SAUSALITO PLANNING COMMISSION
Wednesday, January 12, 2022
Final Action Minutes[1]

1. CALL TO ORDER

Chair Feller called the meeting to order at 6:33 p.m.
Planning Commission:

Present:	Chair Kristina Feller, Vice Chair Richard Graef,
	Commissioner Andrew Junius, Commissioner Jeffery Luxenberg, Commissioner Nastassya Saad
Absent:	None.
Staff:	Heidi Scoble, Interim Community Development Director
	Rozalynn Thompson, Principle Planner
	Mary Wagner, City Attorney

Interim Community Development Director Scoble stated that the meeting was being held pursuant to Section 3 of Executive Order N-29-20 and issued by Governor Newsom on March 17, 2020 and Executive Order N-08-21 issued by the Governor on June 11, 2021; all members had joined the meeting telephonically through Zoom; and the meeting was being broadcast live on the City of Sausalito website.

2. APPROVAL OF AGENDA

Vice Chair Graef moved and Commissioner Junius seconded a motion to approve the Planning Commission agenda as presented. The motion passed 5-0.

3. COMMUNICATIONS

- Staff: None.
- Commission:

[1] A video recording of this meeting is available at: www.sausalito.gov.

- Commissioner Saad: Housing Element Advisory Committee will have an extra meeting in the month of January on the 24th at 5:00 p.m. The public is invited.
- Commissioner Luxenberg:
  - The Parklet Working Group is drafting criteria that it will bring forward in February.
  - Requested an update on railings on the North Street Stairs and when the stairs will be opened.
- Commissioner Junius: Objective Design Standards Subcommittee continues its work and is on track to bring on a consultant.
- Chair Feller: Followed up on:
  - The Planning Commission's request for a report from the City Attorney on a tree fund where applicants granted a tree removal permit might provide money so a replacement tree can be planted in the City rather than on their property.
  - The Planning Commission's request for an update on the enforcement issue on Platt Avenue with 40+ trees that were cut down.
  - Valhalla Restaurant access to the beach.
  - An update from staff on the status and stability of areas of potential landslides in Sausalito.

- Subcommittees: None.

Public Comments:
None.

4. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA
None.

5. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – December 15, 2021

Commissioner Luxenberg moved and Commissioner Junius seconded a motion to approve the draft minutes as presented. The motion passed 5-0.

6. PUBLIC HEARING[2]

[2] All Adopted Resolutions of the Planning Commission can be found on the City's website: https://www.sausalito.gov/city-government/boards-and-commissions/planning-commission/document-archives/-folder-3195.

Declarations regarding Planning Commission Public Contacts

None.

A. 620 NEVADA STREET / TREE REMOVAL PERMIT / PROJECT ID: 2021-00316 / APN: 064-342-05 (ADAM EAST, ASSISTANT PLANNER)

SUMMARY: Tree Removal Permit to remove a Giant Sequoia (Sequoiadendron giganteum), a heritage tree approximately 35.5" diameter at breast height (DBH).

STAFF RECOMMENDATION: Staff recommends that the Planning Commission approve the Tree Removal Permit.

The public hearing was opened.

Principle Planner Thompson provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant/owner, Alex Frankel, provided a presentation.

Planning Commission questions to the applicant followed.

Public Comments:
None.

The public testimony period was closed.

Planning Commission comments followed.

Commissioner Junius moved and Vice Chair Graef seconded a motion to approve a Tree Removal Permit for 620 Nevada Street.

Planning Commission questions to staff followed.

The motion passed 5-0.

The public hearing was closed.

B. 39 CALEDONIA STREET / SIGN PERMIT / PROJECT ID: 2021-00327 / APN: 065-056-22 (ADAM EAST, ASSISTANT PLANNER)

SUMMARY: Sign Permit for one 13 square foot wall sign at 39 Caledonia Street.

STAFF RECOMMENDATION: Staff recommends that the Planning Commission approve the Sign Permit.

The public hearing was opened.

Principle Planner Thompson provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, Susannah Souvestre, provided a presentation.

Public Comments:
None.

The public testimony period was closed.

Planning Commission comments followed.

Commissioner Saad moved and Commissioner Luxenberg seconded a motion to approve a Sign Permit for 39 Caledonia Street. The motion passed 5-0.

The public hearing was closed.

C. 240 GLEN DRIVE / DESIGN REVIEW PERMIT AND HEIGHTENED DESIGN REVIEW, VARIANCE, AND ENCROACHMENT AGREEMENT / PROJECT ID: 2021-00062 / APN: 065-141-44 (ADAM EAST, ASSISTANT PLANNER)

SUMMARY: Design Review Permit with Heightened Design Review for a 460 square foot detached garage, entry gate, and 62 square foot addition to the master suite; a Variance for relief from the 15-foot height limitation for accessory structures to allow the proposed garage to be 22 feet, 8 inches in height; and a recommendation to the City Council for approval of an Encroachment Agreement to allow a portion of the garage to occupy the right-of-way and to allow the installation of an entry gate.

STAFF RECOMMENDATION: Staff recommends that the Planning Commission approve the Design Review Permit with Heightened Design Review and Variance and recommend to the City Council approval of an Encroachment Agreement to allow a portion of the garage and entry gate in the City's right-of-way.

The public hearing was opened.

Principle Planner Thompson provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, civil engineer Roger Hartley, and owners Suzanne Lempke and Richard Dodder, provided a presentation.

Planning Commission questions to the applicant followed.

Public Comments:
Nicole Back, representing Dorothy Duncan Trust
Wendy Jaror
Scott Jampol

The public testimony period was closed.

Planning Commission comments followed.

Chair Feller moved and Commissioner Saad seconded a motion to continue the public hearing for 240 Glen Drive.

Planning Commission comments followed.

Planning Commission questions to staff followed.

The public testimony period was reopened.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

The public testimony period was closed.

Chair Feller amended the motion to include a continuance date certain of February 16, 2022.

The motion passed 5-0.

The public hearing was closed.

7. NEW BUSINESS

A. Adoption of Calendar for 2022

Community Development Director Scoble provided a PowerPoint presentation.

Planning Commission questions to staff followed.

Planning Commission comments followed.

8. ADJOURNMENT

Commissioner Junius moved and Commissioner Saad seconded a motion to adjourn the meeting. The motion passed 5-0.

The meeting was adjourned at 9:16 p.m.

Submitted by FOR
Heidi Scoble BRANDON PHIPPS
Interim Community Development Director

Approved by
~~Kristina Feller~~ NASTASSIA SAAD
Chair