

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

TO: Fairfax Planning Commission
DATE: June 19, 2014
FROM: Jim Moore, Director of Planning and Building Services
Linda Neal, Principal Planner
LOCATION: 1 Arrowood Lane; Assessor's Parcel No. 174-290-01
PROJECT: New single-family residence
ACTION: Hill Area Residential Development Permit, Excavation Permit and Design Review; Application # 14-22
APPLICANT: Monica Ream, Aleck Wilson Architects
OWNER: Dave Van Fossan
CEQA STATUS: Categorically exempt, §§ 15303(a) and 15303(a).



1 ARROWOOD LANE

BACKGROUND

The Fairfax Hills Subdivision, which includes six lots at 1, 2, 3, 4, 5 and 6 Arrowood Lane, was approved by virtue of a court settlement between the Town of Fairfax and the property owner on April 22, 1991. The court settlement occurred after the preparation of an environmental impact report and many public hearings on the project. The settlement agreement set forth the building envelopes for the various homes within the subdivision, the allowable living space square footages, various design standards and allowed the owner to re-grade the development area to repair any geologic problems that were discovered (the settlement agreement of Fairfax Hills vs. Fairfax is available for review at the Fairfax Town Hall).

The site excavation for the most of the building pads, drainage improvements and other infrastructure work were approved and constructed as subdivision improvements. The Town Engineer approved the final inspection for the Subdivision improvements after a 1 year maintenance period on May 7, 2013. Lot 1, the subject of tonight's meeting, is the only site where the building pad was not completely leveled.

DISCUSSION

The 91, 943 square foot site slopes downhill from the Arrowood Lane at an average rate of 41%.

The Agreement in Settlement Of Fairfax Hills V. Town Of Fairfax Superior Court Case No. 140706 set forth the following restrictions for the development of the parcels in Phase B, including 1 Arrowood:

1. The area inside the building envelope on each lot shall be used for construction of one single-family residence. The total enclosed floor area of the residence, including any garage space in excess of 500 s.f., and any accessory buildings shall not exceed 3,900 s.f.;
2. Uses of the area of the project sites outside the approved building envelope shall be restricted to paths, driveways, approved parking spaces or other approved improvements, fences, decks appurtenance to a single-family residence, landscaping, and those uses ordinarily allowed in privately owned open space;
3. Residences are limited to 28' above site grade. Height is measured from the highest point of a structure, including chimney, to the grade directly beneath that point;
4. All new on-site and off-site utility service shall be installed underground;

5. The residences shall be designed to be related to the existing land-form in order to integrate the structure with its site. Vertical and horizontal offsets shall be used to break up building planes;
6. Each residence shall have two enclosed on-site parking spaces and a minimum of two additional uncovered on-site parking spaces. Garages shall have sectional overhead doors with automatic garage door closers;
7. Each roof shall be of non-combustible materials, or other materials if approved by the Town chosen to visually blend with the existing landscape of the site. The colors shall be earth tones or natural greens. Any exposed metal flashing or trim shall be dark anodized or painted to blend with adjacent colors and be non-reflective;
8. Exterior siding materials shall be horizontal wood siding, shingles, or other materials that through texture, color, pattern and weathering, will visually blend with the natural surroundings. Any skylight shall be of the flat lens type and shall not have white or light opaque colored exterior lens. Trim and windows shall be compatible with the natural appearance of the residence and surroundings;
9. Fully automatic fire sprinkler systems shall be installed throughout the interior of each residence;
10. Exterior lighting shall be shielded and directed downward. Lamps shall be of low wattage and of incandescent light color. Any lighting placed outside of the building envelope shall not exceed seven feet above grade;
11. Each chimney shall be equipped with an approved spark arrester;
12. The landscape design and specific plant materials shall be selected from a palette of landscape flora which is compatible with the natural character of the site and the Town of Fairfax. Plant selection shall also consider water consumption and will use low-water plant materials as listed in Water-Conserving Plants and Landscape for the Bay Area provided by Marin Municipal Water District.

Use of Areas Outside the Approved Building Envelopes

There are no improvements proposed outside the building envelope except for some landscaping, fencing and driveway improvements. Most of the site is going to be retained in its natural state which is mostly Oak woodlands with some grassy slopes.

Height

The proposed residence is 24 feet in height that is less than the 28 foot height limit set forth in the settlement agreement.

Design and Residence Materials

The roofing material will be of grey/brown asphalt shingles (weathered wood), the roof, the fascia and trim will match the colors of the siding used on each portion of the house below. The siding we alternate between stucco painted grey (Benjamin Moore – Silver Fox) and cement lap siding painted a dark grey (Benjamin Moore – Iron Mountain). The fascia and trim will also be the same dark grey. Smaller sections of the siding will be of horizontal cedar or redwood with a natural stain. The doors and windows will be a dark bronze (a brown/black color that can be approximated by Benjamin Moore – Night Horizon).

The privacy fences will also be of horizontal redwood or cedar with a natural stain while the deer fencing will be framed in redwood or cedar sandwiching metal mesh panels painted black. The entry walkway will be of precast concrete pavers while the patio areas will be limestone pavers. The colors and materials being proposed will blend in with the surrounding Oak and grass covered hillsides and are not bright or reflective.

The structure has been articulated with the use of three different siding materials, windows of different shapes and sizes and by detaching the garage from the main house and stepping the living area up the hillside. The extensive exterior articulation minimizes the visual bulk and mass of the structure when viewed from Arrowood Lane and from Sir Francis Drake Boulevard below.

The architecture, although not a craftsman style like the existing two houses that have already been built, will compliment the architecture of the two existing residences in the subdivision. There was no requirement for any specific kind of architecture contained in the settlement agreement.

Parking

The residence garage will accommodate at least 2 vehicles and there is additional parking for 3 vehicles within the driveway in compliance with the terms of the settlement agreement and in excess of the parking required by the Town Code [Town Code § 17.052.030(A)(1) and (2)]. The garage doors are sectional overhead doors and each will be outfitted with an automatic garage door opener as required in the settlement agreement.

Landscaping

The landscaping plan is subject to the approval of the Marin Municipal Water District for compliance with their Title 13, Water Conservation Ordinance and must comply with the Urban Wildland Interface Zone requirements and be approved by the Ross Valley Fire Department. Most of the site will be retained in its existing natural state (see the landscaping plan page L3.0).

Lighting

Exterior lighting for the structure has been minimized and is only proposed adjacent to doorways and along pathways for safety and to light some of the specimen oaks in the yard. All the proposed lighting fixtures direct the lighting down. The proposed exterior lighting for the residence is slim recessed LED lighting and it is proposed at roughly 4 foot regular intervals around the entire residence. This exterior lighting shall be minimized with only the exterior lights necessary to provide for safe entering and exiting the building being concentrated near the doorways in accordance with the Covenants, Conditions and Restrictions for the subdivision 3.03(f)(iii) attached as Exhibit A. If the owner and staff cannot agree what minimized lighting is, the lighting plan shall be subject to review and approval by the Planning Commission.

Hill Area Residential Development Permit and Excavation Permit

The project requires a Hill Area Residential Development permit because the site has an average slope of 41% and the construction will require the excavation and fill of 340 cubic yards of material [Town Code §17.072.020(4)]. The project also requires an Excavation permit because it will require excavation of over 100 cubic yards of material [Town Code §

The Town Engineer has reviewed the following plans and reports:

1. Aleck Wilson Architects, Inc. development plans, pages A0.0, A1.0, A2.1 through 2.3, A3.1, A3.2 and A3.4 (2 copies), A8.1 (2 copies),
2. Survey sheet by James M. Dickey
3. 2002 Soils Report by Kleinfelder, Sheet DR1-8
4. Engineering by LTD Engineering, Inc. sheets C-1 through C-4
5. Landscaping plans by Suzman Design Associates, pages L1, L1.1, L2.0, L3.0 and L4.0
6. 4/25/14 Salem Howes Addendum letter

After review the above information the Town Engineer has determined that the residence and associated site improvements, grading and drainage improvements can be constructed without negatively impacting surrounding properties or the general Public.

Other Agency/Department Comments/Conditions

Ross Valley Fire Department

1. A fire protection 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.

2. All smoke detectors in the residence shall be provided with AC power and be interconnected for simultaneous alarm. Detector 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.
3. A Vegetative Management Plan designed in accordance with Ross Valley Fire Standard 220 is required for this project. A separate deferred permit shall be required for this plan. Please submit directly to the Fire Department for review.
4. Carbon monoxide alarms shall be provided.
5. Address numbers must be 4 inches tall and if not clearly visible from the street, additional numbers are required. The project is a substantial remodel so the numbers must be internally illuminated or illuminated by an adjacent light controlled by a photocell and switch off only by a breaker so it will remain illuminated all night. The numbers must be internally illuminated, placed next to a light or be reflective numbers.

Marin Municipal Water District

1. The applicant must submit a Standard Water Service Application with a copy of the building permit and the required fees and charges.
2. Complete the foundation of the structure within 120 days of the date of application.
3. Comply with the District Code Title 13, Water Conservation, as a condition of water service.
4. Comply with the backflow prevention requirements of the District.

Sanitary District

1. A new sewer connection will be required for the residence since it involves extensive demolition and rebuild. The size of the sewer lateral will depend on the fixture count calculated during the permitting process. If the existing lateral meets the size requirements 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. The cost will be based on the number of fixtures. Occupancy will not be approved until District's permit and sewer requirements are fulfilled.

Fairfax Police and Building Departments

The Fairfax Police Department and the Building Department had no comments on the project.

RECOMMENDATION

1. Open the public hearing and take testimony.
2. Close the public hearing.
3. Move to approve application # 14-22 by adopting attached Resolution No. 14-7 which includes the findings and conditions for approval.

ATTACHMENTS

Exhibit A – Resolution # 14-7

Exhibit B – applicant's supplemental information

Exhibit C – Town Engineer's memorandums and e-mails

RESOLUTION NO. 14-7

A Resolution of the Fairfax Planning Commission Approving a Hill Area Residential Development permit, Excavation Permit and Design Review Permit for a New Residence at 1 Arrowood Lane

WHEREAS, the Town of Fairfax has received an application to construct a 3,327 square foot single-family residence and detached 600 square foot garage on lot B1 of the Arrowood Subdivision that was approved by, "Agreement in Settlement of Fairfax Hills vs. Town of Fairfax, Superior Court Case No. 140706"; and

WHEREAS, the Planning Commission held a duly noticed Public Hearing on June 19, 2014 at which time all interested parties were given a full opportunity to be heard and to present evidence, and at which time the Planning Commission determined that the proposed residence complied with the settlement agreement, Hill Area Residential Development Overlay Ordinance and Design Review Ordinance; and

WHEREAS, based on the plans and other documentary evidence in the record, as well as testimony at the public hearing, the Planning Commission has determined that the applicant has met the burden of proof required to support the findings necessary to approve the project.

WHEREAS, the Commission has made the following findings:

1. The proposed residence conforms to the terms of the "Agreement And Settlement of Fairfax Hills v. Town of Fairfax Superior Court Case No. 140706;"
 2. The proposed development harmonizes with the surrounding residential development, meets the design review criteria and does not result in the deterioration of significant view corridors.
 3. The proposed development is of a quality and character appropriate to, and serving to protect the value of, private and public investments in the area.
 4. The exterior appearance of the residence will maintain a low roofline in compliance with the 28 foot height limit set forth in the settlement agreement.
 5. The residence has been designed utilizing exterior colors and materials similar to the surrounding hillsides; and
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 this ordinance.
 2. The site planning preserves identified natural features.

3. Based on the soils report finding, the site can be developed without geologic, hydrologic or seismic hazards.
4. Vehicular access and parking are adequate.
5. The proposed development harmonizes with the surrounding residential development, meets the design review criteria and does not result in the deterioration of significant view corridors.
6. The Town Engineer, after reviewing the body of submitted information, including geotechnical and hydrology report, survey and topographic information and the development plans has determined that, a) the health safety and welfare of the public will not be adversely affected; b) adjacent properties are adequately protected by project investigation and design from geologic hazards as a result of the work; c) adjacent properties are adequately protected by project design from drainage and erosion problems as a result of the work; and d) the amount of the excavation or fill proposed is not more than is required to allow the property owner substantial use of his or her property; and
7. The visual and scenic enjoyment of the area by others will not be adversely affected by the project more than is necessary;
8. Natural landscaping will not be removed by the project more than is necessary;
9. 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.

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

1. This approval is limited to the development illustrated on the plans prepared by Alec Wilson Architects, dated 3/3/14, pages A1.0 (revision 4/28/14), A2.1, A2.2, A2.3, A3.1 A3.2, A3.4, A8.1, Landscape plans by Suzman Design Associates Landscape Architects, pages L1.0 and L2.0, dated 3/3/14, L2.0 (vegetative management plan dated 12/12/14), L3.0 (planting plan and schedule dated 3/3/14) and L4.0 (Materials and Miscellaneous Details dated 3/3/14), engineering sheets by LTD Engineering , sheets C-1 through C-4, revision date 4/28/14, and survey and topography sheets by James M. Dickey, surveyor, dated 4/29/14.
2. Prior to issuance of any of the residence building permits 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
- Parking plan to minimize the impacts of contractor/employee vehicles and construction equipment on neighborhood parking

b. The applicant shall prepare, and file with the Public Works Director, a video tape of the roadway conditions on the public construction delivery routes (routes must be approved by Public Works Director).

c. Submit a cash deposit, bond or letter of credit to the Town in an amount that will cover the cost of grading, weatherization and repair of possible damage to public roadways. 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, bond or letter of credit equaling 100% of the estimated construction costs.

d. The applicant or property owner shall submit a cash deposit, bond or letter of credit to the Town in an amount that will cover the cost of landscaping and irrigation materials and installation prior to issuance of the building permit. The amount shall be retained for 18 months after issuance of the Certificate of Occupancy to ensure the landscaping becomes established.

e. 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 Checker.

f. 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.

g. Prior to submittal of the building permit plans the applicant shall secure written approval from the Ross Valley Fire Authority noting the development conformance with their recommendations. The residence shall be provided with sprinkler system that complies with the requirements of the Ross Valley Fire Authority.

h. Submit a record of survey with the building permit plans.

3. During the construction process the following shall be required:

a. The geotechnical engineer shall be on-site during the grading process (if there is any grading remaining 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/or 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. Prior to pouring the foundation the surveyor shall submit a letter certifying that the house had been located within the building envelope approved by the Settlement Agreement.

d. All construction related vehicles including equipment delivery, supply 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.

e. All deliveries shall take place outside of the 8:00 AM to 9:30 AM Manor School drop off period to minimize impacts on school traffic.

f. 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 Planning Department shall field check the completed project to verify that all and planning commission conditions have been complied with including installation of landscaping and irrigation prior to issuance of the certificate of occupancy.

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. a) The roadways shall be kept free of dust, gravel and other construction materials by sweeping them, daily, if necessary.

b) Every effort shall be made to minimize the disturbance of dust, sand or other particulate matter during construction.

7. During construction the 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 Application # 14-22. Any construction based on job plans that have been altered without the benefit of an approved modification of Application 14-22 will result in the job being immediately stopped and red tagged.

9. Any damages to Arrowood Lane or public roadways used to access the site resulting from construction activities shall be the responsibility of the property owner.

10. The applicant and its heirs, successors, and assigns shall, at its sole cost and expense, defend with counsel selected by the Town, indemnify, protect, release, and hold harmless the Town of Fairfax and any agency or instrumentality thereof, including its agents, officers, commissions, and employees (the "Indemnitees") from any and all claims, actions, or proceedings arising out of or in any way relating to the processing and/or approval of the project as described herein, the purpose of which is to attack, set aside, void, or annul the approval of the project, and/or any environmental determination that accompanies it, by the Planning Commission, Town Council, Planning Director, Design Review Board or any other department or agency of the Town. This indemnification shall include, but not be limited to, suits, damages, judgments, costs, expenses, liens, levies, attorney fees or expert witness fees that may be asserted or incurred by any person or entity, including the applicant, third parties and the Indemnitees, arising out of or in connection with the approval of this project, whether or not there is concurrent, passive, or active negligence on the part of the Indemnitees. Nothing herein shall prohibit the Town from participating in the defense of any claim, action, or proceeding. The parties shall use best efforts, acting in good faith, to select mutually agreeable defense counsel. If the parties cannot reach agreement, the Town may select its own legal counsel and the applicant agrees to pay directly, or timely reimburse on a monthly basis, the Town for all such court costs, attorney fees, and time referenced herein, provided, however, that the applicant's duty in this regard shall be subject to the Town's promptly notifying the applicant of any said claim, action, or proceeding.

11. Prior to issuance of the building permits for the residences, the applicant shall provide verification to the Town that the landscaping plans for the residence has been reviewed and approved by the Marin Municipal Water District and the pool excavation and construction plans have been approved by the Town Engineer Wrysinski.

13. Any exposed metal flashing or trim shall be dark anodized or painted to blend with adjacent colors and be non-reflective.

14. The applicant shall comply with all applicable local, county, state and federal laws and regulations. Local ordinances which must be complied with include, but are not limited to: the Noise Ordinance, Chapter 8.20, Polystyrene Foam, Degradable and Recyclable Food Packaging, Chapter 8.16, Garbage and Rubbish Disposal, Chapter 8.08, Urban Runoff Pollution Prevention, Chapter 8.32 and the Americans with Disabilities Act.

16. The exterior fence shall remain as presented to the Commission, a redwood fence or cedar fence with natural stain.

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

The approval of the Hill Area Residential Development permit, Excavation permit and Design Review permit and proposed residence is in keeping with Agreement in Settlement of Fairfax Hills vs. Town of Fairfax, Superior Court Case No. 140706", the 2010 – 2030 Fairfax General Plan and the Fairfax Zoning Ordinance, Town Code Title 17; and

Construction of the residence can occur without causing significant impacts on neighboring residences and the environment.

The foregoing resolution was adopted at a regular meeting of the Planning Commission held in said Town, on the 19th day of June, 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

Chair, Brannon Ketcham

Attest:

Jim Moore, Director of Planning and Building Services

PROJECT DESCRIPTION: CONSTRUCT (N) SINGLE FAMILY RESIDENCE AND DETACHED TWO CAR GARAGE.

GENERAL INFORMATION (if applicable):

Item	Existing	Proposed
Lot size	2.11 ACRES / 91,943 SF	NO CHANGE
Size of structure(s) or commercial space (square feet)	0	3,927 - INCLUDING GARAGE
Height and No. of stories	0	2A' ± MAX ABV. (E) GRADE
Lot coverage	0	4,155 SF
No. of dwellings units	0	1
Parking ¹ No. of spaces	0	2 COVERED, 3 UNCOVERED
Size of spaces	—	9' x 11' MIN. EA.

Amount of proposed excavation and fill	Excavation = 260 CY	Fill = 60 CY
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Estimated cost of construction \$ \$ 750,000

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? RESTRICTIONS IMPOSED BY LEGAL SETTLEMENT FOR THIS SUBDIVISION.

[Signature]
Signature of Property Owner
03/03/14

[Signature]
Signature of Applicant
03/03/14

Date

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.

91943sf lot

	Existing	Proposed
Footprint square footage for all structures		2,772 SF
Living space square footage		
First floor		589 SF
Second floor		1471 SF
Third floor		1267 SF
Total		3,327 SF
Accessory structure square footages		
Sheds		—
Pool houses		—
Studios/offices		—
Second units		—
Miscellaneous (specify use)		—
Total		
Square footage of impervious surfaces		
Walkways		445 SF
Patios		938 SF
Impervious decks		
Miscellaneous (specify use) - DRIVEWAY		764 SF
Total		2,147 SF
Garage/carport square footages (specify type)		600 SF

* 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: STUCCO, LAP SIDING, T&G CEDAR OR REDWOOD SIDING
2. Proposed exterior wall color(s): BM "IRON MOUNTAIN" & "SILVER FOX"
3. Proposed exterior trim color: MATCHES WALL COLOR WHERE OCCURS
4. Proposed exterior window color: DARK BRONZE ANODIZED
5. Proposed roof material and color: CLASS A BUILT UP ROOF W/ GRAVLAR CAP SHEET IN "WEATHERED WOOD"
6. Special features: _____
7. Lot Coverage: 4,155 SF (FOOTPRINT + IMP. ~~SP~~ SURFACES EXCEPT DRIVEWAY)
8. Number of existing parking spaces and their sizes: NONE
9. Number of proposed parking spaces and their sizes: 2 COVERED, 3 UNCOVERED - 9' x 19' MIN. EACH

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

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

- > Amount of excavation and fill required for development (in cubic yds.) 280+60=340 CY
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. REMOVE (1) BAY TREE - SEE SITE PLAN
- > List any notable physical features of the site, such as creeks, drainage channels, rock outcroppings, tree stands, etc.:
MULTIPLE "LIVE OAK" TREES ON SITE - ALL WILL REMAIN

- > Lot size 91,943 square feet Lot frontage 346' 9"
- > Name and address of Licensed Surveyor: CINQUINI & PASSARINO, INC.
1360 N. DURRON AVE #150
SANTA ROSA, CA 95401

- > Name and address of Registered Civil Engineer: LTD ENGINEERING - GLENN DEARTH
1050 NORTHGATE DR. #315
SAN PABLO, CA 94903

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.

Linda Neal

From: Monica Ream [monica@aleckwilsonarchitects.com]
Sent: Wednesday, June 11, 2014 3:45 PM
To: Linda Neal
Subject: 1 Arrowood Lane - Paint Colors as requested

Linda,

Here is the color information you requested:

Wood siding: Benjamin Moore "Iron Mountain" 2134-30

Stucco: Benjamin Moore "Silver Fox" 2108-50

Doors and Windows: standard by manufacturer (likely Fleetwood but TBD) "Dark Bronze" which is a brown-black color that can be approximated by Benjamin Moore "Night Horizon" 2134-10

Railings: Benjamin Moore "Universal Black" 2118-10

Let me know if you need anything else!

Thanks,
Monica

Monica Noelle Ream, LEED AP
AWA
26 O'FARRELL STREET NO. 400
SAN FRANCISCO CA 94108
T 415.765.9095 x104
F 415.765.1779
www.aleckwilsonarchitects.com

Linda Neal

From: Ray Wrysinski [r.wrysinski@verizon.net]
Sent: Wednesday, May 28, 2014 11:17 PM
To: Linda Neal
Subject: 1 Arrowood Lane
Attachments: jjc7irn_scan00010.pdf

Linda:

Attached is my review memorandum for the latest 1 Arrowood Lane submittal. As you can see, they still have some problems with the lot dimensions. It should be a quick thing to fix so they are pretty much finished with my review. I suggested, if you want to, that you check the dimensional changes when they resubmit. This would save the time of me looking at it again. If you want me to review it again that is also okay with me.

I noticed that their grading soil removal is quite a bit and there will be quite a few truck loads of building materials and concrete to come into the site so Mark may want to look at possible damage to the streets and possible putting in a requirement for street repair. That is up to him.

Let me know if you have any questions on the memo.

Ray



TOWN OF FAIRFAX

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

MEMORANDUM

To: Linda Neal – Senior Planner

Date: May 28, 2014

From: Ray Wrynski
Town Engineer

Page 1 of 2

Subject: Proposed New Residence
1 Arrowood Lane
Fairfax, CA

A.P. 174-290-01

I have reviewed the items that were enclosed with your 05/01/14 transmittal. The reviewed items included a 21 sheet plan set from AWA, Aleck Wilson, Architects, Inc., dated 04/28/14. In that plan set was a signed topographic map and a boundary and easement exhibit by Cinquini & Passarino, Inc, dated April 29, 2014, there were four sheets by LTD Engineering, Inc., dated 04/28/14 and there were five sheets by Suzman Design Associates, dated 03/03/14. There was a letter by SalemHowes Associates, dated April 25, 2014 and a letter from AWA, Aleck Wilson Architects, Inc., dated April 28, 2014.

This information was checked to determine if it satisfied the requirements in the 3/31/14 Town Engineer review memorandum on this project.

There were requirements for the topographic and boundary survey map. It must be submitted at the same scale as the project grading and site plans which were at 1"=8' and 1"=10'. Those two plans have both been submitted at a scale of 1"=10' and the topographic and boundary survey map has been submitted at 1"=10' so that requirement is satisfied. The required building envelope lines have been shown on the survey and on the plans. The required additional topographic information has been added to the survey and plans. The existing subdrain system has been added to the grading plans along with a note that the owner must maintain that pipe system satisfying that requirement. There was a requirement to provide a plan that shows the entire boundary of this lot including the area in the Town of Fairfax and the area in the County of Marin. That plan or map has been provided but must provide some added information and revisions. The project subdivision map was corrected by a recorded certificate of correction which changed some dimensions. The boundary and easement exhibit map shows the revised property lines for this parcel including two lines which, I believe, are not dimensioned on any recorded document. These lines are shown as having lengths of 35.60' and 6.43' on the boundary and easement exhibit. While not a requirement of this process, getting those lines on record, if they are not on record, is required by the State Professional Land Surveyor's Act, section 8762. That boundary and easement exhibit does not show dimensions for the long southerly line of Arrowood Lane. That line is shown, incorrectly, on the grading and drainage plan, as N 54 38 00 W, 127.93' and it is shown incorrectly on the proposed site plan (sheet A1.0) as N 35° 21' 30" E, 145.00'. That line information must be shown or corrected as needed on all three drawings. The boundary and easement exhibit is noted as being drawn at a scale of 1"=40' but it is drawn at some approximate scale of about 1"=35'. That drawing must be drawn to the scale of 1"=40'.

The required easement information is shown on the boundary and easement exhibit. The Patrice Phillips easement is shown as required.

There were a number of references to geotechnical engineering information that were to have been shown and those items are shown on sheet C-2. The 4/25/14 SalemHowes letter also notes most of those geotechnical engineering information references and also states they will be providing additional geotechnical engineering information for design and construction. The above geotechnical engineering information satisfies the requirements for this stage of review.

The grading and drainage plan now shows the required added topographic information, required tree identification is shown and required building pad grades are shown. Required building foundation retaining walls are shown with top elevations. Retaining walls up to 8.5' high are shown along the westerly building wall. The AWA letter indicates that there will be no additional grading for the crawl space mechanical equipment area. The grading material movement quantities have been revised to 335 cubic yards of excavation and 70 cubic yards of fill. These look like reasonable grading quantities and as noted previously, they require Planning Commission approval. There will be quite a few heavy truck loads coming and going from this site for the removal of the estimated 265 cubic yards of excess excavation and for the import of concrete and other building materials. The Director of Public Works may want to look at the effect of these truck loads on nearby streets.

The information still to be provided is property line dimensional information. If you are willing to check that information when it is submitted, then there will be no need to forward that information to me for checking. I will check it when it is submitted if you prefer that process.

I recommend that the processing of this project be delayed until the above, noted, information is provided.



Ray Wrynski, P. E.
Town Engineer

Linda Neal

From: Linda Neal
Sent: Tuesday, April 08, 2014 10:16 AM
To: 'Monica Ream'
Subject: Soils reports for 1 Arrowood Lane

The Town Engineer reviewed your e-mail and has indicated the following:

The statement that the described "disclosure package" does not provide this geotechnical engineering information is surprising. This would indicate that the people who had an ownership interest in the project, as the construction was being completed, did not consider the geotechnical engineering information to be of value or relevant to the use of the project parcels for building sites. This is a steep hillside site and it is normally essential, to constructing a stable building and building site, on steep ground, that good quality geotechnical engineering recommendations and construction that complies with those recommendations must be a continuous part of the process. To proceed with building construction on a steep hillside site, without knowledge of the previously completed geotechnical engineering recommendations and related construction would be a mistake.

The SalemHowes letter that the applicants do have is the final geotechnical engineer's signoff letter for the project and it provides a significant summary of geotechnical engineering information for this site. This includes information about the subdrains. It is surprising to me that SalemHowes would not provide access, as the Ms. Ream's e-mail indicates, to the geotechnical information referenced in their 12/18/09 letter.

From Ms. Ream's e-mail indication that her "client is very frustrated that we are being asked to include information on our plans to which we have no access" is understandable. The Town Engineer had expected that SalemHowes, as the project geotechnical engineer of record, for the Arrowood project, would be providing access to that type of project information. He recommends that the project engineer be identified and that he/she look at the geotechnical information in the Town Engineer's file. The reports and letters identified in the 3/31/14 memorandum are contained in the Town Engineer's records which he can make available to the project engineer. Once the engineer has reviewed the referenced documents, the documents can be referenced on a signed and stamped grading/engineering plan(s). Since legal rulings on copyright laws prevent us from providing copies of information, not developed by the Town, we can only allow people to look at the file information we have.

Regarding providing the Kleinfelder letters to the Town, that was never a requirement. The requirement was that certain geotechnical information, identified in the memorandum, must be referenced on the plans. Showing the full text, on the plans, as was done for the 8/13/02 Kleinfelder report, is not required. The Town Engineer is requiring the project engineer(s) review the information in the Town Engineer's files that if the engineer's who have done reports in the past cannot or will not provide that referenced information to the project consultants for final design work.

With regard to how far the existing subdrain system is from the building, that is not particularly relevant. What is important is that existing subdrain system must be maintained in good functioning condition to provide for the stability of the slope on that part of the lot. The fact that the existing subdrain system is not shown on these plans effectively hides the knowledge of its existence from the project designers and from the future owners. It is too important to leave off of the plans.

If the project engineer wants to review file information the Town Engineer has and take notes, as other potential buyers have done for the Arrowood Lots in the past, let me know. There will be a cost involved because the Town Engineer will have to bring his report binders to the Planning Department and then pick them up again. Engineer's who have reviewed the information in the past have taken anywhere from 1 to 3 hours.

Hope this helps.

Linda Neal
Principal Planner



TOWN OF FAIRFAX

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RECEIVED

APR 07 2014

MEMORANDUM

TOWN OF FAIRFAX

To: Linda Neal – Senior Planner

Date: March 31, 2014

From: Ray Wrysinski
Town Engineer

Page 1 of 3

Subject: Proposed New Residence
1 Arrowood Lane
Fairfax, CA

A.P. 174-290-01

I have reviewed the documents that were enclosed with your 03/04/14 transmittal. The items reviewed included a 20 sheet plan set from Aleck Wilson, Architects, Inc., dated 03/03/14. In that plan set was a signed topographic map by Cinquini & Passarino, Inc, dated Feb. 24, 2014, there were four sheets by LTD Engineering, Inc., dated 03/03/14 and there were five sheets by Suzman Design Associates, dated 03/03/14. As you noted, on sheet 3/20 called Plate 1 (AKA DR1-8), there was a copy of an 8/15/02 Geotechnical Report by Kleinfelder on Lot B1 of the Arrowood Development

A site review was done 3/28/14.

Town Code Section 17.072.080 provides a list of submittal requirements for Hill Area Residential projects.

Submittal requirements include providing a topographic and boundary survey signed by a licensed surveyor. The survey must show site elevations, property lines and dimensions, vegetation (trees over 6" in diameter) and existing structures and fences. There is also a requirement that all easements must be shown and this is usually shown on the topographic survey since the surveyor is usually the consultant who is licensed to show things like easements. The above noted survey shows a lot of the required information. We require the topographic survey and boundary map to be shown without new design information so that the existing features can be easily read. The submitted survey is done in that format.

We also require that there be a copy of the survey that is at the same scale as the grading plan and site plan so that it can be easily overlaid on those design plans to check information. A copy of that survey at those appropriate scales (1"=10' and 1"=8') must be submitted. Since the scales that the grading and site plan are drawn at do not allow the whole property to be shown, the grading plan and site plan must reflect the dimensions shown on the topographic survey property lines, where those lines do show on these plans, to match the dimensions shown on the survey. The building envelope lines must be shown on the survey, on the grading plan and on the site plan to the extent that they fit on those sheets and these lines must match with those lines as they are shown on the survey. The topographic survey must show sufficient information such as elevations and trees to cover all proposed grading and improvement areas.

This means that information must go some distance beyond those grading and improvement areas (approximately at least 10'). In the area southerly of the building area there is a clear lack of topographic

data and that data must be filled in. This parcel has a special existing utility that must be shown. This is the subdrain pipe system that is proposed in the above referenced Geotechnical Report (page 2). There are existing subdrain cleanout covers on the slope below the proposed building that must be shown. Additionally, the underground subsurface drain pipes must be shown as best they can. The best information on those pipes is on the map attached to the 10/5/2005 letter by Kleinfelder. That letter and map must be referenced in this plan set. The maintenance and proper functioning of those pipes is important to the stability of the fill identified as under construction in the 8/13/02 Kleinfelder report which suggests that those pipes are to be placed. The survey must show the area of lot B1 (this site) that is in the jurisdiction area of the County of Marin and must show the area that is in the jurisdiction area of the Town of Fairfax. The survey must show the fully dimension lot so, since it is about 900 feet long, an additional sheet, at a scale of about 1"=50', will probably be necessary, in the submittal, to show the whole lot. The lot dimensions must be shown correctly to be in accordance with the subdivision map dimensions and in accordance with the certificate of correction prepared by surveyor Ralph Thomas. The Town Code requires that all easements, existing and proposed, must be shown. This must include the drainage easement that allows this site to drain across the private property along Sir Francis Drake Boulevard. That is the Patrice Phillips easement prepared by Ralph Thomas that is by the southerly end of lot B1 line N 35° 21' 30" E – 145.00'. A note must be placed on the survey stating that all easements are shown. This can be done with a note such as "Based on a review of the title report (identify the title report) and based on this surveyor's knowledge of this site, all easements are shown". The survey and site plans must show sanitary sewer, water and storm drain lines with their sizes. These lines are shown on the submitted topographic survey but their sizes must be added. The survey shows an existing fire hydrant and five existing water meters across the street from this parcel. Those items do not exist so they must be removed from the survey.

There is one tree shown to be removed on the Suzman plan so a Tree Committee report and tree removal permit must be obtained.

A report prepared by a registered Civil Engineer who specializes in soils engineering must be provided. The 8/13/02 Kleinfelder report on Plate 1 provides some of the required information. This report is very old. Usually a soils or geotechnical engineer will require that a report be updated when it is beyond 18 months old. The above report states that conditions are only those at the October, 2001 time of the field investigation. The report states "When the exact location of the building is known, we can determine the depth of fill to determine which foundation type is acceptable". The plans must reference the other known existing soils or geotechnical information affecting this site. These items include the 9/27/2002 Kleinfelder letter, the 12/9/2002 Kleinfelder letter, the 10/5/2005 Kleinfelder letter and the subdrain location map attached to that letter, the 9/11/2006 Kleinfelder letter and the December 18, 2009 SalemHowes letter. A condition for the building permit application for this site is that a letter from a licensed geotechnical engineer must be provided which states that the engineer has reviewed the proposed plan and approves the proposed grading and proposed foundation design. There is no project geotechnical engineer indicated on the plans at this time.

The normally required drainage design information is not needed for this site because the subdivision design provided an adequate overall drainage system and this proposed design does not significantly alter the subdivision drainage design. The proposed site drainage plan will provide adequate local drainage if the plan is well executed.

The submitted grading plan provides much of the needed information. The plan must be revised to show the required additional topography information noted above. The trees on the grading plan must be identified as they are shown on the topography. The grading plan must clearly identify the interior building pad finished subgrade limits and elevations so that a reasonable check can be made of the grading material movement quantities. The areas where the building floor will be on a concrete slab and where the finished floor will be on a joist floor system must be indicated so that subgrade elevations can be related to the finished floor elevations that are given. Retaining walls that will be part of the building foundation system must be shown with their heights indicated. An example of this is the northwest corner of the building where the interior graded subgrade may be about 242.0 under a probable joist floor with a possible exterior grade of about 247.5 which would require a 5.5 high foundation retaining wall to be shown. The graded subgrade for the indicated underfloor mechanical area and other items like that must be shown. The grading plan indicates, at this time, that there will be 280 cubic yards of excavation, 60 cubic yards of fill and 220 cubic yards of excess (which must be hauled away). This provides an estimate (at this time) of 340 cubic yards of material movement which requires Planning Commission approval as called for in Code Section 12.20.080 for material movement of more than 100 cubic yards.

The submitted Erosion Control and Stormwater Pollution Prevention plan satisfies the requirement for that document. An additional requirement is that the project civil engineer or the project geotechnical engineer must visit the site on a regular basis during the winter months to determine that the stormwater pollution prevention and erosion control improvements are in place and are adequate.

All utility connections to this residence are required to be underground.

I recommend that the processing of this project be delayed until the above, noted, information is provided.



Ray Wrynski, P. E.
Town Engineer