SAUSALITO PLANNING COMMISSION
Wednesday, May 22, 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 May 22, 2024 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 Nastassya Saad, Commissioner Andrew Junius, Commissioner David Marlatt
Absent:	Commissioner Kristina Feller
Staff:	Brandon Phipps, Community & Economic Development Director Adam Blair, Assistant Planner Brandon Klein, Attorney

2. APPROVAL OF AGENDA

Vice Chair Saad moved and Commissioner Junius seconded a motion to approve the Planning Commission agenda as presented. The motion passed 4-0.

3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

4. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – May 8, 2024

Vice Chair Saad moved and Commissioner Marlatt seconded a motion to approve the Planning Commission Minutes of May 8, 2024.

Commissioner Luxenberg requested the motion be amended to correct page 3, line 12 to state that his residence is 1,000 feet from the subject site, not 100 feet as stated in the minutes.

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

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The motion passed 4-0.

5. COMMUNICATIONS

A. Communications

- Staff:
  - Director Phipps:
    - Attorney Brandon Klein of BBK will attend future Planning Commission meeting and offer legal counsel.
    - The ODDS Peer Review Group:
      - Met May 22nd. Commissioner Marlatt was present and gave input.
      - Is reviewing the ODDS and focusing on particular areas based on Council direction.
      - There will be satellite subcommittee meetings for special directional items such as objective standards for historic resource preservation and public and private view standards.
- Commission:
  - Planning Commissioner Marlatt:
    - He attended the ODDS Peer Review Group meeting on May 22nd.
    - Group members are beginning to focus on their respective special interest areas and organizing into subcommittees, and have committed to meeting weekly and reporting back to the Peer Review Group as a whole.
    - The last group meeting is scheduled for July 2024.
- Subcommittees: None.

Public Comments:
None.

6. PUBLIC HEARING[1]

Declarations Regarding Planning Commission Ex Parte Communications
None.

[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.

A. 85 LIBERTY SHIP WAY #205 / TREE REMOVAL PERMIT / PROJECT ID: 2024-00025 / APN: 063-080-06 / ADAM BLAIR, ASSISTANT PLANNER

SUMMARY: The Applicant, Michael Rainey, on behalf of Owner, Liberty Ship Way II Joint Venture, is requesting a Tree Removal Permit to remove two (2) heritage trees at 85 Liberty Ship Way #205 (APN: 063-080-06).

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve application TRP 2024-00025 for 85 Liberty Ship Way #205 and adopt the attached draft resolution approving the Tree Removal Permit.

The public hearing was opened.

Assistant Planner Blair provided a PowerPoint presentation.

The public testimony period was opened.

The applicant, Michael Rainey, on behalf of owner, provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

Public Comments:
None.

The public testimony period was closed.

Vice Chair Saad moved to approve a Tree Removal Permit for 85 Liberty Ship Way #205, subject to the following additional condition of approval:

- **Two White Pepper trees shall be added along the bicycle path with the existing trees to replace the trees to be removed.**

Chair Luxenberg requested the motion be amended to include language stating the two White Pepper trees would be planted in lieu of paying into the City Tree Fund as required in General Condition #1.

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

Commissioner Marlatt requested the motion be amended to include language stating planting the two White Pepper trees would be subject to property line verification to confirm there is enough space for the trees. If there is not enough space, the applicant shall pay into the City Tree Fund instead.

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

Vice Chair Saad restated the motion: Approve a Tree Removal Permit for 85 Liberty Ship Way #205, subject to the following additional conditions of approval:

- **The two trees to be removed shall be replaced with two White Pepper trees along the adjacent side of the fence if there is room for them.**
- **If there is no room for the two replacement trees, funds shall be paid into the City Tree Fund, subject to staff approval.**

Chair Luxenberg requested the motion be amended to include language stating, "Subject shall pay $1,000 and $1,250 into the Sausalito Tree Fund, as specified in City Council Resolution #613. This revision shall go into Condition #1.

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

Staff comments followed.

Director Phipps restated the motion: Replace Condition #1 as written in the draft with a condition that states the applicant shall replace the trees requested to be removed with two White Pepper trees along the pedestrian walkway on the south side of the fence, subject to staff final approval.

Commissioner Marlatt seconded the motion.

The motion passed 4-0.

Public Comment:
None.

7. **NEW BUSINESS**
   None.

Public Comment:
None.

8. **ADJOURNMENT**

The Planning Commission voted by consensus to adjourn the meeting.

The meeting was adjourned at 7:04 p.m.

Submitted by
Brandon Phipps
Community & Economic Development
Director

Approved by
Jeffery Luxenberg
Chair