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SAUSALITO PLANNING COMMISSION
Wednesday, January 28, 2009
Approved Minutes

Call to Order

Chair Keller called the meeting to order at 6:30 p.m. in the Council Chamber of City Hall, 420 Litho Street, Sausalito.

Present: Chair Bill Keller, Vice Chair Stan Bair, Commissioner Joan Cox,
Commissioner Stafford Keegin

Absent: Commissioner Eric Stout

Staff: Community Development Director Jeremy Graves
Associate Planner Heidi Burns, Associate Planner Lilly Schinsing,
Contract Planner Lorraine Weiss, City Attorney Mary Wagner

Chair Keller indicated the applicant had requested the public hearing for Item 2, 58 Miller Avenue, be continued to the meeting of February 18, 2009.

Chair Keller moved and Vice-Chair Bair seconded a motion to continue the public hearing for 58 Miller Avenue to the meeting of February 18, 2009. The motion passed 4-0.

Approval of Agenda

Chair Keller moved and Commissioner Keegin seconded a motion to approve the amended agenda minus Item 2. The motion passed 4-0.

Approval of Minutes

None.

Public Comments

None.

Public Hearings

1. **CUP/EA 07-008, Conditional Use Permit, Encroachment Agreement, Subway, 1907 Bridgeway.** A Conditional Use Permit to convert a portion of an existing commercial retail building into a Subway at 1907 Bridgeway (APN 064-141-05) and an Encroachment Agreement to allow use of eight parking spaces in the public right-of-way. Continued from the January 14, 2009 Planning Commission meeting.

The continued public hearing was re-opened. Associate Planner Burns presented the Staff Report.

1 Commission comments:

- 2 • There is concern with one of the findings as to whether Subway is indeed a
3 formula retail. The definition of formula retail is that the operation be required
4 by a third party to conduct the business in a particular manner. The evidence
5 presented shows this particular applicant has come up with a number of
6 individual elements to the operation.
- 7 • Finding 1 A requires the Commission to determine whether the application
8 preserves the community's distinctive character and ambiance. A Subway may
9 actually enhance the building compared to the other two tenants, a 7-Eleven
10 and a laundry.
- 11 • There is a reservation with Finding 1 A, because the Commission was
12 presented with a formulaic sign and banner in the plans, but the applicant
13 presented a revised signage and indicated the restaurant's interior would be
14 revised. Because those revisions were not in front of the Commission they
15 could not be taken into account.

16
17 The public comment period was opened.

18
19 Comments from Vicki Nichols, 117 Caledonia Street, were inaudible.

20
21 The public comment period was closed.

22
23
24 **Chair Keller moved and Commissioner Cox seconded a motion to deny a**
25 **Conditional Use Permit and Encroachment Agreement for 1907 Bridgeway with**
26 **the findings, as amended. The motion passed 3-1 (Bair – No).**

- 27
28 **2. CUP 08-002, Conditional Use Permit, Henry, 660 Bridgeway.** A Conditional
29 Use Permit to convert a vacant second story tenant space at 660 Bridgeway
30 (APN 065-133-25) into offices. No exterior changes are proposed to the
31 structure.

32
33 The public hearing was opened. Associate Planner Burns presented the Staff Report.

34
35 Presentation was made by Chris Henry and Richard Berling, the applicants.

36
37 Commission questions to Mr. Henry:

- 38 • What type of rents would you charge for the office space? *Mr. Henry*
39 *responded rents would be in the range of \$3.00 per square foot with it being a*
40 *little less in the two suites that face Bridgeway and a little more in the two*
41 *suites facing the water.*
- 42 • What is the average rent for office space in Sausalito? *Mr. Henry responded it*
43 *depends on the location and varies from \$1.75-\$4.00 per square foot.*
- 44 • How long have you owned the building? *Mr. Henry responded over two years.*
- 45 • What outreach did you do regarding other types of uses for the space, such as
46 restaurants and retail, and what was the response? *Mr. Henry responded the*
47 *previous owner had tried to rent the upstairs space as a restaurant for two*
48 *years with no luck; the building has a long history of failed restaurants. A well*
49 *known restaurateur who has his own successful second-story restaurant said*
50

1 *there was no way he would rent the space as a second-story restaurant was*
2 *not viable in that spot. He pursued the office aspect but the Planning*
3 *Commission thought that use was not creative enough. He hired architect Don*
4 *Olsen and spent \$50,000 on the idea of a B&B or small hotel, but the idea got*
5 *a negative response from the City Council. He then decided to try bringing the*
6 *office idea to the Planning Commission again as the members have changed.*

7
8 The public comment period was opened.

9
10 Vicki Nichols, 117 Caledonia Street, indicated the following:

- 11 • The Historic Landmarks Board worked with Mr. Henry in several study
- 12 sessions. They felt office space would have the least impact on a historic
- 13 building in the Historic District.
- 14 • Her biggest concern is this will be the most expensive use for the property and
- 15 would set a precedent in the Historic District for upstairs offices.

16
17
18 Mike Monsef, 211 Fourth Street, indicated the following:

- 19 • He has spoken with several downtown property owners/merchants and all were
- 20 unhappy about having offices in that space.
- 21 • Changing the use of this building to office will change the energy and activity of
- 22 downtown.

23
24 Commission question to Mr. Monsef:

- 25 • Mr. Henry has stated this building was used for offices at the turn of the
- 26 century. As a former member of the HLB, do you agree with that
- 27 representation? *Mr. Monsef responded this building used to be a Purity Market*
- 28 *with the mezzanine used as storage and maybe an office.*

29
30 Denise Driscoll, One Blanding Lane, Belvedere, indicated the following:

- 31 • The original building on that site was the office of the Sausalito Land and Ferry
- 32 Company and the second floor was the Sausalito Public Library, but it burned
- 33 down. This present building was then built in its place.

34
35 Commission question to staff:

- 36 • What is the makeup of upper-level tenants across the east side of Bridgeway?
- 37 *Staff responded the records are unclear, but there is mixed use of offices and*
- 38 *residential.*

39
40 The public comment period was closed.

41
42 Commission question to staff:

- 43 • Was there a concern about the florescent lights that would illuminate an office
- 44 building as opposed to the types of lighting that are there now? *Staff*
- 45 *responded that concern was from the Historic Landmarks Board's meeting*
- 46 *register, but that would be addressed as part of the design review application.*

1 Commission comments:

- 2 • The Commission should think hard before allowing a quasi-public access to a
- 3 spectacular view to be interfered with. Past restaurants in that space drew
- 4 people downtown and allowed access to the view.
- 5 • An office use could interfere with the potential of downtown and will not
- 6 promote a balance of mixed commercial uses. Sausalito has a significant
- 7 amount of unused commercial office space already.
- 8 • The hub of that part of downtown is tourism, which is a substantial part of the
- 9 economic vitality of the downtown.
- 10 • The Commission needs to weigh the various uses that could go in this space
- 11 and then decide.
- 12 • This is already a mixed-use building. There is retail downstairs with a
- 13 café/restaurant already in place on the corner.
- 14 • This will be a boutique office space that will have no problem being rented. The
- 15 public can stand in the park and get the same view; it does not need this space
- 16 to see it.
- 17 • Office space here would add to the diversity of the City. Sausalito is too tourist
- 18 oriented. A restaurant in this space would create another tourist attraction in a
- 19 part of town already loaded with T-shirt shops, et cetera.
- 20 • An office suite will make it difficult to make the first finding, which is the use will
- 21 provide a balanced mix of uses to serve both residents and tourists as offices
- 22 will not serve the visiting population. But without knowing what offices will go
- 23 there, it is also difficult to deny Finding 1.
- 24 • A restaurant or inn would be much better to preserve the historical character of
- 25 the way the building is configured.
- 26
- 27

28 Staff comment:

- 29 • Condition 1 should be amended add, “as required by the Zoning Ordinance” at
- 30 the end of the condition to make it clear that all exterior improvements are
- 31 required to go through Design Review.
- 32

33 Additions and changes to the Conditions of Approval:

- 34 • The Conditional Use Permit approval is not effective until Design Review
- 35 approval is given.
- 36 • The Conditional Use Permit shall be granted for two years.
- 37 • Condition 4 shall say “prior to occupancy for the permitted use.”
- 38 • Condition 1 shall change “tenant improvements” to “interior alterations.”
- 39
- 40

41 **Chair Keller moved and Commissioner Cox seconded a motion to approve a**

42 **Conditional Use Permit for 660 Bridgeway, which will also include Conditions of**

43 **Approval as amended. The motion passed 3-1 (Bair – No).**

44

- 45 **3. CUP/DR 08-008, Conditional Use Permit, Design Review Permit, Antennas**
- 46 **and Cabinet, Jung, 1000 Bridgeway.** A Conditional Use Permit and Design
- 47 Review Permit to modify an existing wireless communications facility at 1000
- 48 Bridgeway (APN 065-037-006) by replacing two existing antennas with two new
- 49 antennas inside the existing monopole and adding one new equipment cabinet
- 50 adjacent to the existing equipment cabinets under an existing staircase.

1
2 **4. CUP/DR 08-010, Conditional Use Permit, Design Review Permit, Antenna**
3 **Only, Jung, 1000 Bridgeway.** A Conditional Use Permit and Design Review
4 Permit to modify an existing wireless communications facility on 1000 Bridgeway
5 (APN 065-037-006) by adding one antenna inside the existing monopole and
6 removing and replacing an existing radome (a.k.a. cowling), which conceals the
7 antennas on the monopole.
8

9 The public hearing was opened. Contract Planner Lorraine Weiss presented the Staff
10 Reports for the two projects.
11

12 A presentation was made by Sandra Steel, the applicant.
13

14 The public comment period was opened.
15

16 Vicki Nichols, 117 Caledonia Street, indicated the following:
17

- 18 • She was concerned about the completeness and mapping of the applications,
19 but now finds the Staff Report very complete and the criteria of location in the
20 least desirable areas have been met.
21

22 The public comment period was closed.
23

24 New Condition of Approval:
25

- 26 • Prior to submittal for Building Permit the applicant shall submit to Planning staff
27 revised plans which clearly indicate the actual number of existing antenna,
28 replacement antenna, existing radome, and replacement radome. The plans
29 shall be labeled and provide details of the existing and replacement antenna
30 and radome.
31 • T-Mobile shall ascertain the purpose of the two wires originating at the top of
32 the existing 37 foot, 10 inch tall monopole and terminating at a pole one block
33 north located at the intersection of Bridgeway and Johnson, and if the wires are
34 no longer in use shall remove the two wires prior to the commencement of
35 work on the proposed project. T-Mobile shall also investigate the continued
36 necessity for what appears to be a guide wire.
37

38 **Chair Keller moved and Commissioner Cox seconded a motion to approve for**
39 **Item 3 a Conditional Use Permit and a Design Review Permit for 1000 Bridgeway**
40 **as amended with the added Conditions of Approval and the revised wording of**
41 **the Conditions. The motion passed 4-0.**
42

43 **Chair Keller moved and Commissioner Cox seconded a motion to approve for**
44 **Item 4 a Conditional Use Permit and a Design Review Permit for 1000 Bridgeway**
45 **as amended with the added Conditions of Approval and the revised wording of**
46 **the Conditions. The motion passed 4-0.**
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1 **5. CUP/DR 08-019, Conditional Use Permit, Design Review Permit, Harbor**
2 **Drive Associates, 180 Harbor Drive.** A Conditional Use Permit and Design
3 Review Permit to modify an existing wireless communications facility at 180
4 Harbor Drive (APN 063-130-006) by adding one new antenna behind a new
5 screen wall on the existing rooftop of the building and replacing two existing
6 antennas with two new antennas.
7

8 The public hearing was opened. Contract Planner Lorraine Weiss presented the Staff
9 Report.
10

11 The public comment period was opened.
12

13 Vicki Nichols, 117 Caledonia Street, indicated the following:
14

- 15 • Can the new antennas that are being swapped out be smaller? In the past the
16 Commission has specified on other projects that they be no more than a
17 certain size.
- 18 • Part of the Wireless regulations requires the applicant to identify the upcoming
19 year's anticipated growth needs. She would like to see where else T-Mobile is
20 planning to put additional antennas in the next year. *Staff responded that under*
21 *the heading of One-year Future Facilities Map, "The City shall provide a map*
22 *and the applicant shall plot the location of future facilities." Staff is creating that*
23 *map using the existing map. Each time a project is approved for wireless*
24 *communication facilities they are add to that map. Providers tell staff if they*
25 *have plans to locate an additional facility when they bring an application*
26 *forward for something else.*
27

28 Commission question to staff:

- 29 • Has T-Mobile notified staff of any other proposed antennas during the
30 forthcoming year? *Staff responded no, only the antennas in tonight's*
31 *application.*
32

33 The public comment period was closed.
34

35 Conditions of Approval:

- 36 • T-Mobile shall coordinate with staff a solution to ensure the antennas are not
37 visible from the street immediately around the building. The antennas shall be
38 placed on the interior of the screen wall and shall be subject to staff approval.
- 39 • The applicant shall provide to staff a plan that complies with Section
40 10.45.030.B.4 of the wireless regulations indicating their future plans for
41 installation of antennas in Sausalito within the next year and shall be subject to
42 staff approval.
43

44 **Chair Keller moved and Vice-Chair Bair seconded a motion to approve a**
45 **Conditional Use Permit and Design Review Permit for 180 Harbor Drive subject to**
46 **the revised Conditions of Approval with two additional Conditions. The motion**
47 **passed 4-0.**
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Old Business

None.

New Business

6. 2000 Planning Commission Meeting Calendar. Review of the 2009 Planning Commission meeting calendar.

The public hearing was opened. Community Development Direct Jeremy Graves presented the Staff Report.

Vice-Chair Bair moved and Chair Keller seconded a motion to adopt the 2009 Planning Commission Meeting Calendar as amended. The motion passed 4-0.

Communications

None.

Adjournment

The meeting was adjourned at 9:33 p.m.

 /s/ JEREMY GRAVES
Submitted by
Jeremy Graves, AICP
Community Development Director

 /s/ BILL KELLER
Approved by
Bill Keller
Chair

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