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**SAUSALITO PLANNING COMMISSION**  
**Wednesday, October 5, 2016**  
**Approved Action Minutes<sup>1</sup>**

**Call to Order**

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

**Present:** Chair Susan Cleveland-Knowles, Vice-Chair Morgan Pierce,  
Commissioner Joan Cox (after Item 1), Commissioner Vicki Nichols,  
Commissioner Bill Werner

**Absent:** Commissioner Cox absent during Item 1

**Staff:** Community Development Director Danny Castro  
Administrative Analyst Lilly Schinsing, Project Planner Milan Nevajda,  
Associate Planner Calvin Chan, Assistant Planner Joshua Montemayor,  
City Attorney Mary Wagner

**Approval of Agenda**

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

**Public Comments On Items Not on the Agenda**

None.

**Approval of Minutes**

September 21, 2016

**Commissioner Nichols moved and Commissioner Werner seconded a motion to approve the draft minutes, as presented. The motion passed 4-0.**

**Declarations of Planning Commissioner Public Contacts**

**Commissioner Werner disclosed that with respect to Item 3 he met with the applicant, architect and other representatives, and toured the site.**

**Vice Chair Pierce disclosed that with respect to Item 2 he met with the applicant. With respect to Item 3 he met with the applicant, architect and other representatives, and toured the site.**

**Chair Cleveland-Knowles disclosed that with respect to Item 2 she met with the applicant.**

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

1 **Public Hearings**

2  
3 **1. MACHINE SHOP SPECIAL PRESENTATION | 25 LIBERTY SHIP WAY**

4 Staff: Calvin Chan

5  
6 **DESCRIPTION:** The Machine Shop is a structure listed on the Local Historic  
7 Register and is eligible for the National Register of Historic Places. The Machine  
8 Shop property is federally owned and exempt from local planning regulations. In  
9 efforts to increase community outreach, the U.S. Department of Veterans Affairs  
10 (VA), property owner, has agreed to provide a special presentation of an  
11 upcoming project that includes the stabilization and rehabilitation of the Machine  
12 Shop structure as well as the addition of three temporary modular office units.

13  
14 **RECOMMENDATION:** Information only—no action requested.

15  
16 The public hearing was opened.

17  
18 Associate Planner Chan provided a PowerPoint presentation.

19  
20 Michele Millers, Chief Engineer, Veterans Affairs, provided a PowerPoint presentation.

21  
22 Planning Commission questions to Ms. Millers and Paul Crews, Deputy Director,  
23 Veterans Affairs, followed.

24  
25 Planning Commission questions to staff followed.

26  
27 The public hearing was closed.

28  
29 **Chair Cleveland-Knowles indicated that Commissioner Cox had joined the**  
30 **meeting.**

31  
32 **Commissioner Cox indicated that with respect to Item 2 she visited the site, met**  
33 **with the property owner, and spoke with a neighbor. With respect to Item 3 she**  
34 **has seen the presentation twice, spoke with Bruce Huff, and visited the site. With**  
35 **respect to Item 4 she visited the site and spoke with the architect.**

36  
37  
38 **2. 1 CLOUDVIEW CIRCLE | DR-VA 16-099**

39 Staff: Milan Nevajda

40  
41 **DESCRIPTION:** Michael Rex of Michael Rex Architects, on behalf of the property  
42 owners Jennifer and Michael Wechsler, is requesting Design Review approval to  
43 construct building additions totally 417 square feet to the single-family residence  
44 at 1 Cloud View Circle. The applicant is also seeking a Variance Permit to  
45 exceed the maximum allowable building coverage area. The project proposes to  
46 increase building coverage to 3,156 square feet, which is 946 square feet above  
47 the maximum permitted building coverage for the lot.

48  
49 The public hearing was opened.

1 Project Planner Nevajda provided a PowerPoint presentation.

2  
3 Planning Commission questions to staff followed.

4  
5 The public testimony period was opened.

6  
7 The applicant, Michael Rex, Michael Rex Architects, provided a presentation.

8  
9 The owner, Michael Wechsler, provided a presentation.

10  
11 **Public Comments**

12 Peter Van Meter

13  
14 The applicant, Michael Rex, provided rebuttal comments.

15  
16 The public testimony period was closed.

17  
18 Planning Commission questions to staff followed.

19  
20 Planning Commission comments followed.

21  
22 **Commissioner Cox moved and Commissioner Nichols seconded a motion to**  
23 **continue the public hearing for 1 Cloudview Circle to the meeting of November**  
24 **16, 2016. The motion passed 4-1 (No – Werner).**

25  
26 The public hearing was closed.

27  
28  
29 **Commissioner Nichols indicated that she would recuse herself from participating**  
30 **in the public hearing for 101 Caledonia Street because she lives within 300' of the**  
31 **subject site, however, she would make comments as a public individual during**  
32 **the public comments section.**

33  
34 **3. MARIN THEATER | 101 CALEDONIA STREET | DR-CUP-SP-EA 16-214**

35 Staff: Calvin Chan

36  
37 **DESCRIPTION:** Ro | Rockett Design, on behalf of Marin Trust, requests approval  
38 of the following items concerning the structure formerly known as the Marin  
39 Theater located at 101 Caledonia Street:

- 40
- 41 • Design Review Permit for exterior renovations which include modifications
  - 42 to the roof line;
  - 43 • Conditional Use Permit for a theater, restaurant, and second-level office;
  - 44 • Sign Permit business identification signage and theater marquee; and
  - 45 • Encroachment Agreement for an awning and exterior building materials.

46  
47 **RECOMMENDATION:** Approval, subject to conditions.

48 The public hearing was opened.

1 Associate Planner Chan provided a PowerPoint presentation.

2  
3 Planning Commission questions to staff followed.

4  
5 The public testimony period was opened.

6  
7 The applicant, Bruce Huff, provided a presentation.

8  
9 The architect, Zac Rockett, provided a presentation.

10  
11 Planning Commission questions to the architect followed.

12  
13 **Public Comments:**

14 Joan Proctor

15 Sarah Greenberg

16 Cheryl Popp

17 Michael Rex

18 Shelby Van Meter

19 C.J. Spady

20 Don Daglow

21 Vicki Nichols

22  
23 The public testimony period was closed.

24  
25 Planning Commission questions to staff followed.

26  
27 The architect and applicant provided rebuttal comments.

28  
29 Planning Commission questions to the applicant followed.

30  
31 Planning Commission questions to staff followed.

32  
33 Planning Commission comments followed.

34  
35  
36 **Commissioner Werner moved to approve a Design Review Permit, Conditional**  
37 **Use Permit, Sign Permit, and recommendation to City Council to approve an**  
38 **Encroachment Agreement for 101 Caledonia Street, subject to additional**  
39 **Conditions of Approvals:**

- 40     • **Shading/lighting controls on skylights at night.**  
41     • **Closing or minimizing the openings of the wooden slats at night.**  
42     • **Grease interceptor in the Encroachment Agreement.**  
43

44 **Commissioner Cox requested the motion be amended to add an additional**  
45 **Condition of Approval stating that the LED display be turned off after 10:00pm or**  
46 **at the close of business hours.**  
47  
48  
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50

1 **The maker of the motion did not accept the amendment to the motion, but**  
2 **suggested the LED lights be tied to the operating hours that the theater**  
3 **negotiates.**

4  
5 **Commissioner Cox accepted the maker of the motion’s suggested amendment to**  
6 **the motion.**

7  
8 Comments from the building owner, James To, followed.

9  
10 **Commissioner Cox seconded the motion. The motion passed 4-0.**

11  
12 The public hearing was closed.

13  
14 **Chair Cleveland-Knowles indicated that Commissioner Nichols had rejoined the**  
15 **meeting.**

16  
17 **4. MOLLIE STONE’S / 100 HARBOR DRIVE | DR-MUP 16-118**

18 Staff: Calvin Chan

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21 **DESCRIPTION:** Crome Architecture, on behalf of Mollie Stone’s Markets,  
22 requests approval of 1) a Design Review Permit for the following improvements:  
23 remodel of storefront façade with new roof features including an increase in  
24 building height from 19’-3” to 23’-3”, new outdoor seating area with related  
25 hardscape and landscape improvements, and parking lot restriping to the existing  
26 full-service supermarket at 100 Harbor Drive; and 2) a Minor Use Permit for  
27 outdoor dining at the seating area.

28  
29 **RECOMMENDATION:** Approval, subject to conditions.

30  
31 The public hearing was opened.

32  
33 Associate Planner Chan provided a PowerPoint presentation.

34  
35 Planning Commission questions to staff followed.

36  
37 The public testimony period was opened.

38  
39 The applicant, Max Crome, Crome Architecture, provided a presentation.

40  
41 Planning Commission questions to staff followed.

42  
43 Planning Commission questions to the applicant followed.

44  
45 **Public Comments:**

46 Michael Rex

47  
48 Planning Commission questions to the owner, Mike Stone, followed.

1 The public testimony period was closed.

2  
3 Planning Commission comments followed.

4  
5 Planning Commission questions to staff followed.

6  
7 **Commissioner Werner moved and Commissioner Pierce seconded a motion to**  
8 **approve a Design Review Permit and Minor Use Permit for 100 Harbor Drive. The**  
9 **motion passed 5-0.**

10  
11 The public hearing was closed.

12  
13 **Old Business**

14 None.

15  
16 **New Business**

17 None.

18  
19 **Communications**

- 20  
21
  - Commission: Commissioner Nichols indicated that she believes an Occupational Permit review needs to be done for Caledonia Street.
  - Staff: Community Development Director Castro reviewed:
    - The agenda for the Planning Commission's October 19, 2016 meeting.
    - Actions taken at the City Council's September 27, 2016 meeting.

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26  
27 **Adjournment**

28  
29 **Commissioner Pierce moved and Commissioner Werner seconded a motion to**  
30 **adjourn the meeting. The motion passed 5-0.**

31  
32 The meeting was adjourned at 10:25 p.m.

33  
34 

35  
36 Submitted by  
37 Danny Castro  
38 Community Development Director

39  
40 

41  
42 Approved by  
43 Susan Cleveland-Knowles  
44 Chair