

**SAUSALITO PLANNING COMMISSION**  
**Wednesday, April 7, 2021**  
**Approved Action Minutes**

**1. CALL TO ORDER**

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

Planning Commission:

Present: Chair Kristina Feller, Vice Chair Richard Graef,  
Commissioner Jeffery Luxenberg, Commissioner Morgan Pierce,  
Commissioner Nastassya Saad

Absent: None.

Staff: Lilly Whalen, Community Development Director  
Larissa Alchin, Assistant Planner  
Justin Klaparda, Contract Planner  
Kevin McGowan, Public Works Director  
David Parisi, Acting City Traffic Engineer  
Mary Wagner, City Attorney

**A. Public Participation Guide for Zoom Meetings**

**Community Development Director Whalen stated that the meeting was being held pursuant to Section 3 of Executive Order N-29-20 issued by Governor Newsom on March 17, 2020; all members had joined the meeting telephonically through Zoom; and the meeting was being broadcast live on the City of Sausalito website.**

**2. APPROVAL OF AGENDA**

**Commissioner Pierce moved and Commissioner Saad seconded a motion to approve the Planning Commission agenda as presented. The motion passed 5-0.**

**3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

None.

**4. PUBLIC HEARING<sup>1</sup>**

**Declarations regarding Planning Commission Public Contacts**

**Commissioner Saad disclosed with respect to Items 4.B. and 4.C., 88 George Lane, that she had visited the site, spoke to the tenant, and viewed the property.**

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<sup>1</sup> All Adopted Resolutions of the Planning Commission can be found on the City's website:  
<https://www.sausalito.gov/city-government/boards-and-commissions/planning-commission/document-archives/-folder-3195>

**Commissioner Pierce disclosed with respect to Items 4.B. and 4.C., 88 George Lane, that he had visited the site, spoke to the tenant, and viewed the property.**

**Commissioner Luxenberg disclosed with respect to Item 4.A., 2 Crecienta Drive, that he visited the site but spoke with no one. With respect to Items 4.B. and 4.C., 88 George Lane, he disclosed he had visited the site and identified himself with the tenant but had no discussion, and visited the abutting property at 84 George Lane but did not discuss the project with the property owner.**

**Chair Feller indicated with respect to Items 4.B. and 4.C., 88 George Lane, that she had visited the site and identified herself to the tenant but had no discussion.**

**A. 2 CRECIENTA DRIVE / BURK RESIDENCE MODIFICATIONS / CHANGES TO APPROVED DESIGN REVIEW PERMIT AND VARIANCE / APN: 064-252-11 / PROJECT ID: 2021-00039**

**SUMMARY: Request for Approval of Changes to an Approved Design Review Permit and Variance. (DR/VA 16-314) at 2 Crecienta Drive allowing modified sound wall material, increased height, and different design, subject to Conditions of Approval, at 2 Crecienta Drive.**

**STAFF RECOMMENDATION: Approval with conditions.**

The public hearing was opened.

Contract Planner Klaparda provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, owner Roy Burk and arborist Justin Anderson of Anderson Tree Service, Inc., provided a presentation.

Planning Commission questions to the applicant followed.

**Public Comments:**

John Ware, 139 Curry Avenue

Applicant rebuttal comments followed.

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

The public testimony period was reopened.

Planning Commission questions to the applicant followed.

Planning Commission comments followed.

The public testimony period was closed.

**Commissioner Pierce moved and Vice Chair Graef seconded a motion to deny Changes to an Approved Design Review Permit and Variance for 2 Crecienta Drive. The motion passed 5-0.<sup>2</sup>**

The public hearing was closed.

**B. 88 GEORGE LANE / APPEAL OF COMMUNITY DEVELOPMENT DEPARTMENT DECISION APPROVING ADU PERMIT 2019-00246 / PROJECT ID: 2021-00045 / APN: 064-254-30**

**SUMMARY: The Planning Commission will consider an appeal of a Community Development Department decision to approve an Accessory Dwelling Unit (ADU) Permit at 88 George Lane.**

**STAFF RECOMMENDATION: Deny the appeal and uphold the Community Development Department decision to approve an Accessory Dwelling Unit (ADU) Permit at 88 George Lane.**

The public hearing was opened.

Assistant Planner Alchin provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The appellant, Daniel Durshem of Lerman Law Partners LLC, provided a PowerPoint presentation.

The applicant, Benjamin Farrell of Farrell Architecture, provided a presentation.

**Public Comments:**

Krzysztof Matyszczuk, 90 George Lane  
Hector Lopez, 80 George Lane

Appellant rebuttal comments followed.

Applicant rebuttal comments followed.

Planning Commission questions to the applicant followed.

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<sup>2</sup> Resolution No. [2021-13](#)  
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Planning Commission questions to staff followed.

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

**Chair Feller moved and Commissioner Saad seconded a motion to deny an appeal of a Community Development Department decision to approve an Accessory Dwelling Unit (ADU) Permit at 88 George Lane and uphold the Community Development Department decision, subject to the following conditions:**

- **A 6-foot wood privacy fence shall be installed at the property line.**
- **The property line shall to be reconfirmed through a survey.**
- **The 4-foot setback off that property line for the ADU shall be upheld.**

**Commissioner Luxenberg requested the motion be amended to include the requirement that in the event the existing survey is wrong the applicant shall resubmit revised plans that are ministerially reviewed to address the new property line location.**

**The maker of the motion accepted the amendment to the motion.**

**The seconder of the motion accepted the amendment to the motion.**

**The motion passed 5-0.<sup>3</sup>**

The public hearing was closed.

### **C. 88 GEORGE LANE / TREE REMOVAL PERMIT 2019-00247**

**SUMMARY: Applicant Benjamin Farrell on behalf of property owner Seamus Canning requests approval of a Tree Removal Permit to remove two California bay (*Umbellularia californica*) and one Coast live oak (*Quercus agrifolia*) within the building footprint of proposed Accessory Dwelling Unit development at 88 George Lane.**

**STAFF RECOMMENDATION: Approval, with conditions.**

The public hearing was opened.

Assistant Planner Alchin provided a PowerPoint presentation.

Planning Commission questions to staff followed.

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<sup>3</sup> Resolution No. [2021-08](#)  
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The public testimony period was opened.

The applicant, Benjamin Farrell of Farrell Architecture, provided a presentation.

Planning Commission questions to the applicant followed.

**Public Comments:**

George Miller

The public testimony period was closed.

Planning Commission comments followed.

**Commissioner Graef moved to approve a Tree Removal Permit for 88 George Lane, subject to the following additional conditions of approval.**

- **Three of the protected trees shall be replaced with trees of equal value with installation locations to be worked out with the City.**
- **Any disputes with respect to the protected trees relative to the property line shall be resolved ministerially after the property line location has been determined.**

**Commissioner Pierce requested the motion be amended to include that the species of trees shall also be worked out with the City.**

**The maker of the motion accepted the amendment to the motion.**

**Commissioner Luxenberg seconded the motion.**

**The motion passed 5-0.<sup>4</sup>**

The public hearing was closed.

## **5. STUDY SESSION**

**Declarations regarding Planning Commission Public Contacts**

None.

### **A. NEVADA STREET STRIPING RECONFIGURATION**

**SUMMARY: City Staff in conjunction with the City of Sausalito's Bicycle and Pedestrian Advisory Committee are requesting a Planning Commission Study Session for review of a proposed reconfiguration of the striping on Nevada Street between Bridgeway and Buchanan Drive.**

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<sup>4</sup> Resolution No. [2021-09](#)  
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**STAFF RECOMMENDATION: Staff is interested in obtaining additional public comments as well as seeking guidance from the Commission on whether to proceed with the project as proposed.**

The public hearing was opened.

Public Works Director McGowan and Acting City Traffic Engineer Parisi provided a PowerPoint presentation.

**Public Comments:**

Kieran Culligan, Vice Chair Pedestrian and Bicycle Advisory Committee  
Vicki Nichols  
Don Cravens  
Andy Smith  
Joseph Willis  
Michelle Cunningham  
Mike Miller  
Eric B.

The public testimony period was closed.

Planning Commission comments followed.

Staff rebuttal comments followed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

The public hearing was closed.

**B. COMMUNITY DEVELOPMENT DEPARTMENT STREAMLINING**

**SUMMARY: Review and feedback regarding the Economic Development Advisory Committee's recommended three-phased plan for revamping the permit process to improve Sausalito's business environment and result in increased business tax revenue.**

**STAFF RECOMMENDATION: Conduct a Study Session on the three-phased plan and provide feedback, comments, observations, and suggestions as appropriate to EDAC and City Council.**

The public hearing was opened.

EDAC Chair Tom Reilly provided a PowerPoint presentation.

Planning Commission questions to EDAC followed.

Planning Commission questions to staff followed.

Planning Commission questions to staff followed.

The public testimony period was opened.

**Public Comments:**

Mike Miller  
Vicki Nichols  
Sandra Bushmaker

The public testimony period was closed.

EDAC comments followed.

The public hearing was closed.

**6. COMMUNICATIONS**

- Staff: Community Development Director Whalen:
  - The Community Development Department quarterly report has been submitted to the City Council and is attached to this meeting's agenda.
  - Commissioner Pierce will finish his term on the Planning Commission in June. The City Council has appointed Andrew Junius to replace him.
- Commission: None.

**7. ADJOURNMENT**

**Chair Feller moved to adjourn the meeting. The motion passed 5-0.**

The meeting was adjourned at 12:08 p.m.

 

Submitted by  
Lilly Whalen  
Community Development Director



Approved by  
Kristina Feller  
Chair