SAUSALITO PLANNING COMMISSION
Wednesday, July 10, 2024
Final Action Minutes

1. CALL TO ORDER

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 July 10, 2024 was being held at the City of Sausalito Council Chambers at 420 Litho Street and was open to members of the public, and also held at 9 Millbank, London, England SW1P3AN 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 Nastassya Saad, Commissioner Kristina Feller, Commissioner Andrew Junius,
Absent:	Commissioner David Marlatt (arrived late)
Staff:	Brandon Phipps, Community & Economic Development Director
	Neal Toft, Principal Planner
	Matthew Mandich, Associate Planner
	Matt Cody, Attorney, BBK

2. APPROVAL OF AGENDA

Commissioner Junius moved and Vice Chair Saad seconded a motion to approve the Planning Commission agenda as amended.

Commissioner Feller requested that Item 6.A., 813, 815, 817 Bridgeway, be pulled from the Consent Calendar and placed on the regular agenda.

Commissioner Junius amended his motion to remove Item 6.A. from the consent calendar

The motion passed 4-0.

3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

4. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – June 12, 2024

Commissioner Junius moved and Vice Chair Saad seconded a motion to approve the Planning Commission Minutes of June 12, 2024 as presented. The motion passed 4-0.

5. COMMUNICATIONS

A. Communications

- Staff:
  - Director Phipps:
    - Introduced legal counsel Matt Cody from BBK.
- Commission:
  - Commissioner Feller:
    - Requested that Director Phipps update the Commission regarding the work that Enforcement has done before the Planning Commission's summer break in August.
- Subcommittees: None.

Public Comments:
None.

6. CONSENT CALENDAR – Item 6.A., 813, 815,and 817 Bridgeway, was removed from the consent calendar and placed on the agenda as Item 7.B.

7. PUBLIC HEARING[1]

Declarations Regarding Planning Commission Ex Parte Communications

Vice Chair Saad disclosed with respect to Item 7.A., 304 Caledonia Street, that she lives within 1,000 feet of the site but did not foresee a conflict and would be able to participate in the public hearing.

A. 304 CALEDONIA STREET/ CONDITIONAL USE PERMIT / MINOR USE PERMIT / PROJECT ID: 2024-00106 / APN: 064-166-03 / MATTHEW MANDICH, SENIOR PLANNER

SUMMARY: The Applicant, Nina Manzo, on behalf of Owners, Ian and Peter Hiebert and Page McCargo, is requesting a Conditional Use Permit to change the land use from a nursery school (with ancillary off-street parking) to a restaurant use and a Minor Use Permit for the on-site sale and consumption of beer and wine at 304 Caledonia Street.

[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.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve application 2024-00106 for 304 Caledonia Street and adopt the attached draft resolution approving the requested Conditional Use Permit and the Minor Use Permit.

The public hearing was opened.

Chair Luxenberg noted that Commissioner Marlatt had joined the meeting.

Senior Planner Mandich provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicants, owners Page McCargo and Ian Hiebert, and architect Michael Rex of Michael Rex Architecture, provided a presentation.

Planning Commission questions to the applicant followed.

Public Comments:
Lisa Pierpont

Applicant rebuttal comments followed.

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Junius moved to approve a Conditional Use Permit and Minor Use Permit for 304 Caledonia Street, as presented.

Planning Commission comments followed.

Vice Chair Saad requested the motion be amended to include Commissioner Marlatt's suggested extra condition to require bicycle parking be provided in the front driveway area in front of the garage.

Chair Luxenburg requested the motion be amended to include a condition requiring that if design review is required it will come back to the Planning Commission; as well as the outdoor dining, signage approval, and change of use.

Commissioner Feller requested the motion be amended to expand Vice Chair Sadd's motion amendment regarding bike parking to add, "as related to the driveway space where the garage and future café is to be located, and not related to public parking in the public row," and that it be subject to staff approval.

Planning Commission questions to staff followed.

The maker of the motion did not accept the amendment to add a condition of approval regarding bike parking.

The maker of the motion did not accept the amendment to include a condition requiring that if design review is required it will come back to the Planning Commission; as well as the outdoor dining, signage approval, and change of use.

Planning Commission comments followed.

Commissioner Feller requested the motion be amended to include a condition that bike parking be accommodated within the site and not in the public right-of-way.

The maker of the motion accepted the amendment to the motion, stating that the applicant has agreed to put bike parking onsite and the location and number of spaces would be subject to review and approval by staff.

Vice Chair Saad seconded the motion.

Planning Commission comments followed.

The motion passed 5-0.

B. 813, 815, & 817 BRIDGEWAY / DESIGN REVIEW PERMIT / CONDITIONAL USE PERMIT / MINOR USE PERMIT / ENCROACHMENT AGREEMENT / SIGN PERMIT / PROJECT ID: 2024-00082 / APN: 065-063-25 / NEAL TOFT, PRINCIPAL PLANNER

SUMMARY: The Applicant, Michael Rex, on behalf of Property Owner, Michael Lappert, is requesting approval for revision to approved Project 2022-00184 for Design Review Permit, Conditional Use Permit, Minor Use Permit, Encroachment Agreement, and Sign Permit to allow a new second story addition, exterior modifications, and expansion of restaurant use to provide food and beverage service on the new second level (approved July 26, 2023) at 813, 815, and 817 Bridgeway.

STAFF RECOMMENDATION: Staff recommends that the Planning Commission approve this request to modify the Design Review Permit and Encroachment Agreement approvals accordingly for 813, 815, and 817 Bridgeway, and adopt the attached draft resolution approving the requested Design Review Permit, Conditional Use Permit, Minor Use Permit, Encroachment Agreement, and Sign Permit.

The public hearing was opened.

Principal Planner Toft provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, architect Michael Rex of Michael Rex Architecture, provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

Public Comments:
Mike Monsef

The public testimony period was closed.

Planning Commission questions to staff followed.

Chair Luxenberg moved and Vice Chair Saad seconded a motion to approve a Conditional Use Permit, Minor Use Permit, Encroachment Agreement, and Sign Permit for 813, 815, and 817 Bridgeway.

Planning Commission comments followed.

The motion passed 5-0.

8. ADJOURNMENT

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

The meeting was adjourned at 8:22 p.m.

Submitted by
Brandon Phipps
Community & Economic Development Director

Approved by
Jeffery Luxenberg
Chair