

**SAUSALITO PLANNING COMMISSION  
RESOLUTION NO. 2022-12**

**APPROVAL OF A CHANGES TO AN APPROVED PROJECT REQUEST TO ALLOW  
CHANGES TO THE APPROVED DESIGN REVIEW PERMIT AT 253 GLEN DRIVE  
(DR 2021-000348)**

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**WHEREAS**, an application has been filed by applicant, Scott Couture, on behalf of property owners Rich and Robin Levandov, requesting Planning Commission approval of a Changes to an Approved Project to allow changes to the previously approved Design Review Permit (2019-00063) at 253 Glen Drive (APN 064-243-21)(“the Project”);and

**WHEREAS**, the project site is located within the General Plan Medium Low Density Residential land use designation and the Single-Family Residential (R-1-6) zoning district; and

**WHEREAS**, the Planning Commission has reviewed a Changes to an Approved Project request for proposed changes to the originally approved Design Review Permit (2019-00063), including replacing the second floor low-slope roof with a flat deck and railing, to add three double-hung windows to the basement level of the east elevation, to add a parapet along the roof over living and dining rooms east and north walls while removing the railing in the same location, to relocate the position of skylights, and to remove a window on the north wall of the second floor, considered the information contained in the staff reports as well as any and all oral and written testimony on the proposed Project; and

**WHEREAS**, the Planning Commission has reviewed and considered the Project plans titled “253 Glen Drive, Sausalito CA”, dated December 6, 2021 and “Deck Garden Plans” dated May 11, 2022; and

**WHEREAS**, the Planning Commission finds that the proposed Project, as conditioned herein, is consistent with the General Plan and complies with the requirements of the Zoning Ordinance as described in the staff report; and

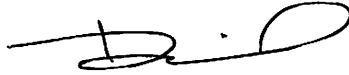
**WHEREAS**, approval of the project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15302 (Replacement or Reconstruction).

**NOW, THEREFORE, THE PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:**

1. The Project is categorically exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15302 (Replacement or Reconstruction).
2. The Changes to an Approved Project request to allow changes to the originally approved Design Review Permit 2019-00063) is approved based upon the attached findings (Attachment 1), subject to the attached conditions of approval (Attachment 2), and as shown in the project plans titled “253 Glen Drive, Sausalito CA”, date-stamped December 6, 2021 and “Deck Garden Plans” dated May 11, 2022 and May 14, 2022 (Attachment 3).

**RESOLUTION PASSED AND ADOPTED**, at the regular meeting of the Sausalito Planning Commission on the 18th day of May 2022 by the following vote:

AYES: Commissioner: Saad, Graef, Luxenberg, Junius, Chair Feller  
NOES: Commissioner:  
ABSENT: Commissioner:  
ABSTAIN: Commissioner:



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Daniel Hortert, AICP  
Secretary to the Planning Commission

**Attachments**

- 1 Findings
- 2 Conditions of Approval
- 3 Project Plans

**SAUSALITO PLANNING COMMISSION NO. 2022-12**  
**MAY 18, 2022**  
**253 GLEN DRIVE**  
**DR 2021-00348**

**ATTACHMENT 1**  
**FINDINGS FOR APPROVAL OF A DESIGN REVIEW PERMIT**

**Design Review Permit Findings**

In order to approve or conditionally approve the Changes to the Approved Project request for changes to the Design Review Permit, the Planning Commission must determine whether the project is in conformance with the required Design Review Findings in Section 10.54.050 of the Sausalito Municipal Code (SMC) 10.54.050. The required finding is provided in *italics* below, with staff analysis following the required finding.

- A. *The proposed project is consistent with the General Plan, any applicable specific plans and this chapter.*

The Project is consistent with all applicable policies, standards, and regulations of the General Plan and Zoning Ordinance as analyzed in the staff report.

- B. *The proposed architecture and site design complements the surrounding neighborhood and/or district by either: a) Maintaining the prevailing design character of the neighborhood and/or district or b) Introducing a distinctive and creative solution which takes advantage of the unique characteristics of the site and contributes to the design diversity of Sausalito.*

The proposed changes to the Project will not alter the location or scale of the originally approved design. The proposed changes replicate features that were previously approved at the residence. The proposed railing for the second floor deck will match the first floor railing detail and the proposed doors and glazing at the second floor will match the details at the first floor. The proposed windows at the basement floor will match the scale of existing windows and the location and design will complement the originally approved design. The proposed parapet will match the same height and location as the previously approved railing.

- C. *The proposed project's use is consistent with the general scale of structures and buildings in the surrounding neighborhood and/or district.*

The proposed changes to the Project will not alter or expand the building coverage of the approved use as a single-family dwelling, therefore the use is consistent with the general scale of structures and buildings in the surrounding neighborhood.

- D. *The proposed project has been located and designed to minimize obstruction of public views and primary views from private property.*

Due to the topography of the site and arrangement of structures in the immediate area, the proposed changes will not affect primary views from private or public property.

- E. *The proposed project will not result in a prominent building profile (silhouette) above a ridgeline.*

The Project will maintain the location and building coverage of the previously approved design. The proposed deck at the second story will be in the same location as an existing low-slope roof and the deck will not extend beyond the current extent of the originally approved roof. Furthermore, due to the homes location on site, the Project will not result in a prominent building profile above a ridgeline.

- F. *The proposed landscaping provides appropriate visual relief, complements the buildings and structures on the site, and provides an attractive environment for the enjoyment of the public.*

The applicant does not propose and changes to the previously approved landscaping plans as part of the original Design Review Permit (2019-00063). To provide additional privacy to the patio of the neighboring property at 255 Glen Drive, the applicant has proposed a planter system and garden area at the north end of the deck. The planters, along with the 6'6" setback that would be created would create a visual barrier to the property to the north.

- G. *The design and location of buildings provide adequate light and air for the project site, adjacent properties, and the general public.*

The proposed changes will maintain the same location and building coverage as the originally approved Project, therefore the proposed changes provide adequate light and air for the project site, adjacent properties, and the general public.

- H. *Exterior lighting, mechanical equipment, and chimneys are appropriately designed and located to minimize visual, noise, and air quality impacts to adjacent properties and the general public.*

The applicant does not propose any changes to lighting, mechanical equipment, or chimneys.

- I. *The project provides a reasonable level of privacy to the site and adjacent properties, taking into consideration the density of the neighborhood, by appropriate landscaping, fencing, and window, deck, and patio configurations.*

The proposed 2<sup>nd</sup>-story deck is intended to serve the master bedroom as shown in the floor plan of the project plans. While the proposed deck increases viewing areas from 253 Glen Drive and the ability to enjoy an open-air viewing area for the master bedroom, the deck does not substantially increase viewing areas into adjacent properties beyond what was originally approved through the existing window locations at the 2<sup>nd</sup>-floor. Existing vegetation screens views to the adjacent home at 255 Glen Drive and the owners of 253 Glen also own the adjacent property at 241 Glen. The proposed deck garden plans dated 5-11-22 provide additional landscaping at the 2<sup>nd</sup>-story deck and create a setback from the edge of the railing so that views to the property to the north are effectively screened. Staff believes the proposed changes provide a reasonable level of privacy to adjacent properties.

- J. *Proposed entrances, exits, internal circulation, and parking spaces are configured to provide an appropriate level of traffic safety and ease of movement.*

The proposed changes to the Project only affect the design of the dwelling and do not affect the site layout or arrangement of the previously approved site design.

- K. The proposed design preserves protected trees and significant natural features on the site to a reasonable extent and minimizes site degradation from construction activities and other potential impacts.*

The proposed changes to the Project only affect the design of the dwelling and do not affect the site layout or arrangement of the previously approved site design or landscaping. The building coverage will not change as a result of the changes and the applicant does not propose any change to the previously approved landscape plan.

- L. The project site is consistent with the guidelines for heightened review for projects which exceed 80 percent of the maximum allowed floor area ratio and/or site coverage, as specified in subsection E of this section (Heightened Review Findings)*

The Project does not exceed 80 percent of the maximum allowed floor area ratio and/or site coverage.

- M. The project has been designed to ensure on-site structures do not crowd or overwhelm structures on neighboring properties. Design techniques to achieve this may include but are not limited to stepping upper levels back from the first level, incorporating façade articulations and divisions (such as building wall off-set), and using varying rooflines.*

The Project will maintain the existing location of the single-family dwelling and will not change the building coverage or bulk of the building. The proposed deck would replace a low-slope roof at the 2<sup>nd</sup> floor and will not change the setbacks or height of the building. The residence sits on a large parcel (17,785 square-feet) and the structure exceeds the setback requirements in the front and side yards. The proposed changes to the Project will not crowd or overwhelm structures on neighboring properties.

**SAUSALITO PLANNING COMMISSION NO. 2022-12**  
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**ATTACHMENT 2: CONDITIONS OF APPROVAL**

These conditions apply to the project plans prepared by Scott Couture, entitled "253 Glen Drive, Sausalito CA", date-stamped December 6, 2021 and "Deck Garden Plans" dated May 11, 2022 (Attachment 3).

**COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION CONDITIONS OF APPROVAL:**

**General Items:**

1. It shall be the applicant's/property owner's responsibility to diligently proceed to carry out the conditions of approval and implement any approved permit/entitlement. This shall include establishing the approved use within the time limits set forth by the applicable chapter (reference Sausalito Municipal Code 10.50.120).
2. As part of the building permit application, all final Conditions of Approval shall be restated on the construction drawings and applicant shall thoroughly and accurately document in writing compliance with each Condition of Approval at the time of building permit application and any other subsequent submittals.
3. The project shall be designed and constructed as shown in the set of plans dated stamped December 6, 2021 and May 11, 2022.
4. Conditions applicable to protection of trees on the project site:
  - a) Before the start of any clearing, excavation, construction or other work on the site, every protected tree deemed to be endangered by the work shall be securely fenced off at the "protected perimeter," which shall be either the outer limits of the branches of such protected tree (the drip line) or such greater limits as may be established by the reviewing agency. Such fences shall remain in place for the duration of all such work. All protected trees to be removed shall be clearly marked. A plan shall be established for the removal and disposal of logs, brush, earth, and other debris which will avoid injury to any protected tree.
  - b) Where proposed development or other site work is to encroach upon the protected perimeter of any protected tree, special measures shall be incorporated to allow the roots to breathe and obtain water and nutrients. Any excavation, cutting, filling, or compaction of the existing ground surface within the protected perimeter shall be minimized. No asphalt or other paving materials shall be added. No change in existing ground levels shall occur within four feet of the base of any protected tree at any time. No burning or use of equipment with an open flame shall occur near or within the protected perimeter.

- c) No storage or dumping of oil, gas, chemicals, or other substances that may be harmful to trees shall occur within the protected perimeter of any protected trees, or any other location on the site from which such substances might enter the protected perimeter. No heavy construction equipment or construction materials shall be operated or stored within the protected perimeter. Wires shall not be attached to any protected tree, except as needed for support of the tree. No sign, other than a tag showing the botanical classification, shall be attached to any protected tree.
  - d) Periodically during construction, the leaves of the protected trees shall be thoroughly sprayed with water to prevent buildup of dust and other pollution that would inhibit transpiration.
  - e) If any damage to a protected tree should occur during or as a result of work on the site, the contractor, builder, or owner shall promptly notify the City of such damage. If such a protected tree cannot be preserved in a healthy state, the reviewing agency shall require replacement of any protected tree removed with another tree or trees on the same site deemed adequate to compensate for the loss of the tree that is removed.
5. Exterior lighting shall be shielded and downward facing.
  6. The Applicant/Property Owners shall defend, indemnify (including reimbursement of all fees and costs reasonably incurred by separate counsel retained by the City), and hold harmless the City and its elected and appointed officials, officers, agents and employees, from and against any and all liability, loss, damage, or expense, including without limitation reasonable attorney's fees which City may suffer or incur as a result of any claims relating to or arising from the City's approval of the project or any portion of the project.
  7. In the event that any condition imposing a fee, exaction, dedication, or other mitigation measure is challenged by the project sponsors in an action filed in a court of law or threatened to be filed therein which action is brought within the time period provided by law, this approval shall be suspended pending dismissal or final resolution of such action. If any condition is invalidated by a court of law, the entire project shall be reviewed by the City and substitute conditions may be imposed.
  8. All applicable City fees as established by City Council resolutions and ordinances shall be paid. Third party review fees (cost plus 9%) shall be paid.
  9. Pursuant to Sausalito Municipal Code Section 10.50.120 (Implementation of Permits), it shall be the applicant's responsibility to diligently proceed to carry out the Conditions of Approval and implement any approved permit. This shall include establishing the approved use/implementing the permit within the time limits set forth by the applicable chapter.
  10. Any mechanical equipment installed in connection with this project shall be subject to Sausalito Municipal Code Section 12.16.130 - Machinery, equipment, fans, and air conditioning.

11. At the time of building permit application, the applicant shall file a reasonable estimate of the value of the project, and based thereon, a construction time limit shall be established for the project in accordance with the criteria set forth in Sausalito Municipal Code Section 10.54.100. The applicant shall submit information reasonably requested by the Community Development Director to support the estimated value of the project. Such documentation may include without limitation an executed construction contract. The time for completion of the construction shall also be indicated on the construction permit. For projects exceeding \$500,000 in project valuation, a detailed GANTT chart (or other graphic display acceptable to the Community Development Director) depicting the sequence of steps necessary for completion of the project, including detailed information on the critical path of the project, duration of critical tasks, and predicted inspection dates, shall be submitted prior to the issuance of any construction permit. Once approved, the property owner shall provide the City with written quarterly job progress reports consistent with the approved chart.
12. The upper deck must be built as shown on the revised plans dated 5/11/2022 and 5/14/22, construction of which shall be verified by the building inspector prior to issuance of the certificate of occupancy.
13. Stones, planters, and landscape as shown in the deck plan must be maintained.
14. Any change to the plan would require further approval by the Planning Commission.
15. At time of planting, plants in the deck plan must be a minimum of 18"-30", must be evergreen in nature, and must be dense.

**DEPARTMENT OF PUBLIC WORKS CONDITIONS OF APPROVAL:**

**General Items**

16. As part of the building permit application, all final Conditions of Approval shall be restated on the construction drawings and applicant shall thoroughly and accurately document in writing compliance with each Condition of Approval at the time of Building Permit application and any other subsequent submittals.
14. Prior to issuance of a building permit, the Developer's architect or civil engineer shall submit as applicable sealed site improvement plans, grading and drainage plans, public improvement plans, and utility plans for review and approval by the Department of Public Works.
15. In the event that any condition imposing a fee, exaction, dedication, or other mitigation measure is challenged by the project sponsors in an action filed in a court of law or threatened to be filed therein which action is brought within the time period provided by law, this approval shall be suspended pending dismissal or final resolution of such action. If any condition is invalidated by a court of law, the entire project shall be reviewed by the City and substitute conditions may be imposed.
16. The applicant shall indemnify the City for any and all costs, including without limitation attorneys' fees, in defending this project or any portion of this project and shall reimburse the City for any costs incurred by the City's defense of the approval of the project.



### **Grading/Geotechnical Items**

17. The project shall adhere to all recommendations in the Geotechnical Recommendations or Report, prepared by licensed Geotechnical engineer to Geologist.
18. Prior to issuance of a building permit, the geotechnical investigation shall be submitted for review and approval by the City. The report shall include an evaluation of geological hazard (landslides, liquefaction, ground faulting, and subsidence), stability of the proposed development site including surrounding properties, and provide mitigation measures as may be required which shall be incorporated into the project drawings and constructed. The report shall include recommendation to correct identified hazards and to mitigate impacts of the development and provide recommendations for stability of all slopes in excess of 2:1 for static and seismic conditions under saturated conditions. Where instability is found structural improvements shall be designed by a structural engineer and installed as part of the project.
19. Prior to issuance of a building permit, the project geotechnical engineer shall reexamine the site and submit an updated geotechnical report (As recommended in the original geotechnical report, dated... "If construction is not performed within 18 months...") The updated report shall include any changes in the project site's conditions and any additional project requirements above those listed in the project's geotechnical report(s) needed to address the changed conditions.
20. Prior to the issuance of a building permit, a note shall be added to the grading plan stating that the applicant's geotechnical engineer shall inspect and certify in writing that geotechnical aspects of the project were performed in conformance with the approved grading plan and geotechnical report.
21. Prior to the issuance of a building permit, the project geotechnical engineer shall prepare and submit to the City a Plan Review Letter. The letter shall be on the geotechnical engineer's letterhead and shall confirm that the geotechnical engineer has reviewed the current project documents, including drainage grading, and that the design conforms to the intent of the geotechnical engineer's recommendations.
22. Construction operations shall be staged to prevent failure or yielding of slopes by providing continuous confinement of superficial deposits as may be recommended by the project geotechnical engineer.
23. Applicant is advised that should a Grading Permit be required, details of the hauling operation including, but not limited to, size of trucks and weight (in tons) that they will haul, haul route, dust and debris control measures, and the time and frequency of haul trips shall be submitted to the City for review prior to issuance of the building permit. The truck haul routes shall comply with Sausalito Municipal Code Section 15.04.150.
24. Prior to issuance of a Certificate of Occupancy, the project geotechnical engineer shall prepare a letter on its letter head, stamped and wet signed, stating that construction was in conformance with the project geotechnical report.
25. Applicant is advised that shoring and foundation systems that utilize tie backs shall be designed such that they do not extend beyond property boundaries in the absence of

recorded tie-back easement(s) from affected adjacent property owner(s). No tie-backs are permitted that would encroach into the public right-of-way.

26. Prior to issuance of a grading permit, applicant's general contractor shall provide the City with evidence of a standard comprehensive general liability insurance policy containing coverage for bodily injury, property damage, completed operations, including liability resulting from earth movement. The policy shall provide limits of coverage not less than \$3,000,000 and the policy shall continue in full force until a date five (5) years following issuance of a Certificate of Occupancy.
27. No grading or excavation operations shall occur between October 15 and April 1 without the written approval of the City Engineer. The project excavation, construction of the main retaining walls, and associated appurtenant features shall commence no later than August 1 of the dry season. The project excavation, construction of the main retaining walls, and associated appurtenant features shall commence and conclude within a single dry season.
28. Prior to issuance of a Certificate of Occupancy, as-built plans shall be signed by the project geotechnical engineer to attest installation for all facilities constructed for public use and operation, and which shall also show the foundation elevation at each building corner, subsurface drains, cleanouts, retaining walls, drainage facilities, and utilities. The plans shall be prepared by a registered civil engineer and are subject to the review and approval of authorized City staff. A copy of the approved As-Built Plans shall be given to the City.

#### **Drainage Items**

29. New drainage facilities shall be designed by a registered civil engineer. Drainage analysis and plans shall be subject to the review and approval of authorized City staff or independent consultant.
30. Prior to issuance of a building permit, all existing and proposed drainage facilities serving the property from the residence to the final termination point(s) shall be clearly shown, labeled, and detailed on the project grading and drainage plans. This shall include but not be limited to: downspouts, piping, retention systems, stormwater routing, stormwater treatment facilities, hydraulic structures, energy dissipaters, and foundation drainage systems.
31. New drainage facilities shall not increase the quantity or alter the path of storm water discharged from the property from the existing condition.

#### **Stormwater Pollution Prevention**

32. Prior to issuance of a building permit, the developer's civil engineer or contractor shall submit a detailed erosion control plan, including cost estimate, for review and approval by the Department of Public Works. Erosion control plan shall incorporate guidelines and measures from the **Marin County Stormwater Pollution Prevention Program's (MCSTOPPP)** publication "Minimum Erosion/Sediment Control Measures for Small Construction Projects".  
[[http://www.marincounty.org/~media/files/departments/pw/mcstoppp/development/erosion-sediment-control-measures-for-small-construction-projects-\\_2015.pdf?la=en](http://www.marincounty.org/~media/files/departments/pw/mcstoppp/development/erosion-sediment-control-measures-for-small-construction-projects-_2015.pdf?la=en)]

33. Applicant is advised that applicant's contractor shall be required to implement and maintain erosion control measures per the approved erosion control plan for the duration of the project.
34. During construction, the applicant's contractor shall adhere to a water pollution prevention plan that at a minimum follows guidelines in MCSTOPPP's "Pollution Prevention It's Part of the Plan" [<http://www.marincounty.org/depts/pw/divisions/mcstoppp/~media/Files/Departments/PW/mcstoppp/business/Pollution%20Prevention%20Part%20of%20the%20PlanOctober%202011.pdf>]. The plan shall address construction-related site management practices including demolition, general construction, concrete, paving, dewatering, contaminated soils, masonry, tile work, painting, litter control, motor vehicle washing and maintenance, and storage of hazardous materials

#### **Right of Way Items**

35. The applicant shall be required to execute an encroachment agreement with the City for any structure that encroaches into the public right-of-way.

#### **Utility Items**

36. Prior to issuance of a building permit, a utility plan or site plan shall be submitted for review and approval shows all utilities and meters.
37. Prior to issuance of a building permit, project plans shall show the location and depth of the existing sanitary sewer lateral serving the property from point of origin to termination in the public sanitary sewer system, unless noted otherwise in the detailed conditions provided by the public works department. Depicting the existing sanitary sewer lateral(s) to be properly destroyed and all new sanitary sewer lines serving the project from their point(s) of origin to their final termination point(s) at the public sanitary sewer system; both in plan and profile (including existing and proposed depth of cover), and indicate the materials and dimensions (diameter) of the existing and proposed improvements. Applicant is advised that the waste plumbing associated with the project shall comply with the more stringent of the Sausalito Building Code, the California Plumbing Code and the Standards of the City of Sausalito as amended.

#### **Engineering Items**

38. Applicant is advised that encroachment permit(s) shall be obtained from the City prior to using the public right-of-way for non-public purposes (e.g., private parking, material and debris box storage, curb, gutter or sidewalk construction or demolition, driveway connection).

Applicant is advised that a condition of issuance of an Encroachment Permit, a traffic control plan conforming to the current edition of Caltrans publication "California Manual on Uniform Traffic Devices, Part 6 – Temporary Traffic Control" shall be submitted for review and approval by the City. The traffic control plan shall show all temporary traffic, pedestrian and bicycle control measures, and signage. Address shall remain open to traffic at all times throughout the duration of this project which shall be documented on the traffic control plan. The traffic control plan shall be revised to coordinate with other projects in the vicinity which may be ongoing or commence during the duration of this

work.

39. Prior to issuance of an encroachment permit, the City shall be named as an additionally insured on a separate endorsement sheet that modifies the general liability policy.
40. Construction workers shall be prohibited from using on-street parking in the vicinity of the project and the applicant shall lease, or otherwise provide, an adequate number of parking spaces in a City parking lot to provide parking for construction workers. Workers shall carpool to the construction site which shall be documented on the construction staging plan.
41. Applicant is advised that construction materials, equipment, vehicles, and properly-permitted debris boxes (Bay Cities Refuse Service is the sole authorized solid waste hauler permitted to provide debris box service in the City of Sausalito) may not be placed in a manner that poses a traffic hazard, shall be placed to minimize obstruction of roads and gutters, shall be equipped with reflectors or lighting to ensure visibility at night and in inclement weather (if placed in the public right of way), shall be maintained in a clean and safe condition, and shall not be maintained in a manner that becomes a nuisance to the neighborhood. Debris boxes shall be emptied on a regular basis, or as directed by the City. Material stock piles and debris boxes shall be covered when not being accessed or filled to prevent dust or liquid from being released to the environment. Construction materials, equipment, vehicles, and debris boxes shall be placed in the public right of way only after securing an encroachment permit.

#### **Advisory Notes**

Advisory notes are provided to inform the applicant of Sausalito Municipal Code requirements and requirements imposed by other agencies. These requirements include, but are not limited to, the items listed below.

42. Construction Impact Fees shall be paid in accordance with the Construction Impact Fee Ordinance. The fee is due prior to issuance of a building permit.
43. All applicable City fees as established by City Council resolutions and ordinances shall be paid.
44. An encroachment permit shall be obtained from the Department Public Works prior to using the public right-of-way for non-public purposes (e.g., material storage, construction, staging, or demolition), including any and all construction and demolition activities.
45. Grading on hillside lands composed of geologic formations known to slide will be limited to between April 15 and October 15 without written approval of the City Engineer.
46. Pursuant to Sausalito Municipal Code Chapter 11.17, dumping of residues from washing of painting tools, concrete trucks and pumps, rock, sand, dirt, agricultural waste, or any other materials discharged into the City storm drain system that is not composed entirely of storm water is prohibited. Liability for any such discharge shall be the responsibility of person(s) causing or responsible for the discharge. Violations constitute a misdemeanor in accordance with Sausalito Municipal Code Section 11.17.060.B.
47. Pursuant to Sausalito Municipal Code Section 12.16.140, the operation of construction, demolition, excavation, alteration, or repair devices and equipment within all residential zones and areas within a 500-foot radius of residential zones shall only take place during

the following hours:

Weekdays – Between 8:00 a.m. and 6:00 p.m.

Saturdays – Between 9:00 a.m. and 5:00 p.m.

Sundays – Prohibited City holidays (not including Sundays) – Prohibited.

Homeowners currently residing on the property and other legal residents may operate the equipment themselves on Sundays and City holidays between 9:00 a.m. and 6:00 p.m.

- 48.** Pursuant to Sausalito Municipal Code Section 18.08.020, overhead electrical and communication service drops shall be placed underground when the main electrical service equipment (including the panel) is relocated, replaced, and/or modified. If undergrounding is required, the applicant shall work with affected utility companies to provide plans to the City for undergrounding of the utility services. Project plans shall be designed to avoid additional overhead lines, poles and/or transformers (i.e., potential view impacts) thereon to comply with Sausalito Municipal Code Section 18.08 Underground Electrical Wiring and Facilities. If additional overhead lines, poles and/or transformers are required, visual simulation(s) of the equipment from various viewpoints shall be provided and may be subject to modifications to the Design Review Permit.

PG&E's Underground Project Contact Information:

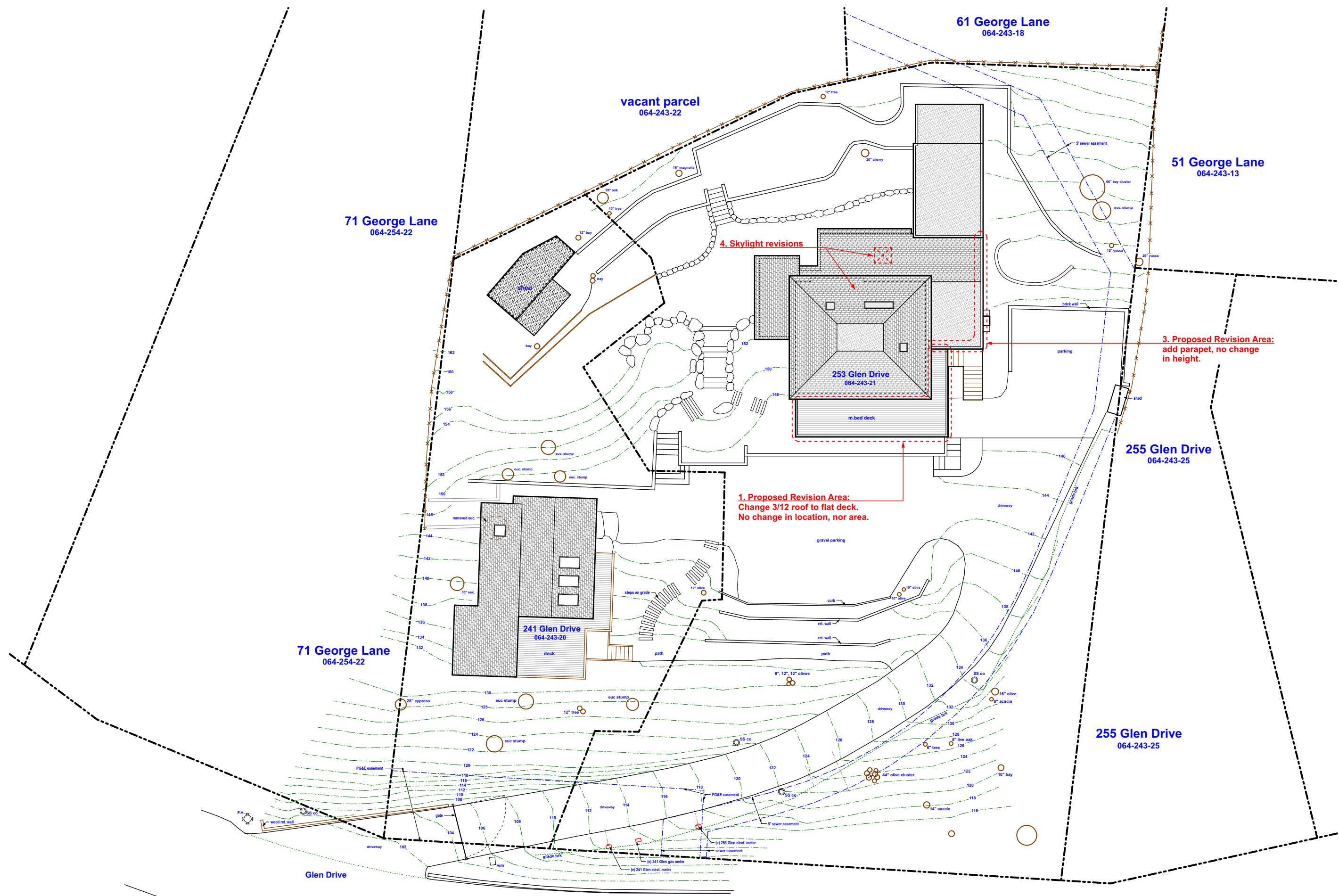
Phone: 1-877-743-7782

Internet: [pge.com/new construction](http://pge.com/new construction).

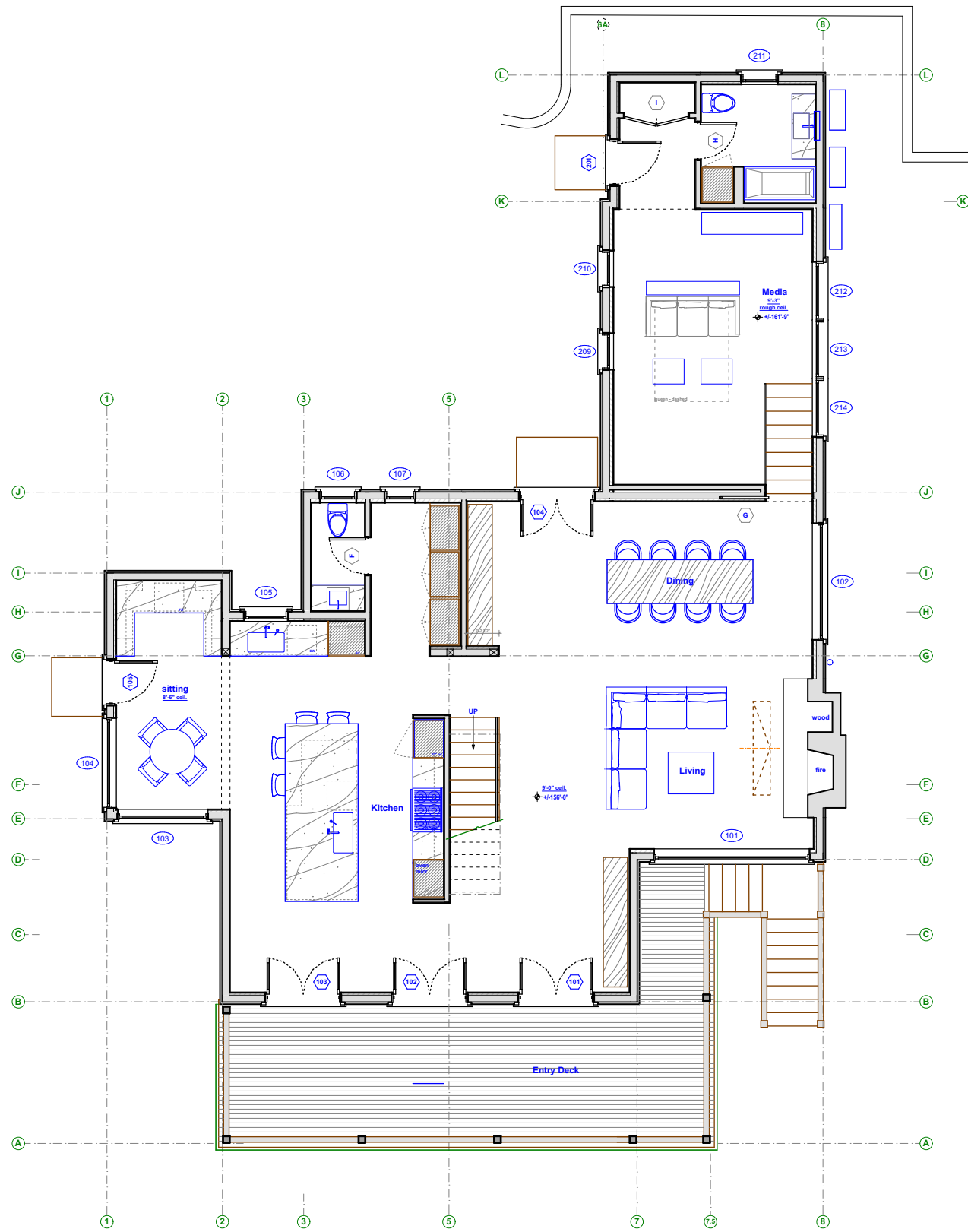
- 49.** Pursuant to Sausalito Municipal Code Section 18.12.100, existing sewer service laterals shall be inspected for surface water connections and leakage at the time of remodeling of any building. Deteriorated sewer laterals shall be repaired prior to approval of the Building Permit.
- 50.** Permits required by other agencies having jurisdiction within the construction area must be obtained in accordance with the respective agency's regulations.
- a. Marin Municipal Water District – (415-945-1400), including landscaping and irrigation regulations;
  - b. Southern Marin Fire Protection District -- (415-388-8182); and
  - c. Bay Conservation and Development Commission – (415-352-3600).

**303SAUSALITO PLANNING COMMISSION NO. 2022-12  
MAY 18, 2022  
253 GLEN DRIVE  
2021-00348**

**ATTACHMENT 3: PROJECT PLANS**

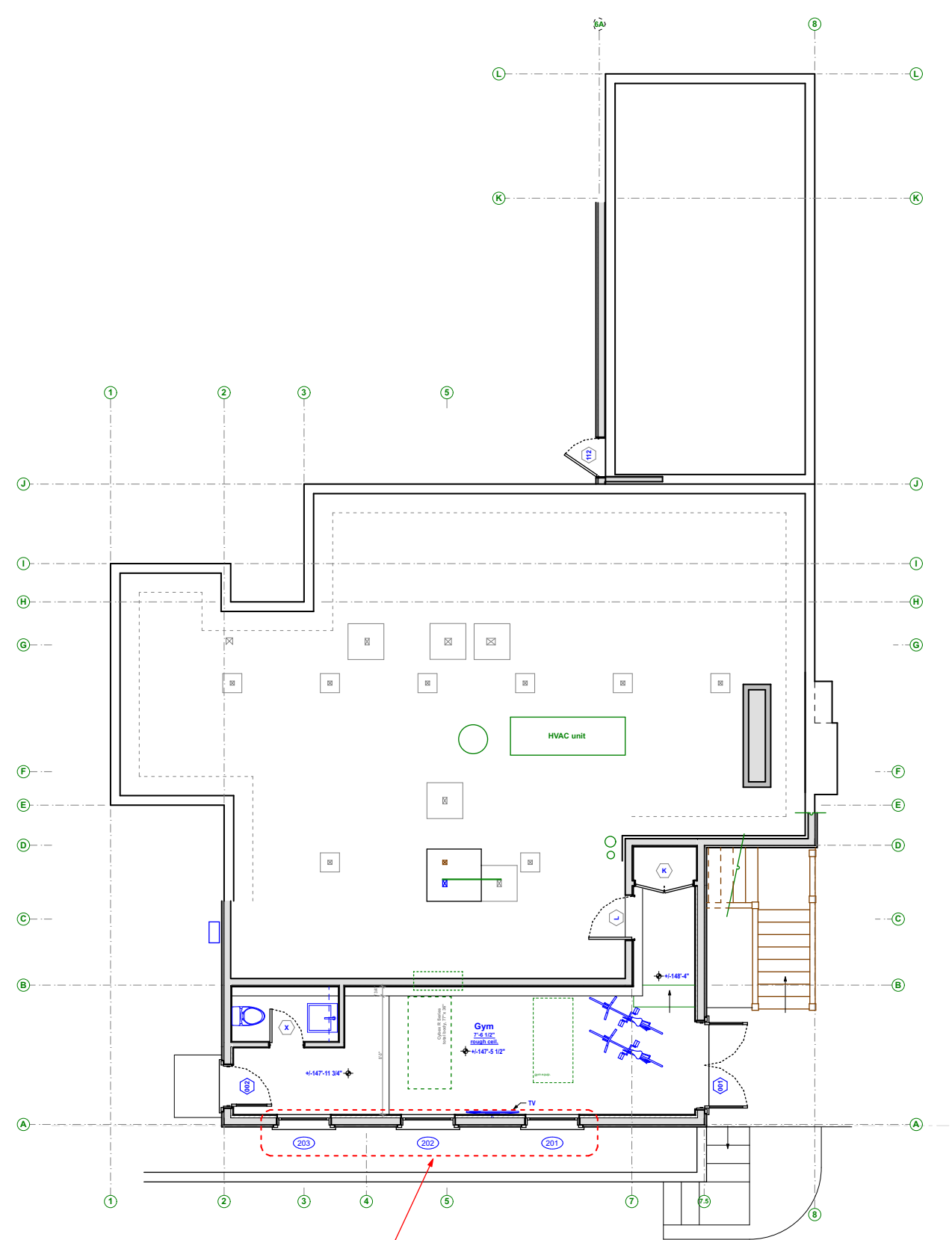


**Site Plan**  
SCALE: 1" = 20'



## First Floor Plan

SCALE: 1" = 10'

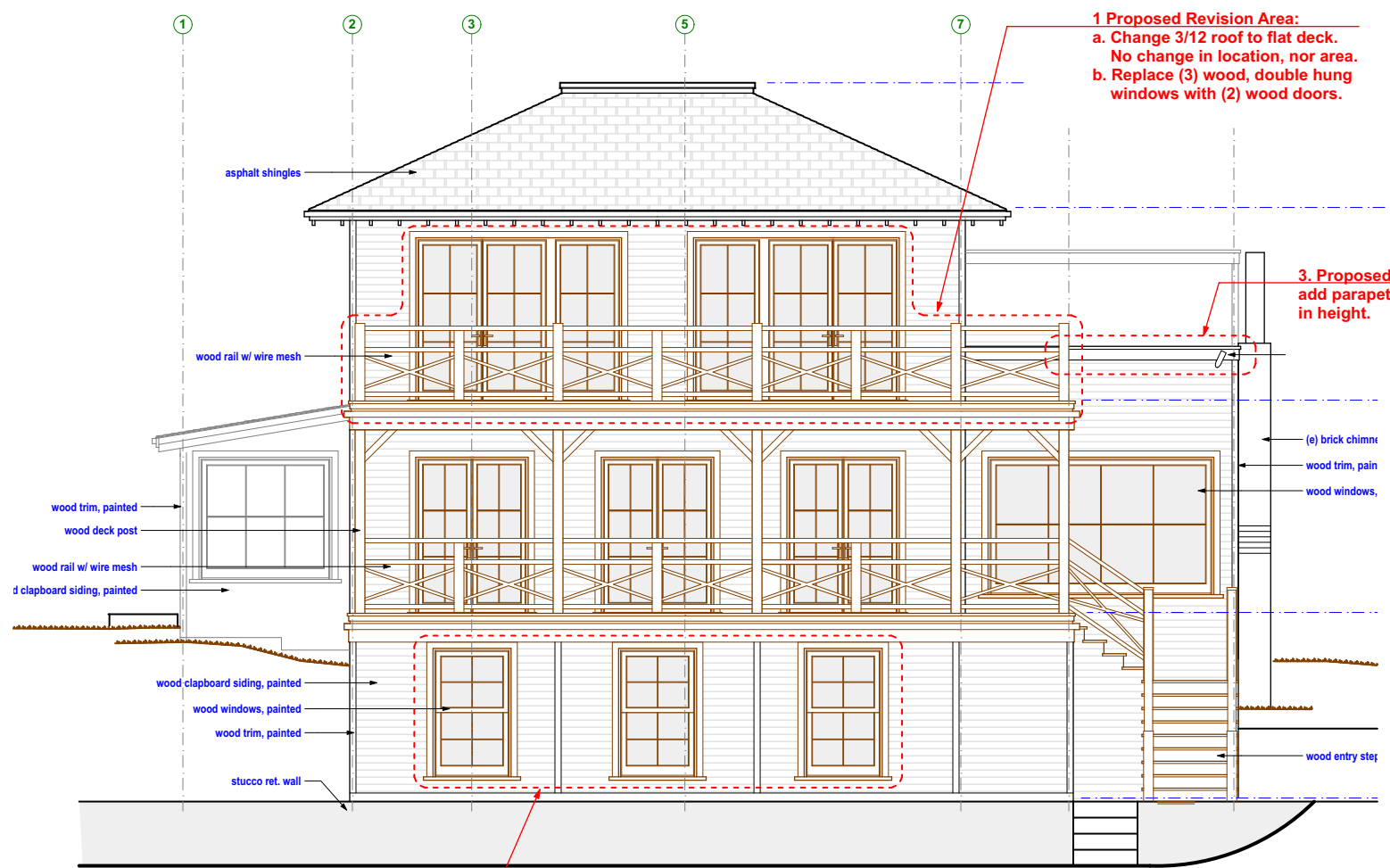


2. Proposed Revision Area:  
Add (3) wood, double hung  
windows to lowest level.

## Gym Floor Plan

SCALE: 1" = 10'

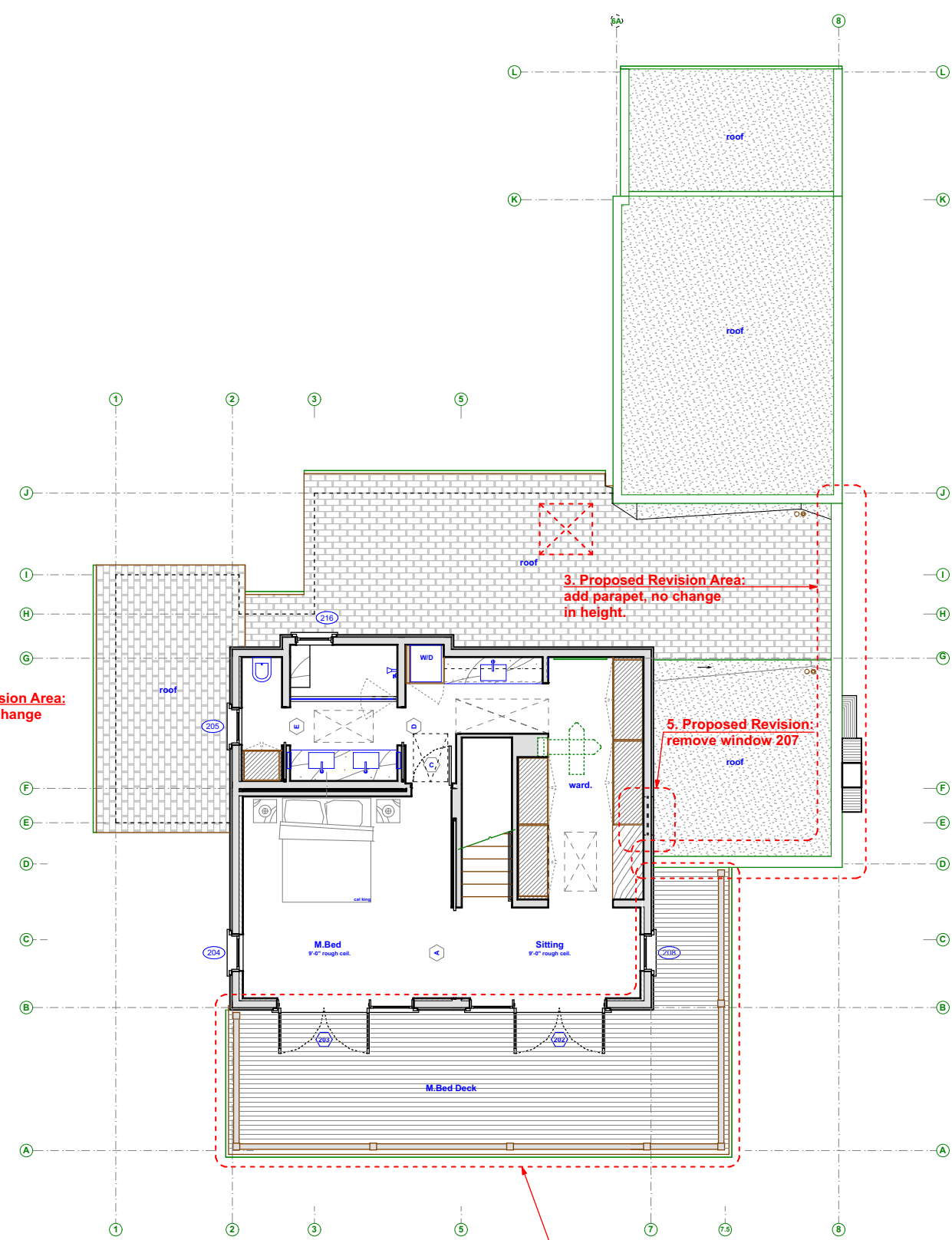




**2. Proposed Revision Area:**  
Add (3) wood, double hung windows to lowest level.

**1 Proposed Revision Area:**  
a. Change 3/12 roof to flat deck.  
No change in location, nor area.  
b. Replace (3) wood, double hung windows with (2) wood doors.

**3. Proposed Revision Area:**  
add parapet, no change in height.



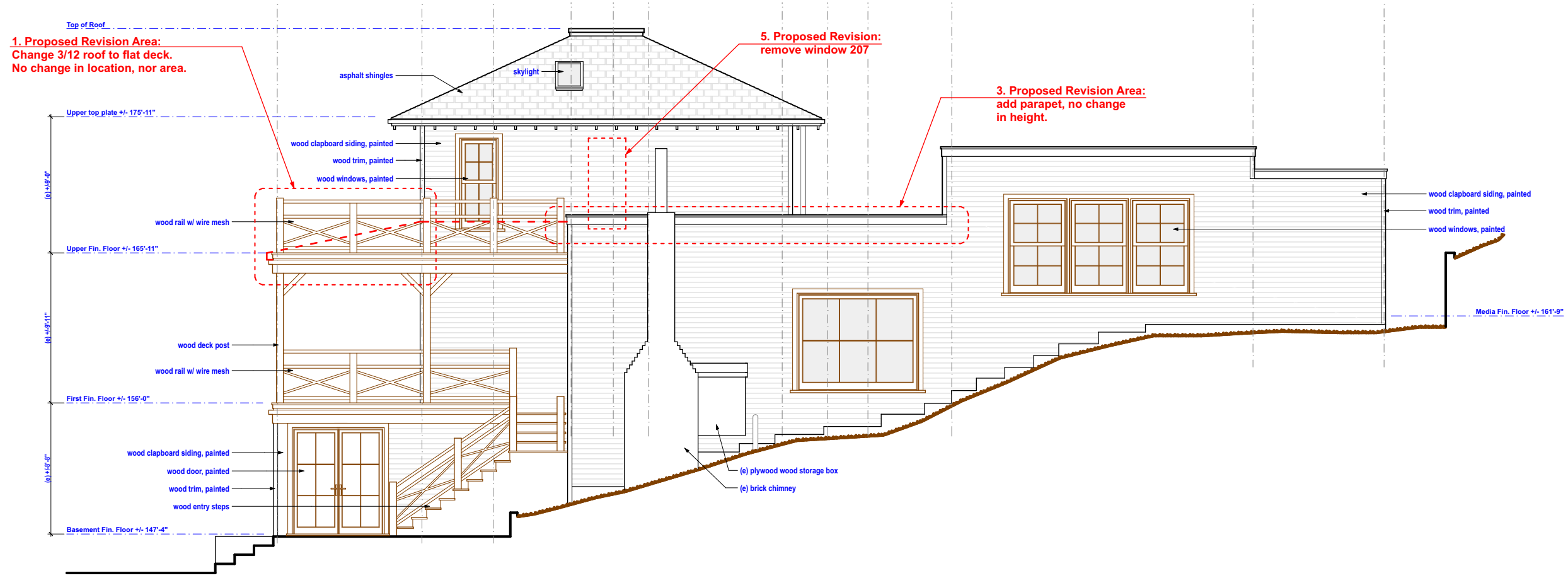
**3. Proposed Revision Area:**  
add parapet, no change in height.

**5. Proposed Revision:**  
remove window 207.

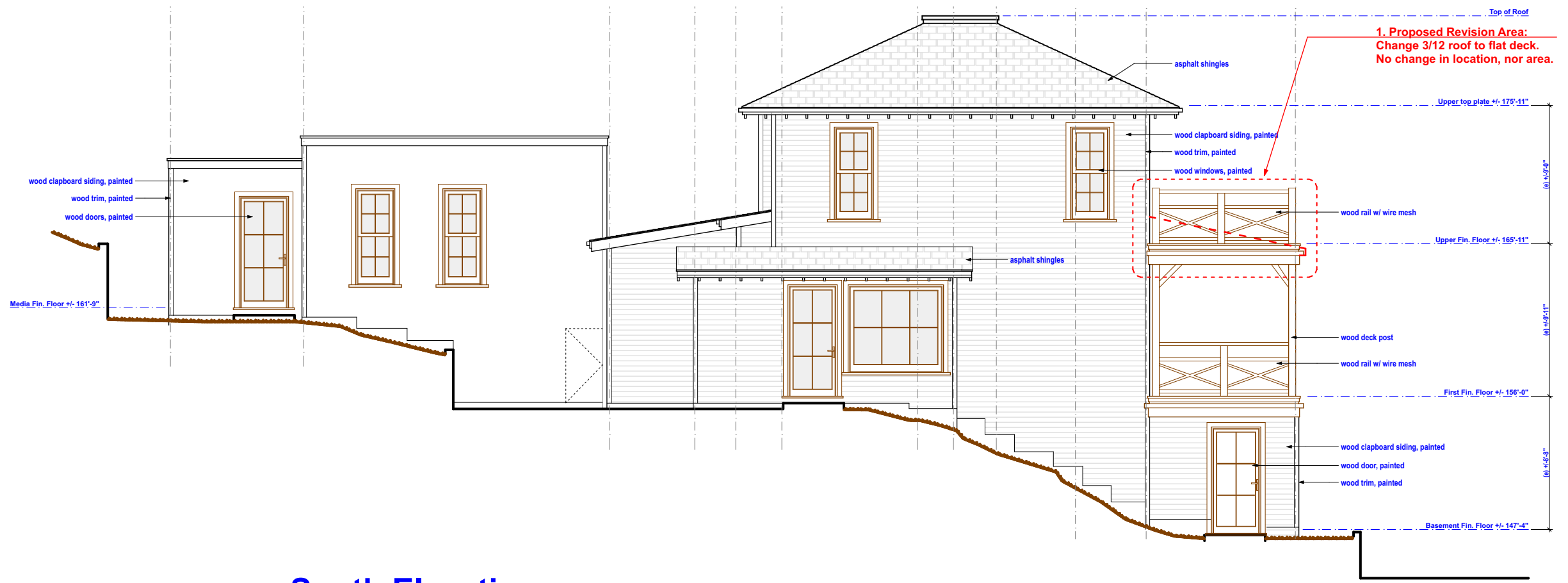
**1. Proposed Revision Area:**  
a. Change 3/12 roof to flat deck.  
No change in location, nor area.  
b. Replace (3) wood, double hung windows with (2) wood doors.

**East Elevation**  
SCALE: 1/8" = 1'-0"

**Second Floor Plan**  
SCALE: 1" = 10'

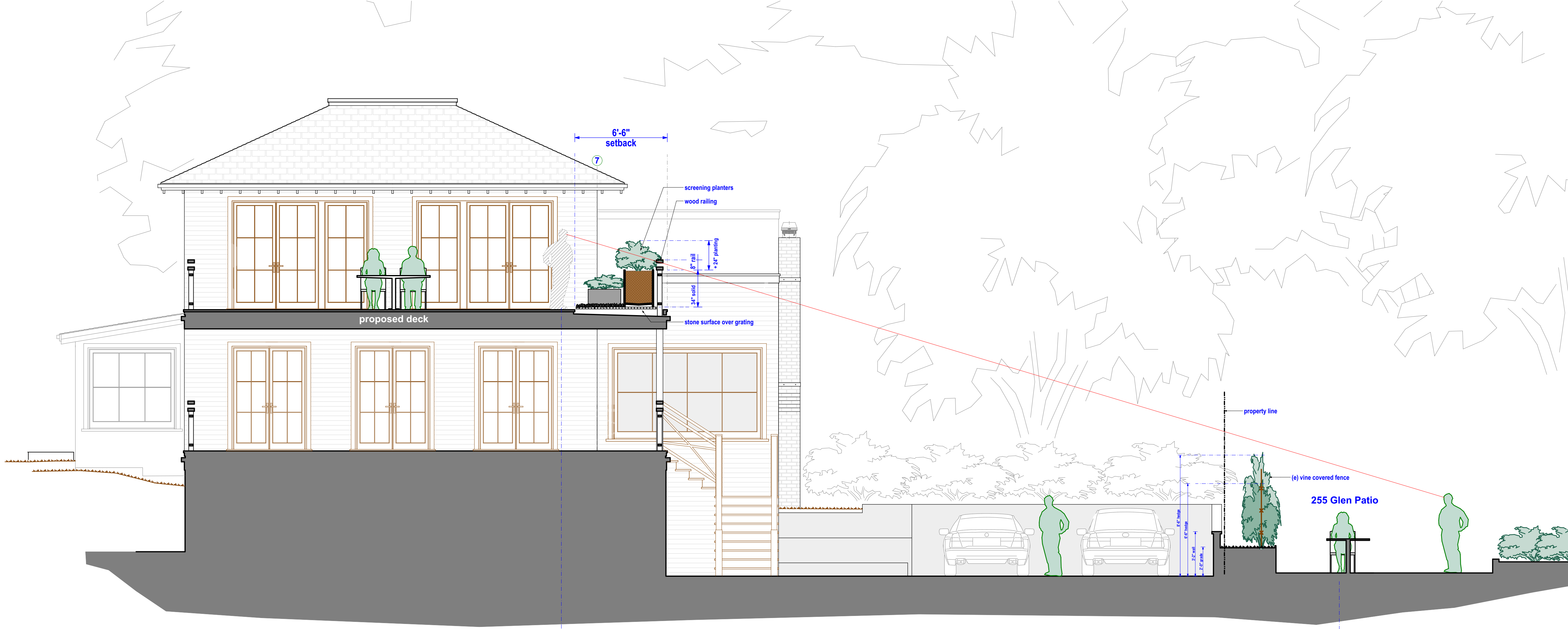
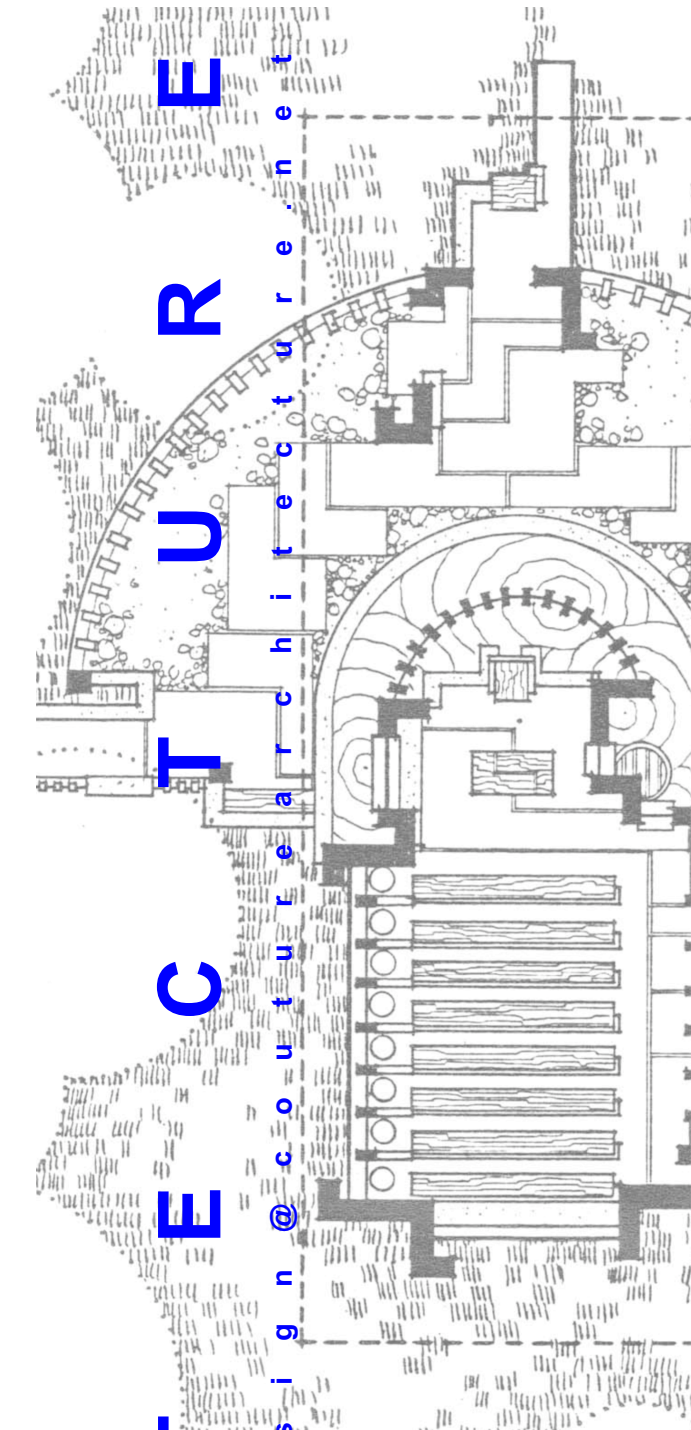


**North Elevation**  
SCALE: 1/8" = 1'-0"

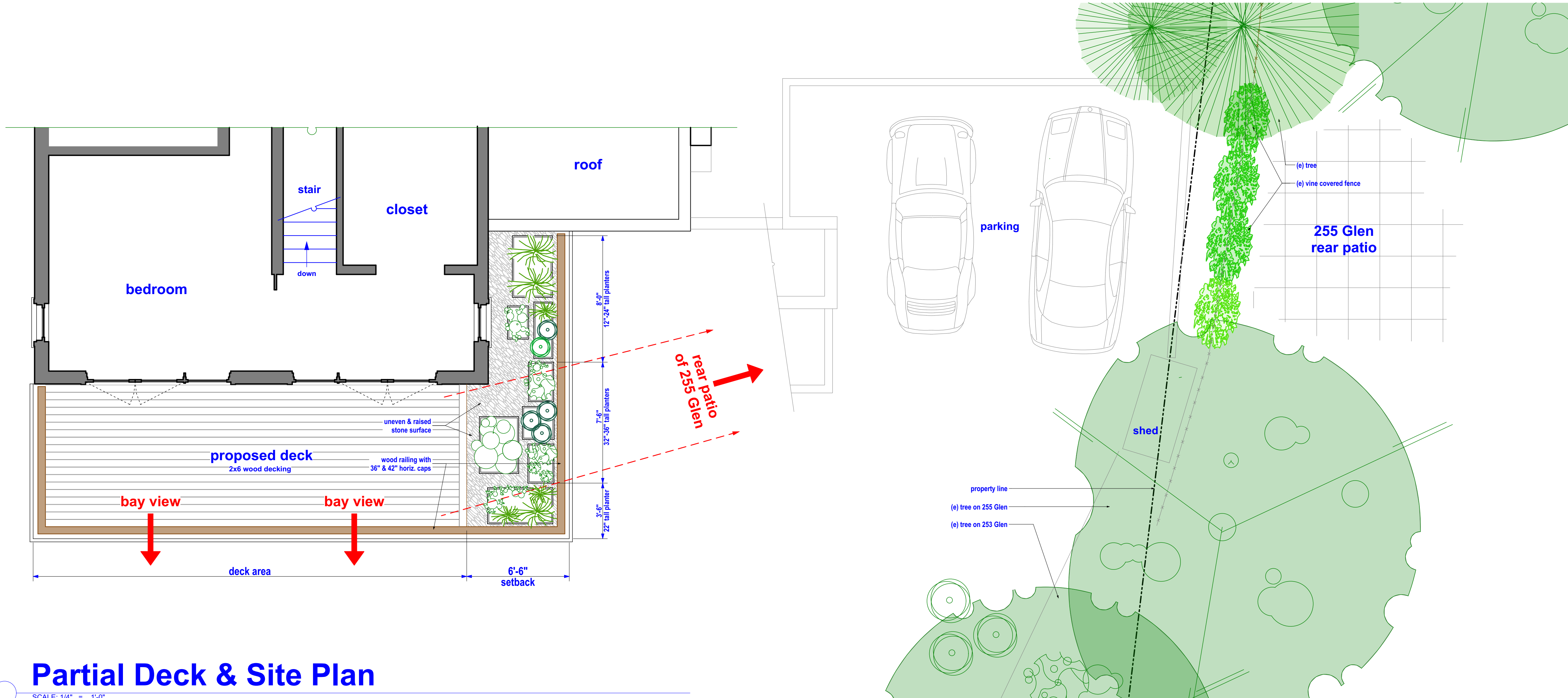


**South Elevation**  
SCALE: 1/8" = 1'-0"



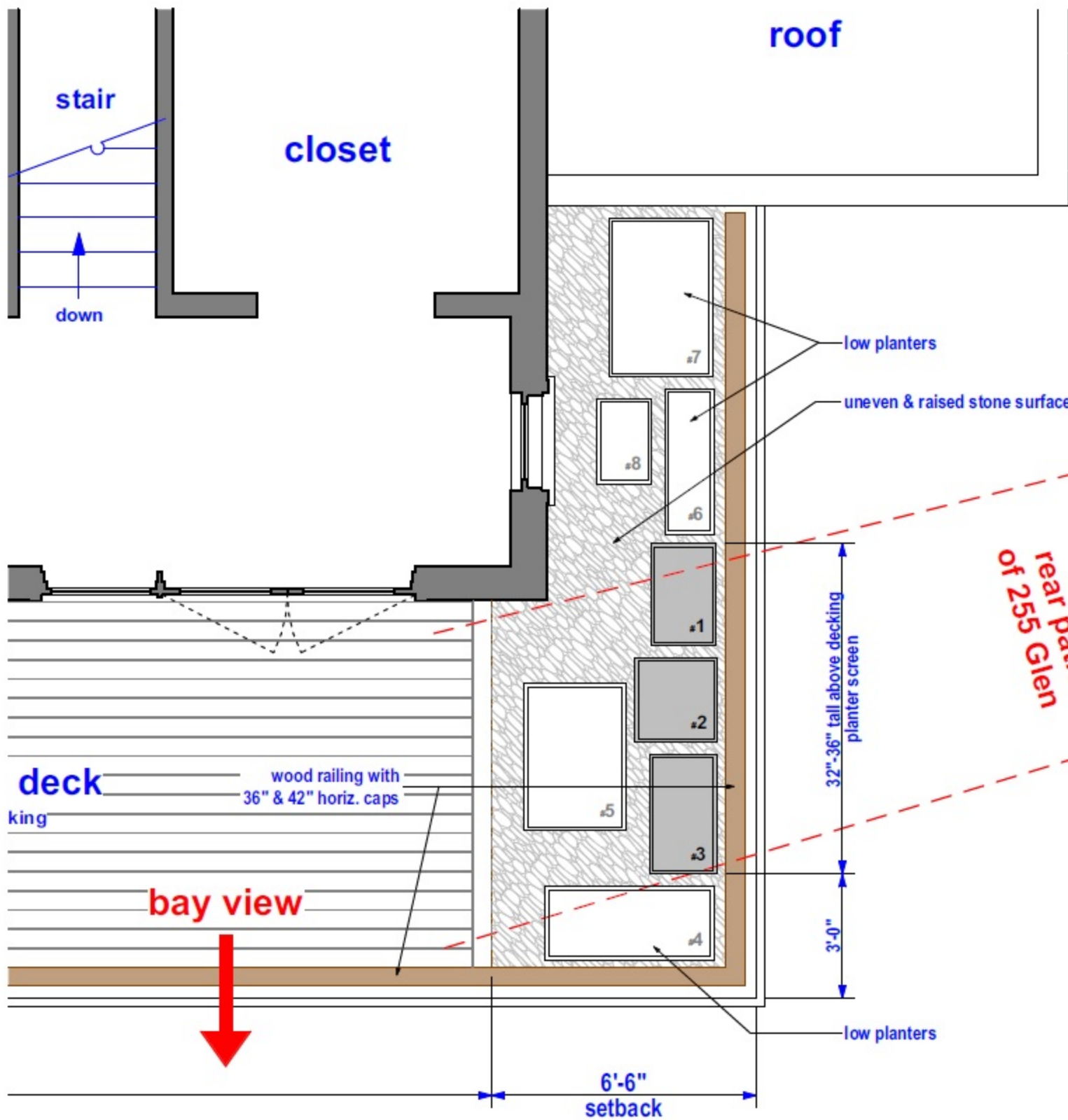


**East Section Elevation**  
 SCALE: 1/4" = 1'-0"



**Partial Deck & Site Plan**  
 SCALE: 1/4" = 1'-0"





**Planter Description:**

- Planters:** Sides will be solid, flat panel steel, painted black. Drainage will be integral in the base and will drain to the sloped roof membrane below then to the gutter & downspout system. See Design Image # 1.
- Screening Planters:** Planters #1 - #3 will be taller screening planters to block a roughly 8'-0" wide area along the railing. The solidity of the planters, plus the two 2 1/2" x 4 1/2" horizontal rails set at 36" and 42" above the decking, create a near solid screening wall. A screening wall 42" above the decking surface is tall enough to screen out any views to the 255 Glen Drive patio area when standing 6'-6" away. The plants are not required to create an adequate screen. The plants will provide extra height, however, are primarily used as a visual asset.
- Low Planters:** Planters #4 - #9 are low planters and are to limit access to the northern section of the deck and to create a stepped garden appearance. These planters are placed in areas where there are no privacy issues.
- Plantings:** Plantings will be 18" - 30" tall succulent type plants with smaller ground covers and cascading plants that will spill down all sides, including the railing side. See Design Image # 1
- Stone Surface:** Stone surface will be an uneven decorative stone place on top of the grating with drainage allowed through the stones. See Design Image # 2
- Planter Sizes:** The planter sizes below describe the height of the planters relative to the decking surface.

**Screening Planters:**

- #1: 30" x 20" x 34" tall above decking surface
- #2: 24" x 24" x 36" tall above decking surface
- #3: 36" x 22" x 32" tall above decking surface

**Low Planters:**

- #4: 20" x 48" x 22" tall above decking surface
- #5: 44" x 30" x 16" tall above decking surface
- #6: 42" x 14" x 24" tall above decking surface
- #7: 46" x 30" x 18" tall above decking surface
- #8: 26" x 16" x 12" tall above decking surface



Design Image 1: representational image



Design Image 2: representational image

rear patio of 255 Glen

**Planter Size & Description Plan**