

**SAUSALITO PLANNING COMMISSION  
Wednesday, October 20, 2021  
APPROVED Action Minutes<sup>1</sup>**

**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: Heidi Scoble, Interim Community Development Director  
Mike Janusek, Assistant Planner  
Tricia Stevens, Contract Planner  
Mary Wagner, City Attorney

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

**Community Development Director Scoble stated that the meeting was being held pursuant to Section 3 of Executive Order N-29-20 and issued by Governor Newsom on March 17, 2020 and Executive Order N-08-21 issued by the Governor on June 11, 2021; 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 Junius 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. APPROVAL OF PLANNING COMMISSION MINUTES**

**A. Draft Minutes – October 6, 2021**

**Commissioner Saad moved and Commissioner Luxenberg seconded a motion to approve the draft minutes as amended. The motion passed 4-0-1 with Vice Chair Graef abstaining.**

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

1                   **5. PUBLIC HEARING<sup>2</sup>**

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3                   **Declarations regarding Planning Commission Public Contacts**

4                   None.

5  
6                   **Vice Chair Graef announced that he would recuse himself from participating in**  
7                   **the study session for Item 6.A., 70-74 Liberty Ship Way, because he lives within**  
8                   **500 feet of the subject site.**

9  
10                   **A. 1309 BRIDGEWAY / DESIGN REVIEW PERMIT AND ENCROACHMENT**  
11                   **AGREEMENT / PROJECT ID: 2021-00054 / APN: 065-051-02 (MIKE**  
12                   **JANUSECK, ASSISTANT PLANNER)**

13  
14                   **SUMMARY: A Design Review Permit for the 122 square foot awning**  
15                   **above the public sidewalk and private entryway at the mixed-use**  
16                   **building at 1309 Bridgeway; and an Encroachment Agreement for the 80**  
17                   **square foot portion of the awning above the public sidewalk within the**  
18                   **public right-of-way along Bridgeway.**

19  
20                   **STAFF RECOMMENDATION: Staff recommends the Planning**  
21                   **Commission approve the Design Review Permit and recommend to the**  
22                   **City Council approval of the Encroachment Agreement.**

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25                   The public hearing was opened.

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27                   Assistant Planner Janusek provided a PowerPoint presentation.

28  
29                   Planning Commission questions to staff followed.

30  
31                   The public testimony period was opened.

32  
33                   The applicant/owner, Dr. Deiter, did not provided a presentation.

34  
35                   Planning Commission questions to the applicant followed.

36  
37                   Planning Commission questions to staff followed.

38  
39                   **Public Comments:**

40                   None.

41  
42                   The public testimony period was closed.

43  
44                   Planning Commission comments followed.

45  
46                   \_\_\_\_\_

47                   <sup>2</sup> All Adopted Resolutions of the Planning Commission can be found on the City's  
48                   website: [https://www.sausalito.gov/city-government/boards-and-commissions/planning-](https://www.sausalito.gov/city-government/boards-and-commissions/planning-commission/document-archives/-folder-3195)  
49                   [commission/document-archives/-folder-3195.](https://www.sausalito.gov/city-government/boards-and-commissions/planning-commission/document-archives/-folder-3195)

1 **Commissioner Junius moved and Vice Chair Graef seconded a motion to approve**  
2 **a Design Review Permit and recommend City Council approval of an**  
3 **Encroachment Agreement for 1309 Bridgeway. The motion passed 5-0.<sup>3</sup>**  
4

5 The public hearing was closed.  
6

7 **B. 310 HARBOR DRIVE / DESIGN REVIEW PERMIT, CONDITIONAL USE**  
8 **PERMIT, AND NON-CONFORMITY PERMIT TO REMOVE AND REPLACE**  
9 **EXISTING BOAT DOCKS IN THE CLIPPER YACHT HARBOR BASINS 3**  
10 **AND 4 / PROJECT ID: DR/CUP/NC 2019-00096 / APNS: 063-020-01; 063-**  
11 **010-16 (TRICIA STEVENS, CONTRACT PLANNER)**  
12

13 **SUMMARY: A request for a Design Review Permit to remove and**  
14 **replace existing boat docks at the Clipper Yacht Harbor Basins 3 and 4,**  
15 **a Conditional Use Permit to recognize the existing liveboards, a Non-**  
16 **Conformity Permit to recognize the existing facility located at 310**  
17 **Harbor Drive. A Mitigated Negative Declaration (MND) has been**  
18 **prepared to comply with the California Environmental Quality Act**  
19 **(CEQA).**  
20

21 **STAFF RECOMMENDATION: Staff recommends the Planning**  
22 **Commission approve the Design Review Permit, Conditional Use**  
23 **Permit, and Non-Conformity Permit to remove and replace existing boat**  
24 **docks at the Clipper Yacht Harbor Basins 3 and 4.**  
25

26 The public hearing was opened.  
27

28 Contract Planner Stevens provided a PowerPoint presentation.  
29

30 Planning Commission questions to staff followed.  
31

32 The public testimony period was opened.  
33

34 The applicant, KC Pedersen of Clipper Yacht Harbor and Usmita Pokhrel of Bellingham  
35 Marine Industries, provided a PowerPoint presentation.  
36

37 Planning Commission questions to the applicant followed.  
38

39 Planning Commission questions to staff followed.  
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41 **Public Comments:**

42 None.  
43

44 The public testimony period was closed.  
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47 <sup>3</sup> [Resolution No. 2021-28](#)

48 All Adopted Resolutions of the Planning Commission can be found on the City's website:

49 [https://www.sausalito.gov/city-government/boards-and-commissions/planning-commission/document-](https://www.sausalito.gov/city-government/boards-and-commissions/planning-commission/document-archives/-folder-3195)  
50 [archives/-folder-3195](https://www.sausalito.gov/city-government/boards-and-commissions/planning-commission/document-archives/-folder-3195)

1 Planning Commission comments followed.

2  
3 The public testimony period was reopened.

4  
5 Planning Commission questions to the applicant followed.

6  
7 The public testimony period was closed.

8  
9 **Commissioner Junius moved and Commissioner Saad seconded a motion to**  
10 **close the public hearing and continue the project for 310 Harbor Drive to a date**  
11 **certain of November 3, 2021 and direct staff to prepare a resolution of approval.**  
12 **The motion passed 5-0.**

13  
14 Planning Commission comments followed.

15  
16 The public hearing was closed.

17  
18 **3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (CONTINUED)**

19  
20 **Public Comments:**

21 Bill Versace

22  
23 **6. STUDY SESSION**

24  
25 **Declarations regarding Planning Commission Public Contacts**

26 None.

27  
28  
29 **A. 70-74 LIBERTY SHIP WAY / SECOND STUDY SESSION FOR A DESIGN**  
30 **REVIEW PERMIT AND CONDITIONAL USE PERMIT TO REDEVELOP A**  
31 **3.9-ACRE SITE AND CONSTRUCT THREE NEW TWO-STORY**  
32 **BUILDINGS; PROJECT ID: DR/CUP 17-285; APN 063-080-06; (TRICIA**  
33 **STEVENS, CONTRACT PLANNER)**

34  
35 **SUMMARY:** The purpose of this second study session is to update the  
36 **Commissioners and the public with responses from the March study**  
37 **session on issues not related to the IS/MND. A Recirculated Initial**  
38 **Study/Mitigated Negative Declaration is under review with the comment**  
39 **period ending November 1, 2021. A complete Response to Comments**  
40 **on IS/MND items will be provided after the close of the comment period**  
41 **on the recirculated IS/MND and prior to the public hearing.**

42  
43 **STAFF RECOMMENDATION:** Staff recommends the Planning  
44 **Commission conduct a second Study Session.**

45  
46 The study session was opened.

47  
48 Contract Planner Stevens provided a PowerPoint presentation.

1 Planning Commission questions to staff followed.  
2  
3 The public testimony period was opened.  
4  
5 The applicant, Brent McDonald, provided a PowerPoint presentation.  
6  
7 Planning Commission questions to the applicant followed.  
8

9 **Public Comments:**

10 Bruce Huff  
11 Vicki Nichols  
12 John DiRe  
13 Richard Graef  
14 Craig Merrilees  
15 Tom Hoover  
16

17 The public testimony period was closed.  
18  
19 Planning Commission comments followed.  
20  
21 Planning Commission questions to staff followed.  
22  
23 The study session was closed.  
24

25 **7. OLD BUSINESS**

26 **A. Platt Tree Cutting Update**

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30 Community Development Director Scoble provided a presentation.  
31

32 **8. NEW BUSINESS**

33 **A. Parklet and Outdoor Dining Update**

34  
35  
36 Community Development Director Scoble provided a presentation.  
37

38 **9. COMMUNICATIONS**

- 39
- 40 • Staff: Community Development Director Scoble:
    - 41 ○ Introduced new staff members Principle Planner Rozalynn Thompson
    - 42 and Assistant Planner Adam East.
    - 43 ○ The Housing Element Advisory Committee kickoff meeting will be held
    - 44 on October 21<sup>st</sup> at 5:30pm.
    - 45 ○ The City is working on its Objective Development Standards and will
    - 46 bring an item to the Historic Preservation Commission on October 28<sup>th</sup>.
    - 47 ○ Reviewed the items on the Planning Commission November 3<sup>rd</sup>
    - 48 agenda.
      - 49 ▪ 310 Harbor Drive
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- 52 and 62 Varda Landing Road study session
- 265 Gate 5 Road
- Commission: None.


**10. ADJOURNMENT**

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

The meeting was adjourned at 11:10 p.m.

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Submitted by  
 Heidi Scoble  
 Interim Community Development Director

DocuSigned by:  
  
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Approved by  
 Kristina Feller  
 Chair