SAUSALITO PLANNING COMMISSION
Wednesday, July 12, 2023
Final Action Minutes

1. CALL TO ORDER

Community & Economic Director Phipps called the meeting to order at 6:30 p.m.

Community and Economic Development Director Phipps reported that the regular meeting of the Planning Commission for July 12, 2023 was being held at the City of Sausalito Council Chambers at 420 Litho Street and was open to members of the public, and that members of the public could also access the meeting and provide public comment telephonically through Zoom.

Planning Commission:

Present:	Chair Jeffery Luxenberg, Vice Chair Andrew Junius, Commissioner Kristina Feller, Commissioner Richard Graef, Commissioner Nastassya Saad
Absent:	None.
Staff:	Brandon Phipps, Community & Economic Development Director Kristen Teiche, Principal Planner Matthew Mandich, Assistant Planner Sergio Rudin, Attorney

2. APPROVAL OF AGENDA

Commissioner Feller 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

Public Comments:
Commissioner Feller acknowledged two emails received at the Planning Commission's email address:

- Schoonmacker public Beach access and public safety issues issued by alevine@msm.org.
- Slow progress on project on Sausalito Boulevard from swhite678@outlook.com.

4. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – None.

5. COMMUNICATIONS

A. Communications

- Staff:
  - Director Phipps:
    - Director Phipps and Assistant Planner Mandich attended the first Property Business Improvement District Steering Committee meeting, which was well attended by business owners and property owners within the City's Downtown Commercial District. Next steps for the Committee include refining the draft survey boundaries via the formation of a P-Bid Boundaries Task Force and distributing the survey to property owners within that area once confirmed in order to receive their feedback.
  - Attorney Rudin: No comments.
- Subcommittees:
  - Ferry Landside Working Group / Vice Chair Junius, Commissioner Feller:
    - The working group met with Public Works Director McGowan, Director Phipps, and the consultants working on this project.
    - This project will come back to the Planning Commission later in July for design review for Phase One of the Ferry landside improvements. The public is encouraged to attend the meeting to give feedback.
  - Housing Element Working Group / Commissioner Saad, Commissioner Feller:
    - No new developments.
  - Parklets / Chair Luxenberg, Commissioner Feller:
    - Director Phipps has received information from the City Attorney's Office. A working group meeting will be scheduled at a date and time to be determined with the intent of bringing the project back to the Planning Commission for final approval.
  - Master Plan Working Group / Commissioner Saad, Commissioner Feller.
    - The working group will be scheduling a meeting with City Attorney Rudin and Director Phipps.
  - Landslide Task Force / Commissioner Feller:
    - Miller Pacific is working on their scope of work and will provide an update once they have done a survey.
  - Commissioner Feller requested an update on the Tree Fund and the balance in the fund, and if the fund is working or needs to be revisited.

Public Comments:
None.

6. PUBLIC HEARING[1]

[1] 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 Ex Parte Communications
None.

A. 426 PINE STREET / DESIGN REVIEW PERMIT, ADU / PROJECT ID: 2023-00013 / APN: 065-054-11 / MAGDA GONZALEZ, CONTRACT PLANNER

STAFF RECOMMENDATION: Continue to a date uncertain.

The public hearing was opened.

Public Comments:
Unidentified Male
Mary Crowley
Ray Swanson
Jeffrey Konen
Katherine Green
Alice Merrill
Lorraine Klein
Jake Beyer (phonetic)
Shauna Raznergan (phonetic)
Dennis Green

The public testimony period was closed.

The public hearing was closed.

B. 2650 BRIDGEWAY BOULEVARD / TREE REMOVAL PERMIT / PROJECT ID: 2023-00070 / APN: 063-140-18 / MATTHEW MANDICH, ASSISTANT PLANNER

SUMMARY: A Tree Removal Permit to allow the removal of two Deodar Cedar Trees measuring 15 inches DBH (diameter at breast height) and 17 inches DBH, respectively. The trees are located in the front (SW) of the property adjacent to the public right-of-way on Bridgeway Boulevard.

STAFF RECOMMENDATION: Staff recommends the Planning Commission deny the removal of two Deodar Cedars due to failure to meet findings in SMC 11.12.030 (B).

The public hearing was opened.

Assistant Planner Mandich provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

Public Comments:

Margaret Fawcett
Caroline Revelle

The public testimony period was closed.

Planning Commission comments followed.

Chair Feller moved and Commissioner Saad seconded a motion to deny a Tree Removal Permit 2650 Bridgeway Boulevard. The motion passed 5-0.

The public hearing was closed.

C. **ADU/JADU MUNICIPAL CODE EDITS – AMENDMENTS TO TITLE 10 (ZONING) OF THE SAUSALITO MUNICIPAL CODE OF THE FOLLOWING SECTIONS:**
   - **Table 10.22-1 Land Uses Allowed in Residential Districts**
   - **Section 10.44.080 Accessory Dwelling Unit Regulations**
   - **Section 10.44.085 Junior Accessory Dwelling Unit Regulations**

   SUMMARY: Conduct a public hearing on proposed Zoning Ordinance Amendments and forward a recommendation to the City Council for their consideration during a regularly scheduled City Council meeting in September 2023. The amendments are proposed to establish conformity with updated State laws (Government Code Section 65852.2) regulating Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) which went into effect on January 1, 2023. Amendments also respond to the April 6, 2023 written review of the City's current zoning regulations by the California Department of Housing and Community Development (HCD).

   STAFF RECOMMENDATION: Staff recommends the Planning Commission take the following actions.
   - **Conduct a public hearing on the proposed Zoning Ordinance Amendments.**
   - **Provide direction as appropriate for additional modifications of proposed amendments to staff. Modifications must remain in compliance with State ADU & JADU law.**
   - **Adopt the attached Resolution recommending City Council adoption of the proposed Zoning Ordinance Amendments.**

The public hearing was opened.

Principal Planner Teiche provided a presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

Public Comments:
None.

The public testimony period was closed.

Planning Commission comments followed.

Chair Luxenberg moved and Commissioner Feller seconded a motion to adopt the resolution recommending City Council adoption of proposed Zoning Ordinance Amendments, subject to the following:

- **10:44:085: Modify the resolution to also include recommendations to remove mention of the Amnesty Accessory Dwelling Unit Permit program.**
- **10.44.080(c): Add a definition of public transit.**
- **10.44.080(e)3: Add the word "for" before "efficiency unit."**
- **10.44.080(e)8: Add a provision discussing how height will be measured with the intention that it be measured from the lowest point at grade or whatever can be more restrictive than the average height, which is how it would otherwise be measured.**

The motion passed 5-0.

The public hearing was closed.

7. ADJOURNMENT

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

The meeting was adjourned at 7:51 p.m.

Submitted by
Brandon Phipps
Community & Economic Development
Director

Approved by
Jeffery Luxenberg
Chair