SAUSALITO PLANNING COMMISSION
Wednesday, March15, 2023
Final Action Minutes

1. CALL TO ORDER

Community & Economic Director Phipps called the meeting to order at 6:30 p.m.
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
Magda Gonzalez, Contract Planner
Sergio Rudin, Attorney

Community and Economic Development Director Phipps 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 March 15, 2023 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 – March 1, 2023

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

5. COMMUNICATIONS

- Staff:
  - Director Phipps:
    - CDD staffing: Community Development Director conducted interviews for an associate planner and senior planner earlier in the week and have interviews for a community development technician scheduled for March 16th.

        - A Ferry Landside presentation to the Planning Commission is scheduled for March 29th.
    - City Attorney Rudin:
        - No updates.
- Commission:
    - Commissioner Feller:
        - At the March 1st Planning Commission meeting Commissioner Feller reported that Public Works Director McGowan had reestablished most of the Landslide Task Force to assist him in reviewing what Miller Pacific Engineering is doing and requested the Planning Commission continue to update the public on this item going forward.
- Subcommittees:
    - Objective Design and Development Standards Subcommittee / Vice Chair Junius, Commissioner Feller:
        - The next hearing is scheduled for March 29th.
    - California Housing Legislation Working Group / Chair Luxenberg, Vice Chair Junius:
        - No updates.
    - Standard Conditions of Approval for Resolutions / Chair Luxenberg, Vice Chair Junius:
        - No updates. Waiting for new staff to come on Board.
    - Ferry Landside Working Group / Vice Chair Junius, Commissioner Feller:
        - No updates. The working group has not met yet.
    - Housing Element Working Group / Commissioner Saad, Commissioner Feller:
        - Commissioner Feller reiterated from the last meeting that Sausalito had met its statutory deadline. The final submission is still with HCD; the group anticipates receiving HCD comments back in about six weeks.
    - Parklets Working Group / Chair Luxenberg, Commissioner Feller:
        - The working group is waiting for the Legal Department to provide process information to go in the report update.
    - Master Plan Working Group / Commissioner Saad and Commissioner Feller:
        - The working group has established communication with experts in the industry to scope out the master plan.
        - The working group has many times in the past two years asked City Council for funding and is hopeful it will receive it.

Public Comments:
None.

6. NEW BUSINESS

A. Sea Level Rise (SLR) Task Force Presentation

City Council Member Janelle Kellman provided a PowerPoint presentation related to Sausalito's planning for sea level rise and the Sea Level Rise Task Force.

Planning Commission questions to Council Member Kellman followed.

Planning Commission comments followed.

Staff questions to Council Member Kellman followed.

The Planning Commission directed staff to move forward with exploring how to include the sea level rise assessments into applications, and that the Planning Commission again requested funding from the City Council for mission-critical work to update the Sausalito municipal code and ordinances.

Public Comments:
None.

7. PUBLIC HEARING[1]

Declarations Regarding Planning Commission Ex Parte Communications

Chair Luxenberg disclosed with respect to Item 7.A., 99 Cloudview Road, that he visited the site and spoke with the owner, but there were no ex parte communications.

A. 99 CLOUDVIEW ROAD / DESIGN REVIEW PERMIT WITH HEIGHTENED DESIGN REVIEW / PROJECT ID: 2022-00227 / APN: 065-191-21 (MAGDA GONZALEZ, CONTRACT PLANNER)

SUMMARY: Design Review Permit with Heightened Design Review to remodel the existing residence including a two-story addition, converting the existing garage to habitable space, and building a new two-vehicle garage.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve the associated draft resolution which approves, subject to conditions of approval, a Design Review Permit with Heightened Review to remodel the existing residence, convert the existing garage and crawl space to livable area, add a two-story 1,620 square foot addition, and a new two-vehicle garage at 99 Cloudview Road.

[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.

The public hearing was opened.

Contract Planner Gonzalez provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicants, owner Emily Franks and architect Norah Frei of Frei Design, provided a presentation.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

Public Comments:
Vivian Wohl
Lisa Koblentz

Planning Commission questions to the applicant followed.

Applicant rebuttal comments followed.

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Saad moved and Vice Chair Junius seconded a motion to approve a Design Review Permit with Heightened Design Review for 99 Cloudview Road, subject to the following additional conditions of approval:

- **A geotechnical report shall be included.**
- **Demolition shall not occur until the building permit is issued.**
- **Any design changes shall come back to the Planning Commission.**

Planning Commission comments followed.

The motion passed 5-0.

The public hearing was closed.

8. ADJOURNMENT

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

The meeting was adjourned at 8:15 p.m.

Submitted by
Brandon Phipps
Community & Economic Development
Director

Approved by
Jeffery Luxenberg
Chair