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SAUSALITO PLANNING COMMISSION
Wednesday, November 19, 2014
Approved Action Minutes¹

Call to Order

Chair Cox called the meeting to order at 6:30 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 Vicki Nichols.

Absent: Commissioner Stafford Keegin

Staff: Community Development Director Danny Castro
Administrative Analyst Lilly Schinsing, Assistant Planner Calvin Chan,
City Attorney Mary Wagner

Approval of Agenda

Vice-Chair Werner moved and Commissioner Cleveland-Knowles seconded a motion to approve the agenda.

The motion passed 4-0.

Public Comments On Items Not on the Agenda

Welcome to new Community Development Director

Approval of Minutes

November 5, 2014

Vice-Chair Werner moved and Commissioner Cleveland-Knowles seconded a motion to approve the action minutes, as amended. The motion passed 4-0.

Public Hearings

Declarations of Planning Commissioner Public Contacts

Chair Cox disclosed that she had contact with various members of the public regarding the Housing Element (Item 2).

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

1 **1. LEE RESIDENCE / 3 WOLFBACK RIDGE ROAD – DESIGN REVIEW PERMIT**
2 **/ TREE REMOVAL PERMIT (DR 14-137)**

3 **Staff: Chan**
4 **Couture Architecture (Applicant/Architect)**
5 **George Lee (Owner)**
6

7 **DESCRIPTION:** Couture Architecture, on behalf of property owner George Lee, is
8 requesting a Design Review Permit and Tree Removal Permit to construct an
9 approximately 6,500 square-foot single-family residence at 3 Wolfback Ridge Road
10 (APN 064-276-23).
11

12 **RECOMMENDATION:** Approval, subject to conditions
13

14 The public hearing was opened.
15

16 **Chair Cox indicated the applicant had requested the public hearing for 3**
17 **Wolfback Ridge Road be continued to the meeting of December 3, 2014, however,**
18 **the Commission would take public comment at the meeting.**
19

20 The public testimony period was opened.
21

22 The applicant did not make a presentation.
23

24 **Public Comments:**

25 Jessica Lee
26 Steve Wu
27 Esta Swig
28

29 The public testimony period was closed.
30

31 **Vice-Chair Werner moved and Commissioner Nichols seconded a motion to**
32 **continue the public hearing for 3 Wolfback Ridge Road to the meeting of**
33 **December 17, 2014.**
34

35 Planning Commission comments followed.
36

37 The public testimony period was re-opened.
38

39 **Public Comments:**

40 Scott Couture, applicant/architect, agreed to continue the public hearing to the meeting
41 of December 17, 2014, to allow additional time for community outreach.
42

43 The public testimony period was closed.
44

45 **The motion passed 4-0.**
46

47 The public hearing was closed.
48
49
50

1 **2. 2015-2023 HOUSING ELEMENT UPDATE AND ENVIRONMENT REVIEW**
2 **(GPA 13-334)**

3 **Staff: Schinsing**
4 **City of Sausalito (Applicant)**
5

6 **DESCRIPTION:** The draft 2015-2023 Housing Element covers the planning
7 period from January 31, 2015 to January 31, 2023 relative to the maintenance
8 and development of housing to meet the needs of existing and future residents.
9 The 2015-2023 Housing Element Update Public Review Draft Initial
10 Environmental Study/Negative Declaration (IES/ND) analyzes the potential
11 environmental impacts of the update of the Housing Element of City of Sausalito
12 General Plan. The public comment period for the IES/ND is from November 12,
13 2014 through December 12, 2014.
14

15 **RECOMMENDATION:** Accept a presentation regarding the introduction of the
16 General Plan Amendment to incorporate the 2015-2023 Housing Element and the
17 Public Review Draft Initial Environmental Study/Negative Declaration, receive
18 public comments on the General Plan Amendment to incorporate the 2015-2023
19 Housing Element and the Initial Environmental Study/Negative Declaration,
20 provide direction to staff as appropriate and continue the hearing to the Planning
21 Commission meeting on December 17, 2014.
22

23 The public hearing was opened.
24

25 Geoff Bradley of Metropolitan Planning Group provided a PowerPoint presentation on
26 the project.
27

28 Planning Commission questions for Mr. Bradley followed.
29

30 Planning Commission questions for staff followed.
31

32 Olivia Ervin of Metropolitan Planning Group provided a PowerPoint presentation on the
33 project.
34

35 Planning Commission questions for Mr. Bradley followed.
36

37 Planning Commission questions for staff followed.
38

39 The public testimony period was opened.
40

41 The public made no comments.
42

43 The public testimony period was closed.
44

45 Planning Commission comments followed.
46
47
48
49
50

1 Vice-Chair Werner moved and Commissioner Nichols seconded a motion to
2 continue the 2015-2023 Housing Element Update and Environmental Review to
3 the meeting of December 17, 2014.
4

5 The motion passed 4-0.
6

7 The public hearing was closed.
8

9 **Old Business**

10 None.
11

12 **New Business**

13 None.
14

15 **Communications**

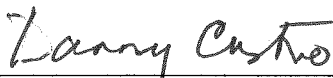
- 16 • Staff: Commissioner Cleveland-Knowles requested the Commission receive
17 emails when an item that has been in front of the Commission is appealed.
- 18 • Commission: City Attorney Wagner reviewed upcoming appeals and items on the
19 City Council's upcoming meeting agenda.
20

21 **Adjournment**

22
23
24 Commissioner Cleveland-Knowles moved and Vice-Chair Werner seconded a
25 motion to adjourn the meeting.
26

27 The motion passed 4-0.
28

29 The meeting was adjourned at 7:45 p.m.
30

31 
32

33 Submitted by
34 Danny Castro
35 Community Development Director
36

31 
32

33 Approved by
34 Joan Cox
35 Chair
36

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