

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50

**SAUSALITO PLANNING COMMISSION**  
**Wednesday, December 20, 2017**  
**Approved Action Minutes<sup>1</sup>**

**Call to Order – Joint Meeting with Historic Landmarks Board**

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

**Planning Commission:**

**Present:** Acting Chair Morgan Pierce, Commissioner Vicki Nichols,  
Commissioner Bill Werner

**Absent:** Commissioner Janelle Kellman

**Staff:** Community Development Director Danny Castro,  
Administrative Services Director Melanie Purcell, Senior Planner Calvin Chan, Associate Planner Katie Faulkner, City Attorney Mary Wagner

**HLB:**

**Present:** Chair Ben Brown, Vice Chair David Neuman,  
Board Member Nastassya Saad

**Absent:** None.

**Approval of Agenda**

**Acting Chair Pierce moved and Commissioner Werner seconded a motion to hear Item 2 before Item 1, and to approve the amended agenda. The motion passed 3-0.**

**HLB Chair Brown moved and Board Member Saad seconded a motion to hear Item 2 before Item 1, and to approve the amended agenda. The motion passed 3-0.**

**Communications**

- Staff: Associate Planner Chan reviewed the agendas of the upcoming General Plan Advisory Committee meeting on January 16, 2018; the Planning Commission meeting on January 17, 2017; the special Planning Commission meeting on January 24, 2018 with M-Group, the City's General Plan consultant; and the Historic Landmarks Board meeting on January 25, 2018, also with the M-Group.
- Commission: None.
- Historic Landmarks Board: Chair Brown announced the HLB is currently recruiting two new members.

---

<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 Planning Commission Minutes**

5 December 6, 2017

6  
7 **Commissioner Werner moved and Commissioner Nichols seconded a motion to**  
8 **approve the draft minutes, as amended. The motion passed 3-0.**

9  
10 **Approval of Historic Landmarks Board Minutes**

11 November 7, 2017

12  
13 **Chair Brown moved and Councilmember Saad seconded a motion to approve the**  
14 **draft minutes, as presented. The motion passed 3-0.**

15  
16 **Acting Chair Pierce indicated that because there were only three members each**  
17 **of the Planning Commission and Historic Landmarks Board present, a 3-0 vote**  
18 **would be required for an action to pass.**

19  
20 **2. HISTORIC PRESERVATION REGULATIONS UPDATE – STUDY SESSION**

21 Staff: Calvin Chan

22  
23 **DESCRIPTION:** The City of Sausalito is updating its regulations for historic  
24 buildings and properties with the goal of making the basic requirements and  
25 processes easier to understand, create certainty, and provide clarity to the  
26 process. A study session will be conducted to introduce the draft amendments to  
27 the Sausalito Municipal Code.

28  
29 **RECOMMENDATION:** Conduct a study session for the update and provide  
30 feedback in preparation to introduce the draft amendments to the Sausalito  
31 Municipal Code.

32  
33  
34 Senior Planner Chan provided a PowerPoint presentation.

35  
36 Planning Commission questions to staff followed.

37  
38 Historic Landmarks Board comments and questions to staff followed.

39  
40 The public testimony period was opened.

41  
42 **Public Comments:**

43 John McCoy

44 Edward Pais

45  
46 The public testimony period was closed.

47  
48 Planning Commission comments followed.

1 The public hearing was opened.

2  
3 The owner, James Wiggins, provided a presentation.

4  
5 The public hearing was closed.

6  
7 **4. FISH AND CHIPS / 813-817 BRIDGEWAY / DR-TRP 17-092**  
8 **CONTINUED FROM DECEMBER 6, 2017**

9 Staff: Katie Faulkner

10  
11 **DESCRIPTION:** McCoy Architecture, on behalf of property owner Michael  
12 Lappert, is requesting a Design Review Permit for a second story addition to an  
13 existing one-story commercial building, and approval of a Tree Removal Permit  
14 to remove two protected trees located at 813-817 Bridgeway (Fish and Chips).  
15 The second story addition includes accessible restrooms, an elevator, storage,  
16 and a restaurant office. The second level addition would increase the height of  
17 the existing structure from 9'-0" to 23'-1" and increase the floor area of the  
18 existing structure from 941 square feet to 2,505 square feet.

19  
20 **RECOMMENDATION:** Approval, subject to conditions.

21  
22 The public hearing was opened.

23  
24 Associate Planner Faulkner provided a PowerPoint presentation.

25  
26 Planning Commission questions to staff followed.

27  
28 The public testimony period was opened.

29  
30 The applicant, John McCoy of McCoy Architecture, and owner, Michael Lappert,  
31 provided a PowerPoint presentation.

32  
33 Planning Commission questions to the applicant followed.

34  
35 **Public Comments**

36 Duane Menting / Piazza Trading

37 William Bigelow

38 Carmen Cowz / Casa Madrona

39  
40 Applicant and owner rebuttal comments followed.

41  
42 Planning Commission questions to the applicant followed.

43  
44 The public testimony period was closed.

45  
46 Planning Commission comments followed.

47  
48  
49  
50



1 Commissioner Werner moved to continue the public hearing for 813-817  
2 Bridgeway to a date uncertain, subject to the following conditions:

- 3 • There be further investigation of the ability to reduce the odors coming from  
4 the fan unit.
- 5 • There is more face-to-face discussion with the two primary neighbors.  
6

7 The motion failed due to lack of a second.  
8

9 Commissioner Nichols moved and Commissioner Werner seconded a motion to  
10 continue the public hearing for 813-817 Bridgeway, with the suggestions made  
11 but not conditioned, to a date uncertain. The motion passed 3-0.  
12

13 The public hearing was closed.  
14

15 **New Business**

16 None.  
17


18 **Adjournment**  
19

20 Commissioner Werner moved and Acting Chair Pierce seconded a motion to  
21 adjourn the meeting. The motion passed 3-0.  
22

23 The meeting was adjourned at 9:04 p.m.  
24

25   
26

27 \_\_\_\_\_  
28 Submitted by  
29 Danny Castro  
30 Community Development Director  
31

25   
26

27 \_\_\_\_\_  
28 Approved by  
29 Morgan Pierce  
30 Acting Chair  
31