

# ZONING ADMINISTRATOR AGENDA CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128



**MONDAY, JULY 27, 2015**

**1:00 P.M. – CITY HALL COUNCIL CHAMBERS, 420 LITHO STREET, SAUSALITO**

NOTE: The public may comment on any item on the agenda that has not previously been subject to public comment.

**CALL TO ORDER: 1:00 P.M.**

**PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA**

**PUBLIC HEARING**

**1. EXTERIOR STAIRCASE – 34 – 36 PRINCESS AVENUE  
(VA 15-144)**

Maria Villegas-Hoppe, Bayside Management (Applicant)  
Patricia and Raymond Libby (Property Owners)

Staff: Montemayor

DESCRIPTION: A Variance is requested to construct a new exterior staircase at the rear of the property within the required rear-yard setback. The new staircase will be constructed approximately six (6) inches away from the rear property line to access the upper level units. Historically, an existing staircase in the same location provided access to the upper level units, but was recently removed for repair of dry-rot and replaced with a partially constructed staircase without a permit. The Variance would allow the project to encroach within the required fifteen (15) foot rear-yard setback.

**RECOMMENDATION:** Approve, subject to conditions

**2. SCHOFFERMAN RESIDENCE – 39 SAN CARLOS AVENUE  
(VA 15-062)**

Leslie Schofferman (Applicant / Property Owner)

Staff: Montemayor

DESCRIPTION: A Variance is requested to extend and finish an existing basement under the existing building footprint of the single-family residence. The proposed addition will enlarge the basement by 125 square-feet of habitable living space. The existing deck on the easterly side of the property is approximately 3 ½ feet away from the side property line. As such, the new addition below the existing deck will maintain the existing side yard setback and the Variance would allow the project to encroach into the required seven (7) foot side-yard property setback.

**RECOMMENDATION:** Approve, subject to conditions

**NEW BUSINESS** – None

**OLD BUSINESS** – None

## ADJOURNMENT

**APPEALS:** Any decision of the Zoning Administrator may be appealed by filing an appeal form and the required appeal fee with the Community Development Department within ten (10) calendar days of the date of the decision. If you challenge a decision of the Zoning Administrator in court you may be limited to raising only those issues you or someone else raised at the hearing or on appeal to the City Council.

**SPECIAL NEEDS:** In compliance with the Americans with Disabilities Act (29 CFR 35.102-35.104 ADA Title 11), if you need special assistance to participate in this meeting, please contact the Community Development Department at 289-4112. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**AGENDAS** are available on the Friday prior to the Zoning Administrator meeting at the City Hall entrance at 420 Litho Street.

**STAFF REPORTS** are available for review on the Saturday prior to the Zoning Administrator meeting at the Sausalito Library at 420 Litho Street and at the City's website, [www.ci.sausalito.ca.us](http://www.ci.sausalito.ca.us). Staff reports are also available at the Community Development Department at City Hall during normal business hours and at the Zoning Administrator meeting. Materials related to an item on this agenda which are submitted after the distribution of the agenda packet are available for public review at the Community Development Department during normal business hours, at the Zoning Administrator meeting, and at the City's website (subject to staff's ability to post the documents prior to the meeting).



**City of Sausalito**  
**Community Development Department**  
**420 Litho Street**  
**Sausalito, CA 94965**  
**(415) 289-4128**  
[www.ci.sausalito.ca.us](http://www.ci.sausalito.ca.us)

**Danny Castro**, Community Development Director

**Mary Wagner**, City Attorney

**Calvin Chan**, Associate Planner

**Joshua Montemayor**, Assistant Planner

**Rebecca Walters**, Assistant Planner

**Alberto Viana**, Permit Technician / Administrative Aide

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