

SAUSALITO PLANNING COMMISSION
Wednesday, December 2, 2020
Approved Action Minutes¹

1. CALL TO ORDER

Chair Kellman 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 Janelle Kellman, Vice Chair Kristina Feller,
Commissioner Richard Graef, Commissioner Vicki Nichols,
Commissioner Morgan Pierce

Absent: None.

Staff: Community Development Director Lilly Whalen
City Attorney Mary Wagner

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 Nichols 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. SPECIAL PRESENTATIONS

Chair Kellman issued a proclamation on behalf of outgoing Planning Commissioner Nichols recognizing her dedicated service and contributions to the Sausalito community and thanking her for her many years to service to the City of Sausalito.

Vice Chair Feller issued a proclamation on behalf of outgoing Planning Commissioner Janelle Kellman recognizing her dedicated service and contribution to the Sausalito community and wished her luck as a member of the Sausalito City Council.

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

5. PUBLIC HEARING

Declarations regarding Planning Commission Public Contacts

Vice Chair Feller disclosed with respect to Item 5.A, 40-42 Marion Avenue, that she had driven by the property and viewed it from the street.

A. 40-42 MARION AVENUE / TREE REMOVAL PERMIT / PROJECT ID: 2020-0159 / APN: 064-213-23

SUMMARY: A request for a Tree Removal Permit to remove one 13-inch diameter at breast height Coast Live Oak tree from the subject property. The subject tree has a severe trunk lean and is located on a steep slope and the subject tree's roots were cut accidentally during construction.

STAFF RECOMMENDATION: Staff recommends the Planning Commission approve the Tree Removal Permit to allow removal of one Coast Live Oak tree.

The public hearing was opened.

Community Development Director Whalen provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

Applicant/owner, Chris Reynolds, provided a PowerPoint presentation.

Planning Commission questions to the applicant followed.

The public testimony period was closed.

Planning Commission comments followed.

The public testimony period was opened.

Public Comments:

James Lascot, ArborLogic Consulting Arborists

Planning Commission questions to the applicant/owner followed.

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Pierce moved and Commissioner Graef seconded a motion to approve a Tree Removal Permit for 40-42 Marion Avenue, subject to the following additional conditions of approval:

- Value of the replacement trees shall be equal to that of a healthy Coast Live Oak.
- Replacement trees must at a minimum meet three requirements:
 - Selected for slope stabilization.
 - Diverse set of pollinators.
 - Location to be determined based on the rooting characteristics to achieve further slope stabilization.
- Replacement trees shall be planted prior to Certificate of Occupancy being issued.
- A formal tree protection plan shall be submitted to the Community Development Director for approval. A site inspection shall be conducted by the building inspector to verify that protection measures are in place prior to continued construction.

The motion passed 5-0.

The public hearing was closed.

B. Zoning Ordinance Amendment to amend Section 10.40.130 of Title 10 of the Sausalito Municipal Code to incentivize the development of affordable housing by allowing for density bonuses greater than 35 percent and other changes as required to incorporate amendments to state density bonus law.

STAFF RECOMMENDATION:

1. Conduct a public hearing on the proposed Zoning Ordinance Amendment (Attachment 2).
2. Provide any additional direction/modifications regarding the proposed Amendments to staff.
3. By motion action, adopt the attached proposed Resolution (Attachment 1) recommending City Council adoption of the proposed Zoning Ordinance Amendments.

The public hearing was opened.

Community Development Director Whalen provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

Public Comments:

None.

The public testimony period was closed.

Planning Commission comments followed.

Commissioner Graef moved and Commissioner Feller seconded a motion to recommend City Council adoption of a proposed Zoning Ordinance Amendment to Section 10.40.130 of Title 10 of the Sausalito Municipal Code. The motion passed 5-0.

The public hearing was closed.

C. Zoning Ordinance Amendment to add a new Chapter 10.80 to Title 10 of the Sausalito Municipal Code to establish procedures and requirements for the consideration of development agreements.

STAFF RECOMMENDATION:

- 1. Conduct a public hearing on the proposed Zoning Ordinance Amendment (Attachment 2).**
- 2. Provide any additional direction/modifications regarding the proposed Amendments to staff.**
- 3. By motion action, adopt the attached proposed Resolution (Attachment 1) recommending City Council adoption of the proposed Zoning Ordinance Amendment.**

The public hearing was opened.

Community Development Director Whalen provided a PowerPoint presentation.

Planning Commission questions to staff followed.

The public testimony period was opened.

Public Comments:

None.

The public testimony period was closed.

Planning Commission comments followed.

Planning Commission questions to staff followed.

Commissioner Feller moved and Commissioner Nichols seconded a motion to continue the public hearing for Zoning Ordinance Amendment to add a new Chapter 10.80 to Title 10 of the Sausalito Municipal Code to a date certain of December 16, 2020. The motion passed 5-0.

The public hearing was closed.

6. COMMUNICATIONS


- Staff:
 - Community Development Director Whalen:
 - Director Whalen met on 12/2/20 with a subcommittee of the Economic Development Advisory Committee (EDAC) formed to look at permit streamlining with respect to community development. She gave an overview of high-level permits taken in by the Community Development Department and Planning and Building; examples of Planning and Building projects and permit process; improvement suggestions to make the process smoother; and technology.
 - Sausalito is looking at alternatives to its current permit tracking software.
 - A building inspector inspected the project at 2 Cresienta on 11/24/20 and developed a list of items to be completed before the project can be finalized, including the sound wall that was not constructed in accordance with the building permit approved set or Planning Commission approved set.
 - City Attorney Wagner.
 - Brown Act updates with new provisions regarding social media will go into effect in January 2021.
- Commission:
 - Commissioner Feller
 - Requested that streamlining the permitting process, updating the Municipal Code, etc., be put on the Planning Commission agenda.

7. ADJOURNMENT

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

The meeting was adjourned at 9:06 p.m.


Submitted by
Lilly Whalen
Community Development Director


Approved by
Janelle Kellman
Chair