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SAUSALITO PLANNING COMMISSION
Wednesday, May 25, 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,
Assistant Planner Joshua Montemayor, City Attorney Mary Wagner

Approval of Agenda

Chair Werner moved and Commissioner Cox seconded a motion to hear Items 2 and 3 prior to 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 11, 2016

Commissioner Pierce moved and Commissioner Nichols seconded a motion to approve the draft minutes, as amended.

The maker of the motion amended the motion to include information with respect to Item 2, 1050 Bridgeway, that Commissioner Cox was the dissenting vote in the 4-1 vote.

The seconder of the motion accepted the amendment to the motion.

The motion passed 5-0.

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

1 **Public Hearings**

2
3 **2. DIANA-NORTH RESIDENCE / 25 GLEN COURT (DR/TRP 15-302)**

4 OXB Studio (Applicant)

5 Richard North and Elisabeth Diana (Owners)

6 Staff: Milan Nevajda

7
8 **DESCRIPTION:** The Applicant, on behalf of the property owners, has withdrawn
9 the application. No action is required.
10

11 The public hearing was opened.

12
13 Community Development Director Castro provided comments.

14
15 The public testimony period was opened.

16
17 The applicant, Heather Wright of OXB Studio architects, provided comments.

18
19 The public hearing was closed.
20

21 **3. SPRINT WIRELESS COMMUNICATION FACILITY/ 300 SPENCER AVENUE**
22 **(DR/CUP 15-362)**

23 Diamond Engineering Services (Applicant)

24 City of Sausalito (Owner)

25 Staff: Joshua Montemayor
26
27

28 **DESCRIPTION:** Diamond Engineering Services requests a Design Review
29 Permit and a Conditional Use Permit for site improvements at an existing
30 collocated wireless telecommunication facility located at the City's Fire Station
31 No. 2, 300 Spencer Avenue. The project includes: replacement of an existing
32 antenna on top of the Fire Station flagpole, enclosure of the antenna with a
33 canister cover, addition of an all-weather United States flag to the flagpole, and
34 installation of recessed, ground, upward lighting to illuminate the flag.
35

36 **RECOMMENDATION:** Continue the public hearing to a date uncertain, at the
37 request of the Applicant.
38

39 The public hearing was opened.

40
41 Community Development Director Castro provided comments.

42
43 Planning Commission questions for staff followed.
44

45 **Commissioner Cox moved and Vice Chair Cleveland-Knowles seconded a motion**
46 **to continue the public hearing for 300 Spencer Avenue to a date uncertain. The**
47 **motion passed 5-0.**
48

49 The public hearing was closed.
50

1 **1. NEW SINGLE-FAMILY RESIDENCE / 2 CRECIENTA DRIVE (DR 15-319)**

2 Heckmann Architects (Applicant)

3 Familia De Frijoles, LLC and National Housing Group, LLC (Owner)

4 Staff: Joshua Montemayor

5
6 **DESCRIPTION:** Heckmann Architects, on behalf of the property owners Familia
7 De Frijoles, LLC and National Housing Group, LLC, requests a Design Review
8 Permit to demolish an existing 1,310 square foot, two-level, single-family
9 residence and to construct a new 3,903 square foot, two-level, single-family
10 residence at 2 Crecienta Drive. The project includes a new attached 420 square
11 foot, two-car garage and re-roof of an existing detached 689 square foot, two-car
12 garage.

13
14 **RECOMMENDATION:** Approval, subject to conditions.

15
16 The public hearing was opened.

17
18 Assistant Planner Joshua Montemayor provided a PowerPoint presentation.

19
20 Planning Commission questions for staff followed.

21
22 The public testimony period was opened.

23
24 The owner Familia De Frijoles, LLC and National Housing Group LLC, architect Michael
25 Heckmann, and landscape architect Ive Haugeland provided a presentation.

26
27 Planning Commission questions for the owner, architect and landscape architect
28 followed.

29
30 **Public Comments:**

31 Susan Hart

32
33 Planning Commission questions for Ms. Hart followed.

34
35 **Declarations of Planning Commissioner Public Contacts**

36
37 **Commissioner Nichols disclosed that she had visited the site and spoken with**
38 **Ms. Hart the neighbor.**

39
40 **Chair Werner disclosed that he had visited the site and spoken with Ms. Hart the**
41 **neighbor.**

42
43 The owner Familia De Frijoles, LLC and National Housing Group LLC, and the architect,
44 Michael Heckmann, made rebuttal comments.

45
46 Planning Commission questions for Mr. Heckmann followed.

47
48 The public testimony period was closed.

1 Planning Commission comments followed.

2
3 The public testimony period was reopened.

4
5 Planning Commission questions for the applicant followed.

6
7 The public testimony period was closed.

8
9 **Vice Chair Cleveland-Knowles moved to continue the public hearing for 2**
10 **Crecienta Drive to a date uncertain.**

11
12 **Vice Chair Cleveland-Knowles amended the motion to continue the public hearing**
13 **for 2 Crecienta Drive to the meeting of July 6, 2016.**

14
15 **Commissioner Cox seconded the motion.**

16
17 **The motion passed 5-0.**

18
19 The public hearing was closed.

20
21 **New Business**

22 None.

23
24 **Old Business**

25 None.

26
27 **Communications**

- 28
29
 - Commission: None.
 - Staff: Community Development Director Castro reviewed:
 - The Commission's upcoming meeting agenda.
 - The Valhalla Inn project.
 - The VA machine shop project.

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31
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33
34
35 **Adjournment**

36
37 **Commissioner Cox moved and Vice Chair Cleveland-Knowles seconded a motion**
38 **to adjourn the meeting. The motion passed 5-0.**

39
40 The meeting was adjourned at 8:02 p.m.

41
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43 

44 Submitted by
45 Danny Castro
46 Community Development Director

47
48 

49 Approved by
50 Bill Werner
Chair

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