

SAUSALITO PLANNING COMMISSION
Wednesday, May 14, 2025
Final Action Minutes

1. CALL TO ORDER

Chair Saad called the meeting to order at 6:33 p.m.

Community and Economic Development Director Phipps reported that the regular meeting of the Planning Commission for May 14, 2025 was being held at the City of Sausalito Council Chambers at 420 Litho Street as well as the Quinta da Corte Library Room at 5120-491 Tabuaco, Portugal 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, Commissioner Jeffery Luxenberg, Commissioner David Marlatt, Commissioner Fred Moore (remotely)

Absent: Vice Chair Andrew Junius

Staff: Brandon Phipps, Community & Economic Development Director
Maria Hernandez, Administrative Aide
Kristin Teiche, Principal Planner
Matthew Mandich, Senior Planner
Adam Blair, Assistant Planner
Kylee Otto, Attorney, BBK

2. APPROVAL OF AGENDA

Director Phipps recommended Item 6.D., 324 Sausalito Boulevard, be moved to Item 6.A. and be continued to a date certain of June 11, 2025.

After hearing remarks from Attorney Otto, Director Phipps withdrew his recommendation to change the order of the agenda, but still recommended Item 6.D. be continued to a date certain of June 11, 2025.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Marlatt moved and Commissioner Luxenberg 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

Public Comment:

Sandra Bushmaker

4. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – April 23, 2025

Commissioner Luxenberg moved and Commissioner Marlatt seconded a motion to approve the Planning Commission Minutes of April 23, 2025 as amended. The motion passed 3-0 with Commissioner Moore, who attended remotely, unable to vote due to technical difficulties.

5. COMMUNICATIONS

A. Communications

- Staff:
 - Director Phipps:
 - Welcomed new Planning Commissioner Fred Moore.
- Commission: None.
- Subcommittees: None.

Public Comment:

None.

6. PUBLIC HEARING¹

Declarations Regarding Planning Commission Ex Parte Communications
None.

A. 64 LINCOLN DRIVE / DESIGN REVIEW PERMIT / PROJECT ID: 2024-00179 / APN: 064-321-19 / KRISTIN TEICHE, PRINCIPAL PLANNER

SUMMARY: Applicants Meredith Mill, Mill Works Design Construction, and Doug Milani, on behalf of property owner Nick Milani, have filed an application for Design Review to allow a 436.5 square foot addition in the crawl space and out the rear of 64 Lincoln Drive, a condominium unit which shares the parcel with 66 Lincoln Avenue (APN: 064-321-19). The project has been determined to be exempt from further environmental review under California Environmental Quality Act (CEQA) Section 15301.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve application DR 2024-00179 for 64 Lincoln Drive and adopt the attached draft resolution approving the requested Design Review Permit.

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>.

The public hearing was opened.

Principal Planner Teiche provided a PowerPoint presentation.

Planning Commission questions to staff followed.

Commissioner Moore rejoined the meeting remotely.

Principal Planner Teiche repeated the PowerPoint presentation for the benefit of Commissioner Moore.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, Doug Milani, provided a presentation.

Public Comment:

None.

The public testimony period was closed.

Planning Commission comments followed.

Commissioner Marlatt moved and Commissioner Moore seconded a motion to approve a Design Review Permit for 64 Lincoln Drive.

Planning Commission questions to staff followed.

The motion passed 4-0.

The public hearing was closed.

Declarations Regarding Planning Commission Ex Parte Communications

None.

B. 2015 BRIDGEWAY / CONDITIONAL USE PERMIT, ZONING PERMIT, AND LOT LINE ADJUSTMENT / PROJECT ID: 2024-00241 / APN: 064-135-24 & 064-135-28 / MATTHEW MANDICH, SENIOR PLANNER

SUMMARY: The Applicant, Jay Behr, on behalf of Owner, AFNBIMN, LLC, is requesting a Conditional Use Permit, Zoning Permit, and Lot Line Adjustment to convert an existing three-story office building into a 12-unit multi-family residential building with two affordable units using the provisions of State Density Bonus Law. The conversion includes a full interior remodel and the addition of new exterior finishes, windows, and doors. A lot merger is required to merge the two legal lots of record under common ownership at 2015 Bridgeway (APNs: 064-135-24 and

064-135-28) as the existing building was legally constructed over both the existing parcels. The project has been determined to be exempt from further environmental review under California Environmental Quality Act (CEQA) Section 15332.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve application CUP/ZP/LLA 2024-00241 for 2015 Bridgeway and adopt the attached draft resolution approving the requested Conditional Use Permit, Zoning Permit, and Lot Line Adjustment.

The public hearing was opened.

Senior Planner Mandich provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, architect Sean Bailey of 38 Degrees North Latitude Builders, Inc., provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

Public Comment:

Jenny Rynders

Sandra Bushmaker

Applicant rebuttal comments followed.

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Luxenberg moved to approve a Conditional Use Permit, Zoning Permit, and Lot Line Adjustment for 2015 Bridgeway, subject to the following amendments:

- **Condition #3: where it says, "The project shall be designed and constructed as shown in the set of plans titled '2015 Bridgeway' dated January 24, 2025, received January 30, 2025 Attachment 3," add: "Any major change and modifications to these plans shall return to the Planning Commission."**

- **Under Special Condition #1, add a #2 that will indicate the following: as shown on Sheet A-0.5, Units 3.4 and 2.3 shall be the affordable units provided for this project.**

Staff comments followed.

Planning Commission comments followed.

Commissioner Marlatt seconded the motion.

Commissioner Moore moved and Chair Saad seconded an alternative motion to accept the staff resolution as written, subject to the following amendment:

- **Reference May 14th rather than May 9th, and acknowledge the fact that it was a typographical error with respect to the plan references that Unit 3.4 is not to be an affordable unit.**

Commissioner Moore's alternate motion was deemed No Action with a 2-2 vote with Commissioners Luxenberg and Marlatt dissenting.

Planning Commission questions to staff followed.

Commissioner Luxenberg's motion was deemed No Action with a 2-2 vote with Chair Saad and Commissioner Moore dissenting.

Commissioner Luxenberg moved to continue the public hearing for 2015 Bridgeway to a date certain of May 28, 2025, subject to the following:

- **The City Attorney's office shall clarify if they want to do this as a concession, that it would be added to the application so when the Planning Commission considers this item at the May 28th meeting, they can see that the concession is there.**
- **The drawings are amended so if they want just those two units on the first and the second floor, that they make all the drawings consistent with that, and the density bonus statement consistent with that.**

The motion failed due to lack of a second.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Luxenberg moved to approve a Lot Line Adjustment for 2015 Bridgeway, and continue the Conditional Use Permit and Zoning Permit to a date certain of May 28th.

Planning Commission questions to the applicant followed.

Commissioner Moore requested the motion be amended to approve only the Lot Line Adjustment, and then provide another motion regarding the Conditional Use Permit and Zoning Permit.

Planning Commission questions to staff followed.

Planning Commission comments followed.

Commissioner Moore moved and Commissioner Marlatt seconded an alternate motion to approve a Lot Line Adjustment for 2015 Bridgeway.

The motion passed 4-0.

Commissioner Luxenberg moved and Commissioner Marlatt seconded a motion to continue the Conditional Use Permit and Zoning Permit to a date certain of May 28, 2025, subject to the following:

- **Staff is encouraged to clean up which sections do and don't apply to this project regarding the affordable housing.**
- **The applicant is encouraged to clean up their drawings and density bonus documentation, and if they want a concession, to add that request.**

The motion passed 4-0.

The public hearing was closed.

C. 74 CLOUD VIEW ROAD / VARIANCE AND ZONING PERMIT / PROJECT ID: 2024-00185 / APN: 065-182-01 / ADAM BLAIR, ASSISTANT PLANNER

SUMMARY: The Applicant, Bruno Kanter, on behalf of owners, Sarah and Tim Hoffman, requests Planning Commission approval for a Variance and a Zoning Permit to permit the conversion of approximately 214 square feet of interior lower-level crawlspace into a bathroom and finished storage area at 74 Cloud View Road (APN: 065-182-01). The lower-level crawlspace was illegally converted into finished floor area at some point between 1999 and 2025; therefore, this application is to retroactively permit the conversion of this space into a bathroom and finished storage area. The project has been determined to be exempt from further environmental review under California Environmental Quality Act (CEQA) Section 15303.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve application VAR/ZP 2024-00185 for 74 Cloud View Road and adopt the attached draft resolution approving the requested Variance and Zoning 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, Sarah Hoffman, provided a PowerPoint presentation.

Public Comment:

None.

The public testimony period was closed.

Planning Commission questions to staff followed.

The public testimony period was reopened.

Public Comment:

Edward Davis

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Marlatt moved and Commissioner Moore seconded a motion to approve a Variance and Zoning Permit for 74 Cloud View Road.

Commissioner Luxenberg moved and Chair Saad seconded an alternate motion to deny a Variance and Zoning Permit for 74 Cloud View Road, subject to the following:

- **Staff shall find a way to resolve the matter without granting an FAR variance.**

Commissioner Luxenberg's alternate motion was deemed No Action with a 2-2 vote with Commissioners Marlatt and Moore dissenting.

Commissioner Marlatt amended his motion to continue the public hearing for 74 Cloud View Road to a date certain of May 28, 2025.

Commissioner Moore seconded the amendment to the motion.

The date certain for continuance was amended to June 11, 2025.

The seconder of the motion accepted the amendment to the date certain.

The motion passed 3-1 with Commissioner Luxenberg dissenting.

The public hearing was closed.

D. 324 SAUSALITO BOULEVARD / DESIGN REVIEW PERMIT, VARIANCE, LOT LINE MERGER, AND ENCROACHMENT AGREEMENT / PROJECT ID: 2024-00195 / APN: 065-252-39 & 065-252-54 / ADAM BLAIR, ASSISTANT PLANNER

SUMMARY: The Applicant, David Marlatt of DNM Architecture, on behalf of Owners, Patricia E. Govsky and Robert Metzger, is requesting approval of a Design Review Permit, Variance, and Lot Line Merger, as well as a recommendation of approval of an Encroachment Agreement to the City Council to facilitate an exterior and interior residential remodel which includes a new front stairway, guardrail, and entryway, a new elevated flat roof over the main residence, a new angled roof over the existing garage, new foundation and shear wall work, a relocated furnace, new siding, and remodeled kitchen and bathrooms at 324 Sausalito Boulevard (APN: 065-252-39). The application includes merging two parcels (APN: 065-252-39 & 065-252-54) to facilitate the proposed project. The project has been determined to be exempt from further environmental review under California Environmental Quality Act (CEQA) Sections 15303, 15304, and 15305.

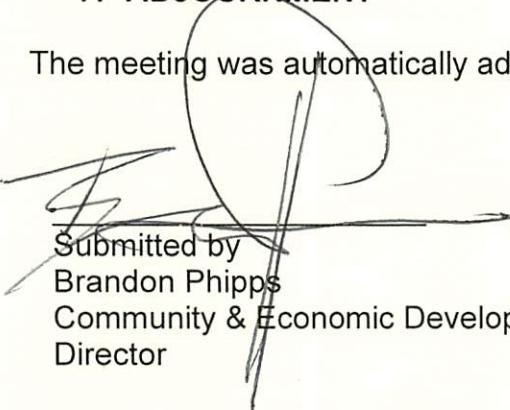
STAFF RECOMMENDATION: Staff recommends the Planning Commission approve application DR/VAR/LLM/EA 2024-00195 for 324 Sausalito Boulevard and adopt the attached draft resolution approving the requested Design Review Permit, Variance, Lot Line Merger, and recommending approval of the requested Encroachment Agreement.

Commissioner Marlatt indicated that he would recuse himself from participating in the public hearing for 324 Sausalito Boulevard, as he is the applicant for the item.

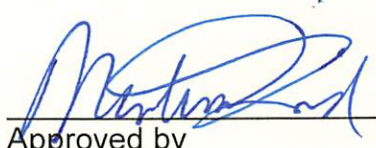
Director Phipps indicated that the Planning Commission no longer had a quorum, which triggered an automatic adjournment of the meeting.

7. ADJOURNMENT

The meeting was automatically adjourned at 9:26 p.m. due to lack of a quorum.



Submitted by
Brandon Phipps
Community & Economic Development
Director



Approved by
Nastassya Saad
Chair