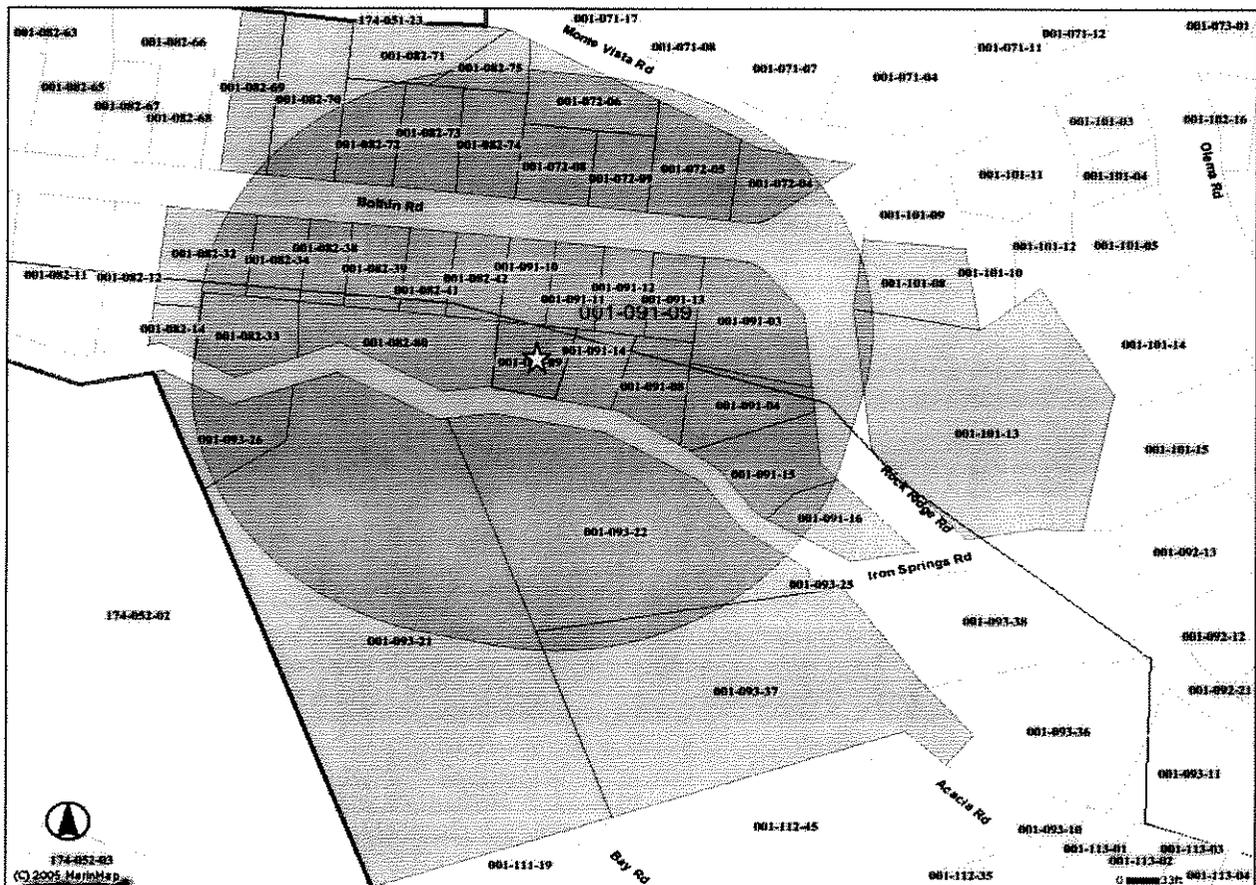


**TOWN OF FAIRFAX
STAFF REPORT**
Department of Planning and Building Services

TO: Fairfax Planning Commission
DATE: August 15, 2013
FROM: Jim Moore, Director of Planning and Building Services
 Linda Neal, Senior Planner
LOCATION: 24 Iron Springs Road; Assessor's Parcel No. 001-091-09
PROJECT: Parking deck
ACTION: Use Permit, Encroachment Permit and Combined Side Setback Variance;
 Application # 13-26
APPLICANT: John and Lisa Scopazzi
OWNER: Same
CEQA STATUS: Categorically exempt, § 15302.



24 IRON SPRINGS ROAD

BACKGROUND

The 6,375 square foot site has an average slope of 40 %. The 1,650 square foot residence was constructed in 1930 prior to the Town’s incorporation.

The 453 square foot car deck on the site is irregularly shaped and was built in 1955. A detached wash room was constructed in 1956.

DISCUSSION

The applicant is proposing to demolish the dilapidated cardeck and entry stairway and replace them with a with a 576 square foot parking deck and access stairway in a new configuration with all of the entry stairs and landing on grade except the first flight of stairs immediately adjacent to the deck. The new stairway configuration avoids the existing redwood trees on the site but staff has included a recommended condition at the end of this report that requires that a tree protection plan by a certified arborist be included in the building permit submittal and that the arborist be on-site during the foundation excavation to ensure the trees aren’t damaged.

The structures on the site and the proposed cardeck will maintain the following setbacks, FAR, Lot Coverage and height:

	Front Setback	Rear Setback	Combined Front/rear Setback	Side Setbacks	Combined Side Setbacks	FAR	Lot Coverage	Height
Required/ Permitted	6ft	12ft	35ft	5ft & 5ft	20ft	.40	.35	28.5ft, 2 stories
Existing	0 ft	13 ft	13 ft	0 ft & 29 ft (shed), 37 feet (house), 30 ft (cardeck)	29 ft (0 ft east access stairs & 29 ft (shed)	.27	.51	Roughly 14 ft (cardeck)
Proposed	0 ft	13 ft	13 ft	0 ft & 23 ft (western side of new parking deck)	23 ft (0 ft east access stairs and 23 foot western edge of new parking deck	.27	.43	23.5 ft (cardeck)

The applicant is proposing to convert 756 square feet of the existing impermeable hardscape on the site to landscaping reducing the legal non-conforming lot coverage from 55% to 43%.

The carport and driveway approach will be located within the right-of-way and the front setback area which has an average slope of over 80%. There is no way to construct a parking deck while also meeting the town parking space size requirements set forth in Town Code § 17.052.040(B) and maintaining the fifteen (15) foot accessory structure height limitation [Town Code § 17.080.060(B)]. So many properties with the hillside areas have a similar constraint that the Town Code exempts uncovered parking decks on down sloping properties from the fifteen (15) foot height limit as long as the finished elevation of the deck is equal to or less than the elevation of the adjacent roadway [Town Code 17.052.020(C)]. The finished elevation of the proposed car will be at or less than the elevation of the adjacent roadway so the project does not require a height variance.

Town Code § 17.052.010(C)(2) allows uncovered parking decks to be located within the front yard setback so the deck does not require an exception to the 10 foot accessory structure front setback regulation [Town Code § 17.040.020(A)].

Town Code § 17.080.070 (B)(2) requires that structures in the RS 6 Zone District maintain a minimum side setback of five (5) feet. The reconfigured access stairway will be concrete on grade within the side yard setback and the existing raised wooden stairway that projects over the property line will be removed. The reconfigured stairway will bring the property into compliance with the minimum 5 foot setback requirement.

The project does require the approval of the following discretionary permits:

Use Permit

Town Code § 17.080.050(C) requires that a Use Permit be granted prior to any physical improvement of or on a building site failing to meet the minimum size and width requirement of the Town Code based on the sites average slope. The project site has an average slope of 40% so in order to meet the minimum size and width requirements it would have to be 32,000 square feet in size and 140 feet wide. The site is 6,375 square feet in size and 84 feet wide so the project requires a Use Permit.

The proposed parking deck is the minimum necessary to replace the failing parking deck and entryway and provide two off street parking spaces for the site. The design of the deck is typical of other parking structures on sloped properties throughout Fairfax so it will not change the residential character of the property or of the neighborhood.

Encroachment Permit

A portion of the driveway approach and driveway wing walls will encroach up to eight (8) feet into the unimproved portion of the right-of-way. Town Code §12.32.020 allows the Commission to grant approval for owners to locate parking structures in the right-of-way when they have no suitable location on their private property and where the right-of-way is not being used by the public.

The encroachment permit is revocable when and if the Town ever needs to reclaim the use of the public easement. A Revocable Encroachment Document is required as a condition of approval. The document must be signed and notarized by the owners and recorded at the County of Marin Recorder's Office prior to issuance of the building permit to ensure that future owners are aware of the revocable nature of the permit.

Other Agency/Department Comments/Conditions

Ross Valley Fire Department

The driveway apron shall be marked as a fire lane and the other side of the street marked/posted "No Parking" prior to the project final inspection subject to the approval of the Ross Valley Fire Inspector.

An effective fire break shall be maintained around the structure in compliance with Ross Valley Fire Department Fire Protection Standard 220 Vegetation/Fuels Management Plan.

Address numbers at least 4 inches tall must be in place adjacent to the front door. If not clearly visible from the street, additional numbers are required that are internally illuminated, placed next to a light or reflective.

Marin Municipal Water District

- The owners must comply with MMWD's indoor and outdoor requirements of District code Title 13, Water Conservation as a condition of water service.
- Should backflow protection be required, said protection shall be installed as a condition of water service.

Ross Valley Sanitary District

- If not already installed, the District requires that the side sewer be equipped with an appropriate backwater prevention device.
- After the project is approved the owner/contractor should contact the District to arrange for a District Inspector to approve the existing installation of the backwater prevention device(s) and to make a record for the District files.

RECOMMENDATION

Move to approve application # 13-26 based on the following findings and subject to the following condition of approval:

Recommended Findings

1. The deck has been designed so that the parking spaces are out of the roadway where they might obstruct visibility and so that a Fire Truck pull-out is provided. Therefore, the approval of the project will not be detrimental to the public welfare or injurious to other property in the vicinity in which the property is situated.
2. The approval of the use permit does not change the single-family residential character of the property or neighborhood. Therefore, the approval of the project does not constitute a grant of special privilege and shall not contravene the doctrines of equity and equal treatment.
3. The development and use of property as approved under the use permit will not result in the access stairway projecting closer to the neighboring residence than the existing stairway and will remove the portions of the access that cross the property line. Therefore, the granting of 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.
4. Approval of the use permit is not contrary to those objectives, goals or standards contained in the Fairfax Zoning Ordinance, Title 17, of the Town Code.
5. Approval of the Use Permit to allow construction of the new parking deck and access stairway 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.
6. The parking deck will not be constructed in any portion of the Iron Springs right-of-way currently in use by the public.

Recommended Conditions

1. This approval is limited to the development illustrated on the plans prepared by John Scopazzi, pages A1.0 through A3.0, dated 5/19/13, and engineering plans by J.L. Hallberg, pages C1 through C3 dated March 2013.
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. Prior to issuance 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.

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 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. The roadways shall be kept clean and the site free of dust by watering down the site or sweeping the roadway daily, if necessary.

5. 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".

6. 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 # 13-26. Any construction based on job plans that have been altered without the benefit of an approved modification of Application # 13-26 will result in the job being immediately stopped and red tagged.

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

8. 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.

9. 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. A signed letter by a certified arborist must be submitted indicating the proposed construction will not negatively impact the redwood trees at the northeast corner of the deck and access stairs; or, a tree protection plan (TPP) shall be prepared by a certified arborist and be included in the building permit submittal. The arborist shall be on site during the foundation excavation to ensure the trees aren't damaged and that all his/her conditions contained in the TPP are complied with. The arborist shall provide the Town will a signed letter indicating that all their recommended conditions to maintain the redwood trees health during and after construction have been complied with prior to the project final inspection.

Ross Valley Fire Department Conditions

The residence and garage shall be provided with an automatic fire suppression system that complies with the requirements of the Ross Valley Fire Department. The building permit plans shall comply with any and all requirements of the Ross Valley Fire Department .

Marin Municipal Water District Conditions

1. Landscape and irrigation plans must comply with Landscape Ordinance # 385.
2. Should backflow protection be required it shall be installed as a condition of water service.

Sanitary District Conditions

1. If not already provided the side sewer shall be equipped with a backwater prevention device and shall be inspected and approved by the Ross Valley Fire Department.

Miscellaneous Conditions

The applicant must comply with any all conditions listed above unless a specific agency waives their conditions in a written letter to the Department of Planning and Building Services.

ATTACHMENTS

Exhibit A - Applicant's supplemental information

Exhibit B – Other Agency/Department Comments/Conditions

PROJECT DESCRIPTION: Replace Existing
CAV Deck

GENERAL INFORMATION (if applicable):

Item	Existing	Proposed
Lot size	6.375	
Size of structure(s) or commercial space (square feet)		
Height and No. of stories	23'6" 19'6"	23'6"
Lot coverage		
No. of dwellings units		
Parking ¹ No. of spaces	1	2
Size of spaces	12' wide 30' Long	19' x 10' wide

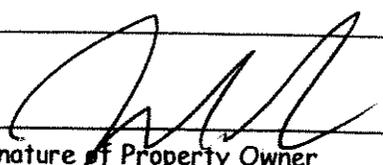
Amount of proposed excavation and fill 15 yds	Excavation = 15 yds	Fill = 15 yds
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Estimated cost of construction \$ 75,000

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? no -


 Signature of Property Owner
4/21/13
 Date

 Signature of Applicant

 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	1,450	1,450
Living space square footage	1,650	No changes
First floor	1,000	No changes
Second floor	650	No changes
Third floor		
Total		
Accessory structure square footages	NA	
Sheds		
Pool houses		
Studios/offices		
Second units		
Miscellaneous (specify use)	+	
Total		
Square footage of impervious surfaces		
Walkways/stairs	200	200 No changes
Patios	1,400	1,400
Impervious decks	124	124 +
Miscellaneous (specify use) Shed	124	124
Total		
Garage/carport square footages (specify type)	480 + stairs 453	456 + stairs 576

* 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

VARIANCE

VARIANCE (S) REQUESTED:

10 foot front yard variance to construct a CAR Deck within

0 feet of the front property line.

foot rear yard variance to construct a within

feet of the rear property line.

foot side yard variance to construct a within

feet of the side property line.

foot creek setback variance to construct a within feet of the top of the creek bank.

Other (fence height, building height, parking number or size, etc.)

FINDINGS:

- 1. List below special circumstances applicable to the property, including size, shape, topography, location, or surroundings, to show why the variance should be granted; and why the granting of the variance will not be a granting of special privileges inconsistent with the limitations upon other properties in the vicinity and zone (you may attach a statement).

Topography plans are consistent with CAR Decks on street

- 2. List below your reasons why the variance will not materially adversely affect the health or safety of persons residing or working in the neighborhood or be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood (you may attach a statement).

No affects.

- 3. Explain why complying with the Town Ordinance requirements will be a hardship for the owner.

Impossible Due To Topography No Parking on Iron Springs



Ross Valley Fire Department

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

FIRE DEPARTMENT PLAN REVIEW

PROJECT: Car Deck
ADDRESS: 24 Iron Springs
Fairfax CA, 94930

Page: 1 of 2
Date: 04/08/2013
Reviewed by: Rob Bastianon
(415) 258-4673

TYPE OF REVIEW: Residential
Bldg. Dept. 3/18/13 Fire Dept. # 13-0097
E-mail: Rbastianon@rossvalleyfire.org
Review No. 1
Fire Department Standards can be found at: www.rossvalleyfire.org

TOWN OF FAIRFAX

Applicant*: John Scopazzi
Address: 1537 4 St #170
San Rafael, Ca 415-720-5881

MAY 01 2013

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

RECEIVED

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

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
 Approved
 Approved with Conditions
 Not Approved--need revision
 Incomplete
 Date: 4/8/13

Inspections required:

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

EXHIBIT # **B**



Ross Valley Fire
Department

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

FIRE DEPARTMENT PLAN REVIEW

PROJECT: Car Deck
ADDRESS: 24 Iron Springs
Fairfax CA, 94930

Page: 2 of 2
Date: 04/08/2013
Reviewed by: Rob Bastianon
(415) 258-4673

TYPE OF REVIEW: Residential E-mail: Rbastianon@rossvalleyfire.org
Bldg. Dept. 3/18/13 Fire Dept. # 13-0097 Review No. 1
Fire Department Standards can be found at: www.rossvalleyfire.org

ITEM #	SHEET	COMMENTS	Corr. Made
1		The fire lane shall be marked in accordance with Ross Valley Fire Department Standard # 204 (attached). Both side of the road shall be marked.	
		Submitter's Response: Correction has been completed. See Sheet ____ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
2		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.	
3		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.	

*If re-submittal is required, 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.*



MARIN MUNICIPAL WATER DISTRICT

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

July 15, 2013
Service No. 04752

Linda Neal
Town of Fairfax Planning Dept
142 Bolinas Rd
Fairfax CA 94939

RE: WATER AVAILABILITY - Single Family Dwelling
Assessor's Parcel No.: 001-091-09
Location: 24 Iron Springs Rd., 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 renovation of the existing parking deck 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.

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.

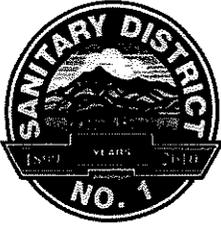
Sincerely,

A handwritten signature in black ink, appearing to read "JW Eischens".

Joseph Eischens
Senior Engineering Technician

JE:mp

cc: Town of Fairfax Building Dept



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

June 28, 2013

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

RECEIVED

JUL 03 2013

TOWN OF FAIRFAX

SUBJECT: 24 IRON SPRINGS ROAD, FAIRFAX; APN: 001-091-09

Dear Ms. Neal:

We are in receipt of your transmittal letter dated June 18, 2013 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 not already 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,

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

**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: June 18, 2013

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: 24 Iron Springs Road; Assessor's Parcel No. 001-091-09
 Project: Construction of a two car parking deck and new access stairway

These plans are being transmitted for review prior to public hearings on discretionary permits before the Fairfax Design Review Board and Planning Commission. Please provide your comments on the completeness and adequacy of the submittal for your agencies reviewing purposes within 10 days.

1	5/19/13	Development plans by John Scopazzi, pages A1.0 to A3.0
1	March 2013	pages C1 to C3 by JL Hallberg

REMARKS: NO COMMENTS AT THIS TIME

Please respond by July 1, 2013.
 If you have any questions please contact: Linda Neal, Senior Planner at (415) 453-1584

Attn: Sergeant Stewart Baker

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: June 18, 2013

- 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: 24 Iron Springs Road; Assessor's Parcel No. 001-091-09
Project: Construction of a two car parking deck and new access stairway

These plans are being transmitted for review prior to public hearings on discretionary permits before the Fairfax Design Review Board and Planning Commission. Please provide your comments on the completeness and adequacy of the submittal for your agencies reviewing purposes within 10 days.

1	5/19/13	Development plans by John Scopazzi, pages A1.0 to A3.0
1	March 2013	pages C1 to C3 by JL Hallberg

REMARKS: No Police Comments. (SS)

Please respond by July 1, 2013.
If you have any questions please contact: Linda Neal, Senior Planner at (415) 453-1584