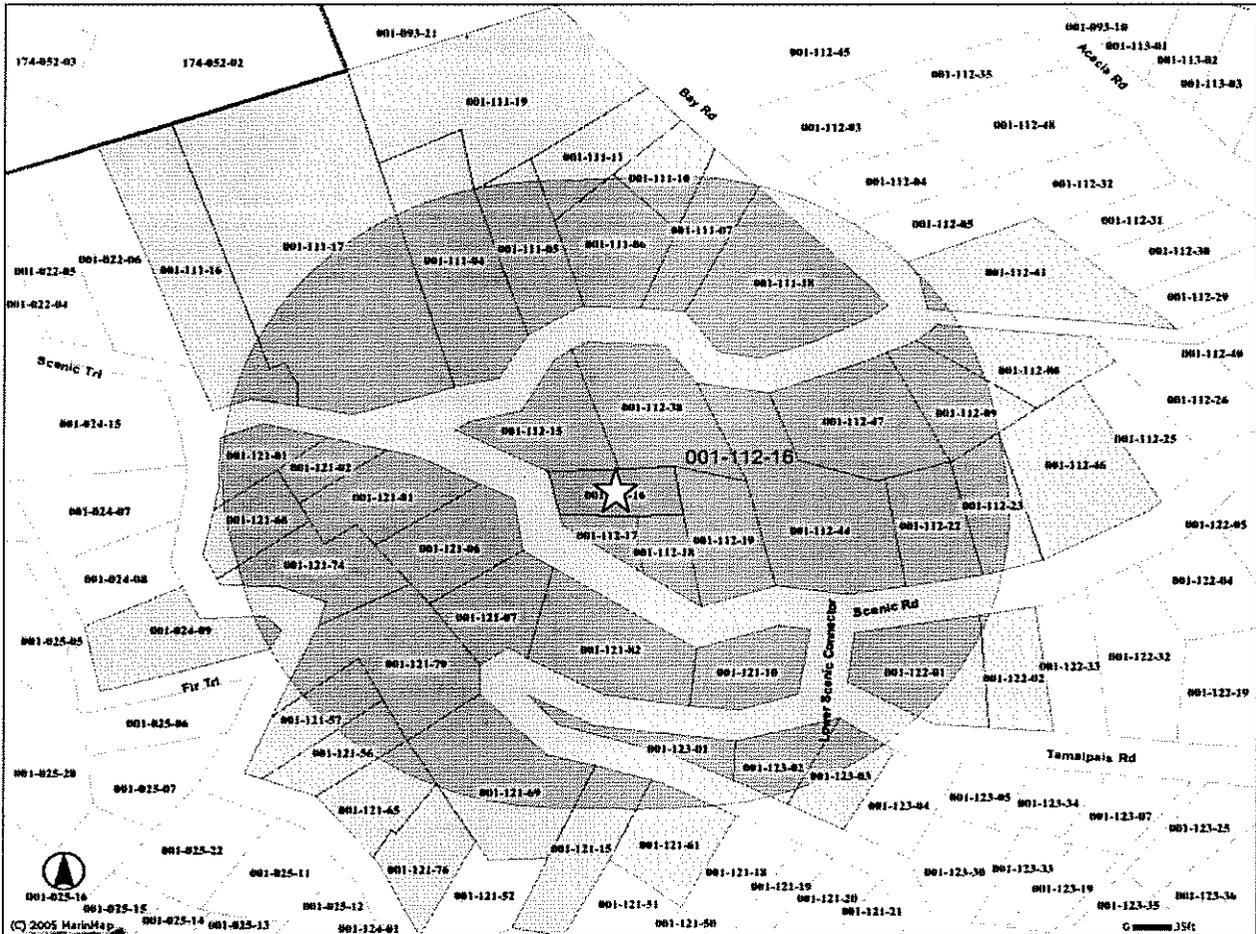


**TOWN OF FAIRFAX  
STAFF REPORT**  
Department of Planning and Building Services

**TO:** Fairfax Planning Commission  
**DATE:** July 19, 2012  
**FROM:** Jim Moore, Director of Planning and Building Services  
 Linda Neal, Senior Planner  
**LOCATION:** 154 Scenic Road; Assessor's Parcel No. 001-112-16  
**PROJECT:** Expansion of an existing single-family residence  
**ACTION:** Use Permit, Variance and Design Review; Application # 12-18  
**APPLICANT:** Bruce and Katherine Dombrosky  
**OWNER:** Same  
**CEQA STATUS:** Categorically exempt section(s) 15301(e) and 15305(a)



**154 Scenic Road**

## **BACKGROUND**

The 5,750 square foot project site has an average slope of 17%. It is developed with a 936 square foot, 1 bedroom, 1 bath cottage that was constructed in 1916 and was suffering from deferred maintenance when the current owners purchased it in 2011.

Shortly after the new owners took possession of the property the property line location in relation to the structure location was disputed by the neighbor at 156 Scenic Road. It was unclear, based on unrecorded survey information he had, whether the structure at 154 Scenic was built on the property line and/or whether the eaves or portions of the structure itself projected over the property line.

A preliminary determination by staff, that only the eaves project over the shared line resulted in the owner being issued a permit to do earthquake retrofitting work and construct a new foundation under the building on February 16, 2012. The neighbor continued to contest the property line location based on his unrecorded survey information so staff stopped the job so the property owners could obtain their own survey information. The applicant's survey matched the neighbor's survey and showed that the structure was located .2 to .4 feet over the property line.

On April 6, 2012 a permit was issued to allow miscellaneous upgrades such as rebuilding the front access stairs, installing new siding, replacing the failing retaining wall along the north side of the driveway, etc. As a result of the survey, the applicants removed the portion of the structure that crossed the line and an additional 10 inches to get the structure off the neighbor's property and leave a little room for maintenance on May 16, 2012.

All the above permits were issued based on Town Code § 17.016.020(C) which allows structures with legal non-conforming setbacks to be maintained.

## **DISCUSSION**

The applicants are now applying for a Use Permit to construct a 206 square foot master bedroom addition which will increase the square footage to 1,142 square feet.

The project complies with the regulations set forth in the Residential RS 6 Zone District as follows:

### **Property Zoning: Residential single-family RS 6 Zone**

	<b>Front Setback</b>	<b>Rear Setback</b>	<b>Combined Front/rear Setback</b>	<b>Side Setbacks</b>	<b>Combined Side Setbacks</b>	<b>FAR</b>	<b>Lot Coverage</b>	<b>Height</b>
<b>Required/ Permitted</b>	6ft	12ft	35ft	5ft & 5ft	20ft	.40	.35	28.5ft, 2 stories
<b>Existing</b>	27ft	42.5ft	69.5ft	10 in. & 16.5ft	16.5ft	.16	.19	19ft, 1 story
<b>Proposed</b>	27ft	42.5ft	69.5ft	10 in & 16.5ft	16.5ft	.19	.21	20ft, 10 inches, 1 story

Please note that the height of the structure increased 22 inches because that was the minimum necessary in order to replace the foundation and be in compliance with the current building code and accepted engineering practices. This increase was considered maintenance because it was required to stabilize the structure.

The project requires the approval of the following discretionary permits:

### **A Use Permit**

The project requires a Use Permit because Town Code §17.080.050 indicates that a Use Permit must be obtained prior to any improvement on a building site failing to meet the minimum lot size or width requirements. The subject property has a 17% slope. In order to comply with Town Code § 17.080.050(C) a property would have to be 9,000 square feet in size and 71 feet wide. The subject site is only 6,000 square feet in size and 50 feet wide and therefore, the project requires a Use Permit.

A search of the Marin County Tax Assessor's records has revealed that residences in the immediate area on similar sized parcels range in size from an 840 square foot, 2 bedroom, 1 bath house on a 6,000 square foot sloped site (116 Scenic Road) to 2,154 square feet with 3 bedrooms and 3 baths on a sloped 6,000 square foot site (90 Tamalpais Road).

The proposed 206 square foot increase in size and the addition of 1 bedroom resulting in a 1,142 square foot residence is not out of character with the types and sizes of structures found throughout the neighborhood on similar parcels.

### **Parking Variance**

The project results in an addition/remodel that affects 50% of the structure (the square footage of the addition, when added to the square footage of the existing rooms affected by the new construction exceeds ½ the square footage of the existing residence). The project also includes the addition of a new bedroom. Therefore, the project constitutes 50% remodel based on the relatively new definition set forth in Town Code § 17.008.020, Fifty Percent Remodel. Town Code § 17.016.040 (B) prohibits 50% remodels of non-conforming structures. The section after that, Town Code § 17.016.040(C)(2), grants some relief for non-conforming properties by allowing 50% remodels as long as the on-site parking is either brought into compliance with current regulations, or a parking variance is granted by the Commission.

The proposed 50% remodel will increase the structure to a two bedroom dwelling. The applicant has already widened the driveway to provide parking for two vehicles. Therefore, the proposed addition should not negatively impact the surrounding neighborhood or properties.

Note: The widening of the driveway did not involve the construction of any new structures and therefore, the additional parking did not require the approval of an encroachment permit (Town Code § 12.32.010).

## Design Review

The addition will be located at the southeastern corner of the structure where it will maintain setbacks over 20 feet away from the residence to south at 144 Scenic Road and will maintain over a 42 foot setback from the uphill structure to north at 156 Scenic Road. The addition is one one-story, the siding will be vertical T-11 to match the existing structure and it will be painted blue (Behr 550F-5, Winter Lake) while the trim will be white (Behr W-F-620). The addition will not impact the architecture of this typical Fairfax summer cottage structure.

Town Code § 17.020.030(A) requires that 50% remodels comply with the design review criteria set forth in Town Code § 17.020.040 and be approved by the Planning Commission. The design review criteria are as follows (staff recommended criteria are in bold, italicized font):

The proposed development shall create a well composed design, harmoniously related to other facilities in the immediate area and to the total setting as seen from hills and other key vantage points in the community.

***Aside from the increase in the height of 22 inches and the room addition at the rear, the structure remains the same. The façade and original architecture has not been significantly impacted and it retains its craftsman style of architecture. Therefore, the project creates a well composed design and relates harmoniously to other residences in the neighborhood.***

Only elements of design which have significant relationship to exterior appearance of structures and facilities shall be considered; these elements may include height, arrangement on the site, texture, material, color, signs, landscaping and appurtenances.

***Only elements of design relating to the exterior of the structure have been used in evaluating the project.***

The proposed development shall be of a quality and character appropriate to, and serving to protect the value of, private and public investments in the immediate area.

***The remodel and repair of this dilapidated Fairfax cottage will protect private investments in the neighborhood.***

The proposed development shall conform with all requirements for landscaping, screening, usable open space and the design of parking and off-street loading areas set forth in this title.

***The applicant has reconstructed the failing driveway retaining wall and widened the driveway to provide two parking spaces for the property. The project only adds one bedroom to the residence resulting in a two bedroom, one bath house. Therefore the parking as provided is adequate.***

Where the proposed development is located in an area where a neighborhood plan or precise plan has been adopted by the town, the design of the development shall conform in all significant respects with such plans.

N/A

There shall exist sufficient variety in the design of the structures and grounds to avoid monotony in external appearance.

*The siding on the addition will be vertical T-11 siding to match the siding on the existing residence and the front façade has remained the same, preserving the simple cottage appearance of the structure.*

The size and design of the structure shall be considered for the purpose of determining that the structure is in proportion to its building site and that it has a balance and unity among its external features so as to present a harmonious appearance.

*Structures in the area on similar sized lots vary in size from 840 square feet to 2,154 square feet so this 1,142 square foot residence is similar to those in the neighborhood and in proportion with the 6,000 square foot site.*

The extent to which the structure conforms to the general character of other structures in vicinity insofar as the character can be ascertained and is found to be architecturally desirable.

*The residence is similar in character to other structures built as vacation cabins in the area.*

The extent to which ornamentation is to be used and the extent to which temporary and second-hand materials, or materials which are imitative of other materials, are to be used.

N/A

The extent to which natural features, including trees, shrubs, creeks and rocks, and the natural grade of the site are to be retained.

*The addition is being constructed on the southeast corner of the residence in an area of the yard that has already been disturbed with a stairway and other yard improvements. The addition will not require the removal of any of the trees on the site but will be occurring within the drip line of a mature oak. Therefore, included in the conditions of approval, is a requirement that an arborist report be provided with the building permit application, assessing the health of the adjacent trees in the area of the addition and making recommendations for mitigation measures to be implemented during and after construction to ensure the tree continued health.*

The accessibility of off-street parking areas and the relation of parking areas with respect to traffic on adjacent streets.

*The off-street parking is accessible and in the same location that it has existed for many years. Therefore, it will not significant impact traffic on Scenic Road.*

The reservation of landscaping areas for the purpose of separating or screening service and storage areas from the street and adjoining building sites, breaking up large expanses of paved areas, separating or screening parking lots from the street and adjoining building sites, and separating building areas from paved areas to provide access from buildings to open space areas;

*N/A*

In the case of any commercial or industrial structure, the board shall consider its proximity to any residential district and shall consider the effect of the proposed structure upon the character and value of the adjacent residential district area.

*N/A*

The design review board may recommend design guidelines to the planning commission and town council for adoption in order to further the objectives of this section and to illustrate design criteria.

*N/A*

### **OTHER AGENCY/DEPARTMENT REQUIREMENTS**

#### Ross Valley Fire Department Conditions

1. The structure must be provided with a fire suppression system that is approved and inspection by the Ross Valley Fire Department.
2. Vegetative management on the site must comply with Ross Valley Fire Department Fire Protection Standard 220.
3. Address numbers that are at least 4 inches in height must be in place adjacent to the front door and if not clearly visible from the street additional numbers are required where they are clearly visible from the street. The numerals must be illuminated so they are visible at night.
4. All smoke detectors shall be provided with AC power and be interconnected for simultaneous alarm and be located as required by the Building Code.
5. Carbon monoxide detectors must be installed in compliance with the Building Code.

#### Marin Municipal Water District Conditions

1. All landscaping and irrigation plans must be designed in accordance with the District's indoor and outdoor requirements set forth in District Code Title 13, Water Conservation.
2. Backflow protection shall be provided as a condition of water service if required.

## Ross Valley Sanitary District Conditions

1. If not already installed the side sewer be equipped with a backwater prevention device.
3. After the project is approved, the owner or contractor should contact the District to arrange for a District Inspector to approve the existing installation and to make a record of the backwater prevention device for the District's files.

### **RECOMMENDATION**

1. Open the public hearing and take testimony.
2. Close the public hearing.
3. Move to approve application # 12-18 based on the following findings and subject to the following conditions:

#### Recommended Findings

The addition will comply with all the setback requirements, Floor Area Ratio and lot coverage regulations and with the height limit. 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.

The addition is located at the rear southeast corner of the site well away from any neighboring structures. Therefore, the development 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.

Approval of the addition does not change the single-family character of the structure or the site and the project complies with all the regulations set forth in the RS 6 Zone district where the property is located. Therefore, approval of the use permit is not contrary to 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.

The project will allow the owners to construct a modest expansion of the residence so it suits their family needs and refurbishing and retaining existing housing stock. Therefore, approval of the use permit will result in equal or better development of the premises than would otherwise be the case, and that said approval is in the public interest and for the protection or enhancement of the general health, safety or welfare of the community.

## Recommended Conditions

1. This approval is limited to the development illustrated on the plans prepared by Tentmakers Inc., dated 2/20/12 (page A1) and 10/15/11 (pages A2 through A4) and S.2.
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 the following:
    - Construction delivery routes approved by the Department of Public Works.
    - Construction schedule (deliveries, worker hours, etc.)
    - Notification to area residents
    - Emergency access routes
  - b. The applicant shall prepare, and file with the Public Works Director, a video of the roadway conditions on the construction delivery routes (routes must be approved by Public Works Director/ the Public Works Director can waive this requirement).
  - c. Submit a bond or letter of credit 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 Building Official/Public Works Director. Upon approval of the contract costs, the applicant shall submit bond or letter of credit equaling 100% of the estimated construction costs.
  - d. 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 Plan Check Engineer. e. Prior to submittal of the building permit plans the applicant shall secure written approval from the Ross Valley Fire Authority noting the development's conformance with their recommendations and shall include a copy with the building permit submittal.
3. During the construction process the following shall be required:
  - a. The structural engineer shall be on-site during the grading process (if there is any grading to be done) 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. The structural engineer 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 prior to the concrete form inspection by the building official. 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 waived by the building official on a case by case basis with prior notification from the project sponsor.

d. 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 structural 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 Planning Department shall field check the completed project to verify that all Planning Commission conditions have been complied with.

5. Excavation shall not occur between October 1st and April 15th. 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 or sweeping the roadway daily, if necessary.

7. During construction the developer and all employees, contractors and subcontractors must comply with all requirements set forth in Ordinance # 637 (Chapter 8.32 of the Town Code), "Urban Runoff Pollution Prevention".

8. Notwithstanding section #17.072.050 of the Fairfax Zoning Ordinance, any changes, modifications, additions or alterations made to the approved set of plans will require a modification of Application # 12-18. Any construction based on job plans that have been altered without the benefit of an approved modification of Application # 12-18 will result in the job being immediately stopped and red tagged.

9. Any damages to the roadways accessing the site resulting from construction activities shall be the responsibility of the property owner.

10. The applicant shall comply with any and all requirements of the Ross Valley Fire Department, the Ross Valley Sanitary District, the Marin Municipal Water District and the Fairfax Building Official.

11. 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.

12. Prior to issuance of the building permit the applicants shall provide a report by a licensed arborist that includes a survey of the existing health of the trees and mitigation measures to be taken during and after construction to maintain the trees health. The arborist shall be on site during the grading and shall provide a letter to the Town indicating that their recommended mitigation measures were followed prior to the concrete pour inspection being performed by the Building Official.

13. A Tree Protection Plan by a Certified Arborist shall be submitted with the building permit application assessing the health of the trees immediately adjacent to the addition and making recommendations for mitigation measures to be implemented during and after construction to ensure the trees continued health.

14. All conditions of agencies with jurisdiction over the project must be complied with unless that agency waives one or more of them in writing to the Town.

#### Ross Valley Fire Department Conditions

1. 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.
2. 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.
3. All smoke detectors shall be provided with AC power and be interconnected for simultaneous alarm and be located as required by the Building Code.
4. Carbon monoxide detectors must be installed in compliance with the Building Code.

5. The site shall comply with Ross Valley Fire protection Standard 220 Vegetative and Fuels Management Plan.

#### Marin Municipal Water District Conditions

1. All landscaping and irrigation plans must be designed in accordance with the District's Ordinance #385 for water conservation and landscaping.
2. Backflow prevention shall be installed and inspected by the Water District as a condition of water service if required.

#### Ross Valley Sanitary District Conditions

1. If not already installed the side sewer be equipped with a backwater prevention device.
2. After the project is approved, the owner or contractor should contact the District to arrange for a District Inspector to approve the existing installation and to make a record of the backwater prevention device for the District's files.

#### **ATTACHMENTS**

- Exhibit A – Applicant's supplemental information
- Exhibit B – Other agency/department conditions

RECEIVED

JUN 27 2012

**TOWN OF FAIRFAX**

Bruce and Katherine Dombrosky  
154 Scenic Road  
Fairfax, CA 94930  
415-524-8389  
kdombrosky@gmail.com

Town of Fairfax  
c/o Linda Neil, Senior Town Planner  
142 Bolinas Road  
Fairfax, CA 94930

Re: Letter dated March 27, 2012  
154 Scenic Road, Fairfax, CA 94930

Dear Linda,

**Encroachment Permit:**

We will not need an encroachment permit on the south facing side of the driveway within the right-of-way as we will be grading the land to not need a retaining wall.

**Driveway Retaining Wall:**

We have already submitted engineering and calculations to Mark Lockaby to begin construction of the retaining wall. We have already begun installing the piers; the steel will be in place by end of business Thursday, June 28, 2012 with an inspection by Mark Woodrow to occur before pouring concrete on Friday, June 29, 2012.

**Laundry Room:**

We have obtained a copy of the handwritten notes from the Tax Assessor's Office dated June 23, 1972. When we purchased this home, there was a laundry area which included a hot water heater and washer/dryer. We would like consideration to reconstruct the laundry area to protect the hot water heater from the elements and to bring the property back to pre-construction state.

**Accuracy of Property Line Location:**

We had a Recorded Survey completed by William Schroeder which did show that house was over the property line by 4.8" (.4'). We obtained a permit to cut 10 inches off the house to bring structure off of the property line. We also obtained engineering by Mark Woodrow which was approved by Mark Lockaby; and the work is now complete.

**EXHIBIT #**

**A**

**Height:**

Due to timing and budget constraints we needed to engineer an economical foundation for the existing structure, and we chose to go with Detail 3, Sheet S.2 structural drawings dated 2/7/12, prepared by Mark Woodrow to fulfill obligations to our bank and HUD consultant. Due to that, the house needed to increase height by 11 inches. During pre-construction shoring and demolition operations it was discovered that the floor joists on the west-side of existing residence were in contact with the grade and therefore not in code with current building requirements. The 2010 California Building Code (CBC) requires that non-pressure-treated wood framing be maintained a minimum of 8 inches above grade. In order to construct the new foundation along the west wall per detail 3, sheet S.2., and also comply with the CBC requirements, we determined that the floor framing needed to be raised approximately 11-inches.

Please let us know what else you may need from us, as well as our anticipated date to go to Planning and/or Design Review.

Sincerely,

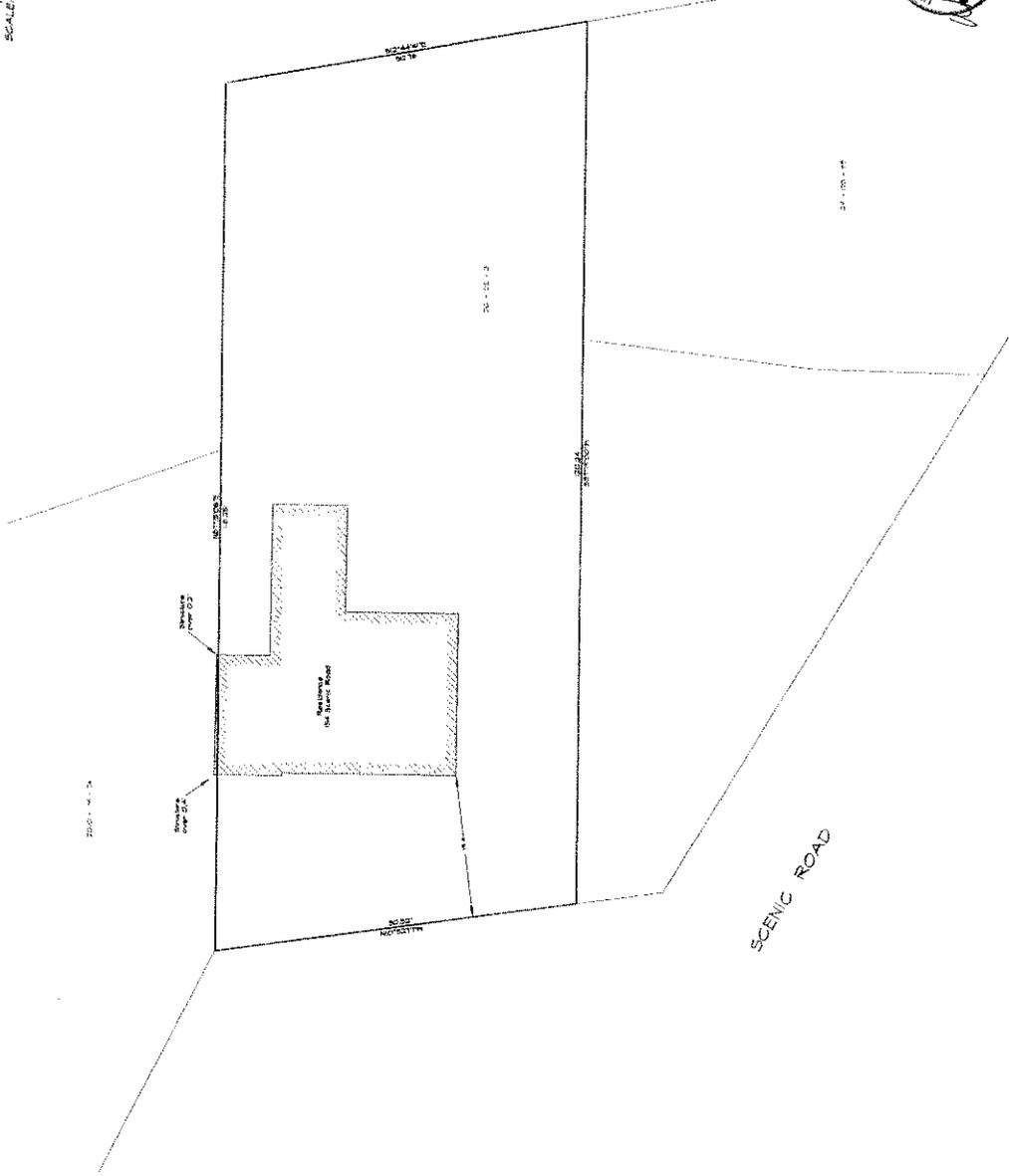
A handwritten signature in black ink, appearing to read "K. Dombrosky". The signature is written in a cursive style and is positioned to the right of a large, horizontal, looping scribble that spans across the line of the signature.

Bruce and Katherine Dombrosky

RECEIVED

JUN 27 2012

TOWN OF FAIRFAX



PLANIMETRIC MAP  
LANDS OF DOMBROSKY  
AS DESCRIBED IN  
DOCUMENT NO. 2011-42788  
MARIN COUNTY RECORDS  
FAIRFAX, MARIN COUNTY, CALIFORNIA  
MAY 2012 SURVEY NO. S-1882



PREPARED BY  
WILLIAM SCHRÖEDER & ASSOCIATES  
2000 BAY STREET, SUITE 100  
SAN RAFAEL, CALIFORNIA 94903  
415.456.1111



Ross Valley Fire Department

777 San Anselmo Ave  
San Anselmo, Ca 94960  
Ph. 415-258-4686

### FIRE DEPARTMENT PLAN REVIEW

PROJECT: Residence  
ADDRESS: 154 Scenic Rd  
Fairfax, CA 94930

Page: 1 of 3  
Date: 03/20/2012  
Reviewed by: Rob Bastianon  
(415) 258-4673

TYPE OF REVIEW: Planning  
Bldg. Dept. 2/29/12 Fire Dept. # 12-0045  
E-mail: [Rbastianon@rossvalleyfire.org](mailto:Rbastianon@rossvalleyfire.org)  
Review No. 1  
Fire Department Standards can be found at: [www.rossvalleyfire.org](http://www.rossvalleyfire.org)

Applicant\*: Planning Dept  
Address:

Fairfax CA 415-459-2344

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

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

**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: 3/20/12

**Inspections required:**

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

**EXHIBIT #**

**B**



Ross Valley Fire  
Department

777 San Anselmo Ave  
San Anselmo, Ca 94960  
Ph. 415-258-4686

## FIRE DEPARTMENT PLAN REVIEW

PROJECT: Residence  
ADDRESS: 154 Scenic Rd  
Fairfax, CA 94930

Page: 2 of 3  
Date: 03/20/2012  
Reviewed by: Rob Bastianon  
(415) 258-4673

TYPE OF REVIEW: Planning  
Bldg. Dept. 2/29/12      Fire Dept. # 12-0045      E-mail: [Rbastianon@rossvalleyfire.org](mailto:Rbastianon@rossvalleyfire.org)  
Review No. 1  
*Fire Department Standards can be found at: [www.rossvalleyfire.org](http://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 along with 1st phase 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.	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
4		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.	
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
5		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.	



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

### FIRE DEPARTMENT PLAN REVIEW

PROJECT: Residence  
ADDRESS: 154 Scenic Rd  
Fairfax, CA 94930

Page: 3 of 3  
Date: 03/20/2012  
Reviewed by: Rob Bastianon  
(415) 258-4673

TYPE OF REVIEW: Planning E-mail: [Rbastianon@rossvalleyfire.org](mailto:Rbastianon@rossvalleyfire.org)  
Bldg. Dept. 2/29/12 Fire Dept. # 12-0045 Review No. 1  
Fire Department Standards can be found at: [www.rossvalleyfire.org](http://www.rossvalleyfire.org)

ITEM #	SHEET	COMMENTS	Corr. Made
		Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
6		Maintain around the structure an effective firebreak by removing and clearing all flammable vegetation and/or other combustible growth within the defensible space zone of 30-100 feet. Ross Valley Fire Department Fire Protection Standard 220 Vegetation/Fuels Management Plan is available online @ <a href="http://Rossvalleyfire.org">Rossvalleyfire.org</a> 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.	
7		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.	

*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.*

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 2, 2012**

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

Address and Parcel No 154 Scenic Road; Assessor's Parcel No. 001-112-16

Project Description: 206 square foot addition to an existing 936 square foot residence resulting in a 1,142 square foot structure.

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	2/20/12	Plans by Joe Serrano, pages A1 through A5 and S.2

**REMARKS** NO CONCERNS. SB

Please respond by March 19, 2012. Thanks

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



# MARIN MUNICIPAL WATER DISTRICT

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

March 14, 2012  
Service No. 04665

**RECEIVED**

**MAR 15 2012**

**TOWN OF FAIRFAX**

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

**RE: WATER AVAILABILITY - Single Family Dwelling**  
Assessor's Parcel No.: 001-112-16  
Location: 154 Scenic Road, Fairfax CA

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 addition to the existing structure will not impair the District's ability to continue service to this property.

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](http://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,

Jose Sotelo  
Engineering Technician Supervisor –  
Development Services

JS:mp

cc: Town of Ross Building Dept



**ROSS VALLEY SANITARY DISTRICT**  
2960 Kerner Blvd  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

**RECEIVED**  
**MAR 13 2012**

**TOWN OF FAIRFAX**

March 9, 2012

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

**SUBJECT: 154 SCENIC ROAD, FAIRFAX; APN 001-112-16**

Dear Ms. Neal:

We are in receipt of your transmittal letter dated March 2, 2012, concerning the above-referenced project. The District has no objection in general, but has the following comments and requirements if the project is approved:

1. If already not installed, the District requires that the side sewer be equipped with an appropriate backwater prevention device (e.g., Contra Costa valve as warranted by the individual site conditions).
2. After the project is approved, the owner or contractor should contact the District to arrange for a District inspector to approve the existing installation (or approve the plans for the proposed installation) of the backwater prevention device and any work done on the side sewer lateral in order to make a record for the District's files.

If you need further information regarding this matter, please contact the office.

Sincerely,

A handwritten signature in cursive script that reads "Randall Y. Ishii".

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

RYI/ryi

**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 2, 2012**

To:  Town Engineer       Fairfax Police Dept.       Marin County Open Space Dist.  
 Town Attorney       Sanitary Dist. 1       Other – Building Official  
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1	2/20/12	Plans by Joe Serrano, pages A1 through A5 and S.2

**REMARKS** NO COMMENTS AT THIS TIME

Please respond by March 19, 2012. Thanks

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