



# TOWN OF FAIRFAX STAFF REPORT July 24, 2013

**TO:** Mayor and Town Council

**FROM:** Jim Moore, Director of Planning and Building Services *GM*  
Linda Neal, Senior Planner

**SUBJECT:** 1599 Sir Francis Drake Boulevard; Traffic Impact Permit for the Daily Method, a multi discipline exercise facility, and a separate retail space; Application # 13-16

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## **RECOMMENDATION**

Open/close Public Hearing.

Adopt a resolution approving the Traffic Study for the reuse of the commercial building at 1599 Sir Francis Drake Boulevard as a combination retail space and multi discipline exercise facility.

## **DISCUSSION**

The Council previously adopted Resolution 13-17 setting forth the methodology to be used in the Traffic Study prepared for the above described use (Exhibit A).

At its June 20, 2013 meeting, the Planning Commission approved the Traffic Impact Permit, Parking Variance, Use Permit for a Formula Business, Use Permit for the mixed use including the Daily Method and retail space and Design Review to allow the operation of a Daily Method Exercise Facility at 1599 Sir Francis Drake Boulevard. The Planning Commission staff report, Resolution Number 13-5 and June 20, 2013 Commission minutes are attached for the Town Council's review.

### **Traffic Impact Permit**

Town Code § 127.056.050 requires a Traffic Impact Permit for any reuse of an existing structure where the new use will generate 100 average daily trips or more beyond that generated by the prior use. The project was determined to have the potential to generate 100 average daily trips more than the previous tack and feed/artist studio use so the project requires the approval of a Traffic Permit. The Traffic Permit has to be approved by both the Planning Commission and the Town Council (Town Code sections 17.056.100 and 17.056.110).

The applicants traffic engineer submitted the attached traffic study dated June 11, 2013 by W-Trans which indicated that although the use will generate 339 total new trips per day this amount of increased traffic will not result in any significant impacts on the major intersections identified for study by the Town Council when they adopted the methodology for the traffic study on April 3, 2013 (Exhibit A) – traffic study methodology). In fact the increased traffic will only result in delays of 0.0 to 0.3 seconds resulting in changes that will be imperceptible to motorists at the Sir Francis Drake Boulevard/Kent Avenue, Sir Francis Drake Boulevard/Pastori Avenue and Sir Francis Drake Boulevard/Pacheco intersections (note that traffic counts were taken earlier this year when school was in session).

David Parisi, the Town Traffic Engineer, has reviewed the study and indicated that it meets the requirements of the Traffic Impact Ordinance and the Town's vehicle trip generation, intersection service levels and that site access, circulation and site distance conclusions are appropriate (Exhibit C – letter from Parisi Associates dated 6/14/13).

Therefore, the findings required in Town Code 17.056.110, to approve the traffic impact permit can be made as follows:

- The project's average daily traffic, when added to the existing daily traffic, plus projected traffic, will not cause the performance of intersection of roadway linkages to fall below the acceptable level of service.

### **FISCAL IMPACT**

Expected sales tax from the retail use portion of the building and annual business licenses from both the Daily Method and future retail use based on gross receipts.

### **ATTACHMENTS**

Exhibit A – Town Council Resolution No. 13-17

Exhibit B – W-trans Traffic Study dated 6/11/13

Exhibit C – Town Engineer David Parisi letter dated 3/25/13

Exhibit D - Planning Commission approval Resolution No. 13-5

Exhibit E – Planning Commission staff report and minutes from the 6/20/13 meeting

RESOLUTION NO. 13-39

**A Resolution of the Fairfax Town Council Approving the Traffic Impact Permit for the Daily Method and Retail Space to Allow the Operation of a Daily Method Exercise Facility to Operate at 1599 Sir Francis Drake Boulevard**

**WHEREAS**, the Town of Fairfax has received an application to relocate operate a Dailey Method exercise facility at 1599 Sir Francis Drake Boulevard; and

**WHEREAS**, the Planning Commission held a duly noticed Public Hearing on June 20, 2013 at which time all interested parties were given a full opportunity to be heard and to present evidence, and at which time the Planning Commission approved the Traffic Impact Permit; and

**WHEREAS**, the Town Council held a duly noticed Public Hearing on July 24, 2013 at which time all interested parties were given a full opportunity to be heard and to present evidence, and at which time the town Council approved the Traffic Impact permit; and

**WHEREAS**, based on the traffic study and other documentary evidence in the record, as well as testimony at the public hearing, the Town Council has determined that the applicant has met the burden of proof required to support the finding necessary for approve the Project's traffic study prepared by W-trans and dated June 11, 2013;

**NOW, THEREFORE BE IT RESOLVED**, the Town Council of the Town of Fairfax hereby finds and determines as follows:

1. The approval of the Traffic Impact Permit can occur without causing significant impacts on neighboring businesses or residences.
2. The Project's average daily traffic will not cause the performance of intersection or roadway linkages to fall below the acceptable level of service or otherwise further reduce the system performance, nor will it cause a significant degradation in service levels for impacted intersections at their peak traffic periods.
3. The Traffic Impact Permit required by Chapter 17.56 of the Town Code is hereby granted and the Project is approved, subject to compliance with the conditions of approval listed above and all applicable Town Code requirements.

The foregoing Resolution was duly passed and adopted at a meeting of the Town Council of the Town of Fairfax held in said Town on the 24<sup>th</sup> day of July, 2013, by the following vote, to wit:

AYES:  
NOES:  
ABSTAIN:

**RESOLUTION NO. 13-17**

**A RESOLUTION OF THE FAIRFAX TOWN COUNCIL ESTABLISHING A METHODOLOGY FOR PREPARING A TRAFFIC IMPACT STUDY FOR A DAILEY METHOD FITNESS PROGRAM THAT COMBINES PILATES, YOGA AND ORTHOPEDIC EXERCISES IN AN HOUR LONG EXERCISE REGIME AT 1599 SIR FRANCIS DRAKE BOULEVARD, FAIRFAX, CALIFORNIA**

**WHEREAS**, The Town of Fairfax Municipal Code Section 17.056 requires a Traffic Impact Study for projects reusing existing buildings that will generate over 100 average daily trips beyond those generated by the previous use as a tack and feed store and artist studios; and

**WHEREAS**, the Town of Fairfax, Municipal Code Section 17.056.070(F) requires that the Town Council approve the methodology for preparing the Traffic Study; and

**WHEREAS**, the Applicant has submitted a preliminary traffic study methodology from Whitlock and Weinberger Transportation as described in the memorandum dated March 19, 2013; and

**WHEREAS**, The Town Traffic Consultant, Parisi Transportation, Inc. has indicated they will perform a peer review of the traffic study as described in the letter proposal dated March 25, 2013; and

**WHEREAS**, the Town Council has conditioned the approval of the methodology to include an additional parking analysis as recommended by the Town Traffic Consultant, Parisi Transportation, Inc. in the letter proposal dated March 23, 201; and

**WHEREAS**, the Town's Planning Department staff has reviewed the preliminary traffic study methodology from Whitlock and Weinberger Transportation and the peer review letter from Parisi Transportation;

**NOW THEREFORE BE IS RESOLVED**, that the Fairfax Town Council hereby recommends that the Traffic Impact Study be prepared by Whitlock and Weinberger Transportation as described in the memorandum dated March 19, 2013; and

**BE IT FURTHER RESOLVED**, that the Town Council approves the methodology for assessing the traffic impacts of the proposed Dailey Method fitness program.

The foregoing Resolution was duly and regularly passes and adopted at a Regular meeting of the Town Council held on the 3rd<sup>h</sup> day of April 2013, by the following vote, to wit:

AYES: Bragman, Goddard, Hartwell, Reed, Weinsoff  
NOES: None  
ABSENT: None

  
JOHN REED, MAYOR

Attest:   
Deputy Town Clerk

**EXHIBIT #**

**A**

June 11, 2013

Mr. Doug McIntosh  
The Dailey Method  
11 First Street  
Corte Madera, CA 94925



Whitlock & Weinberger  
Transportation, Inc.

490 Mendocino Avenue  
Suite 201  
Santa Rosa, CA 95401

voice 707.542.9500  
fax 707.542.9590  
web www.w-trans.com

## Traffic Analysis for Conversion of Artist Studios to a Yoga Studio

Dear Mr. McIntosh;

In accord with direction from the Town Council of the Town of Fairfax, we have completed a Traffic Impact Study to evaluate potential impacts associated with the proposed conversion of an artist studio at 1599 Sir Francis Drake Boulevard in the Town of Fairfax to a yoga studio. The site currently houses studios for twelve artists and would be converted to a yoga studio. Our evaluation is based on materials provided as well as the Town's guidelines regarding traffic impact analyses.

### Trip Generation

For purposes of estimating the number of vehicle trips that a proposed use is expected to generate, the *Trip Generation Manual* by the Institute of Transportation Engineers is typically used. However, since *Trip Generation Manual* does not contain information for yoga studios, the average weekday daily trip generation was developed using counts from the Daily Method yoga studio in Corte Madera, which offers a similar program of classes, factored to reflect the lower number of classes per week proposed for the Fairfax location. Data for the Corte Madera site are provided on the enclosed spreadsheet titled, "Estimate of Weekday Average Visitors." The counts and resulting trips rates are summarized in Table 1.

**Table 1**  
**Summary of Corte Madera Yoga Studio Data and Resulting Trip Rates**

Weekday attendance at Corte Madera location (one full year):	25,412	weekday visitors per year
Number of Classes at Corte Madera location per week:	41	weekday classes per week
Average Number of students per class at Corte Madera site:	11.887	visitors per weekday class
Convert to trips using two trip ends per student	23.77	trip ends per class
Size of Corte Madera Location:	2,000	square feet
Average trips per 1,000 square feet	97.47	trip ends per day per ksf

It is understood that over time between two and six classes would be held daily, with the lower numbers of classes on Saturdays and Sundays. Classes would be scheduled to coincide with typical commute patterns so that patrons could fit the class in either on their way to work or their way home. Though these trips are captured from existing traffic passing the site, or are "pass-by" trips, for purposes of estimating the site's total trip generation no deduction was made for pass-by trips. It was assumed that a different instructor would be on-site for each class, and each instructor and attendee was assumed to arrive and depart in a single occupant vehicle. These assumptions are conservative as some participants will arrive two or three to a vehicle, and some will choose to walk or bike to the site; either of these options reduces the net trip generation for the site under the proposed use.

Because the site is currently occupied by an art studio, the trip generation of the art studio was also considered. Similarly, since the *Trip Generation Manual* does not contain information for art studios, the

trip generation for weekday average daily traffic was developed assuming that each artist would generate an average of three trips per day (half would make two round trips and half would make only one) and the twelve art studios would receive an average of a total of five visitors per day.

The expected trip generation potential for the proposed project is indicated in Table 2, with deductions made for trips made to and from the art studio at the site, which would cease with the construction of the project. The information used to estimate the attendance of the proposed project is indicated on an enclosure. As directed by Town staff, the trip generation estimate used for analysis purposes was based on the studio size rather than the number of classes, though this is expected to substantially overstate the project's actual trip generation, which is likely to be more consistent with the estimate developed based on the number of classes per day. As a result, changes to the number of classes can be accommodated without the trip count reaching the volumes estimates for purposes of preparing the traffic study. For comparative purposes, it should be noted that the highest number of attendees for a single date at the Corte Madera site thus far in 2013 was 130, and there are on average eight classes per day, or two more than are proposed for the project site. This would translate to about 276 trip ends per day. Based on the applied assumptions, the proposed project is expected to generate an average of 385 trips per day, which would translate to about 190 round-trips, or 60 more round trips than are experienced at the Corte Madera site with a maximum of eight classes per day. After trips associated with existing uses are deducted, the project would be expected to generate 339 new trips on a daily basis; these new trips represent the increase in traffic associated with the project compared to existing volumes.

**Table 2**  
**Trip Generation Summary**

Trip Type	Unit	Weekday Daily Average	
		Rate	Trips
<b>Existing</b>			
Artists	-12	3.00	-36
Visitors	-5	2.00	-10
<i>Total Existing Trips</i>			-46
<b>Derivation of Trip Generation for Yoga Studio</b>			
Classes per Day	6	23.77	143
Square Footage	3.6 ksf	97.47	351
<b>Trip Generation Estimate for Analysis</b>			
Yoga Studio Employees	6	2.00	12
Yoga Class Attendees	3.6 ksf	97.47	351
Remainder (General office)	2.0 ksf	11.03	22
<i>Total Proposed Trips</i>			385
<b>Total New Trips</b>			<b>339</b>

Notes: ksf = 1,000 square feet

Because the proposed project could generate more than 100 new trips on a daily basis under these applied rates, this full traffic study was prepared to meet the requirements of Section 17.056.070 of the Town's Municipal Code.

To determine the study area for the project, which must include any intersections or roadways for which the project is expected to increase the existing Annual Average Daily Traffic (AADT) of any approach or segment by one percent or 100 cars, whichever is less, consideration was given to the likely distribution of trips in order to determine if the project adds one percent to the volume, which would be the lower of the two criterion. Since only peak hour traffic counts were readily available, this data was used along with the assumption that 10 percent of daily traffic occurs during the p.m. peak hour. The volumes on each approach to eight intersections along Sir Francis Drake Boulevard and Broadway were tested to determine if the project traffic exceeds the one percent threshold. As can be seen in the enclosed table, the intersections along Sir Francis Drake Boulevard at Kent-Suffield Avenues, Pastori-Willow Avenues and Pacheco Avenue were identified as potentially experiencing at least a one percent increase in daily volumes, so these locations were chosen for further evaluation. These locations are shown in the enclosed figure.

### Intersection Levels of Service

#### Existing Conditions

The Existing Conditions scenario provides an evaluation of current operation based on existing traffic volumes during the a.m. and p.m. peak periods. This condition does not include project-generated traffic volumes. Volume data collected by Crane Transportation for the General Plan Update was used together with new counts at Sir Francis Drake Boulevard/Claus Drive that were obtained on January 17, 2013, while local schools were in session.

Under existing conditions, all three of the study intersections are operating acceptably overall. Though the northbound Pacheco Avenue approach to Sir Francis Drake Boulevard is operating at LOS E during the p.m. peak hour, this was considered acceptable as this condition exists at numerous intersections along Sir Francis Drake Boulevard. The intersection level of service calculations are summarized in Table 3 and copies are enclosed.

**Table 3**  
**Existing Peak Hour Intersection Levels of Service**

Study Intersection Approach	Existing Conditions			
	AM Peak		PM Peak	
	Delay	LOS	Delay	LOS
1. Sir Francis Drake Blvd/Pacheco Ave <i>Northbound (Pacheco Ave) Approach</i>	2.8	A	4.9	A
	<i>19.0</i>	<i>C</i>	<i>39.8</i>	<i>E</i>
2. Sir Francis Drake Blvd/Pastori-Willow Avenues	15.5	B	19.2	B
3. Sir Francis Drake Blvd/Kent-Suffield Avenues	5.3	A	5.0	A

Notes: Delay is measured in average seconds per vehicle; LOS = Level of Service; Results for minor approaches to two-way stop-controlled intersections are indicated in *italics*

#### Existing plus Approved Projects Conditions

Consideration was given to operating conditions that might be expected upon occupation of other projects that have already been approved by the Town; however, according to Town staff, there are no projects to be evaluated for this scenario.

Existing plus Project Conditions

Although it is anticipated that most, if not all, classes will be scheduled to occur outside peak periods for areawide traffic, for analysis purposes it was assumed that one class would end during the a.m. peak hour and one would begin during the p.m. peak hour. Based on the estimated 24 trip ends per class, as indicated on the enclosed trip generation derivation, it was assumed that 12 trip ends would be added to the roadway network during each of the two peak hours.

Under these conditions all three of the study intersections are expected to continue operating at the same levels of service, with changes in average delay of 0.0 to 0.3 seconds, changes that will be imperceptible to motorists. The intersection level of service calculations are summarized in Table 4 and copies are enclosed.

**Table 4**  
**Existing and Existing plus Project Peak Hour Intersection Levels of Service**

Study Intersection Approach	Existing Conditions				Existing plus Project			
	AM Peak		PM Peak		AM Peak		PM Peak	
	Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS
1. SFBD/Pacheco Ave <i>NB (Pacheco Ave) Approach</i>	2.8	A	4.9	A	2.8	A	4.9	A
	<i>19.0</i>	<i>C</i>	<i>39.8</i>	<i>E</i>	<i>19.0</i>	<i>C</i>	<i>40.1</i>	<i>E</i>
2. SFDB/Pastori-Willow Avenues	15.5	B	19.2	B	15.4	B	19.2	B
3. SFDB/Kent-Suffield Avenues	5.3	A	5.0	A	5.3	A	5.0	A

Notes: Delay is measured in average seconds per vehicle; LOS = Level of Service; Results for minor approaches to two-way stop-controlled intersections are indicated in *italics*

Based on the analysis performed, it is anticipated that the change in land use will result in negligible changes to operating conditions.

**Site Access and Circulation**

Access to the parking area on-site is via a single driveway on Sir Francis Drake Boulevard at the easterly side of the property. Turns into the driveway will need to be made from the through travel lanes, such as is experienced throughout this stretch of Sir Francis Drake Boulevard. The nearby traffic signal at Kent-Suffield Avenues creates gaps in traffic that would allow drivers to turn left into the driveway, though there could be some delay to through traffic if the driver arrives during certain portions of the signal cycle. However, since left turns to driveways are made from the through lane along this entire corridor, this experience would be consistent with driver expectation.

The existing parking lot has an "L" shape that wraps around behind the adjacent build to the east. Drivers entering the parking lot would park adjacent to the building in a southward facing direction, and would need to execute a three-point turn at the southerly end of the parking area in order to turn around and exit the lot facing towards Sir Francis Drake Boulevard. An AutoTURN exhibit showing the wheel tracks for a vehicle and indicating how this turn could be made is enclosed. These movements are not unusual for a constrained site, and reflect operation as it currently exists. Given that the parking area and driveway appear to be functioning acceptably with the existing uses, it is anticipated that they will continue to do so with the proposed change in use.

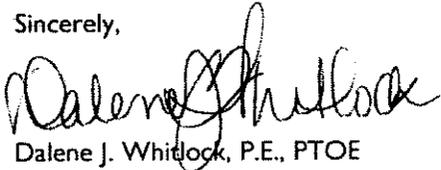
**Sight Distance**

Consideration was given to adequacy of sight lines along Sir Francis Drake Boulevard from the driveway. The roadway has a straight, flat alignment, providing good sight lines in both directions. Between the 8-foot sidewalk and 8-foot parking lane, drivers can stop well outside the travel way and still see past the buildings located at the back of the sidewalk on both sides of the driveway as well as beyond the bus shelter located on the west side of the driveway. Sight distance is therefore adequate to meet minimum criteria based on a 30-mph assumed approach speed.

Because the buildings are located so close to the sidewalk, drivers approaching from the parking area will have limited visibility of pedestrians until they are close to the sidewalk. The existing transit shelter further reduces visibility of pedestrians, though it has clear panels so drivers can see through the shelter to pedestrians moving toward them from the west. The limited visibility due to buildings being at the back of the sidewalk is not unusual, and is consistent with what drivers experience whenever exiting a parking garage in most cities. To remind drivers of the potential presence of pedestrians, warning signs or mirrors could be installed on the sides of both buildings.

We hope the above information adequately addresses the traffic issues relative to the proposed project. Please feel free to contact me if you have any questions.

Sincerely,

  
Dalene J. Whitlock, P.E., PTOE  
Principal



DJW/djw/FAI015.L2

- Enclosures:
- Estimate of Weekday Average Visitors
  - Study Area Determination
  - Site Location Map
  - Level of Service Calculations
  - Parking AutoTURN Analysis

### Estimate of Weekday Average Visitors

#### Focused Traffic Analysis for Conversion of Artist Studios to a Yoga Studio

Weekday Attendance at existing Corte Madera location (over 12 months):	25,412 weekday visitors per year
Weeks Per Year:	52 weeks
Visitors per Week:	487
Number of Classes at existing Corte Madera location:	41 weekday classes per week
Average Number of Visitors Per Class at existing Corte Madera Location:	11,887 visitors per weekday class
Assume 2 trip ends per visitor	23.77 trip ends per class
Average Trip ends per DAY	195 trip ends per day
Number of Classes Scheduled at Proposed Fairfax Location:	29 classes per week
Maximum Number of Classes Scheduled per Weekday at Proposed Fairfax Location:	5.8 classes per weekday
Estimated project trips	138 trip ends per day
To get under 100 trips per day, need to have 134 trip ends per day	
Number of Classes Scheduled at Proposed Fairfax Location:	27 classes per week
Maximum Number of Classes Scheduled per Weekday at Proposed Fairfax Location:	5.4 classes per weekday
Estimated project trips	128 trip ends per day
Size of Corte Madera location	2,000 square feet
Daily trips per 1,000 square feet	97.47 trips/ksf
Size of Fairfax location	3,600 square feet
Daily trips based on square footage	351 trip ends per day

**Fairfax Yoga Studio Conversion  
One Percent Review and Study Area Determination**

Intersection	PM Peak Hour Approach Volume				1 Percent Threshold Volume (10 percent of PM)				Project Generated Trips (351 ADT)			
	NB	SB	EB	WB	NB	SB	EB	WB	NB	SB	EB	WB
Sir Francis Drake Blvd/Claus Dr	234	48	635	653	23	5	64	65	9	5	42	56
Broadway/Bank	100	0	165	172	10	0	17	17			9	9
Broadway/Claus Dr	0	180	180	385	0	18	18	39		9	9	
Broadway/Bolinas Rd	415	0	305	585	42	0	31	59	18			18
Sir Francis Drake Blvd/Pacheco Ave	170	0	475	915	17	0	48	92	23		56	79
Broadway-Center Blvd/Pacheco Ave	45	225	455	575	5	23	46	58	5	23	18	
Sir Francis Drake Blvd/Pastori	140	39	641	935	14	4	64	94	4	4	79	86
Sir Francis Drake Blvd/Suffield-Kent	36	54	695	936	4	5	70	94	5	5	86	96

**Project Added Daily Trips**

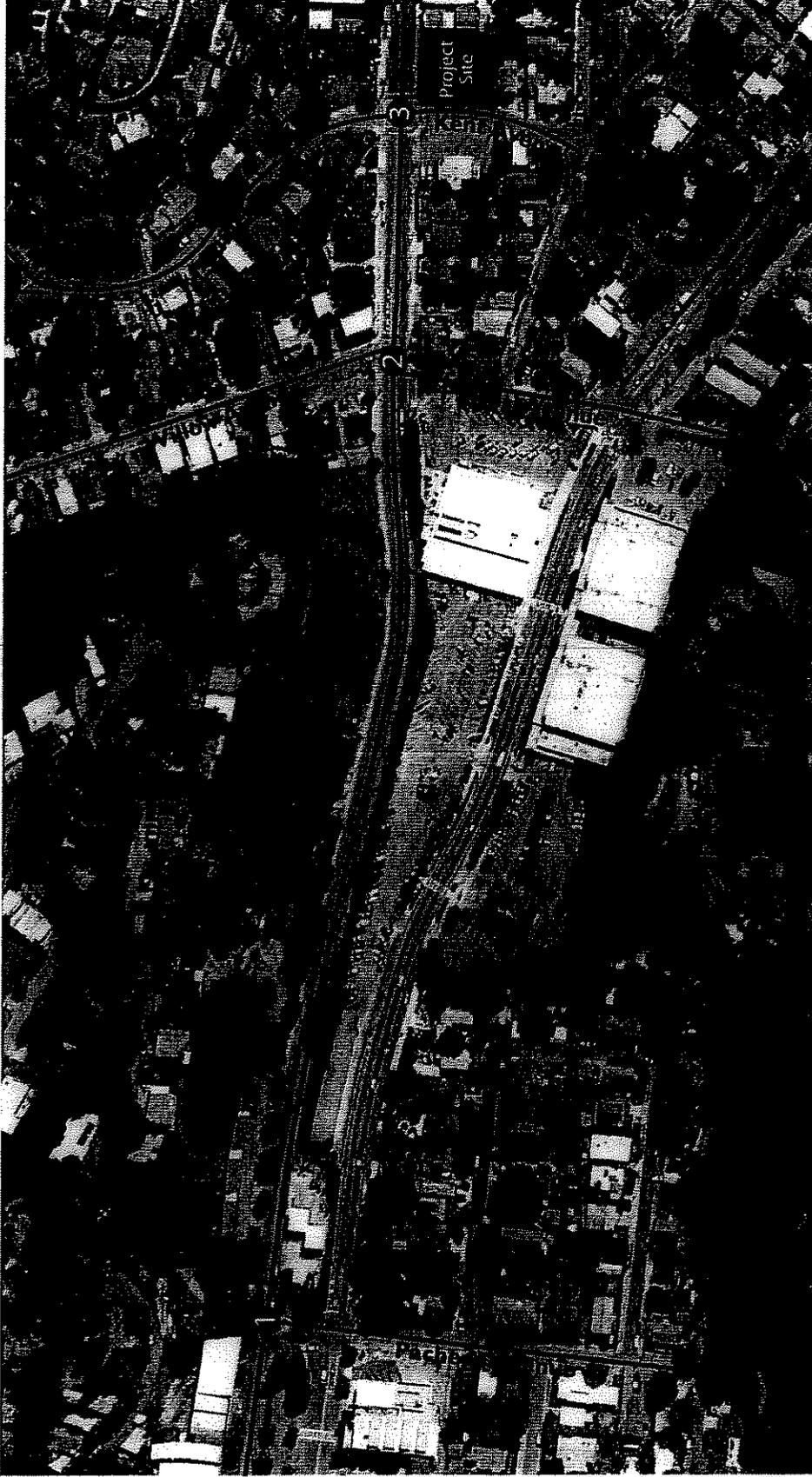
Inbound 176  
Outbound 175

**Distribution Assumptions:**

45% to/from the east on SFDB  
24% to/from the west on SFDB  
10% to from Bolinas via Pacheco  
5% to/from Broadway west of Claus  
3% to from Claus Drive north of SFDB  
3% to/from Pacheco  
2% to/from Willow  
2% to/from Pastori  
3% to/from Suffield  
3% to/from Kent  
100%

PM Peak Hour Volumes from Figure 1-3.3, Existing Town Center PM Peak Hour Volumes from the Fairfax General Plan Circulation Element, Crane Transportation Group except SFDB/Claus, where 2012 counts are used.

Note: Results indicated for "Project Generated Trips" represent daily volumes that the project is expected to add to individual approaches to each of eight intersections. Numbers indicated in bold text exceed either the Town's threshold of either 100 trips or 1 percent, so these locations are to be evaluated in the traffic study. Because data is not available for the last two intersections shown, they are assumed to exceed thresholds so are included in the study area.



LEGEND  
● Study Intersection

North  
▲  
▲  
Not to Scale  
015(fal) 3/13

Traffic Analysis for a Yoga Studio at 1599 Sir Francis Drake Boulevard  
City of Fairfax

Figure 1  
Site Location Map

AM Peak Hour - Existing Conditions  
Traffic Analysis for Conversion of Artist Studios to a Yoga Studio  
Town of Fairfax

Level of Service Computation Report  
2000 HCM Unsignalized Method (Base Volume Alternative)  
Intersection #1 Sir Francis Drake Blvd/Pacheco Ave

Average Delay (sec/veh): 2.8 Worst Case Level of Service: C (19.0)  
Street Name: Pacheco Ave Sir Francis Drake Blvd  
Approach: North Bound South Bound East Bound West Bound  
Movement: L - T - R L - T - R L - T - R L - T - R

Control: Stop Sign Stop Sign Uncontrolled Uncontrolled  
Rights: Include Include Include Include  
Lanes: 1 0 0 0 1 0 0 0 0 0 0 0 1 0 1 0 0 0

Volume Module: 7:45 - 8:45 am  
Base Vol: 25 0 140 0 0 0 690 75 100 445 0  
Growth Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00

Initial Bse: 25 0 140 0 0 0 690 75 100 445 0  
User Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
PHF Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00

PHF Volume: 25 0 140 0 0 0 690 75 100 445 0  
Reduct Vol: 0 0 0 0 0 0 0 0 0 0 0  
Final Volume: 25 0 140 0 0 0 690 75 100 445 0

Critical Gap Module:  
Critical Gap: 6.4 xxxxx 6.2 xxxxx xxxxx xxxxx xxxxx 4.1 xxxxx xxxxx  
FollowUpTim: 3.5 xxxxx 3.3 xxxxx xxxxx xxxxx xxxxx 2.2 xxxxx xxxxx

Capacity Module:  
Conflict Vol: 1335 xxxxx 690 xxxxx xxxxx xxxxx xxxxx 765 xxxxx xxxxx  
Potent Cap: 171 xxxxx 449 xxxxx xxxxx xxxxx xxxxx 857 xxxxx xxxxx

Move Cap: 156 xxxxx 449 xxxxx xxxxx xxxxx xxxxx 857 xxxxx xxxxx  
Volume/Cap: 0.16 xxxxx 0.31 xxxxx xxxxx xxxxx xxxxx 0.12 xxxxx xxxxx

Level of Service Module:  
2Way95thQ: 0.6 xxxxx 1.3 xxxxx xxxxx xxxxx xxxxx 0.4 xxxxx xxxxx  
Control Del: 32.5 xxxxx 16.6 xxxxx xxxxx xxxxx xxxxx 9.8 xxxxx xxxxx

LOS by Move: L - LTR - RT  
Movement: L - LTR - RT  
Shared Cap: xxxxx xxxxx

PM Peak Hour - Existing Conditions  
Traffic Analysis for Conversion of Artist Studios to a Yoga Studio  
Town of Fairfax

Level of Service Computation Report  
2000 HCM Unsignalized Method (Base Volume Alternative)  
Intersection #1 Sir Francis Drake Blvd/Pacheco Ave

Average Delay (sec/veh): 4.9 Worst Case Level of Service: E (39.8)  
Street Name: Pacheco Ave Sir Francis Drake Blvd  
Approach: North Bound South Bound East Bound West Bound  
Movement: L - T - R L - T - R L - T - R L - T - R

Control: Stop Sign Stop Sign Uncontrolled Uncontrolled  
Rights: Include Include Include Include  
Lanes: 1 0 0 0 1 0 0 0 0 0 0 0 1 0 1 0 0 0

Volume Module: 4:15 - 5:15 pm  
Base Vol: 60 0 110 0 0 0 555 58 165 750 0  
Growth Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00

Initial Bse: 60 0 110 0 0 0 555 58 165 750 0  
User Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
PHF Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00

PHF Volume: 60 0 110 0 0 0 555 58 165 750 0  
Reduct Vol: 0 0 0 0 0 0 0 0 0 0 0  
Final Volume: 60 0 110 0 0 0 555 58 165 750 0

Critical Gap Module:  
Critical Gap: 6.4 xxxxx 6.2 xxxxx xxxxx xxxxx xxxxx 4.1 xxxxx xxxxx  
FollowUpTim: 3.5 xxxxx 3.3 xxxxx xxxxx xxxxx xxxxx 2.2 xxxxx xxxxx

Capacity Module:  
Conflict Vol: 1635 xxxxx 555 xxxxx xxxxx xxxxx xxxxx 613 xxxxx xxxxx  
Potent Cap: 112 xxxxx 535 xxxxx xxxxx xxxxx xxxxx 976 xxxxx xxxxx

Move Cap: 98 xxxxx 535 xxxxx xxxxx xxxxx xxxxx 976 xxxxx xxxxx  
Volume/Cap: 0.61 xxxxx 0.21 xxxxx xxxxx xxxxx xxxxx 0.17 xxxxx xxxxx

Level of Service Module:  
2Way95thQ: 2.9 xxxxx 0.8 xxxxx xxxxx xxxxx xxxxx 0.6 xxxxx xxxxx  
Control Del: 88.2 xxxxx 13.5 xxxxx xxxxx xxxxx xxxxx 9.4 xxxxx xxxxx

LOS by Move: L - LTR - RT  
Movement: L - LTR - RT  
Shared Cap: xxxxx xxxxx





AM Peak Hour - Existing plus Project Conditions  
 Traffic Analysis for Conversion of Artist Studios to a Yoga Studio  
 Town of Fairfax

Trip Generation Report

Forecast for am

Zone #	Subzone	Amount	Units	Rate In	Rate Out	Trips In	Trips Out	Total % Of Trips Total
2	Zone 2	1.00	Yoga Studio	0.00	12.00	0	12	12 100.0
	Subtotal					0	12	12 100.0
TOTAL								

PM Peak Hour - Existing plus Project Conditions  
 Traffic Analysis for Conversion of Artist Studios to a Yoga Studio  
 Town of Fairfax

Trip Generation Report

Forecast for pm

Zone #	Subzone	Amount	Units	Rate In	Rate Out	Trips In	Trips Out	Total % Of Trips Total
2	Zone 2	1.00	Yoga Studio	12.00	0.00	12	0	12 100.0
	Subtotal					12	0	12 100.0
TOTAL								



AM Peak Hour - Existing plus Project Conditions  
Traffic Analysis for Conversion of Artist Studios to a Yoga Studio  
Town of Fairfax

Level of Service Computation Report  
2000 HCM Operations Method (Future Volume Alternative)  
Intersection #2 Sir Francis Drake Blvd/Willow Ave-Pastori Ave  
Cycle (sec): 100 Critical Vol./Cap.(X): 0.663  
Loss Time (sec): 12 Average Delay (sec/veh): 15.4  
Optimal Cycle: 55 Level of Service: B

Street Name: Willow Ave-Pastori Ave Sir Francis Drake Blvd  
Approach: North Bound South Bound East Bound West Bound  
Movement: L - T - R L - T - R L - T - R L - T - R  
Control: Split Phase Split Phase Protected Protected  
Rights: Include Include Include Include  
Min. Green: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0  
Y+R: 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0  
Lanes: 0 0 1 0 0 0 0 1 0 0 1 0 0 1 0 0 1 0

Volume Module: >> Count Date: 16 Apr 2013 << 9:00 - 9:00 am  
Base Vol: 22 8 59 43 19 14 10 793 41 44 521 9  
Growth Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
Initial Base: 22 8 59 43 19 14 10 793 41 44 521 9  
Added Vol: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0  
PasserByVol: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0  
Initial Fut: 22 8 59 43 19 14 10 793 41 44 524 9  
User Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
PHF Adj: 0.96 0.96 0.96 0.96 0.96 0.96 0.96 0.96 0.96 0.96 0.96 0.96  
PHF Volume: 23 8 61 45 20 15 10 825 43 46 545 9  
Reduced Vol: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0  
Reduced Vol: 23 8 61 45 20 15 10 825 43 46 545 9  
PCE Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
MLF Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
FinalVolume: 23 8 61 45 20 15 10 825 43 46 545 9

Saturation Flow Module:  
Sat/Lane: 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900  
Adjustment: 0.90 0.90 0.95 0.95 0.95 0.99 0.99 0.95 1.00 1.00  
Lanes: 0.25 0.09 0.66 0.57 0.25 0.18 1.00 0.95 0.05 1.00 0.98 0.02  
Final Sat.: 422 154 1132 1019 450 332 1805 1794 93 1805 1862 32  
Capacity Analysis Module:  
Vol/Sat: 0.05 0.05 0.05 0.04 0.04 0.04 0.01 0.46 0.46 0.03 0.29 0.29  
Crit Moves: \*\*\*\*  
Green/Cycle: 0.08 0.08 0.08 0.07 0.07 0.07 0.01 0.69 0.69 0.04 0.72 0.72  
Volume/Cap: 0.66 0.66 0.66 0.66 0.66 0.66 0.41 0.66 0.66 0.66 0.41 0.41  
Delay/Veh: 55.9 55.9 58.7 58.7 58.7 58.7 59.2 10.0 10.0 69.0 5.8 5.8  
User DelAdj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
AdjDel/Veh: 55.9 55.9 58.7 58.7 58.7 58.7 59.2 10.0 10.0 69.0 5.8 5.8  
LOS by Move: E E E E E E E A A A A A A A  
HCM2k5tRQ: 8 8 8 7 7 7 1 26 26 3 13 13

PM Peak Hour - Existing plus Project Conditions  
Traffic Analysis for Conversion of Artist Studios to a Yoga Studio  
Town of Fairfax

Level of Service Computation Report  
2000 HCM Operations Method (Future Volume Alternative)  
Intersection #2 Sir Francis Drake Blvd/Willow Ave-Pastori Ave  
Cycle (sec): 100 Critical Vol./Cap.(X): 0.665  
Loss Time (sec): 12 Average Delay (sec/veh): 19.2  
Optimal Cycle: 55 Level of Service: B

Street Name: Willow Ave-Pastori Ave Sir Francis Drake Blvd  
Approach: North Bound South Bound East Bound West Bound  
Movement: L - T - R L - T - R L - T - R L - T - R  
Control: Split Phase Split Phase Protected Protected  
Rights: Include Include Include Include  
Min. Green: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0  
Y+R: 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0 4.0  
Lanes: 0 0 1 0 0 0 0 1 0 0 1 0 0 1 0 0 1 0

Volume Module: >> Count Date: 16 Apr 2013 << 4:45 - 5:45 pm  
Base Vol: 66 23 84 18 5 16 11 587 43 102 791 42  
Growth Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
Initial Base: 66 23 84 18 5 16 11 587 43 102 791 42  
Added Vol: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0  
PasserByVol: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0  
Initial Fut: 66 23 84 18 5 16 11 590 43 102 791 42  
User Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
PHF Adj: 0.97 0.97 0.97 0.97 0.97 0.97 0.97 0.97 0.97 0.97 0.97 0.97  
PHF Volume: 68 24 86 19 5 16 11 607 44 105 814 43  
Reduced Vol: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0  
Reduced Vol: 68 24 86 19 5 16 11 607 44 105 814 43  
PCE Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
MLF Adj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
FinalVolume: 68 24 86 19 5 16 11 607 44 105 814 43

Saturation Flow Module:  
Sat/Lane: 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900 1900  
Adjustment: 0.92 0.92 0.92 0.92 0.92 0.92 0.92 0.95 0.99 0.99 0.95 0.95  
Lanes: 0.38 0.13 0.49 0.46 0.13 0.41 1.00 0.93 0.07 1.00 0.95 0.05  
Final Sat.: 664 231 845 810 225 720 1805 1753 128 1805 1792 95  
Capacity Analysis Module:  
Vol/Sat: 0.10 0.10 0.10 0.02 0.02 0.02 0.01 0.35 0.35 0.06 0.45 0.45  
Crit Moves: \*\*\*\*  
Green/Cycle: 0.15 0.15 0.15 0.03 0.03 0.03 0.01 0.59 0.59 0.10 0.68 0.68  
Volume/Cap: 0.67 0.67 0.67 0.67 0.67 0.67 0.67 0.67 0.67 0.67 0.67 0.67  
Delay/Veh: 46.1 46.1 46.1 72.4 72.4 72.4 119.1 13.5 13.5 47.9 10.6 10.6  
User DelAdj: 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00  
AdjDel/Veh: 46.1 46.1 46.1 72.4 72.4 72.4 119.1 13.5 13.5 47.9 10.6 10.6  
LOS by Move: D D D E E E E F B B D B B  
HCM2k5tRQ: 12 12 12 5 5 5 1 22 22 6 27 27





DRAWN:	STL	SCALE:	1" = 40'
DESIGN:		DATE:	5/28/13
SHEET	1 of 1	JOB NO.	FAI015
		SHEETS	

# Parking AutoTURN Analysis

Fairfax Yoga Studio TIS

**Whitlock & Weinberger  
Transportation, Inc**  
 490 Mendocino Ave. Suite 201  
 Santa Rosa, CA  
 (707)542-9500 Fax (707)542-9590



**Parisi ASSOCIATES**  
transportation consulting

3500 Alameda, Suite 200  
Mountain View, CA 94039  
phone: 650.961.1112  
fax: 650.961.1113

June 14, 2013

Linda Neal, Senior Planning  
Town of Fairfax  
142 Bolinas Road  
Fairfax, CA 94930

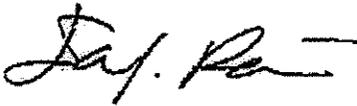
**Subject: Traffic Analysis for 1599 Sir Francis Drake Boulevard**

Dear Ms. Neal:

Parisi Associates has reviewed the letter report titled "Traffic Analysis of Artist Studios to a Yoga Studio" dated June 11, 2013, for the proposed project at 1599 Sir Francis Drake Boulevard.

We find that the study adheres to the Town's requirements and its vehicle trip generation, intersection service levels, site access and circulation, and site distance conclusions are satisfactory.

Sincerely,  
PARISI ASSOCIATES



David Parisi, PE, TE  
Principal

**EXHIBIT #**     D

# memorandum



Date: March 19, 2013

To: **Ms. Linda Neal**  
Town of Fairfax

From: Dalene J. Whitlock

Project: FA1015

Whitlock & Weinberger  
Transportation, Inc.

490 Mendocino Avenue  
Suite 201  
Santa Rosa, CA 95401

voice (707) 542-9500  
fax (707) 542-9590

website [www.w-trans.com](http://www.w-trans.com)  
email [dwhitlock@w-trans.com](mailto:dwhitlock@w-trans.com)

Subject: Memorandum of Assumptions for the Traffic Analysis for a Yoga Studio at 1599 Sir Francis Drake Boulevard

W-Trans has prepared a scope of services for a full traffic impact study for the subject project. In keeping with the Town's policy, the following assumptions that we anticipate applying for our analysis along with our proposed scope of services, which combined represent our proposed methodology, are provided for approval.

## Project Description

The proposed project would allow for the conversion of existing space used for studios for twelve artists to a yoga studio. The site location is indicated on the attached map. Since the space to be converted is about 3,600 square feet in size, which is below the threshold of 5,000 square feet or more, the need for a Traffic Impact Permit was considered based on the project's potential trip generation.

Based on past communication, we have determined the trip generation using a minimum of 6 classes per day. Further, we have been asked to develop a trip generation using the size of the space. As shown in the following table, the rate associated with the size of the studio results in a much higher trip generation, so to be conservative trips arising from application of this variable will be used for the analysis.

EXHIBIT #

**E**

**Scope of Services**

The following scope of services is suggested to provide the information that Town staff will need to process the environmental certification for the project and issue a Traffic Impact Permit.

1. Traffic counts for the intersections of Sir Francis Drake Boulevard/Pastori-Willow Avenues and Sir Francis Drake Boulevard/Kent-Suffield Avenues do not appear to be available from the Town, so new counts will be obtained for both the weekday a.m. and p.m. peak periods. Copies of the counts will be provided with the report.
2. The existing traffic conditions for the study intersections will be described based on the site evaluation of physical conditions and a review of the existing traffic volumes. Presentation of these conditions will consist of an intersection Level of Service summary table, text describing these conditions, any other operational/safety issues; detailed calculations will be enclosed.
3. Trips associated with other approved projects will be developed based on information provided by Town staff, and Existing plus Approved Projects conditions evaluated and presented in the same format as indicated for Existing Conditions.
4. Existing plus Approved Projects plus Project traffic conditions will be determined for the study intersections. Presentation of these conditions would be similar to that for Existing Conditions.
5. A draft letter report describing the assumptions, analysis, findings and recommendations will be produced. Appropriate tables will be included, and counts and calculations provided.
6. Based on one round of comments on the draft report, a final report will be prepared. Comments that require additional analysis which was not included in the original scope of work will be considered beyond the scope of our contract.

DJW/FA1015.M1.doc

Attachments: Site Location Map, One Percent Threshold Review



LEGEND  
● Study Intersection

North  
Scale: 1:5000

Traffic Analysis for a Yoga Studio at 1599 Sir Francis Drake Boulevard  
City of Fairfax

Figure 1  
Site Location Map

**Parisi ASSOCIATES**  
transportation consulting

10000  
10000  
10000  
10000  
10000

March 25, 2013

Linda Neal, Senior Planning  
Town of Fairfax  
142 Bolinas Road  
Fairfax, CA 94930

**Subject: Traffic Analysis for 1599 Sir Francis Drake Boulevard**

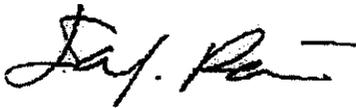
Dear Ms. Neal:

Parisi Associates has reviewed the memorandum titled "Memorandum of Assumptions for the Traffic Analysis for a Yoga Studio at 1599 Sir Francis Drake Boulevard", dated March 19, 2013, for the proposed project at 1599 Sir Francis Drake Boulevard.

We concur with the proposed traffic generation and intersection analysis approach.

It is recommended that in addition to traffic generation and intersection analysis, the study also review vehicle access and egress to and from the site's parking lot. It is suggested that the study evaluate vehicle circulation to and from parking spaces within the lot, sightlines, parking stall and aisle dimensions, and interaction with sidewalk users.

Sincerely,  
PARISI ASSOCIATES



David Parisi, PE, TE  
Principal

EXHIBIT # **C**

**RESOLUTION NO. 13-5**

**A Resolution of the Fairfax Planning Commission Approving the Traffic Impact Permit, Parking Variance, the Use Permit for a Formula Business, Use Permit for the Daily Method and Retail Space, and Design Review to Allow the Operation of a Daily Method Exercise Facility to Operate at 1599 Sir Francis Drake Boulevard**

**WHEREAS**, the Town of Fairfax has received an application to relocate operate a Dailey Method exercise facility at 1599 Sir Francis Drake Boulevard; and

**WHEREAS**, the Planning Commission held a duly noticed Public Hearing on June 20, 1013 at which time all interested parties were given a full opportunity to be heard and to present evidence, and at which time the Planning Commission approved the Traffic Impact Permit, Use Permit and Parking Variance; and

**WHEREAS**, based on the traffic study and other documentary evidence in the record, as well as testimony at the public hearing, the Planning Commission has determined that the applicant has met the burden of proof required to support the findings necessary for the Project's requested discretionary permits.

**WHEREAS**, the Commission has made the following findings:

1. The proposed Dailey Method business providing a 1 hour long workout method will fit in and not conflict with any of the other businesses or residential uses in the immediate neighborhood. Therefore, the approval of the use permit shall not constitute a grant of special privilege and shall not contravene the doctrines of equity and equal treatment.
2. The business hours of operation are from 6:30 am to 7:30 pm Monday through Thursday and from 8:00 am to 5:00 pm on Fridays, Saturdays and Sundays. The business is operated entirely within a building and is not expected to create any excessive noise. Therefore, the approval of the Use Permit and use of property as approved under the use permit shall not cause excessive or unreasonable detriment to adjoining properties or premises, or cause adverse physical or economic effects thereto, or create undue or excessive burdens in the use and enjoyment thereof, or any or all of which effects are substantially beyond that which might occur without approval or issuance of the use permit.
3. Approval of the use permit is is consistent with those objectives, goals or standards pertinent to the particular case and contained or set forth in any Master Plan, or other plan or policy, officially adopted by the City.
4. Approval of the use permit will result in equal or better development of the premises than would otherwise be the case, and said approval is in the public interest and for the protection or enhancement of the general health, safety or welfare of the community.

5. The proposed exterior changes comply with the Design Review Criteria set forth in Town Code § 17.020.040.
6. Neither present nor anticipated future traffic volumes generated by the use of the site for the Dailey method program and an adjacent retail store or the uses of sites in the vicinity reasonably require strict or literal interpretation and enforcement of the specified regulation.
7. Granting of the variance will not result in the parking or loading of vehicles on Sir Francis Drake Boulevard in an unsafe manner or in such a manner as to interfere with the free flow of traffic.
8. The applicants have submitted a turning radius analysis demonstrating that vehicles can maneuver in the parking lot in such a manner as to avoid vehicles backing onto Sir Francis Drake Boulevard. Therefore, granting of the variance will not create a safety hazard or any other condition inconsistent with the objectives of the Fairfax Zoning Ordinance.
9. The small size and location of the business will cater to local residents many of whom will walk or ride their bike to exercise classes.
10. The only other Dailey Method is located in Corte Madera. Therefore, it is likely that most of the clients will be local and their membership dues will come from the Upper Ross Valley, San Geronimo Valley and Central West Marin Areas.
11. There are no other businesses offering 1 hour fitness programs in Town 1 hour programs are sought after. The opening of a business offering a 1 hour fitness program will not take business from the other fitness businesses in Town.
12. The proposal complies with the Design Review Criteria set forth in Town Code § 17.020.040 and the Sign Ordinance, Town Code § 17.064.050.

**WHEREAS**, the Commission has approved the project subject to the applicant's compliance with the following conditions:

1. The planters shall be planted with drought tolerant native plants and shall be maintained in an acceptable condition.
2. The trash can located on the eastern side of the bus stop shall be relocated if possible because it hinders visibility through the bus stop enclosure.
3. The abandoned public phone shall be removed from the site.
4. The applicants shall maintain the premises in a neat and attractive manner at all times. Such maintenance shall include, but not be limited to, exterior building materials, signage,

windows, the planters, the ground and the pavement surfaces.

5. The applicant shall comply with all applicable local, county, state and federal laws and regulations. Local ordinances which must be complied with include, but are not limited to: the Noise Ordinance, Chapter 8.20, Polystyrene Foam, Degradable and Recyclable Food Packaging, Chapter 8.16, Garbage and Rubbish Disposal, Chapter 8.08, Urban Runoff Pollution Prevention, Chapter 8.32 and the Americans with Disabilities Act.
6. Any changes made to the exterior of the building, including but not limited to new lighting, new signs, planters, etc, comply with the design review regulations of the Town Code, Chapter 17.020, and be approved by the Fairfax Design Review Board (when required).
7. The applicant or permit holder shall defend, indemnify, and hold harmless the Town of Fairfax or its agents, officers and employees from any claim, action, or proceeding against the Town of Fairfax or its agents, officers, or employees to attach, set aside, void, or annul an approval of the Town Council, Planning Commission, Planning Director, Design Review Board or any other department, committee, or agency of the Town concerning a development, variance permit or other land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permit holders duty to so defend, indemnify, and hold harmless shall be subject to the Town promptly notifying the applicant or permit holder.
8. The applicants shall obtain a tree removal permit from the Tree Committee prior to removing the trees on the western side of the building.
9. The Traffic Impact Permit, Use Permit and Parking Variance approvals shall allow the Dailey Method use of the property and the remaining 2,017 square feet of building to be used as retail space providing the retail use is consistent with the CC Zone District. Prior to occupancy of the retail space the user shall secure a Design Review approval if required for any exterior change and a Sign Permit.
10. The use of the site shall remain consistent with the Formula Business approval stipulations required for the site and contained in this resolution.

**NOW, THEREFORE BE IT RESOLVED**, the Planning Commission of the Town of Fairfax hereby finds and determines as follows:

1. The approval of the Use Permit and Parking Variance can occur without causing significant impacts on neighboring businesses or residences.
2. The Project's average daily traffic will not cause the performance of intersection or roadway linkages to fall below the acceptable level of service or otherwise further reduce the system performance if it is already below the acceptable level of service, nor will it cause a significant degradation in service levels for impacted intersections at their peak traffic periods.

3. The Traffic Impact Permit required by Chapter 17.56 of the Town Code is hereby granted and the Project is approved, subject to compliance with the conditions of approval listed above and all applicable Town Code requirements.

The foregoing resolution was adopted at a regular meeting of the Planning Commission held in said Town, on the 20<sup>th</sup> day of June 2013, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Shelley Hamilton

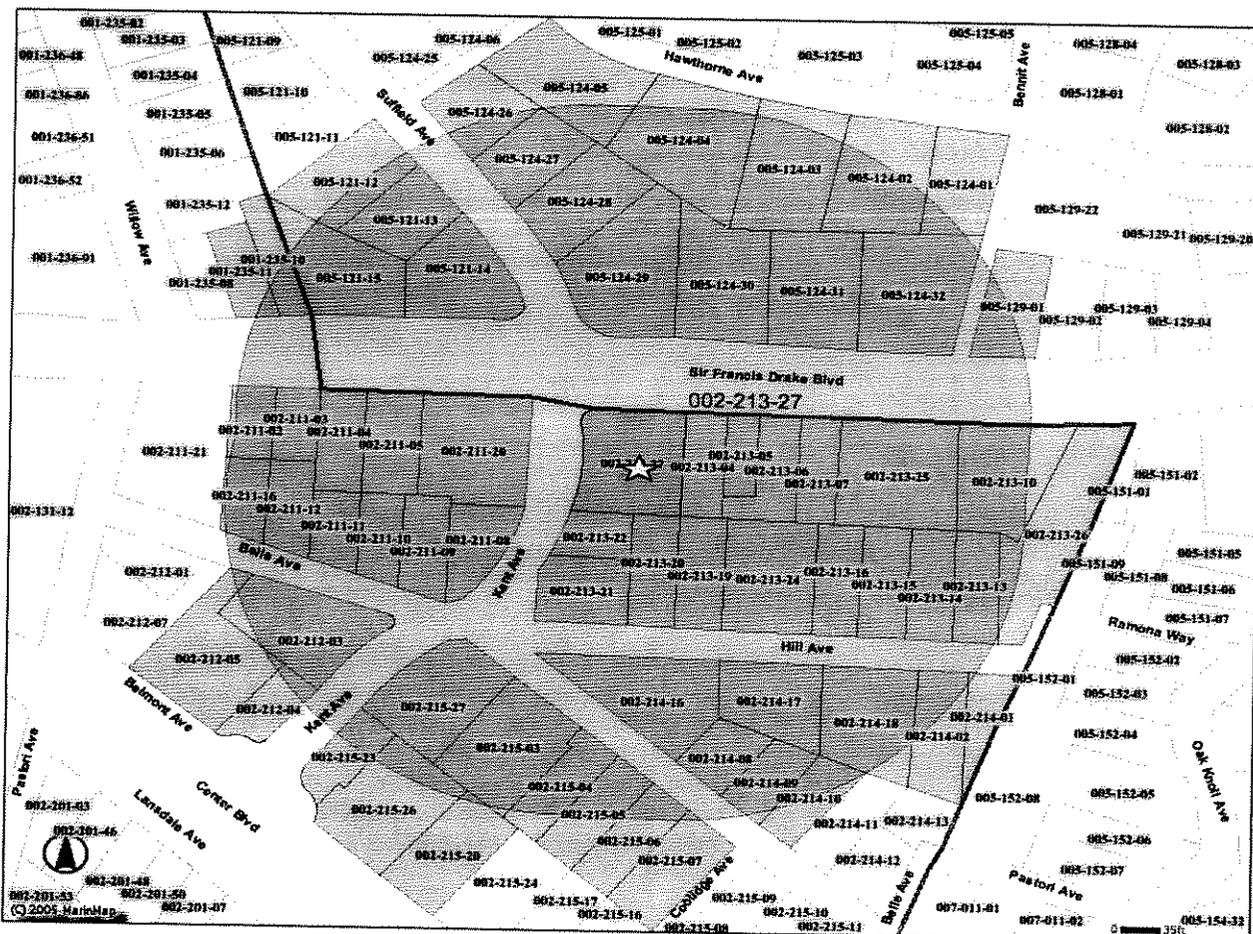
Attest:

\_\_\_\_\_  
Jim Moore, Director of Planning and Building Services

# TOWN OF FAIRFAX STAFF REPORT

## Department of Planning and Building Services

**TO:** Fairfax Planning Commission  
**DATE:** June 20, 2013  
**FROM:** Jim Moore, Director of Planning and Building Services  
 Linda Neal, Senior Planner  
**LOCATION:** 1599 Sir Francis Drake Blvd.; Assessor's Parcel No. 002-213-27  
**PROJECT:** Use of an existing commercial building for retail and a multi discipline exercise facility  
**ACTION:** Dailey Method and Formula Business Use Permits, Traffic Impact Permit, Design Review and Parking Variance; Application # 13-16  
**APPLICANT:** Doug and Jill McIntosh  
**OWNER:** Isetta Family Trust  
**CEQA STATUS:** Categorically exempt, 15301(a)



**1599 SIR FRANCIS DRAKE BOULEVARD**

## **BACKGROUND**

The 9,898 square foot site has a 1 % slope and is developed with a 5,617 square foot building that used to house a tack and feed store and a group of artists studios. Town records indicate that the building was constructed prior to the Town's incorporation in 1931.

The eastern 4,218 square feet of the site is a parking lot.

## **DISCUSSION**

The applicants are proposing to remodel and convert the building into 3,600 square feet of area for use by the Dailey Method while retaining the remaining 2017 square feet for retail use.

The Dailey Method is a one-hour fitness program that combines pilates, yoga, ballet and orthopedic exercises. It is a franchise business but it will be owned and operated by the applicants who are also the co-founders of the program and who live in neighboring San Anselmo.

Business hours will be from 6:30 am to 7:30 pm Monday through Thursday and from 8:00 am to 5:00 pm on Fridays, Saturdays and Sundays. Typically there are no clients will visit the site between 12:30 pm to 3:45 pm each day.

The parking lot will striped to provide 11 parking spaces, one of them will be accessible, and the travel aisle width will be 21 feet.

Minor exterior changes will be made to the building including, removal of two (2) doors, replacement of all the windows, a new gate at the rear of the structure, fresh exterior paint, a new sign and landscaping planters.

The proposal requires the approval of the following discretionary permits:

### **A Use Permit**

The property was rezoned Central Commercial CC Zone with the adoption of the 2010 to 2030 Fairfax General Plan in April of 2012. Physical fitness businesses are not included in the list of permitted uses in the CC Zone District. Town Code § 17.100.050(H) gives the Commission the authority to approve Use Permits to allow uses not listed to operate in the CC Zone.

The purpose of the Use Permit process is to allow the property integration into Fairfax of uses which may be suitable only in certain locations or only if designed in a particular way. In considering a Use Permit application, the Commission shall give due regards to the nature and condition of all adjacent uses and to the public health safety and welfare.

The proposed use is located on the corner of Sir Francis Drake Boulevard and Kent Boulevard with a residence to the south and a multi use property to the east developed with a retail commercial space at the front and residential units at the back.

The proposed 1 hour fitness use will not create the need for excessive amounts of parking, will not be noisy and will not significantly impact traffic in the area. Therefore, the proposed use will not conflict with the surrounding neighborhood uses.

In reviewing the proposed use permit the Commission must also take into consideration the formula business nature of the business.

Town Code § 17.100.160 defines a formula business as any business that is required by a corporate headquarters or franchise or other arrangement to maintain any of the following: standardized services, décor, uniforms, architecture, signs or other similar features.

The Dailey Method is a franchise with similar 1 hour fitness locations across the country. They also have standardized signs and services. The franchise proposed at 1599 Sir Francis Drake Boulevard will be locally owned and operated by Marin residents.

In order to operate a franchise business in the CC Zone the Commission must be able to answer the following questions affirmatively (*Staff's findings follow in bold, italicized font*):

1. Is this a pedestrian oriented business, consistent with the CC Zone?

***The small size and location of the business will cater to local residents many of whom will walk or ride their bike to exercise classes.***

2. Is it likely that significant revenues from this business will be derived from residents of the Upper Ross Valley, San Geronimo Valley and Central West Marin areas?

***Another Dailey Method is located in Corte Madera and it is doubtful that people located closer to the Corte Madera business will drive farther to attend the Fairfax Daily Method.***

***Therefore, it is likely that most of the clients will be local and their membership dues will come from the Upper Ross Valley, San Geronimo Valley and Central West Marin Areas.***

3. Is it likely the business will provide services and products which satisfy the day-to-day needs of residents of the Upper Ross Valley, San Geronimo Valley and Central West Marin areas?

***There are no other businesses offering 1 hour fitness programs in Town and with the busy schedules people keep these days, 1 hour programs are sought after.***

4. Is this a smaller scale business in terms of number of customers commensurate with the character of the CC Zone?

***The size of the building will dictate the number of clients that can attend any class and the building and proposed use will not generate visits to the area of numbers of persons out of character with the numbers visiting other similar sized establishments in the CC Zone.***

5. If the business consistent with the unique character of Fairfax?

***The business offers a unique fitness program that combines pilates, yoga, ballet and orthopedic exercises providing a workout that fits in with the unique character of Fairfax.***

6. Is it likely this business will provide services or products which complement existing businesses in the CC Zone?

***Persons often run errands on their way to and from working out and will result in visits to nearby drycleaners, grocery stores, restaurants, etc. complementing and resulting in increased business for other existing businesses in the CC Zone District.***

7. Is there a need for this type of business in Town, given the existence or the number of same or similar businesses in Fairfax?

***There is a need for a business providing a 1 hour workout/fitness program. There is no other business providing such a program in Town.***

8. Is the proposed location of this business appropriate, given the type of use and the proximity of the same or similar businesses?

***See # 7 above.***

If it likely this business will not cause one or more existing businesses in Town to fail?

***There other fitness businesses in Town provide gym type services with aerobic classes, free weights, power lifting, stationary bicycles, etc. It is not likely that the proposed use will cause these other fitness businesses to fail because it provides such a different path to fitness.***

Will this business keep residents from having to drive out of Town for day-to-day needs?

***Yes.***

### **Traffic Impact Permit**

Town Code § 127.056.050 required a Traffic Impact Permit for any reuse of an existing structure where the new use will generate 100 average daily trips or more beyond that generated by the prior use. The project was determined to have the potential to generate 100 average daily trips more than the previous tack and feed/artist studio use so the project requires the approval of a Traffic Permit.

The applicants traffic engineer submitted the attached traffic study dated June 11, 2013 by W-

Trans which indicated that although the use will generate 339 total new trips per day this amount of increased traffic will not result in any significant impacts on the major intersections identified for study by the Town Council when they adopted the methodology for the traffic study on April 3, 2013 (Exhibit D – traffic study methodology). In fact the increased traffic will only result in delays of 0.0 to 0.3 seconds resulting in changes that will be imperceptible to motorists at the Sir Francis Drake Boulevard/Kent Avenue, Sir Francis Drake Boulevard/Pastori Avenue and Sir Francis Drake Bouelvard/Pacheco intersections (note that traffic counts were taken earlier this year when school was in session).

David Parisi, the Town Traffic Engineer, has reviewed the study and indicated that it meets the requirements of the Traffic Impact Ordinance and the Town's vehicle trip generation, intersection service levels and that site access, circulation and site distance conclusions are appropriate (Exhibit D – letter from Parisi Associates dated 6/14/13).

Therefore, the findings required in Town Code 17.056.110, to approve the traffic impact permit can be made as follows:

- The project's average daily traffic, when added to the existing daily traffic, plus projected traffic, will not cause the performance of intersection of roadway linkages to fall below the acceptable level of service.

The applicants have provided a turning radius analysis demonstrating how vehicles can exit the site driving forward onto Sir Francis Drake Boulevard which is how vehicles exist the site now. They do need to back onto the adjacent property which vehicles using the site have been doing for many years.

### **Parking Variance**

Town Code § 17.100.110(B)(2)(a) requires that uses in the CC Zone have one (1) parking space for each 200 square feet of gross floor area. In order to comply with the parking regulations this 5,617 square foot building would require twenty-eight (28) parking spaces.

Only one class will be held at a time in the larger unit of the building with the number of persons attending each class not exceeding 13 and a maximum of three staff members will be on site at any one time. There are eleven parking spaces on the site.

The applicants have indicated that they expect to draw most of their clientele from nearby areas and some of their clients will walk or bike to the site and/or carpool.

The traffic study estimates that a retail use will general 22 trips per day spread throughout the day.

Town Code § 17.028.070(B) sets forth the required findings for a Parking Variance as follows:

1. Neither present nor anticipated future traffic volumes generated by the use of the site or the uses of sites in the vicinity reasonable require strict or literal interpretation and enforcement of the specified regulation.
2. Granting of the variance will not result in the parking or loading of vehicles on public streets in a manner as to interfere with the free flow of traffic on the streets.
3. Granting of the variance will not create a safety hazard or any other condition inconsistent with the objectives of this title.

Staff does not expect the proposed use, with class sizes of thirteen (13) persons or less, with a maximum of three (3) employees on site at a time and the potential of customers visiting the 2,017 square foot retail space to create a significant need for parking beyond the eleven (11) spaces provided.

### **Design Review**

Town Code § 17.100.030 requires design review approval for all exterior changes proposed in the Central Commercial Zone District.

The applicant proposes removing doors on the east, west and south sides of the building, patching and repairing the stucco and painting it and the flashing a "putty" color.

All the windows on the building will be replaced with dark bronze colored aluminum fenestrated windows.

New six (6) foot solid wood gates will be installed on the east and west sides of the building securing access to a narrow alley at the rear of the property.

The trees along the western side of the building that appear to have outgrown the location will be removed and four (4) galvanized horse trough planters will be placed along the western side of the building.

The proposed exterior changes comply with the Design Review Criteria set forth in Town Code § 17.020.040.

The applicants have submitted a sign application for a business identification sign that will be located on the corner of the building and which complies with the sign ordinance and does not require Planning Commission review and approval. Staff has previously approved the complying sign which will require a building permit prior to its placement on the building.

## **Easement**

There are multiple buildings located to the east of the site at 1585, 1589 and 1591 Sir Francis Drake Boulevard that use the parking lot on the site to access the rear of the commercial spaces fronting on Sir Francis Drake Boulevard as well as parking for the residential units at the rear of 1585 Sir Francis Drake Boulevard. Vehicles exiting the project site parking lot have also used the area to the rear of 1591 Sir Francis Drake Boulevard to turn around. This use of the parking lot by the other properties use of 1591 Sir Francis Drake Boulevard by clients of 1599 Sir Francis Drake Boulevard to make the three point turns necessary to exit the lot facing Sir Francis Drake Boulevard has been in use for many years and should continue to function that way.

## **RECOMMENDATION**

1. Open the public hearing and take testimony.
2. Close the public hearing.
3. Move to adopt Resolution No. 13-05 approving a Traffic Impact Permit, Parking Variance, Use Permit for a Formula Business Use Permit for the Dailey Method and retail space and Design Review for the project and recommending that the Town Council also approve the Traffic Impact Permit based on the findings and subject to the conditions contained in the resolution.

## **ATTACHMENTS**

Commission Resolution No. 13-5

Exhibit A – applicant’s supplemental information

Exhibit B – Other Agency/Department comments

Exhibit C – June 11, 2013 Traffic Analysis by W-trans

Exhibit D - Traffic Methodology approved by the Town Council on 4/3/13

Chair Hamilton opened the public comment period.

Charles Richardson, Tamalpais, a next door neighbor, said that he appreciated the screening and the adherence to a 5 foot setback. However, he asked that the applicants be required to have the property line surveyed to establish its exact position.

Sherry Richardson, Tamalpais, discussed her concerns regarding the foundation.

Chair Hamilton closed the public comment period.

General discussion took place between staff and commissioners regarding the necessity of a survey and the requirement that the plans be stamped by both a civil and geotechnical engineer.

M/s, Ketcham/LaMotte, Motion to approve Application # 13-12 for a Use Permit to construct a 438 square foot stepped deck/stairway/trellis and planter structure on an existing foundation system at 2626 Sir Francis Drake Boulevard with the following amended conditions:

That Condition 1 shall be amended to read:

The Building Official shall verify the location of the side property line and the 5 foot side setback based upon a verified survey prior to the start of construction.

That Condition 4d shall be amended to read:

“A letter shall be submitted by a licensed civil/geotechnical engineer.....”

AYES: All

Chair Hamilton read the appeal rights.

8.23 p.m.

5. **1599 Sir Francis Drake Boulevard; Application # 13-16**

Request for a Use Permit, Parking Variance and Traffic Impact Permit to operate a Dailey Method fitness program that combines pilates, yoga and orthopedic exercises in an hour long exercise regime; Assessor's Parcel No. 002-213-27; Central Commercial CC Zone District; Doug and Jill McIntosh, applicants; William Isetta, owner; CEQA categorically exempt, § 15301(a).

Commissioner Kehrlein recused herself because she had a professional association with the applicants and Senior Planner Neal presented the staff report. Ms. Neal discussed the proposed project and the Use Permit, which she said would be necessary because physical fitness businesses were not permitted in the zoning district. She noted that the Dailey Method was a franchise business, although she noted that it would be owned and operated by Marin residents.

Ms. Neal discussed the reasons staff believed that this franchise business would be suitable for the CC Zone, which included there being no other business that operated a 1-hour workout/fitness program, in addition to it being a unique program that would be appropriate for a town such as Fairfax.

Ms. Neal went on to discuss the Traffic Impact Permit and traffic study. She noted that the increased traffic should not result in any significantly increased traffic impacts, which included traffic at various intersections.

Ms. Neal also discussed the parking variance and the reasons for which staff could support a variance, which related to the size of the classes and length of time they would be held. Staff believed that there would be adequate on-site parking. She also discussed design review, which included the removal of trees that were considered to have outgrown the location and which would be replaced by galvanized planters.

Overall, Ms. Neal explained that staff could support the project for the reasons discussed and the findings provided in the staff report.

Chair Hamilton and Ms. Neal discussed the easement.

Commissioner Hall and staff discussed tree removal. Planning Director Moore noted that the applicants would need approval from the Tree Commission.

Doug and Jill McIntosh, Applicants, said that the Fire Chief suggested they removed the trees.

Commissioner Ezzet-Lofstrom and Mr. McIntosh discussed the maximum class sizes. Mr. McIntosh said he believed that their business would be a good fit with the community, which he discussed.

Chair Hamilton opened the public comment period.

Wayne Van De Walker, Sir Francis Drake Boulevard, said that he shared a driveway with the applicants. He discussed his concerns about safety that related to ingress and egress and the lack of bicycle parking.

David Smadbeck, Co-President of the Chamber of Commerce said that he and the Chamber of Commerce fully endorsed the project.

A Creek Road resident said that she supported the project and that it would afford her the opportunity to ride her bike.

Scott Hochstrasse, Project Consultant, discussed the parking issues raised. He said that they were in agreement with the staff report.

Liz Capron, San Anselmo, said that she disliked driving to the Corte Madera branch of the Dailey Method and would look forward to riding her bike to the Fairfax branch.

Genevieve Broll, Shadow Creek Court, said that she spent a lot of time in her car driving to exercise places and that she would be able to use a bike if the project went ahead. She asked the supporters of the project to stand, of which there were about 15 supporters in attendance.

Commissioner Hamilton and Mr. Moore discussed ingress and egress relating to the Good Earth project and the timing of the light changes.

Vice-Chair LaMotte said that she appreciated the amount of work the applicants had put into their project by obtaining a traffic analysis and that she supported the project.

Commissioner Ketcham said that the business model was a good fit for the town.

In response to Commissioner Hall, Ms. Neal discussed the reasons why staff believed that the Town would be protected from a different, larger type of formula exercise business moving in and taking over the Use Permit.

Planning Director Moore said that he believed the resolution and findings were sufficiently prescriptive to protect the town.

In response to Commissioner Hall, Ms. McIntosh said that the Fairfax business would be operated by the owner and would not operate as a franchise.

Planning Director Moore noted that bicycle parking had been provided and that the removal of trees would need to be reviewed by the Tree Committee.

M/s, Ketcham/Hall, Motion to approve Application # 13-16, a request for a Use Permit, Parking Variance and Traffic Impact Permit to operate a Dailey Method fitness program that combines pilates, yoga and orthopedic exercises in an hour long exercise regime at 1599 Sir Francis Drake Boulevard with the addition of item 10 to the Resolution:

Use of the site shall remain consistent with the approved stipulations required for this formula business.

AYES: All

Chair Hamilton announced the appeal rights.

9.08 p.m.

**6. 2626 Sir Francis Drake Boulevard; Application # 13-12**

Request for a Use Permit and Design Review to erect a 980 square foot portable classroom structure and accessible access pathway on an existing church site where a private school is also in operation; Assessor's Parcel No. 174-070-17; Planned Development PDD Zone; Cascade Canyon School, applicant; Christ the Victor Lutheran Church, owner; CEQA categorically exempt, § 15303(c).