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SAUSALITO PLANNING COMMISSION
Wednesday, June 10, 2015
Approved Action Minutes¹

Call to Order

Chair Werner called the meeting to order at 6:30 p.m. in the Council Chambers of City Hall, 420 Litho Street, Sausalito.

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

Absent: None.

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

Approval of Agenda

Commissioner Pierce moved and Commissioner Cleveland-Knowles seconded a motion to approve the agenda. The motion passed 5-0.

Public Comments On Items Not on the Agenda

Danny Castro

Historic Landmarks Board Chair McCoy called the meeting to order at 6:33 p.m.

Present: Chair John McCoy, Board Member Ben Brown, Board Member Aldo Mercado, Board Member Shasha Richardson

Absent: Secretary Natascha Fraser

Board Member Brown moved and Board Member Mercado seconded a motion to approve the agenda. The motion passed 4-0.

Public Comments On Items Not on the Agenda

None.

Declaration of Planning Commissioner and Historic Landmarks Board Member Public Contact regarding 777 Bridgeway

HLB Chair McCoy stated there had been an HLB study session with the applicant two weeks prior.

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

1 **Public Hearings**

2
3 **1. POGGIO / 777 BRIDGEWAY (SP 15-032).**

4 Larry Mindel for Poggio LP (Applicant)

5 Staff: Chan

6
7 **DESCRIPTION:** A Sign Permit to allow the modification of four existing awnings
8 with new fabric, signage, and illumination; and the modification of eight existing
9 planter boxes with new paint and signage.

10
11 The public hearing was opened.

12 Associate Planner Chan provided a PowerPoint presentation.

13
14 Planning Commission questions for staff followed.

15
16 The public testimony period was opened.

17
18 The applicant, Anthony Fish of Arcannum Architecture, Inc. provided a presentation.

19
20 Planning Commission and HLB questions for Mr. Fish followed.

21
22 **Public Comments:**

23
24 None.

25
26 The public testimony period was closed.

27
28 HLB comments followed.

29
30 **Board Member Brown moved and Board Member Richardson seconded a motion**
31 **to approve a Sign Permit for 777 Bridgeway.**

32
33 **The motion passed 4-0.**

34
35 Planning Commission comments followed.

36
37 **Commissioner Nichols moved and Commissioner Cleveland-Knowles seconded a**
38 **motion to approve a sign permit for 777 Bridgeway, subject to the additional**
39 **Condition of Approval:**

- 40
41
 - **The color of the awning underside shall be approved at the staff level.**

42
43 **The motion passed 5-0.**

44
45 The public hearing was closed.

1 **Adjournment of Historic Landmarks Board Meeting**

2
3 **Board Member Mercado moved Board Member Richardson seconded a motion to**
4 **adjourn the HLB meeting.**

5
6 **The motion passed 4-0.**

7
8 **Approval of Minutes**

9 May 27, 2015

10
11 **Commissioner Cleveland-Knowles moved and Commissioner Pierce seconded a**
12 **motion to approve the draft minutes, as presented. The motion passed 4-0, with**
13 **Commissioner Nichols abstaining.**

14
15 **Declarations of Planning Commissioner Public Contact regarding 750 Bridgeway**
16 **None.**

17
18 **2. BANK OF AMERICA / 750 Bridgeway (SP 14-036).**

19 Golden Gate Sign Company (Applicant)

20 Staff: Chan

21
22 **DESCRIPTION:** Golden Gate Sign Company, Inc., on behalf of Bank of America,
23 is requesting a Sign Permit for business identification signage at Bank of
24 America, 750 Bridgeway (APN 065-073-04).

25
26 The public hearing was opened.

27
28 Assistant Planner Walters provided a PowerPoint presentation.

29
30 The public testimony period was opened.

31
32 The applicant did not make a presentation.

33
34 **Public Comments**

35 None.

36
37 The public testimony period was closed.

38
39 Planning Commission comments followed.

40
41 **Commissioner Nichols moved and Commissioner Cleveland-Knowles seconded a**
42 **motion to approve a Sign Permit for 750 Bridgeway.**

43
44 Commission questions for staff followed.

45
46 **The motion passed 5-0.**

47
48 The public hearing was closed.

1 **Declarations of Planning Commissioner Public Contact regarding 111 Fourth**
2 **Street.**

3
4 **Commissioner Cox had correspondence with several neighbors.**

5
6 **Commissioner Cleveland-Knowles conducted site visits to the subject property**
7 **and the neighbors at 115 Fourth Street.**

8
9 **Commissioner Pierce conducted site visits to the subject property and the**
10 **neighbors at 115 Fourth Street.**

11
12 **Commissioner Nichols conducted site visits to the subject property and the**
13 **neighbors at 115 Forth Street.**

14
15 **Chair Werner conducted site visits to the subject property and the neighbors at**
16 **115 Fourth Street.**

17
18 **3. MURPHY-QUINN RESIDENCE / 111 Fourth Street (DR 14-342)**

19 Patrick Murphy and Martina Quinn (Applicants)

20 Staff: Chan/Montemayor

21
22 **Description:** Approval of a Design Review Permit for the conversion of the
23 existing second-level deck to 216 square feet of living space, new 10-feet by 15-
24 feet second-level deck, and 149 square foot first-level addition to the existing
25 single-family residence.
26

27
28 The public hearing was opened.

29
30 Associate Planner Chan provided a PowerPoint presentation.

31
32 Planning Commission questions for staff followed.

33
34 The public testimony period was opened.

35
36 The architect, Jim Foster, provided a presentation.

37
38 Planning Commission questions for Mr. Foster followed.

39
40 The applicant, Martina Quinn, provided a presentation.

41
42 Planning Commission questions for Ms. Quinn followed.
43
44
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1 **Public Comments**

2 Michael Rex
3 John Sundsmo
4 Lee Daley
5 Andree Kadzielawa
6 Nicolas Dufort
7 Joel Darsky
8 Amy Wilson
9 Colleen Hovsepian
10 Kim Stoddard
11

12 The applicant, Martina Quinn, made rebuttal comments.

13
14 Planning Commission questions for Ms. Quinn followed.

15
16 The public testimony period was closed.

17
18 Planning Commission questions for staff followed.

19
20 Planning Commission comments followed.

21
22 **Commissioner Cleveland-Knowles moved to approve a Design Review Permit for**
23 **111 Fourth Street, subject to the following amended and additional condition of**
24 **approval:**

- 25
- 26 • **Condition 3 and Condition 7 shall be modified in accordance with**
- 27 **Commission comments at this meeting.**
- 28 • **A privacy screen shall be provided.**
- 29

30 **Chair Werner requested the motion be amended to remove the condition of**
31 **approval requiring a privacy screen.**

32
33 **The maker of the motion accepted the amendment to the motion.**

34
35 **Commissioner Pierce seconded the motion.**

36
37 **The motion passed 3-2 (No – Cox, Nichols).**

38
39 The public hearing was closed.

40
41 **Declarations of Planning Commissioner Public Contact regarding 55 Liberty Ship**
42 **Way.**

43
44 **Commissioner Cox corresponded with Chris Skelton and provided him with a**
45 **staff report via email.**
46
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1 **4. Blue Water Yacht Club / 55 Liberty Ship Way (DR 14-313)**

2 Christopher Lacey for Blue Water Yacht Harbor (Applicant)

3 Staff: Chan

4
5 **Description:** A Design Review Permit for a new 1,590 square foot pre-fabricated
6 building with second-level deck for a water sport sale and rental use,
7 reconfiguration of parking lot spaces, new dock and ramp, and other associated
8 site improvements.
9

10 The public hearing was opened.

11
12 Associate Planner Chan provided a PowerPoint presentation.

13
14 Planning Commission questions for staff followed.

15
16 The public testimony period was opened.

17
18 The applicant, Chris Skelton, provided a presentation.

19
20 Planning Commission questions for Mr. Skelton followed.
21

22 **Public Comment**

23 Tom Shear (phonetic)

24 Jennifer Fuller

25 Carol Bathenick (phonetic)

26 Tia Liscomb (phonetic)

27 Heidi Scoble

28 Pam Lewis
29

30
31 The applicant, Chris Skelton, made rebuttal comments.

32
33 Planning Commission questions of Mr. Skelton followed.

34
35 The public testimony period was closed.

36
37 Planning Commission comments followed.
38

39 **Commissioner Cox moved and Commissioner Cleveland-Knowles seconded a**
40 **motion to continue the public hearing for 55 Liberty Ship Way to a date uncertain.**

41
42 **The motion passed 5-0.**

43
44 The public hearing was closed.

45
46 **Old Business**

47 None.
48
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1 **New Business**

2 None.

3
4 **Communications**

- 5 • Commission:
 - 6 ○ Chair Werner suggested the Commission receive its information packets
 - 7 early on Friday rather than Friday night, that correspondence submitted
 - 8 late on the afternoon of a meeting will not be considered, that staff ask
 - 9 applicants for copies of photographs for use in the staff reports, and that
 - 10 the roster of Planning Commission members be updated.
 - 11 ○ Chair Cox stated the written staff reports need to be more comprehensive,
 - 12 and the verbal staff reports at the meetings should be a summary of the
 - 13 written staff report. She asked that the written staff reports contain
 - 14 excerpts of relevant ordinances, statues, or zoning codes.
- 15 • Staff:
 - 16 ○ Community Development Director Castro reviewed items on the
 - 17 Commission’s upcoming June 24th meeting agenda.

18
19
20 **Adjournment**

21 **Chair Werner moved and Commissioner Cox seconded a motion to adjourn the**

22 **meeting.**

23
24
25 **The motion passed 5-0.**

26
27 The meeting was adjourned at 10:57 p.m.

28
29
30
31 _____
32 Submitted by
33 Danny Castro
34 Community Development Director

30
31 _____
32 Approved by
33 Bill Werner
34 Chair

35 I:\CDD\Plan Comm\Minutes\2015\06-10-Approved.doc