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**SAUSALITO PLANNING COMMISSION**  
**Wednesday, April 13, 2011**  
**Approved Minutes**

**Call to Order**

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

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

Absent: Chair Stan Bair

Staff: Community Development Director Jeremy Graves  
Associate Planner Heidi Burns, Assistant Planner Alison Thornberry,  
City Attorney Mary Wagner

**Approval of Agenda**

**Commissioner Graef moved and Commissioner Cox seconded a motion to approve the agenda. The motion passed 4-0.**

**Approval of Minutes**

March 16, 2011

**Commissioner Graef moved and Vice Chair Keegin seconded a motion to approve the minutes. The motion passed 4-0.**

**Public Comments**

None.

**Public Hearings**

1. **DR/SP 11-101, Design Review Permit, Sign Permit, Clipper Yacht Company, LLC, 310 Harbor Drive.** Design Review Permit and Sign Permit to allow the installation of one business identification monument sign located at 310 Harbor Drive (APN 063-030-01).

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

Commission question to Eva Kanemoto, the applicant:

- The back of the sign is not appealing. Its placement means everyone leaving Clipper Yacht Harbor will be looking at the back of the sign. The monument signs shown as examples back up against a building or parking lot so the backs of the signs are not seen by traffic. Can the front of the sign be replicated on the back or the sign back be turned toward the building? *Ms. Kanemoto responded the sign would be in a raised planter with New Zealand Flax growing in the back high enough to cover the back of the sign.*

1 Commission comments:

- 2 • The sign is not reflective of the character of the adjacent building or that part of  
3 town.
- 4 • The backlighting of the sign makes it appear as though it came from an  
5 industrial or business park.
- 6 • The sign does not effectively announce the entrance to the yacht harbor.  
7 Perhaps a better way to identify the entrance would be to change the sign's  
8 location or use different text.
- 9 • The sign does not identify the harbor because it is not in the location of the  
10 harbor entrance. The sign announces Clipper Yacht Harbor's office building  
11 rather than the harbor itself.
- 12 • If the sign is approved, it should be approved in total rather than waiting for the  
13 landscaping plan and planter design to come at a later date.

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16 Comments by Ms. Kanemoto:

- 17 • The sign is to indicate one is entering the main part of the harbor. If the sign  
18 were moved any further back it would be almost in the harbor. If it were moved  
19 to where the harbor's property starts there is not enough room for a sign such  
20 as this. In their opinion the proposed location is the best place to put the  
21 entrance sign.
- 22 • The sign serves two purposes. It announces the office, which is right there, as  
23 well as the entrance to the harbor, where there are a lot of businesses that  
24 advertise their location as Clipper Yacht Harbor. People looking for those  
25 businesses see the sign and know they are entering the harbor.

26  
27 Commission comments:

- 28 • Even though technically one is entering harbor property even further back, the  
29 actual entrance to the harbor part is further down the road by the stop sign.  
30 The entrance to the harbor should be identified closer to that spot. Identifying  
31 the office building is viable, but it does not really announce itself as an entrance  
32 to the harbor.
- 33 • This is not only the access route to Clipper Harbor; it is also the access route to  
34 Fish restaurant.
- 35 • The general placement and scale of the sign is correct for identifying the  
36 building, but it does not clue people that they are entering the harbor itself.

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39 **Vice Chair Keegin indicated that because there are only four Commissioners at  
40 this meeting the applicant would need three affirmative notes for the application  
41 to be approved.**

42  
43 The public comment period was opened. Being none, the public comment period was  
44 closed.

45  
46 Commission comments:

- 47 • Clipper Yacht Harbor is a very modern harbor. The modern sign is in keeping  
48 with the trend of the harbor in general.

- The red, white, and blue of the sign goes well with the upcoming America's Cup which will bring many people into Sausalito who will be looking for the harbor.

**Commissioner Cox moved and Commissioner Werner seconded a motion to continue the public hearing for 310 Harbor Drive to the meeting of May 25, 2011 with direction to the applicant to return with a complete landscape plans showing the planter and planting materials and possible modifications to the sign based on comments by the Commission. The motion passed 4-0.**

- 2. NC/DR/EA 09-207, Nonconformity Permit, Design Review Permit, Encroachment Agreement, Linde-Sands, 270 Glen Drive.** Nonconformity Permit, Design Review Permit, and Encroachment Agreement to reconstruct an existing nonconforming two-story, single-car garage and single-car carport, with a guardrail and driveway apron that extends into the public right-of-way at 270 Glen Drive (APN 065-102-13).

The public hearing was opened. Assistant Planner Thornberry-Assef presented the Staff Report.

Presentation was made by Ned White, the applicant.

Question to Mr. White:

- What is the color of the steel structure's finish? *Mr. White responded it is a dark brown, kind of a bronze, that will match the existing deck treatment.*

The public comment period was opened. Being none, the public comment period was closed.

Commission comments:

- This is an example of a Nonconformity Permit being used for the proper reason.
- The applicant has done a very nice job in bringing the entire property into one cohesive whole.

**Commissioner Werner moved and Commissioner Cox seconded a motion to approve a Nonconformity Permit and Design Review Permit and recommend to City Council an Encroachment Agreement for 270 Glen Drive. The motion passed 4-0.**

## **Old Business**

None.

## **New Business**

- 3. FY 2011-12 Prioritized Project List, City of Sausalito.** Suggestions for FY 2011-12 Prioritized Project List.

Community Development Director Graves made a presentation.

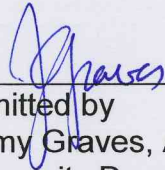
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**Communications**  
**Staff**

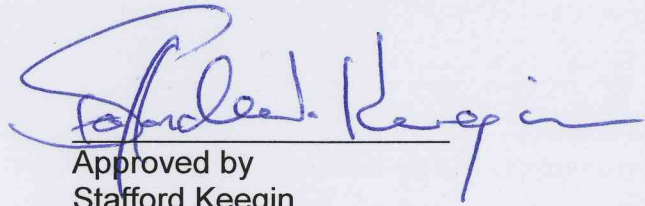
- Dennis Webb has filed an appeal with the assistance of Michael Rex on the Planning Commission's confirmation of the interpretation on the nonconforming provisions.
- Copies of the Public Review Draft of the Historic Design Guidelines have been distributed to the Planning Commission. There will be a public presentation on that at 6:30 on Wednesday April 20<sup>th</sup>, which will be publicly noticed. The Planning Commission is encouraged to attend. This will be a joint meeting of the City Council, the Planning Commission, and the Historic Landmarks Board.

**Adjournment**

The meeting was adjourned at 7:25 p.m.



Submitted by  
Jeremy Graves, AICP  
Community Development Director



Approved by  
Stafford Keegin  
Vice-Chair

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