SAUSALITO PLANNING COMMISSION
Wednesday, September 27, 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 September 27, 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 Matthew Mandich, Assistant Planner Sergio Rudin, City Attorney

2. APPROVAL OF AGENDA

Commissioner Feller 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 13, 2023

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

5. COMMUNICATIONS

A. Communications

- Staff:
  - Director Phipps:
    - Tree Replacement Fund: The City has just over $2,000 in the account and these funds can be used at any time. Staff will collaborate with the Public Works Director to identify projects

where new trees or tree replacements are needed and allocate those funds as appropriate.
        - Code enforcement: Eleven months ago there were 100 outstanding code enforcement cases and now 28, a near 75% reduction.
        - Housing Element, ODDS, and the EIR: Staff will bring contract amendments with the Housing Element and ODDS consultant to the City Council on October 3rd in order to continue collaboration with the consultant in preparing the Housing Element EIR, Program EIR, General Plan Amendments, Rezoning Amendments, and preparation of the final ODDS document.
        - Following Planning Commission approval with conditions on September 13th of the Ferry Landside Improvement project the Community Development Department received an appeal from a group of 42 applicants. The CDD will schedule a City Council hearing to review the record of the decision and hear testimony.
    - Attorney Rudin:
        - No communications.
- Subcommittees:
    - Parklets / Chair Luxenberg, Commissioner Feller:
        - The working group will meet in October with the intent to having something to the City Council by the end of the year.
    - California Housing Legislation Working Group / Chair Luxenberg, Vice Chair Junius:
        - Upcoming bill SB 423 is important because it extends SB 35 to January 1, 2036.
    - Landslide Task Force / Commissioner Feller:
        - Miller Pacific Engineering has been contracted to assess Sausalito and draft a report for City staff. Any minor changes will be incorporated and forwarded to the Landslide Task Force for preliminary review. The Landslide Task Force will meet with Miller Pacific. The report, with Landslide Task Force comments, will then be presented to the City Council.

Public Comments:
None.

6. PUBLIC HEARING[1]

Declarations Regarding Planning Commission Ex Parte Communications

Commissioner Saad disclosed with respect to Item 1, 660 Bridgeway Boulevard, and Item 2, 27-29 Crescent Avenue, that she had visited both sites but had no ex parte communications.

A. 660 BRIDGEWAY BOULEVARD / DESIGN REVIEW, CERTIFICATE OF APPROPRIATENESS / PROJECT ID: 2022-00174 / APN: 065-133-25 / MATTHEW MANDICH, ASSISTANT PLANNER

SUMMARY: The applicant has filed applications for a Certificate of Appropriateness and a Design Review Permit to renovate the second-floor front elevation of a historic structure at 660 Bridgeway Boulevard (Barrel House Tavern) in the Downtown Historic Overlay District.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve Application COA/DESIGN REVIEW 2022-00174 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, Millard Arterberry of Arterberry Residential Design, provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

Public Comments:
None.

The public testimony period was closed.

Planning Commission comments followed.

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[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.

Planning Commission questions to the applicant followed.

Commissioner Saad moved and Commissioner Feller seconded a motion to approve a Design Review Permit and Certificate of Appropriateness for 660 Bridgeway Boulevard, subject to the following additional conditions of approval:

- **Remove condition of approval 4, which will eliminate the HPC-proposed window glazing.**
- **Keep condition of approval 5 requiring the exposed piping to be hidden from public view by screening or enclosing the pipes.**
- **A Building Permit shall be issued prior to a Demolition Permit, both permits to be pulled at the same time.**

The motion passed 5-0.

The public hearing was closed.

B. 27-29 CRESCENT AVENUE / NONCONFORMITY PERMIT / PROJECT ID: 2023-00092 / APN: 065-252-16 / MATTHEW MANDICH, ASSISTANT PLANNER

SUMMARY: The applicant, Fernando Solis, on behalf of owner Michael Kunzik, is requesting approval of a Nonconformity Permit to demolish and reconstruct an existing nonconforming 359 square foot entry deck and accompanying staircase that encroaches into the required easterly side yard setback and extends over the easterly property line onto 21 Crescent Avenue and 324 Sausalito Boulevard. As proposed, the replacement deck would continue to occupy the required side yard setback up to the side property line, and the encroachment onto adjacent properties would be removed.

STAFF RECOMMENDATION: Planning Commission approve Application NC 2023-00092 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, Fernando Solis of FS Design Group, provided a presentation.

Planning Commission questions to staff followed.

Public Comments:
Robert Metzger
Mike Kunzik, Owner

The public testimony period was closed.

Planning Commission comments followed.

Commissioner Saad moved and Commissioner Feller seconded a motion to approve a Resolution of Approval and Conditions of Approval for 27-29 Crescent Avenue, subject to the following additional Condition of Approval:

- **The Item 3 statement, "All work shall be performed only on the above resident's property," shall be removed.**

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 7:40 p.m.

Submitted by
Brandon Phipps
Community & Economic Development Director

Approved by
Jeffery Luxenberg
Chair