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SAUSALITO PLANNING COMMISSION
Wednesday, March 22, 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
Senior Planner Calvin Chan, Assistant Planner David Chursenoff,
City Attorney Mary Wagner

Approval of Agenda

Vice Chair Pierce moved and Commissioner Nichols seconded a motion to hear Communications first on the agenda, and to approve the agenda as amended. The motion passed 5-0.

Communications

- Staff: Community Development Director Castro stated the City of Sausalito is embarking on a General Plan update process, and will soon host community workshops and meetings for the community to provide its input and vision for Sausalito in the future.
- Commission:
 - Commissioner Werner asked for the involvement and input of all of Sausalito's citizens who are interested in the future of Sausalito.
 - Commissioner Kellman stated the Planning Commission makes its decisions based on findings, one being General Plan consistency, so it is important that the General Plan represent the needs and interests and opinions of the community.

Public Comments On Items Not on the Agenda

None.

Approval of Minutes

March 8, 2017

Commissioner Nichols moved and Vice-Chair Pierce seconded a motion to approve the draft minutes, as amended. 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 **Declarations of Planning Commissioner Public Contacts regarding Item 1**
4 **None.**

5
6 **1. TANGLEWOOD / 168 HARRISON AVENUE**
7 **AMENDMENT TO THE LOCAL HISTORIC REGISTER DESIGNATION**
8 **Staff: Calvin Chan**

9
10 **DESCRIPTION:** Preservation Architecture, on behalf of property owners Carmela
11 and Asriel Levin, requests an amendment to the Local Historic Register
12 designation for the property at 168 Harrison Avenue ("Tanglewood"). The
13 amendment includes the removal of the gardens from the Local Historic Register
14 designation.

15
16 **RECOMMENDATION:** Receive public testimony regarding the amendment to
17 remove the gardens from the Local History Register designation at 168 Harrison
18 Avenue ("Tanglewood"), consider the recommendation of the Historic Landmarks
19 Board, and adopt a recommendation to the City Council.

20
21 The public hearing was opened.

22
23 Senior Planner Chan provided a PowerPoint presentation.

24
25 Planning Commission questions to staff followed.

26
27 The public testimony period was opened.

28
29 The applicant, Mark Hulbert of Preservation Architecture, provided a presentation.

30
31 **Public Comments:**
32 **None.**

33
34 The public testimony period was closed.

35
36 Planning Commission comments followed.

37
38 **Commissioner Werner moved and Commissioner Nichols seconded a motion to**
39 **approve recommendation to the City Council for amendment to remove the**
40 **gardens from the Local Historic Register designation for 168 Harrison Avenue.**
41 **The motion passed 5-0.**

42
43 The public hearing was closed.

44
45 **Declarations of Planning Commissioner Public Contacts regarding Item 2**

46
47 **Commissioner Werner disclosed that he visited the site, but spoke to no one.**
48
49
50

1 Vice Chair Pierce disclosed that he visited the site, but spoke to no one.

2
3 Commissioner Kellman disclosed that she visited the site, but spoke to no one.

4
5 Chair Cleveland-Knowles disclosed that she visited the site, but spoke to no one,
6 and that she received one email.

7
8 Commissioner Nichols disclosed that she visited the site, but spoke to no one.

9
10 **2. MASSEY RESIDENCE / 97 SANTA ROSA AVENUE / DR-ADU 16-345**

11 Staff: David Chursenoff

12
13 **DESCRIPTION:** Nori Frei, on behalf of property owners Robert Massey, Massey
14 Revocable Trust, et al., is requesting approval of a Design Review Permit and
15 Accessory Dwelling Unit Permit for the remodel of an existing 2,328 square foot,
16 single-family dwelling at 97 Santa Rosa Avenue. The proposed remodel would
17 add 288 square feet to the home, create an accessory dwelling unit on the
18 basement floor, create a detached, single-car garage adjacent to the accessory
19 unit, and increase the height of the home from 28'-9.5" to 31'-5". This project is
20 subject to heightened design review for exceeding 80% of the maximum allowed
21 building coverage and floor area for the R-1-6 zoning district.

22
23 **RECOMMENDATION:** Approval, subject to conditions.

24
25 The public hearing was opened.

26
27 Assistant Planner Chursenoff provided a PowerPoint presentation.

28
29 Planning Commission questions to staff followed.

30
31 The public testimony period was opened.

32
33 The applicant, Nora Frei of Frei Design, and owners Robert and Mary Massey, provided
34 a presentation.

35
36 Planning Commission questions to the applicant followed.

37
38 **Public Comments**

39 Morgan Mack

40 William Hughes

41 Chris Peterson

42 Phil Parker

43 Linda Gaudioni

44 Mark Schiell

45 Chip Larrimore

46 Damon Sacco

47 Suzanne Colodny

48 Gina Viets

1 Planning Commission questions to staff followed.

2
3 Applicant rebuttal remarks followed.

4
5 Planning Commission questions to the applicant followed.

6
7 Planning Commission questions to staff followed.

8
9 The public testimony period was closed.

10
11 Planning Commission comments followed.

12
13 **Commissioner Werner moved and Vice Chair Pierce seconded a motion to**
14 **approve a Design Review Permit and Accessory Dwelling Unit Permit for 97 Santa**
15 **Rosa Avenue. The motion passed 5-0.**

16
17 The public hearing was closed.

18
19 **Declarations of Planning Commissioner Public Contacts regarding Item 3**

20
21 **Chair Cleveland-Knowles disclosed that she had visited the site.**

22
23 **3. NEW RESIDENCE / 2 CRECIENTA DRIVE / DR 16-314**

24 Staff: David Chursenoff

25
26
27 **DESCRIPTION:** Heckman Architects, on behalf of property owners Familia De
28 Frijoles, LLC and National Housing Group, LLC, is requesting a Design Review
29 Permit for the demolition of an existing 1,310 square foot, two-level, single-family
30 dwelling and rebuild with a new 4,261 square foot, two-level, single-family
31 dwelling at 2 Crecienta Drive. The project includes a newly attached 420-square
32 foot, two-car garage, two driveways with a maximum slope of 25%, retaining
33 walls that will retain an aggregate greater than six feet of slope on the property,
34 and re-roof of an existing detached 689 square foot, two-car garage. This project
35 is subject to heightened design review for exceeding 80% of the maximum
36 allowed building coverage for the R-1-8 zoning district.

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

39
40 The public hearing was opened.

41
42 Assistant Planner Chursenoff provided a PowerPoint presentation.

43
44 Planning Commission questions to staff followed.

45
46 The public testimony period was opened.

47
48 The applicant, Michael Heckman of Heckman Architects, provided a presentation.

49
50

1 Planning Commission questions to the applicant followed.

2
3 **Public Comments**

4 None.

5
6 The public testimony period was closed.

7
8 Planning Commission comments followed.

9
10 Planning Commission questions to staff followed.

11
12 The public testimony period was reopened.

13
14 Planning Commission questions to the applicant followed.

15
16 The public testimony period was closed.

17
18 **Commissioner Werner moved and Commissioner Kellman seconded a motion to**
19 **continue the public hearing for 2 Crecienta Drive to a date uncertain. The motion**
20 **passed 5-0.**

21
22 The public hearing was closed.

23
24 **New Business**

25 None.

26
27 **Additional Communications**

- 28
- 29 • Staff: Community Development Director Castro reviewed the agenda of the
 - 30 Planning Commission's upcoming April 12, 2017 meeting.
 - 31 • Commission:
 - 32 ○ Commissioner Kellman and Vice Chair Pierce stated they would not be
 - 33 available to attend the Commission's April 12, 2017 meeting.
 - 34 ○ Chair Cleveland-Knowles requested staff assist applicants in loading their
 - 35 PowerPoint presentations before each item.
 - 36 ○ Vice Chair Pierce noted at times applicants neglect to provide their names
 - 37 at the beginning of their presentations and should be reminded.
- 38

39 **Adjournment**

40
41 **Commissioner Nichols moved and Vice Chair Pierce seconded a motion to**
42 **adjourn the meeting. The motion passed 5-0.**

43
44 The meeting was adjourned at 9:46 p.m.

Danny Castro

Submitted by
Danny Castro
Community Development Director

Susan Cleveland-Knowles

Approved by
Susan Cleveland-Knowles
Chair

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