



# STAFF REPORT

## SAUSALITO CITY COUNCIL

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### AGENDA TITLE:

Encroachment Agreement for continued use of an existing elevated parking deck and entry deck in the public right-of-way at 194-196 Cazneau Avenue (TM 08-002).

### RECOMMENDED MOTION:

The Planning Commission and staff recommend the City Council approval of the attached resolution which approves an encroachment agreement for an existing elevated parking deck and entry deck in the public right-of-way at 194-196 Cazneau Avenue.

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### BACKGROUND AND DISCUSSION

On June 17, 1968, the City Manager approved an Encroachment Permit to allow an elevated parking and entry deck that encroaches in the Cazneau Avenue public right-of-way in order to access a duplex at 194-196 Cazneau Avenue (APN 064-203-23).

On February 11, 2009 the Planning Commission reviewed and approved Resolution 2009-11 for a tentative map and condominium conversion for the subject duplex. The Planning Commission required the following condition of approval:

*"Prior to recordation of the Final Map, the subdivider shall submit an Encroachment Agreement application to the Community Development Department for City Council approval to update the existing Encroachment Permit to allow use of the Cazneau Avenue public right-of-way for parking and parking structures."*

To satisfy this requirement, the property owner is seeking City Council approval of an Encroachment Agreement in order to proceed with the recordation of the Final Map and Condominium subdivision.

### FISCAL IMPACT

No fiscal impact.

### RECOMMENDATION

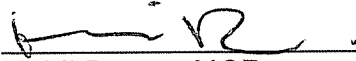
The Planning Commission and staff recommend the City Council adopt the attached resolution approving an encroachment agreement to allow the existing elevated parking and entry deck at 194-196 Cazneau Avenue to be located in the Cazneau Avenue public right-of-way.

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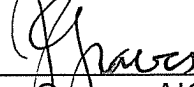
**ATTACHMENT:** Draft Resolution Approving an Encroachment Agreement for 194-196 Cazneau Avenue.

PREPARED BY:



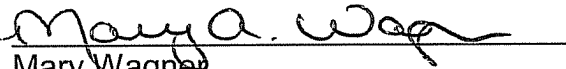
Heidi Burns, AICP  
Associate Planner

REVIEWED BY:



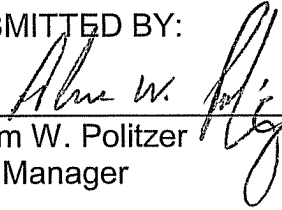
Jeremy Graves, AICP  
Community Development Director

REVIEWED BY:



Mary Wagner  
City Attorney

SUBMITTED BY:



Adam W. Politzer  
City Manager

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RESOLUTION NO. XX

**A RESOLUTION OF THE SAUSALITO CITY COUNCIL  
APPROVING AN ENCROACHMENT AGREEMENT TO ALLOW AN EXISTING ELEVATED  
PARKING DECK AND ENTRY DECK TO ENCROACH INTO THE CAZNEAU AVENUE PUBLIC  
RIGHT-OF-WAY FRONTING 194-196 CAZNEAU AVENUE  
(TM 08-002)**

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**WHEREAS**, an application has been filed by Lawrence Gaynor on behalf of property owners Kimberly Meek, Kermit Shickel, Kristian Youngberg, and Christine Conti, requesting City Council approval of an Encroachment Agreement to allow for the continued use of an existing elevated parking and entry deck which encroaches into the Cazneau Avenue public right-of-way fronting 194-196 Cazneau Avenue (APN 064-203-23); and

**WHEREAS**, the Planning Commission found that, as conditioned, the proposed project complies with requirements of the Zoning Ordinance and the General Plan; and

**WHEREAS**, on February 11, 2000, the Planning Commission approved Resolution No. 2009-11 which approved a tentative map and a condominium conversion and recommended City Council approval of an encroachment permit to allow the continued use of an elevated parking deck and entry deck which encroaches into the Cazneau Avenue public right-of-way; and

**WHEREAS**, on May 26, 2009, the City Council reviewed and considered the project plans for the proposed encroachment agreement titled "Tentative Map of 194-196 Cazneau Avenue, A Two-Unit Residential Condominium Conversion Project" date-stamped received on May 13, 2008; and

**WHEREAS**, the City Council considered all written testimony on the subject application; and

**WHEREAS**, the City Council finds that proposed project is categorically exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15315 (Minor Land Divisions).

**NOW, THEREFORE, THE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:**

**Section 1. Approval of Encroachment Agreement**

Based upon the findings provided in **Exhibit A**, the Encroachment Agreement provided in **Exhibit B** is approved to allow the improvements in the public right-of-way along the Cazneau Avenue property frontage at 194-196 Cazneau Avenue.

**Section 2. Judicial Review**

The time within which judicial review of this decision may be sought is governed by the provisions of section 65009 of the Government Code, section 1094.6 of the Code of Civil Procedure and all other applicable law.

**THIS RESOLUTION WAS PASSED AND ADOPTED** at the regular meeting of the City Council of the City of Sausalito on the \_\_\_ day of \_\_\_\_\_ 2009, by the following vote:

AYES: Councilmember:  
NOES: Councilmember:  
ABSENT: Councilmember:  
ABSTAIN: Councilmember:

\_\_\_\_\_  
Mayor Jonathan Leone

ATTEST: \_\_\_\_\_  
City Clerk

Exhibit A: Encroachment Agreement Findings  
Exhibit B: Encroachment Agreement

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**EXHIBIT A**

**ENCROACHMENT AGREEMENT FINDINGS  
194-196 CAZNEAU AVENUE (TM 08-002)**

Pursuant to Zoning Ordinance 10.56.060 (Encroachment Review and Agreements), the Community Development Director recommends City Council approval of an Encroachment Agreement at 194-196 Cazneau Avenue based upon the following findings:

- A) The proposed encroachment is compatible with the surrounding area and will either improve or not significantly diminish visual or physical public enjoyment of the streetscape upon which the encroachment is proposed.

*The proposed encroachment along Cazneau Avenue will bring the subject property into conformance with parking requirements specified in the Zoning Ordinance without removing on-street parking on Cazneau Avenue and provide for safe ingress and egress to and from the residential development proposed on the property.*

- B) The encroachment will not adversely affect the usability or enjoyment of adjoining parcels nor create or extend an undesirable land use precedent.

*The proposed encroachment runs parallel with Cazneau Avenue and does not impede the use of adjacent parcels.*

- C) The encroachment is necessary to the reasonable use and enjoyment of the property and the extent of the encroachment is justifiable.

*The encroachment along Cazneau Avenue will allow the continued use of the existing parking deck and maintain adequate off-street parking for the existing two-unit residential building.*

- D) The proposed encroachment will not adversely affect the public circulation nor create or constitute a hazard to public safety.

*The proposed encroachment will not affect access and circulation on Cazneau Avenue.*

- E) The value of the proposed improvements will not prejudice a policy decision to terminate the encroachment nor preclude or make difficult the establishment or improvement of streets or pedestrian ways.

*The existing carport location neither currently impedes the Cazneau Avenue traveled way, nor would impede future improvements to the traveled way and/or pedestrian ways due to the distance and topography changes relative to the existing carport and the traveled way.*

**EXHIBIT B**

**CITY OF SAUSALITO  
ENCROACHMENT AGREEMENT**

This **ENCROACHMENT AGREEMENT** ("Agreement") is entered into this \_\_\_ day of \_\_\_\_, 2009 (the "Effective Date") by and between **KIMBERLY MEEK, KERMIT SHICKEL, KRISTIAN YOUNGBERG, and CHRISTINE CONTI** ("Owners") of the property at 194-196 Cazneau Avenue (APN 064-203-23), and the **CITY OF SAUSALITO**, a municipal corporation ("City").

**RECITALS**

The following Recitals are a substantive part of this Agreement:

A. Continued use of a previously approved encroachment permit for an elevated parking deck and entry deck improvements in the public right-of-way along Cazneau Avenue property frontage located at 194-196 Cazneau Avenue require City Council approval of an Encroachment Agreement (TM/EA 08-002). In accordance with Chapter 10.56 of the City's Municipal Code, the Community Development Director has reviewed the proposed encroachment and has recommended that the City Council approve the encroachment.

B. The City has the authority to regulate the use of the public right-of-way and is willing to allow Owner the encroachments as shown in the attached site plan and in accordance with Titles 10 and 17 of the Sausalito Municipal Code under certain terms and conditions as set forth below.

**NOW, THEREFORE**, Owner and City hereby agree as follows:

1. Description of Encroachments. The encroachments covered by this Agreement allows the updated approval for an existing and permitted elevated parking deck and an entry deck within the public right-of-way along the Cazneau Avenue at 194-196 Cazneau Avenue, as shown in the attached site plan (see **Exhibit 1**) which is incorporated herein (the "Encroachments").
2. Term. The term of this Agreement is one (1) year after which it shall be automatically renewed on an annual basis unless City issues a notice of non-renewal.
3. Condition of Encroachments and Right-of-Way. Owner shall maintain all Encroachments and the City-owned property affected thereby in good and safe condition and free from any nuisance to the satisfaction of the City Engineer.
4. Removal or Relocation. Owner acknowledges and agrees that it shall remove or relocate the Encroachment(s) at its sole cost and expense if the Encroachment(s) interferes with any lawful governmental or proprietary purpose of the City of Sausalito; is detrimental to governmental activities; and/or the right of way or street is being vacated. If the Owner fails to remove the Encroachment(s) within the time specified by the City Engineer, City may cause the work to be done at the Owners' expense.
5. Taxes. Owner shall be responsible for payment of all fees and taxes charged in connection with the right, title and interest in the Encroachments.

6. Indemnification. Owner hereby agrees to indemnify, defend (with counsel reasonably acceptable to City) and hold harmless City and its elected and appointed officials, officers, employees, consultants, agents, volunteers and successors in interest from any and all claims, demands, causes of action, damages, liabilities and obligations arising from or in any way related to this Agreement and/or Owner's use of the right of way.

7. Termination. This Agreement may be terminated by either party with or without cause upon thirty (30) days written notice. Upon such termination, the Encroachment(s) must be removed as specified by and within the time required by the City Engineer. In addition, the City owned right of way must be restored to the condition required by the City Engineer. In the event that Owner fails to remove the Encroachment(s) and/or restore the right of way as required by the City Engineer within the specified time, City shall have the right to perform the work and charge Owner.

8. No Grant. This Agreement is not a grant by City of any property interest but is made subject and subordinate to the prior and continuing right of City and its assigns to lawfully use any or all of the right of way for public facilities, including but not limited to, public use as a street and for the purpose of laying, installing, maintaining, repairing, protecting, replacing and removing sanitary sewers, water mains, storm drains, gas mains, poles, overhead and underground electric and telephone wires, television and other utility and municipal uses together with appurtenances thereof and with right of ingress and egress along, over, across and in the right of way. No use of any right of way or other interest under this Agreement shall create or vest in Owner any ownership interest in the right of way; nor shall anything in this Agreement be deemed or construed to grant or create any franchise rights.

9. Condemnation. If the right-of-way is taken totally by condemnation, this Agreement shall terminate on the date of the taking with no compensation to Owner therefore. If a portion of the right of way is taken by condemnation, then this Agreement shall remain in effect as to the part not taken.

10. Standard Conditions. Owner shall comply with any and all Standard Conditions for Encroachment Permits required by the City Engineer, including the Conditions of Approval (see **Exhibit 2**) which are incorporated herein.

11. Compliance with Laws. Owner shall comply with all applicable laws, any permit issued by the City pursuant to this Agreement and any general or specific conditions required by the City Engineer.

12. Notices. All notices required or permitted to be given under the terms of this Agreement shall be in writing and shall be deemed to be given as of the time of hand delivery to the addresses set forth below, or three (3) days after deposit in the United States mail, postage prepaid, by register or certified mail, return receipt requested, addressed as follows:

**Owner(s):**

Kimberly Meek, Kermit Shickel  
Kristian Youngberg and Christine Conti  
194 Cazneau Avenue  
Sausalito, CA 94965

**City:**

City Engineer  
420 Litho Street  
Sausalito, CA 94965

13. Assignment. This Agreement is not assignable unless City consents in writing, which consent shall be withheld unreasonably. Such consent to assignment shall bind and insure to the benefit of the respective successors and assigns of the parties. This requirement for consent shall not apply to: (a) any disposition of all or a portion of the Property; or (b) any collateral assignment, security interest or pledge of this Agreement by Owner to any lender.

14. Waivers. The failure of any party at any time or times to require performance of any provision hereof shall in no manner affect the right at a later time to enforce the same. No waiver by any party of any condition, or of any breach of any term, covenant, representation, or warranty contained herein, in any one or more instances, shall be deemed to be construed as a further or continuing waiver of any such condition or breach or waiver of any other condition or of any breach of any other term, covenant, representation or warranty.

15. Severability. If one or more of the provisions of this Agreement shall be held by a court of competent jurisdiction in a final judicial action to be void, voidable or unenforceable, such provision shall be deemed severable from the remaining provisions of this Agreement and shall not affect the legality, validity or constitutionality of the remaining portions of the Agreement.

16. Entire Agreement. This Agreement contains the entire agreement of the parties with respect to the matters addressed herein.

17. Modification. This Agreement may not be amended unless made in writing and signed by each party.

18. California Law. The interpretation and enforcement of this Agreement shall be governed by the laws of the State of California. In the event that suit shall be brought by either party to this Agreement, the parties agree that venue shall be exclusively vested in the State courts of the County of Marin or where appropriate, in the United States District Court, Northern District of California.

19. Attorneys' Fees. Should any legal proceeding be commenced between the parties to this Agreement seeking to enforce any of its provisions, the prevailing party in such a proceeding shall be entitled, in addition to such other relief as may be granted, to a reasonable sum for attorneys' fees which shall be determined by the court or forum in such a proceeding or in a separate action brought for that purpose. For purposes of this provision, "prevailing party" shall include a party which dismisses an action for recovery hereunder in exchange for payment of the sum allegedly due, performance of covenants allegedly breached, or consideration substantially equal to the relief sought in the action or proceeding.

20. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same agreement.



21. Authority. The parties represent that the individuals signing this Agreement have the authority to do so.

22. No Personal Liability. No member, official or employee of City shall be personally liable to Owners or any successor in interest in the event of any default or breach by City or on any obligation under the terms of this Agreement.

IN WITNESS WHEREOF, the parties have hereto set their signatures as of the date first above named herein.

OWNERS:

CITY:

\_\_\_\_\_  
Kimberly Meek

\_\_\_\_\_  
Jonathan Leone, Mayor

\_\_\_\_\_  
Kermit Shickel

\_\_\_\_\_  
Kristian Youngberg

\_\_\_\_\_  
Christine Conti

RECOMMENDED FOR APPROVAL:

APPROVED AS TO FORM:

\_\_\_\_\_  
Todd Teachout, City Engineer

\_\_\_\_\_  
Mary Wagner, City Attorney

EXHIBITS:

1. "Tentative Map of 194-196 Cazneau Avenue, A Two-Unit Residential Condominium Conversion Project" date-stamped received on May 13, 2008
2. Encroachment Agreement Conditions of Approval



## EXHIBIT 2

### ENCROACHMENT AGREEMENT CONDITIONS OF APPROVAL

These conditions apply only to the project plans "Tentative Map of 194-196 Cazneau Avenue, A Two-Unit Residential Condominium Conversion Project" date-stamped received on May 13, 2008.

1. The encroachment agreement is predicated on the continued use of the existing elevated parking deck and entry deck as shown on the project plans titled, "Tentative Map of 194-196 Cazneau Avenue, A Two-Unit Residential Condominium Conversion Project" date-stamped received on May 13, 2008.
2. As a condition of this approval, no alternative or unrelated construction, site improvements, tree removal and/or alteration, exterior alterations and/or interior alterations and/or renovations not specified in the project plans, or alterations approved by the Community Development Director, shall be performed on the project site. In such cases, this approval shall be rendered null and void unless approved by the Community Development Department as a modification to this approval.
3. In the event that any condition imposing a fee, exaction, dedication or other mitigation measure is challenged by the project sponsors in an action filed in a court of law or threatened to be filed therein which action is brought within the time period provided by law, this approval shall be suspended pending dismissal or final resolution of such action. If any condition is invalidated by a court of law, the entire project shall be reviewed by the City and substitute conditions may be imposed.
4. The applicant shall indemnify the City for any and all costs, including without limitation attorneys' fees, in defending this project or any portion of this project and shall reimburse the City for any costs incurred by the City's defense of the approval of the project.

#### **Advisory Notes**

Advisory notes are provided to inform the applicant of Sausalito Municipal Code requirements, and requirements imposed by other agencies. These requirements include, but are not limited to, the items listed below.

1. All applicable City fees as established by City Council resolutions and ordinances shall be paid.
2. Construction Impact Fees shall be paid in accordance with the Construction Impact Fee Ordinance. The fee is due prior to issuance of Building Permit.
3. Encroachment permit, grading permit, third party review fees (cost plus 10%) fees shall be paid.

4. An encroachment permit shall be obtained from the Public Works Department prior to using the public right of way for non-public purposes (e.g., material storage, sidewalk construction or demolition) including any and all construction and demolition activities.
5. Grading/drainage permit(s) shall be obtained from the Public Works Department for any earthwork in excess of 50 cubic yards.
6. Grading on hillside land with of geologic formation known to slide will be limited to between April 15 and October 15 without written approval of the City Engineer.
7. Pursuant to Municipal Code Chapter 11.17, dumping of residues from washing of painting tools, concrete trucks and pumps, rock, sand, dirt, agricultural waste, or any other materials discharged into the City storm drain system that is not composed entirely of storm water is prohibited. Liability for any such discharge shall be the responsibility of person(s) causing or responsible for the discharge. Violations constitute a misdemeanor in accordance with Section 11.17.060.B.
8. Pursuant to Municipal Code Section 18.08.020, overhead electrical and communication service laterals shall be placed underground when the main electrical service equipment is relocated or replaced.
9. Pursuant to Municipal Code Section 12.16.140, the operation of construction, demolition, excavation, alteration, or repair devices and equipment within all residential zones and areas within a 500 foot radius of residential zones shall only take place during the following hours:  
Weekdays – Between 8:00 a.m. and 7:00 p.m.  
Saturdays – Between 9:00 a.m. and 5:00 p.m.  
Sundays – Prohibited  
Holidays recognized by the City – Between 9:00 a.m. and 7:00 p.m.  
  
Homeowners currently residing on the property and other legal residents may operate the equipment themselves on Sundays between 9:00 a.m. and 7:00 p.m.
10. Permits required by other agencies having jurisdiction within construction area shall be obtained in accordance with their respective agency's regulations.