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SAUSALITO PLANNING COMMISSION
Wednesday, November 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, Commissioner Vicki Nichols,
Commissioner Bill Werner

Absent: Vice-Chair Morgan Pierce, Commissioner Janelle Kellman

Staff: Community Development Director Danny Castro,
Assistant Planner David Chursenoff, Associate Planner Katie Faulkner,
Assistant Planner Joshua Montemayor, City Attorney Mary Wagner

Chair Cleveland-Knowles indicted that the Planning Commission would not be able to hear Items 1 and 2, because there were only three commissioners in attendance, with Chair Cleveland-Knowles recused from Item 2, because she lives within 500 feet of the site, and Commissioner Werner recused from Item 1 for the same reason. Items 1 and 2 were continued to a date uncertain.

Approval of Agenda

Commissioner Werner moved and Commissioner Nichols seconded a motion to approve the agenda, as amended. The motion passed 3-0.

Communications

- Staff: Community Development Director Castro:
 - Reviewed the Planning Commission's upcoming December 6th and December 20th meetings.
 - Indicated that if Item 3, Marijuana Regulations, and Item 4, ADUs, of this Planning Commission agenda were moved forward they would go to the City Council on 11/28/17.
- Commission: Commissioner Werner congratulated Chair Cleveland-Knowles on her election to the Sausalito City Council.

Public Comments On Items Not on the Agenda

None.

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

1 **Approval of Minutes**
2 October 18, 2017

3
4 **Commissioner Nichols moved and Commissioner Werner seconded a motion to**
5 **approve the draft minutes, as presented. The motion passed 3-0.**
6

7 **Public Hearings**
8

9 **Declarations of Planning Commissioner Public Contacts**
10 None.
11

12 **3. MARIJUANA REGULATIONS / CITY-WIDE / ZONING ORDINANCE**
13 **AMENDMENT / ZOA 17-390**

14 Staff: Joshua Montemayor
15

16 **DESCRIPTION:** Zoning Ordinance Amendments to amend Title 10 Zoning
17 Section 10.44.320 of the Sausalito Municipal Code and add Chapter 10.47
18 Marijuana Regulations to prohibit the commercial cultivation and sale of all
19 marijuana; prohibit the delivery of all marijuana, including medical marijuana; and
20 prohibit the outdoor cultivation of all marijuana.
21

22 **RECOMMENDATION:** Adopt draft resolution.
23

24 The public hearing was opened.
25

26 Assistant Planner Montemayor provided a PowerPoint presentation.
27

28 Planning Commission questions to staff followed.
29

30 **Public Comments:**

31 Frank Shinneman
32

33
34 The public testimony period was closed.
35

36 Planning Commission questions to staff followed.
37

38 Planning Commission comments followed.
39

40 **Chair Cleveland-Knowles moved and Commissioner Werner seconded a motion**
41 **to forward to City Council a recommendation of approval of the Zoning Ordinance**
42 **Amendments as presented, subject to the following additional amendments:**

- 43
- 44 • **Language shall be included regarding delivery of medical marijuana.**
 - 45 • **The City Council to shall revisit the specific delivery language within a year.**
 - 46 • **The City shall conduct vigorous public outreach during the first year to**
47 **determine how residents in Sausalito believe the state law should be**
48 **implemented.**

49 **The motion passed 3-0.**
50

1
2 The public hearing was closed.

3
4 **4. ACCESSORY DWELLING UNIT REGULATIONS / CITY-WIDE / ZONING**
5 **ORDINANCE AMENDMENT / ZOA 17-390**

6 Staff: Danny Castro
7

8 **DESCRIPTION:** Zoning Ordinance Amendments to amend Title 10 Zoning
9 Chapter 10.44 (Specific Use Requirements) Section 10.44.080 Accessory
10 Dwelling Unit Regulations of the Sausalito Municipal Code to bring the regulatory
11 requirements into compliance with recent State law.
12

13 **RECOMMENDATION:** Adopt draft resolution.
14

15 The public hearing was opened.
16

17 Community Development Director Castro provided a PowerPoint presentation.
18

19 Planning Commission questions to staff followed.
20

21 The public testimony period was opened.
22

23 **Public Comments**

24 None.
25

26 The public testimony period was closed.
27

28 Planning Commission comments followed.
29

30 **Chair Cleveland-Knowles moved and Commissioner Nichols seconded a motion**
31 **to approve Zoning Ordinance Amendments to the Sausalito Municipal Code,**
32 **subject to the following additional amendments:**
33

- 34 • **Staff shall review the height section to determine the best way to retain**
35 **flexibility in the design with minimum height for the ministerial approvals.**
36 • **It is strongly urged that the City Council direct staff to monitor the impact of**
37 **the 16-foot wide zones on the City's ability to produce and meet its Housing**
38 **Element goals.**
39 • **No Building Code fire safety requirements should be reduced. The Building**
40 **Department should determine if it is possible to have a program to**
41 **encourage sprinklers and fire safety.**
42 • **Council should consider incorporating more clarity of two issues into the**
43 **ordinance:**
44 ○ **Duration of the deed restriction, and the ability to limit an ADU from**
45 **being used as a short-term rental.**
46 ○ **Consider if short-term rentals are best dealt with in the ordinance or**
47 **on a case-by-case basis.**
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The motion passed 3-0.

The public hearing was closed.

Old Business

None.

New Business

None.

Adjournment

Commissioner Werner moved and Commissioner Nichols seconded a motion to adjourn the meeting. The motion passed 3-0.

The meeting was adjourned at 7:54 p.m.



Submitted by
Danny Castro
Community Development Director



Approved by
Susan Cleveland-Knowles
Chair