

Certified Local Government Program -- 2012-2013 Annual Report

(Reporting period is from October 1, 2012 through September 30, 2013)

INSTRUCTIONS: This a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to Lucinda.Woodward@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

Name of CLG City of Sausalito

Report Prepared by: Heidi Scoble Date of commission/board review: February 26, 2014

Minimum Requirements for Certification

I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

A. Preservation Laws

1. What amendments or revisions, if any, are you considering to the certified ordinance? Please forward drafts or proposals.
REMINDER: Pursuant to the CLG Agreement, OHP must have the opportunity to review and comment on ordinance changes prior to adoption. Changes that do not meet the CLG requirements could affect certification status.
The City of Sausalito has contracted with Dyett & Bhatia to provide an update to the City's Historic Preservation Regulations. The City's Request for Proposal for the Historic Preservation Regulations Update was reviewed by the Office of Historic Preservation.
2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal code. Refer Ch. 8.44, Ch. 10.28, Ch. 10.42, Ch. 10.46, Ch. 10.54, and Ch. 10.80 of the Municipal Code for regulations pertaining to Historic Preservation. A link to the Municipal Code is as follows: <http://www.codepublishing.com/ca/sausalito/>.

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B. New Local Landmark Designations (Comprehensive list of properties/districts designated under local ordinance)

1. During the reporting period, October 1, 2012 – September 30, 2013, what properties/districts have been locally designated?

Property Name/Address	Date Designated	Number of Contributors in District	Date Recorded by County Recorder
N/A	N/A	N/A	N/A

REMINDER: Pursuant to California Government Code § 27288.2, "the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof."

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors.

Property Name/Address	Date Removed
N/A	N/A

C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan? No Yes, in a separate historic preservation element. **X Yes, it is included in another element.**

Provide an electronic link to the historic preservation section(s) of the General Plan.

<http://www.ci.sausalito.ca.us/index.aspx?page=266>, **Community Design and Historic Preservation Element.**

2. Have you made any updates to your historic preservation plan or historic preservation element in your community's general plan? Yes No If you have, provide an electronic link. Type here.
3. When will your next General Plan update occur? **2017**

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D. Review Responsibilities

1. Who takes responsibility for design review or Certificates of Appropriateness?

X All properties located within the Downtown Historic Overlay Zoning District, those properties listed on the Local, State, and National Register, those properties located within the Ark Zoning District, and those properties that require a discretionary land use approval and are 50-years or older are subject to design review by the Historic Landmarks Board.

Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? *Type here.*

2. California Environmental Quality Act

- What is the role of the staff and commission in providing input to CEQA documents prepared for or by the local government? *The Historic Landmarks Board will review and provide input to CEQA documents when a property is determined by staff to be 50-years or older. Staff will also provide constant input for CEQA documents prepared for or by the local government.*

What is the role of the staff and commission in reviewing CEQA documents for projects that are proposed within the jurisdiction of the local government? *The Historic Landmarks Board, when reviewing Design Review Permits for properties within the Downtown Historic Overlay Zoning District, or those properties listed on the Local, State, and/or National Register acts as the joint lead-agency with the Planning Commission. The Historic Landmarks Board will also review and provide a recommendation to the appropriate hearing bodies for discretionary projects when a property is determined by staff to be 50-years or older. Staff uses the Marin County Assessor's Department to determine the age of buildings. Staff's role is to provide a recommendation regarding CEQA.*

3. Section 106 of the National Historic Preservation Act

- What is the role of the staff and commission in providing input to Section 106 documents prepared for or by; the local government? *The Historic Landmarks Board reviews and provides direction to staff regarding input to Section 106 documents.*

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- What is the role of the staff and commission in reviewing Section 106 documents for projects that are proposed within the jurisdiction of the local government? **The Historic Landmarks Board reviews and provides direction to staff regarding a response.**

II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Carolyn Kiernat	Historical Architectural Professional- Alternative B1	7-2010	7-2014	ckiernat@gmail.com
Morgan Pierce	Historical Architectural Professional- Alternative B1	07-2009	7-2014	mpiercehb@gmail.com
John McCoy	Historical Architectural Professional- Alternative B1	04-2012	7-2015	Johnmccorarchitecture.com
Vicki Nichols	N/A	7-2005	7-2012. City Council Policy Allows members to serve until reappointed	Subvw1@yahoo.com
Vacant			Type here.	Type here.

Attach resumes and Statement of Qualifications forms for all members.

1. If your do not have two qualified professionals on your commission, why have the professional qualifications not been met and how is professional expertise being provided? **N/A**
2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? **The City Council was not able to find eligible candidates.**

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B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? Yes No
2. If the position(s) is not currently filled, why is there a vacancy? *N/A*

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
N/A	Type here.	Type here.	Type here.

C. Attendance Record

Please complete attendance chart for each commissioner and staff member. Commissions are required to meet four times a year, at a minimum.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Morgan Pierce	X	X	X	X	X	X	X	X	X			X
Carolyn Kiernat	X		X	X	X	X	X	X				X
John McCoy	X	X	X	X	X	X	X	X	X			X
Vicki Nichols	X	X		X	X		X	X	X			X
Heidi Scoble	X	X	X	X	X	X	X	X	X			X
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D. Training Received

Indicate what training each commissioner and staff member has received. Remember it is a CLG requirement is that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description	Duration of Training	Training Provider	Date
Morgan Pierce	Paths and Stairs of Sausalito	1.5 hours	Dorothy Gibson, Local Historian	March 13, 2013
Carolyn Kiernat	Paths and Stairs of Sausalito	1.5 hours	Dorothy Gibson, Local Historian	March 13, 2013
Vicki Nichols	Paths and Stairs of Sausalito	1.5 hours	Dorothy Gibson, Local Historian	March 13, 2013
Heidi Scoble	Paths and Stairs of Sausalito	1.5 hours	Dorothy Gibson, Local Historian	March 13, 2013
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Type here.	Type here.	Type here.	Type here.	Type here.

III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act

A. Historical Contexts: initiated, researched, or developed in the reporting year

NOTE: California CLG procedures require CLGs to submit survey results including historic contexts to OHP. If you have not done so, submit a copy (PDF or link if available online) with this report.

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Context Name	Description	How it is Being Used	Date Submitted to OHP
City-Wide Neighborhood Study	City-wide Historic Context Statement	Provide context for historic resource evaluation reports and individual surveys.	10-2013

B. New Surveys or Survey Updates (excluding those funded by OHP)

NOTE: The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

California CLG procedures require CLGs to submit survey results including historic contexts, to OHP. If you have not done so, submit a copy (electronic format preferred) with this report.

Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to OHP
Type here. N/A	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

How are you using the survey data? Type here.

C. Corrections or changes to Inventory

Property Name/Address	Additions/Deletions to Inventory	Status Code Change From - To	Reason	Date of Change
N/A	Type here.	Type here.	Type here.	Type here.

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IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

A. Public Education

What public outreach, training, or publications programs has the CLG undertaken? Please provide copy of (or an electronic link) to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
Type here. N/A	Type here.	Type here.

V. National Park Service Baseline Questionnaire for new CLGs (certified after September 30, 2012).

NOTE: OHP will forward this information to the NPS on your behalf. Guidance for completing the Baseline Questionnaire is located at www.nps.gov/hps/clg/forms.html.

A. CLG Inventory Program

1. What is the net cumulative number of historic properties in your inventory as of September 30, 2013? This is the total number of historic properties and contributors to districts (or your best estimate of the number) in your inventory from all programs, local, state, and Federal. Type here.

Program Area	Number of Properties
<i>Downtown Historic Overlay Zoning District, Local, State, and National Register properties</i>	74

B. Local Register (i.e., Local Landmarks and Historic Districts) Program

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1. As of September 30, 2013, did your local government have a local register program to create local landmarks/local historic districts (or a similar list of designations created by local law? **X** Yes No
2. If the answer is yes, what is the net cumulative number (or your best estimate of the number) of historic properties (i.e., contributing properties) locally registered/designated as of September 30, 2013? **8**

C. Local Tax Incentives Program

1. As of September 30, 2013, did your local government have a local historic preservation tax incentives program (e.g. Mills Act)? Yes **X** No
2. If the answer is yes, what is the cumulative number (or your best estimate of the number) of historic properties whose owners have taken advantage of those incentives as of September 30, 2013? *Type here.*

D. Local "Bricks and Mortar" Grants/Loans Program

1. As of September 30, 2013, did your local government have a locally-funded, historic preservation grants/loan program for rehabilitating/restoring historic properties? **N/A**
2. If the answer is yes, what is the cumulative number (or your best estimate of the number) of historic properties assisted by these grants or loans as of September 30, 2013? **N/A**

E. Local Design Review/Regulatory Program

1. As of September 30, 2013, did your local government have a historic preservation regulatory law(s) (e.g., an ordinance requiring Commission/staff review of 1) local government undertakings and/or 2) changes to or impacts on properties with a historic district? Yes **X** No
2. If the answer is yes, what is the cumulative number (or your best estimate of the number) of historic properties that your local government has reviewed under that process as of September 30, 2013? *Type here.*

F. Local Property Acquisition Program

1. As of September 30, 2013, did your local government by purchase, donation, condemnation, or other means help to acquire or acquire itself some degree of title (e.g., fee simple interest or an easement) in historic properties?

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Yes No

2. If the answer is yes, what is the cumulative number (or your best estimate of the number) of historic properties with a property interest acquisition assisted or carried out by your local government as of September 30, 2013?
Type here.

VI. Additional Information for National Park Service Annual Products Report for CLGs (certified before October 1, 2012).

NOTE: OHP will forward this information to NPS on your behalf. **Please read** "Guidance for completing the Annual Products Report for CLGs" located at www.nps.gov/hps/clg/forms.html.

A. CLG Inventory Program

During the reporting period (October 1, 2012-September 30, 2013) how many historic properties did your local government add to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. These might include National Register, California Register, California Historic Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
N/A	N/A

B. Local Register (i.e., Local Landmarks and Historic Districts) Program

1. During the reporting period (October 1, 2012-September 30, 2013) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law? Yes No
2. If the answer is yes, then how many properties have been added to your register or designated since October 1, 2012? N/A

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2012-September 30, 2013) did you have a Local Tax Incentives Program, such as the Mills Act? Yes No

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2. If the answer is yes, how many properties have been added to this program since October 1, 2012?

Name of Program	Number of Properties that have Benefited
N/A	Type here.

D. Local "bricks and mortar" grants/loan program

1. During the reporting period (October 1, 2012-September 30, 2013) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? Yes No
2. If the answer is yes, then how many properties have been assisted under the program(s) after October 1, 2012? Type here.

Name of Program	Number of Properties that have Benefited
N/A	Type here.

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2012-September 30, 2013) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance requiring Commission and/or staff review of 1) local government undertakings and/or 2) changes to, or impacts on, properties with a historic district? Yes No
2. If the answer is yes then, since October 1, 2012, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s)? 15

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F. Local Property Acquisition Program

1. During the reporting period (October 1, 2012-September 30, 2013) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means? Yes No
2. If the answer is yes, then how many properties have been assisted under the program(s) since October 1, 2012?
Type here.

Name of Program	Number of Properties that have Benefited
N/A	Type here.

VII. In addition to the minimum CLG requirements, OHP is interested in a Summary of Local Preservation Programs

- A. What are the most critical preservation planning issues? **Issuance of ministerial permits related to modifications of un-surveyed notable properties.**
- B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? **The City submitted an application to the Office of Historic Preservation for listing of the Machine Shop (25 Liberty Ship Way), a local register listed building, to place the building on the National Register of Historic Places.**
- C. What recognition are you providing for successful preservation projects or programs? **None**
- D. How did you meet or not meet the goals identified in your annual report for last year? **The City was able to initiate the Request for Proposal Process and hire a consultant to help update the existing Historic Preservation Regulations.**
- E. What are your local historic preservation goals for 2012-2013? **Update Historic Preservation Regulations to conform to the California Office of Historic Preservations Model Ordinance.**

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- F. So that we may better serve you in the future, are there specific areas and/or issues with which you could use technical assistance from OHP? **Any training opportunities for staff and the Historic Landmarks Board.**
- G. In what subject areas would you like to see training provided by the OHP? How you like would to see the training delivered (workshops, online, technical assistance bulletins, etc.)?

Training Needed or Desired	Desired Delivery Format
<i>How to apply the Secretary of the Interior Standards</i>	<i>Webinar or Text</i>

- H. Would you be willing to host a training working workshop in cooperation with OHP? **X** Yes No

XII Attachments

- Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- Minutes from commission meetings
- Draft Updates to the Historic Preservation Regulations
- Drafts of proposed changes to the General Plan
- Public outreach publications

Email to Lucinda.Woodward@parks.ca.gov

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, October 26, 2011
MEETING TIME: 5:30 P.M.
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 5:34PM. Board Members Nichols, Pierce, and Flavin were present. Board member Kiernat arrived at 5:45PM. Associate Planner Burns was also present.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS- None

5. OLD BUSINESS-None

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS

A. Staff

1. Joint Planning Commission and HLB Meeting Procedures

Staff planner Burns distributed the interim joint Planning Commission-Historic Landmarks Board procedures prepared in coordination with Stafford Keegin, Chair of the Planning Commission, Morgan Pierce, Chair of the Historic Landmarks Board, and Community Development Department staff.

2. 50-Year Review Project Distributions

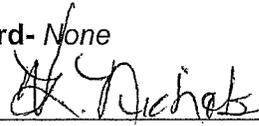
Board members Kiernat and Pierce will prepare a 50-year memo for 24 Edwards. The memo will be presented to the HLB on Wednesday, November 30, 2011.

3. Upcoming Schedule

Due to the Thanksgiving Holiday, the regularly scheduled meeting scheduled for Wednesday, November 23, 2011 will be canceled and the HLB will have a special meeting on Wednesday, November 30, 2011.

B. Historic Landmarks Board- None

Meeting Minutes Approved


Secretary

2-8-12
Date

blank



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, November 9, 2011
MEETING TIME: 5:30 P.M.
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 5:45PM. Board Members Nichols, Pierce, and Flavin were present. Board member Kiernat arrived at 5:55PM. Associate Planner Burns and Michael Rex representing 30 El Portal were also present.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved as amended.

4. COMMUNICATIONS

A. Staff

1. Joint Planning Commission and HLB Meeting Procedures

Staff planner Burns distributed revised the interim joint Planning Commission-Historic Landmarks Board procedures. Staff Planner Burns also informed the HLB that the Planning Commission would be reviewing their meeting minutes and opening a public hearing on an Encroachment Agreement for 565 Bridgeway prior to opening up the joint HLB-Planning Commission public hearing for the Casa Madrona project.

B. Historic Landmarks Board- None

5. APPROVAL OF MINUTES- September 28, 2011 approved October 26, 2011 approved

6. NEW BUSINESS-

A. INN ABOVE TIDE/ 30 EL PORTAL (DR 11-311)

Staff planner Burns introduced the project as a study session prior to scheduling a joint HLB-Planning Commission public hearing for the review of a Design Review Permit to allow for exterior modifications to a building located within the Downtown Historic Overlay Zoning District. Michael Rex provided a brief history of the project site, in addition to the scope of the proposed exterior modifications, which include new windows, doors, and skylights. The HLB unanimously supported the project on the basis that the proposed façade modifications will not negatively impact the historic district. The joint HLB-Planning Commission review of a Design Review Permit would be scheduled on December 14, 2011.

B. COPITA/739 BRIDGEWAY (DR-SP 11-340)

Staff planner Burns introduced the project as a study session prior to scheduling a joint HLB-Planning Commission public hearing for the review of a Design Review Permit to allow for exterior modifications to a building located within the Downtown Historic Overlay Zoning District.

The HLB identified concerns regarding the proposed paint colors, outdoor dining barrier railing, landscaping, and tiles. The primary concern regarding the aforementioned design elements was how the project would be compatible with the Downtown Historic Overlay Zoning District. Other more specific concerns were as follows:

1. *Paint Colors:* The applicant should consider toning down the proposed blue paint color to include more grey tones to better relate to the existing building. A photo-simulation should also be submitted in order to see how the proposed paint color will blend with the existing building.
2. *Railing:* The applicant should describe how and why the railings are compatible with the District. There are no other metal railing barriers located in the Downtown Historic Overlay Zoning District.
3. *Tiles:* The applicant should describe how and why the railings are compatible with the District. The HLB is concerned that the proposed tiles within the Bridgeway public right-of-way would be precedent setting since there are no other businesses with outdoor seating in the Downtown Historic Overlay Zoning District that have a different treatment other than the concrete sidewalk standard. Similar to the railing issue.
4. *Signage:* The applicant should consider submitting the sign application as part of the Design Review Permit application for the exterior modifications to the building.
5. *Landscaping:* The applicant should reconsider the intent/purpose of the plantings, in addition to how the plantings will look during the seasons. The rendering prepared for the project shows flowering plantings, however based on Sausalito's climate, the flowers may not bloom throughout the year.

The HLB did support the location of awning.

7. OLD BUSINESS-None

Meeting Minutes Approved


Secretary

2-29-12
Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, January 25, 2012
MEETING TIME: 6:30 P.M.
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30PM. Board Members Nichols, Pierce, Kiernat, and Flavin were present. Associate Planner Burns was also present. John McCoy, Douglas Alleavitch and Elizabeth Miarecki were also present.

1. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

2. APPROVAL OF AGENDA- Approved

3. NEW BUSINESS-

A. ALLEAVITCH-MIARECKI RESIDENCE/33 ATWOOD AVE

Board members Nichols and Flavin presented the information found during the research regarding 33 Atwood as described in the HLB's 50-Year Memo dated January 25, 2012. Although the HLB research at the Historical Society was inconclusive as to the architect of record for 33 Atwood Avenue, the owners of the property disclosed that the property was designed by an architect at the firm Wurster, Bernardi, and Emmons. The 50-year review was continued to the next meeting date in order for the project architect, John McCoy, to research who was the actual project architect that designed the residence and whether the residence is the best example of the firms work and/or period of time in which it was designed and constructed.

4. APPROVAL OF MINUTES- Approved

5. COMMUNICATIONS

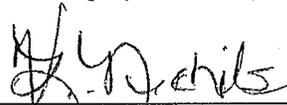
A. Staff

Staff planner Burns stated that the Bank of America building located at 750 Bridgeway would be coming back to the HLB for review for modifications to the exterior of the existing building in the next couple of months.

B. Historic Landmarks Board

The HLB discussed having another noteworthy structures study session at the Historical Society. Staff planner Burns suggested we discuss setting up the study session at the next meeting.

Meeting Minutes Approved


Secretary

2-29-12
Date

blank



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, February 8, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

Board Members Nichols, Pierce, Kiernat, and Flavin were present. Assistant Planner Burns was present. Members of the public included John McCoy, Elizabeth Miarecki-Alleavitch, Doug Alleavitch, and students Imani ? and Vanessa ?

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS- None

5. OLD BUSINESS

A. ALLEAVITCH-MIARECKI RESIDENCE/33 ATWOOD AVE

Project architect John McCoy provided a detailed presentation on 33 Atwood Avenue, which included a history and examples of the Mid-Century Modern style of architecture and details regarding William Wurster and his architectural firm Wurster, Bernardi, and Emmons. Mr. McCoy confirmed that the building was designed by WBE, but the initials on the building plans were illegible and inconclusive as to who designed the building. Mr. McCoy further stated that the building was never published in books referenced (see attached reference list) or by materials substantiated by the WBE architectural firm.

Board member Kiernat asked Mr. McCoy to demonstrate how the building fits into the context of other Mid-Century modern houses in Sausalito how the building fits into the body of work by WBE. Board member Kiernat stated that one shouldn't discredit the building because Wurster was living back east.

Mr. McCoy responded by stating that most of the Mid-Century Modern style houses were rectilinear and that he believes that the design of the building was not trying to make an architectural statement, but just trying to capture the water views.

The HLB concluded their review by stating that based on the information available to the HLB that the building is not the best representation of the Mid-Century Modern style and that there are other better examples in the community. As such, the HLB made the following findings:

1. Is the structure associated with events that have made a significant contribution to the broad patterns of the history, culture, or heritage of Sausalito, California, or the United States? Such structures may include but are not limited to civic structures, properties featured in publications, and sites where significant events occurred.

The board finds No Significance under this criterion.

2. Is this structure associated with the life or lives of one or more people important in our past? Such structures may include but are not limited to homes of prominent persons and places referenced by prominent persons.

The board finds No Significance under this criterion.

3. Does the structure embody the distinctive characteristics of a type, period, region, or method of construction, or represent the work of an important creative individual, or possess high artistic values? Such structures may include but are not limited to exceptional examples of architecture or an architect's work; more ordinary examples of such work are emblematic of a particular style or era; and any works by prominent creative individuals.

The board finds Moderate Significance under this criterion.

4. Has the structure yielded, or may it be likely to yield, information important in prehistory or history? Such structures may include but are not limited to archeological sites.

The board finds No Significance under this criterion.

Based on the findings, the HLB determined that the existing residence is not considered to have historic significance.

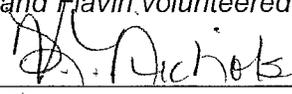
6. APPROVAL OF MINUTES- Approved

7. COMMUNICATIONS

Staff Planner Burns identified that applicants Anthony Fish and Larry Mindel would be coming to the February 22, 2012 HLB meeting requesting review of modifications to the outdoor-eating area barrier. Board member Kiernat stated that she would not be able to attend the meeting.

Staff Planner Burns also requested two HLB members to prepare a 50-year review memo for 33 Filbert Avenue. Board members Nichols and Flavin volunteered to prepare the memo.

Meeting Minutes Approved


Secretary

7-25-12
Date



References

- Caitlin Lempres Brostron and Richard C. Peters “*The Houses of William Wurster, Frames for Living*” 2011
- Esther McCoy “*Case Study Houses 1945-1962*” 2nd Edition
- Marc Trieb et al “*An Everyday Modernism: The Houses of William Wurster*” 1996
- Pierluigi Serraino “*Icons of Northern California Modernism: NorCalMod*” 2006
- Waverly B. Lowell “*Living Modern, A Biography of Greenwood Common*” 2009
- Paul Heyer “*Architects on Architecture, New Directions in America*” 1966
- San Francisco Modern Architecture & Landscape Design 1935-1970; Historic Statement

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, February 22, 2012
MEETING TIME: Following Joint Historic Landmarks Board-Planning Commission Meeting
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened directly following the joint Historic Landmarks Board-Planning Commission Meeting. Board Members Nichols, Pierce, Kiernat, and Flavin were present. Assistant Planner Thornberry-Assef was present. Members of the public included Larry Mindel, Anthony Fish, and Ray Gonzalez.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- *New Business, Item 5 was moved before Old Business, Item 4. The agenda was approved as amended.*

4. NEW BUSINESS-

A. OATS-KNOWLES GARAGE/ 33 FILBERT AVENUE (DR/VA/EA/TRP 11-273)

Board members Nichols and Flavin presented the information found during the 50-year memo research regarding the proposed demolition of the garage at 33 Filbert Avenue. It was noted that the previous owner of the residence was Earl Dunphy, a prominent and important figure in Sausalito history. Because of the inconsistencies, lack of information regarding the garage, and the amount of information found on Earl Dunphy, Board members Nichols and Flavin were unable to complete the 50-year memo at that time, and requested the item be continued to the next regularly scheduled meeting.

5. OLD BUSINESS-

A. COPITA/739 BRIDGEWAY (DR-SP 11-340)

Larry Mindel, owner of Copita, presented to the HLB a proposed modification to a previously approved project within the Downtown Historic Overlay Zoning District located at 739 Bridgeway. His modification included switching the approved terra cotta planters surrounding the outdoor dining area with a wrought iron railing. The applicant presented the HLB with revised photos and plans detailing the new railing and informed them that the railing would be placed in the same location as the approved terra cotta planters and would surround the entire outdoor dining area.

It was noted by the board members that the original project submittal includes a wrought iron railing. The original proposal was modified to show terra cotta planter. The terra cotta planters were approved by the HLB and Planning Commission accordingly.

The revised wrought iron fence design was better received by the HLB and thought to be no less character defining than the approved planters. It was stated that the modification could be supported by the HLB if the applicant could provide information showing how this railing is a contemporary adaptation of something in the same time period as the structure and downtown area.

The Board agreed this modification was something they could support if the applicant decided to pursue the item.

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS

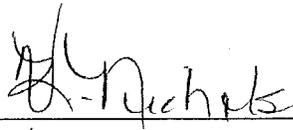
A. Staff

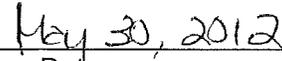
Staff presented the Board with Resolution No. 5288, regarding the City's new E-Communications Policy.

B. Historic Landmarks Board

The Board requested that staff research how to handle the 50-year review for significance of accessory structures; and how the integrity of the structure affects its historical significance.

Meeting Minutes Approved


Secretary


Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, March 14, 2012
MEETING TIME: 6:30 P.M.
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30PM. Board Members Nichols, Pierce, Kiernat, and Flavin were present. Associate Planner Burns, Thornberry-Assef, and Lilly Schinsing were also present. Geoff Butler, Ray Gonzales, and Eric Long were also present.

1. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

2. APPROVAL OF AGENDA- Approved

3. OLD BUSINESS-

A. OATES/KNOWLES RESIDENCE/33 FILBERT AVE.

Board members Nichols and Flavin presented the information found during the research regarding 33 Filbert Ave. as described in the HLB's 50-Year Memo dated March 14, 2012. The review of the memo was continued from the February 22, 2012 HLB meeting in order to determine what standards for determination of "integrity" or "lost integrity" and how does that relate to the property being associated with a notable person that may be important to Sausalito.

After much discussion, the item was continued a Special meeting on March 21, 2012 in order to Board members Nichols and Kiernat to update the draft memo to include a discussion on integrity as it relates to significance.

B. HORIZONS/ 558 BRIDGEWAY (DR/MUP/VA/SP 11-330)

The HLB conducted a study session for exterior improvements consisting of ADA access upgrades. The HLB unanimously supported the improvements and recommended the applicant clarify on the plans what portions of the existing building are historic and which areas have been modified.

2. NEW BUSINESS-

A. Certified Local Government Grant Funding Application

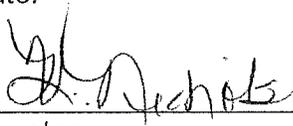
The HLB reviewed the City Council's priority list approved for the fiscal year 2011-2012 and directed staff to seek CLG grant funding for the preparation of a City-wide historic context statement.

4. APPROVAL OF MINUTES- None

5. COMMUNICATIONS

Staff planner Burns stated that the City received a \$400 grant from the State to provide an opportunity to participate in a planning forum at the California Preservation Foundation annual conference. Vicki Nichols stated she would like to participate.

Meeting Minutes Approved


Secretary

May 30, 2012
Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, March 28, 2012
MEETING TIME: 6:30 P.M.
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:36PM. Board Members Nichols, Pierce, and Kiernat were present. Board member Flavin was absent. Associate Planner Burns and Assistant Planner Alison Thornberry-Assef were also present. Geoff Butler, Ray Gonzales, Jane Woodman, and Dean Woodman were also present.

1. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

2. APPROVAL OF AGENDA- Approved

3. OLD BUSINESS-

A. OATES/KNOWLES RESIDENCE/33 FILBERT AVE.

PROJECT: 50-Year memo to determine the historical significance of 33 Filbert Avenue.

Board members Flavin and Nichols originally worked on the memo and Board members Nichols and Kiernat completed the HLB's 50-Year Memo dated March 28, 2012.

The HLB then made the following significance findings:

1. Is the structure associated with events that have made a significant contribution to the broad patterns of the history or cultural heritage of Sausalito, California, or the United States?

The board finds No Significance under this criterion.

2. Is this structure associated with the life or lives of one or more people important to our past?

The board finds High Significance under this criterion.

3. Does the structure embody the distinctive characteristics of a type, period, region, or method of construction, or represent the work of an important creative individual, or possess high artistic values?

The board finds No Significance under this criterion.

4. Has the structure yielded, or may be likely to yield, information important in prehistory or history?

The boards finds No Significance under this criterion.

Based on the findings, the HLB determined that the existing residence is considered to have historic significance. The HLB reviewed the plans dated January 6, 2012 and provided a recommendation to the Planning Commission to approve the demolition of the existing garage and new construction of the garage provided the garage roof deck railing balustrade is differentiated from the balustrade details associated with the existing residence.

2. NEW BUSINESS-

A. WOODMAN RESIDENCE/6 JOSEPHINE ST

PROJECT: 50-Year memo to determine the historical significance of 6 Josephine Street.

Board members Nichols and Pierce presented the information found during the research regarding 6 Josephine Street as described in the HLB's 50-Year Memo dated March 28, 2012.

The HLB then made the following significance findings:

1. *Is the structure associated with events that have made a significant contribution to the broad patterns of the history or cultural heritage of Sausalito, California, or the United States?*

The board finds Moderate Significance under this criterion.

2. *Is this structure associated with the life or lives of one or more people important to our past?*

The board finds No Significance under this criterion.

3. *Does the structure embody the distinctive characteristics of a type, period, region, or method of construction, or represent the work of an important creative individual, or possess high artistic values?*

The board finds No Significance under this criterion.

4. *Has the structure yielded, or may be likely to yield, information important in prehistory or history?*

The boards finds No Significance under this criterion.

Based on the findings, the HLB determined that the existing residence is not considered to have historic significance.

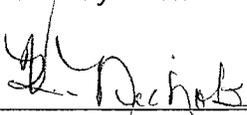
4. **APPROVAL OF MINUTES-** February 22, 2012 approved.

5. COMMUNICATIONS

Board member Kiernat provided a summary of the HLB interviews which occurred on Tuesday, March 27, 2012. Board member Kiernat also requested a status update on the Machine Shop and voiced concerns regarding the VA's neglect of the Machine Shop and their obligation and responsibility to maintain the building pursuant to Section 110 of the National Historic Preservation Act.

The HLB requested an agenda item to discuss the Noteworthy Structures list. Lastly, the HLB requested clarification on how much money the City Council has allocated towards Historic Preservation projects.

Meeting Minutes Approved


Secretary


Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, April 11, 2012
MEETING TIME: Following Joint Historic Landmarks Board-Planning Commission Meeting
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 7:13PM. Board Members Nichols, Pierce, McCoy, and Kiernat were present. Board member Flavin was absent. Associate Planner Burns was also present. Members of the public included Marty Zwick, Jesse Allen, Alison Niederer, and Reagan Fulton.

2. NEW BUSINESS

A. NIEDERER-FULTON RESIDENCE/ 147 HARRISON AVENUE (HLB 12-067)

Staff Planner Burns introduced the project and provided a brief background regarding the request for the 50-year memo. Board members Nichols and Kiernat presented the information in the 50-year memo. The results of the memo indicated that the building was the first of six buildings constructed by resident Charlotte Windsor based on the information available, and an inconclusive field visit; the building retained a high degree of integrity.

The review of this building was continued to a date uncertain in order to allow a field visit with the HLB in order to understand the integrity of the building as it relates to the significance findings.

3. OLD BUSINESS

A. NOMINATION OF MACHINE SHOP BUILDING

Staff Planner Burns provided an update stating that the City will be proceeding with the requisite public hearing process to list the Machine Shop Building on the City's Local Register.

B. NOTEWORTHY STRUCTURES ASSESSMENT UPDATE

Staff Planner Burns checked in with the HLB regarding the Noteworthy Structures update. It was determined by the HLB that the Noteworthy Structures update be placed on hold and that staff should try to find an intern to help with the Noteworthy Structures update.

4. APPROVAL OF MINUTES- March 28, 2012 minutes approved as amended.

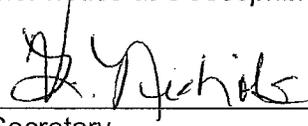
5. COMMUNICATIONS-

Staff Planner Burns handed out an updated HLB Roster.

Staff Planner Burns reminded the HLB of the upcoming California Preservation Foundation Conference Local Government Forum in Oakland on May 3, 2012.

Chair Pierce read a note from Jane Woodman thanking the HLB for the preparation of the 50-year memo and the subsequent review of her house at 6 Josephine.

Meeting Minutes Approved


Secretary

6-27-12
Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

FINAL

MEETING DATE: Wednesday, April 25, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30PM. Board members Nichols, Pierce, Flavin, and McCoy were present. Board member Kiernat arrived at 7:06PM. Associate Planner Burns was also present. Members of the public included Stan and Lori Hales, Mark Rushford, and their contractors.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. OLD BUSINESS

A. HALES RESIDENCE/ 640 SAUSALITO BLVD.

The HLB reviewed an updated DPR 523 Form prepared for the Noteworthy Structure at 640 Sausalito Blvd. in addition to the proposed design modifications titled "Modifications to Approved Plans - Hales Residence" and date-stamped received April 3, 2012. The original application was reviewed by the HLB in 2006. The HLB determined the residence was highly significant. The HLB accepted the findings of the DPR 523 Form as well as provided a positive recommendation to the Planning Commission regarding new siding, windows, roof lines, and paint color.

B. NOTEWORTHY STRUCTURES ASSESSMENT UPDATE

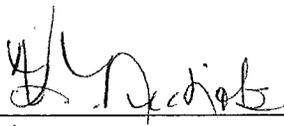
Staff Planner Burns identified that this agenda item is a place holder in the event the HLB wanted to discuss a strategy for placement of the Noteworthy Structures on the Local Register. There was no further discussion on this topic.

5. NEW BUSINESS- None

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS- None

Meeting Minutes Approved


Secretary

7-25-12
Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **FINAL**

MEETING DATE: Wednesday, May 23, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30PM. Board members Nichols, Flavin, Kiernat, and McCoy were present. Board member Pierce was absent. Associate Planner Burns was also present. Brad Wakahiro representing Bank of America was present.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS-

A. BANK OF AMERICA/ 750 BRIDGEWAY

Board member Kiernat recused herself from this portion of the meeting because of a conflict due to her employment with Page and Turnbull. Staff planner Burns introduced the project by stating that the applicant had Page and Turnbull prepare a Historic Resources Evaluation in order to get a better understanding of the building's character defining features and how the proposed design modifications would relate to the building. Based on the results of the Historic Resource Evaluation, it was found that the building has been significantly altered to where the building is found to not be eligible for the Local, State, or National Register. Therefore, staff planner Burns recommended to the HLB that the 50-year memo prepared by the HLB on October 7, 2009 be revised to incorporate the information contained in the Historic Resource Evaluation which identifies the building as not being historically significant.

The review of this agenda item was continued to a special meeting in order to allow Chair Pierce to review and vote on the project.

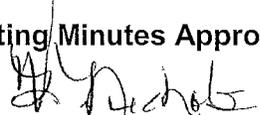
5. OLD BUSINESS- None

6. APPROVAL OF MINUTES- Deferred to the May 30, 2012 meeting.

7. COMMUNICATIONS-

Board member Kiernat provided a summary of her meeting with Kathleen Schamel, Federal Preservation Officer for the Department of Veterans Affairs and Brian Luscher, Advisory Council on Historic Preservation and Action Plan (see attached), regarding the Machine Shop.

Meeting Minutes Approved:


Secretary


Date

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Machine Shop Meeting Report

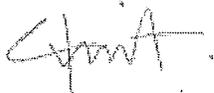
May 21, 2012

TO: Mike Kelly, Mayor
Jeremy Graves, Community Development Director
Heidi Burns, Associate Planner

This report summarizes the conversation that I had on Friday, May 18 in Washington, D.C. with representatives from the Department of Veterans Affairs and the Advisory Council on Historic Preservation regarding the ongoing deterioration of the Machine Shop in Sausalito. The meeting ended with a series of action items to be completed by both the Department of Veterans Affairs and the City of Sausalito. These notes have also been sent to the VA and the ACHP for review.

I look forward to meeting in person to discuss our next steps.

Sincerely,



Carolyn Kiernat, AIA

OVERVIEW

On May 18, 2012, representatives from the U.S. Department of Veterans Affairs, the Advisory Council on Historic Preservation, and the Sausalito Historic Landmarks Board met to discuss the VA's current plans for the Machine Shop in Sausalito, CA. The conversation focused on the following points:

- Establishing better communication between the San Francisco VA and the City of Sausalito
- Concerns related to ongoing deterioration of the Machine Shop and NHPA compliance issues
- Defining a proposed scope of work for the building (rehabilitation or demolition)
- Timeline to complete proposed work
- Advocacy and letters of support

MEETING ATTENDEES

Kathleen Schamel, Federal Preservation Officer
Department of Veterans Affairs - Kathleen.schamel2@va.gov - 202-632-5529

Brian Lusher, ACHP Liaison to the VA
Advisory Council on Historic Preservation - blusher@achp.gov - 202-606-8580

Carolyn Kiernat, AIA
Sausalito Historic Landmarks Board - ckiernat@gmail.com - 415-931-2128

ACRONYMS

- VA: U.S. Department of Veterans Affairs
- VISN: Veterans Integrated Service Network (VA Regional Office)
- ACHP: Advisory Council on Historic Preservation
- FPO: Federal Preservation Officer
- NHPA: National Historic Preservation Act
- OHP: (California) Office of Historic Preservation
- SHPO: State Historic Preservation Officer

MEETING NOTES

- Carolyn offered a brief background on the history of the Machine Shop, stressed the importance of the building to the local community, discussed the building's eligibility for listing in the National Register of Historic Places, and provided photographs illustrating the building's current level of deterioration due to lack of maintenance and rain water infiltration. She also discussed the City of Sausalito's concerns about the lack of communication from the San Francisco VA about project developments or updated plans for the building.
- Kathleen and Brian are familiar with the Machine Shop and are aware that due to the building's significance, lack of maintenance, and deterioration, the VA is not in compliance with NHPA Section 110. (NHPA Section 110 outlines the preservation requirements of Federal Agencies, including their obligation to identify and protect historic properties.)
- Kathleen reported that the San Francisco VA is in the process of hiring a consultant to assess the cost and feasibility of retaining and rehabilitating the Machine Shop. This assessment has been held up due to contracting issues with the consultant the VA is hiring to prepare the report.
- Carolyn expressed concerns about the length of the VA's hiring and assessment process as the building continues to deteriorate. She requested that the VA design a protection and stabilization plan that could be implemented before November 2012 so that the building is properly mothballed before the next rainy season. Kathleen and Brian agreed that this was a priority and Kathleen would seek funding for protection and stabilization of the Machine Shop this fiscal year (2011-2012).
- Carolyn asked whether the VA would nominate the Machine Shop for listing in the National Register of Historic Places. It doesn't sound as though the VA has the resources or staff capacity to do this right now, but they would review a National Register Nomination prepared by others.
- Carolyn mentioned the City of Sausalito's intention to have the Machine Shop listed as a local landmark. Both Kathleen and Brian thought this was a good idea and encouraged the pursuit of local landmark status in order to emphasize the importance of the building to the community.

- Kathleen and Brian stressed that having the direct involvement of the Mayor sent a strong message, and they took notice when they received a letter directly from Mayor Kelly.
- Kathleen, Brian and Carolyn discussed how other WWII-era buildings in the Marinship had been treated, including 10 Libertyship Way, which is directly to the south of the Machine Shop. Kathleen and Brian requested additional information about how other buildings in the Marinship were structurally upgraded in order to understand the possible approaches for rehabilitation of a building with deteriorated below-grade structural piles.
- Kathleen and Brian discussed ways that the City of Sausalito could create awareness of the need for immediate action at the Machine Shop and came up with a list of people and organizations for the City of Sausalito to contact. See list of action items below.

ACTION ITEMS

- Kathleen will contact Jason Trollope, the cultural resources manager at the San Francisco VA, and ask him to be in better communication with the City of Sausalito about the development of their plans for the building and their timeline for completing this work.
- Kathleen will follow up with the San Francisco VA about developing a protection and stabilization plan for the Machine Shop that could be implemented this fiscal year or, at the latest, by November 2012.
- Carolyn (along with Heidi Burns, Associate Planner at the City of Sausalito) will call Ed Carroll and Wayne Donaldson at the California Office of Historic Preservation to let them know about the May 18 meeting with the VA and the ACHP, and to let the OHP know that we are beginning to pursue a larger advocacy plan that will encourage the San Francisco VA to consult with the City of Sausalito and stress the need for timely protection and rehabilitation of the Machine Shop.
- Carolyn and Heidi Burns will discuss the best approach for writing a local landmark nomination for the Machine Shop.
- Carolyn will reach out to the architect of 10 Libertyship Way to find out the process they underwent to repair and replace deteriorated below-grade piles. Understanding how adjacent buildings have been treated might help the San Francisco VA understand the possible options for structural upgrade, stabilization and repair of the Machine Shop.
- Letters should be sent to the following people and organizations to raise awareness and to advocate for the rehabilitation of the Machine Shop. (Please note: This section will be confirmed after review by the VA and ACHP.)
 - Letter from National Trust to VISN #21 (VA's Northern California Regional Office). Advocate for the preservation and rehabilitation of the Machine Shop and for initiation

of the Section 106 consultation process. Stress the building's historic value, importance to the community and re-use potential. Copy OHP, VASF, VA FPO, ACHP, City of Sausalito. Carolyn and Heidi will request this letter from Anthony Veerkamp and Brian Turner at NTHP.

- Letter from City of Sausalito to VISN #21. Describe the situation to date, the importance of the building, intention to initiate local landmark nomination process, request regular and more focused updates from the VA. Request a conference call with the VISN and the San Francisco VA Cultural Resources Manager (Jason Trollope). Copy OHP, VASF, VA FPO, ACHP, National Trust. We recommend that this letter be signed by Mayor Kelly.
- Letter from City of Sausalito to elected officials including Lynn Woolsey and Barbara Boxer. Request a call to action and ask them to speak directly with the following three people:
 - VISN #21 (identify this person);
 - Glenn Haggstrom, VA Executive Director, Office of Acquisition, Logistics, and Construction;
 - Eric Shinseki, Secretary of Veterans Affairs.

We recommend that this letter be signed by Mayor Kelly.

Additional questions from CK to the VA FPO:

- Has a scope of work been prepared for the proposed rehabilitation assessment? If so, we would like to request that a copy of the scope of work be submitted to the City of Sausalito for information and review.
- Please identify the consultant who would be preparing the rehabilitation assessment and confirm that they have experience with historic assessments for similarly-sized historic buildings and that they are qualified under the Secretary of the Interior's Professional Qualifications Standards for Historic Architecture to complete this work.



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 FINAL

MEETING DATE: Wednesday, May 30, 2012
MEETING TIME: 5:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 5:34PM. Board members Pierce, Nichols, Flavin, and McCoy were present. Board member Kiernat did not attend the meeting due to a conflict of interest associated with the review of the project. Associate Planner Burns was also present. Brad Wakahiro representing Bank of America was present.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. OLD BUSINESS-

A. BANK OF AMERICA/ 750 BRIDGEWAY

The HLB determined that although the Page and Turnbull report found the Bank of America building to not be eligible for the Local, State, or National Register of Historic Places, the building does have significance to the City in that the building is the only commercial building WBE designed in Sausalito. The HLB further upheld the 50-Year Review memo prepared for the building On October 7, 2009 and provided the following recommendation to the Planning Commission:

- ✓ The building siding should be a natural wood siding and not cementitious siding.
- ✓ The window frame color should match the existing building (clear coat aluminum).
- ✓ The moment frame on the West Elevation should be exposed.

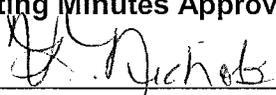
5. NEW BUSINESS- None

6. APPROVAL OF MINUTES- Approved minutes as amended.

7. COMMUNICATIONS-

Staff Planner Burns stated that the City received a special meeting request to hold a study session for the noteworthy structure building known as the Valhalla located at 201 Bridgeway.

Meeting Minutes Approved:


Secretary

November 28, 2012
Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **FINAL**

MEETING DATE: Monday, June 4, 2012
MEETING TIME: 6:30PM
LOCATION: *Alternative Location...Sausalito Fire Station, 1st Floor Conference Room, 333 Johnson Street, Sausalito*

1. CALL TO ORDER

The HLB meeting convened at 6:32. Board members Pierce, Nichols, Flavin, Kiernat, and McCoy were present. Associate Planner Burns was also present. Michael Rex, Alex Kashef, and Mark Hulbert.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS-

A. VALHALLA/ 201 BRIDGEWAY

Planner Burns briefly described that the purpose of this agenda item was at the request of the project architect, Michael Rex, in order for a study session to introduce the project and allow the HLB to ask any questions or request any information that would be important for the project description to include. The project architect, Michael Rex, provided a presentation on proposed modifications to the existing noteworthy structure for the conversion of a previous 200-seat restaurant into a 24 room hotel. Project architectural historian Mark Hulbert also provided a presentation on the history of the existing building and identified which portions of the building were considered historically significant. The HLB requested that the formal submittal of the project include the following:

- 1. Significance diagrams*
- 2. Identify character defining features and any impacts to those features*
- 3. Demonstrate consistency with the Secretary of the Interior Standards if the project is determined to be historically significant.*

The HLB also indicated that they were concerned that the existing two-story portion of the building would lose its historic character and significance with the proposed second story penthouse unit if the project were approved to be constructed.

5. OLD BUSINESS- None

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS- None

Meeting Minutes Approved:

[Signature]
Secretary

November 28, 2012
Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **FINAL**

MEETING DATE: Wednesday, July 11, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30PM. Board members Nichols, Kiernat, Flavin, and McCoy were present. Board member Pierce was absent. Assistant Planner Thornberry-Assef was also present.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS

A. MACHINE SHOP/ 25 LIBERTY SHIP WAY

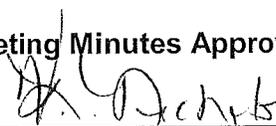
The HLB conducted a public hearing to list the Machine Shop on the City's Local Historic Register. The HLB adopted Resolution 2012-01 to forward a recommendation to the Planning Commission to list the Machine Shop on the Local Historic Register based on the information contained in the HLB's July 11, 2012 staff report and that the requisite findings pursuant to Section 10.46.050 could be made.

5. OLD BUSINESS- None

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS- None

Meeting Minutes Approved:


Secretary

November 28, 2012
Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **FINAL**

MEETING DATE: Wednesday, July 25, 2012
MEETING TIME: 5:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 5:32PM. Board members McCoy, Nichols, Kiernat, and Flavin were present. Board member Pierce was absent. Assistant Planner Burns and Thornberry-Assef and project representatives Eric Long (Horizons) and Ryan Moore (Wells Fargo) were also present.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS

A. WELLS FARGO/ 715 BRIDGEWAY

The HLB conducted a study session to review the proposed ATM replacement at the Wells Fargo bank. The HLB concluded that they support the ATM replacement. The project will be scheduled for a joint HLB-Planning Commission public meeting.

5. OLD BUSINESS-

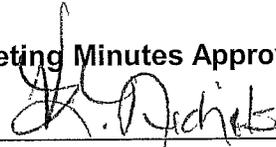
A. HORIZONS/ 558 BRIDGEWAY

The HLB conducted a study session to review the proposed project modifications to the Horizons building. The HLB provided direction to the applicant to provide plans which show the evolution of the building throughout its time and how the proposed changes compare to the original approval.

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS- None

Meeting Minutes Approved:


Secretary

12-21-12
Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **FINAL**

MEETING DATE: Wednesday, September 12, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:34PM. Board members McCoy, Nichols, and Kiernat were present. Board member Pierce was absent. Associate Planner Burns and project representatives for the Chamber of Commerce, including Cheryl Popp, Tom Campagna, Chris Gallagher, Tom Demonte, and Oonagh Kavanagh were also present.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS-

A. CHAMBER KIOSK/ FOOT OF EL PORTAL

The HLB conducted a study session regarding the installation of a new ATM within the Chamber of Commerce Information Kiosk. The HLB concluded that they support the ATM replacement. The project will be scheduled for a joint HLB-Planning Commission public meeting.

B. GALANTE ADDITION/ 30 EXCELSIOR AVE.

The HLB conducted a 50-year review for the property at 30 Excelsior Avenue. The HLB concluded their review by stating that based on the information available to the HLB, the building is not considered to be historically significant. As such, the HLB made the following findings:

1. Is the structure associated with events that have made a significant contribution to the broad patterns of the history, culture, or heritage of Sausalito, California, or the United States? Such structures may include but are not limited to civic structures, properties featured in publications, and sites where significant events occurred.

The board finds **No Significance** under this criterion.

2. Is this structure associated with the life or lives of one or more people important in our past? Such structures may include but are not limited to homes of prominent persons and places referenced by prominent persons.

The board finds **No Significance** under this criterion.

3. Does the structure embody the distinctive characteristics of a type, period, region, or method of construction, or represent the work of an important creative individual, or possess high artistic values? Such structures may include but are not limited to exceptional examples of architecture or an architect's work; more ordinary examples of such work are emblematic of a particular style or era; and any works by prominent creative individuals.

The board finds **Moderate Significance** under this criterion.

4. Has the structure yielded, or may it be likely to yield, information important in prehistory or history? Such structures may include but are not limited to archeological sites.

The board finds **No Significance** under this criterion.

Based on the findings, the HLB determined that the existing residence is not considered to have historic significance.

5. OLD BUSINESS-

A. HISTORIC PRESERVATION REGULATIONS UPDATE

Staff planner Burns presented a copy of the updated RFP for a consultant to update the City's Historical Preservation Regulations. The HLB provided comments that will be reflected in the final RFP.

B. NOTEWORTHY STRUCTURES LIST

The HLB continued the review of this item to a future date.

6. APPROVAL OF MINUTES-

May 30, 2012 minutes approved as amended

June 4, 2012 minutes approved as amended

June 25, 2012 minutes approved

July 11, 2012 minutes approved

7. COMMUNICATIONS

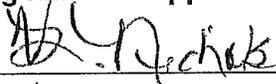
A. Future Agenda Items & Special Meetings(i.e.,CEQA Update, Noteworthy Structures Project)

The HLB requested a future agenda item regarding the expectation of reporting regarding the 50-year review process, including but not limited to timelines, thresholds for review, options for allowing applicants to hire a consultant, etc.

B. Staff Communications- None

C. HLB Communications- None

Meeting Minutes Approved:


Secretary

12-21-12
Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **FINAL**

MEETING DATE: Wednesday, September 26, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30. Board members Nichols, Pierce, and Kiernat were present. Board member McCoy was absent. Associate Planners Burns and Schinsing were present, in addition to project representatives Edward Llora (Barrel House) and Chris Henry (Barrel House).

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- *The agenda was unanimously approved to be modified to allow Old Business Agenda Item 5.B to be reviewed first.*

4. NEW BUSINESS- None

5. OLD BUSINESS-

B. THE BARREL HOUSE/660 BRIDGEWAY

The HLB conducted a study session regarding modifications to a previously approved commercial project located in the Downtown Historic Overlay Zoning District. Staff Planner Schinsing gave a brief presentation regarding the proposed modifications, primarily related to the relocation and screening of mechanical equipment. Project architect Edward Llora and property owner Chris Henry also provided additional project information and responded to HLB member questions.

The HLB study session review of the project was continued to a special meeting scheduled for Monday, October 1, 2012 to review the story poles and materials.

A. PLAZA VINA DEL MAR

The HLB conducted a study session regarding the previously continued accessibility improvements for the Plaza Vina Del Mar. Staff Planner Burns provided a brief background on the Plaza Vina Del Mar accessibility improvement project. The HLB reviewed the project, project alternatives, and materials. The HLB generally suggested that they were concerned with the proposed brick and suggested materials that had a larger pattern texture, such as concrete, which would be more similar to the original materials used for the Plaza and the bandstand.

The joint HLB-Planning Commission meeting was scheduled for October 3, 2012.

C. NOTEWORTHY STRUCTURES LIST

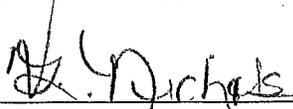
The HLB agreed to review the DPR 523 forms prepared for O'Connell's Seat, the Sylva Mansion, and the Tyrell Cottage and provide comments at the next regularly scheduled HLB meeting.

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS

There were no special communications.

Meeting Minutes Approved:



Secretary

12-21-12

Date

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SAUSALITO PLANNING COMMISSION
Wednesday, March 7, 2012
Approved Summary Minutes

Call to Order

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

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

Absent: Commissioner Stan Bair, Commissioner Bill Werner

Staff: Community Development Director Jeremy Graves

Associate Planner Heidi Burns, City Attorney Mary Wagner

Approval of Agenda

Vice-Chair Cox moved and Commissioner Graef seconded a motion to approve the agenda. The motion passed 3-0.

Public Comments On Items Not on the Agenda

None.

Approval of Minutes

January 26, 2012

Vice-Chair Cox moved and Commissioner Graef seconded a motion to approve the summary minutes. The motion passed 3-0.

Public Hearings

Declarations of Public Contacts – None

1. **DR/TM/TR/EA 11-105, Design Review Permit, Tentative Minor Subdivision Map, Tree Removal Permit, Encroachment Agreement, McGuire, 60/62 Marion Avenue.** Design Review Permit for the construction of two detached single-family dwellings on a single parcel, a Tentative Minor Subdivision Map to subdivide the parcel into a common interest development for a condominium with two units and one common area, a Tree Removal Permit to remove 21 protected trees, and recommendation for City Council approval of an Encroachment Agreement to construct an elevated driveway area and related site improvement in the public right-of-way fronting 60/62 Marion Avenue (APN 065-292-23).

The public hearing was opened.

Community Development Director Graves presented the Staff Report.

The public testimony period was opened.

1
2 The public made no comments.

3
4 The public testimony period was closed.

5
6 **Chair Keegin indicated that because there were only three Commissioners**
7 **present at the meeting in order for the Commission to take any action, positive or**
8 **negative, it must be a unanimous vote by all three Commissioners.**

9
10 **Vice-Chair Cox moved and Commissioner Graef seconded a motion to approve**
11 **the Resolution of Denial without prejudice for a Design Review Permit, Tentative**
12 **Minor Subdivision Map, Tree Removal Permit and Encroachment Agreement for**
13 **60/62 Marion Avenue. The motion passed 3-0.**

14
15 The public hearing was closed.

16
17 **2. CUP 12-039, Conditional Use Permit, ZAAZ Studios, 599 Bridgeway.**

18 Conditional Use Permit to allow a Health Club (categorized as a "Visitor Serving
19 Store" by the Zoning Ordinance) and a determination whether ZAAZ Studios is
20 a Formula Retail Use and if so, act upon a Conditional Use Permit to allow a
21 Formula Retail use at 599 Bridgeway within the Central Commercial (CC)
22 Zoning District.
23

24 Associate Planner Burns presented the Staff Report.

25
26 Commission question to staff:

- 27
28 • Why was there no application along with this for the signage or identity of the
29 project? *Staff responded an applicant is not required to submit a sign*
30 *application with any type of other discretionary permits. Based on the timing of*
31 *wanting to open up the business, the applicant has not prepared an application*
32 *in time for consideration at this meeting.*

33
34 Commission comment:

- 35 • One factor on which the Commission has to evaluate whether or not this is a
36 Formula Retail use is signage. Without seeing the signage the Commission
37 cannot make a finding tonight that this is not Formula Retail.
38

39 The public testimony period was opened.

40
41 Presentation was made by Ian Cruickshank, the applicant.

42
43 Commission questions to Mr. Cruickshank:

- 44 • Regarding your company's identity, do you plan on carrying your trademark
45 logo somehow? *Mr. Cruickshank responded it would be their intention to utilize*
46 *the logo as it serves their interests to be able to capitalize on the work they*
47 *have done in creating their identity.*
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- 1 • What color have you decided on for the interior? *Mr. Cruickshank responded*
2 *they have decided to use an earthy moss green as a dominant color along with*
3 *off white and chocolate brown.*
- 4 • In the photos you presented there appears to be faux foliage. Is that part of
5 your theme? *Mr. Cruickshank responded the studios use an acrylic panel that*
6 *has real grass embedded in it that creates a semi-private booth for the user.*
7 *However they would not be using those in the Sausalito location due to the*
8 *small size, as it would be too chaotic and busy to the eye.*
- 9 • Are you proposing any changes to the building façade? *Mr. Cruickshank*
10 *responded no, nor to the interior. They will not require any construction permit*
11 *of any kind. The lighting, floor, interior walls, electrical, et cetera are all suitable*
12 *to their interests.*
- 13 • Are you planning to use the entrance awning as a graphic element? *Mr.*
14 *Cruickshank responded yes, their intention would be to have a graphic on the*
15 *awning and a hanging sign there as well.*
- 16 • Do you have a trademark registration for your service mark and service trade
17 name? *Mr. Cruickshank responded they have a trademark pending for the*
18 *ZAAZ Studios name.*
- 19 • Does this site comport to your business model in terms of the size of the space
20 or anything like that? *Mr. Cruickshank responded no, it is substantially*
21 *different.*
- 22 • You are a franchisee? *Mr. Cruickshank responded no, neither a contract nor*
23 *licensing agreement is required or exists between them and their separate*
24 *franchise entity.*
- 25 • Have you entered into any agreement to comply with a standardized set of
26 design criteria? *Mr. Cruickshank responded no. This is their only company-*
27 *owned store.*
- 28 • Could you go along with a Formula Retail finding in return for action being
29 taken by the Commission tonight? *Mr. Cruickshank responded yes.*
- 30 • Do you also sell the machines that you use? *Mr. Cruickshank responded yes.*
- 31 • Were the machines FDA approved? *Mr. Cruickshank responded yes.*
- 32 • Do you have a trademark on the machines? *Mr. Cruickshank responded no,*
33 *they do not. They have a relationship with the manufacturer.*
- 34 • Are these the same machines you use in your other locales? *Mr. Cruickshank*
35 *responded yes. In their other studios there are six machines but they would*
36 *only have two machines at this location due to the small size.*
37

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39
40 Commission question to staff:

- 41 • Could you explain the parking arrangement? *Staff responded there are seven*
42 *approved perpendicular parking spaces and four tandem parking spaces.*
43

44 The public made no comments.

45
46 The public testimony period was closed.

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48 **Chair Keegin moved and Commissioner Graef seconded a motion to determine**
49 **that the applicant is not a Formula Retail establishment.**
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1 Commission comments:

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- The applicant has invested a good deal of money, time and effort into developing his trademark and logo and requires himself to use them in this store.
 - The applicant will require himself to sell standardized merchandise.
 - The Planning Commission has not seen the applicant's signage.
 - This is a recognizable service that has a brand name and will have a sign with a logo on it. The business will carry a machine that is identifiable. It is not a franchise, but there is a formula to it because it is an owned operation.
- 10

11 **The motion failed 1-2 with Vice-Chair Cox and Commissioner Graef dissenting.**

12 Commission comments:

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- This is an admirable project, however Finding 7 says, "The proposed use together with its design and improvement is consistent with the unique historic character of Sausalito and would preserve distinct visual appearance." The Commission does not yet know what the sign and awning on the exterior will look like and so does not have everything it needs tonight to make that finding. However the Commission is reassured by both the testimony of the applicant and the fact that the signage will come not only before the Planning Commission but also the Historic Landmarks Board who will ensure that the design and improvement of the proposed use is consistent with the unique historic character of Sausalito.
 - This is the type of use that attracts visitors as well as residents, as required by the CUP, because of its unique character, because it is not something that is readily available throughout Marin County, because it has a 10-minute use and because it does not require a contract and allows passersby to dabble in its features. For that reason it does meet the condition of attracting both local and regional use.
 - For various reasons this use will be mutually beneficial to and would enhance the economic health of surrounding uses in the district and will promote diversity and variety to ensure a balanced mix of commercial uses. For all those reasons the Commission can make the required findings approving a Conditional Use Permit for this establishment.

37 **Vice-Chair Cox moved and Commissioner Graef seconded motion to approve a**

38 **Conditional Use Permit for a Formula Retail establishment at 599 Bridgeway. The**

39 **motion passed 3-0.**

40 The public hearing was closed.

41

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43 **Old Business**

44 None.

45

46 **New Business**

47 None.

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1 **3. FY 2012-13 Prioritized Project List.** Suggestions for FY 2012-13 Prioritized
2 Project List.
3

4 Community Development Director Graves presented the Staff Report. No action by the
5 Commission was requested at this time.
6

7 **Staff Communications**

- 8 • A community remembrance service for former Sausalito mayor Amy Belser has
9 been scheduled for March 26, 2012 at 4:00pm in the Bay Model with a reception
10 at 5:00pm.
11

12 **Adjournment**

13
14 **Vice-Chair Cox moved and Commissioner Graef seconded a motion to adjourn**
15 **the meeting. The motion passed 3-0.**
16

17 The meeting was adjourned at 8:46 p.m.
18

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21 Submitted by
22 Jeremy Graves, AICP
23 Community Development Director
24

25 

26 Approved by
27 Stafford Keegin
28 Chair
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SAUSALITO PLANNING COMMISSION
Wednesday, April 11, 2012
Approved Summary Minutes

Call to Order

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

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

Absent: Commissioner Stan Bair

Staff: Community Development Director Jeremy Graves
Associate Planner Lilly Schinsing,
Assistant Planner Alison Thornberry-Assef, City Attorney Mary Wagner

Approval of Agenda

Vice-Chair Cox moved and Commissioner Graef seconded a motion to hear Item 3 regarding the Main Street Pump Station first on the agenda. The motion passed 4-0.

Public Comments On Items Not on the Agenda

None.

Approval of Minutes

March 21, 2012

Vice-Chair Cox moved and Commissioner Graef seconded a motion to approve the summary minutes. The motion passed 3-0 with Commissioner Werner abstaining.

Public Hearings

Declarations of Public Contacts

Commissioner Werner indicated he had visited the sites pertaining to the three agenda items and did not speak to anyone during the visits.

- 3. DR/EA 11-299, Design Review Permit, Encroachment Agreement, Main Street Pump Station, Foot of Main.** Design Review Permit and recommendation to the City Council of an Encroachment Agreement for the placement of a portable pump and related above ground and below ground equipment in the public right-of-way at the foot of the 200 Block of Main Street. The portable pump would be approximately seven feet tall and nine feet in width and seven feet in length.

1 The public hearing was opened.

2
3 **Chair Keegin indicated the applicant had requested the public hearing for the**
4 **Main Street Pump Station to be continued to the meeting of May 23, 2012.**

5
6 Staff comment:

- 7
- 8 • The Commission has received three items of late correspondence from the
9 Sanitary District, the property owner of Valhalla building, and the attorney
10 representing the Valhalla property owner, all requesting a continuance.

11 The public testimony period was opened.

12
13 No Staff Report was presented.

14
15 Commission comment:

- 16
- 17 • The letter from the Sausalito Marin City Sanitary District states that they are
18 seeking the continuance in order to give them an opportunity to understand the
19 concerns of the new owner of the Valhalla property and plan to work out the
20 issues prior to Planning Commission consideration of the District's application.

21
22 The applicant did not make a presentation.

23
24 The public made comments.

25
26 Dr. Alex Kashef, 206 Second Street, indicated the following:

- 27
- 28 • He is the new owner of the Valhalla building, which is the closest building to the
29 pump station. He lives there and plans to renovate it as a hotel with architect
30 Michael Rex.
 - 31 • There are issues with the Sanitary District that need to be addressed.
 - 32 ○ The site. This is a public street. The old pump station was grandfathered
33 in, but does not apply to what is being done now. They are putting a sewer
34 trailer next to what he expects will be a world-class hotel at the Valhalla
35 building.
 - 36 ○ The sound. The pump is 30 feet away from the Valhalla and runs at 72
37 decibels, the same as a lawnmower. He lives there. The business is a
38 hotel where people will be sleeping. The pump could be running 20 hours
39 at a time.
 - 40 ○ The smells. The pump will be fueled by diesel gas, which is vented
41 upwards, with the vent directly in line with rooms and balconies in his
42 building.
 - 43 • He is investing a large amount of money into the Valhalla building. It is a
44 beautiful building but will probably not survive another five years.
 - 45 • He thanks the Sanitary District for continuing the hearing so they can discuss
46 the issues.
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Mike Monsef, 211 Fourth Street, indicated the following:

- The new pump has to follow current standards and codes, which are established for everybody.
- The story poles need to stay up long enough for people to see the project.

The public testimony period was closed.

Commissioner Werner moved and Vice-Chair Cox seconded a motion to continue the public hearing for the Main Street Pump Station to the meeting of May 23, 2012. The motion passed 4-0.

The public hearing was closed.

Historic Landmarks Board – Call to Order

Chair Pierce called the Historic Landmarks Board (HLB) meeting to order at 6:32pm.

Present: Chair Morgan Pierce, Secretary Vicki Nichols,
Board Member Carolyn Kiernat, Board Member John McCoy.

Absent: Board Member John Flavin.

- 1. DR/SP 12-054, Design Review Permit, Sign Permit, View Restaurant LLC and the City of Sausalito, 558 Bridgeway.** Modifications to a previously-approved Design Review Permit and Sign Permit to allow for a recessed doorway to access the lower level dining deck, addition of lighting in the pergola system, a modified door to access the upper level dining deck, modified signage, and the addition of copper half round gutters at 558 Bridgeway (APNs 065-172-12, -13, -15).

The public hearing was opened.

Associate Planner Schinsing presented the Staff Report.

Commission question to staff:

- Is there anything in the plans regarding lighting in the pergola, such as what kind of lighting and how much light it will throw off? *Staff responded the applicant could better answer that question.*

The public testimony period was opened.

Presentation was made by Eric Long of Don Olsen and Associates, the applicant.

- Lighting has always been an existing condition at the patio space. They are putting lighting up in the pergola to shine down, using low voltage spotlighting to hit the tables for the outdoor patrons.

HLB question to Mr. Long:

- Were you able to identify historic fabric versus non-historic on the drawings, as requested by the HLB? *Mr. Long responded yes.*

1 HLB question to staff:

- 2 • Why was it suggested to change the gutters from copper to aluminum? *Staff*
3 *responded the San Francisco Regional Water Quality Control Board allows the*
4 *use of copper gutters if one can provide a filtration system that can receive*
5 *runoff from the gutters but does not have any discharge. It must also be a*
6 *closed system so it is isolated from ground water. With the Trident site being*
7 *located over water, the size of the planter box that would be needed to accept*
8 *the water would cover much of the parking lot.*
9

10 Commission questions to Mr. Long:

- 11 • Would the pergola's lighting be similar to its heaters in that we will not see the
12 source? The source will be above the bottom plane of the members and it will
13 not project above the top plane of the members? *Mr. Long responded no one*
14 *would see the source.*
15 • Regarding the second floor door, is it just plate glass? *Mr. Long responded*
16 *yes, in concept.*
17

18 Commission comment:

- 19 • The Commission has only compared the original and revised plan. The
20 Resolution should say that the Commission approves the items that are listed
21 on page two of the Staff Report, "as reflected on the revised plans," so it is
22 clear what action the Commission is taking and what specifically it considered.
23 *Staff responded they would incorporate that revision.*
24
25

26 The public made no comments.
27

28 The public testimony period was closed.
29

30 HLB comments:

- 31 • The HLB is comfortable with the resolution as proposed.
32

33 Additional Conditions of Approval:

- 34 • Lighting for the pergola shall be down facing and low voltage.
35 • The gutters shall be aluminum instead of copper.
36 • The resolution shall say that the Commission approves the items that are listed
37 on Page 2 of the Staff Report, "as reflected on the revised plans."
38

39 **Chair Pierce moved and Committee Member Kiernat seconded a motion to**
40 **approve a Design Review Permit and Sign Permit for 558 Bridgeway subject to**
41 **the additional Conditions of Approval. The motion passed 4-0.**
42

43 **Commissioner Werner moved and Vice-Chair Cox seconded a motion to approve**
44 **a Design Review Permit and Sign Permit for 558 Bridgeway subject to the**
45 **additional Conditions of Approval. The motion passed 4-0.**
46

47 The public hearing was closed.
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1 **Committee Member Kiernat moved and Chair Pierce seconded a motion to**
2 **adjourn the Historic Landmarks Board Meeting to the Conference Room. The**
3 **motion passed 4-0.**

- 4
5 **2. DR/VA/EA 11-273, Design Review Permit, Variance, Encroachment**
6 **Agreement, Oates and Knowles, 33 Filbert Avenue.** Design Review Permit
7 for the demolition and reconstruction of an existing detached garage located
8 partially in the Filbert Avenue public right-of-way and Variances for the height
9 of the structure at the property line and the amount of impervious surface for
10 the project at 33 Filbert Avenue (APN 064-212-04).
11

12 The public hearing was opened.

14 **Chair Keegin indicated that the Commission had been presented with an email**
15 **from the applicant, Geoffrey Butler, requesting a continuance of the public**
16 **hearing to the meeting of April 25, 2012 in order to recalculate the impervious**
17 **coverage.**

19 No Staff Report was presented.

21 The public testimony period was opened.

23 The public made no comments.

25 The public testimony period was closed.

27 **Chair Keegin moved and Vice Chair Cox seconded a motion to continue the**
28 **public hearing for 33 Filbert Avenue to the meeting of April 25, 2012. The motion**
29 **passed 4-0.**

31 **Old Business**

32 None.

34 **New Business**

35 None.

37 **Staff Communications**

- 39 • **Housing Element Update:**
40 ○ Staff has had discussions with the M Group, Sausalito's consultant on the
41 Housing Element Update.
42 ○ Commissioners have been sent an email from staff noting that the
43 comment letter from the Department of Housing and Community
44 Development has been received and posted on the City's website.
45 ○ Staff has received a letter from a nonprofit housing advocacy group and
46 has been in discussions with them trying to address their concerns to the
47 extent that they feel is practical.
48 ○ On April 17, 2012 staff will provide the City Council with an update on the
49 Housing Element. Staff will propose an aggressive schedule for upcoming
50

1 work on the Housing Element Update with the goal of finishing it prior to
2 the City Council's recess in August.

- 3 • Omnibus Municipal Code Amendments: Went into effect on March 29, 2012. By
4 the end of the week staff will send out links to all the Commissioners, architects,
5 engineers and Council members with Code replacement pages.
6 • America's Cup: Staff is putting together proposed regulations for vacation rentals
7 during the summers of 2012 and 2013 in anticipation of residents renting out their
8 residences, set to expire after the America's Cup race. The regulations would be
9 an amendment to the Zoning Ordinance and will be brought to the Planning
10 Commission in May.
11

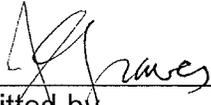
12 **Commission Communications**

- 13 • The ADU Working Group plans to complete its work by June 2012. The Task
14 Force is making great progress and has had good feedback from the
15 community. Michael Rex has been an active participant.
16

17 **Adjournment**

18 **Vice-Chair Cox moved and Commissioner Werner seconded a motion to adjourn**
19 **the meeting. The motion passed 4-0.**
20

21 The meeting was adjourned at 7:30 p.m.
22

23
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27 Submitted by _____
28 Jeremy Graves, AICP
29 Community Development Director
30

24
25
26 
27 Approved by _____
28 Stafford Keegin
29 Chair
30

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SAUSALITO PLANNING COMMISSION
Wednesday, August 22, 2012
Approved Summary Minutes

Call to Order

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

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

Absent: Chair Stafford Keegin, Commissioner Stan Bair

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

Approval of Agenda

Commissioner Werner moved and Commissioner Graef seconded a motion to approve the agenda. The motion passed 3-0.

Public Comments On Items Not on the Agenda

None.

Approval of Minutes

None.

Call to Order—Joint Meeting with Historic Landmarks Board

HLB Chair Pierce called the meeting to order at 6:32 p.m.

Present: Chair Morgan Pierce, Secretary Vicki Nichols, Committee Member
Carolyn Kiernat, Committee Member John McCoy

Public Hearings

Declarations of Planning Commissioner Public Contacts

None.

Declarations of Historic Landmarks Board Public Contacts

None.

- 1. DR/VA 12-198, Design Review Permit, Variance, View Restaurant LLC and the City of Sausalito, 558 Bridgeway.** Amendment of a previously-approved Design Review Permit and Variance to allow for (1) modifications to the proposed upper level dining deck, including the elimination of a portion of the approved southern upper dining deck, and (2) accessibility and visibility improvements on the parking deck, including new guardrails, gates and entry planters at 558 Bridgeway (APNs 065-172-12, -13, -15.)

1
2 The public hearing was opened.
3

4 Assistant Planner Schinsing presented the Staff Report.

- 5 • An additional option the Planning Commission and HLB could consider as an
6 improvement along the Bridgeway frontage of the property instead of truncated
7 domes is installation of a 6" x 6" wood beam curb along the length of the
8 frontage except for in front of the driveway. The beam would satisfy the need
9 for a cane-detectible barrier for visually-impaired people walking along the
10 Bridgeway sidewalk. However in order to ensure it would not create a trip
11 hazard, a chain or rope between posts mounted on top of or adjacent to that
12 curb that would be a visual barrier for anyone taking a shortcut through the
13 parking deck to the restaurant. If the Planning Commission and HLB determine
14 that type of barrier would be appropriate it would be within the purview of the
15 Planning Commission and the HLB to set a Condition of Approval to require it.
16 Staff has alerted the applicant orally to this possibility and they have expressed
17 their concerns about it.
18

19
20 Presentation was made by Eric Long of Don Olsen and Associates, the applicant.
21

22 HLB questions to Mr. Long:

- 23 • Are the truncated domes required to be the yellow plastic ones? *Mr. Long*
24 *responded the domes are required to be a visual contrast, meaning something*
25 *different than gray. Red or terra cotta could also be used.*
- 26 • Where is the public shore along there and where is the gate for access to it?
27 *Mr. Long responded the path of travel for pedestrian egress as they leave the*
28 *building also doubles as a path of travel for the public bathroom. It goes around*
29 *to the north and back down the gangway, which then leads down to the floods.*
- 30 • When did you find out that you had the dry rot that caused financial issues?
31 *Was it before the deck extended beyond the southern edge of the building or*
32 *after you had already built that out? Mr. Long it was well after building the*
33 *extension of the southern deck.*
34

35 The public testimony period was opened.
36

37 Daniel Merriam, 565 Bridgeway, indicated the following:

- 38 • He owns and occupies the building across the street from the subject property.
39 • He requests a more subtle color for the truncated domes if possible.
40

41 The public testimony period was closed.
42

43 HLB comments:

- 44 • The HLB understands the issues of discovering unforeseen circumstances
45 when renovating historic buildings on the waterfront, but had the HLB known
46 then what they know now they would not have let the deck extend beyond the
47 corner of the second floor. If it remained back where it was it would match the
48 January 2009 approved plans, which would have been appropriate.
49
50

- 1 • The HLB would have liked to see photographic documentation of the dry rot
2 that necessitated the change to the plans. The letter that was submitted gives
3 reason for this change, such as the excessive costs, but it also talks about
4 irreparable modifications to the historic interior woodwork on the south side of
5 the interior dining space, so the HLB is not convinced, is not sure what the
6 reason is for this change, and do not feel the applicant has really gotten to the
7 bottom of it. If this work was realized in March and April it is surprising it is
8 coming to the HLB now, once the work has been completed.
- 9 • The truncated domes are a superior alternative to the floating posts and swag.
10 The applicant is on the right track going with the cement domes as opposed to
11 the plastic domes. The Building Code requirement of a distinction between the
12 sidewalk and the truncated domes needs to be met, but doing it as minimally
13 as possible while still providing a safe path of travel is the optimal way to go.
- 14 • As this moves forward the HLB will probably ask for a Condition of Approval
15 that would provide for a subcommittee with the ability to review colors for the
16 truncated domes. *Staff responded the Building Code might dictate the color of*
17 *the truncated domes, but the City would look to its accessibility consultant to*
18 *identify what color options would work there, and then if there are several color*
19 *options then a representative from the Planning Commission and/or the HLB or*
20 *the staff could work with the applicant to identify the City's preferred option.*

21
22
23 Commission questions to Mr. Long:

- 24 • Did you consult with an accessibility specialist regarding the truncated domes
25 and arrive at the color selection of the terra cotta? *Mr. Long responded that is*
26 *correct.*
- 27 • The color you have proposed for the truncated domes is the same color as has
28 been installed elsewhere in Sausalito? *Mr. Long responded yes. He believes it*
29 *is called Colonial Red.*

30
31 Commission comments:

- 32 • There is nothing subtle about the requirements of the ADA and ADAG and the
33 California Building Code relative to accessibility. We need to get used to seeing
34 contrasting colors. The Code does not tell you what color to use, just states it
35 has to be contrasting, which is a matter of judgment as to how much contrast
36 you have. The Colonial Red has been installed at either end of Bridgeway on
37 curb cuts, and there has been some question as to whether or not that is
38 enough of a contrast.
 - 39 • The truncated domes are far superior to the posts and swag, which is a tripping
40 hazard. The other alternative is probably a planter extension all along that side,
41 but that would limit the parking.
 - 42 • The narrowing of the entrance drive will probably create more congestion along
43 Bridgeway than ever before, but it is also part of the code.
 - 44 • The gate is not a problem.
 - 45 • The removal of the deck, which originally was a dead-end and probably illegal
46 is not a problem.
 - 47 • The modifications should be approved as they are, with the addition of the
48 truncated domes in Colonial Red.
- 49
50

- 1 • The yellow for the truncated domes is awful. The red is much more
2 appropriate.
3 • Given that the applicant was nodding his head when the HLB was inquiring
4 whether they had photos of the dry rot the Commission is willing to take it on
5 face value that they encountered it. Given that the building is over water and
6 with the age of it, it would not be surprising that there is significant dry rot there.
7

8 Additional Condition of Approval:

- 9 • The truncated domes shall be Colonial Red.
10

11 **HLB Chair Pierce moved and Committee Member McCoy seconded a motion to**
12 **approve a Design Review Permit and Variance for 558 Bridgeway subject to the**
13 **additional Condition of Approval. The motion passed 4-0.**
14

15 **Commissioner Werner moved and Vice Chair Cox seconded a motion to approve**
16 **a Design Review Permit and Variance for 558 Bridgeway subject to the additional**
17 **Condition of Approval. The motion passed 3-0.**
18

19 The public meeting was closed.
20

21 **The Historic Landmarks Board adjourned its meeting.**
22

23
24 **2. GPA/ENV 12-117, Housing Element Update Initial Environmental**
25 **Study/Negative Declaration, City of Sausalito.** Continued from July 25, 2012
26 meeting.
27

28 The continued public hearing was re-opened.
29

30 Assistant Planner Schinsing presented the Staff Report.
31

32 Presentation was made by Geoff Bradley of the M-Group.

- 33 • The M-Group has grouped the questions and comments from Commissioners
34 and the public at the July 25, 2012 meeting into five categories:
35 ○ CEQA-related questions and comments.
36 ○ Senate Bill 375 and how that interacts with the CEQA requirements.
37 ○ Significant impacts mitigation and whether the Negative Declaration
38 should be a Mitigated Negative Declaration.
39 ○ Density and density bonus law related questions and comments.
40 ○ Second units related questions.
41

42 CEQA-related questions and comments:

- 43 • Question: Can we add the language, "The Initial Environmental Study/Negative
44 Declaration applies only to the changes to the Housing Element and in no way
45 applies to the actual projects. Any actual projects must undergo a CEQA
46 review"? *Mr. Bradley responded this is similar to the discussions they had in*
47 *developing the Housing Element in terms of anything you put in the Housing*
48 *Element or the Initial Environmental Study/Negative Declaration for the*
49 *Housing Element cannot seek to effect changes to the state law, and CEQA is*
50

1 an existing state law that all projects are subject to regardless of what is said in
2 any policy document coming from the City. Statements to that extent could be
3 made within the Initial Environmental Study, but what the City is really relying
4 on is the full effect of CEQA, as it exists, as the predominant environmental
5 protection law in the state.

- 6 • Question: How does the Negative Declaration/Initial Environmental Study
7 ensure that the Design Review procedures are upheld for future projects? Mr.
8 Bradley responded that is a similar situation where the existing city rules and
9 regulations apply to all development. There is mention of this on Page 10 of the
10 Initial Environmental Study that says, "All development projects would go
11 through the City's normal development review process, including Design
12 Review."
13
- 14 • Comment: Views are not covered by CEQA. Mr. Bradley responded that
15 typically impacts to views are primarily concerned with views from public
16 vantage points, such as roads, trails, and public areas where scenic vistas are
17 considered a community resource. There is some case law of private views
18 being asserted to rise to a level of a significant impact. Within Sausalito both
19 public and private views are protected and considered within the CEQA
20 analysis that is done for each individual project. That is also mentioned within
21 the Initial Environmental Study as it stands.
- 22 • Comment: The public is afraid a development will automatically be developed.
23 The concept that any project would be required to go through the normal
24 review process should be emphasized. Mr. Bradley responded as one reads
25 through the Initial Environmental Study there are numerous mentions of the
26 City's existing General Plan, Zoning Ordinance, and development review
27 processes for all future development projects.
- 28 • Comment: None of the CEQA categorical exemptions include low-income
29 housing as specific rationale for exemption. A housing project with low-income
30 units could still trigger CEQA review or be exempted because of its size or
31 number of units. Mr. Bradley responded that is true. As each project is
32 evaluated under CEQA some of them will qualify for exemptions, but it is not a
33 blanket exemption based on the Housing Element; it is based on the normal
34 operation of CEQA.

35
36 Commission questions to Mr. Bradley:

- 37 • It is not clear which low-income housing projects would be exempt from
38 CEQA review. Mr. Bradley responded how CEQA works is there are site-
39 specific facts that could change the review process. If there is a project of
40 four or five units on an existing site that has an existing commercial building
41 on it, that could be analyzed with regard to traffic, existing development in its
42 surroundings, existing services, and impacts and it could be an exempt
43 project. If the building to be demolished is a historic resource, the exemption
44 would be lost and an environmental review would be done at a higher level.
- 45 • What you are saying is there would be a review done during which it would
46 be found that the project is exempt? Mr. Bradley responded that is correct. In
47 thinking about the environmental review for the Housing Element we are
48 looking at a policy document. This Housing Element was specifically
49 developed to fit within the umbrella of the existing General Plan and Zoning
50

1 Code. There is nothing in this Housing Element, with the exception of two
2 parcels and the Accessory Dwelling Units, which could not be built under the
3 existing Housing Element. ADUs have a special exemption within the CEQA
4 Guidelines, which has says any ordinance allowing ADUs is exempt from
5 CEQA. There is nothing in this Initial Environmental Study document that can
6 create special protections for ADUs from an environmental standpoint,
7 except for the fact that it has already been done through the CEQA law itself.
8

9 Senate Bill 375 and how that interacts with the CEQA requirements:

- 10 • There is language in SB 375 that would create some CEQA streamlining
11 measures for certain types of housing projects. The M-Group's research
12 indicates that none of that would apply to Sausalito because the City does not
13 have any of the "priority development areas" or the "transit priority areas," two
14 terms that are used interchangeably, that allow for that streamlined CEQA
15 processing.
16

17 Commission question to Mr. Bradley:

- 18 • I thought the language was "transit hub," and is not there a transit hub on
19 Bridgeway? *Mr. Bradley responded that in the description of the transit priority*
20 *areas and the priority development areas transit hub is one of the descriptors*
21 *of those types of areas, which are all north of Sausalito along Highway 101 on*
22 *the Bay Area Plan map identifying such areas.*
23
24

25 Significant impacts mitigation and whether the Negative Declaration should be a
26 Mitigated Negative Declaration:

- 27 • The M-Group had ideas that some of the things that the Initial Environmental
28 Study describes as going to happen, such as Design Review, CEQA, and the
29 normal operation of the View Protection findings, could be made into mitigation
30 measures. The concern is that these are already city requirements, and
31 mitigation measures are things that go beyond the normal requirements, so
32 although it could be packaged that way it really would not get to the intent of a
33 true mitigation. Conditions of Approval and mitigation measures are those
34 things that are not standard requirements for every project of that type. To
35 package up standard requirements as mitigations creates the impression that
36 there is something special required but is really a base-level requirement.
37

38 Commission questions to Mr. Bradley:

- 39 • What proportion of Mitigated Negative Declarations have been executed for the
40 Housing Elements M-Group has done as opposed to simple Negative
41 Declarations? *Mr. Bradley responded of the ten that they have done, he*
42 *believes all of them have been straight Negative Declarations. Because it is a*
43 *policy level document, if there is a mitigation that comes up and the City is*
44 *creating its own policy document, typically that policy document is modified to*
45 *include that.*
46
- 47 • In the ten projects that you have done where there was no Mitigated Negative
48 Declaration did any of them have a general plan that is 17 years old, and had
49 the cycle gone as long as Sausalito's since updating? *Mr. Bradley responded*
50

1 *yes, they have had some general plans that go back quite a bit further than 17*
2 *years.*

3
4 Density and density bonus law related questions and comments:

- 5 • *Comment: The Vertical Mixed Use (VMU) strategy and Horizontal Mixed Use*
6 *(HMU) strategy will result in a higher residential density. Residential use has a*
7 *higher impact than commercial use. This is an impact greater than initially*
8 *analyzed in the 1995 General Plan. Mr. Bradley responded the analysis within*
9 *the Initial Environmental Study and the analysis that M-Group has developed*
10 *throughout the Housing Element is to work within the City's existing density*
11 *parameters under both the General Plan and the Zoning Ordinance, because*
12 *the existing densities were high enough numbers to be able to demonstrate*
13 *that they could meet the default density. The VMU and HMU strategies do*
14 *allow for some variability of how projects are developed as compared to the*
15 *existing situation. The absolute density is not increased at all, and that was*
16 *important because any proposal in the past relative to the Housing Element*
17 *seeking to create zoning tools to actually increase the density was met with*
18 *resistance.*
- 19 • *Question: Was the Density Bonus Law in place at the time of the 1995 EIR?*
20 *Mr. Bradley responded yes, it has been in place since 1979.*
- 21 • *Question: Was the Density Bonus Law analyzed in the 1995 EIR? Mr. Bradley*
22 *responded not only was the Density Bonus Law included in 1995 EIR, but also*
23 *one of the mitigation measures contained within that EIR was to implement the*
24 *Density Bonus Ordinance at a local level, which was done.*

25
26
27 Second units related questions:

- 28 • *Question: Did the 1995 General Plan address second units? Mr. Bradley*
29 *responded the General Plan did not address it from an impact standpoint, but*
30 *the program language was about allowing second units as a means to provide*
31 *affordable housing. One of the mitigation measures was policy language to*
32 *allow second units. Second units have that special standing within CEQA*
33 *similar to baseball stadiums or certain energy producing facilities in that they*
34 *are exempt from CEQA. With second units one can make a fair argument that*
35 *there is very minimal environmental impact.*

36
37 The public testimony period was opened.

38
39 The public made no comments.

40
41 The public testimony period was closed.

42
43 Commission question to Mr. Bradley:

- 44 • *The Commission received roughly 18 pages of letters from residents. Were*
45 *those letters shared with M-Group, and if so, did your comments this evening*
46 *encompass the issues raised in those letters? Mr. Bradley responded yes, he*
47 *did receive the letters, but his comments this evening did not exhaustively*
48 *cover the issues raised in those letters.*

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Commission comment:

- Most of the issues raised seem to have been addressed clearly by M-Group.

Commissioner Werner moved and Commissioner Graef seconded a motion to continue the public hearing for the Housing Element Update Initial Environmental Study/ Negative Declaration to the meeting of September 5, 2012. The motion passed 3-0.

The public hearing was closed.

Old Business

None.

New Business

None.

Staff Communications

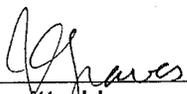
Commission question to staff:

- Will M-Group be reviewing the Accessory Dwelling regulations? *Staff responded M-Group will handle the General Plan Amendment, but outside counsel will review the Accessory Dwelling Unit regulations.*

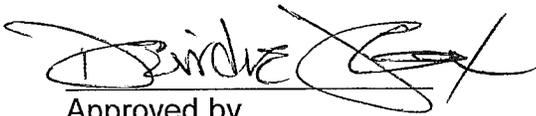
Commissioner Werner moved and Commissioner Graef seconded a motion to adjourn the meeting. The motion passed 3-0.

Adjournment

The meeting was adjourned at 7:54 p.m.



Submitted by
Jeremy Graves, AICP
Community Development Director



Approved by
Joan Cox
Vice-Chair

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1 **SAUSALITO PLANNING COMMISSION**
2 **Wednesday, December 14, 2011**
3 **Approved Summary Minutes**
4
5
6

7 **Call to Order**

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

10 Present: Chair Stafford Keegin, Vice Chair Joan Cox (arrived prior to action on Item
11 1), Commissioner Richard Graef, Commissioner Bill Werner

12 Absent: Commissioner Stan Bair

13 Staff: Community Development Director Jeremy Graves
14 Associate Planner Heidi Burns, Associate Planner Lilly Schinsing,
15 City Attorney Mary Wagner
16

17 **Approval of Agenda**
18

19 **Commissioner Werner moved and Commissioner Graef seconded a motion to**
20 **approve the agenda. The motion passed 3-0.**
21

22 **Public Comments on Items Not on the Agenda**

23 None.
24

25 **Approval of Minutes**

26 September 24, 2008 November 30, 2011
27

28 **Commissioner Werner moved and Commissioner Graef seconded a motion to**
29 **approve the minutes of September 24, 2008 as amended. The motion passed 3-0.**
30

31 **Chair Keegin moved and Commissioner Graef seconded a motion to approve the**
32 **summary minutes of November 30, 2011 as amended. The motion passed 3-0.**
33

34 **Public Hearings**
35

36 **Declarations of Public Contacts**

37 None.
38

- 39
- 40 1. **DR/TRP/EA 11-196, Design Review Permit, Tree Removal Permit,**
41 **Encroachment Agreement, Jensen-Komer, 38 Lower Crescent Avenue.**
42 Design Review Permit to construct a new single-family residence with a two-car
43 parking deck at 38 Lower Crescent Avenue (APN 065-231-32); a Tree Removal
44 Permit to remove five protected trees; and an Encroachment Agreement to
45 construct a portion of the driveway, parking stalls and parking deck with guardrail
46 in the Lower Crescent Avenue public right-of-way. Continued from November 30,
47 2011 meeting.
48

49 The continued public hearing was re-opened.
50

1 The public testimony period was opened.

2
3 The public made no comments.

4
5 **Vice-Chair Cox joined the meeting.**

6
7 The public testimony period was closed.

8
9 **Chair Keegin moved and Commissioner Werner seconded a motion to approve**
10 **the staff resolution setting forth the Conditions of Approval as identified at the**
11 **November 30, 2011 meeting with respect to the Design Review Permit, Tree**
12 **Removal Permit and Encroachment Agreement. The motion passed 4-0.**

13
14 The public hearing was closed.

15
16 **CALL TO ORDER – JOINT MEETING WITH THE HISTORIC LANDMARKS BOARD**

17
18 Chair Pierce called the joint meeting of the Historic Landmarks Board (HLB) to order at
19 6:40 p.m..

20 Present: Chair Morgan Pierce, Secretary Vicki Nichols,
21 Board Member John Flavin

22 Absent: Board Member Carolyn Kiernat

23
24 **Approval of Agenda**

25
26 **Board Member Nichols moved and Board Member Flavin seconded a motion to**
27 **approve the HLB agenda. The motion passed 3-0.**

28
29 **Public Comments on Items Not on the HLB Agenda**

30 None.

31
32 **Approval of HLB Minutes**

33 None.

- 34
35
36 **2. DR/SP/MUP/SDEP, Design Review Permit, Sign Permit, Minor Use Permit,**
37 **Sidewalk Dining Encroachment Permit, Silva Trust, 739 Bridgeway**
38 **Avenue.** Design Review Permit to allow modifications to the exterior of the
39 building; a Sign Permit to allow the installation of a new sign; a Minor Use
40 Permit to allow outdoor dining both on private property and in the public right-of-
41 way; a Sidewalk Dining Encroachment Permit to allow outdoor dining in the
42 public right-of-way; and a modification of an existing Encroachment Agreement
43 to allow for reconfiguration of landscape planters and an awning located in the
44 public right-of-way at 739 Bridgeway (APN 065-133-19).

45
46 The public hearing was opened.

47
48 Associate Planner Burns presented the Staff Report.

49
50 Commission questions and comments to staff:

- 1 • Does the Encroachment Agreement run with the property or is it specific to the
2 establishment? *Staff responded an Encroachment Agreement is similar to a*
3 *Conditional Use Permit where it runs with the land.*
4

5 Presentation was made by Anthony Fish of Arcanum Architecture, the applicant.
6

7 HLB questions to Mr. Fish:
8

- 9 • Do you still intend to paint the man door on the right of the façade, which is the
10 entrance to the upstairs apartment, in a lesser, lighter value of the façade color
11 to make it recess, as you indicated in the study session? *Mr. Fish responded*
12 *yes, that is what they would prefer to do.*
13 • Is the only thing regarding landscaping in the Conditions of Approval the
14 planter boxes, as opposed to foliage on the front of the building that had been
15 suggested initially? *Mr. Fish responded that is correct, only the planters.*
16

17 Comments were made by the public.
18

19 Paul Ronin, Edward Avenue, indicated the following:
20

- 21 • This project would be a great addition to Sausalito.
22 • Where the planters are now, they are not only in the public right-of-way but
23 also in the handicap ramp.
24

25 Commission comment:
26

- 27 • The handicap ramp complies with all of the handicap regulations as it exists. It
28 is the absolute minimum ramp and was rebuilt a couple of years ago because a
29 standard ramp was there and what was approved for Piccolo Teatro
30 encroached on that ramp and made it illegal. Hence, it had to be reconstructed
31 to what we see today.
32

33 Dorothy Gibson, Johnson Street, indicated the following:
34

- 35 • She is in favor of the restaurant, but hates the planters. They are in the middle
36 of the sidewalk and are obstacles to the pedestrian traffic pattern. She does not
37 understand why they were approved and does not think they should be there.
38

39 Applicant rebuttal.
40

41 Larry Mindel indicated the following:
42

- 43 • The outdoor dining aspect that has been there for four years is part of what
44 made this project attractive. They hired a well-known ADA consultant to inspect
45 the property to ensure that they are in conformance with ADA regulations,
46 starting with the curb, and they are in conformance.
47 • He also talked to the City regarding the curb.
48 • Having a barrier of some kind there is of assistance because the ramp that
49 crosses the street dies at the planter location where wheelchairs go left or right
50 and there is a little curb there. Were it not for the planters people walking up
and down the street would trip because they could not see the curb.
 • Having attractive and well-maintained terra cotta planters full of fresh flowers
that change seasonally and often will make Bridgeway even more attractive.

1
2 The public testimony period was closed.

3
4 HLB comments:

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- The applicant has made modifications that will work in concert with the tenets of the Historic Overlay District and have done a reasonable job in addressing challenges that occur within the streetscape.
 - The addition of Copita to the Historic District and the downtown area is an improvement that will add vitality to the area. This is a very visible and prominent site with a historic building.
 - The change to the awning is an improvement in that it uncovers the transom, a very important historical element in the downtown.
 - The sign is very appropriate for the style of the façade. The concept of halo lighting is very attractive and fun.

16 Commission comments:

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- The awning reconfiguration is good in that it exposes the transom.
 - The sign is appropriate.
 - The condition of no foliage on the building is appropriate.
 - The sign is quite modest compared to Wells Fargo and other signs along the street.

23 Additional Condition of Approval:

- 24
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26
27
- The applicant shall seek permission from the landlord to paint the man door entrance to the upstairs apartment a lesser, lighter value of the proposed façade color.

28 **HLB Member Nichols moved and Board Member Flavin seconded a motion to**
29 **approve a Design Review Permit and Sign Permit for 739 Bridgeway Avenue**
30 **subject to the additional Condition of Approval. The motion passed 3-0.**
31

32 **Vice-Chair Cox moved and Commissioner Werner seconded a motion to approve**
33 **a Design Review Permit and Sign Permit for 739 Bridgeway Avenue subject to the**
34 **additional Condition of Approval. The motion passed 4-0.**
35

36 Commission comments on the Minor Use, Sidewalk Dining Encroachment Permit, and
37 modifications of the previously-approved Encroachment Agreement:

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- Section 10.44.220.D limits outdoor tables on private property to five tables. Although this site is partially on private property and partially in the public right-of-way the Zoning Ordinance was not written to allow more tables encroaching in the public right-of-way than on private property. The configuration that was initially approved for this property more favorable because it has the potential to encroach less in the public right-of-way with five tables in single file than two rows of three tables.
 - Mr. Ronin and Ms. Gibson are correct in that the planters are an obstruction. In fact it is a hazard. The application submitted four years ago for Piccolo Teatro did not show the ramp and made the sidewalk look like there was plenty of room. Once the business was open this property began to suffer from encroachment creep and the tables and planters shifted out toward the curb,

1 occupying more than 50-percent of the sidewalk and making the ramp that was
2 there illegal. The owners then tore up the sidewalk and reconfigured it so that
3 the inside curb that is approximately 6 feet, 3 inches from the building wall was
4 built so that the planters could sit on it and their encroachment would become
5 legal by virtue of the fact that the curb ramp that was put in there is, according
6 the Caltrans, one of the legitimate kinds of handicap ramps. It is the absolute
7 bare minimum for a handicap curb sidewalk ramp. They figured out how to gain
8 the most sidewalk occupancy by the private sector and leave the least for the
9 public, and the City was complicit in allowing it to happen. It is bad public
10 policy.

- 11 • Six tables outside are fine. The problem is with the crowding of the sidewalk
12 with the ramp right there. There is not a solution that is not radical and
13 expensive.
- 14 • The Encroachment Agreement and Encroachment Permit contemplated some
15 flexibility for more or fewer seats within reason, so six tables instead of five is
16 okay.

17 The public testimony period was re-opened.

18
19
20 Ester Swig, Wolfback Ridge, indicated the following:

- 21 • The Commission's picking apart of minutia is frustrating. The ramp is compliant
22 and goes along with the rules according to Caltrans.
- 23 • Regarding the tables, the Commission is making it so onerous that businesses
24 will stop wanting to do business in Sausalito. An extra table can make a big
25 difference to a restaurant.
- 26 • It is wonderful that Mr. Mindel wants to open another restaurant in Sausalito
27 and it is a shame he is being made to jump through such hoops to do it.

28
29 Susan Fletcher indicated the following:

- 30 • She is in favor of the project. What Mr. Mindel did with Poggio changed the
31 face of Sausalito. This particular location will add so much to the City with the
32 outdoor seating. They do need to have the six tables out there.
- 33 • She has seen handicapped people using the sidewalks in that area. The ramp
34 works.

35
36 Rubin Glickman, San Francisco, indicated the following:

- 37 • He comes to Sausalito frequently to patronize Poggio restaurant.
- 38 • He spent nine years in San Francisco's Redevelopment Agency and
39 understands the issues presented by this project and that it is necessary for the
40 Commission to ask their questions. But the economy today is so difficult that
41 people who are willing to spend money on businesses should be assisted in
42 any way possible. This location was not successful, but Mr. Mindel is a
43 successful operator and is willing to put up the money. It is very important that
44 the Commission support his effort.

1 Larry Mindel indicated the following:

- 2 • He inherited the ramp problem and wants to improve it any way possible, but a
3 representative from ADA indicated the curb has to be there.
- 4 • Five tables across would inhibit the access of wheelchairs going through the
5 front door, so they have three and three. This is a very small 45-seat restaurant
6 that has difficult economics. They desperately need those 12 outside seats;
7 losing them would be a deathblow
8

9 Morgan Pierce, Curry Lane, indicated the following:

- 10 • He noticed on the map there is a redundancy of crosswalks in the immediate
11 vicinity and wonders if it is possible for the one that dead ends into this
12 restaurant to be eliminated, and if so, would that solve the problem?
13

14 The public testimony period was closed.

15 Commission comment:

- 16 • This encroachment on the sidewalk and the way it was done is fundamentally
17 wrong, but it exists and Mr. Mindel inherited it. It will be enhanced aesthetically
18 by what is being done and there is no choice but to approve the two permits
19 and the modification.
20
21
22

23 **Vice-Chair Cox moved and Commissioner Werner seconded a motion to approve**
24 **a Minor Use Permit, a Sidewalk Dining Encroachment Permit and design**
25 **modifications to a previously approved Encroachment Agreement for 739**
26 **Bridgeway Avenue. The motion passed 4-0.**
27

28 The public hearing was closed.

- 29
- 30 **3. DR/SP/SDEP/EA 11-331, Design Review Permit, Sign Permit, Sidewalk**
31 **Dining Encroachment Permit, Encroachment Agreement, McManus, 670**
32 **Bridgeway.** Design Review Permit and Sign Permit to allow for a projecting
33 sign as well as an awning with an awning sign that will be located in the public
34 right-of-way; a Minor Use Permit and a Sidewalk Dining Encroachment Permit
35 to allow for outdoor dining in the public right-of-way; and an Encroachment
36 Agreement for a projecting sign and an awning to encroach into the Bridgeway
37 public right-of-way fronting 670 Bridgeway (APN 065-133-10).
38

39 The public hearing was opened.

40 Associate Planner Burns presented the Staff Report.

41 HLB questions to staff:

- 42 • According to the Staff Report we can approve the sign as long as it is three
43 feet? *Staff responded that is correct. If the applicant decides to comply with the*
44 *sign regulations then the Planning Commission and HLB can approve the sign*
45 *at this meeting without having it come back for review of the smaller sign. If the*
46 *Planning Commission and HLB decide that the larger sign could be supported,*
47 *then the item would need to be continued to a date certain to allow for the*
48
49
50

1 *noticing of a variance and the variance findings would need to be approved by*
2 *the Planning Commission.*

3
4 Commission questions to staff:

- 5 • Are the three tables on the existing floor plan the three tables that the applicant
6 is proposing? *Staff responded yes. The project site is not currently approved to*
7 *have outdoor dining, although it does have it, so although the plan shows the*
8 *tables as existing they are actually proposed.*
- 9 • Are these tables restricted under the application with respect to how far up on
10 the street they are? *Staff responded yes, they would be required to be in the*
11 *exact location shown on the plan, and also they need to comply with specific*
12 *standards that are identified in the Staff Report as well as the Conditions of*
13 *Approval. They need to maintain 48 inches for accessibility and additional*
14 *chairs cannot be added.*

15
16 The public testimony period was opened.

17
18 Presentation was made by Eric Long of Don Olsen and Associates, the applicant.

19
20
21 HLB question to staff:

- 22 • Does the existing sign meet the ordinance or is there a variance for the size of
23 that sign? *Staff responded when the sign was approved there were no sign*
24 *regulations with maximum sign area requirements. The existing sign projects*
25 *out six feet, while the current standard is three feet, and exceeds the six*
26 *square foot allowance, but the applicant has designed the new sign to comply*
27 *with the six square foot sign regulation.*

28
29 Commission question of Eric Long:

- 30 • The three-foot projection is one limitation. There is no vertical limitation as long
31 as you are within the six square feet. Do you have to use a round wine barrel
32 bottom? Could you use an oval shaped one? *Mr. Long responded he does not*
33 *know if round is the style his clients want to stay with.*

34
35 The public made no comments.

36
37 The public testimony period was closed.

38
39 HLB comments:

- 40 • The design of the awning is a real plus. The ability to retract the awning opens
41 up the transom and adds light and activity.
- 42 • Everything that has been recommended, excluding the projecting sign, can be
43 approved by the HLB at this meeting.

44
45 Commission comments:

- 46 • The Commission agrees with comments of the Historic Landmarks Board.
- 47 • The awning as presently configured is somewhat overbearing at times, so it is
48 good it has the ability to retract.

- The retractable awning is valuable because it enhances that last remnant of the old brick warehouse structures that were on that street that have the iron star shaped plates.
- The awning is not designed to fit within the window configuration. It extends a little bit beyond it and encroaches on the decorative panels on either end of the building, which is unfortunate and does not need to happen.
- The rather narrow face of the awning and the fact that the letters appear crowded is unfortunate typographic problem that could be eased by making the face of the awning slightly larger or reducing the size of the letters.
- The scale of the projecting sign is not inappropriate and out of scale for that building and a Variance could be granted for it.

The public testimony period was re-opened.

Eric Long indicated the following:

- The reason the retractable awning is the width it is is because they plan to eventually expose all of the brick and remove the side panels. The façade will be entirely brick. They can bring the awning in to meet the fenestration of the façade, but they want to allow the awning to cap it. However they could move it in if it is an issue.

The public testimony period was closed.

Commission comment:

- Knowing that those side panels may go away, it would be good to see the strength of the brick go up unencumbered by the awning.

Additional Condition of Approval:

- The awning shall extend no further than the fenestration lines on the facade.

Board Member Flavin moved and Chair Pierce seconded a motion to approve a Design Review Permit and a Sign Permit for an awning at 670 Bridgeway Avenue subject to the additional Condition of Approval regarding the awning. The motion passed 3-0.

Vice-Chair Cox moved and Commissioner Werner seconded a motion to approve a Design Review Permit and a Sign Permit for an awning at 670 Bridgeway Avenue subject to the additional Condition of Approval regarding the awning. The motion passed 4-0.

Commissioner Werner moved and Vice-Chair Cox seconded a motion to approve a Minor Use Permit and Sidewalk Dining Encroachment Permit to allow outdoor dining, and to recommend City Council approval of an Encroachment Agreement for an awning (excluding the projecting sign) to extend into the public right-of-way at 670 Bridgeway. The motion passed 4-0.

1 **Vice-Chair Cox moved to continue the hearing for the Encroachment Agreement**
2 **for the projecting sign to the joint meeting of the Planning Commission and HLB**
3 **on January 4, 2012. The motion died for lack of a second.**
4

5 The public hearing was closed.
6

7 **4. DR/CUP 11-311, Design Review Permit, Conditional Use Permit, McDevitt**
8 **Enterprises LP, 30 El Portal.** Design Review Permit to allow for exterior
9 modifications to a building located in the Downtown Historic Overlay Zone
10 District and a Conditional Use Permit to allow the conversion of a residential
11 unit into two hotel rooms at the Inn Above Tide hotel located at 30 El Portal
12 (APN 065-133-19).
13

14 The public hearing was opened.
15

16 Associate Planner Burns presented the Staff Report.
17

18 Commission question to staff:
19

- 20 • If the Condition of Approval as amended is for non-storm water discharged
21 during construction, what happened to the storm water? Is a storm water
22 discharge condition needed as well? *Staff responded no, the site is designed to*
23 *provide adequate storm water discharge. This is during construction for*
24 *painting, et cetera, so those materials do not go into the storm water.*
25

26 The public testimony period was opened.
27

28 Presentation was made by Michael Rex, the applicant.
29

30 The public made no comments.
31

32 The public testimony period was closed.
33

34 HLB comments:
35

- 36 • Mr. Rex presented the project to the HLB at its last meeting. The HLB felt the
37 modifications being made were consistent aesthetically and compositionally
38 with the nature of the existing building. It would make an improvement and not
39 be detrimental to any views.
- 40 • Mr. Rex has succeeded in cleaning up some past elements that are not
41 attractive.
42

43 **Chair Pierce moved and Board Member Flavin seconded a motion to approve a**
44 **Design Review Permit for 30 El Portal as amended in Condition of Approval 8. The**
45 **motion passed 3-0.**
46

47 **Vice Chair Cox moved and Commissioner Werner seconded a motion to approve**
48 **a Design Review Permit for 30 El Portal as amended in Condition of Approval 8.**
49 **The motion passed 4-0.**
50

1 **Vice Chair Cox moved and Chair Keegin seconded a motion to approve an**
2 **amendment to a Conditional Use Permit for 30 EI Portal. The motion passed 4-0.**
3

4 The public hearing was closed.
5

6 **Board Member Flavin moved and Board Member Nichols seconded a motion to**
7 **adjourn the Historic Landmarks Board meeting. The motion passed 3-0.**
8

- 9
- 10 **5. TM/CCP 11-170, Tentative Map, Condominium Conversion Permit,**
11 **Hammond, 410 Johnson Street.** Tentative Map and Condominium Conversion
12 Permit to convert an existing single-family residence and duplex into three
13 condominiums at 410 Johnson Street (APN 065-056-05).
14

15 The public hearing was opened.
16

17 Associate Planner Schinsing presented the Staff Report.
18

19 Commission question to staff:

- 20 • Are the electrical utilities currently undergrounded, and if not, is that a
21 condition? *Staff responded the duplex unit in the back has been*
22 *undergrounded. The single-family residence at the front has not been*
23 *undergrounded, but Condition of Approval 4 would require it.*
24

25 The public testimony period was opened.
26

27 Presentation was made by Cris and Linda Hammond, the applicants and owners.
28

- 29 • Regarding Conditions of Approval 7 and 9:
30 ○ The language in both conditions is that prior to recordation of the final
31 minor subdivision the project shall adhere to all recommendations in the
32 physical elements and geotechnical report. The physical elements report
33 contains structural elements that are important for the property and
34 wellbeing of the people there and they have already addressed most all of
35 those. There are other things mentioned in that report however, such as
36 the older house will need a new roof in two or three years. They are
37 budgeting to do that, but they would like to be able to consider it
38 maintenance rather than something that has to be done right at the
39 moment as a condition.
40 ○ They hope they can change the language of the two conditions that also
41 talks about water control and runoff from the storm gutters. They have
42 already taken those recommendations into account and have the water
43 from the roof gutters directed through pvc piping away from the
44 foundation. However there is one part of the condition that mentions
45 grading the lot to ensure that water runs off. He would like to work with the
46 City Engineer and Building Inspector and get their opinion first.
47

48 The public testimony period was closed.
49
50

1 Commissioner Werner moved and Vice-Chair Cox seconded a motion to approve
2 a Tentative Map and Condominium Conversion Permit for 410 Johnson Street
3 subject to the modifications to Conditions of Approval 7 and 9. The motion
4 passed 4-0.
5

6 The public hearing was closed.
7

8 **Old Business – None**
9

10 **New Business – None**
11

12 **Staff Communications**

- 13 • At their meeting on December 13, 2011 the City Council took up the first phase of
14 the Omnibus Municipal Code Amendments and approved most of them. The
15 Council pulled three items for further consideration.
- 16 • Staff met on December 14, 2011 with Legislative Committee members Leone
17 and Weiner to begin the next phase of the Omnibus Municipal Code
18 Amendments. It is anticipated it will be at least two months before the Legislative
19 Committee releases the next batch of amendments for the Planning Commission
20 to begin holding study sessions on.
21

22 **Planning Commission Communications**

- 23 • The Housing Element Task Force held its community workshop in which
24 members of the community formed groups to discuss some of the implementation
25 measures. The Task Force has asked the consultant to return for their next
26 meeting on December 19, 2011 because the consultant proposed a number of
27 modifications to existing implementation measures as well as the creation of new
28 measures and policies that do not currently exist in the Zoning Ordinance for the
29 Housing Element. The Task Force requested that the consultant identify by group
30 which measures are required for the Housing Element, which are recommended
31 and which are optional. The Task Force will then evaluate the proposed
32 measures at their next meeting and hopefully finalize the inventory along with
33 figuring out how they will meet their residency requirements. The Task Force will
34 then meet once or twice in January 2012 and will report its progress to the
35 Planning Commission.
36
37

38 **Vice-Chair Cox moved and Chair Keegin seconded a motion to adjourn the**
39 **meeting. The motion passed 4-0.**
40

41 **Adjournment –** The meeting was adjourned at 9:44 p.m.
42

43 
44 _____
45 Submitted by
46 Jeremy Graves, AICP
47 Community Development Director
48

49 
50 _____
Approved by
Stafford Keegin
Chair

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SAUSALITO PLANNING COMMISSION
Wednesday, November 9, 2011
Summary Minutes

Call to Order

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

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

Absent: Commissioner Stan Bair

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

Approval of Agenda

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

Public Comments On Items Not on the Agenda

None.

Approval of Minutes

March 12, 2008	June 11, 2008	September 21, 2011
April 9, 2008	June 25, 2008	October 26, 2011
April 23, 2008	July 9, 2008	
May 28, 2008	September 7, 2011	

Chair Keegin moved and Commissioner Werner seconded a motion to approve all the 2008 minutes. The motion passed 4-0.

Commissioner Cox moved and Commissioner Werner seconded a motion to label the Planning Commission minutes as "Summary Minutes" going forward. The motion passed 4-0.

Commissioner Werner moved and Commissioner Cox seconded a motion to approve the summary minutes of September 7, 2011 as amended. The motion passed 4-0.

Commissioner Werner moved and Commissioner Cox seconded a motion to approve the summary minutes of September 21, 2011 as amended. The motion passed 4-0.

Commissioner Werner moved and Commissioner Cox seconded a motion to approve the summary minutes of October 26, 2011 as amended. The motion passed 4-0.

1 **Public Hearings**

2
3 **Declarations of Public Contact**

4 Chair Keegin, Vice-Chair Cox, Commissioner Graef, and Commissioner Werner stated
5 they had no public contacts regarding the projects on the agenda.
6

7 **1. EA 11-202, Encroachment Agreement, Merriam, 565 Bridgeway Avenue.**

8 Recommendation of City Council approval of an Encroachment Agreement to
9 allow a freestanding sign to encroach within the Bridgeway Avenue right-of-way
10 fronting 565 Bridgeway Avenue (APN 065-171-02).
11

12 The public hearing was opened.
13

14 Associate Planner Burns presented the Staff Report.
15

16 The public testimony period was opened.
17

18 The Applicant made no presentation.
19

20 The public made no comments.
21

22 The public testimony period was closed.
23

24 **Commission comments:**

- 25 • In looking at the streetscape there are up to a dozen blade signs that hang off
26 the facades of buildings that are at the property line.
- 27 • This building gives something to the sidewalk by being set back and would
28 suffer if the applicants were not allowed to use a freestanding sign.
- 29 • There is no privilege being granted here that is not enjoyed by anyone else on
30 the street.
- 31 • Due to the setback of the building, it is appropriate that the owners be able to
32 alert prospective customers of their business's location.
- 33 • The sign is a nice accent to the space in front of the building.
34
35

36 **Additional Condition of Approval:**

- 37 • No part of the vertical post, including its foundation, shall extend beyond the
38 property line.
39

40 **Commissioner Werner moved and Commissioner Cox seconded a motion to**
41 **recommend to Council approval of an Encroachment Agreement for 565**
42 **Bridgeway Avenue subject to the additional Condition of Approval. The motion**
43 **passed 4-0.**
44

45 The public hearing was closed.
46
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1 **Call to Order—Historic Landmarks Board**

2
3 Chair Pierce called the Historic Landmarks Board meeting to order at 6:52 p.m.

4 Present: Chair Morgan Pierce, Secretary Vicki Nichols,
5 Board Member John Flavin, Board Member Carolyn Kiernat
6

- 7 **2. DR/NC 10-377, Design Review Permit, Nonconformity Permit, Casa Madrona**
8 **Hotel and Spa, 801 Bridgeway Avenue.** Design Review Permit to repair and
9 renovate portions of the Old Casa Madrona (William Barrett House), and a
10 Nonconformity Permit to convert the existing restaurant to two hotel suites at the
11 Casa Madrona Hotel and Spa at 801 Bridgeway Avenue (APN 065-063-46).
12

13 The public hearing was opened.

14
15 Assistant Planner Thornberry-Assef presented the Staff Report.

16
17 The public testimony period was opened.

18
19 Presentation was made by Ryan Schoen, the applicant, and Taal Safdie, the project
20 architect.
21

22
23 Historic Landmarks Board question to Ms. Safdie:

- 24 • The Heritage Architecture and Planning Evaluation recommends performing
25 laboratory analysis for the exterior walls to determine the original exterior paint
26 colors. Do you plan to follow that recommendation, or will you match the colors
27 that are there right now? *Ms. Safdie responded they would match the colors*
28 *that are there right now.*
29

30 The public made no comments.

31
32 The public testimony period was closed.

33
34 Historic Landmarks Board comments:

- 35 • The HLB is pleased with the client's interest in rehabilitating this landmark to a
36 usable and aesthetically pleasing status.
37 • The HLB feels comfortable with the proposed project and the care and
38 treatment of the building and will be pleased to see the work go forward.
39 • This project is an improvement of an historic building.
40

41
42 Planning Commission comments:

- 43 • The Planning Commission agrees with comments made by the HLB.
44 • The applicant is doing something that will improve recognition of the William
45 Barrett House.
46

47 **Committee Member Nichols moved and Committee Member Kiernat seconded a**
48 **motion to approve a Design Review Permit for the repair and renovation of the**
49 **William Barrett House at 801 Bridgeway Avenue. The motion passed 4-0.**
50

1 Commissioner Werner moved and Commissioner Cox seconded a motion to
2 approve a Design Review Permit for the repair and renovation of the William
3 Barrett House at 801 Bridgeway Avenue. The motion passed 4-0.
4

5 Commissioner Cox moved and Commissioner Werner seconded a motion to
6 approve a Nonconformity Permit to convert the existing restaurant into two hotel
7 suites for the Casa Madrona Hotel at 801 Bridgeway Avenue. The motion passed
8 4-0.
9

10 The public hearing was closed.
11

12 Chair Pierce moved and Committee Member Flavin seconded a motion to adjourn
13 the meeting of the Historic Landmarks Board. The motion passed 4-0. The
14 Historic Landmarks Board meeting was adjourned at 7:10 p.m.
15

- 16 3. **SP 11-272, Sign Permit, Restaurant Investors Income Fund V, 1200**
17 **Bridgeway Avenue.** A Sign Permit to allow the installation of new business
18 identification signage, replacement of an awning on a commercial building wall
19 and to co-locate new flush mounted signage on an existing monument sign
20 located at 1200 Bridgeway Avenue (APN 064-034-01 and APN 065-034-09).
21

22 The public hearing was opened.
23

24 Associate Planner Schinsing presented the Staff Report.
25

26 The public testimony period was opened.
27

28 Presentation was made by Jerry Dal Bozzo, the applicant.
29

- 30 • They are in agreement with staff's recommended Conditions of Approval. He
31 has drawings of the revised signage to present to the Commission.
32

33 The public made no comments.
34

35 Commission comments:

- 36 • A reduction of 25% is more than the main sign needs. If the sign were at
37 eighty-percent it would look fine.
- 38 • The monument sign appears a little large and would benefit by being reduced
39 by about ten%.
- 40 • On the word "Salito's" the spacing between the O and the apostrophe and the
41 S is very wide and would read better if it were tightened up.
- 42 • The secondary tag line that reads "Crab House and Prime Rib" is not quite the
43 same length as "Salito's" in the top line. It should be aligned with the first and
44 last letters of "Salito's."
- 45 • The words "Crab House and Prime Rib" are almost too small and not quite
46 legible until one is right at the restaurant. The disparity between the first and
47 second line is great. The second line font size should be enlarged.
- 48 • A 25% reduction in size of the main sign, as recommended by staff, would be
49 fine. The applicant has agreed to it and another 5% will not make a difference.
50

- 1
- Correcting the spacing between the O and the apostrophe and the S and bringing the top line's "Salito's" in line with the "Crab House and Prime Rib" below it solve the problem of the monument sign appearing too large.
- 2
3
4

5 Additional Conditions of Approval:

- On the word "Salito's" the spacing between the O and the apostrophe and the S shall be reduced on both wall sign and monument sign.
 - The secondary tag line, "Crab House and Prime Rib," shall align with the outside edges of the beginning and end of "Salito's" on the first line on both wall sign and monument sign.
- 6
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12 **Commissioner Werner moved and Commissioner Cox seconded a motion to**
13 **approve a Sign Permit for 1200 Bridgeway Avenue subject to the additional**
14 **Conditions of Approval.**
15

16 Robert Rogers, Barber Sign Company, indicated the following:

- In the reductions he has shared with the Commission the word "Salito's" isn't even close to lining up horizontally with the second line. If the Commission stipulates that the two lines line up he will have to change the alphabet or dramatically reduce the size of the second line.
 - He can make the monument sign match the building sign in the same ratio as "Salito's" to the second line.
- 17
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25 The public testimony period was closed.

26
27 **Commissioner Werner moved and Commissioner Cox seconded a motion to**
28 **amend the motion to remove the Condition of Approval stating that "Crab House**
29 **and Prime Rib" on the second line shall align with the outside edges of the**
30 **beginning and end of "Salito's" on the first line on both wall sign and monument**
31 **sign. The Planning Commission will adopt the mockup provided by the applicant,**
32 **that being the 25% reduction shown in the bottom Photograph 3.**
33

34 **The motion passed 4-0.**
35

36 The public hearing was closed.
37

- 38
- 39 **4. ZOA, 10-038, City of Sausalito.** Amendments modifying Titles 1, 2, 10 and 11 of
40 the Sausalito Municipal Code for clarifications of various sections. The
41 amendments include, but are not limited to, clarifications regarding uses; floor
42 area; measurement of building height; substandard lots; public right-of-way;
43 sloped and level parcels; parking; setbacks and projections; utility meters; railing
44 height; accessory structures; sidewalk dining; visitor-serving stores; zoning
45 permits; administrative changes to approved projects; administrative design
46 review permits; design review permits; building coverage; encroachment permits;
47 specific uses; tree permit standards; computation of time; noticing procedures;
48 diagrams.
49

50 The public hearing was opened.

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Associate Planner Schinsing presented the Staff Report.

Commission questions of staff:

- Where in the Zoning Ordinance it is required that all liveboards obtain a CUP in order to exist in the W or CW zoning districts? *Staff responded Commercial Land Use Table 10.24-1 on page 10.24-3 of the Zoning Ordinance shows the residential uses allowed and not allowed in certain zoning districts.*
- For liveboards, is it the marina that is required to obtain the CUP or must each individual liveboard obtain a CUP? *Staff responded it is not sure, but they are not changing the regulations that are applicable to liveboards, just making them consistent. If the Commission would like to have a greater discussion with respect to the requirements for liveboards, that should be put on the policy list.*

Staff comment:

- Whether or not existing liveboards have a CUP is one question. If a new marina in the W zone requests authorization for 10% liveboards, staff would say the marina needs to have a CUP for that, which is consistent with how the Zoning Ordinance has been at least since its 2003 update. The change the Planning Commission is being asked to make does not change the Zoning Ordinance.

Commission comments:

- The draft ordinance should instead say, "...and when allowed in the W or CW zoning districts per Table 10.24-1."
- The Table 10.24-1 designation should be put on the list of policy questions to address the issue of whether by the word "liveboards" on Table 10.24-1 the City means individual liveboards or marinas containing liveboards.

The public testimony period was opened.

The public made no comments.

The public testimony period was closed.

Commissioner Cox moved and Commissioner Werner seconded a motion to amend Sections 12 and 53 of the Staff Report to say, "...and when allowed in the W or CW zoning districts in compliance with Table 10.24-1." The motion passed 4-0.

Commissioner Cox moved and Commissioner Werner seconded a motion to recommend City Council approval of the Omnibus Municipal Code Amendments of Titles 1, 2, 10 and 11 to Sections 12 and 53, subject to the noted modification. The motion passed 4-0.

The public hearing was closed.

1 **Old Business**

2 None.

3
4 **New Business**

5 None.

6
7 **Staff Communications**

- 8 • The Housing Element Task Force will conduct a community workshop on
- 9 December 3, 2011 at 9:30 at the Bay Model.
- 10 • Staff will present a Staff Report to the City Council on November 15, 2011
- 11 regarding the Housing Element efforts.
- 12 • The Commission's denial of the downtown restrooms has been appealed by Jeff
- 13 Scharosch of the Spinnaker Restaurant. The City Council will hear the appeal of
- 14 the Commission's denial at their meeting on November 15, 2011. Two alternative
- 15 configurations for the restrooms have been proposed for the Council's further
- 16 consideration.
- 17

18
19 **Commissioner Werner moved and Commissioner Cox seconded a motion to**
20 **adjourn the meeting. The motion passed 4-0.**

21
22 **Adjournment**

23 The meeting was adjourned at 7:52 p.m.

24
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27 Submitted by
28 Jeremy Graves, AICP
29 Community Development Director

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26 

27 Approved by
28 Stafford Keegin
29 Chair

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SAUSALITO PLANNING COMMISSION
Wednesday, October 26, 2011
Approved Summary Minutes

Call to Order—Joint Meeting with the Historic Landmarks Board

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

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

Absent: Vice Chair Joan Cox,

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

Approval of Agenda

Chair Keegin moved and Commissioner Bair seconded a motion to amend the agenda to limit the Approval of Minutes to the minutes of October 12, 2011 with the remainder minutes continued to the meeting of November 9, 2011. The motion passed 4-0.

Chair Keegin moved and Commissioner Werner seconded a motion to hear Item 3 (Jensen-Komer Residence DR/TRP/EA 11-196) first with Item 1 and Item 2 following. The motion passed 4-0.

Declarations

Commissioner Graef indicated that he had a conversation with Michael Rex regarding the Merriam Building.

Chair Keegin indicated that he had had email correspondence with Lars Jensen regarding the 38 Lower Crescent Avenue project and a meeting with Mr. Belding, Mr. Jensen's neighbor.

Commissioner Werner indicated that he had had email correspondence with Lars Jensen regarding 38 Lower Crescent Avenue.

Public Comments on Items Not on the Agenda

None.

Approval of Minutes

October 12, 2011

Commissioner Graef moved and Chair Keegin seconded a motion to approve the minutes of October 12, 2011 as amended. The motion passed 4-0.

1 **Public Hearings**

2
3 **3. DR/TRP/EA 11-196, Design Review Permit, Tree Removal Permit,**
4 **Encroachment Agreement, Jensen and Komer, 38 Lower Crescent Avenue.**
5 Design Review Permit to construct a new single-family residential structure with a
6 two-car parking deck at 38 Lower Crescent Avenue (APN 065-231-32), a Tree
7 Removal Permit to remove five protected trees, and an Encroachment Agreement
8 to construct a portion of the driveway, parking stalls and parking deck with
9 guardrail in the Lower Crescent Avenue public right-of-way.
10

11 The public hearing was opened.

12
13 **Lars Jensen, the owner, requested the public hearing be continued to the meeting**
14 **of November 30, 2011.**

15
16 **Commissioner Werner moved and Commissioner Graef seconded a motion to**
17 **continue the public hearing for the project to the meeting of November 30, 2011.**
18 **The motion passed 4-0.**

19
20 Comments were made by the public.

21
22 Scott Sollers, 32 Lower Crescent Avenue, indicated the following:

- 23
24
- He lives adjacent to the subject site.
 - The prior design had an unsafe driveway. He believes the replacement parking deck is large and imposing. He has asked the applicants to consider moving it away from their common property line and eliminating a storage component on the parking deck that adds to its imposing nature.
 - While he appreciates preserving the view corridor he does not look at the view as he goes down the Oak Lane steps because he is watching traffic and his footing. He asks the Commission to consider the overall dimensions of the space and the orientation of a person going down there to see if it is an issue.
 - He is in favor of the current house's design, however prefers moving the footprint further from his home to reduce its affects on his privacy.
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36 The public testimony period was closed.

37
38 Chair Pierce called the Historic Landmarks Board meeting to order at 6:44 p.m.

39 Present: Chair Morgan Pierce, Secretary Vicki Nichols,
40 Board Member John Flavin, Board Member Carolyn Kiernat
41

42 **1. DR/SP 11-202, Design Review Permit, Sign Permit, CMSC Ventures, LLC,**
43 **565 Bridgeway Avenue.** Design Review Permit to allow for modified façade
44 improvements, business identification signage, and landscaping at an existing
45 non-historic, mixed-use commercial-residential building located at 565 Bridgeway
46 Avenue (APN 065-171-02). Continued from the September 21, 2001 meeting.
47

48 The continued public hearing was re-opened.
49
50

1 Associate Planner Burns presented the Staff Report.

2
3 HLB question to staff:

4
5 Commission question to staff:

- 6 • The planter boxes on each of the floors in front of the windows have the logo or
7 symbol or some kind of representation not dissimilar from the others. Are those
8 signs? *Staff responded the Zoning Ordinance does not specifically identify*
9 *those as business identification signage, however it is possible to approve it as*
10 *signage. The Planning Commission and Historic Landmarks Board would be*
11 *able to approve multiple signs and greater sign area if they can make the*
12 *findings for approval or conclude there is ample signage and not approve it.*

13
14 The public testimony period was opened.

15
16 Presentation was made by Michael Rex, the applicant.

- 17 • Much of the Planning Commission's input at the last meeting was on target.
18 • Even though the building is traditional in character, to avoid fooling people into
19 thinking it was built in an earlier time they added a date at the top and made a
20 physical statement of its modernity with the fenestration by going with large
21 sliding glass doors.
22 • Recessing the upper floors by about two feet softens the look and breaks up
23 the mass and boxy feeling of the previous design.
24 • The only other place details were put is on the planter boxes. The designs on
25 the planters are not signage or logos but patterns in a subtle light bronze tone
26 to soften them. A planter box without a design looks stuck on and has a
27 commercial feel.
28 • The landscape lighting will remain the same as on the previous plan.
29 • They will consider using all wood materials but would prefer the flexibility to go
30 to Azek, a composite that is 50% salt, perfect for a water environment and has
31 a 25-year warranty. It is paintable and they are proposing a soft white shade
32 with a glossy finish.
33 • All the sash for the sliding doors, windows and doors would be anodized
34 bronze aluminum, a pale bronze that is richer in color. The stanchions are
35 subtle with a traditional cap and are a darker bronze. The signage and cast iron
36 lampposts would also be bronze, so there would three different colors that
37 blend well together.
38 • The guardrail at the top has been recessed.
39 • They need the standalone sign out on the sidewalk and perpendicular to the
40 street for visibility because the building is recessed. It is consistent with the
41 architecture.
42 • The building's white color is consistent with other buildings on the streetscape,
43 although it is not a bright white but a softer white consistent with the bronze.
44 • They would like Condition 11, which states the only lighting will be a recessed
45 light at the entryway, revised to allow the uplights.
46
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1 Commission question to Mr. Rex:

- 2 • How would the detail be achieved on the façade if aluminum bronze were
3 used? *Mr. Rex responded the planter boxes would not be anodized aluminum*
4 *but bronze painted to match the darker aluminum. Mr. Merriam would carve*
5 *them, then a mold would be made, and they would be cast from a resin base*
6 *and painted the bronze tone. They believe a custom planter will look more*
7 *distinct than a stock box.*

8
9 HLB questions to Mr. Rex:

- 10 • Did you do an analysis of the surrounding district and the features? *Mr. Rex*
11 *responded they started with historic character of buildings of this scale and*
12 *how this type of architecture has been treated in the past. They saw that the*
13 *columns create a vertical line and the windows are vertical. A vertical*
14 *proportion separated with horizontal lines, almost banding, which creates a*
15 *pleasing proportion defines all of those buildings. Another site-specific element*
16 *is there is an incredible mix of architecture along the streetscape; just two*
17 *doors away is a highly decorated Victorian with a lot of gingerbread. They think*
18 *the proposed building can be unique and distinctive like the others, but they will*
19 *never get away from its bulk. It was designed that way with a lot of glass to*
20 *begin with, but the horizontal banding and the trees and planters will bring it all*
21 *down to a more friendly human scale.*
- 22 • How is this newer building designed so as not to be confused with the adjacent
23 historic structures? *Mr. Rex responded he chose the fenestration to introduce*
24 *very modern elements integrated in a convincing way, because there is a lot of*
25 *glass on the building. The large sliding doors is a way to introduce something*
26 *new, and sends a strong message because they are such a major part of the*
27 *façade. The date was added to make it very clear this is a newer building.*

28
29
30 HLB questions to staff:

- 31 • Is the date over the building and the name of the building considered to be
32 signage? *Staff responded yes.*

33
34 Comments were made by the public.

35
36 Edward Rubinstein indicated the following:

- 37 • He owns a five-plex behind the subject property that was constructed in 1865.
38 He also owns a number of other properties constructed in the 1920s and
39 1930s.
- 40 • This project fits in perfectly with its surroundings in the Historic District. When
41 speaking of old and new, what about the character of the community? When he
42 walks by a property that looks old but has a sign with a recent date he knows it
43 was built originally in another time but was totally remodeled in the year the
44 date indicates. That is common sense. It is really the character of the building
45 that counts. Making it apparent that this is a new building would make it look
46 modern and hip, which will not fit in with the surroundings. This building is not
47 supposed to stand out.

1 Alice Merrill indicated the following:

- 2 • Mr. Rex has done a good job, but she finds it frustrating that the City asks
3 someone building in Sausalito to make it look old, but when they do they are
4 told it looks too old.
- 5 • The HLB has their job to do, but it is a mish-mash down there right now with
6 old and new.
- 7 • But the current building design is much better than the first one.

8
9 Moe Rubinstein indicated the following:

- 10 • She was the real estate broker who listed the subject property when the
11 Merriams bought it. The previous owner did horrific damage to the building. It
12 was gutted and was an eyesore in downtown Sausalito for almost three years.
- 13 • She heard the comments at the last meeting about how Commission members
14 loved the brick of the building, but when she was trying to sell the building she
15 had hundreds of people view it and everyone wanted to know when the brick
16 was going to go away and the building made beautiful.
- 17 • The Merriams have tried to follow the many different guidelines given to them
18 by the City.
- 19 • Mr. Rex's design is extremely attractive and well thought out from a real estate
20 point of view. She liked the old design, but likes this new one much better and
21 thinks the Commission should approve it.

22
23 Dennis Webb indicated the following:

- 24 • He is a Sausalito building contractor.
- 25 • This project is wonderful and should be approved. The architecture is beautiful
26 in its mixture of the old and new. It will fit in perfectly in its surroundings and is
27 perfect for Sausalito.

28
29 The public testimony period was closed.

30
31 HLB comments:

- 32 • The changes made since the last presentation are positive. The design will fit
33 in with the rhythm, character and scale of the district.
- 34 • No one who is a scholar of classical architecture would mistake this building for
35 a historic building. The general public might not be sure, but there will be
36 enough giveaways for them to realize it is not historic.
- 37 • The biggest improvement is the top two floors being set back, creating a
38 shadow line and taking away the modern character of the main façade, but the
39 solid ground floor has remained, which is the most important part of the design.
- 40 • Mr. Rex's decision to have columns flanking the main entrance solidifies the
41 ground floor and gives it weight it lacked before.
- 42 • The sliding glass doors would not be a first choice for a building of this sort, but
43 they will be fine because they are set back in the top two stories. However a
44 stock aluminum profile will not look right at the ground level where the profile of
45 that window needs to be more delicate and sculpted.
- 46 • Wood or other construction materials would be preferable to the Azek vinyl.
- 47 • The representation of historical style has not been overdone, but there should
48 be less detail on the planters, which seem a little busy.

- The scale of the trees is important. If they grow too high the ground floor would be obscured as well as the view from the second floor.
- The freestanding sign is not the type of sign used in the Historic District. It would be better if it could be pulled back so as not to have an encroachment issue.
- The signage should be approved as it is given the challenges to retail.
- There is already a precedent for freestanding signs in the neighborhood.

Planning Commission comments:

- The owner and architect have tried to achieve the balance that was discussed at the last Planning Commission meeting.
- Other than the Bubble Street sign the signage does not have a commercial quality to it.
- There is precedent to allow a few freestanding signs. This one is not too intrusive and allows people walking up from the ferry to see and locate the gallery.
- The freestanding sign is fine with the way the building is set back. Although discouraged in the Historic District, it is permitted and in fact is necessary.
- The landscaping proposal is fine. The trees have the ability to have some height, which is important in distinguishing the building, and play off against the building's design very well.
- There is more scrollwork and embellishment on the entablatures than is necessary, as it detracts from the simplicity and clarity of the façade and may even detract from the way this building will be seen relative to the artwork sold inside. Mr. Merriam's artwork contains a lot of fantasy architecture and the contrast between a simpler approach to those entablatures on that simple façade with that work would be better.
- The signage is in scale and appropriate. The freestanding sign is fine.
- The building design, while hinting at the artist within, is still adaptable for other uses in the future.
- The trees give the project some scale and green, which is nice to have there.
- The new design is an incredible improvement from the design seen at the last hearing. It is much nicer with the proportions of the building now being very elegant and strong, although the details are a little fussy and distracting.
- The freestanding sign flies in the face of what the Historic Overlay District Ordinance was supposed to achieve, which was to get rid of those signs. The fact that there are two up the street from the project site argues more strongly against having the sign than in favor of having it. To stack these signs on top of each other is going in the wrong direction.
- The relief surface on the planters is very nice and adds richness to the façade of the building without being too loud or imitating other kinds of semi-classic details, but they should be simplified a bit.

The public testimony period was re-opened.

Mr. Rex's rebuttal:

- The way the aluminum windows at the street level find the balance between old and new is the sash material is rectangular and contemporary but the

1 proportions of the windows are turn of the century storefront with the color
2 being more bronze, which is found in older windows. The difference is real old
3 windows would have pattern and not be just a rectangular shape. With color
4 and proportion they are harkening back to a traditional style but with the
5 contemporary clean shape. The panels at the base give it a traditional look.
6 The sashes will relate to the upper sliding glass doors that also have a
7 rectangular shape.

- 8 • The sidewalk sign is needed, although it can be pulled back so it does not
9 overhang the sidewalk and still be visible, which they are willing to do so the
10 sign can be approved at this meeting instead of needing to come back.
- 11 • They are willing to simplify the decoration a little bit, perhaps by removing the
12 corner horns to provide more simplicity, but he encourages the Commission to
13 embrace decoration.

14
15 HLB recommendations for additional Conditions of Approval:

- 16 • Look at natural, non-PVC materials at least for the ground level.
- 17 • Look at a slightly different window profile so there is not a stock rectangular
18 aluminum profile at the base such as a profile that has some sort of contour
19 with it and is more compatible with the classical detailing flanking the windows.
20 Soften it a bit to be more compatible with the more classical character of the
21 architecture that surrounds it.

22
23 Daniel Merriam indicated the following:

- 24 • The molding and frames that window manufacturers offer are somewhat
25 limited, especially in colors. Putting appliqués onto the inside moldings is not
26 necessary, create complications, and is going to make it look more traditional,
27 which is what is being fought against.
- 28 • As the owner and person who will have to pay for it and source these items it
29 creates a difficult problem for him to delve into something that is an unknown
30 and it is unreasonable to ask that to him at this point. There is a place for both
31 synthetics and wood. Wood is beautiful and less expensive than synthetics, but
32 there are places where wood will crack and curl on a monthly basis leaving a
33 constant mess to be dealt with.
- 34 • Regarding window frames, it is difficult to get anything consistent in finding
35 what is needed. He prefers something that is not prescribed that he will have
36 difficulty finding or it costs four times as much because it is scarce.

37
38 Mr. Rex indicated the following:

- 39 • The center doors and the windows on each side will be from the same
40 company as the sliding glass doors, Fleetwood, so they will all have the same
41 color and profile and look like they belong together. They prefer to stay with
42 one company. He does not know if Fleetwood has a profile, but if they do they
43 would be happy to explore that. If not, the concern expressed by Mr. Merriam is
44 they would have to apply some molding to it and then wonder if it will it stay on
45 or fall off and will they be able to match the color exactly.
- 46 • Regarding the concern that more character is needed for the ground floor, they
47 will have to apply some molding to that lower panel, which will add character,

1 and the door hardware can have more character as opposed to being stock
2 modern.

- 3 • As part of the approval they would like the option to use either wood or Azek. A
4 pristine building such as this one shows wear very quickly as the wood moves
5 around in the weather whereas the Azek is inert and once painted cannot be
6 distinguished from wood and has less maintenance.
7

8 Moe Rubenstein indicated the following:

- 9 • The windows should be matching. It would be very nice to add a little detail on
10 the panels. The design is beautiful.
11

12 The public testimony period was closed.
13

14 HLB recommendations for additional Conditions of Approval:

- 15 • The building should have the corner horns removed.
- 16 • The freestanding sign should be stepped back behind the property line.
17

18 Commission comments:

- 19 • The materials should be left to the applicant to decide. It will all be painted
20 anyway. If the applicant wants to use a composite material to accomplish the
21 goals of the building, he should be able to do so.
- 22 • The consistency of the window mullion system is important. The sliding glass
23 doors on the second and third floors ought to be part of the same family as the
24 ground floor windows. The scale and proportion of those windows are more
25 important than trying to juggle a non-standard window system.
- 26 • It does not make any difference whether the freestanding sign is where it is
27 shown and needs an Encroachment Permit or if it is pulled back and does not
28 need an Encroachment Permit. The fundamental issue is whether a
29 freestanding sign is acceptable, as an encroachment or not. It should be
30 approved with the encroachment because that is where those blade signs are
31 all down that street, outboard of the property line.
32
33

34 Planning Commission recommendations for additional Conditions of Approval:

- 35 • The corner horns should be removed.
- 36 • The outboard decorative elements on the roofline should be removed.
- 37 • The outboard decorative elements directly over the entrance should be
38 removed.
- 39 • Condition of Approval 12, which prohibits the freestanding sign, should be
40 modified to read that the freestanding sign should be approved subject to the
41 Commission making a recommendation for City Council approval of an
42 Encroachment Agreement at a subsequent meeting.
43
44

45 HLB comments:

- 46 • The HLB will withdraw its Condition of Approval about modification of the
47 window frames.
- 48 • The ornamentation at the top of the building is fine, completing the corners and
49 edges and giving it a flourish it needs.
50

1 Conditions of Approval the HLB would support:

- 2 • The removal of the ornamental horns, although reluctantly, in the four locations
3 shown.
4

5 **Committee Member Nichols moved and Committee Member Flavin seconded a**
6 **motion to approve a Design Review Permit with the modifications of removing the**
7 **horns from the building, approval of the freestanding sign (subject to approval of**
8 **an Encroachment Agreement), and an amendment of Condition 11 that the**
9 **existing floodlights be allowed to remain. The motion passed 4-0.**
10

11 **Commissioner Bair moved and Commissioner Werner seconded a motion to**
12 **approve a Design Review Permit with the modifications of removing the horns**
13 **from the building, approval of the freestanding sign (subject to approval of an**
14 **Encroachment Agreement), and an amendment of Condition 11 that the existing**
15 **floodlights be allowed to remain. The motion passed 4-0.**
16

17 The public hearing was closed.
18

19 **Chair Keegin indicated that Commissioner Graef had left the meeting.**
20

- 21
22 **2. DR/NC 10-377, Design Review Permit, Nonconformity Permit, Casa**
23 **Madrona Hotel and Spa, LLC, 801 Bridgeway Avenue. Design Review**
24 **Permit to install a glass awning above the hotel entrance, to repair portions of**
25 **the William Barrett House damaged by dry-rot, and to approve after-the-fact**
26 **installation of air conditioning and heating units on the exterior of the Casa**
27 **Madrona Hotel. Nonconformity Permit to convert the existing restaurant to two**
28 **hotel suites at the Casa Madrona Hotel and Spa at 801 Bridgeway Avenue**
29 **(APN 065-063-46).**
30

31 The public hearing was opened.
32

33 Assistant Planner Thornberry-Assef presented the Staff Report.
34

35 HLB question to staff:

- 36 • Does the HLB have any purview over the interior of the building? *Staff*
37 *responded that Municipal Code Chapter 8 states that the HLB has jurisdiction*
38 *over interior modifications that affect the exterior of a designated landmark.*
39

40 The public testimony period was opened.
41

42 Presentation was made by Ryan Schoen, the applicant, and Taal Rabines, architect.

- 43 • Their intent is to preserve and repair what is consistent with the historical use
44 of the building.
- 45 • They will leave the original signage and clean it up. The awning design ties in
46 with the historical building and the defined archway. The drawings show a point
47 at the front of the awning that will be removed.
48
49
50

- They had to move forward with the HVAC units while doing the interior because there was no heating or cooling inside. Their goal is to hide the system as much as possible, although it does show a little bit on the façade.
- Deterioration has occurred to the building over a long period of time. On the exterior they intend to keep exactly what is there aside from a few items that had been added, but their intent is to bring back its historic nature.
- They recognize the importance of this building in the community, so they have hired a historical architect.
- They are using the renovation of the ground floor of the Casa Madrona and the Villa Madrona as an opportunity to clean up the façade of the Casa Madrona and improve its view from the street.
- They had a historic survey prepared and everything that is historical has been preserved, including the outer walls of the original house.
- It is only the east elevation that was not part of the original house that is being changed. They are moving the sunroom and creating a better, simpler base for the Casa Madrona to sit on as viewed from the street.

Commission question to staff:

- Can we approve something that requires a Nonconformity Permit if we have not approved the Nonconformity Permit? *Staff responded a Nonconformity Permit is needed for the work to the space that used to be Mikayla restaurant that they propose to convert to hotel suites, because it is in the R-3 zone. The other exterior modifications, which are the awning changes and the air conditioning units, only need approval of a design review permit and can go forward as they do not need to be conditioned on approval of the Nonconformity Permit.*

HLB comments:

- There are no objections to the Design Review Permit for the after-the-fact air conditioning and heating, because it is not in the historic building and they have done all they can to camouflage it.
- There are no objections to the Design Review Permit for the awning, because they have softened the supports to the HLB's satisfaction and are going to remove the claw-like portion.
- The applicant has done a great job of illustrating what they want to do regarding the exterior proposals. It will be an improvement, particularly in removing the sunroom area that creates an unbalanced conglomeration from the street view.

HLB questions to Mr. Schoen and Scott Mass, architect:

- Are you okay with the condition about the awning's eight-foot clearance? Where exactly might that fall on your curvature? *Mr. Schoen responded the eight-foot height is actually the first strut, which is about one foot out from the building wall. It is important to note that this awning is fully within their property. They like the design the way it is and think it best represents the building and brings the scale down.*
- Would you have to scale the whole thing back, because you would be starting a support upright, so your whole curvature would be smaller? *Mr. Schoen*

1 *responded he does not think the curvature could be changed. Just the last*
2 *glass panel would be removed, so they would round the edge just a bit into that*
3 *piece. Mr. Mass responded it is not six feet, eight inches all the way out. It*
4 *starts and then it slopes up, so there is a very small portion of the awning that*
5 *is that low and then it slopes up very quickly to seven and eight feet.*

7 HLB question to staff:

- 8 • *Is that a hard and fast eight foot? Staff responded Section 10.42.060.B the*
9 *Sign and Awning Permit regulations states the awning is required to be eight*
10 *feet above a walkway.*

12 HLB questions to Mr. Mass and Ms. Rabines:

- 13 • *The stairs that will be rotated 90-degrees and enclosed by a wall, is that in the*
14 *historic portion of the building and what will it look like? Ms. Rabines responded*
15 *currently there is a door on the stairs going down to the lower level to separate*
16 *the two levels. They are not planning to connect the top floor to the bottom floor*
17 *and thought it best to rotate the bottom half of the stair to get it out of the way*
18 *and preserve it inside the building rather than remove. In the future if there is a*
19 *need to connect the two floors that portion of the stairs is still part of the*
20 *building and in good shape.*
- 21 • *When the HLB looked at this project a few months ago there was severe*
22 *deterioration, but the document here says the historic features are in good to*
23 *fair condition. Was a full conditions assessment put together? Mr. Mass*
24 *responded there actually is very severe deterioration, but not to the historic*
25 *features. The redwood siding, which is the majority of the outside of the*
26 *building, is in very good condition. The features that have been added on over*
27 *the years are what are in poor condition.*
- 28 • *Can you speak about the exterior elevations of the improved space at the lower*
29 *level, the composition and materials and how it is meant to feel as part of the*
30 *historic structure? Ms. Rabines responded it is not mimicking the historic but is*
31 *picking up a little bit on what has already been added down below. Basically*
32 *they are proposing a series of accordion doors set in wood with bigger frames*
33 *so they look like French doors, and they pick up on some of the other French*
34 *doors that are in some of the buildings lower down. They also pick up on the*
35 *proportions of the windows above, but they are not being built to look historic.*
36 *They want to make it clear that above is historic and below is something that is*
37 *quieter, with some of the details being simpler versions of what is up above.*
38 *Other features they are looking at is using black guardrails that would*
39 *disappear rather than compete with what is going on above, and the addition of*
40 *planters between the higher level and the lower level of the terrace to provide*
41 *greenery to soften the area.*
- 42 • *Is there a material proposed for those planters? Ms. Rabines responded it will*
43 *probably be wood, although they do not know yet. It could also be painted*
44 *fiberglass.*

47 No comments were made by the public.

49 The public testimony period was closed.

1
2 **HLB Board Member Nichols moved and Board Member Flavin seconded a motion**
3 **to approve a Design Review Permit for the glass awning and exterior heating/air**
4 **conditioning units. The motion passed 4-0.**

5
6 **Commissioner Werner moved and Commissioner Bair seconded a motion to**
7 **approve a Design Review Permit for the glass awning and exterior heating/air**
8 **conditioning units. The motion passed 3-0.**

9
10 **Commissioner Werner moved and Commissioner Bair seconded a motion that**
11 **consideration of the Nonconformity Permit and its associated design review be**
12 **continued to the meeting of November 9, 2011. The motion passed 3-0.**

13
14 **Board Member Flavin moved and Chair Pierce seconded a motion that**
15 **consideration of the Nonconformity Permit and its associated design review be**
16 **continued to the meeting of November 9, 2011. The motion passed 4-0.**

17
18 **Board Member Kiernat moved and Chair Pierce seconded a motion to adjourn the**
19 **Historic Landmarks Board meeting. The motion passed 4-0.**

20
21 **Old Business**

22 None.

23
24 **New Business**

25 None.

26
27 **Communications**

28 **Staff** Bar Bocce Conditional Use Permit Compliance: Assistant Planner
29 Thornberry-Assef reviewed the staff memorandum

30 **Planning Commissioners** – None

31
32 **Adjournment**

33
34
35 **Commissioner Bair moved and Commissioner Werner seconded a motion to**
36 **adjourn the Planning Commission meeting. The motion passed 3-0.**

37
38 The meeting was adjourned at 9:56 p.m.

39
40
41 
42 _____
43 Submitted by
44 Jeremy Graves, AICP
45 Community Development Director

46
47 
48 _____
49 Approved by
50 Stafford Keegin
Chair

I:\CDD\Plan Comm\Minutes\2011\10-26-11-Approved.doc



CAROLYN J. KIERNAT, AIA

ARCHITECTURAL REGISTRATION

California C28638

Arizona 42387

EDUCATION

1997 Columbia University | New York City - Master of Science in Historic Preservation

1992 Arizona State University | Tempe, Arizona - Bachelor of Science in Design, Architecture

EXPERIENCE

PAGE & TURNBULL, INC

1997 to Present

Principal



At Page & Turnbull, I have worked as firm principal, architect and project manager on a variety of preservation-related architectural projects, ranging from small-scale residential renovation to large-scale commercial rehabilitation. In addition to architectural work, I have been regularly involved in assessing compliance with the Secretary of the Interior's Standards for Rehabilitation, architectural documentation, research, writing, and preparation of Federal Historic Preservation Tax Certification applications. I am currently focused on the challenge of inserting innovative and sustainable museums into existing historic buildings. Outside of work, I am actively involved on the boards of the AIA San Francisco and San Francisco Architectural Heritage.

- Walt Disney Family Museum - prime architect for adaptive reuse of historic buildings - Presidio of San Francisco, CA
 - The Old U.S Mint - rehabilitation, adaptive reuse, tax certification (ongoing) - San Francisco, CA
 - Piers 15-17 Exploratorium - preservation consultation and tax certification (ongoing) - Port of San Francisco, CA
-
- Public Health Service Hospital - preservation consultation and tax certification (under construction) - Presidio of San Francisco, CA
 - 3232 Pacific Avenue - prime architect for rehabilitation of private residence - San Francisco, CA
 - Ferry Building - tax certification and rehabilitation - San Francisco, CA
 - Chronicle Building - rehabilitation and landmark designation report - San Francisco, CA
 - Fairmont Hotel - restoration, tax certification and National Register listing - San Francisco, CA
 - Shriner's Hospital - tax certification - San Francisco, CA
 - Mountain View Adobe - rehabilitation - Mountain View, CA
 - Garden Hacienda Apartments - rehabilitation, change in use, and ADA compliance - San Carlos, CA
 - Sloan Residence - kitchen renovation and historic stair restoration - San Francisco, CA
 - Consultant to GSA Region 9: fulfilled role of Regional Historic Preservation Officer March 2005-August 2005. Coordinated Section 106 review on behalf of GSA for Federal projects in California, Arizona and Guam.



US/ICOMOS, Cornwall Archaeological Unit, Cornwall, England
Summer 1996

Worked with English Heritage and the International Council on Monuments and Sites to study a portion of Britain's historic Coastal Defense System. Developed a proposal for site improvements, interpretation and maintenance.

MCCALL DESIGN GROUP, San Francisco, California
1995 Designer/Drafter
Design, hand rendering and computer drafting.

BEHNISCH & PARTNER, Stuttgart, Germany
1993-1994 Designer/Drafter
Working drawings, model building, design studies.

NATIONAL PARK SERVICE, Historic American Engineering Record
Summer 1992 and 1993
Completed technical and interpretive drawings of a heavy timber gold mill in Joshua Tree National Park, California. Assisted with photogrammetric documentation of Anasazi structures at Mesa Verde National Park and Hovenweep National Monument in Colorado. Managed a team in the research, documentation and interpretation of the roads and bridges of Sequoia National Park, California.



ELLERBE BECKET, Minneapolis, Minnesota
1992-1993 Architectural Intern
AutoCad drafting and hand rendering.

COMMITTEES, BOARDS AND AFFILIATIONS

AIA National Historic Resource Committee Advisory Group 2011-2016
AIA San Francisco Board of Directors 2008-present (2011 VP-elect)
San Francisco Architectural Heritage Board of Directors 2007-present
AIA San Francisco Historic Resources Committee, Chair 2007-2008
US/ICOMOS

PRESENTATIONS

"Green Challenges in Historic Federal Buildings," USGBC Federal Summit, Washington, D.C.,
May 2010
"Modeling Sustainability: The Mint Project from Gold to Platinum," Mid-Atlantic Association of
Museums Symposium, New York, March 2010
Moderator, "Museums of Tomorrow," AIA San Francisco, September 2009
Moderator, "Developing Historic Properties in San Francisco - The New Landscape," San Francisco
Heritage Symposium, March 2009
"The Secretary of the Interior's Standards for the Treatment of Historic Properties - Interpretation
of Standards 9 and 10," California Preservation Foundation Workshop, San Francisco, CA,
November 2008
"Complex Rehab: The Presidio's Disney Museum," San Francisco Planning and Urban Research, San
Francisco, CA, June 2008
"Walt Disney Family Museum," Building Industry Conference Board, San Francisco, CA, April 2008

Morgan S. Pierce, Assoc. AIA, ASLA, LEED-AP
270 Currey Lane, Sausalito, CA 94965
t: 415.887.9409 e: morganspierce@gmail.com

Preservation Background My academic and professional background in Historic Preservation, Restoration, Renovation and Adaptive Reuse includes research, amateur forensic archaeology, design, and the hands-on restoration of historic properties.

Education The Pennsylvania State University, University Park, Pennsylvania
Bachelor of Science, Landscape Architecture, 1988
Degree Candidate and Graduate Course Work, Architecture, 1989
Concurrent Studies in Architectural History and Preservation

Licenses and Registration Landscape Architect - Virginia License No. 955
American Institute of Architects - presently seeking California licensure
American Society of Landscape Architects, presently seeking California licensure
United States Green Building Council - LEED Accredited Professional

Elected and Appointed Positions American Society of Landscape Architects, Virginia Chapter President 2003-2004
Historic Richmond Foundation, Board of Trustees 2000-2005
Sausalito Historic Landmarks Board, 2009 to present

Memberships San Francisco Museum of Modern Art 2007-present
The deYoung Museum 2007-present
The Legion of Honor 2007-present
The California Academy of Science 2008-present
Trout Unlimited, North Bay Chapter

Professional Experience 1990-1992 Verdone/Landscape Architecture, *Designer*
Jackson, Wyoming
1993 Balzer and Associates, Planners, Architects & Engineers, *Designer*
Richmond, Virginia
1993-2002 Glave & Holmes Associates, Architecture & Design, *Associate*
Richmond, Virginia
2002-present Grace Street Residential Design Systems, *Principal*
Richmond, Virginia and San Francisco, California

Representative Projects Cultural/Institutional
Museum of Sporting Life at Morven Park, Leesburg, Virginia
Biedenharn Museum, Monroe, Louisiana
University of Virginia Arts Precinct Master Plan, Charlottesville, Virginia
Randolph-Macon College, Ashland, Virginia
Historic Williamsburg Parking Garage, Williamsburg, Virginia
Union Theological Seminary, Richmond, Virginia
Virginia Historical Society, Richmond, Virginia
Outer Banks Wildlife Education Center, Corolla, North Carolina
Center for the Virginia Statute for Religious Freedom, Richmond, Virginia
Richmond Civil War Center at Tredegar Ironworks, Richmond, Virginia
Richmond Public Library Renovations, Richmond, Virginia
Jamestown Settlement Visitors Reception & Café Building, Jamestown, Virginia
Archie K. Davis Center, Library & Archival Facility, Winston-Salem, North Carolina
Radford University International Education Building, Radford, Virginia

Representative
Projects [continued]

Hospitality

The Homestead, Hot Springs, Virginia
Commonwealth Park Suites Hotel, Richmond, Virginia
The Carolina Inn, Chapel Hill, North Carolina
Pinehurst Resort and Country Club, Pinehurst, North Carolina
The Holly Inn, Pinehurst, North Carolina
The Jefferson Hotel, Richmond, Virginia
The Williamsburg Lodge, Williamsburg, Virginia
The Daufuskie Island Resort, Daufuskie Island, South Carolina

Historic Preservation/Renovation/Adaptive Reuse

The Homestead, Hot Springs, Virginia
The Carolina Inn, Chapel Hill, North Carolina
Pinehurst Resort and Country Club, Pinehurst, North Carolina
The Holly Inn, Pinehurst, North Carolina
Richmond Civil War Center at Tredegar Ironworks, Richmond, Virginia
Randolph-Macon College, Ashland, Virginia

Retail

Wm. S. Flynn Men's Clothing Store, Hot Springs, Virginia
Southern Taste Gourmet Kitchen Shop, Hot Springs, Virginia
The Casino Golf Pro Shop, Hot Springs, Virginia
Homestead Mineral Bath Spa Salon Shop, Hot Springs, Virginia
The Homestead Collection, Hot Springs, Virginia
Museum Store, Virginia Historical Society, Richmond, Virginia

Residential

River Walk Apartments, Philip Morris Tobacco Factory Renovation, Richmond, Virginia
Single Student Residences, Union Theological Seminary, Richmond, Virginia
The Governor's Land, Williamsburg, Virginia
Morven Farms Guest House, Albemarle County, Virginia
Rosewood Cottage, Hot Springs, Virginia
Macaulay Residence Addition, Richmond, Virginia
Scott Residence Addition, Richmond, Virginia
Scott Residence Carriage House, Richmond, Virginia
Vineyard Meadow Homes, Irvington, Virginia
Cochran Ski House, Wintergreen, Virginia

Commercial/Office

Carter Ryley Thomas Offices, warehouse renovation, Richmond, Virginia
North Court at Innsbrook, Glen Allen, Virginia
Stonehouse Sales Center, Toano, Virginia
Stonehouse Commercial Center, Toano, Virginia

Planning / Landscape Architecture

Richmond Civil War Center at Tredegar Ironworks, Richmond, Virginia
Philip Morris Tobacco Factory Renovation, Richmond, Virginia
Carter Ryley Thomas offices, warehouse renovation, Richmond, Virginia
The Carolina Inn, Chapel Hill, North Carolina
Academic Building, Radford University, Radford, Virginia
Virginia Museum of Fine Arts, Richmond, Virginia
The Jefferson Hotel, Richmond, Virginia
St. John's Hospital, Jackson, Wyoming
Jackson Hole Racquet Club, Jackson, Wyoming
Bar B Bar Development, Teton County, Wyoming
Guthrie Residence, Jackson, Wyoming
Feldman Residence, Jackson, Wyoming
Ewing Residence, Jackson, Wyoming
Donnelly Residence, Jackson, Wyoming



Awards &
Publications

Richmond Civil War Visitor Center, Richmond, Virginia
American Institute of Architects, Virginia Chapter, Merit Award, 2001
Inform magazine, Inform Award, 2001
American Society of Landscape Architects, Virginia Chapter, Merit Award 2002

The Homestead, Hot Springs, Virginia
Interiors magazine, Design Awards, Best Hotel, 1998
Southern Accents magazine, 1998
Lodging Hospitality magazine Renovation Awards, Finalist, Luxury Restaurant, 1998
American Society of Interior Designers, Virginia Chapter, Design Specialty Awards, First Place
Lodging Hospitality magazine Renovation Awards, First Place, Luxury Public Space, 1997
Inform magazine, Interiors Award, 1996
Lodging magazine, 1996
Lodging Hospitality magazine, 1996
Lodging Hospitality magazine, First Place Renovation Awards, Luxury Public Space, 1995

The Jefferson Hotel, Richmond, Virginia
The Classicist, Portfolio Feature, 2000

Jamestown Settlement Visitor Center, Jamestown, Virginia
American Institute of Architects, Virginia Chapter, Inform Award, 2004

Jamison Residence, Richmond, Virginia
Renovation Style magazine, 2009

Hood Residence, Richmond, Virginia
Southern Living magazine, 2009

Jamison Residence, Richmond, Virginia
Southern Living magazine, 2009

McGehee Residence, Richmond, Virginia
Southern Living magazine, 2009



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Morgan S. Pierce, Assoc. AIA, ASLA, LEED-AP
270 Currey Lane, Sausalito, CA 94965
t: 415.887.9409 e: morganspierce@gmail.com

Historic Preservation Academic Study
Background Summary The Pennsylvania State University
Coursework in Architectural History
Coursework in Preservation of Historic Pennsylvania Structures
Practicum in Historic Preservation - Curtin Village at Eagle Ironworks Historic Site
-Included the preservation and restoration of historic Pennsylvania mill
structures (circa 1830) utilizing historic materials and methods

Professional Work
The Homestead, Hot Springs, Virginia
This five year project included the research, forensic archaeology, design, and
construction administration to preserve, restore, and renovate a number of structures on
this historic property
-The Homestead Casino, circa 1892
-The Homestead Mineral Bath and Spa, circa 1893
-The Homestead Indoor Pool, circa 1893
-The Homestead Hotel, circa 1902

Pinehurst Resort and Country Club, Pinehurst, North Carolina
This three year project included the research, forensic archaeology, design, and
construction administration to preserve, restore, and renovate a number of spaces within
this historic structure circa 1895



The Holly Inn, Pinehurst, North Carolina
This two year project included the research, forensic archaeology, design, and
construction administration to preserve, restore, and renovate a number of spaces within
this historic structure circa 1895

American Civil War Center at Tredegar Ironworks, Richmond, Virginia
This project included the research, design, and construction administration to preserve
historic structures and landscapes (circa 1861) while inserting contemporary functions
and features necessary to convert this historic foundry into a cultural center

Appointed Positions/Volunteer Work

Historic Richmond Foundation, Board of Directors

This mission of this non-profit is to champion the preservation of the varied elements that
give Richmond, Virginia its unique historic character and to preserve the vitality of
its distinctive heritage, with resulting economic and educational benefits to the public.

As a member of the Board I was involved with the following:

- Historic Property identification and research
- Preservation Advocacy
- Community Outreach
- Fund-raising
- Event coordination

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VICKI NICHOLS
Sausalito Historical Landmarks Board
Sausalito, CA 94965

Sausalito has been my home for 28 years and I have been active in community activities for the last decade.

My interest in history was engaged when I was selected to become a board member of the Sausalito Historical Society in 2002. I was elected as the Secretary and then spent numerous hours in the research rooms learning the archives and other resources. My introductory docent education included being mentored by one of the founding SHS members who challenged my curiosity and instructed me in how to research (among other subjects) local historic homes. This involved using the Sanborn maps and other early tax records and city maps. This became a welcome challenge seeking out "buried" information and came in handy when I was asked by a City Council member to apply for the Historical Landmarks Board. I was appointed in 2005.

One of my strongest interests during my term on the HLB has been to advance the possibility of developing Historic Guidelines for the downtown historic district and finding a process to address the wealth of historic resources remaining in the Marinship area of Sausalito that was used for World War II shipbuilding. The HLB has just begun the process to nominate one of these buildings to our Local Register and conduct a professional inventory of historic structures there.

Besides my passion for Sausalito's history and its structures, I have gathered the following experience that has enabled me to become a productive part of the HLB mission to assist in the preservation of Sausalito's historic infrastructure and architectural heritage.

Sausalito Historical Society – 2002-2006 (maximum continuous six year term)

Sausalito Historical Society duties included election as Secretary and volunteer docent twice a week spending approximately 12-15 hours a week on Administrative duties, primarily research assisting the public and exhibit projects including the writing and production of an Arcadia Publishing book, named *Sausalito*.

I am still consulted by the public and members of the community to assist in research of historic structures and have helped the City of Sausalito with similar requests.

Sausalito Historical Landmarks Board – 2005-Present

Since joining the HLB I have participated in all requests from the Community Development Department for review of projects related to exterior modifications on structures over 50 years old or those designated in an historic district or on our Local Register. I attended a one-day conference by the State on August 24, 2005 in San Mateo on my own time and expense that covered documenting historical sites and the identification process.

My term includes 18 months acting as Chair that included setting agendas, chairing meetings with the HLB and the public and joint meetings with the Planning Commission as appropriate. Currently I serve as the HLB secretary verifying proceedings are transcribed and preserved for the record as well as filling in the chair due to absence.

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**CITY OF SAUSALITO
BOARDS AND COMMISSIONS APPLICATION**

Name John McCoy Date February 12, 2012

Home Address 14 Kendall Ct, Sausalito, CA, 94965 Home Phone 415-332-7367 Business Phone 415-332-9910

Mailing Address 14 Kendall Ct, Sausalito, CA, 94965 FAX Number _____ Mobile Phone _____

E-Mail Address john@mccoyarchitecture.com Occupation Architect

(Note: We will use your email address only for official City business and will not make it available to others without your consent.)

Type of Business Architecture

Education (list highest year completed and all degrees) Licensed Architect in CA

Year you became a resident of Sausalito 1999 Are you a Registered Voter in Sausalito? Yes No _____

Are you able to attend: Daytime meetings? Yes No _____ Evening meetings? Yes No _____

Are there specific days or evenings you would not be able to attend meetings? Yes _____ No
If your answer was "Yes", please list the days and times of day you are unavailable:

Are you now or have you ever been employed by the City of Sausalito? ___ Yes No

Do you have any relatives employed by the City of Sausalito? ___ Yes No

List civic activities, clubs, associations, etc.: AIA, Rotary of Sausalito, Board Member of Rotary Housing Corporation

ADVISORY BOARDS, COMMISSIONS AND COMMITTEES

Please indicate your preference(s). If more than one, number them in the order of your preference.

- | | |
|--|--|
| <input type="checkbox"/> Arts Commission | <input type="checkbox"/> Parks and Recreation Commission |
| <input type="checkbox"/> Board of Library Trustees | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Business Advisory Committee | <input type="checkbox"/> Sustainability Commission |
| <input type="checkbox"/> Citizens' Advisory Review Board on Police Matters | <input type="checkbox"/> Tree Committee |
| <input type="checkbox"/> Disaster Preparedness Committee | <input type="checkbox"/> Underground Committee |
| <input checked="" type="checkbox"/> Historic Landmarks Board | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Housing & Dangerous Appeals Board | _____ |

Please list any community references:

1. Ron Albert – Former Mayor of City of Sausalito
2. Mike Langford -Director of Parks and Recreation for the City of Sausalito
3. Deb Andeline – President of the Sausalito Womens Club
4. Oonagh Kavanagh – CEO of th Sausalito Chamber of Commerce
5. Abe Christensen – President of the Sausalito Rotary

With respect to the Board(s), Commission(s) or Committee(s) in which you have interest, PLEASE ATTACH A BRIEF STATEMENT as to why you are interested in serving; list special qualifications, and feel free to attach a resume if you feel it is pertinent.

Attached is a brief statement as well as my bio / background from my website

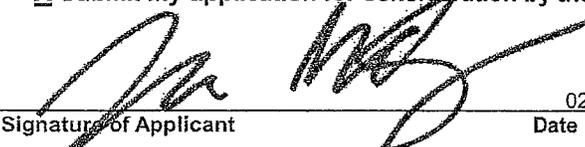
Your service to the City on a board, committee or commission makes it necessary for staff and members of the public to be able to contact you on matters related to your board service. The City publishes a Directory of Boards, Commissions and Committees and provides the information on the City website. We will honor your request to withhold some categories of contact information from the public if you so indicate. Please check the appropriate boxes below to let us know which information may be made public in the event that you are appointed by the City Council.

	Please check the boxes below if you consent to having your contact information published in the DIRECTORY OF CITY BOARDS AND COMMISSION MEMBERS. If you do not check a box, the information will not be published:	Please check the boxes below if you consent to having your contact information published on the CITY OF SAUSALITO WEBSITE. If you do not check a box, the information the information will not be published:
Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Residence Address	<input type="checkbox"/>	<input type="checkbox"/>
Mailing Address	<input type="checkbox"/>	<input type="checkbox"/>
Home Phone	<input type="checkbox"/>	<input type="checkbox"/>
Mobile Phone	<input type="checkbox"/>	<input type="checkbox"/>
Work Phone	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
FAX	<input type="checkbox"/>	<input type="checkbox"/>
E-mail address	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

With my signature below, I hereby:

Attest that I have read City of Sausalito Ordinance No. 1133 relating to City boards, commissions and committees. (Text of Ordinance attached at the end of this application)

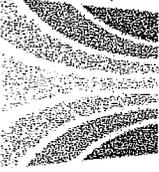
Submit my application for consideration by the City Council.


02-24-2012

 Signature of Applicant Date

This application will be kept on file for a period of one (1) year and will be considered by the City Council whenever a vacancy occurs or a term expires on the Board(s), Commission(s) or Committee(s) you have selected. You will be notified shortly before the City Council is prepared to conduct interviews to schedule an appointment for an interview.

Drop off completed applications to: **Sausalito City Hall / 420 Llitho Street, Sausalito CA 94965** *or*
 Mail, FAX or email to: **Debbie Pagliaro, Assistant to the City Manager/City Clerk**
Phone (415) 289-4165 / FAX (415) 289-4167 / dpagliaro@ci.sausalito.ca.us



February 24, 2012

City of Sausalito
420 Litho Street
Sausalito, CA 94964

Re; Historic Landmarks Board

My interest in participating with the HLB stems from being active in the architectural community of Sausalito for over 10 years and having interacted with the HLB on various occasions. While I have at times expressed opinions counter theirs, I have developed an appreciation for their efforts and commitment to protect and ensure the historic assets that help to keep Sausalito unique and important in California and the nation. I feel that my perspective as an architect practicing in Sausalito within our contemporary time allows me to view the historical significance of (or lack of) properties and structures with the objective view needed to determine the most appropriate way of addressing those properties and structures. I have shown in my interaction with the HLB my willingness to do the required research to assist in determining the required findings necessary to help guide the City of Sausalito and its citizens in their preservation of our historical assets.

Thank you for the opportunity to submit the attached application for the Historic Landmarks Board.

Sincerely,

John McCoy, AIA
McCoy Architecture, Inc

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John P McCoy Architect

With over twenty five years of experience in the architectural and construction fields, John brings a unique perspective to the design process. He began his career with a high end building company in Monterey, California. He spent more than a decade learning the anatomy of a construction project from the foundation to the finish work before directing his attention to architecture. While pursuing his architects' license John had the opportunity to work with and study under award winning architects in both Santa Barbara and Sausalito for more than ten years prior to establishing McCoy Architecture.

While working within these firms John gained extensive knowledge and experience creating diverse types of architecture, including, Residential, Hospitality / Restaurant, Health Care and Commercial projects.

John brings the unique approach of seeing each structure from the view of the builder while designing with architectural vision.

In 2002 John McCoy was awarded the Department of the Interior Citizens Award for Bravery.

This is highest honor awarded to a civilian citizen.



John P. McCoy, AIA
C-31578

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