



Staff Report

Date: April 3, 2015
To: Mayor Elizabeth Brekhus and Councilmembers
From: Elise Semonian, Senior Planner
Subject: Scarborough, Variance, Design Review and Demolition Permit, 6 Chestnut Avenue, File 1996

Recommendation

Council approve the project subject to the findings and conditions attached.

Project Summary

Owner: John and Cristina Scarborough
Design Professional: Darlene Gerson, G Design
Location: 6 Chestnut Avenue, Ross
A.P. Numbers: 73-301-06
Zoning: R-1:B-10 (Single Family Residential, 10,000 sq. ft. min. lot size)
General Plan: Medium Low Density (3-6 Units/Acre)
Flood Zone: Zone X (outside of 1% annual chance flood area)

Application for design review, demolition permit, nonconformity permit and variance. The project includes an interior remodel and 48 square foot addition to the southwest corner of the house, within the south side yard setback (15 feet required, 8 feet proposed). The applicants would extend the primary roofline over the addition. Windows and doors would be modified on the south, north and west elevations. The project also includes reconstruction of the pool house and relocation of pool equipment to a covered vault west of the pool house, within the south side yard setback (15 feet required, 11 feet existing and proposed). The existing residence is nonconforming in setbacks and covered parking (one covered parking space required).

Lot Area	18,150 square feet
Existing Floor Area Ratio	3,551 sq. ft. 19.5%
Proposed Floor Area Ratio	3,599 sq. ft. 19.8% (20% permitted)
Existing Lot Coverage	2,404 sq. ft. 13.2%

Proposed Lot Coverage **2,452 sq. ft. 13.5% (20% permitted)**
Existing/Proposed Impervious Surfaces **no change**

Background, project description and discussion

The site is developed with a single-family residence, pool and pool house that are considered legal nonconforming. There is no planning department history for the site. Staff presumes the house was built prior to zoning regulations and the pool and pool house were constructed before such structures were required to meet setbacks.

The applicants request approval of a setback variance to permit a small addition within a side yard setback, to square off the kitchen. The roof ridge would be extended over the area (note that proposed North elevation on Sheet A-3.2 does not indicate the taller roof height actually proposed). The project includes a major interior remodel to the primary living spaces, including new windows and doors.

The pool house would be reconfigured in its existing area, where it is tucked against the hillside. The existing structure is dilapidated and in need of replacement.

Staff believes findings may be made for the variances requested based on the narrow lot shape, sloping topography and existing nonconforming situations. Adjacent neighbors are not expected to be negatively impacted by the minor increase in the roof height.

The site has no covered parking. However, staff does not believe the scope of the project warrants providing covered parking at the site. In addition, any covered parking would involve additional floor area and setback variances.

The project will result in an attractive upgrade of the residence and pool house and staff supports the project as proposed.

Fiscal, resource and timeline impacts

If approved, the project would be subject to one-time fees for a building permit, and associated impact fees, which are based in part on the valuation of the work proposed. The improved project site may be reassessed at a higher value by the Marin County Assessor, leading to an increase in the Town's property tax revenues. The Town currently serves the site and there would be no operating or funding impacts associated with the project.

Alternative actions

1. Continue the project for modifications; or
2. Make findings to deny the application.

Environmental review (if applicable)

The project is categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guideline Sections 15303 (one single-family residence) and Section 15301 (existing facilities, as an

addition to an existing single-family residence in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmentally sensitive). No exception set forth in Section 15300.2 of the CEQA Guidelines applies to the project including, but not limited to, Subsection (a), which relates to impacts on environmental resources; (b), which relates to cumulative impacts; Subsection (c), which relates to unusual circumstances; or Subsection (f), which relates to historical resources.

Attachments

1. Findings and Conditions of Approval
2. Information provided by the applicant

Attachment 1

Recommended Town Council Action, Findings and Conditions

Staff recommends that the Town Council, after carefully reviewing the facts and the arguments presented after a public hearing, site visits, review of story poles installed at the site, staff reports, correspondence, and other information contained in the project file, approve the project as proposed subject to the following Conditions of Approval:

The following conditions of approval shall be reproduced on the cover sheet of the plans submitted for a building permit.

1. Except as otherwise provided in these conditions, the project shall substantially conform with the plans for the residence approved by the Town Council on April 9, 2015. Plans submitted for the building permit shall reflect any modifications required by the Town Council and these conditions.

2. The pool equipment venting shall be directed away from adjacent property as much as feasible (for example, vents or louvres directed on site) and the shed insulated for noise as much as possible.

3. The Town Council reserves the right to require additional landscape screening for up to three (3) years from project final.

4. No changes from the approved plans, before or after project final, including changes to the materials and material colors, shall be permitted without prior Town approval. Red-lined plans showing any proposed changes shall be submitted to the Town for review and approval prior to any change. The applicant is advised that changes made to the design during construction may delay the completion of the project and will not extend the permitted construction period.

5. Exterior lighting of landscaping by any means shall not be permitted if it creates glare, hazard or annoyance for adjacent property owners. Lighting expressly designed to light exterior walls or fences that is visible from adjacent properties or public right-of-ways is prohibited. No up lighting is permitted. Interior and exterior lighting fixtures shall be selected to enable maximum "cut-off" appropriate for the light source so as to strictly control the direction and pattern of light and eliminate spill light to neighboring properties or a glowing night time character.

6. Applicants shall comply with all requirements of PG&E prior to project final.

7. The applicant shall comply with all requirements of the Marin Municipal Water District (MMWD) for water service prior to project final including compliance with all indoor and outdoor requirements of District Code Title 13 – Water Conservation. Indoor plumbing fixtures must meet specific efficiency requirements. Landscape plans shall be submitted, and reviewed to confirm compliance or exemption. 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. 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. For questions contact Joseph Eischens, Engineering Technician, at (415) 945-1531. Letter or email confirming compliance with MMWD's requirements shall be submitted to the building department prior to project final.

8. Applicants shall comply with the requirements of the Ross Valley Sanitary District prior to project final. Applicants should contact RVSD to determine what work may be required at the site to comply with RVSD codes.

9. The applicant and contractor should note the Town of Ross working Hours are limited to Monday to Friday 8:00 a.m. to 5:00 p.m. Construction is not permitted at any time on Saturday and Sunday or the following holidays: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day. If the holiday falls on a Sunday, the following Monday shall be considered the holiday. If the holiday falls on a Saturday, the Friday immediately preceding shall be considered the holiday. Exceptions: 1.) Work done solely in the interior of a building or structure which does not create any noise which is audible from the exterior; or 2.) Work actually physically performed solely by the owner of the property, on Saturday between the hours of 10:00 a.m. and 4:00 p.m. and not at any time on Sundays or the holidays listed above. (RMC Sec. 9.20.035 and 9.20.060).

10. The project shall comply with the conditions in the Interdepartmental Memo from Coastland Engineering dated 3/31/15 and the Ross Valley Fire Department Memo dated 3/19/15.

11. The applicants and/or owners shall defend, indemnify, and hold the Town harmless along with the Town Council and Town boards, commissions, agents, officers, employees, and consultants from any claim, action, or proceeding ("action") against the Town, its boards, commissions, agents, officers, employees, and consultants attacking or seeking to set aside, declare void, or annul the approval(s) of the project or alleging any other liability or damages based upon, caused by, or related to the approval of the project. The Town shall promptly notify the applicants and/or owners of any action. The Town, in its sole discretion, may tender the defense of the action to the applicants and/or owners or the Town may defend the action with its attorneys with all attorneys fees and litigation costs incurred by the Town in either case paid for by the applicant and/or owners.



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

FIRE DEPARTMENT PLAN REVIEW

PROJECT: 6 Chestnut Ave
ADDRESS: 6 Chestnut Ave
Ross, CA, 94957

Page: 1 of 3
Date: 03/30/2015
Reviewed by: Ruben Martin
(415) 258-4686 EXT 21

TYPE OF REVIEW: Residential
Planning Dept. 3/19/15 Fire Dept. # 15-0101/15-0102 Review No. 1
E-mail: Rmartin@rossvalleyfire.org
Fire Department Standards can be found at: www.rossvalleyfire.org

Applicant*: Town of Ross Planning
Address: 31 Sir Francis Drake, Ross

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

Occupancy Class: R-3	Fire Flow Req: 1000 GPM	Sprinklers Required: YES
Type of Construction: V-B	On-site Hyd. Req: NO	Fire Alarm Required: YES
Bldg Area: 3384 House 246 Pool House	Turn-Around Req: NO	Permits Required: Sprinkler
Stories: +3	Fire Flow Test Required: NO	
Height: +ft.	Wildland Urban Interface: YES	

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

- COMPLETE (no modifications required)
- COMPLETE AS NOTED (minor modifications required - review attached comments)
- NOT APPROVED (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: 3.30.15

Inspections required:

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



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ITEM #	SHEET	COMMENTS	Corr. Made
1		<p><u>Acceptance of Alternate Materials or Methods: Accepted</u> Pool House exceeds 150' from fire apparatus access:</p> <ul style="list-style-type: none"> • NFPA 13R Fire sprinkler system proposed • WUI Compliant construction per Chapter 7A of the 2013 CBC • One hour fire rated construction on exterior walls. 	
		<p>Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/>Plans <input type="checkbox"/>Calculations.</p>	
1		<p>Scope of work for this project was found to fall within the definition of a substantial remodel. A "Substantial Remodel" is defined as follows: The renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings.</p>	
		<p>Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/>Plans <input type="checkbox"/>Calculations.</p>	
2		<p>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. SHALL BE NOTED ON PLANS SUBMITTED FOR PERMIT</p>	
		<p>Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/>Plans <input type="checkbox"/>Calculations.</p>	
3		<p>A Vegetation 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. Plan shall be submitted to prior to final.</p>	
		<p>Submitter's Response: Correction has been completed. See Sheet _____ of <input type="checkbox"/>Plans <input type="checkbox"/>Calculations.</p>	
4		<p>All smoke detectors in the residence shall be provided with AC power and</p>	



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ITEM #	SHEET	COMMENTS	Corr. Made
		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.	
		Submitter's Response: Correction has been completed. See Sheet ___ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	
6		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.	
7		Applicant may propose alternate materials or method in accordance with Section 103.3. All approved alternates requests and supporting documentation shall be included in the plans set submitted for final approval.	
		Submitter's Response: Correction has been completed. See Sheet ___ of <input type="checkbox"/> Plans <input type="checkbox"/> Calculations.	

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.

**TOWN OF ROSS
BUILDING DEPARTMENT**

INTERDEPARTMENTAL MEMORANDUM

TO: Elise Semonian, Senior Planner

DATE: April 3, 2015

FROM: _____ Thomas Thompson _____

ADDRESS _____ 6 Chestnut Avenue _____ Planning Review # 1996 _____

Project is approved as proposed Project is NOT Approved

Project is approved with the following Conditions

Building permit plans shall include the following table as a minimum for both the existing and proposed work:

ITEM	DESCRIPTION	REQUIRED/ ALLOWED	EXISTING	PROPOSED
APN				
ZONING				
GRADING QUANTITIES	CUT			
	FILL			
SETBACKS (FT)	FRONT YARD			
	LEFT SIDE YARD			
	RIGHT SIDE YARD			
	REAR YARD			
MAX. HEIGHT				
LOT	AREA(SQ.FT)			
	SLOPE			
	COVERAGE			
	NATURAL STATE			
	FLOOR AREA RATIO			
DRIVEWAY	WIDTH(FT)			
	SLOPE			
	No. OF PARKING SPACES (TOTAL)			
	No. OF PARKING SPACES (COVERED)			

DWELLING UNITS				
FLOOR AREA (SQ.FT.)	MAIN FLOOR			
	LOWER FLOOR			
	UPPER FLOOR			
	CARPORT			
	TOTAL			

- Applicant shall provide the names of the owner, architects, engineers and any other people providing project services within the Town, including names, addresses, e-mail, and phone numbers. All such people shall file for a business license. A final list shall be submitted to the Town prior to project final.
- A registered Architect or Engineer’s stamp and signature must be placed on all plan pages.
- Any person engaging in business within the Town of Ross must first obtain a business license from the Town and pay the business license fee.
- Property lines and location of foundation relative to property line shall be physically identified (string line or equal) and must be certified by a licensed land surveyor to be in compliance with the approved plans at the time of the first foundation-related inspection. The building inspector shall not provide foundation-related inspections until the information is provided.
- Floor elevation shall be physically surveyed and certified by a licensed land surveyor to be in compliance with the approved plans after the floor(s) area completed.
- The applicant shall provide the building inspector with written evidence, prepared by a licensed land surveyor, confirming the height of the structure(s) comply with approved plans after roof framing.
- The applicant shall provide the Town with a deposit in the amount of \$_____ prior to building permit issuance to cover the anticipated cost for any Town consultants, such as the town hydrologist, review of the project. Any additional costs incurred by the Town, including costs to inspect or review the project, shall be paid as incurred and prior to project final.
- The applicant shall submit an erosion control plan with the building permit application for review by the building official/director of public works. The plan shall include a signed statement by the soils engineer that erosion control is in accordance with Marin County Storm water Pollution Prevention Program (MCSTOPPP) standards. The erosion control plan shall demonstrate protection of disturbed soil from rain and surface runoff and demonstrate sediments controls as a “back-up” system. (Temporary seeding and mulching or straw matting are effective controls.)
- No grading shall be permitted during the rainy season between October 15 and April 15 unless permitted in writing by the Building Official/Director of Public Works. Grading is considered to be any movement of earthen materials necessary for the completion of the project. This includes, but is not limited to cutting, filling, excavation for foundations, and the drilling of pier

holes. It does not include the boring or test excavations necessary for a soils engineering investigation. All temporary and permanent erosion control measures shall be in place prior to October 1.

- ☒ Prior to any demolition or issuance of a building permit for the new structure, which was constructed prior to 1985, an asbestos and lead-based paint survey shall be provided to the Town building department for review by the Building Official. If asbestos-containing materials are determined to be present, the materials should be abated by a certified asbestos abatement contractor in accordance with the regulations and notification requirements of the Bay Area Air Quality Management District. If lead-based paint is identified, then federal and state construction worker health and safety regulations should be followed during renovation or demolition activities. If loose or peeling lead-based paint is identified, it should be removed by a qualified lead abatement contractor and disposed of in accordance with existing hazardous waste regulations.
- ☒ The drainage design shall comply with the Town's storm water ordinance (Ross Municipal Code Chapter 15.54). A drainage plan and hydrologic/hydraulic analysis shall be submitted with the building permit application for review and approval by the building official/public works director, who may consult with the town hydrologist at the applicants' expense (a deposit may be required). The plan shall be designed, at a minimum, to produce no net increase in peak runoff from the site compared to pre-project conditions (no net increase standard). As far as practically feasible, the plan shall be designed to produce a net decrease in peak runoff from the site compared to pre-project conditions. Applicants are encouraged to submit a drainage plan designed to produce peak runoff from the site that is the same or less than estimated natural, predevelopment conditions which existed at the site prior to installation of impermeable surfaces and other landscape changes (natural predevelopment rate standard). Construction of the drainage system shall be supervised, inspected and accepted by a professional engineer and certified as-built drawings of the constructed facilities and a letter of certification shall be provided to the Town building department prior to project final.
- ☒ An encroachment permit is required from the Department of Public Works prior to any work within a public right-of-way.
- ☒ The plans submitted for a building permit shall include a detailed construction and traffic management plan for review and approval of the building official, in consultation with the town planner and police chief. The plan shall include as a minimum: tree protection, management of worker vehicle parking, location of portable toilets, areas for material storage, traffic control, method of hauling and haul routes, size of vehicles, and washout areas.
- ☒ The applicant shall submit a schedule that outlines the scheduling of the site development to the building official. The schedule should clearly show completion of all site grading activities prior to the winter storm season and include implementation of an erosion control plan. The construction schedule shall detail how the project will be completed within the construction completion date provided for in the construction completion chapter of the Ross Municipal Code (Chapter 15.50).

- A preconstruction meeting with the property owner, project contractor, project architect, project arborist, representatives of the Town Planning, Building/Public Works and Ross Valley Fire Department and the Town building inspector is required prior to issuance of the building permit to review conditions of approval for the project and the construction management plan.
- A copy of the building permit shall be posted at the site and emergency contact information shall be up to date at all times.
- The Building Official and other Town staff shall have the right to enter the property at all times during construction to review or inspect construction, progress, compliance with the approved plans and applicable codes.
- Inspections shall not be provided unless the Town-approved building permit plans are available on site.
- Working Hours are limited to Monday to Friday 8:00 a.m. to 5:00 p.m. Construction is not permitted at any time on Saturday and Sunday or the following holidays: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day. If the holiday falls on a Sunday, the following Monday shall be considered the holiday. If the holiday falls on a Saturday, the Friday immediately preceding shall be considered the holiday. Exceptions: 1.) Work done solely in the interior of a building or structure which does not create any noise which is audible from the exterior; or 2.) Work actually physically performed solely by the owner of the property, on Saturday between the hours of 10:00 a.m. and 4:00 p.m. and not at any time on Sundays or the holidays listed above. (RMC Sec. 9.20.035 and 9.20.060).
- Failure to comply in any respect with the conditions or approved plans constitutes grounds for Town staff to immediately stop work related to the noncompliance until the matter is resolved. (Ross Municipal Code Section 18.39.100). The violations may be subject to additional penalties as provided in the Ross Municipal Code and State law. If a stop work order is issued, the Town may retain an independent site monitor at the expense of the property owner prior to allowing any further grading and/or construction activities at the site.
- A single geotechnical engineering report, containing all recommended geotechnical design criteria for the project, shall be submitted with the building permit plans for review by the building official. All geotechnical aspects of the proposed project and preliminary development of plans shall continue to be evaluated by the project geotechnical consultant. A letter from the project geotechnical consultant shall be prepared that approves all geotechnical aspects of the proposed site development layout, verifies project geotechnical feasibility, and verifies conformance with the geotechnical consultant's design recommendations.
- Materials shall not be stored in the public right-of-way. The project owners and contractors shall be responsible for maintaining all roadways and right-of-ways free of their construction-related debris. All construction debris, including dirt and mud, shall be cleaned and cleared immediately. All loads carried to and from the site shall be securely covered, and the public right-of-way must be kept free of dirt and debris at all times. Dust control using reclaimed water shall be required as necessary on the site or apply (non-toxic) soil stabilizers on all

unpaved access roads, parking areas and staging areas at site. Cover stockpiles of debris, soil, sand or other materials that can be blown by the wind.

- ☒ Applicants shall comply with all requirements of all utilities including, the Marin Municipal Water District, Ross Valley Sanitary District, and PG&E prior to project final. Letters confirming compliance shall be submitted to the building department prior to project final.
- ☒ All electric, communication and television service laterals shall be placed underground unless otherwise approved by the director of public works pursuant to Ross Municipal Code Section 15.25.120.
- ☒ The director of public works may require all electric, communication and television service laterals to be placed underground.
- ☒ The project shall comply with the following, which shall be identified on the plans submitted for a building permit:

1.) Verify that all the new windows and doors with glass shall be tempered because this property is in the hillside area of the Town of Ross which requires compliances with Wildland Unban Interface area per the State Fire Marshall Fire Map and Chapter 7A of the 2013 California Fire Code. In addition, there are windows and doors that need to meet the Safety Glazing requirements because of their locations to stairways and doors per the 2013 CRC R308. Also verify that the roof meets the WUI requirements for a Class A rated roof assembly including the venting of the roof.

2.) Verify that the existing pool meets at least one of the seven safety features requirements in the 2013 CRC Appendix G AG 100.2 Code. Also, if the pool does not have a safety pool cover then all access gates must meet the requirements of the 2013 CRC Appendix G Ag 100.3.

3.) Verify that all exterior stairways will be properly illuminated per the 2013 CRC R303.7 and the 2013 CEC 210.70 (A)(1), (A)(2), and (A)(3). This also includes all exterior doors and porches.

4.) Verify that all gutters with leaders (downspouts) drain into a storm drainage system or onto a splash block. If draining into a storm drainage system then the leader must have a clean out just before entering the horizontal pipe of the storm drainage system per the 2013 CPC 1101.12.

5.) Verify that the new or remodel fireplace meet the EPAII and the Town of Ross Ordinance 15.42 for outside fireplaces. Also, if there is a gas fire pit in the patio area please verify that the gas shout off is in a ready accessible location per the 2013 CPC.

6.) Verify if the stove in the kitchen will be replace with a larger gas stove and if so please verify that the CFM for the hood exhaust fan meet the requirements of the BTU for the new gas stove.

7.) Verify with the Ross Valley Fire District to see if fire sprinklers are required by them.

- 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 in the immediate vicinity of the bedroom and over the center of all stairways with a minimum of one detector per story of the occupied portion of the residence.
- Carbon monoxide alarms shall be provided outside of each dwelling unit sleeping area in the immediate vicinity of the bedroom(s) and on every level of a dwelling unit.
- Address numbers at least 4" tall shall be in place adjacent to the front door. If not clearly visible from the street, additional numbers are required. The address numbers shall be internally illuminated or illuminated by an adjacent light controlled by a photocell and switched only by a breaker so the numbers will remain illuminated all night.
- Sprinklers shall be required. _____ System required
- Development shall adhere to the wildland urban interface building standards in Chapter 7A of the California Building Code.
- A second unit permit is approved for the detached residential unit. The applicant is responsible for security a separate water meter and PG&E meter for the unit prior to project final. The address of the second unit shall be _____.
- The applicant shall work with the Public Works Department to repair any road damage caused by the construction. Applicant is advised that, absent clear video evidence to the contrary, road damage must be repaired to the satisfaction of the Town prior to project final. Damage assessment will be at the sole discretion of the Town, and neighborhood input will be considered in making that assessment.
- This project is subject to the conditions of the Town of Ross Construction Completion Ordinance (copies available at www.townofross.org). If construction is not completed by the construction completion date provided for in that ordinance, the owner will be subject to automatic penalties with no further notice. As provided in the Town of Ross Municipal Code Section 15.50.040, construction shall be complete upon the final performance of all construction work, including: exterior repairs and remodeling; total compliance with all conditions of application approval, including required landscaping; and the clearing and cleaning of all construction-related materials and debris from the site. Final inspection and written approval of the applicable work by Town Building, Planning and Fire Department staff shall mark the date of construction completion.
- Plans submitted for a building permit shall detail the required openings in the foundation walls to allow for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria: A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided. The bottom of all openings shall be no higher than one foot above grade. Openings may be

equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(See FEMA Technical Bulletin 1-93 <http://www.fema.gov/pdf/fima/job2.pdf> for more information).

- Flood resistant materials shall be used below the finished floor. All structural and non-structural building materials at or below the base flood elevation must be flood resistant. A flood-resistant material is defined as any building material capable of withstanding direct and prolonged contact with floodwaters without sustaining significant damage. Flood-resistant materials must be used for all building elements subject to exposure to floodwaters, including floor joists, insulation, and ductwork. Any building utility systems within the crawlspace must be elevated above the base flood elevation or designed so that floodwaters cannot enter or accumulate within the system components during flood conditions. Ductwork, in particular, must either be placed above the base flood elevation or sealed from floodwaters. (See FEMA Technical Bulletins 2-93 and 11-01 at <http://www.fema.gov/> for more information)
- A FEMA elevation certificate shall be submitted to the Town with the building permit plans and prior to project final.
- A Type-____ catch basin shall be installed prior to project final.
- A _____-inch diameter storm drain shall be installed prior to project final.
- The existing storm drain/catch basin/culvert/sidewalk/sewer is to be replaced, sliplined, or repaired prior to project final.
- A ____-foot wide sidewalk, including a Type ____ curb and gutter shall be installed prior to project final.
- All cracked, broken or uplifted sidewalk fronting the property shall be replaced prior to project final.
- The applicant shall document the condition of _____ Avenue and _____ Avenue by video on CD and shall submit the information to the Public Works department prior to issuance of a building permit. The applicant shall work with the Public Works Department to repair any damage caused by the construction.
- A qualified engineer shall prepare a report on the condition of INSERT NAME Avenue for construction vehicles that shall be submitted prior to issuance of the building permit for review. The Town Engineer may limit the size and/or weight of construction vehicles and may require the applicant to make any repairs necessary to ensure road stability for construction vehicles or to post a bond, in an amount to be fixed by the Town Engineer, guaranteeing that the applicant will repair damage to the roadway. The Town may require bonding to protect the public infrastructure in case of contractor damage, depending on the method of hauling and likely impact on the street. The Town may also require as a condition to the granting of a permit that the applicant submit a certificate of a responsible insurance company showing that the

applicant is insured in an amount to be fixed by the Town against any loss or damage to persons or property arising directly or indirectly from the construction project.

The applicant shall prepare a storm water pollution prevention plan (SWPPP) (see http://www.swrcb.ca.gov/stormwtr/docs/const_swppp.doc for guidance) and the applicant shall comply with the local, regional and state water quality agencies requirements for discharges of storm water associated with construction activity. The permit requires the filing of a Notice of Intent and development and implementation of a Storm Water Pollution Prevention Plan.

The proposed project is located in or adjacent to a waterway with a defined bed and bank and probably falls under the jurisdiction of the United States Army Corps of Engineers (Section 404 permit) and also the California Regional Water Quality Control Board (Section 401 certification). The California Department of Fish & Game issues Streambed Alteration Agreements when activities would impact wetlands that are associated with rivers, streams and lakes.

Obtain a Streambed Alteration Agreement from the Department of Fish & Game (707) 944-5520. In general, work is only allowed between April and October, except for special circumstances.

Obtain a Nationwide Permit from the U.S. Army Corps of Engineers (415) 977-8451.

Obtain a 401 Certificate from the Regional Water Quality Control Board-Marla Lafer (510) 622-2348.

The following conditions relate to protection of the creek during all phases of construction:

The creek shall be protected during construction to ensure no soil, concrete, cement, slurry, or other construction debris is permitted to enter the creek. If any soil, concrete, cement, slurry, or other debris inadvertently enters the creek, the material shall be cleaned up and removed from the channel immediately.

Staging/storage areas for equipment, materials, fuels, lubricants and solvents, shall be located outside of the creek channel and associated riparian area.

Spoil sites shall not be located within the stream channel, where spoil may be washed back into the creek. Building materials and construction equipment shall not be stored where materials could fall or be washed into the creek.

The applicant is responsible for obtaining any Federal, State and local permits necessary for the project. The applicant shall comply with any additional requirements of the agencies.

The Town requests the applicant to voluntarily measure on an approximately monthly basis the depth to groundwater in the well(s) and periodically report the well head elevation and monthly depth to groundwater data to the Friends of Corte Madera Creek or the Marin County Department of Public Works.

A Grading Permit is required from Department of Public Works for site grading. The applicant

shall comply with the requirements of Chapter 15.24 of the Ross Municipal Code by providing the Department of Public Works with the following:

A completed Grading Permit Application.

A site map, foundation plan and grading plan.

Submit 3 copies of the soil engineers report, 2 copies of the site plan showing the outline of the proposed structure, and \$_____ refundable deposit to cover actual cost of peer review by City-retained soils engineer.

A construction schedule.

- A grading security for \$_____ shall be submitted in the form of a Certificate of Deposit (CD) or cash to cover grading, drainage, and erosion control. Contact the Department of Public Works for details.
- An erosion control plan, which includes a signed statement by the soils engineer that erosion control is in accordance with ABAG standards. The erosion control plan shall demonstrate protection of disturbed soil from rain and surface runoff and demonstrate sediments controls as a "back-up" system. (Temporary seeding and mulching or straw matting are effective controls.)
- The Soils Engineer shall provide a letter to the Department of Public Works certifying that all grading and drainage has been constructed according to plans filed with the grading permit and his/her recommendations. Any changes in the approved grading and drainage plans shall be certified by the Soils Engineer and approved by the Department of Public Works. No modifications to the approved plans shall be made without approval of the Soils Engineer and the Department of Public Works.
- The existing vegetation shall not be disturbed until landscaping is installed or erosion control measures, such as straw matting, hydroseeding, etc., are implemented.
- The street shall be overlaid with a minimum of 2 inches of asphalt. Limits of overlay shall be from _____ to _____.
- A ___-foot wide driveway shall be installed. The concrete shall be at least 6-inches thick.
- A ___-foot wide sidewalk, including a Type ___ curb and gutter shall be installed.
- All cracked, broken or uplifted sidewalk fronting the property shall be replaced.
- The construction management plan shall be submitted in time to be incorporated into the job set of plans. The construction management plan shall become a binding document, and failure to adhere to the plan may result in stoppage of the project.
- All construction materials, debris and equipment shall be stored on site. If that is not physically possible, an encroachment permit shall be obtained from the Department of Public Works prior to placing any construction materials, debris, debris boxes or unlicensed equipment in the right-

of-way.

- Trees and vegetation shall be trimmed according to the Ross Municipal Code. Trees and shrubs shall be kept trimmed so that the lowest branches projecting over public properties provide a clearance of not less than _____ feet. Bushes and other vegetation shall be trimmed so no portion hangs over the sidewalk or the road if no sidewalk is present.
- The applicant shall provide a hard copy and a CD of an as-built set of drawings, and a certification from all the design professionals to the building department certifying that all construction was in accordance with the as-built plans and his/her recommendations.
- The applicant shall provide emergency escape and rescue opening for bedrooms and show the dimension of the sill height from the finished floor.

Elise:

- Please provide Owner's with the existing soils report for the property.



Town of Ross

Planning Department

Post Office Box 320, Ross, CA 94957

Phone (415) 453-1453, Ext. 121 Fax (415) 453-1950

Web www.townofross.org Email esemonian@townofross.org

Staff Use Only	
Received By:	_____
Date:	_____
Fees Paid:	_____
Date:	_____

VARIANCE/DESIGN REVIEW/DEMOLITION APPLICATION

Parcel Address and Assessor's Parcel No. 6 CHESTNUT AVE. / 073-301-06

Owner(s) of Parcel JOHN & CRISTINA SCARBOROUGH

Mailing Address (PO Box in Ross) 6 CHESTNUT AVE **PO BOX 981**

City ROSS State CA ZIP 94957

Day Phone (415) 690-5941 Evening Phone _____

Email CRISTINA.SCARBOROUGH@YAHOO.COM

Architect (Or applicant if not owner) DARLENE GERSON

Mailing Address 615 B STREET SUITE 1B

City SAN RAFAEL State CA ZIP 94901

Phone 415-721-7340

Email DARLENE@GDESIGNPRO.COM

Existing and Proposed Conditions (For definitions please refer to attached fact sheet.)

Gross Lot Size 18,150 sq. ft. Lot Area 18,150 sq. ft.

Existing Lot Coverage 2,404 sq. ft. Existing Floor Area 3,551 sq. ft.

Existing Lot Coverage 13.2 % Existing Floor Area Ratio 19.5 %

Coverage Removed 0 sq. ft. Floor Area Removed 0 sq. ft.

Coverage Added 0 sq. ft. Floor Area Added 40 sq. ft.

Net Change- Coverage 0.3 sq. ft. Net Change- Floor Area 40 sq. ft.

Proposed Lot Coverage 2,452 sq. ft. Proposed Floor Area 3,599 sq. ft.

Proposed Lot Coverage 13.5 % Proposed Floor Area Ratio 19.8 %

Existing Impervious Areas NA sq. ft. Proposed Impervious Areas NA sq. ft.

Existing Impervious Areas NA % Proposed Impervious Areas NA %

Proposed New Retaining Wall Construction NA ft. (length) NA ft. (max height)

Proposed Cut NA cubic yards Proposed Fill NA cubic yards



**APPLICATION FOR
ACCEPTANCE OF ALTERNATE MATERIALS OR METHODS**

Application Date: 3/5/2015

Project Information

Applicant Information

Name: JOHN & CRISTINA SCARBOROUGH Name: DARLENE GERSON

Address: 6 CHESTNUT AVE Address: 619 B STREET 1B

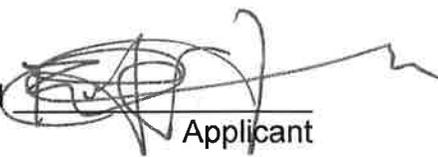
Permit Number: _____ Phone Number: 415-721-7340

Email Address: DARLENE@GDESIGNPRO.COM

DESCRIPTION OF ALTERNATE MATERIALS OR METHODS (Include code section)
13R SPRINKLERS

JUSTIFICATION OF ALTERNATE MATERIALS OR METHODS, (Describe, in detail, the equivalency of your proposed alternate, use additional pages if necessary and attach two site/floor plans)

PLEASE SEE ATTACHED LETTER

Signed  Applicant

- Approved
- Denied
- Comments / Additional Mitigation(s):

Signed: _____ Date: _____
Fire Marshal

Acceptance of an alternate for Fire Department requirements does not establish, or override, requirements of other Town departments.



Ross Valley Fire Department
777 San Anselmo Avenue
San Anselmo, CA 94960

March 5, 2015

Dear Ross Valley Fire Department,

This letter is to accompany the "Application for Acceptance of Alternate Materials or Methods" for 6 Chestnut Avenue Parcel # 073-301-06.

The pool house located on this property is considered an existing non-conforming structure since it is located within a setback. Since it is 150 feet away from the required water access distance, we are proposing to rebuild the structure to make it a better safer building by proposing to use alternate materials and methods of construction. We plan to use hardie backer shingles, with one-hour fire rated walls as well as putting 13R sprinklers inside the pool house.

We would like to thank the Ross Valley Fire Department and other staff members for your consideration and involvement during this process. The design team had worked hard to develop a residence that met the criteria of the unique on-site conditions and existing non-conforming status. We believe the design is something that harmonizes well with the surrounding neighborhood and does not change the intent or use of the dwelling. If there are any outstanding questions or concerns please feel free to reach out to myself.

Best Regards,

David Grabham

G Family Inc. (General Construction)

G-Design LLC. (Design Firm)

CEO/ DESIGNER

Gfamilyconstruction.com (Website)

David@gfamilyconstrcution.com (email)

415-261-7643 (Cell)

415-444-0573 (Office/Fax)