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SAUSALITO PLANNING COMMISSION
Wednesday, January 7, 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 Vicki Nichols.

Absent: Commissioner Stafford Keegin

Staff: Community Development Director Danny Castro
Administrative Analyst Lilly Schinsing, Assistant Planner Calvin Chan,
Contract Planner Jayni Allsep, Contract Planner Steve Flint,
Contract Planner Nancy Kaufman,
City Attorney Mary Wagner

Approval of Agenda

Chair Cox moved and Vice-Chair Werner seconded a motion to hear Item 2 first on the agenda. The motion passed 4-0.

Vice-Chair Werner moved and Commissioner Nichols seconded a motion to approve the agenda, as amended. The motion passed 4-0.

Public Comments On Items Not on the Agenda

None.

Approval of Minutes

December 17, 2015

Vice-Chair Werner moved and Commissioner Nichols seconded a motion to approve the action minutes. The motion passed 4-0.

Public Hearings

Declarations of Planning Commissioner Public Contacts

Commissioner Nichols disclosed that she had met with the architect and applicant, and received an email from the neighbor at 11 Wolfback Ridge Road regarding the Lee residence project (Item 1).

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

1 **2. DR 14-184, Design Review Permit, Clipper Yacht Company, LLC, 310 Harbor**
2 **Drive.** W.B. Clausen Structural Engineers, Inc., on behalf of property owners
3 Clipper Yacht Company, is requesting a Design Review Permit to allow the
4 construction of a 512 square foot restroom facility at 310 Harbor Drive (APN 063-
5 020-01).
6

7 The public hearing was opened.
8

9 Community Development Director Castro provided a presentation on the project.
10

11 The public testimony period was opened.
12

13 The public made no comments.
14

15 The public testimony period was closed.
16

17 **Vice-Chair Werner moved and Commissioner Cleveland-Knowles seconded a**
18 **motion to continue the public hearing for 310 Harbor Drive to the meeting of**
19 **January 21, 2015. The motion passed 4-0.**
20

21 **1. DR/TRP 14-137, Design Review Permit, Lee, 3 Wolfback Ridge Road.**
22 Couture Architecture, on behalf of property owner George Lee, is requesting a
23 Design Review Permit and Tree Removal Permit to construct an approximately
24 6,500 square-foot, single-family residence at 3 Wolfback Ridge Road (APN 064-
25 276-23).
26

27 The public hearing was opened.
28

29 Assistant Planner Chan provided a PowerPoint presentation on the project.
30

31 Planning Commission questions for staff followed.
32

33 The public testimony period was opened.
34

35 The applicant, Scott Couture of Couture Architecture, provided a PowerPoint
36 presentation on the project.
37

38
39 **Public Comments:**

40 Robert Chin

41 Jessica Lee
42

43 Planning Commission questions for Ms. Lee followed.
44

45 **Public Comments (continued):**

46 Esta Swig

47 George Lee
48

49 The applicant made rebuttal comments.
50

1 The public testimony period was closed.

2
3 **Chair Cox indicated that because there were only four Commission members**
4 **present it would require at least three votes in order to take action of the project.**

5
6 Planning Commission comments followed.

7
8 **Vice-Chair Werner moved and Commissioner Nichols seconded a motion to**
9 **approve a Design Review Permit and Tree Removal Permit for 3 Wolfback Ridge**
10 **Road, as revised by staff. The motion passed 3-1 (No-Cox).**

11
12 The public hearing was closed.

- 13
14 **3. DR 14-233, Design Review Permit, Funk, 605 Coloma Street.** Carolyn Walker
15 Davis, AIA, on behalf of the property owner, Georgiana Funk, is requesting a
16 Design Review Permit to allow for the addition of 487 square feet of floor area to
17 the rear of an existing 1,163 square foot single-family home, and related
18 improvements at 605 Coloma Street (APN 064-061-16).

19
20 The public hearing was opened.

21
22 Community Development Director Castro provided a PowerPoint presentation on the
23 project.

24
25 **Commissioner Nichols disclosed that she made a site visit and met with the**
26 **applicant regarding the Bentley residence (Item 3).**

27
28 The public testimony period was opened.

29
30 The applicant, Carolyn Walker Davis, provided a presentation on the project.

31
32 **Public Comments:**

33 Sharon Smathers

34
35 The applicant made rebuttal comments.

36
37 Planning Commission questions for the applicant followed.

38
39 Planning Commission questions for Ms. Smathers followed.

40
41 The public testimony period was closed.

42
43 Planning Commission comments followed.

44
45 **Vice-Chair Werner moved and Commissioner Cleveland-Knowles seconded a**
46 **motion to approve a Design Review Permit for 605 Coloma Street. The motion**
47 **passed 4-0.**

1 The public hearing was closed.

2
3 **New Business**

4 None.

5
6 **Old Business**

7 None.

8
9 **Communications**

- 10
- 11 • Staff: Community Development Director Castro reviewed items on the
 - 12 Commission's upcoming meeting agenda.
 - 13 • Commission:
 - 14 • Chair Cox requested the nature of the minutes be put on a future
 - 15 Commission agenda.
 - 16 • Commissioner Cleveland-Knowles suggested New Business and Old
 - 17 Business be removed from the Commission's agenda, because there has
 - 18 never been anything under either item.

19
20 **Adjournment**

21
22 **Vice-Chair Werner moved to adjourn the meeting. The motion passed 4-0.**

23
24 The meeting was adjourned at 8:09 p.m.

25
26 

27
28 Submitted by
29 Danny Castro
30 Community Development Director

31
32 

33
34 Approved by
35 Joan Cox
36 Chair

37
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