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SAUSALITO PLANNING COMMISSION
Wednesday, March 8, 2017
Approved Action Minutes¹

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 Janelle Kellman, Commissioner Vicki Nichols,
Commissioner Bill Werner

Absent: None.

Staff: Community Development Director Danny Castro
Project Planner Milan Nevajda, City Attorney Mary Wagner

Approval of Agenda

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

Public Comments On Items Not on the Agenda

Jeff Jacob Chase

Approval of Minutes

February 22, 2017

Commissioner Werner moved and Commissioner Pierce seconded a motion to approve the draft minutes, as amended. The motion passed 5-0.

Public Hearings

Declarations of Planning Commissioner Public Contacts – Item 1

None.

1. NEW RESIDENCE / 2 CRECIENTA DRIVE (DR 16-314)

Staff: David Chursenoff

DESCRIPTION: Heckman Architects, on behalf of property owners Familia De Frijoles, LLC and National Housing Group, LLC is requesting a Design Review Permit for the demolition of an existing 1,310 square foot, two-level, single-family dwelling and rebuild with a new 4,261 square foot, two-level, single-family dwelling at 2 Crecienta Drive. The project includes a newly attached 420 square

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

1 foot, two-car garage and re-roof of an existing detached 689 square foot, two-car
2 garage.

3
4 **RECOMMENDATION:** Continue to March 22, 2017.

5
6 The public hearing was opened.

7
8 Community Development Director Castro provided a presentation.

9
10 Planning Commission questions to staff followed.

11
12 The public testimony period was opened.

13
14 **Public Comments:**

15 None.

16
17 The public testimony period was closed.

18
19 **Commissioner Werner moved and Commissioner Nichols seconded a motion to**
20 **continue the public hearing for 2 Crecienta Drive to the meeting of March 22,**
21 **2017.**

22
23 **The motion passed 5-0.**

24
25 The public hearing was closed.

26
27 **Declarations of Planning Commissioner Public Contacts – Item 2**

28 None.

29
30
31 **2. CLAYTON RESIDENCE / 33 WRAY AVENUE (DR/CUP/EA/TRP 16-266)**

32 Staff: Milan Nevajda

33
34 **DESCRIPTION:** Klop Architecture, on behalf of the property owners Chris and
35 Julie Clayton, is requesting a Design Review Permit to demolish the existing
36 residence and construct a 3,314 square foot single-family residence at 33 Wray
37 Avenue; Encroachment Agreement to redesign an existing driveway retaining
38 wall, and install an at-grade entry-stair that encroach in the public right-of-way,
39 and to provide three 36"-box Gingko Biloba replacement trees in the rear yard.
40 The application also includes a Conditional Use Permit for tandem parking.

41
42 **RECOMMENDATION:** None.

43
44 The public hearing was opened.

45
46 Project Planner Milan Nevajda provided a PowerPoint presentation.

47
48 The public testimony period was opened.

1 The applicant, John Klopf of Klopf Architecture, and owner Chris Clayton provided a
2 PowerPoint presentation.

3
4 Planning Commission questions to the applicant followed.

5
6 **Public Comments**

7 Katherine Doran

8
9 The public testimony period was closed.

10
11 **Commissioner Werner moved and Commissioner Nichols seconded a motion to**
12 **continue the public hearing for 33 Wray Avenue to the meeting of April 12, 2017.**
13 **The motion passed 5-0.**

14
15 The public hearing was closed.

16
17 **Declarations of Planning Commissioner Public Contacts – Item 3**

18
19 **Commissioner Kellman disclosed that she had spoken with neighbors at 29 Glen**
20 **Court, 170 Santa Rosa Avenue, and 174 Santa Rosa Avenue, and that she had**
21 **read and listened to the prior two hearings regarding the project.**

22
23 **Commissioner Werner disclosed that he had attended the May 11, 2017 meeting**
24 **and was absent for the July 6, 2017 meeting, but watched the video and read the**
25 **staff report regarding the project.**

26
27 **Vice Chair Pierce disclosed that he had visited the site earlier that day to re-**
28 **familiarize himself, but spoke to no one.**

29
30 **Commissioner Nichols' disclosure was inaudible.**

31
32 **Chair Cleveland-Knowles disclosed that she was absent for the July 6, 2017**
33 **meeting, but watched the video and visited several of the neighboring properties.**

34
35
36 **3. COYNE RESIDENCE / 168 SANTA ROSA (DR-TRP 15-355)**

37 Staff: Milan Nevajda

38
39 **DESCRIPTION:** Ray Cassidy, on behalf of the property owner Martin Coyne, is
40 requesting a Design Review Permit to construct a 2,471 square foot, three-level,
41 single-family dwelling on an undeveloped parcel with a 418 square foot attached
42 garage, and two rear patios at 168 Santa Rosa Avenue. Landscape
43 improvements are proposed throughout the site: Tree Removal Permit to remove
44 seven protected trees and plant 12 replacement trees on-site; and ratify a citation
45 fee set by the Enforcement Officer for an alteration to a protected tree without a
46 permit.

47
48 **RECOMMENDATION:** Denial without prejudice the Design Review Permit and
49 Tree Removal Permit; ratify the citation fee.

1 The public hearing was opened.

2
3 Project Planner Nevajda provided a PowerPoint presentation.

4
5 The public testimony period was opened.

6
7 **Public Comments**

8 Tom DeMuid

9 Ron Stark

10
11 The public testimony period was closed.

12
13 Planning Commission comments followed.

14
15 Planning Commission questions to staff followed.

16
17 **Commissioner Werner moved and Vice Chair Pierce seconded a motion to**
18 **continue the public hearing for 168 Santa Rosa Avenue to the meeting of May 31,**
19 **2017. The motion passed 5-0.**

20
21 The public hearing was closed.

22
23 **Old Business**

24 None.

25
26 **New Business**

27 Appointment to the General Plan Update Task Force

28
29 Community Development Director Castro provided a presentation.

30
31 Planning Commission comments followed.

32
33 **Commissioner Werner moved to nominate Commissioner Kellman for**
34 **appointment to the General Plan Update Task Force.**

35
36 Planning Commission questions to staff followed.

37
38 **Chair Cleveland-Knowles seconded the motion.**

39
40 Planning Commission comments followed.

41
42 **By consensus the Commission appointed Commissioner Kellman to the General**
43 **Plan Update Task Force.**

1 **Communications**

- 2 • Commission:
- 3 ○ Chair Cleveland-Knowles noted the high number of projects scheduled to
 - 4 come before the Planning Commission that are then continued.
 - 5 ○ Chair Cleveland-Knowles stated that the Short-Term Rental Task Force
 - 6 had recommended allowing limited short-term rentals in the City of
 - 7 Sausalito, however, the City Council met and decided not to move forward
 - 8 with any changes to the current edict against short-term rentals.
- 9 • Staff: Community Development Director Castro reviewed the agenda of the City
- 10 Council's upcoming March 14, 2017 meeting.
- 11

12 **Adjournment**

13

14 **Vice Chair Pierce moved and Commissioner Werner seconded a motion to**

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

16

17 The meeting was adjourned at 7:39 p.m.

18

19 

20

21 _____

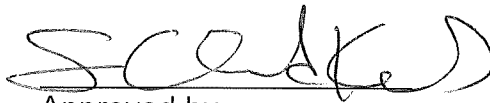
22 Submitted by

23 Danny Castro

24 Community Development Director

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29 _____

30 Approved by

31 Susan Cleveland-Knowles

32 Chair

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