

SAUSALITO PLANNING COMMISSION
Wednesday, March 12, 2025
Final Action Minutes

1. CALL TO ORDER

Chair Saad 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 March 12, 2025 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 Nastassya Saad, Vice Chair Andrew Junius,
Commissioner Kristina Feller, Commissioner Jeffery Luxenberg,
Commissioner David Marlatt

Absent: None.

Staff: Brandon Phipps, Community & Economic Development Director
Maria Hernandez, Administrative Aide
Adam Blair, Assistant Planner
Kylee Otto, Attorney, BBK

2. APPROVAL OF AGENDA

Commissioner Feller moved and Commissioner Marlatt 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

Public Comments:

Art Giovara

4. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – February 19, 2025

B. Draft Minutes – January 15, 2025

Commissioner Luxenberg moved and Vice Chair Junius seconded a motion to approve the Planning Commission Minutes of February 19, 2025 as amended. The motion passed 5-0.

Vice Chair Junius moved and Commissioner Feller seconded a motion to continue the Planning Commission Minutes of January 15, 2025 for revision. The motion passed 5-0.

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5. COMMUNICATIONS

A. Communications

- Staff:
 - Director Phipps:
 - The City Council held a public hearing to review the amended Housing Element on 2/25/25, following the Planning Commission study session on the same day. The City Council did not adopt the Housing Element due to State housing law requiring HCD certification and approval of a jurisdiction's Housing Element before a city can adopt and achieve full State compliance.
 - An amended Housing Element will be presented to HCD, with an up to 60-day review process.
- Commission:
 - Chair Saad:
 - The March 26, 2025 Planning Commission meeting has been cancelled.
- Subcommittees: None.

Public Comments:

None.

6. SPECIAL PRESENTATION

A. Special Presentation from Southern Marin Fire District

Fred Hilliard, Division Chief/Fire Marshall for the Southern Marin Fire District provided a presentation, touching on the role SMFD played in fighting the recent fires in Los Angeles, what SMFD learned from those fires, and fire prevention in Mill Valley and Marin County. SMFD has a comprehensive plan for 2025 focused on enhancing community safety.

Planning Commission questions to Chief Hilliard followed.

Public Comments:

Art Giovara

Planning Commission comments followed.

7. PUBLIC HEARING¹

Declarations Regarding Planning Commission Ex Parte Communications

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>.

Commissioner Luxenberg disclosed that 32 Sunshine Avenue was located within 1,000 feet of his residence, however, pursuant to Statute 18702.2(a) his property would not be affected by the criterion in Subsection 8, therefore there is no materiality, so he would participate in the hearing. He visited the site at 32 Sunshine Avenue, and the contractor on site showed him the crack in the foundation, but there were no ex parte communications.

A. 32 SUNSHINE AVENUE / TREE REMOVAL PERMIT / PROJECT ID: 2025-00009 / APN: 065-163-28 / ADAM BLAIR, ASSISTANT PLANNER

SUMMARY: The Applicant, Treemasters, on behalf of Owner, Larry Ye, is requesting a Tree Removal Permit to remove one (1) Coast Live Oak heritage tree at 32 Sunshine Avenue.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve application TRP 2025-00009 for 32 Sunshine Avenue and adopt the attached draft resolution approving the Tree Removal Permit.

The public hearing was opened.

Assistant Planner Blair provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, owner Larry Ye, provided a PowerPoint presentation.

Public Comments:

None.

The public testimony period was closed.

Commissioner Feller moved and Commissioner Luxenberg seconded a motion to approve a Tree Removal Permit for 32 Sunshine Avenue, subject to the following additional condition of approval:

- **The Applicant, Treemasters, shall work together with City staff to determine the location of the replacement tree to ensure it is successful throughout its life cycle.**

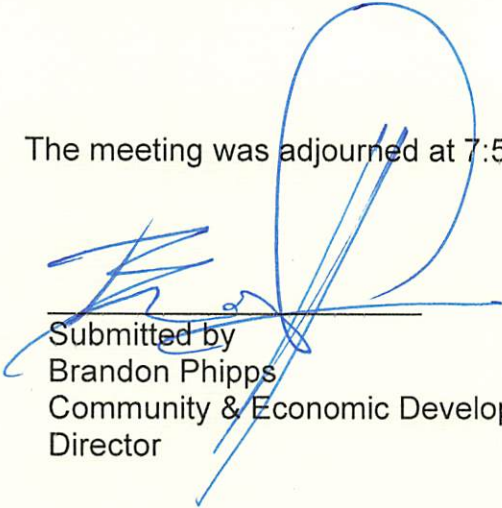
Planning Commission comments followed.

The motion passed 4-0 with Vice Chair Junius dissenting.

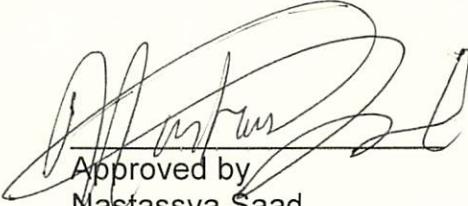
8. ADJOURNMENT

Commissioner Feller moved to adjourn the meeting. The motion passed 5-0.

The meeting was adjourned at 7:53 p.m.



Submitted by
Brandon Phipps
Community & Economic Development
Director



Approved by
Nastassya Saad
Chair