

**SAUSALITO PLANNING COMMISSION
Wednesday, November 3, 2021
Final Action Minutes¹**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

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
Adam East, 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

Vice Chair Graef 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. APPROVAL OF PLANNING COMMISSION MINUTES

A. Draft Minutes – October 20, 2021

Vice Chair Graef moved and Commissioner Luxenberg seconded a motion to approve the draft minutes as presented. The motion passed 5-0.

¹ A video recording of this meeting is available at: www.sausalito.gov.

1 **CONSENT CALENDAR**

2
3 **310 HARBOR DRIVE / DESIGN REVIEW PERMIT, CONDITIONAL USE**
4 **PERMIT, AND NON-CONFORMITY PERMIT TO REMOVE AND REPLACE**
5 **EXISTING BOAT DOCKS IN THE CLIPPER YACHT HARBOR BASINS 3 AND**
6 **4; PROJECT ID: DR/CUP/NC 2019-00096; APNs 063-020-01; 063-010-16;**
7 **(TRICIA STEVENS, CONTRACT PLANNER)**
8

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

16 **STAFF RECOMMENDATION: Staff recommends the Planning Commission**
17 **adopt Resolution No. 2021-29.**
18

19 **Public Comments:**

20 None.

21
22 Contract Planner Stevens provided a presentation.

23
24 **Commissioner Luxenberg moved and Commissioner Junius seconded a motion**
25 **to adopt Resolution No. 2021-29. The motion passed 5-0.²**
26

27 **5. PUBLIC HEARING³**

28
29 **Declarations regarding Planning Commission Public Contacts**

30
31 **Commissioner Luxenberg disclosed with respect to Item 5.A., 111 Bridgeway, and**
32 **Item 5.B, 23 Cazneau Avenue, that he had visited both sites but spoke to no one.**
33

34
35 **A. 111 BRIDGEWAY / TREE REMOVAL PERMIT TRP 2021-00271 / APN: 065-**
36 **271-03 (ADAM EAST, ASSISTANT PLANNER)**
37

38 **SUMMARY: A Tree Removal Permit to remove a Eugenia tree due to**
39 **moderate aphid infestation and decay, and to allow the nearby avocado**
40 **tree to mature as the replacement.**
41

42 **STAFF RECOMMENDATION: Staff recommends the Planning**
43 **Commission approve the Tree Removal Permit and adopt a Resolution.**
44

45
46 ² [Resolution No. 2021-029](#)

47 ³ 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)
50

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

The public hearing was opened.

Assistant Planner East provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant/owner, Keith Stahnke, provided a presentation.

Planning Commission questions to the applicant followed.

Public Comments:

None.

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.

Planning Commission questions to staff followed.

Commissioner Junius moved and Commissioner Saad seconded a motion to approve a Tree Removal Permit for 111 Bridgeway, subject to the following Condition of Approval:

- **The applicant shall return within 30 days and submit to City staff a supplemental arborist report that either confirms that a replacement tree of some kind can be installed on the subject site, or if it cannot the applicant shall work with staff to determine an in lieu fee.**

The public testimony period was reopened.

Planning Commission questions to the applicant followed.

The public testimony period was closed.

Planning Commission comments followed.

The motion passed 5-0.⁴

⁴ [Resolution No. 2021-030](#)
Final
Planning Commission Minutes
November 3, 2021
Page 3 of 6

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

The public hearing was closed.

B. 23 CAZNEAU AVENUE / TREE REMOVAL PERMIT TRP 2021-00259 / APN: 065-103-19 (ADAM EAST, ASSISTANT PLANNER)

SUMMARY: A Tree Removal Permit to remove a diseased Big-Leaf maple tree, and to allow the nearby young Oak tree as the replacement.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve the Tree Removal Permit and adopt a Resolution.

The public hearing was opened.

Assistant Planner East provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

The applicant did not provide a presentation.

Public Comments:

None.

The public testimony period was closed.

Planning Commission comments followed.

Commissioner Luxenberg moved and Commissioner Junius seconded a motion to approve a Tree Removal Permit for 23 Cazneau Avenue, subject to the following Condition of Approval:

- **A replacement tree shall be installed on the subject site.**

The motion passed 5-0.⁵

The public hearing was closed.

6. NEW BUSINESS – NONE

OLD BUSINESS - NONE

7. COMMUNICATIONS

- Staff:
 - Community Development Director Scoble:
 - The Historic Preservation Commission conducted a public meeting on October 28th and reviewed three projects for historic

⁵ [Resolution No. 2021-031](#)
Final
Planning Commission Minutes
November 3, 2021
Page 4 of 6

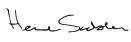
- 1 determination: 240 Glenn Drive, 409-411 Napa Street, and 489-
 2 491 Bridgeway and discussed the Objective Development
 3 Design Standards after a presentation by Town Attorney
 4 Wagner.
- 5 ■ Provided an update on the Landslide Task Force Zoning
 6 Ordinance Amendment.
 - 7 ■ The Planning Department's public counter has been reopened
 8 to the public.
 - 9 ■ The City's contract with Michael Baker Consultants will be
 10 terminated as of November 17th.
 - 11 ■ Director Scoble will provide an update to the City Council
 12 regarding the Community Development Department at its
 13 November 9th meeting.
- 14 ○ Town Attorney Wagner:
 - 15 ■ The Langsam project was appealed to the City Council with a
 16 special hearing set for November 17th.
 - 17 ● Commission:
 - 18 ○ Chair Feller:
 - 19 ■ The Sea Level Rise Taskforce is close to completing its report,
 20 which includes recommendations to the City Council.
 - 21 ■ The Housing Element Advisory Committee and Housing
 22 Element:
 - 23 ● HEAD held it's first meeting on October 21st with its next
 24 meeting tentatively scheduled for December 2nd.
 - 25 ● The City appealed its RHNA numbers generated by the
 26 state and the appeal was denied.
 - 27 ● The City Council appointed Commissioner Saad to sit on
 28 the Housing Element Advisory Committee along with
 29 Chair Feller.
 - 30 ■ Parklet Visioning Working Group:
 - 31 ● City Council directed City staff to work with the Planning
 32 Commission on developing guidelines and standards.
 - 33 ● Chair Feller appointed Commissioner Luxenberg to the
 34 working group.
 - 35 ○ Commissioner Junius:
 - 36 ■ Objective Development Design Standards Working Group:
 - 37 ● The working group met a week ago and discussed
 38 objectifying the view analysis.
 - 39 ● They are looking at Marin County's toolkit in terms of
 40 other ways set fees components into Sausalito's code.
 - 41 ● The next meeting is schedules for November 8th.

42 8. ADJOURNMENT

43 **Commissioner Junius moved and Commissioner Luxenberg seconded a motion**
 44 **to adjourn the meeting. The motion passed 5-0.**

45 The meeting was adjourned at 8:13 p.m.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

DocuSigned by:

919A8B149966467...

Submitted by
Heidi Scoble
Interim Community Development Director

DocuSigned by:

3973CE8DECB542B...

Approved by
Kristina Feller
Chair