SAUSALITO PLANNING COMMISSION
Wednesday, May 18, 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
Adam East, Assistant Planner
Cecilia Jaroslawsky, 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 May 18, 2022 will be conducted telephonically through Zoom and broadcast live on the City's Website.

2. APPROVAL OF AGENDA

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

4. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

3. COMMUNICATIONS

A. Communications

- Staff:
  - Interim Community Development Director Hortert:
    - Code enforcement has been agendized for the June 1st Planning Commission meeting to get more feedback from code enforcement officer Quinton Roland.
  - The Community Development Department has conducted interviews for an assistant planner and associate planner and have two strong

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

candidates that will be reviewed by Human Resources and Interim Director Hortert.

- Commission:
  - Chair Feller reported that she had provided a brief update to the City Council at its last meeting on three major topics: priority list, Community Development Department, and staffing.
- Subcommittees:
  - Housing Element Advisory Committee / Commissioner Saad and Chair Feller:
    - HEAB held a second Town Hall on May 9th with the main objectives of presenting the Housing Element process to the public, an overview of the draft opportunities, and getting public feedback, especially on preferences for types of housing. The Town Hall presentation is in the virtual binder on the City website.
    - There are approximately 650 units remaining that HEAB is trying to achieve that would give a buffer of approximately 25%.
    - HEAC is headed to the Draft Environmental Review and encourages the public to continue to write in at HEAC@sausalito.gov. Comments received from the public have had a direct substantive impact on HEAC's deliberations, discussions, and decisions. The public is also encouraged to attend the HEAC meetings.
    - The next HEAC meeting is scheduled for May 23rd at 6:00pm, where HEAC will continue to address affirmatively furthering fair housing.
  - Objective Design and Development Standards / Vice Chair Junius:
    - ODDS met on May 9th with Opticos consultant Bob Brown. Opticos has prepared a robust document recommending the types of form-based code for the City's use. ODDS discussed density, parking, appropriate locations for retail, applying objective standards to new construction, and how they might be applied to renovations and additions.
    - It is clear from the law that the objective standards have to be imposed in an SB 35 context, and it has been shown how they will be imposed as ODDS recommended a collection of limited objective standards for SB 9 application.
    - ODDS continues to work with the City Attorney to understand where and how the objective standards can be used in the context of the Housing Accountability Act.
    - ODDS hopes to merge the discussion in the weeks and months ahead into the Housing Element issues as well, because there is overlap.
  - SB 9 Working Group / Vice Chair Junius and Commissioner Luxenberg:
    - The SB 9 Working Group voted their recommendations out of the Planning Commission at its May 4th meeting and it has been agendized to the City Council's June 14th meeting.

        - The Working Group should not be disbanded and should be transformed and broadened into a state legislative working group to monitor and give regular reports on state legislation, because SB 39 and the Housing Accountability Act are still being tweaked.
        - Chair Feller requested Vice Chair Junius and Commissioner Luxenberg to continue to serve on an expanded legislative working group for the Planning Commission. Vice Chair Junius and Commissioner Luxenberg accepted.
    - Parklet Working Group / Chair Feller and Commissioner Luxenberg:
        - The subject of parklets will be heard by the City Council at its May 24th meeting. The presentation will be lead by the Department of Public Works with assistance from Chair Feller, Commissioner Luxenberg, and President Pierce of Sausalito Beautiful.

Public Comments:
None.

5. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – April 20, 2022

B. Draft Minutes – May 4, 2022

Commissioner Luxenberg moved and Commissioner Graef seconded a motion to approve the draft minutes of April 20, 2022 as amended. The motion passed 5-0.

Commissioner Saad moved and Vice Chair Junius seconded a motion to approve the draft minutes of May 4, 2022 as amended. The motion passed 5-0.

6. PUBLIC HEARING[2]

Declarations regarding Planning Commission Public Contacts

Commissioner Luxenberg disclosed with respect to Item 6.A., 253 Glen Drive, that he revisited 253 Glen Drive where the owner and architect were present, and visited 255 Glen Drive where the owners were present, but there were no ex parte communications; and with respect to Item 6.B., 52 Varda Landing, and Item 6.C., 60 Varda Landing, that he visited both sites and saw people onsite, but there were no ex parte communications.

A. 253 GLEN DRIVE / CHANGES TO AN APPROVED PROJECT / PROJECT ID: 2021-00348 / APN: 064-243-21 (ADAM EAST, ASSISTANT PLANNER)

[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.

SUMMARY: Changes to the approved project to revise the project plans from the previously approved Design Review Permit (2019-00063) to include the addition of a second story deck in place of the low-slope roof, addition of windows to the basement level, relocation of skylights, and replacing railing on the north façade with a parapet. Item continued from the May 4, 2022 Planning Commission meeting to the May 18, 2022 Planning Commission meeting.

STAFF RECOMMENDATION: Adopt a Resolution approving the project.

The public hearing was opened.

Assistant Planner East provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, architect Scott Couture of Couture Architecture, and owner Robin Levandov provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

Public Comments:
Gina Lee

Applicant comments followed.

The public testimony period was closed.

Planning Commission comments followed.

Chair Feller moved and Vice Chair Graef seconded a motion to approve Changes to an Approved Project for 253 Glen Drive. The motion passed 5-0.

The public hearing was closed.

B. 52 VARDA LANDING / DESIGN REVIEW PERMIT, CONDITIONAL USE PERMIT AND VARIANCE / PROJECT ID: 2019-00284 / APN: 063-010-15 (CECILIA JAROSLAWSKY, CONTRACT PLANNER)

SUMMARY: Approval of a Design Review Permit, Conditional Use Permit and Variance to allow the construction of a new one-story, single-family residential structure with an attached studio space, and the remodel of an existing A-frame studio structure; allow tandem on-

site and off-site parking; and to allow encroachment into the side yard setback.

STAFF RECOMMENDATION: Adopt a Resolution approving the project.

The public hearing was opened.

Contract Planner Jaroslawsky provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The owner, Max Houtzager, and applicant, architect Matt Ininns of EYRC Architects, provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

Public Comments:
Eric Gullichsen
Glenn Harris

The public testimony period was closed.

Planning Commission comments followed.

Chair Feller moved and Vice Chair Junius seconded a motion to continue the public hearing for 52 Varda Landing to a date certain of July 6, 2022. The motion passed 5-0.

The public hearing was closed.

C. 60 VARDA LANDING / DESIGN REVIEW PERMIT / PROJECT ID: 2019-00285 / APN: 063-010-12 (CECILIA JAROSLAWSKY, CONTRACT PLANNER)

SUMMARY: Approval of a Design Review Permit to construct two new detached one-story, single-family residential structures and detached shed.

STAFF RECOMMENDATION: Adopt a Resolution approving the project.

The public hearing was opened.

The public testimony period was opened.

Public Comments:
Christina Clark
Glenn Harris
Eric Gullichsen

The public testimony period was closed.

Planning Commission comments followed.

Chair Feller moved and Vice Chair Junius seconded a motion to continue the public hearing for 60 Varda Landing to a date uncertain. The motion passed 5-0.

The public hearing was closed.

7. ADJOURNMENT

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

The meeting was adjourned at 10:11 p.m.

for

Submitted by
Dan Hortert
Interim Community Development Director

Approved by
Kristina Feller
Chair