

SAUSALITO PLANNING COMMISSION
Wednesday, July 7, 2021
Approved Action Minutes

1. CALL TO ORDER

Chair Feller called the meeting to order at 6:30 p.m.

Planning Commission:

Present: Chair Kristina Feller, Vice Chair Richard Graef,
Commissioner Andrew Junius, Commissioner Jeffery Luxenberg,
Commissioner Nastassya Saad

Absent: None.

Staff: Lilly Whalen, Community Development Director
Mike Janusek, Assistant Planner
Brad Evanson, Contract Planner
Mary Wagner, City Attorney

A. Public Participation Guide for Zoom Meetings

Assistant Planner Janusek 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 Luxenberg 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 HEARING¹

Declarations regarding Planning Commission Public Contacts

Commissioner Luxenberg disclosed with respect to Item 4.A, 221 Second Street, that he resides within 500 feet of the subject site and will recuse himself from participating in the public hearing.

¹ 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 Saad disclosed with respect to Item 4.B, 654 Sausalito Boulevard, that she was invited into the home of neighbors Chris and Sue White and viewed the subject site, and exchanged a few emails with the applicant but did not meet with them.

Chair Feller disclosed with respect to Item 4.B, 654 Sausalito Boulevard, that she visited the site to view the landscape and trees but did not enter the home, and also visited the home of neighbors Chris and Sue White and viewed the subject site but did not discuss the merits of the project. She also visited the neighbors next to and below the subject site.

A. 221 SECOND STREET / CONDITIONAL USE PERMIT AND MINOR USE PERMIT / PROJECT ID: 2020-00167 / APN: 065-238-01 (MIKE JANUSEK, ASSISTANT PLANNER)

SUMMARY: The applicant is requesting a Conditional Use Permit for beer and wine consumption on the premises in the Neighborhood Commercial zone both indoors at the existing café and outdoors at seating located on the public sidewalk. The applicant also requests a Minor Use Permit for outdoor dining to add five tables and ten chairs and one ADA table within the public sidewalk along Second Street.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve the Conditional Use Permit and Minor Use Permit, subject to conditions.

The public hearing was opened.

Assistant Planner Janusek provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, Scott Penzarella, provided a PowerPoint presentation.

Public Comments:

None.

The public testimony period was closed.

Planning Commission comments followed.

Commissioner Junius moved and Commissioner Saad seconded a motion to approve a Conditional Use Permit and Minor Use Permit for 221 Second Street. The motion passed 4-0, with Commissioner Luxenberg recused.²

² Resolution No. [2021-18](#)

The public hearing was closed.

B. 654 SAUSALITO BOULEVARD / DESIGN REVIEW PERMIT, TREE REMOVAL PERMIT, ENCROACHMENT AGREEMENT / PROJECT ID: 2019-00184 / APN: 065-163-26 (BRAD EVANSON, CONTRACT PLANNER)

SUMMARY: A request for a Design Review Permit to demolish an existing single-family residence and construct a 3,731 gross square foot single-family residence at 654 Sausalito Boulevard; a Tree Removal Permit to remove five mature trees (three protected); and an Encroachment Agreement to construct upgrades to an existing driveway, entry stairway, and entry gate partially within the right-of-way.

STAFF RECOMMENDATION: Approve the Design Review Permit and Tree Removal Permit, and recommend the City Council approve the Encroachment Agreement.

The public hearing was opened.

Contract Planner Evanson provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant, architect Mason Wodham of Mason Wodham Architects, landscape architect Adam Nugent of Terra Firma Landscapes, and arborist Dr. Kent Julin of Arborscience, provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

Planning Commission questions to staff followed.

Public Comments:

Chris White

James McNair, arborist

Russell Zink

William Callaway

The applicant, attorney Ray Buddie of Clark Hill, provided rebuttal comments.

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.

The public testimony period was closed.

Chair Feller moved and Vice Chair Graef seconded a motion to direct staff to return at the next Planning Commission meeting with a Resolution denying a Design Review Permit, Tree Removal Permit, and Encroachment Agreement for 654 Sausalito Boulevard. The motion passed 4-1 with Commissioner Junius dissenting.

Planning Commission questions to staff followed.

The public hearing was closed.

5. COMMUNICATIONS

- Staff:
 - Community Development Director Whalen:
 - North Street Steps update: Contracting documents are being signed for the float stabilization and debris removal within the North Street right-of-way to begin in July with handrail work occurring in September.
 - Outdoor Activities Community Forum: The forum occurred on June 30th and was well attended by the community. Discussion included sidewalk dining, parklets, and street closures on Caledonia Street with respect to recovering from COVID-19. A survey distributed before the forum received a large number of responses. Information will be collected from the forum and survey and provided to the City Council at end of July or in August.
 - MND Comments on Clipper Yacht Harbor project: Reminder that comments are due on July 16th.
 - Budget and Staffing: City Council has provided the Community Development Department with two additional staff member positions and an upgraded position. Recruitment for those positions is ongoing with temporary help in place until they are filled.
 - Upcoming Agenda Items for July 21st Planning Commission hearing: Tentative map for 167/169 Filbert Avenue, study session for 177 Cazneau Avenue, resolution of denial for 654 Sausalito Boulevard, and a potential appeal of approval of an amnesty ADU at 11 Marion Avenue.
 - An appeal of the 99 Wolfback Ridge project will be heard at a City Council special meeting on July 13th.
- Commission:
 - Chair Feller:

- Chair Feller:
 - Task Force on Parklets: She and Vice Chair Graef have provided benchmarked community links to the parklet designs, resolutions, traffic and parking considerations, etc.
- Commissioner Junius:
 - Objective Design and Development Standards: A meeting was held on July 1st to help the City ready a resolution for the July 13th City Council meeting and the adoption of a resolution that collects and lists the objective standards that are already in the code that will be used if needed on a Housing Accountability Act case. They are in phase 2, going through the wording of the code and creating a framework to present a new ordinance for City Council adoption.
- Commissioner Luxenberg:
 - Housing Element Update: The City sent postcards to Sausalito residents and had an excellent response for applications for the Housing Element Advisory Committee (HEAC) positions. The City Council interviewed candidates at its June 22nd and July 13th meeting and will possibly interview more at its July 27th meeting, during which appointments will be made. The De Nova Planning Group will work with HEAC and the City to develop the update and will hold public workshops later this year.
- Commissioner Saad:
 - Ombudsman Permitting: No update available. She hopes to meet with Chair Feller and get next steps out to the mayor and the City Council.
- Commissioner Junius:
 - EDAC Task Force on Enforcement: Met with Walter Lemmermann on the enforcement part of EDAC. He plans to meet with Director Whalen to understand the framework for enforcement matters.

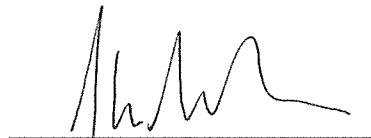
6. ADJOURNMENT

Chair Feller moved and Commissioner Junius seconded a motion to adjourn the meeting. The motion passed 5-0.

The meeting was adjourned at 11:18 p.m.



Submitted by
Lilly Whalen
Community Development Director



Approved by
Kristina Feller
Chair