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**SAUSALITO PLANNING COMMISSION**  
**Wednesday, December 6, 2017**  
**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 Janelle Kellman, Commissioner Vicki Nichols, Commissioner Bill Werner

**Absent:** None.

**Staff:** Community Development Director Danny Castro, Senior Planner Calvin Chan, Assistant Planner David Chursenoff, Associate Planner Katie Faulkner, City Attorney Mary Wagner

**Special Recognition of Susan Cleveland-Knowles on her Election to City Council**

**Approval of Agenda**

**Chair Cleveland-Knowles indicated she would recuse herself from Item 2, 101 Caledonia Street, because she lives within 500 feet of the site; and Item 5, 579 Sausalito Boulevard, because it would conflict with her considering the matter on the City Council level.**

**Chair Cleveland-Knowles moved and Vice Chair Pierce seconded a motion to hear the agenda items in the following order: Item 1, Item 4, Item 3, Item 2, Item 5, and to approve the agenda, as modified. The motion passed 5-0.**

**Communications**

- **Staff:**
  - Community Development Director Castro reviewed:
    - 11/28/17 City Council meeting where it heard the first reading of the ADU Ordinance, and passed an Urgency Ordinance on marijuana regulations.
    - 12/4/17 Special City Council meeting where it reconsidered an appeal of a project at 446/448 Sausalito and 77 Crescent, and approved it with modifications.
    - The agenda for the Planning Commission's upcoming 12/20/17 meeting.
  - Melanie Purcell, Sausalito Administrative Services Director, announced Sausalito's Two-Year Strategic Plan to the Commission.
- **Commission: None.**

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<sup>1</sup> A video recording of this meeting is available at: [www.sausalito.gov](http://www.sausalito.gov).

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

2 None.

3  
4 **Approval of Minutes**

5 November 8, 2017

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

9  
10 **Public Hearings**

11  
12 **Declarations of Planning Commissioner Public Contacts**

13  
14 **Chair Cleveland-Knowles reiterated that she would recuse herself from Item 2,**  
15 **Marin Theater, because she lives within 500 feet of the site.**

16  
17 **Commissioner Nichols disclosed that she lives within 500 feet of the site,**  
18 **however, she consulted with the Fair Political Practices Commission, who**  
19 **deemed that she has no conflict in hearing the matter.**

20  
21 **Commissioner Kellman disclosed she did not attend the prior meeting on the**  
22 **Marin Theater project, but reviewed the material and feels confident to vote on it.**

23  
24  
25 **1. FISH AND CHIPS / 813 BRIDGEWAY**

26 Staff: Katie Faulkner

27  
28 **DESCRIPTION:** McCoy Architecture, on behalf of property owner Michael  
29 Lappert, is requesting a Design Review Permit for a second story addition to an  
30 existing one-story commercial building, and approval of a Tree Removal Permit  
31 to remove two protected trees located at 813-817 Bridgeway (Fish and Chips).  
32 The second story addition includes accessible restrooms, an elevator, storage,  
33 and a restaurant office.

34  
35 **RECOMMENDATION:** Continuance.

36  
37 The public hearing was opened.

38  
39 Planning Commission questions to staff followed.

40  
41 **Commissioner Werner moved and Commissioner Nichols seconded a motion to**  
42 **continue the public hearing for 813 Bridgeway to the meeting of December 20<sup>th</sup>.**  
43 **The motion passed 5-0.**

44  
45 The public hearing was closed.

1 **4. DESANTI VIEW CLAIM (TREES LOCATED AT 125 BULKLEY AVENUE/ALTA**  
2 **MIRA) / 46 SANTA ROSA AVENUE**

3 Staff: David Chursenoff  
4

5 **DESCRIPTION:** Michael P. DeSantis, property owner of 46 Santa Rosa Avenue  
6 (065-092-16), submitted a request for a fact-finding and advisory decision  
7 regarding a view claim of the obstruction of private views from five trees located  
8 at 125 Bulkley Avenue (APN 065-093-18).  
9

10 **RECOMMENDATION:** Continuance.  
11

12 The public hearing was opened.  
13

14 Planning Commission questions to staff followed.  
15

16 **Commissioner Werner moved and Vice Chair Pierce seconded a motion to**  
17 **continue the public hearing for 46 Santa Rosa Avenue to a date uncertain. The**  
18 **motion passed 5-0.**  
19

20 The public hearing was closed.  
21

22 **3. 44 WOLFBACK RIDGE ROAD (ZOA 17-432)**

23 Staff: Katie Faulkner  
24

25 **DESCRIPTION:** The City of Sausalito is requesting to amend the Zoning District  
26 designation of 44 Wolfback Ridge Road from Single-Family Residential (R-1-20)  
27 to Open Space (OS).  
28

29 **RECOMMENDATION:** Approval, subject to conditions.  
30

31 The public hearing was opened.  
32

33 Associate Planner Faulkner provided a PowerPoint presentation.  
34

35 Planning Commission questions to staff followed.  
36

37 The public testimony period was opened.  
38

39 **Public Comments**

40 None.  
41

42 The public testimony period was closed.  
43

44 Planning Commission comments followed.  
45

46 **Commissioner Nichols moved and Commissioner Kellman seconded a motion to**  
47 **approve a Zoning District designation amendment for 44 Wolfback Ridge Road.**  
48 **The motion passed 5-0.**  
49  
50

1 The public hearing was closed.

2  
3 **Chair Cleveland-Knowles left the meeting.**

4  
5 **2. MARIN THEATER / 101 CALEDONIA STREET (DR-CUP-EA 16-214)**

6 Staff: Calvin Chan

7  
8 **DESCRIPTION:** On October 5, 2016 the Planning Commission approved the  
9 conversion of the former three-screen theater at 101 Caledonia Street into a  
10 mixed-use structure containing a two-screen theater and restaurant on the first  
11 level and an office space on the second level. The project also included a  
12 remodel of the building's exterior, including modifications to the roofline. RO |  
13 ROCKETT DESIGN, on behalf of Marin Trust, requests approval of the following  
14 modifications to project entitlements:

- 15 • Design Review Permit: Modifications to select building exterior
- 16 improvements such as windows, screening, and roofline; and
- 17 • Conditional Use Permit: Modification from combination of two 45-seat
- 18 theater spaces into one 90-seat theater space.
- 19

20 **RECOMMENDATION:** Approval, subject to conditions.

21  
22 The public hearing was opened.

23  
24 Associate Planner Chan provided a PowerPoint presentation.

25  
26 Planning Commission questions to staff followed.

27  
28 The public testimony period was opened.

29  
30 The applicant, Zac Rockett of RO | ROCKETT DESIGN, provided a PowerPoint  
31 presentation.

32  
33 Planning Commission questions to the applicant followed.

34  
35 **Public Comments**

36 Pat Zuch

37 David Spurgeon

38 Diane Johnson

39  
40 Applicant comments followed.

41  
42 The public testimony period was closed.

43  
44 Planning Commission comments followed.

45  
46  
47 **Commissioner Werner moved and Commissioner Nichols seconded a motion to**  
48 **approve a Design Review Permit, Conditional Use Permit, Sign Permit, and**  
49 **Encroachment Agreement, as presented. The motion passed 4-0.**

1 The public hearing was closed.  
2

3 **5. 579 SAUSALITO BOULEVARD (DR 17-097)**

4 Staff: David Chursenoff  
5

6 **DESCRIPTION:** Kalle Tavela, on behalf of property owner Leslie M. Browne  
7 Revocable Trust, is requesting approval of a Design Review Permit to demolish  
8 an existing 2,208 square foot single-family residence and to construct a 2,904  
9 square foot single-family residence at 579 Sausalito Boulevard.  
10

11 **RECOMMENDATION:** Approval, subject to conditions.  
12

13 The public hearing was opened.  
14

15 Assistant Planner Chursenoff provided a PowerPoint presentation.  
16

17 Planning Commission questions to staff followed.  
18

19 The public testimony period was opened.  
20

21 The applicant/owner, Leslie Browne, provided a presentation.  
22

23 Planning Commission questions to the applicant followed.  
24

25 Planning Commission questions to staff followed.  
26

27 **Public Comments**

28 David Spurgeon  
29

30 The public testimony period was closed.  
31

32 Planning Commission comments followed.  
33

34 **Commissioner Werner moved and Commissioner Kellman seconded a motion to**  
35 **approve a Design Review Permit for 579 Sausalito Boulevard. The motion passed**  
36 **4-0.**  
37

38 The public hearing was closed.  
39

40 **Old Business**

41 None.  
42

43 **New Business**

44 None.  
45  
46  
47  
48  
49  
50

1 **Adjournment**

2  
3 **Commissioner Nichols moved and Commissioner Kellman seconded a motion to**  
4 **adjourn the meeting. The motion passed 4-0.**

5  
6 The meeting was adjourned at 8:54 p.m.

7  
8  
9 

10 

11 Submitted by  
12 Danny Castro  
13 Community Development Director

14 Approved by  
15 Susan Cleveland-Knowles  
16 Chair