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

1. CALL TO ORDER

Chair Feller called the meeting to order at 6:30 p.m.
Planning Commission:
Present: Chair Kristina Feller, Vice Chair Andrew Junius, Commissioner Richard Graef, Commissioner Jeffery Luxenberg, Commissioner Nastassya Saad
Absent: None.
Staff: Dan Hortert, Interim Community Development Director
Magda Gonzalez, Contract Planner
Sergio Rudin, Attorney

Interim Community Development Director Hortert reported that the meeting was being held pursuant to Government code section 54953(e), and in light of the declared state of emergency, the Regular meeting of the Planning Commission on June 1, 2022 will be conducted telephonically through Zoom and broadcast live on the City's Website.

2. APPROVAL OF AGENDA

Commissioner Luxenberg moved and Commissioner Saad seconded a motion to approve the Planning Commission agenda as presented. The motion passed 5-0.

3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

A. Email from Sue White

4. COMMUNICATIONS

A. Communications Late Mail 75 Platt Avenue

- Staff:
  - Interim Community Development Director Hortert:
    - 505 Johnson project: Director Hortert confirmed the project was a Ministerial approval and there have been issues with the historic context. He has been in touch with the City Attorney to determine next steps.
    - The Sausalito General Plan that was adopted in February 2021 received the 2022 APA Northern California Award for Merit for a Comprehensive Plan for a Small Jurisdiction.

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

- Kenneth Henry, Building Inspector:
  - 505 Johnson project: Inspector Henry visited the jobsite and found building was being done per the plan approved by the City with no additional livable space being constructed on the outside. Some modifications were made that will lower the roof system 10 inches and extend dormers at the same elevation to accommodate the uphill neighbor's view.
- Quinton Roland, Enforcement Officer:
  - Update to Tree alteration case at 75 Platt Avenue: Officer Roland performed several site visits to investigate 26 trees located in public right-of-way and 20+ trees on private property that were severally altered by neighbors removing the top part of their canopies. An arborist hired by the Public Works Department determined the extent of the work and condition of the trees and how the code affects these trees to determine the violations.
  - In April Inspector Roland opened 15 cases, closed 23 cases, and did 21+ inspections.
  - Short-term rentals represent a major portion of cases opened. In April 22 notices were sent to owners who were advertising for short-term rentals. Thirteen of the ads were removed, several were disputed, and four are still advertising.

- Commission:
  - Chair Feller:
    - The Southern Marin Fire District will provide a presentation on June 15th to the Planning Commission and public regarding new evacuation routes, updates on preferred planting programs, etc.
- Subcommittees:
  - Objective Design and Development Standards / Vice Chair Junius:
    - Consultant Bob Brown who is working with consultant Opticos on preparing a document recommending the types of form-based code for the City's use with respect to density, parking, appropriate locations for retail, applying objective standards to new construction, etc.
    - The ODDS Working Group will host another working session with Bob Brown, hopefully at the end of June or early July. The document will then come back to the full Planning Commission to get feedback from the Commission and public.
    - Bob Brown has given a presentation to the Historic Preservation Commission and they will be continually updated.
  - Legislative Working Group / Vice Chair Junius and Commissioner Luxenberg:
    - The Legislative Working Group has morphed into a broader group focused on California legislative changes, housing laws, and state housing issues, and will regularly update the Planning Commission.
  - Housing Element Advisory Committee / Commissioner Saad:

        - HEAC met on May 23rd to finalize opportunity sites and discussed preferences for mixed-use or multi-family development. Those sites will be included in the Draft Housing Element.
        - HEAC will review the Draft Housing Element over the next two meetings, where it will weave in discussion on fair housing.
        - The Draft Housing Element will be available for a 30-day public review after HEAC comments are taken into consideration.
        - Opportunity sites and a housing list is critical to start the EIR process. HEAC is looking for a larger catchment area of sites to enter into the EIR process.
        - The public is encouraged to send comments, as they are critical to the process. Certain properties have been added or eliminated based on community input.
        - The next HEAC meeting will be held on June 27th.
    - Parklet Working Group / Commissioner Luxenberg and Chair Feller:
        - The PWG made a presentation to the City Council on May 24th. The City Council requested: a checklist be added to the proposed parklet application; the PWG meet with the Chamber of Commerce; staff look at each of the parklets established under the COVID Emergency Program to determine any modifications that might have to be made to them; and that a process be developed so that sidewalks remain clear of tables and chairs used for outdoor dinning.
        - The Chamber of Commerce is willing to assist in a public outreach event to be held in June.
    - SB 9 Working Group / Vice Chair Junius and Commissioner Luxenberg:
        - The SB 9 Ordinance is moving towards it final stages and will be presented to the City Council on June 14th. Vice Chair Junius and Commissioner Luxenberg will be there to represent the Planning Commission and answer questions.

Public Comments:
None.

5. APPROVAL OF PLANNING COMMISSION MINUTES

B. Draft Minutes – May 18, 2022

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

6. PUBLIC HEARING[2]

Declarations regarding Planning Commission Public Contacts
None.

A. 2015 BRIDGEWAY / CONDITIONAL USE PERMIT AND DENSITY BONUS / PROJECT ID: 2021-00110 / APN: 064-135-24 & -28 (MAGDA GONZALEZ, CONTRACT PLANNER)

SUMMARY: Conditional Use Permit and Density Bonus to convert an existing three-story office building into a 12-unit residential building. The conversion includes full interior remodel as well as new exterior finishes, windows and doors.

STAFF RECOMMENDATION: Adopt the attached draft resolution approving the Conditional Use Permit to allow the conversion of an existing three-story building into a 12-unit residential building.

The public hearing was opened.

Interim Community Development Director Hortert indicated that after discussions with the applicant and the City Attorney the public hearing regarding 2015 Bridgeway would be continued to a date certain of July 6, 2022.

Planning Commission comments followed.

The public testimony period was opened.

Public Comments:
Jenny Rynders

The public testimony period was closed.

Planning Commission questions to staff followed.

Planning Commission comments followed.

Chair Feller moved and Commissioner Saad seconded a motion to continue the public hearing for 2015 Bridgeway to a date certain of July 6, 2022. The motion passed 5-0.

The public hearing was closed.

[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.

7. ADJOURNMENT

Chair Feller moved and Commissioner Luxenberg seconded a motion to adjourn the meeting. The motion passed 5-0.

The meeting was adjourned at 7:37 p.m.

FOR:

Submitted by
Dan Hortert
Interim Community Development Director

Approved by
Kristina Feller
Chair