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SAUSALITO PLANNING COMMISSION
Wednesday, June 22, 2016
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 Whalen, Associate Planner Calvin Chan,
Assistant Planner Joshua Montemayor, City Attorney Mary Wagner

Approval of Agenda

Commissioner Cox moved and Commissioner Cleveland-Knowles seconded a motion to hear Item 3 before Item 1 and to approve the amended agenda. The motion passed 5-0.

Public Comments On Items Not on the Agenda

None.

Approval of Minutes

May 25, 2016

Commissioner Nichols moved and Vice-Chair Cleveland-Knowles seconded a motion to approve the draft minutes, as amended. The motion passed 5-0.

Declarations of Planning Commissioner Public Contacts

Commissioner Cox disclosed that she had spoken with members of the public with respect to Item 1.

Commissioner Pierce disclosed that he visited the site and was given a tour by the applicant and architect with respect to Item 2.

Vice Chair Cleveland-Knowles disclosed that she visited the site and was given a tour by the applicant and architect with respect to Item 2.

Commissioner Cox disclosed that she visited the site and received correspondence from a neighbor with respect to Item 2.

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

1
2 **Commissioner Nichols disclosed that she had visited the site with respect to Item**
3 **2.**

4
5 **Chair Werner disclosed that he visited the site twice and spoke with the architect**
6 **via telephone with respect to Item 2.**

7
8 **Commissioner Pierce disclosed that he visited the site and was given a tour by**
9 **the owner and architect with respect to Item 3.**

10
11 **Commissioner Cox disclosed that she visited the site with respect to Item 3, and**
12 **that she is a friend with two of the neighbors who wrote letters.**

13
14 **Commissioner Nichols disclosed that she visited the site and was given a tour by**
15 **the architect with respect to Item 3.**

16
17 **Chair Werner disclosed that he visited the site and spoke with the architect via**
18 **telephone with respect to Item 3.**

19
20
21 **Public Hearings**

22
23 **3. DESIGN REVIEW PERMIT AND ENCROACHMENT AGREEMENT – BRACH**
24 **RESIDENCE, 112 MARION AVENUE (DR-EA 16-012)**

25 Taylor Yang Inc. (Applicant)

26 Darshan Brach (Owner)

27 Staff: Joshua Montemayor

28
29 **DESCRIPTION:** Design Review Permit to allow a 946 square foot addition to the
30 existing 1,329 square foot single-family residence and seeking a
31 recommendation for City Council approval of an Encroachment Agreement for a
32 154 square foot addition to the existing car deck located in the public right-of-
33 way. The project will expand the existing residence near the front and rear of the
34 parcel for the addition of a master suite, two bedrooms, bathrooms, laundry
35 room, one additional on-site parking space, construct terraced retaining walls and
36 other related site improvements.

37
38 **RECOMMENDATION:** Approve, subject to conditions.

39
40 The public hearing was opened.

41
42 Community Development Director Castro provided a presentation.

43
44 Planning Commission questions for staff followed.

45
46 The public testimony period was opened.

47
48 Planning Commission questions for the applicant followed.

1 The public testimony period was closed.

2
3 The public hearing was closed.

4
5 **1. ZONING ORDINANCE TEXT AMENDMENTS REGARDING EMERGENCY**
6 **[HOMELESS] SHELTERS (ZOA 16-154)**

7 City of Sausalito (Applicant)

8 Staff: Lilly Whalen, Danny Castro
9

10 **DESCRIPTION:** Zoning Ordinance Amendments to modify the Emergency
11 [Homeless] Shelter provisions in Sausalito Municipal Code Section 10.28.080.
12 Specifically, the amendments being considered include:

- 13 • Amendment to Sausalito Municipal Code Section 10.28.080.D.2 to
14 increase the shelter capacity from a maximum of 20 beds to a maximum
15 of 23 beds.
- 16 • Amendment to Sausalito Municipal Code Section 10.28.080.I.2 to
17 decrease the maximum length of stay from 90 days in a 365-day period to
18 30 days in a 365-day period.
19

20 **RECOMMENDATION:** Adopt the draft resolution recommending City Council
21 adoption of the Zoning Ordinance amendment to increase the shelter capacity
22 from a maximum of 20 beds to a maximum of 23 beds.
23

24 The public hearing was opened.

25
26 Community Development Director Castro provided a PowerPoint presentation.

27
28 Planning Commission questions for staff followed.
29

30 The public testimony period was opened.

31
32 The public made no comments.

33
34 The public testimony period was closed.

35
36 Planning Commission comments followed.
37

38 **Commissioner Cox moved and Commissioner Cleveland-Knowles seconded a**
39 **motion to add a new Section 2 to page 2 of the Resolution that says, “The**
40 **Sausalito Planning Commission recommends that there be no amendment to**
41 **Sausalito Municipal Code Section 10.28.080.I.2 at this time. The motion passed 5-**
42 **0.**
43

44
45 The public hearing was closed.
46
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1 **3. DESIGN REVIEW PERMIT AND ENCROACHMENT AGREEMENT – BRACH**
2 **RESIDENCE, 112 MARION AVENUE (DR-EA 16-012) (CONTINUED)**

3
4 The public hearing was opened.

5
6 **Commissioner Cox moved and Commissioner Nichols seconded a motion to**
7 **continue the public hearing for 112 Marion Avenue to a date uncertain. The**
8 **motion passed 5-0.**

9
10 The public hearing was closed.

11
12 **2. DESIGN REVIEW PERMIT, CONDOMINIUM CONVERSION PERMIT, PARCEL**
13 **MAP, ENCROACHMENT AGREEMENT, AND TREE REMOVAL PERMIT –**
14 **446/448 SAUSALITO BOULEVARD AND 77 CRESCENT AVENUE**

15 McCoy Architecture, Inc. (Applicant)
16 David Holub (Owner)
17 Staff: Calvin Chan

18
19 **DESCRIPTION:**

- 20
21
 - 22 • Design Review Permit, subject to Heightened Design Review, for
 - 23 substantial demolition and remodel of the existing two-unit residential
 - 24 dwelling (446/448 Sausalito Blvd.) and construction of a new single-family
 - 25 residential dwelling (77 Crescent Ave.);
 - 26 • Tree Removal Permit for the removal of three protected trees and six
 - 27 heritage trees;
 - 28 • Parcel Map and Condominium Conversion Permit to convert the property
 - 29 into a three-unit condominium covenant; and
 - 30 • Encroachment Agreement for improvements in the public right-of-ways
 - 31 fronting 446/448 Sausalito Boulevard and 77 Crescent Avenue; an
 - 32 existing parking deck, parallel public parking space, unit access stairs,
 - 33 landscaping, driveway, and retaining walls.

34 **RECOMMENDATION:** Conduct a public hearing and then continue the public
35 hearing.

36
37 The public hearing was opened.

38
39 Associate Planner Chan provided a PowerPoint presentation.

40
41 Planning Commission questions for staff followed.

42
43 The public testimony period was opened.

44
45 The applicant, John McCoy of McCoy Architecture, and property owner David Holub
46 provided a presentation.

47
48 Planning Commission questions for the applicant followed

1 **Public Comments**

2 Tim Wall
3 Richard Vazquez
4 Bob Braid
5 Maureen McCoy
6 Alice Merrill
7 Marsha Nunley
8 Larry Lossing
9 Steven Berlin
10 Mike Houck
11 Bjorn Hansen
12 Pat Shurnas

13
14 Planning Commission questions for Mr. Shurnas followed.
15

16 **Public Comments (continued)**

17 Fadi Mahmoud
18 Alan Perry
19

20 Planning Commission questions for staff followed.
21

22 The applicant, John McCoy, made rebuttal comments.
23

24 Planning Commission questions for staff followed.
25

26 Planning Commission questions for the applicant followed.
27

28 The public testimony period was closed.
29

30 Planning Commission comments followed.
31

32 The public testimony period was reopened.
33

34 Planning Commission questions for the applicant followed.
35

36 The public testimony period was closed.
37

38
39 **Commissioner Cox moved and Commissioner Cleveland-Knowles seconded a**
40 **motion to continue the public hearing for 446/448 Sausalito Boulevard and 77**
41 **Crescent Avenue to the meeting of September 21, 2016. The motion passed 5-0.**
42

43 The public hearing was closed.
44

45 **Old Business**

46 None.
47

48 **New Business**

49 None.
50

1 **Communications**

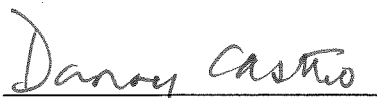
- 2 • Commission:
 - 3 ○ Chair Werner stated that both he and Vice Chair Cleveland-Knowles
 - 4 would be absent for the July 6, 2016 meeting.
 - 5 ○ Commissioner Pierce stated he would be absent from the July 20, 2016
 - 6 Planning Commission meeting.
- 7 • Staff:
 - 8 ○ Community Development Director Castro reviewed the agenda for the
 - 9 Commission's upcoming July 6th and July 20th meetings.
 - 10 ○ The City Council met on 6/21/16; directed staff to have the Planning
 - 11 Commission to review the allowable uses in the CR zone and do a
 - 12 comprehensive inventory; received a Ferry Landing update.

13 **Adjournment**

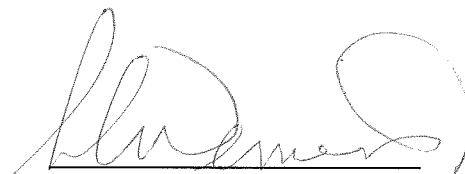
14
15 **Commissioner Pierce moved and Commissioner Cox seconded a motion to**

16 **adjourn the meeting. The motion passed 5-0.**

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19 The meeting was adjourned at 9:47 p.m.

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24 Submitted by
25 Danny Castro
26 Community Development Director

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28 

29 Approved by
30 Bill Werner
31 Chair

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