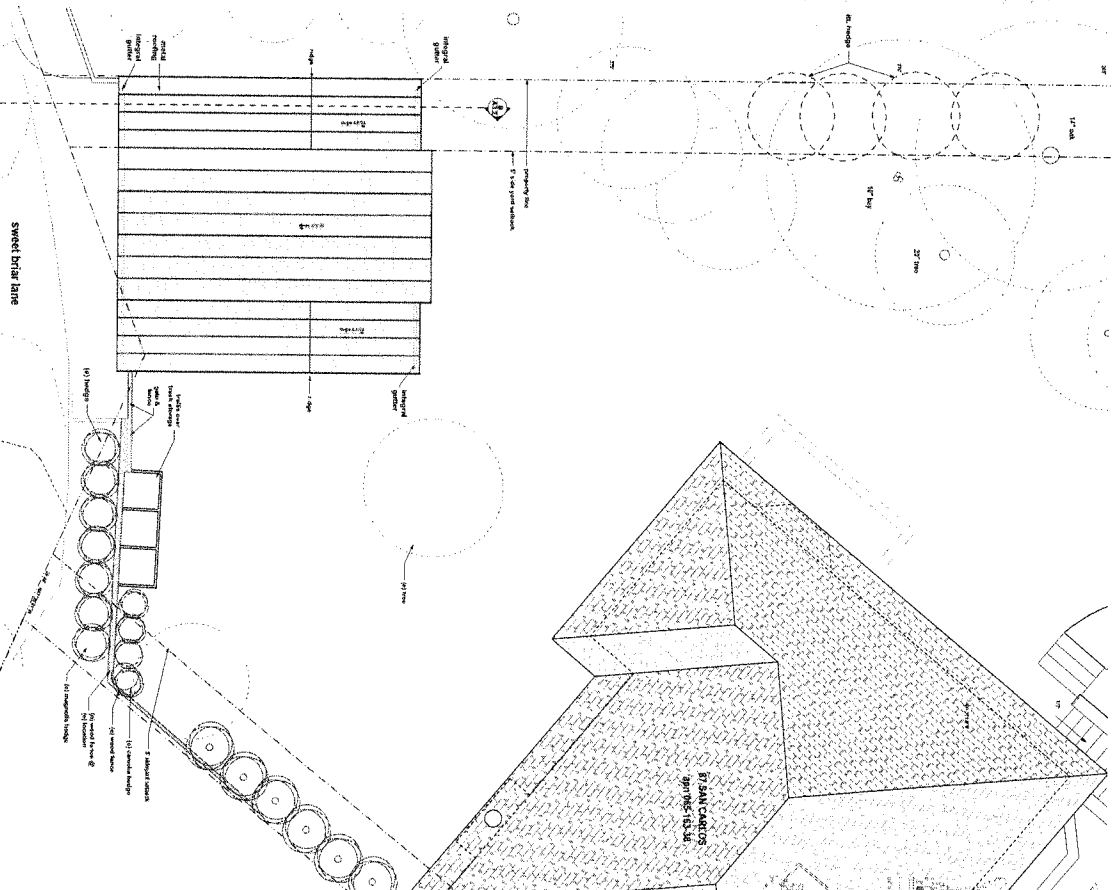
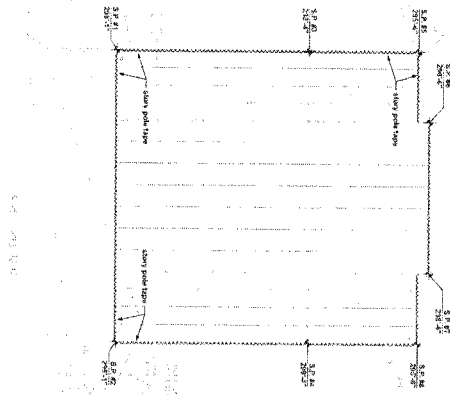


Leon/Homme

16-96-24 Outgoing Register
 16-96-25 Incoming Register
 16-96-26 Change Register
 16-96-27

(n) Grading & Drainage Plan





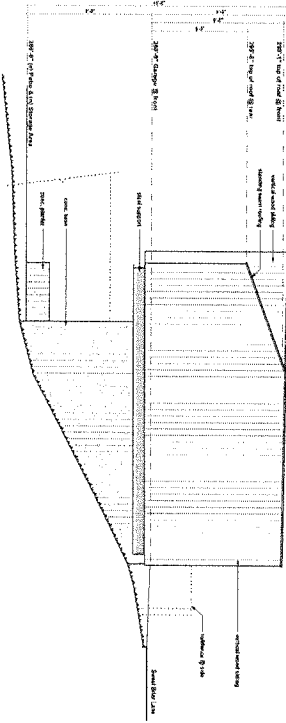
C O U T U R E A R C H I T E C T U R E
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parking deck conversion to garage
87 San Carlos Avenue
 Sausalito, California

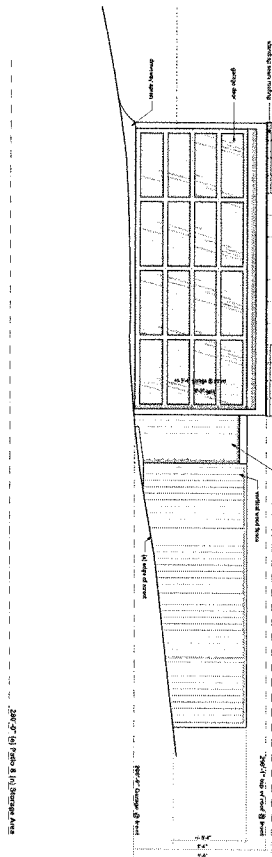
Leon/Horne

A2.2

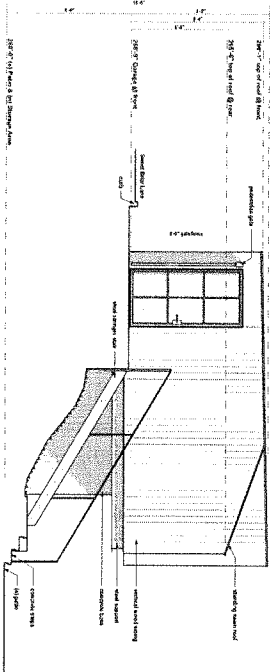
APM 065-163-20



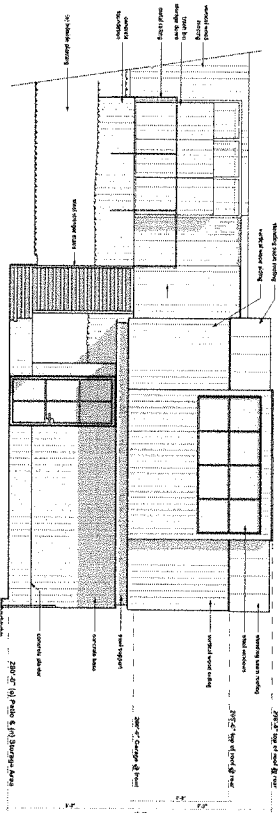
North Garage Elevation
SCALE: 1/8" = 1'-0"



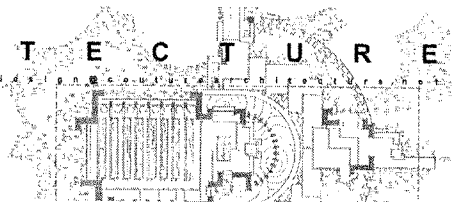
West Garage Elevation
SCALE: 1/8" = 1'-0"

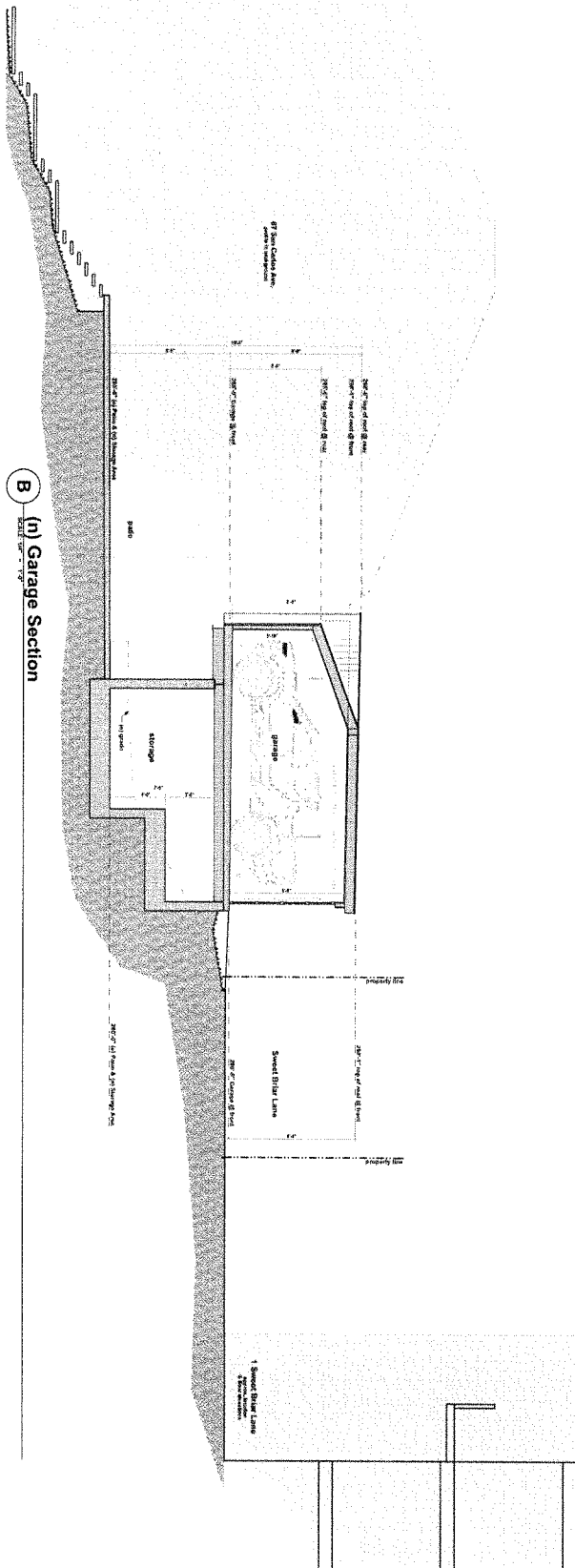


South Garage Elevation
SCALE: 1/8" = 1'-0"

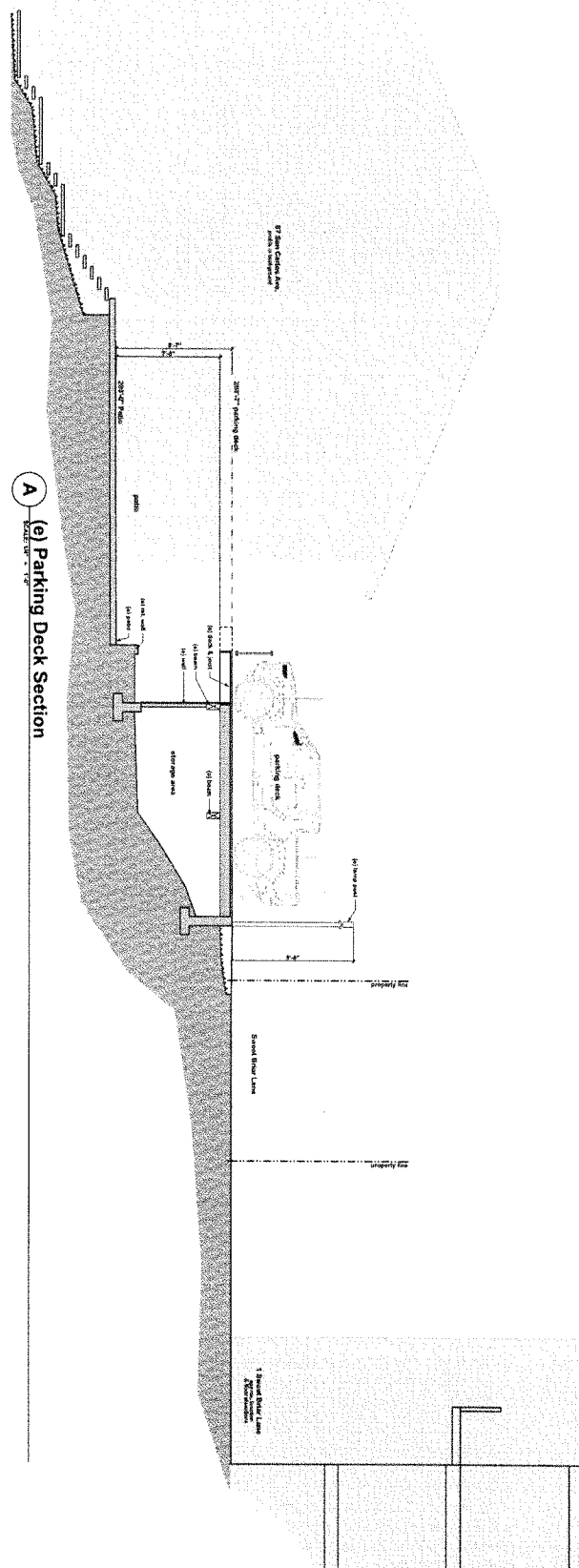


East Garage Elevation
SCALE: 1/8" = 1'-0"





B (n) Garage Section



A (e) Parking Deck Section

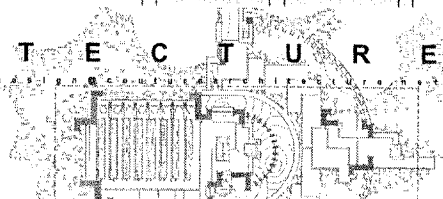
C O U T U R E A R C H I T E C T U R E
30 CALEDONIA STREET SAUSALITO CA 94965 415.482.0224

A3.2

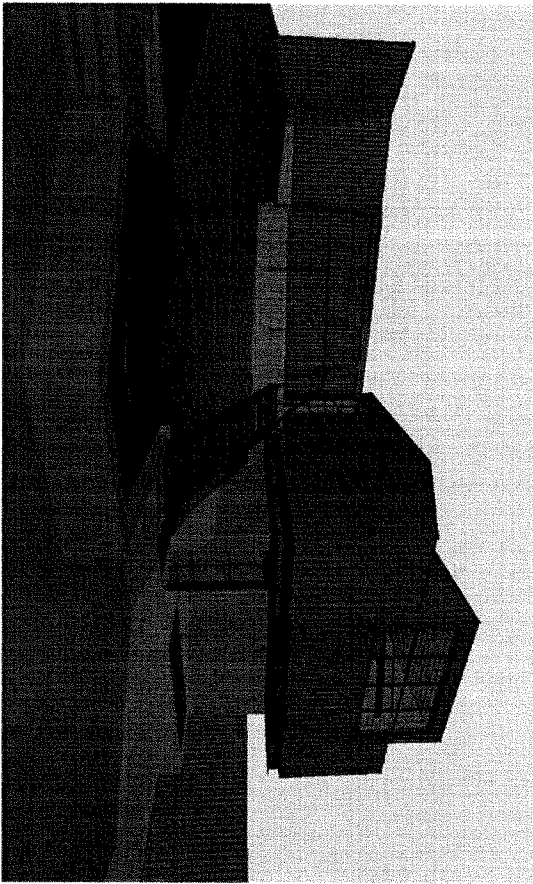
ARCH 05-15-20

parking deck conversion to garage
87 San Carlos Avenue
Sausalito, California

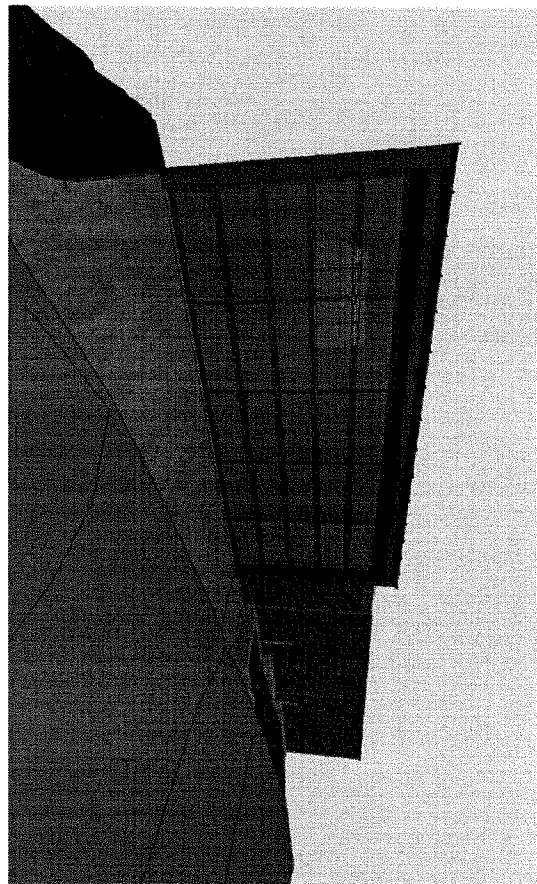
Leon/Hornell



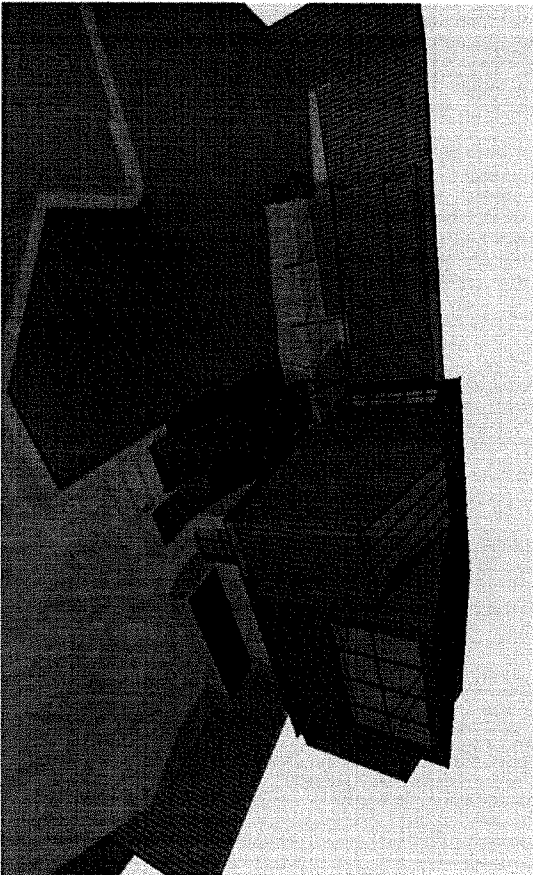
Patio Ground View



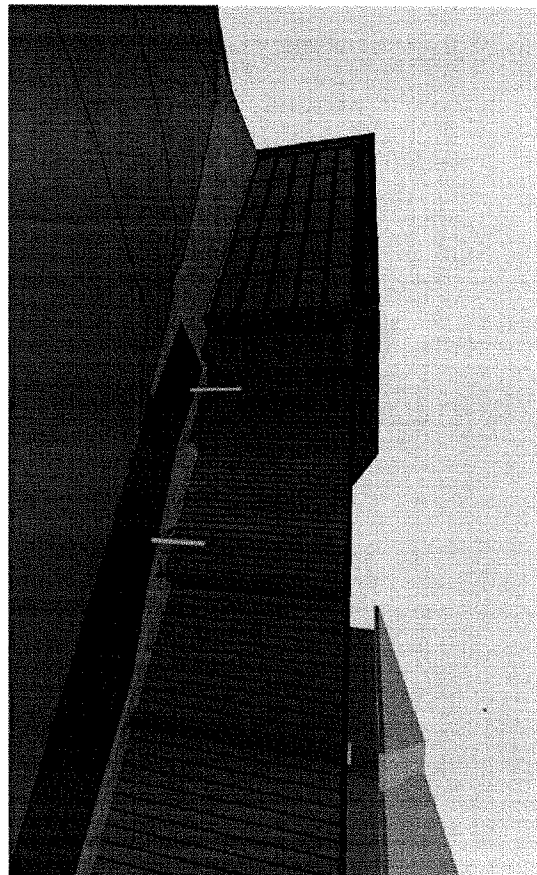
Lower Sweet Briar View



Patio Aerial View



Upper Sweet Briar View



C O U T U R E A R C H I T E C T U R E

30 CALEDONIA STREET SAUSALITO CA 94965

415.452.0224

DESIGN & CONSTRUCTION

A3.3

DATE	DESCRIPTION

DATE: 05/14/2018

parking deck conversion to garage
87 San Carlos Avenue
Sausalito, California

LeonHornet

