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SAUSALITO PLANNING COMMISSION
Wednesday, March 26, 2014
Approved Action Minutes¹

Call to Order

Chair Cox called the meeting to order at 6:35 p.m. in the Council Chambers of City Hall, 420 Litho Street, Sausalito.

Present: Chair Joan Cox, Vice-Chair Bill Werner, Commissioner Susan Cleveland-Knowles, Commissioner Stafford Keegin, Commissioner Vicki Nichols.

Absent: None.

Staff: Community Development Director Jeremy Graves, Contract Planner Rafael Miranda, City Attorney Mary Wagner

Approval of Agenda

Vice-Chair Werner moved and Commissioner Nichols seconded a motion to approve the agenda. The motion passed 5-0.

Public Comments On Items Not on the Agenda

None.

Approval of Minutes

February 26, 2014 and March 12, 2014

Vice-Chair Werner moved and Commissioner Nichols seconded a motion to approve the action minutes of February 26, 2014, as amended. The motion passed 5-0.

Vice-Chair Werner moved and Commissioner Cleveland-Knowles seconded a motion to approve the action minutes of March 12, 2014, as amended. The motion passed 5-0.

Historic Landmarks Board Chair Pierce called the meeting to order at 6:34 p.m.

Present: Chair Morgan Pierce, Secretary John McCoy,
Committee Member Barnard Feeney

Absent: Committee Member Carolyn Kiernat,
Committee Member Natascha Frasier

Public Hearings

¹ A video recording of this meeting is available at: <http://www.ci.sausalito.ca.us/>.

1 **Declarations of Planning Commissioner Public Contacts**

2
3 **Chair Cox disclosed that she had met with Martin Bernstein and conducted a site**
4 **visit regarding the Figel Residence (Item 2).**

5
6 **Commissioner Keegin disclosed that he had met with Martin Bernstein and**
7 **reviewed his plans regarding the Figel Residence (Item 2).**

8
9 **Commissioner Cleveland-Knowles disclosed that she had telephone contact with**
10 **Martin Bernstein regarding the Figel Residence (Item 2).**

- 11
12 **1. Historic Preservation Regulations Update, City of Sausalito.** Discussion of
13 *Issues and Options Memorandum* with representative from Dyett & Bhatia.

14
15 The public hearing was opened.

16
17 Community Development Director Graves provided a presentation.

18
19 Consultant Tara Sullivan of Dyett & Bhatia provided a PowerPoint presentation.

20
21 Planning Commission questions to Mr. Graves and Ms. Sullivan followed.

22
23 Planning Commission and HLB comments followed.

24
25 The public testimony period was opened.

26
27 **Public Comment:**

28
29 None.

30
31 The public testimony period was closed.

32
33 Planning Commission comments included.

- 34
35
 - The regulations should be made easier to read, as noted in Recommendation 1.
 - The recommendations should be prioritized.
 - The parties responsible for implementation (e.g., applicant, staff, etc.) should be identified.
 - Limitations of resources (e.g., funding and staff) should be considered and noted in the recommendations.
 - A compendium of cross-references in the new regulations would be useful.
 - Recommendation 1-D: the Planning Commission needs to continue to participate in the design review of historic properties.
 - Recommendation 2-A: Support
 - Recommendation 2-B: the applicant should be responsible for providing professionally-prepared research on potentially-historic resources.
 - Recommendation 2-D: Opposed. Should be carefully reviewed.
 - Recommendation 3-A: The Commission and HLB should be notified of staff administrative actions.
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- 1 • Recommendation 3-B: Planning Commission should continue to review
- 2 alterations to projects on the historic registers or located in historic overlay
- 3 districts.
- 4 • Recommendation 3-C: City residency should continue to be required for HLB
- 5 members. Training should be available at the member's expense.
- 6 • Recommendation 3-D: Reduced fees should not be provided.
- 7 • Recommendation 4-A: Who would conduct the surveys?
- 8 • Recommendation 4-C: This should be addressed outside of the regulation
- 9 update.
- 10

11 The public hearing was closed.

12 **The HLB meeting was adjourned at 8:00 p.m.**

- 13
- 14 **2. DR/VA/TRP/EA 14-006, Design Review Permit, Variance, Tree Removal**
- 15 **Permit, Encroachment Agreement, Figel, 22 Atwood Avenue.** Design Review
- 16 Permit, Variance and Tree Removal Permit to allow for modifications and
- 17 additions to the existing, non-conforming dwelling at 22 Atwood Avenue (APN
- 18 065-203-02). The resulting four-story structure will total 1,719 square feet of floor
- 19 area with three floors of living area above a two-car garage. A Variance is
- 20 requested to exceed the maximum impervious surface standard. The project is
- 21 also subject to Heightened Design Review findings since the project exceeds
- 22 80% of permitted building coverage and floor area standards. All existing trees
- 23 and shrubs will be removed including a Coast Live Oak located in the public right-
- 24 of-way fronting 26 Atwood Avenue. An Encroachment Agreement is required to
- 25 demolish the existing parking deck and stairway within the Atwood Avenue public
- 26 right-of-way and to construct a new driveway, roof deck, stairway, retaining walls,
- 27 and landscaping within the North Street public right-of-way.

28 **Vice-Chair Werner indicated that he would recuse himself from participating in**

29 **the hearing because he lives within 500 feet of the subject property.**

30 Contract Planner Miranda provided a PowerPoint presentation on the project.

31 Planning Commission questions for staff followed.

32 **Chair Cox indicated that because there were only four Commissioners at the**

33 **hearing an affirmative vote of three Commissioners would be required for the**

34 **Commission to take action.**

35 The public testimony period was opened.

36 The applicant, Martin Bernstein, made a presentation.

37 Planning Commission questions for Mr. Bernstein followed.

38 **Public Comments:**

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1 Proponents:
2 Dan Rosenthal (property owner of 26 Atwood)

3
4 Opponents:
5 None.

6
7 The public testimony period was closed.

8
9 Planning Commission comments followed.

10
11 The public testimony period was reopened.

12
13 Planning Commission questions for Mr. Bernstein followed.

14
15 The public testimony period was closed.

16
17 Planning Commission comments followed.

18
19 **Commissioner Keegin moved and Commissioner Cleveland-Knowles seconded a**
20 **motion to approve a Design Review Permit, Variance, Tree Removal Permit and**
21 **Encroachment Agreement for 22 Atwood Avenue.**

22
23 **The motion did not pass 2-2 (No - Cox, Nichols)**

24
25 Planning Commission comments followed.

26
27 The public testimony period was reopened.

28
29 Questions for Mr. Bernstein followed.

30
31 Planning Commission comments followed.

32
33 The public testimony period was closed.

34
35 **Commissioner Cleveland-Knowles moved and Commissioner Nichols seconded a**
36 **motion to continue the public hearing for 22 Atwood Avenue to a date uncertain.**

37
38 **The motion passed 4-0.**

39
40 The public hearing was closed.

41
42 **Old Business**

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44 **3. Prioritized Project List – FY 2014-15.** Suggestions for FY 2014-15 Prioritized
45 Project List.

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47 Community Development Director Graves provided a presentation.

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49 Planning Commission questions for Mr. Graves followed.

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Planning Commission comments followed.

The public testimony period was opened.

Public Comments:

None.

The public testimony period was closed.

Planning Commission comments followed.

New Business

None.

Communications

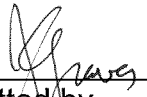
- Staff: Community Development Director Graves indicated he would prepare a draft resolution regarding periodic staff reports to the Planning Commission on actions taken by the Zoning Administrator.
- Commission: Commissioner Cleveland-Knowles discussed preparation of guidelines for photographs submitted by applicants and residents.

Adjournment


Commissioner Keegin moved and Commissioner Cleveland-Knowles seconded a motion to adjourn the meeting.

The motion passed 4-0.

The meeting was adjourned at 9:20 p.m.



Submitted by
Jeremy Graves, AICP
Community Development Director



Approved by
Joan Cox
Chair

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