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SAUSALITO PLANNING COMMISSION
Wednesday, May 27, 2015
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 Morgan Pierce.

Absent: Commissioner Vicki Nichols

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

Approval of Agenda

Commissioner Pierce moved and Vice-Chair Werner seconded a motion to approve the agenda. The motion passed 4-0.

ROTATION OF COMMISSION CHAIR AND VICE-CHAIR

Chair Cox moved and Commissioner Cleveland-Knowles seconded a motion to nominate Vice-Chair Werner as the new Chair. The motion passed 4-0.

Commissioner Pierce moved and Chair Werner seconded a motion to nominate Commissioner Cleveland-Knowles as Vice-Chair. The motion passed 4-0.

Public Comments On Items Not on the Agenda

Danny Castro

Declarations of Planning Commissioner Public Contacts

None.

Approval of Minutes

April 29, 2015

Commissioner Pierce moved and Vice-Chair Cleveland-Knowles seconded a motion to approve the draft minutes, as presented. The motion passed 4-0.

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

1 **Public Hearings**

2
3 **1. MONSEF RESIDENCE / 60 RODEO AVENUE – (DR/EA 14-103)**

4 Mike Monsef (Applicant/Owner)

5 Staff: Chan

6
7 **DESCRIPTION:** Mike Monsef is requesting approval of a Design Review Permit
8 to construct an approximately 2,600 square foot single-family residence at 60
9 Rodeo Avenue and recommendation for City Council approval of an
10 Encroachment Agreement for the existing parking deck and steps located in the
11 public right-of-way. On May 14, 2015, staff received revised project plans.
12

13 **RECOMMENDATION:** Continue to June 24, 2015, to allow staff time to review
14 the revised application.
15

16 The public hearing was opened.

17
18 Community Development Director Castro provided a presentation on the project.
19

20 The public testimony period was opened.

21
22 The applicant did not make comments.
23

24 **Public Comments:**

25 None.

26
27 The public testimony period was closed.
28

29
30 **Commissioner Cox moved and Vice-Chair Cleveland-Knowles seconded a motion**
31 **to continue the public hearing for 60 Rodeo Avenue to the hearing of June 24,**
32 **2015. The motion passed 4-0.**
33

34 The public hearing was closed.
35

36 **2. ZONING ORDINANCE AMENDMENT TO UPDATE THE SAUSALITO**
37 **DOWNTOWN PARKING SURVEY AND SHARED PARKING MODEL (ZOA 15-**
38 **137)**

39 City of Sausalito (Applicant)

40 Robert L. Harrison Transportation Planning (Contract Consultant)

41 Staff: Chan
42

43 **DESCRIPTION:** In September 1997, the Sausalito Downtown Shared Parking
44 Model was prepared. The model has been updated to accurately estimate
45 parking demand in the downtown area. Sausalito Municipal Code (SMC) Section
46 10.40.110.G.1 references the 1997 report. A Zoning Ordinance Amendment is
47 proposed to update the SMC to reference the most recent report prepared in
48 2015.
49
50

1 **RECOMMENDTION:** Conduct a public hearing on the proposed Zoning
2 Ordinance Amendment. By motion action, adopt the attached proposed
3 Resolution recommending City Council adoption of the proposed Zoning
4 Ordinance Amendment to update the Sausalito Downtown Parking Survey and
5 Shared Parking Model from the 1997 report prepared by Robert L. Harrison
6 Transportation Planning to the most recent report prepared in 2015.
7

8 The public hearing was opened.
9

10 Community Development Director Castro presented a PowerPoint presentation.
11

12 Planning Commission questions for staff followed.
13

14 The public testimony period was opened.
15

16 The Contract Consultant, Robert Harrison, provided a presentation.
17

18 Planning Commission questions for Mr. Harrison followed
19

20 **Public Comments:**

21 Robert Mitchell

22 Michael Rex
23

24 The public testimony period was closed.
25

26 Planning Commission comments followed.
27

28
29 **Commissioner Cox moved and Vice-Chair Cleveland-Knowles seconded a motion**
30 **to direct staff to return to the Planning Commission an amended ordinance of the**
31 **City Council amending Section 10.40.110.G.1 of the Municipal Code and the**
32 **accompanying resolution to address the comments made by the Commissioners**
33 **at this hearing. The motion passed 4-0.**
34

35 **Commissioner Cox moved and Vice-Chair Cleveland-Knowles seconded a motion**
36 **to continue the public hearing for a Zoning Code Amendment to Update the**
37 **Sausalito Downtown Parking Survey and Shared Parking Program to the meeting**
38 **of June 24, 2015. The motion passed 4-0.**
39

40 The public hearing was closed.
41

42 **3. DESIGN REVIEW PERMIT / CONDITIONAL USE PERMIT AMENDMENT – 99**
43 **HECHT AVENUE (Amendments to DR/CUP 11-373)**

44 AT&T (Applicant)

45 State of California (Owner)

46 Staff: Schinsing
47

48 **DESCRIPTION:** AT&T, on behalf of property owner, the State of California, is
49 requesting approval of amendments to an existing Design Review Permit and
50

1 Conditional Use Permit for replacement of existing antenna and installation of
2 new radio equipment on an existing wireless communication facility.

3
4 **RECOMMENDATION:** Approval, subject to conditions.

5
6 The public hearing was opened.

7
8 Administrative Analyst Schinsing provided a PowerPoint presentation.

9
10 Planning Commission questions for staff followed.

11
12 The public testimony period was opened.

13
14 The applicant, Frank Schabarum, provided a presentation.

15
16 **Public Comments:**

17 None.

18
19 The public testimony period was closed.

20
21 Planning Commission comments followed.

22
23 **Vice-Chair Cleveland-Knowles moved and Commissioner Cox seconded a motion**
24 **to approve a Design Review Permit and Conditional Use Permit for 99 Hecht**
25 **Avenue, subject to two changes proposed by staff. The motion passed 4-0.**

26
27 **Old Business**

28 None.

29
30 **New Business**

31 None.

32
33 **Communications**

- 34
- 35 • Commission: Commissioner Cox inquired as to the status of the Ferry Landing
36 Project. Chair Werner inquired as to the status of the minor use permit for the
37 Educational Tall Ship Temporary Shipyard. Vice-Chair Cleveland-Knowles
38 inquired as to any appeals of Planning Commission matters.
 - 39 • Staff: Community Development Director Castro reviewed the Planning
40 Commission's two June 2015 meetings.
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1 **Adjournment**

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3 **Commissioner Pierce moved and Vice-Chair Cleveland-Knowles seconded a**
4 **motion to adjourn the meeting. The motion passed 4-0.**

5
6 The meeting was adjourned at 8:06 p.m.
7

8
9
10 _____
11 Submitted by
12 Danny Castro
13 Community Development Director

Approved by
Bill Werner
Chair

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