SAUSALITO PLANNING COMMISSION
Wednesday, November 15, 2023
Final Action Minutes

1. CALL TO ORDER

Chair Luxenberg notified the Planning Commission that he would chair the hearing via Zoom, was participating remotely for just cause, and no one over 18 years old was in the room with him.

Chair Luxenberg 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 November 15, 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, City Attorney

2. APPROVAL OF AGENDA

Commissioner Saad moved and Commissioner Feller 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 – October 25, 2023

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

5. COMMUNICATIONS

A. Communications

- Staff: None.
- Commission: None.
- Subcommittees: None.

Public Comments:
None.

6. UNFINISHED BUSINESS

A. 426 PINE STREET / DESIGN REVIEW PERMIT WITH HEIGHTENED REVIEW / PROJECT ID: 2023-00013 / APN: 065-054-111 / KRISTIN TEICHE, PRINCIPAL PLANNER

ACTION: Adoption of a Resolution.

The public hearing was opened.

Principle Planner Teiche provided a presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

Public Comments:
Conrad Gann
Kevin Gann
David Grabham

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Feller moved and Vice Chair Junius seconded a motion to approve a Design Review Permit with Heightened Review for 426 Pine Street.

The motion passed 5-0.

The unfinished business was closed

Declarations Regarding Planning Commission Ex Parte Communications
None.

7. PUBLIC HEARING[1]

A. 230 SANTA ROSA AVENUE / ADMINISTRATIVE CITATION FOR UNAUTHORIZED TREE ALTERATION / PROJECT ID: CE2023-0060 / APN: 065-142-41 / PAUL VAN HOOK, CODE ENFORCEMENT OFFICER / MATTHEW MANDICH, ASSISTANT PLANNER

SUMMARY: Administrative Citation Hearing to consider all relevant information pertaining to unauthorized alterations on private property located at 230 Santa Rosa Avenue, and to impose an administrative fine, remedial order, or both, as deemed necessary.

STAFF RECOMMENDATION: Continue to a date certain (December 13, 2023)

The public hearing was opened.

Commissioner Feller moved and Commissioner Saad seconded a motion to continue the public hearing for 230 Santa Rosa Avenue to a date certain of December 13, 2023.

The public testimony period was opened.

Public Comments:
Rebecca Singer
Alexander Woie
Caroline Christman

The public testimony period was closed.

Planning Commission questions to staff followed.

Planning Commission comments followed.

The motion passed 5-0.

The public hearing was closed.

[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.

B. 99 CLOUD VIEW ROAD / MODIFICATIONS TO A DESIGN REVIEW PERMIT / PROJECT ID: 2023-00148 / APN: 065-191-21 / MATTHEW MANDICH, ASSISTANT PLANNER

SUMMARY: The applicant, Norah Frei, on behalf of owners Emily And Iain Franks, requests Planning Commission approval of a Design Review Permit Modification to a previously approved project at 99 Cloud View Road (Project ID: 2022-00227). The requested modifications include changes to the interior layout of the house that will result in a revised window schedule, the elimination of a raised metal roof, and minor alterations to the materials and colors previously approved.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve application 2023-00148 with the conditions specified in the draft resolution of approval provided for the Commission's consideration.

The public hearing was opened.

Assistant Planner Mandich provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant/architect, Norah Frei, provided a presentation.

Planning Commission questions to the applicant followed.

Public Comments:
None.

The public testimony period was closed.

Planning Commission comments followed.

Chair Feller moved and Commissioner Saad seconded a motion to approve a Design Review Permit Modification to a Previously Approved Project for 99 Cloud View Road, subject to the following modification:

- **The space previously labeled as a closet is actually an office.**

The motion passed 5-0.

The public hearing was closed.

7. ADJOURNMENT

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

The meeting was adjourned at 7:18 p.m.

Submitted by
Brandon Phipps
Community & Economic Development Director

Approved by
Jeffery Luxenberg
Chair