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SAUSALITO PLANNING COMMISSION
Wednesday, November 3, 2010
Approved Minutes

Call to Order

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

Present: Chair Stan Bair, Vice Chair Stafford Keegin, Commissioner Joan Cox, Commissioner Richard Graef, Commissioner Bill Werner

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

Approval of Agenda

Chair Bair moved and Commissioner Keegin seconded a motion to approve the agenda. The motion passed 5-0.

Approval of Minutes

January 14, 2009 October 20, 2010

Commissioner Keegin moved and Chair Bair seconded a motion to approve the Meeting Minutes of January 14, 2009, as amended. The motion passed 4-0-1 (Werner – Abstain). Commissioner Keegin moved and Chair Bair seconded a motion to approve the Meeting Minutes of October 20, 2010, as amended. The motion passed 5-0.

Public Comments

None.

Public Hearings

1. **DR/CUP 97-03, Design Review Permit, Conditional Use Permit, State of California, 99 Hecht Road.** Modification of an existing Design Review Permit and Conditional Use Permit to allow installation of new equipment cabinets within an existing lease area at an existing wireless communications facility at 99 Hecht Avenue within a portion of the California Department of Transportation's Highway 101 right-of-way. The purpose of the utility box is to bring fiber optics to the site.

The public hearing was opened. Associate Planner Schinsing presented the Staff Report.

Commission questions to staff:

- Has staff conducted the required annual review of the applicant's compliance? *Staff responded there was an annual review conducted in 2008 that found all facilities were in compliance with their Conditions of Approval. Since that was*

1 *two years ago staff required T-Mobile to submit a response demonstrating how*
2 *they are compliant with each Condition of Approval.*

- 3 • Has the applicant filed their bi-annual report appropriately since the granting of
4 the last permit? *Staff responded they filed reports in 2008 and 2010.*
- 5 • Has the staff prepared the map of all the wireless facilities in Sausalito? *Staff*
6 *responded yes; it is available on the City's Web site and at the public counter.*

7
8 Presentation was made by Sarah Sutton, Applied Wireless Consulting, the applicant.
9

10 Commission question to Ms. Sutton:

- 11 • The Staff Report says, "T-Mobile has stated that new facilities are not planned
12 in Sausalito." Does that mean that T-Mobile is never going to put new facilities
13 in Sausalito? *Ms. Sutton responded that statement applied to the upcoming*
14 *year; at this point there are no plans for new facilities in the next year.*

15
16 There being no further public comment, the public comment period was closed.
17

18
19 **Commissioner Werner moved and Commissioner Graef seconded a motion to**
20 **approve modification of a Design Review Permit and Conditional Use Permit for**
21 **99 Hecht Road. The motion passed 5-0.**

- 22 **2. DR/CUP 08-010, Design Review Permit, Conditional Use Permit, Jung,**
23 **1000 Bridgeway.** Modification of existing Design Review Permits and
24 Conditional Use Permits to allow installation of new equipment cabinets within
25 an existing lease area at an existing wireless communications facility at 1000
26 Bridgeway (APN 065-037-06). The purpose of the utility box is to bring fiber
27 optics to the site.
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30 The public hearing was opened. Associate Planner Schinsing presented the Staff
31 Report.
32

33 There being no public comment, the public comment period was closed.
34

35 **Chair Bair moved and Commissioner Werner seconded a motion to approve**
36 **modification of Design Review Permits and Conditional Use Permits for 1000**
37 **Bridgeway. The motion passed 5-0.**

- 38 **3. CR/CUP 08-007, Design Review Permit, Conditional Use Permit, Marin**
39 **Municipal Water District, 50 Crecienta Lane.** Modification of an existing
40 Design Review Permit and Conditional Use Permit to allow installation of new
41 equipment cabinets within an existing lease area at an existing wireless
42 communications facility at 50 Crecienta Lane (APN 064-252-09). The purpose
43 of the utility box is to bring fiber optics to the site.
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46 The pubic hearing was opened. Associate Planner Schinsing presented the Staff
47 Report.
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49 There being no public comment, the public comment period was closed.
50

1 **Chair Bair moved and Commissioner Cox seconded a motion to approve**
2 **modification of a Design Review Permit and Conditional Use Permit for 50**
3 **Crecienta Lane. The motion passed 5-0.**

- 4
- 5 **4. DR/EA/NC 10-220, Design Review Permit, Encroachment Agreement,**
6 **Nonconformity Permit, Dresow, 128 Crescent Avenue.** Design Review
7 Permit, Nonconformity Permit, and recommendation of City Council approval
8 for an Encroachment Agreement to allow reconstruction of a one-car parking
9 deck that is partially located in the Crescent Avenue right-of-way fronting 128
10 Crescent Avenue (APN 065-223-06).
11

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

13
14 The applicant was available for questions. There being no public comment, the public
15 comment period was closed.
16

17 Comment comments:

- 18
 - 19 • This project replaces a dilapidated unusable legal nonconforming structure with
20 an appropriately utilitarian structure that does not increase any of the impact on
21 the community within the footprint of the existing structure.

22
23 **Chair Bair moved and Commissioner Cox seconded a motion to approve a Design**
24 **Review Permit and Nonconformity Permit and recommend City Council approval**
25 **for an Encroachment Agreement for 128 Crescent Avenue. The motion passed 5-**
26 **0.**

27 **Old Business**

28 None.

29 **New Business**

30 None.


31 **Staff Communications**

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 - 35 • Staff is working with Southern Marin Fire Protection District to prepare updates of
36 the uniform fire code. Staff anticipates introducing those updates to City Council
37 at the next meeting.
 - 38 • Staff is working on an update of the 2010 construction codes, which will go into
39 effect next year, and is preparing amendments to those codes to address local
40 Sausalito conditions.

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42 **Adjournment**

43 The meeting was adjourned at 7:33 p.m.

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48 Submitted by
49 Jeremy Graves, AICP
50 Community Development Director

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48 Approved by
49 Stan Bair
50 Chair