

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50

**SAUSALITO PLANNING COMMISSION**  
**Wednesday, November 13, 2013**  
**Approved Action Minutes\***

**Call to Order**

**Commissioner Keegin called the meeting to order at 6:40 p.m. in the Council Chambers of City Hall, 420 Litho Street, Sausalito.**

Present: Chair Joan Cox (arrived at 6:47 p.m.), Commissioner Susan Cleveland-Knowles, Commissioner Stafford Keegin, Commissioner Vicki Nichols.

Absent: Vice-Chair Bill Werner

Staff: Community Development Director Jeremy Graves  
Associate Planner Heidi Scoble, Contract Planner Steve Padovan  
City Attorney Mary Wagner

**Approval of Agenda** Approved by consensus.

**Public Comments On Items Not on the Agenda** None

**Approval of Minutes** None

**Historic Landmarks Board (HLB) Chair Pierce called the HLB meeting to order.**

Present: Chair Morgan Pierce, Secretary John McCoy, Committee Member Bernard Feeny, Committee Member Natascha Fraser

Absent: Committee Member Carolyn Kiernat

**Public Hearings**

**Declarations of Planning Commissioner Public Contacts**

**Declarations of HLB Public Contacts – None**

**1. DR 13-198, Design Review Permit, Henry, 660 Bridgeway.** Request for a Design Review Permit to allow for the exterior remodel of the building located within the Downtown Historic Overlay Zoning District at 660 Bridgeway (065-133-25).

The public hearing was opened.

Associate Planner Scoble provided a PowerPoint presentation on the project.

Chair Cox arrived at the meeting.

Planning Commission and HLB questions for staff followed.

The public testimony period was opened.

---

\* A video recording of this meeting is available at: <http://www.ci.sausalito.ca.us/>.

1 The applicant, Bryan Southwick of Cass Calder Smith Architects, made a presentation.

2  
3 Planning Commission and HLB questions for Mr. Southwick followed.

4  
5 Planning Commission and HLB questions for staff followed.

6  
7 **Public Comments:**

8 None.

9  
10 The public testimony period was closed.

11  
12 Planning Commission and HLB comments followed.

13  
14 **HLB Chair Pierce moved and Member McCoy seconded a motion to approve the**  
15 **Design Review Permit for 660 Bridgeway, subject to the following additional**  
16 **Condition of Approval:**

- 17
- 18 • The staff, in conjunction with County Environmental Health, shall ensure the
  - 19 increased refuse created by the project is adequately accommodated by the
  - 20 exterior trash enclosure and the interior storage area.

21  
22 **The motion passed 4-0.**

23  
24 **Commissioner Keegin moved and Commissioner Cleveland-Knowles seconded a**  
25 **motion to approve the Design Review Permit for 660 Bridgeway, subject to the**  
26 **same Condition of Approval as approved by the HLB.**

27  
28 **The motion passed 4-0.**

29  
30 The public hearing was closed.

31  
32 **2. DR/SP 13-197, Design Review Permit, Sign Permit, City of Sausalito, Various**  
33 **Locations.** Request for a Design Review Permit and Sign Permit for the installation  
34 of six Wayfinding signs to be located within the public rights-of-way at the following  
35 locations:

- 36
- 37 • Bridgeway/Princess Street
  - 38 • Ferry Landing
  - 39 • Bridgeway/Johnson Street
  - 40 • Bridgeway/Ensign Street/San Carlos Avenue/Caledonia Street
  - 41 • Ice House – Bridgeway/Bay Street
  - 42 • Dunphy Park – Bridgeway/Napa Street

43  
44 The public hearing was opened.

45  
46 Associate Planner Scoble provided a PowerPoint presentation on the project.

- 47
- 48 • Late correspondence was received from Commissioner Bill Werner identifying  
49 the following concerns:
    - 50 ○ The project does not meet the purpose of the Sign and Awning  
Regulations.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50

- How the project is being defined.
- The signs are not consistent with the Historic Design Guidelines.
- The project is in violation of the Sign and Awning Regulations relative to off-premise signs.

Planning Commission and HLB questions for staff followed.

The public testimony period was opened.

The co-applicant, Oonagh Kavanagh, Executive Director of the Sausalito Chamber of Commerce, made a presentation.

Planning Commission and HLB questions to Ms. Kavanagh, Public Works Director Jonathan Goldman, and staff followed.

**Public Comments:**

Proponents:

- Christopher Holbrook
- Tara Ancona
- Luz (phonetic)
- Peter Van Meter
- Stephen Beorg (phonetic)
- Alisha Rogness
- Lorna Newland
- Aness Pogni
- Elizabeth Naboe (phonetic)

Opponents:

None.

The public testimony period was closed.

HLB comments followed.

**Chair Cox indicated that both the Planning Commission and the Historic Landmarks Board had four members present and that at least three votes from each body would be required to take action on the application.**

Planning Commission comments followed.

**HLB Committee Member McCoy moved and Member Feeney seconded a motion to approve a Design Review Permit and Sign Permit for various locations.**

The public testimony period was reopened.

Planning Commission questions to Ms. Kavanagh followed.

The public testimony period was closed.

1  
2 **HLB Committee Member McCoy withdrew his motion.**

3  
4 **HLB Committee Member McCoy moved and Chair Pierce seconded a motion to**  
5 **continue the public hearing for various locations to a date uncertain.**

6  
7 **The motion passed 4-0.**

8  
9 **Chair Cox moved and Commissioner Keegin seconded a motion to continue the**  
10 **public hearing for various locations to a date uncertain.**

11  
12 **The motion passed 4-0.**

13  
14 The public hearing was closed.

15  
16 **3. DR/SP 13-213, Design Review Permit, Sign Permit, Bridgeway Blvd., LLC, 675**  
17 **Bridgeway.** Request for a Design Review Permit and Sign Permit to allow for a 5.7  
18 square foot hanging sign in the entry alcove of a future Chase Bank branch located  
19 in the Downtown Historic Zoning District at 675 Bridgeway (065-131-06).

20  
21 The public hearing was opened.

22  
23 Contract Planner Padovan provided a PowerPoint presentation.

24  
25 Planning Commission questions for staff followed.

26  
27 The public testimony period was opened.

28  
29 The applicant, Louis Werbe, National Signage Manager for J.P. Morgan, made a  
30 presentation.

31  
32 HLB questions to staff followed.

33  
34 The public made no comments.

35  
36 The public testimony period was closed.

37  
38 Planning Commission and HLB comments followed.

39  
40 Planning Commission questions for Mr. Werbe followed.

41  
42 Planning Commission questions for staff followed.

43  
44 **HLB Chair Pierce moved and McCoy seconded a motion to approve a Design**  
45 **Review Permit and Sign Permit for 675 Bridgeway, subject to the following**  
46 **additional Conditions of Approval:**

- 47  
48
  - The pendant sign size shall not exceed 4 square feet in size.

- 1           • The pendant sign may only be illuminated at the lowest possible illumination  
2 during the day and shall not be illuminated after the end of the bank's office  
3 hours.  
4

5 **The motion passed 4-0.**  
6

7 **Commissioner Keegin moved and Commissioner Nichols seconded a motion to**  
8 **approve a Design Review Permit and Sign Permit for 675 Bridgeway, subject to**  
9 **the same Conditions of Approval as approved by the HLB.**  
10

11 **The motion passed 3-1 (No – Cleveland-Knowles).**  
12

13 The public hearing was closed.  
14

15 **HLB Chair Pierce moved and Member McCoy seconded a motion to adjourn the**  
16 **HLB meeting at 10:18 p.m. The motion passed 4-0.**  
17

18 **Old Business**  
19

- 20           **4. Historic Preservation Regulations Representative.** Nominate one Planning  
21 Commissioner as a representative to work with the Legislative Committee on  
22 the update of Historic Preservation Regulations.  
23  
24

25 **Chair Cox indicated that two motions were pending from the meeting of**  
26 **November 6, 2013:**

- 27           • **Nominate Commissioner Cleveland-Knowles as the representative.**  
28           • **Nominate Commissioner Nichols as the representative.**  
29

30 Planning Commission comments followed.  
31

32 **Commissioner Nichols withdrew her nomination.**  
33

34 **The motion to nominate Commissioner Cleveland-Knowles as the Planning**  
35 **Commission's representative passed 4-0.**  
36

37 **New Business**

38 None.  
39

40 **Communications**

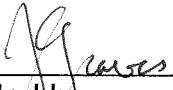
- 41           • Staff: Community Development Director Graves reviewed items on the agendas  
42 of the City Council's upcoming meeting on November 19, 2013 and the Planning  
43 Commission's upcoming meeting on December 4, 2013.  
44


45 **Adjournment**  
46

47 **Commissioner Cleveland-Knowles moved and Commissioner Nichols seconded a**  
48 **motion to adjourn the meeting.**  
49  
50

1 **The motion passed 4-0.**

2  
3 The meeting was adjourned at 10:24 p.m.  
4

5  
6   
7 \_\_\_\_\_  
8 Submitted by  
9 Jeremy Graves, AICP  
10 Community Development Director  
11

12  
13   
14 \_\_\_\_\_  
15 Approved by  
16 Joan Cox  
17 Chair  
18

19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
I:\CDD\Plan Comm\Minutes\2013\11-13-Approved.doc