SAUSALITO PLANNING COMMISSION
Wednesday, April 26, 2017
Approved Action Minutes[1]

Call to Order

Chair Cleveland-Knowles called the meeting to order at 6:30 p.m. in the Council Chambers of City Hall, 420 Litho Street, Sausalito.

Present: Chair Susan Cleveland-Knowles, Commissioner Janelle Kellman, Commissioner Vicki Nichols, Commissioner Bill Werner

Absent: Vice-Chair Morgan Pierce

Staff: Community Development Director Danny Castro
Project Planner Milan Nevajda, Project Planner Justin Shiu,
City Attorney Mary Wagner

Approval of Agenda

Community Development Director Castro requested that Staff Communications be moved to the front of the agenda.

Commissioner Werner moved and Commissioner Kellman seconded a motion to approve the agenda, as amended. The motion passed 4-0.

Public Comments On Items Not on the Agenda

Lucy Alderman

Communications

- Staff: Community Development Director Castro announced the City has started the General Plan update, reviewed the agenda of the City Council's upcoming May 2, 2017 meeting, and announced that the Annual Housing Element Report is on the consent calendar.

Approval of Minutes

March 22, 2017

Commissioner Werner moved and Commissioner Nichols seconded a motion to approve the draft minutes, as presented. The motion passed 4-0.

[1] A video recording of this meeting is available at: http://www.ci.sausalito.ca.us/.

Public Hearings

Declarations of Planning Commissioner Public Contacts

Commissioner Kellman disclosed that with respect to Item 2 she had met with one of the property owners, had visited the property at 20 Rose Court, and spoke with the caretaker.

Chair Cleveland-Knowles disclosed that with respect to Item 2 she had visited the property and walked around the neighborhood.

1. **33 WRAY AVENUE – TOTAL DEMOLITION, NEW CONSTRUCTION (DR-EA-TRP 16-266)**
   Staff: Milan Nevajda

   DESCRIPTION: Klopf Architecture, on behalf of property owners Chris and Julie Clayton, is requesting approval of a Design Review Permit to demolish the existing residence and construct a single-family residence at 33 Wray Avenue (APN 064-204-24). The application includes an Encroachment Agreement to redesign an existing driveway retaining wall and install an at-grade entry-stair that encroaches into the public right-of-way. A Tree Removal Permit is requested to remove a protected pittosporum tree in the right-of-way. Replacement trees are proposed in the rear yard.

   RECOMMENDATION: Continuance to a date uncertain.

The public hearing was opened.

The public testimony period was opened.

The applicant did not comment.

The public did not comment.

The public testimony period was closed.

Commissioner Nichols moved and Commissioner Werner seconded a motion to continue the public hearing for 33 Wray Avenue to a date uncertain. The motion passed 4-0.

The public hearing was closed.

2. **71 GLEN DRIVE – ADDITION TO SINGLE-FAMILY RESIDENCE (DR 16-077)**
   Staff: Justin Shiu

   DESCRIPTION: Michael Rex Architects, on behalf of property owners Annette and Dennis Webb, is requesting approval of a Design Review Permit for additions to an existing single-family residence, including 546 square feet of bedroom and living space to the front of the residence, 23 square feet to the

existing detached garage, 241 square feet of a new subterranean tunnel connecting the residence to the garage, a new second floor terrace, and a new second floor balcony. The existing residence has 1,666 square feet of calculated floor area and the proposed project results in a residence with 2,369 square feet of calculated floor area.

RECOMMENDATION: Approval, subject to conditions.

The public hearing was opened.

Commissioner Werner indicated that he would recuse himself from participating in the public hearing for 71 Glen Drive.

Project Planner Shiu provided a PowerPoint presentation.

The public testimony period was opened.

The applicant, Michael Rex of Michael Rex Architecture, Inc. provided a PowerPoint presentation.

Planning Commission questions to the applicant and owner followed.

Public Comments
Marilyn Oliver

The applicant made rebuttal comments.

Public Comments
Marilyn Oliver

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Kellman moved to approve a Design Review Permit for 71 Glen Drive without approving or denying the tunnel and asking staff to review it separately.

The public testimony period was re-opened.

Public Comments
Dennis Webb

Staff comments followed.

Planning Commission comments followed.

Chair Cleveland-Knowles moved to approve a Design Review Permit for 71 Glen Drive, subject to the following amended and additional conditions of approval:

- **Condition 39 shall be amended to remove the phrase, "Pursuant to municipal code section 12.16.140" and substitute the phrase, "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 be prohibited during the following: Saturdays, Sundays, and City holidays not including Saturday and Sunday."**
- **The addition of a supplement to the current conditions regarding the requirement of an updated geotechnical report prior to issuance of a building permit.**

Planning Commission comments followed.

Commissioner Kellman seconded the motion.

The motion passed 3-0.

The public hearing was closed.

New Business
None.

Communications

- Commission: None.

Adjournment

Commissioner Kellman moved and Commissioner Nichols seconded a motion to adjourn the meeting. The motion passed 3-0.

The meeting was adjourned at 8:29 p.m.

Danny Castro

Submitted by
Danny Castro
Community Development Director

S Cleveland-Knowles

Approved by
Susan Cleveland-Knowles
Chair