SAUSALITO PLANNING COMMISSION
Wednesday, March 24, 2010
Approved Minutes

Call to Order—Joint Meeting with Historic Landmarks Board
Chair Keller called the meeting to order at 6:30 p.m. in the Council Chamber of City Hall, 420 Litho Street, Sausalito.

Planning Commission:
Present: Chair Bill Keller, Vice Chair Stan Bair (arrived at 6:35), Commissioner Joan Cox, Commissioner Stafford Keegin, Commissioner Bill Werner
Absent: None

Historic Landmarks Board:
Present: Chair Thomas Theodores, Board Member Denina Frederickson, Board Member Vicki Nichols, Board Member Brad Paul, Board Member Morgan Pierce
Absent: None

Staff: Community Development Director Jeremy Graves
Associate Planner Heidi Burns, Associate Planner Lilly Schinsing, Assistant Planner Alison Thornberry, City Attorney Mary Wagner

Public Hearings

1. **DR 10-033, Design Review Permit, Loren Investments, 16 El Portal.** Design Review Permit to allow an exterior modification to a property within the Downtown Historic Overlay District at 16 El Portal (APN 065-131-17).

Associate Planner Burns indicated the applicant had requested the joint public hearing be continued to the meeting of April 14, 2010.

Commissioner Werner moved and Chair Keller seconded a motion to continue the joint public hearing for 16 El Portal to the meeting of April 14, 2010. The motion passed 4-0.

Board Member Paul moved and Board Member Nichols seconded a motion to continue the joint pubic hearing of the Planning Commission and Historic Landmarks Board for 16 El Portal to the meeting of April 14, 2010. The motion passed 5-0.

The meeting of the Historic Landmarks Board was adjourned.

Approval of Agenda
Chair Keller moved and Commissioner Cox seconded a motion to approve the agenda. The motion passed 4-0.

Vice-Chair Bair arrived at the meeting.

Approval of Minutes
February 25, 2009 February 3, 2010
February 17, 2010 March 10, 2010

Chair Keller moved and Commissioner Cox seconded a motion to approve the minutes as amended. The motion passed 5-0 with an abstention by Commissioner Werner on the Minutes of February 25, 2009.

Public Comments
None.

Public Hearings (continued)

2. **DR/VA/EP 05-045, Design Review, Variance, Encroachment Permit, City of Sausalito, Public Safety Facilities at 29 Caledonia Street and 333 Johnson Street**

The public hearing was opened. Associate Planner Schinsing presented the Staff Report.

Commission questions to Loren Umbertis, Project Manager for the City:

- Mr. and Mrs. Rawlings, neighbors at 245 San Carlos Avenue, wrote a letter expressing concerns that the top of generator is too bright and the color is a distraction from their balcony. Is it possible they are referring to the roof, which is not before the Commission tonight? *Mr. Umbertis responded the Rawlings live 40 feet from the property line of the Police Station (not the Fire Station) and there are three buildings between their residence and the generator. They may be referring to the HVAC equipment on the roof of the Police Station in the mistaken understanding that it is the generator.*
- It is 12 feet from the top of the concrete platform to the top of the generator. Was that the planned height of the generator from the beginning? *Mr. Umbertis responded he did not know the answer since he was not involved at the beginning of the project.*
- Was the black storage tank below the generator originally planned to be there or was it going to be buried? *Mr. Umbertis responded that he understood the tank was put aboveground in order to avoid issues regarding underground fuel tanks if it was buried.*
- Could the generator be put on its side and put in the space with the trash container? *Mr. Umbertis responded there are clearance issues. The back of the generator is 6 feet away from the face of the building, the generator is 4 feet deep, the muffler is on the facing side and needs to be 10 feet from the property line, and the fuel intake is on the back and needs clearance around both sides of the generator.*

- How is the landscaping going to be planted and who is responsible for maintaining it? *Mr. Umbertis responded there would be a landscaped area in front of the generator that will be maintained by the Fire Department or the City staff.*
- The area in front of the generator would be used by the Fire Department to wash vehicles and other activities. Would the landscaping survive such use? *Mr. Umbertis responded there would be a curb that separates the landscaping from the rest of the apron and the apron is sloped inward for drainage purposes.*
- Where is finished grade going to be along that concrete pad? Would the plants be in the ground or an enclosed planter? *Mr. Umbertis responded he did not immediately know the answer, but he did not believe they would be in a raised planter. Staff responded the landscaping contractor would bring in soil to raise the ground level to a certain extent between the generator pad and the back of the new curb to be installed.*

The public comment period was opened. Being none, the public comment period was closed.

Commission comments:

- The reason the generator unit is as bulky is because of the sound attenuation box, which the Commission required due to noise concerns.
- It should be kept in mind the generator is only run once a week for a half hour in the middle of the day to test the unit and during power outages.
- The generator is a large and ugly piece of equipment that was not originally there and has now materialized. The Commission should have been provided the opportunity to discuss the various design options with the architect. *Mr. Umbertis responded he worked with the architect. The problem with placing anything directly on the generator to conceal it could invalidate the generator's warranty. It was not feasible to put anything in front of the unit, as there were issues with clearance, access, and how it would impact into the apron of that area. Anything going in front of the generator would have to be a minimum of 4 feet from the face of the unit and 14 feet high. Additionally, such screening would not be able to be a solid as it would be required to be opened in order to access the unit and back up trucks to bring the fuel line to the rear.*
- This is an equipment maintenance apron, not a public plaza. Much of the time fire trucks sitting on the apron will conceal portions of the generator.

Chair Keller moved and Vice-Chair Bair seconded a motion to approve the modifications to the Public Safety Facilities. The motion passed 4-1 (Keegin – No).

3. **DR/VA 09-207, Design Review Permit, Variance, Nick Sands and Renee Linde, 270 Glen Drive.** Design Review Permit to demolish an existing single-car garage and single-car carport and construct a two-car, two-story garage that includes a workshop, patio, and storage room on the lower level, and a Variance to allow the height of the proposed garage to exceed the maximum height for accessory structures (i.e., 15 feet) by 6 feet 3 inches.

Commissioner Keegin moved and Vice-Chair Bair seconded a motion to continue the public hearing for 270 Glen Drive to the meeting of April 14, 2010 since the story poles had not been erected in time. The motion passed 4-1 (No – Cox).

Old Business

4. **FY 2010-11 Prioritized Project List, City of Sausalito.** Suggestions for FY 2010-11 Prioritized Project List.

Community Development Director Jeremy Graves presented the Staff Report.

Commission questions to Staff:

- What is the Marinship Inventory if we are also having a Marinship Specific Plan review and update? Would the Marinship Inventory be included as part of that? *Staff responded the Marinship Inventory is an inventory of the existing businesses and land uses in the Marinship to ensure the businesses in the Marinship are permitted to be there. The results will be used in evaluating the Marinship Specific Plan.*

Commissioner Cox moved and Vice-Chair Bair seconded a motion to instruct Staff to submit the projects in the order of the ranking reflected in the composite column after checking the accuracy. The motion passed 5-0.

New Business
None.

Communications

- Staff—The joint meeting of the Planning Commission and City Council has been set for Monday, May 17, 2010. The time still needs to be set and three hours has been allocated for the meeting.
- Staff—The 600 Locust Street appeal is on the agenda for the City Council's April 20, 2010 meeting, having been continued to that date.
- Staff—A status report on the Housing Element Committee is on the agenda for the City Council's April 6, 2010 meeting.

Adjournment
The meeting was adjourned at 7:46 p.m.

__/s/ JEREMY GRAVES__	__/s/ BILL KELLER__
Submitted by	Approved by
Jeremy Graves, AICP	Bill Keller
Community Development Director	Chair

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