SAUSALITO PLANNING COMMISSION
Wednesday, March 29, 2023
Final Action Minutes[1]

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 Cecilia Jaroslawsky, Contract Planner Sergio Rudin, Attorney

Vice Chair Junius moved and Commissioner Saad seconded a motion to allow Commissioner Feller to participate in the meeting via Zoom under the emergency circumstances exception. The motion passed 5-0.

2. APPROVAL OF AGENDA

Commissioner Saad moved and Commissioner Feller seconded a motion to continue Item 7.A., Ferry Landside Improvement Project Phase 1, to a date uncertain and to approve the Planning Commission agenda as amended.

Public Comments:
None.

The motion passed 5-0.

3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public Comments:
Neil Zoolander (phonetic)

4. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – March 15, 2023

Commissioner Saad moved and Vice Chair Junius seconded a motion to approve the draft minutes.

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

Commissioner Feller requested that language be added to Item 6, Sea Level Rise Task Force presentation, indicating that 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.

The maker of the motion accepted the amendment to the motion.

The seconder of the motion accepted the amendment to the motion.

Chair Luxenberg requested language on page 4, line 36 be changed from "Demolition shall occur before building" to "Demolition shall not occur until the building permit is issued."

The maker of the motion accepted the amendment to the motion.

The seconder of the motion accepted the amendment to the motion.

Public Comments:
None.

The motion passed 5-0.

5. COMMUNICATIONS

A. Communications

- Staff:
  - Community & Economic Development Director Phipps:
    - CDD has received acceptance of job offers for the positions of Associate Planner and Community Development Technician.
    - CDD has hired an Assistant Planner, Matthew Mandich, who is currently a staffer in the Parks and Recreation Department and will be transitioning to the Community Development Department in the coming weeks.
    - CDD has selected a preferred candidate for the position of senior planner and is in the process of providing a formal offer letter.
    - Catie Thow has been hired as Resiliency and Sustainability Manager and will be working under City management's direction.
- Subcommittees:
  - Objective Design and Development Standards Subcommittee / Vice Chair Junius, Commissioner Feller:
    - ODDS will conduct a study session on March 29, 2023.
  - California Housing Legislation Working Group / Chair Luxenberg, Vice Chair Junius:

        - Marin County's Housing Element has been kicked back from HCD.
    - Standard Conditions of Approval for Resolutions / Chair Luxenberg, Vice Chair Junius:
        - When staff comes on Board in April the subcommittee will start to address this issue.
    - Ferry Landside Working Group / Vice Chair Junius, Commissioner Feller:
        - No updates.
    - Housing Element Working Group / Commissioner Saad, Commissioner Feller:
        - No updates. The working group has not received final comments from its final submission.
    - Parklets / Chair Luxenberg, Commissioner Feller:
        - No updates. Waiting for staff to do the CDD part.
    - Master Plan Working Group / Commissioner Saad, Commissioner Feller:
        - The working group has feelers out with local professionals and is looking to make connections to continue working on the scope.
        - The working group has not heard back from City Council on the requested funding.
    - Landside Task Force / Commissioner Feller:
        - She and Public Works Director McGowan and anticipate a meeting with the task force and Public Works in April 16th or 17th.
        - Consultant Miller Pacific is going through the LTF report and reviewing its recommendations.

Public Comments:
None.

Declarations Regarding Planning Commission Ex Parte Communications
None.

6. STUDY SESSION

A. OBJECTIVE DESIGN AND DEVELOPMENT STANDARDS (ODDS)

The study session was opened.

ODDS members Vice Chair Junius and Commissioner Feller provided a presentation.

ODDS Consultant, Robert Brown of Opticos, provided a PowerPoint presentation.

Planning Commission questions to the Opticos consultant followed.

Planning Commission questions to staff followed.

Staff questions to the Opticos consultant and the City Attorney followed.

The public testimony period was opened.

Public Comments:
Vicki Nichols
Michael Rex

The public testimony period was closed.

Planning Commission comments followed.

The study session was closed.

7. PUBLIC HEARING[2]

(ITEM 7.A. HAS BEEN CONTINUED TO A DATE UNCERTAIN.)

A. FERRY LANDSIDE IMPROVEMENT PROJECT PHASE 1 / DESIGN REVIEW, CEQA EXEMPTION / PROJECT ID: DPW 03.01.001

SUMMARY: Expansion of the Ferry Plaza area by 5,400 square feet, replacement of sidewalk and installation of a bicycle queuing area on the east side of Parking Lot 1.

STAFF RECOMMENDATION: Staff recommends the Planning Commission adopt the attached resolution approving the design review permit for Ferry Landside Improvements Phase 1.

B. 265 GATE 5 ROAD / DESIGN REVIEW PERMIT / PROJECT ID: 2019-00235 / APN: 063-152-05 / CECILIA JAROSLAWSKY

SUMMARY: Design Review Permit to demolish an existing one-story commercial art studio building, site block walls and decks, and construct a combination one- and two-level structure with roof decks.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve the attached draft resolution (Attachment 1) approving the Design Review Permit to allow demolition of an existing one-story commercial art studio building, site block walls and decks, and construct a combination one- and two-level structure with roof decks located at 265 Gate 5 Road. Alternatively, if findings for denial can be made the Planning Commission may deny the application.

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[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.

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 property owner, Max Houtzager provided a presentation.

The 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:
Marcel Houtzager
Mickey Alison
Don Anderson
Stacy Nimmo

The public testimony period was closed.

Applicant rebuttal comments followed.

Planning Commission comments followed.

Planning Commission questions to the applicant followed.

Vice Chair Junius moved and Commissioner Feller seconded a motion to approve a Design Review Permit for 265 Gate 5 Road, subject to the following:

- **Planning Department staff shall work with the architect on a larger corrugated metal scheme for the cladding on the building and minor modifications made to the volumes fronting Gate 5 Road.**

Planning Commission comments followed.

The motion passed 5-0.

The public hearing was closed.

7. ADJOURNMENT

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

The meeting was adjourned at 9:46 p.m.

Submitted by
Brandon Phipps
Community & Economic Development
Director

Approved by
Jeffery Luxenberg
Chair