

# MARIN COUNTY COMMUNITY DEVELOPMENT AGENCY

BRIAN C. CRAWFORD, DIRECTOR

## NOTICE OF PROJECT STATUS

March 13, 2013

Erin & Kenneth Werner  
700 Goodhill Road  
Kentfield, CA 94904

RE: 13-0046  
Assessor's Parcel 195-031-12  
174 Seadrift Road, Stinson Beach  
Werner Coastal Permit 13-11, Design Review 13-46, and Variance 13-3

Dear Mr. and Ms. Werner;

The Community Development Agency - Planning Division has examined your application and determined that it is incomplete because additional information is required. This notification is in accordance with State law which requires that we inform you in writing of the status of your application within 30 days of its acceptance for filing.

Within the next 30 days, please address the items listed below and resubmit two complete sets of full-sized revised plans, three complete set of plans that reduced to 11 inches by 17 inches, and two copies of all documents or reports. All changes shall be bubbled:

Marin County Community Development Agency - Planning Division (Lorene Jackson, (415) 473-5084)

1. In conformance with item 1 of the submittal checklist, revise the site plan to include the following:
  - a. Show the location of existing easements and rights of ways indicated in the Title Report.
  - b. Indicate the full extent of the footprint of the existing structures on adjacent properties along each side property line. (The height shall be shown on the elevations. See item 3 below.)
  - c. Indicate the top and bottom of each retaining wall, measured from existing or finished grade, whichever is greater. Call out the setbacks of the retaining walls to the nearest property line.
  - d. Provide details (including height) of the enclosure for the propane tank and trash, fencing, paths and walkways (including paving materials), and other features that affect the exterior appearance and use of the property and adjacent property.
2. In conformance with item 10 of the submittal checklist, indicate existing floor area.

3. In conformance with item 12 of the submittal guide, provide revised elevations that show the following:
  - a. Fully dimensioned elevations that include roof ridgeline, finished floor, and foundation line elevations that are based upon the same datum as the topographic information. Indicate basis for all elevations (e.g. Mean lower low water level and/or NAVD-88.)
  - b. The elevation drawings shall call out the height of all sides of each structure (including fences and retaining wall, decks, and barbecues) in relation to the topography of the adjoining finished and/or natural grades, whichever is greater. Natural and finished grade shall be shown on each elevation.
  - c. Indicate the maximum height limit for which this variance is being request.
  - d. The elevations of the proposed development shall include dashed lines indicating the outline of the existing building facades and rooflines.
  - e. Elevations shall indicate the respective height and profile of structures on adjacent properties.
  - f. Indicate location of all exterior lighting.
4. In conformance with item 13 of the submittal checklist, submit a revised cross section that is based on topography and indicates the finished floor, foundation line, and roof ridge elevations. Indicate existing and finished grades.
5. In conformance with item 14 of the submittal checklist, indicate the colors and materials of the retaining walls.
6. In conformance with item 15 of the submittal checklist, revise the landscape plan to include the scientific and common name of existing trees with a 6-inch or greater trunk diameter measured at a height of 4.5 feet above grade that would be removed.
7. In conformance with item 26 of the submittal checklist, coordinate the schedule for installing the story poles with the Planning Division staff. This is generally not done until all other necessary items of information for the project have been submitted. The applicant shall submit written notification that the story poles have been installed.

The story poles must be connected by orange construction netting and shall clearly and accurately demonstrate the maximum roof height and perimeter of the structure. The construction netting must be at least 1.5 feet wide and must be installed at the base perimeter and at the ridgeline of the poles to represent the height, mass, and bulk of the structure to the maximum extent feasible.

Marin County Community Development Agency – Department of Public Works – Dave Nicholson, (415) 473-6533

8. The minimum number of parking spaces for a single family residence is four; 2-resident and 2-guest spaces. Only one space is shown in the garage. Provide the proposed location of the other three spaces. Note that the resident spaces shall be independent of each other, and guest spaces shall be independent of each other. Resident spaces shall be within property boundaries and guest spaces are preferred to be within property boundaries, but may be along the contiguous frontage of the property providing they are

completely out of the traffic right-of-way. The minimum space size is 8.5-ft x 18-ft. Parking spaces proposed within the right-of-way shall not be strictly dedicated to any one property; the availability only needs to be noted.

9. Provide approval from the Stinson Beach Water District for the septic facilities within the parking area.
10. Provide the location of the sea-levy and the limits of grading on the ocean side of the project.

### **Preliminary Merit Comments**

The proposed project is subject to the policies contained in the Marin Countywide Plan, the Stinson Beach Communities Plan, Marin County Local Coastal Program I, and regulations contained in the Interim Title 22I of the Marin County Code. Upon preliminary review of your application, the Marin County Community Development Agency offers the following comments:

- To make findings for Variance approval, consideration is given as to whether the strict application of the zoning ordinance would deprive your property of privileges enjoyed by other property owners in the vicinity. While the FEMA regulations may provide some relief from the maximum height limits, the 12-foot ceiling height of the proposed kitchen and living area appears to be greater than necessary to make this finding. Consider lowering the ceiling height to that which would be the reasonable minimum necessary to make this finding.
- In order to approve the project, Design Review findings need to be made that the project will be properly and adequately landscaped with maximum retention of trees. Unless the tree is deemed unhealthy by an arborist or considered a hazard by the Fire Department, consider revising the project to preserve the large multi-trunk tree along Seadrift Road. Invasion plants should be removed.
- Single-Family Residential Design Guideline D-1.2 calls for roof lines to be broken into a series of smaller building components when viewed off-site. Long linear and unbroken rooflines that exceed 50 feet are discouraged. The proposed roof length of the kitchen/living portion of the structure would be approximately 58 feet and the bedroom portion would be 56 feet.
- All structures shall be within the property boundaries and the rear building setback, including footings and cantilevers.

These preliminary comments are not meant to be exhaustive, additional comments may be forthcoming after the revised plans have been reviewed, and the suggestions are advisory in nature.

### **Re-Submittal**

Please carefully review the items indicated above and call the pertinent agency staff member at the number listed at the top of each heading. Please submit all of the requested information together to the Planning Division at one time. The review of your application may be delayed if you submit information directly to the agency that requested the information. In order to facilitate our review of the additional information that you submit, it is suggested that you include with the submittal package a numbered list corresponding to the item requested which outlines the response and/or the location on the plans where the response could be found. Please note that

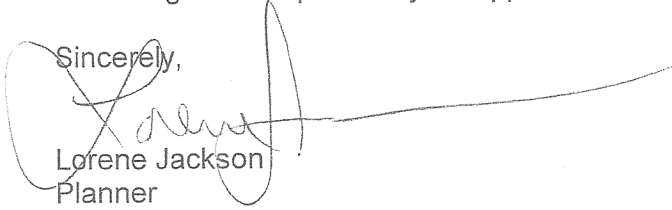
the time period required by State law for us to review the additional information submitted in response to this Notice of Project Status will not commence until all of the information is submitted to our office at one time. Partial submittal of information requested is strongly discouraged. If you require additional time to collect the information listed above, please send me a written request for an extension for a specific period, such as an additional thirty (30) days.

If you disagree with this decision regarding the incompleteness of your application, you may appeal it to the Planning Commission. A Petition for Appeal and a \$600.00 filing fee must be submitted in the Community Development Agency - Planning Division, Room 308, Civic Center, San Rafael, no later than 4:00 p.m., March 27, 2013.

Enclosed are comments received by staff in response to this application. Please note the comments on the merits of the project. These are normally included as conditions of project approval.

Please call me at (415) 473-5084 or contact me via email at [lajackson@marincounty.org](mailto:lajackson@marincounty.org) as questions arise regarding your application or the development review process. Voicemail messages will be returned before the end of the next business day. If you wish to discuss your application in person, please contact me to schedule an appointment. I will try to schedule an appointment within 5 business days. Drop-by office visits without an appointment are discouraged. I will process your application as quickly as possible.

Sincerely,



Lorene Jackson  
Planner

Attachments: (1) Department of Public Works Memo, 3/6/13  
(2) Stinson Beach County Water District Letter, 2/19/13  
(3) Stinson Beach Village Association Letter, 3/7/13  
(4) Thomas Meagher Email, 3/1/13

cc: DPW, David Nicholson (*via email*)  
Stinson Beach Village Association, Mike Matthews  
Steve Wisenbaker  
Thomas Meagher

WernerInc.DOC