SAUSALITO PLANNING COMMISSION
Wednesday, May 4, 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 Richard Graef, Commissioner Andrew Junius, Commissioner Jeffery Luxenberg, Commissioner Nastassya Saad
Absent: None.
Staff: Dan Hortert, Interim Community Development Director
Adam East, Assistant 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 MONTH X, 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

None.

4. COMMUNICATIONS

A. Communications

- Staff:
  - Interim Director Hortert:
    - The Community Development Department has contracted two consultant planners to assist with the department's workload.
- Commission:
  - Chair Feller:
    - The City Manager and Mayor have requested Chair Feller give an update to the City Council at its May 10th meeting on the

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

Commission's priority list for funding, and a potential plan for a joint City Council/Planning Commission meeting.

- Subcommittees:
  - Parklets Working Group / Commissioner Luxenberg / Chair Feller:
    - On March 11th a working group consisting of Chair Feller, Commissioner Luxenberg, Sausalito Beautiful, Community Development, and Public Works issued a report to the Mayor and City Council recommending a program for parklets for the City. They have not yet received any feedback.
    - Parklets is a potential item on the City Council's May 10th agenda.
  - Housing Element Advisory Committee / Commissioner Saad:
    - HEAC met April 25th:
      - Reviewed 612 community stakeholder survey results.
      - Reviewed more site selections.
    - The next HEAC meeting is scheduled for May 23rd:
      - Continue to discuss site selection
      - Affirmatively further the components of the Housing Element.
    - HEAC's second Town Hall is scheduled for May 9th at 6:00pm.
  - Objective Design Committee / Vice Chair Junius
    - ODC is reviewing the first draft of the consultants work on moving the objective standards forward.
    - The next ODC meeting is scheduled for May 9th.

Public Comments:
None.

5. **APPROVAL OF PLANNING COMMISSION MINUTES**
   None.

6. **PUBLIC HEARING[2]**

Declarations regarding Planning Commission Public Contacts

Commissioner Saad disclosed with respect to Item 6.A., 253 Glen Drive, that she toured the site and spoke with the architect and the applicant, but did not discuss the merits of the project.

Commissioner Luxenberg disclosed with respect to Item 6.A., 253 Glen Drive, that he visited the site with the architect, contractor, and homeowner, and visited the neighboring site at 255 Glen Drive, but did not discuss the merits of the project.

[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.

Chair Feller disclosed with respect to Item 6.A., 253 Glen Drive that she had visited the site, as well as the neighboring site at 255 Glen Drive.

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

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.

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 Rich Levandov, provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

Public Comments:
Gina Lee

Applicant rebuttal comments followed.

The public testimony period was closed.

Planning Commission comments followed.

The public testimony was re-opened.

Planning Commission questions to the applicants followed.

The public testimony period was closed.

Vice Chair Junius moved and Commissioner Graef seconded a motion to continue the public hearing for 253 Glen Drive to a date certain of May 18, 2022. The motion passed 5-0.

The public hearing was closed.

B. CONDUCT PUBLIC HEARING, CONSIDER RECOMMENDATIONS OF SB 9 WORKING GROUP, AND PROVIDE RECOMMENDATION TO COUNCIL ON ORDINANCE NO. ___, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAUSALITO AMENDING THE SAUSALITO MUNICIPAL CODE TO ADD A NEW CHAPTER 9.70 TO TITLE 9 – SUBDIVISIONS, AMENDING SECTION 10.44.080, AND ADDING NEW SECTION 10.44.350 TO CHAPTER 10.44 – SPECIFIC USE REQUIREMENTS, FOR THE IMPLEMENTATION OF GOVERNMENT CODE SECTIONS 65852.21 AND 66411.7 RELATED TO ALLOWING ONE ADDITIONAL PRIMARY UNIT AND URBAN LOT SPLITS ON RESIDENTIALLY ZONED PARCELS

SUMMARY: Consideration of the Senate Bill 9, the California Home Act, Implementing Ordinance. Item continued from the April 6, 2022 Planning Commission meeting to the May 4, 2022 Planning Commission meeting.

STAFF RECOMMENDATION: Conduct the public hearing, consider recommendation of the SB 9 Working Group

The public hearing was opened.

Interim Community Development Director Hortert provided a presentation.

Commissioner Luxenberg of the SB 9 Working Group, provided a PowerPoint presentation.

Planning Commission questions to Commissioner Luxenberg followed.

Planning Commission questions to staff followed.

Planning Commission comments followed.

The public testimony period was opened.

Public Comments:
Pat Elton

The public testimony period was closed.

Planning Commission questions to staff followed.

Planning Commission comments followed.

Commissioner Luxenberg moved and Vice Chair Junius seconded a motion to recommend the draft ordinance to the City Council incorporating the changes laid out in the document, subject to the addition of the following:

- **Modification to Section 3 regarding above controlled spaces being over a building volume of the proposed new residential use.**
- **Eliminate Section 4 relating to adjacent residential uses.**

Planning Commission comments followed.

The motion passed 5-0.

The public hearing was closed.

7. **NEW BUSINESS – Code Enforcement**

Sausalito Contract Code Enforcement Officer Quinton Roland provided a presentation.

Planning Commission questions to Enforcement Officer Roland followed.

Public Comments:
None.

8. **ADJOURNMENT**

Chair Feller moved to adjourn the meeting. The motion passed 5-0.

The meeting was adjourned at 10:42 p.m.

For

Submitted by
Dan Hortert
Interim Community Development Director

Approved by
Kristina Feller
Chair