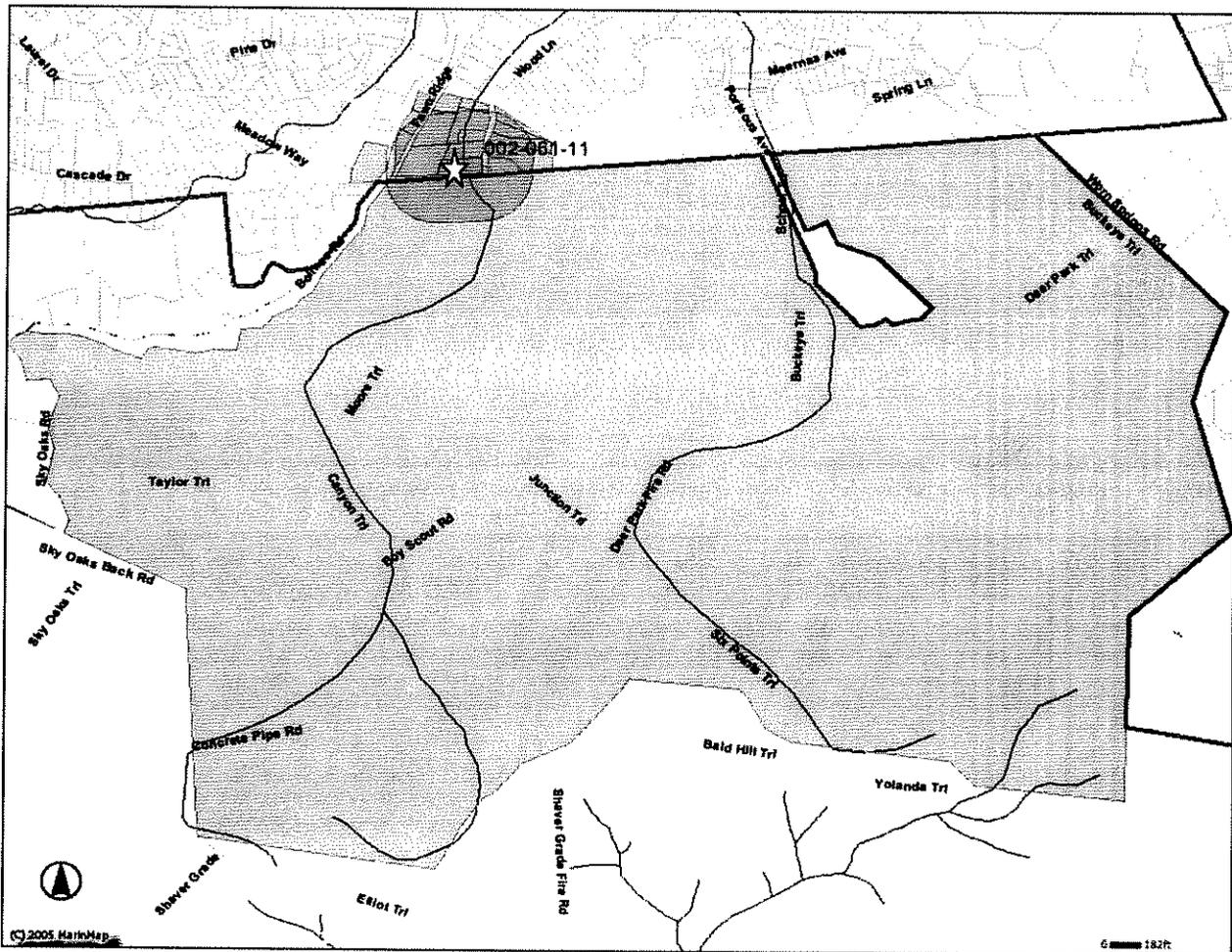


TOWN OF FAIRFAX
STAFF REPORT
Department of Planning and Building Services

TO: Fairfax Planning Commission
DATE: April 19, 2012
FROM: Jim Moore, Director of Planning and Building Services
Linda Neal, Senior Planner
LOCATION: 132 Wood Lane; Assessor's Parcel No. 002-061-11
PROJECT: Single-family Residence
ACTION: Hill Area Residential Development, Variances and Design Review;
Application # 12-04
APPLICANT: Rich Dowd, Architect
OWNER: John and Marla Hedlund
CEQA STATUS: Categorically exempt sections 15303(a) and 15305(a)



132 WOOD LANE

BACKGROUND

The site is 25,400 square foot in size and 100 feet wide. The eastern 1/3 of the site is level, lying on the floor of the Wood Lane canyon while the western 2/3 has an average slope of 28%. The site is currently developed with a swimming pool, a pool cabana, an accessory structure, a garage and the remnants of the previously existing residence.

The property is zoned Residential Single-family RS 6 and the front portion is located within a flood zone. The project submittal includes verification that the house is located out of the flood zone area and only the garage is within the flood zone.

The original 1,910 square foot residence was built directly on the southern side property line in 1928 prior to the town's incorporation in 1931; this included 1,532 square feet on the first floor and 378 square feet of space on the second attic floor. The construction date is unknown for the accessory structure which has been used for storage and as a laundry room and was built only 4 feet from the property line. In 1980 a building permit was issued for a 577 square foot addition which enlarged the house to a total of 2,487 square feet (at which time the then property owner incorrectly submitted plans showing the structure 10 feet from the southern property line).

***Please note:** the owner has indicated his family is living in the accessory structure that used to be a shed/laundry room and it is not clear whether or not improvements have been made to this building to convert it to living space without required permits; and/or a Residential Second Unit Use Permit if a kitchen and bathroom have been installed.

The accessory structure and the garage are located on the level, eastern portion of the site while the swimming pool and cabana are located approximately midway on the site where it is sloped. The remnants of the previously existing residence are located in a level area behind the garage.

Most of the garage is located on a triangular piece of property originally owned by the Marin Municipal Water District but quitclaimed with an unrecorded document to the original owner in the 1930's. A portion of the southeastern corner of the garage is located in a 10 foot wide easement that continues around the corner of the house a proceeds westward up the hill alongside the property. The owner is currently in the process of seeking a quiet title of the easement with the County of Marin and with the Town of Fairfax and/or any other entities for the easement strip. The intent is to obtain the 10 foot wide easement area so that his garage is entirely on private property and the new residence will comply with the minimum 5 foot side yard setback requirement. A recent e-mail from the owner's attorneys indicates that the process of quiet titling the 10 foot easement to the owners is close to being complete (Exhibit D).

The owners were issued a permit to replace the roof on the garage and on the cottage and to do limited exploratory demolition work in order to find out what would be required to repair the existing foundation and walls of the residence in July of 2011. The proposed work was valued at \$1,500.00. On September 9, 2011 a second permit was requested and granted for foundation repairs including a limited amount of new footings.

Subsequent to the issuance of the two Building Permits it came to the staff's attention that the work on the site had gone well beyond that approved by the building permits, to well beyond a 50% remodel. The Building Official observed that:

- 187 linear feet (approximately 73%) of the foundation had been removed
- All of the first floor joists had been removed except for 577 square feet of the new portion of the residence added on in 1980.
- All of the interior and exterior walls on the first floor of the residence had been removed except in the 577 square 1980 addition area of the structure; and
- Most of the first floor ceiling had been removed.

The owner appealed staff's determination that the project was a 50% remodel and the Town Council denied the appeal on November 2, 2011 and directed to owner to go through the planning process to obtain the required entitlements to rebuild the structure. The owner is complying with Town Council direction via this application.

DISCUSSION

The current project includes reconstruction and remodeling of the 1,532 square foot single-family residence in its previous location with a 338 square foot attic storage area above (where there previously was a master bedroom and bathroom).

The proposed residence and other structures on the site comply with the regulations set forth in the Residential Single-family RS 6 Zone District as follows:

Residence Setbacks

	Front Setback	Rear Setback	Combined Front/Rear Setback	Minimum Side Setbacks	Combined Side Setbacks
Permitted	6 ft	12 ft	35 ft	5 ft & 5 ft	20 ft
Previously Existing	20 ft	188 ft	206 ft	59 ft & 0 ft	59 ft
Proposed	Same	Same	Same	59 ft & 10 ft	69 ft

Site setbacks for all structures

	Front Setback	Rear Setback	Combined Front/Rear Setback	Minimum Side Setbacks	Combined Side Setbacks
Permitted	6 ft	12 ft	35 ft	5 ft & 5 ft	20 ft
Previously Existing	0 ft (garage)	143 ft (cabana)	143 ft	4 ft (cabana & shed) & 0 ft (to main residence and garage)	4 ft
Proposed	Same	Same	Same	10 ft & 4 ft	14 ft

Other RS Regulations for all structures

FAR	Lot Coverage	Height
.40	.35	28.5ft, 2 stories
.09	.21	8ft 2in, 2 stories
same	same	same

Discretionary Permits

The following discretionary permits are required in order for the Planning Commission to approve the project:

Hill Area Residential Development Permit: Town Code sections 17.072.030(B) and (D) require that properties located within landslide hazards zones are subject to the Hill Area Residential Overlay Zone regulations; 2) Town Code §17.072.030(D) indicates that properties are subject to the same regulations if they fail to comply with the minimum size and width requirements for their Zone District based on their average slope; and 3) Town Code § 17.050(A) indicates additions to existing structures are exempt from the HRD regulations unless they constitute 50% remodels. The intent of the non-conforming 50% remodel regulations are to require properties to comply with new setback, Floor Area Ratio, Lot Coverage, Height and Parking requirements if substantial improvements are made (See Exhibit ??????).

Variance of the Combined Side Setbacks: Because the residence, once the easements are abandoned and obtained by the owner, will maintain a Combined Side Setback of 14 feet while the code requires a Combined Side Setback of 20 feet [Town Code § 17.080.070(B)(2)]. The legal non-conforming 4 foot setback between the storage shed and the northern side property line will not be affected. The new Combined Side Yard Setback, once the easement is

transferred to the owner, will be larger than the existing Combined Side Yard Setback that is only 4 feet.

A Parking Variance: Town Code § 17.052.040(B) requires that residentially developed properties be provided with two on-size parking spaces, at least one of them covered, that have the minimum dimensions of 9 feet by 19 feet. The proposed garage is only 20 feet by 18 feet and therefore the project requires a Parking Variance. The garage is only short by 1 foot and still provides parking spaces that comply with the Town compact stall size of 8 feet by 16 feet [17.052.040(C)]. The guest parking space is provided along the property frontage within the Wood Lane right-of-way as permitted by the Code [Town Code § 17.052.030(A)(2)].

Design Review: Town Code §17.020.030(A) requires that projects constituting 50% remodels obtain design review approval.

The residence has been designed to match the craftsman style of the original dwelling and will have cedar colored siding, black or brown trim and dark grey asphalt shingles. The rooflines of the structure have been varied to add articulation to the design.

The architecture of the structure complies with the required Design Review Criteria set forth in Town Code Section 17.020.040. in the following ways:

1. The proposed reconstruction will create a well composed design, harmoniously related to other residences in the immediate neighborhood.
2. The project has been designed to match the craftsman style of the original dwelling and will be of a quality and character appropriate to, and serving to protect the value of, private investments in the immediate area.
3. The proposed development will retain the two on-site parking spaces and will not result in the addition of any additional bedrooms. Therefore, the project will not impact parking in the neighborhood.
4. The project design will result in sufficient variety to avoid monotony in external appearance.
5. The 1,532 square foot size of the finished residence is similar in size to other structures in the neighborhood on similar sized sites. Therefore, the structure is in proportion to its building site.

Site Disturbance: The house will be located in the same location as the original residence with the site being impacted only in an area where improved drainage will be installed along the foundation. Therefore, the site disturbance will be minimal.

Hill Area Residential Development Permit: The Town Engineer has reviewed the project plans, visited the site and analyzed the following reports and documents and has determined that the site can be developed as proposed without negatively impacting neighboring sites.

- Soils report dated 2/28/12 by Dave Olnes
- Hydrology report by Gregory J. Cook, Civil Engineer
- Topographic survey by Gregory J. Cook, Civil Engineer and Surveyor
- Plans by Richard Dowd, Architect
- Salem Howes Associates (geotechnical engineers) report on the slide uphill and adjacent to the project site

Other Agency/Department Review

Marin Municipal Water District

The applicant shall obtain legal rights to the easements that run along the front and side of the property from MMWD and the Town of Fairfax where a portion of his garage is located. This shall occur prior to issuance of the occupancy permit for the house. All costs for going through this process shall be paid by the property owners.

If the owners obtain approval for a second living unit payment of a connection fee and installation of separate water meter is required prior to providing water service to the unit.

Compliance with District Code Title 13, Water Conservation, is required

Should backflow protection be required, said protection shall be installed as a condition of water service prior to the project final inspection.

Ross Valley Fire Department

A fire suppression system shall be installed.

A fire hydrant capable of supplying 1000 gallons per minute and 20 pounds per square inch shall be located within 350 feet from any portion of the structure. The closest hydrant at 137 Wood Lane does not meet these requirements. Prior to issuance of the building permit the applicant shall demonstrate how the required fire flow will be met and shall coordinate this with Marin Municipal Water District.

The applicant has already obtained the approval of a Vegetative Management Plan from the Fire Department.

Address numbers at least 4 inches tall must be in place adjacent to the front door and must be internally illuminated or illuminated by an adjacent light controlled by a photocell and switched off only by a breaker so it will remain illuminated all night. This condition must be complied with prior to the project final inspection.

Ross Valley Sanitary District

The project will require a connection permit from the District. The size of the sewer lateral will depend on the fixture count calculated during the permitting process. If the existing lateral meets the size requirement the owners have the option of either installing a new lateral or testing the old lateral in the presence of a District Inspector.

Sanitary District No. 1 will place a hold on said property once the building permit is issued. This hold will prevent the new building from being released for occupancy until the District's permit and sewer requirements are fulfilled.

RECOMMENDATION

1. Open the public hearing and take testimony from the public.
2. Close the public hearing.
3. Move to adopt Resolution No. 12-01 approving application # 12-04 based on the findings and conditions contained in said Resolution.

ATTACHMENTS

- Exhibit A – Applicant's supplemental information (also see application's supplemental information report folders)
- Exhibit B – Other Agency/Department comments
- Exhibit C – Neighborhood letters of support
- Exhibit D – e-mail from owners attorney indicating progress of quiet title action
- Exhibit E – Town Engineer's comments
- Exhibit F – Unrecorded property transfer document

**RESOLUTION NO. 12-01
APPLICATION NO. 12-04**

**TOWN OF FAIRFAX PLANNING COMMISSION
STATE OF CALIFORNIA**

132 Wood Lane; Assessor's Parcel No. 002-061-11

WHEREAS, the Town of Fairfax has received an application for 132 Wood Lane to construct a single-family residence; and

WHEREAS, the Planning Commission held a duly noticed Public Hearing on April 19, 2012 at which time all interested parties were given a full opportunity to be heard and to present evidence; and

Whereas the project is Categorical Exempt from the Environmental Quality Act (CEQA) pursuant Section 15303(a), [One single-family residence in a residential zone, Class 3, of the Public Resources Code (CEQA)], and this exemption allows for the construction of new small structures in an urbanized area; and

WHEREAS, the applicant has met the burden of proof required to support said application for Planning Commission approval, and the following findings have been determined:

1. The proposed development is consistent with the General Plan, other adopted codes and policies of the Town of Fairfax, and is consistent with the purpose and intent of the Hill Area Residential Development Ordinance as follows:

Goal 4.1.2: All new development shall be required to preserve some of the natural landscape.

The project preserves the rear ½ of the property in its natural state.

Goal 5.1.0: The basic goal of the Town of Fairfax in adopting the Environmental Safety Element is to prevent loss of life, to reduce injuries and property damage and to minimize economic and social dislocations which may result from earthquakes, other geologic hazards, fires and floods.

The Town Engineer, based on a significant body of engineering information and architectural plans as described above, has determined that the project can be built in a manner that will prevent loss of life, reduce injuries and minimize property damage and dislocations from earthquakes or other geologic hazards, fires and floods.

Goal 5.7.0: It is the goal of the Town of Fairfax to reduce height levels of risk in fire prone areas.

The project site is located within the Wildland-Urban Interface zone which is prone to wildfires. The project incorporates the use of fire resistant materials, a fire suppression system and hydrant upgrade.

Goal 5.9.0: It is the goal of the Town of Fairfax to minimize flooding in areas prone to inundation.

The project includes the construction of an improved drainage swale that will direct water runoff from the hillside above the house into the adjacent Wood Lane watercourse.

2. The Town Engineer has reviewed the project plans, topographic and boundary survey information, the hydrology and geologic reports and other miscellaneous engineering information including:

- Soils report dated 2/28/12 by Dave Olnes
- Hydrology report by Gregory J. Cook, Civil Engineer
- Topographic survey by Gregory J. Cook, Civil Engineer and Surveyor
- Plans by Richard Dowd, Architect
- Salem Howes Associates (geotechnical engineers) report on the slide uphill and adjacent to the project site

and has determined the following:

- The health safety and welfare of the public will not be adversely affected by the development;
 - Adjacent properties are adequately protected by project investigation and design from geologic hazards as a result of the work;
 - Adjacent properties are adequately protected by project design from drainage, seismic and erosion problems as a result of the work;
 - The 24 cubic yards of excavation and fill necessary to construct the residence and the required drainage improvements on this up-slope lot is the minimum necessary to allow the owners use of their property.
3. The residence will maintain a greater combined side yard setback once the quitclaim process is complete than the existing structures now maintain. Therefore, the visual and scenic enjoyment of the area by others will not be adversely affected by the project more than is necessary;
4. Construction of the residence will not require the removal of any trees. Therefore, the natural landscaping will not be removed by the project more than is necessary;
5. Town Code § 17.072.090(C)(4) prohibits grading during the rainy season from October 1st through April 1st. Therefore, the time of year during which construction will take place is such that work will not result in excessive siltation from storm runoff nor prolonged exposure of unstable excavated slopes.
6. The project provides two on-site parking spaces and a guest parking space along the property frontage at the end of Wood Lane. Therefore, vehicular access and parking are adequate.
7. Due to the narrow width and steep slope, the strict application of the 20ft combined side yard setback requirement will deprive the applicants of the ability to develop their property which is a privilege enjoyed by other property owners in the vicinity and under identical zone

classification. Additionally, the owner is currently in the process of getting quiet title to the adjacent 10 foot wide easement which will result in the residence exceeding the minimum required 5 foot side setback on the south-side property line.

8. Other narrow sloped properties in the neighborhood have been granted side setback variances. The development will maintain in excess of the minimum required 5 ft side setback once the quiet title claim process is complete. Therefore, the variance will not constitute a grant of special privilege, is consistent with the limitations upon other properties in the vicinity and under identical zone classification, and is consistent with the objectives of this title.

9. The strict application of the Zoning Ordinance setback requirements would preclude the property owners from reconstructing their residence which was in a serious state of disrepair from deferred maintenance when they purchased it. This would be an excessive or unreasonable hardship for them.

10. The granting of the variance of adjustment will not be detrimental to the public welfare or injurious to other property in the vicinity in which the property is situated because the proposed residence will not change the single-family character or the development density of the neighborhood.

11. The proposed development is consistent with the General Plan and Zoning Ordinance which have designated the property for development with a single-family residence.

12. The proposed 1,532, residence with a second floor attic storage area is of a similar square footage to other development in the area, harmonizes with the surrounding residential development, and does not result in the deterioration of significant view corridors.

13. The architecture of the structure complies with the required Design Review Criteria set forth in Town Code Section 17.020.040.

NOW, THEREFORE, the Planning Commission of the Town of Fairfax does hereby resolve as follows:

Section 1. After careful consideration of the site plan, architectural drawings, plans and other exhibits submitted in connection with this matter, approval of the application by John and Marla Hedlund for a single-family residence, is hereby granted subject to the following conditions:

Community Development

1. This approval is limited to the development illustrated on the plans prepared by Richard Dowd, pages A1.00 through A1.04, A2.01 and A2.02, A4.01, A5.01 and A5.02 dated 2/29/12 and topographic survey sheet a by Gregory Cook dated dated 1/30/12; and discussed in the following project engineering reports:

2. Prior to issuance of a building permit the applicant or his assigns shall:

- a) Submit a construction plan to the Public Works Department which may include but is not limited to: a) Construction delivery routes approved by the Department of Public Works; b) Construction schedule (deliveries, worker hours, etc.); c) Notification to area residents; and d) Emergency access routes.

- b) Submit a letter of credit or bond to the Town in an amount that will cover the cost of grading, weatherization and repair of possible roadway damage. The applicant shall submit contractor's estimates for any grading, site weatherization and improvement plans for approval by the Town Engineer. Upon approval of the contract costs, the applicant shall submit a cash deposit or letter of credit equaling 100% of the estimated construction costs.
 - c) The foundation and retaining elements shall be designed by a structural engineer certified as such in the state of California. Plans and calculations of the foundation and retaining elements shall be stamped and signed by the structural engineer and submitted to the satisfaction of the Town Engineer.
 - d) The grading, foundation, retaining, and drainage elements shall also be stamped and signed by the site geotechnical engineer as conforming to the recommendations made by the project engineer.
 - e) Prior to submittal of the building permit plans the applicant shall secure written approval from the Ross Valley Fire Authority noting the developments conformance with their recommendations.
 - f) Submit two copies of a record of survey subject to review by the Town Engineer and the Public Works Director prior to issuance of the building permit. A copy shall also be provided to the Marin Municipal Water District.
3. During the construction process the following shall be required:
- a) The geotechnical engineer shall be on-site each day during the grading process and shall submit written certification to the Town staff that the grading has been completed as recommended prior to installation of foundation and retaining forms and piers.
 - b) Prior to the concrete form inspection by the building official, the geotechnical and structural engineers shall field check the forms of the foundations and retaining elements and provide written certification to the Town staff that the work to this point has been completed in conformance with their recommendations and the approved building plans. The building official shall field check the concrete forms prior to the pour.
 - c) All construction related vehicles including equipment delivery, cement trucks and construction materials shall be situated off the travel lane of the adjacent public right(s)-of-way at all times. This condition may be waved by the building official on a case by case basis with prior notification from the project sponsor.
 - d) Additionally, any proposed temporary closure of a public right-of-way shall require prior approval by the Fairfax Police Department and any necessary traffic control, signage or public notification shall be the responsibility of the applicant or his/her assigns. Any violation of this provision will result in a stop work order being placed on the property and issuance of a citation.
4. Prior to issuance of an occupancy permit the following shall be completed:

- a) The geotechnical engineer shall field check the completed project and submit written certification to the Town Staff that the foundation, retaining, grading and drainage elements have been installed in conformance with the approved building plans and the recommendations of the soils report.
 - b) The Town Engineer shall field check the completed project to verify that the work has been installed as per his recommendations to the Planning Commission.
 - c) The Planning Department shall field check the completed project to verify that all design review and planning commission conditions have been complied with including installation of landscaping and irrigation.
5. Excavation shall not occur between October 1st and April 1st. The Town Engineer has the authority to waive this condition depending upon the weather.
 6. The roadways shall be kept clean and the site free of dust by watering down the site if necessary. The roadways shall be kept free of dust, gravel and other construction materials by sweeping the roadway, daily, if necessary.
 7. During construction, developer and all employees, contractor's and subcontractor's must comply with all requirements set forth in Ordinance # 637 (Chapter 8.26 of the Town Code), "Storm Water Management and Discharge Control Program."
 8. Notwithstanding section # 17.38.050(A) of the Fairfax Zoning Ordinance, any changes, modifications, additions or alterations made to the approved set of plans will require a modification of Resolution 08-05 by the Planning Commission. Any construction based on job plans that have been altered without the benefit of an approved modification of application # 08-46 will result in the job being immediately stopped and red tagged.
 9. Any damages to the roadway resulting from construction activities shall be the responsibility of the property owner. The owner or contractor shall videotape or otherwise document as approved by the Public Works Director, the existing condition of the roads in the vicinity of the site prior to starting construction of the residence. Road closures, if necessary, shall be coordinated with the Fairfax Police Department and the Ross Valley Fire Department.
 10. The applicant or owner 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 Planning Commission, Town Council, Planning Director, Design Review Board or any other department or agency of the Town concerning a development, variance, permit or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or owner's duty to so defend, indemnify, and hold harmless shall be subject to the Town's promptly notifying the applicant or owner of any said claim, action, or proceeding and the Town's full cooperation in the applicant's or owner's defense of said claims, actions, or proceedings.
 11. The applicants shall reimburse the Town for all contract engineering costs prior to issuance of the building permit.
 12. Within one year of the issuance of the certificate of occupancy, any un-permitted improvements that have been made to the storage building shall either be removed and/or

be legalized including obtaining any necessary building permits and/or planning entitlements that may be required.

ROSS VALLEY FIRE DEPARTMENT

1. A sprinkler system shall be installed that complies with the requirements of the National Fire Protection Association 13-D.
2. Smoke detectors are required and all detectors shall be interconnected and provided with AC power. Detectors shall be located in compliance with the requirements of the Ross Valley Fire Department.
3. A fire hydrant capable of supplying 1000 gallons per minute and 20 pounds per square inch shall be located within 350 feet from any portion of the structure. The closest hydrant at 137 Wood Lane does not meet these requirements. Prior to issuance of the building permit the applicant shall demonstrate how the required fire flow will be met and shall coordinate this with Marin Municipal Water District.
4. Address numbers at least 4 inches tall must be in place adjacent to the front door and must be internally illuminated or illuminated by an adjacent light controlled by a photocell and switched off only by a breaker so it will remain illuminated all night. This condition must be complied with prior to the project final inspection.

TOWN ENGINEER

1. The applicants shall comply with any and all requirements of the Town Engineer prior to issuance of the building permit, during construction and prior to the project final.
2. The applicants shall comply with the Geotechnical Engineer's guidelines and recommended construction methods as described in his memorandums dated 2/28/12.
3. Prior to issuance of the building permit unrecorded property transfer document between the Water District and the owner shall be re-executed and recorded and a copy of the recorded document shall be provided to the Town.
4. Prior to issuance of the building permit the applicant shall provided the Town with a revised property survey showing the new property boundaries for review by the Town Engineer prior to recording the survey and a new legal description.

MARIN MUNICIPAL WATER DISTRICT

1. The applicant shall obtain legal rights to the easements that run along the front and side of the property from MMWD and the Town of Fairfax where a portion of his garage is located. This shall occur prior to issuance of the occupancy permit for the house. All costs for going through this process shall be paid by the property owners.
2. If the owners obtain approval for a second living unit payment of a connection fee and installation of a seperate water meter is required prior to providing water service to the unit.
3. Compliance with District Code Title 13, Water Conservation, is required

4. Should backflow protection be required, said protection shall be installed as a condition of water service prior to the project final inspection.

ROSS VALLEY SANITARY DISTRICT

1. The project will require a connection permit from the District. The size of the sewer lateral will depend on the fixture count calculated during the permitting process. If the existing lateral meets the size requirement the owners have the option of either installing a new lateral or testing the old lateral in the presence of a District Inspector.
2. Sanitary District No. 1 will place a hold on said property once the building permit is issued. This hold will prevent the new building from being released for occupancy until the District's permit and sewer requirements are fulfilled.

PASSED AND ADOPTED by the Town of Fairfax Planning Commission, State of California, this 19thth day of April 2012 by the following roll call vote:

AYES:
NOES:
ABSTAIN:

Chair, Planning Commission

ATTEST:

Jim Moore, Director of Planning & Building Services

This permit is hereby accepted upon the express terms and conditions hereof, and shall have no force or effect unless and until agreed to, in writing, by the Applicant, and Property Owner or Authorized Agent. The undersigned hereby acknowledges the approved terms and conditions and agrees to fully conform to and comply with said terms and conditions within the recommended time frames approved by the City Planning Commission.

John Hedlund

Date

Marla Hedlund

PROJECT DESCRIPTION: RENOVATION AND REMODEL OF AN EXISTING 1,532 SF RESIDENCE AND 439 SF GARAGE. WITHIN EXIST. FOOTPRINT. IMPROVEMENTS TO INCLUDE NEW EXTERIOR WALLS, RE-CADDING EXIST. EXTERIOR WALLS, FULL INTERIOR REDESIGN, AND MINOR ROOF MODIFICATION.

GENERAL INFORMATION (if applicable):

Item	Existing	Proposed
Lot size	25,420 SF	25,420 SF
Size of structure(s) or commercial space (square feet)	1,532 SF	1,532 SF
Height and No. of stories	1 1/2	1 1/2
Lot coverage	20 %	20 %
No. of dwellings units	1	1
Parking ¹ No. of spaces	2 ON SITE - 1 GUEST	2 ON SITE - 1 GUEST
Size of spaces	10'x17'-4" - 9'x22'	10'x17'-4" - 9'x22'

* VARIANCE TO BE REQUESTED.

Amount of proposed excavation and fill	Excavation = 15 C.Y.	Fill = 9 C.Y. (MAX.)
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Estimated cost of construction \$ 235,000.⁰⁰ + 1-

Lot Coverage is defined as the land area covered by all buildings and improvements with a finished height above grade and all impervious surfaces except driveways.

¹Minimum parking dimensions are 9'-wide by 19' long by 7' high. Do not count parking spaces that do not meet the minimum standards.

Restrictions: Are there any deed restrictions, easements, etc. that affect the property, and, if so, what are they? THERE IS A 10'-0' WIDE AREA ALONG THE ENTIRE SOUTH PROPERTY LINE THAT IS IN QUESTION AND BEING RESOLVED THRU A QUIET CLAIM, IF SUCCESSFUL.

Maria Hecker
Signature of Property Owner

3/4/12

Date

[Signature]
Signature of Applicant

2.29.12

Date

Planning Department staff is available by appointment between 8:30 a.m. and 12:00 noon and 1:00 p.m. and 5:00 p.m. Monday through Thursday at 142 Bolinas Road, Fairfax, CA. (415) 453-1584

FLOOR AREA RATIO (FAR) AND LOT COVERAGE STATISTICS

The following information will be used to verify application FAR and lot coverage amounts.
Applications will not be considered complete until the following table is complete.

	Existing	Proposed
Footprint square footage for all structures	2,628 SF	2,628 SF
Living space square footage		
First floor	1,532 SF	1,532 SF
Second floor	338 SF (BED)	N/A
Third floor	N/A	N/A
Total	1,870 SF	1,532 SF
Accessory structure square footages		
Sheds	-	-
Pool houses	94 SF	94 SF
Studios/offices	469 SF	469 SF
Second units	-	-
Miscellaneous (specify use)	439 SF (GARAGE)	439 SF (GARAGE)
Total	1,002 SF	1,002 SF
Square footage of impervious surfaces		
Walkways	621 SF	621 SF
Patios	750 SF	750 SF
Impervious decks	1,178 SF (POOL & DECK)	1,178 SF (POOL & DECK)
Miscellaneous (specify use)		
Total	2,549 SF	2,549 SF
Garage/carport square footages (specify type)	SEE ABOVE	SEE ABOVE

* All square footage measurements must be the sum of all interior floor area measured from the exterior faces of the exterior walls for structures (Town Code § 17.008.020).

FLOOR AREA: Fairfax Town Code § 17.008.020, Definitions, defines "floor area" as the sum of all interior floor area measured from the exterior faces of the exterior walls. The "floor area" of any accessory structures on the same lot shall be included. The "floor area" of any garage in excess of 500sf in size for single-family residences and 800sf in size for duplexes shall also be included.

LOT COVERAGE: Fairfax Town Code § 17.008.020, Definitions, defines "lot coverage" as the percentage of the lot area that is occupied by the ground area of a building, any accessory building(s), as well as any impervious surface areas such as patios (other than driveways) adjacent to the building or accessory structure.

SUPPLEMENTAL QUESTIONNAIRE & DRB APPLICABILITY

DESIGN REVIEW

For Commercial, Planned Developments, Hillside Residential and Multiple Family Design Review: (Include brand and number for all finish and/or paint colors.)

1. Exterior finish: NON COMBUSTIBLE CEDAR SHINGLES*
2. Proposed exterior wall color(s): NATURAL CEDAR SHINGLES
3. Proposed exterior trim color: DARK BROWN - OR BLACK
4. Proposed exterior window color: DARK BROWN - OR BLACK
5. Proposed roof material and color: COMP. ASPHALT SHINGLES - DARK GREY
6. Special features: CLASSIC CRAFTSMAN STYLE BUNGALOW
7. Lot Coverage: 20% (SEE ZONING REGULATION TABLE IN PLAN SET)
8. Number of existing parking spaces and their sizes: 2 ON SITE WITHIN GARAGE (10' x 17'-4" - VARIANCE TO BE REQUESTED). ONE (1) GUEST PARKING ON STREET (9' x 22')
9. Number of proposed parking spaces and their sizes: _____

* (ALTERNATE - CONC SHINGLE PANELS TO MATCH CEDAR SHINGLES)

DESIGN REVIEW APPLICABILITY

1. Hillside Design Review (in a ridge line)

All new dwellings located on hillside properties and all additions on properties located in a ridgeline scenic corridor (which include deck and stairway structures) shall require design review.

Additions and accessory structures may be exempt from design review where the applicant demonstrates, through the use of story poles, plans and photo montages, that an accessory structure or addition will have no impact on significant view corridors due to the proposed location of the structure in relation to existing improvements. Project exemption shall be determined by the Fairfax Planning Director.

2. Multiple family Design Review

Multiple family residential units of three (3) or more and additions to structures located in the Multiple Family RM Zone.

3. 50% remodels of additions to residential properties

Variance - Additional information required.

- Include a cross section through the proposed project depicting the project and the relationship of the proposal to existing features and improvements on adjacent properties.
- Lot coverage calculation including all structures and raised wooden decks.

In order to approve your project, the Planning Commission must make findings of fact which state that 1) there is a special feature of the site (such as size, shape or slope) which justifies an exception; 2) that the variance is consistent with the treatment of other property in the neighborhood; 3) that strict enforcement of the ordinance would cause a hardship; and 4) that the project is in the general public interest.

In the space below, please provide any information which you feel is relevant to these issues and which further explains your project.

SEE ATTACHMENT

Hill Area Residential Development (HRD) - Additional information required.

- > Amount of excavation and fill required for development (in cubic yds.) 15 YD EX / 9 YD FILL
If the excavation and fill amounts exceed 100 cubic yards it must be reviewed and approved by the Planning Commission. Please submit an excavation application and fee as well.
- > If any public roads will need to be extended to access the residence plans must include the existing and proposed type of surface, the length and width of roadway to be improved, slope of roadway, elevations of any retaining walls that will need to be constructed, locations of curbs, gutter and drainage improvements and identification of emergency vehicle turn arounds (if required).
- > Locate all trees within the right-of-way easement and any trees that will need to be removed (must include size and species of trees). An application for a tree permit and approval by the tree committee is required for the cutting or trimming of trees with a trunk circumference as set forth in Town Code Chapter 8.36.
 Check if a tree permit is required. ALL TREES TO BE REMOVED TO BE LESS THAN 8" DIA. TRUNK DIM.
- > List any notable physical features of the site, such as creeks, drainage channels, rock outcroppings, tree stands, etc.:

THERE IS A DRAINAGE SWALE THAT PICKS UP THE MAJORITY OF RUNOFF FROM THE SLOPE ABOVE DIRECTING WATER TOWARDS ESTABLISHED DRAINAGE COURSES.

- > Lot size 25,420 square feet Lot frontage 100' 0"
- > Name and address of Licensed Surveyor:
GREGORY J. COOK, P.O. BOX 18442
SOUTH LAKE TAHOE, CA 96151
530.544.7774
- > Name and address of Registered Civil Engineer: SEE ABOVE

NOTE: In order to visualize the dimensions and location of the proposed structure, the Town review process requires story poles. Story poles must be erected prior to an application being filed with the Planning Department. Poles shall be erected at all proposed building corners (rising to the proposed height of the building at that corner), and at the highest point of the proposed roof-line. Also the front corners of undeveloped land must be staked and tagged in the field. You, the applicant, will have to maintain the poles and corner flags in good condition until all public hearings on the project are over and appeal periods have lapsed. Avoid unnecessary delays to your project by maintaining the poles through out the review process.



MARIN MUNICIPAL WATER DISTRICT

220 Nellen Avenue Corte Madera CA 94925-1169
www.marinwater.org

March 7, 2012

John Hedlund
132 Wood Lane
Fairfax CA 94930

Subject: 132 Wood Lane, Fairfax
APN 007-061-11

Dear Mr. Hedlund:

We have spoken informally about your desire to request for a lot line adjustment between your property at 132 Wood Lane and our property at 139 Wood Lane. You have submitted a copy of your site plan, and a legal description and plat map of the lot line adjustment you desire.

I will forward your site plan to our Engineering Department and to our Facilities and Maintenance Division for review and comment. Please understand that any lot line adjustment would require approvals by the Town of Fairfax and approval by the Board of Directors for the District. If approval is granted, then you, as the applicant, would pay all costs associated with the lot line adjustment.

If you have further questions, you can reach me at (415) 945-1584, by fax at (415) 945-1599, or by e-mail at sgraham@marinwater.org.

Sincerely,

Stanley Graham
Real Property Agent

SG:dh

cc: Tanya Sandberg
Una Conkling

EXHIBIT #

B

recycled
recyclable



MARIN MUNICIPAL WATER DISTRICT

RECEIVED

MAR 23 2012

220 Nellen Avenue Corte Madera CA 94925-1169

www.marinwater.org

March 22, 2012

Service No. 04168

TOWN OF FAIRFAX

Linda Neal
Town of Fairfax Planning Department
142 Bolinas Rd
Fairfax CA 94930

RE: WATER AVAILABILITY - Single Family Dwelling
Assessor's Parcel No.: 002-061-11
Location: 132 Wood Lane, Fairfax

Dear Ms. Neal:

The above referenced parcel is currently being served. The purpose and intent of this service are to provide water to a single family dwelling. The proposed demolition of the existing single family structure and construction of a new residence will not impair the District's ability to continue service to this property. Please note that the District does not recognize the studio located on this property as a legal second unit. Payment of a connection fee and installation of a separate water meter is required prior to providing water service to a detached second unit.

Compliance with all indoor and outdoor requirements of District Code Title 13 – Water Conservation is a condition of water service. Indoor plumbing fixtures must meet specific efficiency requirements. Landscape plans shall be submitted, and reviewed to confirm compliance. The Code requires a landscape plan, an irrigation plan, and a grading plan. Any questions regarding District Code Title 13 – Water Conservation should be directed to the Water Conservation Department at (415) 945-1497. You can also find information about the District's water conservation requirements online at www.marinwater.org.

Should backflow protection be required, said protection shall be installed as a condition of water service. Questions regarding backflow requirements should be directed to the Backflow Prevention Program Coordinator at (415) 945-1559.

If you have any questions regarding this matter, please contact me at (415) 945-1532.

Sincerely,

A handwritten signature in black ink, appearing to read "Jose Sotelo".

Jose Sotelo
Engineering Technician Supervisor
Development Services

JS:mp

cc: Town of Fairfax Building Dept



MARIN MUNICIPAL WATER DISTRICT

220 Nellen Avenue Corte Madera CA 94925-1169
www.marinwater.org

Linda Neal
Town of Fairfax Planning Dept
142 Bolinas Rd
Fairfax CA 94930

November 1, 2011
Service No. 04168

RE: **WATER AVAILABILITY** – Second Unit - Detached
Assessor's Parcel No.: 002-061-11
Location: 132 Wood Ln., Fairfax

RECEIVED

NOV - 7 2011

Dear Ms. Neal:

TOWN OF FAIRFAX

The above referenced parcel is currently being served. The purpose and intent of the service are to provide water to a single family dwelling. The proposed remodeling of the existing structure will not impair the District's ability to continue service to this property.

There has not been a water entitlement established for the proposed second living unit. Although the parcel is currently supplied, the purpose and intent of existing Service No. 04168 is to serve a single family dwelling. Payment of a connection fee is required prior to granting (legalizing) water service to the second unit. The installation of a separate meter for the second unit is required. Water service required for the second unit will be available upon request and fulfillment of the requirements listed below.

1. Complete a High Pressure Water Service Application.
2. Submit a copy of the building permit.
3. Pay appropriate fees and charges.
4. Comply with the District's rules and regulations in effect at the time service is requested, including the installation of a separate meter for the second unit.
5. Comply with all indoor and outdoor requirements of the District's Water Conservation Code. Plans shall be submitted, and reviewed to confirm compliance. The following are required:
 - Verification of indoor fixtures compliance
 - Landscape plan
 - Irrigation plan
 - Grading plan

Any questions regarding the Water Conservation Code should be directed to the Water Conservation Department at (415) 945-1497. You can also find information about the ordinance online at www.marinwater.org.
6. Comply with the backflow prevention requirements, if upon the District's review backflow protection is warranted, including installation, testing and maintenance. Questions regarding backflow requirements should be directed to the Backflow Prevention Program Coordinator at (415) 945-1559.

If you have any questions regarding this matter, please contact me at (415) 945-1531.

Very truly yours,

Joseph Eischens
Engineering Technician
JE:dh

cc: Town of Fairfax Building Dept





Ross Valley Fire Department
777 San Anselmo Ave
San Anselmo, Ca 94960
Ph. 415-258-4686

FIRE DEPARTMENT PLAN REVIEW

PROJECT: Residence
ADDRESS: 132 Wood Lane
Fairfax, CA 94930

Page: 1 of 4
Date: 03/23/2012
Reviewed by: Rob Bastianon
(415) 258-4673

TYPE OF REVIEW: Planning E-mail: Rbastianon@rossvalleyfire.org
Bldg. Dept. 03/05/12 Fire Dept. # 12-0052 Review No. 1
Fire Department Standards can be found at: www.rossvalleyfire.org

Applicant*: Planning
Address:
Fairfax, Ca

***Applicant is responsible for distributing these Plan Review comments to the Design Team.**

Occupancy Class: R-3	Fire Flow Req: 1000 GPM	Sprinklers Required: YES
Type of Construction: V-B	On-site Hyd. Req: NO	Fire Alarm Required: NO
Bldg Area: 1536sf	Turn-Around Req: NO	Permits Required: Sprinkler
Stories: 2	Fire Flow Test Required: YES	
Height: +ft.	Wildland Urban Interface: YES	

The project listed above has been reviewed and determined to be:

- APPROVED** (no modifications required)
- APPROVED AS NOTED** (minor modifications required - review attached comments)
- NEEDS REVISION** (revise per attached comments and resubmit)
- INCOMPLETE** (provide additional information per attached comments and resubmit)

NOTE: Please review the comments and make corrections and/or add notes as required. Changes and/or additions shall be clouded and referenced by date on a legend. Approval of this plan does not approve any omission or deviation from the applicable regulations. Final approval is subject to field inspection. Approved plans shall be on site and available for review at all times.

ROSS VALLEY FIRE DEPT.
REVIEWED
DATE: 3/23/12

Inspections required:

- Access/Water Supply prior to delivery of combustibles**
- Defensible Space/Vegetation Management Plan**
- Sprinkler Hydro/Final**
- Final**



Ross Valley Fire
Department
777 San Anselmo Ave
San Anselmo, Ca 94960
Ph. 415-258-4686

FIRE DEPARTMENT PLAN REVIEW

PROJECT: Residence
ADDRESS: 132 Wood Lane
Fairfax, CA 94930

Page: 2 of 4
Date: 03/23/2012
Reviewed by: Rob Bastianon
(415) 258-4673

TYPE OF REVIEW: Planning E-mail: Rbastianon@rossvalleyfire.org
Bldg. Dept. 03/05/12 Fire Dept. # 12-0052 Review No. 1
Fire Department Standards can be found at: www.rossvalleyfire.org

ITEM #	SHEET	COMMENTS	Corr. Made
1		Additions or alternations shall not be made to an existing building or structure that will cause the existing building to be in violation of the WUI Code nor shall such additions or alternations cause the existing building to become unsafe.	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
2		This project was found to fall within the definition of a substantial remodel. A Substantial Remodel is defined as follows: The renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings.	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
3		A fire sprinkler system shall be installed throughout the entire building which complies with the requirements of the National Fire Protection Association (NFPA) 13-D and local standards. A separate deferred permit shall be required for this system. Plans and specifications for the system shall be submitted by an individual or firm licensed to design and /or design-build sprinkler systems. Note requirement on plans	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
4		A fire hydrant cable of supplying 1000 GPM at 20 PSI shall be located within 350 feet from any portion of the structure. The closest hydrant located at 137 Wood Lane has a measured fire flow of 413 GPM at 20 PSI. Please provide detailed plan showing how required fire flow will be met. Coordinate fire flow with MMWD.	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
5		A Vegetation Management Plan (VMP) shall be prepared and submitted. The Content of the VMP consists of two forms: (1) blue line drawings; and (2) a text narrative describing specific and applicable contributing factors in the selection and design of the plan.	



Ross Valley Fire Department
 777 San Anselmo Ave
 San Anselmo, Ca 94960
 Ph. 415-258-4686

FIRE DEPARTMENT PLAN REVIEW

PROJECT: Residence
 ADDRESS: 132 Wood Lane
 Fairfax, CA 94930

Page: 3 of 4
 Date: 03/23/2012
 Reviewed by: Rob Bastianon
 (415) 258-4673

TYPE OF REVIEW: Planning E-mail: Rbastianon@rossvalleyfire.org
 Bldg. Dept. 03/05/12 Fire Dept. # 12-0052 Review No. 1
Fire Department Standards can be found at: www.rossvalleyfire.org

ITEM #	SHEET	COMMENTS	Corr. Made
		<p>VMP Contents:</p> <p>The VMP shall include at the minimum:</p> <ul style="list-style-type: none"> 1. The entire "plan content" elements described in narrative form. 2. Two (2) complete plan sets to be submitted to the Ross Valley Fire Department for review. 3. The Hazard Assessment Matrix 4. The list of plants to be used and materials consistent with the approved plant list. 5. Two (2) sets of blue prints showing the house, zone, plant type and spacing. <p>Ross Valley Fire Department Fire Protection Standard 220 Vegetation/Fuels Management Plan is available online @ Rossvalleyfire.org to assist the applicant in the development and submittal of the plan. Approved plan included</p>	
		<p>Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/>Plans <input type="checkbox"/>Calculations.</p>	
6		<p>Plans show the existing structure is constructed across property lines. Project as designed is not in compliance with the Building Code requirements for setbacks, fire wall and allowable openings. Please show detail of how requirement will be met</p>	
		<p>Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/>Plans <input type="checkbox"/>Calculations.</p>	
7		<p>All smoke detectors in the residence shall be provided with AC power and be interconnected for simultaneous alarm. Detectors shall be located in each sleeping room, outside of sleeping rooms centrally located in the corridor and over the center of all stairways with a minimum of one detector per story of the occupied portion of the residence.</p>	
		<p>Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/>Plans <input type="checkbox"/>Calculations.</p>	
8		<p>Carbon monoxide alarms shall be provided in existing dwellings when a permit is required for alterations, repairs, or addition exceeds one thousand dollars. CO alarms shall be located outside of each dwelling unit sleeping are in the immediate vicinity of the bedroom(s) and on every level of a dwelling unit including basements.</p>	
		<p>Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/>Plans <input type="checkbox"/>Calculations.</p>	



Ross Valley Fire
Department
777 San Anselmo Ave
San Anselmo, Ca 94960
Ph. 415-258-4686

FIRE DEPARTMENT PLAN REVIEW

PROJECT: Residence
ADDRESS: 132 Wood Lane
Fairfax, CA 94930

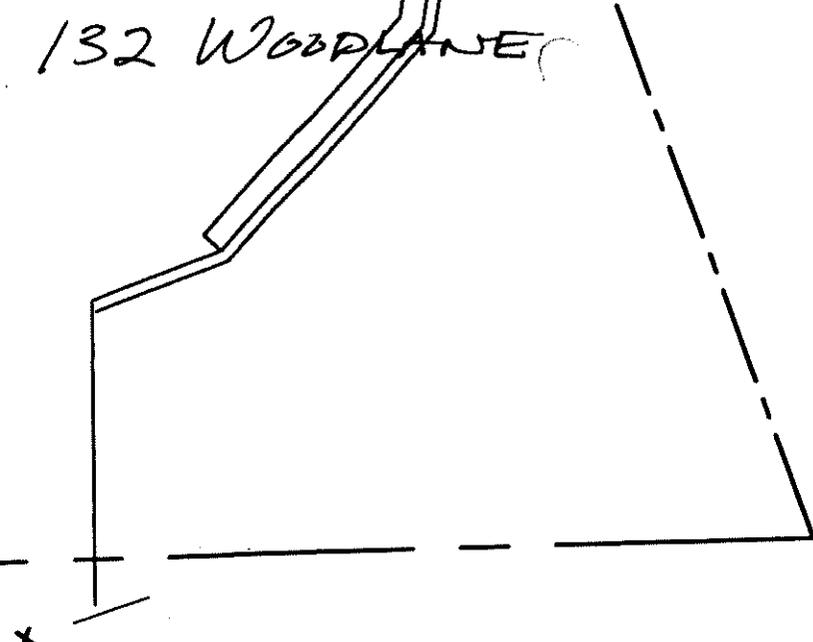
Page: 4 of 4
Date: 03/23/2012
Reviewed by: Rob Bastianon
(415) 258-4673

TYPE OF REVIEW: Planning E-mail: Rbastianon@rossvalleyfire.org
Bldg. Dept. 03/05/12 Fire Dept. # 12-0052 Review No. 1
Fire Department Standards can be found at: www.rossvalleyfire.org

ITEM #	SHEET	COMMENTS	Corr. Made
9		Maintain around the structure an effective firebreak by removing and clearing all flammable vegetation and/or other combustible growth. Ross Valley Fire Department Fire Protection Standard 220 Vegetation/Fuels Management Plan is available online @ Rossvalleyfire.org to assist the applicant in meeting the minimum defensible space requirements.	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
10		Address numbers at least 4" tall must be in place adjacent to the front door. If not clearly visible from the street, additional numbers are required. Residential numbers must be internally illuminated (backlit), placed to a light or be reflective numbers. If your project is a new house or substantial remodel, they may only be internally illuminated or illuminated an adjacent light controlled by a photocell and switched only by a breaker so it will remain illuminated all night. If not currently as described, they must be installed as part of this project.	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
11		Applicant may propose alternate materials or method in accordance with Section 103.3. All approved alternates requests with supporting documentation shall be included in the plans set submitted for final approval.	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	

*All conditions listed above shall be included in revised drawings.
Fire and life safety systems may require a separate permit. Fire permits may be noted as deferred.*

132 WOODLANE



ROSS VALLEY FIRE DEPT

Approved
 Approved with Conditions
 Not Approved--need revision
 Incomplete
 Date: 3/7/12

space

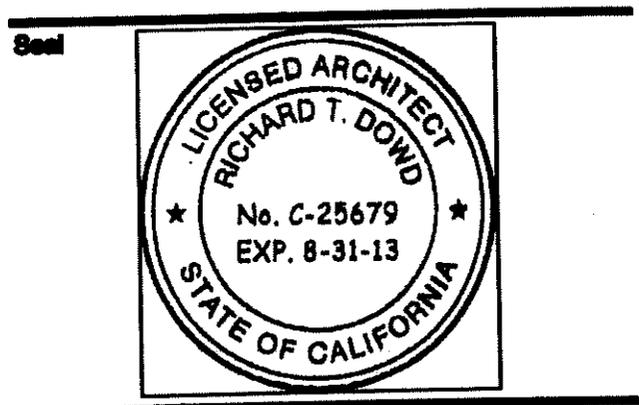
gs, structures, decks, etc.

minimum spacing between vegetation is three feet of vegetation within 10 feet of the dripline to

limbs. height of 4 inches. a minimum of 10 feet from other trees.

placed so that no continuity exists between the trees so that fire will not extend into the tree canopy. their crowns will be separated by at least 10 feet. Existing trees may be retained on their configuration and distance from

roadways as for defensible space.



No.	Description	Date
1	PLANNING SUBMITTAL SET	2.29.2012

No.	Description	Date
△		
△		
△		
△		

Project Code: _____ Filename: _____

HEDLUND VEGETATION MANAGEMENT PLAN

RECEIVED SCALE: 1/16" = 1'-0" Drawing Number

A1.04



ROSS VALLEY SANITARY DISTRICT
2960 Kerner Blvd
San Rafael, CA 94901
(415) 259-2949 ~ rvsd.org

RECEIVED

MAR 21 2012

TOWN OF FAIRFAX

March 16, 2012

Linda Neal, Senior Planner
Dept of Planning and Building Services
142 Bolinas Road
Fairfax, CA 94930

SUBJECT: 132 WOOD LANE, FAIRFAX; APN 002-061-11

Dear Ms. Neal:

We are in receipt of your transmittal letter dated March 6, 2012 concerning the above- referenced project. Since this project involves an extensive demolition and rebuild, the project will require a connection permit from the District. The size of the sewer lateral will depend on the fixture count calculated during the permitting process. If the existing lateral meets the size requirement of the fixture count, the applicant has the option of installing a new lateral or, the old sewer lateral needs to be tested in the presence of a District Inspector and found to meet all current District requirements.

Sanitary District No. 1 will place a hold on said property once the building permit is issued. This hold prevents the new building from being released for occupancy until the District's permit and sewer requirements are fulfilled. It is the owner's responsibility to obtain a sewer connection permit from this office and meet all District requirements pertaining to the private side sewer/lateral.

If you have any questions, please contact this office.

Sincerely,

Randell Y. Ishii, M.S., P.E.
District Engineer

Attn: Stuart

TOWN OF FAIRFAX
DEPARTMENT OF PLANNING AND BUILDING SERVICES

142 Bolinas Road, Fairfax, California 94930
Phone (415) 453-1584 FAX (415) 453-1618

LETTER OF TRANSMITTAL

From: Fairfax Planning and Building Services Department

Date: March 6, 2012

To: Town Engineer Fairfax Police Dept. Marin County Open Space Dist.
 Town Attorney Sanitary Dist. 1 Other – Building Official
 MMWD Public Works Dept. Marin Municipal Water Dist.
 Ross Valley Fire Marin County Health Dept.

Address and Parcel No: 132 Wood Lane; Assessor's Parcel No. 002-061-11

Project Description: Construction of a 1,532 square foot, three bedroom, two bath residence with a 338 square foot attic in the location of a previously existing single-family residence.

These plans are being transmitted for review either: a) prior to public hearings on discretionary permits before the Fairfax Design Review Board and Planning Commission; or, for review prior to issuance of a building permit. Please provide your comments on the completeness and adequacy of the submittal for your agencies reviewing purposes within 10 days.

1	2/29/12	Preliminary development plans

REMARKS

NO CONCERNS. SB

Please respond by March 23, 2012. Thanks

If you have any questions please contact: Linda Neal, Senior Planner

**TOWN OF FAIRFAX
DEPARTMENT OF PLANNING AND BUILDING SERVICES**

142 Bolinas Road, Fairfax, California 94930
Phone (415) 453-1584 FAX (415) 453-1618

LETTER OF TRANSMITTAL

From: Fairfax Planning and Building Services Department

Date: March 6, 2012

To: Town Engineer Fairfax Police Dept. Marin County Open Space Dist.
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1	2/29/12	Preliminary development plans

REMARKS NO COMMENTS AT THIS TIME

Please respond by March 23, 2012. Thanks

If you have any questions please contact: Linda Neal, Senior Planner

Rich Dowd

Subject: FW: 132 Wood Lane letter for City planning office

----- Forwarded message -----

From: Suzanne Quentin <sqenterprises@yahoo.com>

Date: Mon, Mar 5, 2012 at 10:15 PM

Subject: 132 Wood Lane letter for City planning office

To: Marla Hedlund <marla.garmire@gmail.com>

Cc: Suzanne Quentin <sqenterprises@yahoo.com>

Dear Fairfax City Planning Office,

I am writing in regards to our next door neighbors the Hudlunds at 132 Wood Lane. I am in full support of their plans to complete their home renovation and request that you approve any and all pending permits that would allow them to do so as quickly as possible. Their efforts to restore a nearly 100 year-old home will result in a more beautiful property and asset to the entire community and we want nothing more than for them to be able to complete this project and move into the home they have dreamed of with their two small daughters.

Thank you so much.

Kind regards,
Suzanne Quentin, homeowner
130 Wood Lane

Suzanne Quentin
Sky Consulting, Inc.
Performance Coaching for Business Leaders
[415.672.2369](tel:415.672.2369)

*"Becoming a leader is synonymous with becoming yourself.
It's that simple, and that difficult."
- Warren Bennis*

EXPLORE <|> ALIGN <|> ACHIEVE

March 4, 2012

Re: 132 Wood Lane, Fairfax

To the Fairfax Town Council:

We would like to lend our support of John and Marla Hedlund in their efforts to rebuild the house they recently bought at 132 Wood Lane. The property is a grand old place but in dire need of repair. We live across the street at 129 and as neighbors were glad to see a young family buy the house to make a home for their two babies. Wood Lane is a great place to raise children as I can attest having raised three here.

We hope the town council will be flexible when it comes to the position of the house and the property line, especially since the property line borders what is basically a parking lot at Marin Stables. While set-backs are important in most cases, this is not one of them. In all the years that the house sat so near the property line, we would bet there was not one complaint or problem.

Our hope is that the Town Council will welcome this new family to Fairfax and make their transition through the needed construction a bit easier.

Sincerely,

A handwritten signature in black ink, appearing to read 'Claudia Misner & Larry Steinhardt'. The signature is fluid and cursive, with the names overlapping and extending across the line.

Claudia Misner & Larry Steinhardt

March 1, 2012

To Whom It May Concern,

We live directly across the street from John and Marla Hedlund. We are fully aware of their building plans, and completely support them. If you should have any questions or concerns, please feel free to contact us.

Thank you.

A handwritten signature in black ink that reads "Art + JoAnn Black". The signature is written in a cursive, flowing style.

Arthur and JoAnn Black

137 Wood Lane

Fairfax, Ca 94930

(415)454-4572

Linda Neal

From: Rich Dowd [richdowd@comcast.net]
Sent: Thursday, April 12, 2012 11:57 AM
To: Linda Neal
Subject: FW: Hedlund/Crocker

FYI

----- Forwarded message -----

From: **Tim Nardell** <tim@ncalegal.com>
Date: Tue, Apr 10, 2012 at 5:04 PM
Subject: Hedlund/Crocker
To: John Gmail <jhedder@gmail.com>, Marla Hedlund <marla.garmire@gmail.com>
Cc: bobhr@dartmouth.edu

John and Marla --

We got the Statement of Non Interest from the County of Marin. So that means that the quiet title action is unopposed.

Even though we don't have a judgment quieting title yet, you can tell the Fairfax Planning at the upcoming meeting that you are in the process of quieting title to the 10 foot strip. The last known owner of the strip is a defunct company that did not answer the complaint, over whom you have taken a default. No one else has asserted any other interest in the property.

J. Timothy Nardell

NARDELL CHITSAZ & ASSOCIATES LLP

790 Mission Avenue
San Rafael, California 94901
Email: tim@ncalegal.com
Tel: [\(415\) 485-2200](tel:(415)485-2200)
Fax: [\(415\) 457-1420](tel:(415)457-1420)

www.ncalegal.com

Linda Neal

From: Ray Wrynski [r.wrynski@verizon.net]
Sent: Tuesday, March 27, 2012 12:55 PM
To: Linda Neal
Subject: 132 Wood Lane House Reconstruction

Linda:

You should have my review memorandum on this project. I will mail the original. The only items identified in the memorandum that must be submitted are the topographic survey with the engineer's signature and seal (the engineer did not sign it) and the Hydrology report with the engineer's signature and seal (the engineer did not put his name on it and did not sign it). I don't think you have to return the plans to me for another review, on the next submittal, unless you want to. You just need to see that the topography survey has the engineer's signature and seal and to see that the Hydrology Report also has that signature and seal. I looked up this engineer at the State Board of Registration web site and saw that his civil license also has surveying authority and he also has a surveyors license so he could use either one of those on the topo and on the record of survey. The Hydrology report must have his civil engineer license seal and signature.

We discussed that the Town would like to get this project moving toward a permit. This is not a project with a lot of problems. It is not very steep near the house and there is basically no grading except as needed to make room for the house foundation construction. The soils engineer noted the moderate hill slope and stated that there is low risk of a deep seated landslide. Most soils engineers will not guarantee there will not be landslides if the land has any significant slope. The soils engineer stated that the existing earth ditch could be concrete lined and the downhill side of the ditch could be raised so the ditch could better intercept debris if a debris flow occurred. He also gave an option of building a three foot high debris barrier wall below that ditch as an additional debris barrier protection. Those debris protection items were not given as requirements so I decided to leave the decision, to build them, with the soils engineer, architect and owner. You could include those things as items the Planning Commission could require if you feel they are something that really should be included.

The drainage design around the house is by the architect so you will probably want to require the architect and the soils engineer to sign off on the site drainage when it is time to final the permit. The civil engineer did do the Hydrology Report so I suppose it would be appropriate to also have him sign off on the finished site drainage as you usually do.

I left the property line issues to be dealt with by the Town Attorney as you suggested. I think the record of survey noted on the civil engineer's plan will be a good way of getting the final boundary resolutions on record at the end of the project.

Ray



TOWN OF FAIRFAX

142 BOLINAS ROAD, FAIRFAX, CALIFORNIA 94930
PHONE (415) 453-1584 / FAX (415) 453-1618

RECEIVED

MAR 28 2012

TOWN OF FAIRFAX

Date: March 26, 2012

Page 1 of 3

MEMORANDUM

To: Linda Neal – Senior Planner

From: Ray Wrynski
Town Engineer

Subject: Proposed Existing House Reconstruction
132 Wood Lane
Fairfax, CA

A.P. 002-061-11

I have reviewed the plans and documents that were enclosed with your 3/6/12 transmittal. The items reviewed included a 11 sheet plan set from RD Architecture, dated 2/29/2012, with a sheet 1 of 1 in that plan set by Gregory J. Cook, Engineer, titled Topographic Survey and dated 1/30/12, a 1/24/06 letter from SalemHowes Geotechnical Engineers and Geologists, a 2/28/12 Geotechnical Reconnaissance report by Dave Olnes Civil and Soil Engineer, a Hydrology Report, dated 1/30/2012, with no author shown, a grant deed for this site recorded July 8, 2011, a Preliminary Title Report by Stewart Title of California, dated 2/22/12 and a project description by RD Architecture, dated 2/29/12.

A site review was done 3/23/12.

This project is very nearly a complete reconstruction of the existing house. The Project Description by RD Architecture states that the southern exterior wall is on the property line. The plans show that the easterly wall of the garage is on the property line. The Project Description states that a Quiet Claim action has been submitted to the courts for the 10 foot strip of land between this parcel and the MMWD lands as well as a lot line adjustment along the east boundary. In a 3/23/12 e-mail, you noted that the property line issues are being dealt with by the Town Attorney and the Town Council. The above conditions will be noted in the requirements that are typically placed on a project like this.

The Town Code, Section 17.072.080, provides a list of submittal requirements. The submitted topographic survey provides most of the information required for that map. The property lines, required to be shown on the map, are incomplete. A note on the map states that a record of survey will be prepared. This record of survey must show the complete parcel property lines including the changes that result from the above noted Quiet Claim action, lot line adjustment and the Town Council and Town Attorney actions on the property lines. A requirement should be placed on the project that two copies of the record of survey recorded at the Marin County Recorder's Office shall be provided to the Town of Fairfax prior to the project building permit being finalized. The topographic survey has a note stating there are no easements based on title report information and that satisfies the Code requirement for showing easements. The topographic survey must bear the signature and seal of the engineer or surveyor responsible for preparing it. The project plans must include copies of that signed and sealed survey.

This project does not create new development and so it is expected that the existing utility services will continue to serve the site when the reconstruction work is complete. It is not expected that there will be a need to cut the street paving to place utilities so the Code requirement to show the location of existing sewer, water and storm drain lines with their sizes can be waived. If a need to cut the street pavement develops, an encroachment permit must be obtained from the Town, by the contractor, before that work is started.

The Code requires an engineering report that provides information on site soil drainage, watershed boundaries, the relationship of the construction to vicinity drainage patterns, site geology and foundation adequacy. The Geotechnical Reconnaissance by Dave Olnes and the Hydrology Report provide this information. At least two copies of the Hydrology Report must be submitted, that bear the signature and seal of the licensed civil engineer responsible for its preparation, before that report can be used to satisfy the above noted Code requirements.

The Geotechnical Reconnaissance Report states there is a relatively low risk of deep seated landsliding but that shallow debris flow events could occur. The Reconnaissance also suggests there does not appear to be a clear debris path directly toward the house. I recommend that a condition be placed, on the project, to require that prior to the building permit being finalized, a letter shall be provided by the Geotechnical Engineer that states that the finished construction satisfies the recommendations in the Geotechnical Reconnaissance Report and that the house is reasonably safe from landslide damage.

New on-site local drainage facilities are shown on the site grading, drainage and erosion control plan which satisfies the Code requirement to show those facilities. That plan satisfies the requirement for a grading and erosion control plan. The earth ditch described in the geotechnical reconnaissance and shown on the topographic survey intercepts hillside runoff above the existing pool area and so greatly reduces the stormwater flow involved in the reconstruction area. The submitted Hydrology Report notes that since there has not been any increased impermeable surface area within the property limits there is no increase to offsite storm flows. No mitigation to control stormwater flows due to this proposed construction is needed.

This site is mapped in a Flood Zone X on the current Federal Emergency Management Agency Flood Insurance Rate Map. This is described as an area of 1% annual chance of flood with average depths of less than 1 foot. The submitted Hydrology Report provides some discussion of the potential flooding of the lower portion of the site close to the street and there is a line shown on the topographic survey that is described as the 100 year flood level. The flood level is shown to affect the front portion of the existing garage. The house area is shown to be above the flood level. I recommend a requirement that a Flood Elevation Certificate be provided to the Town for this site prior to final on the building permit.

The Grading, Drainage and Erosion Control Plan states grading quantities of 15 CY of cut, 9 CY of fill and 6 CY of material hauled away. These look like reasonable quantity estimates and that volume of material does not require a specific Planning Commission approval.

The Vegetation Management Plan states that existing trees are to remain as is so Code Section 8.36: Trees does not apply.

I recommend that the processing of this project be delayed until the above required information is received.

A handwritten signature in cursive script that reads "Ray Wrynski".

Ray Wrynski, P. E.
Town Engineer

Linda Neal

From: Stanley Graham [sgraham@marinwater.org]
Sent: Friday, April 13, 2012 9:01 AM
To: Linda Neal
Subject: Unrecorded Deed
Attachments: Deed 34.pdf

Linda,

Attached is a copy of the unrecorded deed releasing our interest in a portion of lot 379A as described in Map No. 3 of Deer Park, Book No. 4, Page 96, Marin County Records.

Regards,

Stanley Graham
Real Property Agent
Marin Municipal Water District
220 Nellen Avenue
Corte Madera CA 94925
Office 415-945-1584
FAX 415-945-1599
sgraham@marinwater.org

Deer Park
Wood Lane

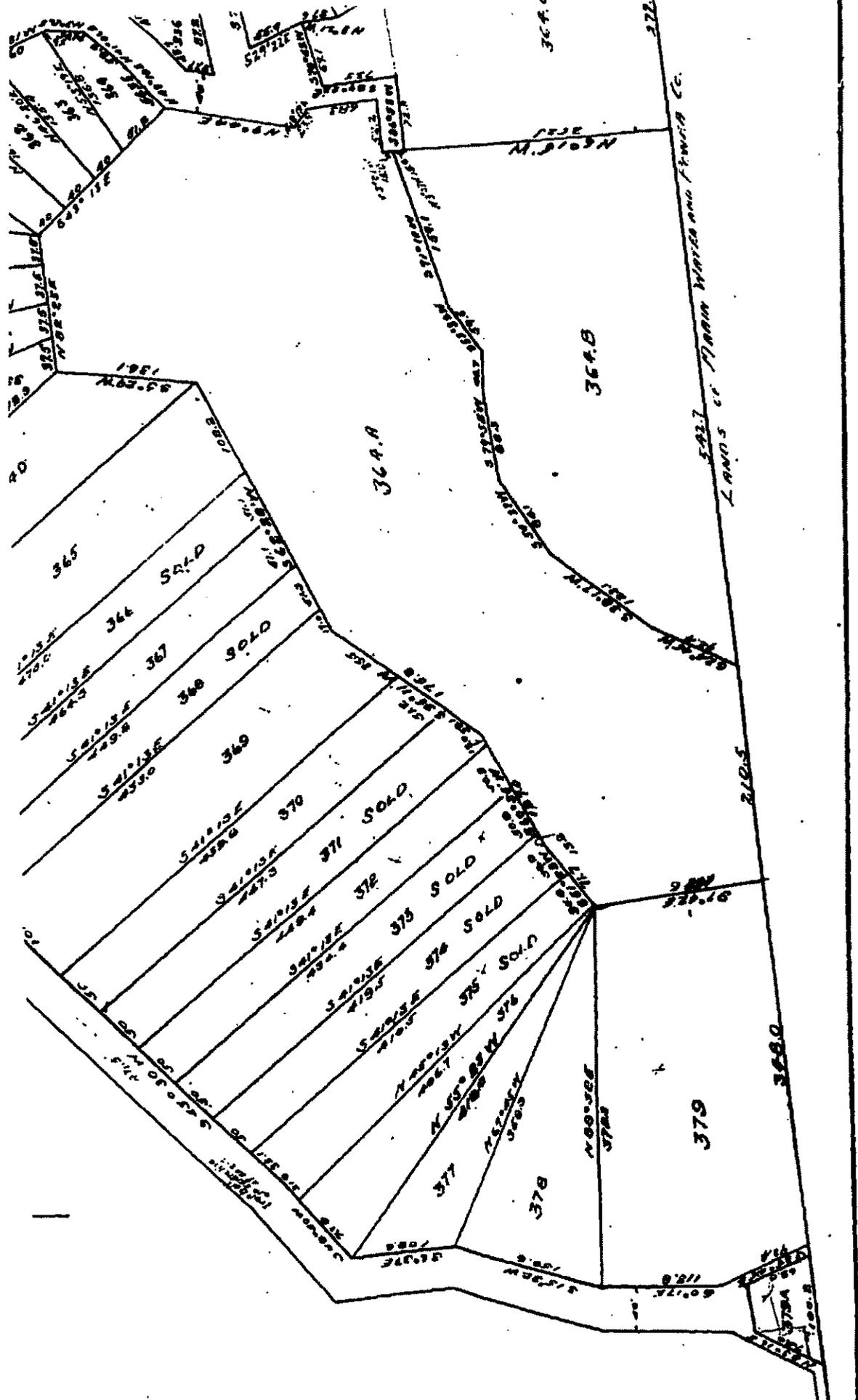
Aug 10-22

a 10 ft right of way at head of Wood Lane
described as follows beginning at a point which
is the southeast corner of lot 379 A - as laid
down and delineated on that lot on Map
No 3 Sheet No 3 of Deer Park
filed in the office of the County Recorder in book No 4 of
map page 96, records of Marin County.
bearing thence N 23-16 E 115 ft thence N 83-15 E 249.6 ft
thence S 0-17 W 102 ft thence S 83-15 W 300 ft to
point of Beginning

Abandonment of Highway
2697-2698 Pol Code

Copy of MS. Ed.

Fraction of
also from set
Trautman &
Ernie, Hunt.



MAP 112.3. SHEET 3. DEER PARK. 4000 96