# SAUSALITO PLANNING COMMISSION
# Wednesday, October 19, 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: Brandon Phipps, Community Development Director
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 October 19, 2022 will be conducted telephonically through Zoom and broadcast live on the City's Website.**

## 2. APPROVAL OF AGENDA

**Commissioner Saad moved and Commissioner Graef 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. APPROVAL OF PLANNING COMMISSION MINUTES

### A. Draft Minutes – September 21, 2022

**Vice Chair Luxenberg moved and Vice Chair Junius seconded a motion to approve the draft minutes as amended. The motion passed 5-0.**

## 5. COMMUNICATIONS

### A. Communications

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

- Staff:
  - City Manager Zapata:
    - Thanked Dan Hortert, whose last day with the City will be November 1st, for his service as Interim Community Development Director.
    - Thanked Chair Feller, Vice Chair Junius, and Commissioner Luxenberg for their input on bringing stability back to the Community Development Department, and particularly to Commissioner Luxenberg for his participation in the process of hiring a new Community Development Director.
    - Funding for the Objective Design Standards process and working consultant will happen, as it is an ongoing and important initiative.
    - The Landslide Task Force recommendations made regarding mapping and other review processes remain important, and the City Council funded the first priority of it.
    - Spoke to Chair Feller regarding the municipal code, parking, and circulation work, and has asked Chair Feller to work with the Planning Commission to provide him with details on anticipated needs and costs, so the City Council can review a way to pay for them.
    - Introduced new Community Development Director Brandon Phipps.
  - Chair Feller:
    - Echoed City Manager Zapata's appreciation to Commissioner Luxenberg and Public Works Director McGowen for their time spent on the search for a new Community Development Director.
    - Welcomed Director Phipps to the City of Sausalito.
  - Community Development Director Phipps:
    - Thanked City Manager Zapata and the Planning Commission for welcoming him to the City of Sausalito.
    - Will be meeting with the Planning Commissioners one-on-one to introduce himself, learn about the rolls of each Commissioner, and get feedback on the challengers and opportunities they see in the City today.
    - The Community Development Department is already making strides to improve its departmental capacities, including solicitation of a principal planner, associate planner, and assistant planner to help the department be in a better position to address the challenges it faces.
- Subcommittees:
  - 110 Fourth Street Working Group / Commissioner Saad and Commissioner Graef:
    - The 110 Fourth Street project has been finalized in terms of wall finish and color. A going forward plan will be put in writing to Community Development.

**Public Comment:**
None.

## 6. PUBLIC HEARING[2]

**Declarations regarding Planning Commission Public Contacts**
None.

### A. 212 WOODWARD AVENUE / DESIGN REVIEW WITH HEIGHTENED DESIGN REVIEW, VARIANCE, AND ENCROACHMENT AGREEMENT / PROJECT ID: 2022-00049 / APN: 064-131-09 / MAGDA GONZALES (CONTRACT PLANNER)

**SUMMARY: Approval of a Design Review with a Heightened Design Review to construct a 500 square foot concrete parking deck, trash enclosure on the south side of the parking deck, main entry deck and stairs with railings.**

**STAFF RECOMMENDATION: Staff recommends the Planning Commission approve the attached draft resolution (Attachment 1) approving the Design Review Permit with Heightened Review, subject to conditions of approval.**

The public hearing was opened.

Contract Planner Gonzales provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, architect Ted Bonneau of OXBStudio Architects, provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

**Public Comments:**
None.

The public testimony period was closed.

Planning Commission comments followed.

[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.

**Commissioner Luxenberg moved and Commissioner Graef seconded a motion to approve a Design Review with Heightened Design Review, Variance, and Encroachment Agreement for 212 Woodward Avenue, subject to the following amendments and additions to the conditions of approval:**

- **Condition 2 shall be amended to include the statements:**
  - **"Any changes to the proposed design shall come back to the Planning Commission and are not handled ministerially."**
  - **"Any modification to the plans shall require Planning Commission approval."**
- **Attachment 3 shall be replaced by the actual approved plans.**
- **The revised resolution posted on October 19, 2022 that contains the Department of Public Works additional Condition 20 shall be used.**

**The motion passed 5-0.**[3]

The public hearing was closed.

## 7. ADJOURNMENT

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

The meeting was adjourned at 7:27 p.m.

F-021

Submitted by
Dan Hortert
Interim Community Development Director

Approved by
Kristina Feller
Chair

[3] Resolution No. 2022-22.