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**SAUSALITO PLANNING COMMISSION**  
**Wednesday, March 7, 2018**  
**Approved Action Minutes<sup>1</sup>**

**Call to Order**

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

Present: Chair Morgan Pierce, Vice Chair Vicki Nichols, Commissioner Laurie Fried, Commissioner Richard Graef, Commissioner Janelle Kellman

Absent: None.

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

**Approval of Agenda**

**Vice Chair Nichols moved and Commissioner Kellman seconded a motion to approve the agenda. The motion passed 5-0.**

**Communications**

- Staff: None.
- Commission: Commissioner Kellman requested info regarding the process for receiving late mail.

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

John McCoy

**Approval of Minutes**

February 21, 2018

**Vice Chair Nichols moved and Commissioner Kellman seconded a motion to approve the draft minutes, as presented. The motion passed 5-0.**

**New Business**

**Public Hearings**

**Declarations of Planning Commissioner Public Contacts**

**Commissioner Fried disclosed with respect to Item 2 that she visited the Fish and Chips site; and with respect to Item 3 that she visited the appellant's home. She**

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

1 also viewed video of the previous Planning Commission meetings regarding both  
2 items.

3  
4 **Commissioner Graef disclosed with respect to Item 3 that he drove by 27 and 31**  
5 **Central.**

6  
7 **1. ADMINISTRATIVE CITATION GERTZ / 111 PROSPECT AVENUE**

8 Staff: David Chursenoff

9  
10 **DESCRIPTION:** Administrative Citation Hearing to consider all relevant  
11 information pertaining to an unauthorized tree alteration on private property, and  
12 to impose an administrative fine, remedial order, or both, as deemed necessary.

13  
14 **RECOMMENDATION:** No Action. Citation has been rescinded by the  
15 Community Development Department.

16  
17 The public hearing was opened.

18  
19 Assistant Planner Chursenoff provided a PowerPoint presentation.

20  
21 Planning Commission questions to staff followed.

22  
23 The public testimony period was opened.

24  
25 The appellant, Stephen Gertz, provided a presentation.

26  
27 The property owner, Joseph Gaul, provided a presentation.

28  
29 **Public Comments:**

30 None.

31  
32 The public testimony period was closed.

33  
34 Planning Commission comments followed.

35  
36  
37 **2. FISH AND CHIPS / 813-817 Bridgeway / DR-TRP 17-092**

38 Staff: Katie Faulkner

39  
40 **DESCRIPTION:** McCoy Architecture, on behalf of property owner Michael  
41 Lappert, is requesting a Design Review Permit for a second story addition to an  
42 existing one-story commercial building and approval of a Tree Removal Permit to  
43 remove two protected trees located at 813-817 Bridgeway (Fish and Chips). The  
44 second story addition includes accessible restrooms, an elevator, storage, and a  
45 restaurant office. The second level addition would increase the height of the  
46 existing structure from 9'-0" to 23'-1" and increase the floor area of the existing  
47 structure from 941 square feet to 2,505 square feet.

48  
49 **RECOMMENDATION:** Consider project design revisions.

1 The public hearing was opened.

2  
3 Associate Planner Faulkner provided a PowerPoint presentation.

4  
5 The public testimony period was opened.

6  
7 The applicant, John McCoy of McCoy Architecture, and Owner, Michael Lappert,  
8 provided a presentation.

9  
10 Planning Commission questions to the applicant and owner followed.

11  
12 Planning Commission questions to staff followed.

13  
14 **Public Comments**

15 None.

16  
17 The public testimony period was closed.

18  
19 Planning Commission comments followed.

20  
21 **Vice Chair Nichols moved and Commissioner Graef seconded a motion to**  
22 **approve a Design Review Permit for 813-817 Bridgeway, subject to the following**  
23 **additional conditions of approval:**

- 24
- 25 • The upper level roof trim shall be the same as the existing lower level roof
  - 26 trim.
  - 27 • The second floor planters shall be added to the second floor façade relative
  - 28 to the height of the windows of the new upper level façade.
  - 29 • The parapet shall be reduced 16 inches on the front façade and stepped on
  - 30 the sides.
  - 31 • Provide or create an offset in the center of the upper level façade to match
  - 32 that of the existing lower level offset.
- 33

34 The public testimony period was reopened.

35  
36 Planning Commission questions to the applicant followed.

37  
38 The public testimony period was closed.

39  
40 **Commissioner Graef requested that the motion be amended to include the**  
41 **following:**

- 42
- 43 • The parapet height shall be reduced by 16 inches and the sides shall be
  - 44 lowered, but at a distance as reasonably possible, but maintain the height
  - 45 of the minimum by fire code.
  - 46 • The upper level planters shall be at a size and position that is relative to the
  - 47 new upper level façade.
- 48

49 The maker of the motion accepted the amendments to the motion.

1 **The motion passed 5-0.**

2  
3 The public hearing was closed.

4  
5 **3. 27 CENTRAL AVENUE**

6 Staff: David Chursenoff

7  
8 **DESCRIPTION:** Appeal of an administrative decision approving a Zoning Permit  
9 to allow for the expansion of a second floor deck on the structure's east elevation  
10 for the property at 27 Central Avenue.

11  
12 **RECOMMENDATION:** Consider the merits of the Appeal.

13  
14 The public hearing was opened.

15  
16 Assistant Planner Chursenoff provided a PowerPoint presentation.

17  
18 Planning Commission questions to staff followed.

19  
20 The public testimony period was opened.

21  
22 The Appellant, Heather Whiles, and attorney Mark Epstein of Seiler, Epstein, Ziegler,  
23 and Applegate, provided a presentation.

24  
25 The Applicant/Owner, Meike Stefani, and daughter Arianna Stefani, provided a  
26 presentation.

27  
28 Planning Commission questions to staff followed.

29  
30 **Public Comments**

31 Laurie Haney (phonetic)

32 Dilworth Cannon

33  
34 Appellant rebuttal comments followed.

35  
36 Applicant/Owner rebuttal comments followed.

37  
38 The public testimony period was closed.

39  
40 Planning Commission comments followed.

41  
42 Staff comments followed.

43  
44  
45 **Commissioner Kellman moved and Vice Chair Nichols seconded a motion to**  
46 **continue the public hearing for 27 Central Avenue to a date certain of April 11,**  
47 **2018.**

48  
49 Planning Commission comments followed.

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**The motion passed 5-0.**

The public hearing was closed.

**Old Business**

None.

**Adjournment**

**Commissioner Kellman moved and Commissioner Fried seconded a motion to adjourn the meeting. The motion passed 5-0.**

The meeting was adjourned at 10:26 p.m.



Submitted by  
Danny Castro  
Community Development Director



Approved by  
Morgan Pierce  
Chair