

SAUSALITO PLANNING COMMISSION
Wednesday, May 28, 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 May 28, 2025 was being held at the City of Sausalito Council Chambers at 420 Litho Street, as well as the Valverde Lisboa Hotel & Garden at Avenue de Liberdade 164, Lisbon, 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.

Commissioner Moore confirmed for the record that he was attending the meeting in accordance with the traditional Brown Act requirements for remote meeting attendance.

Planning Commission:

Present: Chair Nastassya Saad, Vice Chair Andrew Junius,
Commissioner Jeffery Luxenberg, Commissioner David Marlatt,
Commissioner Fred Moore (remotely)

Absent: None.

Staff: Brandon Phipps, Community & Economic Development Director
Maria Hernandez, Administrative Aide
Matthew Mandich, Senior Planner
Katie Nelson, Associate Planner
Sergio Rudin, City Attorney

2. APPROVAL OF AGENDA

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

Director Phipps indicated that due to recently uncovered information staff recommends Item 6.C., 715 Bridgeway, be continued to a date uncertain in order to allow time for the applicant's team to respond to the new information and give Commissioners the opportunity to review that information following applicant's ability to respond. He noted that the Planning Commission would still take public comment on the item at the hearing.

The Planning Commission decided to hear Item 6.C. first in the agenda order.

Commissioner Luxenberg moved and Vice Chair Junius seconded a motion to move Item 6.C. to be heard first on the agenda.

The motion passed 5-0.

3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

4. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – May 14, 2025

Commissioner Marlatt moved and Commissioner Luxenberg seconded a motion to approve the Planning Commission Minutes of May 14, 2025 as presented.

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

5. COMMUNICATIONS

A. Communications

- Staff:
 - Director Phipps:
 - The City Council held a special meeting on May 27th and voted to approve the sixth cycle amended Housing Element, the complementary amended Housing Element Environmental Impact Report, the corresponding General Plan Amendments, and the rezoning of sites that are not impacted by voter initiatives.
- Commission:
 - Chair Saad:
 - The Housing Element Working Group is officially disbanded.
- Subcommittees: None.

Public Comment:

None.

6. PUBLIC HEARING¹

Declarations Regarding Planning Commission Ex Parte Communications

Commissioner Luxenberg indicated that Item 6.B., 416 Richardson Street, is within 500 feet of his residence and he would recuse himself from participating in the public hearing for the matter.

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. 715 Bridgeway / DESIGN REVIEW PERMIT / VARIANCE / CONDITIONAL USE PERMIT (x3) / MINOR USE PERMIT / SIGN PERMIT / CERTIFICATE OF APPROPRIATENESS / PROJECT ID: 2024-00147 / APN: 065-071-34 / MATTHEW MANDICH, SENIOR PLANNER

SUMMARY: The Applicant and Owner, Kent Ipsen, is requesting a Design Review Permit, a Variance, three Conditional Use Permits, a Minor Use Permit, and a Certificate of Appropriateness to convert a vacant historic bank building (formerly Wells Fargo) into a fine dining restaurant and three-room boutique hotel (Inn the Pocket) at 715 Bridgeway (APN: 065-071-25). This project is categorically exempt from environmental review pursuant to Section 15331 (Historical Resource Restoration/Rehabilitation) of the California Environmental Quality Act (CEQA) as the scope of work is consistent with the Secretary of the Interior Standards for Treatment of Historic Properties.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve Application 2024-00147 for 715 Bridgeway and adopt the attached draft resolution approving the Design Review Permit, Variance, three Conditional Use Permits, Minor Use Permit, Sign Permit, and Certificate of Appropriateness.

The public hearing was opened.

Planning Commission questions to staff followed.

Public Comment:

Paul Mowry
Robert Kahn
Adrian Brinton

The public testimony period was closed.

Planning Commission questions to staff followed.

Vice Chair Junius moved and Commissioner Luxenberg seconded a motion to continue the public hearing for 715 Bridgeway to a date uncertain.

The motion passed 5-0.

The public hearing was closed.

Commissioner Luxenberg recused himself and left the meeting.

B. 416 RICHARDSON STREET / DESIGN REVIEW PERMIT WITH HEIGHTENED REVIEW FINDINGS / ENCROACHMENT AGREEMENT / PROJECT ID: 2024-00215 / APN: 065-234-10 / KATIE NELSON, ASSOCIATE PLANNER

SUMMARY: The Applicant and Owner, Lewis D. Barber, requests Planning Commission approval of a Design Review Permit with Heightened Review and recommendation of approval of an Encroachment Agreement to the City Council to facilitate an interior and exterior remodel of a nonconforming structure at 416 Richardson Street (APN: 065-234-10). The project has been determined to be exempt from further environmental review under California Environmental Quality Act (CEQA) Sections 15301 and 15303.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve Application 2024-00215 for 416 Richardson Street and adopt the attached resolution approving the requested Design Review Permit and recommending approval of the Encroachment Agreement to the City Council.

The public hearing was opened.

Associate Planner Nelson provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicants, Lewis Barber and Rebecca Cole, did not provided a presentation.

Public Comment:

Daniel Pellegrini

Bradley O'Brien

The public testimony period was closed.

Applicant rebuttal comments followed.

Planning Commission questions to the applicant followed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Vice Chair Junius moved and Commissioner Moore seconded a motion to approve a Design Review Permit with Heightened Review Findings and recommended City Council approval of an Encroachment Agreement for 416 Richardson Street.

The motion passed 3-1 with Commissioner Marlatt dissenting and Commissioner Luxenberg recused.

The public hearing was closed.

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Commissioner Luxenberg returned to the meeting.

**C. 2015 BRIDGEWAY / CONDITIONAL USE PERMIT / ZONING PERMIT /
PROJECT ID: 2024-00241 / APN: 064-135-24 & 064-135-28/ MATTHEW
MANDICH, SENIOR PLANNER**

SUMMARY: The Applicant, Jay Behr, on behalf of Owner, AFNBLMN, LLC, is requesting a Conditional Use Permit and Zoning Permit 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. 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 2024-00241 for 2015 Bridgeway and adopt the attached draft resolution approving the requested Conditional Use Permit and Zoning Permit.

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 Baily of Sean Baily Design, provided a presentation.

Planning Commission questions to the applicant followed.

Public Comment:

John Flynn

The public testimony period was closed.

Planning Commission comments followed.

Vice Chair Junius moved to approve a Conditional Use Permit and Zoning Permit for 2015 Bridgeway.

Planning Commission comments followed.

Commissioner Luxenberg requested the motion be amended to indicate that Unit 3.4 be an affordable unit.

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The Maker of the Motion declined to accept the amendment to the motion.

Planning Commission comments followed.

Commissioner Moore seconded the motion.

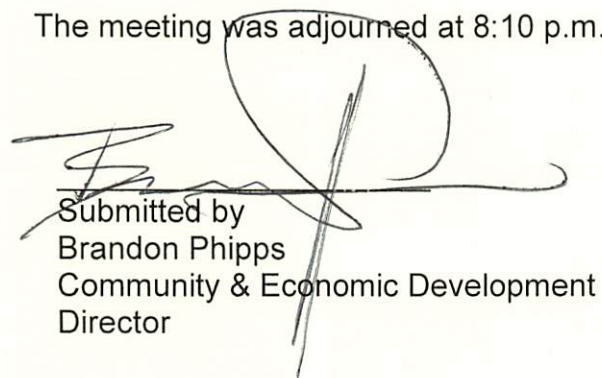
Planning Commission comments followed.

The motion passed 4-1 with Commissioner Luxenberg dissenting.

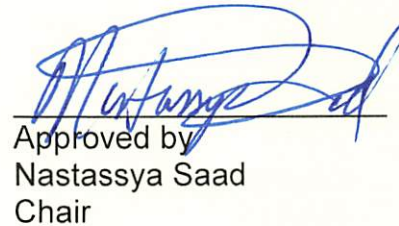
The public hearing was closed.

7. ADJOURNMENT

The meeting was adjourned at 8:10 p.m.



Submitted by
Brandon Phipps
Community & Economic Development
Director



Approved by
Nastassya Saad
Chair