TOWN OF
SAN ANSELMO
EST. 1907

In the Council Chambers at 525 San Anselmo Avenue, San Anselmo, CA 94960

Town Council

Agenda

Tuesday, September 26, 2023 6:20 PM

Meeting held In-Person and via Zoom:
https://us02web.zoom.us/j/84315187943

Or Telephone: +1 669 900 6833 | Webinar ID: 843 1518 7943

How to Submit Comments Before the Meeting: Members of the public are encouraged to submit email correspondence to towncouncil@townofsananselmo.org before the meeting begins.

How to Participate During the Meeting: Members of the public will have the option to speak during the meeting through the Zoom application by using their phone or an electronic device.

For PC, Mac, or smart phone, Use Raise hand function when public comment for an item is requested. It is a button that is located at the top or bottom of your screen, based on your computer

For landline phones, raise hand to be recognized with *9

Please be advised those participating in the meeting remotely via Zoom do so at their own risk. The Town Council regular meeting will not be cancelled if any technical problems occur during the meeting.

I. Interviews for Climate Action Commission, Open Space Committee, Racial Equity Committee 6:20 PM

Four (4) Interviews by Time and Name
Staff Report.docx
6.20 PM- Soo Haylet- Climate Action Committee- Application no Resume.pdf
6.30 PM- Christiana Conser- Open Space Committee- Application with Resume.pdf
6.40 PM- Jade Alberti- Racial Equity Committee- Application no Resume.pdf
6.50 PM- Hayes Handler- Racial Equity Committee- Application no Resume.pdf

Call to Order. Optional Pledge of Allegiance: The Mayor or a designated Council member will recite the Pledge of Allegiance for members of the Council and the public who wish to join in the

recitation. 7:00 PM

Open time for public expression.

The public is welcome to address the Council at this time on matters not on the agenda that are within the jurisdiction of the Council. Please be advised that pursuant to Government Code Section 54954.2, Council is not permitted to discuss or take action on any matter not on the agenda unless it determines that an emergency exists, or that there is a need to take immediate action which arose following posting of the agenda. Comments may be no longer than three minutes and should be respectful to the community.

Written Public Comment
Public Comment- Brown, C..pdf
Public Comment- Brown, E..pdf
Public Comment- Smith.pdf
Public Comment- Heslip.pdf
Public Comment- Fariwar.pdf
Public Comment- Borter.pdf
Public Comment- Sopko.pdf

Council requests for future agenda items.

Council committee liaison reports, questions and comments to staff; staff miscellaneous items.

Special Presentations

- Mayor's Proclamation Recognizing Roy Petri and Luigi Serchia on the 50th Anniversary of San Anselmo Youth Soccer
- Mayor's Proclamation Recognizing Frank Gomez for his volunteer service to the community

1. Consent Agenda:

The opportunity for public comment on consent agenda items will occur prior to Council discussion of the consent agenda. The Council may approve the entire consent agenda with one action. In the alternative, items on the consent agenda may be removed by any Council or staff member, for separate discussion and vote.

1.1 Approval of the Draft Minutes of the Regular Town Council Meeting of September 12, 2023.
Staff Report.doc
Attachment 1- Draft Minutes of the September 12, 2023 Meeting.doc

1.2 Report of Checks Issued, August 2023
Staff Report (DOCX)
Attachment 1 Check Report August 2023 (PDF)

1.3 Revenue and Expenditure Reports, August 2023
Staff Report (DOCX)
Budget Comparison Report Subcategory August 2023 (XLS)
Budget Comparison Report Department August 2023 (XLS)

1.4 Consider the Approval of the Special Event Application – Annual Dia de los Muertos event

Staff Report.doc
Attachment 1 - Dia de los Muertos Event Application.pdf

1.5 Adopt a Resolution Declaring September to be National Service Dog Month
Staff Report.docx
Attachment 1- Proclamation.docx

1.6 Adopt a Resolution Establishing Job Description and Pay Range for Senior Building Inspector Position
Staff Report (DOCX)
Resolution Establishing Job Description and Pay Range for the Senior Building Inspector (DOCX)
Senior Building Inspector Job Description (DOCX)

1.7 Accept the 2023 Slurry Seal Project and Authorize Staff to File a Notice of Completion
Staff Report.doc

1.8 Approval of Resolution for Deed Restriction at Memorial Park
Staff Report
Attachment 1- Draft Resolution

2. Council Business Items:

In general, the following procedural order applies to items of business:
•Presentation
•Town Council questions
•PUBLIC COMMENT – limited to 3 minutes/person
•Town Council discussion/action

2.1 Receive and File an Update on Reimagine Creek Park Project 60% Design Review. The Marin County Flood Control and Water Conservation District (District) is the California Environmental Quality Act (CEQA) Lead Agency for the SAFRR (Final Environmental Impact Report at p. 1-1, available at https://www.marinwatersheds.org/resources/publications-reports/san-anselmo-flood-risk-reduction-safrr-final-eir). The Final Environmental Impact Report (FEIR) certified by the District in September 2018 analyzed the potential environmental impacts associated with the SAFRR. The District examined and disclosed the significant environmental effects of the SAFRR, identified significant cumulative effects, and took steps to reduce or avoid significant adverse environmental effects. (FEIR, p. 1-4). A draft addendum to the EIR has been completed to assess the addition of the Town pedestrian bridge to the project and the District is currently reviewing the draft addendum. The Town's street and park improvements for the Reimagine Creek Park Project are categorically exempt from CEQA as an existing facility.
Staff Report
Attachment 1
Attachment 2

2.2
Consideration of Consultant Contract for the Downtown San Anselmo Active Transportation

Safety Study. This safety study project is exempt from the California Environmental Quality Act (CEQA) under a Class 6 categorical exemption, because the scope of work consists of data gathering, analysis and preparation of a study and recommendations for future projects. No construction or alteration will be undertaken. (14 Cal. Code Regs. § 15306). When any recommendations are approved for bidding and construction, a CEQA analysis will be undertaken at that time.

Staff Report.doc
Attachment 1- Proposal.doc

2.3 Receive and file an Update on Public Engagement Process for Proposed Sorich Park Multi-Use Trail.

This update is exempt from the California Environmental Quality Act (CEQA) under a Class 6 categorical exemption because the scope of work consists of discussions about a potential future project. No construction or alteration will be undertaken. (14 Cal. Code Regs. § 15306). When any discussions result in a future project a CEQA analysis will be undertaken at that time.

Staff Report

Public Hearing:

In general, the following procedural order applies to public hearing items:
•Disclosure of Ex Parte communications (Appeals)
•Staff Presentation
•Town Council Questions
•Applicant/Appellant Presentations – 10 minutes per "team" (Appeals)
•PUBLIC COMMENT – limited to 3 minutes/person
•Appellant/Applicant rebuttals – 5 minutes per "team" (Appeals)
•Town Council discussion/action

2.4 32 Fern Ln., Project No. PRO2022-0063. Appeal by applicant Ken Mayer of the Planning Commission decision to deny the application for a Conditional Use Permit to allow for the after-the-fact approval of a two-story Accessory Dwelling Unit and related structures. The project has been previously determined to be exempt from review under the California Environmental Quality Act because denial of the project results in no project pursuant to CEQA Guidelines Section 15270.
Staff Report
Attachment 1- Draft Resolution
Attachment 2- Planning Commission Staff Report and Attachments
Attachment 3- Planning Commission Meeting Minutes
Attachment 4- Planning Commission Resolution No. 2022-13
Attachment 5- Appeal Application
Attachment 6- Town of San Anselmo Ordinance No. 1149 dated September 8, 2020
Attachment 7- Public Comments
Public Comment- Mayer.pdf
Public Comment- Mayer 2.pdf

Appointments to Boards, Committees and Commissions

Appointments to the Climate Action Commission, Open Space Committee and Racial Equity Committee
Staff Report.doc
1. Bridget Clark - Climate Action Commission- Application
2. Nuria Montalvo - Climate Action Commission- Application
3. Soo Haylet- Climate Action Committee- Application no Resume.pdf
4. Oriana Bleecher Snyder- Open Space Committee- Application no Resume.pdf
5. Christiana Conser- Open Space Committee- Application with Resume.pdf
6. Robin Beers - Racial Equity Committee- Application no Resume
7. Diana Black Kennedy - Racial Equity Committee- Application
8. Mary Nahorniak- Racial Equity Committee- Application
9. Jade Alberti- Racial Equity Committee- Application no Resume.pdf
10. Hayes Handler- Racial Equity Committee- Application no Resume.pdf

Adjourn

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Town Staff at email savila@townofsananselmo.org. Notification at least 48 hours prior to the meeting will enable the Town to make reasonable accommodation to help insure accessibility to this meeting.

Any writings or documents provided to a majority of the Town Council regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at the public counter at Town Hall located at 525 San Anselmo Avenue.

Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting. Judicial review of an administrative decision of the Town Council must be filed with the Court not later than the 90th day following the date of the Council's decision (Code of Civil Procedure Section 1094.6) Any item not under discussion before 10:00 p.m. may be continued to the next regular meeting. Next regular meeting is on October 10, 2023.

Administration Department
Town Hall, main floor
525 San Anselmo Avenue
San Anselmo, CA 94960
(415) 258-4691

Town Council
Steve Burdo, Mayor
Eileen Burke, Vice Mayor
Brian Colbert, Councilmember
Alexis Fineman, Councilmember
Tarrell Kullaway, Councilmember

Staff
David Donery, Town Manager
Linda Kenton, Assistant Town Manager / Town Librarian
Jeff Zuba, Finance and Admin Services Director
Megan Holt Acevedo, Town Attorney

Serge Avila, Town Clerk
Heidi Scoble, Planning Director
Sean Condry, Public Works Director
Dannielle Mauk, Community Services Director
Mike Norton, Chief of Police
Dan Mahoney, Interim Fire Chief

DECLARATION OF POSTING
This Notice is posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the Town of San Anselmo website. Under penalty of perjury, this Agenda was posted to the public at least 72 hours prior to the meeting.

STAFF REPORT

TOWN OF SAN ANSELMO Item #: Interviews

MEETING DATE: September 26, 2023

AGENDA TITLE: Conducting Interviews for the Open Space Committee, Climate Action Commission and Racial Equity Committee

FROM: Serge Avila, Town Clerk

RECOMMENDATION

Staff recommends that the Town Council conducts interviews and makes appointments to the Open Space Committee, Climate Action Commission, and Racial Equity Committee before adjourning tonight's meeting.

The following are (4) applicants to be interviewed by time, name, and board, commission, or committee:

Interview Time	Name	Board or Commission
6:20 PM	Soo Haylet	Climate Action Commission
6:30 PM	Christiana Conser	Open Space Committee
6:40 PM	Jade Alberti	Racial Equity Committee
6:50 PM	Hayes Handler	Racial Equity Committee

The Council will have the opportunity to make appointments later tonight all applications are attached for your convenience.

FISCAL IMPACT

None.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Conducting interviews is not defined as a project under CEQA (Section 15378 CEQA Guidelines).

ATTACHMENTS

6:20 PM	Soo Haylet	Climate Action Commission
6:30 PM	Christiana Conser	Open Space Committee
6:40 PM	Jade Alberti	Racial Equity Committee
6:50 PM	Hayes Handler	Racial Equity Committee

Print

Boards & Committee Applications - Submission #1735

Date Submitted: 12/3/2022

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

12/3/2022

I wish to apply for an appointment to a term/balance*

Climate Action Commission

Name*

Soo Haylett

Home Address*

22 Hillside Ave

Occupation*

Executive Director, MBA Programs

Employer's Address

Sonoma State University

Home Phone*

4153053757

Work Phone

Cell Phone

E-Mail*

soobedo@yahoo.com

Number of years as resident of San Anselmo*

18

Number of years as a resident in Marin*

25

Education Level Achieved*

College/University Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Mitchel Berman

1.) Phone*

(415) 987-1978

2.) Name*

Cathy Berman

2.) Phone*

(415) 602-4193

3.) Name*

Stephanie Hellman

3.) Phone*

(415) 602-4193

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- ○ YES
- ◉ NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ○ YES
- ◉ NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I've served on a board for a non-profit org (Chair and Secretary) and currently serve on the Sustainability advisory committee at SSU

Reasons for this appointment.*

Want to support the town as needed, specifically with regards to climate change (sustainability)

What are your qualifications for this appointment.*

MBA in Sustainable Business,

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee? *

Providing education and support for people's residences and businesses in being more prepared and resilient in faxinando issues related to climate change. (wildfires, drought etc?

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- ◉ YES
- ○ NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Choose File No file chosen

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Print

Boards, Committees and Commissions Application - Submission #1801

Date Submitted: 2/27/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

2/27/23

I wish to apply for an appointment to a term/balance*

Open Space Committee

Name*

Christiana Conser

Home Address*

65 Angela Ave

Occupation*

Restoration Biologist

Employer's Address

20361 Hermana Cir, Lake Forest, CA 92630

Home Phone*

9498733814

Work Phone

9498733814

Cell Phone

9498733814

E-Mail*

christianac@hanaresources.com

Number of years as resident of San Anselmo*

3

Number of years as a resident in Marin*

10

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Randi Rader

1.) Phone*

415-385-0414

2.) Name*

Sheri Van Zandt

2.) Phone*

512-656-0511

3.) Name*

Christian Rebours

3.) Phone*

415-717-1321

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- (●) YES
- ( ) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I served on the California Invasive Species Advisory Committee (http://www.iscc.ca.gov/cisac.html) for 3 years.

Reasons for this appointment.*

I would like to contribute my experience to open space issues in San Anselmo.

What are your qualifications for this appointment.*

I have worked as a restoration biologist and invasive plant biologist for over 25 years. I have extensive experience in land management, including planning, funding and implementing large-scale habitat restoration or invasive plant management projects. I have extensive experience working collaboratively with regulatory agencies, stakeholders and the public.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

Identifying and prioritizing:
1. new land acquisitions
2. land management actions (invasive plant removal, habitat restoration, biological monitoring, trail repair/building, public access)

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Conser CV .pdf

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

CHRISTIANA CONSER

65 Angela Avenue
San Anselmo CA 94960
cconser@protonmail.com
(949) 873-3814

EDUCATION

University of California, Davis; Department of Plant Sciences
Ph.D. student in Horticulture and Agronomy (*not completed* - 2017)
Advisor: Dr. Joseph DiTomaso, Non-Crop Weed Specialist
Dissertation project: The development of a Plant Risk Evaluation (PRE) tool for assessing the invasive potential of ornamental plants.

San Francisco State University, Department of Biology
M.A. in Biology, Ecology and Systematics (2005)
Advisor: Dr. Edward F. Connor, Population and Community Ecology, Statistical Ecology
Thesis project: Assessing the residual effects of iceplant (*Carpobrotus edulis*) invasion, implications for restoration.

San Francisco State University, Department of Biology
B.S. in Biology, Ecology and Systematics (1998)
Advisor: Dr. V. Thomas Parker, Plant Ecology
Research project: Effect of iceplant (*Carpobrotus edulis*) extract on native plant germination.

WORK EXPERIENCE

Restoration Ecologist/Grant Developer
HANA Resources/Natures Image (Lake Forest, CA)
2019 to Present
Design, fund and implement habitat restoration and invasive species removal projects throughout California. Duties include developing new restoration projects and collaborative partnerships; securing funding including writing grant proposals; writing restoration and management plans; meeting facilitation; project management, implementation and monitoring; data analysis; report writing; collection of native plant propagation materials; and public outreach. Job requires extensive fieldwork.

Adjunct Part-time Professor
Orange Coast College (Costa Mesa, CA)
2020 to Present
Instructor for Introduction to Biology (Biol 100) lab both in-person and online via Zoom. Duties included preparing lectures and lab activities, lab set-up, creating and proctoring quizzes, and grading lab reports and quizzes.

Restoration Biologist/Botanist
Chambers Group (Santa Ana, CA)
2018 to 2019
Design, fund and implement habitat restoration and invasive species removal projects throughout California. Duties include developing new restoration projects and collaborative partnerships; securing funding including writing grant proposals; writing restoration and management plans; meeting facilitation; project management, implementation and monitoring; data analysis; report writing; collection of native plant propagation materials; and public outreach. Job requires extensive fieldwork.

Statistical Analyst and Restoration Handbook Editor
Golden Gate National Parks Association (San Francisco, CA)
2000 to 2002
Analyst duties included collaborating with the Vegetation Management Team to design ecological experiments to test new restoration techniques and refine ecological monitoring programs, trained data collectors, analyzed monitoring data, and incorporated findings into reports and presentations. Editor duties included first evaluating and refining GGNRA's existing habitat restoration and weed removal monitoring programs, then designing a habitat restoration handbook with monitoring protocols for training technicians and interns. Job required extensive fieldwork.

Co-Director of Invertebrate Survey
SF Natural Areas Program, SF Rec & Parks (San Francisco, CA)
2000 to 2000
Hired as part of a team to develop an ecological monitoring program for invertebrates in San Francisco remnant natural areas as a measure of ecosystem diversity and health. Duties included project design, data collection and analysis, and report writing. Job required extensive fieldwork.

Graduate Student Teaching Assistant
SFSU Dept. of Biology (San Francisco, CA)
1999 to 2001
Hired to TA Principles of Ecology (Biol 313), General Biology Lab (Biol 240), and World of Plants Lab (Biol 150). Duties included designing and delivering weekly lab lectures, grading lab reports, papers, and exams.

Science Education Consultant
Friends of SF Rec & Parks (San Francisco, CA)
1999 to 1999
Duties included organizing outdoor educational activities in Golden Gate Park for the Discovery Walk Program for K-5 classes from SFUSD, leading teacher workshops, giving public presentations, and the publication of the quarterly newsletter.

Weed Removal Crew
Golden Gate National Recreation Area (San Francisco, CA)
1998 to 1998
Hired as part of a summer work crew for the Lobos Creek Dune Restoration Project working to restore critical habitat for the San Francisco lessingia (*Lessingia germanorum*), a rare and endangered plant species endemic to San Francisco. Duties included removing invasive plants and completing monitoring reports. Job required extensive fieldwork.

Restoration Team Leader
SF Natural Areas Program, SF Rec & Parks (San Francisco, CA)
1997 to 1998
Hired to supervise the monitoring and maintenance of a community habitat restoration project in Brooks Park by a neighborhood youth work crew. Job required extensive fieldwork.

Field Assistant
Plant Ecology Lab, SFSU Dept. of Biology (San Francisco, CA)
1996 to 199
Assisted several graduate student's data collection for their thesis projects, both in the lab and in the field throughout California. Job required extensive travel and camping in field conditions. Projects focused on fire ecology and seed bank research throughout chaparral plant communities in California. Job required extensive fieldwork.

FUNDED GRANTS AND SCHOLARSHIPS

- California Wildlife Conservation Board (WCB) California Riparian Habitat Conservation Program. Funding for Hidden Valley Wildlife Area Restoration– Phase 1 Planning Project, Riverside, CA. HANA Resources, Lake Forest, CA. (2020)
- National Fish and Wildlife Foundation (NFWF) Southern California Forests and Watershed Wildfire Restoration grant. Funding for Spanish Broom Removal and Habitat Restoration Project, Los Padres National Forest, Santa Barbara, CA. HANA Resources, Lake Forest, CA. (2020)
- California Association of Nursery and Garden Centers (CANGC), CANERS Foundation Research Grant (2014)
- University of California's Agriculture and Natural Resources (ANR) Competitive Grants Program (2012)
- Horticultural Research Institute (HRI) Competitive Grants (2008 & 2011)
- California Association of Nursery and Garden Centers, CANERS Foundation Research Grant (2010)
- Graduate Student Council in Biology Research Grant; San Francisco State University, Department of Biology (2001 to 2002)
- ARCS Foundation Academic Scholarship (2000 to 2001)

ORAL PRESENTATIONS

- Conser C, DiTomaso J (2014) The development and refinement of a Plant Risk Evaluation (PRE) tool for evaluating the invasive potential of ornamental plants. Cal-IPC Symposium, October 10, 2014.
- Conser C (2014) A Plant Risk Evaluation (PRE) tool for evaluating the invasive potential of ornamental plants. 99th Ecological Society of America (ESA) Meeting, August 15, 2014.
- Conser C (2014) The Ecological Context of Invasive Plants, Biodiversity, and Habitat Restoration. PlantRight webinar presentation, April 4, 2014.
- Conser C, Adams B (2013) The PlantRight PRE: A New Screening Process for Invasiveness. The 54th Annual Meeting International Plant Propagators Society, Western Regional Conference. October 4, 2013.
- Conser C, DiTomaso J (2013) Weed Risk Assessment for Ornamentals – A New Approach. Society of American Florists Pest and Production Management Conference, February 26, 2013.
- Conser C (2012) The Right Plant for the Right Place: The Issue of Invasives in Horticulture. The Sacramento Valley Nursery & Landscape Expo, December 5, 2012.
- DiTomaso J, Conser C, Seebacher L, Brush-Brownsey R (2012) The development and validation of a more accurate weed risk assessment tool for evaluating the invasive potential of ornamental plants. Cal-IPC Symposium, October 11, 2012.
- Conser C, Seebacher L, Brush-Brownsey R, DiTomaso J (2012) The development and validation of a more accurate weed risk assessment tool for evaluating the invasive potential of ornamental plants. UC Davis Weed Day, July 19, 2012.
- Conser C (2012) Reframing the Invasive Plant Issue. Educating the Public About Invasive Species Symposium, UC Davis, CA. April 24, 2012.
- Conser C, DiTomaso J, Seebacher L, Brush-Brownsey R (2011) Developing a More Accurate Weed Risk Assessment Model. California Nursery Conference, October 6, 2011.
- Conser C (2010) Protecting California from Ornamental Invasive Plants. National Master Gardener Conference, October 19, 2010.
- Conser C (2010) Developing a Voluntary Weed Risk Assessment Program for California's Nursery Industry. Presentation for California Nursery and Garden Centers (CANGC) Funding Board, March 9, 2010.
- Conser C (2009) Overview of PlantRight program. Santa Clara Master Gardener meeting, November 19, 2009.
- Conser C, Connor EF (2002) Assessing the Residual Effects of *Carpobrotus edulis* Invasion on the Survivorship, Growth and Reproduction of *Gilia millefoliata*. Oral Presentation at the Ecological Society of America Meeting.

PROFESSIONAL TRAINING

- Essential Facilitation training (2008), Interaction Associates, San Francisco, CA.
- Facilitative Leadership training (2009), Interaction Associates, San Francisco, CA.

Print

Boards, Committees and Commissions Application - Submission #1978

Date Submitted: 9/4/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

09/04/2023

I wish to apply for an appointment to a term/balance*

Racial Equity Committee

Name*

Jade Alberti

Home Address*

420 Scenic Rd

Occupation*

Student

Employer's Address

Home Phone*

6282838670

Work Phone

Cell Phone

E-Mail*

jadecatherine2006@gmail.com

Number of years as resident of San Anselmo*

2

Number of years as a resident in Marin*

2

Education Level Achieved*

Other (Explain)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

John Santori

1.) Phone*

4158500038

2.) Name*

Jean Alberti

2.) Phone*

7026833914

3.) Name*

Helene Wong

3.) Phone*

6282838395

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ( ) YES
- (●) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

Student rep/class president in previous high school.

Reasons for this appointment.*

As a member of the RJTF, I am particularly interested in seeing if the work the team does manifests on an official level, and how things work on an official level in general. I would also love to provide a student voice during meetings.

What are your qualifications for this appointment.*

As a third culture child who lived in Asia for 13 years, I believe that I would be able to provide valuable insight and a unique point of view to meetings. I'm also organised, responsible, and passionate about making the community we live in feel even more welcoming and diverse.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

The surprisingly widespread belief that racism doesn't really exist in Marin.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Choose File No file chosen

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Print

Boards, Committees and Commissions Application - Submission #1960

Date Submitted: 8/18/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

8/18/2023

I wish to apply for an appointment to a term/balance*

Racial Equity Committee

Name*

Hayes Handler

Home Address*

61 ANGELA AVE

Occupation*

Professor

Employer's Address

61 ANGELA AVE

Home Phone*

3473515776

Work Phone

Cell Phone

E-Mail*

hayesnmnhandler@gmail.com

Number of years as resident of San Anselmo*

7 years

Number of years as a resident in Marin*

7 years

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Meghan O'Hare

1.) Phone*

415-793-6067

2.) Name*

Dana Schacter

2.) Phone*

415-722-3752

3.) Name*

John Anderson

3.) Phone*

415-215-2070

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ( ) YES
- (●) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

Ross Valley School District Parent Equity Task Force.

Reasons for this appointment.*

There are two openings on this committee and a lot of work that needs to be done.

What are your qualifications for this appointment.*

I am a gender nonconforming, trans, Jewish, parent of three children. My middle child is profoundly disabled. I am outspoken advocate for gender inclusive spaces, racial equity, and equitable access for disabled bodied people both physically and intellectually. I teach college writing at universities that value and prioritize social justice and educate through a curriculum that is in line with these philosophies.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

I would like to see more action and awareness in the community that this committee exists and is making impactful change in the town.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Choose File | No file chosen

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

From: Charlotte Brown
To: Town Council
Subject: San Anselmo Rent Stablization
Date: Wednesday, September 20, 2023 3:02:14 PM

CAUTION: External Sender

Hello
I'm a senior renter residing in San Anselmo for the last 25 years and a Marin resident for the last 44 years. I am lucky enough to be residing in the same apartment for the last 25 years (had 4 previous owners) and the latest landlord has increased the rent steadily between 5% and 7% annually. Most recent in July 2023 was 7% increase. My landlord has been very generous with these high increases compared to other horror stories I've heard.

I continue to work full-time out of necessity and luckily just started collecting Social Security last year. My recent job raise in June was 3% and would not be able to afford to stay in my place otherwise.

The new asking price for a recently vacant apartment in my building will be $2200 per month for the same 1 bedroom that I currently rent at $1800.

Thank you for listening.

From: Eileen Brown
To: Town Council; Rental Policies
Subject: Rent Control Protects Families
Date: Wednesday, September 20, 2023 1:37:06 PM

CAUTION: External Sender

Dear Members of the Town Council,

Thank you for listening to the members of our community who need and support rent control. I appreciate you taking up this issue.

Strong rent control policies protect families, seniors, students, teachers and other members of our communities.

I urge you to pass an annual rental cap based on 60% of CPI, or 5%, whichever is lower. This would give renters and financially vulnerable members of our community a critical bulwark against the ever-rising seas of rent increases, and allow them to stay in our community.

I also urge you to create a minimum five year right of return policy following a no-fault eviction, so that tenants are able to return to their homes at their prior rent, *and* so that landlords do not abuse the no-fault eviction clauses.

As State Senator Mike McGuire said at a recent San Anselmo community meeting, the current state laws were created as a floor, with the intention that communities can create stronger protections based on local conditions. With exorbitant costs of housing in San Anselmo, I believe we are one of those communities which needs much stronger renter protections.

Thank you,

Eileen

--
Eileen Cohune Brown, LMFT
She/Her/Hers
Psychotherapy for Adults and Youth
On Coast Miwok Land
www.marintherapyworks.com
(415)887-8539

“

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From: Kathrin Smith
To: Rental Policies; Town Council
Subject: Rent Stabilization and Tenant Protection in San Anselmo
Date: Sunday, September 24, 2023 3:27:58 PM

CAUTION: External Sender

Dear San Anselmo Town Council and Town Staff,

Thank you for giving me the opportunity to speak at the recent renters forum. I appreciate all of the consideration and work that the town of San Anselmo is doing to address this critical issue. I am proud of San Anselmo for being one of the leaders in Marin to seriously address an issue that is complicated, multi-layered, divisive and yet here to stay. I understand that San Anselmo cannot solve the homeless crisis in this country, no one person or town can. But if each town and each one of us do what we can, as a collective we may be able to ease the burden of others. San Anselmo could set the bar high for other towns in Marin to do the same.

I have always been curious as to how much responsibility for the housing crisis is placed on the housing developers and corporate landlords. I never hear anything about them in the conversations to find solutions. I truly believe that housing is a human right. In my opinion, housing, like health care, should not be something that some make millions off of at the detriment of those who cannot afford it. But folks cry out "socialism" when this point of view is presented. I believe that regulations regarding the cost of housing must be implemented and enforced. There is just not enough housing, not enough affordable housing, and the wealth divide in this country will eventually take us all down if it is not reined in sooner than later.

As you know, one way San Anselmo can help ease this tenant (for example, teachers, firefighters, gardeners, caretakers, child care workers, restaurant workers, etc) burden is through a rent stabilization policy.

1. A strong rental cap based on inflation: A rent stabilization policy is only as strong as its cap on annual rent increases. It's important that San Anselmo's cap be tied to a percentage of the Consumer Price Index (CPI), so that it's fair for both tenants and landlords. ***We're asking for a rental cap set at 60% of CPI or 5%, whichever is lower.*** That means that during normal inflation years, annual rent increases would be limited to around 2%, while during high inflation years, annual rent increases would still hit a 5% ceiling.

In addition, tenant protections are instrumental in preventing homelessness. While working in Oakland from 2002-2018, I watched what happened when housing developers came into Oakland. Folks who lived for years in single occupancy hotel rooms, or modest affordable apartments, were forced out with nowhere to go but the streets. Year after year, I watched the homeless encampments grow up around every neighborhood in Oakland. Many of these newly homeless folks were lifelong Oakland residents. I saw individuals and families sleeping in their cars every night right outside my office building. They would wake up in the mornings, go to their jobs, and come back in the evening, spending the night again in their cars. Just cause eviction is crucial to keeping folks in their homes or compensating them so they don't end up on the streets.

2. Right of return: A key component of just cause eviction protections is to grant tenants the right to return to their unit if they are evicted due to no fault of their own and the reason for their eviction is no longer relevant. For example, if a tenant is evicted because the landlord or their family member wants to move into the unit, then the tenant should have the opportunity to move back into that unit—at their former rent—when the landlord or family member moves out. ***We are asking that tenants' right of return lasts for at least five years following a no-fault***

eviction. This would help prevent landlords from abusing no-fault evictions to circumvent rent control by evicting long-term tenants and jacking up rents.

I urge the town of San Anselmo to enact a strong rent stabilization policy and a strong tenant protection policy.

I appreciate you taking the time to read my letter and I look forward to hearing from you.

Sincerely,

Kathrin Smith

From: Nicole Heslip
To: Town Council
Subject: San Anselmo Rent Control
Date: Tuesday, September 26, 2023 1:46:17 PM

CAUTION: External Sender

Dear Town Council,

I am a renter and longtime San Anselmo resident and am writing to ask the council to develop strong local rent control and just cause eviction ordinances in San Anselmo.

The cost of housing has exploded in Marin. With the average home costing about $1.5 million, the only way that thousands of working families, young people, and seniors are able to make it here is to rent. Marin rents have skyrocketed to some of the highest in the nation, far outpacing wages. With almost no local protections in place, more than a third of all Marin residents—our friends, families, and neighbors—are one rent hike away from being forced out of their homes and out of our communities.

We need rent control.

A rent stabilization policy is only as strong as its cap on annual rent increases. It's important that San Anselmo's cap be tied to a percentage of the Consumer Price Index (CPI), so that it's fair for both tenants and landlords. *A rental cap set at 60% of CPI or 5%, whichever is lower, feels like a fair and just policy.* This would mean that during normal inflation years, annual rent increases would be limited to around 2%, while during high inflation years, annual rent increases would still hit a 5% ceiling.

A key component of just cause eviction protections is to grant tenants the right to return to their unit if they are evicted due to no fault of their own and the reason for their eviction is no longer relevant. A tenant's "right of return" should last for at least 5 years following a no-fault eviction. This would help prevent landlords from abusing no-fault evictions to circumvent rent control by evicting long-term tenants and jacking up rents.

Another crucial part of just cause eviction protections is to require landlords who evict tenants (who have done nothing wrong) to pay relocation payments that allow those tenants to land on their feet and find a new place to live in the community. Relocation payments should be equal to at least 3-4 months rent so that tenants can cover first and last month's rent, a security deposit, and moving fees.

San Anselmo's rent stabilization and just cause eviction policies should apply to as many renters as possible, while providing reasonable exemptions for small owner-occupied units. State law already prohibits local rent control from applying to single-family homes, condos, and buildings constructed after 1995. And with most of San Anselmo's renters living in small-to-medium-sized apartment buildings, it's crucial that both rent stabilization and just cause evictions apply to *all* multi-unit buildings, including duplexes and triplexes.

In summary, please develop and pass a local rent control ordinance in San Anselmo, with a strong rental cap based on 60% of CPI, as well as just cause eviction ordinances.

Thank you for your attention and consideration of these matters.

Regards,

Nicole Heslip

San Anselmo resident & renter

From: G.R Fariwar
To: Town Council; Rental Policies
Subject: Rent Control
Date: Saturday, September 23, 2023 2:41:41 PM

CAUTION: External Sender

To whom it may concern,

As a renter i would like to suggest:

1. strong rental cap based on inflation: A rent stabilization policy is only as strong as its cap on annual rent increases. It's important that San Anselmo's cap be tied to a percentage of the Consumer Price Index (CPI), so that it's fair for both tenants and landlords. ***We're asking for a rental cap set at 60% of CPI or 5%, whichever is lower.*** That means that during normal inflation years, annual rent increases would be limited to around 2%, while during high inflation years, annual rent increases would still hit a 5% ceiling.

2. Right of return: A key component of just cause eviction protections is to grant tenants the right to return to their unit if they are evicted due to no fault of their own and the reason for their eviction is no longer relevant. For example, if a tenant is evicted because the landlord or their family member wants to move into the unit, then the tenant should have the opportunity to move back into that unit—at their former rent—when the landlord or family member moves out. ***We are asking that tenants' right of return lasts for at least five years following a no-fault eviction.*** This would help prevent landlords from abusing no-fault evictions to circumvent rent control by evicting long-term tenants and jacking up rents.

3. Relocation payments: Another crucial part of just cause eviction protections is to require landlords who evict tenants who have done nothing wrong to pay relocation payments that allow those tenants to land on their feet and find a new place to live in the community. ***We are asking for relocation payments equal to at least 3-4 months rent*** so that tenants can cover first and last month's rent, a security deposit, and moving fees.

4. Applicability: We want San Anselmo's rent stabilization and just cause eviction policies to apply to as many renters as possible, while providing reasonable exemptions for small owner-occupied units. State law already prohibits local rent control from applying to single-family homes, condos, and buildings constructed after 1995. And with most of San Anselmo's renters living in small-to-medium-sized apartment buildings, **it's crucial that both rent stabilization and just cause evictions apply to *all* multi-unit buildings, including duplexes and triplexes.**

Best,

Ghulam R Fariwar

875 Sir Francis Drake San Anselmo,

From: ConnieBorter
To: Rental Policies
Cc: Town Council
Subject: Re: Public Comment for 9/14/23 town council meeting
Date: Saturday, September 23, 2023 8:51:21 AM

CAUTION: External Sender

Sent from my iPhone

On Sep 20, 2023, at 8:07 PM, ConnieBorter <connieborter@hotmail.com> wrote:

My name is Connie Borter. I live in San Anselmo. I support the rental stabilization movement for San Anselmo.
I understand the pressure of making the rent payment. I was forced to move from my home in Sonoma County because of rental increases.I now live in San Anselmo with my daughter.
Rents are skyrocketing. My daughter is a teacher in San Anselmo and she talks of other teachers in our community that can't afford to live here because of the high rent.
The cooperate landlords have no interest in the community. Why should they? They don't even live here.Their interests are elsewhere, with their investors in perhaps North Carolina, maybe even China.
I want to support this community. Why should our citizens be forced to leave?
A community without some rent stabilization is a worried community.What happens when everyone is worried? Tension and Separation, and possibly an increase in crime.
Eviction should always be a fair action. No one should ever be forced out of their home because an out of town cooperation comes in with big business motives.
Other independent landlords, who rent their property and are dependent on that rent for themselves need to recognize their limitations and their part as part of our community. Everyone needs to be reasonable. Everyone needs to support each other and most of all keep everyone in their homes.

Sincerely,
Connie Borter
connieborter@hotmail.com
707 623 4282

From: josopko
To: Town Council
Subject: Rent control
Date: Friday, September 22, 2023 7:03:36 AM

CAUTION: External Sender

Hello
I am a renter in san Anselmo .I am a senior on a fixed income. I am joining with other in the request for the town to pass a rent control ordinance, with a strong rental cap based on 60% of CPH is extremely helpful
Thank you
Jo Sopko

And don't feel like you have to cover all the information provided above! Even a short and sweet email calling for the town to pass a rent control ordinance with a strong rental cap based on 60% of CPI is extremely helpful.
Sent from my Galaxy

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.1

MEETING DATE: September 26, 2023

AGENDA TITLE: Approval of the Draft Minutes of the Regular Town Council Meeting of September 12, 2023

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For Council to consider the approval of the Draft Minutes of the Regular Town Council meeting of September 12, 2023.

ATTACHMENT:

Attachment 1- September 12, 2023 Draft Minutes

San Anselmo Council Draft Minutes
Regular Meeting
Town Council Chambers and via teleconference
Tuesday, September 12, 2023

Call to Order: Optional Pledge of Allegiance

COUNCILMEMBERS PRESENT: Steve Burdo, Mayor
Eileen Burke, Vice Mayor
Brian Colbert
Tarrell Kullaway

COUNCILMEMBERS VIA ZOOM: Alexis Fineman

STAFF MEMBERS PRESENT: Dave Donery, Town Manager
Emily Longfellow, Assistant Town Attorney
Serge Avila, Town Clerk
Sean Condry, Public Works Director
Maddie O'Grady, Recreation Supervisor
Dannielle Mauk, Recreation Director

Mayor Burdo announced that Councilmember Fineman was attending the meeting remotely due to an illness as permitted by AB 2449.

A. Closed Session 6:00 PM

B. Mayor Burdo announced that item B.1 will be discussed in Closed Session

Conference with Real Property Negotiators:

Government Code Section 54956.8
Property: APN 005-011-60 Agency Negotiator: Town Manager David Donery
Negotiating Parties: Marin Open Space Trust; Mary Conversano Under negotiation: Price and Terms of Payment

Property: 404 San Francisco Blvd., San Anselmo Agency Negotiator: Town Manager, David Donery
Negotiating Parties: Michael Folk Under negotiation: Price and Terms of Payment

C. Public Comment on Closed Session Items

Jonathan supported the first item on the Closed Session agenda. He urged the Council to take no action on the second item.

Mr. Renee Voss stated there are a lot of complicated issues pertaining to the second item. Decisions should be made holistically and not in isolation.

Mr. Michael Anderson, San Francisco Boulevard, member of Sorich Park Area Residents (SPAR), stated the group recognizes the need for more housing. He referred to the second item and stated he opposed the proposal for 90 units- it is way out of scale for the neighborhood.

Mr. Mike Folk briefly discussed the proposal and stated there is an opportunity to provide the Town with the redevelopment of the Corporation Yard.

Council adjourned to the conference room to conduct its Closed Session.

Council reconvened in the Council Chambers.

Mayor Burdo Call to Order: Optional Pledge of Allegiance 7:00 PM

Mayor Burdo reported there was no reportable action on the Closed Session items.

Open Time for Public Expression

Jonathan stated he attended the recent Bicycle and Pedestrian Advisory Committee (BPAC) meeting last week and stated there were no captions. He was concerned about teens and tweens on Class 2 e-bikes.

Council requests for future agenda items; Committee liaison reports; questions and comments to staff; miscellaneous items

Vice Mayor Burke reported she attended the BPAC meeting; the Reimagine Creek Park CAC meeting; "Live on the Avenue"; she would like to agendize the following two items: 1) Discussion on making the speed limit on all residential streets besides Butterfield, Sir Francis Drake, Center, and Red Hill 20 miles per hour; 2) Allowing residents who qualify for night-time parking permits to be able to purchase all day parking permits. It was the consensus of the Council to support request #1 and #2.

Councilmember Kullaway stated she attended the BPAC meeting.

Councilmember Colbert reported he attended "Live on the Avenue"; the Reimagine Creek Park meeting; the Transportation Authority of Marin (TAM) Ad Hoc Safe Routes to Schools meeting; the TAM Clean Expo; the Economic Development Committee (EDC) meeting; the Marin Transit meeting; took a tour of State Route 37.

Councilmember Fineman had no report.

Mayor Burdo reported he attended "Live on the Avenue"; the 10th Anniversary of Imagination Park; the "Schools Rule" Fundraiser; the Ross Valley School District meeting regarding the Fairfax/San Anselmo Children's Center; the Ross Valley Fire Department Ceremony honoring First Responders.

Vice Mayor Burke reported this is "National Service Dog Month" and asked for the adoption of a resolution at the next meeting.

Mayor Burdo announced that item 2.2 has been continued to a future meeting.

Special Presentation

There were no Special Presentations.

1. Consent Agenda

1.1 Approve the Draft Minutes of the Town Council Meeting- August 22, 2023

1.2 Design Contract for 2024 Street Resurfacing Project

1.3 Response to the 2023 Grand Jury Report Entitled “Build More ADUs- An Rx to Increase Marin’s Housing Supply”

1.4 Notice of Completion of 2023 Street Resurfacing Project

1.5 Adopted Ordinance No. 1181 Amending the Town’s Green Building Regulations

1.6 Authorize the Mayor to Execute a Second Amendment to the Community Development Block Grant Cooperative Agreement

Mayor Burdo opened the meeting to public comments.

There were no comments.

Mayor Burdo closed the meeting to public comments.

M/s, Burke/Colbert, Motion to approve Consent Calendar items 1.1 through 1.4 and 1.6. by roll call vote:
AYES: Burke, Colbert, Fineman, Kullaway, Mayor Burdo

M/s, Kullaway/Colbert, Motion to approve Consent Calendar item 1.5. by roll call vote:
AYES: Colbert, Fineman, Kullaway, Mayor Burdo
ABSTAIN: Burke

3. Council Business Items

3.1 Receive an Update on the Traffic Calming Guidelines Discussion

Public Works Director Condry presented the staff report. Staff answered questions from the Council regarding the August Speed Study; how projects can change based on communication with neighbors; if the Town can install speed humps and bulb outs if it is not allowed to lower the speed limits; what the 85th percentile study entails and how it is created; AB 43; the Traffic Calming Guidelines; if they can come up with a proactive process; projects that started at the neighborhood level; prioritization of projects.

Mayor Burdo opened the meeting to public comments.

Greg stated San Anselmo Avenue is a main artery that is heavily used. Cars fly down this street and he is concerned that an accident will happen.

A resident agreed with Greg. He is open to the idea of installing traffic calming measures.

Jessie stated San Anselmo Avenue is a residential street and he was concerned about the traffic counts. He supported a speed survey.

Ms. Heidi Ricktenstein, San Anselmo Avenue, agreed that there was a lot of speeding on this street.

Mayor Burdo closed the meeting to public comments.

Councilmember Kullaway supported pursuing speed cushions on San Anselmo Avenue. She wanted to simplify the six-step traffic calming policy and look at the streets systematically.

Vice Mayor Burke agreed with Councilmember Kullaway that they should identify the streets that have the biggest problems and address them as fast as possible. They should use every measure they can.

Councilmember Fineman supported installing more speed humps in neighborhoods since they are extremely effective. Neighborhoods could submit petitions. Enforcement is not as effective as engineering.

Councilmember Colbert stated conditions have changed and driving has gotten worse since the pandemic. Marin County's infrastructure is second rate and substandard.

Mayor Burdo stated they need to figure out ways to address these issues on a triage basis. He supported installing speed humps on San Anselmo Avenue. He suggested the formation of a subcommittee to work with staff.

3.2 Consideration of the San Anselmo Town Hall Roof and HVAC Replacement Project

Public Works Director Condry presented the staff report. Staff answered questions from the Council regarding the accuracy of the design engineer's cost estimates; the five bids; the staff recommendations; the amount awarded for this project; the estimates for the other projects discussed; which of the other projects would experience further deterioration if delayed; where they would pull money from if they go forward with this project; Measure "J" Funds; if there is a way to get this project done at a lower cost; the Government Code 1417 option; if there are any other rebate incentives; amount allocated for the Building Bridge 2 site; if the Town could get a refund if a third party report has a fatal flaw.

Mayor Burdo opened the meeting to public comments.

There were no comments.

Mayor Burdo closed the meeting to public comments.

Vice Mayor Burke stated she would like to go ahead with this project. This is an example of the triage approach.

Councilmember Colbert stated they have been talking about this roof forever.

Councilmembers Kullaway, Fineman, and Mayor Burdo supported moving forward with the project.

M/s, Colbert/Burke, Motion to approve the low bid for the San Anselmo Town Hall Roof and HVAC Replacement Project by roll call vote:
AYES: Burke, Colbert, Fineman, Kullaway, Mayor Burdo

The Council took a 5-minute break at 9:05 p.m.

2. Public Hearings

2.1 Adopt and first reading of the Mural Ordinance and consideration of resolution adopting Public Mural Administrative Guidelines

Recreation Supervisor O'Grady presented the staff report. Staff answered questions from the Council regarding the restrictions on private murals; if there are any historic buildings in the C-2 Zoning District; provision regarding compensation for private property owners or tenants; murals that are "works in progress"; an explanation of the language "no words unless incidental to the art"; objective criteria for determining what is or is not "incidental".

Mayor Burdo opened the Public Hearing.

Mr. Vita Florez asked the Council to reconsider the opportunity for words and text as images. Graphic design elements include font and other graphic elements.

Mayor Burdo closed the Public Hearing.

Vice Mayor Burke stated she would not limit private murals to the non-primary facades of buildings- that is too restrictive. She would also remove the provision regarding compensation to property owners or tenants. The Town should not get involved with money exchanging hands. She commended staff on a great job!

Councilmember Kullaway stated she would like words to be ok, the downtown to be ok, would like them be taken down whenever the property owner wants. The panel should include other art professionals.

Councilmember Fineman supported the limit to the non-primary façade, the monetary exchange language, but is troubled by the text portion. There are ways to incorporate text into artwork.

Councilmember Colbert stated the text provision is too hard to parse and they should get rid of it. He does not care about the monetary compensation provision, does not see a need to involve other art professionals, and does not support the time limit.

Mayor Burdo stated the five year time limit was a bit too long and one year may be prudent. They will be going down a million "rabbit holes" with respect to interpreting the elements of these policies. He favors the RFP and did not support the monetary compensation provision.

Assistant Town Attorney Longfellow suggested some alternative language with respect to the term limit for private murals. She noted it was the consensus of the Council to delete the compensation provision, delete the text incidental provision, and to delete the section that restricted it to primary façades. There were no changes to the public mural guidelines.

M/s, Burke/Kullaway, Motion to adopt an Ordinance of the Town Council of the Town of San Anselmo Amending Title 10, Planning and Zoning, Chapter 9, Signs, to allow Murals, adding new Chapter 21, Murals, to Title 10, Planning and Zoning, Governing Private and Public Murals and Making Associate CEQA Exemption Findings by roll call vote:
AYES: Burke, Colbert, Fineman, Kullaway, Mayor Burdo

M/s, Burke/Kullaway, Motion to approve the First Reading of the Ordinance Amendments, as amended, and Waive Future Readings in their entirety by roll call vote:
AYES: Burke, Colbert, Fineman, Kullaway, Mayor Burdo

M/s, Burke/Kullaway, Motion to adopt a Resolution approving Public Mural Program Guidelines by roll call vote:
AYES: Burke, Colbert, Fineman, Kullaway, Mayor Burdo

2.2 Appeal of staff determination of "Substantial Improvement" for proposed project at 22 Belle requiring compliance with FEMA and Town Floodplain regulations to raise habitable floor

level to 1-foot above Base Flood Elevation

Mayor Burdo stated this item has been continued to a future meeting.

M/s, Fineman/Burke, Motion to adjourn the meeting at 9:53 p.m.
AYES: Colbert, Fineman, Kullaway, Vice Mayor Burke, Mayor Burdo

Respectfully submitted,
Toni DeFrancis, Recording Secretary

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.2

MEETING DATE: September 26, 2023

AGENDA TITLE: Report of Checks Issued, August 2023

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That Council acknowledges, and files warrant numbers 96398 to 96538 issued during the month of July 2023 and bank draft numbers DFT04550-DFT04554, DFT04580-DFT04581, DFT04583-DFT04585, DFT04610, DFT04612, DFT04620, DFT04648, DFT04649, and DFT04652-DFT04653 in a total amount of $3,441,773.15.

BACKGROUND

This report is an itemization of payments made to vendors during the month just ended. It also includes wires to Bank of America for August 2023 payrolls, including payments for retirement and health benefits. The Bank of America account is used for payroll-related items.

The following warrants were voided or canceled: 96427,96488

ATTACHMENTS

Attachment #1: Check Report - August 2023

Check Report

Town of San Anselmo

By Check Number

Date Range: 08/01/2023 - 08/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - OPERATING POOL						
02773	BRIAN COLBERT	08/28/2023	Regular	0.00	-136.17	89694
02773	BRIAN COLBERT	08/28/2023	Regular	0.00	-240.27	90704
02773	BRIAN COLBERT	08/28/2023	Regular	0.00	-149.00	94081
03299	Answer MTI	08/10/2023	Regular	0.00	164.32	96398
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
000029-467-461	Invoice	06/30/2023	07.01.2023 - CALL CENTER SRVC - FREEM	0.00	164.32	
	01.41.61150	OUTSIDE SERVICES-OTHE	07.01.2023 - CALL CENTER SRVC	164.32		
00007	Bay Cities Joint Power Insurance Authority	08/10/2023	Regular	0.00	1,214.68	96399
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
BCJPIA-2023-029	Invoice	06/30/2023	07.28.2023 - WORKERS COMPENSATION -	0.00	1,214.68	
	40.21.61907	WORKERS COMPENSATIO	07.28.2023 - WORKERS COMPE	1,214.68		
02823	BOUCHER LAW	08/10/2023	Regular	0.00	252.00	96400
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1616	Invoice	06/30/2023	07.28.2023 - LABOR & EMPLOYMENT MA	0.00	252.00	
	01.16.61138	GENERAL COUNSEL LEGA	07.28.2023 - LABOR & EMPLOY	252.00		
00429	California Infrastructure Consultancy, Inc.	08/10/2023	Regular	0.00	8,000.00	96401
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
20027.111	Invoice	06/30/2023	07.11.2023 - PROJECT ENGINEER - 25 HRS	0.00	8,000.00	
	15.41.63119	BRIDGE DESIGN	07.11.2023 - PROJECT ENGINEE	8,000.00		
03520	DM Brent & Associates, Inc.	08/10/2023	Regular	0.00	4,070.00	96402
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
TOSAFS2003	Invoice	06/30/2023	05.31.2023 - CONSTRUCTION MANAGEM	0.00	191.25	
	45.41.61150	OUTSIDE SERVICES-OTHE	05.31.2023 - CONSTRUCTION M	191.25		
TOSAFS2004	Invoice	06/30/2023	06.30.2023 - CONSTRUCTION MANAGEM	0.00	258.75	
	45.41.61150	OUTSIDE SERVICES-OTHE	06.30.2023 - CONSTRUCTION M	258.75		
TOSALIB03	Invoice	06/30/2023	05.31.2023 - CONSTRUCTION MANAGEM	0.00	945.00	
	45.41.61150	OUTSIDE SERVICES-OTHE	05.31.2023 - CONSTRUCTION M	945.00		
TOSALIB04	Invoice	06/30/2023	06.30.2023 - CONSTRUCTION MANAGEM	0.00	238.75	
	45.41.61150	OUTSIDE SERVICES-OTHE	06.30.2023 - CONSTRUCTION M	238.75		
TOSAMP01	Invoice	06/30/2023	04.30.2023 - CONSTRUCTION MANAGEM	0.00	57.50	
	12.81.63100	CONSTRUCTION	04.30.2023 - CONSTRUCTION M	57.50		
TOSATH03	Invoice	06/30/2023	05.31.2023 - CONSTRUCTION MANAGEM	0.00	1,697.50	
	45.41.61150	OUTSIDE SERVICES-OTHE	05.31.2023 - CONSTRUCTION M	1,697.50		
TOSATH04	Invoice	06/30/2023	06.30.2023 - CONSTRUCTION MANAGEM	0.00	681.25	
	45.41.61150	OUTSIDE SERVICES-OTHE	06.30.2023 - CONSTRUCTION M	681.25		
03546	Folger Graphics, Inc	08/10/2023	Regular	0.00	7,473.06	96403
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
136523R	Invoice	06/30/2023	07.25.2023 - RECREATION GUIDE - QTY 63	0.00	7,473.06	
	21.65.62004	PROGRAM BROCHURE &	07.25.2023 - RECREATION GUID	7,473.06		
00104	Grier Argall Plumbing Inc	08/10/2023	Regular	0.00	34,130.00	96404

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
16458	Invoice	06/30/2023	07.26.2023 - MASTER PLUMBER - ROBSO	0.00	2,387.50	
	34.41.61506	BLDG. MAINT-OTHER	07.26.2023 - MASTER PLUMBER	2,387.50		
16550	Invoice	06/30/2023	07.27.2023 - TOILET INSTALLATION - ROBS	0.00	11,182.50	
	34.41.61506	BLDG. MAINT-OTHER	07.27.2023 - TOILET INSTALLATI	11,182.50		
16551	Invoice	06/30/2023	07.27.2023 - SINK INSTALLATION - ROBSO	0.00	8,830.00	
	34.41.61506	BLDG. MAINT-OTHER	07.27.2023 - SINK INSTALLATIO	8,830.00		
16552	Invoice	06/30/2023	07.27.2023 - WATER FILTERS - ROBSON - J	0.00	11,730.00	
	34.41.61506	BLDG. MAINT-OTHER	07.27.2023 - WATER FILTERS - R	11,730.00		
02586	HdL Software LLC	08/10/2023	Regular	0.00	836.51	96405
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN029904	Invoice	08/10/2023	06.30.2023 - NEW ACCOUNTS PROCESSED	0.00	836.51	
	01.12.61150	OUTSIDE SERVICES-OTHE	06.30.2023 - NEW ACCOUNTS P	836.51		
03290	Houseal Lavigne Associates	08/10/2023	Regular	0.00	29,187.50	96406
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6398	Invoice	06/30/2023	07.14.2023 - CONSULTING SRVCS - HOUSI	0.00	29,187.50	
	01.18.61150	OUTSIDE SERVICES-OTHE	07.14.2023 - CONSULTING SRVC	29,187.50		
03407	Lefler Engineering, Inc	08/10/2023	Regular	0.00	638.25	96407
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
23006-47501	Invoice	06/30/2023	06.25.2023 - HVAC UPGARDE - LIBRARY - J	0.00	638.25	
	45.41.61150	OUTSIDE SERVICES-OTHE	06.25.2023 - HVAC UPGARDE - L	638.25		
02579	LTS of Marin	08/10/2023	Regular	0.00	700.88	96408
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1578	Invoice	08/10/2023	06.02.2023 - TOYOTA DUMP TRUCK - REP	0.00	700.88	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	06.02.2023 - TOYOTA DUMP TR	700.88		
00121	Marin I J - 2072661 AD	08/10/2023	Regular	0.00	121.34	96409
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0001383238	Invoice	06/30/2023	06.30.2023 - CLASSIFIED ADS - PLANNING	0.00	121.34	
	01.18.61151	LEGAL NOTICES	06.30.2023 - CLASSIFIED ADS - P	121.34		
03228	MGE Engineering Inc	08/10/2023	Regular	0.00	10,280.00	96410
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
661.05	Invoice	06/30/2023	07.11.2023 - PROJECT ENGINEER - CREEK	0.00	2,600.00	
	71.81.61150	OUTSIDE SERVICES-OTHE	07.11.2023 - PROJECT ENGINEE	2,600.00		
663.07	Invoice	06/30/2023	07.11.2023 - PROJECT ENGINEER - 24 HRS	0.00	7,680.00	
	15.41.63119	BRIDGE DESIGN	07.11.2023 - PROJECT ENGINEE	7,680.00		
01627	MULTIFORCE SYSTEMS CORP	08/10/2023	Regular	0.00	2,175.00	96411
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
922912	Invoice	06/30/2023	04.27.2023 - FUELSERVE.NET - MOUNTED	0.00	2,175.00	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	04.27.2023 - FUELSERVE.NET -	2,175.00		
01623	Quincy Engineering	08/10/2023	Regular	0.00	627.74	96412

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Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
14-S512.00-33	Invoice	06/30/2023	07.05.2023 - NOKOMIS AVE BRIDGE - STAT	0.00	627.74	
	14.41.63119	CAPTIAL OUTLAY - BRIDG	07.05.2023 - NOKOMIS AVE BRI	627.74		
03558	Robert M. Borinstein	08/10/2023	Regular	0.00	3,885.00	96413
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
23-030	Invoice	06/30/2023	07.03.2023 - ESTIMATING SERVICES - CRE	0.00	3,885.00	
	71.81.61150	OUTSIDE SERVICES-OTHE	07.03.2023 - ESTIMATING SERVI	3,885.00		
01563	SCA	08/10/2023	Regular	0.00	6,859.90	96414
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
23000587	Invoice	06/30/2023	06.15.2023 - RESIDENTIAL SWEEPING - JU	0.00	6,859.90	
	01.42.61135	STREET SWEEPING	06.15.2023 - RESIDENTIAL SWEE	6,859.90		
03545	Seminary Holdings	08/10/2023	Regular	0.00	23,046.00	96415
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
R12822	Invoice	08/10/2023	07.31.2023 - 45 ROSS AVE - ROAD BOND	0.00	21,546.00	
	01.00.20314	ROAD BOND	07.31.2023 - 45 ROSS AVE - ROA	21,546.00		
R13670	Invoice	08/10/2023	07.27.2023 - 45 ROSS AVE - ROAD BOND	0.00	1,500.00	
	01.00.20314	ROAD BOND	07.27.2023 - 45 ROSS AVE - ROA	1,500.00		
03550	SenesTech, Inc.	08/10/2023	Regular	0.00	1,633.07	96416
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
10670	Invoice	06/30/2023	06.07.2023 - CONTRA PEST - EVO - JUNE 2	0.00	1,633.07	
	01.81.61104	OUTSIDE SERVICES-GROU	06.07.2023 - CONTRA PEST - EV	816.54		
	14.81.61150	OUTSIDE SERVICES-OTHE	06.07.2023 - CONTRA PEST - EV	816.53		
02477	Star Creek Land Stewards, Inc.	08/10/2023	Regular	0.00	14,408.00	96417
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1238	Invoice	06/30/2023	07.06.2023 - TARGETED GRAZING - GOATS	0.00	14,408.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	07.06.2023 - TARGETED GRAZIN	14,408.00		
00352	Tyler Technologies Inc	08/10/2023	Regular	0.00	33,049.52	96418
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
025-423293a	Invoice	08/10/2023	07.01.2023 - MAINTENANCE START - 07.0	0.00	33,049.52	
	42.21.63003	COMPUTER HARDWARE/	06.01.2023 - MAINTENANCE ST	33,049.52		
03454	Willdan Engineering	08/10/2023	Regular	0.00	4,387.50	96419
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
002-29482	Invoice	06/30/2023	07.19.2023 - BUILDING & PLAN CHECK - S	0.00	4,387.50	
	01.41.61157	PLAN CHECKING	07.19.2023 - BUILDING & PLAN	4,387.50		
02411	23 ELEPHANTS THEATRE COMPANY	08/10/2023	Regular	0.00	9,975.00	96420
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0010537	Invoice	08/10/2023	08.10.2023 - THEATRE PROGRAM - WEEK	0.00	9,975.00	
	21.63.61186	SPECIALTY CAMPS SERVIC	08.10.2023 - THEATRE PROGRA	9,975.00		
00003	All Autos Inc.	08/10/2023	Regular	0.00	81.10	96421

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
57758	Invoice	08/10/2023	07.25.2023 - SMOG INSPECTION - CORPY	0.00	81.10	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	07.25.2023 - SMOG INSPECTION	81.10		
02920	Amazon Business	08/10/2023	Regular	0.00	94.95	96422
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
113Y-XK31-JLX7	Invoice	08/10/2023	07.20.2023 - KNITTING NEEDLES - LIBRAR	0.00	63.74	
	01.71.61132	OUTSIDE SVCS-PROGRAM	07.20.2023 - KNITTING NEEDLES	63.74		
1D6P-41LT-97QP	Invoice	08/10/2023	07.19.2023 - BOOK PURCHASE - LIBRARY -	0.00	31.21	
	01.71.62310	Library Zip Grant	07.19.2023 - BOOK PURCHASE -	31.21		
02806	AQUASCAPE POOL SERVICE	08/10/2023	Regular	0.00	145.00	96423
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
23055	Invoice	08/10/2023	07.26.2023 - FOUNTAIN PUMP - DEBRIS R	0.00	145.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	07.26.2023 - FOUNTAIN PUMP -	145.00		
01005	Association of Bay Area Governments	08/10/2023	Regular	0.00	4,421.00	96424
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
AR032547	Invoice	08/10/2023	07.01.2023 - ABAG MEMBERSHIP - DUES -	0.00	4,421.00	
	01.21.61112	OUTSIDE SRVS: ABAG ME	07.01.2023 - ABAG MEMBERSHI	4,421.00		
00001	AT&T Calnet	08/10/2023	Regular	0.00	23.35	96425
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
000020281923	Invoice	08/10/2023	583 - DPW FAX - 06.25.2023 - 07.24.2023	0.00	23.35	
	41.41.61701	UTILITIES	583 - DPW FAX - 06.25.2023 - 07	23.35		
00388	Baker & Taylor	08/10/2023	Regular	0.00	3,214.68	96426
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5018434602	Invoice	08/10/2023	07.14.2023 - CHLDRENS BOOKS - LIBRARY	0.00	15.51	
	27.71.62302	CHILDRENS BOOKS	07.14.2023 - CHLDRENS BOOKS	15.51		
5018448703	Invoice	08/10/2023	07.26.2023 - CHILDRENS BOOKS - LIBRAR	0.00	15.29	
	27.71.62302	CHILDRENS BOOKS	07.26.2023 - CHILDRENS BOOKS	15.29		
5018450118	Invoice	08/10/2023	07.21.2023 - CHILDRENS BOOKS - LIBRAR	0.00	466.04	
	27.71.62302	CHILDRENS BOOKS	07.21.2023 - CHILDRENS BOOKS	466.04		
5018450307	Invoice	08/10/2023	07.24.2023 - CHILDRENS BOOKS - LIBRAR	0.00	240.22	
	27.71.62302	CHILDRENS BOOKS	07.24.2023 - CHILDRENS BOOKS	240.22		
5018450308	Invoice	08/10/2023	07.24.2023 - CHILDRENS BOOKS - LIBRARY	0.00	12.41	
	27.71.62302	CHILDRENS BOOKS	07.24.2023 - CHILDRENS BOOKS	12.41		
5018450337	Invoice	08/10/2023	07.21.2023 - ADULT BOOKS - LIBRARY - JU	0.00	21.81	
	27.71.62301	ADULT BOOKS	07.21.2023 - ADULT BOOKS - LIB	21.81		
5018450338	Invoice	08/10/2023	07.21.2023 - ADULT BOOKS - LIBRARY - JU	0.00	642.65	
	27.71.62301	ADULT BOOKS	07.21.2023 - ADULT BOOKS - LIB	642.65		
5018450339	Invoice	08/10/2023	07.21.2023 - ADULT BOOKS - LIBRARY - JU	0.00	99.69	
	27.71.62301	ADULT BOOKS	07.21.2023 - ADULT BOOKS - LIB	99.69		
5018450340	Invoice	08/10/2023	07.21.2023 - ADULT BOOKS - LIBRARY - JU	0.00	66.71	
	27.71.62301	ADULT BOOKS	07.21.2023 - ADULT BOOKS - LIB	66.71		
5018450341	Invoice	08/10/2023	07.21.2023 - ADULT BOOKS - LIBRARY - JU	0.00	23.17	
	27.71.62301	ADULT BOOKS	07.21.2023 - ADULT BOOKS - LIB	23.17		
5018450342	Invoice	08/10/2023	07.21.2023 - ADULT BOOKS - LIBRARY - JU	0.00	21.16	
	27.71.62301	ADULT BOOKS	07.21.2023 - ADULT BOOKS - LIB	21.16		
5018450343	Invoice	08/10/2023	07.21.2023 - ADULT BOOKS - LIBRARY - JU	0.00	32.18	

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	27.71.62301 ADULT BOOKS		07.21.2023 - ADULT BOOKS - LIB		32.18	
5018450344	Invoice	08/10/2023	07.21.2023 - ADULT BOOKS - LIBRARY - JU	0.00	44.28	
	27.71.62301 ADULT BOOKS		07.21.2023 - ADULT BOOKS - LIB		44.28	
5018456395	Invoice	08/10/2023	07.25.2023 - CHILDRENS BOOKS - LIBRARY	0.00	335.17	
	27.71.62302 CHILDRENS BOOKS		07.25.2023 - CHILDRENS BOOKS		335.17	
5018457839	Invoice	08/10/2023	07.27.2023 - CHILDRENS BOOKS - LIBRAR	0.00	57.54	
	27.71.62302 CHILDRENS BOOKS		07.27.2023 - CHILDRENS BOOKS		57.54	
5018459978	Invoice	08/10/2023	07.26.2023 - CHILDRENS BOOKS - LIBRAR	0.00	328.27	
	27.71.62302 CHILDRENS BOOKS		07.26.2023 - CHILDRENS BOOKS		328.27	
5018462833	Invoice	08/10/2023	07.31.2023 - ADULT BOOKS - LIBRARY - JU	0.00	44.94	
	27.71.62301 ADULT BOOKS		07.31.2023 - ADULT BOOKS - LIB		44.94	
5018462834	Invoice	08/10/2023	07.31.2023 - ADULT BOOKS - LIBRARY - JU	0.00	150.04	
	27.71.62301 ADULT BOOKS		07.31.2023 - ADULT BOOKS - LIB		150.04	
5018462835	Invoice	08/10/2023	07.31.2023 - ADULT BOOKS - LIBRARY - JU	0.00	21.12	
	27.71.62301 ADULT BOOKS		07.31.2023 - ADULT BOOKS - LIB		21.12	
5018462836	Invoice	08/10/2023	07.31.2023 - ADULT BOOKS - LIBRARY - JU	0.00	23.17	
	27.71.62301 ADULT BOOKS		07.31.2023 - ADULT BOOKS - LIB		23.17	
5018462837	Invoice	08/10/2023	07.31.2023 - ADULT BOOKS - LIBRARY - JU	0.00	17.76	
	27.71.62301 ADULT BOOKS		07.31.2023 - ADULT BOOKS - LIB		17.76	
5018462838	Invoice	08/10/2023	07.31.2023 - ADULT BOOKS - LIBRARY - JU	0.00	22.45	
	27.71.62301 ADULT BOOKS		07.31.2023 - ADULT BOOKS - LIB		22.45	
5018462839	Invoice	08/10/2023	07.31.2023 - ADULT BOOKS - LIBRARY - JU	0.00	42.93	
	27.71.62301 ADULT BOOKS		07.31.2023 - ADULT BOOKS - LIB		42.93	
5018464340	Invoice	08/10/2023	07.31.2023 - CHILDRENS BOOKS - LIBRAR	0.00	162.39	
	27.71.62302 CHILDRENS BOOKS		07.31.2023 - CHILDRENS BOOKS		162.39	
5018464341	Invoice	08/10/2023	07.31.2023 - CHILDRENS BOOKS - LIBRAR	0.00	84.32	
	27.71.62302 CHILDRENS BOOKS		07.31.2023 - CHILDRENS BOOKS		84.32	
5018464342	Invoice	08/10/2023	07.31.2023 - CHILDRENS BOOKS - LIBRAR	0.00	223.46	
	27.71.62302 CHILDRENS BOOKS		07.31.2023 - CHILDRENS BOOKS		223.46	
	Void	08/10/2023	Regular	0.00	0.00	96427
03555	Brian Nettz, CGCS	08/10/2023	Regular	0.00	1,500.00	96428
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
101	Invoice	08/10/2023	07.31.2023 - CONSULTING & RESEARCH -	0.00	1,500.00	
01.81.61104	OUTSIDE SERVICES-GROU		07.31.2023 - CONSULTING & RE	1,500.00		
00410	COFAM	08/10/2023	Regular	0.00	150.00	96429
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0010455	Invoice	08/10/2023	08.01.2023 - ART TALK - THE WORLD OF J	0.00	150.00	
01.71.61132	OUTSIDE SVCS-PROGRAM		08.01.2023 - ART TALK - THE W	150.00		
00072	Comcast	08/10/2023	Regular	0.00	334.51	96430
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
049-07222023	Invoice	08/10/2023	049 - TH CABLE TV - 07.27.2023 - 08.26.2	0.00	170.81	
42.21.63003	COMPUTER HARDWARE/		049 - TH CABLE TV - 07.27.2023	170.81		
758-07202023	Invoice	08/10/2023	758 - TH INTERNET - 07.24.2023 - 08.23.2	0.00	163.70	
42.21.63003	COMPUTER HARDWARE/		758 - TH INTERNET - 07.24.2023	163.70		
00533	Davis Sign Company	08/10/2023	Regular	0.00	7,184.09	96431

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
36859	Invoice	08/10/2023	07.20.2023 - CROSSWALK SIGNS - LIVE ON	0.00	3,108.16	
	01.42.62200	DEPARTMENTAL SUPPLIE	07.20.2023 - CROSSWALK SIGNS	3,108.16		
36906	Invoice	08/10/2023	07.28.2023 - LOADING ZONE SIGNS - QTY	0.00	819.38	
	01.42.62200	DEPARTMENTAL SUPPLIE	07.28.2023 - LOADING ZONE SI	819.38		
36907	Invoice	08/10/2023	07.28.2023 - MEASURE J - A FRAME INSER	0.00	1,376.55	
	01.21.62200	DEPARTMENTAL SUPPLIE	07.28.2023 - MEASURE J - A FRA	1,376.55		
36939	Invoice	08/10/2023	08.04.2023 - STREET NAME SIGNS - QTY 1	0.00	1,880.00	
	01.42.62200	DEPARTMENTAL SUPPLIE	08.04.2023 - STREET NAME SIG	1,880.00		
03552	Dean Snodgrass	08/10/2023	Regular	0.00	151.00	96432
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
58774756	Invoice	08/10/2023	08.02.2023 - RESERVATION REFUND - REC	0.00	151.00	
	21.64.48128	PARK AND FIELD RENTALS	08.02.2023 - RESERVATION REF	151.00		
03525	Diego Truck Repair, Inc.	08/10/2023	Regular	0.00	952.00	96433
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
67241	Invoice	08/10/2023	07.31.2023 - TOWING, FUEL, BRIDGE TOL	0.00	952.00	
	40.21.61906	LIABILITY INSURANCE CLA	07.31.2023 - TOWING, FUEL, BR	952.00		
02732	Diesel Direct West	08/10/2023	Regular	0.00	1,191.84	96434
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85285481	Invoice	08/10/2023	07.27.2023 - GASOLINE UNL - 220.4 GALL	0.00	1,191.84	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	07.27.2023 - GASOLINE UNL - 2	1,191.84		
00087	Elite Tree Service	08/10/2023	Regular	0.00	23,309.00	96435
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-07-10	Invoice	08/10/2023	07.28.2023 - TREE REVOVAL - MEMORIAL	0.00	5,844.00	
	01.81.61105	OUTSIDE SERVICES-TREES	07.28.2023 - TREE REVOVAL - M	5,844.00		
2023-07-11	Invoice	08/10/2023	07.28.2023 - BRUSH CLEARING - CENTER T	0.00	2,880.00	
	01.42.61144	Medians	07.28.2023 - BRUSH CLEARING -	2,880.00		
2023-07-12	Invoice	08/10/2023	07.28.2023 - CENTER TO SYCAMORE - BR	0.00	2,880.00	
	01.42.61144	Medians	07.28.2023 - CENTER TO SYCAM	2,880.00		
2023-08-1	Invoice	08/10/2023	08.04.2023 - WEED CLEARING - NW BOU	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	08.04.2023 - WEED CLEARANCE	2,880.00		
2023-08-2	Invoice	08/10/2023	08.04.2023 - WEED CLEARING - CENTER T	0.00	2,880.00	
	01.42.61144	Medians	08.04.2023 - WEED CLEARING -	2,880.00		
2023-08-3	Invoice	08/10/2023	08.04.2023 - WEED CLEARING - CENTER T	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	08.04.2023 - WEED CLEARING -	2,880.00		
2023-08-4	Invoice	08/10/2023	08.04.2023 - WEED CLEARING - CENTER T	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	08.04.2023 - WEED CLEARING -	2,880.00		
2023-08-5	Invoice	08/10/2023	08.04.2023 - CENTER BLVD - ROAD CLEAR	0.00	185.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	08.04.2023 - CENTER BLVD - RO	185.00		
00092	Ewing Irrigation Products	08/10/2023	Regular	0.00	1,551.61	96436
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20136415	Invoice	08/10/2023	07.24.2023 - IRRIGATION SUPPLIES - CORP	0.00	252.31	
	01.81.62200	DEPARTMENTAL SUPPLIE	07.24.2023 - IRRIGATION SUPPLI	252.31		
20172679	Invoice	07/27/2023	07.27.2023 - IRRIGATION SUPPLIES - CORP	0.00	1,280.78	
	01.81.62200	DEPARTMENTAL SUPPLIE	07.27.2023 - IRRIGATION SUPPLI	1,280.78		
20172729	Invoice	07/27/2023	07.27.2023 - IRRIGATION SUPPLIES - CORP	0.00	18.52	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.81.62200 DEPARTMENTAL SUPPLIE		07.27.2023 - IRRIGATION SUPPLI		18.52	
00017	Fairfax Building Supply Co. Inc.	08/10/2023	Regular	0.00	123.65	96437
Payable #	Payable Type / Account Number	Post Date / Account Name	Payable Description / Item Description	Discount Amount / Distribution Amount	Payable Amount	
268180	Invoice	08/10/2023	07.25.2023 - RAGS PAPER - MISC SUPPLIE	0.00	91.87	
	01.81.62200	DEPARTMENTAL SUPPLIE	07.25.2023 - RAGS PAPER - MIS		91.87	
268238	Invoice	08/10/2023	07.26.2023 - MOSQUITO DUNKS - SUPPLI	0.00	31.78	
	01.81.62200	DEPARTMENTAL SUPPLIE	07.26.2023 - MOSQUITO DUNKS		31.78	
01586	Fourth Street Press	08/10/2023	Regular	0.00	777.30	96438
28228	Invoice	08/10/2023	07.31.2023 - ENVELOPES - ADMIN & PLAN	0.00	777.30	
	01.12.61150	OUTSIDE SERVICES-OTHE	07.31.2023 - ENVELOPES - ADMI		360.62	
	01.41.61150	OUTSIDE SERVICES-OTHE	07.31.2023 - ENVELOPES - ADMI		416.68	
02278	Gardeners' Guild	08/10/2023	Regular	0.00	5,092.00	96439
113699	Invoice	08/10/2023	08.01.2023 - SFD BLVD - MEDIAN (2) - AU	0.00	1,047.00	
	01.42.61144	Medians	08.01.2023 - SFD BLVD - MEDIA		1,047.00	
113746	Invoice	08/10/2023	08.01.2023 - RED HILL MEDIAN - AUGUST	0.00	2,074.00	
	01.42.61144	Medians	08.01.2023 - RED HILL MEDIAN -		2,074.00	
113747	Invoice	08/10/2023	08.01.2023 - IMAGINATION PRK, TH, MAG	0.00	1,971.00	
	01.81.61104	OUTSIDE SERVICES-GROU	08.01.2023 - IMAGINATION PRK,		985.50	
	14.81.61150	OUTSIDE SERVICES-OTHE	08.01.2023 - IMAGINATION PRK,		985.50	
00245	Ghilotti Bros Construction Inc	08/10/2023	Regular	0.00	929,166.90	96440
23410-01R1	Invoice	08/10/2023	07.24.2023 - 2023 PAVEMENT REHAB PRO	0.00	929,166.90	
	14.41.63107	CAPITAL OUTLAY - PAVIN	07.24.2023 - 2023 PAVEMENT R		297,256.07	
	15.41.63107	PAVING	07.24.2023 - 2023 PAVEMENT R		311,801.00	
	19.41.63200	SLURRY RESURFACING	07.24.2023 - 2023 PAVEMENT R		320,109.83	
00021	Good & Clean Company Inc	08/10/2023	Regular	0.00	14,188.00	96441
68036	Invoice	08/10/2023	08.01.2023 - JANITORIAL SRVC - TH, RH, I	0.00	14,188.00	
	31.41.61501	BLDG. MAINT-JANITORIAL	08.01.2023 - JANITORIAL SRVC -		2,825.00	
	34.41.61501	BLDG. MAINT-JANITORIAL	08.01.2023 - JANITORIAL SRVC -		1,775.00	
	34.41.61501	BLDG. MAINT-JANITORIAL	08.01.2023 - JANITORIAL SRVC -		2,538.00	
	41.41.61701	UTILITIES	08.01.2023 - JANITORIAL SRVC -		3,125.00	
	60.14.62903	LIVE ON THE AVENUE	08.01.2023 - JANITORIAL SRVC -		3,925.00	
00104	Grier Argall Plumbing Inc	08/10/2023	Regular	0.00	1,012.50	96442
16556	Invoice	08/10/2023	07.27.2023 - TOILET DRAIN CLEARING - IC	0.00	1,012.50	
	31.41.61506	BLDG. MAINT-OTHER	07.27.2023 - TOILET DRAIN CLE		1,012.50	
00020	Hannibal's Inc Electrical Construction	08/10/2023	Regular	0.00	865.64	96443
25033	Invoice	08/10/2023	07.31.2023 - STRING LIGHTS - REPAIR - JU	0.00	629.39	
	01.81.61150	OUTSIDE SERVICES-OTHE	07.31.2023 - STRING LIGHTS - R		629.39	
25034	Invoice	08/10/2023	07.31.2023 - FOUNTAIN PUMP - REPAIR - J	0.00	236.25	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	14.81.61150	OUTSIDE SERVICES-OTHE	07.31.2023 - FOUNTAIN PUMP -		236.25	
02399	HdL Coren & Cone	08/10/2023	Regular	0.00	2,162.00	96444
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
SIN030255	Invoice	08/10/2023	07.27.2023 - CONTRACT SRVCS - PROPERT	0.00	2,162.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	07.27.2023 - CONTRACT SRVCS -		2,162.00	
02236	HooplaDigital	08/10/2023	Regular	0.00	775.33	96445
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
504148458	Invoice	08/10/2023	07.31.2023 - AUDIO BOOKS - LIBRARY - JU	0.00	775.33	
	27.71.62309	E BOOKS	07.31.2023 - AUDIO BOOKS - LIB		775.33	
00022	Jackson's Hardware Inc.	08/10/2023	Regular	0.00	225.00	96446
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0010534	Invoice	08/10/2023	07.28.2023 - REBATE PROGRAM - DUES - J	0.00	225.00	
	01.81.62200	DEPARTMENTAL SUPPLIE	07.28.2023 - REBATE PROGRAM		225.00	
03281	Jaime E. Valle	08/10/2023	Regular	0.00	4,290.00	96447
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
SA-080423	Invoice	08/10/2023	08.05.2023 - PLAN CHECKING & INSPECTI	0.00	4,290.00	
	01.41.61157	PLAN CHECKING	08.05.2023 - PLAN CHECKING &		4,290.00	
03322	Juan Landaverde	08/10/2023	Regular	0.00	3,547.43	96448
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1005	Invoice	08/10/2023	07.28.2023 - POWER WASHING - BUS STR	0.00	2,587.43	
	01.42.61150	OUTSIDE SERVICES-OTHE	07.28.2023 - POWER WASHING		2,587.43	
1106	Invoice	08/10/2023	07.31.2023 - HARDIBOARD INSTALLATION	0.00	960.00	
	34.41.61506	BLDG. MAINT-OTHER	07.31.2023 - HARDIBOARD INST		960.00	
00113	Juan Olsen Sanchez	08/10/2023	Regular	0.00	4,300.00	96449
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0010536	Invoice	08/10/2023	08.09.2023 - GYMNASTICS - PAYMENT 5 -	0.00	4,300.00	
	21.61.61167	TUMBLING SERVICES	08.09.2023 - GYMNASTICS - PAY		4,300.00	
02558	Kanopy	08/10/2023	Regular	0.00	643.00	96450
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
359909	Invoice	08/10/2023	07.31.2023 - VIDEOS - LIBRARY - JULY	0.00	643.00	
	27.71.62307	VIDEOS	07.31.2023 - VIDEOS - LIBRARY -		643.00	
03549	Kid's Choice Camps LLC	08/10/2023	Regular	0.00	5,512.50	96451
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0010453	Invoice	08/10/2023	07.31.2023 - CARPENTRTY FOR KIDS - SU	0.00	2,835.00	
	21.63.61186	SPECIALTY CAMPS SERVIC	07.31.2023 - CARPENTRTY FOR		1,102.50	
	21.63.61186	SPECIALTY CAMPS SERVIC	07.31.2023 - CARPENTRTY FOR		1,732.50	
INV0010535	Invoice	08/10/2023	08.08.2023 - CARPENTRY FOR KIDS - SUM	0.00	2,677.50	
	21.63.61186	SPECIALTY CAMPS SERVIC	08.08.2023 - CARPENTRY FOR KI		787.50	
	21.63.61186	SPECIALTY CAMPS SERVIC	08.08.2023 - CARPENTRY FOR KI		1,890.00	
03407	Lefler Engineering, Inc	08/10/2023	Regular	0.00	1,650.00	96452

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
23006-47568	Invoice	08/10/2023	07.21.2023 - HVAC UPGRADE - LIBRARY - J	0.00	1,650.00	
	45.41.61150	OUTSIDE SERVICES-OTHE	07.21.2023 - HVAC UPGRADE - L	1,650.00		
01057	Linscott Engineering Contractors Inc	08/10/2023	Regular	0.00	8,071.93	96453
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4136	Invoice	08/10/2023	07.31.2023 - 108 MORNINGSIDE DR - LIG	0.00	8,071.93	
	14.41.63107	CAPITAL OUTLAY - PAVIN	07.31.2023 - 108 MORNINGSIDE	8,071.93		
02579	LTS of Marin	08/10/2023	Regular	0.00	1,501.81	96454
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1585	Invoice	08/10/2023	07.28.2023 - KEY IGNITION - REPAIR - COR	0.00	959.68	
	01.81.61602	VEHICLE MAINTENANCE/	07.28.2023 - KEY IGNITION - REP	959.68		
1588	Invoice	08/10/2023	07.31.2023 - FORD TRUCK - DOOR REPAIR	0.00	542.13	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	07.31.2023 - FORD TRUCK - DO	542.13		
00121	Marin I J - 2072661 AD	08/10/2023	Regular	0.00	487.45	96455
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0001386088	Invoice	08/10/2023	07.31.2023 - CLASSIFIED ADS - PLANNING	0.00	487.45	
	01.18.61151	LEGAL NOTICES	07.31.2023 - CLASSIFIED ADS - P	487.45		
00029	Marin IT	08/10/2023	Regular	0.00	14,279.74	96456
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-120973	Invoice	08/10/2023	07.25.2023 - MANAGED OFFICE 365 - JUL	0.00	1,242.38	
	42.21.63003	COMPUTER HARDWARE/	07.25.2023 - MANAGED OFFICE	1,242.38		
2023-120974	Invoice	08/10/2023	07.25.2023 - ONSITE SUPPORT SERVICES -	0.00	5,720.00	
	42.21.63003	COMPUTER HARDWARE/	07.25.2023 - ONSITE SUPPORT S	5,720.00		
2023-120975	Invoice	08/10/2023	07.25.2023 - AUTOMATE REMOTE MANA	0.00	2,117.50	
	42.21.63003	COMPUTER HARDWARE/	07.25.2023 - AUTOMATE REMO	2,117.50		
2023-120976	Invoice	08/10/2023	07.25.2023 - IT MANAGEMENT SUPPORT	0.00	5,026.67	
	42.21.63003	COMPUTER HARDWARE/	07.25.2023 - IT MANAGEMENT	5,026.67		
2023-121018	Invoice	08/10/2023	08.02.2023 - BILLABLE PRODUCTS - APC B	0.00	173.19	
	42.21.63003	COMPUTER HARDWARE/	08.02.2023 - BILLABLE PRODUC	173.19		
01036	Matrix HG Inc	08/10/2023	Regular	0.00	3,678.00	96457
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
26949	Invoice	08/10/2023	07.31.2023 - COMPRESSOR - REPLACEME	0.00	3,678.00	
	01.41.61505	BLDG. MAINT-HEAT/AIR	07.31.2023 - COMPRESSOR - RE	3,678.00		
03551	Megan Wood	08/10/2023	Regular	0.00	525.00	96458
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
58778127	Invoice	08/10/2023	08.02.2023 - REFUND - COOKING CLASS -	0.00	525.00	
	21.63.48123	SPECIALTY CAMPS	08.02.2023 - REFUND - COOKIN	525.00		
01916	NATIONAL ACADEMY OF ATHLETICS	08/10/2023	Regular	0.00	3,035.20	96459
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010418	Invoice	08/10/2023	07.27.2023 - FLAG FOOTBALL - RECREATIO	0.00	3,035.20	
	21.63.61183	CAMP SPORTS SERVICES	07.27.2023 - FLAG FOOTBALL - R	3,035.20		
00610	Northbay Reprographics	08/10/2023	Regular	0.00	104.88	96460

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
79537	Invoice	08/10/2023	07.20.2023 - MK-Y PRINTHEAD - QTY 1 - J	0.00	104.88	
	01.41.62000	OFFICE SUPPLIES	07.20.2023 - MK-Y PRINTHEAD -	104.88		
03524	Northwest Cascade, Inc.	08/10/2023	Regular	0.00	3,114.41	96461
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0553634057	Invoice	08/10/2023	08.01.2023 - ADA UNIT & SINK - RENTAL -	0.00	3,114.41	
	01.81.61150	OUTSIDE SERVICES-OTHE	08.01.2023 - ADA UNIT & SINK -	1,557.41		
	60.14.62903	LIVE ON THE AVENUE	08.01.2023 - ADA UNIT & SINK -	1,557.00		
03211	ODP Business Solutions LLC	08/10/2023	Regular	0.00	141.38	96462
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
322068982001	Invoice	08/10/2023	07.12.2023 - LABELS - OFFICE SUPPLIES - J	0.00	82.24	
	01.41.62000	OFFICE SUPPLIES	07.12.2023 - LABELS - OFFICE S	82.24		
323499463001	Invoice	08/10/2023	07.18.2023 - CLIPBOARD - OFFICE SUPPLI	0.00	26.17	
	01.41.62000	OFFICE SUPPLIES	07.18.2023 - CLIPBOARD - OFFIC	26.17		
323499932001	Invoice	08/10/2023	07.18.2023 - TAPE - OFFICE SUPPLIES - JUL	0.00	22.04	
	01.41.62000	OFFICE SUPPLIES	07.18.2023 - TAPE - OFFICE SUP	22.04		
323499934001	Invoice	08/10/2023	07.20.2023 - BATTERIES - OFFICE SUPPLIE	0.00	10.93	
	01.41.62000	OFFICE SUPPLIES	07.20.2023 - BATTERIES - OFFIC	10.93		
00992	OverDrive Inc.	08/10/2023	Regular	0.00	2,217.47	96463
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
02883CO232655	Invoice	08/10/2023	07.20.2023 - AUDIO & E-BOOKS - LIBRARY	0.00	2,217.47	
	27.71.62309	E BOOKS	07.20.2023 - AUDIO & E-BOOKS	2,217.47		
03548	Pavement Coatings Co.	08/10/2023	Regular	0.00	283,552.20	96464
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
PC1000007520	Invoice	08/10/2023	07.28.2023 - SLURRY SEAL PROJECT - JULY	0.00	283,552.20	
	15.41.63200	SLURRY RESURFACING CO	07.28.2023 - SLURRY SEAL PROJ	283,552.20		
02839	Quadient Finance USA, Inc	08/10/2023	Regular	0.00	1,228.93	96465
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
274-07212023	Invoice	08/10/2023	07.21.2023 - POSTAGE METER - FUNDS - J	0.00	1,228.93	
	01.12.62003	POSTAGE	ACCOUNT - DESCRIPTION - DATE	245.79		
	01.18.62003	POSTAGE	ACCOUNT - DESCRIPTION - DATE	245.79		
	01.41.62003	POSTAGE	ACCOUNT - DESCRIPTION - DATE	245.77		
	01.71.62003	POSTAGE	ACCOUNT - DESCRIPTION - DATE	245.79		
	01.82.62003	POSTAGE	ACCOUNT - DESCRIPTION - DATE	245.79		
00821	Restaurant Repair Inc	08/10/2023	Regular	0.00	647.09	96466
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010456	Invoice	08/10/2023	07.31.2023 - ICE MACHINE REPAIRS - JUN	0.00	647.09	
	01.81.62206	Snack Shack	07.31.2023 - ICE MACHINE REPA	647.09		
03373	Robert Matthew Brown	08/10/2023	Regular	0.00	1,087.50	96467
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
009	Invoice	08/10/2023	07.31.2023 - SA OBJECTIVE DEVELOPMEN	0.00	1,087.50	
	01.18.61150	OUTSIDE SERVICES-OTHE	07.31.2023 - SA OBJECTIVE DEV	1,087.50		
03118	RR Design - Jaime Romero	08/10/2023	Regular	0.00	875.00	96468

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
TOSA-004	Invoice	08/10/2023	07.21.2023 - PARKLET PROJECT - SEPTEM	0.00	875.00	
	01.41.61150	OUTSIDE SERVICES-OTHE	07.21.2023 - PARKLET PROJECT -	875.00		
00184	Safeway Inc	08/10/2023	Regular	0.00	82.83	96469
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
980-07282023	Invoice	08/10/2023	07.28.2023 - PARKSIDE SUPPLIES - RECREA	0.00	82.83	
	21.63.62979	PARKSIDE SUPPLIES	07.28.2023 - PARKSIDE SUPPLIE	82.83		
02936	SMITH'S PEST MANAGEMENT	08/10/2023	Regular	0.00	300.00	96470
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
91523B	Invoice	08/10/2023	08.01.2023 - PEST CONTROL - MEMORIAL	0.00	300.00	
	01.81.61150	OUTSIDE SERVICES-OTHE	08.01.2023 - PEST CONTROL - M	300.00		
00024	T & B Sports Inc	08/10/2023	Regular	0.00	300.44	96471
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0000162116	Invoice	08/10/2023	08.01.2023 - SOFTBALL T-SHIRTS -SPRING/	0.00	300.44	
	21.61.62989	ADULT SPORTS SUPPLIES	08.01.2023 - SOFTBALL T-SHIRTS	300.44		
03557	Tamalpais Environmental Consultants	08/10/2023	Regular	0.00	1,722.50	96472
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
910	Invoice	08/10/2023	07.28.2023 - CONSULTING WORK - MEMO	0.00	1,722.50	
	01.41.61150	OUTSIDE SERVICES-OTHE	07.28.2023 - CONSULTING WOR	1,722.50		
03207	Toni DeFrancis	08/10/2023	Regular	0.00	380.00	96473
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-PC717	Invoice	08/10/2023	07.24.2023 - TRANSCRIPTION SRVCS - 4 H	0.00	160.00	
	01.18.61150	OUTSIDE SERVICES-OTHE	07.24.2023 - TRANSCRIPTION S	160.00		
2023-TC725	Invoice	08/10/2023	07.31.2023 - TRANSCRIPTION - 5.5 HRS - T	0.00	220.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	07.31.2023 - TRANSCRIPTION -	220.00		
00215	Transbay Lock	08/10/2023	Regular	0.00	22.89	96474
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
88406	Invoice	08/10/2023	07.28.2023 - KEYS & RINGS - CORPYARD -	0.00	22.89	
	01.42.62200	DEPARTMENTAL SUPPLIE	07.28.2023 - KEYS & RINGS - CO	22.89		
00470	Transportation Authority of Marin	08/10/2023	Regular	0.00	25,600.00	96475
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010533	Invoice	08/10/2023	07.27.2023 - TAM CMA - FEES - FY23-24 -	0.00	25,600.00	
	01.21.61126	OUTSIDE SVCS-TRAN AUT	07.27.2023 - TAM CMA - FEES -	25,600.00		
00033	Water Components & Building Supply	08/10/2023	Regular	0.00	162.52	96476
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
30614512	Invoice	08/10/2023	07.31.2023 - MONUMENT MARKER - LID	0.00	162.52	
	01.42.62200	DEPARTMENTAL SUPPLIE	07.31.2023 - MONUMENT MAR	162.52		
00007	Bay Cities Joint Power Insurance Authority	08/15/2023	Regular	0.00	637,701.00	96477

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
BCJPIA-2024-001	Invoice	08/15/2023	2023-24 Annual Deposit Contribution	0.00	637,701.00	
	40.21.60201	WORKERS COMPENSATIO	2023-24 Annual Deposit Contrib	182,461.00		
	40.21.61153	LIABILITY INSURANCE PRE	2023-24 Annual Deposit Contrib	339,935.00		
	40.21.61153	LIABILITY INSURANCE PRE	2023-24 Annual Deposit Contrib	105,463.00		
	40.21.61188	Cyber Liability Program Pr	2023-24 Annual Deposit Contrib	9,842.00		
00048	Alhambra & Sierra Springs	08/24/2023	Regular	0.00	495.53	96478
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
23491532 08102	Invoice	08/23/2023	07.25.2023 - TOWN HALL WATER DELIVER	0.00	239.70	
	01.12.62200	DEPARTMENTAL SUPPLIE	07.25.2023 - TOWN HALL WATE	59.92		
	01.18.62200	DEPARTMENTAL SUPPLIE	07.25.2023 - TOWN HALL WATE	59.92		
	01.41.62200	DEPARTMENTAL SUPPLIE	07.25.2023 - TOWN HALL WATE	59.94		
	01.71.62200	DEPARTMENTAL SUPPLIE	07.25.2023 - TOWN HALL WATE	59.92		
23551470 08172	Invoice	08/23/2023	08.17.2023 - RECREATION WATER DELIVE	0.00	255.83	
	21.63.62979	PARKSIDE SUPPLIES	08.17.2023 - RECREATION WATE	79.94		
	21.63.62979	PARKSIDE SUPPLIES	08.17.2023 - RECREATION WATE	18.00		
	21.63.62979	PARKSIDE SUPPLIES	08.17.2023 - RECREATION WATE	24.00		
	21.63.62984	CAMP KIDMARIN MIGHT	08.17.2023 - RECREATION WATE	65.95		
	21.63.62984	CAMP KIDMARIN MIGHT	08.17.2023 - RECREATION WATE	-12.00		
	21.63.62987	ROBSON AFTER SCHOOL	08.17.2023 - RECREATION WATE	79.94		
03082	Alison St. Sure	08/24/2023	Regular	0.00	1,860.00	96479
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010567	Invoice	08/23/2023	08.17.2023 - MISA PAYMENT	0.00	1,860.00	
	21.61.61164	SOCCER SERVICES	08.17.2023 - MISA PAYMENT	1,860.00		
00003	All Autos Inc.	08/24/2023	Regular	0.00	943.31	96480
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
57747	Invoice	08/23/2023	07.21.2023 - FORD F-250 SUPER DUTY SE	0.00	943.31	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	07.21.2023 - FORD F-250 SUPER	943.31		
02922	Alpha Trenchless	08/24/2023	Regular	0.00	1,500.00	96481
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
WEB6059	Invoice	08/23/2023	08.22.2023 - 45 CEDAR - ROAD BOND	0.00	1,500.00	
	01.00.20314	ROAD BOND	08.22.2023 - 45 CEDAR - ROAD	1,500.00		
02920	Amazon Business	08/24/2023	Regular	0.00	19.61	96482
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1RX7-XJ77-7HHT	Invoice	08/23/2023	08.03.2023 - GENTLY GO DOWN THE STRE	0.00	19.61	
	01.71.62310	Library Zip Grant	08.03.2023 - GENTLY GO DOWN	19.61		
03560	ANASHKUSHA BEAUCHAMP	08/24/2023	Regular	0.00	2,511.60	96483
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010562	Invoice	08/23/2023	08.07.2023-8.11.2023 - THEATER ART CA	0.00	2,511.60	
	21.63.61186	SPECIALTY CAMPS SERVIC	08.07.2023-8.11.2023 - THEATE	2,511.60		
02806	AQUASCAPE POOL SERVICE	08/24/2023	Regular	0.00	241.00	96484
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
23388	Invoice	08/23/2023	07.31.2023 - JULY POOL SERVICE	0.00	241.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	07.31.2023 - JULY POOL SERVIC	241.00		

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03565	ASHLEY MERRYMAN	08/24/2023	Regular	0.00	155.00	96485

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
59929941	Invoice	08/23/2023	08.2023 - FARM CLUB SOCCER REIMB	0.00	155.00
	21.61.48110	YOUTH SOCCER	08.2023 - FARM CLUB SOCCER R	155.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00001	AT&T Calnet	08/24/2023	Regular	0.00	1,485.88	96486

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
000020351343	Invoice	08/23/2023	574 - ALL DEPTS - 07.10.2023 - 08.09.202	0.00	1,416.96
	41.41.61701	UTILITIES	574 - ALL DEPTS - 07.10.2023 - 0	1,416.96	
000020351347	Invoice	08/23/2023	579 -TRAFFIC LIGHT MODEM - 07.10.2023	0.00	23.41
	41.41.61701	UTILITIES	579 -TRAFFIC LIGHT MODEM - 0	23.41	
000020351348	Invoice	08/23/2023	580 - ROBSON PHONE - 07.10.2023 - 08.0	0.00	45.51
	34.41.61705	UTILITIES-TELEPHONE	580 - ROBSON PHONE - 07.10.2	45.51	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00388	Baker & Taylor	08/24/2023	Regular	0.00	1,081.83	96487

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
5015476402	Invoice	08/23/2023	08.08.2023 - ADULT BOOKS	0.00	131.49
	27.71.62301	ADULT BOOKS	08.08.2023 - ADULT BOOKS	131.49	
5018460079	Invoice	08/23/2023	08.01.2023 - CHILDRENS BOOKS	0.00	36.75
	27.71.62302	CHILDRENS BOOKS	08.01.2023 - CHILDRENS BOOKS	36.75	
5018468036	Invoice	08/04/2023	08.04.2023 - CHILDRENS BOOKS	0.00	15.60
	27.71.62302	CHILDRENS BOOKS	08.04.2023 - CHILDRENS BOOKS	15.60	
5018468037	Invoice	08/23/2023	08.04.2023 - CHILDRENS BOOKS	0.00	16.01
	27.71.62302	CHILDRENS BOOKS	08.04.2023 - CHILDRENS BOOKS	16.01	
5018476403	Invoice	08/23/2023	08.08.2023 - ADULT BOOKS	0.00	20.50
	27.71.62301	ADULT BOOKS	08.08.2023 - ADULT BOOKS	20.50	
5018476404	Invoice	08/23/2023	08.08.2023 - ADULT BOOKS	0.00	14.14
	27.71.62301	ADULT BOOKS	08.08.2023 - ADULT BOOKS	14.14	
5018476405	Invoice	08/23/2023	08.08.2023 - ADULT BOOKS	0.00	14.42
	27.71.62301	ADULT BOOKS	08.08.2023 - ADULT BOOKS	14.42	
5018476406	Invoice	08/23/2023	08.08.2023 - ADULT BOOKS	0.00	17.76
	27.71.62301	ADULT BOOKS	08.08.2023 - ADULT BOOKS	17.76	
5018476407	Invoice	08/23/2023	08.08.2023 - VIDEOS	0.00	22.45
	27.71.62301	ADULT BOOKS	08.08.2023 - VIDEOS	22.45	
5018480315	Invoice	08/23/2023	08.10.2023 - ADULT BOOKS	0.00	453.38
	27.71.62301	ADULT BOOKS	08.10.2023 - ADULT BOOKS	453.38	
5018480316	Invoice	08/23/2023	08.10.2023 - ADULT BOOKS	0.00	44.30
	27.71.62301	ADULT BOOKS	08.10.2023 - ADULT BOOKS	44.30	
5018480317	Invoice	08/23/2023	08.10.2023 - ADULT BOOKS	0.00	70.51
	27.71.62301	ADULT BOOKS	08.10.2023 - ADULT BOOKS	70.51	
5018480318	Invoice	08/23/2023	08.10.2023 - ADULT BOOKS	0.00	43.60
	27.71.62301	ADULT BOOKS	08.10.2023 - ADULT BOOKS	43.60	
5018480319	Invoice	08/23/2023	08.10.2023 - ADULT BOOKS	0.00	50.95
	27.71.62301	ADULT BOOKS	08.10.2023 - ADULT BOOKS	50.95	
5018480320	Invoice	08/23/2023	08.10.2023 - ADULT BOOKS	0.00	22.45
	27.71.62301	ADULT BOOKS	08.10.2023 - ADULT BOOKS	22.45	
H65742030	Invoice	07/26/2023	07.26.2023 - VIDEOS	0.00	31.45
	01.71.62307	VIDEOS	07.26.2023 - VIDEOS	31.45	
H65756430	Invoice	08/23/2023	07.27.2023 - VIDEOS	0.00	19.12
	01.71.62307	VIDEOS	07.27.2023 - VIDEOS	19.12	
H65800620	Invoice	08/23/2023	08.01.2023 - VIDEOS	0.00	29.62

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.71.62307 VIDEOS		08.01.2023 - VIDEOS		29.62	
H65872220	Invoice	08/23/2023	08.08.2023 - VIDEOS	0.00	27.33	
	01.71.62307 VIDEOS		08.08.2023 - VIDEOS		27.33	
	Void	08/24/2023	Regular	0.00	0.00	96488
00066	CalSteam	08/24/2023	Regular	0.00	3,761.28	96489
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
4569772	Invoice	08/23/2023	08.08.2023 - 2 GALV T&C A53A S40 PIPE	0.00	3,761.28	
	01.42.62909	SUPPLIES-TRAFFIC CONTR	08.08.2023 - 2 GALV T&C A53A	3,761.28		
03135	CentralSquare Technologies	08/24/2023	Regular	0.00	5,685.37	96490
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
388997	Invoice	08/23/2023	07.01.2023 - 06.30.2023 - HORIZON CLO	0.00	5,685.37	
	01.41.61150	OUTSIDE SERVICES-OTHE	07.01.2023 - 06.30.2023 - HORI	5,685.37		
02163	City of Foster City	08/24/2023	Regular	0.00	567.00	96491
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
15568	Invoice	08/23/2023	08.04.2023 - ASSISTANT PLANNER POSTIN	0.00	567.00	
	01.18.61806	MISC HIRING EXPENSES	08.04.2023 - ASSISTANT PLANN	567.00		
02315	Coastland Civil Engineering Inc.	08/24/2023	Regular	0.00	12,542.50	96492
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
57093	Invoice	08/23/2023	07.05.2023-07.27.2023 - BUILDING DEPT	0.00	12,542.50	
	01.41.61157	PLAN CHECKING	07.05.2023-07.27.2023 - BUILDI	12,542.50		
00533	Davis Sign Company	08/24/2023	Regular	0.00	491.63	96493
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
36972	Invoice	08/23/2023	08.11.2023 - RESERVED PARKING SIGNS	0.00	491.63	
	34.41.62200	DEPARTMENTAL SUPPLIE	08.11.2023 - RESERVED PARKIN	491.63		
00082	Department of Industrial Relations	08/24/2023	Regular	0.00	675.00	96494
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
E 1987548 SA	Invoice	08/23/2023	08.14.2023 - CONVEYANCE NUMBER 0520	0.00	225.00	
	01.41.61504	BLDG. MAINT-ELEVATOR	08.14.2023 - CONVEYANCE NU	225.00		
E 1987550 SA	Invoice	08/23/2023	08.11.2023 - CONVEYANCE NUMBER 0664	0.00	225.00	
	01.41.61504	BLDG. MAINT-ELEVATOR	08.11.2023 - CONVEYANCE NU	225.00		
E 1987552 SA	Invoice	08/23/2023	08.14.2023 - CONVEYANCE NUMBER 1545	0.00	225.00	
	01.41.61504	BLDG. MAINT-ELEVATOR	08.14.2023 - CONVEYANCE NU	225.00		
02732	Diesel Direct West	08/24/2023	Regular	0.00	704.18	96495
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
85324982	Invoice	08/23/2023	08.17.2023 - 24.7 GALLONS CLEAR RENE	0.00	145.33	
	01.81.62988	VEHICLE-FUEL/OIL/TIRES	08.17.2023 - 24.7 GALLONS CLE	145.33		
85324993	Invoice	08/23/2023	08.17.2023 - 100.6 GALLONS GASOLINE U	0.00	558.85	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	08.17.2023 - 100.6 GALLONS GA	558.85		
03563	ELIZABETH & DAVID MELONE	08/24/2023	Regular	0.00	1,888.00	96496
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
WEB5688	Invoice	08/23/2023	WEB5688 - PLANNING REFUND - 14 IDALI	0.00	1,888.00	
	01.00.48057	PLANNING FEES	WEB5688 - PLANNING REFUND	1,888.00		

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03396	Emily B. Stucky	08/24/2023	Regular	0.00	400.00	96497

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
#009	Invoice	08/23/2023	07.07.2023 - 07.28.2023 - SING AND STO	0.00	400.00
	01.71.61132	OUTSIDE SVCS-PROGRAM	07.07.2023 - 07.28.2023 - SING	400.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00240	Erik Johannson	08/24/2023	Regular	0.00	31,920.00	96498

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0010557	Invoice	06/30/2023	08.10.2023 - CANON SWIM & TENNIS CA	0.00	12,163.20
	21.61.61166	TENNIS SERVICES	08.10.2023 - C	12,163.20	
INV0010560	Invoice	08/23/2023	07.01.2023-07.31.2023 - CANON SWIM &	0.00	19,756.80
	21.61.61166	TENNIS SERVICES	07.01.2023-07.31.2023 - CANO	19,756.80	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03331	Essence Goldman	08/24/2023	Regular	0.00	500.00	96499

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0010571	Invoice	08/23/2023	08.25.2023 - LIVE ON THE AVENUE FAMIL	0.00	500.00
	01.71.61132	OUTSIDE SVCS-PROGRAM	08.25.2023 - LIVE ON THE AVEN	500.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00017	Fairfax Building Supply Co. Inc.	08/24/2023	Regular	0.00	497.30	96500

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
268682	Invoice	08/23/2023	08.03.2023 - TOILET SEAT ELNG WOOD	0.00	45.77
	01.41.61506	BLDG. MAINT-OTHER	08.03.2023 - TOILET SEAT ELNG	45.77	
268695	Invoice	08/23/2023	08.03.2023 - COLOR TOWELS / YELLOW JA	0.00	134.99
	01.81.62200	DEPARTMENTAL SUPPLIE	08.03.2023 - COLOR TOWELS / Y	134.99	
268696	Invoice	08/23/2023	08.03.2023 - HANDLE TAPR 1-1/8X72	0.00	23.52
	01.42.62200	DEPARTMENTAL SUPPLIE	08.03.2023 - HANDLE TAPR 1-1/	23.52	
268831	Invoice	08/23/2023	08.07.2023 - SPRYPNT 2X GLS BLACK	0.00	52.90
	01.42.62200	DEPARTMENTAL SUPPLIE	08.07.2023 - SPRYPNT 2X GLS B	52.90	
268832	Invoice	08/23/2023	08.07.2023 - 2X8X16 TREATED FIR	0.00	158.21
	01.42.62200	DEPARTMENTAL SUPPLIE	08.07.2023 - 2X8X16 TREATED F	158.21	
268905	Invoice	08/23/2023	08.08.2023 - FABRIC LANDSCAPE 4X50	0.00	52.73
	01.81.62200	DEPARTMENTAL SUPPLIE	08.08.2023 - FABRIC LANDSCAP	52.73	
269042	Invoice	08/23/2023	08.10.2023 - PREMIUM TOP SOIL	0.00	9.79
	01.81.62200	DEPARTMENTAL SUPPLIE	08.10.2023 - PREMIUM TOP SOI	9.79	
269043	Invoice	08/23/2023	08.10.2023 - DUCT TAPE YLW	0.00	19.39
	01.81.62200	DEPARTMENTAL SUPPLIE	08.10.2023 - DUCT TAPE YLW	19.39	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01062	Forster Pump & Engineering Inc	08/24/2023	Regular	0.00	270.45	96501

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2307350-IN	Invoice	08/23/2023	07.25.2023 - IRRIGATION PUMPS	0.00	270.45
	01.81.61413	EQUIPMENT MAINT.-OTH	07.25.2023 - IRRIGATION PUMP	270.45	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01143	Gopher IT Trenchless	08/24/2023	Regular	0.00	1,500.00	96502

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
R14401	Invoice	08/23/2023	08.15.2023 - 12 SHEILA CT - ROAD BOND	0.00	1,500.00
	01.00.20314	ROAD BOND	08.15.2023 - 12 SHEILA CT - RO	1,500.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03352	Granite Construction Company	08/24/2023	Regular	0.00	2,083.33	96503

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2512636	Invoice	08/23/2023	07.10.2023 - 3942 - EZ STREET / SUPER 16	0.00	2,083.33
	01.42.62908	SUPPLIES-STREET MAINT	07.31.2023	2,083.33	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02606	Halleh Besharati	08/24/2023	Regular	0.00	10,605.00	96504

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
08072023	Invoice	08/23/2023	08.07.2023-08.11.2023 - WORLD COOKIN	0.00	9,450.00
	21.63.61186	SPECIALTY CAMPS SERVIC	08.07.2023-08.11.2023 - WORL	9,450.00	
08212023	Invoice	08/22/2023	08.21.2023 - BACK TO SEWING TEACHER	0.00	1,155.00
	21.62.61175	KIDS CULTURE SERVICES	08.21.2023 - BACK TO SEWING T	1,155.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00020	Hannibal's Inc Electrical Construction	08/24/2023	Regular	0.00	1,821.81	96505

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
25035	Invoice	08/23/2023	08.09.2023 - ELECTRICIAN LABOR / MATE	0.00	1,821.81
	41.41.61701	UTILITIES	08.09.2023 - ELECTRICIAN LABO	1,821.81	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03332	Heidi Scoble	08/24/2023	Regular	0.00	1,680.42	96506

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0010565	Invoice	08/14/2023	07.23.2023-07.29.2023 - REIMB - LGSI CO	0.00	1,680.42
	01.18.61000	TRAINING	07.23.2023-07.29.2023 - REIMB	1,680.42	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00022	Jackson's Hardware Inc.	08/24/2023	Regular	0.00	1,355.74	96507

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
131525	Invoice	06/30/2023	06.05.2023 - MAKITA 40 V TRIMMER	0.00	1,316.43
	01.81.62200	DEPARTMENTAL SUPPLIE	06.05.2023 - MAKITA 40 V TRIM	1,316.43	
133215	Invoice	06/30/2023	06.28.2023 - FLAG SET US 3X5	0.00	39.31
	01.81.62200	DEPARTMENTAL SUPPLIE	06.28.2023 - FLAG SET US 3X5	39.31	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03281	Jaime E. Valle	08/24/2023	Regular	0.00	5,060.00	96508

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
SA-081823	Invoice	08/23/2023	08.07.2023-08.18.2023 - INSPECTIONS/PL	0.00	5,060.00
	01.41.61157	PLAN CHECKING	08.07.2023-08.18.2023 - INSPEC	5,060.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03008	Jara, Inc,	08/24/2023	Regular	0.00	678.60	96509

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0010569	Invoice	08/23/2023	08.22.2023 - CAMP KID MARIN WEEK 8 &	0.00	678.60
	21.63.61179	PARKSIDE SERVICES	08.22.2023 - CAMP KID MARIN	104.40	
	21.63.61179	PARKSIDE SERVICES	08.22.2023 - CAMP KID MARIN	113.10	
	21.63.61184	CAMP KIDMARIN MIGHT	08.22.2023 - CAMP KID MARIN	217.50	
	21.63.61184	CAMP KIDMARIN MIGHT	08.22.2023 - CAMP KID MARIN	243.60	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03322	Juan Landaverde	08/24/2023	Regular	0.00	8,082.34	96510

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
1107	Invoice	08/23/2023	08.18.2023 - TOWN HALL PATCH AND PAI	0.00	8,082.34
	41.41.61701	UTILITIES	08.18.2023 - TOWN HALL PATCH	8,082.34	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00113	Juan Olsen Sanchez	08/24/2023	Regular	0.00	825.00	96511

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0010568	Invoice	08/23/2023	08.22.2023 - CAMP KID MARIN WEEK 8 &	0.00	825.00
	21.63.61179	PARKSIDE SERVICES	08.22.2023 - CAMP KID MARIN	145.00	
	21.63.61179	PARKSIDE SERVICES	08.22.2023 - CAMP KID MARIN	125.00	
	21.63.61184	CAMP KIDMARIN MIGHT	08.22.2023 - CAMP KID MARIN	275.00	
	21.63.61184	CAMP KIDMARIN MIGHT	08.22.2023 - CAMP KID MARIN	280.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03549	Kid's Choice Camps LLC	08/24/2023	Regular	0.00	2,992.50	96512

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
08072023AMPM	Invoice	08/23/2023	08.07.2023-08.11.2023 - CARPENTRY FOR	0.00	2,992.50	
	21.63.61186	SPECIALTY CAMPS SERVIC	08.07.2023-08.11.2023 - CARPE	2,992.50		
00115	Kone Inc	08/24/2023	Regular	0.00	3,063.63	96513
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
871114189	Invoice	08/23/2023	08.01.2023 - 10.31.2023 - ELEVATOR MAI	0.00	3,063.63	
	41.41.61701	UTILITIES	08.01.2023 - 10.31.2023 - ELEVA	3,063.63		
02579	LTS of Marin	08/24/2023	Regular	0.00	564.98	96514
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1589	Invoice	08/23/2023	08.20.2023 - 2022 DODGE 1500	0.00	564.98	
	31.41.62988	VEHICLE-FUEL/OIL/TIRES	08.20.2023 - 2022 DODGE 1500	564.98		
00377	Luis Quezada	08/24/2023	Regular	0.00	25,921.00	96515
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0010570	Invoice	08/23/2023	07.17.2023 - 07.24.2023 - SOCCER CAMP	0.00	25,921.00	
	21.63.61183	CAMP SPORTS SERVICES	07.17.2023 - 07.24.2023 - SOCC	25,921.00		
00149	Marin County Sheriff's Department	08/24/2023	Regular	0.00	20.00	96516
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
12322	Invoice	06/30/2023	04.2023-06.2023 - LIVE SCAN SERVICES	0.00	20.00	
	01.42.61806	MISC HIRING EXPENSES	04.2023-06.2023 - LIVE SCAN SE	20.00		
02042	Marin I J 30640450 Circulation Library	08/24/2023	Regular	0.00	968.72	96517
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
4674389	Invoice	08/23/2023	ACCT # 4674389 - SEVEN DAY ALL ACCESS	0.00	968.72	
	01.71.62305	MAGAZINES AND NEWSP	ACCT # 4674389 - SEVEN DAY AL	968.72		
00029	Marin IT	08/24/2023	Regular	0.00	28,472.49	96518
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2023-120523	Invoice	05/23/2023	05.23.2023 - MAY - AGREEMENT ONLITE S	0.00	5,720.00	
	42.21.63003	COMPUTER HARDWARE/	05.23.2023 - MAY - AGREEMENT	5,720.00		
2023-120524	Invoice	05/23/2023	05.23.2023 - MAY - AGREEMENT AUTOMA	0.00	2,117.50	
	42.21.63003	COMPUTER HARDWARE/	05.23.2023 - MAY - AGREEMENT	2,117.50		
2023-120525	Invoice	05/23/2023	05.23.2023 - MAY - AGREEMENT IT SUPP	0.00	5,026.67	
	42.21.63003	COMPUTER HARDWARE/	05.23.2023 - MAY - AGREEMENT	5,026.67		
2023-121032	Invoice	08/23/2023	08.04.2023 - BILLABLE PRODUCTS & OTHE	0.00	14,608.32	
	01.12.61150	OUTSIDE SERVICES-OTHE	08.04.2023 - BILLABLE PRODUC	14,608.32		
2023-121071	Invoice	08/23/2023	08.07.2023 - AGREEMENT HOSTED BACK	0.00	1,000.00	
	42.21.63003	COMPUTER HARDWARE/	08.07.2023 - AGREEMENT HOST	1,000.00		
03561	MARY LANDLES-COBB	08/24/2023	Regular	0.00	352.00	96519
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
59279328	Invoice	08/10/2023	08.07.2023 - SOCCER CAMP REFUND	0.00	352.00	
	21.63.48124	CAMP SPORTS	08.07.2023 - SOCCER CAMP REF	352.00		
02323	Maze & Associates	08/24/2023	Regular	0.00	13,745.00	96520

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
50221	Invoice	06/30/2023	06.30.2023 - AUDIT / ANNUAL COMP FIN	0.00	13,132.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	06.30.2023 - AUDIT / ANNUAL C	13,132.00		
50261	Invoice	06/30/2023	07.31.2023 - PROFESSIONAL SERVICES FY	0.00	613.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	07.31.2023 - PROFESSIONAL SE	613.00		
00372	Miller Pacific	08/24/2023	Regular	0.00	10,647.80	96521
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
26295	Invoice	08/23/2023	07.24.2023-08.06.2023 - 2022 PAVEMENT	0.00	10,647.80	
	15.41.63107	PAVING	07.24.2023-08.06.2023 - 2022 P	10,647.80		
01916	NATIONAL ACADEMY OF ATHLETICS	08/24/2023	Regular	0.00	4,855.20	96522
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0010563	Invoice	08/23/2023	08.07.2023 - ALL SORTS OF SPORTS CAMP	0.00	4,855.20	
	21.61.61162	KIDS SPORTS SERVICES	08.07.2023 - ALL SORTS OF SPO	4,855.20		
03211	ODP Business Solutions LLC	08/24/2023	Regular	0.00	132.12	96523
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
323108497001	Invoice	08/23/2023	08.03.2023 - TAPE, EXP PKT LETTER, FOLD	0.00	132.12	
	01.12.62000	OFFICE SUPPLIES	08.03.2023 - TAPE, EXP PKT LET	132.12		
00128	Pacific Gas & Electric	08/24/2023	Regular	0.00	152.52	96524
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
216-08112023	Invoice	08/23/2023	990216 - IMAGINATION PARK - 07.07.202	0.00	152.52	
	14.81.61701	UTILITIES-ELECTRICITY	990216 - IMAGINATION PARK - 0	152.52		
00165	Pacific Telemanagement Services - PTS	08/24/2023	Regular	0.00	53.00	96525
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2110157	Invoice	08/23/2023	09.01.2023 - 09.30.2023 - PAY PHONE SER	0.00	53.00	
	01.42.61705	UTILITIES-TELEPHONE	09.01.2023 - 09.30.2023 - PAY P	53.00		
02554	Parkmobile LLC	08/24/2023	Regular	0.00	269.20	96526
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV34592	Invoice	08/23/2023	07.31.2023 - END USER FEES	0.00	269.20	
	13.42.61114	OUTSIDE SRV: PARKING	07.31.2023 - END USER FEES	269.20		
00893	Perfect Timing Personnel Services, Inc.	08/24/2023	Regular	0.00	202.06	96527
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
52365	Invoice	08/23/2023	08.14.2023 - ADMIN SUPPORT	0.00	202.06	
	01.41.61103	OUTSIDE SVCS - HUMAN	08.14.2023 - ADMIN SUPPORT	202.06		
03321	Ready Refresh	08/24/2023	Regular	0.00	132.77	96528
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
03G5900300343	Invoice	08/23/2023	07.01.2023 - 07.31.2023 - REC DEPT WATE	0.00	53.68	
	21.65.62000	OFFICE SUPPLIES	07.01.2023 - 07.31.2023 - REC D	53.68		
03H6707281423	Invoice	08/23/2023	07.05.2023-08.04.2023 - REC DEPT WATE	0.00	79.09	
	21.63.62990	SPECIALTY CAMP SUPPLIE	07.05.2023-08.04.2023 - REC DE	79.09		
03374	Readyset Solutions Co	08/24/2023	Regular	0.00	19,575.00	96529

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
BN-02461	Invoice	08/03/2023	08.03.2023 - ORG ASSESSMENT AND DEI	0.00	19,575.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	08.03.2023 - ORG ASSESSMENT	19,575.00		
00181	Ross Valley Fire Department	08/24/2023	Regular	0.00	3,041.56	96530
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010561	Invoice	08/23/2023	08.17.2023 - RVFD FEES COLLECTED FOR J	0.00	3,041.56	
	01.00.20354	DUE TO ROSS VALLEY FIR	08.17.2023 - RVFD FEES COLLEC	3,041.56		
01563	SCA	08/24/2023	Regular	0.00	7,202.90	96531
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
23000682	Invoice	08/23/2023	07.15.2023 - JULY RESIDENTIAL SWEEPIN	0.00	7,202.90	
	01.42.61135	STREET SWEEPING	07.15.2023 - JULY RESIDENTIAL	7,202.90		
02474	T2 SYSTEMS CANADA INC.	08/24/2023	Regular	0.00	2,200.00	96532
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INVSTD00000649	Invoice	06/30/2023	Pay Station Extended Full Warranty Tier 1	0.00	2,200.00	
	13.42.61114	OUTSIDE SRV: PARKING	Pay Station Extended Full Warra	2,200.00		
00206	Tennis in Marin	08/24/2023	Regular	0.00	1,748.60	96533
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010558	Invoice	06/30/2023	06.12.2023-06.30.2023 - SUMMER TENNI	0.00	627.20	
	21.63.61183	CAMP SPORTS SERVICES	06.12.2023-06.30.2023 - SUMM	627.20		
INV0010559	Invoice	08/23/2023	07.01-2023-07.31.2023 - SUMMER TENNI	0.00	1,121.40	
	21.63.61183	CAMP SPORTS SERVICES	07.01-2023-07.31.2023 - SUMM	1,121.40		
03562	THOMAS BAUTISTA	08/24/2023	Regular	0.00	375.00	96534
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010564	Invoice	08/23/2023	08.02.2023 REIMB - PE EXAM COST	0.00	375.00	
	01.41.61302	DUES	08.02.2023 REIMB - PE EXAM C	375.00		
00384	Van Midde & Son Concrete	08/24/2023	Regular	0.00	52,287.50	96535
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14533	Invoice	08/23/2023	07.18.2023 - 15 - 135 MORNINGSIDE DR	0.00	52,287.50	
	01.00.20304	CONCRETE CONTRACT	07.18.2023 - 15 - 135 MORNING	43,280.00		
	15.41.63109	UNPROGRAMMED RESUR	07.18.2023 - 15 - 135 MORNING	9,007.50		
02905	Wells Fargo Vendor Financial Services, LLC	08/24/2023	Regular	0.00	1,133.32	96536
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5026291332	Invoice	08/23/2023	08.11.2023 - CANON COPIER	0.00	1,133.32	
	42.21.63003	COMPUTER HARDWARE/	08.11.2023 - CANON COPIER	1,133.32		
02773	BRIAN COLBERT	08/28/2023	Regular	0.00	376.44	96537
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0003654	Invoice	10/22/2019	OCT 2019 - LEAGUE OF CA CITIES REIMBU	0.00	136.17	
	01.11.61000	TRAINING	OCT 2019 - LEAGUE OF CA CITIE	136.17		
INV0004229	Invoice	05/13/2020	10/16/19-10/18/19 - LEAGUE OF CA CITIE	0.00	240.27	
	01.21.61000	TRAINING	10/16/19-10/18/19 - LEAGUE O	92.29		
	01.21.61000	TRAINING	10/16/19-10/18/19 - LEAGUE O	147.98		
02773	BRIAN COLBERT	08/28/2023	Regular	0.00	149.00	96538

Check Report **Date Range: 08/01/2023 - 08/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0007477	Invoice	05/11/2022	05.10.2022 - REIMBURSEMENT - NEXT 22	0.00	149.00	
	01.11.61000	TRAINING	05.10.2022 - REIMBURSEMENT -	149.00		
03344	CSG Forte Payments Inc.	08/03/2023	Bank Draft	0.00	1,072.05	DFT04550
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0010841777	Invoice	06/30/2023	06.30.2023 - CREDIT CARD PROCESSING -	0.00	1,072.05	
	21.65.61177	CHG CARDS	06.30.2023 - CREDIT CARD PRO	1,072.05		
03344	CSG Forte Payments Inc.	08/03/2023	Bank Draft	0.00	2,503.49	DFT04551
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0010841776	Invoice	06/30/2023	06.30.2023 - ACH DEBIT TRANSACTIONS -	0.00	2,503.49	
	21.65.61177	CHG CARDS	06.30.2023 - ACH DEBIT TRANS	2,503.49		
00348	The Bank of New York Mellon	08/03/2023	Bank Draft	0.00	-165,700.00	DFT04552
00348	The Bank of New York Mellon	08/03/2023	Bank Draft	0.00	165,700.00	DFT04552
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010497	Invoice	08/10/2023	07.28.2023 - DEBIT ACCOUNT - WIRE - 07.	0.00	165,700.00	
	28.40.64000	DEBT SERVICE: PRINCIPAL	07.28.2023 - DEBIT ACCOUNT -	145,000.00		
	28.40.64100	DEBT SERVICE: INTEREST	07.28.2023 - DEBIT ACCOUNT -	20,700.00		
00348	The Bank of New York Mellon	08/03/2023	Bank Draft	0.00	197,328.13	DFT04553
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010498	Invoice	08/10/2023	07.28.2023 - DEBIT ACCOUNT - WIRE - 07.	0.00	197,328.13	
	29.40.64000	DEBT SERVICE: PRINCIPAL	07.28.2023 - DEBIT ACCOUNT -	185,000.00		
	29.40.64100	DEBT SERVICE: INTEREST	07.28.2023 - DEBIT ACCOUNT -	12,328.13		
00348	The Bank of New York Mellon	08/03/2023	Bank Draft	0.00	-197,328.13	DFT04553
03303	U.S. Bank Corporate Trust	08/03/2023	Bank Draft	0.00	498,268.81	DFT04554
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2314230	Invoice	08/10/2023	07.24.2023 - DEBIT ACCOUNT - WIRE - 07.	0.00	498,268.81	
	01.40.64000	DEBT SERVICE: PRINCIPAL	07.24.2023 - DEBIT ACCOUNT -	410,000.00		
	01.40.64100	DEBT SERVICE: INTEREST	07.24.2023 - DEBIT ACCOUNT -	88,268.81		
03303	U.S. Bank Corporate Trust	08/03/2023	Bank Draft	0.00	-498,268.81	DFT04554
00362	Town of San Anselmo	08/03/2023	Bank Draft	0.00	278,374.41	DFT04580
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010531	Invoice	08/03/2023	8-15-2023 TSA To Fund Payroll	0.00	278,374.41	
	01.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	191,475.04		
	01.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	3,813.82		
	01.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	-1,010.42		
	12.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	9,134.54		
	12.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	-82.50		
	19.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	9,820.80		
	21.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	52,352.88		
	21.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	-238.33		
	27.00.20299	PAYROLL PAYABLE	8-15-2023 TSA To Fund Payroll	13,108.58		
03554	Doc Bailey Construction Equipment Inc	08/08/2023	Bank Draft	0.00	5,279.50	DFT04581
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
39657	Invoice	07/03/2023	06.28.2023 - STANDARD BUCKET TRUCK -	0.00	5,279.50	
	40.21.61906	LIABILITY INSURANCE CLA	06.28.2023 - STANDARD BUCKE	5,279.50		

Check Report **Date Range: 08/01/2023 - 08/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03554	Doc Bailey Construction Equipment Inc	08/08/2023	Bank Draft	0.00	-5,279.50	DFT04581
00128	Pacific Gas & Electric	08/15/2023	Bank Draft	0.00	631.47	DFT04583

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
355-08102023	Invoice	08/23/2023	355 - CORP YARD - 07.06.2023-08.02.202	0.00	631.47
	41.41.61701	UTILITIES	355 - CORP YARD - 07.06.2023-0	631.47	

00128	Pacific Gas & Electric	08/10/2023	Bank Draft	0.00	23.74 DFT04584

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
717-08062023	Invoice	08/23/2023	717 - CORP YARD GAS - 07.07.2023-08.04.	0.00	23.74
	41.41.61701	UTILITIES	717 - CORP YARD GAS - 07.07.20	23.74	

00128	Pacific Gas & Electric	08/15/2023	Bank Draft	0.00	2,389.52 DFT04585

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
146-08112023	Invoice	08/23/2023	146 - EV CHARGING - 07.07.2023-08.06.2	0.00	2,389.52
	13.42.61114	OUTSIDE SRV: PARKING	146 - EV CHARGING - 07.07.202	2,389.52	

01281	Payroll Resources Group	08/28/2023	Bank Draft	0.00	85.00 DFT04610

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
15161	Invoice	08/28/2023	August 2023 S125 Processing	0.00	85.00
	01.12.61107	OUTSIDE SVCS-ACCOUNTI	August 2023 S125 Processing	85.00	

00362	Town of San Anselmo	08/28/2023	Bank Draft	0.00	223,546.33 DFT04612

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0010592	Invoice	08/28/2023	8-31-2023 TSA To Fund Payroll	0.00	223,546.33
	01.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	155,478.26	
	01.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	3,813.82	
	01.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	-1,010.42	
	15.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	6,689.13	
	15.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	-82.50	
	19.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	8,944.40	
	21.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	41,469.29	
	21.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	-238.33	
	27.00.20299	PAYROLL PAYABLE	8-31-2023 TSA To Fund Payroll	8,482.68	

00128	Pacific Gas & Electric	08/28/2023	Bank Draft	0.00	13,873.67 DFT04620

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
461-08222023	Invoice	09/07/2023	461 - TH UTILITIES - 07.08.2023-08.07.202	0.00	13,873.67
	21.65.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 07.08.2023-	417.60	
	21.65.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 07.08.2023-	649.29	
	31.41.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 07.08.2023-	1,152.90	
	31.41.61702	UTILITIES-GAS	461 - TH UTILITIES - 07.08.2023-	729.76	
	34.41.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 07.08.2023-	260.82	
	34.41.61702	UTILITIES-GAS	461 - TH UTILITIES - 07.08.2023-	166.48	
	41.41.61701	UTILITIES	461 - TH UTILITIES - 07.08.2023-	10,496.82	

03344	CSG Forte Payments Inc.	08/10/2023	Bank Draft	0.00	870.19 DFT04648

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
0010951502	Invoice	08/10/2023	Recreation August Forte Invoices	0.00	870.19
	21.65.61177	CHG CARDS	Recreation August Forte Invoice	870.19	

03344	CSG Forte Payments Inc.	08/10/2023	Bank Draft	0.00	3,058.88 DFT04649

Check Report **Date Range: 08/01/2023 - 08/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0010951501	Invoice	08/10/2023	Recreation Forte August Invoice	0.00	3,058.88	
	21.65.61177	CHG CARDS	Recreation Forte August Invoice	3,058.88		
00181	Ross Valley Fire Department	08/29/2023	Bank Draft	0.00	419,893.50	DFT04652
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010749	Invoice	08/29/2023	RVFD August Member Contribution	0.00	419,893.50	
	01.32.61139	RVFS CONTRACT	RVFD August Member Contribu	419,893.50		
03554	Doc Bailey Construction Equipment Inc	08/03/2023	Bank Draft	0.00	4,882.50	DFT04653
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0010750	Invoice	08/02/2023	Equipment Rental - Bucket Truck	0.00	4,882.50	
	40.21.61906	LIABILITY INSURANCE CLA	Equipment Rental - Bucket Truck	4,882.50		

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	246	139	0.00	2,491,093.84
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	-525.44
Bank Drafts	17	21	0.00	951,204.75
EFT's	0	0	0.00	0.00
	263	**165**	**0.00**	**3,441,773.15**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	246	139	0.00	2,491,093.84
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	-525.44
Bank Drafts	17	21	0.00	951,204.75
EFT's	0	0	0.00	0.00
	263	**165**	**0.00**	**3,441,773.15**

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH - OPERATING	8/2023	3,441,773.15
			3,441,773.15

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.3

MEETING DATE: September 26, 2023

AGENDA TITLE: Revenue and Expenditure Reports, August 2023

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: Approve the monthly year-to-date Revenue and Expenditure Reports and corresponding activity for the period ending through August 31, 2023.

SUMMARY

Every reporting period end, the Town of San Anselmo presents to the Town Council its operations as shown on the Revenue and Expenditure reports for discussion and approval.

BACKGROUND

The Revenue and Expenditure reports are year-to-date summaries of revenues and expenditures from the Town's financial system ('Tyler Incode') for both the current as well as the prior corresponding fiscal year. These reports include the General Fund's operations given most of the Town-level operational activities are processed through the General Fund either directly or indirectly. This approval is to be obtained once a month within the fiscal year.

DISCUSSION/ANALYSIS

The revenue and expenditure data through August 31, 2023, is a compilation of all operating activity that is year-to-date for the current and prior fiscal year. These reports are sourced directly from the Town's financial system, of which a corresponding analysis has been performed identifying the key trends the Town Council should take note of.

Revenues

Overall, through the August 2023 reporting period end, the Town's General Fund revenue has decreased its base relative to the prior year by $0.087M. As it's the beginning of the fiscal year the revenue numbers are low since most of the Town's revenue is collected at specific times. All activity is either flat year-over-year or nets

correspondingly to an immaterial change—all of which are within management's expectations.

Category	AUG YTD FY24	AUG YTD FY23	$ Change	% Change
Property Tax	15,500.00	20,956.94	(5,456.94)	-26.04%
Sales Tax	-	-	-	
Property Transfer Tax	-	-	-	
Franchise Taxes	40,251.26	35,267.14	4,984.12	14.13%
Licenses & Permits	155,115.70	223,376.59	(68,260.89)	-30.56%
Fines	12,214.44	7,005.52	5,208.92	74.35%
Cash & Investment Interest	1,288.16	2,392.52	(1,104.36)	-46.16%
Intergovernmental	13,823.74	20,310.99	(6,487.25)	0.00%
Other Fees	51,581.14	67,567.09	(15,985.95)	-23.66%
Transfers In	-	-	-	
Total	289,774.44	376,876.79	(87,102.35)	-23.11%

As shown above, the Town's overall revenue base decreased by $0.087M as its

- Property Taxes - The Town receives disbursements from the County of Marin for property taxes in December, April, and June.
- Sales Tax – The Town receives disbursements monthly from the State for Sales Tax. The first disbursement for fiscal year 2023-24 comes in September.
- Franchise Taxes increased $0.005M due to rate increase by the respective provider and/or consumer activity.
- License & Permits decreased by $0.068M compared to the prior period due to continuing construction activity around the Town and the timing of collection for Business License Taxes.
- Intergovernmental increased by $0.006M compared to the prior period due to timing of collections for the Prop 172 .5% sales tax.

As far as the other revenue streams, these changes either decreased or remained relatively flat year-over-year resulting in an immaterial change.

Expenditures

Overall, through the August 2023 reporting period end, the Town's General Fund expenditures have increased by $0.423M compared to the prior year. This is primarily from increases in compensation, outside services, debt service, and other expenditures. All other activity is either flat year-over-year or nets correspondingly to an immaterial change—all of which are within management's expectations.

Category	AUG YTD FY24	AUG YTD FY23	$ Change	% Change
Compensation	666,004.42	630,793.90	35,210.52	5.58%
Retirement	50,903.17	41,940.62	8,962.55	21.37%
Training	1,934.76	4,889.25	(2,954.49)	-60.43%
Outside Services	2,526,429.76	2,414,217.54	112,212.22	4.65%
Maintenance	23,444.59	25,660.11	(2,215.52)	-8.63%
Utilities	238.44	2,398.30	(2,159.86)	-90.06%
Supplies	22,954.54	6,913.63	16,040.91	232.02%
Debt Service	498,269.00	405,926.80	92,342.20	22.75%
Other Expenditure	861,155.78	695,383.44	165,772.34	23.84%
Transfers Out	-	-	-	
Total	4,651,334.46	4,228,123.59	423,210.87	10.01%

As shown above, the Town's expenditures base overall increased by $0.423M of which is driven by compensation, outside services, debt service, and other expenditures:

- Compensation (Salaries & Wages and Benefits) increased by $0.035M compared to the prior fiscal year primarily due to the 4.5% cost of living adjustment effective July 1, 2023, step adjustments, and increase in health insurance premiums.
- Outside Services increased by $0.112M compared to the previous fiscal year due to the changes in payments for Public Safety JPA's and construction project activity.
- Debt Service increased by $0.092M compared to the previous fiscal year due to the repayment of the 2021 Pension Obligation Bonds noted above. The bond payments are due in August and February.
- Other Expenditures increased by $0.165M compared to the previous fiscal year due to the increase in insurance premiums for property, liability, and cyber security as well as a slight increase in internal service charges for technology and building maintenance.

As far as the other expenditure streams, these changes either slightly changed or remained flat year-over-year resulting in an immaterial change. All other changes are taken together overall immaterial for further discussion and are expected given the Town's operations.

FISCAL IMPACT

None

GENERAL PLAN CONSISTENCY

Not applicable

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Council's discussion and approval of this report is not a "project" under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

ATTACHMENTS

Attachment #1: General Fund Revenue and Expenditure Report by subcategory, August 2023

Attachment #2: Expenditure Report by department, August 2023

Town of San Anselmo
2023-2024 Rev & Exp Report
as of 08/31/2023
Fund: 01 - GENERAL FUND

	2022-2023 Revised Budget	2022-2023 Audited Actuals	2022-2023 YTD Actuals	% of Audited Actuals	2023-2024 Adopted Budget	2023-2024 Revised Budget	2023-2024 YTD Actuals	% of Actual / Budget
Revenue								
400 - PROPERTY TAX GENERAL	9,030,734.00	9,316,564.27	1,192.14	0.01 %	9,609,527.00	9,609,527.00	1,752.46	0.02 %
401 - PENSION	2,592,646.00	2,913,414.27	0.00	0.00 %	2,756,290.00	2,756,290.00	38.25	0.00 %
402 - PROPERTY TAX OTHER	3,760,449.00	3,535,791.39	19,764.80	0.56 %	3,875,006.00	3,875,006.00	13,709.29	0.35 %
410 - OTHER TAXES	1,610,000.00	1,417,195.29	0.00	0.00 %	1,545,000.00	1,545,000.00	162,257.31	10.50 %
411 - FRANCHISE TAXES	775,000.00	822,727.88	35,267.14	4.29 %	848,000.00	848,000.00	118,068.26	13.92 %
420 - BUSINESS LICENSE	260,000.00	299,090.84	16,082.94	5.38 %	290,000.00	290,000.00	5,413.84	1.87 %
421 - PARKING	24,500.00	2,080.10	2,893.53	139.11 %	0.00	0.00	0.00	0.00 %
422 - CONSTRUCTION	1,075,000.00	1,074,971.84	204,400.12	19.01 %	1,016,000.00	1,016,000.00	149,701.86	14.73 %
430 - VEHICLE CODE	10,000.00	8,227.51	0.00	0.00 %	10,000.00	10,000.00	2,342.72	23.43 %
431 - LIBRARY	0.00	4,050.62	307.57	7.59 %	1,250.00	1,250.00	267.30	21.38 %
432 - PARKING	50,000.00	73,714.66	6,697.95	9.09 %	115,000.00	115,000.00	9,604.42	8.35 %
440 - USE OF MONEY AND PROPERTY	70,000.00	57,997.86	2,392.52	4.13 %	75,000.00	75,000.00	1,288.16	1.72 %
450 - STATE REVENUE	127,500.00	185,570.89	20,310.99	10.95 %	137,500.00	137,500.00	13,823.74	10.05 %
460 - FEDERAL REVENUE	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %
470 - LOCAL AGENCY REVENUE	0.00	66,000.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %
480 - FEES FOR SERVICES	171,000.00	151,507.01	46,543.34	30.72 %	178,250.00	178,250.00	30,379.30	17.04 %
490 - MISCELLANEOUS REVENUE	100,070.00	162,016.07	21,023.75	12.98 %	102,772.00	102,772.00	21,201.84	20.63 %
519 - TRANSFERS IN	384,447.00	356,096.38	0.00	0.00 %	384,030.00	384,030.00	0.00	0.00 %
520 - SOURCE OF PROCEEDS	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %
Total Revenue:	20,041,346.00	20,447,016.88	376,876.79	1.84 %	20,943,625.00	20,943,625.00	529,848.75	2.53 %
Expense								
600 - SALARIES AND WAGES	3,072,145.00	2,837,609.24	482,740.38	17.01 %	3,336,127.00	3,336,127.00	530,043.69	15.89 %
601 - RETIREMENT	535,751.00	483,689.70	41,940.62	8.67 %	561,590.00	561,590.00	50,903.17	9.06 %
602 - EMPLOYEE BENEFITS	884,105.50	669,821.26	132,875.17	19.84 %	890,116.00	890,116.00	120,695.18	13.56 %
604 - RETIREE BENEFITS	156,390.00	156,390.00	15,178.35	9.71 %	164,779.00	164,779.00	15,265.55	9.26 %
610 - TRAINING	43,200.00	54,140.77	4,889.25	9.03 %	55,750.00	55,750.00	1,934.76	3.47 %
611 - OUTSIDE SERVICES	12,461,732.37	12,340,234.85	2,414,217.54	19.56 %	12,885,864.00	12,885,864.00	2,526,429.76	19.61 %
613 - PUBLICATION / DUES	15,845.50	9,189.26	771.66	8.40 %	25,272.00	25,272.00	2,237.00	8.85 %
614 - MAINTENANCE	21,792.50	23,904.73	17,708.99	74.08 %	83,235.00	83,235.00	16,837.20	20.23 %
615 - BUILDING MAINTENANCE	98,643.00	62,207.86	7,802.15	12.54 %	50,000.00	50,000.00	5,647.71	11.30 %
616 - VEHICLE MAINTENANCE	6,515.00	14,686.62	148.97	1.01 %	2,000.00	2,000.00	959.68	47.98 %
617 - UTILITIES	0.00	43,034.42	2,398.30	5.57 %	0.00	0.00	238.44	0.00 %
618 - HIRING	1,000.00	4,279.64	520.00	12.15 %	1,000.00	1,000.00	692.00	69.20 %
619 - MISCELLANEOUS	19,000.00	11,208.45	0.00	0.00 %	50,000.00	50,000.00	0.00	0.00 %
620 - OFFICE SUPPLIES	36,665.00	25,478.83	1,574.34	6.18 %	0.00	0.00	2,291.11	0.00 %
622 - DEPARTMENT SUPPLIES	46,355.00	130,034.75	3,923.11	3.02 %	152,450.00	152,450.00	16,771.06	11.00 %
623 - BOOKS / MAGAZINES / VIDEOS	24,074.00	22,973.10	1,416.18	6.16 %	27,500.00	27,500.00	3,892.37	14.15 %
629 - MISCELLANEOUS	1,185,641.00	1,212,247.26	694,091.78	57.26 %	1,371,875.00	1,371,875.00	858,226.78	62.56 %
630 - EQUIPMENT	0.00	132.30	0.00	0.00 %	500.00	500.00	0.00	0.00 %
631 - CAPITAL OUTLAY - CONSTRUCTION	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %
640 - PRINCIPAL	285,000.00	285,000.00	285,000.00	100.00 %	410,000.00	410,000.00	410,000.00	100.00 %
641 - INTEREST	248,976.00	209,248.63	120,926.80	57.79 %	176,067.00	176,067.00	88,268.81	50.13 %
670 - TRANSFERS OUT	863,517.00	813,517.00	0.00	0.00 %	699,500.00	699,500.00	0.00	0.00 %
Total Expense:	20,006,347.87	19,409,028.67	4,228,123.59	21.78 %	20,943,625.00	20,943,625.00	4,651,334.27	22.21 %
Total Fund: 01 - GENERAL FUND:	34,998.13	1,037,988.21	-3,851,246.80		0.00	0.00	-4,121,485.52	
Report Total:	34,998.13	1,037,988.21	-3,851,246.80		0.00	0.00	-4,121,485.52	

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.4

MEETING DATE: September 26, 2023

AGENDA TITLE: Consideration of Special Event Application – 2023 Dia de los Muertos Event

Consider the Approval of the Special Event Application.

FROM: Recreation

RECOMMENDATION: That Council approve the Dia de los Muertos Cultural Committee's application for the Dia de los Muertos Aztec Dance performance event scheduled for Thursday, November 2, 2023 from 6:00 to 7:30pm

BACKGROUND

Dia de los Muertos (*Day of the Dead)* is a holiday celebrated on the 1st and 2nd of November. It originated and is mostly observed in Mexico but also in other places, especially by people of Mexican heritage elsewhere. The holiday involves family and friends gathering to pay respects and to remember friends and family members who have died.

DISCUSSION/ANALYSIS

A small community group led by Taco Jane's owner Matteo Boussina is interested providing a dance performance by a local Aztec Dance group. The proposed location is Imagination Park and the proposed date is Thursday, November 2, 2023 from 6:00 to 7:30 PM. This group has held this celebration for the past several years in Imagination Park without incident.

The attached application provides details of the events with comments and conditions from Town staff.

FISCAL IMPACT

There is no fiscal impact to the Town related to this approval.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The approval of this application does not require review under the California Environmental Quality Act (CEQA) because it does not constitute a “project” pursuant to California Public Resources Code section 21065 and CEQA Guidelines section 15378, as its adoption does not involve an activity that has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment.

ATTACHMENTS

Attachment 1 - 2023 Dia de los Muertos Event Application

TOWN OF SAN ANSELMO
1000 Sir Francis Drake Blvd, Suite # 14
San Anselmo, CA 94960
415-258-4640

APPLICATION FOR COMMUNITY-BASED EVENTS

Please complete this application if you wish to conduct a community-based event (non-commercial) in San Anselmo on public property for more than 50 people or involving the closure of a downtown street for more than fifteen minutes. The application will be reviewed by staff and forwarded to the Town Council for approval.

EVENT INFORMATION

Name of event: Dia de los Muertos Celebration

Organization(s) presenting the event: San Anselmo Dia de los Muertos Cultural Committee

Other event sponsor(s), if any: Taco Jane's Restaurant

Contact Person: Matthew Boussina **Phone Number:** (415) 847-3704

Address: 21 Tamalpais AVE S.A. CA **Email:** matteo@tacojanes.com

Event Date(s): Thursday, November 2, 202

Start and end times: 6pm to 7:30pm **Number of attendees (estimate):** 50-100

Location: Imagination Park

Will alcohol be served or sold?

Yes ☐ No ☑

Brief Event Description:

In many Latin cultures and largely in Mexican culture, the 1st and 2nd days in November are known as Dia de los Muertos (Day of the Dead). The traditions for this celebration surround remembering loved ones who have passed on.

The event application requests use of Imagination Park for an Aztec Dance performance in recognition of Dia de Loas Muertos.

Public space requested:

- ☐ **Creek Park**
- ☐ **Pine Street Parking Lot**
- ☐ **Town Hall Lawn**
- ☑ **Imagination Park**
- ☐ **Other:** _____
- ☐ **Creek Park Parking Lot**
- ☐ **Magnolia Parking Lot**
- ☐ **Council Chamber**
- ☐ **Memorial Park**

☐ **San Anselmo Avenue: from (cross streets) _____ to _____**
☐ **Tunstead Avenue: from (cross streets) _____ to _____**
☐ **Other street(s): from (cross streets) _____ to _____**
☐ **Other space use (e.g. parking spaces) _____**
☐ **Other Facilities:_____**

Additional Comments on the Public Space Requested:

To be qualified for consideration, applicants must fall into one of the following categories:

- Town-Sponsored Events
- Ross Valley* accredited or licensed schools (pre-kindergarten through 12th grade, (both public and private schools)
- Ross Valley* Youth Organized Sporting of Cultural Events
- Organizations located in the Ross Valley* which have received tax-exempt status pursuant to Internal Revenue Service Code Section 501c(3)
- Merchant associations located in incorporated San Anselmo and established as of 2006

*Ross Valley is defined as incorporated and unincorporated areas of San Anselmo, Fairfax, and Ross

Standards & Objectives

The Town Council, with input from downtown merchants, property owners, and local residents, has adopted the following criteria they will consider when reviewing applications for the closure of roadways or other public space in the downtown area.

Does the event:

- ✓ Attract local residents
- ✓ Attract people throughout the Bay Area
- ✓ Attract families
- ✓ Generate interest for people to return and spend money in local businesses
- ✓ Create a positive impact for real estate stimulation
- ✓ Provide a overall positive impact on business
- ✓ Provide an opportunity for downtown merchants to participate in the event
- ✓ Provide access to neighborhood streets during the event
- ✓ Avoid conflicting with a retail holiday
- ✓ Assure public safety
- ✓ Provide adequate parking
- ✓ Benefit the Town
- ✓ Provide access for persons with disabilities
- ✓ Provide for clean-up by event organizers
- ✓ Provide emergency vehicle access
- ✓ Assure that any booths or other structures are designed and placed so that storefronts have access and visibility
- ✓ Allow local businesses to exhibit merchandise on the sidewalk area in front of their stores, without charge, while maintaining wheelchair access

CONDITIONS OF APPROVAL

The following conditions apply to downtown events, unless waived or modified by the Town. Other conditions, as set by the Town Council and staff, may apply to particular events for public safety or other objectives of the Town.

A. **Police**: Off-duty police officers may be required for the event, as determined by the Police Chief, depending on the number of people attending and the nature of the event. Off-duty police officers are required during events where alcohol is served or sold.

B. **Emergency access**: An emergency access lane of at least 14 feet wide must be maintained at all times.

C. **Insurance**: Proof of general liability insurance, naming the Town, its employees, and agents as additional insured, at limits no less than $1,000,000.

D. **Recycling and garbage**: Extra containers for recycling cans and bottles, and garbage cans must be placed throughout the area of the event. Containers and cans are to be emptied when full during the event, and picked up after the event.

E. **Compostable/Disposable Foodware:** In accordance with the Town of San Anselmo's Ordinance 1136 all food vendors will provide takeout food in reusable foodware or compostable disposable foodware, or items composed entirely of aluminum. If a compostable disposable foodware item is not available, an alternative foodware item made of other materials, except polystyrene foam and polystyrene food ware, may be substituted.

F. **Toilet facilities**: Events estimated to attract more than 100 people and lasting more than two hours must provide portable toilets, in the number and location as approved by the Parks superintendent, unless alternate arrangements for toilet facilities are otherwise required or arranged to the approval of the Parks Superintendent. Toilet facilities must be provided for disabled persons at each location where portable facilities are provided. Hand washing facilities must be provided where food is served.

G. **Traffic control**: A traffic and parking control plan, including enforcement measures, must be approved by the Police Chief.

H. **Noticing:** Events that include closure of the street will require advance written notice to businesses and residents on the street(s) that will be closed. These notices must be distributed a minimum of five days prior to the Town Council meeting date that the event application will be considered.

I. **Sales tax**: Persons or businesses selling items as part of the event shall designate San Anselmo as the point of sale for sales tax purposes.

J. **Alcoholic beverages**: A permit is required from the Police Chief and the State Department of Alcohol Beverage Control in order to serve or sell alcoholic beverages. Off-duty police officers are required if alcohol is served or sold.

K. **Fire inspection**: A fire inspection is required of any and all appliances or devices that produce an open or enclosed flame and/or hot materials, including food.

L. **Creek Park**: No more than three booths are allowed inside the turf areas of the park.

M. **Signs and barricades**: Any "No parking signs" that are needed are to be provided by the event organizers, and posted according to the traffic control plan prior to the event. Barricades, detour signs, and other traffic control devices are to be provided by the event organizers.

N. **Parking:** Temporary accessible parking must be provided if a street closure or other event condition renders permanent accessible parking unusable.

O. **Cables**: Cables must be covered so as not to create a tripping hazard. When cable covers are used, they must not create a tripping hazard and must be navigable by wheelchair. The path of travel must be no more than 1:12.

On behalf of the organization applying for the permit to conduct the event, I have read and agree to follow the standards for events, as stated in this application, and have read and agree to follow the permit conditions as stated in this application and those which may be required of me as conditions of approval.

Name: Date: September 20, 2023

NAME OF EVENT: DATE OF EVENT:

DEPARTMENT	COMMENTS/CONDITIONS	APPROVED BY
POLICE		M. Norton & H. Khalili
FIRE		D. Mahoney
RECREATION	Must comply with all ADA regulations	D. Mauk
PUBLIC WORKS		S. Condry & J. Healy
ADMINISTRATION		D. Donery
TOWN COUNCIL		

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.5

MEETING DATE: September 26, 2023

AGENDA TITLE: Consider the Adoption of a Resolution Declaring September to be National Service Dog Month

FROM: Serge Avila, Town Clerk

RECOMMENDATION

Staff recommends to Adopt the Attached Draft Resolution Declaring September 2023 to be National Service Dog Month.

BACKGROUND/DISCUSSION

In the United States, 64 million adults and children have a disability and only 16,000 service dogs from accredited training programs exist nationwide and the need is growing. There are nonprofit organizations that enhance the lives of people with disabilities by providing expertly trained service dogs and ongoing support to ensure successful results.

National Service Dog Month aims to educate our community about the benefits of service dogs and the laws protecting them; The Town of San Anselmo takes great honor in recognizing the month of September 2023 to be National Service Dog Month.

FISCAL IMPACT

None.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

This activity is not defined as a project under CEQA (Section 15378 CEQA Guidelines).

ATTACHMENTS

Attachment 1- Draft Resolution

PROCLAMATION

The Town of San Anselmo is pleased to declare

SEPTEMBER TO BE NATIONAL SERVICE DOG MONTH

WHEREAS; we believe in the joyful, transformative power of the human-canine bond and inclusivity of all citizens; and

WHEREAS; in the United States, 64 million adults and children have a disability and only 16,000 service dogs from accredited training programs exist nationwide and the need continues to grow; and

WHEREAS; Canine Companions and Guide Dogs for the Blind are examples of nonprofit organizations that enhance the lives of people with disabilities by providing expertly trained service dogs and ongoing support to ensure quality partnerships; and

WHEREAS; service dogs empower people with disabilities to lead life with greater independence, by providing best-in-class training, ongoing follow-up services, and a deeply committed community of support; and

WHEREAS; National Service Dog Month aims to educate our community about the benefits of service dogs and the laws protecting them; and

WHEREAS; the Town of San Anselmo continues to work toward becoming an inclusive community in which all citizens, and their service dogs, are embraced; and

NOW, THEREFORE, Be It Proclaimed, that the Town of San Anselmo, in recognition of services dogs and the adults and children with disabilities in our community, I, Steve Burdo, Mayor of the Town of San Anselmo, do hereby proclaim September 2023 to be

NATIONAL SERVICE DOG MONTH

and I encourage all citizens to celebrate task-trained service dogs and be respectful of the rights afforded to the adults, children, and veterans who lead more independent lives because of their assistance.

IN WITNESS WHEREOF, I have hereunto set my hand this 26th day of September, two thousand twenty-three.

_____

Steve Burdo, Mayor

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.6

MEETING DATE: September 26, 2023

AGENDA TITLE: Establishing Job Description and Pay Range for Senior Building Inspector Position

FROM: Jeff Zuba, Finance & Administrative Services Director

RECOMMENDATION: That the Town Council consider adopting the attached resolution establishing the job description, classification, and salary range for Senior Building Inspector.

BACKGROUND AND DISCUSSION

The Public Works Building Department has endured a staff shortage, specifically with the departure of a Building Inspector in June 2022. Although the recruitment for the vacancy has been posted for months and multiple rounds of interviews were conducted the Town has been unable to find a suitable candidate with the current pay scale. During this absence of a Building Inspector, the duties have been filled by the Building Official taking on additional tasks and bringing in consultants on a part-time basis.

The more senior position is intended to fill in the gaps where project management and other associated duties were either performed by consultants or other senior staff. One of the goals is to allow the Building Official to be less involved in the daily project management tasks, freeing them up for higher-level work. To build a sustainable organizational structure and plan for the future, the vacancy of the Building Inspector provides the opportunity to restructure the division and bring additional oversight, depth, and capacity to the department.

The Senior Building Inspector position is a FLSA non-exempt (hourly) position with 40-hour work week. The salary range proposed for the positions is from $8,122 to $9,873 and will follow salary adjustments received by the SEIU members. The salary range is comparable to other jurisdictions in Marin County.

FISCAL IMPACT

There would be no budget impact with adopting this job description, classification, and pay ranges as it was anticipated in the 2023-24 fiscal year budget that the Town may need to go to a Senior Building Inspector position to fill the vacancy. Allocating funds for

a new position requires the authorization of the Town Council and must be brought as a separate item for approval.

CEQA

Approving the job descriptions, classifications, and salary ranges for recreation manager, senior supervisor and coordinator III is not considered a “project” under the California Environmental Quality Act (CEQA), because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

ATTACHMENTS

Attachment 1 - Resolution Establishing Job Description and Pay Range for Senior Building Inspector
Attachment 2 - Job Description Senior Building Inspector

RESOLUTION NO. ____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO APPROVING A JOB DESCRIPTION AND CLASSIFICATION AND SETTING THE COMPENSATION RANGE FOR A NEW POSITION – SENIOR BUILDING INSPECTOR FOR 2023-2024

WHEREAS, the Town has included the position of Senior Building Inspector in its salary table; and

WHEREAS, the attached job description enumerates the roles and responsibilities of the Senior Building Inspector attached as Exhibit A and incorporated herein by reference; and

WHEREAS, the duties, responsibilities, and compensation of the professional position of the Town of San Anselmo have been reviewed in relation to comparable positions in comparable agencies in Marin.

NOW THEREFORE, BE IT HEREBY RESOLVED, as follows:

Section 1. The Town Council finds that the aforementioned recitals are true and correct and are herein incorporated into this Resolution.

Section 2. Monthly Salary. The following monthly salary range of this new classification is set as of July 1, 2023:

Senior Building Inspector
(40 hour work week)

Step A	Step B	Step C	Step D	Step E
$8,122	$8,528	$8,955	$9,403	$9,873

Section 3. The Senior Building Inspector shall follow the SEIU Memorandum of Understanding for all employee benefits including periodic salary adjustments; and

Section 4. The Town Council of the Town of San Anselmo hereby authorizes the Town Manager to approve the final job description, classification, and pay range for the position of Senior Building Inspector.

IT IS HEREBY CERTIFIED that the Town Council of the Town of San Anselmo duly introduced and regularly adopted the foregoing Resolution at the regular meeting held on September 26, 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Steve Burdo, Mayor

ATTEST:

Serge Avila, Town Clerk

TOWN OF SAN ANSELMO
SENIOR BUILDING INSPECTOR

DEFINITION

Perform inspections of residential, commercial, and industrial buildings and structures, and public works projects at all stages of construction, alteration, and repair; enforces building, electrical, plumbing, mechanical, zoning and fire codes and laws and ordinances regulating the construction of buildings; reviews building plans and specifications for conformance to codes and ordinances; issues permits; performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

- Receives general supervision from the Building Official.
- May provide technical and functional supervision to clerical staff as appropriate.

EXAMPLES OF DUTIES - duties may include, but are not limited to the following:

- Make field inspections of buildings, structures, and public works projects to ensure compliance with approved plans, specifications, and applicable building, electrical, plumbing, and mechanical codes, statutes, and regulations of the Town, county, state, and federal agencies.
- Review, approve, and issue permits for construction work.
- Check plans and specifications for completeness, accuracy, and compliance with codes and ordinances.
- Investigate code violations and complaints.
- Conduct residential resale inspections and prepare and issue reports upon sale of all residential property. Perform re-inspections and follow-up as necessary to gain compliance.
- Provide information and guidance to the public regarding codes, ordinances, and the permitting process.
- Provide technical information and interpretations regarding codes, ordinances and compliance methods to contractors, builders, designers, and the general public. Resolve difficult and complex code interpretation, enforcement, and inspection problems, issues, and conflicts.
- Prepare and maintain accurate records, reports, and files. Write clear and concise letters as needed.
- Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- State and local building, electrical, plumbing, mechanical, energy, accessibility, and fire codes and local building, fire and zoning ordinances.
- Principles and techniques of building construction, building materials, and accepted safety standards.
- Principles and techniques of building inspection and engineering mathematics.
- Accepted methods of construction. Building, Plumbing, Electrical, and Mechanical codes and ordinances including State Access and energy code.

Ability to:

- Read, analyze and interpret building plans and specifications.

- Understand, interpret and apply codes, ordinances and regulations.
- Apply technical knowledge and use appropriate inspection techniques to examine workmanship and materials to detect deviations from plans, regulations and standard construction practices, during all phases of construction.

- Make arithmetical computations rapidly and accurately.
- Work effectively with frequent disruptions. Analyze situations quickly and objectively, determine proper course of action, and complete assignments on time.
- Communicate effectively with a wide range of citizens; other Town staff, private contractors in both oral and written format.
- Operate a car and pick-up truck safely, back vehicle a long distance, and steer through narrow areas.
- Establish and maintain cooperative working relationships with engineers, architects, contractors, officials, employees, and the general public.

Experience and education:
The position requires any combination of experience and training that would likely provide the required knowledge and abilities to qualify. A typical way to demonstrate knowledge and ability would be:

Experience:
- Five years of progressively responsible experience in building inspection, including commercial inspection and/or plan check experience, of which at least two (2) years must be at the full journey level.
- Three years of experience as a building inspector or related field involving inspection or code enforcement.

Education:
- Graduation from high school or equivalent to the completion of the 12th grade.
- College training in the field of civil engineering, architecture, or building technology may be substituted for equivalent years of work experience.
- Associate of Arts degree preferred.

License or Certificate:
- Possession of, or ability to obtain within 3 months, a valid California driver's license.
- Possession of, or obtain within 6 months, certification by the International Conference of Building Officials as a Building Inspector or Combination Inspector.

SPECIAL REQUIREMENTS
On-site field inspections and office work requires a moderate amount of physical ability. On a continuous basis, sit at a desk or stand at a counter to answer questions of the public. Intermittently walk, stand, twist, squat, kneel, climb, and bend both in the office and in the field. Write by long hand and use a computer keyboard to communicate through written means. Frequently lift or carry weights of up to 10 pounds and occasionally up to 50 pounds. The nature of the work requires the individual to climb 30' to 40' ladders or scaffolding to reach high areas such as roofs, balance on narrow walkways or steep-pitched roofs, crawl through narrow openings and in confined spaces. During inspections, individual may be required to walk on uneven surfaces. Work will require exposure to intermittent uncomfortable working conditions such as dust, noise, and extreme cold or heat. Inspections are done out-of-doors year-round.

Issue Date: 09/18/2023

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.7

MEETING DATE: September 26, 2023

AGENDA TITLE: Accept the 2023 Slurry Seal Project and Authorize Staff to File a Notice of Completion

FROM: Department of Public Works

RECOMMENDATION: That the Town Council accepts the 2023 Slurry Seal Project and authorizes staff to file a Notice of Completion.

BACKGROUND AND DISCUSSION

The Town Council approved the project at the March 28, 2023 meeting, and awarded the construction contract at the May 23, 2023 meeting to Pavement Coatings Co. The project includes slurry sealing and restriping the following street segments:

Residential Streets
Agatha Court from Saunders Avenue to end
Berlin Avenue from Saunders Avenue to Brennfleck Avenue
Brennfleck Avenue from Karl Avenue to Berlin Avenue
Karl Avenue from Saunders Avenue to end
Forest Avenue from San Anselmo Avenue to Fairfax Town Limits
Pasadena Avenue from Santa Barbara Avenue to Miwok Drive
Miwok Drive from Pasadena Avenue to end
Tomahawk Drive from Indian Rock Road to 99' north
Blackhawk Drive from Tomahawk Drive to Miwok Drive
Elkhorn Way from Tomahawk Drive to Miwok Drive
Indian Rock Road from Broadmoor Avenue to Tomahawk Drive
Durham Road from Santa Barbara Avenue to end
Sunview Avenue from Broadmoor Avenue to Berkeley Avenue
Berkeley Avenue from Broadmoor Avenue to end
Toyon Drive from Berkeley Avenue to Sunview Avenue
Broadmoor Avenue from Brookside Drive to Indian Rock Road
Woodland Avenue from Cedar Street to Sunnyside Avenue
Olive Avenue from Redwood Road to 290'south
Island Drive – Tamal Vista Avenue to Town Limit

Arterial and Collector Streets:
Sir Francis Drake Boulevard from the Hub to Tamal Avenue/San Francisco Boulevard
Center Boulevard from Sycamore Avenue/San Anselmo Avenue to Fairfax Town Limit

Creek Road and Glen Road were not slurry sealed as the equipment was too large to safely back down the narrow roads.

Construction started on July 17, and was completed on September 6.

Following completion of the street resurfacing project and the slurry seal project, staff entered the improvements into the StreetSaver program, which computed the Pavement Condition Index (PCI) of the Town's roads to be 73, the highest PCI in over 20 years.

FISCAL IMPACT

The construction contract was awarded to Pavement Coatings Co. for $479,343.45. Work was completed substantially in accordance with the project plans and specifications and was fully available for use on July 21, 2023. The final construction cost was $478,551.40.

The Town was reimbursed $17,011 from the Town of Fairfax for slurry seal and striping on the section of Center Boulevard from the Town Limit to Pastori Avenue.

Funding for the project was included in the Town's 2023/2024 Budget and Work Plan from the Road Maintenance Fund and Measure D/Measure J funds.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Town finds this project to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves maintenance of existing streets, will not create additional automobile lanes and involves negligible or no expansion of use. (14 Cal. Code Regs. § 15301). None of the exceptions to this Class 1 categorical exemption apply in this instance (14 Cal. Code Regs. § 15300.2). Specifically, successive projects of the same type in the same location will not cause significant cumulative impacts, as there are no successive projects planned at this time. There are no unusual circumstances presented by this project and the project will not result in damage to scenic resources within a designated state scenic highway. Finally, the project will not cause a substantial adverse change in the significance of a historical resource, as no historical resources will be impacted.

As with any paving project, the Town follows our Complete Streets Policy and ensures consistency with the Bicycle and Pedestrian Master Plan, which aims to improve the street not just for vehicular traffic, but for pedestrians and bicyclists as well as transit. The improved roadway surface will maintain rideability for bicyclists, and refreshed striping will improve safety for all users. Enhanced crosswalks will improve pedestrian

safety. (Climate Action Plan 2030 Transportation Measures T-2 Bicycling and T-3 Walking).

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.8

MEETING DATE: September 26, 2023

AGENDA TITLE: Approval of Resolution for Deed Restriction at Memorial Park

FROM: Public Works

RECOMMENDATION: Approve a Resolution for Deed Restriction at Memorial Park as a Condition of Proposition 68 Parks Grant Funding

BACKGROUND

On October 22, 2019, the Town Council accepted State Proposition 68 Bond funding for parks, which is per-capita funding for cities, towns and counties throughout California. The Town received $177,952 towards the Memorial Park Athletic Field Rehabilitation Project that was recently completed. One requirement of the grant funding is to pass a resolution for a deed restriction to ensure that Memorial Park remains a park for at least 30 years.

DISCUSSION/ANALYSIS

The attached resolution requires that the Town maintain the park use of Memorial Park through 2048. The Town must pass this resolution to be eligible to receive the Proposition 68 grant funds.

FISCAL IMPACT

The Town will receive $177,952 in Proposition 68 grant funds. These funds were included in the 2021/2022 Budget and Work Plan.

GENERAL PLAN CONSISTENCY

Maintaining the use of Memorial Park as a park is consistent with the General Plan Parks and Recreation Goals.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Town finds this project to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves repair of existing public facilities involving negligible or no expansion of use. (14 Cal. Code Regs. § 15301).

The Memorial Park Athletic Field Renovation Project addressed San Anselmo's Climate Action Plan (CAP) 2030, specifically CAP Measure C-2, replace inefficient irrigation systems. The improvements to the walking and biking path addressed CAP Measure T-2 (Bicycling) and T-3 (Walking).

ATTACHMENTS

Attachment 1- Resolution

RECORDING REQUESTED BY:
California Department of Parks and Recreation
Office of Grants and Local Services

WHEN RECORDED MAIL TO:
Office of Grants and Local Services
PO Box 942896
Sacramento, CA 94296-0001
Attn: Dennis Carlson

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

DEED RESTRICTION

I. WHEREAS, the Town of San Anselmo (hereinafter referred to as "Owner" is the recorded owner of the real property described in Exhibit A, attached and incorporated herein by reference

(hereinafter referred to as the "Property"); and

II. WHEREAS, the California Department of Parks and Recreation (hereinafter referred to as "DPR") is a public agency created and existing under the authority of section 5001 of the California Public Resources Code (hereinafter referred to as the "PRC"). And

III. WHEREAS, Owner applied to DPR for grant funds available pursuant to the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All of 2018 Parks Bond Act, 2018 Parks Bond Act Per Capita Program for Rehabilitate existing turf in park baseball fields, install irrigation system, and drainage at Memorial Park, on the Property; and

IV. WHEREAS, on July 1, 2020, DPR's Office of Grants and Local Services conditionally approved Grant 18-21-003, (hereinafter referred to as "Grant") for Rehabilitate existing turf in park baseball fields, install irrigation system, and drainage at Memorial Park, on the Property, subject to, among other conditions, recordation of this Deed Restriction on the Property; and

V. WHEREAS, but for the imposition of the Deed Restriction condition of the Grant, the Grant would not be consistent with the public purposes of the 2018 Parks Bond Act, 2018 Parks Bond Act

Per Capita Program and the funds that are the subject of the Grant could therefore not have been allocated; and

VI. WHEREAS, Owner has elected to comply with the Deed Restriction of the Grant, so as to enable Owner, to receive the Grant funds and perform the work described in the Grant;

NOW, THEREFORE, in consideration of the issuance of the Grant funds by DPR, the undersigned Owner for themselves and for their heirs, assigns, and successors-in-interest, hereby irrevocably covenant(s) with DPR that the condition of the grant (set forth at paragraph(s) 1 through 5 and in Exhibit B hereto) shall at all times on and after the date on which this Deed Restriction is recorded constitute for all purposes covenants, conditions and restrictions on the use and enjoyment of the Property that are hereby attached to the deed to the Property as fully effective components thereof.

1. DURATION. (a) This Deed Restriction shall remain in full force and effect and shall bind Owner and all their assigns or successors-in-interest for the period running from July 1, 2018 through June 30, 2048.

2. TAXES AND ASSESMENTS. It is intended that this Deed Restriction is irrevocable and shall constitute an enforceable restriction within the meaning of a) Article XIII, section 8, of the California Constitution; and b) section 402.1 of the California Revenue and Taxation Code or successor statute. Furthermore, this Deed Restriction shall be deemed to constitute a servitude upon and burden to the Property within the meaning of section 3712(d) of the California Revenue and Taxation Code, or successor statute, which survives a sale of tax-deeded property.

3. RIGHT OF ENTRY. DPR or its agent or employees may enter onto the Property at times reasonably acceptable to Owner to ascertain whether the use restrictions set forth above are being observed.

4. REMEDIES. Any act, conveyance, contract, or authorization by Owner whether written or oral which uses or would cause to be used or would permit use of the Property contrary to the terms of this Deed Restriction will be deemed a violation and a breach hereof. DPR may pursue any and all available legal and/or equitable remedies to enforce the terms and conditions of this Deed Restriction up

to and including a lien sale of the property. In the event of a breach, any forbearance on the part of DPR to enforce the terms and provisions hereof shall not be deemed a waiver of enforcement rights regarding any subsequent breach.

5. SEVERABILITY. If any provision of these restrictions is held to be invalid, or for any reason becomes unenforceable, no other provision shall be affected or impaired.

Dated: _____, 20 ____

Owner Name: Town of San Anselmo

Signed: _____ Signed: _____

_____ _____
PRINT/TYPE NAME & TITLE OF ABOVE
(GRANTEE'S AUTHORIZED REPRESENTATIVE)

PRINT/TYPE NAME & TITLE OF ABOVE
(ADDITIONAL SIGNATURE, AS REQUIRED)

NOTARY ACKNOWLEDGEMENT ON THE NEXT PAGE

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____

On _____ before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT A

LEGAL DESCRIPTION

All that certain real property in the Town of San Anselmo, County of Marin, described as follows:

1) All that certain property described in a deed filed September 2, 1980 in Book 3754 of Official Records, at Page 234, Marin County records.

Excepting all that portion of land described as "Division of Portion of Isabel Cook Community Center", filed for record February 3, 1982 in Book 20 of Parcel Maps, at Page 12, Marin County records.

2) All that certain property described in a deed filed September 13, 1952 in Book 765 of Official Records, at Page 136, Marin County records.

3) All that certain property described in a deed filed October 10, 1927 in Book 133 of Official Records, at Page 88, Marin County records.

4) All that certain property described in a deed filed March 14, 1928 in Book 140 of Official Records, at Page 372, Marin County records.

5) All that certain property described in a deed filed December 16, 1930 in Book 205 of Official Records, at Page 253, Marin County records.

6) All that certain property described in a deed filed February 11, 1927 in Book 111 of Official Records, at Page 273, Marin County records.

7) All that certain property described in a deed filed January 25, 1927 in Book 112 of Official Records, at Page 105, Marin County records.

8) All that certain property described in a deed filed May 4, 1927 in Book 115 of Official Records, at Page 478, Marin County records.

9) All that certain property described in a deed filed October 20, 1927 in Book 131 of Official Records, at Page 476, Marin County records.

Prepared By:

Stephen J. Flatland 9-11-23

Stephen J. Flatland **Date**

LICENSED LAND SURVEYOR
STEPHEN FLATLAND
9-30-25
Exp.
No. 7744
STATE OF CALIFORNIA

Sheet 1 of 1

State of California - Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

GRANT CONTRACT

2018 Parks Bond Act

Per Capita Grant Program

GRANTEE Town of San Anselmo

THE PROJECT PERFORMANCE PERIOD is from July 01, 2018 through June 30, 2024

CONTRACT PERFORMANCE PERIOD is from July 01, 2018 through June 30, 2048

The GRANTEE agrees to the terms and conditions of this Contract, and the State of California, acting through its Director of the Department of Parks and Recreation, pursuant to the State of California, agrees to fund the total State grant amount indicated below.

The GRANTEE agrees to complete the GRANT SCOPE(s) as defined in the GRANT SCOPE/Cost Estimate Form or acquisition documentation for the application(s) filed with the State of California.

The General and Special Provisions attached are made a part of and incorporated into the Contract.

Town of San Anselmo
Grantee

By _____
(Signature of Authorized Representative)

Title TOWN MANAGER

Date 02/22/21

STATE OF CALIFORNIA
DEPARTMENT OF PARKS AND RECREATION

By _____

Date _____

CERTIFICATION OF FUNDING

CONTRACT NO	AMENDMENT NO	FISCAL SUPPLIER I.D.			PROJECT NO.
C9801384		0000013680			18-21-003
AMOUNT ENCUMBERED BY THIS DOCUMENT		FUND			
$177,952.00		Drought, Water, Cln Air, Cstl Protc, Outdoor Fund			
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT		ITEM	CHAPTER	STATUTE	FISCAL YEAR
		3790-101-6088	29	18	2020/21
TOTAL AMOUNT ENCUMBERED TO DATE		Reporting Structured.	Account/Alt Account.	ACTIVITY CODE	PROJECT / WORK PHASE
$ $177,952.00		37900091	5432000-5432000000	69801	379000001821003

I. RECITALS

This CONTRACT is entered into between the California Department of Parks and Recreation (hereinafter referred to as "GRANTOR," "DEPARTMENT" or "STATE") and Town of San Anselmo (hereinafter referred to as "GRANTEE").

The DEPARTMENT hereby grants to GRANTEE a sum (also referred to as "GRANT MONIES") not to exceed $177,952, subject to the terms and conditions of this AGREEMENT and the 2018/19 California State Budget, Chapter 29, statutes of 2018, Item number – 3790-101-6088 (appropriation chapter and budget item number hereinafter referred to as "PER CAPITA GRANT"). These funds shall be used for completion of the GRANT SCOPE(S).

The Grant Performance Period is from July 01, 2018 to June 30, 2024.

II. GENERAL PROVISIONS

A. Definitions

As used in this CONTRACT, the following words shall have the following meanings:

1. The term "ACT" means the California Drought, Water, Parks Climate, Coastal Protection, and Outdoor Access for All Act of 2018, as referred to in section I of this CONTRACT.

2. The term "APPLICATION" means the individual project APPLICATION packet for a project pursuant to the enabling legislation and/or grant program process guide requirements.

3. The term "DEPARTMENT" or "STATE" means the California Department of Parks and Recreation.

4. The term "DEVELOPMENT" means capital improvements to real property by means of, but not limited to, construction, expansion, and/or renovation, of permanent or fixed features of the property.

5. The term "GRANTEE" means the party described as the GRANTEE in Section I of this CONTRACT.

6. The term "GRANT SCOPE" means the items listed in the GRANT SCOPE/Cost Estimate Form or acquisition documentation found in each of the APPLICATIONS submitted pursuant to this grant.

7. The term "PROCEDURAL GUIDE" means the document identified as the "Procedural Guide for California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 Per Capita Program." The

PROCEDURAL GUIDE provides the procedures and policies controlling the administration of the grant.

B. Project Execution

1. Subject to the availability of GRANT MONIES, the STATE hereby grants to the GRANTEE a sum of money not to exceed the amount stated in Section I of this CONTRACT, in consideration of, and on condition that, the sum be expended in carrying out the purposes as set forth in the scope described in the enabling legislation and referenced in the APPLICATION, Section I of this CONTRACT, and under the terms and conditions set forth in this CONTRACT.

   The GRANTEE shall assume any obligation to furnish any additional funds that may be necessary to complete the GRANT SCOPE(S).

   The GRANTEE agrees to submit any change or alteration from the original GRANT SCOPE(S) in writing to the STATE for prior approval. This applies to any and all changes that occur after STATE has approved the APPLICATION. Changes in the GRANT SCOPE(S) must be approved in writing by the STATE.

2. The GRANTEE shall complete the GRANT SCOPE(S) in accordance with the time of the Performance Period set forth in Section I of this CONTRACT, and under the terms and conditions of this CONTRACT.
3. The GRANTEE shall comply with the California Environmental Quality Act (Public Resources Code, Section 21000, et seq., Title 14, California Code of Regulations, Section 15000 et seq.).
4. The GRANTEE shall comply with all applicable current laws and regulations affecting DEVELOPMENT projects, including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and laws and codes pertaining to individuals with disabilities, including but not limited to the Americans With Disabilities Act of 1990 (42 U.S.C. §12101 et seq.) and the California Unruh Act (California Civil Code §51 et seq.).

C. Project Costs

1. GRANTEE agrees to abide by the PROCEDURAL GUIDE.
2. GRANTEE acknowledges that STATE may make reasonable changes to its procedures as set forth in the PROCEDURAL GUIDE. If STATE makes any changes to its procedures and guidelines, STATE agrees to notify GRANTEE within a reasonable time.

D. Project Administration

1. If GRANT MONIES are advanced for DEVELOPMENT projects, the advanced funds shall be placed in an interest bearing account until expended. Interest earned on the advanced funds shall be used on the project as approved by the STATE. If grant monies are advanced and not expended, the unused portion of the

grant and any interest earned shall be returned to the STATE within 60 days after project completion or end of the Grant Performance Period, whichever is earlier.

2. The GRANTEE shall submit written project status reports within 30 calendar days after the STATE has made such a request. In any event, the GRANTEE shall provide the STATE a report showing total final project expenditures within 60 days of project completion or the end of the grant performance period, whichever is earlier. The Grant Performance Period is identified in Section I of this CONTRACT.

3. The GRANTEE shall make property or facilities acquired and/or developed pursuant to this contract available for inspection upon request by the STATE.

E. Project Termination

1. Project Termination refers to the non-completion of a GRANT SCOPE. Any grant funds that have not been expended by the GRANTEE shall revert to the STATE.

2. The GRANTEE may unilaterally rescind this CONTRACT at any time prior to the commencement of the project. The commencement of the project means the date of the letter notifying GRANTEE of the award or when the funds are appropriated, whichever is later. After project commencement, this CONTRACT may be rescinded, modified or amended only by mutual agreement in writing between the GRANTEE and the STATE, unless the provisions of this CONTRACT provide that mutual agreement is not required.

3. Failure by the GRANTEE to comply with the terms of the (a) PROCEDURAL GUIDE, (b) any legislation applicable to the ACT, (c) this CONTRACT as well as any other grant contracts, specified or general, that GRANTEE has entered into with STATE, may be cause for suspension of all obligations of the STATE unless the STATE determines that such failure was due to no fault of the GRANTEE. In such case, STATE may reimburse GRANTEE for eligible costs properly incurred in performance of this CONTRACT despite non-performance of the GRANTEE. To qualify for such reimbursement, GRANTEE agrees to mitigate its losses to the best of its ability.

4. Any breach of any term, provision, obligation or requirement of this CONTRACT by the GRANTEE shall be a default of this CONTRACT. In the case of any default by GRANTEE, STATE shall be entitled to all remedies available under law and equity, including but not limited to: a) Specific Performance; b) Return of all GRANT MONIES; c) Payment to the STATE of the fair market value of the project property or the actual sales price, whichever is higher; and d) Payment to the STATE of the costs of enforcement of this CONTRACT, including but not limited to court and arbitration costs, fees, expenses of litigation, and reasonable attorney fees.

5. The GRANTEE and the STATE agree that if the GRANT SCOPE includes DEVELOPMENT, final payment may not be made until the work described in the GRANT SCOPE is complete and the GRANT PROJECT is open to the public.

F. Budget Contingency Clause

If funding for any fiscal year is reduced or deleted by the budget act for purposes of this program, the STATE shall have the option to either cancel this contract with no liability occurring to the STATE, or offer a CONTRACT amendment to GRANTEE to reflect the reduced grant amount. This Paragraph shall not require the mutual agreement as addressed in Paragraph E, provision 2, of this CONTRACT.

G. Hold Harmless

1. The GRANTEE shall waive all claims and recourse against the STATE including the right to contribution for loss or damage to persons or property arising from, growing out of or in any way connected with or incident to this CONTRACT except claims arising from the concurrent or sole negligence of the STATE, its officers, agents, and employees.

2. The GRANTEE shall indemnify, hold harmless and defend the STATE, its officers, agents and employees against any and all claims, demands, damages, costs, expenses or liability costs arising out of the ACQUISITION, DEVELOPMENT, construction, operation or maintenance of the property described as the project which claims, demands or causes of action arise under California Government Code Section 895.2 or otherwise except for liability arising out of the concurrent or sole negligence of the STATE, its officers, agents, or employees.

3. The GRANTEE agrees that in the event the STATE is named as codefendant under the provisions of California Government Code Section 895 et seq., the GRANTEE shall notify the STATE of such fact and shall represent the STATE in the legal action unless the STATE undertakes to represent itself as codefendant in such legal action in which event the GRANTEE agrees to pay the STATE's litigation costs, expenses, and reasonable attorney fees.

4. The GRANTEE and the STATE agree that in the event of judgment entered against the STATE and the GRANTEE because of the concurrent negligence of the STATE and the GRANTEE, their officers, agents, or employees, an apportionment of liability to pay such judgment shall be made by a court of competent jurisdiction. Neither party shall request a jury apportionment.

5. The GRANTEE shall indemnify, hold harmless and defend the STATE, its officers, agents and employees against any and all claims, demands, costs, expenses or liability costs arising out of legal actions pursuant to items to which the GRANTEE has certified. The GRANTEE acknowledges that it is solely responsible for compliance with items to which it has certified.

H. Financial Records

1. The GRANTEE shall maintain satisfactory financial accounts, documents, including loan documents, and all other records for the project and to make them available to the STATE for auditing at reasonable times. The GRANTEE also agrees to retain such financial accounts, documents and records for five years following project

termination or issuance of final payment, whichever is later.

2. The GRANTEE shall keep such records as the STATE shall prescribe, including records which fully disclose (a) the disposition of the proceeds of STATE funding assistance, (b) the total cost of the project in connection with such assistance that is given or used, (c) the amount and nature of that portion of the project cost supplied by other sources, and (d) any other such records that will facilitate an effective audit.

3. The GRANTEE agrees that the STATE shall have the right to inspect and make copies of any books, records or reports pertaining to this contract or matters related thereto during regular office hours. The GRANTEE shall maintain and make available for inspection by the STATE accurate records of all of its costs, disbursements and receipts with respect to its activities under this contract. Such accounts, documents, and records shall be retained by the GRANTEE for at least five years following project termination or issuance of final payment, whichever is later.

4. The GRANTEE shall use a generally accepted accounting system.

I. Use of Facilities

1. The GRANTEE agrees that the GRANTEE shall operate and maintain the property acquired or developed with the GRANT MONIES, for the duration of the Contract Performance Period.

2. The GRANTEE agrees that, during the Contract Performance Period, the GRANTEE shall use the property acquired or developed with GRANT MONIES under this contract only for the purposes of this grant and no other use, sale, or other disposition or change of the use of the property to one not consistent with its purpose shall be permitted except as authorized by the STATE and the property shall be replaced with property of equivalent value and usefulness as determined by the STATE.

3. The property acquired or developed may be transferred to another entity if the successor entity assumes the obligations imposed under this CONTRACT and with the approval of STATE.

4. Any real Property (including any portion of it or any interest in it) may not be used as security for any debt or mitigation, without the written approval of the STATE provided that such approval shall not be unreasonably withheld as long as the purposes for which the Grant was awarded are maintained. Any such permission that is granted does not make the STATE a guarantor or a surety for any debt or mitigation, nor does it waive the STATE'S rights to enforce performance under the Grant CONTRACT.

5. All real property, or rights thereto, acquired with GRANT MONIES shall be subject to an appropriate form of restrictive title, rights, or covenants approved by the STATE. If the project property is taken by use of eminent domain, GRANTEE shall reimburse STATE an amount at least equal to the amount of GRANT MONIES received from STATE or the pro-rated full market value of the real property, including improvements, at the time of sale, whichever is higher.

6. If eminent domain proceedings are initiated against GRANTEE, GRANTEE shall notify STATE within 10 days of receiving the complaint.

J. Nondiscrimination

1. The GRANTEE shall not discriminate against any person on the basis of sex, race, color, national origin, age, religion, ancestry, sexual orientation, or disability in the use of any property or facility developed pursuant to this contract.

2. The GRANTEE shall not discriminate against any person on the basis of residence except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence and pursuant to law.

3. All facilities shall be open to members of the public generally, except as noted under the special provisions of this project contract or under provisions of the enabling legislation and/or grant program.

K. Severability

If any provision of this CONTRACT or the application thereof is held invalid, that invalidity shall not affect other provisions or applications of the CONTRACT which can be given effect without the invalid provision or application, and to this end the provisions of this CONTRACT are severable.

L. Liability

1. STATE assumes no responsibility for assuring the safety or standards of construction, site improvements or programs related to the GRANT SCOPE. The STATE'S rights under this CONTRACT to review, inspect and approve the GRANT SCOPE and any final plans of implementation shall not give rise to any warranty or representation that the GRANT SCOPE and any plans or improvements are free from hazards or defects.

2. GRANTEE will secure adequate liability insurance, performance bond, and/or other security necessary to protect the GRANTEE's and STATE'S interest against poor workmanship, fraud, or other potential loss associated with completion of the grant project.

M. Assignability

Without the written consent of the STATE, the GRANTEE'S interest in and responsibilities under this CONTRACT shall not be assignable by the GRANTEE either in whole or in part.

N. Use of Grant Monies

GRANTEE shall not use any grant funds (including any portion thereof) for the purpose of making any leverage loan, pledge, promissory note or similar financial device or transaction, without: 1) the prior written approval of the STATE; and 2) any financial or legal interests created by any such leverage loan, pledge, promissory note or similar financial device or transaction in the project property shall be completely subordinated to this CONTRACT through a Subordination Agreement provided and approved by the STATE, signed by all parties involved in the transaction, and recorded in the County Records against the fee title of the project property.

O. Section Headings

The headings and captions of the various sections of this CONTRACT have been inserted only for the purpose of convenience and are not a part of this CONTRACT and shall not be deemed in any manner to modify, explain, or restrict any of the provisions of this CONTRACT.

P. Waiver

Any failure by a party to enforce its rights under this CONTRACT, in the event of a breach, shall *not* be construed as a waiver of said rights; and the waiver of any breach under this CONTRACT shall *not* be construed as a waiver of any subsequent breach.

Town of San Anselmo
GRANTEE

By: _____
Signature of Authorized Representative

Title: TOWN MANAGER

Date: 02/22/21

STATE OF CALIFORNIA
DEPARTMENT OF PARKS AND RECREATION

By: _____

Date: _____

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.1

MEETING DATE: September 26, 2023

AGENDA TITLE: Reimagine Creek Park Project 60% Design Review

FROM: Sean Condy, P.E., Public Works Director

RECOMMENDATION:

Receive an update on the Reimagine Creek Park Project design and provide feedback.

BACKGROUND AND DISCUSSION

The Town has been working on the Reimagine Creek Park Project for approximately four years and has had extensive input from the community and the Reimagine Creek Park Committee (CAC), Attachment 1. While Covid delayed the design process for a while, along with other logistical hurdles, the project is moving rapidly forward now and construction is tentatively scheduled to start upon the completion of the County San Anselmo Flood Risk Reduction (SAFRR) Project in the summer of 2024. This means the project could start as early as Fall 2024 or Spring 2025, pending funding and Council approval to go to bid.

On September 11, 2023, the CAC held a public meeting to review the 60 percent design and recommended that the project continue to move ahead. On September 15, 2023, the 60 percent design was presented at Live on the Avenue and was well received by the public.

Based on feedback from the community at numerous public meetings, the Town along with its consultant, RHAA, have revised the design and layout of the park. The design includes six areas consisting of the following, which are reflected in Attachment 2:

1. Creek Plaza
2. Wood Bridge/Crossing
3. Multi-level wood deck area
4. Wood Deck stage and Lawn area
5. Kids Play Area

6. New Public Restrooms

The Creek Plaza area will have numerous round and square tables on a concrete and decked surface. The decked bridge crossing will have a wide walking area along with tables for seating and a standing area to view the creek below. The redwood trees along with their roots will be protected by new decking with specifically designed footings to protect the tree roots. There will be additional tables throughout the redwood trees.

In the main wood deck stage area and lawn there will be additional wall bench seating as part of an accessible amphitheater. Immediately adjacent to the lawn will be a kids' play area and adjacent to the stage will be terraced flat stones down to the creek. Behind the lawn amphitheater adjacent to the parking lot will be public restrooms. Reimagine Creek Park will also incorporate new bike racks, bike lockers, water conservation with drought tolerant planting, native and pollinator planting, light pollution reducing fixtures, permeable paving, and nature play.

The current timeline is to finish the 90 percent design drawings and ask for Council approval to go to bid in November 2023.

FISCAL IMPACT

Design funding in the amount of approximately $800,000 has been obtained from an anchor donor which should cover most, if not all design costs. Discussions are ongoing with anchor donors and the community to collect funds to cover construction costs. The rough estimated cost for construction at this time is approximately $5 million dollars.

GENERAL PLAN CONSISTENCY

Reimagine Creek Park is consistent with the Town's General Plan including the goals of the Town Parks, Recreation, and Public Facilities Element.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Marin County Flood Control and Water Conservation District (District) is the California Environmental Quality Act (CEQA) Lead Agency for the SAFRR (Final Environmental Impact Report at p. 1-1, available at https://www.marinwatersheds.org/resources/publications-reports/san-anselmo-flood-risk-reduction-safrr-final-eir). The Final Environmental Impact Report (FEIR) certified by the District in September 2018 analyzed the potential environmental impacts associated with the SAFRR. The District examined and disclosed the significant environmental effects of the SAFRR, identified significant cumulative effects, and took steps to reduce or avoid significant adverse environmental effects. (FEIR, p. 1-4). A draft addendum to the EIR has been completed to assess the addition of the Town pedestrian bridge to the project and the District is currently reviewing the draft addendum.

The Town's street and park improvements for the Reimagine Creek Park Project are categorically exempt from CEQA as an existing facility.

The Town's Climate Action Plan 2030 includes Adaptation and Resilience as a necessary component to addressing the impacts of climate change on the Town. The SAFRR is intended to decrease the flooding potential in Town, which will decrease the impact of floods. (CAP Measure A-4). In addition, the potential Reimagine Creek Park project will allow for tree planting and use of bioretention and other natural infrastructure to reduce the impact of flood events. (CAP Measures S-1, S-2 (Urban Forests and Ecosystems and Habitat Restoration).

TOWN OF SAN ANSELMO
STAFF REPORT

For the meeting of November 23, 2021

To: Town Council

From: Sean Condry, P.E., Public Works Director

Subject: Reimagine Creek Park Project Update and Approval of Conceptual Drawings

RECOMMENDATION

Receive update on the Reimagine Creek Park Project and consider approving conceptual drawings for the Project.

BACKGROUND AND DISCUSSION

The Town has been working on the Reimagine Creek Park Project for over three years now and has had extensive input from the community and the Reimagine Creek Park Community Advisory Committee (RCPCAC). Below is a timeline of the Town's Reimagine Creek Park process and the Marin County Flood Control and Water Conservation District's (District) San Anselmo Flood Risk Reduction Project (SAFRR) process:

- September 18, 2018-SAFRR project Environmental Impact Report (EIR) certified by County Board of Supervisors
- September 25, 2018-Council discussion re: coordinating w/ District about park
- October 9, 2018-Council discussion re: design competition
- January 8, 2019-Council update on design competition
- January 12, 2019-Reimagine Creek Park Community Advisory Committee (CAC) formed.
- May 28, 2019-Presentation to Town Council from four Landscape Architects on design ideas to reimagine Creek Park.
- June 25, 2019-Design Finalist Selected by Town Council and staff authorized to move forward on concept and community process.
- February 7, 2020-Town staff receives 60 percent design drawings for SAFRR from District
- March 10, 2020-District provides SAFRR update to Town Council
- April 28, 2020-Staff Report providing SAFRR update to Town Council and Council authorizes staff to oversee demolition of BB2 during Covid-19 Pandemic
- May 5, 2020-Reimagine Creek Park CAC meeting with updates about temporary park opportunity and next steps in the District project and for the Reimagine Creek Park project.
- April to June 2020-Town staff oversee demolition of BB2 and build temporary park with contractor and community donations.

- June 9, 2020-Staff Report SAFRR update, Amendment to Cooperative Agreement with District for design and construction, and agreement to lease concrete deck as temporary park
- November 9, 2020-Reimagine Creek Park CAC review of 1st revised draft concepts by RHAA Landscape Architects (RHAA). The CAC provided input on proposed location of floodwall (recommended in bulb-out) and recommended including a pedestrian bridge if funded.
- November 24, 2020- Staff Report: Council receives update on the Reimagine Creek Park Project and the San Anselmo Flood Risk Reduction Project (SAFRR). Authorizes staff to provide information to the County Flood Control District in relation to the structural and flood design only for the SAFRR project.
- March 23, 2021-Town Council authorized an agreement with RHAA
- June/July 2021 Reimagine Creek Park kiosk and community survey
- September 11, 2021-Community Open House meeting in Creek Park input for 30% concept drawings
- October 27, 2021-Second Community Open House hybrid meeting for community input on updated concept drawings
  November 12, 2021-online concept information and survey

Flood Mitigation and Park Project

Construction of the Reimagine Creek Park Project will follow on the heels of the San Anselmo Flood Risk Reduction Project (SAFRR), which is part of the District's 10-Year Workplan to mitigate the 25-year flood event in the Ross Valley. The SAFRR Project consists of three distinct components: (1) the Sunnyside Nursery Flood Diversion and Storage Basin at 3000 Sir Francis Drake Blvd in Fairfax; (2) the removal of the building and abutments at 634-636 San Anselmo Avenue in San Anselmo (BB2), a structure that partially obstructs the flow of San Anselmo Creek and related creek restoration; and (3) flood mitigation measures on private properties that may see a rise in water surface due to the removal of the building bridge in San Anselmo.

The Flood District is working collaboratively with the Town on the several design features for the SAFFR project in relation to potential future improvements for Reimagine Creek Park. The collaboration includes coordinating the construction phases of SAFRR, reconstruction of the Creek Park stage, demolition of the buildings and concrete abutments, creek bank stabilization and a new plaza space along San Anselmo Avenue. The Flood District estimates that it will be going out to bid next March for the SAFRR project with construction starting the summer of 2022. The Reimagine Creek Park Project would follow in the fall or winter of 2022.

Proposed Next Steps

Based on all of the above meetings and community feedback, RHAA has continued to update the concept level drawings which will be presented at the November 23, 2021, meeting. Attached are the last public meeting concept drawings presented on October 27, 2021, Attachment 1. Staff will be seeking the following Town Council approvals and input from Town Council and the community at the upcoming Council meeting and in the first half of 2022:

1. **Town Council approval of Reimagine Creek Park concept level drawings on November 23, 2021;**
2. **Community meeting to review and provide feedback on 60 percent design drawings; and**
3. **Town Council meeting for approval of 90 percent design drawings.**

CEQA AND CONSISTENCY WITH CLIMATE ACTION PLAN 2030

The Marin County Flood Control and Water Conservation District (District) is the California Environmental Quality Act (CEQA) Lead Agency for the SAFRR (Final Environmental Impact Report at p. 1-1, available at https://www.marinwatersheds.org/resources/publications-reports/san-anselmo-flood-risk-reduction-safrr-final-eir). The Final Environmental Impact Report (FEIR) certified by the District in September 2018 analyzed the potential environmental impacts associated with the SAFRR. The District examined and disclosed the significant environmental effects of the SAFRR, identified significant cumulative effects, and took steps to reduce or avoid significant adverse environmental effects. (FEIR, p. 1-4). The potential addition of the Town bridge to the SAFRR project required an addendum to the EIR, a draft of which has been completed and is currently being reviewed by the District.

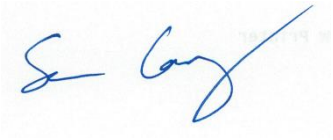
The street and park improvements by the Town as part of the Reimagine Creek Park Project are categorically exempt from CEQA as an existing facility.

The Town's Climate Action Plan 2030 includes Adaptation and Resilience as a necessary component to addressing the impacts of climate change on the Town. The SAFRR is intended to decrease the flooding potential in Town, which will decrease the impact of floods. (CAP Measure A-4). In addition, the potential Reimagine Creek Park project may allow for tree planting and use of bioretention and other natural infrastructure to reduce the impact of flood events. (CAP Measures S-1, S-2 (Urban Forests and Ecosystems and Habitat Restoration).

FISCAL IMPACT

The Town has received donations totaling approximately $410,000 towards the Reimagine Creek Park Project to date. The RCPCAC is leading the fundraising for the project.

Respectfully submitted,



Sean Condry, P.E.
Public Works Director

Attachments: Creek Park Concept Drawings

site plan

CENTER BLVD

SIR FRANCIS DRAKE BLVD

LAWN

MULTI-LEVEL WOOD DECK

WOOD DECK

WOOD DECK

WOOD DECK STAGE

KIDS PLAY AREA

POLLINATOR GARDEN

POLLINATOR GARDEN W/ BENCHES

638 SAN ANSELMO AVE

WOOD BRIDGE / CROSSING

CREEK PLAZA

574 SAN ANSELMO AVE

566 SAN ANSELMO AVE

560 SAN ANSELMO AVE

SAN ANSELMO AVE

SAN ANSELMO CREEK PARK

Sustainability Plan

June 2023

rhaa
Landscape Architecture & Planning

0 10' 20' 40'
Scale: 1"=20'

CENTER BLVD

SAN ANSELMO AVE

638 SAN ANSELMO AVE

574 SAN ANSELMO AVE

566 SAN ANSELMO AVE

560 SAN ANSELMO AVE

① Community
Bike Racks & Paths

Application: At park entrances and parking lots
Alternative Transportation

② Water Conservation
Drought Tolerant Planting

Application: Native and drought tolerant planting to reduce water consumption by 50 percent

③ Light Pollution
Light pollution reducing fixtures

Application:
Dark-sky compliant site lighting

④ Storm Water
Permeable Paving

Application: FSC certified wood decking is permeable and reduces compaction at tree roots

⑤ Open Space
Parks

Application: Park design to maximize open space for town community.

⑥ Community
Nature Play

Application: Play area with features made form natural materials and forms.

⑦ Planting
Native & Pollinator Planting

Application: Landscape design incorporates pollinator friendly and regionally appropiate plant material.

⑧ Storm Water
Permeable Paving

Application: Permeable concrete along park side of creek to improve water quality and reduce impacts of urban runoff.

tree protection plan

CENTER BLVD

L.O.W.

SIR FRANCIS DRAKE BLVD

L.O.W.

L.O.W.

638 SAN
ANSELMO AVE

L.O.W.

SAN ANSELMO AVE

L.O.W.

574 SAN
ANSELMO AVE

566 SAN
ANSELMO AVE

LEGEND

TREE TO REMAIN

POTENTIAL TREE TO BE REMOVED DUE TO HEALTH OR OTHER ISSUES

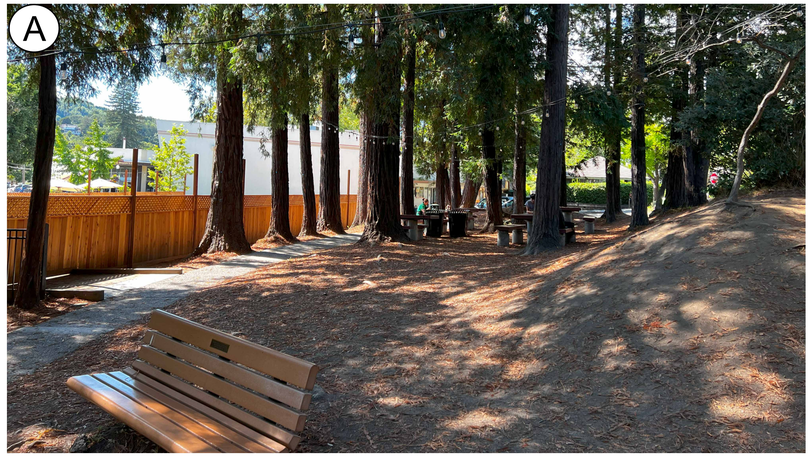
0 5' 10' 20'

Scale: 1" = 10'-0"

N

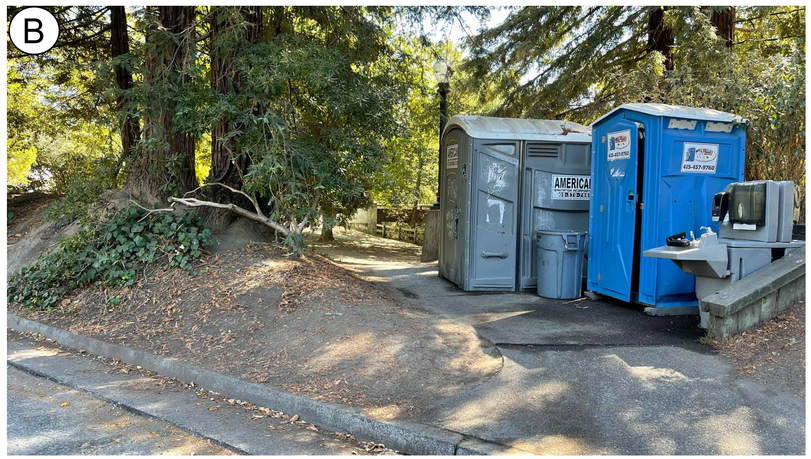
creek plaza and crossing - existing conditions

creek plaza and crossing - proposed



redwood grove and amphitheater - existing conditions

redwood grove and amphitheater - proposed



children’s play area and restroom - existing conditions

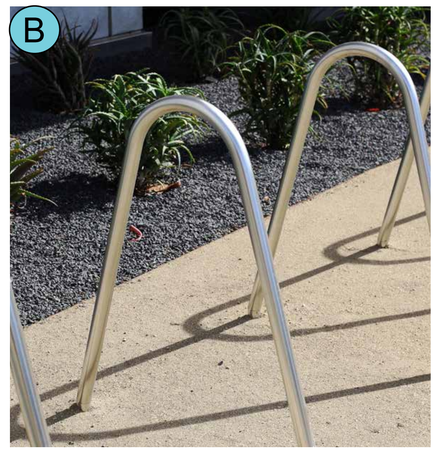
children’s play area and restroom - proposed

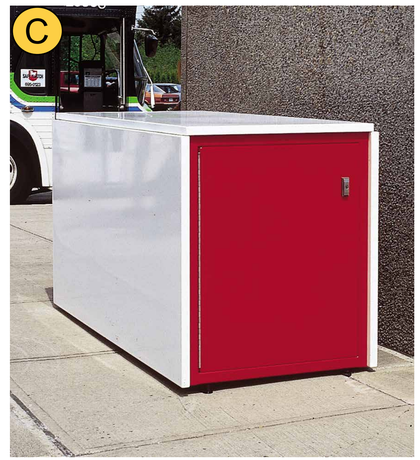
SEATING CALCULATION

- ROUND TABLE (14)
- PICNIC TABLE (5)
- SQUARE TABLE (10)
- BENCH (2)
- WALL SEATING (112 persons)

TOTAL SEAT COUNT: 274 people

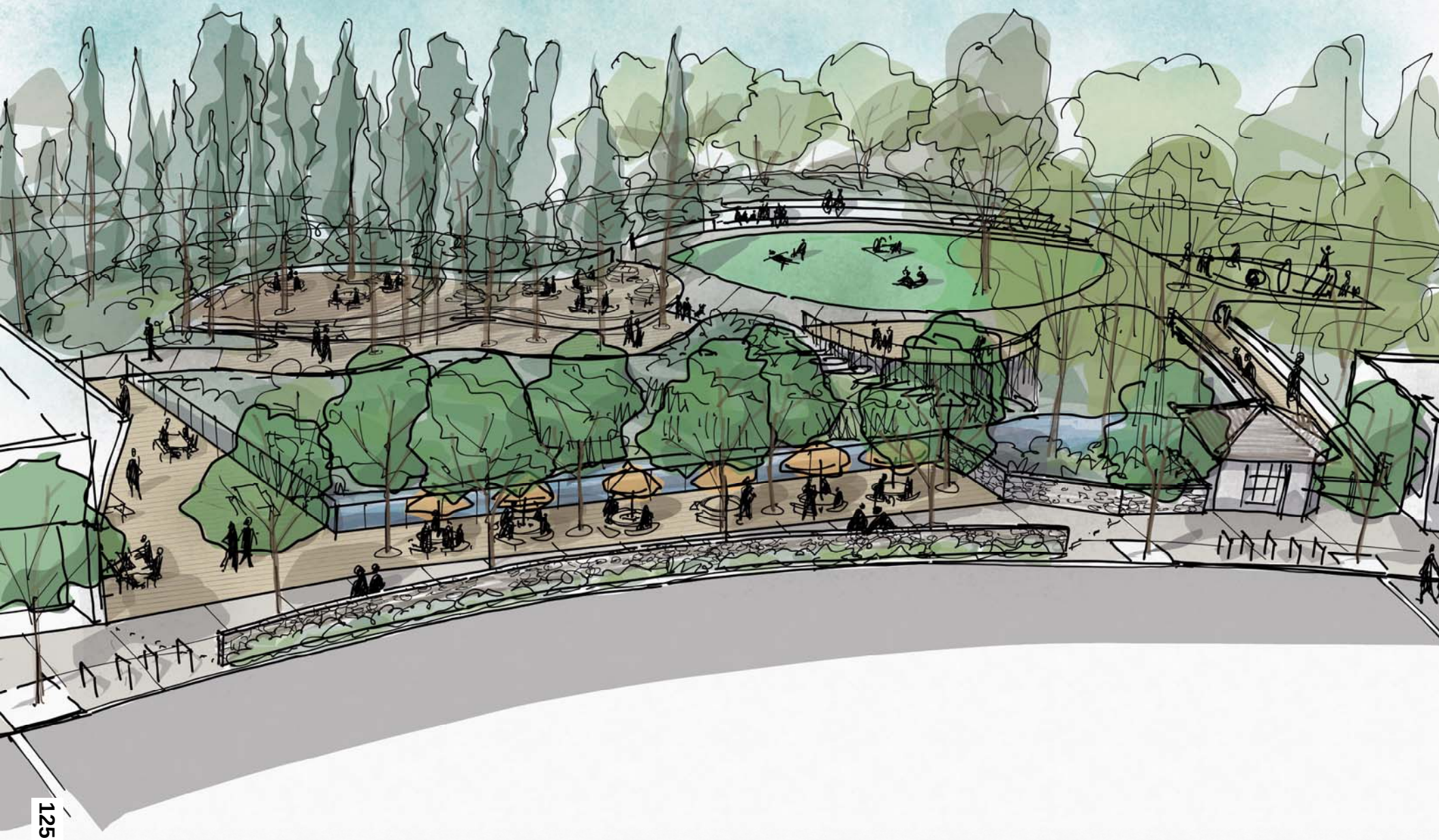
seating





site furnishings

Questions?



STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.2

MEETING DATE: September 26, 2023

AGENDA TITLE: Consideration of Consultant Contract for the Downtown San Anselmo Active Transportation Safety Study

FROM: Department of Public Works

RECOMMENDATION: Authorize the Town Manager to negotiate and enter into a professional service agreement with Parisi Transportation Consulting/Parametrix (Parisi) for the Downtown San Anselmo Active Transportation Safety Study.

BACKGROUND

Based on feedback from residents and personal experience, Councilmember Colbert requested the Department of Public Works to study safety and circulation of bicyclists and pedestrians in the downtown corridor and neighboring areas. Councilmember Colbert specifically requested the study area to include Cedar Street on the west, Tamalpais Avenue on the north, San Anselmo Avenue on the east, and Ross Avenue on the south.

Staff worked with Parisi to create a scope of work for the study. Parisi has an on-call contract with the Town for traffic engineering services, although this study falls outside of the on-call contract thus a new contract is required. Staff recommends enlisting Parisi on the basis of their demonstrated competence and their professional qualifications, which are necessary for the satisfactory performances of the required services. Parisi has a proven track record with he Town for completing traffic engineering studies.

Based on work that Parisi is doing on a County-wide traffic safety plan, they suggested that the study area be increased along San Anselmo Avenue to encompass the segment from Tamalpais Avenue to Bolinas Avenue as there have been several bike/ped accidents in these segments.

San Anselmo Avenue is a major bicycle route (Countywide Route 20) connecting Ross and Fairfax. Cedar Street is on the San Anselmo School Bike Spine. In the fall of

2020, the weekend daytime counts included more than 2,100 pedestrians and almost 1,700 bicyclists along San Anselmo Avenue at Tunstead Avenue.

DISCUSSION/ANALYSIS

The proposed scope (Attachment 1) covers the area inside the boundaries:

San Anselmo Avenue from San Rafael Avenue to Bolinas Avenue
Ross Avenue from San Anselmo Avenue to Cedar Street
Cedar Street from Woodland Avenue to Tamalpais Avenue
Tamalpais Avenue from Cedar Street to San Anselmo Avenue.

The study will look at collision data for the last five years, assess vehicle speeds and volumes, make site visits to assess bicycle and pedestrian facilities, and recommend short and long-term improvements to enhance active transportation (bicycle and pedestrian travel) safety in the area.

The study will also include a survey and a community meeting to gather feedback from residents.

FISCAL IMPACT

The proposed scope of work is estimated to cost approximately $60,000. Funding is available from the Measure J Active Transportation Fund and is included in the 2023-2024 Town Budget and Work Plan. If the scope changes, the cost may increase or decrease; therefore, staff is seeking the Council's authorization to allow the Town Manager to negotiate and to enter into a professional services agreement for the project.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

This safety study project is exempt from the California Environmental Quality Act (CEQA) under a Class 6 categorical exemption, because the scope of work consists of data gathering, analysis and preparation of a study and recommendations for future projects. No construction or alteration will be undertaken. (14 Cal. Code Regs. § 15306). When any recommendations are approved for bidding and construction, a CEQA analysis will be undertaken at that time.

The safety study project may propose street and sidewalk improvements that will address San Anselmo's Climate Action Plan 2030, specifically CAP Measures T-2 (biking) and T-3 (walking).

ATTACHMENTS

Attachment 1- Proposed Scope of Work

PROPOSED SCOPE: DOWNTOWN SAN ANSELMO ACTIVE TRANSPORTATION SAFETY PROJECT

Study Area

- Study area: San Anselmo Ave. from San Rafael Avenue to Bolinas Ave; Ross Avenue from San Anselmo Avenue to Cedar St; Cedar St; Tamalpais Avenue from Cedar Street to San Anselmo Ave

Task 1: Collision Data Analysis

Goal: Understand collision trends in the study area.

Sub-Tasks:

- Analyze 2018-2022 SWITRS collision data to determine collision trends, particularly among collisions involving pedestrians and bicyclists
- Assess trends in mode, severity, primary collision factor, collision type, and other relevant attributes, as necessary

Task 2: Data Collection

Goal: Assess vehicle speeds and volumes within the study area.

Sub-Tasks:

- Conduct speed surveys of up to 50 vehicles each at up to three locations, including San Anselmo Avenue
- Conduct vehicle counts during the AM and PM peak hours at up to three intersections

Task 3: Site Visit

Goal: Assess existing conditions and inventory bicycle and pedestrian facilities within the study area.

Sub-Tasks:

- Conduct a site visit to the study area.
- Observe existing characteristic including parking, lighting, bicycle and pedestrian infrastructure, and active transportation issues

Task 4: Short- & Long-Term Recommendation Development

Goal: Based on the previous tasks, develop recommendations for short- and long-term active transportation safety improvements.

Sub-Tasks:

- Develop illustrative plan summarizing short-term recommendations
- Develop illustrative plan summarizing long-term recommendations

Task 5: Outreach

Goal: Gain insight into the public's issues and perceptions regarding walking and cycling conditions within the study area.

Sub-Tasks:

- Create a survey for distribution by the City to neighborhood residents asking about perceived issues walking and cycling within the study area
- Conduct one community meeting, advertised to the wider community, to gather feedback about issues and opportunities. Include a pre-meeting walk around the study area with participants to observe conditions in the field and solicit feedback

Task 6: Finalize Recommendations

Goal: Incorporate feedback from Task 5 to finalize short- and long-term recommendations

Sub-Tasks:

- Finalize illustrative plan summarizing short-term recommendations
- Finalize illustrative plan summarizing long-term recommendations

Deliverables

- Maps showing existing conditions in the study area. Maps may include collisions, vehicle speeds and volumes, and active transportation infrastructure and gaps/issues
- Illustrative plans summarizing short- and long-term recommendations
- Toolbox of potential treatments to improve active transportation safety within the study area

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.3

MEETING DATE: September 26, 2023

AGENDA TITLE: Public Engagement Process for Proposed Sorich Park Multi-Use Trail

FROM: Sean Condy, P.E., Public Works Director

RECOMMENDATION:

That the Town Council receive an update on the public process for the proposed Sorich Park hiking and biking trail and provide direction to staff.

BACKGROUND AND DISCUSSION

Sorich Park is made up of approximately 64 acres of open space that the Town purchased in the 1960s and that the residents of the Town have enjoyed for many years. There are hiking trails throughout the park that connect to Marin County Open Space, Mt. Tamalpais Cemetery, along with the newer Memorial Ridge Trail which the Town added in 2017. Over the past several years requests have come in from residents and bicycle advocates to create a shared trail for hikers and bicyclists.

Over the years there have been a number of ideas and proposed trails to connect San Anselmo to San Rafael via a new bike trail or shared multi-use trail. Recently, at the June 14, 2023, Bicycle and Pedestrian Advisory Committee (BPAC) meeting, the idea was proposed to look at a few options for a bike trail or shared trail through Sorich Park that could connect to the County's trail. On July 26, 2023, a second BPAC meeting was held on-site at Sorich Park to discuss the idea and walk the Sorich Trail. Staff from the Marin County Open Space District attended this meeting and provided some general information on their process for trail improvements and their ability to help the Town with the project but indicated they want the Town to go through its public process first.

The current proposed process is for Town staff to present the shared trail idea to the following committees: Climate Action, Open Space, Parks and Recreation, along with the Planning Commission. Once these groups have provided input, staff will then hold a community-wide meeting to garner additional objective input.

Once staff has completed this community engagement and developed additional information regarding potential trail concepts, staff will bring a report to Council for further consideration.

FISCAL IMPACT

Currently there is no fiscal impact, only staff time.

GENERAL PLAN CONSISTENCY

Trails and recreational areas are consistent with the Town's General Plan including the goals of the Open Space Element and Circulation Element.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The proposed idea of a multi-use trail is consistent with the Town's Climate Action Plan including:

T-2: Bicycling
Encourage bicycling as an alternative to vehicular travel. Establish and maintain a system of bicycle facilities that are consistent with the Town's Bicycle and Pedestrian Plan and Complete Streets policies.

T-3: Walking
Encourage walking as an alternative to vehicular travel through outreach channels and partner agencies. Establish and maintain a system of pedestrian facilities that are consistent with the Town's Bicycle and Pedestrian Master Plan and Complete Streets policies. Develop a sidewalk improvement program and consider when property owners will be required to install sidewalks or pay fees in lieu of providing sidewalks to fund sidewalk improvement program.

STAFF REPORT

TOWN OF SAN ANSELMO Item #:2.4

MEETING DATE: September 26, 2023

AGENDA TITLE: 32 Fern Ln., Project No. PRO2022-0063. Appeal by Applicant Ken Mayer of Planning Commission Decision to Deny the Application for a Conditional Use Permit to Allow for the After-The-Fact Approval of a Two-Story Accessory Dwelling Unit and Related Structures.

FROM: Lindsey Klein, Senior Planner
Heidi Scoble, Planning Director
Emily Longfellow, Assistant Town Attorney

RECOMMENDATION: Conduct a public hearing, consider public comment and adopt the findings in the attached Resolution (see **Attachment 1**) upholding the Planning Commission's denial of the project.

BACKGROUND

In September 2021, the Town posted a stop work order for the unauthorized construction of an Accessory Dwelling Unit (ADU) at 32 Fern Lane. In November 2021, the applicant submitted a Building Permit application for the after-the-fact approval to legalize the ADU. However, the Building Permit could not be approved because the ADU did not comply with the Town's regulations. The ADU regulations in effect at the time only permitted a one-story ADU with a maximum height of 16-feet and the constructed ADU is two-stories and approximately 23-feet tall.

Per the ADU regulations that were in effect at the time, exceptions to the ADU regulations may be granted by the Planning Commission through a discretionary Conditional Use Permit process. Accordingly, the applicant submitted a Conditional Use Permit application on August 30, 2022.[1] On November 21, 2022, the Planning Commission conducted a noticed public hearing and considered plans for a Conditional Use Permit to allow for the after-the-fact approval of a two-story ADU and associated structures at 32 Fern Lane. After consideration of the public record, including public comment and testimony from the applicant, the Planning Commission unanimously adopted Resolution No. 2022-13 to deny the Conditional Use Permit (see **Attachment**

[1] For a complete summary of the project background and timeline, please refer to the November 2022 Planning Commission Staff Report in **Attachment 2**.

2, Attachment 3, and **Attachment 4**). On December 8, 2022, project applicant, Ken Mayer, submitted an appeal of the Planning Commission decision (see **Attachment 5**).

On December 13, 2022, the Town Council adopted Ordinance No. 1172 to repeal and replace the Town's ADU regulations. The amendments were in response to SB 897 and AB 221. In particular, the new regulations allow detached ADUs up to 18 feet tall within ½ mile walking distance from a major transit stop and allow attached ADUs up to 25 feet in height, in addition to reconciling the regulations to comply with other state mandated ADU laws (e.g., owner occupancy, ADU conveyance, Impact fees, unpermitted ADUs, etc.).

Mr. Mayer postponed the appeal of the Planning Commission decision to consider design alternatives that would allow for ministerial approval of an ADU. Over the past six months, Planning Department staff have been working diligently with Mr. Mayer to come up with a design solution that would allow the ADU by-right under the new ADU regulations approved in Ordinance No. 1172. However, because the project site at 32 Fern Lane is not within ½ mile walking distance of a major transit stop, as defined in California Public Resources Code § 21064.3[2], the existing unpermitted detached ADU does not satisfy the requirements for the regulation that would allow the structure to be up to 18-feet tall. Therefore, the ADU would be required to be attached to the primary residence to allow up to a 25-foot height limit as permitted by the current Town and State regulations. A design solution that would allow a ministerial (by-right) approval has not been presented to the Planning Department to date and Mr. Meyer has requested the appeal to move forward.

DISCUSSION/ANALYSIS

The purpose of this appeal is for the Town Council to conduct a public hearing de novo for consideration of the merits of the project that was denied by the Planning Commission on November 21, 2022. The Council is charged with being the final decision-maker and analyzing the project to determine if it can, or cannot, substantiate the appeal and make all of the required findings for approval contained in the Town Municipal Code. This public hearing is not to rehash past dealings with other Town Departments and/or interpretations of the new ADU regulations that went into effect in January 2023 or project plans related thereto.

As demonstrated in the attachments referenced above, the project must be reviewed under the ADU laws that are in effect at the time of the hearing (see **Attachment 6**), and not the new regulations established by Ordinance No. 1172. The regulations in effect at the time allowed ministerial approval of ADUs that do not exceed 16 feet in height. As the proposed ADU is 23 feet 3 inches in height, a Conditional Use Permit is required to authorize an exception to the height standard.

As provided in the Municipal Code and consistent with State law, "the Town Council shall determine the appeal or the review based upon the testimony and documents

[2] "The intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods."

produced before it and any site visits. The Town Council may sustain, modify, reject, or overrule any recommendations or rulings of the Planning Commission and may make such findings and determinations as are consistent with State law, this Code and other applicable rules and regulations." (San Anselmo Municipal Code Section10-1.06(h).)

As described in **Attachment 5**, the appellant's grounds for the appeal are as follows:

The applicant indicated that the November 21, 2022, Planning Commission action to deny the project should not be sustained for the reasons outlined below:

a. The staff report did not represent or establish the facts about the project. This may have overburdened the Planning Commission when reviewing the findings to approve the Conditional Use Permit.
b. Some laws were broken (Assembly Bill [AB] 68, AB 881, and Senate Bill [SB] 13), or new 2023 laws may legalize the ADU as built.[3]

As described in Exhibit A, Findings, of **Attachment 4**, the Planning Commission determined that two of the three Conditional Use Permit findings listed below could not be made:

(a) The establishment, maintenance, or operation of the uses will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of the proposed uses, or be detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the Town.

(b) Accessory dwelling unit construction shall be of complimentary materials, colors, and style as the exterior of the primary living unit including roof, eaves, windows, accents, and doors.

(c) Landscaping shall be included to screen mechanical and structural elements of the accessory dwelling unit from off-site views, including, but not limited to, foundations, retaining walls, condensers, and transformers, provided that nothing in this provision shall require the accessory dwelling unit to be screened completely from view or require any screening that would conflict with Ross Valley Fire Department Vegetation Management Plan requirements.

Finding (a) could not be achieved for multiple reasons summarized in this paragraph. The project is expected to adversely impact neighbors relative to privacy, and it encroaches into the required 15-foot San Anselmo Creek setback, as measured from the top of bank, and therefore imposes potential flooding, biological, and geologic hazards. In addition, the Town Building Official identified that the submitted plans are not wet stamped by a licensed architect or engineer and they are not consistent with the submitted structural calculations and, therefore, cannot be verified as safe and built to meet the Town's Building Codes. In addition, the project is not consistent with the following:

[3] The applicant's verbatim appeal language can be viewed in **Attachment 5**.

- *General Plan Land Use Goal 1: The small-town character, scale, and pace of life in San Anselmo shall be preserved, as shall the Town's close connection with the natural beauty of its setting*.
    - Construction within the required creek setback, which is designated to protect residents and the environment from potential hazards, can lead to potential damage to the natural surroundings that contribute to the Town's natural beauty.
- *Policy 2.1: All land use decisions within the Town and the planning area will take into consideration the protection and preservation of the area's surrounding hillsides, ridges, water courses, and any unique natural habitats*.
    - The construction within 15 feet of the top bank of San Anselmo Creek can alter water courses, exacerbate flood hazards, and disrupt the natural flow of water, which directly contradicts the policy's aim to protect and preserve these natural features.
- *Policy 11.1: New development, including rehabilitation and expansion projects, shall be of a scale, intensity, and design that integrates with the existing character of the surrounding neighborhood*.
    - The height of the ADU exceeds the maximum height of ADUs permitted by-right in San Anselmo. ADUs that exceed the maximum allowable height limit may disrupt the scale and perceived intensity of the surrounding neighborhood.
- *Policy 16.1: All new developments in the Town should be designed to minimize vegetation removal, soils compaction, and site coverage*.
    - The ADU and associated structures are located on a steep creek embankment. Developing an ADU on a steep slope typically requires extensive excavation and grading, which often leads to soils compaction that could be avoided through construction on flatter pieces of land.
- *Policy 16.2: To only allow development within the 100-year floodplain which is consistent with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance*.
    - The ADU and associated structures are located on a property within the 100-year floodplain, and it is not clear from the submitted application materials how much of the ADU and associated structures fall within the 100-year floodplain. Development in the floodplain can pose significant risks to the property, its occupants, and neighboring properties.

Finding (c) could not be achieved because the ADU has concrete foundations with associated piers, braces, retaining walls, and other structural elements that are visible to neighbors, particularly those on the rear side of the property and alongside San Anselmo Creek. The project does not include a landscape plan to identify trees, shrubs, or other landscaping to visually screen structural elements of the ADU and associated structures from neighbors. Therefore, the foundation and associated structural elements are not screened from view.

Therefore, consistent with the Planning Commission's analysis and findings, a draft resolution (see **Attachment 1**) has been prepared to deny the appeal and uphold the Planning Commission's denial on the basis that the requisite findings cannot be achieved.

FISCAL IMPACT

The applicant's appeal fee covers Town costs to process the appeal. Granting the appeal and approval of the project would result in a building permit application that would generate additional revenue for the Town. Improvement of the site and residence would result in the Marin County Tax Assessor reassessing the property, which would increase property tax revenue to the Town.

GENERAL PLAN CONSISTENCY

See attached Resolution (see **Attachment 1**).

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Denial of the project would result in no project and therefore is not subject to review under CEQA pursuant to CEQA Guidelines Section 15270 for projects in which a public agency rejects or disapproves.

If the Town Council overturns the Planning Commission's actions, the Town Council can either choose to categorically exempt from CEQA per Section 15303(a) – New Construction or the Conversion of Small Structures to allow the detached ADU or require an Initial Study to assess the ADU's impact on the environment given its close proximity to San Anselmo Creek. The assessment of the impacts would require analysis of the ADU relative biological resources, geology and soils, and hydrology, and water quality. Staff has determined that the following technical studies, at minimum, would be needed to inform the Initial Study: a hydrology report, a geomorphology report, a geotechnical report, and a biological assessment. The results of the Initial Study would inform whether a Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report would be required.

Project denial minimizes greenhouse gas impacts associated with a second unit.

ATTACHMENTS

Attachment 1- Draft Resolution
Attachment 2- November 21, 2022 Planning Commission Staff Report and Exhibits
Attachment 3- November 21, 2022 Planning Commission Meeting Minutes
Attachment 4- Planning Commission Resolution No. 2022-13
Attachment 5- Appeal Application
Attachment 6- Town of San Anselmo Ordinance No. 1149
Attachment 7- Public Comment

RESOLUTION NO. 2023- XX

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO DENYING A CONDITIONAL USE PERMIT AND UPHOLDING THE PLANNING COMMISSION DENIAL OF AN APPLICATION TO ALLOW AN ACCESSORY DWELLING UNIT (ADU) AND ASSOCIATED STRUCTURES AT 32 FERN LANE

WHEREAS, on August 30, 2022, Ken Mayer of Mayer & Company ("Applicant") file an application for a detached, two-story ADU at 32 Fern Lane (APN 007-041-07); and

WHEREAS, the project site is located within the General Plan Single Family Residential Land Use Designation, and the Single-Family Residential Zoning District (R-1); and

WHEREAS, the project necessitated approval of a Conditional Use Permit to grant exceptions to ADU development standards, as outlined in San Anselmo Municipal Code Sections 10-6201 through 10-6.207; and

WHEREAS, the Planning Commission conducted duly noticed public hearing on November 21, 2022, and allowed all interested persons an opportunity to be heard; and

WHEREAS, on November 21, 2022, the Planning Commission reviewed and considered the project plans titled "Remodel Cottage For: Ken Mayer" and dated April 10, 2022 and June 7, 2022; and

WHEREAS, the Planning Commission voted 6-0 (with one abstention) to deny the application based on the findings in the staff report and those articulated verbally at the hearing, findings which Town staff recorded by video and in meeting minutes approved by the Planning Commission; and

WHEREAS, the Planning Commission found that denial of the project results in no project and therefore the California Environmental Quality Act (CEQA) does not apply pursuant to CEQA Guidelines Section 15270 for projects in which a public agency rejects or disapproves; and

WHEREAS, on November 30, 2022, the Applicant appealed the Planning Commission decision to the Town Council based on an application from the Applicant alleging misrepresentation of the facts and failure to adhere to State law; and

WHEREAS, Town staff worked with the Applicant from December 2022 through July 2023 to come up with a design solution that would allow the project to conform with San Anselmo Municipal Code Title 10, Chapter 6, Accessory Dwelling Units;

WHEREAS, the Town Council held a public hearing de novo to consider the appeal on September 26, 2023; and

WHEREAS, staff mailed notice of the Town Council hearing to all owners of property within 300 feet and posted in three public places at least 10 days prior to the hearing; and

WHEREAS the Town Council reviewed the staff report and attachments, prior staff reports and attachments, the November 21st Planning Commission meeting minutes, and the Town Council heard oral testimony from the appellant, property owners, and all interested persons;

NOW, THEREFORE, THE TOWN COUNCIL HEREBY RESOLVES AS FOLLOWS:

Based on substantial evidence in the record as set forth in the recitals above and incorporated herein, the Town Council denies the appeal, and upholds the Planning Commission denial of a Conditional Use Permit to allow for the after-the-fact approval of a two-story accessory dwelling unit (ADU) and associated structures at 32 Fern Lane as proposed on the plans dated April 10, 2022 and June 7, 2022, based upon the following findings:

A. CEQA. The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15270 for projects in which a public agency rejects or disapproves.

B. Required findings for Conditional Use Permit per San Anselmo Municipal Code Sections 10-3.1305 and 10-6.208.

(a) The establishment, maintenance, or operation of the use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of the proposed use, or be detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the Town.

The project adversely impacts neighbors relative to privacy given failure to adhere to property setback requirements and building height requirements, as evidenced by multiple public comments submitted to the Town. The size and location of the structure relative to the home is large and visibly intensifies development on the property from off-site vantage points.

Furthermore, the project is not consistent with the following Town General Plan land use policies and zoning regulations:

- *Land Use Goal 1: The small-town character, scale, and pace of life in San Anselmo shall be preserved, as shall the Town's close connection with the natural beauty of its setting*.

  The size and massing of the structure relative to the home is large and visibly intensifies development on the property from the street, thereby altering the character and scale of the existing neighborhood.

- *Policy 2.1: All land use decisions within the Town and the planning area will take into consideration the protection and preservation of the area's surrounding hillsides, ridges, water courses, and any unique natural habitats*.

  The project encroaches into the required 15-foot setback from San Anselmo Creek, and it therefore does not adequately preserve or protect the water course and riparian habitat.

- *Policy 11.1: New development, including rehabilitation and expansion projects, shall be of a scale, intensity, and design that integrates with the existing character of the surrounding neighborhood*.

  The size and massing of the structure relative to the home is large and visibly intensifies development on the property from the street, thereby altering the development scale of the existing neighborhood.

- *Policy 16.1: All new developments in the Town should be designed to minimize vegetation removal, soils compaction, and site coverage*.

  While a portion of the site is relatively flat and undeveloped, the structure is constructed on the slope of a creekbank and encroaches into the required 15-foot setback from San Anselmo Creek. The applicant has not provided a landscape plan, grading plan, or structural evidence to minimize vegetation removal or soils compaction due to the project.

- *Policy 16.2: To only allow development within the 100-year floodplain which is consistent with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance*.

  The project site is located in the following FIRM Flood Zones: AE Floodway, AE (100-year floodplain), and X (outside Special Flood Hazard Area). Due to inaccuracies in submitted project plans, it is unclear whether the project is constructed within the 100-year floodplain. However, it is clear from a site visit conducted by Town staff that the project encroaches into the 15-foot required setback from San Anselmo Creek. The applicant has not applied for a Watercourse Permit to be compliant with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance.

It is unclear whether the submitted project is structurally accurate and safe because the project plans do not accurately represent structures and property improvements as reported by the previous property owner. In addition, the submitted structural project plans and structural calculations are not consistent within the submitted plan set, as verified by the Town Building Official. Therefore, the Town does not have evidence from a structural engineer to demonstrate that the ADU and the related structures were built to meet the Town's Building Codes. Furthermore, the submitted plans are not wet stamped by a licensed architect or engineer.

In addition, the project encroaches into the required 15-foot San Anselmo Creek setback, as measured from the top of bank, and therefore imposes potential hazards including:

- Obstruction of San Anselmo Creek which may divert or interfere with the flow of the watercourse to alter drainage patterns or cause flooding, resulting in loss, injury, or death on-site or to neighbors downstream of the project site.
- Degradation of existing riparian habitat, including both flora and fauna, that may contribute to the destruction or displacement of any species.
- Risk of loss, injury, or death due to landslides, seismic ground shaking, soil erosion, loss of topsoil, or other geologic and soils hazards resulting from the unpermitted movement of land or unpermitted construction on a steep slope.

Lastly, the project is a public nuisance as defined in Section 9-1.601 of the San Anselmo Municipal Code as "any work commenced or continued in violation of this chapter shall be, and is hereby declared, unlawful and a public nuisance" and "A building or structure in a state of partial construction for an unreasonable period of time is a nuisance."

Due to the many project components described above, the establishment, maintenance, or operation of the project is detrimental to the persons residing or working in the neighborhood and injurious to the property and the general welfare of the Town.

(b) Accessory dwelling unit construction shall be of complementary materials, colors, and style as the exterior of the primary living unit including roof, eaves, windows, accents, and doors.

The ADU is a two-story building that exceeds the allowed maximum height requirements for a typical ADU by approximately nine feet. The resulting structure is relatively larger in size to the existing residence than typical for an ADU. However, the exterior siding and colors are consistent with the existing single-family home. While the pitch of the ADU roof does not match the steep gable roof of the existing chalet-style single-family residence and existing garage, the roof style of the ADU is a modern update to the property's existing character. While the roof pitch deviates from the property's existing character, it is not an extreme departure from the character of the existing single-family unit and complements the existing residence. Therefore, the project consists of complementary materials, colors, and style as the exterior of the primary unit.

(c) Landscaping shall be included to screen mechanical and structural elements of the accessory dwelling unit from off-site views, including, but not limited to, foundations, retaining walls, condensers, and transformers, provided that nothing in this provision shall require the accessory dwelling unit to be screened completely from view or require any screening that would conflict with Ross Valley Fire Department Vegetation Management Plan requirements.

The ADU has concrete foundations with associated piers, braces, retaining walls, and other structural elements that are visible to neighbors, particularly those on the rear side of the property and alongside San Anselmo Creek, and the foundation and associated structural elements are not screened from view. The project does not include a landscape plan to identify trees, shrubs, or other landscaping to visually screen structural elements of the ADU and associated structures from neighbors. Therefore, the project will not screen structural elements of the ADU from off-site views.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Town Council on the 26th day of September 2023, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:
RECUSED:

APPROVED:_____
Steve Burdo, Mayor

ATTEST:_____
Serge Avila, Town Clerk

TOWN OF SAN ANSELMO
EST. 1907

TOWN OF SAN ANSELMO
PLANNING COMMISSION STAFF REPORT

For the meeting of November 21, 2022

Agenda Item 5.A

Date: November 21, 2022

To: Chair Tunny and Members of the Planning Commission

From: Lindsey Klein, Senior Planner

Subject: 32 Fern Ln., Project No. PRO2022-0063

Recommendation

The Planning Commission to adopt a Resolution denying Project No. PRO2022-0063 for a Conditional Use Permit to allow for the after-the-fact approval of a two-story accessory dwelling unit (ADU) and associated structures.

Property Information:

Project Address:	32 Fern Ln.
Owner/Applicant:	Ken Mayer, Mayer & Company
Assessor's Parcel No.:	007-041-07
Zoning District:	R-1, Single-Family Residential
General Plan:	Single Family Residential
FIRM Flood Zone:	Multiple zones including AE Floodway (Property is within San Anselmo Creek channel and the adjacent land reserved to discharge the base flood), AE (Property has a 1% chance of flooding in any year), and X (outside Special Flood Hazard Area)

The proposed project requires the following permit:

- **Conditional Use Permit required pursuant to Town of San Anselmo Municipal Code Sections 10-3.1300 and 10-6.208** to allow an ADU with an attached deck and shed with exceptions to the Town's required property setbacks and building height.

Project Data:

	Existing	Proposed	Code
Zoning	R-1, Single-Family Residential	Same	Same
General Plan	Single Family Residential	Same	Same
Flood Zone	AE Floodway, AE, and X	Same	n/a
Lot Size (sq. ft.)	7,930 sq. ft.	Same	n/a
Lot Coverage (sq. ft.)	870	1,468 + unknown deck size[1,6]	2,775
Floor Area (sq. ft.)	First Story 690 Second Story 526 Accessory Structures 0 Garage over 400 0 ADU 0 Total 1,216	First Story 690 Second Story 526 Accessory Structures 32 Garage over 400 0 ADU 598 Total 1,846	n/a
Adjusted Floor Area Ratio (%)	15%	23%	36% + 325 sq. ft.[2]
Property Setbacks	Front: Unknown [3,6] Rear: Unknown [3,6] East Side: Unknown [3,6] West Side: Unknown [3,6]	Front: No change Rear: Unknown[4,6] East Side: No change West Side: 5 feet	Front: 20 feet Rear: 20 feet East Side: 8 feet West Side: 8 feet
On-Site Parking	4 parking spaces	4 parking spaces	2 parking spaces
Existing Residence Height	Unknown[5,6]	No change	30 feet
Proposed ADU Height	n/a	23 feet 3 inches	16 feet
Stories	2-story existing residence	2-story existing residence and 2-story ADU	2 stories

[1] The applicant did not include the dimensions or elevations of the proposed deck and shed accessory to the proposed ADU, so staff cannot determine whether those improvements would contribute to lot coverage.

[2]Pursuant to Section 10-3.412, Table F, of the San Anselmo Municipal Code, up to 325 square feet of additional floor area if the existing residence was constructed prior to ordinance adoption.

[3]The applicant did not provide measurements from existing structures to the property line.

[4]The applicant did not include the proposed deck and shed accessory to the proposed ADU in setback calculations, so the setback from the rear property line is unknown. The rear setback of the proposed ADU alone is approximately 37 feet and 6 inches from the property line.

[5]The applicant did not provide the height of existing structures.

[6]Due to the current Municipal Code violations of the illegal non-conforming ADU, staff have recommended to the applicant that the Planning Commission provide input before the applicant invests further time and resources to complete the project application.

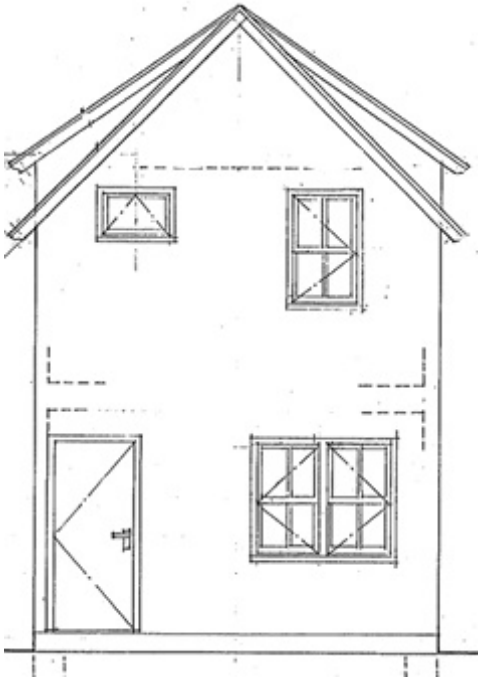
Project Description:

The applicant is requesting the after-the-fact approval to allow a detached, two-story ADU located behind the existing single-family residence and directly adjacent to the top of bank of the San Anselmo creek floodway. The ADU has been constructed to be 23 feet and 3 inches in height. The ADU has also been constructed to include a 165 square foot attached deck on the first floor of the rear (south) side of the ADU and extends over the San Anselmo Creek. A 120 square foot

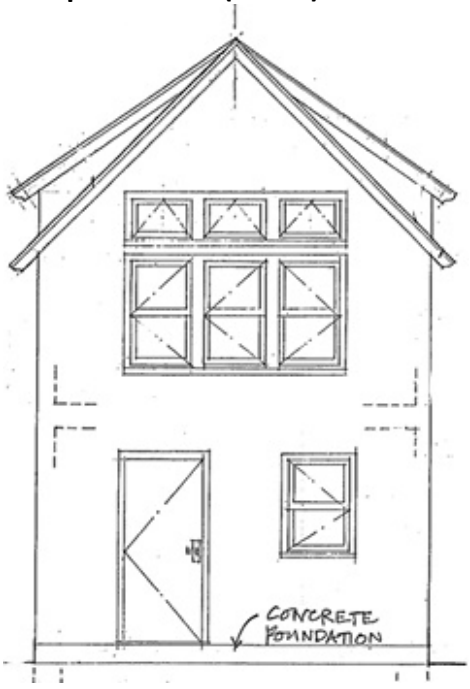
shed that is 8 feet tall has also been constructed on the deck. The attached deck and the shed encroach into required 8-foot side yard setback and the 15-foot creek setback established by Section 7-12.06 of the SAMC for projects that require a Watercourse Permit. A Watercourse Permit is outside the purview of the Planning Commission review.

Figure 1 – Proposed ADU Elevations

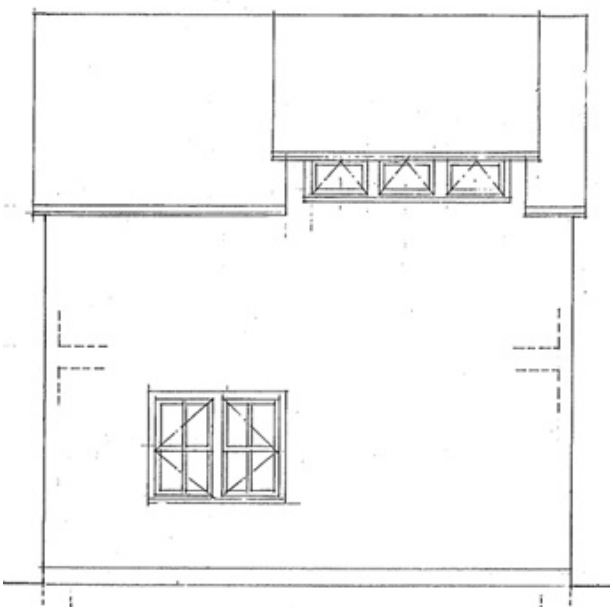
Proposed Front (North) Elevation



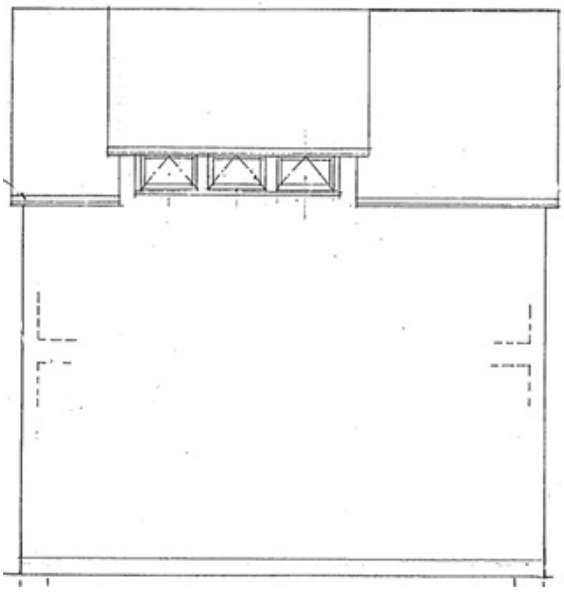
Proposed Rear (South) Elevation



Proposed Side (West) Elevation



Proposed Side (East) Elevation



Note: These plans have not been stamped by a licensed architect or engineer.

Project Site:

The project site is located at 32 Fern Lane and is approximately 7,930 square feet in size. San Anselmo Creek abuts the rear property line, and approximately half of the property is either within the AE Floodway zone (i.e., within the creek channel and the adjacent land reserved to discharge the base flood) or the AE zone (land with a 1% chance of flooding in any year). The property has a steep slope from the flat area of the parcel southwest to the creek. The existing residence was originally constructed in 1929. The applicant reports that a garage was previously constructed on the land where the ADU is proposed, but it was torn down prior to the 1960s. The Town does not have a record of said garage to verify this claim. The property is surrounded by other single-family homes and Archie Williams High School is located directly across Fern Lane.

Figure 2 – Project Site

A map showing an aerial view of the project site outlined in blue is provided in Figure 2.

Project Background

On September 27, 2021, the Town posted a stop work order on the applicant's property after receiving complaints of illegal construction of an ADU. The Town followed up by sending a Compliance Order on September 29, 2021. After receiving several complaints reporting more illegal construction, the Town posted another stop work order on the property on March 3, 2022. On March 15, 2022, the Town sent a second compliance letter. On July 25, 2022, the Town sent a third compliance letter to the applicant, shown in Attachment D.

The applicant submitted a Building Permit application on November 2, 2021 and was directed to submit an application for a Conditional Use Permit and provide outstanding information needed to render the Building Permit application complete. The applicant submitted a Conditional Use Permit application to the Town on August 30, 2022.

The project plans submitted to the Town, included in Attachment B, indicate that the proposed ADU, attached deck, and shed are additions to an existing structure. However, the previous property owner, Irene Johansson, has testified via an affidavit (see Attachment C) that the property had no structures other than the main house and a detached one-car garage during her ownership from 1963 to December 15, 2017.

On September 28, 2022, Planning Staff conducted a site visit with the applicant. During a site visit, staff observed that a separate illegal deck was constructed within the required 15-foot creek

setback from San Anselmo Creek. The separate deck is not part of this project and it may be subject to future abatement if the Department of Public Works cannot support issuance of a Watercourse Permit per Section 7-12.13 of the SAMC.

Figure 3 depicts the existing property and illegal non-conforming ADU, outlined in red, from the street.

Figure 3 – Street View

Multiple public comments have expressed concern about negative environmental impacts resulting from the project's proximity to San Anselmo Creek. The existing ADU, attached deck, and shed are all within the 15-foot required setback from the top bank of San Anselmo Creek. Therefore, the applicant must assure the free and unobstructed flow of water through the Town's Watercourse Permit pursuant to Section 7-12.12 of the Municipal Code. A Watercourse Permit is approved by the Director of Public Works. In order to issue a Watercourse Permit, the Director of Public Works must make the following findings:

(a) The project will not interfere with the flow of storm waters;

(b) The project will not damage other property; and

(c) The project will not complicate normal drainage maintenance.

The applicant has not applied for a Watercourse Permit at this time. The Alternatives to Recommendation section of this report list the Watercourse Permit application requirements.

Staff Analysis and Discussion:

As described throughout this report, the Planning Permit does not contain all information needed to render the permit application complete. However, due to the current Municipal Code violations of the illegal non-conforming ADU and associated structures, staff have determined

that the Planning Commission should provide input before the applicant invests further time and resources into the project application.

General Plan Consistency

The General Plan land use designation of the site is Single-Family Residential which allows detached single-family units at a density of 1 to 6 units per acre. In order to encourage maintenance of existing structures and to prevent encroachment of higher density development, this designation has been applied to the majority of existing single-family neighborhoods. This project proposes a new 598 square-foot two-story ADU and associated deck and shed on the rear side of the property. Due to the ADU height, property setbacks, and creek setbacks, the ADU and related structures would not be consistent with the General Plan goal and applicable policies identified below:

- Land Use Goal 1: The small-town character, scale, and pace of life in San Anselmo shall be preserved, as shall the Town's close connection with the natural beauty of its setting.
- Policy 2.1: All land use decisions within the Town and the planning area will take into consideration the protection and preservation of the area's surrounding hillsides, ridges, water courses, and any unique natural habitats.
- Policy 11.1: New development, including rehabilitation and expansion projects, shall be of a scale, intensity, and design that integrates with the existing character of the surrounding neighborhood.
- Policy 16.1: All new developments in the Town should be designed to minimize vegetation removal, soils compaction, and site coverage.
- Policy 16.2: To only allow development within the 100-year floodplain which is consistent with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance.

Zoning Ordinance Compliance

The project site is located within the Single-Family Residential District (R-1) which is intended for the development of detached, single-family homes with allowable residential density range from one to six dwelling units per acre. This District is generally applied to established residential neighborhoods characterized by single-family detached residential units on conventional lots, and ADUs are permitted as an accessory residential use that is consistent with the General Plan and shall not be considered to exceed the allowable density. The project proposes to construct a new two-story ADU with an associated deck and shed. Therefore, the project meets the intent of the R-1 Zoning district.

Pursuant to Section 10-6.208 of the SAMC, the Planning Commission may grant exceptions to allow a deviation from the ADU standards subject to conformance with the following design standards applicable to the project site:

a) Accessory dwelling unit construction shall be of complimentary materials, colors, and style as the exterior of the primary living unit including roof, eaves, windows, accents, and doors.
The ADU is a two-story building that exceeds the allowed maximum height requirements for a typical ADU by approximately nine feet. The resulting structure is relatively larger in size to the existing residence than typical for an ADU. The exterior siding and colors are to be consistent with the existing single-family home. The pitch of the ADU roof does not match the steep gable roof of the existing chalet-style single-family residence and existing garage. The steep gable roof is character-defining feature, and the style of the ADU is a modern update to the property's existing character. While the roof pitch deviates from the property's existing character, it is not an extreme departure from the character of the existing single-family unit. Therefore, the project consists of complimentary materials, colors, and style as the exterior of the primary unit.

(c) Landscaping shall be included to screen mechanical and structural elements of the accessory dwelling unit from off-site views, including, but not limited to, foundations, retaining walls, condensers, and transformers, provided that nothing in this provision shall require the accessory dwelling unit to be screened completely from view or require any screening that would conflict with Ross Valley Fire Department Vegetation Management Plan requirements.

The ADU has concrete foundations with associated piers, braces, retaining walls, and other structural elements that are visible to neighbors, particularly those on the rear side of the property and alongside San Anselmo Creek, and the foundation and associated structural elements are not screened from view. The project does not include a landscape plan to identify trees, shrubs, or other landscaping to visually screen structural elements of the ADU and associated structures from neighbors. Therefore, the project will not screen structural elements of the ADU from off-site views.

On January 1, 2023, several new ADU laws will come into effect, including Assembly Bill (AB) 2221, which will require local jurisdictions to allow detached ADUs up to 18 feet tall within ½ mile walking distance from a major transit stop and to allow attached ADUs up to 25 feet in height. The project at 32 Fern Lane is not within ½ mile walking distance of a major transit stop, and it is not an attached ADU. Therefore, the project will not be eligible for ministerial review pursuant the Town's updated Zoning Ordinance in 2023.

Conditional Use Permit
Pursuant to the San Anselmo Municipal Code Title 10, Article 13, Conditional Use Permit, Section 10-3.1305, Purpose and Intent, the purpose of a conditional use permit is to allow for the review of a specific use or uses to ensure that the use is compatible with surrounding land uses and to allow, if necessary, the imposition of conditions to ensure the use or uses comply with the intent

of the ordinance. Discussions for findings for approval of the Conditional Use Permit are found in the resolution.

As previously summarized in the Project Description, a Conditional Use Permit is required for the proposed ADU with an attached deck and shed with exceptions to the Town's required property setbacks and building height. In order to approve or conditionally approve Conditional Use Permits, the Commission must make the finding that:

The establishment, maintenance, or operation of the uses will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of the proposed uses, or be detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the Town.

Upon review of the project, and as supported in the Exhibit A, Findings, of the attached Resolution, staff suggest the requisite Conditional Use Permit findings cannot be achieved due to:

- The project is not consistent with the following Town General Plan land use policies and zoning regulations: Land Use Goal 1, Policy 2.1, Policy 11.1, Policy 16.1, and Policy 16.2.

- The project is a public nuisance pursuant to SAMC Section 9-1.601 as:
    - Any work commenced or continued in violation of this chapter shall be, and is hereby declared, unlawful and a public nuisance.
    - A building or structure in a state of partial construction for an unreasonable period of time is a nuisance.

- It is unclear whether the submitted project plans are accurate or safe because:
    - The project plans do not accurately represent structures and property improvements as reported by the previous property owner.
    - The submitted structural project plans and structural calculations are not consistent within the submitted plan set, as verified by the Town Building Official. Therefore, the Town does not have evidence from a structural engineer to demonstrate that the ADU and the related structures were built to meet the Town's Building Codes.
    - The submitted plans are not wet-stamped by a licensed architect or engineer.

  In order to ensure that the project is safe and does not pose adverse impacts, the Town has requested that the applicant provide the information listed under Option 2 in the Alternatives to Recommendation section of this staff report. The applicant is aware that staff have identified outstanding items, and the applicant chose to bring

the project to the Planning Commission before expending additional financial resources on the project.

- The proposed use is expected to adversely impact neighbors relative to privacy. The Town has received multiple complaints from neighbors due in part to privacy concerns. The proposed concrete foundations are visible to neighbors off-site and are not screened from view.

- The project encroaches into the required 15-foot San Anselmo Creek setback, as measured from the top of bank, and therefore imposes potential hazards including:
    - Obstruction of San Anselmo Creek which may divert or interfere with the flow of the watercourse to alter drainage patterns or cause flooding, resulting in loss, injury, or death on-site or to neighbors downstream of the project site.
    - Degradation of existing riparian habitat, including both flora and fauna, that may contribute to the destruction or displacement of any species.
    - Risk of loss, injury, or death due to landslides, seismic ground shaking, soil erosion, loss of topsoil, or other geologic and soils hazards resulting from the unpermitted movement of land or unpermitted construction on a steep slope.

  In order to address the above concerns, the Town has requested that the applicant provide the information listed under Option 2 in the Alternatives to Recommendation section of this staff report including, but not limited to:
    - Watercourse Permit application
    - Initial Study
    - Technical studies, completed by licensed professionals:
        - Hydrology report
        - Geomorphology report
        - Geotechnical report
        - Biological assessment
    - Revised Existing/Proposed Site Plan
    - Revised Existing/Proposed Building Elevations
    - Two building sections
    - Boundary and topographic survey
    - Landscape Plan

  The applicant is aware that staff have identified outstanding items, and the applicant chose to bring the project to the Planning Commission before expending additional financial resources on the project.

CEQA Determination

Construction of an ADU is typically categorically exempt from CEQA per Section 15303(a) – New Construction or the Conversion of Small Structures for one single-family residence or a second dwelling unit in a residential zone. However, given the property's location along San Anselmo Creek, the Subsection (a) exemption, which relates to impacts on environmental resources, set forth in Section 15300.2 of the CEQA Guidelines applies to the project. Specifically, given the project's location within 15 feet of the top bank of San Anselmo Creek, the project may have significant environmental impacts and prior to project approval, the Town would require an Initial Study to determine whether the project would have a substantial adverse effect on biological resources, geology and soils, and hydrology and water quality. If the Initial Study finds that the project may have significant adverse environmental impacts, the applicant may be required to prepare a full environmental impact report (EIR). Staff have determined that the following technical studies would be needed to inform the Initial Study: a hydrology report, a geomorphology report, a geotechnical report, and a biological assessment.

No other exceptions set forth in Section 15300.2 of the CEQA Guidelines apply to the project including, but not limited to, (b), which relates to cumulative impacts (a construction management plan would be required to minimize impacts); Subsection (c), which relates to unusual circumstances (the ADU footprint is within the typical range for single-family zoning); or Subsection (f), which relates to historical resources (site is not associated with historical events or persons, not architecturally significant).

Public Notice and Comments

A notice was mailed to all property owners within 300 feet of the site and posted in three places. As of the writing of the Staff Report, staff have received comments from multiple neighbors (21 Fern Lane, 22 Fern Lane, 24 Fern Lane, 28 Fern Lane, 134 Alder Avenue, and 159 Alder Avenue) requesting project changes to minimize impacts to nearby neighbors. All written comments received prior to issuance of the Staff Report are included in Attachment E. Public comments have cited the following concerns:

- Privacy concerns due to project design.
- Side yard setback violations.
- The applicant's unsubstantiated claims that project is an addition to existing accessory structure.
- Negative environmental impacts to San Anselmo Creek.
- No licensed architect or engineer stamp on plans.

The applicant has also submitted signatures from the adjacent neighbor at 36 Fern Lane confirming project support.

Recommendation

Staff recommend that the Commission deny the project on the basis that the Conditional Use Permit finding cannot be achieved.

Alternatives to Recommendation:

The Commission may also choose to pursue one of the two actions listed below:

Option 1. Continue the project to a date certain or uncertain and request additional information.

Option 2. Direct staff to return to a future meeting with a resolution of approval. If this action is desired:

a. Please direct staff how Conditional Use Permit findings can be supported.

b. Staff will request the applicant submit the following information to complete the project application:

i. Watercourse Permit application

ii. Initial Study

iii. Technical studies, completed by licensed professionals:

1. Hydrology report
2. Geomorphology report
3. Geotechnical report
4. Biological assessment

iv. Conditional Use Permit Supplemental Questionnaire: https://ca-sananselmo2.civicplus.com/DocumentCenter/View/380/Conditional-Use-Permit-Supplemental-Questionnaire?bidId=

v. Project Narrative

vi. Revised Existing and Proposed Conditions Table to reflect unpermitted uses as proposed uses and include development standards for the entire property, rather than just the ADU

vii. Revised Existing/Proposed Site Plan to display:

1. Wet-stamped and signed by a licensed California architect or engineer
2. Unpermitted uses as proposed uses and vacant land as the existing use
3. Dimension all required setbacks and proposed setbacks from structures (i.e., the existing residence, the garage, the ADU, the attached deck, and the shed) including property line setbacks and setbacks from the top of the San Anselmo Creek bank
4. Topographic elevation of the first floor level and spot elevations of existing and finished grade around property and adjacent to building footprint for height measurement

5. Foundation and rooflines of all existing and proposed structures (garages, sheds, etc.) located on the property
6. All adjacent building footprints, patios, windows and trees located within 20 feet of any property line
7. Dimensions from existing/proposed structures to nearby/adjacent buildings
8. Dimensions between buildings on the same site and buildings to nearby trees
9. Driveways, parking (with dimensions), landscaped areas, patios, etc. (note paving materials and dimension driveway width)
10. Dripline/canopy of all trees 12 inches in diameter or greater (7 inches in diameter or greater for undeveloped lots), measured 4.5 feet above grade. Indicate trees that are proposed for removal. Consider tree removal required by Fire Code. See Ross Valley Fire Department Standard 220 http://www.rossvalleyfire.org/documents/prevention/standards/220%20-%20Vegetation%20Fuels%20Management%20Plan.doc%20Final.pdf
    a. Work proposed in dripline of good trees to be maintained will require an Arborist Report and mitigation measures
    b. A tree permit application may be required from Public Works
    c. Location of proposed replacement trees, if needed

viii. Revised Existing/Proposed Building Elevations to display:
1. Wet-stamped and signed by a licensed California architect or engineer
2. Unpermitted uses as the proposed use and vacant land as the existing use
3. Elevations of the attached deck and shed
4. Exterior light fixtures, if any
5. Where appropriate, show adjacent features such as fences, landscaping, slope of creek bank, and other buildings and property line
6. Dimension all second story windows from finished floor to bottom of windowsill

ix. Two building sections (as the current application only includes one) that both display roof pitch, floor to floor heights, topographic height of first

floor, floor to grade heights, plate heights at upper levels, attic or loft, stairs, attached deck, shed, natural grade, etc. Plans must be wet-stamped and signed by a licensed California architect or engineer

x. Boundary and topographic survey prepared by a qualified surveyor illustrating the legal boundaries, dimensions of all property lines, easements, right-of-way, curb and sidewalk, trails, public utilities and utility poles, location of all existing improvements/structures, setback of existing improvements/ structures, tree trunks, tree species (if possible) and accurate depiction of tree canopies/drip line along with spot elevations across the site, including designated spot elevations from where the building height will be measured. Survey must also include:
    1. Wet-stamped and signed by a licensed California surveyor or appropriately licensed civil engineer
    2. Minimum scale 1/10" = 1'
    3. Base Flood Elevation (BFE) and the elevation of the lowest floor of the proposed structure
    4. Top of bank and any easement line from San Anselmo Creek

xi. Landscape Plan prepared by a professional with expertise to prepare planting and irrigation plans that comply with Town guidelines as well as Marin Municipal Water District (MMWD) Water Efficient Landscape Code and the Ross Valley Fire Department (RVFD) Standard 220, if applicable. Refer to the California State Business and Professions Code Section 5640 for plan preparation licensing requirements. See the Town's Residential Project Planning Application Checklist for other Landscape Plan requirements: https://www.townofsananselmo.org/DocumentCenter/View/23577/Submittal-Requirements-

xii. Streetscape Elevation (line drawing of the proposed project's street-facing elevation(s) along with the street- facing elevation of one structure on each side of the proposed structure, drawn to scale). To the highest degree possible, the drawing should accurately show building heights and profiles with dimensions. Trees, if shown, should be in outline form so as not to obscure structures. Wet-stamped and signed by a licensed California architect or engineer

c. Staff recommends that the project applicant bring the project to a Marin Project Coordination (MPC) meeting to present the project to regulators in an effort to better support the Watercourse Permit application process

Exhibits

A. Resolution
B. Project Plans
C. Affidavit prepared by Irene Johansson
D. Compliance Order Letter, July 25, 2022
E. Public Comments

SAN ANSELMO PLANNING COMMISSION
RESOLUTION NO. 2022-13

DENIAL OF A CONDITIONAL USE PERMIT TO ALLOW AN ACCESSORY DWELLING UNIT (ADU) AND ASSOCIATED STRUCTURES AT 32 FERN LANE
(PRO2022-0063)

WHEREAS, an application has been filed by applicant and owner, Ken Mayer of Mayer & Company, requesting Planning Commission approval of a Conditional Use Permit at 32 Fern Lane APN 007-041-07 (herein referred to as the "Project"); and

WHEREAS, the project site has a General Plan Single-Family Residential land use designation and is zoned Single-Family Residential (R-1); and

WHEREAS, the Planning Commission conducted a duly-noticed public hearing on November 21, 2022 at which time all interested persons were given an opportunity to be heard; and

WHEREAS, the Planning Commission has reviewed and considered the information contained in the staff reports as well as any and all oral and written testimony on the project; and

WHEREAS, the Planning Commission has reviewed and considered the project plans titled "Remodel Cottage For: Ken Mayer" and dated April 10, 2022 and June 7, 2022; and

WHEREAS, the Planning Commission finds that the project is not consistent with the General Plan and does not comply with the requirements of the Zoning Ordinance and the Building Regulations as described in the staff report and incorporated herein; and

WHEREAS, denial of the project results in no project and therefore the California Environmental Quality Act (CEQA) does not apply.

NOW, THEREFORE, BE IT RESOLVED the Planning Commission of the Town of San Anselmo hereby incorporates the recitals above; makes the findings set forth in Exhibit "A" denying the Project described herein, as 32 Fern Lane APN 007-041-07.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Planning Commission on the 21st day of November 2022, by the following vote:

AYES:	Commissioner: Strauss, Smith, Krebs, Heiman, Asselstine, Chair Tunny
NOES:	Commissioner: None
ABSENT:	Commissioner: None
ABSTAIN:	Commissioner: Pipkin

_____
Heidi Scoble, AICP
Secretary to the Planning Commission

EXHIBIT A

FINDINGS
32 Fern Lane
APN 007-041-07

CONDITIONAL USE PERMIT

In order to approve or conditionally approve the Conditional Use, the Planning Commission must determine whether the project is in conformance with the required Conditional Use Findings in Sections 10-3.1305 and 10-6.208 of the San Anselmo Municipal Code (SAMC) below. The **required findings for a Conditional Use Permit cannot be made** as set forth below:

(a) The establishment, maintenance, or operation of the use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of the proposed use, or be detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the Town.

The project is a public nuisance pursuant to SAMC Section 9-1.601 as:

- Any work commenced or continued in violation of this chapter shall be, and is hereby declared, unlawful and a public nuisance.
- A building or structure in a state of partial construction for an unreasonable period of time is a nuisance.

In addition, the project adversely impacts neighbors relative to privacy given failure to adhere to property and creek setback requirements and building height requirements, as evidenced by multiple neighbor complaints reported to the Town. The size and location of the structure relative to the home is large and visibly intensifies development on the property from off-site vantage points. Furthermore, the proposed concrete foundations are visible to neighbors off-site and are not screened from view.

Furthermore, the project is not consistent with the following Town General Plan land use policies and zoning regulations:

- *Land Use Goal 1: The small-town character, scale, and pace of life in San Anselmo shall be preserved, as shall the Town's close connection with the natural beauty of its setting*.

  The size and massing of the structure relative to the home is large and visibly intensifies development on the property from the street, thereby altering the character and scale of the existing neighborhood.

- *Policy 2.1: All land use decisions within the Town and the planning area will take into consideration the protection and preservation of the area's surrounding hillsides, ridges, water courses, and any unique natural habitats*.

The project encroaches into the required 15-foot setback from San Anselmo Creek, and it therefore does not preserve or protect the water course and riparian habitat.

- *Policy 11.1: New development, including rehabilitation and expansion projects, shall be of a scale, intensity, and design that integrates with the existing character of the surrounding neighborhood*.

  The size and massing of the structure relative to the home is large and visibly intensifies development on the property from the street, thereby altering the scale of the existing neighborhood.

- *Policy 16.1: All new developments in the Town should be designed to minimize vegetation removal, soils compaction, and site coverage*.

  While a portion of the site is relatively flat and undeveloped, the structure is constructed on the slope of a creekbank and encroaches into the required 15-foot setback from San Anselmo Creek. The applicant has not provided a landscape plan, grading plan, or structural evidence to minimize vegetation removal or soils compaction due to the project.

- *Policy 16.2: To only allow development within the 100-year floodplain which is consistent with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance*.

  The project site is located in the following FIRM Flood Zones: AE Floodway, AE, and X. Due to inaccuracies in submitted project plans, it is unclear whether the project is constructed within the 100-year floodplain. However, it is clear that the project encroaches into the 15-foot required setback from San Anselmo Creek. The applicant has not applied for a Watercourse Permit to be compliant with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance.

It is unclear whether the submitted project are structurally accurate and safe because:

- The project plans do not accurately represent structures and property improvements as reported by the previous property owner.
- The submitted structural project plans and structural calculations are not consistent within the submitted plan set, as verified by the Town Building Official. Therefore, the Town does not have evidence from a structural engineer to demonstrate that the ADU and the related structures were built to meet the Town's Building Codes.
- The submitted plans are not wet-stamped by a licensed architect or engineer.

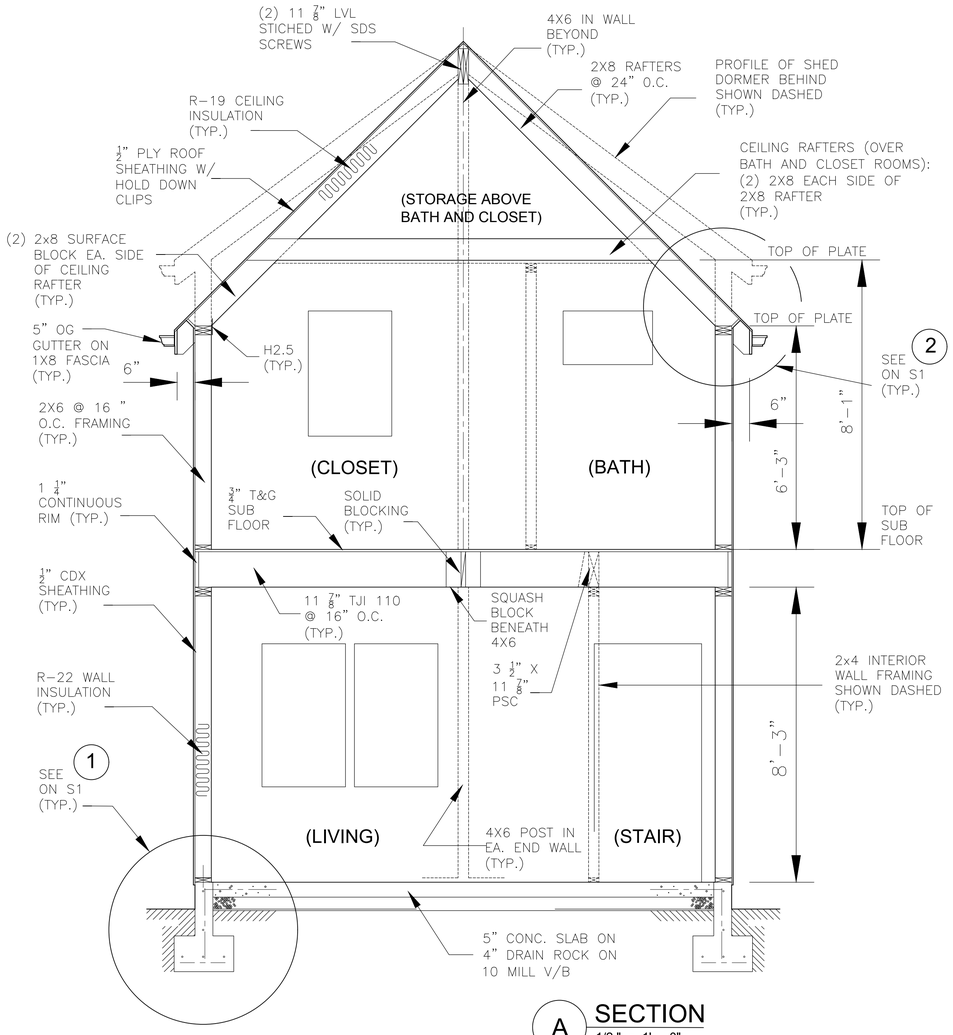
In addition, the project infringes into the required 15-foot San Anselmo Creek setback, as measured from the top of bank, and therefore imposes potential hazards including:

- Obstruction of San Anselmo Creek which may divert or interfere with the flow of the watercourse to alter drainage patterns or cause flooding, resulting in loss, injury, or death on-site or to neighbors downstream of the project site.
- Degradation of existing riparian habitat, including both flora and fauna, that may contribute to the destruction or displacement of any species.
- Risk of loss, injury, or death due to landslides, seismic ground shaking, soil erosion, loss of topsoil, or other geologic and soils hazards resulting from the unpermitted movement of land or unpermitted construction on a steep slope.

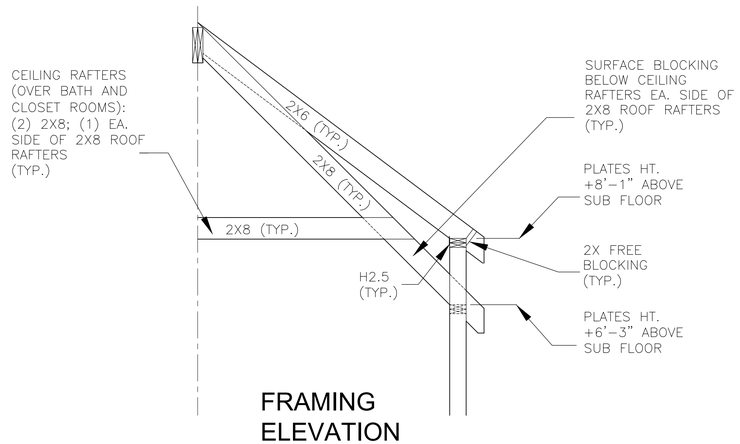
Due to the many project components described above, the establishment, maintenance, or operation of the project would be detrimental to the persons residing or working in the neighborhood and injurious to the property and the general welfare of the Town.

EXHIBIT B

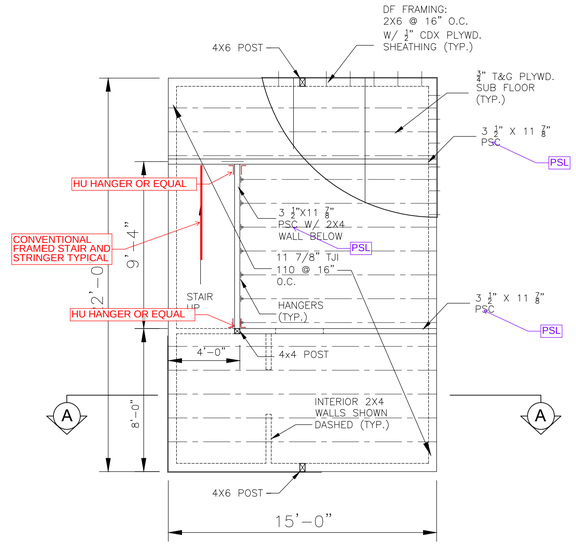
PROJECT PLANS
32 Fern Lane
APN 007-041-07



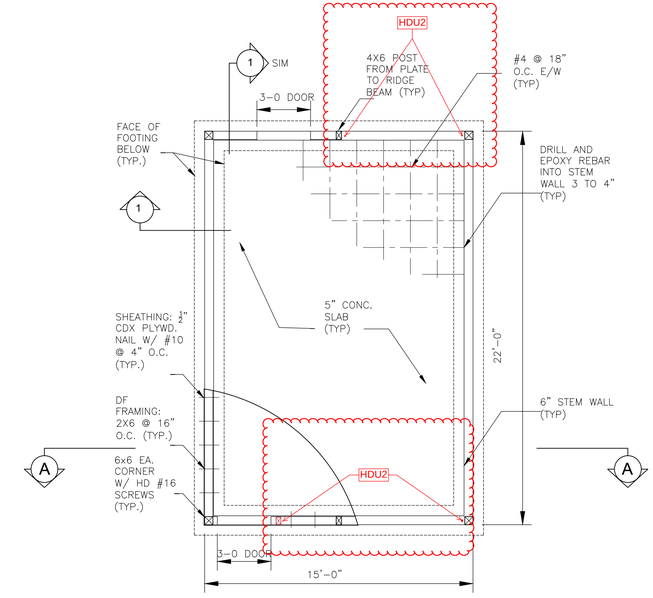
A SECTION
1/2" = 1' - 0"



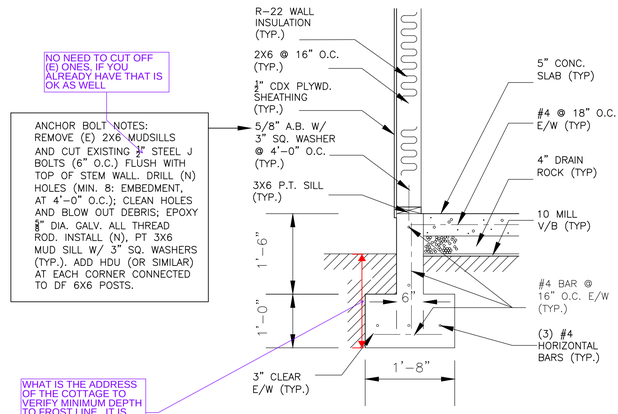
2 FRAMING ELEVATION
AT SHED DORMER
1/2" = 1' - 0"



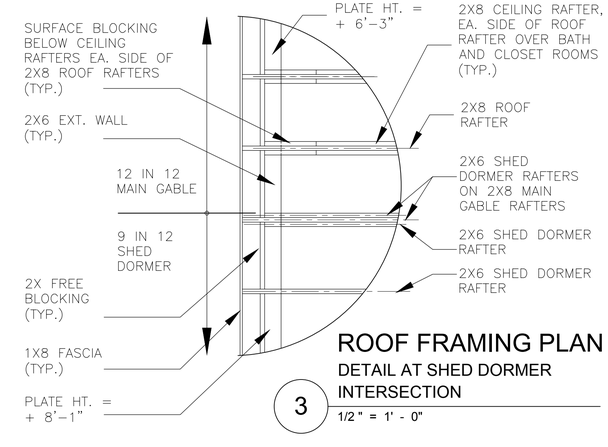
SECOND FLOOR
FRAMING PLAN
1/4" = 1' - 0"



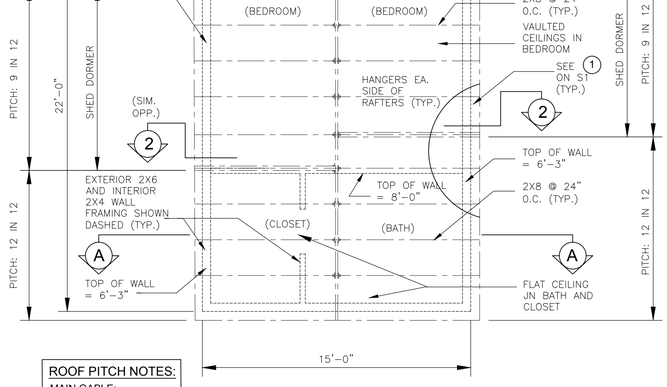
FOUNDATION AND SLAB
FRAMING PLAN
1/4" = 1' - 0"



1 FOUNDATION / SLAB FRAMING
3/4" = 1' - 0"



ROOF FRAMING PLAN
DETAIL AT SHED DORMER
INTERSECTION
3
1/2" = 1' - 0"



ROOF PITCH NOTES:
MAIN GABLE:
12" RISE IN 12" RUN
SHED DORMERS:
9" RISE IN 12" RUN

ROOF
FRAMING PLAN
1/4" = 1' - 0"

KEN MAYER
DESIGNER
BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5366

FRAMING PLANS
SECTIONS DETAILS

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO, CA. APN: 007-041-07

DATE: JUNE 7, 2022
DRAWN: LH

S1

PLUMBING AND ELECTRICAL NOTES: GENERAL, KITCHEN, BATHROOM, LAUNDRY AREAS, WATER HEATING APPLIANCES, ALARMS, EXTERIOR DOORS AND LANDINGS

ELECTRICAL NOTES, GENERAL:

1. ALL LIGHTING SHALL BE HIGH EFFICACY (FLUORESCENT OR QUALIFTINH LED PER TABLE 150.0-A, CEC). ALL JA8-2016 OR JA8-2016-E LAMPS SHALL BE CONTROLLED BY A DIMMER OR VACANCY SENSOR. INTERIOR RECESSED LIGHT FIXTURES SHALL BE IC LISTED AND AIRTIGHT. SEE MF-1R FOR DETAILS AT HTTP://WWW.ENERGY.GOV/TITLE 24 / 2016 STANDARDS.
2. IN KITCHENS (NOT AT COUNTERTOPS), FAMILY, LIVING, DINING ROOMS, BEDROOMS, HALLWAYS AND SIMILAR ROOMS, PROVIDE RECEPTACLE OUTLETS AT EACH WALL SPACE 2 FEET OR WIDER, MAXIMUM 12 FEET APART. NO POINT ALONG A WALL LINE WILL BE MORE THAN 6 FEET, MEASURED HORIZONTALLY FROM A RECEPTACLE OUTLET IN THAT SPACE.
3. ALL RESIDENTIAL 120 VOLT, SINGLE PHASE 15 AND 20 AMP BRANCH CIRCUITS SUPPLYING OUTLETS AND DEVICES INSTALLED IN DWELLING UNIT KITCHENS, FAMILY ROOMS, DINING ROOMS, LIVING ROOMS, PARLORS, LIBRARIES, DENS, BEDROOMS, SUNROOMS, RECREATION ROOMS, CLOSETS, HALLWAYS, LAUNDRY AREAS OR SIMILAR ROOMS SHALL BE PROTECTED BY A LISTED ARC-FAULT CIRCUIT INTERRUPTER, COMBINATION TYPE, OR A LISTED OUTLET BRANCH CIRCUIT TYPE A.F.C.I. LOCATED AT THE FIRST RECEPTACLE OUTLET OF THE EXISTING BRANCH CIRCUIT INSTALLED TO PROVIDE PROTECTION OF THE BRANCH CIRCUIT.
4. OUTLETS REQUIRED TO BE GFCI TYPE INCLUDE BATHROOMS, GARAGES, OUTDOORS, COUNTERTOPS IN KITCHENS AND LAUNDRY;
5. ALL NEW RECEPTACLES MUST BE TAMPER-RESISTANT.
6. ELECTRICAL PANELS SHALL NOT BE INSTALLED IN BATHROOMS, CLOTHES CLOSETS, LINEN CLOSETS OR STORAGE ROOMS WITH EASILY IGNITABLE COMBUSTIBLES, OR IN LOCATIONS NOT READILY ACCESSIBLE.
7. FLUORESCENT AND RECESSED LIGHT FIXTURES IN CLOSETS MUST MAINTAIN A MINIMUM OF 6 INCHES HORIZONTAL CLEARANCE FROM THE EDGE OF SHELVES.
8. RECESSED LIGHT FIXTURES IN INSULATED CEILINGS SHALL BE APPROVED, ZERO CLEARANCE INSULATION COVER (IC) TYPE, CERTIFIED AIR TIGHT (A.S.T.M. E 283) AND SEALED WITH A GASKET OR CAULKED BETWEEN HOUSING AND CEILING, AND SHALL BE CERTIFIED TO COMPLY WITH SECTION 110.9 AND ALLOW BALLAST MAINTENANCE AND REPLACEMENT TO BE READILY ACCESSIBLE TO RESIDENTS FROM BELOW.

PLUMBING AND ELECTRICAL NOTES FOR SPECIFIC ROOMS:

KITCHEN NOTES:

SEE GENERAL ELECTRICAL NOTES IN ADDITION TO THE FOLLOWING:

1. PROVIDE A MINIMUM OF TWO 20 AMP SMALL APPLIANCE BRANCH CIRCUITS TO SERVE TAMPER RESISTANT GFCI COUNTER RECEPTACLES IN KITCHENS, PANTRIES, BREAKFAST ROOMS, DINING ROOMS AND SIMILAR AREAS.
2. WHEN SEPARATE CIRCUITS FOR THE GARBAGE DISPOSAL AND DISHWASHER ARE TERMINATED IN THE SAME LOCATION, PROVIDE SEPARATE BOXES. LABEL RECEPTACLES FOR THE APPLIANCES THEY SERVE. PROVIDE A HANDLE TIE FOR THE CIRCUIT BREAKERS AT THE SERVICE PANEL. NO OTHER RECEPTACLE SHALL SHALL BE INSTALLED IN THIS BOX. DISHWASHERS REQUIRE A GFCI OUTLET.
3. INSTALL COUNTERTOP RECEPTACLE OUTLETS AT EACH COUNTER SPACE 12 INCHES OR MORE WIDE. INSTALL RECEPTACLES SO THAT NO POINT ALONG THE WALL LINE IS MORE THAN 24 INCHES, MEASURED HORIZONTALLY, FROM A RECEPTACLE OUTLET IN THAT SPACE. PROVIDE A MINIMUM OF ONE RECEPTACLE FOR PENINSULA COUNTERS AND ISLANDS. RECEPTACLES MUST BE WITHIN 24 INCHES OF THE EDGE OF THE SINK. MAKE CORRECTIONS FOR KITCHEN RECEPTACLES.
4. COUNTERTOP RECEPTACLES SHALL BE LOCATED A MAXIMUM OF 20 INCHES ABOVE OR 12 INCHES BELOW THE COUNTERTOP. RECEPTACLES SHALL NOT BE INSTALLED IN A FACE UP POSITION.
5. PROVIDE BACKFLOW PREVENTION FOR SPRAY HEADS ATTACHED TO HOSES.
6. CONNECT DISHWASHER WITH AN APPROVED AIR GAP DEVICE LOCATED ABOVE THE FLOOD LEVEL OF THE SINK.
7. PROVIDE A MINIMUM 100 CFM RANGE HOOD THAT VENTS TO THE EXTERIOR.
8. KITCHEN FAUCETS SHALL NOT EXCEED 1.8 GALLONS PER MINUTE.
9. EXHAUST FANS AND UNDER CABINET LIGHTS SHALL BE SWITCHED SEPARATELY FROM LIGHTING SYSTEM.

BATHROOM NOTES:

SEE GENERAL ELECTRICAL NOTES IN ADDITION TO THE FOLLOWING:

1. PROVIDE A MINIMUM OF ONE 20 AMP GFCI / AFCI CIRCUIT FOR EACH BATHROOM. OUTLETS WITHIN 3 FEET OF EACH SINK ARE REQUIRED TO BE TAMPER RESISTANT.
   EXCEPTION: ALL BATHROOM GFCI / AFCI RECEPTACLES CAN BE ON A SINGLE 20 AMP DEDICATED CIRCUIT.

BOTH NEW AND MODIFIED BRANCH WIRING CIRCUITS SHALL HAVE ARC-FAULT CIRCUIT PROTECTION FOR 120 VOLT , SINGLE PHASE, 15 AND 20 AMP BRANCH CIRCUITS SUPPLYING OUTLETS IN DWELLINGS.

2. LIGHT FIXTURES IN SHOWER ENCLOSURES SHALL BE APPROVES FOR WET LOCATIONS.
3. A MINIMUM OF ONE LIGHT FIXTURE SHALL BE CONTROLLED BY A VACANCY SENSOR.
4. PROVIDE A SEPARATELY SWITCHED MIN. 50 CFM FAN WITH A HUMIDITY CONTROL THAT VENTS TO THE EXTERIOR. VENTS SHALL TERMINATE A MINIMUM OF 3 FEET FROM OPENINGS INTO A BUILDING. IF THE FAN INCLUDES A LIGHT, IT MUST BE SWITCHED SEPARATELY.
   EXCEPTION: HALF BATHS (A WATER CLOSET AND LAVATORY ONLY) IF PROVIDED WITH A WINDOW THAT OPENS, DO NOT REQUIRE FANS.
5. WATER CLOSETS REQUIRE A MINIMUM OF 15 INCHES OF CLEARANCE FROM THE CENTER LINE TO A SIDE WALL OR OBSTRUCTION AND 24 INCHES OF CLEAR SPACE IN FRONT.
6. SHOWER COMPARTMENTS REQUIRE A MINIMUM FINISHED INTERIOR OF 1024 SQUARE INCHES, AND BE CAPABLE OF ENCOMPASSING A 30 INCH CIRCLE FROM FINISHED WALL TO FINISHED GLAZING. SURFACES SHALL BE WATERPROOF UP TO 72 INCHES ABOVE THE DRAIN OUTLET. MATERIAL BASE FOR TILE SHALL BE GLASS MAT GYPSUM BACKING PANEL, NON-ASBESTOS FIBRE-CEMENT BACKER BOARD OR NON-ASBESTOS FIBRE-MAT REINFORCED CEMENTITIOUS BACKER UNIT. PROVIDE A MINIMUM OF 22 INCHES CLEAR OPENING AT THRESHOLDS. PROVIDE A MINIMUM 22 INCH CLEAR OPENING FOR SHOWER DOOR EGRESS. GLASS SHOWER DOORS AND PARTITIONS SHALL BE TEMPERED OR SAFETY GLASS, AND SHALL BE PROPERLY SUPPORTED ON ALL EDGES. WOOS WINDOWS ARE NOT ALLOWED WITHIN A SHOWER ENCLOSURE.
7. CONTROL VALVES AND SHOWERHEADS SHALL BE LOCATED SUCH THAT THE SPRAY DOES NOT DISCHARGE DIRECTLY AT THE ENTRANCE, AND THE BATHER CAN ADJUST THE VALVE WITH OUT STEPPING INTO THE SPRAY.
8. SHOWERS AND TUB-SHOWER COMBINATIONS AND BATHTUBS SHALL BE PROVIDED WITH CONTROL VALVES WITH ANTI-SCALD PROTECTION. SUCH VALVES SHALL BE OF THE PRESSURE BALANCING AND / OR THERMOSTATICALLY CONTROLLED TYPE.
9. HAND HELD SHOWER HEADS ATTACHED TO FLEXIBLE HOSES SHALL BE PROVIDED WITH AN APPROVED METHOD OF BACKFLOW PREVENTION IF THE HEAD CAN BE PLACED BELOW THE FLOOD LEVEL.
10. WATER CLOSETS REQUIRE A MIAXIMUM 1.28 GALLONS PER FLUSH, SHOWERHEADS A MAXIMUM 1.8 GALLONS PER MINUTE, LAVATORY FAUCETS A MAXIMUM OF 1.2 GALLONS PER MINUTE.
11. PROVIDE TEMPERED GLAZING FOR WINDOWS WHERE THE BOTTOM EDGE OF GLAZING IS LESS THAN 60 INCHES:
    - ABOVE THE STANDING SURFACE IN A TUB OR SHOWER.
    - WITHIN 60 INCHES MEASURED HORIZONTALLY FROM THE WATER'S EDGE OF A TUB OR SHOWER . PROVIDE EITHER TEMPERED OR SAFETY GLAZING.
12. LIGHTING RECESSED INTO INSULATED CEILINGS MUST MEET ALL OF THE REQUIREMENTS NOTED IN ELECTRICAL NOTES, NOTE 6. JA 8-2016E CERTIFIED AND MARKED LIGHT SOURCE, RATED FOR ELEVATED TEMPERATURE MUST BE INSTALLED BY FINAL INSPECTION.

BATHROOM EXHAUST FANS:

1. A BATH EXHAUST FAN WITH BACK DRAFT DAMPER AND HUMIDITY CONTROL IS REQUIRED.
2. ALL EXHAUST FANS SHALL BE SWITCHED SEPARATELY FROM LIGHTING SYSTEMS.
3. BATH AND TOILET ROOMS SHALL HAVE EXHAUST RATE OF 50 CFM INTERMITTENT OR 25 CFM CONTINUOUS (CMC TABLE 403.7).
4. UNLESS FUNCTIONING AS A PART OF A WHOLE HOUSE VENTILATION SYSTEM, FANS MUST BE CONTROLLED BY A HUMIDITY CONTROL CAPABLE OF ADJUSTMENT BETWEEN A RELATIVE HUMIDITY RANGE OF EQUAL TO OR LESS THAN 50 PERCENT TO A MAXIMUM OF 80 PERCENT.
5. EXHAUST MUST VENT TO THE OUTDOORS IN AN APPROVED DUCT. TERMINATE THE OUTLET A MINIMUM OF 3 FEET FROM AN OPENING OR PROPERTY LINE.

LAUNDRIES:

1. PROVIDE AT LEAST ONE SEPARATE 20 AMP CIRCUIT TO LAUNDRY APPLIANCES WITH NO OTHER OUTLETS ON THE CIRCUIT.

WATER HEATING APPLIANCES:

1. PROVIDE SEISMIC ANCHORAGE (STRAPS) FOR NEW AND / OR EXISTING WATER HEATING TANKS. LOCATE STRAPS WITHIN UPPER AND LOWER THIRD OF UNIT, WITH THE LOWER STRAP AT LEAST 4" ABOVE CONTROLS.
2. HOT WATER PIPE MUST BE INSULATED FROM THE WATER HEATER TO THE KITCHEN.

ALARMS:

1. PROVIDE HARDWIRED INTERCONNECTED SMOKE DETECTORS WITH A BATTERY BACK UP IN EACH SLEEPING ROOM, AND AT A POINT CENTRALLY LOCATED IN THE CORRIDOR OR AREA GIVING ACCESS TO EACH SLEEPING ROOM.
2. PROVIDE HARDWIRED, INTERCONNECTED CARBON MONOXIDE DETECTORS WITH BATTERY BACKUP AT A POINT CENTRALLY LOCATED IN THE CORRIDOR OR AREA GIVING ACCESS TO EACH SLEEPING AREA.

EXTERIOR DOORS AND LANDINGS:

1. EXTERIOR DOORS AND LANDINGS REQUIRE AN EXTERIOR LIGHT SWITCHED FROM INSIDE THE RESIDENCE. LIGHTS SHALL BE EITHER L.E.D. OR FLUORESCENT, OR CONTROLLED BY A MOTION SENSITIVE, DAYLIGHT SENSING DEVICE.

GENERAL PROJECT NOTES

1. BUILDING CODES: WORK SHALL BE FULL ACCORDANCEWITH THE LATEST RULES AND REGULATIONS OR PUBLICATIONS OF THE CALIFORNIA BUILDING CODES, AND APPLICABLE SECTIONS OF THE SAN ANSELMO MUNICIPAL CODE. NOTHING IN THESE PLANS OR SPECIFICATIONS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES AND ORDINANCES.

   2019 CALIFORNIA BUILDING CODE (CBC)
   2019 CALIFORNIA RESIDENTIAL CODE (CRC)
   2019 CALIFORNIA ELECTRICAL CODE
   2019 CALIFORNIA MECHANICAL CODE (CMC)
   2019 CALIFORNIA PLUMBING CODE AND (CPC)
   APPLICABLE REFERENCED STANDARDS PER CPC
   TABLE 1701.1
   2019 CALIFORNIA FIRE CODE
   2019 CALIFORNIA ENERGY CODE
   2019 TITLE 24 CALIFORNIA ENERGY EFFICIENCY STANDARDS
   2019 CALIFORNIA GREEN BUILDING STANDARDS
   TOWN OF SAN ANSELMO MUNICIP-AL CODE

2. A COMPLETE PROJECT IS INTENDED. THE BUILDING IS TO BE READY FOR OCCUPANCY WHEN COMPLETED.

I THOUGHT THAT THIS WAS A MOUNTAIN COTTAGE

3. THE GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION (A.I.A. LATEST EDITION) ARE A PART OF THESE CONTRACT DOCUMENTS. A COPY IS ON FILE IN THE BUILDER'S OFFICE.

4. VERIFY ALL CONDITIONS AND DIMENSIONS IN THE FIELD. DO NOT SCALE THESE DRAWINGS, DIMENSIONS TAKE PRECEDENCE. THESE CONSTRUCTION DOCUMENTS AND THE CONDITIONS ON THE SITE SHALL BE THOROUGHLY REVIEWED BY AND ANY DISCREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE BUILDER PRIOR TO ANY WORK.

PLUMBING FIXTURE FLOW RATES

LOCATION	FIXTURE	FLOW RATE
KITCHEN	SINK FAUCET	1.8 GPM @ 60 PSI
BATH	TOILET	1.28 GPM @ 60 PSI FLOW MAY TEMPORARILY INCREASE TO 2.2 MAX GPM AT 60 PSI, BUT MUST DEFAULT BACK TO 1.8 GPM AT 60 PSI.
	LAV FAUCET	1.2 GPM @ 60 PSI
	SHOWER HEAD	1.8 GPM @ 80 PSI

RECOMMEND MAKING THIS SHEET THE FIRST SHEET AND ADDING A SITE PLAN, WITH PROPERTY INFORMATION AS WELL, ALSO USUALLY REQUIRED IS STAKE HOLDERS, REFER TO JASMIT'S COVER PAGE FOR BLANK ROAD AS A REFERENCE

KEN MAYER
DESIGNER BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5366

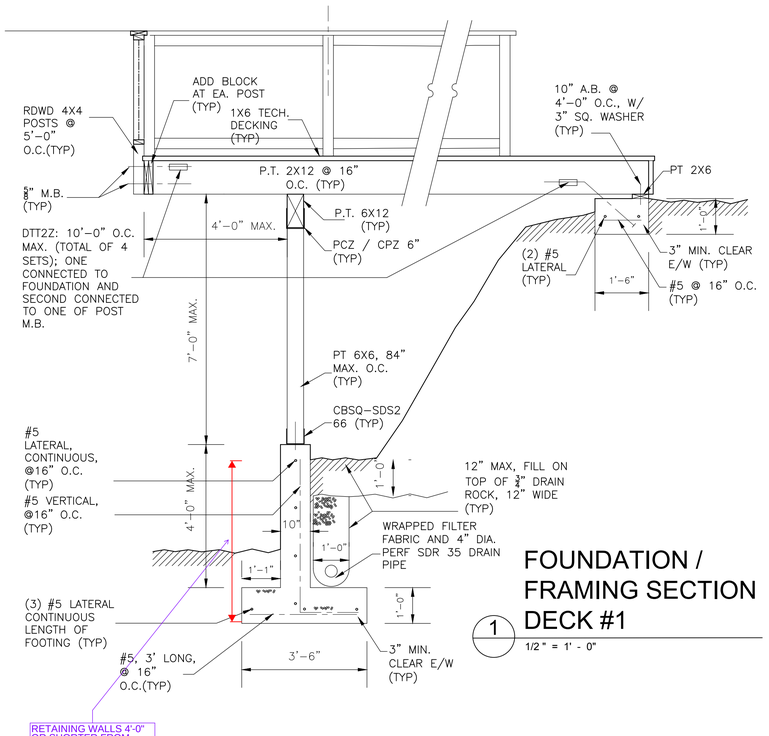
FRAMING DETAILS AND NOTES

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO, CA. APN: 007-041-07

DATE: JUNE 7, 2022

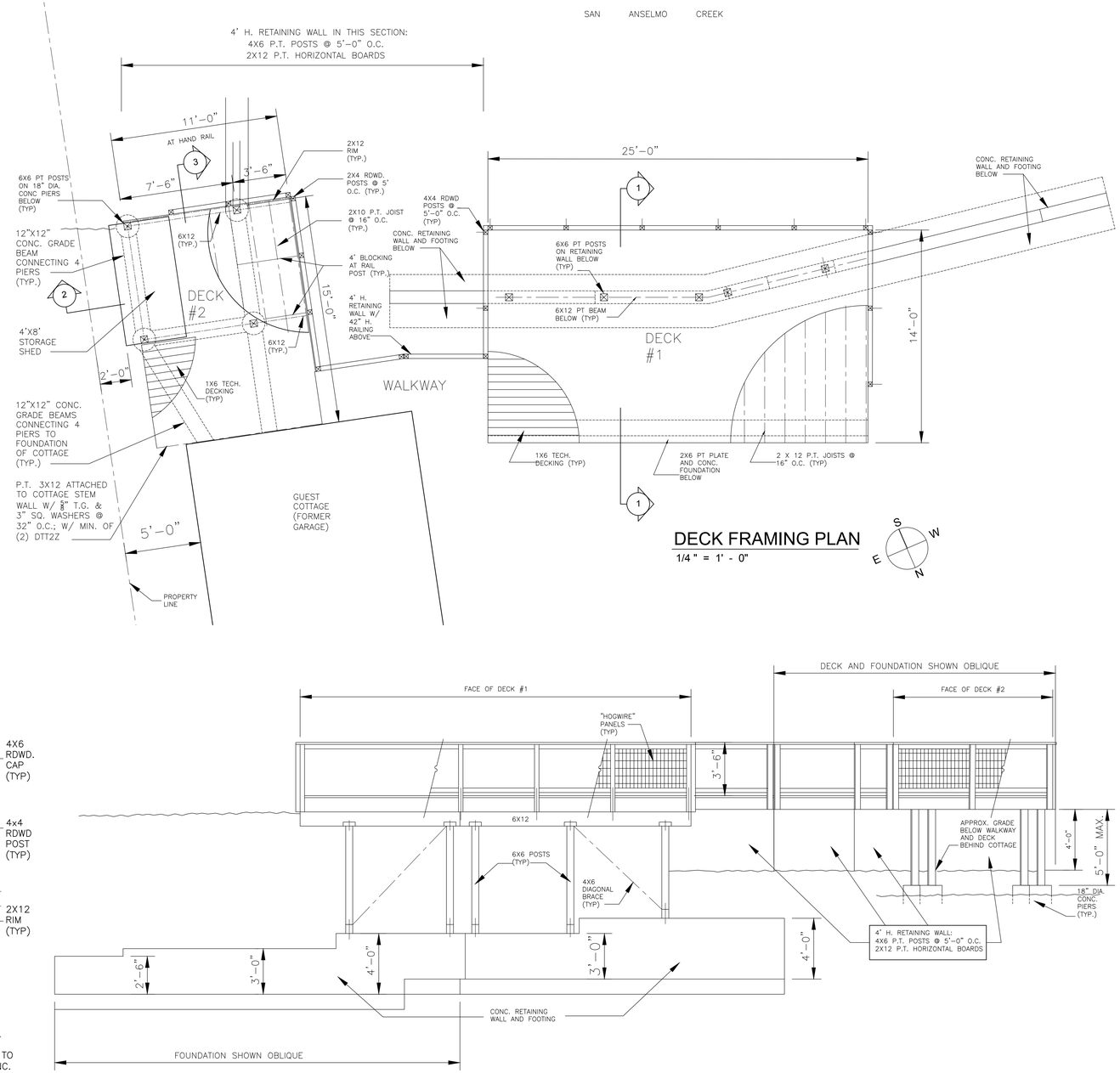
DRAWN: LH

S2



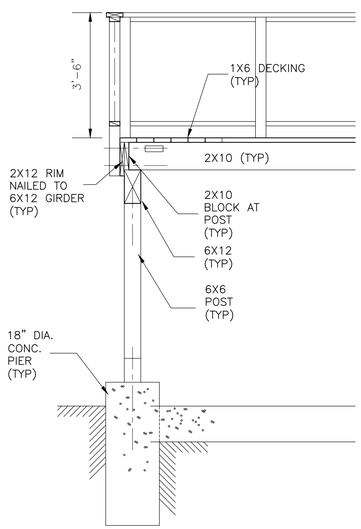
FOUNDATION / FRAMING SECTION DECK #1

1 — 1/2" = 1' - 0"



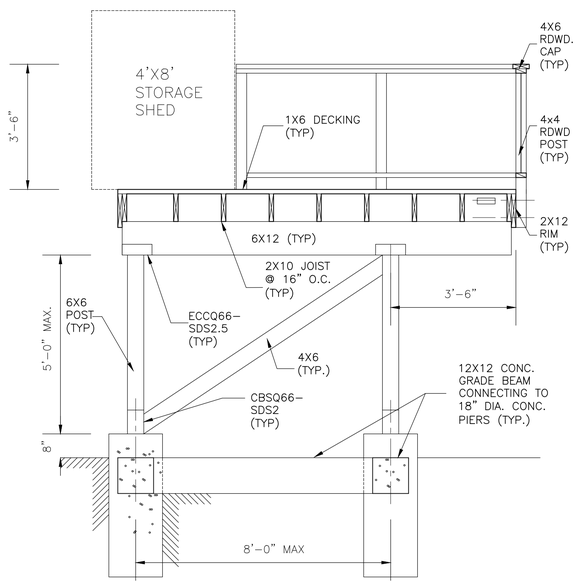
DECK FRAMING PLAN

1/4" = 1' - 0"



FOUNDATION / FRAMING SECTION DECK #2

3 — 1/2" = 1' - 0"



FOUNDATION / FRAMING SECTION DECK #2

2 — 1/2" = 1' - 0"

SOUTH ELEVATION

1/4" = 1' - 0"

KEN MAYER
DESIGNER
BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5366

DECK FRAMING PLANS AND DETAILS

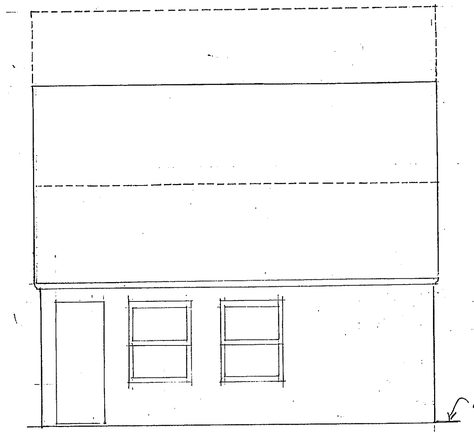
REMODEL COTTAGE FOR: KEN MAYER

32 FERN LANE, SAN ANSELMO, CA. APN: 007-041-07

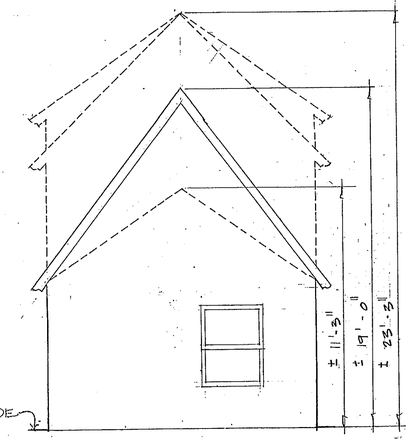
DATE: JUNE 7, 2022

DRAWN: LH

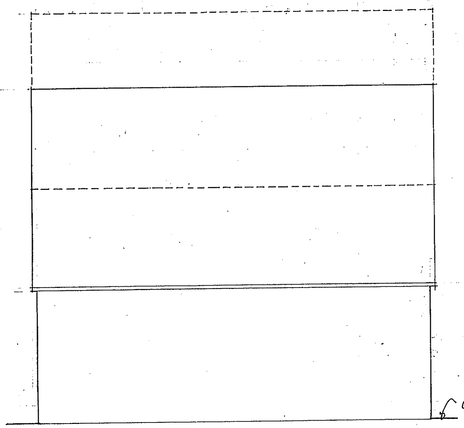
S3



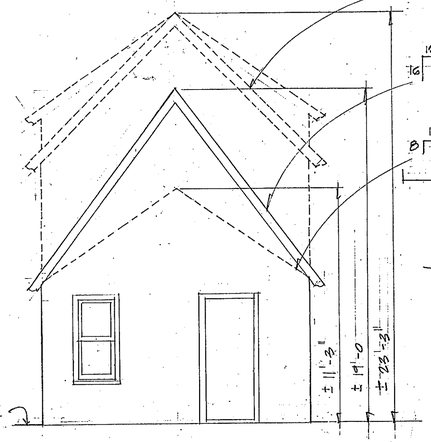
(E) WEST ELEVATION
1/4" = 1'-0"



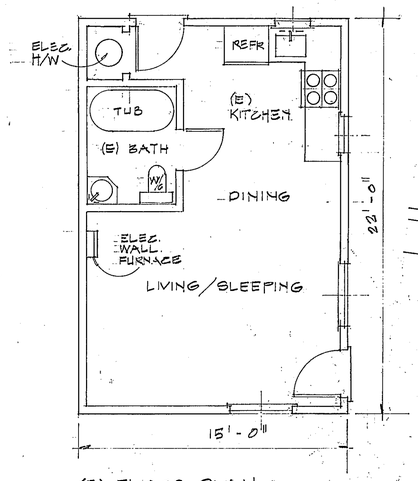
(E) NORTH ELEVATION
1/4" = 1'-0"



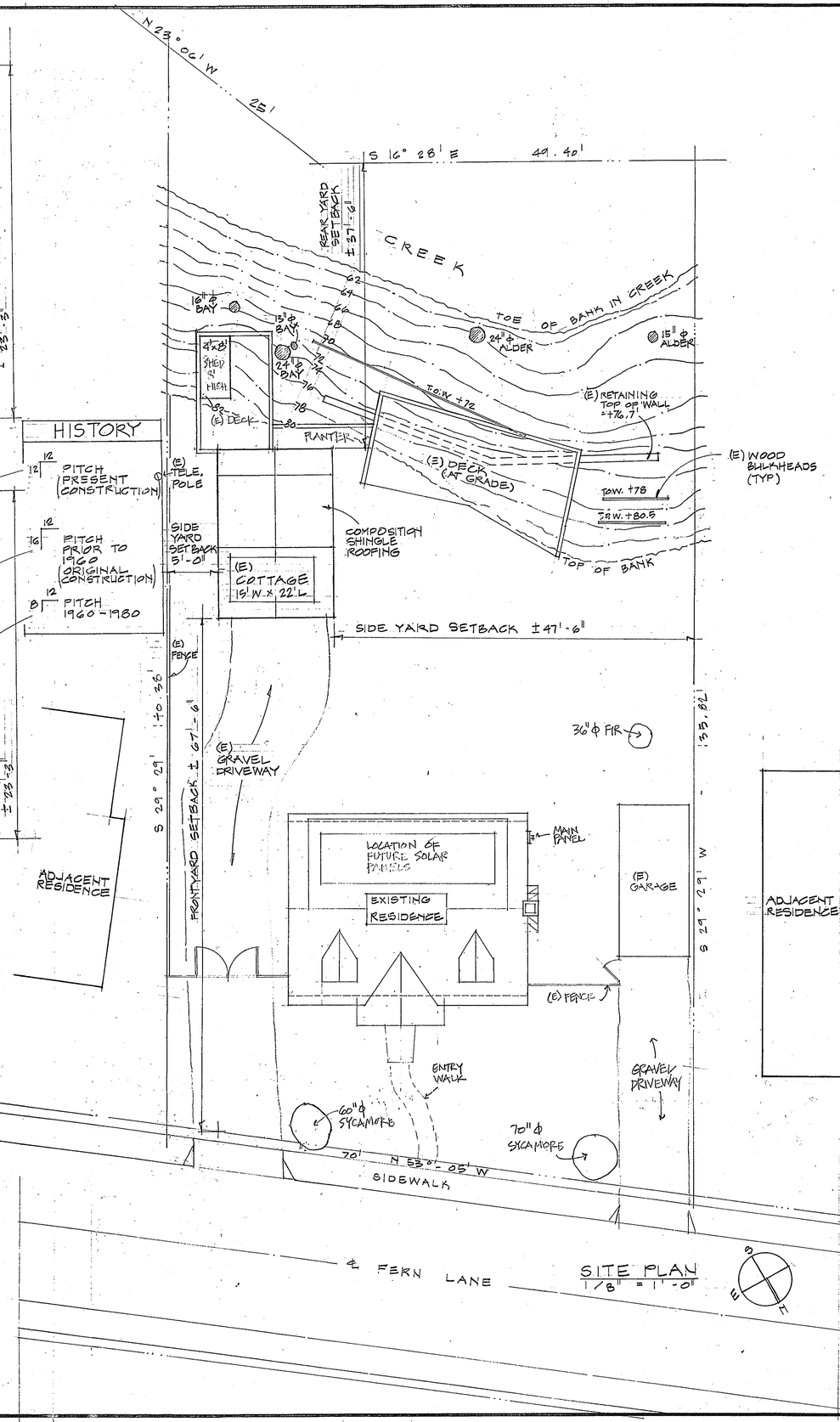
(E) EAST ELEVATION
1/4" = 1'-0"



(E) SOUTH ELEVATION
1/4" = 1'-0"



(E) FLOOR PLAN
1/4" = 1'-0"

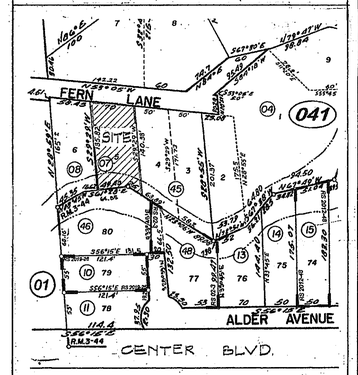


SITE INFORMATION

A.P. NO. :	007-041-07
USE CODE:	11 SINGLE RESIDENTIAL
ZONING:	R-1
SITE AREA:	7,930 SQ. FT.
RESIDENCE:	
FIRST FLOOR:	690 SQ.FT.
SECOND FLOOR:	526 SQ.FT.
TOTAL LIVING AREA:	1,216 SQ. FT.
UNFINISHED:	294 SQ. FT.
REMODELED COTTAGE (ADU):	
FIRST FLOOR:	330 SQ. FT.
SECOND FLOOR:	268 SQ. FT.
TOTAL LIVING AREA:	598 SQ. FT.
GARAGE:	180 SQ. FT.
SITE COVERAGE:	17.4 %
F.A.R:	26.5%

VICINITY PLAN

NO SCALE



BUILDING INFORMATION

Occupancy Group	R3
Type of Construction	VB
Stories	2
Occupant Load	4
FLOOD ZONE	AE

DRAWING INDEX

ARCHITECTURE

A1. SITE PLAN/INFO, ORIGINAL FLOOR & ELEVATIONS
A2. FLOOR PLANS, ELEVATIONS & SECTIONS
A3. TITLE 24 FORM CF-1R
A4. TITLE 24 FORM CF-1R RES. MEASURES SUMMARY
A5. CALGREEN CHECKLIST
A6. CONSTRUCTION MANAGEMENT PLAN
N/I

STRUCTURAL

S1. STRUCTURAL
N/I

APPLICABLE BUILDING CA CODES:

2019 BUILDING CODE
2019 CALIFORNIA RES CODE
2019 PLUMBING CODE
2019 MECHANICAL CODE
2019 ELECTRICAL CODE
2019 ENERGY CODE
2019 GREEN BUILDING CODE
SAN ANSELMO MUNICIPAL CODE

REVISIONS	BY
4/10/22	MK

KEN MAYER
DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

SITE PLAN, SITE INFORMATION
ORIGINAL FLOOR PLAN
ORIGINAL ELEVATIONS

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date OCT. 2021
Scale AS NOTED
Drawn LH JK
Job MAYER
Sheet 1
Of Sheets

SECTION
1/4" = 1'-0"

SECOND FLOOR
1/4" = 1'-0"

FIRST FLOOR
1/4" = 1'-0"

WEST ELEVATION
1/4" = 1'-0"

SOUTH ELEVATION
1/4" = 1'-0"

EAST ELEVATION
1/4" = 1'-0"

NORTH ELEVATION
1/4" = 1'-0"

REVISIONS	BY
4/10/22	AM

KEN MAYER
DESIGNER / BUILDER
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FLOOR PLANS
SECTION
ELEVATIONS

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date OCT. 2021
Scale AS NOTED
Drawn LH
Job MAYER
Sheet 2 Of Sheets

GENERAL INFORMATION

01	Project Name	Mayer ADU E+A			
02	Run Title	Title 24 Analysis			
03	Project Location	32 Fern Lane			
04	City	San Anselmo	05	Standards Version	2019
06	Zip code	94960	07	Software Version	EnergyPro 8.3
08	Climate Zone	2	09	Front Orientation (deg/ Cardinal)	30
10	Building Type	Single family	11	Number of Dwelling Units	1
12	Project Scope	Addition/Alteration	13	Number of Bedrooms	1
14	Addition Cond. Floor Area (ft²)	330	15	Number of Stories	2
16	Existing Cond. Floor Area (ft²)	330	17	Fenestration Average U-factor	0.29
18	Total Cond. Floor Area (ft²)	660	19	Glazing Percentage (%)	23.48%
20	ADU Bedroom Count	n/a	21	ADU Conditioned Floor Area	n/a
22	Is Natural Gas Available?	Yes			

COMPLIANCE RESULTS

01	Building Complies with Computer Performance
02	This building incorporates features that require field testing and/or verification by a certified HERS rater under the supervision of a CEC-approved HERS provider.
03	Building does not incorporate Special Features

ENERGY USE SUMMARY

Energy Use (kTDV/ft²-yr)	Standard Design	Proposed Design	Compliance Margin	Percent Improvement
Space Heating	66.64	66.35	0.29	0.4
Space Cooling	30.93	31.17	-0.24	-0.8
IAQ Ventilation	0	0	0	
Water Heating	29.51	29.25	0.26	0.9
Self Utilization/Flexibility Credit	n/a	0	0	n/a
Compliance Energy Total	**127.08**	**126.77**	**0.31**	**0.2**

FENESTRATION / GLAZING

01 Name	02 Type	03 Surface	04 Orientation	05 Azimuth	06 Width (ft)	07 Height (ft)	08 Mult.	09 Area (ft²)	10 U-factor	11 U-factor Source	12 SHGC	13 SHGC Source	14 Exterior Shading	15 Status	16 Verified Existing Condition
Glazing 3	Window	Back Wall	Back	210			1	37	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
Glazing 4	Window	Right Wall	Right	300			1	10	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
New Glazing	Window	Front Wall 2	Front	30			1	38	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
New Glazing 2	Window	Back Wall 2	Back	210			1	29	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
New Glazing 3	Window	Right Wall 2	Right	300			1	18	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a

SLAB FLOORS

01 Name	02 Zone	03 Area (ft²)	04 Perimeter (ft)	05 Edge Insul. R-value and Depth	06 Edge Insul. R-value and Depth	07 Carpeted Fraction	08 Heated	09 Status	10 Verified Existing Condition
Slab-on-Grade	Existing Zone	330	74	none	0	80%	No	Existing	No

OPAQUE SURFACE CONSTRUCTIONS

01 Construction Name	02 Surface Type	03 Construction Type	04 Framing	05 Total Cavity R-value	06 Interior / Exterior Continuous R-value	07 U-factor	08 Assembly Layers
R-21 Wall	Exterior Walls	Wood Framed Wall	2x6 @ 16 In. O. C.	R-21	None / None	0.069	Inside Finish: Gypsum Board Cavity / Frame: R-21 / 2x6 Exterior Finish: 3 Coat Stucco
R-0 Wall	Exterior Walls	Wood Framed Wall	2x4 @ 16 In. O. C.	R-0	None / None	0.361	Inside Finish: Gypsum Board Cavity / Frame: no Insul. / 2x4 Exterior Finish: 3 Coat Stucco

HVAC HEAT PUMPS - HERS VERIFICATION

01 Name	02 Verified Airflow	03 Airflow Target	04 Verified EER	05 Verified SEER	06 Verified Refrigerant Charge	07 Verified HSPF	08 Verified Heating Cap 47	09 Verified Heating Cap 17
Heat Pump System 1-hers-htpump	Not Required	0	Not Required	Not Required	No	No	Yes	Yes

HERS RATER VERIFICATION OF EXISTING CONDITIONS

REQUIRED SPECIAL FEATURES

The following are features that must be installed as condition for meeting the modeled energy performance for this computer analysis.

- NO SPECIAL FEATURES REQUIRED

HERS FEATURE SUMMARY

The following is a summary of the features that must be field-verified by a certified HERS Rater as a condition for meeting the modeled energy performance for this computer analysis. Additional detail is provided in the building tables below. Registered CF2Rs and CF3Rs are required to be completed in the HERS Registry

Building-level Verifications:
- -- None --

Cooling System Verifications:
- -- None --

Heating System Verifications:
- Verified heat pump rated heating capacity

HVAC Distribution System Verifications:
- -- None --

Domestic Hot Water System Verifications:
- -- None --

BUILDING - FEATURES INFORMATION

01 Project Name	02 Conditioned Floor Area (ft²)	03 Number of Dwelling Units	04 Number of Bedrooms	05 Number of Zones	06 Number of Ventilation Cooling Systems	07 Number of Water Heating Systems
Mayer ADU E+A	660	1	1	2	0	1

ZONE INFORMATION

01 Zone Name	02 Zone Type	03 HVAC System Name	04 Zone Floor Area (ft²)	05 Avg. Ceiling Height	06 Water Heating System 1	07 Water Heating System 2
Addition Zone	Conditioned	HVAC1	330	9	DHW Sys 1	N/A
Existing Zone	Conditioned	HVAC1	330	8	DHW Sys 1	N/A

OPAQUE SURFACE CONSTRUCTIONS

01 Construction Name	02 Surface Type	03 Construction Type	04 Framing	05 Total Cavity R-value	06 Interior / Exterior Continuous R-value	07 U-factor	08 Assembly Layers
R-22 Roof Cathedral	Cathedral Ceilings	Wood Framed Ceiling	2x10 @ 16 In. O. C.	R-22	None / None	0.046	Roofing: Light Roof (Asphalt Shingle) Roof Deck: Wood Siding/sheathing/decking Cavity / Frame: R-22 / 2x10 Inside Finish: Gypsum Board
R-0 Roof Cathedral	Interior Ceiling	Wood Framed Ceiling	2x4 @ 16 In. O. C.	R-0	None / None	0.202	Floor Surface: Carpeted Floor Deck: Wood Siding/sheathing/decking Cavity / Frame: no Insul. / 2x4 Ceiling Below Finish: Gypsum Board

BUILDING ENVELOPE - HERS VERIFICATION

01 Quality Insulation Installation (QII)	02 High R-value Spray Foam Insulation	03 Building Envelope Air Leakage	04 CFM50
Not Required	Not Required	Not Required	n/a

WATER HEATING SYSTEMS

01 Name	02 System Type	03 Distribution Type	04 Water Heater Name (#)	05 Solar Heating System	06 Compact Distribution	07 HERS Verification	08 Status	09 Verified Existing Condition	10 Existing Water Heating System
DHW Sys 1	Domestic Hot Water (DHW)	Standard Distribution System	DHW Heater 1 (1)	n/a	None	n/a	Altered	No	

DOCUMENTATION AUTHOR'S DECLARATION STATEMENT

I. I certify that this Certificate of Compliance documentation is accurate and complete.

Documentation Author Name:	Documentation Author Signature:
Westly Kelster	Westly Keister
Company:	Signature Date:
Energy Calc Co.	04/06/2022
Address:	CEA/ HERS Certification Identification (if applicable):
45 Mitchell Blvd #16	
City/State/Zip:	Phone:
San Rafael, CA 94903	415-457-0990

RESPONSIBLE PERSON'S DECLARATION STATEMENT

I certify the following under penalty of perjury, under the laws of the State of California:
1. I am eligible under Division 3 of the Business and Professions Code to accept responsibility for the building design identified on this Certificate of Compliance.
2. I certify that the energy features and performance specifications identified on this Certificate of Compliance conform to the requirements of Title 24, Part 1 and Part 6 of the California Code of Regulations.
3. The building design features or system design features identified on this Certificate of Compliance are consistent with the information provided on other applicable compliance documents, worksheets, calculations, plans and specifications submitted to the enforcement agency for approval with this building permit application.

Responsible Designer Name:	Responsible Designer Signature:
Ken Mayer	Ken Mayer
Company:	Date Signed:
Mayer and Company	04/06/2022
Address:	License:
PO Box 1142	659359
City/State/Zip:	Phone:
Fairfax, CA 94978	4157305466

Digitally signed by ConSol Home Energy Efficiency Rating System Services, Inc. (CHEERS). This digital signature is provided in order to secure the content of this registered document, and in no way implies Registration Provider responsibility for the accuracy of the information.

OPAQUE SURFACES

01 Name	02 Zone	03 Construction	04 Azimuth	05 Orientation	06 Gross Area (ft²)	07 Window and Door Area (ft2)	08 Tilt (deg)	09 Wall Exceptions	10 Status	11 Verified Existing Condition
Front Wall	Addition Zone	R-21 Wall	30	Front	135	13	90	Extension	New	n/a
Left Wall	Addition Zone	R-21 Wall	120	Left	198	10	90	Extension	New	n/a
Back Wall	Addition Zone	R-21 Wall	210	Back	135	37	90	Extension	New	n/a
Right Wall	Addition Zone	R-21 Wall	300	Right	198	10	90	Extension	New	n/a
Front Wall 2	Existing Zone	R-0 Wall	30	Front	120	38	90	none	Existing	No
Left Wall 2	Existing Zone	R-0 Wall	120	Left	176	0	90	none	Existing	No
Back Wall 2	Existing Zone	R-0 Wall	210	Back	120	29	90	none	Existing	No
Right Wall 2	Existing Zone	R-0 Wall	300	Right	176	18	90	none	Existing	No
Interior Roof	Existing Zone	R-0 Roof Cathedral	n/a	n/a	330	n/a	n/a		Existing	No

OPAQUE SURFACES - CATHEDRAL CEILINGS

01 Name	02 Zone	03 Construction	04 Azimuth	05 Orientation	06 Area (ft²)	07 Skylight Area (ft²)	08 Roof Rise (x in 12)	09 Roof Reflectance	10 Roof Emittance	11 Cool Roof	12 Status	13 Verified Existing Condition	14 Existing Construction
Left Roof	Addition Zone	R-22 Roof Cathedral	120	Left	165	0	4	0.1	0.85	No	New	n/a	
Right Roof	Addition Zone	R-22 Roof Cathedral	300	Right	165	0	4	0.1	0.85	No	New	n/a	

FENESTRATION / GLAZING

01 Name	02 Type	03 Surface	04 Orientation	05 Azimuth	06 Width (ft)	07 Height (ft)	08 Mult.	09 Area (ft²)	10 U-factor	11 U-factor Source	12 SHGC	13 SHGC Source	14 Exterior Shading	15 Status	16 Verified Existing Condition
Glazing	Window	Front Wall	Front	30			1	13	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
Glazing 2	Window	Left Wall	Left	120			1	10	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a

WATER HEATERS

01 Name	02 Heating Element Type	03 Tank Type	04 # of Units	05 Tank Vol. (gal)	06 Energy Factor or Efficiency	07 Input Rating or Pilot	08 Tank Insulation R-value (int/Ext)	09 Standby Loss or Recovery Eff	10 1st Hr. Rating or Flow Rate	11 NEEA Heat Pump Brand or Model	12 Tank Location or Ambient Condition	13 Status	14 Verified Existing Condition
DHW Heater 1	Gas	Consumer Instantaneous	1	0	0.82-UEF	<= 200 kBtu/hr	0	n/a	n/a	n/a	n/a	Altered	No

WATER HEATING - HERS VERIFICATION

01 Name	02 Pipe Insulation	03 Parallel Piping	04 Compact Distribution	05 Compact Distribution Type	06 Recirculation Control	07 Central DHW Distribution	08 Shower Drain Water Heat Recovery
DHW Sys 1 - 1/1	Not Required	Not Required	Not Required	None	Not Required	Not Required	Not Required

SPACE CONDITIONING SYSTEMS

01 Name	02 System Type	03 Heating Unit Name	04 Cooling Unit Name	05 Fan Name	06 Distribution Name	07 Required Thermostat Type	08 Status	09 Verified Existing Condition	10 Heating Equipment Count	11 Cooling Equipment Count
HVAC1	Heat pump heating cooling	Heat Pump System 1	Heat Pump System 1	n/a	n/a	Setback	New	No	1	1

HVAC - HEAT PUMPS

01 Name	02 System Type	03 Number of Units	04 Heating HSPF/COP	05 Heating Cap 47	06 Heating Cap 17	07 Cooling SEER	08 Cooling EER/CEER	09 Zonally Controlled	10 Compressor Type	11 HERS Verification
Heat Pump System 1	Ductless MiniSplit HP	1	8.2	16000	15000	14	11.7	Not Zonal	Single Speed	Heat Pump System 1-hers-htpump

CHEERS REGISTRY PROJECT STATUS REPORT

Scan to Validate

PROJECT SUMMARY

Project Name:	Mayer ADU E+A
Address:	32 Fern Lane
City, State, Zip:	San Anselmo, CA 94960
Building Department:	San Rafael, City of
Permit Number:	
Building Energy Code:	2019 Standards

HERS VERIFIABLE MEASURES N/A

ENERGY CODE COMPLIANCE INCOMPLETE

CERTIFICATE OF COMPLIANCE (CF1R)

DATE	DOCUMENT	TITLE	REGISTRATION NUMBER	STATUS
04/06/2022	CF1R-PRF-01-E	Performance Compliance	422-P010048808A-000-000-0000000-0000	✓

CERTIFICATE OF INSTALLATION (CF2R)

DATE	DOCUMENT	TITLE	REGISTRATION NUMBER	STATUS
	CF2R-ENV-01-E	Fenestration		⊗
	CF2R-ENV-03-E	Insulation Installation		⊗
	CF2R-LTG-01-E	Lighting		⊗
	CF2R-MCH-01d-E	HVAC, Ducts and Fans		⊗
	CF2R-PLB-02a-E	Single Family Hot Water		⊗

CHEERS

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REVISIONS	BY
4/10/22	AM

KEN MAYER
DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

TITLE 24 FORM CF-1R

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date OCT. 2021
Scale AS NOTED
Drawn
Job MAYER
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RESIDENTIAL MEASURES SUMMARY — RMS-1

Project Name	Building Type			Date
Mayer ADU E+A	☐ Multi Family	☐ Single Family ☐ Addition Alone ☑ Existing+ Addition/Alteration		*4/13/2022*
Project Address	**California Energy Climate Zone**	**Total Cond. Floor Area**	**Addition**	**# of Units**
32 Fern Lane San Anselmo	*CA Climate Zone 02*	*660*	*330*	*1*

INSULATION

Construction Type		Cavity	Area (ft^2)	Special Features	Status
Roof	*Wood Framed Rafter*	*R 22*	*330*		*New*
Wall	*Wood Framed*	*R 21*	*122*		*New*
Wall	*Wood Framed*	*R 21*	*188*		*New*
Wall	*Wood Framed*	*R 21*	*98*		*New*
Wall	*Wood Framed*	*R 21*	*188*		*New*
Wall	*Wood Framed*	*- no insulation*	*82*		*Existing*
Wall	*Wood Framed*	*- no insulation*	*176*		*Existing*
Wall	*Wood Framed*	*- no insulation*	*91*		*Existing*

FENESTRATION — Total Area: *155* | Glazing Percentage: *23.5%* | New/Altered Average U-Factor: *0.29*

Orientation	Area(ft^2)	U-Fac	SHGC	Overhang	Sidefins	Exterior Shades	Status
Front (NE)	*51.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Left (SE)	*10.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Rear (SW)	*66.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Right (NW)	*28.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*

HVAC SYSTEMS

Qty.	Heating	Min. Eff	Cooling	Min. Eff	Thermostat	Status
1	*Split Heat Pump*	*8.20 HSPF*	*Split Heat Pump*	*14.0 SEER*	*Setback*	*New*

HVAC DISTRIBUTION

Location	Heating	Cooling	Duct Location	Duct R-Value	Status
HVAC	*Ductless / with Fan*	*Ductless*	*n/a*	*n/a*	*New*

WATER HEATING

Qty.	Type	Gallons	Min. Eff	Distribution	Status
1	*Small Instantaneous Gas*	*0*	*0.82*	*Standard*	*Altered*

RESIDENTIAL MEASURES SUMMARY — RMS-1

Project Name	Building Type			Date
Mayer ADU E+A	☐ Multi Family	☑ Single Family ☐ Addition Alone ☑ Existing+ Addition/Alteration		*4/13/2022*
Project Address	**California Energy Climate Zone**	**Total Cond. Floor Area**	**Addition**	**# of Units**
32 Fern Lane San Anselmo	*CA Climate Zone 02*	*660*	*330*	*1*

INSULATION

Construction Type		Cavity	Area (ft^2)	Special Features	Status
Wall	*Wood Framed*	*- no insulation*	*158*		*Existing*
Slab	*Unheated Slab-on-Grade*	*- no insulation*	*330*	*Perim = 74'*	*Existing*
Demising	*Wood Framed Rafter*	*- no insulation*	*330*		*Existing*

FENESTRATION — Total Area: *155* | Glazing Percentage: *23.5%* | New/Altered Average U-Factor: *0.29*

Orientation	Area(ft^2)	U-Fac	SHGC	Overhang	Sidefins	Exterior Shades	Status

HVAC SYSTEMS

Qty.	Heating	Min. Eff	Cooling	Min. Eff	Thermostat	Status

HVAC DISTRIBUTION

Location	Heating	Cooling	Duct Location	Duct R-Value	Status

WATER HEATING

Qty.	Type	Gallons	Min. Eff	Distribution	Status

EnergyPro 8.3 by EnergySoft *User Number: 1005* *ID: 0405MAY* *Page 2 of 2*

2019 Low-Rise Residential Mandatory Measures Summary

NOTE: Low-rise residential buildings subject to the Energy Standards must comply with all applicable mandatory measures, regardless of the compliance approach used. Review the respective section for more information. "Exceptions may apply.
(01/2020)

Building Envelope Measures:	
§ 110.6(a)1:	Air Leakage. Manufactured fenestration, exterior doors, and exterior pet doors must limit air leakage to 0.3 CFM per square foot or less when tested per NFRC-400, ASTM E283 or AAMA/WDMA/CSA 101/I.S.2/A440-2011."
§ 110.6(a)2:	Labeling. Fenestration products and exterior doors must have a label meeting the requirements of § 10-111(a).
§ 110.6(a)3:	Field fabricated exterior doors and fenestration products must use U-factors and solar heat gain coefficient (SHGC) values from Tables 110.6-A, 110.6-B, or JA4.5 for exterior doors. They must be certified and/or weatherstripped."
§ 110.7:	Air Leakage. All joints, penetrations, and other openings in the building envelope that are potential sources of air leakage must be caulked, gasketed, or weather sealed.
§ 110.8(a):	Insulation Certification by Manufacturers. Insulation must be certified by the Department of Consumer Affairs, Bureau of Household Goods and Services (BHGS).
§ 110.8(b):	Installation Requirements for Heated Slab Floors. Heated slab floors must be insulated per the requirements of § 110.8(d).
§ 110.8(c):	Roofing Products Solar Reflectance and Thermal Emittance. The thermal emittance and aged solar reflectance values of the roofing material must meet the requirements of § 110.8(i) and be labeled per §10-113 when the installation of a cool roof is specified on the CF1R.
§ 110.8(d):	Radiant Barrier. When required, radiant barriers must have an emittance of 0.05 or less and be certified to the Department of Consumer Affairs.
§ 150.0(a):	Ceiling and Rafter Roof Insulation. Minimum R-22 insulation in wood-frame ceiling; or the weighted average U-factor must not exceed 0.043. Minimum R-19 or weighted average U-factor of 0.054 or less in a rafter roof situation. Attic access doors must have permanently attached insulation using adhesive or mechanical fasteners. The attic access must be gasketed to prevent air leakage. Insulation must be installed in direct contact with a continuous roof or ceiling which is sealed to limit infiltration and exfiltration as specified in § 110.7, including but not limited to placing insulation either above or below the roof deck or on top of a drywall ceiling."
§ 150.0(b):	Loose-fill Insulation. Loose fill insulation must meet the manufacturer's required density for the labeled R-value.
§ 150.0(c):	Wall Insulation. Minimum R-13 insulation in 2x4 inch wood framing wall or have a U-factor of 0.102 or less, or R-20 in 2x6 inch wood framing or have a U-factor of 0.071 or less. Opaque non-framed assemblies must have an overall assembly U-factor not exceeding 0.102. Masonry walls must meet Tables 150.1-A or B."
§ 150.0(d):	Raised-floor Insulation. Minimum R-19 insulation in raised wood framed floor or 0.037 maximum U-factor."
§ 150.0(f):	Slab Edge Insulation. Slab edge insulation must meet all of the following: have a water absorption rate, for the insulation material alone without facings, no greater than 0.3 percent; have a water vapor permeance no greater than 2.0 perm per inch; be protected from physical damage and UV light deterioration; and, when installed as part of a heated slab floor, meet the requirements of § 110.8(g).
§ 150.0(g)1:	Vapor Retarder. In climate zones 1 through 16, the earth floor of unvented crawl space must be covered with a Class I or Class II vapor retarder. This requirement also applies to controlled ventilation crawl space for buildings complying with the exception to § 150.0(d).
§ 150.0(g)2:	Vapor Retarder. In climate zones 14 and 16, a Class I or Class II vapor retarder must be installed on the conditioned space side of all insulation in all exterior walls, vented attics, and unvented attics with air-permeable insulation.
§ 150.0(g)3:	Fenestration Products, Faceplates, including skylights, separating conditioned space from unconditioned space or outdoors must have a maximum U-factor of 0.58; or the weighted average U-factor of all fenestration must not exceed 0.58."
Fireplaces, Decorative Gas Appliances, and Gas Log Measures:	
§ 110.5(a):	Pilot Light. Continuously burning pilot lights are not allowed for indoor and outdoor fireplaces.
§ 150.0(e)1:	Closable Doors. Masonry or factory-built fireplaces must have a closable metal or glass door covering the entire opening of the firebox.
§ 150.0(e)2:	Combustion Intake. Masonry or factory-built fireplaces must have a combustion outside air intake, which is at least six square inches in area and is equipped with a readily accessible, operable, and tight-fitting damper or combustion air control device."
§ 150.0(e)3:	Flue Damper. Masonry or factory-built fireplaces must have a flue damper with a readily accessible control."
Space Conditioning, Water Heating, and Plumbing System Measures:	
§ 110.0-§ 110.3:	Certification. Heating, ventilation and air conditioning (HVAC) equipment, water heaters, showerheads, faucets, and all other regulated appliances must be certified by the manufacturer to the California Energy Commission.
§ 110.2(a):	HVAC Efficiency. Equipment must meet the applicable efficiency requirements in Table 110.2-A through Table 110.2-K."
§ 110.2(b):	Controls for Heat Pumps with Supplementary Electric Resistance Heaters. Heat pumps with supplementary electric resistance heaters must have controls that prevent supplementary heater operation when the heating load can be met by the heat pump alone; and in which the cutout temperature for compression heating is higher than the cut-on temperature for supplementary heating, and the cut-off temperature for compression heating is higher than the cut-off temperature for supplementary heating."
§ 110.2(c):	Thermostats. All heating or cooling systems not controlled by a central energy management control system (EMCS) must have a setback thermostat."
§ 110.3(a):	Water Heating Recirculation Loops Serving Multiple Dwelling Units. Water heating recirculation loops serving multiple dwelling units must meet the air release valve, backflow prevention, pump priming, pump location valve, and recirculation loop connection requirements of § 110.3(c)4.
§ 110.3(c)5:	Isolation Valves. Instantaneous water heaters with an input rating greater than 6.8 kBtu per hour (2 kW) must have isolation valves with hose bibbs or other fittings on both cold and hot water lines to allow for flushing the water heater when the valves are closed.
§ 110.5:	Pilot Lights. Continuously burning pilot lights are prohibited for natural gas fan-type central furnaces; household cooking appliances (except appliances without an electrical supply voltage connection with pilot lights that consume less than 150 Btu per hour); and pool and spa heaters."
§ 150.0(h)1:	Building Cooling and Heating Loads. Heating and/or cooling loads are calculated in accordance with the ASHRAE Handbook, Equipment Volume, Applications Volume, and Fundamentals Volume; the SMACNA Residential Comfort System Installation Standards Manual; or the ACCA Manual J using design conditions specified in § 150.0(h)2.

2019 Low-Rise Residential Mandatory Measures Summary

§ 150.0(h)2A:	Clearances. Air conditioner and heat pump outdoor condensing units must have a clearance of at least five feet from the outlet of any dryer vent, and at least one foot from the closest point of any operable window, door, or building opening."
§ 150.0(h)2B:	Liquid Line Drier. Air conditioners and heat pump systems must be equipped with liquid line drier where if required, as specified by the manufacturer's instructions."
§ 150.0(j)1:	Storage Tank Insulation. Unfired hot water tanks, such as storage tanks and backup storage tanks for solar water-heating systems, must have a minimum of R-12 external insulation or R-16 internal insulation where the internal insulation R-value is indicated on the exterior of the tank.
§ 150.0(j)2A:	Water Piping, Solar Water-Heating System Piping, and Space Conditioning System Line Insulation. All domestic hot water piping must be insulated as specified in Section 609.11 of the California Plumbing Code. In addition, the following piping conditions must have a minimum insulation wall thickness of one inch or a minimum insulation R-value of 7.7: the first five feet of cold water pipes from the storage tank; all hot water piping with a nominal diameter equal to or greater than 3/4 inch and less than one inch; all hot water piping with a nominal diameter less than 3/4 inch that is associated with a domestic hot water recirculation system, from the heating source to storage tank or between tanks, buried below grade, and from the heating source to kitchen fixtures."
§ 150.0(j)2B:	Insulation Protection. Piping insulation must be protected from damage, including that due to sunlight, moisture, equipment maintenance, and wood as required by Section 120.3(b). Insulation exposed to weather must be water retardant and protected from UV light (no adhesive tapes). Insulation covering chilled water piping and refrigerant suction piping located outside the conditioned space must include, or be protected by, a Class I or Class II vapor retarder. Pipe insulation buried below grade must be installed in a waterproof and non-crushable casing or sleeve.
§ 150.0(n)1:	Gas or Propane Water Heating System. Systems using gas or propane water heaters to serve individual dwelling units must include all of the following: A dedicated 125 volt, 20 amp electrical receptacle connected to the electric panel with a 120/240 volt 3 conductor, 10 AWG copper branch circuit, within three feet of the water heater without obstruction. Both ends of the unused conductor must be labeled with the word "spare" and be electrically isolated. Have a reserved single pole circuit breaker space in the electrical panel adjacent to the circuit breaker for the branch circuit and labeled with the words "Future 240V Use"; a Category III or IV vent, or a Type B vent with single pipe between the outside termination and the space where the water heater is installed; a condensate drain that is no more than five trades higher than the base of the water heater, and allows natural draining without pump assistance; and a gas supply line with a capacity of at least 200,000 Btu per hour."
§ 150.0(n)2:	Recirculating Loops. Recirculating loops serving multiple dwelling units must meet the requirements of § 110.3(c)5.
§ 150.0(n)3:	Solar Water-heating Systems. Solar water-heating systems and collectors must be certified and rated by the Solar Rating and Certification Corporation (SRCC), the International Association of Plumbing and Mechanical Officials, Research and Testing (IAPMO R&T), or by a listing agency that is approved by the Executive Director.
Ducts and Fans Measures:	
§ 110.8(d)3:	Ducts. Insulation installed on an existing space-conditioning duct must comply with § 604.0 of the California Mechanical Code (CMC). If a contractor installs the insulation, the contractor must certify to the customer, in writing, that the insulation meets this requirement.
§ 160.0(m)1:	CMC Compliance. All air-distribution system ducts and plenums must meet the requirements of the CMC §§ 601.0, 602.0, 603.0, 604.0, 605.0 and ANSI/SMACNA-006-2006 HVAC Duct Construction Standards Metal and Flexible 3rd Edition. Portions of supply-air and return-air ducts and plenums must be insulated to a minimum installed level of R-8.0 or a minimum installed level of R-4.2 when ducts are entirely in conditioned space as confirmed through field verification and diagnostic testing (HAS.1.4.3.3). Portions of the duct system completely enclosed and surrounded by directly conditioned space are not required to be insulated. Connections of metal ducts and liner core of flexible ducts must be mechanically fastened. Openings must be sealed with mastic, liner, or other duct-closure system that meets the applicable requirements of UL 181, UL 181A, or UL 181B or aerosol sealant that meets the requirements of UL 723. If mastic or tape is used to seal openings greater than ¼ inch, the combination of mastic and either mesh or tape must be used. Building cavities, support platforms for air handlers, and plenums designed or constructed with materials other than sealed sheet metal, duct board or flexible duct must not be used to convey conditioned air. Building cavities and support platforms may not contain ducts. Ducts installed in cavities and support platforms must not be compressed to cause reductions in the cross-sectional area."
§ 160.0(m)2:	Factory-Fabricated Duct Systems. Factory-fabricated duct systems must comply with applicable requirements for duct construction, connections, and closures; joints and seams of duct systems and their components must not be sealed with cloth back rubber adhesive duct tapes unless such tape is used in combination with mastic and draw bands.
§ 150.0(m)3:	Field-Fabricated Duct Systems. Field-fabricated duct systems must comply with applicable requirements for: pressure-sensitive tapes, mastics, sealants, and other requirements specified for duct construction.
§ 160.0(m)7:	Backdraft Dampers. Fan systems that exchange air between the conditioned space and outdoors must have backdraft or automatic dampers.
§ 160.0(m)8:	Gravity Ventilation Dampers. Gravity ventilating systems serving conditioned space must have either automatic or readily accessible, manually operated dampers in all openings to the outside, except combustion inlet and outlet air openings and elevator shaft vents.
§ 160.0(m)9:	Protection of Insulation. Insulation must be protected from damage, sunlight, moisture, equipment maintenance, and wind. Insulation exposed to weather must be suitable for outdoor service. For example, protected by aluminum, sheet metal, painted canvas, or plastic cover. Cellular foam insulation must be protected as above or painted with a coating that is water retardant and provides shielding from solar radiation.
§ 160.0(m)10:	Porous Inner Core Flex Duct. Porous inner core flex ducts must have a non-porous layer between the inner core and outer vapor barrier.
§ 160.0(m)11:	Duct System Sealing and Leakage Test. When space conditioning systems use forced air duct systems to supply conditioned air to an occupiable space, the ducts must be sealed and duct leakage tested, as confirmed through field verification and diagnostic testing, in accordance with § 160.0(m)11 and Reference Residential Appendix RA3.
§ 160.0(m)12:	Air Filtration. Space conditioning systems with ducts exceeding 10 feet and the supply side of ventilation systems must have MERV 13 or equivalent filters. Filters for space conditioning systems must have a two inch depth or can be one inch if sized per Equation 150.0-A. Pressure drops and labeling must meet the requirements in §150.0(m)12. Filters must be accessible for regular service."
§ 150.0(m)13:	Space Conditioning System Airflow Rate and Fan Efficacy. Space conditioning systems that use ducts to supply cooling must have a hole for the placement of a static pressure probe, or a permanently installed static pressure probe in the supply plenum. Airflow must be ≥ 300 CFM per ton of nominal cooling capacity, and an air-handling unit fan efficacy ≤ 0.45 watts per CFM for gas furnace air handlers and ≤ 0.58 watts per CFM for all others. Small duct high velocity systems must provide an airflow ≥ 250 CFM per ton of nominal cooling capacity, and an air-handling unit fan efficacy ≤ 0.62 watts per CFM. Field verification testing is required in accordance with Reference Residential Appendix RA3.3."

2019 Low-Rise Residential Mandatory Measures Summary

Requirements for Ventilation and Indoor Air Quality:	
§ 150.0(o)1:	Requirements for Ventilation and Indoor Air Quality. All dwelling units must meet the requirements of ASHRAE Standard 62.2, Ventilation and Acceptable Indoor Air Quality in Residential Buildings subject to the amendments specified in § 150.0(o)1.
§ 150.0(o)1C:	Single Family Detached Dwelling Units. Single family detached dwelling units, and attached dwelling units not sharing ceilings or floors with other dwelling units, occupiable spaces, public garages, or commercial spaces must have mechanical ventilation airflow provided at rates determined by ASHRAE 62.2 Sections 4.1.1 and 4.1.2 and as specified in § 150.0(o)1C.
§ 150.0(o)1E:	Multifamily Attached Dwelling Units. Multifamily attached dwelling units must have mechanical ventilation airflow provided at rates in accordance with Equation 150.0-G and must be either a balanced system or continuous supply or continuous exhaust system. If a balanced system is not used, all units in the building must use the same system type and the dwelling-unit envelope leakage must be ≤ 0.3 CFM at 50 Pa (0.2 inch water) per square foot of dwelling unit envelope surface area and verified in accordance with Reference Residential Appendix RA3.8.
§ 150.0(o)1F:	Multifamily Building Central Ventilation Systems. Central ventilation systems that serve multiple dwelling units must be balanced to provide ventilation airflow for each dwelling unit served at a rate equal to or greater than the rate specified by Equation 150.0-G. All unit airflows must be within 20 percent of the unit with the lowest airflow rate as it relates to the individual unit's minimum required airflow rate needed for compliance.
§ 150.0(o)1G:	Kitchen Range Hoods. Kitchen range hoods must be rated for sound in accordance with Section 7.2 of ASHRAE 62.2.
§ 150.0(o)2:	Field Verification and Diagnostic Testing. Dwelling unit ventilation airflow must be verified in accordance with Reference Residential Appendix RA3.7. A kitchen range hood must be verified in accordance with Reference Residential Appendix RA3.7.4.4 to confirm it is rated by HVI to comply with the airflow rate and sound requirements as specified in Section 5 and 7.2 of ASHRAE 62.2.
Pool and Spa Systems and Equipment Measures:	
§ 110.4(a):	Certification by Manufacturers. Any pool or spa heating system or equipment must be certified to have all of the following: a thermal efficiency that complies with the Appliance Efficiency Regulations; an on-off switch mounted outside of the heater that allows shutting off the heater without adjusting the thermostat setting; a permanent weatherproof plate or card with operating instructions; and must not use electric resistance heating."
§ 110.4(b)1:	Piping. Any pool or spa heating system or equipment must be installed with at least 36 inches of pipe between the filter and the heater, or dedicated suction and return lines, or built-in or bolt-on connections to allow for future solar heating.
§ 110.4(b)2:	Covers. Outdoor pools or spas that have a heat pump or gas heater must have a cover.
§ 110.4(b)3:	Directional Inlets and Time Switches for Pools. Pools must have directional inlets that adequately mix the pool water, and a time switch that will allow all pumps to be set or programmed to run only during off-peak electric demand periods.
§ 110.5:	Pilot Lights. Natural gas pool and spa heaters must not have a continuously burning pilot light.
§ 150.0(p):	Pool Systems and Equipment Installation. Residential pool systems or equipment must meet the specified requirements for pump sizing, flow rate, piping, filters, and valves.
Lighting Measures:	
§ 110.9:	Lighting Controls and Components. All lighting control devices and systems, ballasts, and luminaires must meet the applicable requirements of § 110.9."
§ 150.0(k)1A:	Luminaire Efficacy. All installed luminaires must meet the requirements in Table 150.0-A.
§ 150.0(k)1B:	Blank Electrical Boxes. The number of electrical boxes that are more than five feet above the finished floor and do not contain a luminaire or other device must be no greater than the number of bedrooms + 1. These electrical boxes must be served by a dimmer, vacancy sensor control, or fan speed control.
§ 150.0(k)1C:	Recessed Downlight Luminaires in Ceilings. Luminaires recessed into ceilings must meet all of the requirements for insulation contact (IC) labeling; air leakage; sealing; maintenance; and sealed and light source as described in § 150.0(k)1C.
§ 150.0(k)1D:	Electronic Ballasts for Fluorescent Lamps. Ballasts for fluorescent lamps rated 13 watts or greater must be electronic and must have an output frequency no less than 20 kHz.
§ 150.0(k)1E:	Night Lights, Step Lights, and Path Lights. Night lights, step lights and path lights are not required to comply with Table 150.0-A or be controlled by vacancy sensors provided they are rated to consume no more than 5 watts of power and emit no more than 150 lumens.
§ 150.0(k)1F:	Lighting Integral to Exhaust Fans. Lighting integral to exhaust fans (except when installed by the manufacturer in kitchen exhaust hoods) must meet the applicable requirements of § 150.0(k).
§ 150.0(k)1G:	Screw based luminaires. Screw based luminaires must contain lamps that comply with Reference Joint Appendix JA8."
§ 150.0(k)1H:	Light Sources in Enclosed or Recessed Luminaires. Lamps and other assemble light sources that are not compliant with the JA8 elevated temperature requirements, including marking requirements, must not be installed in enclosed or recessed luminaires.
§ 150.0(k)1I:	Light Sources in Drawers, Cabinets, and Linen Closets. Light sources internal to drawers, cabinetry or linen closets are not required to comply with Table 150.0-A or be controlled by vacancy sensors provided that they are rated to consume no more than 6 watts of power, emit no more than 150 lumens, and are equipped with controls that automatically turn the lighting off when the drawer, cabinet or linen closet is closed.
§ 150.0(k)2A:	Interior Switches and Controls. All forward phase cut dimmers used with LED light sources must comply with NEMA SSL 7A.
§ 150.0(k)2B:	Interior Switches and Controls. Exhaust fans must be controlled separately from lighting systems."
§ 150.0(k)2C:	Interior Switches and Controls. Lighting must have readily accessible wall-mounted controls that allow the lighting to be manually turned ON and OFF."
§ 150.0(k)2D:	Interior Switches and Controls. Controls and equipment must be installed in accordance with manufacturer's instructions.
§ 150.0(k)2E:	Interior Switches and Controls. Controls must not bypass a dimmer, occupant sensor, or vacancy sensor function if the control is installed to comply with § 150.0(k).
§ 150.0(k)2F:	Interior Switches and Controls. Lighting controls must comply with the applicable requirements of § 110.9.

2019 Low-Rise Residential Mandatory Measures Summary

§ 150.0(k)2G:	Interior Switches and Controls. An energy management control system (EMCS) may be used to comply with control requirements if it provides functionality of the specified control according to § 110.9, meets the Installation Certificate requirements of § 130.4, meets the EMCS requirements of § 130.5(d) and meets all other requirements in § 150.0(k)2.
§ 150.0(k)2H:	Interior Switches and Controls. A multizone programmable controller may be used to comply with dimmer requirements in § 150.0(k) if it provides the functionality of a dimmer according to § 110.9, and complies with all other applicable requirements in § 150.0(k)2.
§ 150.0(k)2I:	Interior Switches and Controls. In bathrooms, garages, laundry rooms, and utility rooms, at least one luminaire in each of these spaces must be controlled by an occupant sensor or a vacancy sensor providing automatic-off functionality. If an occupant sensor is installed, it must be initially configured to manual-on operation using the manual control required under Section 110.9(b)2C.
§ 150.0(k)2J:	Interior Switches and Controls. Luminaires that are or contain light sources that meet Reference Joint Appendix JA8 requirements for dimming, and that are not controlled by occupancy or vacancy sensors, must have dimming controls."
§ 150.0(k)2K:	Interior Switches and Controls. Under cabinet lighting must be controlled separately from ceiling-installed lighting systems.
§ 150.0(k)3A:	Residential Outdoor Lighting. For single-family residential buildings, outdoor lighting permanently mounted to a residential building, or to other buildings on the same lot, must meet the requirement in item § 150.0(k)3A1 (ON and OFF switch) and the requirements in either § 150.0(k)3A2 (photocell and either a motion sensor or automatic time switch control) or § 150.0(k)3A3 (astronomical time clock), or an EMCS.
§ 150.0(k)3B:	Residential Outdoor Lighting. For low-rise residential buildings with four or more dwelling units, outdoor lighting for private patios, entrances, balconies, and porches; and residential parking lots and carports with less than eight vehicles per site must comply with either § 150.0(k)3A or with the applicable requirements in Sections 110.9, 130.0, 130.2, 130.4, 140.7 and 141.0.
§ 150.0(k)3C:	Residential Outdoor Lighting. For low-rise residential buildings with four or more dwelling units, any outdoor lighting for residential parking lots or carports with a total of eight or more vehicles per site and any outdoor lighting not regulated by § 150.0(k)3B or § 150.0(k)3D must comply with the applicable requirements in Sections 110.9, 130.0, 130.2, 130.4, 140.7 and 141.0.
§ 150.0(k)3D:	Residential Outdoor Lighting. For low-rise residential buildings with four or more dwelling units, any outdoor lighting for residential parking lots or carports with a total of eight or more vehicles per site and any outdoor lighting not regulated by § 150.0(k)3B or § 150.0(k)3D must comply with the applicable requirements in Sections 110.9, 130.0, 130.2, 130.4, 140.7 and 141.0.
§ 150.0(k)4:	Internally Illuminated address signs. Internally illuminated address signs must comply with § 140.8; or must consume no more than 5 watts of power as determined according to § 130.0(c).
§ 150.0(k)5:	Residential Garages for Eight or More Vehicles. Lighting for residential parking garages for eight or more vehicles must comply with the applicable requirements for nonresidential garages in Sections 110.9, 130.0, 130.1, 130.4, 140.6, and 141.0.
§ 150.0(k)6A:	Interior Common Areas of Low-rise Multifamily Residential Buildings. In a low-rise multifamily residential building where the total interior common area is a single building equals 20 percent or less of the floor area, permanently installed lighting for the interior common areas in that building must be comply with Table 150.0-A and be controlled by an occupant sensor.
§ 150.0(k)6B:	Interior Common Areas of Low-rise Multifamily Residential Buildings. In a low-rise multifamily residential building where the total interior common area is a single building equals more than 20 percent of the floor area, permanently installed lighting for the interior common areas in that building must i. Comply with the applicable requirements in Sections 110.9, 130.0, 130.1, 140.6 and 141.0; and ii. Lighting located in corridors and stairwells must be controlled by occupant sensors that reduce the lighting power in each space by at least 50 percent. The occupant sensors must be capable of turning the light fully on and off from all designed paths of ingress and egress.
Solar Ready Buildings:	
§ 110.10(a)1:	Single Family Residences. Single family residences located in subdivisions with 10 or more single family residences and where the application for a tentative subdivision map for the residences has been deemed complete and approved by the enforcement agency, which do not have a photovoltaic system installed, must comply with the requirements of § 110.10(b) through § 110.10(e).
§ 110.10(a)2:	Low-rise Multifamily Buildings. Low-rise multi-family buildings that do not have a photovoltaic system installed must comply with the requirements of § 110.10(b) through § 110.10(d).
§ 110.10(b)1:	Minimum Solar Zone Area. The solar zone must have a minimum total area as described below. The solar zone must comply with access, pathway, smoke ventilation, and egress requirements as specified in Title 24, Part 9 or other parts of Title 24 or in any requirements adopted by a local jurisdiction. The solar zone total area must be comprised of areas that have no dimension less than 5 feet and are no less than 80 square feet each for buildings with roof areas less than or equal to 10,000 square feet each for buildings with roof areas greater than 10,000 square feet. For single family residences, the solar zone must be located on the roof or overhang of the building and have a total area no less than 250 square feet. For low-rise multi-family buildings the solar zone must be located on the roof or overhang of the building, or on the roof or overhang of another structure located within 250 feet of the building, or on covered parking installed with the building project, and have a total area no less than 15 percent of the total roof area of the building excluding any skylight area. The solar zone requirement is applicable to the entire building, including mixed occupancy."
§ 110.10(b)2:	Azimuth. All sections of the solar zone located on slope-sloped roofs must be oriented between 90 degrees and 300 degrees of true north.
§ 110.10(b)3A:	Shading. The solar zone must not contain any obstructions, including but not limited to: vents, chimneys, architectural features, and roof mounted equipment."
§ 110.10(b)3B:	Shading. Any obstruction located on the roof or any other part of the building that projects above a solar zone must be located at least twice the distance, measured in the horizontal plane, of the height difference between the highest point of the obstruction and the horizontal projection of the nearest point of the solar zone, measured in the vertical plane."
§ 110.10(b)4:	Structural Design Loads on Construction Documents. For areas of the roof designated as a solar zone, the structural design loads for roof dead load and roof live load must be clearly indicated on the construction documents.
§ 110.10(c):	Interconnection Pathways. The construction documents must indicate a location reserved for inverters and metering equipment and a pathway reserved for routing of conduit from the solar zone to the point of interconnection with the electrical service; and for single family residences and central water-heating systems, a pathway reserved for routing plumbing from the solar zone to the water-heating system.
§ 110.10(d):	Documentation. A copy of the construction documents or a comparable document indicating the information from § 110.10(b) through § 110.10(c) must be provided to the occupant.
§ 110.10(e)1:	Main Electrical Service Panel. The main electrical service panel must have a minimum busbar rating of 200 amps.
§ 110.10(e)2:	Main Electrical Service Panel. The main electrical service panel must have a reserved space to allow for the installation of a double pole circuit breaker for a future solar electric installation. The reserved space must be permanently marked as "For Future Solar Electric".

REVISIONS	BY
4/10/22	KM

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DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

TITLE 24 FORM CF-1R
RESIDENTIAL MEASURES SUMMARY

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date: OCT. 2021
Scale AS NOTED
Drawn
Job MAYER
Sheet 4 Of Sheets

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

This checklist is effective September 9, 2020, and applies to additions and alterations of low-rise residential buildings including hotels, motels, lodging houses, dwellings, dormitories, condominiums, shelters, congregate residences, employee housing, factory-built housing, and other types of dwellings containing sleeping accommodations, and accessory structures.

The provisions of this checklist apply only to the portions of the building being added to or altered within the scope of the permitted work when the cumulative square footage of the project is less than 1,200 square feet. Existing site and landscaping improvements that are not otherwise disturbed are also not subject to the requirements of CALGreen.

Submit this checklist with your plans to demonstrate compliance with the green building ordinance. This checklist includes modifications specific to the Town of San Anselmo. For more information on the Town's Green Building requirements, please visit the Building Department's Green Building Resources webpage.

For more information on CALGreen and complete measure language, see Chapters 4 and Appendix 4 here: https://codes.iccsafe.org/content/CAGBSC2019/table-of-contents

PROJECT DETAILS

32 FERN LANE — Project Address
007-041-07 — APN
KEN MAYER — Applicant Name (Please Print)

PROJECT VERIFICATION

The green building professional[1] has reviewed the plans and certifies that the mandatory and elective measures listed below are hereby incorporated into the project plans and will be implemented into the project in accordance with the requirements set forth in the 2019 California Green Building Standards Code as amended by the Town of San Anselmo.

Signature — 3/31/2022 Date
KEN MAYER DESIGNER/BUILDER — Name & Title (Please Print)

[1] A qualified building professional can be an architect, engineer, contractor, or qualified green building professional, such as a CALGreen Special Inspector.

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.106.2 A plan is developed and implemented to manage stormwater runoff from the construction activities through compliance with the Town's Homeowner's Guide to Stormwater Management. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.106.3 Construction plans shall indicate how site grading or a drainage system will manage all surface water flows to keep water from entering buildings. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.106.4.1 One- and two-family dwellings, and townhouses with attached private garages. If the project scope includes an upgrade of the electrical service panel, achieve Level 2 EV readiness including a raceway and dedicated 208/240-volt branch circuit, as required in the Town of San Anselmo Municipal Code, Chapter 9-19.040 *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.106.4.2 Multifamily dwellings and hotels/motels. If the project scope includes an upgrade of the electrical service panel or modification of the parking lot, comply with EV Readiness requirements outlined in the Town of San Anselmo Municipal Code, Chapter 9-19.040 *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.201.1 Building meets or exceeds the requirements of the California Building Energy Efficiency Standards. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.303.1 Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) installed in residential buildings shall comply with the prescriptive requirements of Sections 4.303.1.1 through 4.303.1.4.4. *Plan sheet reference (if applicable):*	■ YES ☐ N/A

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.303.2 Plumbing fixtures and fittings required in Section 4.303.1 shall be installed in accordance with the *California Plumbing Code* and shall meet the applicable referenced standards. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.304.1 Residential developments shall comply with local ordinances, MMWD's Landscape Requirements or the current California Department of Water Resources Model Water Efficient Landscape Ordinance (MWELO), whichever is more stringent. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.406.1 Annular spaces around pipes, electric cables, conduits, or other openings in plates at exterior walls shall be protected against the passage of rodents by closing such openings with cement mortar, concrete masonry or similar method acceptable to the enforcing agency. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.408.1 Recycle and/or salvage for reuse a minimum of 65 percent of the nonhazardous construction and demolition waste in accordance with the reporting standards outlined by Zero Waste Marin. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.410.1 An operation and maintenance manual shall be provided to the building occupant or owner. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.410.2 Where 5 or more multifamily dwelling units are constructed on a building site, provide readily accessible areas that serve all buildings on the site and is identified for the depositing, storage and collection of non-hazardous materials for recycling, including (at a minimum) paper, corrugated cardboard, glass, plastics, organic waste, and metals or meet a lawfully enacted local recycling ordinance if more restrictive. *Plan sheet reference (if applicable):*	☐ YES ■ N/A

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.503.1 Any installed gas fireplace shall be a direct-vent sealed-combustion type. Any installed woodstove or pellet stove shall comply with the U.S. EPA New Source Performance Standards (NSPS) emission limits as applicable and shall have a permanent label indicating they are certified to meet the emission limits. Woodstoves, pellet stoves and fireplaces shall also comply with the Bay Area Air Quality Management District's Wood-Burning Devices Rule. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.504.1 Duct openings and other related air distribution component openings shall be covered during construction. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.504.2.1 Adhesives, sealants and caulks shall be compliant with VOC and other toxic compound limits. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.504.2.2 Paints, stains and other coatings shall be compliant with VOC limits. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.504.2.3 Aerosol paints and coatings shall be compliant with product weighted MIR Limits for ROC and other toxic compounds. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.504.2.4 Documentation shall be provided to verify that compliant VOC limit finish materials have been used. Documentation may include (but isn't limited to) the Manufacturer's product specification or field verification of on-site product containers. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.504.3 Carpet and carpet systems shall be compliant with VOC limits. *Plan sheet reference (if applicable):*	■ YES ☐ N/A

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.504.4 80 percent of floor area receiving resilient flooring shall comply with specified VOC criteria. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.504.5 Particleboard, medium density fiberboard (MDF), and hardwood plywood used in interior finish systems shall comply with low formaldehyde emission standards. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
A4.504.2 Install VOC compliant resilient flooring systems. Ninety (90) percent of floor area receiving resilient flooring shall comply with the VOC-emission limits established in section A4.504.2. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
A4.504.3 Thermal insulation installed in the building shall install thermal insulation in compliance with VOC limits *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.505.2 Vapor retarder and capillary break is installed at slab on grade foundations. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.505.3 Moisture content of building materials used in wall and floor framing is checked before enclosure. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.506.1 Each bathroom shall be provided with the following: 1. ENERGY STAR fans ducted to terminate outside the building. 2. Fans must be controlled by a humidity control (Separate or built-in); OR functioning as a component of a whole-house ventilation system. 3. Humidity controls with manual or automatic means of adjustment, capable of adjustment between a relative humidity range of ≤ 50 percent to a maximum of 80 percent. *Plan sheet reference (if applicable):*	■ YES ☐ N/A

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.507.2 Duct systems are sized, designed, and equipment is selected using the following methods: 1. Establish heat loss and heat gain values according to ANSI/ACCA 2 Manual J-2016 or equivalent. 2. Size duct systems according to ANSI/ACCA 1 Manual D - 2016 or equivalent. 3. Select heating and cooling equipment according to ANSI/ACCA 3 Manual S-2014 or equivalent. *Plan sheet reference (if applicable):*	☐ YES ■ N/A

REVISIONS	BY
4/10/22	

KEN MAYER
DESIGNER / BUILDER
PO BOX 1142 FAIRFAX CA (415) 730-5466

CALGREEN CHECKLIST

REMODEL COTAGE FOR:
KEN MAYER
32 FERN LN, SAN ANSELMO CA. APN 007-041-07

Date APRIL, 2022
Scale
Drawn
Job MAYER
Sheet

Existing and Proposed Conditions

Residential Lots Below 150 Mean Sea Level

The following table should be placed on the cover sheet of the plan set in this format.
If something is inapplicable to your project please indicate "Not Applicable" or "N/A" in the appropriate box, do not leave cells blank. MAYER, 32 FERN LN - S.M.

	Existing	Proposed	Code
Zoning	R1		
General Plan Designation			
Flood Zone	1/2 AE (SAN CREEK)		
Lot Area (Sq. Ft.)	7930		
LOT COVERAGE			
Lot coverage (sq. ft.) – footprint of all structures, porches, roof overhangs over 2 feet, and decks >18 inches above grade.	HOUSE 690 COTTAGE 330 / 1020	COTTAGE 598	
Lot coverage %	13%	13%	35%
FLOOR AREA			
Adjusted Floor Area (sq. ft.)			
First Floor	690 /	690 /	
Second Floor	526 / 1216	526 / 1216	
Other Floors	/		
Garage area over 400 sq. ft.			
Basement			
Crawl Space with concrete floor			
Attic with floor			
Areas with ceiling > 15 feet in height			
Accessory Structures	32 / NA	32 / NA	
Accessory Dwelling Unit(s)	320	598	
Total (sq. ft.)	1536	1814	
Adjusted Floor Area Ratio %	19%	23%	
Garage area	180	180	
SETBACKS / COTTAGE			
Front	67'-6"	67'-6"	
Side	47'-6"	47'-6"	
Side	5'-0"	5'-0"	
Rear	37'-0"	37'-0"	
Street Side (if applicable)			
HEIGHT / STORIES COTTAGE			
Maximum height above average existing grade	19'-0"	23'-3"	
Stories	1	2	
PARKING			
Onsite parking	4	4	
GRADING QUANTITIES			
Cut	N/A	N/A	
Fill			

RESIDENTIAL MEASURES SUMMARY — RMS-1

Project Name	Building Type	Date
Mayer ADU E+A	☑ Single Family ☐ Addition Alone ☐ Multi Family ☑ Existing+ Addition/Alteration	*4/13/2022*

Project Address	California Energy Climate Zone	Total Cond. Floor Area	Addition	# of Units
32 Fern Lane San Anselmo	*CA Climate Zone 02*	*660*	*330*	*1*

INSULATION

Construction	Type	Cavity	Area (ft^2)	Special Features	Status
Roof	*Wood Framed Rafter*	*R 22*	*330*		*New*
Wall	*Wood Framed*	*R 21*	*122*		*New*
Wall	*Wood Framed*	*R 21*	*188*		*New*
Wall	*Wood Framed*	*R 21*	*98*		*New*
Wall	*Wood Framed*	*R 21*	*188*		*New*
Wall	*Wood Framed*	*- no insulation*	*82*		*Existing*
Wall	*Wood Framed*	*- no insulation*	*176*		*Existing*
Wall	*Wood Framed*	*- no insulation*	*91*		*Existing*

FENESTRATION

Total Area: *155* | Glazing Percentage: *23.5%* | New/Altered Average U-Factor: *0.29*

Orientation	Area(ft^2)	U-Fac	SHGC	Overhang	Sidefins	Exterior Shades	Status
Front (NE)	*51.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Left (SE)	*10.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Rear (SW)	*66.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Right (NW)	*28.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*

HVAC SYSTEMS

Qty.	Heating	Min. Eff	Cooling	Min. Eff	Thermostat	Status
1	*Split Heat Pump*	*8.20 HSPF*	*Split Heat Pump*	*14.0 SEER*	*Setback*	*New*

HVAC DISTRIBUTION

Location	Heating	Cooling	Duct Location	Duct R-Value	Status
HVAC	*Ductless / with Fan*	*Ductless*	*n/a*	*n/a*	*New*

WATER HEATING

Qty.	Type	Gallons	Min. Eff	Distribution	Status
1	*Small Instantaneous Gas*	*0*	*0.82*	*Standard*	*Altered*

RESIDENTIAL MEASURES SUMMARY — RMS-1

Project Name	Building Type	Date
Mayer ADU E+A	☑ Single Family ☐ Addition Alone ☐ Multi Family ☑ Existing+ Addition/Alteration	*4/13/2022*

Project Address	California Energy Climate Zone	Total Cond. Floor Area	Addition	# of Units
32 Fern Lane San Anselmo	*CA Climate Zone 02*	*660*	*330*	*1*

INSULATION

Construction	Type	Cavity	Area (ft^2)	Special Features	Status
Wall	*Wood Framed*	*- no insulation*	*158*		*Existing*
Slab	*Unheated Slab-on-Grade*	*- no insulation*	*330*	*Perim = 74'*	*Existing*
Demising	*Wood Framed Rafter*	*- no insulation*	*330*		*Existing*

FENESTRATION

Total Area: *155* | Glazing Percentage: *23.5%* | New/Altered Average U-Factor: *0.29*

Orientation	Area(ft^2)	U-Fac	SHGC	Overhang	Sidefins	Exterior Shades	Status

HVAC SYSTEMS

Qty.	Heating	Min. Eff	Cooling	Min. Eff	Thermostat	Status

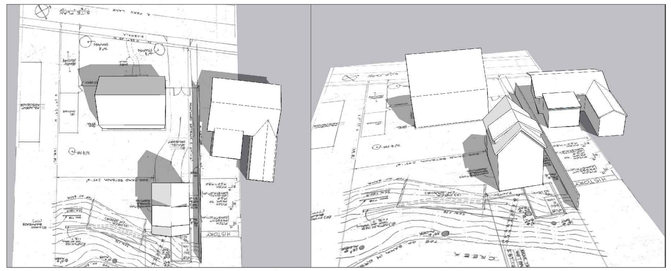
HVAC DISTRIBUTION

Location	Heating	Cooling	Duct Location	Duct R-Value	Status

WATER HEATING

Qty.	Type	Gallons	Min. Eff	Distribution	Status

MARCH 21 & SEPTEMBER 21 UTC -07:00



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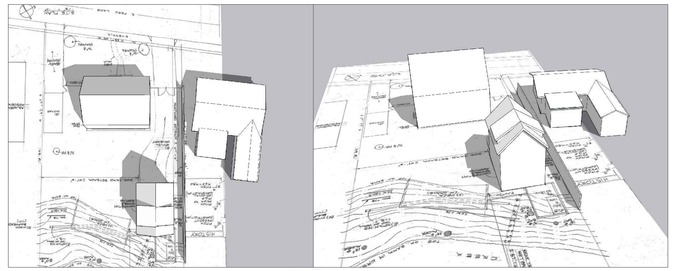

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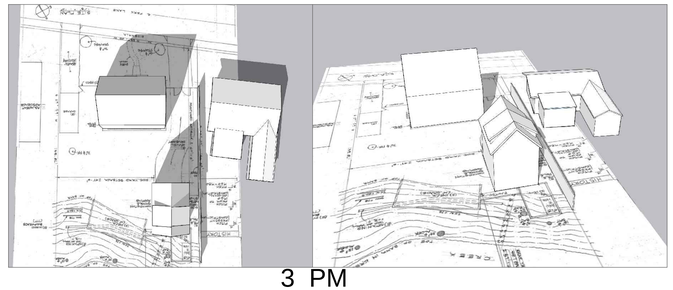

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JUNE 21 UTC -07:00

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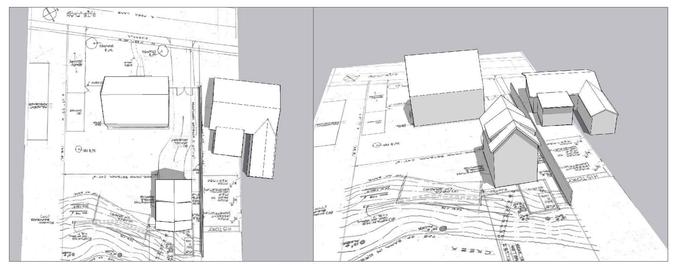

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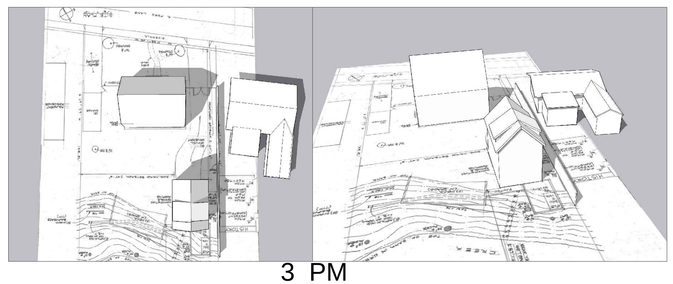

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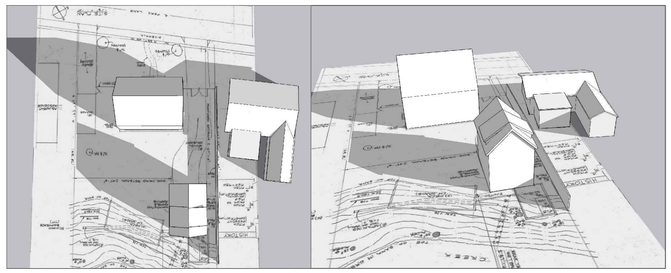

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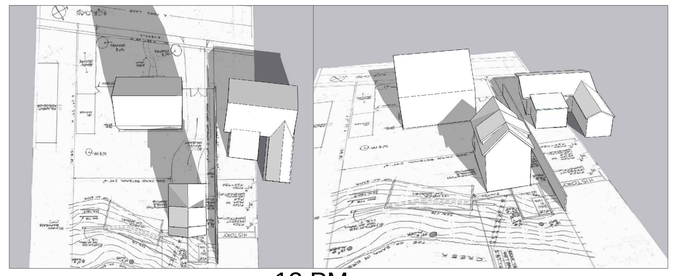

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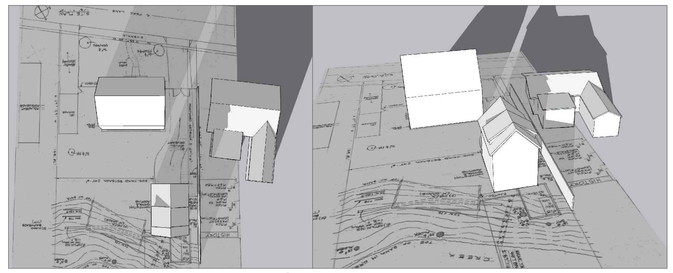

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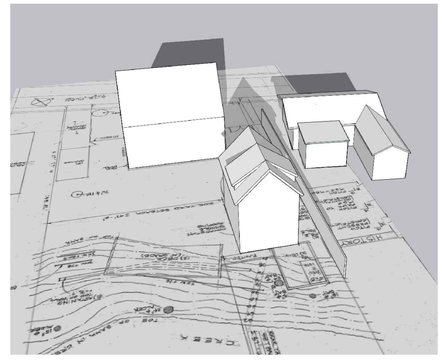
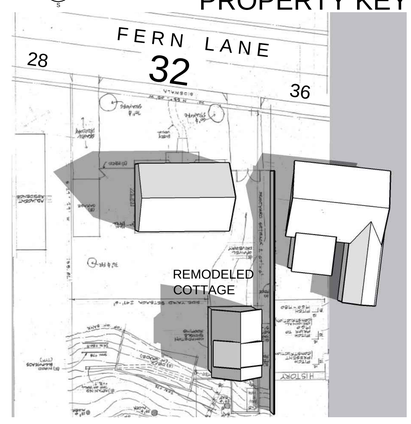


2 PM

SHADE STUDY PREPARED BY
DIRK SMOLAK ARCHITECT USING
TRIMBLE SKETCHUP 2022
3/5/2022 707-235-9675

PROPERTY KEY



REVISIONS | BY

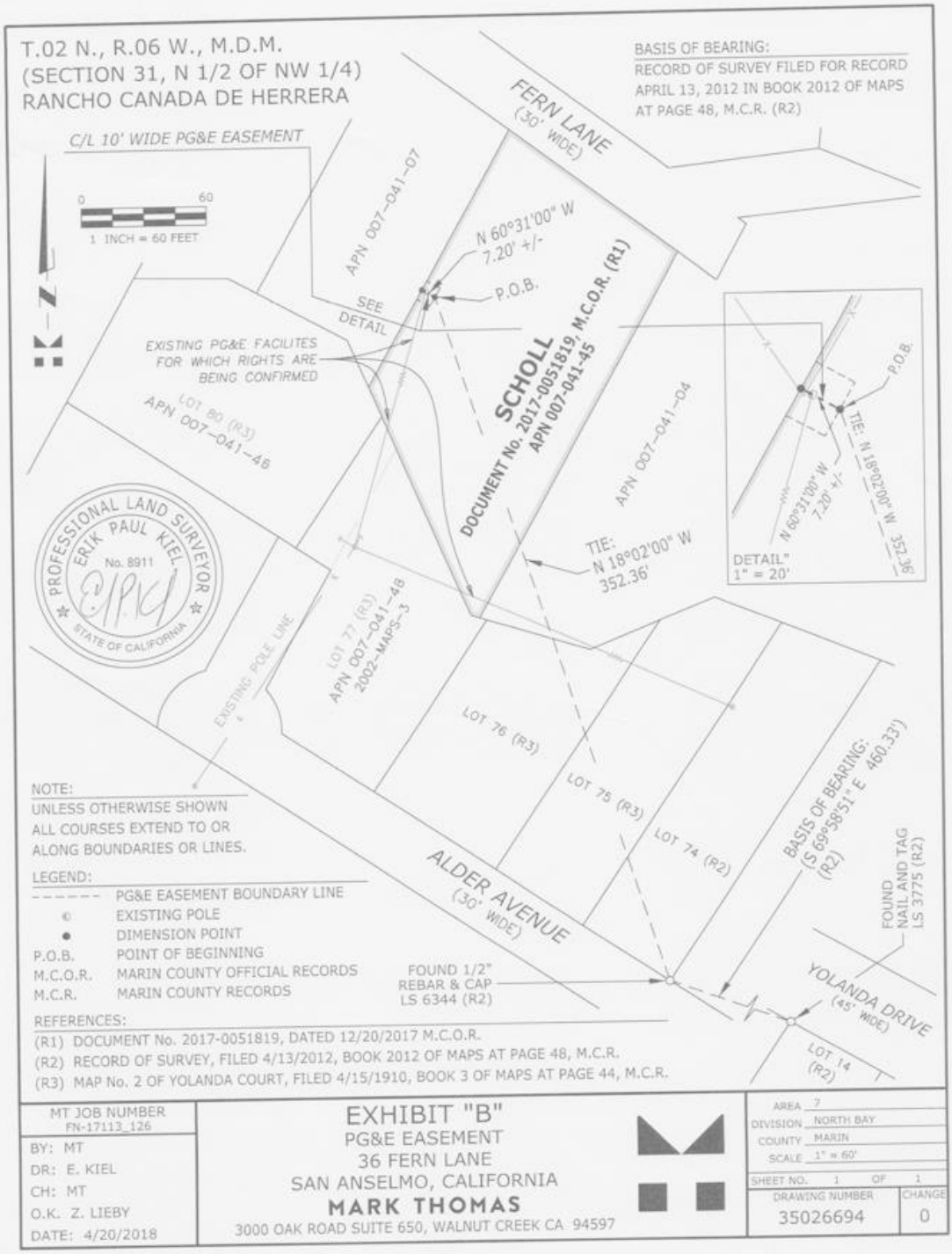
KEN MAYER
DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

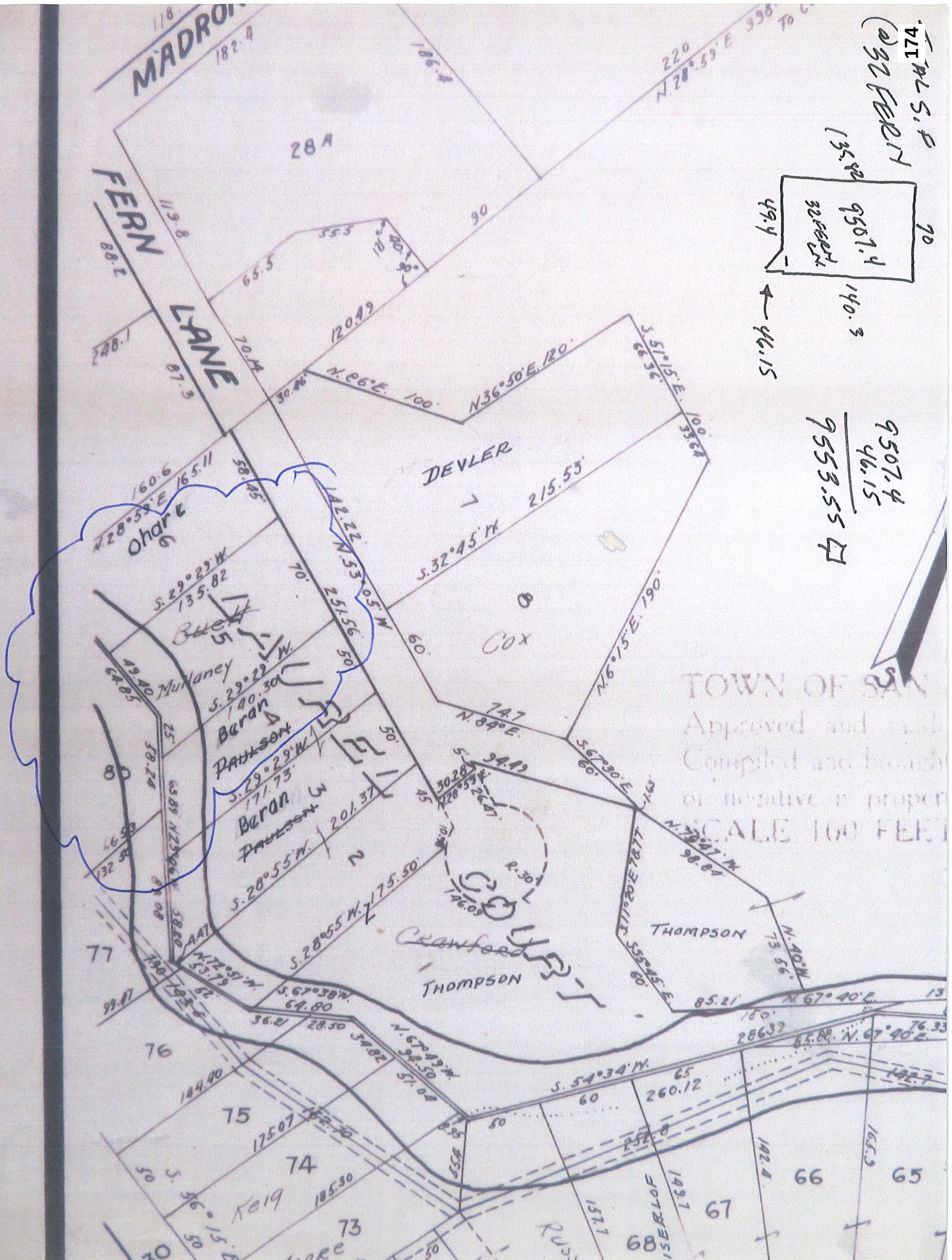
SHADE STUDY

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date MARCH 2022
Scale NONE
Drawn
Job MAYER
Sheet 1
OF

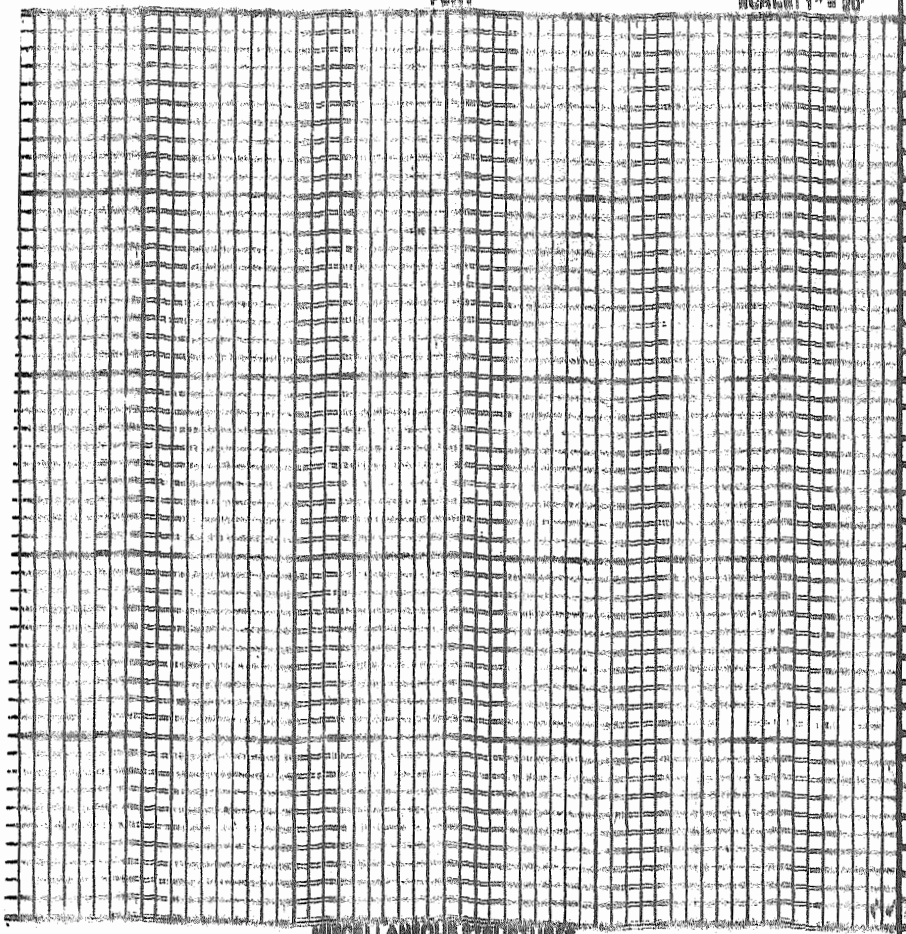
172


T.02 N., R.06 W., M.D.M.
(SECTION 31, N 1/2 OF NW 1/4)
RANCHO CANADA DE HERRERA
BASIS OF BEARING:
RECORD OF SURVEY FILED FOR RECORD
APRIL 13, 2012 IN BOOK 2012 OF MAPS
AT PAGE 48, M.C.R. (R2)
C/L 10' WIDE PG&E EASEMENT
FERN LANE
(30' WIDE)
0
60
1 INCH = 60 FEET
APN 007-041-07
N 60°31'00" W
7.20' +/-
P.O.B.
SEE
DETAIL
EXISTING PG&E FACILITES
FOR WHICH RIGHTS ARE
BEING CONFIRMED
LOT 80 (R3)
APN 007-041-46
SCHOLL
DOCUMENT No. 2017-0051819, M.C.O.R. (R1)
APN 007-041-45
APN 007-041-04
TIE:
N 18°02'00" W
352.36'
DETAIL"
1" = 20'
P.O.B.
TIE: N 18°02'00" W 352.36'
N 60°31'00" W
7.20' +/-
PROFESSIONAL LAND SURVEYOR
ERIK PAUL KIEL
No. 8911
STATE OF CALIFORNIA
EXISTING POLE LINE
LOT 77 (R3)
APN 007-041-48
2002-MAPS-3
LOT 76 (R3)
LOT 75 (R3)
LOT 74 (R2)
BASIS OF BEARING:
(S 69°58'51" E 450.33')
(R2)
FOUND
NAIL AND TAG
LS 3775 (R2)
ALDER AVENUE
(30' WIDE)
FOUND 1/2"
REBAR & CAP
LS 6344 (R2)
YOLANDA DRIVE
(45' WIDE)
LOT 14
(R2)
NOTE:
UNLESS OTHERWISE SHOWN
ALL COURSES EXTEND TO OR
ALONG BOUNDARIES OR LINES.
LEGEND:
PG&E EASEMENT BOUNDARY LINE
EXISTING POLE
DIMENSION POINT
P.O.B. POINT OF BEGINNING
M.C.O.R. MARIN COUNTY OFFICIAL RECORDS
M.C.R. MARIN COUNTY RECORDS
REFERENCES:
(R1) DOCUMENT No. 2017-0051819, DATED 12/20/2017 M.C.O.R.
(R2) RECORD OF SURVEY, FILED 4/13/2012, BOOK 2012 OF MAPS AT PAGE 48, M.C.R.
(R3) MAP No. 2 OF YOLANDA COURT, FILED 4/15/1910, BOOK 3 OF MAPS AT PAGE 44, M.C.R.
MT JOB NUMBER
FN-17113_126
BY: MT
DR: E. KIEL
CH: MT
O.K. Z. LIEBY
DATE: 4/20/2018
EXHIBIT "B"
PG&E EASEMENT
36 FERN LANE
SAN ANSELMO, CALIFORNIA
MARK THOMAS
3000 OAK ROAD SUITE 650, WALNUT CREEK CA 94597
AREA 7
DIVISION NORTH BAY
COUNTY MARIN
SCALE 1" = 60'
SHEET NO. 1 OF 1
DRAWING NUMBER
35026694
CHANGE
0



MADRON
FERN LANE
28A
DEVLER
Cox
Ohare
Mullaney
Beran
Paulson
Crawford
THOMPSON
Keig
TOWN OF SAN
Approved and
Compiled and
or negative
SCALE 100 FEET
9507.4
32 FERN LN.
9507.4
46.15
9553.55

PLAT SCALE: 1" = 20'



TRANSACTION RECORD

DATE	STAMPS	SALE PRICE	GRANTEE
11-60	21.45		Lee Roy, Charles A. & Edna E. 1414-609
6-63	23.65	21,250	Johansson, E. J. & T. 1696-470

ROOM & FINISH DETAIL

ROOMS	B	1	2		FLOOR	WALL	CEIL.
ENTRY AREA		1			Hwd	Pl.	Pl.
LIVING		1			"	"	"
DINING		1			Lmq.	"	"
DINING AREA							
FAMILY							
KITCHEN		1			Vin. N.	"	"
BREAK. AREA							
DEN/LIBRARY							
BED			2		Hwd.	"	"
BED							
SUPP. ROOM							
BATH			1				

BATH FIXTURES

NO. BATHS	W. C.	LAV.	TUB	S.O.T.	SH. ST.	TYPE	GR.
1	1	1	1	1	—	Hdd	Std

CONSTRUCTION RECORD

PERMIT NO.	FOR	AMOUNT	DATE	APP. YR.
	Tes.		21	73

COMPUTATIONS:

REMARKS:

MISCELLANEOUS STRUCTURES

STRUCTURE	CLASS	SIZE	AREA	FNDN	EXT.	INT.	ROOF	FLR.	COST
Det. Garage		10x18	180	C	[illegible]	[illegible]	[illegible]	C	1501
Det. Cottage		15x22	330	C	Wood	[illegible]	[illegible]	C	3950

FOUNDATION		EXTERIOR		ROOF		SPEC. FEATURES	
CONC.	X	BRICK		COMPO. 5 Ht.	X	BREAK. BAR	
CONC. SLAB		STUCCO	X	TAR & GRAV.		WET BAR	
PIER		SIDING		SHINGLE/SHAKE		INTERCOM.	
SONOTUBE		SHINGLE/SHAKE		TILE		WARDROBES	

JOISTS		WINDOWS				BUILT-INS		A.C.	
2"x8"-16"		D.H.		WOOD		RANGE/HOOD		C.F.A.H.	X
STRUC. - WALLS		CSMT.	X	METAL	X	OVEN		OUTLETS	
WOOD FRAME		PLATE		CRYST.	X	DISHWASHER		RADIATOR	
STUDS		SL. GLASS DOOR				GARB. DISP.		RADIANT	
"x" " "						REFRIG.		FLOOR	
BRICK		LIGHTING						WALL	
CONC. BLK.	X	REC.						CENT. COOL	

WARNING: Assessor Recorder County Clerk not liable for accuracy of contents. See Rev. & Tax. Code § 408.3

Page of Title Report from County Records

32 Fern Lane

36 Fern Lane

28 Fern Lane

ZFA STRUCTURAL ENGINEERS

san francisco
silicon valley
sacramento
santa rosa
napa

32 Fern Lane
Structural Calculations

San Anselmo, CA

Permit

August 22, 2022

Prepared For:
Ken Mayer
San Anselmo, CA

Prepared By:
Sean Westbrook, SE, Associate

San Francisco, California

DETAILED DESIGN CRITERIA

BUILDING CODE

Governing Code:	2019 California Building Code
Authority Having Jurisdiction:	City of San Anselmo
Local Codes or Amendments:	2019 NA Building Code Amendments

GEOTECHNICAL REPORT INFORMATION

Report Author:	NA
Report Title:	NA
Report Number:	NA
Report Date:	Report Date
Soil Type:	D Default
Recommended Foundation System(s):	Shallo Foundation
Predicted Settlement:	X
Seismic Hazards:	X
Liquefaction Risk:	X
Expansive Soil Risk:	X

Dry Soil Density =	100	pcf
Wet Soil Density =	110	pcf
Passive Soil Pressure =	350	pcf
Active Soil Pressure =	50	pcf
At-Rest Soil Pressure =	70	pcf
Allowable Bearing Pressure, D+L =	1500	psf
Allowable Bearing Pressure, D+L+(E or W) =	2000	psf
Pier Skin Friction =	700	psf
Coefficient of Friction =	0.25	
Soil Spring Modulus =	150	lbs/in

BUILDING SYSTEM DESCRIPTION

No. Stories:	2
Footprint:	330 ft^2
Floor Area:	660 ft^2
Roof Area:	330 ft^2
Mean Building Height:	24.5 ft
Roof Pitch:	12 :12

Building Use:	Residential
Gravity System:	Wood Bearing Walls
Diaphragm System:	Plywood Sheathing
Foundation System:	Concrete Footings

DETAILED DESIGN CRITERIA

SEISMIC DESIGN PARAMETERS

					ASCE 7-16 Reference UNO:
Analysis Procedure Used:	EQ (Equiv. Lat. Force, 12.8)				*Section 12.6*
Latitude:	37.9824 deg		Longitude:	-122.5754 deg	
Risk Category:	II		Residential		*Table 1.5-1*
I_E =	1.00		Importance Factor, Seismic		*Table 1.5-1*
I_P =	1.00		Importance Factor, Nonstructural Components		*13.1.3*
Soil Site Class =	D (by default)		Per Geotech Report, Site Class D otherwise		*Table 20.3-1*
S_S =	1.500 g		Mapped spectral response acceleration parameter		*USGS*
S_1 =	0.600 g		Mapped spectral response acceleration parameter		*USGS*
F_a =	1.2		Site coefficient		*Table 11.4-1*
F_v =	1.7		Site coefficient		*Table 11.4-2*
S_{DS} =	1.200 g		Design spectral response acceleration parameter		*11.4-3*
S_{D1} =	0.680 g		Design spectral response acceleration parameter		*11.4-4*
Seismic Design Category:	D				*Section 11.6*
Building System, N-S:	A. BEARING WALL SYSTEMS		15. Light-framed (wood) walls sheathed with wood structural panels rated for shear resistance		*Table 12.2-1*
Building System, E-W:	A. BEARING WALL SYSTEMS		15. Light-framed (wood) walls sheathed with wood structural panels rated for shear resistance		*Table 12.2-1*
Diaphragm=	Flexible Diaphragm		Plywood Sheathing		
$\rho_{(N-S)}$ =	1.0		Redundancy factor, N-S		*12.3.4*
$\rho_{(E-W)}$ =	1.0		Redundancy factor, E-W		*12.3.4*
$R_{(N-S)}$ =	6.50		Response modification coefficient, N-S		*Table 12.2-1*
$R_{(E-W)}$ =	6.50		Response modification coefficient, E-W		*Table 12.2-1*
$\Omega_{o(N-S)}$ =	2.50		Overstrength factor, N-S		*Table 12.2-1*
$\Omega_{o(E-W)}$ =	2.50		Overstrength factor, E-W		*Table 12.2-1*
$C_{d(N-S)}$ =	4.00		Deflection amplification factor, N-S		*Table 12.2-1*
$C_{d(E-W)}$ =	4.00		Deflection amplification factor, E-W		*Table 12.2-1*
$T_{(N-S)}$ =	0.220 sec		Approximate Fundamental Period, N-S		*Section 12.8.2*
$T_{(E-W)}$ =	0.220 sec		Approximate Fundamental Period, E-W		*Section 12.8.2*
T_L =	8 sec		Long Period Transistion Period		*USGS*
$V_{(N-S)}$ (ULT) =	0.185 *W		Base Shear, N-S, LRFD		*Section 12.8 or 12.14*
$V_{(N-S)}$ (ASD) =	0.129 *W		Base Shear, N-S, ASD		*Section 12.8 or 12.14*
$V_{(E-W)}$ (ULT) =	0.185 *W		Base Shear, E-W, LRFD		*Section 12.8 or 12.14*
$V_{(E-W)}$ (ASD) =	0.129 *W		Base Shear,E-W, LRFD		*Section 12.8 or 12.14*
Structural Irregularities	Horizontal:	None			*Table 12.3-1*
	Vertical:	None			*Table 12.3-2*

WIND DESIGN PARAMETERS

Wind Method Used:	Directional Procedure			*Chapter 27*
Basic Wind Speed =	1 MPH		Ultimate Design Wind Speed (3 second gust)	*Figure 26.5-1A,B or C*
Exposure Category:	C		Open Terrain	*26.7.3*
K_{zt} =	1.00		Topographic Factor	*26.8*
K_d =	0.85	Buildings	Directionality Factor	*Table 26.6-1*

SNOW LOAD

Ground Snow Load =	20 psf		*Section 7.3*

DETAILED DESIGN CRITERIA

MATERIAL STRENGTH AND SPECIFICATIONS

CONCRETE:

Foundations, f'_c =	2500 psi	
Slab on grade, f'_c =	3000 psi	
Structural walls, f'_c =	3000 psi	
Beams and Columns, f'_c =	3000 psi	
Fill over metal deck, f'_c =	3000 psi	
Elevated slabs, f'_c =	3000 psi	
Weight of normal weight concrete =	150 pcf	
Weight of lightweight concrete =	120 pcf	

CONCRETE REINFORCING:

Reinforcing Steel, f_y =	60 ksi	ASTM A615, Grade 60
Reinforcing Steel ties, f_y =	60 ksi	ASTM A615, Grade 60

STRUCTURAL STEEL:

W-Shapes, f_y =	50 ksi	ASTM A992 or A572 Grade 50
W-Shapes, f_u =	65 ksi	ASTM A992 or A572 Grade 50
Angles and channels, f_y =	36 ksi	ASTM A36 or A572 Grade 50
Angles and channels, f_u =	58 ksi	ASTM A36 or A572 Grade 50
Typical plates, f_y =	36 ksi	ASTM A36 or A572 Grade 50
Typical plates, f_u =	58 ksi	ASTM A36 or A572 Grade 50
Base plates & MF plates, f_y =	50 ksi	ASTM A572 or A529, Grade 50
Base plates & MF plates, f_u =	65 ksi	ASTM A572 or A529, Grade 50
Gusset plates, f_y =	50 ksi	ASTM A572 or A529, Grade 50
Gusset plates, f_u =	65 ksi	ASTM A572 or A529, Grade 50
Round HSS, f_y =	46 ksi	ASTM A500, Grade C
Round HSS, f_u =	62 ksi	ASTM A500, Grade C
Square/Rectangular HSS, f_y =	50 ksi	ASTM A500, Grade C
Square/Rectangular HSS, f_u =	62 ksi	ASTM A500, Grade C
Pipes, f_y =	35 ksi	ASTM A53, Grade B
Pipes, f_u =	60 ksi	ASTM A53, Grade B

STEEL CONNECTORS:

Shear stud connectors, f_u =	65 ksi	ASTM A108
Machine Bolts, f_u =	58 ksi	ASTM A307
High Strength Bolts, f_u =	120 ksi	ASTM A325
Anchor Bolts, f_y =	36 ksi	ASTM F1554, Grade 36 or ASTM A307
Anchor Bolts, f_u =	58 ksi	ASTM F1554, Grade 36 or ASTM A307
Threaded Rods, f_y =	36 ksi	ASTM F1554, Grade 36 or ASTM A307
Threaded Rods, f_u =	58 ksi	ASTM F1554, Grade 36 or ASTM A307
Weld, F_{EXX} =	70 ksi	Weld Strength

MASONRY:

CMU, f'_m =	2000 psi	ASTM C90
Cementitious grout, f'_m =	2000 psi	
Mortar, f'_m =	1800 psi	ASTM C270, Type S
Unit Weight =	135 pcf	ASTM C90, Normal Weight

DETAILED DESIGN CRITERIA

WOOD CONSTRUCTION:

6x Posts, F_b =	1200 psi	Douglas Fir #1
6x Beam, F_b =	1350 psi	Douglas Fir #1
4x Posts & Beams, F_b =	1000 psi	Douglas Fir #1
2x Joists & Rafters, F_b =	900 psi	Douglas Fir #2
2x Studs, F_b =	900 psi	Douglas Fir #2
Sheathing	PS1 / PS2	
Connections	Simpson Strong-Tie	
Glued-Laminated Beam (GLB), F_b =	2400 psi	24F-V4 (DF/DF) simple span, 24F-V8 (DF/DF) continuous span
Exterior GLB, F_b =	2000 psi	20F-V12 (AC/AC) simple span, 20F-V13 (AC/AC) continuous span
Parallel Strand Lumber (PSL), F_b =	2900 psi	Grade 2.0E
Laminated Veneer Lumber (LVL), F_b =	2600 psi	Grade 1.9E
Laminated Strand Lumber (LSL), F_b =	1700 psi	Grade 1.3E

COLD FORMED METAL FRAMING:

33 & 43 mils (20 & 18 ga), f_y =	33 ksi	ASTM A1003, Grade ST33H or ST33L
54, 68, & 97 mils (16, 14, & 12 ga), f_y =	50 ksi	ASTM A1003, Grade ST50H or ST50L

DEFLECTION & VIBRATION DESIGN CRITERIA

		LIVE		DEAD + LIVE		0.6 WIND	
	Finish	Design	Code Min	Design	Code Min	Design	Code Min
Roof Framing	Ceiling	L/240	L/240	L/180	L/180	L/240	L/240
Floor Framing	-	L/360	L/360	L/240	L/240	-	-
Wall Framing	Flexible	-	-	-	-	L/120	L/120

ADDITIONAL DESIGN CONSIDERATIONS

(List anything out of the ordinary or important to remember for project)

GRAVITY / SEISMIC FLAT WEIGHT TAKEOFF (PSF)

Roof

CBC Live Load Category: 26. Roof: ordinary [Table 1607.1]
Slope: 12.00:12 Balcony?: No

Material	Thickness (in)	Sloped	Deck	Joists	Girders	Columns	Model	Seismic	Model Seismic
Roofing: Asphalt Shingles			3.0	3.0	3.0	3.0	3.0	3.0	3.0
Sheathing: 1/2 in. OSB			1.7	1.7	1.7	1.7	1.7	1.7	1.7
Decking:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
Insulation: "Soft": Loose Fill, Blown-In, & Batt t =	8		1.6	1.6	1.6	1.6	1.6	1.6	1.6
Ceiling: 5/8 in. Gypsum Board				2.8	2.8	2.8	2.8	2.8	2.8
Framing: DF-L 2x8 @ 24"oc				1.5	1.5	1.5	1.5	1.5	1.5
Framing:					0.0	0.0	0.0	0.0	0.0
Framing:						0.0	0.0	0.0	0.0
MEP:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
MEP: Typical			2.0	2.0	2.0	2.0	2.0	2.0	2.0
MEP: Solar			3.0	3.0	3.0	3.0	3.0	3.0	3.0
Miscellaneous			1.7	1.4	1.4	1.4	1.4	1.5	1.5
Dead Load			13.0	17.0	17.0	17.0	17.0	17.1	17.1
Dead Load - Horiz Projection			13.0	17.0	17.0	17.0	17.0	17.1	17.1
Partitions (Office Buildings)		No	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Live Load			20.0	20.0	20.0	20.0	20.0	0.0	0.0
Live Load - Reduced R_2 = 0.60			12.0	12.0	12.0	12.0	12.0	0.0	0.0
Total Load			25.0	29.0	29.0	29.0	29.0	17.1	17.1

Floor

CBC Live Load Category: 25. Residential: Other [Table 1607.1]
Slope: 0.00:12 Balcony?: No

Material	Thickness (in)	Sloped	Deck	Joists	Girders	Columns	Model	Seismic	Model Seismic
Flooring: Linoleum or Soft Tile			1.5	1.5	1.5	1.5	1.5	1.5	1.5
Sheathing: 3/4 in. OSB			2.5	2.5	2.5	2.5	2.5	2.5	2.5
Decking:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
Insulation: "Soft": Loose Fill, Blown-In, & Batt t =	8		1.6	1.6	1.6	1.6	1.6	1.6	1.6
Ceiling: 5/8 in. Gypsum Board				2.8	2.8	2.8	2.8	2.8	2.8
Framing: 11⅞" TJI 210 @ 16"oc				2.1	2.1	2.1	2.1	2.1	2.1
Framing:					0.0	0.0	0.0	0.0	0.0
Framing:						0.0	0.0	0.0	0.0
MEP:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
MEP: Typical			2.0	2.0	2.0	2.0	2.0	2.0	2.0
MEP:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
Miscellaneous			1.5	1.5	1.5	1.5	1.5	1.5	1.5
Dead Load			9.1	14.0	14.0	14.0	14.0	14.0	14.0
Dead Load - Horiz Projection			9.1	14.0	14.0	14.0	14.0	14.0	14.0
Partitions (Office Buildings)		No	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Live Load			40.0	40.0	40.0	40.0	40.0	0.0	0.0
Live Load - Reduced R_2 = 1.00			40.0	40.0	40.0	40.0	40.0	0.0	0.0
Total Load			49.1	54.0	54.0	54.0	54.0	14.0	14.0

GRAVITY / SEISMIC WALL WEIGHT TAKEOFF (PSF)

Exterior Wall

Material	Weight
Siding	2.0
Plywood	1.5
WRB	1.0
2x6 Stud	1.7
1/2 Gyp	2.2
TOTAL	9.0

Material	Weight
TOTAL	0.0

⚠ This is a beta release of the new ATC Hazards by Location website. Please contact us with feedback.

ℹ The ATC Hazards by Location website will not be updated to support ASCE 7-22. Find out why.

Hazards by Location

Search Information

Address:	32 Fern Ln, San Anselmo, CA 94960, USA
Coordinates:	37.9823809, -122.5753961
Elevation:	81 ft
Timestamp:	2022-08-22T15:13:40.253Z
Hazard Type:	Seismic
Reference Document:	ASCE7-16
Risk Category:	II
Site Class:	D-default

Basic Parameters

Name	Value	Description
S_S	1.5	MCE_R ground motion (period=0.2s)
S_1	0.6	MCE_R ground motion (period=1.0s)
S_{MS}	1.8	Site-modified spectral acceleration value
S_{M1}	* null	Site-modified spectral acceleration value
S_{DS}	1.2	Numeric seismic design value at 0.2s SA
S_{D1}	* null	Numeric seismic design value at 1.0s SA

* See Section 11.4.8

Additional Information

Name	Value	Description
SDC	* null	Seismic design category
F_a	1.2	Site amplification factor at 0.2s
F_v	* null	Site amplification factor at 1.0s
CR_S	0.912	Coefficient of risk (0.2s)
CR_1	0.898	Coefficient of risk (1.0s)
PGA	0.581	MCE_G peak ground acceleration
F_{PGA}	1.2	Site amplification factor at PGA
PGA_M	0.697	Site modified peak ground acceleration
T_L	12	Long-period transition period (s)

SsRT	1.78	Probabilistic risk-targeted ground motion (0.2s)
SsUH	1.952	Factored uniform-hazard spectral acceleration (2% probability of exceedance in 50 years)
SsD	1.5	Factored deterministic acceleration value (0.2s)
S1RT	0.719	Probabilistic risk-targeted ground motion (1.0s)
S1UH	0.801	Factored uniform-hazard spectral acceleration (2% probability of exceedance in 50 years)
S1D	0.6	Factored deterministic acceleration value (1.0s)
PGAd	0.581	Factored deterministic acceleration value (PGA)

* See Section 11.4.8

The results indicated here DO NOT reflect any state or local amendments to the values or any delineation lines made during the building code adoption process. Users should confirm any output obtained from this tool with the local Authority Having Jurisdiction before proceeding with design.

Please note that the ATC Hazards by Location website will not be updated to support ASCE 7-22. Find out why.

Disclaimer

Hazard loads are provided by the U.S. Geological Survey Seismic Design Web Services.

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Hazards by Location

Search Information

Address: 32 Fern Ln, San Anselmo, CA 94960, USA

Coordinates: 37.9823809, -122.5753961

Elevation: 81 ft

Timestamp: 2022-08-22T15:12:49.088Z

Hazard Type: Wind

ASCE 7-16

MRI 10-Year	63 mph
MRI 25-Year	70 mph
MRI 50-Year	74 mph
MRI 100-Year	78 mph
Risk Category I	86 mph
Risk Category II	91 mph
Risk Category III	98 mph
Risk Category IV	102 mph

ASCE 7-10

MRI 10-Year	72 mph
MRI 25-Year	79 mph
MRI 50-Year	85 mph
MRI 100-Year	91 mph
Risk Category I	100 mph
Risk Category II	110 mph
Risk Category III-IV	115 mph

ASCE 7-05

ASCE 7-05 Wind Speed	85 mph

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Please note that the ATC Hazards by Location website will not be updated to support ASCE 7-22. Find out why.

Disclaimer

Hazard loads are interpolated from data provided in ASCE 7 and rounded up to the nearest whole integer. Per ASCE 7, islands and coastal areas outside the last contour should use the last wind speed contour of the coastal area – in some cases, this website will extrapolate past the last wind speed contour and therefore, provide a wind speed that is slightly higher. NOTE: For queries near wind-borne debris region boundaries, the resulting determination is sensitive to rounding which may affect whether or not it is considered to be within a wind-borne debris region.

Mountainous terrain, gorges, ocean promontories, and special wind regions shall be examined for unusual wind conditions.

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Story Masses and Distribution

Roof Level

Section	Length Y (ft)	Width X (ft)	Height (ft)	Area (ft^2)	Weight (psf)	Total Wt (k)
Roof	15	22	1	330	17	5.6
N-S Exterior Walls	44	1	6	264	9	2.4
E-W Exterior Walls	30	1	6	180	9	1.6
						0.0
						0.0
Mech Equipment						0.0
					Σ =	**10**

Second Floor Level

Section	Length Y (ft)	Width X (ft)	Height (ft)	Area (ft^2)	Weight (psf)	Total Wt (k)
Floor	330	1	1	330	14	4.6
Second Floor Exterior Walls	74	1	6	444	9	4.0
First Floor Exterior Walls	74	1	8.5	629	9	5.7
					Σ =	**14**

V = 0.129 W k= 1.0

Level	w_x	h_x	$w_x h_x^k$	F_{story}	F_x/V	Vstory	Base Shear Coeff
R	10	28.0 ft.	269	1.8	57.4%	2	0.184W
2	14	14.0 ft.	200	1.3	42.6%	3	0.092W
Total	**24**		**469**	**3**			

V_{Base} = **3** kips

CBC 2019, ASCE 7-16 CHAPTER 11, 12, 13 SEISMIC DESIGN CRITERIA

DSA Project?	No			
Soil Site Class:	D (by default)	Table 20.3-1		
Response Spectral Acc. (0.2 sec) S_s =	1.500g	= 150.0%g		Figure 22-1, 22-3, 22-5, and 22-6
Response Spectral Acc. (1.0 sec) S_1 =	0.600g	= 60.0%g		Figure 22-2, 22-4, 22-5, and 22-6
Site Coefficient F_a =	1.20			Table 11.4-1
Site Coefficient F_v =	1.70			Table 11.4-2
Max Considered Earthquake Acc. S_{MS} =	$F_a(S_s)$	= 1.800		(11.4-1)
Max Considered Earthquake Acc. S_{M1} =	$F_v(S_1)$	= 1.530		(11.4-2) with Exception per §11.4.8
S_{DS} =	$2/3(S_{MS})$	= 1.200	(at 5% Damped Design)	(11.4-3)
S_{D1} =	$2/3(S_{M1})$	= 0.680		(11.4-4)
T_S =	0.567 seconds			
Building Risk Category:	II	Standard		Table 1.5-1
Redundancy Factor ρ =	1.0			Section 12.3.4
Design Category Consideration:	Flexible Diaphragm			Section 12.3
Seismic Design Category for 0.1sec	D			Table 11.6-1
Seismic Design Category for 1.0sec	D			Table 11.6-2
S1 < .75g	NA			Section 11.6
Since Ta < .8Ts (see below), SDC =	D	exception of Section 11.6 does not apply		

CBC - Comply with Seismic Design Category D

12.8 Equivalent Lateral Force Procedure

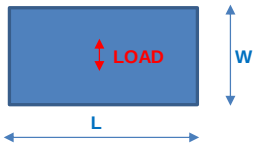
Seismic Force Resisting System: A. BEARING WALL SYSTEMS — T-12.2-1

15. Light-framed (wood) walls sheathed with wood structural panels rated for shear resistance

C_t =	0.02	x = 0.75		T-12.8-2
Building Height H_n =	25 ft		Limited Building Height (ft) =	65
C_u =	1.4	for S_{D1} of 0.680g	Table 12.8-1	
Approx Fundamental Period, T_a =	$C_t(h_n)^x$	= 0.220	12.8-7	T_L = 8 Sec
Calculated T shall not exceed ≤	Cu*Ta	= 0.308		Use T = 0.220 Sec
0.8Ts =	$0.8(S_{D1}/S_{DS})$	= 0.453	exception of Section 11.6 does not apply	
Is structure Regular & ≤ 5 stories?	No			12.8.1.3
S_{DS} to determine C_s & E_v =	1.200g			11.4-3
Response Modification Coef. R =	6.5			Table-12.2-1
Overstrength Factor Ω_o =	2.5			Table-12.2-1 Footnote b
Deflection Amplification Factor C_d =	4			Table-12.2-1
Seismic Importance Factor I_e =	1.00			Table 1.5-1
Seismic Base Shear V =	C_sW			
C_s =	$\frac{S_{DS}}{R/I_e}$	=0.185		(12.8-2)
or need not to exceed, C_s =	$\frac{S_{D1}}{(R/I_e)T}$	= 0.475	For T≤ T_L	(12.8-3)
or C_s =	$\frac{S_{D1}T_L}{T^2(R/I_e)}$	N/A	For T > T_L	(12.8-4)
C_s shall not be less than…	0.053	≥ 0.01		(12.8-5)
Min C_s =	$0.5S_1I_e/R$	= 0.046	For S_1 ≥ 0.6g	(12.8-6)
Use C_s =	0.185			
Design Base Shear V (ULT) =	**0.185 W**			
Design Base Shear V (ASD) =	**0.129 W**			

FLEXIBLE DIAPHRAGM HORIZONTAL DISTRIBUTION

Level	North/South		East/West		Area (sf)
	F_X (ASD)	F_{PX} (ASD)	F_X (ASD)	F_{PX} (ASD)	
Roof	1.8 kips	1.8 kips	1.8 kips	1.8 kips	330
Floor	3.1 kips	3.1 kips	3.1 kips	3.1 kips	330
C	x	x	x	x	x
D	x	x	x	x	x



Seismic Loading Level: Roof — **F_X =** 1.8 **kips (ASD)**
Loading Direction: East/West — **F_{PX} =** 1.8 **kips (ASD)**
Total Level Area = 330 **ft²**
% of Total F_x = 100

Gridline: A&B

Span Type	Diaphragm Span		Length (ft)	Width (ft)	Area (ft²)	Story Force (kips)	Diaphragm Force (kips)	Distributed Load (plf)	Width if Narrow (ft)	Diaphragm Shear (plf)	TC Couple (lbs)
Simple	A	B	22.0	15.0	330	0.9	0.9	80	NA	**59**	**325**
						0.9	**0.9**				

Gridline: 1&2

Span Type	Diaphragm Span		Length (ft)	Width (ft)	Area (ft²)	Story Force (kips)	Diaphragm Force (kips)	Distributed Load (plf)	Width if Narrow (ft)	Diaphragm Shear (plf)	TC Couple (lbs)
Simple	1	2	15.0	22.0	330	0.9	0.9	118	NA	**40**	**151**
						0.9	**0.9**				

Seismic Loading Level: Floor — **F_X =** 3.1 **kips (ASD)**
Loading Direction: East/West — **F_{PX} =** 3.1 **kips (ASD)**
Total Level Area = 330 **ft²**
% of Total F_x = 100

Gridline: A&B

Span Type	Diaphragm Span		Length (ft)	Width (ft)	Area (ft²)	Story Force (kips)	Diaphragm Force (kips)	Distributed Load (plf)	Width if Narrow (ft)	Diaphragm Shear (plf)	TC Couple (lbs)
Simple	A	B	22.0	15.0	330	1.5	1.5	140	NA	**103**	**566**
				From Above		0.9					
						2.4	**1.5**				

Gridline: 1&2

Span Type	Diaphragm Span		Length (ft)	Width (ft)	Area (ft²)	Story Force (kips)	Diaphragm Force (kips)	Distributed Load (plf)	Width if Narrow (ft)	Diaphragm Shear (plf)	TC Couple (lbs)
Simple	1	2	15.0	22.0	330	1.5	1.5	206	NA	**70**	**263**
				From Above		0.9					
						2.4	**1.5**				

DSA? No

DIRECTION: N/S — **Ωo N/S** 2.5

WALL LINE: A — SEISMIC — Sds= 1.20 — **ρ N/S** 1

Total Wall Line Shear (ASD)=	V (lb) =	885								
Wall Lengths =	L (ft) =	22								
Total Wall Length =	L total (ft.) =	22								
Minimum Wall Length =	L min. (ft.) =	22								
Wall Height =	h (ft.) =	6								

Wall shear per lineal foot = v (plf) = V / L = 40

Nail Size = 10d — Ply Grade = CD / OSB — **CALC MARK:** 7

Use SW CD / OSB w/ 10d@ 6"o.c. — **(Capacity =** 310 **plf)** — **DCR =** 0.13

Tributary Dead Load =	DL (psf) =	17	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	3.5	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	113.5								
Uplift Force at Tie Down for "L" noted above =		0								
Minimum Holdown for each "L" noted above =		No Uplift								

Max. Uplift Force at Tie Down = U_{ASD} (lb) ={(v*h*L) - [(0.6-.14Sds)*wDL*L2/2]} / (L-1')= 0

Holdown Type = HDU

Use: No Uplift — **(Capacity =** 0 **lb)** — **DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 0

Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 40

Max. Comp Force at End Post = C_{ASD} (lb) ={(v*h*L) + [(1.0+.14Sds)*wDL*L2/2]} / (L)= 1700

DIRECTION: N/S — **Ωo N/S** 2.5

WALL LINE: B — SEISMIC — Sds= 1.20 — **ρ N/S** 1

Total Wall Line Shear (ASD)=	V (lb) =	885								
Wall Lengths =	L (ft) =	22								
Total Wall Length =	L total (ft.) =	22								
Minimum Wall Length =	L min. (ft.) =	22								
Wall Height =	h (ft.) =	6								

Wall shear per lineal foot = v (plf) = V / L = 40

Nail Size = 10d — Ply Grade = CD / OSB — **CALC MARK:** 7

Use SW CD / OSB w/ 10d@ 6"o.c. — **(Capacity =** 310 **plf)** — **DCR =** 0.13

Tributary Dead Load =	DL (psf) =	17	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	3.5	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	113.5								
Uplift Force at Tie Down for "L" noted above =		0								
Minimum Holdown for each "L" noted above =		No Uplift								

Max. Uplift Force at Tie Down = U_{ASD} (lb) ={(v*h*L) - [(0.6-.14Sds)*wDL*L2/2]} / (L-1')= 0

Holdown Type = HDU

Use: No Uplift — **(Capacity =** 0 **lb)** — **DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 0

Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 40

Max. Comp Force at End Post = C_{ASD} (lb) ={(v*h*L) + [(1.0+.14Sds)*wDL*L2/2]} / (L)= 1700

DIRECTION: E/W — **Ωo E/W** 2.5

WALL LINE: 1 **SEISMIC** Sds= 1.20 **ρ E/W** 1

Total Wall Line Shear (ASD)=	V (lb) =	885								
Wall Lengths =	L (ft) =	15								
Total Wall Length =	L total (ft.) =	15								
Minimum Wall Length =	L min. (ft.) =	15								
Wall Height =	h (ft.) =	6								
Wall shear per lineal foot =	v (plf) = V / L =	59								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. **(Capacity =** 310 **plf) DCR =** 0.19

Tributary Dead Load =	DL (psf) =	17	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	1	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	71								
Uplift Force at Tie Down for "L" noted above =		133								
Minimum Holdown for each "L" noted above =		Neglect								

Max. Uplift Force at Tie Down = U_{ASD} (lb) ={(v*h*L) - [(0.6-.14Sds)*wDL*L2/2]} / (L-1')= **133**
Holdown Type = **HDU**

Use: Neglect **(Capacity =** 0 **lb) DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **165**
Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **979**
Max. Comp Force at End Post = C_{ASD} (lb) ={(v*h*L) + [(1.0+.14Sds)*wDL*L2/2]} / (L)= **976**

DIRECTION: E/W **Ωo E/W** 2.5

WALL LINE: 2 **SEISMIC** Sds= 1.20 **ρ E/W** 1

Total Wall Line Shear (ASD)=	V (lb) =	885								
Wall Lengths =	L (ft) =	15								
Total Wall Length =	L total (ft.) =	15								
Minimum Wall Length =	L min. (ft.) =	15								
Wall Height =	h (ft.) =	6								
Wall shear per lineal foot =	v (plf) = V / L =	59								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. **(Capacity =** 310 **plf) DCR =** 0.19

Tributary Dead Load =	DL (psf) =	17	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	1	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	71								
Uplift Force at Tie Down for "L" noted above =		133								
Minimum Holdown for each "L" noted above =		Neglect								

Max. Uplift Force at Tie Down = U_{ASD} (lb) ={(v*h*L) - [(0.6-.14Sds)*wDL*L2/2]} / (L-1')= **133**
Holdown Type = **HDU**

Use: Neglect **(Capacity =** 0 **lb) DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **165**
Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **979**
Max. Comp Force at End Post = C_{ASD} (lb) ={(v*h*L) + [(1.0+.14Sds)*wDL*L2/2]} / (L)= **976**

DSA? No

DIRECTION: N/S — **Ωo N/S** 2.5

WALL LINE: A — **SEISMIC** — Sds= 1.20 — **ρ N/S** 1

Total Wall Line Shear (ASD)=	V (lb) =	2429								
Wall Lengths =	L (ft) =	22								
Total Wall Length =	L total (ft.) =	22								
Minimum Wall Length =	L min. (ft.) =	22								
Wall Height =	h (ft.) =	8.25								
Wall shear per lineal foot =	v (plf) = V / L =	110								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. — **(Capacity =** 310 **plf)** — **DCR =** 0.36

ASD Uplift Force at Tie Down from story above =	0								
LRFD Uplift Force at Tie Down from story above =	0								
Omega Uplift Force at Tie Down from story above =	0								
Tributary Dead Load = DL (psf) =	14	0	0	0	0	0	0	0	0
Tributary Width = TW (ft.) =	7.5	0	0	0	0	0	0	0	0
Wall Dead Load = WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall = w_{DL} (plf) =	179								
Uplift Force at Tie Down for "L" noted above =	62								
Minimum Holdown for each "L" noted above =	Neglect								

Holdown Type = HDU — Max. Uplift Force at Tie Down = U_{ASD} (lb) = 62

Use: Neglect — **(Capacity =** 0 **lb)** — **DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2*Sds)*wDL*L2/2]} / (L-1')= 0

Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 2044

Max. Comp Force at End Post = C (lb) ={(v*h*Lmin) + [(1.0+.14Sds)*wDL*Lmin2/2]} / (Lmin)= 3214

DIRECTION: N/S — **Ωo N/S** 2.5

WALL LINE: B — **SEISMIC** — Sds= 1.20 — **ρ N/S** 1

Total Wall Line Shear (ASD)=	V (lb) =	2429								
Wall Lengths =	L (ft) =	22								
Total Wall Length =	L total (ft.) =	22								
Minimum Wall Length =	L min. (ft.) =	22								
Wall Height =	h (ft.) =	8.25								
Wall shear per lineal foot =	v (plf) = V / L =	110								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. — **(Capacity =** 310 **plf)** — **DCR =** 0.36

ASD Uplift Force at Tie Down from story above =	0								
LRFD Uplift Force at Tie Down from story above =	0								
Omega Uplift Force at Tie Down from story above =	0								
Tributary Dead Load = DL (psf) =	14	0	0	0	0	0	0	0	0
Tributary Width = TW (ft.) =	7.5	0	0	0	0	0	0	0	0
Wall Dead Load = WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall = w_{DL} (plf) =	179								
Uplift Force at Tie Down for "L" noted above =	62								
Minimum Holdown for each "L" noted above =	Neglect								

Holdown Type = HDU — Max. Uplift Force at Tie Down = U_{ASD} (lb) = 62

Use: Neglect — **(Capacity =** 0 **lb)** — **DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2*Sds)*wDL*L2/2]} / (L-1')= 0

Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 2044

Max. Comp Force at End Post = C (lb) ={(v*h*Lmin) + [(1.0+.14Sds)*wDL*Lmin2/2]} / (Lmin)= 3214

DIRECTION: E/W — **Ωo E/W** 2.5

WALL LINE: 1 — **SEISMIC** — Sds= 1.20 — **ρ E/W** 1

Total Wall Line Shear (ASD)=	V (lb) =	2429								
Wall Lengths =	L (ft) =	7.5								
Total Wall Length =	L total (ft.) =	7.5								
Minimum Wall Length =	L min. (ft.) =	7.5								
Wall Height =	h (ft.) =	8.25								
Wall shear per lineal foot =	v (plf) = V / L =	324								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	8

Use SW CD / OSB w/ 10d@ 4"o.c. **(Capacity =** 460 **plf)** **DCR =** 0.70

ASD Uplift Force at Tie Down from story above =	133									
LRFD Uplift Force at Tie Down from story above =	190									
Omega Uplift Force at Tie Down from story above =	475									
Tributary Dead Load =	DL (psf) =	14	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	1.33	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	92.9								
Uplift Force at Tie Down for "L" noted above =	3042									
Minimum Holdown for each "L" noted above =	HDU2									

Holdown Type = HDU — Max. Uplift Force at Tie Down = U_{ASD} (lb) **3042**

Use: HDU2 **(Capacity =** 3075 **lb)** **DCR =** 0.99

Max. LRFD Uplift Force =	U_{LRFD} (lb)	={(v/.7*h*L) - [(.9-.2*Sds)*wDL*L2/2]} / (L-1')= **4328**
Max. Overstrength Uplift Force=	$\Omega_o U_{LRFD}$ (lb)	={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **11218**
Max. Comp Force at End Post =	C (lb)	={(v*h*Lmin) + [(1.0+.14Sds)*wDL*Lmin2/2]} / (Lmin)= **3078**

DIRECTION: E/W — **Ωo E/W** 2.5

WALL LINE: 2 — **SEISMIC** — Sds= 1.20 — **ρ E/W** 1

Total Wall Line Shear (ASD)=	V (lb) =	2429								
Wall Lengths =	L (ft) =	11								
Total Wall Length =	L total (ft.) =	11								
Minimum Wall Length =	L min. (ft.) =	11								
Wall Height =	h (ft.) =	8.25								
Wall shear per lineal foot =	v (plf) = V / L =	221								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. **(Capacity =** 310 **plf)** **DCR =** 0.71

ASD Uplift Force at Tie Down from story above =	133									
LRFD Uplift Force at Tie Down from story above =	190									
Omega Uplift Force at Tie Down from story above =	475									
Tributary Dead Load =	DL (psf) =	14	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	1.33	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	92.9								
Uplift Force at Tie Down for "L" noted above =	1894									
Minimum Holdown for each "L" noted above =	HDU2									

Holdown Type = HDU — Max. Uplift Force at Tie Down = U_{ASD} (lb) **1894**

Use: HDU2 **(Capacity =** 3075 **lb)** **DCR =** 0.62

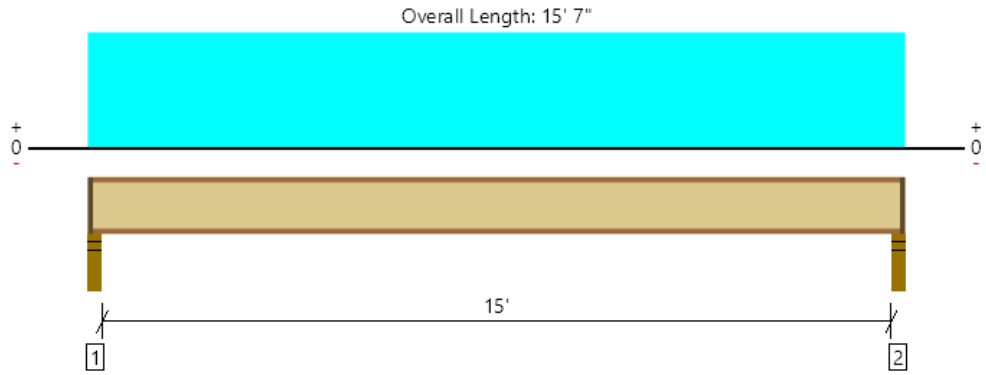
Max. LRFD Uplift Force =	U_{LRFD} (lb)	={(v/.7*h*L) - [(.9-.2*Sds)*wDL*L2/2]} / (L-1')= **2681**
Max. Overstrength Uplift Force=	$\Omega_o U_{LRFD}$ (lb)	={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **7259**
Max. Comp Force at End Post =	C (lb)	={(v*h*Lmin) + [(1.0+.14Sds)*wDL*Lmin2/2]} / (Lmin)= **2418**

Deeter Entry roof check			
Member Name	Results	Current Solution	Comments
Floor: Joist	Passed	1 piece(s) 11 7/8" TJI® 110 @ 16" OC	

ForteWEB Software Operator	Job Notes
Sean Westbrook ZFA Structural Engineers (916) 924-7024 seanw@zfa.com	

Weyerhaeuser

Deeter Entry roof check, Floor: Joist
1 piece(s) 11 7/8" TJI® 110 @ 16" OC



All locations are measured from the outside face of left support (or left cantilever end). All dimensions are horizontal.

Design Results	Actual @ Location	Allowed	Result	LDF	Load: Combination (Pattern)
Member Reaction (lbs)	564 @ 2 1/2"	1041 (2.25")	Passed (54%)	1.00	1.0 D + 1.0 L (All Spans)
Shear (lbs)	550 @ 3 1/2"	1560	Passed (35%)	1.00	1.0 D + 1.0 L (All Spans)
Moment (Ft-lbs)	2109 @ 7' 9 1/2"	3160	Passed (67%)	1.00	1.0 D + 1.0 L (All Spans)
Live Load Defl. (in)	0.217 @ 7' 9 1/2"	0.379	Passed (L/840)	--	1.0 D + 1.0 L (All Spans)
Total Load Defl. (in)	0.298 @ 7' 9 1/2"	0.758	Passed (L/611)	--	1.0 D + 1.0 L (All Spans)
TJ-Pro™ Rating	46	40	Passed	--	--

System : Floor
Member Type : Joist
Building Use : Residential
Building Code : IBC 2015
Design Methodology : ASD

- Deflection criteria: LL (L/480) and TL (L/240).
- Allowed moment does not reflect the adjustment for the beam stability factor.
- A structural analysis of the deck has not been performed.
- Deflection analysis is based on composite action with a single layer of 23/32" Weyerhaeuser Edge™ Panel (24" Span Rating) that is glued and nailed down.
- Additional considerations for the TJ-Pro™ Rating include: None.

Supports	Bearing Length			Loads to Supports (lbs)			Accessories
	Total	Available	Required	Dead	Floor Live	Factored	
1 - Stud wall - SPF	3.50"	2.25"	1.75"	156	416	571	1 1/4" Rim Board
2 - Stud wall - SPF	3.50"	2.25"	1.75"	156	416	571	1 1/4" Rim Board

• Rim Board is assumed to carry all loads applied directly above it, bypassing the member being designed.

Lateral Bracing	Bracing Intervals	Comments
Top Edge (Lu)	3' 10" o/c	
Bottom Edge (Lu)	15' 5" o/c	

•TJI joists are only analyzed using Maximum Allowable bracing solutions.
•Maximum allowable bracing intervals based on applied load.

Vertical Load	Location	Spacing	Dead (0.90)	Floor Live (1.00)	Comments
1 - Uniform (PSF)	0 to 15' 7"	16"	15.0	40.0	Default Load

Member Notes

32 Fern Typical Floor Joist

Weyerhaeuser Notes

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The product application, input design loads, dimensions and support information have been provided by ForteWEB Software Operator

ForteWEB Software Operator	Job Notes
Sean Westbrook ZFA Structural Engineers (916) 924-7024 seanw@zfa.com	

Weyerhaeuser

ZFA STRUCTURAL ENGINEERS
601 montgomery street | suite 1450 | san francisco ca 94111 | 415.243.4091 | zfa.com

Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: FB1 Stair Head Out Beam

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method : Allowable Stress Design
Load Combination : IBC 2018

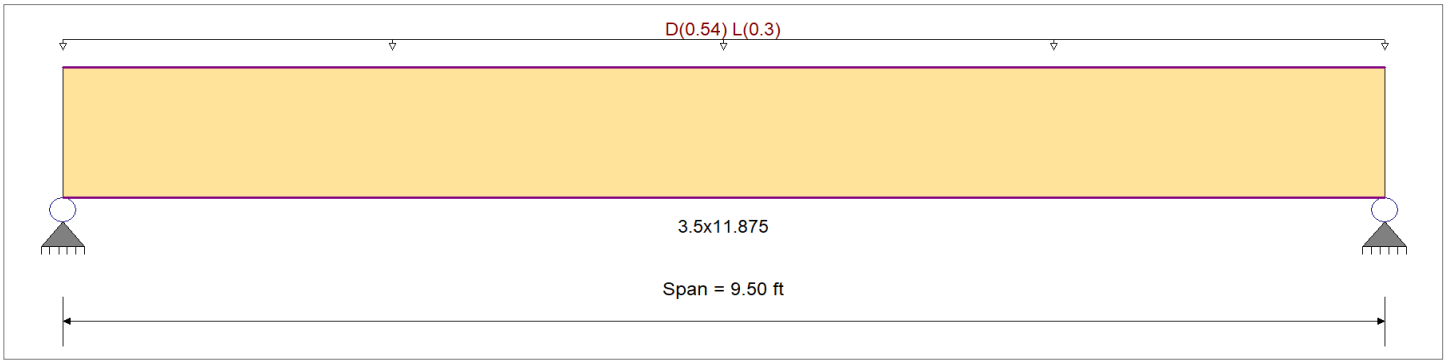
Wood Species : iLevel Truss Joist
Wood Grade : Parallam PSL 2.2E

Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

Fb +	2900 psi
Fb -	2900 psi
Fc - Prll	2900 psi
Fc - Perp	750 psi
Fv	290 psi
Ft	2025 psi

E : Modulus of Elasticity

Ebend- xx	2200 ksi
Eminbend - xx	1118.19 ksi
Density	45.07 pcf



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.0720, L = 0.040 ksf, Tributary Width = 7.50 ft, (Floor)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.477 : 1	Maximum Shear Stress Ratio	=	0.395 : 1
Section used for this span		3.5x11.875	Section used for this span		3.5x11.875
fb: Actual	=	1,382.40 psi	fv: Actual	=	114.57 psi
Fb: Allowable	=	2,900.00 psi	Fv: Allowable	=	290.00 psi
Load Combination		+D+L	Load Combination		+D+L
Location of maximum on span	=	4.750 ft	Location of maximum on span	=	8.529 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.051 in	Ratio =	2215	>=360	Span: 1 : L Only
Max Upward Transient Deflection	0 in	Ratio =	0	<360	n/a
Max Downward Total Deflection	0.144 in	Ratio =	791	>=180	Span: 1 : +D+L
Max Upward Total Deflection	0 in	Ratio =	0	<180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 9.50 ft	1	0.340	0.282	0.90	1.000	1.00	1.00	1.00	1.00	1.00	6.09	888.69	2610.00	2.04	73.65	261.00
+D+L					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 9.50 ft	1	0.477	0.395	1.00	1.000	1.00	1.00	1.00	1.00	1.00	9.48	1,382.40	2900.00	3.17	114.57	290.00
+D+0.750L					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 9.50 ft	1	0.347	0.288	1.25	1.000	1.00	1.00	1.00	1.00	1.00	8.63	1,258.97	3625.00	2.89	104.34	362.50
+0.60D					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 9.50 ft	1	0.115	0.095	1.60	1.000	1.00	1.00	1.00	1.00	1.00	3.66	533.21	4640.00	1.22	44.19	464.00

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.1441	4.785		0.0000	0.000

Wood Beam

DESCRIPTION: FB1 Stair Head Out Beam

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	3.990	3.990
Overall MINimum	1.425	1.425
D Only	2.565	2.565
+D+L	3.990	3.990
+D+0.750L	3.634	3.634
+0.60D	1.539	1.539
L Only	1.425	1.425

ZFA STRUCTURAL ENGINEERS
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Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: FB2 Stair Head out Carrying beam

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method : Allowable Stress Design
Load Combination : IBC 2018

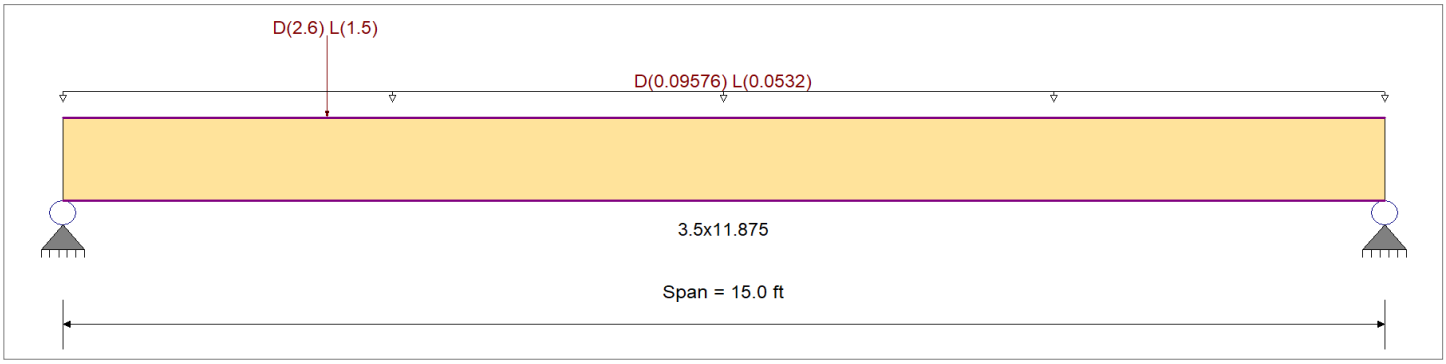
Wood Species : iLevel Truss Joist
Wood Grade : Parallam PSL 2.2E

Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

Fb +	2,900.0 psi
Fb -	2,900.0 psi
Fc - Prll	2,900.0 psi
Fc - Perp	750.0 psi
Fv	290.0 psi
Ft	2,025.0 psi

E : Modulus of Elasticity

Ebend- xx	2,200.0 ksi
Eminbend - xx	1,118.19 ksi
Density	45.070 pcf



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.0720, L = 0.040 ksf, Tributary Width = 1.330 ft, (Floor)
Point Load : D = 2.60, L = 1.50 k @ 3.0 ft, (FB1)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.630 : 1	Maximum Shear Stress Ratio	=	0.529 : 1
Section used for this span		3.5x11.875	Section used for this span		3.5x11.875
fb: Actual	=	1,826.37 psi	fv: Actual	=	153.40 psi
Fb: Allowable	=	2,900.00 psi	Fv: Allowable	=	290.00 psi
Load Combination		+D+L	Load Combination		+D+L
Location of maximum on span	=	3.011 ft	Location of maximum on span	=	0.000 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.155 in	Ratio =	1161 >=360	Span: 1 : L Only
Max Upward Transient Deflection	0 in	Ratio =	0 <360	n/a
Max Downward Total Deflection	0.427 in	Ratio =	421 >=180	Span: 1 : +D+L
Max Upward Total Deflection	0 in	Ratio =	0 <180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 15.0 ft	1	0.445	0.374	0.90	1.000	1.00	1.00	1.00	1.00	1.00	7.96	1,161.60	2610.00	2.70	97.58	261.00
+D+L					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 15.0 ft	1	0.630	0.529	1.00	1.000	1.00	1.00	1.00	1.00	1.00	12.52	1,826.37	2900.00	4.25	153.40	290.00
+D+0.750L					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 15.0 ft	1	0.458	0.385	1.25	1.000	1.00	1.00	1.00	1.00	1.00	11.38	1,660.18	3625.00	3.86	139.44	362.50
+0.60D					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 15.0 ft	1	0.150	0.126	1.60	1.000	1.00	1.00	1.00	1.00	1.00	4.78	696.96	4640.00	1.62	58.55	464.00

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.4273	6.898		0.0000	0.000

Wood Beam

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: FB2 Stair Head out Carrying beam

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	4.397	1.937
Overall MINimum	1.599	0.699
D Only	2.798	1.238
+D+L	4.397	1.937
+D+0.750L	3.997	1.762
+0.60D	1.679	0.743
L Only	1.599	0.699

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: RB1 Ridge Beam

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method : Allowable Stress Design
Load Combination : IBC 2018

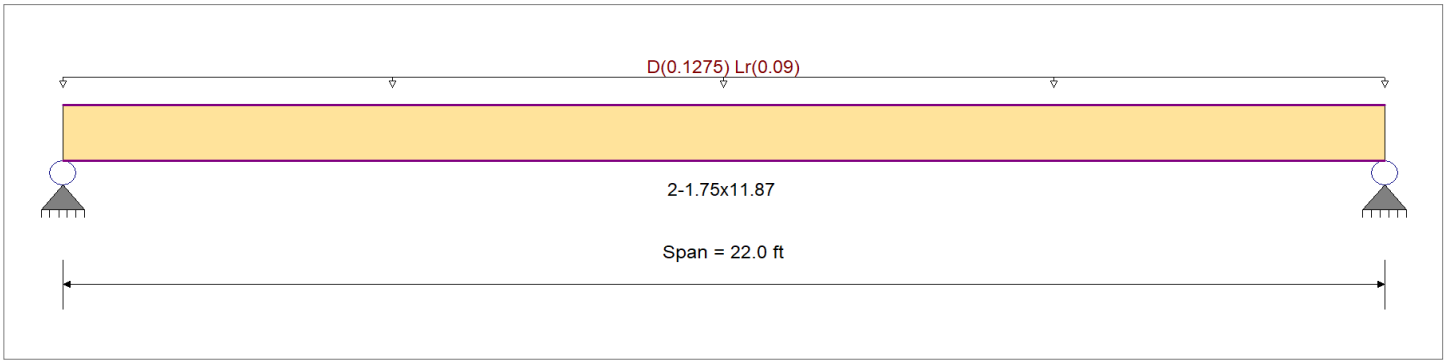
Wood Species : iLevel Truss Joist
Wood Grade : MicroLam LVL 2.0 E

Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

Fb +	2600 psi
Fb -	2600 psi
Fc - Prll	2510 psi
Fc - Perp	750 psi
Fv	285 psi
Ft	1555 psi

E : Modulus of Elasticity

Ebend- xx	2000 ksi
Eminbend - xx	1016.535 ksi
Density	42.01 pcf



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.0170, Lr = 0.0120 ksf, Tributary Width = 7.50 ft, (Roof)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.591 : 1	Maximum Shear Stress Ratio	=	0.221 : 1
Section used for this span		2-1.75x11.87	Section used for this span		2-1.75x11.87
fb: Actual	=	1,919.60 psi	fv: Actual	=	78.78 psi
Fb: Allowable	=	3,250.00 psi	Fv: Allowable	=	356.25 psi
Load Combination		+D+Lr	Load Combination		+D+Lr
Location of maximum on span	=	11.000 ft	Location of maximum on span	=	21.036 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.488 in	Ratio =	540	>=360	Span: 1 : Lr Only
Max Upward Transient Deflection	0 in	Ratio =	0	<360	n/a
Max Downward Total Deflection	1.180 in	Ratio =	223	>=180	Span: 1 : +D+Lr
Max Upward Total Deflection	0 in	Ratio =	0	<180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 22.0 ft	1	0.481	0.180	0.90	1.000	1.00	1.00	1.00	1.00	1.00	7.71	1,125.29	2340.00	1.28	46.18	256.50
+D+Lr					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 22.0 ft	1	0.591	0.221	1.25	1.000	1.00	1.00	1.00	1.00	1.00	13.16	1,919.60	3250.00	2.18	78.78	356.25
+D+0.750Lr					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 22.0 ft	1	0.530	0.198	1.25	1.000	1.00	1.00	1.00	1.00	1.00	11.80	1,721.03	3250.00	1.96	70.63	356.25
+0.60D					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 22.0 ft	1	0.162	0.061	1.60	1.000	1.00	1.00	1.00	1.00	1.00	4.63	675.17	4160.00	0.77	27.71	456.00

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+Lr	1	1.1804	11.080		0.0000	0.000

Wood Beam

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: RB1 Ridge Beam

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	2.393	2.393
Overall MINimum	0.990	0.990
D Only	1.403	1.403
+D+Lr	2.393	2.393
+D+0.750Lr	2.145	2.145
+0.60D	0.842	0.842
Lr Only	0.990	0.990

ZFA STRUCTURAL ENGINEERS
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Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

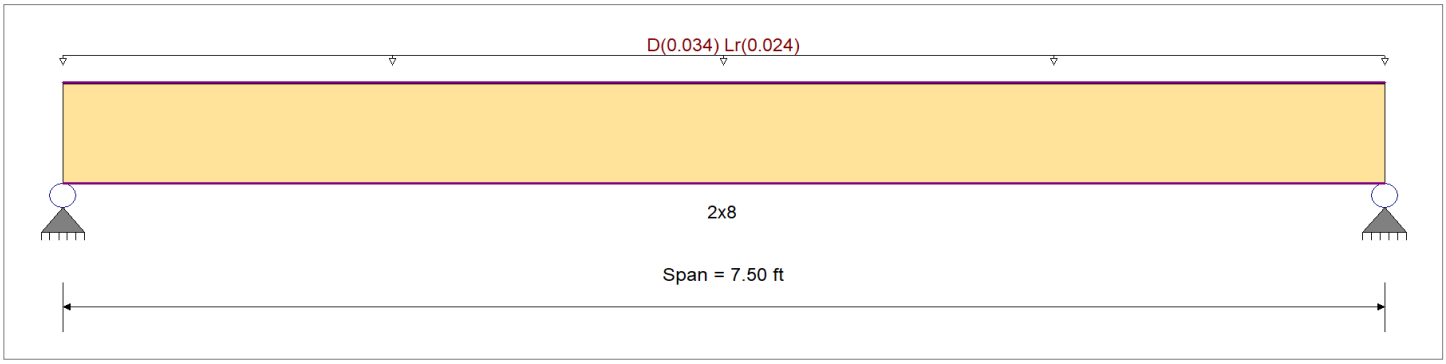
DESCRIPTION: RJ1 Typical Roof Rafter

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method :	Allowable Stress Design	Fb +	850 psi	*E : Modulus of Elasticity*	
Load Combination :	IBC 2018	Fb -	850 psi	Ebend- xx	1600 ksi
		Fc - Prll	1400 psi	Eminbend - xx	580 ksi
Wood Species :	Douglas Fir-Larch (North)	Fc - Perp	625 psi		
Wood Grade :	No. 1/No. 2	Fv	180 psi		
		Ft	500 psi	Density	30.59 pcf
Beam Bracing :	Beam is Fully Braced against lateral-torsional buckling				



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.0170, Lr = 0.0120 ksf, Tributary Width = 2.0 ft, (Roof)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.292 : 1	Maximum Shear Stress Ratio	=	0.112 : 1
Section used for this span		2x8	Section used for this span		2x8
fb: Actual	=	372.41 psi	fv: Actual	=	25.18 psi
Fb: Allowable	=	1,275.00 psi	Fv: Allowable	=	225.00 psi
Load Combination		+D+Lr	Load Combination		+D+Lr
Location of maximum on span	=	3.750 ft	Location of maximum on span	=	6.898 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.023 in	Ratio =	3991 >=360	Span: 1 : Lr Only
Max Upward Transient Deflection	0 in	Ratio =	0 <360	n/a
Max Downward Total Deflection	0.054 in	Ratio =	1651 >=180	Span: 1 : +D+Lr
Max Upward Total Deflection	0 in	Ratio =	0 <180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 7.50 ft	1	0.238	0.091	0.90	1.200	1.00	1.00	1.00	1.00	1.00	0.24	218.31	918.00	0.11	14.76	162.00
+D+Lr					1.200	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 7.50 ft	1	0.292	0.112	1.25	1.200	1.00	1.00	1.00	1.00	1.00	0.41	372.41	1275.00	0.18	25.18	225.00
+D+0.750Lr					1.200	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 7.50 ft	1	0.262	0.100	1.25	1.200	1.00	1.00	1.00	1.00	1.00	0.37	333.89	1275.00	0.16	22.58	225.00
+0.60D					1.200	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 7.50 ft	1	0.080	0.031	1.60	1.200	1.00	1.00	1.00	1.00	1.00	0.14	130.99	1632.00	0.06	8.86	288.00

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+Lr	1	0.0545	3.777		0.0000	0.000

Wood Beam

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: RJ1 Typical Roof Rafter

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	0.218	0.218
Overall MINimum	0.090	0.090
D Only	0.128	0.128
+D+Lr	0.218	0.218
+D+0.750Lr	0.195	0.195
+0.60D	0.077	0.077
Lr Only	0.090	0.090

ZFA STRUCTURAL ENGINEERS
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Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: DJ1 Typical Deck Joist

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method : Allowable Stress Design
Load Combination : IBC 2018

Wood Species : Douglas Fir-Larch (North)
Wood Grade : No. 1/No. 2

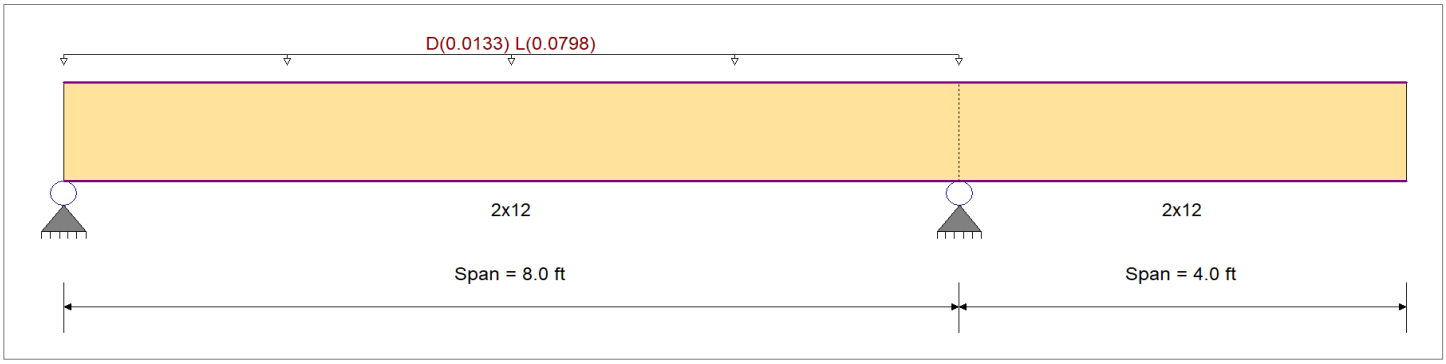
Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

Fb +	850.0 psi
Fb -	850.0 psi
Fc - Prll	1,400.0 psi
Fc - Perp	625.0 psi
Fv	180.0 psi
Ft	500.0 psi

E : Modulus of Elasticity

Ebend- xx	1,600.0 ksi
Eminbend - xx	580.0 ksi
Density	30.590 pcf

Repetitive Member Stress Increase



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Load for Span Number 1
Uniform Load : D = 0.010, L = 0.060 ksf, Tributary Width = 1.330 ft, (Deck)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.361 : 1	Maximum Shear Stress Ratio	=	0.179 : 1
Section used for this span		2x12	Section used for this span		2x12
fb: Actual	=	282.46 psi	fv: Actual	=	25.71 psi
Fb: Allowable	=	782.00 psi	Fv: Allowable	=	144.00 psi
Load Combination		+D+L	Load Combination		+D+L
Location of maximum on span	=	4.022 ft	Location of maximum on span	=	7.106 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.027 in	Ratio =	3499 >=360	Span: 1 : L Only
Max Upward Transient Deflection	-0.043 in	Ratio =	2206 >=360	Span: 2 : L Only
Max Downward Total Deflection	0.032 in	Ratio =	2999 >=180	Span: 1 : +D+L
Max Upward Total Deflection	-0.051 in	Ratio =	1890 >=180	Span: 2 : +D+L

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.057	0.028	0.90	1.000	0.80	1.15	1.00	1.00	1.00	0.11	40.35	703.80	0.04	3.67	129.60
Length = 4.0 ft	2		0.028	0.90	1.000	0.80	1.15	1.00	1.00	1.00			703.80	0.00	3.67	129.60
+D+L					1.000	0.80	1.15	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.361	0.179	1.00	1.000	0.80	1.15	1.00	1.00	1.00	0.74	282.46	782.00	0.29	25.71	144.00
Length = 4.0 ft	2		0.179	1.00	1.000	0.80	1.15	1.00	1.00	1.00			782.00	0.00	25.71	144.00
+D+0.750L					1.000	0.80	1.15	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.227	0.112	1.25	1.000	0.80	1.15	1.00	1.00	1.00	0.59	221.94	977.50	0.23	20.20	180.00
Length = 4.0 ft	2		0.112	1.25	1.000	0.80	1.15	1.00	1.00	1.00			977.50	0.00	20.20	180.00
+0.60D					1.000	0.80	1.15	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.019	0.010	1.60	1.000	0.80	1.15	1.00	1.00	1.00	0.06	24.21	1251.20	0.02	2.20	230.40
Length = 4.0 ft	2		0.010	1.60	1.000	0.80	1.15	1.00	1.00	1.00			1251.20	0.00	2.20	230.40

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Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: DJ1 Typical Deck Joist

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.0320	4.022		0.0000	0.000
	2	0.0000	4.022	+D+L	-0.0507	4.000

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2	Support 3
Overall MAXimum	0.372	0.372	
Overall MINimum	0.319	0.319	
D Only	0.053	0.053	
+D+L	0.372	0.372	
+D+0.750L	0.293	0.293	
+0.60D	0.032	0.032	
L Only	0.319	0.319	

ZFA STRUCTURAL ENGINEERS
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Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: DB1 Typical Deck Beam

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method : Allowable Stress Design
Load Combination : IBC 2018

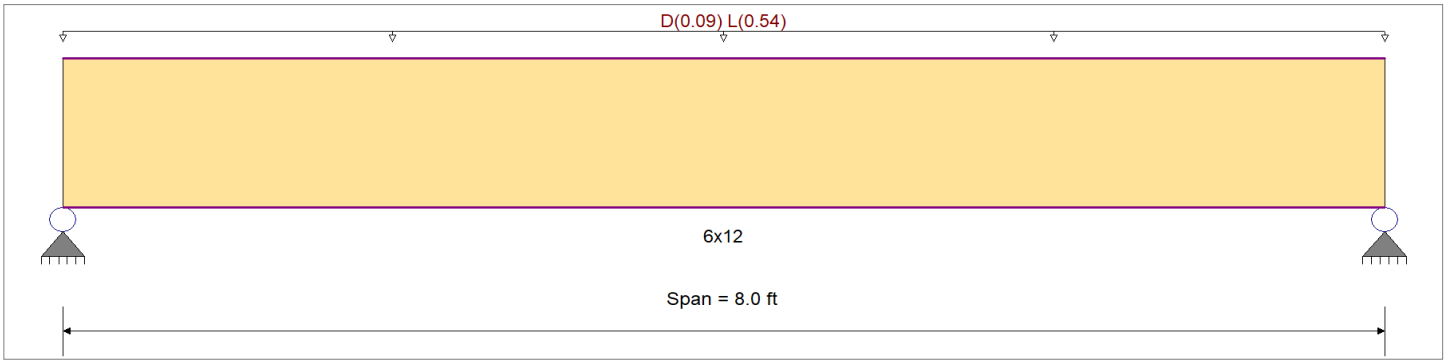
Wood Species : Douglas Fir-Larch (North)
Wood Grade : No. 1/No. 2

Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

Fb +	850 psi
Fb -	850 psi
Fc - Prll	1400 psi
Fc - Perp	625 psi
Fv	180 psi
Ft	500 psi

E : Modulus of Elasticity

Ebend- xx	1600 ksi
Eminbend - xx	580 ksi
Density	30.59 pcf



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.010, L = 0.060 ksf, Tributary Width = 9.0 ft, (Deck)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.734 : 1	Maximum Shear Stress Ratio	=	0.318 : 1
Section used for this span		6x12	Section used for this span		6x12
fb: Actual	=	498.89 psi	fv: Actual	=	45.80 psi
Fb: Allowable	=	680.00 psi	Fv: Allowable	=	144.00 psi
Load Combination		+D+L	Load Combination		+D+L
Location of maximum on span	=	4.000 ft	Location of maximum on span	=	7.066 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.047 in	Ratio =	2032 >=360	Span: 1 : L Only
Max Upward Transient Deflection	0 in	Ratio =	0 <360	n/a
Max Downward Total Deflection	0.055 in	Ratio =	1741 >=180	Span: 1 : +D+L
Max Upward Total Deflection	0 in	Ratio =	0 <180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.116	0.050	0.90	1.000	0.80	1.00	1.00	1.00	1.00	0.72	71.27	612.00	0.28	6.54	129.60
+D+L					1.000	0.80	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.734	0.318	1.00	1.000	0.80	1.00	1.00	1.00	1.00	5.04	498.89	680.00	1.93	45.80	144.00
+D+0.750L					1.000	0.80	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.461	0.200	1.25	1.000	0.80	1.00	1.00	1.00	1.00	3.96	391.98	850.00	1.52	35.99	180.00
+0.60D					1.000	0.80	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.039	0.017	1.60	1.000	0.80	1.00	1.00	1.00	1.00	0.43	42.76	1088.00	0.17	3.93	230.40

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.0551	4.029		0.0000	0.000

Wood Beam

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: DB1 Typical Deck Beam

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	2.520	2.520
Overall MINimum	2.160	2.160
D Only	0.360	0.360
+D+L	2.520	2.520
+D+0.750L	1.980	1.980
+0.60D	0.216	0.216
L Only	2.160	2.160

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

OMB No. 1660-0008
Expiration Date: November 30, 2022

ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1–9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A – PROPERTY INFORMATION

FOR INSURANCE COMPANY USE

A1. Building Owner's Name
Ken Mayer

Policy Number:

A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.
32 Fern Lane

Company NAIC Number:

City	State	ZIP Code
San Anselmo	California	94960

A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)
007-041-07

A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) Accessory dwelling unit

A5. Latitude/Longitude: Lat. 37.98240 Long. -122.57544 Horizontal Datum: ☐ NAD 1927 ☒ NAD 1983

A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.

A7. Building Diagram Number 1A

A8. For a building with a crawlspace or enclosure(s):

a) Square footage of crawlspace or enclosure(s) 330 sq ft

b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade 0

c) Total net area of flood openings in A8.b 0 sq in

d) Engineered flood openings? ☐ Yes ☐ No

A9. For a building with an attached garage:

a) Square footage of attached garage na sq ft

b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade na

c) Total net area of flood openings in A9.b na sq in

d) Engineered flood openings? ☐ Yes ☐ No

SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

B1. NFIP Community Name & Community Number	B2. County Name	B3. State
San Anselmo 060180	Marin	California

B4. Map/Panel Number	B5. Suffix	B6. FIRM Index Date	B7. FIRM Panel Effective/ Revised Date	B8. Flood Zone(s)	B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth)
0452	E	May 4 2009	March 17, 2014	AE	75.5

B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9:
☐ FIS Profile ☒ FIRM ☐ Community Determined ☐ Other/Source:

B11. Indicate elevation datum used for BFE in Item B9: ☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source:

B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? ☐ Yes ☒ No
Designation Date: ☐ CBRS ☐ OPA

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.

FOR INSURANCE COMPANY USE

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 32 Fern Lane

Policy Number:

City: San Anselmo | State: CA | ZIP Code: 94960

Company NAIC Number

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: ☐ Construction Drawings* ☐ Building Under Construction* ☒ Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: C 108 Vertical Datum: 52.14

Indicate elevation datum used for the elevations in items a) through h) below.

☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source: _____

Datum used for building elevations must be the same as that used for the BFE.

		Check the measurement used.	
a) Top of bottom floor (including basement, crawlspace, or enclosure floor)	82.98	☒ feet	☐ meters
b) Top of the next higher floor	92.98	☐ feet	☐ meters
c) Bottom of the lowest horizontal structural member (V Zones only)	na	☐ feet	☐ meters
d) Attached garage (top of slab)	na	☐ feet	☐ meters
e) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments)	na	☐ feet	☐ meters
f) Lowest adjacent (finished) grade next to building (LAG)	80.99	☐ feet	☐ meters
g) Highest adjacent (finished) grade next to building (HAG)	82.05	☐ feet	☐ meters
h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support	na	☐ feet	☐ meters

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. *I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.*

Were latitude and longitude in Section A provided by a licensed land surveyor? ☐ Yes ☒ No ☐ Check here if attachments.

Certifier's Name: Paul Krohn | License Number: C 68363

Title:

Company Name: Paul Krohn, PE

Address: 1221 Santa Fe Avenue

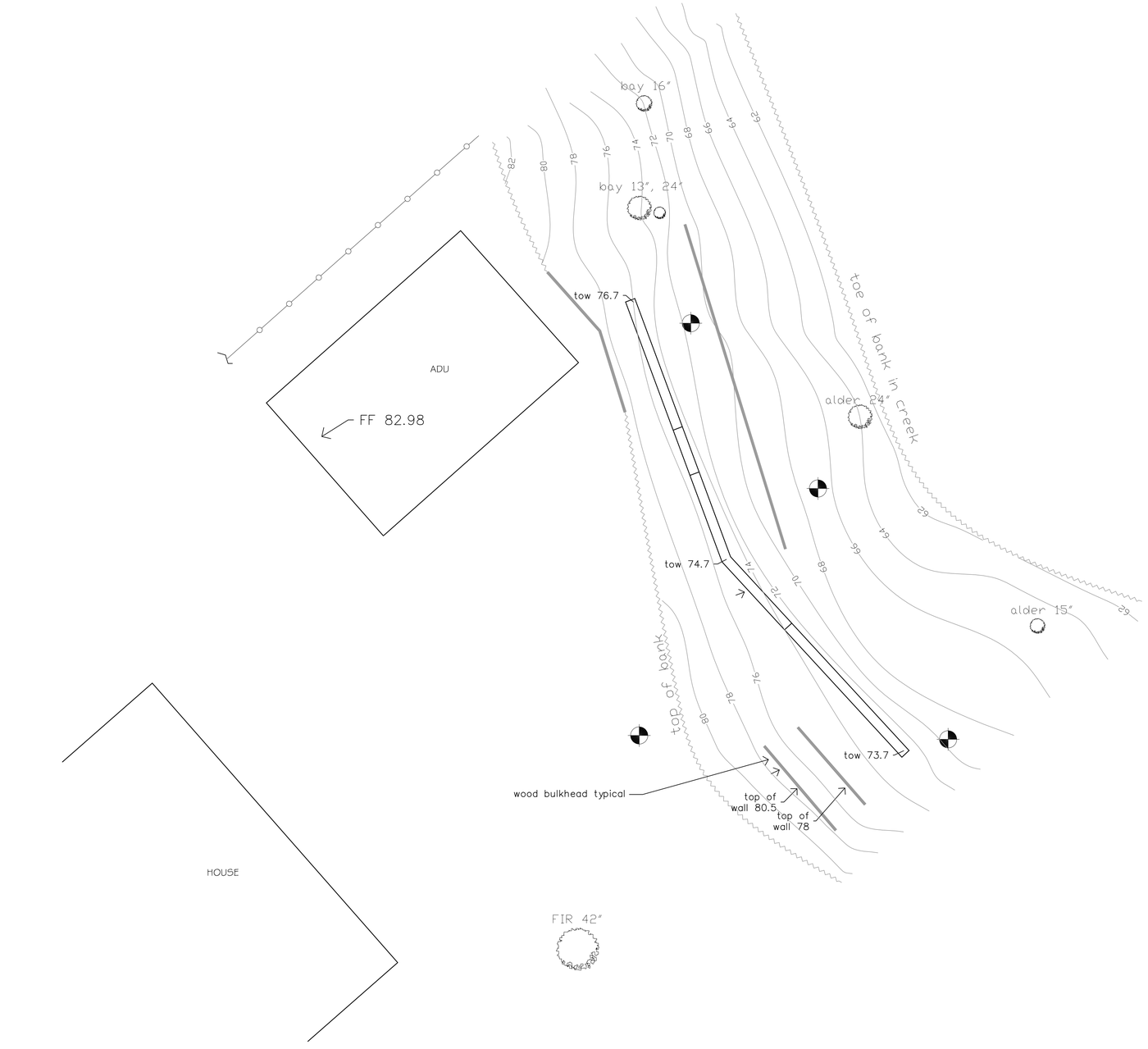
City: Albany | State: California | ZIP Code: 94706

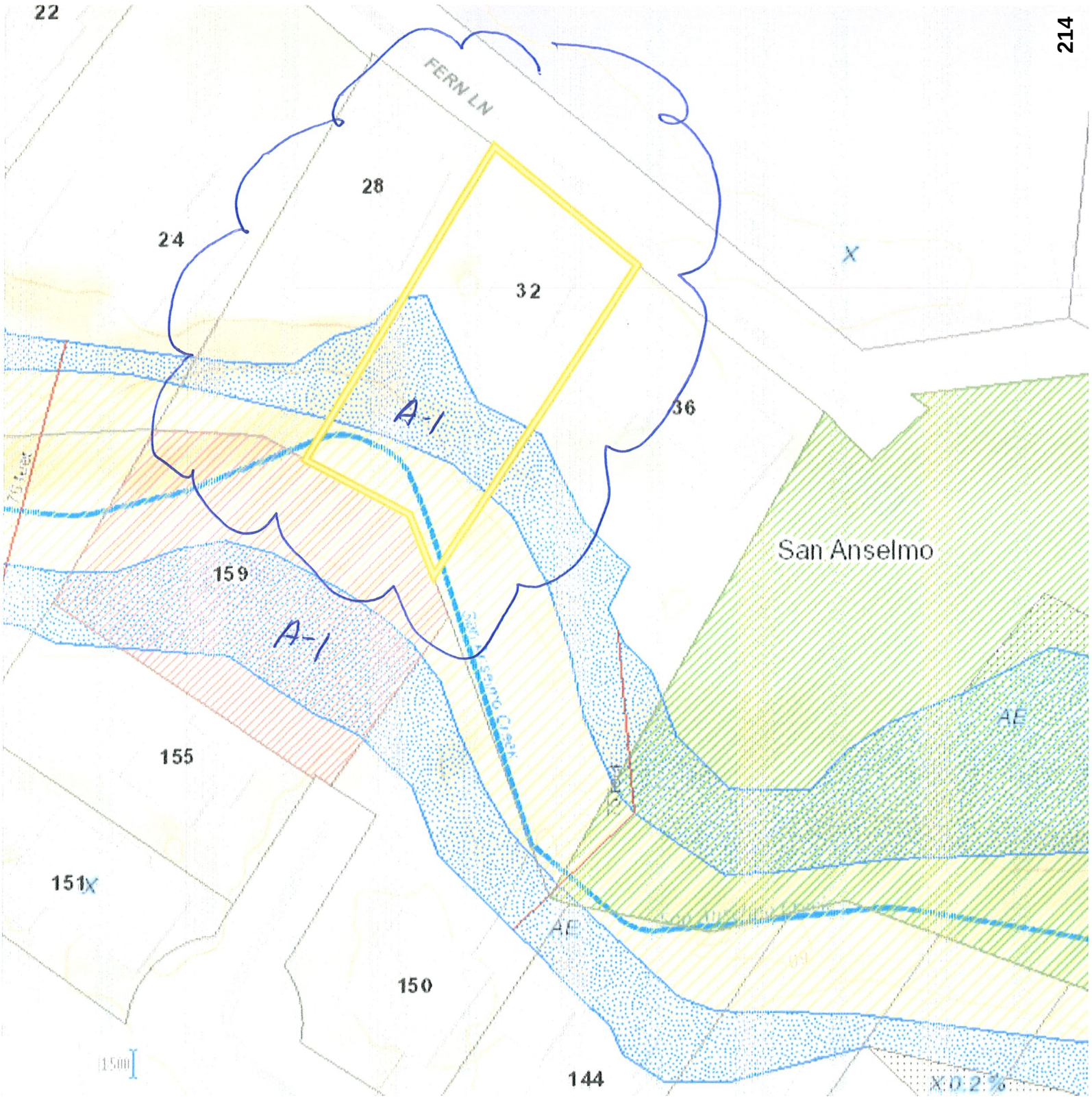
Place Seal Here

Signature: _____ | Date: 12/7/21 | Telephone: 5303422926 | Ext.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

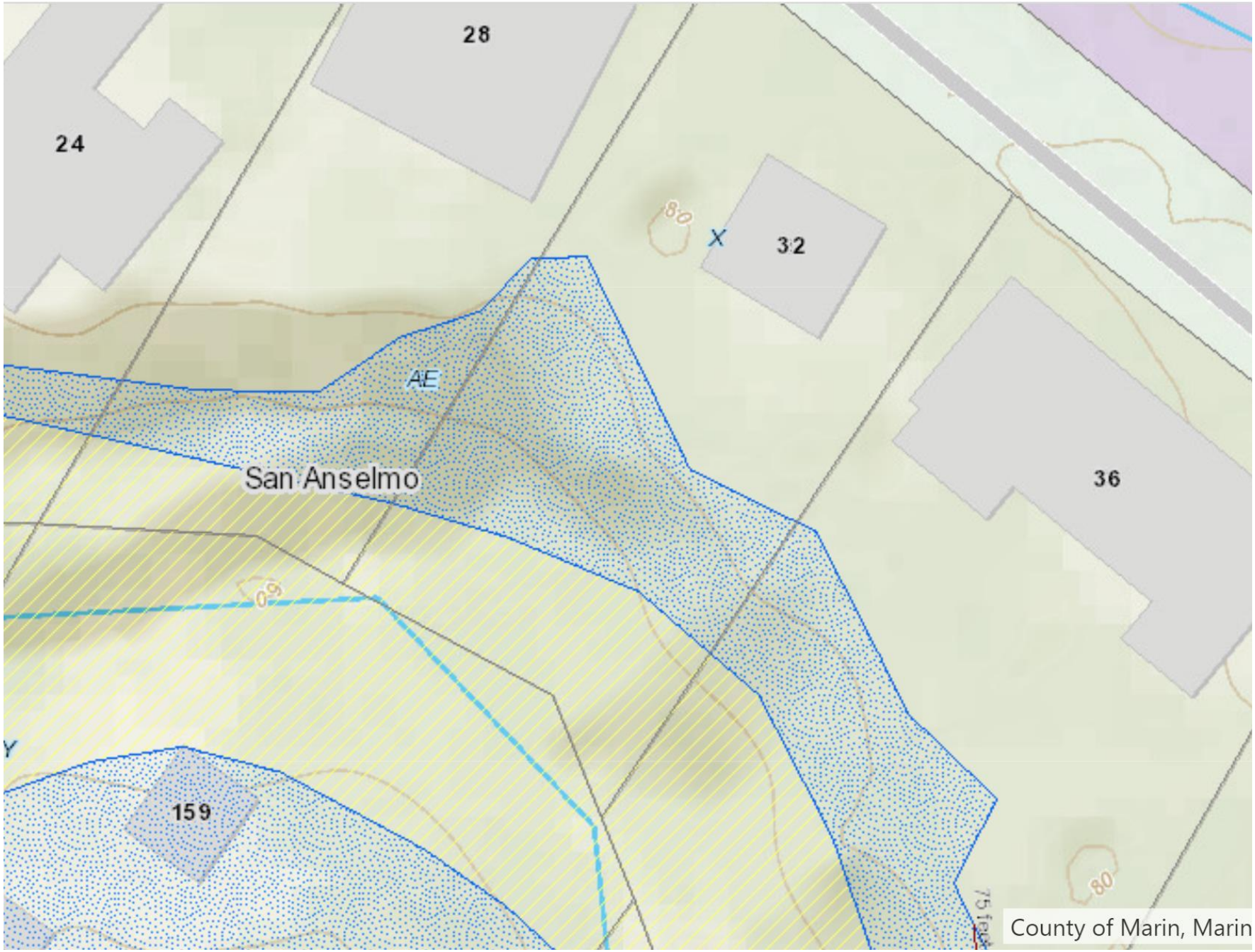
Comments (including type of equipment and location, per C2(e), if applicable)


bay 16"
bay 13", 24"
alder 24"
alder 15"
toe of bank in creek
top of bank
tow 76.7
tow 74.7
tow 73.7
ADU
FF 82.98
HOUSE
FIR 42"
wood bulkhead typical
top of wall 80.5
top of wall 78
82
80
78
76
74
72
70
68
66
64
62
29



32 FERN LN. S.A "MARIN MAPS"

Flood district


28
24
32
X
AE
San Anselmo
36
159
County of Marin, Marin

ken2418@aol.com

To: ken2418@aol.com
Subject: Jim Schol

Jim,

Town is asking me to confirm with my neighbors that are near or border the property lines (s) of 32 Fern lane regarding the cottage (height over 16') along our property line. Since the cottage (623 SF) 5' +/- off the property line and almost 22' tall, It will need a variance (I can apply for a side yard setback or a height variance). I am Reconfirming that I have your support.

Thanks,

Ken and Gwen Mayer
32 Fern Lane.

Jim Please Sign, date & address
Ken

X
11/16/21
36 FERN LN
SAN ANSELMO CA 94960

EXHIBIT C

AFFIDAVIT
32 Fern Lane
APN 007-041-07

General Affidavit of Irene Johansson

The within named person (Affiant), Irene Johansson, who is a resident of Contra Costa County, California, personally came and appeared before me, the undersigned Notary Public, and makes her statement, testimony and General Affidavit under oath or affirmation, in good faith, and under penalty of perjury, of sincere belief and personal knowledge that the following matters, facts, and things set forth are true and correct, to the best of her knowledge:

I owned the property located at 32 Fern Lane, San Anselmo, CA 94960 from 1963 to December 15, 2017, when I sold it to Ken Mayer.

During the time of my ownership of that property, there was no cottage or other structure on that property other than the main house and a detached one-car garage.

Dated this 4/26 day of 2022

Irene Johansson

Irene Johansson

Affiant

State of California

County of Contra Costa

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to, or affirmed, before me on this 26 day of April 2022, by Affiant Irene Johansson.

Signature of Notary Public

HEATHER SUMMERS
Notary Public - California
Contra Costa County
Commission # 2301814
My Comm. Expires Aug 17, 2023

My commission expires: Aug. 17 2023

EXHIBIT D

COMPLIANCE ORDER LETTER #3
32 Fern Lane
APN 007-041-07

Alexis Fineman
Mayor

Steve Burdo
Vice Mayor

Brian Colbert
Council Member

Ford Greene
Council Member

Eileen Burke
Council Member

TOWN OF
SAN ANSELMO
EST. 1907

Town of San Anselmo
525 San Anselmo Avenue, San Anselmo, CA 94960-2682
(415) 258-4616
www.townofsananselmo.org

Via U.S. Mail & Email

July 25, 2022

Kenneth Mayer
32 Fern Lane
San Anselmo, CA 94960
APN: 007-041-07
Town Case Number: AB2021-0114

Re: **Request to Comply with Compliance Orders at 32 Fern Lane, San Anselmo**

Dear Mr. Mayer,

The purpose of this letter is to inform you that you that you continue to be in violation of the Town of San Anselmo Municipal Code and have 30-days from the date of this letter to correct the following violations:

- SAMC § 10-6.208: Conditional Use Permit is required to allow exceptions to the Accessory Dwelling Unit standards.
- SAMC § 1-2.03: Structure or condition on property rendering property dangerous or harmful.
- SAMC § 9-1.501: Stop work orders and work without permits.
- SAMC § 9-1.601: Building or structure in a state of partial construction for an extended period.
- California Civil Code § 3479 as a condition that is injurious to health.
- California Health and Safety Code § 17920.3(a): substandard building due to inadequate sanitation including general dilapidation or improper maintenance.

The Town has made several attempts to work with you to remedy the multiple violations and unpermitted construction on your property. Specifically, on September 27, 2021, the Town posted a stop work order on your property after receiving complaints of illegal work (See Attached). The Town followed up by sending you a Compliance Order on September 29, 2021 (See Attached). After receiving several complaints of more illegal construction the Town posted another stop work order on March 3, 2022 (See Attached). On March 15, 2022, the Town has sent you a 2nd compliance letter (see Attached). To date, you have not submitted any documentation to correct the violations.

In order to remedy the violations, within **30-days of the date of this letter**, you are required to (1) demolish the existing structure; or (2) submit an application for a ministerial permit to allow an Accessory Dwelling Unit consistent with the development standards listed in SAMC §10-6.201 and corresponding Building Permit application; or (3) submit the following permit applications and plans for your property located at 32 Fern Lane as detailed below.

You are required to submit the following:

1. An application for a Conditional Use Permit for consideration of authorizing after-the-fact exceptions to the ADU development standards. You will need to submit an on-line application at the following link: https://sanan-trk.aspgov.com/eTRAKiT/login.aspx?lt=either&rd=~/ProjectApplication/step1.aspx. The submittal application shall include all of the items listed on the submittal checklist that can be accessed at: https://www.townofsananselmo.org/DocumentCenter/View/23577/Submittal-Requirements- with the exception of Story Poles as the building is constructed and an Arborist Report unless you are proposing to remove trees within the dripline of a tree 22 inches or greater in diameter, measured 4.5 feet above grade. Please contact the Planning Department if you have any questions regarding specific submittal requirements. Lastly, you will need to pay an application submittal fee in the amount of **$5,929.33.**

2. If the Conditional Use Permit is approved, a building permit application for the Accessory Dwelling Unit and all construction without permits including the rear deck and landscaping. The newly erected structure is in violation of San Anselmo Municipal Code ("SAMC") SAMC § 9-1.501, SAMC § Title 10, Chapter 6. A survey is also required for all structures within 15 feet of the top bank of the creek and AE Flood Zone. The submitted drawing set shall include a site plan, existing and proposed floor plans with grid lines, elevations, and details. The existing floor plans shall document the structure before any illegal construction occurred. The proposed plans shall document any illegal construction and any new proposed construction. This list of required drawings is not all-encompassing, please see the Town's Permit Process document at the link below. Once the building permit application is received, the Towns' departments: Building, Fire, Planning, and Public Works will establish if more information or documentation is required to approve the application. https://www.townofsananselmo.org/81/Permit-Center

Failure to submit a complete application within 30-days from the date of this letter will result in a nuisance abatement hearing before the Town Council.

The Town will seek a determination from the City Council: 1) that your property constitutes a public nuisance to be abated immediately; and 2) imposing administrative enforcement and hearing costs, (including attorney's fees), and a daily penalty of up to $1,000 per day. (SAMC §§ 1-2.01 through 1-2.12.)

The Town Council is authorized to declare your property a nuisance, order abatement, and impose all costs and penalties even if you do not participate in the Administrative Nuisance Abatement Hearing. (SAMC § 1-2.05.)

If you do not abate the nuisance as directed by the Town Council, the Town will abate the nuisance directly, and the expense of such abatement shall constitute your personal obligation. (SAMC § 1-2.06.) Said costs, including attorney's fees, shall constitute a special assessment against your property and will be subject to the same collection and enforcement as municipal taxes. (SAMC § 1-2.06.)

Please do not hesitate to contact me at acasillas@townofsananselmo.org if you have any questions regarding this letter.

Regards,

Angel Casillas
Code Enforcement Officer
Town of San Anselmo

cc: Dave Donery, City Manager
Megan Acevedo, City Attorney
Emily Longfellow, Assistant City Attorney
Sean Condry, San Anselmo Public Works Director
Erica Freeman, Building Official, Town of San Anselmo
Heidi Scoble, Planning Director, Town of San Anselmo

Attachments:

1. September 27, 2021 – Image of stop-work order
2. September 29, 2021 – First compliance order.
3. March 3, 2022 – Image of 2nd stop-work order.
4. March 15, 2022 – Second Compliance order

Re: Additional Building Structure. 32 Fern Lane, San Anselmo.

January 2, 2022.

To Whom it May Concern,

Regarding the referenced Structure, we are neither "Visually" or "Physically" impacted by its construction, and therefore have no objection.

However, we do recognize that other neighbors could potentially be affected both "Visually" and / or and "Physically" by its construction. Therefore, we encourage all parties to reasonably work together to achieve a suitable solution.

Signed,

Tommaso and Elsa Latini

Tommaso and Elsa Latini

22, Fern Lane, San Anselmo

Karene I. Alvarado

Attorney at Law

Ms. Elise Semonian
Planning Director
Town of San Anselmo
525 San Anselmo Ave.
San Anselmo, CA 94960

VIA E-Mail Only: Planning@TownofSanAnselmo.org

February 2, 2022

Corrected Letter Re: Un-Permitted Construction at 32 Fern Lane, San Anselmo

Dear Ms. Semonian:

I am writing on behalf of Leslie Murphy, who lives at 28 Fern Lane, San Anselmo. Leslie lives next door to Ken Meyer, who owns the property at 32 Fern Lane in San Anselmo. As you know, Mr. Meyer has constructed a two-story, 600 square-foot, detached accessory building on his property. The building is intended as a residential unit and does not comply with one or more of the required setbacks. Because Mr. Meyer did not complete the required permit process prior to starting the work, the town red tagged this construction.

Ms. Murphy was not informed about the design of the construction before it was built. More importantly, she finds her enjoyment of her property negatively impacted by un-permitted structure. Consequently, she is opposed to the construction.

We request that the Town of San Anselmo review the un-permitted construction at 32 Fern Lane, San Anselmo and ensure that Mr. Meyer and any new construction at his property fully conform with Town policies, plans and regulations, including its impact on neighbors.

Thank you for your attention to this matter.

Very Truly Yours,

Karene I. Alvarado

Karene I. Alvarado, Esq.

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

To: San Anselmo Planning Commission

RE: 32 Fern Lane

During the time I lived at 32 Fern Lane my friend, who was also my CPA for over fifty years, and his wife, were frequent guests. It is still very clear in their minds that the only structures on the property were the house and the detached garage.

Irene Johansson

SAN FRANCISCO CA 940
28 APR 2022 PM 4 L

Ms. Elise Semonian
Planning Director
Town of San Anselmo
525 San Anselmo Ave.
San Anselmo CA 94960

94960-261325

Jackson Dobronyi

From: permits
Sent: Thursday, May 12, 2022 11:15 AM
To: [redacted]
Cc: Erica Freeman; Sean Condry
Subject: RE: B2021-0807 32 FERN LN....Revised as requested to B2022-0228

Dear Mr. Mayer,

After last week's onsite meeting, the following items are **still** required to be submitted to permit your project.

1. The town has no permit records for the cottage, retaining walls, nor the two decks on the rear of your property, which improvements constitute new construction. These nonconforming items must be resolved immediately. Provide plans and engineer's calculations that comply with the 2019 California Building Standards Code and the Town of San Anselmo Municipal Code to permit as new construction or provide a plan for their demolition.
2. These non-conforming new construction structures require Planning design review.
3. Have your architect stamp and sign their plan set.
4. Provide foundation plans for the cottage.
5. Provide structural plans and calculations for the cottage, two decks, and retaining walls, stamped, and signed by a licensed structural or civil engineer.
6. Complete and return the attached cost evaluation for all the work done on the property without permits.
7. From the drawings, it appears that the decks and retaining walls will need a watercourse permit for approval, and may need approval from CEQA, NEPA, and other related agencies.

Provide the updated plans and all other construction documents electronically. Here is a how-to video on how to upload resubmittal documents directly to Etrakit:
https://www.youtube.com/watch?v=5lch2ydj33o&feature=youtu.be.

Please let me know if you have any questions. Thank you,

Jackson Dobronyi
Building | Public Works
Town of San Anselmo
Lands of the Coast Miwok

525 San Anselmo Ave,
San Anselmo, CA. 94960
415.258.4646

From: permits
Sent: Wednesday, April 20, 2022 2:32 PM
To: [redacted]
Cc: Erica Freeman <efreeman@townofsananselmo.org>; Sean Condry <scondry@townofsananselmo.org>; Angel Casillas <acasillas@townofsananselmo.org>; [redacted] Emily Longfellow <emily@ehc.law>
Subject: RE: B2021-0807 32 FERN LN....Revised as requested to B2022-0228

Dear Mr. Mayer,

Please see the attached receipt for your plan check and abatement fees – these fees are subject to change based off the scope of the project.

Your permit application is incomplete. The following items are required to complete your permit application:

1. A site inspection shall be completed by Town staff before this project moves forward in the application process.
2. The town has no permit records for the cottage, retaining walls, nor the two decks on the rear of your property, which improvements constitute new construction. Also, the Town has photographic evidence that these improvements are new construction and were completed without permit approvals. These nonconforming items must be resolved immediately. Provide plans and engineer's calculations that comply with the 2019 California Building Standards Code and the Town of San Anselmo Municipal Code to permit as new construction or provide a plan for their demolition.
3. These non-conforming new construction structures require Planning design review.
4. Have your architect stamp and sign their plan set.
5. Provide foundation plans for the cottage.
6. Provide structural plans and calculations for the cottage, two decks, and retaining walls, stamped, and signed by a licensed structural or civil engineer.
7. Complete and return the attached cost evaluation for all the work done on the property without permits.
8. From the drawings, it appears that the decks and retaining walls will need a watercourse permit for approval, and may need approval from CEQA, NEPA, and other related agencies.

Provide the updated plans and all other construction documents electronically. Here is a how-to video on how to upload resubmittal documents directly to Etrakit:
https://www.youtube.com/watch?v=5lch2ydj33o&feature=youtu.be.

Please let me know if you have any questions. Thank you,

Jackson Dobronyi
Building | Public Works
Town of San Anselmo
Lands of the Coast Miwok

525 San Anselmo Ave,
San Anselmo, CA. 94960
415.258.4646

From: [redacted]
Sent: Tuesday, April 19, 2022 6:35 PM
To: permits <permits@townofsananselmo.org>
Cc: Erica Freeman <efreeman@townofsananselmo.org>; Sean Condry <scondry@townofsananselmo.org>; Angel Casillas <acasillas@townofsananselmo.org>; [redacted]
Subject: FW: B2021-0807 32 FERN LN....Revised as requested to B2022-0228

CAUTION: External Sender

Afternoon,

Checking in to see if you have received what you requested minus structural? I also thought it was important to forward a better scope of work (application is limiting). Along with my thoughts on findings that I'm sure will be requested at a later date.

Thanks
Ken Mayer
32 Fern Ln

Narrative (Scope of work):

Remodel existing detached rear yard cottage by raising the roof 12 feet to a total height from grade of 23.25 feet, and altering pitch of roof to blend with the architecture of the other structures on the property. These roofline changes will accommodate a second floor on the existing 15' x 22' dwelling (thereby doubling the usable square footage from 294 to 588 square feet), enhance the livability of the floor plan by allowing for a separate bedroom, and update the efficiency and safety conditions of what is currently a studio unit. This scope will net a roof pitch that better matches existing residence and detached garage, similar to the original 1930's rear yard cottage roof that makes 32 Fern Ln architecturally special. The project will add stairs, a bedroom, a closet, and a bathroom on the upper floor, and remodel the kitchen and bathroom on the lower floor, and upgrade the windows throughout. Exterior finishes will be complimentary by matching the existing wall finish (stucco), window color (dark bronze), wall color (taupe), roof color, and roof type (GAF Asphalt shingle weather wood).

These changes match the charming existing architecture that the Town residents admire and that the Town seeks to preserve, ADU guidelines from the state, county, and Town, and most importantly makes livable a substandard housing unit, which contributes to alleviating the local housing shortage.

Findings:

1. Is there anything that is unique about your property that creates the need for the variance?

The parcel's southern property line is San Anselmo Creek. The creek setback requirements reduce the buildable site by approximately 25%, which limits the ability to expand the existing structure horizontally.

The location of the structure is very typical to the town of San Anselmo with rear yard cottages/garages located in the back corner of a lot in many locations throughout the town (several have been granted building permits in the recent past). Here, the structure is 5' off the side property line and all construction is greater than 15' from the creek bank, meeting code requirements that allow for an existing accessory structure to be expanded vertically provided it has a minimum 5' side yard setback.

2. Does the approval create any negative impacts for your neighbors?

No. The project remodels and expands an existing residential structure and will not increase the population of the property, so does not increase the number of vehicles or trips to the site. The remodel does not diminish the privacy, light, air, or views of any neighbors. No design review is required for this project. The nearest neighbor, Jim School, at 36 Fern Lane (to the east of the property) is supportive of the remodel. Several other neighbors are in support of the project as well.

Thanks,

Ken & Gwen Mayer
32 Fern Ln.

Karene I. Alvarado

Attorney at Law

Rick Smeaton
Contract Interim Planning Director
Town of San Anselmo
525 San Anselmo Ave.
San Anselmo, CA 94960
VIA E-Mail Only: Planning@TownofSanAnselmo.org

May 23, 2022

Re: Un-Permitted Construction at 32 Fern Lane, San Anselmo

Dear Mr. Smeaton:

Thank you for your email dated May 7, 2022, indicating that you forwarded my letter dated April 25, 2022 to the Building Department.

Recent correspondence from the Building Department to Mr. Mayer requesting building calculations and plans appears to suggest that the Planning Department has already approved Mr. Mayer's project.

Please confirm whether the Town of San Anselmo Planning Department has reviewed Mr. Mayer's project.

As an adjacent neighbor, Ms. Murphy would like to be afforded an opportunity to formally voice her concerns about the project to the Planning Department. This controversial and un-permitted construction has now been under review since fall 2021, and her concerns have yet to be heard.

Thank you for your attention to this matter.

Very Truly Yours,

Karene I. Alvarado

Karene I. Alvarado, Esq.

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email • k**[redacted]

Karene I. Alvarado

Attorney at Law

Mr. Rick Smeaton
Contract Interim Planning Director
Town of San Anselmo
VIA E-Mail Only: Planning@TownofSanAnselmo.org

July 11, 2022

Re: Un-Permitted Construction at 32 Fern Lane, San Anselmo

Dear Mr. Smeaton:

Thank you for your email dated June 29, 2022, requesting photos of "the rear portion of their yard [at 32 Fern Lane] that would happen to show the structure that they are concerns [sic] about, from 5+ years ago".

I am including with this letter several photos that may be helpful in demonstrating that although Mr. Mayer references an existing cottage on the site plan he submitted to the Town, no such structure existed prior to September 2021.

Serena Fisher-Gump rented the property at 32 Fern Lane prior to 2014. She took a photo in October 2011 from the second floor of the house that shows the entire backyard of that property. It is clear from that photo that no structures were on the property, other than the original house. See Attachment A.

Mr. Mayer started renting the property at 32 Fern Lane in or around 2014.

Mr. Mayer built a shed on the property in or around 2014.

A photo taken in November 2016 from the backyard of 28 Fern Lane looking southeast into the backyard of 32 Fern shows the shed and the original house (and detached garage), but no other structures on the property. See Attachment B.

Mr. Mayer purchased the property at 32 Fern Lane in 2017.

Rut Klempan lives at 159 Alder, which is located directly across San Anselmo Creek from 32 Fern. She took a photo on February 7, 2017 from her home looking northeast across the creek at

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

the backyard of 32 Fern. That photo shows the original house on that property, and no backyard structures (the shed is not visible in the photo, and the cottage did not exist at that time). See Attachment C.

According to Ms. Klempan, Mr. Mayer built a deck over the creek at the back of his property in or around 2019.

A photo taken in November 2020 from the backyard of 28 Fern Lane looking southeast into the backyard of 32 Fern shows the shed and the original house (and detached garage), but no other structures on the property. See Attachment D

Mr. Mayer built the new construction (labeled "cottage" on the site plan) in late September 2021.

A photo taken in June 2022 from the backyard of 28 Fern Lane looking southeast into the backyard of 32 Fern shows the shed, the original house, and the new construction. See Attachment E.

A photo Ms. Klempan took on July 7, 2022 from the same angle as the photo she took from her property on Feb 7, 2017 shows both the deck that Mr. Mayer built in or around 2019 and the new construction that he built in 2021 (which was not present in 2017). See Attachment F.

I also attach with this letter my letters to Elise Semonian, Planning Director, dated February 2, 2022 and April 25, 2022, my most recent letter to you, dated May 23, 2022, and the Affidavit of Irene Johansson stating under oath that there was no cottage in the backyard of the property at 32 Fern Lane during the time she owned the property until she sold it in 2017.

In spite of the multiple stop work orders that the Town posted on the property at 32 Fern Lane, and the multiple compliance letters it sent to Mr. Mayer, it appears that construction continues on the cottage in the backyard of 32 Fern Lane. Windows were delivered to 32 Fern Lane on June 24, 2022, and appear to have been installed on the new construction on June 25, 2022.

I hereby restate my request, included in my May 23, 2022 letter to you, that my client be permitted the opportunity to formally voice her concerns to the Town about the construction at the 32 Fern Lane property. This controversial and un-permitted construction has now been under review since fall 2021, construction appears to be continuing, and her concerns have yet to be heard.

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

Thank you for your attention to this matter.

Very Truly Yours,

Karene I. Alvarado

Karene I. Alvarado, Esq.

Cc:
San Anselmo Town Council, towncouncil@townofsananselmo.org
Angel Casillas, Code Enforcement Officer, Town of San Anselmo,
acasillas@townofsananselmo.org

Attachments

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

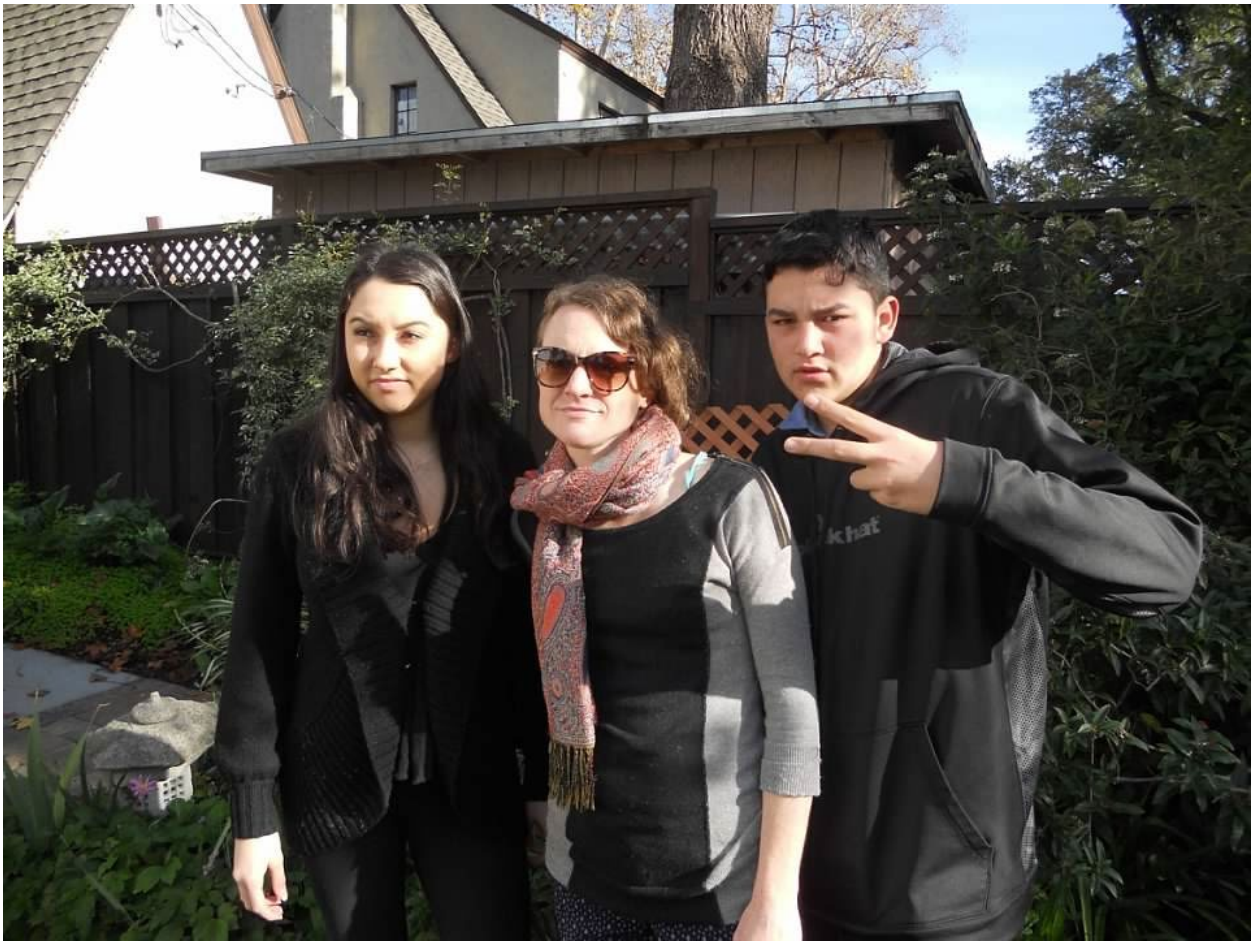
Attachment A

Photo taken October 2011 from the second floor of the house at 32 Fern Lane. Shows the entire backyard of that property.

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

Attachment B

Photo taken in November 2016 from the backyard of 28 Fern Lane looking southeast into the backyard of 32 Fern shows the shed and the original house (and detached garage), but no other structures on the property.



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455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

Attachment C

Photo taken on February 7, 2017 from 159 Alder looking northeast across San Anselmo Creek at the backyard of 32 Fern. Shows the original house on 32 Fern Lane, and no backyard structures (the shed is not visible in the photo, and the cottage did not exist at that time).

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

Attachment D

Photo taken in November 2020 from the backyard of 28 Fern Lane looking southeast into the backyard of 32 Fern shows the shed, but no other structures on the property.

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

Attachment E

Photo taken in June 2022 from the backyard of 28 Fern Lane looking southeast into the backyard of 32 Fern shows the shed, the original house, and the new construction (the cottage).

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • [redacted] **• Email •** [redacted]

Attachment F

Photo taken on July 7, 2022 from 159 Alder from the same vantage point as the photo in Attachment C shows both the deck that Mr. Mayer built in or around 2019 and the new construction that he built in 2021 (which was not present in 2017).

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone [redacted] • Email • [redacted]

Alexis Fineman
Mayor

Steve Burdo
Vice Mayor

Brian Colbert
Council Member

Ford Greene
Council Member

Eileen Burke
Council Member

TOWN OF
SAN ANSELMO
EST. 1907

Town of San Anselmo
525 San Anselmo Avenue, San Anselmo, CA 94960-2682
(415) 258-4616
www.townofsananselmo.org

Via U.S. Mail & Email

July 25, 2022

Kenneth Mayer
32 Fern Lane
San Anselmo, CA 94960
APN: 007-041-07

Town Case Number: AB2021-0114

Re: **Request to Comply with Compliance Orders at 32 Fern Lane, San Anselmo**

Dear Mr. Mayer,

The purpose of this letter is to inform you that you that you continue to be in violation of the Town of San Anselmo Municipal Code and have 30-days from the date of this letter to correct the following violations:

- SAMC § 10-6.208: Conditional Use Permit is required to allow exceptions to the Accessory Dwelling Unit standards.
- SAMC § 1-2.03: Structure or condition on property rendering property dangerous or harmful.
- SAMC § 9-1.501: Stop work orders and work without permits.
- SAMC § 9-1.601: Building or structure in a state of partial construction for an extended period.
- California Civil Code § 3479 as a condition that is injurious to health.
- California Health and Safety Code § 17920.3(a): substandard building due to inadequate sanitation including general dilapidation or improper maintenance.

The Town has made several attempts to work with you to remedy the multiple violations and unpermitted construction on your property. Specifically, on September 27, 2021, the Town posted a stop work order on your property after receiving complaints of illegal work (See Attached). The Town followed up by sending you a Compliance Order on September 29, 2021 (See Attached). After receiving several complaints of more illegal construction the Town posted another stop work order on March 3, 2022 (See Attached). On March 15, 2022, the Town has sent you a 2nd compliance letter (see Attached). To date, you have not submitted any documentation to correct the violations.

In order to remedy the violations, within **30-days of the date of this letter**, you are required to (1) demolish the existing structure; or (2) submit an application for a ministerial permit to allow an Accessory Dwelling Unit consistent with the development standards listed in SAMC §10-6.201 and corresponding Building Permit application; or (3) submit the following permit applications and plans for your property located at 32 Fern Lane as detailed below.

You are required to submit the following:

1. An application for a Conditional Use Permit for consideration of authorizing after-the-fact exceptions to the ADU development standards. You will need to submit an on-line application at the following link: https://sanan-trk.aspgov.com/eTRAKiT/login.aspx?lt=either&rd=~/ProjectApplication/step1.aspx. The submittal application shall include all of the items listed on the submittal checklist that can be accessed at: https://www.townofsananselmo.org/DocumentCenter/View/23577/Submittal-Requirements- with the exception of Story Poles as the building is constructed and an Arborist Report unless you are proposing to remove trees within the dripline of a tree 22 inches or greater in diameter, measured 4.5 feet above grade. Please contact the Planning Department if you have any questions regarding specific submittal requirements. Lastly, you will need to pay an application submittal fee in the amount of **$5,929.33.**

2. If the Conditional Use Permit is approved, a building permit application for the Accessory Dwelling Unit and all construction without permits including the rear deck and landscaping. The newly erected structure is in violation of San Anselmo Municipal Code ("SAMC") SAMC § 9-1.501, SAMC § Title 10, Chapter 6. A survey is also required for all structures within 15 feet of the top bank of the creek and AE Flood Zone. The submitted drawing set shall include a site plan, existing and proposed floor plans with grid lines, elevations, and details. The existing floor plans shall document the structure before any illegal construction occurred. The proposed plans shall document any illegal construction and any new proposed construction. This list of required drawings is not all-encompassing, please see the Town's Permit Process document at the link below. Once the building permit application is received, the Towns' departments: Building, Fire, Planning, and Public Works will establish if more information or documentation is required to approve the application. https://www.townofsananselmo.org/81/Permit-Center

Failure to submit a complete application within 30-days from the date of this letter will result in a nuisance abatement hearing before the Town Council.

The Town will seek a determination from the City Council: 1) that your property constitutes a public nuisance to be abated immediately; and 2) imposing administrative enforcement and hearing costs, (including attorney's fees), and a daily penalty of up to $1,000 per day. (SAMC §§ 1-2.01 through 1-2.12.)

The Town Council is authorized to declare your property a nuisance, order abatement, and impose all costs and penalties even if you do not participate in the Administrative Nuisance Abatement Hearing. (SAMC § 1-2.05.)

If you do not abate the nuisance as directed by the Town Council, the Town will abate the nuisance directly, and the expense of such abatement shall constitute your personal obligation. (SAMC § 1-2.06.) Said costs, including attorney's fees, shall constitute a special assessment against your property and will be subject to the same collection and enforcement as municipal taxes. (SAMC § 1-2.06.)

Please do not hesitate to contact me at acasillas@townofsananselmo.org if you have any questions regarding this letter.

Regards,

Angel Casillas
Code Enforcement Officer
Town of San Anselmo

cc: Dave Donery, City Manager
Megan Acevedo, City Attorney
Emily Longfellow, Assistant City Attorney
Sean Condry, San Anselmo Public Works Director
Erica Freeman, Building Official, Town of San Anselmo
Heidi Scoble, Planning Director, Town of San Anselmo

Attachments:

1. September 27, 2021 – Image of stop-work order
2. September 29, 2021 – First compliance order.
3. March 3, 2022 – Image of 2nd stop-work order.
4. March 15, 2022 – Second Compliance order

Jackson Dobronyi

From: Walter Kopp [redacted]
Sent: Tuesday, August 2, 2022 5:29 PM
To: permits
Cc: Sean Condry
Subject: Re: Automatic reply: Pipe.

Follow Up Flag: Follow up
Flag Status: Completed

CAUTION: External Sender

No. They are building an addition behind 28 fern. You can't see it from the street

On Tue, Aug 2, 2022 at 3:06 PM permits <permits@townofsananselmo.org> wrote:

> Hi Walter,
>
> I believe you are refereeing to the illegal addition at 32 fern. The Town has abated this property, and is working with the homeowner to remedy this project.
>
> Please let me know if you have any more information or any questions. Thank you,
>
> Jackson Dobronyi
>
> Building | Public Works
>
> Town of San Anselmo
>
> *Lands of the Coast Miwok*
>
> 525 San Anselmo Ave,
>
> San Anselmo, CA. 94960
>
> 415.258.4646

From: Walter Kopp [redacted]
Sent: Friday, July 29, 2022 12:57 PM
To: permits <permits@townofsananselmo.org>
Subject: Fwd: Automatic reply: Pipe.

CAUTION: External Sender

Please let me know what we can do about the pipe and the illegal addition being put up in the back of 28 fern

---------- Forwarded message ---------
From: **Sean Condry** <scondry@townofsananselmo.org>
Date: Fri, Jul 29, 2022 at 12:05 PM
Subject: Automatic reply: Pipe.
To: Walter Kopp [redacted]

I am currently out of the office so please email permits at permits@townofsananselmo.org or Scott Schneider, Assistant Director, at sschneider@townofsananselmo.org with any public works question and permits@townofsananselmo.org for any building related questions.

If this is an emergency, please dial 911.

Thank you,

Sean Condry, P.E.

Public Works and Building Director

--

Walter Kopp
[redacted]

--
Walter Kopp
[redacted]

Jackson Dobronyi

From: Tommaso Latini [redacted]
Sent: Thursday, September 1, 2022 3:04 PM
To: permits; Heidi Scoble
Cc: Sean Condry; Erica Freeman; Angel Casillas; Leslie Murphy; Karene Alvarado
Subject: Compliance Orders at 32 Fern Lane San Anselmo
Attachments: Town of San Anselmo Various Correspondence.pdf; Town of San Anselmo Letter Dated July 25,2022 (2).pdf; Affidavit of Irene Johansson.pdf

CAUTION: External Sender

Both Leslie Murphy and I would like to thank many of you for making the time to meet with us yesterday and allowing us to review the current submitted drawings and various correspondence for the subject project.
I would like to share our thoughts, concerns and comments as follows:

Architectural Drawings: Sheets 1 through 5 dated October 2021 and revised on April 10, 2022.

1. The Drawings misleadingly refer to "existing" structures such as multiple Decks, a Cottage and Driveway. According to an affidavit (attached) from the former property owner of 54 years, these were never "existing" and therefore have no records or permits. All of the work should be considered as "NEW"
2. There is at least one other structure on the West property line not shown on the drawings. The inclusion of this may ultimately affect lot coverage %.
3. There may also be a question of dimensional accuracy of the site plan. The Town may want to verify actual dimensions.
4. There don't appear to be any window dimensions which could possible affect the ADU guidelines as well as Title 24 Calculations.
5. Title 24 Calculations indicate an existing Cottage Floor, which per item 1. never existed.
6. The overall structures height does not appear to comply with the Town's current "Detached" ADU / JADU guidelines without Planning approval and a Conditional Use Permit.
7. There are no MEP Drawings included in this set of drawings. There is a general sheet of notations in the Structural Drawings.
8. The Drawings are not signed or sealed as required.

Structural Drawings: Sheets 1 through 3 dated 7/22:

1. The Guest cottage is notated as a "Former Garage." This is inaccurate and misleading.
2. There are various drawing notations questioning the accuracy of the design direction. For example: "Existing Anchor Bolts do not need to be removed". Also, " I thought you said this was a mountain cabin". These notes imply some misleading descriptions to other parties.
3. Sheet #S2 has a generic guideline of MEP specifications, but no actual layouts or diagrams were noted on either set of drawings. Typically, electrical layouts are required.
4. No "Soils Report" was available.
5. No Engineering Calculations were reviewed, so it's difficult to know what the design criteria was for all footings for new building and decks.

6. Drawings are not signed or sealed as required.

Document Completion / Compliance:

1. In our opinion, the submitted drawings represent 50 to 60% of the Town's requested information. Typically, "Non-Compliant" and or "Inadequate" documentation would not be accepted.

Various Correspondence and Timelines, and Request to Comply With Compliance Orders at 32 Fern Lane San Anselmo (see attached):

1. The applicant's email dated April 19, 2022, is extremely misleading. In his opening "Narrative" he refers to "the existing 15' x22' dwelling. He further notes in "Findings" (item #2) Does the approval create any negative impacts on your neighbors ? "No" and again he refers to remodeling "an existing residential structure". He also completely ignores his immediate neighbors' objections on the North and East properties.
2. Permits email dated April 20, 2022, from Jackson Dobronyi, Clearly lays out the requirements(8) to complete the permit application.
3. Permits email dated May 12, 2022, from Jackson Dobronyi, once again reiterates which items (7) are still outstanding and required for a permit submittal.
4. The Town sent a 3rd compliance letter on July 25, 2022, from Angel Casillas, establishing an August 25, 2022, deadline "to either demolish the structure or to submit an application for the after-the-fact approval of the Accessory Dwelling Unit".

Conclusion:

1. Sometimes people make mistakes or don't understand the requirements for these types of Projects. They deserve some patience and compassion. As evidenced through correspondence and meetings, the Town of San Anselmo Building and Planning Departments, have clearly defined the issues, remedies and timelines for compliance, on numerous occasions. Given the time from the original STOP Work Order on **September 27, 2021**, to our review of the incomplete documents on file with the Town yesterday, **August 31,2022**, one has to question why Mr. Mayers', as a licensed and experienced General Contractor, has repeatedly not complied. What is his intent and strategy ?
2. We have great confidence in the Town's professionals, some of whom we met yesterday, to promptly enforce the clearly defined remedies.

Sincerely, Tommaso Latini and Leslie Murphy

Tommaso B. Latini AIA
International Project Management Consultant

Mobile: [redacted]
E Mail: [redacted]

22 Fern Lane
San Anselmo California, 94960
USA

Reference: Illegal Construction at 32 Fern Lane.

October 21, 2022

To The Mayor, Vice Mayor, Town Manager, Town Council, Planning Commission, Building and Planning Departments of San Anselmo:

Ken Mayer, owner of 32 Fern Lane, has built at least one large new structure on his property without a building permit and in violation of the municipal code. After these violations were reported, and the Town directed him to stop work, he is seeking a conditional use permit ("CUP"). His CUP application is being heard by the Town Planning Commission next month, November 7, 2022. I am writing to make the following points.

The Application Is Incomplete.

First, the Planning Commission should not consider an application for a CUP for this new construction of a purported accessory dwelling unit ("ADU") until a complete building application has been submitted as required by Town Code, Section 10-6.401. Until the Town and the neighbors have a complete understanding of what is proposed to be constructed, the application cannot be properly reviewed.

I have been involved in the Residential / Commercial Design and Construction profession for 46 years (36 while living in San Anselmo). In that time span, I have participated in Building and Planning Department meetings in the United States and around the world. They all have one common thread: they have established Rules, Regulations, Standards, Procedures and Protocols that must be strictly adhered to.

The Town of San Anselmo ("Town") has such requirements and procedures in place for addressing the construction of proposed ADUs-see, for example, Town Code, Title 10, Chapter 6, addressing ADUs.

The illegal construction at 32 Fern Lane violated Chapter 6, and other Town Code provisions, in the following respects:

- The work has occurred over the last year without a Building Permit(s) and Inspections.
- The submitted drawings are at maximum 60% complete, inaccurate, and misleading. Further, they are not signed and sealed by a Licensed Design Professional.
- The Building and Planning Departments required "Substantiating Documentation" has not been submitted.
- The required agency signoff for work within the creek setbacks has not been issued (or even applied for?).
- The owner has not complied with the Town Code Title 10, Chapter 6, Article 2, Section 10-6 governing new ADUs. Despite the owner's claim, this ADU is new work and not a remodel of existing work. (See attached affidavit from the property's former owner affirming there was no pre-existing structure in this location during her long tenure).

- Because the building far exceeds permitted ADU standards, a CUP was required to be sought, but wasn't, and in the absence of a CUP permitting process, neighbors were excluded from the process, meaning their justifiable objections have been ignored and gone unaddressed.
- Construction work has continued unabated, despite two "Stop Work" or "Red Tags" orders, and three "Compliance Orders" being issued by the San Anselmo Building Department. Minimal fines or penalties have been levied.

All of this has been going on for over a year now, and the efforts of the immediate neighbors (not the Town) to negotiate a less intrusive and compliant design have been repeatedly rejected by the owner of 32 Fern Lane. Neighbors were also misled by Mr. Mayer's claims of Town approval and issued Building Permits.

The Town Cannot Grant a Conditional Use Permit Because this Project Will Be Detrimental to Both the Neighbors and the Town. The proposed project substantially exceeds permitted ADU limitations set forth in Town Code Article 2 in numerous manners, including its excessive height. A CUP should not be granted because establishment of the use, which as noted above is far in excess of ADU standards set in Town Code, Title 10, Chap. 6, Article 2, will be detrimental to property and improvements in the neighborhood and to the general welfare of the town. See Town Code, Section 10-3.1301(a). The neighbors' properties are diminished by having, in effect, a second large home built on this small property, with the nearly 30-foot height towering above them and blocking their lines of sight and, in some cases, their sunlight. See attached: 1) a figure showing locations of neighbors that object to the proposed project as currently built; 2) their joinders in this letter; 3) Photo of illegally constructed building. In short, the proposed second house is both functionally and aesthetically incompatible with adjacent real estate. More generally, if the Town grants a CUP for a project so far outside the stated limitations on an ADU, it will create a negative precedent which will likely inspire other homeowners, contractors, developers, etc. to seek to build similarly outsized second homes, thereby damaging the general welfare of the town as it becomes overwhelmed with construction of oversized "ADUs" (i.e., large second houses, not ADUs) on properties throughout town.

Please do not misunderstand. I am a huge advocate for the Town's ADU expansion / conversion program.

This is superb solution for increased housing without large and unwanted construction projects that will change San Anselmo forever. Many San Anselmo properties may have room for conforming units to be built, and there are also many existing "legal non-conforming" units that if not overwhelmingly expensive to convert, would be.

However, for all of us, the Town needs to set an example of how not to egregiously game the system and alienate a neighborhood, but to build in compliance and harmony!

Sincerely,

Tommaso B. Latini

22 Fern Lane

General Affidavit of Irene Johansson

The within named person (Affiant), Irene Johansson, who is a resident of Contra Costa County, California, personally came and appeared before me, the undersigned Notary Public, and makes her statement, testimony and General Affidavit under oath or affirmation, in good faith, and under penalty of perjury, of sincere belief and personal knowledge that the following matters, facts, and things set forth are true and correct, to the best of her knowledge:

I owned the property located at 32 Fern Lane, San Anselmo, CA 94960 from 1963 to December 15, 2017, when I sold it to Ken Mayer.

During the time of my ownership of that property, there was no cottage or other structure on that property other than the main house and a detached one-car garage.

Dated this 4/26 day of 2022

Irene Johansson

Irene Johansson

Affiant

State of California

County of Contra Costa

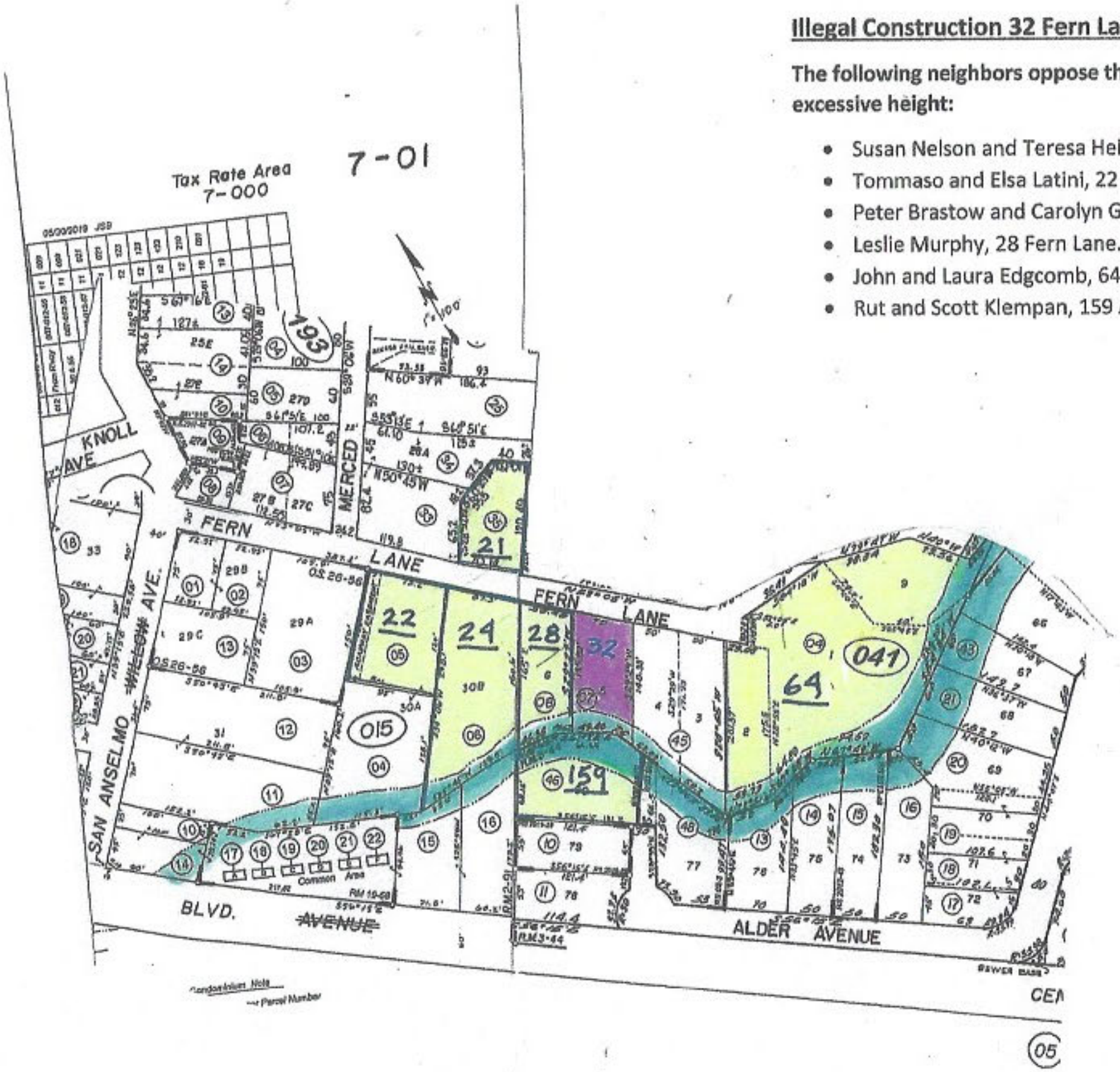
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to, or affirmed, before me on this 26 day of April 2022, by Affiant Irene Johansson.

Signature of Notary Public

HEATHER SUMMERS
Notary Public - California
Contra Costa County
Commission # 2301814
My Comm. Expires Aug 17, 2023

My commission expires: Aug. 17 2023



Illegal Construction 32 Fern Lane San Anselmo CA

The following neighbors oppose the project, as currently constructed due to its excessive height:

- Susan Nelson and Teresa Helter, 21 Fern Lane.
- Tommaso and Elsa Latini, 22 Fern Lane.
- Peter Brastow and Carolyn Gencarella, 24 Fern Lane.
- Leslie Murphy, 28 Fern Lane.
- John and Laura Edgcomb, 64 Fern Lane. (Separate letter sent to Town)
- Rut and Scott Klempan, 159 Alder Ave

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live at: Susan Nelson & Teresa Heiter San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.
2. Violates the Town's ADU Guidelines for overall height, size, and location.
3. Flagrantly ignores the Town's requests for "Substantiating Documentation".
4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.
5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: Susan Nelson, Teresa Heiter

21 Fern Lane
San Anselmo

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live at: 22 FERN LANE San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.

2. Violates the Town's ADU Guidelines for overall height, size, and location.

3. Flagrantly ignores the Town's requests for "Substantiating Documentation".

4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.

5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: Tomaso B. Latini Elisa Latini

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live
at: 24 Fern Lane San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.

2. Violates the Town's ADU Guidelines for overall height, size, and location.

3. Flagrantly ignores the Town's requests for "Substantiating Documentation".

4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.

5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: PETER BRASTOW

Carolyn Gencarella

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live
at: LESLIE MURPHY San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.

2. Violates the Town's ADU Guidelines for overall height, size, and location.

3. Flagrantly ignores the Town's requests for "Substantiating Documentation".

4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.

5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: Leslie L Murphy

28 FERN LANE
San Anselmo

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live
at: RUT and SCOTT KLEMPAN San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.

2. Violates the Town's ADU Guidelines for overall height, size, and location.

3. Flagrantly ignores the Town's requests for "Substantiating Documentation".

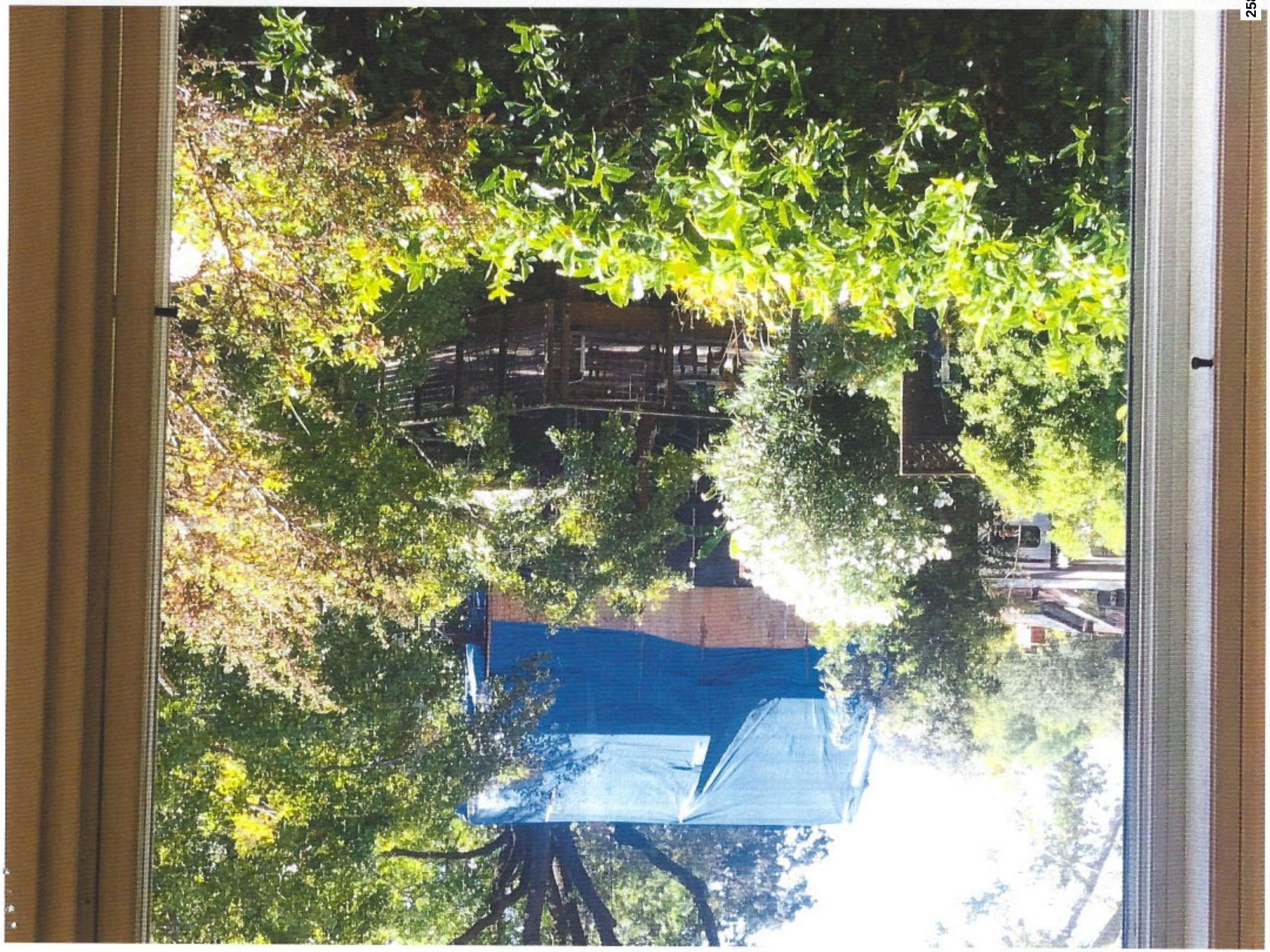
4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.

5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: Rut Klempan James Scott Klempan

[redacted] 159 ALDER AVE
San Anselmo



11/2/2022

My name is Susan Nelson. I have been a San Anselmo resident since 1967, currently living at 21 Fern Lane. Since 1993. My dealings with Ken Mayer have always been unpleasant. He is aggressive, vendictive and disrespectful to this neighborhood. He was asked not to park his very large trucks with trailers of building supplies, ATVs, his boat or other behind my carport as the street is narrow. Even after the police requested the same he has continued. It is difficult for me to back my car out and he deliberately parks obstructing me when the spaces in front of his residence are open. I am 82 years old and my daughter lives with me. Ken Mayer has verbally assaulted my daughter on numerous occasions while she was attempting to address situations at Archie Williams. He has followed her into the track and field screaming in her face regarding situations that are none of his business. We attempted to get a restraining order from the Sheriffs department but they were not much help. There is no talking to this man. He thinks he owns the street and can do as he likes.

On numerous occasions after our trash was picked up I found building supplies dumped in my cans. Tarps, large pieces of wood Etc. Ken Mayer told us we can move if we don't

To: Planning Commission, Town of San Anselmo

From: Leslie Murphy, 28 Fern Lane, SA

Re: 32 Fern Lane; Ken Mayer

I include a packet of correspondence regarding 32 Fern Lane and Ken Mayer.

- My problems began before he moved into the house to rent in 2011 or early 2012; Mayer built a shed at #32 too near our adjoining fence; this was without informing me or obtaining permission from the owner, Irene Johansson. This was the beginning of his arrogant behavior.
- Mayer has lied to my family regarding the building, claiming there was an existing structure on the property. My family knew there was not, as we have lived at #28 since 1976.
- Mayer telephoned Ms Johansson recently asking her to lie about fence lines.
- I was called by Elise Simonian in November of 2021. She was clear that Mayer must do a survey and go through the planning commission. She asked me about any prior structure at #32. Of course I told her there had been nothing on the site but the original house and detached garage. I have submitted a signed affidavit from Ms Johansson noting this fact. She did tell me there was a faucet in the middle of the yard. She is upset to learn a 90 year old historic house has been ruined by the new structure.
- Mayer sent a letter on January 1, 2022 to all home owners on Fern Ln except Leslie Murphy. He explained I was in favor of his construction.
- I then sent a petition to neighbors too obtain their input on the construction.
- We had a neighborhood meeting in my back yard, #28, with the Mayer family, trying to discuss our differences. Mayer refused to even consider any different proposals.
- He has threatened me at least twice. He has threatened Rut Klempan, who lives on Alder across the creek.
- He has a gun and has shot at the crows.
- Mayer told my son Sean Murphy, that he had "more cards to play".

Please consider the situation

From: Leslie Murphy [redacted]
Subject: Un-Permitted Construction at 32 Fern Lane
Date: August 12, 2022 at 7:54 PM
To: Heidi Scoble hscoble@townofsananselmo.org
Cc: Casillas Angel acasillas@townofsananselmo.org, Sean Condry scondry@townofsananselmo.org, Freeman Erica efreeman@townofsananselmo.org, Alexis Fineman afineman@townofsananselmo.org, Karene Alvarado [redacted]

Hello again, Heidi,

As I wrote earlier today, your quick response to my letter of 8/12/22 is encouraging. (I copy below your response of 8/12/2022.)
However the application needs to be 100% compliant and not just a partial or piecemeal application, once again delaying action.

It's also important that Ken Meyer pay all accumulated unpaid fines to date.

What is the process and timeline once he has submitted the application?

It should be noted that the Fern Lane neighbors and I want the right to express our opinion and objections.

Thank you again for your attention to this matter.

Leslie Murphy
28 Fern Lane, San Anselmo
[redacted]

Hi Leslie:

Thank you for reaching out. The Town has issued a 3rd Compliance letter to the property owner on July 25, 2022 and the owner has until August 25, 2022 to either demolish the structure or to submit an application for the after-the-fact approval of the Accessory Dwelling Unit. If the property owner does not adhere to either of the aforementioned options, then the Building/Planning/Code Enforcement Staff will bring forward to the Town Council consideration of a nuisance abatement hearing.

For more information on the code enforcement case, the best person to speak with is Angel Casillas, Code Enforcement Officer. Angel is copied on this email. Additionally, please let me know if you would like to schedule a meeting with the Planning/Building/Code Enforcement staff as all three Departments play an active role in this enforcement case.

Sincerely,

Heidi

From: Leslie Murphy <[redacted]
Subject: Fwd: Un-Permitted Construction at 32 Fern Lane
Date: July 14, 2022 at 11:50:02 AM PDT
To: Sean Murphy <[redacted], Murphy Conor [redacted], Ilana Murphy <[redacted]

----- Forwarded Message -----
From: Karene Alvarado <[redacted]
To: hscoble@townofsananselmo.org <hscoble@townofsananselmo.org>
Cc: Alexis Fineman <afineman@townofsananselmo.org>
Sent: Thursday, July 14, 2022 at 11:25:48 AM PDT
Subject: Fw: Un-Permitted Construction at 32 Fern Lane

Dear Ms. Scoble,

Per your request, I am forwarding my July 11 communication with Mr. Smeaton, including all attachments.

I would be happy to speak with you. You may reach me on my direct line at [redacted]

I appreciate your attention to this matter. My client has been surprised and frustrated by the apparent lack of movement from the Town on this issue. Aside from the personnel turnover at the Planning/Building Department, I suspect this may be caused in part by Mr. Mayer himself, who has made repeated misstatements to his neighbors and to the Town. He told his neighbors he had a permit for the work and that Ms. Murphy (his adjacent neighbor and my client) supported the project. More significantly, he filed fraudulent documents with the Town: his Site Plan falsely indicates an existing structure on the property (the Town was made aware of this issue in my April 25, 2022 letter to Ms. Semonian, attached).

It is not clear that all information and documentation regarding this un-permitted construction is being consistently shared amongst Town officials. This "splintering" effect appears to have worked in Mr. Mayer's favor.

Most concerning is that Mr. Mayer continues un-permitted construction on his property.

It would be helpful for you, Mayor Fineman, and Mr. Semonian to meet with my client and observe the illegal work at 32 Fern Lane.

Karene Alvarado, Esq.

-

General Affidavit of Irene Johansson

The within named person (Affiant), Irene Johansson, who is a resident of Contra Costa County, California, personally came and appeared before me, the undersigned Notary Public, and makes her statement, testimony and General Affidavit under oath or affirmation, in good faith, and under penalty of perjury, of sincere belief and personal knowledge that the following matters, facts, and things set forth are true and correct, to the best of her knowledge:

I owned the property located at 32 Fern Lane, San Anselmo, CA 94960 from 1963 to December 15, 2017, when I sold it to Ken Mayer.

During the time of my ownership of that property, there was no cottage or other structure on that property other than the main house and a detached one-car garage.

Dated this 7/26 day of 2022

Irene Johansson

Irene Johansson

Affiant

State of California

County of Contra Costa

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to, or affirmed, before me on this 26 day of April 2022, by Affiant Irene Johansson.

Signature of Notary Public

HEATHER SUMMERS
Notary Public - California
Contra Costa County
Commission # 2301814
My Comm. Expires Aug 17, 2023

My commission expires: Aug. 17 2023

Karene I. Alvarado

Attorney at Law

Ms. Elise Semonian
Planning Director
Town of San Anselmo
525 San Anselmo Ave.
San Anselmo, CA 94960
VIA E-Mail Only: Planning@TownofSanAnselmo.org

April 25, 2022

Re: Site Plan for 32 Fern Lane, San Anselmo

Dear Ms. Semonian:

I am writing on behalf of Leslie Murphy, who lives at 28 Fern Lane, San Anselmo. Leslie lives next door to Ken Meyer, who owns the property at 32 Fern Lane in San Anselmo.

Mr. Meyer recently submitted a site plan for his property at 32 Fern Lane. The site plan indicates a proposal to include an addition to an existing structure on his property, labeled on the plan "cottage".

The reference on the site plan to an existing cottage is misleading at best and false at worst. Ms. Murphy has lived next door since 1976 and can attest that there was no structure on the property at 32 Fern Lane other than the main house and detached garage. More significantly, the prior owner of the property at 32 Fern Lane, who owned the property from 1963 through 2017, when she sold it to Mr. Meyer, will aver that there was no cottage or other structure on that property other than the main house and detached garage.

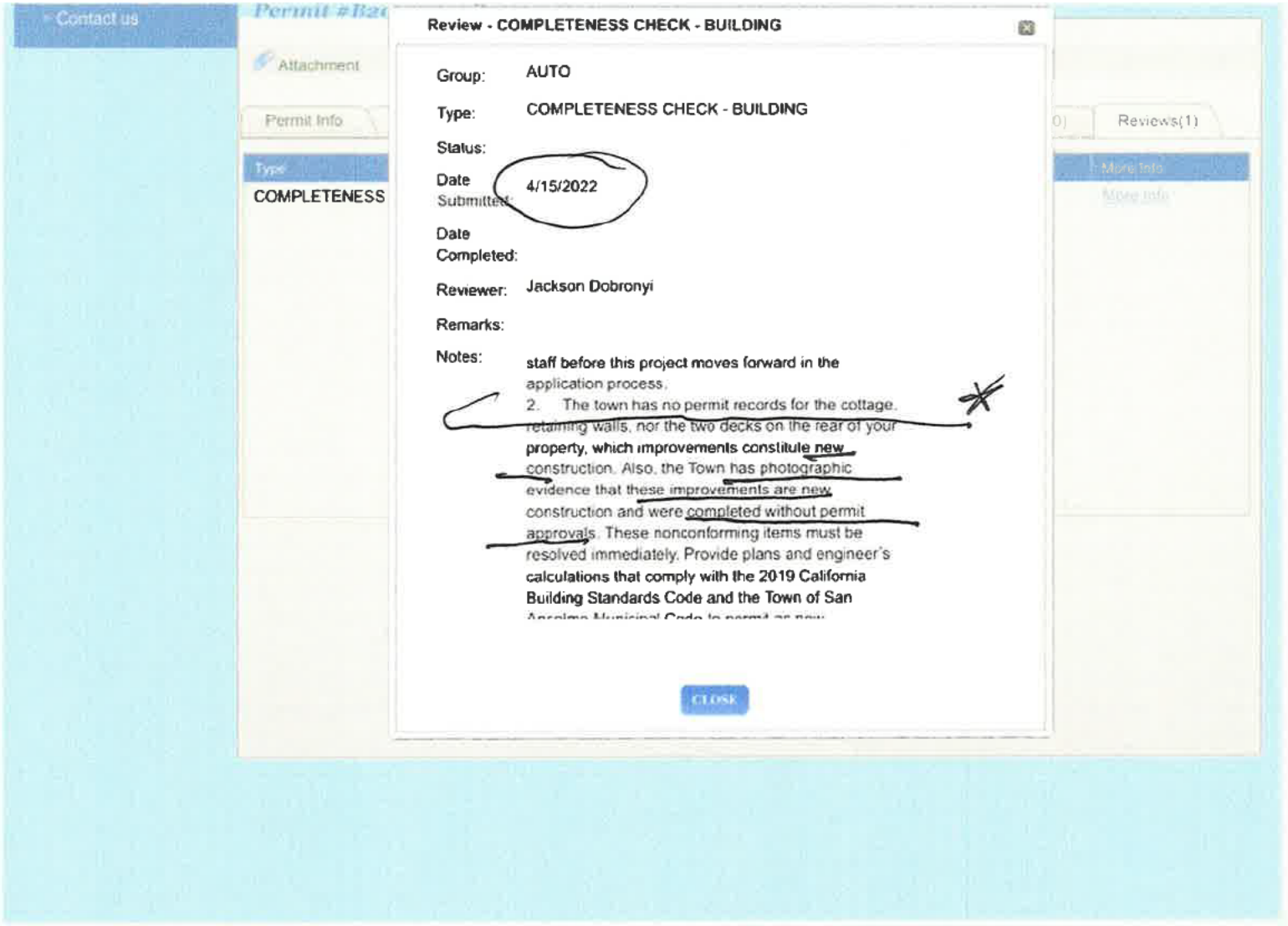
We request that the Town of San Anselmo fully review the un-permitted new construction at 32 Fern Lane, San Anselmo and ensure that Mr. Meyer and any new construction at his property fully conform with Town policies, plans and regulations, including its impact on neighbors.

Thank you for your attention to this matter.

Very Truly Yours,

Karene I. Alvarado

Karene I. Alvarado, Esq.
455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • 415 865-7761 • Email • karene_alvarado@yahoo.com



The Town of San Anselmo, CA makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation. Utilization of this website indicates understanding and acceptance of this statement.

TOWN OF
SAN ANSELMO
EST. 1907

Alexis Fineman
Mayor

Steve Burdo
Vice Mayor

Brian Colbert
Council Member

Ford Greene
Council Member

Eileen Burke
Council Member

Town of San Anselmo
525 San Anselmo Avenue, San Anselmo, CA 94960-2682
(415) 258-4616
www.townofsananselmo.org

Via Certified Mail

3/15/2022

Kenneth Mayer
32 Fern Lane
San Anselmo, CA 94960
APN: 007-041-07
Town Case Number: AB2021-0114

Re: **32 Fern Lane, San Anselmo; 2nd Compliance Order**

Dear Mr. Mayer,

This letter is to inform you that you are required to submit all permit applications and plans for your property located at 32 Fern Lane within 30 days from the date of this letter, as detailed below. Failure to submit a complete application within this time frame may result in a nuisance abatement hearing before the Town Council.

The Town has made several attempts to work with you to remedy the multiple violations and unpermitted construction on your property.

On September 27, 2021, the Town posted a stop work order on your property after receiving complaints of illegal work (See Attached). The Town followed up by sending you a Compliance Order on September 29, 2021 (See Attached). After receiving several complaints of more illegal construction the Town posted another stop work order on March 3, 2022 (See Attached). On March 15, 2022, the Town has sent you a 2nd compliance letter.

You are required to submit the following:

1. A building permit application for the Accessory Dwelling Unit and all construction without permits including the rear deck and landscaping. The newly erected structure is in violation of San Anselmo Municipal Code ("SAMC") SAMC § 9-1.501, SAMC § Title 10, Chapter 6. A survey is also required for all structures within 15 feet of the top bank of the creek and AE Flood Zone. The submitted drawing set shall include a site plan, existing and proposed floor plans with grid lines, elevations, and details. The existing floor plans shall document the structure before any illegal construction occurred. The proposed plans shall document any illegal construction and any new proposed construction. This list of required drawings is not all-encompassing, please see the Town's Permit Process document at the link below. Once the building permit application is received, the Towns' departments: Building, Fire, Planning, and Public Works will establish if more information or documentation is required to approve the application.
https://www.townofsananselmo.org/81/Permit-Center

The Town will seek a determination from the City Council: 1) that your property constitutes a public nuisance to be abated immediately; and 2) imposing administrative enforcement and hearing costs, (including attorney's fees), and a daily penalty of up to $1,000 per day. (SAMC §§ 1-2.01 through 1-2.12.)

The Town Council is authorized to declare your property a nuisance, order abatement, and impose all costs and penalties even if you do not participate in the Administrative Nuisance Abatement Hearing. (SAMC § 1-2.05.)

If you do not abate the nuisance as directed by the Town Council, the Town will abate the nuisance directly, and the expense of such abatement shall constitute your personal obligation. (SAMC § 1-2.06.) Said costs, including attorney's fees, shall constitute a special assessment against your property and will be subject to the same collection and enforcement as municipal taxes. (SAMC § 1-2.06.)

The Town has made multiple attempts to gain your voluntary compliance to remedy the nuisance conditions on your property, as follows:

- September 27, 2021 – Town posted a stop-work order on your property after receiving a complaint of illegal work. A red tag was posted on your mailbox.
- September 29, 2021 – Town sent a compliance letter delivered by U.S. Mail.
- March 3, 2022 – Town posted a 2nd stop-work order on your property as complaints continue to come in regarding illegal work.
- March 15, 2022 – Town sent a 2nd compliance letter delivered by U.S. Mail.

Your property is in violation of the following codes:

- SAMC § 1-2.03: structure or condition on property rendering property dangerous or harmful.
- SAMC § 9-1.601: building or structure in a state of partial construction for an extended period.
- California Fire Code § 304.1, incorporated by SAMC § 3-3.801: accumulation of debris and rubbish on the property and in buildings or structures creating a fire hazard.
- California Civil Code § 3479 as a condition that is injurious to health.
- California Health and Safety Code § 17920.3(b): substandard building due to structural hazards; accumulation of weeds, vegetation, debris, and garbage; unsafe due to inadequate maintenance.
- California Health and Safety Code § 17920.3(a): substandard building due to inadequate sanitation including general dilapidation or improper maintenance.

Regards,

Erica Freeman
Building Official
Town of San Anselmo

cc: Sean Condry, San Anselmo Public Works Director
Elise Semonian, Planning Director, Town of San Anselmo
Angel Casillas, Code Enforcement Officer, Town of San Anselmo

Attachments:

1. September 27, 2021 – Image of stop-work order
2. September 29, 2021 – First compliance order.
3. March 3, 2022 – Image of 2nd stop-work order.
4. March 15, 2022 – Second Compliance order

Karene I. Alvarado

Attorney at Law

January 31, 2022

Ms. Elise Semonian
Planning Director
Town of San Anselmo
525 San Anselmo Ave.
San Anselmo, CA 94960

VIA U.S. Mail and E-Mail: Planning@TownofSanAnselmo.org

January 31, 2022

Re: Un-Permitted Construction at 32 Fern Lane, San Anselmo

Dear Ms. Semonian:

I am writing on behalf of Leslie Murphy, who lives at 28 Fern Lane, San Anselmo. Leslie lives next door to Ken Meyer, who owns the property at 32 Fern Lane in San Anselmo. As you know, Mr. Meyer has constructed a two-story, 600 square-foot, detached accessory building on his property. The building is intended as a residential unit and does comply with one or more of the required setbacks. Because Mr. Meyer did not complete the required permit process prior to starting the work, the town red tagged this construction.

Ms. Murphy was not informed about the design of the construction before it was built. More importantly, she finds her enjoyment of her property negatively impacted by un-permitted structure. Consequently, she is opposed to the construction.

We request that the Town of San Anselmo review the un-permitted construction at 32 Fern Lane, San Anselmo and ensure that Mr. Meyer and any new construction at his property fully conform with Town policies, plans and regulations, including its impact on neighbors.

Thank you for your attention to this matter.

Very Truly Yours,

Karene I. Alvarado

Karene I. Alvarado, Esq.

455 Golden Gate Avenue • San Francisco • CA • 94102
Telephone • 415 865-7761 • Email • karene_alvarado@yahoo.com

E Mail: [redacted]

22 Fern Lane
San Anselmo California, 94960
USA

From: [redacted]
Sent: Saturday, January 1, 2022 12:05:07 PM
To: 'Tommaso Latini' [redacted]; 'Elsa Latini' [redacted]
Cc: [redacted]
Subject: FW: That darn blue tarp.

Good Morning Tommaso and Elsa,

Happy New Year.....

As I mentioned to your neighbors Peter/Carloyn and I think you are aware. I am in the process (final) of getting ready to submit my revised building permit application. I'm checking to see if you have any concerns and would consider to support if asked. Please note that I'm good if you choose otherwise and will have no effect on our relationship.

320 SF foot print (24'tall) along my east property line with Jim School (36 Fern Lane) support. There will be three transom windows for light (sill over 6'tall) to the west and three to the east in the shed dormer. These will have basically no impact (privacy) of any of the neighbors on Fern Lane.

Thanks
Ken Mayer

From: Kenneth Mayer [redacted]
Sent: Wednesday, December 29, 2021 4:38 PM
To: [redacted]
Cc: [redacted]
Subject: That darn blue tarp.

Happy New Year Peter and Carolyn,

I am in the final stage of resubmitting my building application for the rear yard cottage. I was asked to check with my neighbor if there are any objections?

Scott/Rut across the creek currently (of my knowledge) are not in favor of this structure

Checking to see where you folks sit on the matter.

Thanks,

Ken Mayer

*Not sure if you received my prior note (see below).

Evening Carolyn and Peter

Quick follow up regarding our brief conversation on Sunday. We are in the process of updating the permit process pertaining to our rear yard cottage (for my daughter Josie) along east property line (Jim's). Happy to give a tour or a closer look if you are interested. The architecture, colors and finish of the cottage to match our main house and garage. There should be No privacy or sunlight loss to the neighbors.

It's pretty important to me to have a respectful, neighborly relationship with all my neighbors. My apologies for not sharing this project at a earlier date. I had the time and my daughter was asking when. The goal is to make the cottage as functional as possible with a minimal foot print and hopefully effect my neighbors as little as possible. Part of the process was to share the design with the neighbors prior to construction, my apologies.

There will be three small windows facing your place on the upper floor at the shed dormer. They are up high (like a transom window). I will try (maybe sooner than later) to screen the structure with landscaping.

Ken Mayer

32 Fern Lane

[redacted]

January 19, 2022

Planning Commission
Town of San Anselmo

RE: Property at 32 Fern Lane; Ken Meyer

I am enclosing an email I sent to neighbors on Fern Lane on 1/16/22. We are all concerned with the structure Ken Meyer has put up. He only notified his immediate neighbor, Jim Scholl, of this. Ken is now soliciting support from the same neighbors, and on 1/1/22 he sent an email to neighbors telling them that I support his new structure along with the parking he will make available for his fleet of cars – 6 and counting. I sent my email to notify everyone that I do not support what he has built. I hardly support anything else he has done with the property.

The additional structure was built without notifying me. (As was the shed he constructed before moving into the property.) I know now that he did not notify the town and did not obtain a permit for the building.

I think residents can make changes and additions to their property; this is only if they notify all neighbors and go through the proper paperwork for approval with the city or town. He has done none of this, as we know now. Today the illegal structure is very ugly. It is taller than the home and looks like a sailing ship from my yard, #28. I would propose the entire structure come down and be re-done. If the builder (Ken Meyer) wants to match the existing home, he should lower the roof of the new construction by 50%. It could be level with the existing garage.

I also worry about the impact of the work he does next to our creek. Our properties lie next to the San Anselmo Creek. The creek changes course, and this has been impacted by climate change. I have lived at #28 Fern Lane since 1976. I believe I have lost 10 feet of creek property due to flooding. I hope the Commission is looking at the deck or new structure next to the creek. I assume there will be an environmental report also.

These are my concerns. Please keep me apprised of what transpires at the Commission level. I understand Ken Meyer has yet to submit the permit application, so you have not made any decisions.

Thank you for your attention.

Leslie Murphy
[redacted]

November 15, 2021

To: Planning Commission San Anselmo

From: Leslie Murphy, 28 Fern Lane, San Anselmo

I am enclosing a list signed by myself and some neighbors regarding the construction by Ken Meyer at #32 Fern Lane. We are very troubled by this construction. I personally was never informed, and the "cottage" seemed to go up in a day. I know now that the building was unpermitted. I assume the Planning Commission has begun to question this project.

I have also been bothered for some years by the shed Ken Meyer built on our property line. Again, I was never informed that this shed was going to be built. I believe it is too near the property line and therefore also may be illegal. He built this before he moved into #32 Fern, which he was renting at the time.

Please consider that I am now waging a complaint on both these projects. Ken and I have spoken about these projects; it is time now for me to bring my concerns to the town.

Thank you for your attention.

Leslie Murphy

28 Fern Lane

[redacted]

San Anselmo Planning
San Anselmo Planning Commission

planning@townofsananselmo.org

November 3, 2022

Re: Project No. PRO2022-0063; CUP for 32 Fern Lane ADU.

To the Planning Dept. and Planning Commission:

I write with my brief comments on the upcoming hearing to consider a CUP to approve an after-the-fact construction of an over-height ADU by Builder/Designer Ken Mayer at 32 Fern Lane.

I live at 64 Fern Lane, two houses down Fern Lane. The first time this project came to my attention was when Ken started raising the second floor and roof of the new ADU, which I could plainly see from my office window. I attach a photograph showing the view from my office. The view from our master bedroom french doors is similar. I was surprised Ken was building this ADU to this height without my having received any notice. I later learned he built it without applying for a building permit or consulting some of his most affected neighbors. Other neighbors complained and the project was halted. Now, unfortunately, instead of commenting on a proposed structure, I am commenting on an after-the-fact CUP application.

I have no issue with Ken building an ADU. My only issue is the height of the ADU constructed. As I understand it, the Town Code was recently amended to allow ADU maximum roof heights to be increased from 14' to 16'. Presumably, that allowed sufficient height to comfortably construct two-story ADUs without the appearance of a second house having been constructed. But going by the plans, Ken's new structure is said to be 23'3" high. I assume the Town has measured the height of the already constructed ADU to confirm that it is actually built to that height. If not, I request the Town do so before the hearing to confirm its actual height. In any case, 23'3" is 7'3" above the recently increased

maximum height allowed for ADUs of 16', or about 45% higher. At that height, the structure is apparently the same height as the main house, significantly more visible to many of the neighbors, including me, and therefore objectionable. I would request that the Town limit the ADU to a height closer to 16' by lowering room heights (currently listed on the drawings as 8'3" and 8'1") and/or requiring a flat or less pitched roof, thereby avoiding the current "two house" look. This could be done while retaining the two-story construction. Limiting the height would also create an appropriate precedent for the Town generally, while granting an after-the-fact CUP at this height would encourage similar over-height ADU construction, which would defeat the purpose of the current 16' height limit.

Sincerely,

John Edgcomb

32 Fern Lane
ADU

From: [redacted]
To: Heidi Scoble; Lindsey Klein
Subject: Mayer 32 Fern Ln "Rear yard cottage"
Date: Monday, November 7, 2022 5:56:15 PM

CAUTION: External Sender

HI Heidi and Lindsey,

I wanted to write in to support Ken Mayer and his cottage project. I have known Ken since moving to Merced Ave in San Anselmo in 2009. Ken and his wife helped us organize a yearly neighborhood potluck and have always been respectful neighbors.

While I know that the project was not begun with proper permits, I do believe the project fits the character of the neighborhood and helps with the housing needs of our community. We need more housing of moderate "starter" size. Our state has specifically allowed and encouraged this type of Infill housing. It is close to transportation and walkable to grocery and services.

Regards,

Peter Charles
[redacted] Merced Ave.

From: [redacted]
To: Lindsey Klein; Heidi Scoble
Subject: Support for 32 Fern
Date: Thursday, November 10, 2022 1:31:27 PM

CAUTION: External Sender

To Whom it May Concern;

I write in support of Ken and Gwen Mayer's ADU project at 32 Fern.

As San Anselmo grapples with a severe lack of adequate housing, the Mayer's project seems to be a great addition to existing housing stock. As you know, the State of California has been passing many new laws to force municipalities to build more housing; I think this is a perfect example of what the spirit of those laws seeks to mandate throughout the state, and particularly in wealthy, segregated communities such as ours.

The Mayer's cottage has been carefully designed to mirror the rooflines of their Tudor Revival main house, and building higher (two stories) prevents more ground from being paved, or covered in non-permeable surfaces, which contributes to poor drainage conditions in the valley, and flooding.

As a neighbor who lives nearby, I often stop to chat with Ken and Gwen, and appreciate their warmth and friendliness.

I understand that proper permits were not initiated prior to this project's build. However, it is my understanding that Ken has paid his fines and squared up with the town. In addition, we were in a once-in-a-lifetime global pandemic, and many things fell by the wayside for many folks.

I hope that you will take my thoughts into consideration, and that you will choose to support and authorize this cottage.

Sincerely,

Eileen C. Brown

--
Eileen Cohune Brown, LMFT
She/Her/Hers
Psychotherapy for Adults and Youth
On Coast Miwok Land
[redacted]

CONFIDENTIALITY NOTICE: This email is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. Access to this email by anyone other than the addressee is prohibited without prior approval. Please note that electronic communications cannot be considered either private or confidential, although every effort will be made to provide the highest security in sending/receiving and storage of your communications. If you received this email transmission in error, please notify the sender by reply email or by telephone and delete the transmission.

From: permits
To: Lindsey Klein
Subject: FW: Support for 32 fern lane project
Date: Wednesday, November 16, 2022 10:49:55 AM

FYI

From: walter kopp <[redacted]>
Date: Wednesday, November 16, 2022 at 10:42 AM
To: Sean Condry <scondry@townofsananselmo.org>, Heidi Scoble <hscoble@townofsananselmo.org>, permits <permits@townofsananselmo.org>
Subject: Fwd: Support for 32 fern lane project

CAUTION: External Sender

Here is my letter of support for ken Mayer and his project. Looking at buildings shown on google maps there is another building behind his current house. It is my understanding that there was an old foundation for an old garage in his back yard. His new structure is within the latest state requirements for a ADU. please consider approval. I live at 19 fern lane.

---------- Forwarded message ---------
From: **walter kopp** <[redacted]com>
Date: Wed, Nov 2, 2022 at 3:51 PM
Subject: Support for 32 fern lane project
To: <permits@townofsananselmo.org>

I support this project. We do not have enough housing in san anselmo and this will help san anselmo to reach our mandated housing goals.

The project is reasonable and consistent with the housing in the community. It is set back in the property and optimizes adequate space on a small foot print. Most of the neighbors who are impacted by this project have not registered significant objections. Some oppose the project because they don't want more housing in our community. If we don't allow projects like this san anselmo may be forced to build large block housing buildings to meet housing requirements.

Clearly Ken made a mistake by starting this project without approval but his heart was in the right place and he needed to keep his staff busy during the pandemic and he needed to build housing for his daughter who has been living in a trailer on site for the past few years

Ken and Gwen are good people and good neighbors. They have raised good children. In a neighborhood of mostly professionals and executives it's nice to have working people who have lived here their entire lives in marin

I would be glad to add additional comments in support of this project if requested

--
Walter Kopp
[redacted]
--
Walter Kopp
[redacted]

MINUTES
TOWN OF SAN ANSELMO PLANNING COMMISSION
Monday, November 21, 2022
This meeting was conducted via Zoom

Commissioners Present:	Chair Thomas Tunny Jennifer Asselstine Tim Heiman Kim Pipkin Danny Krebs Gary Smith Peter Strauss
Staff Present:	Planning Director Heidi Scoble Public Works Director Sean Condry Building Official Erica Freeman Senior Planner Lindsay Kline

1. Call to Order

Chair Tunny opened the meeting at 7:00 p.m.

2. Open Time for Public Expression

There were no comments.

3. Planning Directors Report
- Staff continues to work on the Housing Element and other housing initiatives.
- The Town Council held a Public Hearing and voted to adopt the first reading of an ordinance regarding regulations for accessory dwelling units (ADU). The regulations will go into effect next year.

4. Approval of Minutes
   A. Approve minutes from the June 23, 2022, October 17, 2022, and November 7, 2022 meeting

M/s, Krebs/Asselstine, motion to approve the June 23, 2022 minutes as submitted.
Ayes: Asselstine, Heiman, Krebs, Chair Tunny
Abstain: Pipkin, Smith, Strauss

M/s, Pipkin/Heiman, motion to approve the October 17, 2022 minutes as submitted.
Ayes: Asselstine, Heiman, Krebs, Pipkin, Smith, Strauss, Chair Tunny

M/s, Krebs/Asselstine, motion to approve the November 7, 2022 minutes as submitted.
Ayes: Asselstine, Krebs, Pipkin, Smith, Chair Tunny
Abstain: Heiman, Strauss

6. Public Hearings
   A. Accessory Dwelling Unit, 32 Fern Ln., Project # PRO 2022-0063
      Conditional Use Permit to allow for the after-the-fact approval of a two-story

accessory dwelling unit (ADU) and associated structures. The project is not subject to categorical exemption pursuant to CEQA and required further environmental review and analysis.

Senior Planner Kline presented the staff report. Staff answered questions from the Commission regarding the transportation hub criteria; the sixteen foot vs. eighteen foot height limitation; major transportation centers other than the hub; whether the deck and the ADU cottage both encroach into the fifteen foot setback from the creek bank; if people who live on the creek on a small lot would face similar challenges; how the fifteen foot setback is measured; if the deck and storage shed were pre-existing; the September 27, 2021 Stop Work Order; the purpose of the Compliance Order; the evidence that work continued after the Stop Work Order was issued; if a ministerial ADU would require a Conditional Use Permit (CUP); if the encroachment into the 15-foot setback requires a CUP; watercourse permits and ADUs; the three Findings including the one related to Health and Safety; how the Town will communicate the new legislation; discretionary vs. ministerial review and approval.

Public Works Director Condry clarified that the deck was over the creek and the ADU structure is on the edge of the bank and well within the fifteen foot setback.

Chair Tunny opened the Public Hearing.

Mr. Kevin Mayer, applicant, made the following comments:
- He is not sure that the information coming from the Planning Department and the neighbors illustrates the project and where they are as a family.
- He has a different point of view.
- He created a series of documents including communication with the Planning Department, the Compliance Letter, the Stop Work Order, the Conditional Use Permit, the recommendation, and Zoning Ordinance Compliance.
- There is an issue about whether this is a remodel of an ADU. It started as a remodel, and should have been limited to a second story, but it rolled into an ADU.
- The laws are changing.
- There are people who support this.
- He should not have done this the way he did it. He is trying to fix things.
- The structure was a one-story for a long time. He added a second story and matched the roof.
- There are no privacy issues with respect to the second story windows.
- The neighbor's complaints are unjustified.
- There has not been any work done after he got the September 27th Stop Work notice.
- He would be happy to answer some questions.

Gwen made the following comments:
- The letters from the neighbors were overwhelming.
- Other neighbors have unpermitted ADUs.
- There was information missing in the staff report including letters of support.
- The structure is not in the creek and they do not experience flooding.

Commissioner Smith asked if they met with the Building or Planning Department prior to starting any work on the site. Mr. Meyer stated "no". There was a foundation in the back yard and they built in the same exact footprint as the previous garage. This was a mistake and he now would like it to be one of the Town's RHNA units.

Commissioner Heiman asked if there was an existing foundation. Mr. Meyer stated “yes”. They built the one story and then modified it to a two-story structure. He has a photograph of the existing foundation.

Commissioner Pipkin asked if it has been made clear to the applicant what needs to be done to bring the project into compliance. Building Official Freeman stated the applicant received a checklist from the Permit Technician. Work in the creek would require a Watercourse Permit. Public Works Director Condry stated Mr. Meyer, as a contractor, is familiar with the process.

Mr. Latine, Fern Lane, made the following comments:
- There has been a history of flooding and undermining of non-engineer structures in that part of the creek.
- The previous owner said in an affidavit that there was no other structure on the property.
- He has asked the applicant to revise the structure so it is not an obstruction in terms of its height to the neighbors. He said “no”.
- He does not have a problem with an ADU on the property.

Ms. Leslie Murphy, Fern Lane, made the following comments:
- She obtained the affidavit from the prior owner.
- There was never a foundation or deck.
- The applicant built a shed next to her property line without consent.

A resident of Fern Lane made the following comments:
- The applicant is difficult to deal with.

Planning Director Scoble asked everyone to speak on the merits of the project.

Ms. Ruth Clempton, Alder Avenue, made the following comments:
- She lives across the creek from the subject property.
- She had to build a retaining wall in the creek years ago and it was a major ordeal in terms of conforming to the regulations.
- The work the applicant has done without permits is unfortunate.

Mr. Peter Brasco, Fern Lane, made the following comments:
- Building has been going on up and down the creek for decades.
- He is concerned about the view of the structure from his windows.
- This project is another transgression on the creek.

Mr. Mayer made the following comment:
- The documents he submitted includes pictures of the creek.

Chair Tunny closed the Public Hearing.

Commissioner Pipken provided the following comments:
- She is familiar with Fern Avenue since she lived nearby.
- Some of the neighbor’s comments were not relevant and a part of her thinks this is not a fair hearing- it is biased.

Commissioner Krebs provided the following comments:
- The hearing should be focused on the basis for granting the CUP.

- One of the goals of the Commission is for the applicant to meet with the neighbors and/or give notice about his or her plans and to find compromises.
- The Commission is capable of giving a fair and unbiased decision.

Commissioner Asselstine provided the following comment:
- She agreed with Commissioner Krebs.

Commissioner Strauss provided the following comments:
- The issues are as follows: the history of construction (Stop Work Orders, etc.), the existing structure and when it was built, the merits of the ADU as currently proposed and constructed.
- Something was done illegally and was stopped and perhaps stopped again. This is not relevant to the current merits of what is on the property.
- The presence of a foundation does not give a property owner the right to build a structure on the existing foundation.
- The Watercourse issue, the 15-foot setback from the top of the creek, the side yard setback (5 feet instead of 8 feet), and the height (23 feet vs. the allowable 16 feet) should be discussed.
- He asked the applicant why an excess of seven-feet, three- inches in height is appropriate. Mr. Mayer stated the question is whether they are looking at this in terms of a November or January date when everything changes. It is difficult to do two-stories at sixteen feet.

Commissioner Heiman provided the following comments:
- The issue regarding the Stop Work Order and whether or not work continued is not relevant.
- The project was built without plans submitted to or review by the Town.
- The existence of a foundation does not give a property owner the right to build on it.
- They need to look at the merits of the project as currently constructed.
- He could not make the Findings for the Conditional Use Permit as outlined in the staff report.
- Perhaps the project could be modified to meet the ministerial requirements (one story for an ADU).
- SB 9 could provide an avenue for the applicant.

Commissioner Smith provided the following comments:
- He agreed with Commissioner Strauss and Heiman.
- He would find it difficult to approve a CUP since the project does not comply with current code or the anticipated 2023 code.
- He asked if the applicant would be able to modify the project after resubmitting compliant plans (either current or 2023 code). Planning Director Scoble stated staff offered this as a ministerial option in September. It would be allowed by right and require a Building Permit.

Commissioner Pipkin provided the following comments:
- The Town has a mandate to encourage ADUs and increase the housing stock.
- She wants to see the project become compliant.

Chair Tunny provided the following comments:
- The issue before the Commission is the CUP.
- It is up to the applicant to figure out what could work.

Commissioner Asselstine provided the following comments:
- She cannot support the CUP since the Findings cannot be made.
- The structure is located in critical area- 15-feet from the top of the bank of the creek. She is concerned about the stability of the creek.
- She cannot make the Findings for a second story at this location.
- Not approving this project does not mean they are not following the mandate for more housing.

Commissioner Krebs provided the following comments:
- There is no basis for granting the CUP.
- The structure is too close to the creek bank and it affects the health and safety of the Town.
- The height of the building far exceeds what is permitted under current as well as future law.
- One of the goals of the Commission is to promote housing, within the rules, as mandated by the State.
- This project does not follow the rules.
- He supported the staff report and would vote to deny the CUP.

Chair Tunny provided the following comments:
- He could not make the Findings to grant the CUP.
- He would vote to deny the application.

M/s, Krebs/Heiman, motion to approve the staff report and deny the Conditional Use Permit submitted for 32 Fern Ln., Project # PRO 2022-0063, based on the inability to make the Findings.
Ayes: Asselstine, Heiman, Krebs, Smith, Strauss, Chair Tunny
Abstain: Pipkin

Chair Tunny stated there is a 10-day appeal period.

The Commission took a 5-minute break at 9:00 p.m.

B. Project Extension, 15 Yolanda Dr. Project No. PRO-2022-0082
A one-year extension to previously approved Project PRO2019-0010 subject to findings and conditions in the July 1, 2019 staff report. The project is CEQA Categorically Exempt under a Class 1 exemption for “Existing Facilities” and under Class 3 for “Conversion of small structures” pursuant to 14 CCR Sections 15301(l) and 15303(a)

Commissioner Krebs recused himself from this item.

Senior Planner Kline presented the staff report. She answered questions from the Commission regarding how the application was affected by the pandemic; how this application differs from another applications that missed its deadline; examples of “good cause”; what has to happen in the one year time period; if there were previous concerns about the project; if aspects of the project have changed.

Chair Tunny opened the Public Hearing.

Planning Director Scoble stated the applicant was not in the audience.

There were no comments from the public.

Chair Tunny closed the Public Hearing.

Commissioner Heiman provided the following comment:
- He supports the staff report and the request for a one-year extension.

Commissioner Strauss provided the following comment:
- He supports the extension- it makes sense.

Commissioner Smith provided the following comments:
- He discussed the conditions during COVID.
- Approving the extension is warranted.

Commissioner Pipkin provided the following comments:
- She asked about the rules when the applicant is not at the meeting. Planning Director Scoble stated the Commission can move forward and take action or continue the item.
- She is concerned that she has no context.
- She is fine with the staff report.

M/s, Heiman/Pipkin, motion to approve the staff report and the request for an extension based on the findings and conditions set forth in the staff report.
Ayes: Asselstine, Heiman, Pipkin, Smith, Strauss, Chair Tunny
Recused: Krebs

Chair Tunny stated there is a 10-day appeal period.

Commissioner Krebs returned to the meeting.

C. Conditional Use Permit, 570 San Anselmo Ave., Project No. PRO-2022-0067 Conditional Use Permit to allow for instructional on-site alcohol tasting as an ancillary use to the existing off-sale beer and wine use, an increase from two to four total employees at any one time on the site, and the extension of hours from 8:00 p.m. to 9:00 p.m. on Friday and Saturday evenings. The project is categorically exempt under CEQA Class 1 exemption for “Existing Facilities” pursuant to 14 CCR Section 15301(a).

Senior Planner Kline presented the staff report. She answered questions from the Commission regarding instruction and educational tastings; location of bathrooms; how the shared bathroom would work; hours for tasting.

Chair Tunny opened the Public Hearing.

Margaret and David, applicants, made the following comments:
- This is a small tweak to what they are already doing.
- This minor addition to the existing license would allow them more options including additional programming.
- This is a retail shop with to-go sales of wine, beer, and gifts.
- The tasting aspect is minimal and very controlled- like a sample at Costco.

There were no comments from the public.

Chair Tunny closed the Public Hearing.

Commissioner Strauss provided the following comments:
- The business has been great for the downtown.
- He supports the request.

Commissioner Krebs provided the following comments:
- This is a minor change in the current use.
- The request will not result in crowds lining up looking for wine tastings.
- He supports the application.

Commissioner Pipkin provided the following comments:
- This is unique and it would bring new people into Town.
- She supports the application.

M/s, Krebs/Strauss, motion to approve the project based on the findings and conditions set forth in the staff report.
Ayes: Asselstine, Heiman, Krebs, Pipkin, Smith, Strauss, Chair Tunny

Chair Tunny stated there is a 10-day appeal period.

D. Conditional Use Permit and Design Review, 1 Saunders Ave., Project No. PRO-2022-0079 Conditional Use Permit Amendment to allow a single-family dwelling on a commercially zoned property and Design Review for exterior modifications to windows and doors. The project is categorically exempt under CEQA Class 1 exemption for "Existing Facilities" pursuant to 14 CCR Section 15301(a).

Senior Planner Kline presented the staff report. She answered questions from the Commission regarding the elevations and the directions they face; if most of the work will be interior; the Construction Management Plan; proposed fenestration; the scope of the Commission's review; if "live/work" units count towards the RHNA numbers.

Chair Tunny opened the Public Hearing.

Will, applicant made the following comments:
- They recently bought the building.
- They were incorrectly using the "live/work" designation.
- They are changing the window on the Center side by replacing the glazing unit in the same opening. It will be replaced in kind.
- They moved the bathtub from the being in the window. The window movement will align with the bathtub.
- The small square bathroom window in the back parking lot yard area will shift slightly.
- They are not creating a sliding door but rather adding a side window in the place of a rotted out French door.
- Design Review is required for any exterior changes in the C-1 Zoning District.
- They want to submit for a Building Permit as soon as possible so they can call this place home.

Commissioner Asselstine asked for examples how the process would change going from "live/work" to strictly residential. The applicant responded there is not a lot of precedence for the "live/work" designation in Marin County. There are additional costs for commercial

renovations and there seems to be a different language among the various departments (Planning, Building, Fire, etc.).

Commissioner Asselstine referred to the parking and asked if clients would be coming to the property. Will stated that is not the plan.

Commissioner Heiman asked about the location of the parking. Will stated a Variance was required because they are parking in the side setback. The residential parking requirement is for two spots.

Commissioner Smith asked about access to the second story storage area. Will stated there will be an access door from a walk-in closet.

There were no comments from the public.

Chair Tunny closed the Public Hearing.

Commissioner Pipkin provided the following comments:
- She is excited about the project- she loves that building.
- There are opportunities for the Town to look at adaptive reuse or conversion of commercial space into residential.
- People are working from home.
- Please keep the beautiful stained glass window.
- She supports the project.

Commissioner Asselstine provided the following comments:
- She was disappointed in losing a “live/work” category in this community since it would have set a precedent but she acknowledged the burden it would put on the applicants.
- She supports the request.

Commissioner Strauss provided the following comments:
- This is a prominent building on Center Boulevard.
- This is a great reuse of the building.
- He supports the project.

Commissioner Heiman provided the following comments:
- This is essentially the same project that was reviewed by the Commission in March.
- The exterior modifications are acceptable.
- Two parking spaces are sufficient for residential use.
- He supports the project.

Commissioner Krebs provided the following comments:
- This is a great project that will fit in with the neighborhood.
- He supports the project.

Commissioner Smith provided the following comment:
- This is a great neighborhood.

Chair Tunny provided the following comment:
- He supports the project.

M/s, Strauss/Pipkin, motion to approve the project based on the findings and conditions set forth in the staff report.
Ayes: Asselstine, Heiman, Krebs, Pipkin, Smith, Strauss, Chair Tunny

Chair Tunny stated there is a 10-day appeal period.

6. Future Agenda Items and/or Commissioner Reports

Commissioner Asselstine asked staff to include a site plan during presentations. Senior Planner Kline stated staff is reviewing recent legislation that has to do with publishing copy writed architectural plans.

Commissioner Heiman thanked Senior Planner Kline for her thorough presentations.

Planning Director Scoble noted staff is caught up with current planning projects. She asked the Commission if it would like to cancel the December 5th meeting and have a presentation and review of the Draft Housing Element at the December 19th meeting.

It was the consensus of the Commission to cancel the December 5th meeting and review the Draft Housing Element on December 19th. The meeting on December 19th will be a Zoom meeting and not in-person.

Commissioner Strauss asked about the status of the Objective Development and Design Standards (ODDS) process and when the ad hoc committee would be meeting. Planning Director Scoble stated staff is waiting to hear back from the consultants regarding the kick-off meeting. Meetings will not occur until the beginning of next year.

7. Adjournment- Chair Tunny adjourned the meeting at 10:30 p.m.

Respectfully submitted,

Toni DeFrancis
Recording Secretary

SAN ANSELMO PLANNING COMMISSION
RESOLUTION NO. 2022-13

DENIAL OF A CONDITIONAL USE PERMIT TO ALLOW AN ACCESSORY DWELLING UNIT (ADU) AND ASSOCIATED STRUCTURES AT 32 FERN LANE
(PRO2022-0063)

WHEREAS, an application has been filed by applicant and owner, Ken Mayer of Mayer & Company, requesting Planning Commission approval of a Conditional Use Permit at 32 Fern Lane APN 007-041-07 (herein referred to as the "Project"); and

WHEREAS, the project site has a General Plan Single-Family Residential land use designation and is zoned Single-Family Residential (R-1); and

WHEREAS, the Planning Commission conducted a duly-noticed public hearing on November 21, 2022 at which time all interested persons were given an opportunity to be heard; and

WHEREAS, the Planning Commission has reviewed and considered the information contained in the staff reports as well as any and all oral and written testimony on the project; and

WHEREAS, the Planning Commission has reviewed and considered the project plans titled "Remodel Cottage For: Ken Mayer" and dated April 10, 2022 and June 7, 2022; and

WHEREAS, the Planning Commission finds that the project is not consistent with the General Plan and does not comply with the requirements of the Zoning Ordinance and the Building Regulations as described in the staff report and incorporated herein; and

WHEREAS, denial of the project results in no project and therefore the California Environmental Quality Act (CEQA) does not apply.

NOW, THEREFORE, BE IT RESOLVED the Planning Commission of the Town of San Anselmo hereby incorporates the recitals above; makes the findings set forth in Exhibit "A" denying the Project described herein, as 32 Fern Lane APN 007-041-07.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Planning Commission on the 21st day of November 2022, by the following vote:

AYES:	Commissioner: Strauss, Smith, Krebs, Heiman, Asselstine, Chair Tunny
NOES:	Commissioner: None
ABSENT:	Commissioner: None
ABSTAIN:	Commissioner: Pipkin

Heidi Scoble, AICP
Secretary to the Planning Commission

EXHIBIT A

FINDINGS
32 Fern Lane
APN 007-041-07

CONDITIONAL USE PERMIT

In order to approve or conditionally approve the Conditional Use, the Planning Commission must determine whether the project is in conformance with the required Conditional Use Findings in Sections 10-3.1305 and 10-6.208 of the San Anselmo Municipal Code (SAMC) below. The **required findings for a Conditional Use Permit cannot be made** as set forth below:

(a) The establishment, maintenance, or operation of the use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of the proposed use, or be detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the Town.

The project is a public nuisance pursuant to SAMC Section 9-1.601 as:

- Any work commenced or continued in violation of this chapter shall be, and is hereby declared, unlawful and a public nuisance.
- A building or structure in a state of partial construction for an unreasonable period of time is a nuisance.

In addition, the project adversely impacts neighbors relative to privacy given failure to adhere to property and creek setback requirements and building height requirements, as evidenced by multiple neighbor complaints reported to the Town. The size and location of the structure relative to the home is large and visibly intensifies development on the property from off-site vantage points. Furthermore, the proposed concrete foundations are visible to neighbors off-site and are not screened from view.

Furthermore, the project is not consistent with the following Town General Plan land use policies and zoning regulations:

- *Land Use Goal 1: The small-town character, scale, and pace of life in San Anselmo shall be preserved, as shall the Town's close connection with the natural beauty of its setting*.

  The size and massing of the structure relative to the home is large and visibly intensifies development on the property from the street, thereby altering the character and scale of the existing neighborhood.

- *Policy 2.1: All land use decisions within the Town and the planning area will take into consideration the protection and preservation of the area's surrounding hillsides, ridges, water courses, and any unique natural habitats*.

The project encroaches into the required 15-foot setback from San Anselmo Creek, and it therefore does not preserve or protect the water course and riparian habitat.

- *Policy 11.1: New development, including rehabilitation and expansion projects, shall be of a scale, intensity, and design that integrates with the existing character of the surrounding neighborhood*.

  The size and massing of the structure relative to the home is large and visibly intensifies development on the property from the street, thereby altering the scale of the existing neighborhood.

- *Policy 16.1: All new developments in the Town should be designed to minimize vegetation removal, soils compaction, and site coverage*.

  While a portion of the site is relatively flat and undeveloped, the structure is constructed on the slope of a creekbank and encroaches into the required 15-foot setback from San Anselmo Creek. The applicant has not provided a landscape plan, grading plan, or structural evidence to minimize vegetation removal or soils compaction due to the project.

- *Policy 16.2: To only allow development within the 100-year floodplain which is consistent with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance*.

  The project site is located in the following FIRM Flood Zones: AE Floodway, AE, and X. Due to inaccuracies in submitted project plans, it is unclear whether the project is constructed within the 100-year floodplain. However, it is clear that the project encroaches into the 15-foot required setback from San Anselmo Creek. The applicant has not applied for a Watercourse Permit to be compliant with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance.

It is unclear whether the submitted project are structurally accurate and safe because:

- The project plans do not accurately represent structures and property improvements as reported by the previous property owner.
- The submitted structural project plans and structural calculations are not consistent within the submitted plan set, as verified by the Town Building Official. Therefore, the Town does not have evidence from a structural engineer to demonstrate that the ADU and the related structures were built to meet the Town's Building Codes.
- The submitted plans are not wet-stamped by a licensed architect or engineer.

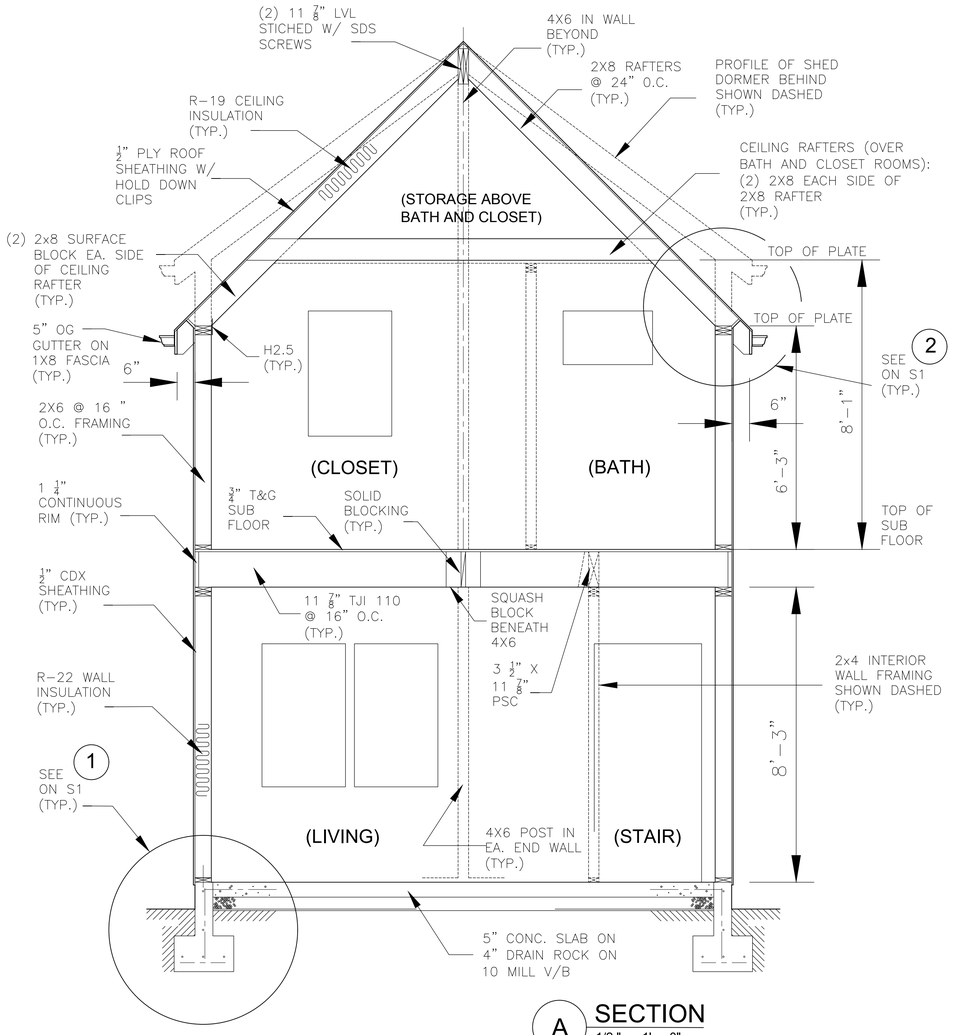
In addition, the project infringes into the required 15-foot San Anselmo Creek setback, as measured from the top of bank, and therefore imposes potential hazards including:

- Obstruction of San Anselmo Creek which may divert or interfere with the flow of the watercourse to alter drainage patterns or cause flooding, resulting in loss, injury, or death on-site or to neighbors downstream of the project site.
- Degradation of existing riparian habitat, including both flora and fauna, that may contribute to the destruction or displacement of any species.
- Risk of loss, injury, or death due to landslides, seismic ground shaking, soil erosion, loss of topsoil, or other geologic and soils hazards resulting from the unpermitted movement of land or unpermitted construction on a steep slope.

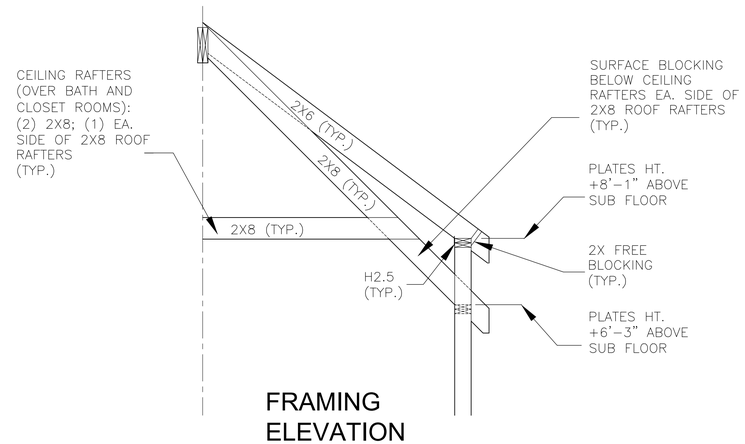
Due to the many project components described above, the establishment, maintenance, or operation of the project would be detrimental to the persons residing or working in the neighborhood and injurious to the property and the general welfare of the Town.

EXHIBIT B

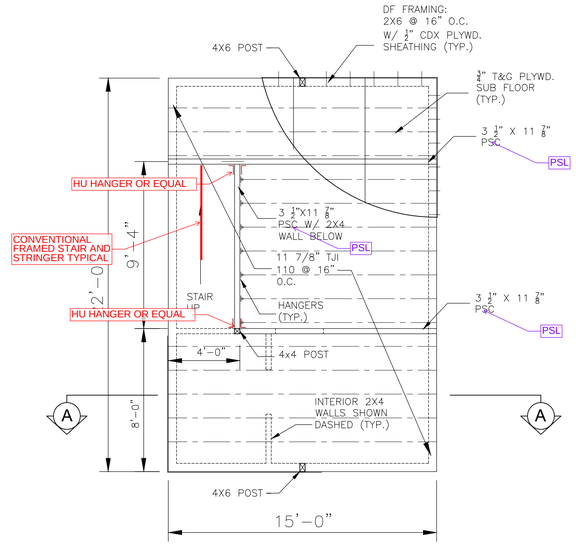
PROJECT PLANS
32 Fern Lane
APN 007-041-07



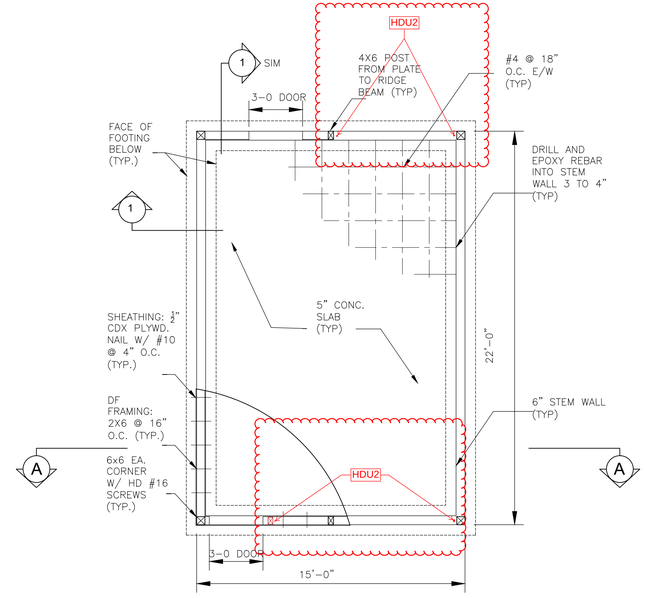
A SECTION
1/2" = 1' - 0"



2 FRAMING ELEVATION AT SHED DORMER
1/2" = 1' - 0"

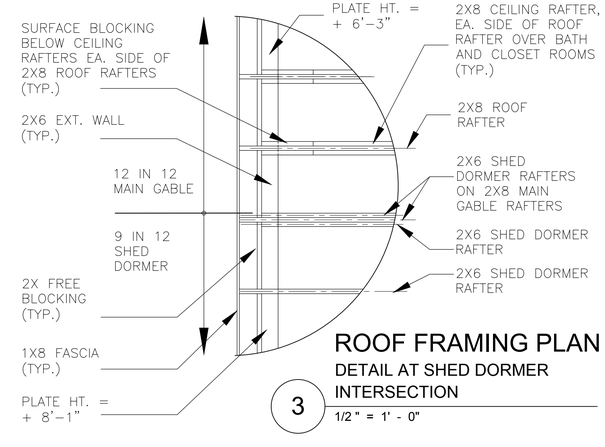


SECOND FLOOR FRAMING PLAN
1/4" = 1' - 0"

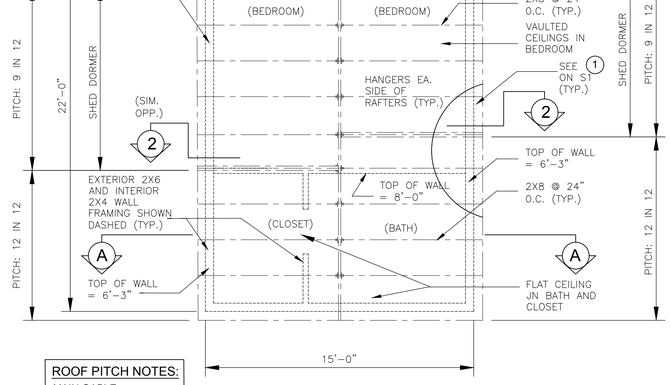


FOUNDATION AND SLAB FRAMING PLAN
1/4" = 1' - 0"

1 FOUNDATION / SLAB FRAMING
3/4" = 1' - 0"



ROOF FRAMING PLAN
DETAIL AT SHED DORMER INTERSECTION
3 1/2" = 1' - 0"



ROOF PITCH NOTES:
MAIN GABLE:
12" RISE IN 12" RUN
SHED DORMERS:
9" RISE IN 12" RUN

ROOF FRAMING PLAN
1/4" = 1' - 0"

KEN MAYER
DESIGNER
BUILDER
P.O. BOX 1142
FAIRFAX, CA 94978
(415) 730-5366

FRAMING PLANS
SECTIONS DETAILS

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO, CA. APN: 007-041-07

DATE: JUNE 7, 2022
DRAWN: LH

S1

PLUMBING AND ELECTRICAL NOTES: GENERAL, KITCHEN, BATHROOM, LAUNDRY AREAS, WATER HEATING APPLIANCES, ALARMS, EXTERIOR DOORS AND LANDINGS

ELECTRICAL NOTES, GENERAL:

1. ALL LIGHTING SHALL BE HIGH EFFICACY (FLUORESCENT OR QUALIFTINH LED PER TABLE 150.0-A, CEC). ALL JA8-2016 OR JA8-2016-E LAMPS SHALL BE CONTROLLED BY A DIMMER OR VACANCY SENSOR. INTERIOR RECESSED LIGHT FIXTURES SHALL BE IC LISTED AND AIRTIGHT. SEE MF-1R FOR DETAILS AT HTTP://WWW.ENERGY.GOV/TITLE 24 / 2016 STANDARDS.
2. IN KITCHENS (NOT AT COUNTERTOPS), FAMILY, LIVING, DINING ROOMS, BEDROOMS, HALLWAYS AND SIMILAR ROOMS, PROVIDE RECEPTACLE OUTLETS AT EACH WALL SPACE 2 FEET OR WIDER, MAXIMUM 12 FEET APART. NO POINT ALONG A WALL LINE WILL BE MORE THAN 6 FEET, MEASURED HORIZONTALLY FROM A RECEPTACLE OUTLET IN THAT SPACE.
3. ALL RESIDENTIAL 120 VOLT, SINGLE PHASE 15 AND 20 AMP BRANCH CIRCUITS SUPPLYING OUTLETS AND DEVICES INSTALLED IN DWELLING UNIT KITCHENS, FAMILY ROOMS, DINING ROOMS, LIVING ROOMS, PARLORS, LIBRARIES, DENS, BEDROOMS, SUNROOMS, RECREATION ROOMS, CLOSETS, HALLWAYS, LAUNDRY AREAS OR SIMILAR ROOMS SHALL BE PROTECTED BY A LISTED ARC-FAULT CIRCUIT INTERRUPTER, COMBINATION TYPE, OR A LISTED OUTLET BRANCH CIRCUIT TYPE A.F.C.I. LOCATED AT THE FIRST RECEPTACLE OUTLET OF THE EXISTING BRANCH CIRCUIT INSTALLED TO PROVIDE PROTECTION OF THE BRANCH CIRCUIT.
4. OUTLETS REQUIRED TO BE GFCI TYPE INCLUDE BATHROOMS, GARAGES, OUTDOORS, COUNTERTOPS IN KITCHENS AND LAUNDRY;
5. ALL NEW RECEPTACLES MUST BE TAMPER-RESISTANT.
6. ELECTRICAL PANELS SHALL NOT BE INSTALLED IN BATHROOMS, CLOTHES CLOSETS, LINEN CLOSETS OR STORAGE ROOMS WITH EASILY IGNITABLE COMBUSTIBLES, OR IN LOCATIONS NOT READILY ACCESSIBLE.
7. FLUORESCENT AND RECESSED LIGHT FIXTURES IN CLOSETS MUST MAINTAIN A MINIMUM OF 6 INCHES HORIZONTAL CLEARANCE FROM THE EDGE OF SHELVES.
8. RECESSED LIGHT FIXTURES IN INSULATED CEILINGS SHALL BE APPROVED, ZERO CLEARANCE INSULATION COVER (IC) TYPE, CERTIFIED AIR TIGHT (A.S.T.M. E 283) AND SEALED WITH A GASKET OR CAULKED BETWEEN HOUSING AND CEILING, AND SHALL BE CERTIFIED TO COMPLY WITH SECTION 110.9 AND ALLOW BALLAST MAINTENANCE AND REPLACEMENT TO BE READILY ACCESSIBLE TO RESIDENTS FROM BELOW.

PLUMBING AND ELECTRICAL NOTES FOR SPECIFIC ROOMS:

KITCHEN NOTES:

SEE GENERAL ELECTRICAL NOTES IN ADDITION TO THE FOLLOWING:

1. PROVIDE A MINIMUM OF TWO 20 AMP SMALL APPLIANCE BRANCH CIRCUITS TO SERVE TAMPER RESISTANT GFCI COUNTER RECEPTACLES IN KITCHENS, PANTRIES, BREAKFAST ROOMS, DINING ROOMS AND SIMILAR AREAS.
2. WHEN SEPARATE CIRCUITS FOR THE GARBAGE DISPOSAL AND DISHWASHER ARE TERMINATED IN THE SAME LOCATION, PROVIDE SEPARATE BOXES. LABEL RECEPTACLES FOR THE APPLIANCES THEY SERVE. PROVIDE A HANDLE TIE FOR THE CIRCUIT BREAKERS AT THE SERVICE PANEL. NO OTHER RECEPTACLE SHALL SHALL BE INSTALLED IN THIS BOX. DISHWASHERS REQUIRE A GFCI OUTLET.
3. INSTALL COUNTERTOP RECEPTACLE OUTLETS AT EACH COUNTER SPACE 12 INCHES OR MORE WIDE. INSTALL RECEPTACLES SO THAT NO POINT ALONG THE WALL LINE IS MORE THAN 24 INCHES, MEASURED HORIZONTALLY, FROM A RECEPTACLE OUTLET IN THAT SPACE. PROVIDE A MINIMUM OF ONE RECEPTACLE FOR PENINSULA COUNTERS AND ISLANDS. RECEPTACLES MUST BE WITHIN 24 INCHES OF THE EDGE OF THE SINK. MAKE CORRECTIONS FOR KITCHEN RECEPTACLES.
4. COUNTERTOP RECEPTACLES SHALL BE LOCATED A MAXIMUM OF 20 INCHES ABOVE OR 12 INCHES BELOW THE COUNTERTOP. RECEPTACLES SHALL NOT BE INSTALLED IN A FACE UP POSITION.
5. PROVIDE BACKFLOW PREVENTION FOR SPRAY HEADS ATTACHED TO HOSES.
6. CONNECT DISHWASHER WITH AN APPROVED AIR GAP DEVICE LOCATED ABOVE THE FLOOD LEVEL OF THE SINK.
7. PROVIDE A MINIMUM 100 CFM RANGE HOOD THAT VENTS TO THE EXTERIOR.
8. KITCHEN FAUCETS SHALL NOT EXCEED 1.8 GALLONS PER MINUTE.
9. EXHAUST FANS AND UNDER CABINET LIGHTS SHALL BE SWITCHED SEPARATELY FROM LIGHTING SYSTEM.

BATHROOM NOTES:

SEE GENERAL ELECTRICAL NOTES IN ADDITION TO THE FOLLOWING:

1. PROVIDE A MINIMUM OF ONE 20 AMP GFCI / AFCI CIRCUIT FOR EACH BATHROOM. OUTLETS WITHIN 3 FEET OF EACH SINK ARE REQUIRED TO BE TAMPER RESISTANT.
   EXCEPTION: ALL BATHROOM GFCI / AFCI RECEPTACLES CAN BE ON A SINGLE 20 AMP DEDICATED CIRCUIT.

BOTH NEW AND MODIFIED BRANCH WIRING CIRCUITS SHALL HAVE ARC-FAULT CIRCUIT PROTECTION FOR 120 VOLT , SINGLE PHASE, 15 AND 20 AMP BRANCH CIRCUITS SUPPLYING OUTLETS IN DWELLINGS.

2. LIGHT FIXTURES IN SHOWER ENCLOSURES SHALL BE APPROVES FOR WET LOCATIONS.
3. A MINIMUM OF ONE LIGHT FIXTURE SHALL BE CONTROLLED BY A VACANCY SENSOR.
4. PROVIDE A SEPARATELY SWITCHED MIN. 50 CFM FAN WITH A HUMIDITY CONTROL THAT VENTS TO THE EXTERIOR. VENTS SHALL TERMINATE A MINIMUM OF 3 FEET FROM OPENINGS INTO A BUILDING. IF THE FAN INCLUDES A LIGHT, IT MUST BE SWITCHED SEPARATELY.
   EXCEPTION: HALF BATHS (A WATER CLOSET AND LAVATORY ONLY) IF PROVIDED WITH A WINDOW THAT OPENS, DO NOT REQUIRE FANS.
5. WATER CLOSETS REQUIRE A MINIMUM OF 15 INCHES OF CLEARANCE FROM THE CENTER LINE TO A SIDE WALL OR OBSTRUCTION AND 24 INCHES OF CLEAR SPACE IN FRONT.
6. SHOWER COMPARTMENTS REQUIRE A MINIMUM FINISHED INTERIOR OF 1024 SQUARE INCHES, AND BE CAPABLE OF ENCOMPASSING A 30 INCH CIRCLE FROM FINISHED WALL TO FINISHED GLAZING. SURFACES SHALL BE WATERPROOF UP TO 72 INCHES ABOVE THE DRAIN OUTLET. MATERIAL BASE FOR TILE SHALL BE GLASS MAT GYPSUM BACKING PANEL, NON-ASBESTOS FIBRE-CEMENT BACKER BOARD OR NON-ASBESTOS FIBRE-MAT REINFORCED CEMENTITIOUS BACKER UNIT. PROVIDE A MINIMUM OF 22 INCHES CLEAR OPENING AT THRESHOLDS. PROVIDE A MINIMUM 22 INCH CLEAR OPENING FOR SHOWER DOOR EGRESS. GLASS SHOWER DOORS AND PARTITIONS SHALL BE TEMPERED OR SAFETY GLASS, AND SHALL BE PROPERLY SUPPORTED ON ALL EDGES. WOOS WINDOWS ARE NOT ALLOWED WITHIN A SHOWER ENCLOSURE.
7. CONTROL VALVES AND SHOWERHEADS SHALL BE LOCATED SUCH THAT THE SPRAY DOES NOT DISCHARGE DIRECTLY AT THE ENTRANCE, AND THE BATHER CAN ADJUST THE VALVE WITH OUT STEPPING INTO THE SPRAY.
8. SHOWERS AND TUB-SHOWER COMBINATIONS AND BATHTUBS SHALL BE PROVIDED WITH CONTROL VALVES WITH ANTI-SCALD PROTECTION. SUCH VALVES SHALL BE OF THE PRESSURE BALANCING AND / OR THERMOSTATICALLY CONTROLLED TYPE.
9. HAND HELD SHOWER HEADS ATTACHED TO FLEXIBLE HOSES SHALL BE PROVIDED WITH AN APPROVED METHOD OF BACKFLOW PREVENTION IF THE HEAD CAN BE PLACED BELOW THE FLOOD LEVEL.
10. WATER CLOSETS REQUIRE A MIAXIMUM 1.28 GALLONS PER FLUSH, SHOWERHEADS A MAXIMUM 1.8 GALLONS PER MINUTE, LAVATORY FAUCETS A MAXIMUM OF 1.2 GALLONS PER MINUTE.
11. PROVIDE TEMPERED GLAZING FOR WINDOWS WHERE THE BOTTOM EDGE OF GLAZING IS LESS THAN 60 INCHES:
    - ABOVE THE STANDING SURFACE IN A TUB OR SHOWER.
    - WITHIN 60 INCHES MEASURED HORIZONTALLY FROM THE WATER'S EDGE OF A TUB OR SHOWER . PROVIDE EITHER TEMPERED OR SAFETY GLAZING.
12. LIGHTING RECESSED INTO INSULATED CEILINGS MUST MEET ALL OF THE REQUIREMENTS NOTED IN ELECTRICAL NOTES, NOTE 6. JA 8-2016E CERTIFIED AND MARKED LIGHT SOURCE, RATED FOR ELEVATED TEMPERATURE MUST BE INSTALLED BY FINAL INSPECTION.

BATHROOM EXHAUST FANS:

1. A BATH EXHAUST FAN WITH BACK DRAFT DAMPER AND HUMIDITY CONTROL IS REQUIRED.
2. ALL EXHAUST FANS SHALL BE SWITCHED SEPARATELY FROM LIGHTING SYSTEMS.
3. BATH AND TOILET ROOMS SHALL HAVE EXHAUST RATE OF 50 CFM INTERMITTENT OR 25 CFM CONTINUOUS (CMC TABLE 403.7).
4. UNLESS FUNCTIONING AS A PART OF A WHOLE HOUSE VENTILATION SYSTEM, FANS MUST BE CONTROLLED BY A HUMIDITY CONTROL CAPABLE OF ADJUSTMENT BETWEEN A RELATIVE HUMIDITY RANGE OF EQUAL TO OR LESS THAN 50 PERCENT TO A MAXIMUM OF 80 PERCENT.
5. EXHAUST MUST VENT TO THE OUTDOORS IN AN APPROVED DUCT. TERMINATE THE OUTLET A MINIMUM OF 3 FEET FROM AN OPENING OR PROPERTY LINE.

LAUNDRIES:

1. PROVIDE AT LEAST ONE SEPARATE 20 AMP CIRCUIT TO LAUNDRY APPLIANCES WITH NO OTHER OUTLETS ON THE CIRCUIT.

WATER HEATING APPLIANCES:

1. PROVIDE SEISMIC ANCHORAGE (STRAPS) FOR NEW AND / OR EXISTING WATER HEATING TANKS. LOCATE STRAPS WITHIN UPPER AND LOWER THIRD OF UNIT, WITH THE LOWER STRAP AT LEAST 4" ABOVE CONTROLS.
2. HOT WATER PIPE MUST BE INSULATED FROM THE WATER HEATER TO THE KITCHEN.

ALARMS:

1. PROVIDE HARDWIRED INTERCONNECTED SMOKE DETECTORS WITH A BATTERY BACK UP IN EACH SLEEPING ROOM, AND AT A POINT CENTRALLY LOCATED IN THE CORRIDOR OR AREA GIVING ACCESS TO EACH SLEEPING ROOM.
2. PROVIDE HARDWIRED, INTERCONNECTED CARBON MONOXIDE DETECTORS WITH BATTERY BACKUP AT A POINT CENTRALLY LOCATED IN THE CORRIDOR OR AREA GIVING ACCESS TO EACH SLEEPING AREA.

EXTERIOR DOORS AND LANDINGS:

1. EXTERIOR DOORS AND LANDINGS REQUIRE AN EXTERIOR LIGHT SWITCHED FROM INSIDE THE RESIDENCE. LIGHTS SHALL BE EITHER L.E.D. OR FLUORESCENT, OR CONTROLLED BY A MOTION SENSITIVE, DAYLIGHT SENSING DEVICE.

GENERAL PROJECT NOTES

1. BUILDING CODES: WORK SHALL BE FULL ACCORDANCEWITH THE LATEST RULES AND REGULATIONS OR PUBLICATIONS OF THE CALIFORNIA BUILDING CODES, AND APPLICABLE SECTIONS OF THE SAN ANSELMO MUNICIPAL CODE. NOTHING IN THESE PLANS OR SPECIFICATIONS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES AND ORDINANCES.

   2019 CALIFORNIA BUILDING CODE (CBC)
   2019 CALIFORNIA RESIDENTIAL CODE (CRC)
   2019 CALIFORNIA ELECTRICAL CODE
   2019 CALIFORNIA MECHANICAL CODE (CMC)
   2019 CALIFORNIA PLUMBING CODE AND (CPC)
   APPLICABLE REFERENCED STANDARDS PER CPC
   TABLE 1701.1
   2019 CALIFORNIA FIRE CODE
   2019 CALIFORNIA ENERGY CODE
   2019 TITLE 24 CALIFORNIA ENERGY EFFICIENCY STANDARDS
   2019 CALIFORNIA GREEN BUILDING STANDARDS
   TOWN OF SAN ANSELMO MUNICIP-AL CODE

2. A COMPLETE PROJECT IS INTENDED. THE BUILDING IS TO BE READY FOR OCCUPANCY WHEN COMPLETED.

I THOUGHT THAT THIS WAS A MOUNTAIN COTTAGE

3. THE GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION (A.I.A. LATEST EDITION) ARE A PART OF THESE CONTRACT DOCUMENTS. A COPY IS ON FILE IN THE BUILDER'S OFFICE.

4. VERIFY ALL CONDITIONS AND DIMENSIONS IN THE FIELD. DO NOT SCALE THESE DRAWINGS, DIMENSIONS TAKE PRECEDENCE. THESE CONSTRUCTION DOCUMENTS AND THE CONDITIONS ON THE SITE SHALL BE THOROUGHLY REVIEWED BY AND ANY DISCREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE BUILDER PRIOR TO ANY WORK.

PLUMBING FIXTURE FLOW RATES

LOCATION	FIXTURE	FLOW RATE
KITCHEN	SINK FAUCET	1.8 GPM @ 60 PSI
BATH	TOILET	1.28 GPM @ 60 PSI FLOW MAY TEMPORARILY INCREASE TO 2.2 MAX GPM AT 60 PSI, BUT MUST DEFAULT BACK TO 1.8 GPM AT 60 PSI.
	LAV FAUCET	1.2 GPM @ 60 PSI
	SHOWER HEAD	1.8 GPM @ 80 PSI

RECOMMEND MAKING THIS SHEET THE FIRST SHEET AND ADDING A SITE PLAN, WITH PROPERTY INFORMATION AS WELL, ALSO USUALLY REQUIRED IS STAKE HOLDERS, REFER TO JASMIT'S COVER PAGE FOR BLANK ROAD AS A REFERENCE

KEN MAYER
DESIGNER BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5366

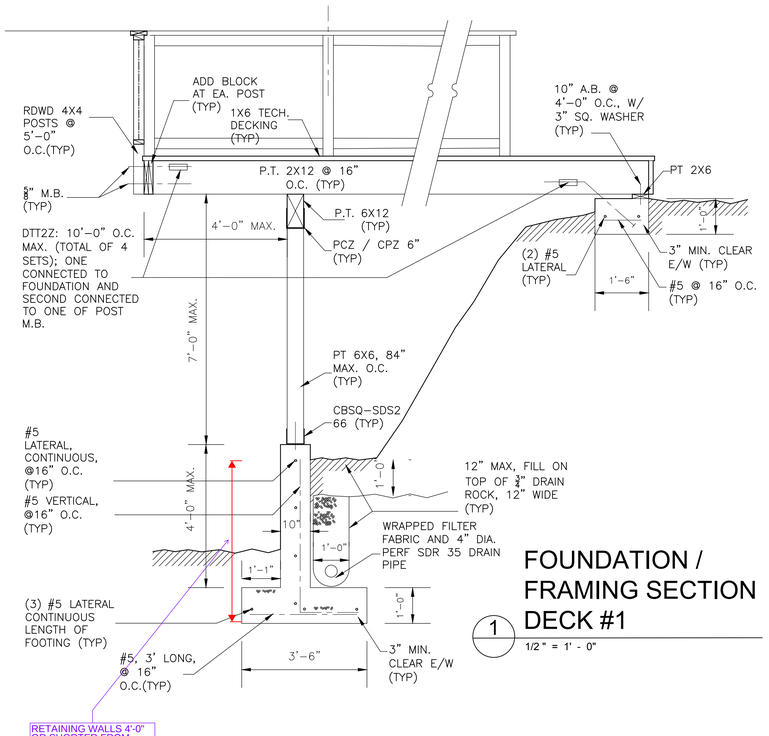
FRAMING DETAILS AND NOTES

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO, CA. APN: 007-041-07

DATE: JUNE 7, 2022

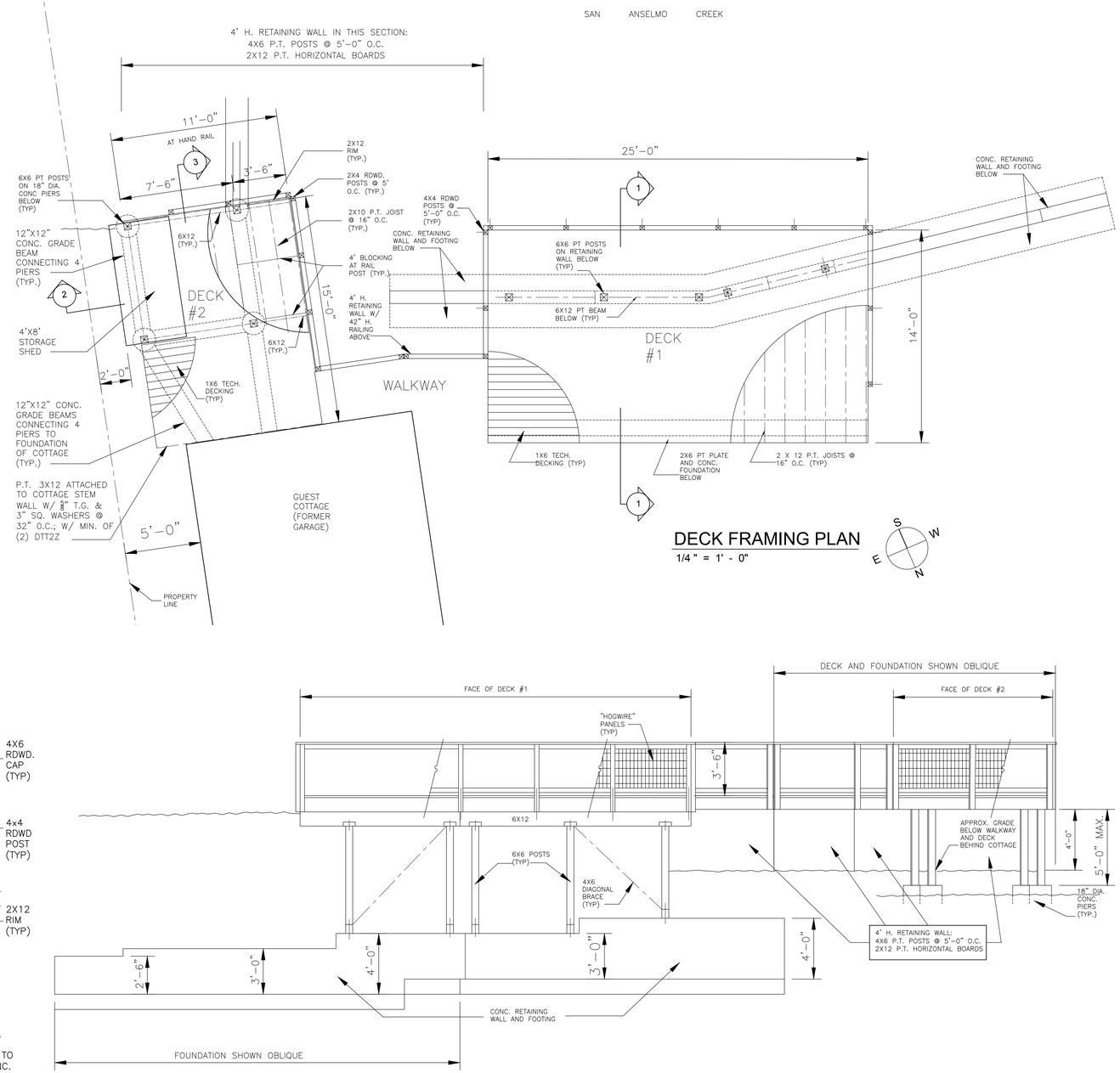
DRAWN: LH

S2



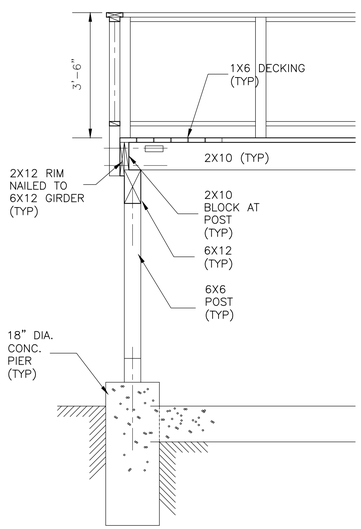
FOUNDATION / FRAMING SECTION DECK #1

1 — 1/2" = 1' - 0"



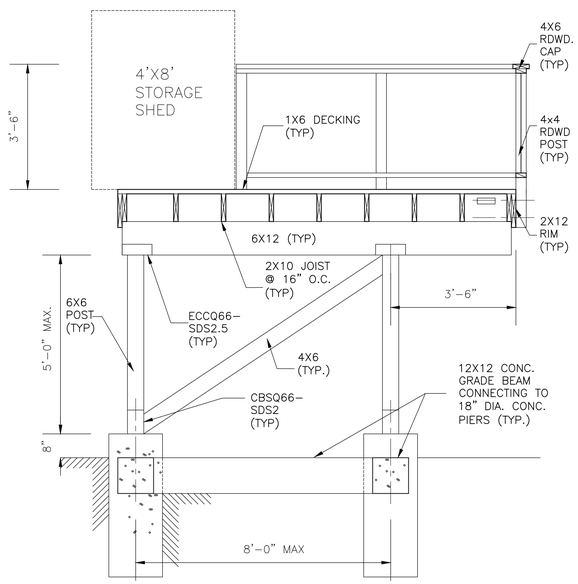
DECK FRAMING PLAN

1/4" = 1' - 0"



FOUNDATION / FRAMING SECTION DECK #2

3 — 1/2" = 1' - 0"



FOUNDATION / FRAMING SECTION DECK #2

2 — 1/2" = 1' - 0"

SOUTH ELEVATION

1/4" = 1' - 0"

KEN MAYER
DESIGNER
BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5366

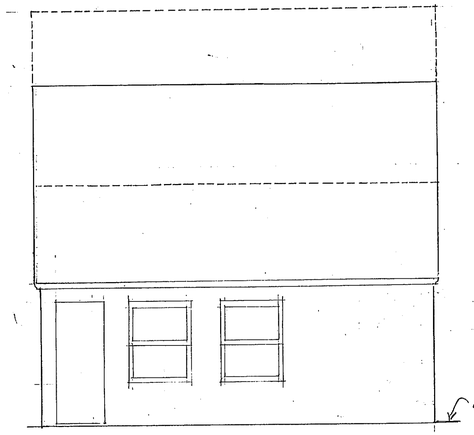
DECK FRAMING PLANS AND DETAILS

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO, CA. APN: 007-041-07

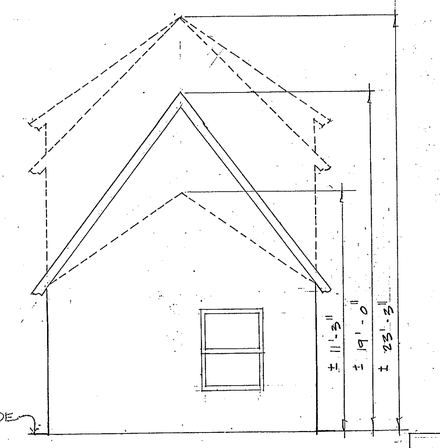
DATE: JUNE 7, 2022

DRAWN: LH

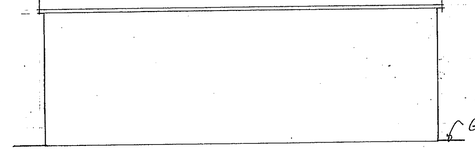
S3



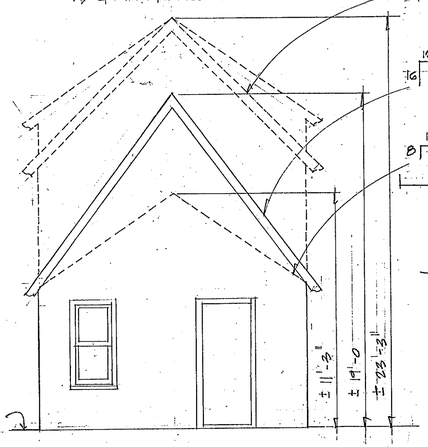
(E) WEST ELEVATION
1/4" = 1'-0"



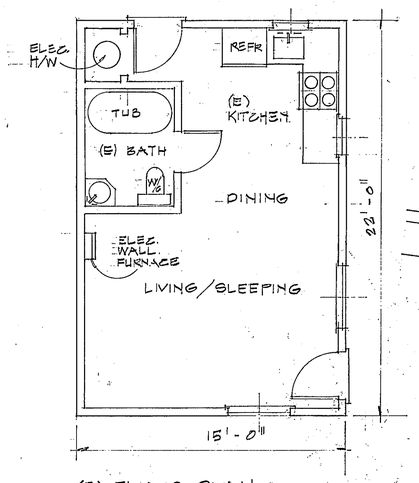
(E) NORTH ELEVATION
1/4" = 1'-0"



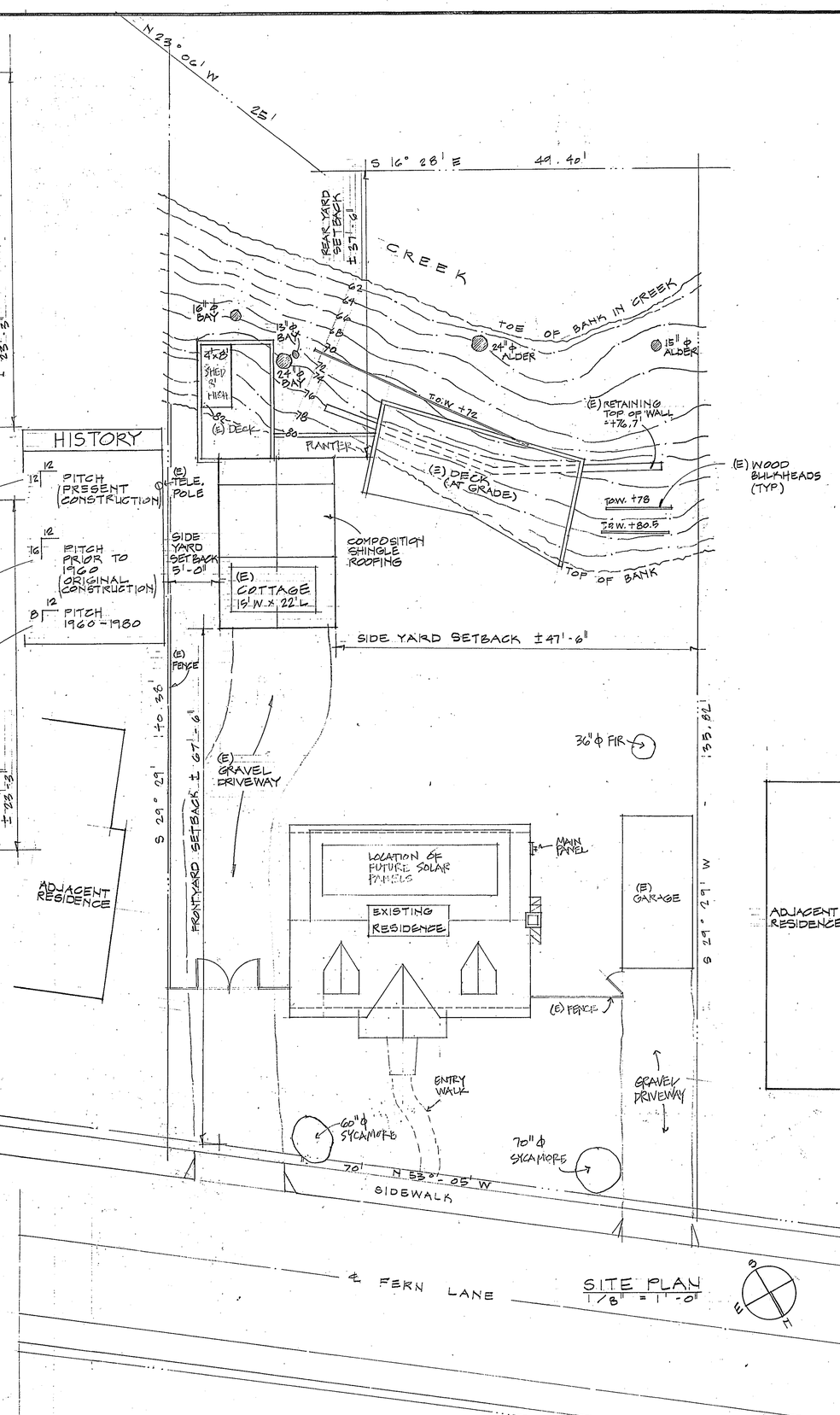
(E) EAST ELEVATION
1/4" = 1'-0"



(E) SOUTH ELEVATION
1/4" = 1'-0"



(E) FLOOR PLAN
1/4" = 1'-0"

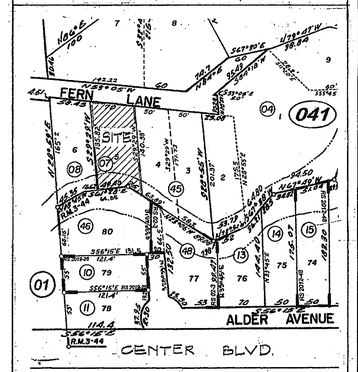


SITE INFORMATION

A.P. NO. :	007-041-07
USE CODE:	11 SINGLE RESIDENTIAL
ZONING:	R-1
SITE AREA:	7,930 SQ. FT.
RESIDENCE:	
FIRST FLOOR:	690 SQ.FT.
SECOND FLOOR:	526 SQ.FT.
TOTAL LIVING AREA:	1,216 SQ. FT.
UNFINISHED:	294 SQ. FT.
REMODELED COTTAGE (ADU):	
FIRST FLOOR:	330 SQ. FT.
SECOND FLOOR:	268 SQ. FT.
TOTAL LIVING AREA:	598 SQ. FT.
GARAGE:	180 SQ. FT.
SITE COVERAGE:	17.4 %
F.A.R:	26.5%

VICINITY PLAN

NO SCALE



BUILDING INFORMATION

Occupancy Group	R3
Type of Construction	VB
Stories	2
Occupant Load	4
FLOOD ZONE	AE

DRAWING INDEX

ARCHITECTURE

A1. SITE PLAN/INFO, ORIGINAL FLOOR & ELEVATIONS
A2. FLOOR PLANS, ELEVATIONS & SECTIONS
A3. TITLE 24 FORM CF-1R
A4. TITLE 24 FORM CF-1R RES. MEASURES SUMMARY
A5. CALGREEN CHECKLIST
A6. CONSTRUCTION MANAGEMENT PLAN
N/I

STRUCTURAL

S1. STRUCTURAL
N/I

APPLICABLE BUILDING CA CODES:

2019 BUILDING CODE
2019 CALIFORNIA RES CODE
2019 PLUMBING CODE
2019 MECHANICAL CODE
2019 ELECTRICAL CODE
2019 ENERGY CODE
2019 GREEN BUILDING CODE
SAN ANSELMO MUNICIPAL CODE

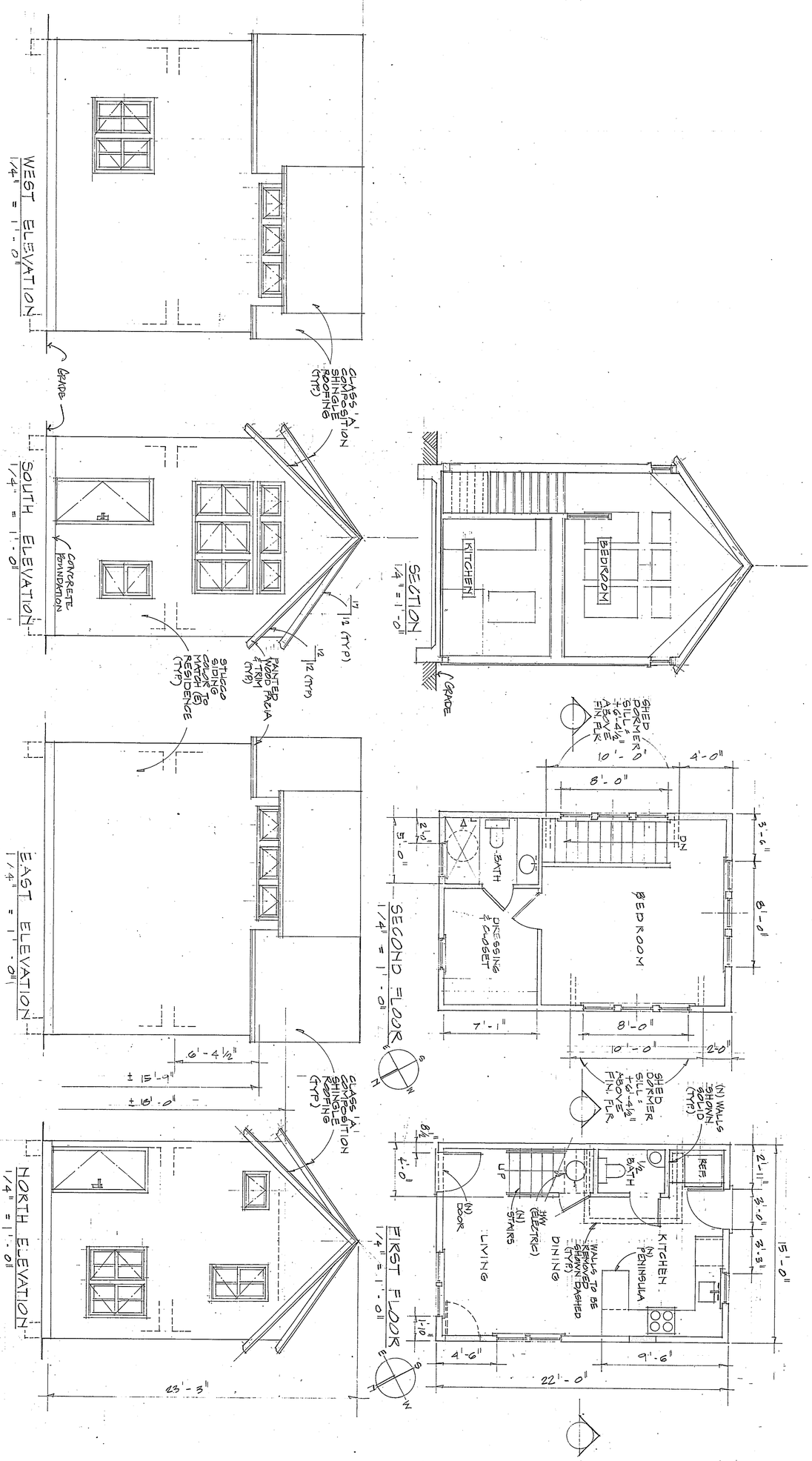
REVISIONS	BY
4/10/22	MK

KEN MAYER
DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

SITE PLAN, SITE INFORMATION
ORIGINAL FLOOR PLAN
ORIGINAL ELEVATIONS

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date OCT. 2021
Scale AS NOTED
Drawn LH JK
Job MAYER
Sheet 1
Of Sheets



REMODEL COTTAGE FOR:

KEN MAYER

32 FERN LANE, SAN ANSELMO. APN 007-041-07

FLOOR PLANS
SECTION
ELEVATIONS

KEN MAYER
DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

REVISIONS	BY
4/10/22	AK

Date OCT. 2021
Scale AS NOTED
Drawn LH
Job MAYER
Sheet 2
Of Sheets

300

GENERAL INFORMATION

01	Project Name	Mayer ADU E+A			
02	Run Title	Title 24 Analysis			
03	Project Location	32 Fern Lane			
04	City	San Anselmo	05	Standards Version	2019
06	Zip code	94960	07	Software Version	EnergyPro 8.3
08	Climate Zone	2	09	Front Orientation (deg/ Cardinal)	30
10	Building Type	Single family	11	Number of Dwelling Units	1
12	Project Scope	Addition/Alteration	13	Number of Bedrooms	1
14	Addition Cond. Floor Area (ft²)	330	15	Number of Stories	2
16	Existing Cond. Floor Area (ft²)	330	17	Fenestration Average U-factor	0.29
18	Total Cond. Floor Area (ft²)	660	19	Glazing Percentage (%)	23.48%
20	ADU Bedroom Count	n/a	21	ADU Conditioned Floor Area	n/a
22	Is Natural Gas Available?	Yes			

COMPLIANCE RESULTS

01	Building Complies with Computer Performance
02	This building incorporates features that require field testing and/or verification by a certified HERS rater under the supervision of a CEC-approved HERS provider.
03	Building does not incorporate Special Features

ENERGY USE SUMMARY

Energy Use (kTDV/ft²-yr)	Standard Design	Proposed Design	Compliance Margin	Percent Improvement
Space Heating	66.64	66.35	0.29	0.4
Space Cooling	30.93	31.17	-0.24	-0.8
IAQ Ventilation	0	0	0	
Water Heating	29.51	29.25	0.26	0.9
Self Utilization/Flexibility Credit	n/a	0	0	n/a
Compliance Energy Total	**127.08**	**126.77**	**0.31**	**0.2**

FENESTRATION / GLAZING

01 Name	02 Type	03 Surface	04 Orientation	05 Azimuth	06 Width (ft)	07 Height (ft)	08 Mult.	09 Area (ft²)	10 U-factor	11 U-factor Source	12 SHGC	13 SHGC Source	14 Exterior Shading	15 Status	16 Verified Existing Condition
Glazing 3	Window	Back Wall	Back	210			1	37	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
Glazing 4	Window	Right Wall	Right	300			1	10	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
New Glazing	Window	Front Wall 2	Front	30			1	38	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
New Glazing 2	Window	Back Wall 2	Back	210			1	29	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
New Glazing 3	Window	Right Wall 2	Right	300			1	18	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a

SLAB FLOORS

01 Name	02 Zone	03 Area (ft²)	04 Perimeter (ft)	05 Edge Insul. R-value and Depth	06 Edge Insul. R-value and Depth	07 Carpeted Fraction	08 Heated	09 Status	10 Verified Existing Condition
Slab-on-Grade	Existing Zone	330	74	none	0	80%	No	Existing	No

OPAQUE SURFACE CONSTRUCTIONS

01 Construction Name	02 Surface Type	03 Construction Type	04 Framing	05 Total Cavity R-value	06 Interior / Exterior Continuous R-value	07 U-factor	08 Assembly Layers
R-21 Wall	Exterior Walls	Wood Framed Wall	2x6 @ 16 In. O. C.	R-21	None / None	0.069	Inside Finish: Gypsum Board Cavity / Frame: R-21 / 2x6 Exterior Finish: 3 Coat Stucco
R-0 Wall	Exterior Walls	Wood Framed Wall	2x4 @ 16 In. O. C.	R-0	None / None	0.361	Inside Finish: Gypsum Board Cavity / Frame: no Insul. / 2x4 Exterior Finish: 3 Coat Stucco

HVAC HEAT PUMPS - HERS VERIFICATION

01 Name	02 Verified Airflow	03 Airflow Target	04 Verified EER	05 Verified SEER	06 Verified Refrigerant Charge	07 Verified HSPF	08 Verified Heating Cap 47	09 Verified Heating Cap 17
Heat Pump System 1-hers-htpump	Not Required	0	Not Required	Not Required	No	No	Yes	Yes

HERS RATER VERIFICATION OF EXISTING CONDITIONS

REQUIRED SPECIAL FEATURES

The following are features that must be installed as condition for meeting the modeled energy performance for this computer analysis.

- NO SPECIAL FEATURES REQUIRED

HERS FEATURE SUMMARY

The following is a summary of the features that must be field-verified by a certified HERS Rater as a condition for meeting the modeled energy performance for this computer analysis. Additional detail is provided in the building tables below. Registered CF2Rs and CF3Rs are required to be completed in the HERS Registry

Building-level Verifications:
- -- None --

Cooling System Verifications:
- -- None --

Heating System Verifications:
- Verified heat pump rated heating capacity

HVAC Distribution System Verifications:
- -- None --

Domestic Hot Water System Verifications:
- -- None --

BUILDING - FEATURES INFORMATION

01 Project Name	02 Conditioned Floor Area (ft²)	03 Number of Dwelling Units	04 Number of Bedrooms	05 Number of Zones	06 Number of Ventilation Cooling Systems	07 Number of Water Heating Systems
Mayer ADU E+A	660	1	1	2	0	1

ZONE INFORMATION

01 Zone Name	02 Zone Type	03 HVAC System Name	04 Zone Floor Area (ft²)	05 Avg. Ceiling Height	06 Water Heating System 1	07 Water Heating System 2
Addition Zone	Conditioned	HVAC1	330	9	DHW Sys 1	N/A
Existing Zone	Conditioned	HVAC1	330	8	DHW Sys 1	N/A

OPAQUE SURFACE CONSTRUCTIONS

01 Construction Name	02 Surface Type	03 Construction Type	04 Framing	05 Total Cavity R-value	06 Interior / Exterior Continuous R-value	07 U-factor	08 Assembly Layers
R-22 Roof Cathedral	Cathedral Ceilings	Wood Framed Ceiling	2x10 @ 16 In. O. C.	R-22	None / None	0.046	Roofing: Light Roof (Asphalt Shingle) Roof Deck: Wood Siding/sheathing/decking Cavity / Frame: R-22 / 2x10 Inside Finish: Gypsum Board
R-0 Roof Cathedral	Interior Ceiling	Wood Framed Ceiling	2x4 @ 16 In. O. C.	R-0	None / None	0.202	Floor Surface: Carpeted Floor Deck: Wood Siding/sheathing/decking Cavity / Frame: no Insul. / 2x4 Ceiling Below Finish: Gypsum Board

BUILDING ENVELOPE - HERS VERIFICATION

01 Quality Insulation Installation (QII)	02 High R-value Spray Foam Insulation	03 Building Envelope Air Leakage	04 CFM50
Not Required	Not Required	Not Required	n/a

WATER HEATING SYSTEMS

01 Name	02 System Type	03 Distribution Type	04 Water Heater Name (#)	05 Solar Heating System	06 Compact Distribution	07 HERS Verification	08 Status	09 Verified Existing Condition	10 Existing Water Heating System
DHW Sys 1	Domestic Hot Water (DHW)	Standard Distribution System	DHW Heater 1 (1)	n/a	None	n/a	Altered	No	

DOCUMENTATION AUTHOR'S DECLARATION STATEMENT

I. I certify that this Certificate of Compliance documentation is accurate and complete.

Documentation Author Name:	Documentation Author Signature:
Westly Kelster	Westly Keister
Company:	Signature Date:
Energy Calc Co.	04/06/2022
Address:	CEA/ HERS Certification Identification (if applicable):
45 Mitchell Blvd #16	
City/State/Zip:	Phone:
San Rafael, CA 94903	415-457-0990

RESPONSIBLE PERSON'S DECLARATION STATEMENT

I certify the following under penalty of perjury, under the laws of the State of California:
1. I am eligible under Division 3 of the Business and Professions Code to accept responsibility for the building design identified on this Certificate of Compliance.
2. I certify that the energy features and performance specifications identified on this Certificate of Compliance conform to the requirements of Title 24, Part 1 and Part 6 of the California Code of Regulations.
3. The building design features or system design features identified on this Certificate of Compliance are consistent with the information provided on other applicable compliance documents, worksheets, calculations, plans and specifications submitted to the enforcement agency for approval with this building permit application.

Responsible Designer Name:	Responsible Designer Signature:
Ken Mayer	Ken Mayer
Company:	Date Signed:
Mayer and Company	04/06/2022
Address:	License:
PO Box 1142	659359
City/State/Zip:	Phone:
Fairfax, CA 94978	4157305466

Digitally signed by ConSol Home Energy Efficiency Rating System Services, Inc. (CHEERS). This digital signature is provided in order to secure the content of this registered document, and in no way implies Registration Provider responsibility for the accuracy of the information.

OPAQUE SURFACES

01 Name	02 Zone	03 Construction	04 Azimuth	05 Orientation	06 Gross Area (ft²)	07 Window and Door Area (ft2)	08 Tilt (deg)	09 Wall Exceptions	10 Status	11 Verified Existing Condition
Front Wall	Addition Zone	R-21 Wall	30	Front	135	13	90	Extension	New	n/a
Left Wall	Addition Zone	R-21 Wall	120	Left	198	10	90	Extension	New	n/a
Back Wall	Addition Zone	R-21 Wall	210	Back	135	37	90	Extension	New	n/a
Right Wall	Addition Zone	R-21 Wall	300	Right	198	10	90	Extension	New	n/a
Front Wall 2	Existing Zone	R-0 Wall	30	Front	120	38	90	none	Existing	No
Left Wall 2	Existing Zone	R-0 Wall	120	Left	176	0	90	none	Existing	No
Back Wall 2	Existing Zone	R-0 Wall	210	Back	120	29	90	none	Existing	No
Right Wall 2	Existing Zone	R-0 Wall	300	Right	176	18	90	none	Existing	No
Interior Roof	Existing Zone	R-0 Roof Cathedral	n/a	n/a	330	n/a	n/a		Existing	No

OPAQUE SURFACES - CATHEDRAL CEILINGS

01 Name	02 Zone	03 Construction	04 Azimuth	05 Orientation	06 Area (ft²)	07 Skylight Area (ft²)	08 Roof Rise (x in 12)	09 Roof Reflectance	10 Roof Emittance	11 Cool Roof	12 Status	13 Verified Existing Condition	14 Existing Construction
Left Roof	Addition Zone	R-22 Roof Cathedral	120	Left	165	0	4	0.1	0.85	No	New	n/a	
Right Roof	Addition Zone	R-22 Roof Cathedral	300	Right	165	0	4	0.1	0.85	No	New	n/a	

FENESTRATION / GLAZING

01 Name	02 Type	03 Surface	04 Orientation	05 Azimuth	06 Width (ft)	07 Height (ft)	08 Mult.	09 Area (ft²)	10 U-factor	11 U-factor Source	12 SHGC	13 SHGC Source	14 Exterior Shading	15 Status	16 Verified Existing Condition
Glazing	Window	Front Wall	Front	30			1	13	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a
Glazing 2	Window	Left Wall	Left	120			1	10	0.29	NFRC	0.22	NFRC	Bug Screen	New	n/a

WATER HEATERS

01 Name	02 Heating Element Type	03 Tank Type	04 # of Units	05 Tank Vol. (gal)	06 Energy Factor or Efficiency	07 Input Rating or Pilot	08 Tank Insulation R-value (int/Ext)	09 Standby Loss or Recovery Eff	10 1st Hr. Rating or Flow Rate	11 NEEA Heat Pump Brand or Model	12 Tank Location or Ambient Condition	13 Status	14 Verified Existing Condition
DHW Heater 1	Gas	Consumer Instantaneous	1	0	0.82-UEF	<= 200 kBtu/hr	0	n/a	n/a	n/a	n/a	Altered	No

WATER HEATING - HERS VERIFICATION

01 Name	02 Pipe Insulation	03 Parallel Piping	04 Compact Distribution	05 Compact Distribution Type	06 Recirculation Control	07 Central DHW Distribution	08 Shower Drain Water Heat Recovery
DHW Sys 1 - 1/1	Not Required	Not Required	Not Required	None	Not Required	Not Required	Not Required

SPACE CONDITIONING SYSTEMS

01 Name	02 System Type	03 Heating Unit Name	04 Cooling Unit Name	05 Fan Name	06 Distribution Name	07 Required Thermostat Type	08 Status	09 Verified Existing Condition	10 Heating Equipment Count	11 Cooling Equipment Count
HVAC1	Heat pump heating cooling	Heat Pump System 1	Heat Pump System 1	n/a	n/a	Setback	New	No	1	1

HVAC - HEAT PUMPS

01 Name	02 System Type	03 Number of Units	04 Heating HSPF/COP	05 Heating Cap 47	06 Heating Cap 17	07 Cooling SEER	08 Cooling EER/CEER	09 Zonally Controlled	10 Compressor Type	11 HERS Verification
Heat Pump System 1	Ductless MiniSplit HP	1	8.2	16000	15000	14	11.7	Not Zonal	Single Speed	Heat Pump System 1-hers-htpump

CHEERS REGISTRY PROJECT STATUS REPORT

Scan to Validate

PROJECT SUMMARY

Project Name:	Mayer ADU E+A
Address:	32 Fern Lane
City, State, Zip:	San Anselmo, CA 94960
Building Department:	San Rafael, City of
Permit Number:	
Building Energy Code:	2019 Standards

HERS VERIFIABLE MEASURES: N/A

ENERGY CODE COMPLIANCE: INCOMPLETE

CERTIFICATE OF COMPLIANCE (CF1R)

DATE	DOCUMENT	TITLE	REGISTRATION NUMBER	STATUS
04/06/2022	CF1R-PRF-01-E	Performance Compliance	422-P010048808A-000-000-0000000-0000	✓

CERTIFICATE OF INSTALLATION (CF2R)

DATE	DOCUMENT	TITLE	REGISTRATION NUMBER	STATUS
	CF2R-ENV-01-E	Fenestration		⊗
	CF2R-ENV-03-E	Insulation Installation		⊗
	CF2R-LTG-01-E	Lighting		⊗
	CF2R-MCH-01d-E	HVAC, Ducts and Fans		⊗
	CF2R-PLB-02a-E	Single Family Hot Water		⊗

CHEERS

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REVISIONS	BY
4/10/22	AM

KEN MAYER
DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

TITLE 24 FORM CF-1R

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date OCT. 2021
Scale AS NOTED
Drawn
Job MAYER
Sheet 3
Of Sheets

RESIDENTIAL MEASURES SUMMARY — RMS-1

Project Name	Building Type	Date
Mayer ADU E+A	☑ Single Family ☐ Addition Alone ☐ Multi Family ☑ Existing+ Addition/Alteration	4/13/2022

Project Address	California Energy Climate Zone	Total Cond. Floor Area	Addition	# of Units
32 Fern Lane San Anselmo	CA Climate Zone 02	660	330	1

INSULATION

Construction	Type	Cavity	Area (ft²)	Special Features	Status
Wall	Wood Framed	- no insulation	158		Existing
Slab	Unheated Slab-on-Grade	- no insulation	330	Perim = 74'	Existing
Demising	Wood Framed Rafter	- no insulation	330		Existing

FENESTRATION — Total Area: 155 | Glazing Percentage: 23.5% | New/Altered Average U-Factor: 0.29

Orientation	Area(ft²)	U-Fac	SHGC	Overhang	Sidefins	Exterior Shades	Status

HVAC SYSTEMS

Qty.	Heating	Min. Eff	Cooling	Min. Eff	Thermostat	Status

HVAC DISTRIBUTION

Location	Heating	Cooling	Duct Location	Duct R-Value	Status

WATER HEATING

Qty.	Type	Gallons	Min. Eff	Distribution	Status

EnergyPro 8.3 by EnergySoft User Number: 1005 ID: 0405MAY Page 2 of 2

RESIDENTIAL MEASURES SUMMARY — RMS-1

Project Name	Building Type	Date
Mayer ADU E+A	☑ Single Family ☐ Addition Alone ☐ Multi Family ☑ Existing+ Addition/Alteration	4/13/2022

Project Address	California Energy Climate Zone	Total Cond. Floor Area	Addition	# of Units
32 Fern Lane San Anselmo	CA Climate Zone 02	660	330	1

INSULATION

Construction	Type	Cavity	Area (ft²)	Special Features	Status
Roof	Wood Framed Rafter	R 22	330		New
Wall	Wood Framed	R 21	122		New
Wall	Wood Framed	R 21	188		New
Wall	Wood Framed	R 21	98		New
Wall	Wood Framed	R 21	188		New
Wall	Wood Framed	- no insulation	82		Existing
Wall	Wood Framed	- no insulation	176		Existing
Wall	Wood Framed	- no insulation	91		Existing

FENESTRATION — Total Area: 155 | Glazing Percentage: 23.5% | New/Altered Average U-Factor: 0.29

Orientation	Area(ft²)	U-Fac	SHGC	Overhang	Sidefins	Exterior Shades	Status
Front (NE)	51.0	0.290	0.22	none	none	N/A	New
Left (SE)	10.0	0.290	0.22	none	none	N/A	New
Rear (SW)	66.0	0.290	0.22	none	none	N/A	New
Right (NW)	28.0	0.290	0.22	none	none	N/A	New

HVAC SYSTEMS

Qty.	Heating	Min. Eff	Cooling	Min. Eff	Thermostat	Status
1	Split Heat Pump	8.20 HSPF	Split Heat Pump	14.0 SEER	Setback	New

HVAC DISTRIBUTION

Location	Heating	Cooling	Duct Location	Duct R-Value	Status
HVAC	Ductless / with Fan	Ductless	n/a	n/a	New

WATER HEATING

Qty.	Type	Gallons	Min. Eff	Distribution	Status
1	Small Instantaneous Gas	0	0.82	Standard	Altered

EnergyPro 8.3 by EnergySoft User Number: 1005 ID: 0405MAY Page 1 of 2

2019 Low-Rise Residential Mandatory Measures Summary

*NOTE: Low-rise residential buildings subject to the Energy Standards must comply with all applicable mandatory measures, regardless of the compliance approach used. Review the respective section for more information. *Exceptions may apply.*
(01/2020)

Building Envelope Measures:	
§ 110.6(a)1:	**Air Leakage.** Manufactured fenestration, exterior doors, and exterior pet doors must limit air leakage to 0.3 CFM per square foot or less when tested per NFRC-400, ASTM E283 or AAMA/WDMA/CSA 101/I.S.2/A440-2011.*
§ 110.6(a)5:	**Labeling.** Fenestration products and exterior doors must have a label meeting the requirements of § 10-111(a).
§ 110.6(b):	**Field fabricated exterior doors and fenestration products** must use U-factors and solar heat gain coefficient (SHGC) values from Tables 110.6-A, 110.6-B, or JA4.5 for exterior doors. They must be caulked and/or weather-stripped.*
§ 110.7:	**Air Leakage.** All joints, penetrations, and other openings in the building envelope that are potential sources of air leakage must be caulked, gasketed, or weather stripped.
§ 110.8(a):	**Insulation Certification by Manufacturers.** Insulation must be certified by the Department of Consumer Affairs, Bureau of Household Goods and Services (BHGS).
§ 110.8(g):	**Insulation Requirements for Heated Slab Floors.** Heated slab floors must be insulated per the requirements of § 110.8(g).
§ 110.8(i):	**Roofing Products Solar Reflectance and Thermal Emittance.** The thermal emittance and aged solar reflectance values of the roofing material must meet the requirements of § 110.8(i) and be labeled per §10-113 when the installation of a cool roof is specified on the CF1R.
§ 110.8(j):	**Radiant Barrier.** When required, radiant barriers must have an emittance of 0.05 or less and be certified to the Department of Consumer Affairs.
§ 150.0(a):	**Ceiling and Rafter Roof Insulation.** Minimum R-22 insulation in wood-frame ceiling; or the weighted average U-factor must not exceed 0.043. Minimum R-19 or weighted average U-factor of 0.054 or less in a rafter roof alteration. Attic access doors must have permanently attached insulation using adhesive or mechanical fasteners. The attic access must be gasketed to prevent air leakage. Insulation must be installed in direct contact with a continuous roof or ceiling which is sealed to limit infiltration and exfiltration as specified in § 110.7, including but not limited to placing insulation either above or below the roof deck or on top of a drywall ceiling.*
§ 150.0(b):	**Loose-fill Insulation.** Loose fill insulation must meet the manufacturer's required density for the labeled R-value.
§ 150.0(c):	**Wall Insulation.** Minimum R-13 insulation in 2x4 inch wood framing wall or have a U-factor of 0.102 or less, or R-20 in 2x6 inch wood framing or have a U-factor of 0.071 or less. Opaque non-framed assemblies must have an overall assembly U-factor not exceeding 0.102. Masonry walls must meet Tables 150.1-A or B.*
§ 150.0(d):	**Raised-floor Insulation.** Minimum R-19 insulation in raised wood framed floor or 0.037 maximum U-factor.*
§ 150.0(f):	**Slab Edge Insulation.** Slab edge insulation must meet all of the following: have a water absorption rate, for the insulation material alone without facings, no greater than 0.3 percent; have a water vapor permeance no greater than 2.0 perm per inch; be protected from physical damage and UV light deterioration; and, when installed as part of a heated slab floor, meet the requirements of § 110.8(g).
§ 150.0(g)1:	**Vapor Retarder.** In climate zones 1 through 16, the earth floor of unvented crawl space must be covered with a Class I or Class II vapor retarder. This requirement also applies to controlled ventilation crawl space for buildings complying with the exception to § 150.0(d).
§ 150.0(g)2:	**Vapor Retarder.** In climate zones 14 and 16, a Class I or Class II vapor retarder must be installed on the conditioned space side of all insulation in all exterior walls, vented attics, and unvented attics with air-permeable insulation.
§ 150.0(q):	**Fenestration Products.** Fenestration, including skylights, separating conditioned space from unconditioned space or outdoors must have a maximum U-factor of 0.58; or the weighted average U-factor of all fenestration must not exceed 0.58.*
Fireplaces, Decorative Gas Appliances, and Gas Log Measures:	
§ 110.5(e)	**Pilot Light.** Continuously burning pilot lights are not allowed for indoor and outdoor fireplaces.
§ 150.0(e)1:	**Closable Doors.** Masonry or factory-built fireplaces must have a closable metal or glass door covering the entire opening of the firebox.
§ 150.0(e)2:	**Combustion Intake.** Masonry or factory-built fireplaces must have a combustion outside air intake, which is at least six square inches in area and is equipped with a readily accessible, operable, and tight-fitting damper or combustion-air control device.*
§ 150.0(e)3:	**Flue Damper.** Masonry or factory-built fireplaces must have a flue damper with a readily accessible control.*
Space Conditioning, Water Heating, and Plumbing System Measures:	
§ 110.0-§ 110.3:	**Certification.** Heating, ventilation and air conditioning (HVAC) equipment, water heaters, showerheads, faucets, and all other regulated appliances must be certified by the manufacturer to the California Energy Commission.*
§ 110.2(a):	**HVAC Efficiency.** Equipment must meet the applicable efficiency requirements in Table 110.2-A through Table 110.2-K.*
§ 110.2(b):	**Controls for Heat Pumps with Supplementary Electric Resistance Heaters.** Heat pumps with supplementary electric resistance heaters must have controls that prevent supplementary heater operation when the heating load can be met by the heat pump alone; and in which the cut-on temperature for compression heating is higher than the cut-on temperature for supplementary heating, and the cut-off temperature for compression heating is higher than the cut-off temperature for supplementary heating.*
§ 110.2(c):	**Thermostats.** All heating or cooling systems not controlled by a central energy management control system (EMCS) must have a setback thermostat.*
§ 110.3(c)4:	**Water Heating Recirculation Loops Serving Multiple Dwelling Units.** Water heating recirculation loops serving multiple dwelling units must meet the air release valve, backflow prevention, pump priming, pump isolation valve, and recirculation loop connection requirements of § 110.3(c)4.
§ 110.3(c)6:	**Isolation Valves.** Instantaneous water heaters with an input rating greater than 6.8 kBtu per hour (2 kW) must have isolation valves with hose bibbs or other fittings on both cold and hot water lines to allow for flushing the water heater when the valves are closed.
§ 110.5:	**Pilot Lights.** Continuously burning pilot lights are prohibited for natural gas: fan-type central furnaces; household cooking appliances (except appliances without an electrical supply voltage connection with pilot lights that consume less than 150 Btu per hour); and pool and spa heaters.*
§ 150.0(h)1:	**Building Cooling and Heating Loads.** Heating and/or cooling loads are calculated in accordance with the ASHRAE Handbook, Equipment Volume, Applications Volume, and Fundamentals Volume; the SMACNA Residential Comfort System Installation Standards Manual; or the ACCA Manual J using design conditions specified in § 150.0(h)2.

2019 Low-Rise Residential Mandatory Measures Summary

§ 150.0(h)3A:	**Clearances.** Air conditioner and heat pump outdoor condensing units must have a clearance of at least five feet from the outlet of any dryer
§ 150.0(h)3B:	**Liquid Line Drier.** Air conditioners and heat pump systems must be equipped with liquid line filter driers if required, as specified by the manufacturer's instructions.
§ 150.0(j)1:	**Storage Tank Insulation.** Unfired hot water tanks, such as storage tanks and backup storage tanks for solar water-heating systems, must have a minimum of R-12 external insulation or R-16 internal insulation where the internal insulation R-value is indicated on the exterior of the tank.
§ 150.0(j)2A:	**Water Piping, Solar Water-heating System Piping, and Space Conditioning System Line Insulation.** All domestic hot water piping must be insulated as specified in Section 609.11 of the California Plumbing Code. In addition, the following piping conditions must have a minimum insulation wall thickness of one inch or a minimum insulation R-value of 7.7: the first five feet of cold water pipes from the storage tank; all hot water piping with a nominal diameter equal to or greater than 3/4 inch and less than one inch; all hot water piping with a nominal diameter less than 3/4 inch that is: associated with a domestic hot water recirculation system, from the heating source to storage tank or between tanks, buried below grade, and from the heating source to kitchen fixtures.*
§ 150.0(j)3:	**Insulation Protection.** Piping insulation must be protected from damage, including that due to sunlight, moisture, equipment maintenance, and wind as required by Section 120.3(b). Insulation exposed to weather must be water retardant and protected from UV light (no adhesive tapes). Insulation covering chilled water piping and refrigerant suction piping located outside the conditioned space must include, or be protected by, a Class I or Class II vapor retarder. Pipe insulation buried below grade must be installed in a waterproof and non-crushable casing or sleeve.
§ 150.0(n)1:	**Gas or Propane Water Heating Systems.** Systems using gas or propane water heaters to serve individual dwelling units must include all of the following: A dedicated 125 volt, 20 amp electrical receptacle connected to the electric panel with a 120/240 volt 3 conductor, 10 AWG copper branch circuit, within three feet of the water heater without obstruction. Both ends of the unused conductor must be labeled with the word "spare" and be electrically isolated. Have a reserved single pole circuit breaker space in the electrical panel adjacent to the circuit breaker for the branch circuit and labeled with the words "Future 240V Use"; a Category III or IV vent, or a Type B vent with straight pipe between the outside termination and the space where the water heater is installed; a condensate drain that is no more than two inches higher than the base of the water heater, and allows natural draining without pump assistance; and a gas supply line with a capacity of at least 200,000 Btu per hour.
§ 150.0(n)2:	**Recirculating Loops.** Recirculating loops serving multiple dwelling units must meet the requirements of § 110.3(c)5.
§ 150.0(n)3:	**Solar Water-heating Systems.** Solar water-heating systems and collectors must be certified and rated by the Solar Rating and Certification Corporation (SRCC), the International Association of Plumbing and Mechanical Officials, Research and Testing (IAPMO R&T), or by a listing agency that is approved by the Executive Director.
Ducts and Fans Measures:	
§ 110.8(d)3:	**Ducts.** Insulation installed on an existing space-conditioning duct must comply with § 604.0 of the California Mechanical Code (CMC). If a contractor installs the insulation, the contractor must certify to the customer, in writing, that the insulation meets this requirement.
§ 150.0(m)1:	**CMC Compliance.** All air-distribution system ducts and plenums must meet the requirements of the CMC §§ 601.0, 602.0, 603.0, 604.0, 605.0 and ANSI/SMACNA-006-2006 HVAC Duct Construction Standards Metal and Flexible 3rd Edition. Portions of supply-air and return-air ducts and plenums must be insulated to a minimum installed level of R-6.0 or a minimum installed level of R-4.2 when ducts are entirely in conditioned space as confirmed through field verification and diagnostic testing (RA3.1.4.3.8). Portions of the duct system completely exposed and surrounded by directly conditioned space are not required to be insulated. Connections of metal ducts and inner core of flexible ducts must be mechanically fastened. Openings must be sealed with mastic, tape, or other duct-closure system that meets the applicable requirements of UL 181, UL 181A, or UL 181B or aerosol sealant that meets the requirements of UL 723. If mastic or tape is used to seal openings greater than ¼ inch, the combination of mastic and either mesh or tape must be used. Building cavities, support platforms for air handlers, and plenums designed or constructed with materials other than sealed sheet metal, duct board or flexible duct must not be used to convey conditioned air. Building cavities and support platforms may contain ducts. Ducts installed in cavities and support platforms must not be compressed to cause reductions in the cross-sectional area.*
§ 150.0(m)2:	**Factory-Fabricated Duct Systems.** Factory-fabricated duct systems must comply with applicable requirements for duct construction, connections, and closures; joints and seams of duct systems and their components must not be sealed with cloth back rubber adhesive duct tapes unless such tape is used in combination with mastic and draw bands.
§ 150.0(m)3:	**Field-Fabricated Duct Systems.** Field-fabricated duct systems must comply with applicable requirements for: pressure-sensitive tapes, mastics, sealants, and other requirements specified for duct construction.
§ 150.0(m)7:	**Backdraft Damper.** Fan systems that exchange air between the conditioned space and outdoors must have backdraft or automatic dampers.
§ 150.0(m)8:	**Gravity Ventilation Dampers.** Gravity ventilating systems serving conditioned space must have either automatic or readily accessible, manually operated dampers in all openings to the outside, except combustion inlet and outlet air openings and elevator shaft vents.
§ 150.0(m)9:	**Protection of Insulation.** Insulation must be protected from damage, sunlight, moisture, equipment maintenance, and wind. Insulation exposed to weather must be suitable for outdoor service. For example, protected by aluminum, sheet metal, painted canvas, or plastic cover. Cellular foam insulation must be protected as above or painted with a coating that is water retardant and provides shielding from solar radiation.
§ 150.0(m)10:	**Porous Inner Core Flex Duct.** Porous inner core flex ducts must have a non-porous layer between the inner core and outer vapor barrier.
§ 150.0(m)11:	**Duct System Sealing and Leakage Test.** When space conditioning systems use forced air duct systems to supply conditioned air to an occupiable space, the ducts must be sealed and duct leakage tested, as confirmed through field verification and diagnostic testing, in accordance with § 150.0(m)11 and Reference Residential Appendix RA3.
§ 150.0(m)12:	**Air Filtration.** Space conditioning systems with ducts exceeding 10 feet and the supply side of ventilation systems must have MERV 13 or equivalent filters. Filters for space conditioning systems must have a two inch depth or can be one inch if sized per Equation 150.0-A. Pressure drops and labeling must meet the requirements in §150.0(m)12. Filters must be accessible for regular service.*
§ 150.0(m)13:	**Space Conditioning System Airflow Rate and Fan Efficacy.** Space conditioning systems that use ducts to supply cooling must have a hole for the placement of a static pressure probe, or a permanently installed static pressure probe in the supply plenum. Airflow must be ≥ 350 CFM per ton of nominal cooling capacity, and an air-handling unit fan efficacy ≤ 0.45 watts per CFM for gas furnace air handlers and ≤ 0.58 watts per CFM for all others. Small duct high velocity systems must provide an airflow ≥ 250 CFM per ton of nominal cooling capacity, and an air-handling unit fan efficacy ≤ 0.62 watts per CFM. Field verification testing is required in accordance with Reference Residential Appendix RA3.3.*

2019 Low-Rise Residential Mandatory Measures Summary

Requirements for Ventilation and Indoor Air Quality:	
§ 150.0(o)1:	**Requirements for Ventilation and Indoor Air Quality.** All dwelling units must meet the requirements of ASHRAE Standard 62.2, Ventilation and Acceptable Indoor Air Quality in Residential Buildings subject to the amendments specified in § 150.0(o)1.
§ 150.0(o)1C:	**Single Family Detached Dwelling Units.** Single family detached dwelling units, and attached dwelling units not sharing ceilings or floors with other dwelling units, occupiable spaces, public garages, or commercial spaces must have mechanical ventilation airflow provided at rates determined by ASHRAE 62.2 Sections 4.1.1 and 4.1.2 and as specified in § 150.0(o)1C.
§ 150.0(o)1E:	**Multifamily Attached Dwelling Units.** Multifamily attached dwelling units must have mechanical ventilation airflow provided at rates in accordance with Equation 150.0-B and must be either a balanced system or continuous supply or continuous exhaust system. If a balanced system is not used, all units in the building must use the same system type and the dwelling-unit envelope leakage must be ≤ 0.3 CFM at 50 Pa (0.2 inch water) per square foot of dwelling unit envelope surface area and verified in accordance with Reference Residential Appendix RA3.8.
§ 150.0(o)1F:	**Multifamily Building Central Ventilation Systems.** Central ventilation systems that serve multiple dwelling units must be balanced to provide ventilation airflow for each dwelling unit served at a rate equal to or greater than the rate specified by Equation 150.0-B. All unit airflows must be within 20 percent of the unit with the lowest airflow rate as it relates to the individual unit's minimum required airflow rate needed for compliance.
§ 150.0(o)1G:	**Kitchen Range Hoods.** Kitchen range hoods must be rated for sound in accordance with Section 7.2 of ASHRAE 62.2.
§ 150.0(o)2:	**Field Verification and Diagnostic Testing.** Dwelling unit ventilation airflow must be verified in accordance with Reference Residential Appendix RA3.7. A kitchen range hood must be verified in accordance with Reference Residential Appendix RA3.7.4.3 to confirm it is rated by HVI to comply with the airflow rates and sound requirements as specified in Section 5 and 7.2 of ASHRAE 62.2.
Pool and Spa Systems and Equipment Measures:	
§ 110.4(a):	**Certification by Manufacturers.** Any pool or spa heating system or equipment must be certified to have all of the following: a thermal efficiency that complies with the Appliance Efficiency Regulations; an on-off switch mounted outside of the heater that allows shutting off the heater without adjusting the thermostat setting; a permanent weatherproof plate or card with operating instructions; and must not use electric resistance heating.*
§ 110.4(b)1:	**Piping.** Any pool or spa heating system or equipment must be installed with at least 36 inches of pipe between the filter and the heater, or dedicated suction and return lines, or built-in or built-up connections to allow for future solar heating.
§ 110.4(b)2:	**Covers.** Outdoor pools or spas that have a heat pump or gas heater must have a cover.
§ 110.4(b)3:	**Directional Inlets and Time Switches for Pools.** Pools must have directional inlets that adequately mix the pool water, and a time switch that will allow all pumps to be set or programmed to run only during off-peak electric demand periods.
§ 110.5:	**Pilot Light.** Natural gas pool and spa heaters must not have a continuously burning pilot light.
§ 150.0(p):	**Pool Systems and Equipment Installation.** Residential pool systems or equipment must meet the specified requirements for pump sizing, flow rate, piping, filters, and valves.*
Lighting Measures:	
§ 110.9:	**Lighting Controls and Components.** All lighting control devices and systems, ballasts, and luminaires must meet the applicable requirements of § 110.9.*
§ 150.0(k)1A:	**Luminaire Efficacy.** All installed luminaires must meet the requirements in Table 150.0-A.
§ 150.0(k)1B:	**Blank Electrical Boxes.** The number of electrical boxes that are more than five feet above the finished floor and do not contain a luminaire or other device must be no greater than the number of bedrooms. These electrical boxes must be served by a dimmer, vacancy sensor control, or fan speed control.
§ 150.0(k)1C:	**Recessed Downlight Luminaires in Ceilings.** Luminaires recessed into ceilings must meet all of the requirements for: insulation contact (IC) labeling; air leakage; sealing; maintenance; and socket and light source as described in § 150.0(k)1C.
§ 150.0(k)1D:	**Electronic Ballasts for Fluorescent Lamps.** Ballasts for fluorescent lamps rated 13 watts or greater must be electronic and must have an output frequency no less than 20 kHz.
§ 150.0(k)1E:	**Night Lights, Step Lights, and Path Lights.** Night lights, step lights and path lights are not required to comply with Table 150.0-A or be controlled by vacancy sensors provided they are rated to consume no more than 5 watts of power and emit no more than 150 lumens.
§ 150.0(k)1F:	**Lighting Integral to Exhaust Fans.** Lighting integral to exhaust fans (except when installed by the manufacturer in kitchen exhaust hoods) must meet the applicable requirements of § 150.0(k).*
§ 150.0(k)1G:	**Screw based luminaires.** Screw based luminaires must contain lamps that comply with Reference Joint Appendix JA8.*
§ 150.0(k)1H:	**Light Sources in Enclosed or Recessed Luminaires.** Lamps and other separable light sources that are not compliant with the JA8 elevated temperature requirements, including marking requirements, must not be installed in enclosed or recessed luminaires.
§ 150.0(k)1I:	**Light Sources in Drawers, Cabinets, and Linen Closets.** Light sources internal to drawers, cabinetry or linen closets are not required to comply with Table 150.0-A or be controlled by vacancy sensors provided that they are rated to consume no more than 5 watts of power, emit no more than 150 lumens, and are equipped with controls that automatically turn the lighting off when the drawer, cabinet or linen closet is closed.
§ 150.0(k)2A:	**Interior Switches and Controls.** All forward phase cut dimmers used with LED light sources must comply with NEMA SSL 7A.
§ 150.0(k)2B:	**Interior Switches and Controls.** Exhaust fans must be controlled separately from lighting systems.*
§ 150.0(k)2C:	**Interior Switches and Controls.** Lighting must have readily accessible wall-mounted controls that allow the lighting to be manually turned ON and OFF.*
§ 150.0(k)2D:	**Interior Switches and Controls.** Controls and equipment must be installed in accordance with manufacturer's instructions.
§ 150.0(k)2E:	**Interior Switches and Controls.** Controls must not bypass a dimmer, occupant sensor, or vacancy sensor function if the control is installed to comply with § 150.0(k).
§ 150.0(k)2F:	**Interior Switches and Controls.** Lighting controls must comply with the applicable requirements of § 110.9.

2019 Low-Rise Residential Mandatory Measures Summary

§ 150.0(k)2G:	**Interior Switches and Controls.** An energy management control system (EMCS) may be used to comply with control requirements if it: provides functionality of the specified control according to § 110.9; meets the Installation Certificate requirements of § 130.4; meets the EMCS requirements of § 130.0(e); and meets all other requirements in § 150.0(k)2.
§ 150.0(k)2H:	**Interior Switches and Controls.** A multiscene programmable controller may be used to comply with dimmer requirements in § 150.0(k) if it provides the functionality of a dimmer according to § 110.9, and complies with all other applicable requirements in § 150.0(k)2.
§ 150.0(k)2I:	**Interior Switches and Controls.** In bathrooms, garages, laundry rooms, and utility rooms, at least one luminaire in each of these spaces must be controlled by an occupant sensor or a vacancy sensor providing automatic-off functionality. If an occupant sensor is installed, it must be initially configured to manual-on operation using the manual control required under Section 150.0(k)2C.
§ 150.0(k)2J:	**Interior Switches and Controls.** Luminaires that are or contain light sources that meet Reference Joint Appendix JA8 requirements for dimming, and that are not controlled by occupancy or vacancy sensors, must have dimming controls.*
§ 150.0(k)2K:	**Interior Switches and Controls.** Under cabinet lighting must be controlled separately from ceiling-installed lighting systems.
§ 150.0(k)3A:	**Residential Outdoor Lighting.** For single-family residential buildings, outdoor lighting permanently mounted to a residential building, or to other buildings on the same lot, must meet the requirement in item § 150.0(k)3Ai (ON and OFF switch) and the requirements in either § 150.0(k)3Aii (photocell and either a motion sensor or automatic time switch control) or § 150.0(k)3Aiii (astronomical time clock), or an EMCS.
§ 150.0(k)3B:	**Residential Outdoor Lighting.** For low-rise residential buildings with four or more dwelling units, outdoor lighting for private patios, entrances, balconies, and porches; and residential parking lots and carports with less than eight vehicles per site must comply with either § 150.0(k)3A or with the applicable requirements in Sections 110.9, 130.0, 130.2, 130.4, 140.7 and 141.0.
§ 150.0(k)3C:	**Residential Outdoor Lighting.** For low-rise residential buildings with four or more dwelling units, any outdoor lighting for residential parking lots or carports with a total of eight or more vehicles per site and any outdoor lighting not regulated by § 150.0(k)3B or § 150.0(k)3D must comply with the applicable requirements in Sections 110.9, 130.0, 130.2, 130.4, 140.7 and 141.0.
§ 150.0(k)4:	**Internally illuminated address signs.** Internally illuminated address signs must comply with § 140.8; or must consume no more than 5 watts of power as determined according to § 130.0(c).
§ 150.0(k)5:	**Residential Garages for Eight or More Vehicles.** Lighting for residential parking garages for eight or more vehicles must comply with the applicable requirements for nonresidential garages in Sections 110.9, 130.0, 130.1, 130.4, 140.6, and 141.0.
§ 150.0(k)6A:	**Interior Common Areas of Low-rise Multifamily Residential Buildings.** In a low-rise multifamily residential building where the total interior common area in a single building equals 20 percent or less of the floor area, permanently installed lighting for the interior common areas in that building must be comply with Table 150.0-A and be controlled by an occupant sensor.
§ 150.0(k)6B:	**Interior Common Areas of Low-rise Multifamily Residential Buildings.** In a low-rise multifamily residential building where the total interior common area in a single building equals more than 20 percent of the floor area, permanently installed lighting for the interior common areas in that building must: i. Comply with the applicable requirements in Sections 110.9, 130.0, 130.1, 140.6 and 141.0; and ii. Lighting installed in corridors and stairwells must be controlled by occupant sensors that reduce the lighting power in each space by at least 50 percent. The occupant sensors must be capable of turning the light fully on and off from all designed paths of ingress and egress.
Solar Ready Buildings:	
§ 110.10(a)1:	**Single Family Residences.** Single family residences located in subdivisions with 10 or more single family residences and where the application for a tentative subdivision map for the residences has been deemed complete and approved by the enforcement agency, which do not have a photovoltaic system installed, must comply with the requirements of § 110.10(b) through § 110.10(e).
§ 110.10(a)2:	**Low-rise Multifamily Buildings.** Low-rise multi-family buildings that do not have a photovoltaic system installed must comply with the requirements of § 110.10(b) through § 110.10(d).
§ 110.10(b)1:	**Minimum Solar Zone Area.** The solar zone must have a minimum total area as described below. The solar zone must comply with access, pathway, smoke ventilation, and spacing requirements as specified in Title 24, Part 9 or other parts of Title 24 or in any requirements adopted by a local jurisdiction. The solar zone total area must be comprised of areas that have no dimension less than 5 feet and are no less than 80 square feet each for buildings with roof areas less than or equal to 10,000 square feet or no less than 160 square feet each for buildings with roof areas greater than 10,000 square feet. For single family residences, the solar zone must be located on the roof or overhang of the building and have a total area no less than 250 square feet. For low-rise multi-family buildings the solar zone must be located on the roof or overhang of the building, or on the roof or overhang of another structure located within 250 feet of the building, or on covered parking installed with the building project, and have a total area no less than 15 percent of the total roof area of the building excluding any skylight area. The solar zone requirement is applicable to the entire building, including mixed occupancy.*
§ 110.10(b)2:	**Azimuth.** All sections of the solar zone located on steep-sloped roofs must be oriented between 90 degrees and 300 degrees of true north.
§ 110.10(b)3A:	**Shading.** The solar zone must not contain any obstructions, including but not limited to: vents, chimneys, architectural features, and roof mounted equipment.*
§ 110.10(b)3B:	**Shading.** Any obstruction located on the roof or any other part of the building that projects above a solar zone must be located at least twice the distance, measured in the horizontal plane, of the height difference between the highest point of the obstruction and the horizontal projection of the nearest point of the solar zone, measured in the vertical plane.*
§ 110.10(b)4:	**Structural Design Loads on Construction Documents.** For areas of the roof designated as a solar zone, the structural design loads for roof dead load and roof live load must be clearly indicated on the construction documents.
§ 110.10(c):	**Interconnection Pathways.** The construction documents must indicate: a location reserved for inverters and metering equipment and a pathway reserved for routing of conduit from the solar zone to the point of interconnection with the electrical service; and for single family residences and central water-heating systems, a pathway reserved for routing plumbing from the solar zone to the water-heating system.
§ 110.10(d):	**Documentation.** A copy of the construction documents or a comparable document indicating the information from § 110.10(b) through § 110.10(c) must be provided to the occupant.
§ 110.10(e)1:	**Main Electrical Service Panel.** The main electrical service panel must have a minimum busbar rating of 200 amps.
§ 110.10(e)2:	**Main Electrical Service Panel.** The main electrical service panel must have a reserved space to allow for the installation of a double pole circuit breaker for a future solar electric installation. The reserved space must be permanently marked as "For Future Solar Electric".

REVISIONS	BY
4/10/22	KM

KEN MAYER
DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

TITLE 24 FORM CF-1R
RESIDENTIAL MEASURES SUMMARY

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date OCT. 2021
Scale AS NOTED
Drawn
Job MAYER
Sheet 4
Of Sheets

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

This checklist is effective September 9, 2020, and applies to additions and alterations of low-rise residential buildings including hotels, motels, lodging houses, dwellings, dormitories, condominiums, shelters, congregate residences, employee housing, factory-built housing, and other types of dwellings containing sleeping accommodations, and accessory structures.

The provisions of this checklist apply only to the portions of the building being added to or altered within the scope of the permitted work when the cumulative square footage of the project is less than 1,200 square feet. Existing site and landscaping improvements that are not otherwise disturbed are also not subject to the requirements of CALGreen.

Submit this checklist with your plans to demonstrate compliance with the green building ordinance. This checklist includes modifications specific to the Town of San Anselmo. For more information on the Town's Green Building requirements, please visit the Building Department's Green Building Resources webpage.

For more information on CALGreen and complete measure language, see Chapters 4 and Appendix 4 here: https://codes.iccsafe.org/content/CAGBSC2019/table-of-contents

PROJECT DETAILS

32 FERN LANE — Project Address
007-041-07 — APN
KEN MAYER — Applicant Name (Please Print)

PROJECT VERIFICATION

The green building professional[1] has reviewed the plans and certifies that the mandatory and elective measures listed below are hereby incorporated into the project plans and will be implemented into the project in accordance with the requirements set forth in the 2019 California Green Building Standards Code as amended by the Town of San Anselmo.

Signature — 3/31/2022 Date
KEN MAYER DESIGNER/BUILDER — Name & Title (Please Print)

[1] A qualified building professional can be an architect, engineer, contractor, or qualified green building professional, such as a CALGreen Special Inspector.

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.106.2 A plan is developed and implemented to manage stormwater runoff from the construction activities through compliance with the Town's Homeowner's Guide to Stormwater Management. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.106.3 Construction plans shall indicate how site grading or a drainage system will manage all surface water flows to keep water from entering buildings. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.106.4.1 One- and two-family dwellings, and townhouses with attached private garages. If the project scope includes an upgrade of the electrical service panel, achieve Level 2 EV readiness including a raceway and dedicated 208/240-volt branch circuit, as required in the Town of San Anselmo Municipal Code, Chapter 9-19.040 *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.106.4.2 Multifamily dwellings and hotels/motels. If the project scope includes an upgrade of the electrical service panel or modification of the parking lot, comply with EV Readiness requirements outlined in the Town of San Anselmo Municipal Code, Chapter 9-19.040 *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.201.1 Building meets or exceeds the requirements of the California Building Energy Efficiency Standards. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.303.1 Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) installed in residential buildings shall comply with the prescriptive requirements of Sections 4.303.1.1 through 4.303.1.4.4. *Plan sheet reference (if applicable):*	■ YES ☐ N/A

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.303.2 Plumbing fixtures and fittings required in Section 4.303.1 shall be installed in accordance with the *California Plumbing Code* and shall meet the applicable referenced standards. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.304.1 Residential developments shall comply with local ordinances, MMWD's Landscape Requirements or the current California Department of Water Resources Model Water Efficient Landscape Ordinance (MWELO), whichever is more stringent. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.406.1 Annular spaces around pipes, electric cables, conduits, or other openings in plates at exterior walls shall be protected against the passage of rodents by closing such openings with cement mortar, concrete masonry or similar method acceptable to the enforcing agency. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.408.1 Recycle and/or salvage for reuse a minimum of 65 percent of the nonhazardous construction and demolition waste in accordance with the reporting standards outlined by Zero Waste Marin. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.410.1 An operation and maintenance manual shall be provided to the building occupant or owner. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.410.2 Where 5 or more multifamily dwelling units are constructed on a building site, provide readily accessible areas that serve all buildings on the site and is identified for the depositing, storage and collection of non-hazardous materials for recycling, including (at a minimum) paper, corrugated cardboard, glass, plastics, organic waste, and metals or meet a lawfully enacted local recycling ordinance if more restrictive. *Plan sheet reference (if applicable):*	☐ YES ■ N/A

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.503.1 Any installed gas fireplace shall be a direct-vent sealed-combustion type. Any installed woodstove or pellet stove shall comply with the U.S. EPA New Source Performance Standards (NSPS) emission limits as applicable and shall have a permanent label indicating they are certified to meet the emission limits. Woodstoves, pellet stoves and fireplaces shall also comply with the Bay Area Air Quality Management District's Wood-Burning Devices Rule. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.504.1 Duct openings and other related air distribution component openings shall be covered during construction. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.504.2.1 Adhesives, sealants and caulks shall be compliant with VOC and other toxic compound limits. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.504.2.2 Paints, stains and other coatings shall be compliant with VOC limits. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.504.2.3 Aerosol paints and coatings shall be compliant with product weighted MIR Limits for ROC and other toxic compounds. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.504.2.4 Documentation shall be provided to verify that compliant VOC limit finish materials have been used. Documentation may include (but isn't limited to) the Manufacturer's product specification or field verification of on-site product containers. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.504.3 Carpet and carpet systems shall be compliant with VOC limits. *Plan sheet reference (if applicable):*	■ YES ☐ N/A

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.504.4 80 percent of floor area receiving resilient flooring shall comply with specified VOC criteria. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.504.5 Particleboard, medium density fiberboard (MDF), and hardwood plywood used in interior finish systems shall comply with low formaldehyde emission standards. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
A4.504.2 Install VOC compliant resilient flooring systems. Ninety (90) percent of floor area receiving resilient flooring shall comply with the VOC-emission limits established in section A4.504.2. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
A4.504.3 Thermal insulation installed in the building shall install thermal insulation in compliance with VOC limits *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.505.2 Vapor retarder and capillary break is installed at slab on grade foundations. *Plan sheet reference (if applicable):*	☐ YES ■ N/A
4.505.3 Moisture content of building materials used in wall and floor framing is checked before enclosure. *Plan sheet reference (if applicable):*	■ YES ☐ N/A
4.506.1 Each bathroom shall be provided with the following: 1. ENERGY STAR fans ducted to terminate outside the building. 2. Fans must be controlled by a humidity control (Separate or built-in); OR functioning as a component of a whole-house ventilation system. 3. Humidity controls with manual or automatic means of adjustment, capable of adjustment between a relative humidity range of ≤ 50 percent to a maximum of 80 percent. *Plan sheet reference (if applicable):*	■ YES ☐ N/A

TOWN OF SAN ANSELMO
2019 CALGREEN CHECKLIST
CALGreen Standards for Residential Additions & Alterations less than 1,200 square feet

CALGREEN MEASURE ALL MEASURES ARE MANDATORY UNLESS NOT IN PROJECT SCOPE	COMPLETED? (YES OR N/A)
4.507.2 Duct systems are sized, designed, and equipment is selected using the following methods: 1. Establish heat loss and heat gain values according to ANSI/ACCA 2 Manual J-2016 or equivalent. 2. Size duct systems according to ANSI/ACCA 1 Manual D - 2016 or equivalent. 3. Select heating and cooling equipment according to ANSI/ACCA 3 Manual S-2014 or equivalent. *Plan sheet reference (if applicable):*	☐ YES ■ N/A

REVISIONS	BY
4/10/22	

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CALGREEN CHECKLIST

REMODEL COTAGE FOR:
KEN MAYER
32 FERN LN, SAN ANSELMO CA. APN 007-041-07

Date APRIL, 2022
Scale
Drawn
Job MAYER
Sheet 5

Existing and Proposed Conditions

Residential Lots Below 150 Mean Sea Level

The following table should be placed on the cover sheet of the plan set in this format. If something is inapplicable to your project please indicate "Not Applicable" or "N/A" in the appropriate box, do not leave cells blank. MAYER, 32 FERN LN - S.M.

	Existing	Proposed	Code
Zoning	R1		
General Plan Designation			
Flood Zone	1/2 AI: SA CREEK)		
Lot Area (Sq. Ft.)	7930		
LOT COVERAGE			
Lot coverage (sq. ft.) – footprint of all structures, porches, roof overhangs over 2 feet, and decks >18 inches above grade.	HOUSE 690 COTTAGE 330 / 1020	COTTAGE 598.	
Lot coverage %	13%	13%	35%
FLOOR AREA			
Adjusted Floor Area (sq. ft.)			
First Floor	690 /	690 /	
Second Floor	526 / 1216	526 / 1216	
Other Floors	/		
Garage area over 400 sq. ft.			
Basement			
Crawl Space with concrete floor			
Attic with floor			
Areas with ceiling > 15 feet in height			
Accessory Structures	32 / NA	32 / NA	
Accessory Dwelling Unit(s)	320	598	
Total (sq. ft.)	1536	1814	
Adjusted Floor Area Ratio %	19%	23%	
Garage area	180	180	
SETBACKS / COTTAGE			
Front	67'-6"	67'-6"	
Side	47'-6"	47'-6"	
Side	5'-0"	5'-0"	
Rear	37'-0"	37'-0"	
Street Side (if applicable)			
HEIGHT / STORIES COTTAGE			
Maximum height above average existing grade	19'-0"	23'-3"	
Stories	1	2	
PARKING			
Onsite parking	4	4	
GRADING QUANTITIES			
Cut	N/A	N/A	
Fill			

RESIDENTIAL MEASURES SUMMARY — RMS-1

Project Name	Building Type	Date
Mayer ADU E+A	☑ Single Family ☐ Addition Alone ☐ Multi Family ☑ Existing+ Addition/Alteration	*4/13/2022*

Project Address	California Energy Climate Zone	Total Cond. Floor Area	Addition	# of Units
32 Fern Lane San Anselmo	*CA Climate Zone 02*	*660*	*330*	*1*

INSULATION

Construction	Type	Cavity	Area (ft^2)	Special Features	Status
Roof	*Wood Framed Rafter*	*R 22*	*330*		*New*
Wall	*Wood Framed*	*R 21*	*122*		*New*
Wall	*Wood Framed*	*R 21*	*188*		*New*
Wall	*Wood Framed*	*R 21*	*98*		*New*
Wall	*Wood Framed*	*R 21*	*188*		*New*
Wall	*Wood Framed*	*- no insulation*	*82*		*Existing*
Wall	*Wood Framed*	*- no insulation*	*176*		*Existing*
Wall	*Wood Framed*	*- no insulation*	*91*		*Existing*

FENESTRATION

Total Area: *155* | Glazing Percentage: *23.5%* | New/Altered Average U-Factor: *0.29*

Orientation	Area(ft^2)	U-Fac	SHGC	Overhang	Sidefins	Exterior Shades	Status
Front (NE)	*51.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Left (SE)	*10.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Rear (SW)	*66.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*
Right (NW)	*28.0*	*0.290*	*0.22*	*none*	*none*	*N/A*	*New*

HVAC SYSTEMS

Qty.	Heating	Min. Eff	Cooling	Min. Eff	Thermostat	Status
1	*Split Heat Pump*	*8.20 HSPF*	*Split Heat Pump*	*14.0 SEER*	*Setback*	*New*

HVAC DISTRIBUTION

Location	Heating	Cooling	Duct Location	Duct R-Value	Status
HVAC	*Ductless / with Fan*	*Ductless*	*n/a*	*n/a*	*New*

WATER HEATING

Qty.	Type	Gallons	Min. Eff	Distribution	Status
1	*Small Instantaneous Gas*	*0*	*0.82*	*Standard*	*Altered*

RESIDENTIAL MEASURES SUMMARY — RMS-1

Project Name	Building Type	Date
Mayer ADU E+A	☑ Single Family ☐ Addition Alone ☐ Multi Family ☑ Existing+ Addition/Alteration	*4/13/2022*

Project Address	California Energy Climate Zone	Total Cond. Floor Area	Addition	# of Units
32 Fern Lane San Anselmo	*CA Climate Zone 02*	*660*	*330*	*1*

INSULATION

Construction	Type	Cavity	Area (ft^2)	Special Features	Status
Wall	*Wood Framed*	*- no insulation*	*158*		*Existing*
Slab	*Unheated Slab-on-Grade*	*- no insulation*	*330*	*Perim = 74'*	*Existing*
Demising	*Wood Framed Rafter*	*- no insulation*	*330*		*Existing*

FENESTRATION

Total Area: *155* | Glazing Percentage: *23.5%* | New/Altered Average U-Factor: *0.29*

Orientation	Area(ft^2)	U-Fac	SHGC	Overhang	Sidefins	Exterior Shades	Status

HVAC SYSTEMS

Qty.	Heating	Min. Eff	Cooling	Min. Eff	Thermostat	Status

HVAC DISTRIBUTION

Location	Heating	Cooling	Duct Location	Duct R-Value	Status

WATER HEATING

Qty.	Type	Gallons	Min. Eff	Distribution	Status

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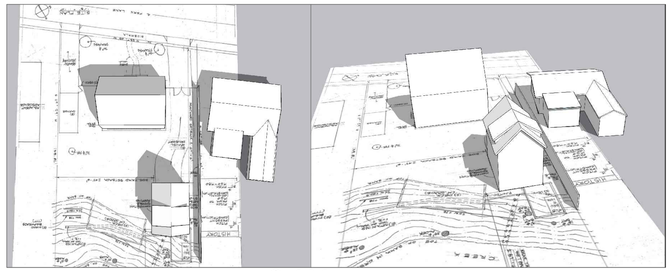

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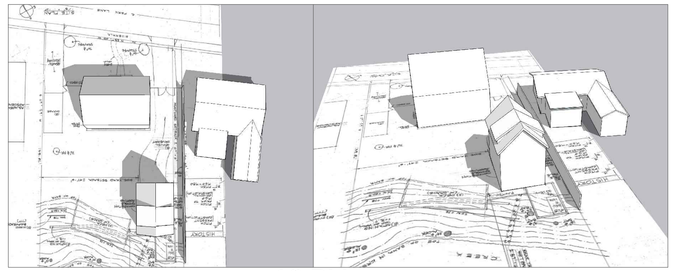

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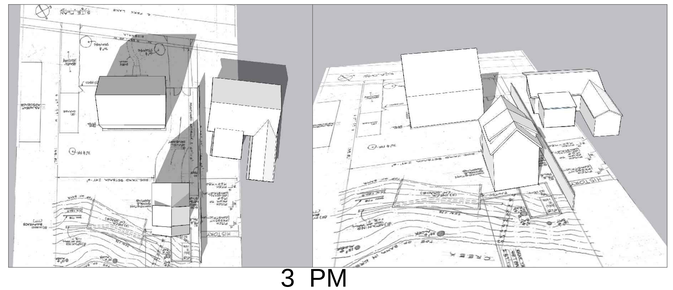

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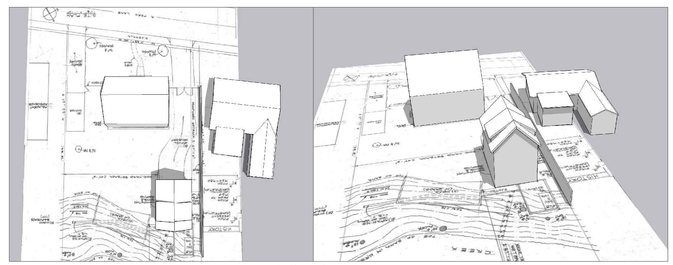

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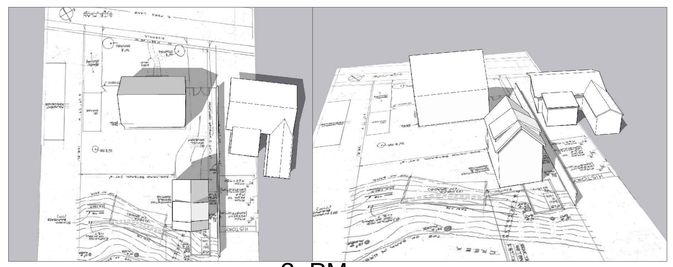

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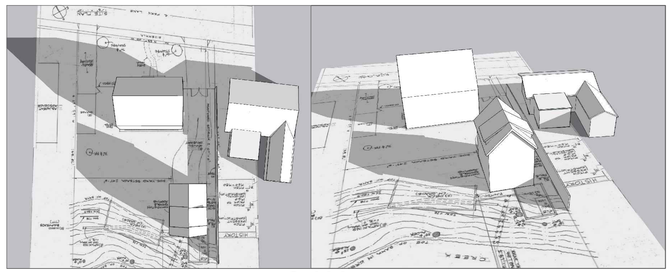
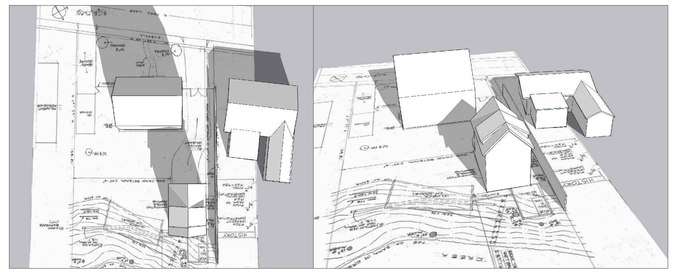
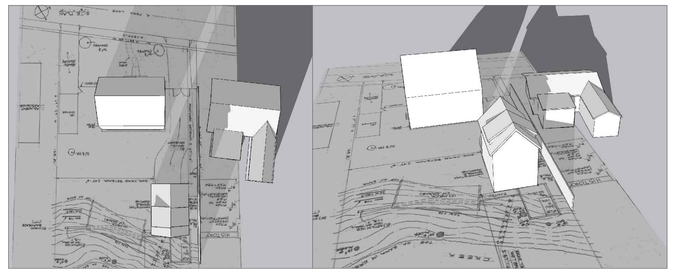
DECEMBER 21 UTC -08:00



9 AM

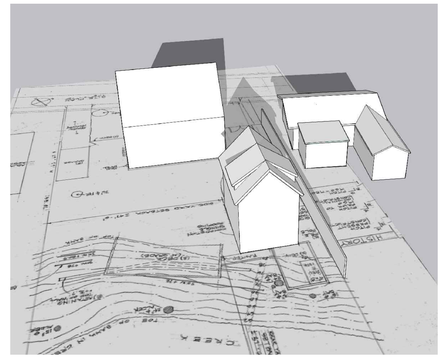


12 PM



3 PM

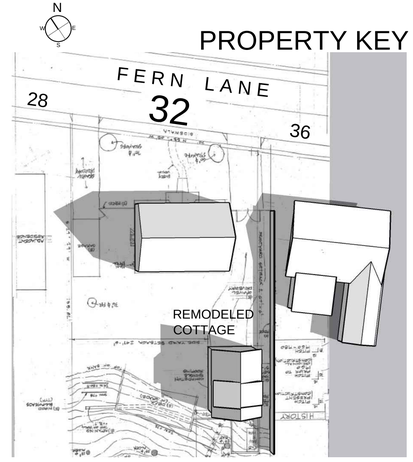
DECEMBER 21 UTC -08:00



2 PM

SHADE STUDY PREPARED BY
DIRK SMOLAK ARCHITECT USING
TRIMBLE SKETCHUP 2022
3/5/2022 707-235-9675

PROPERTY KEY



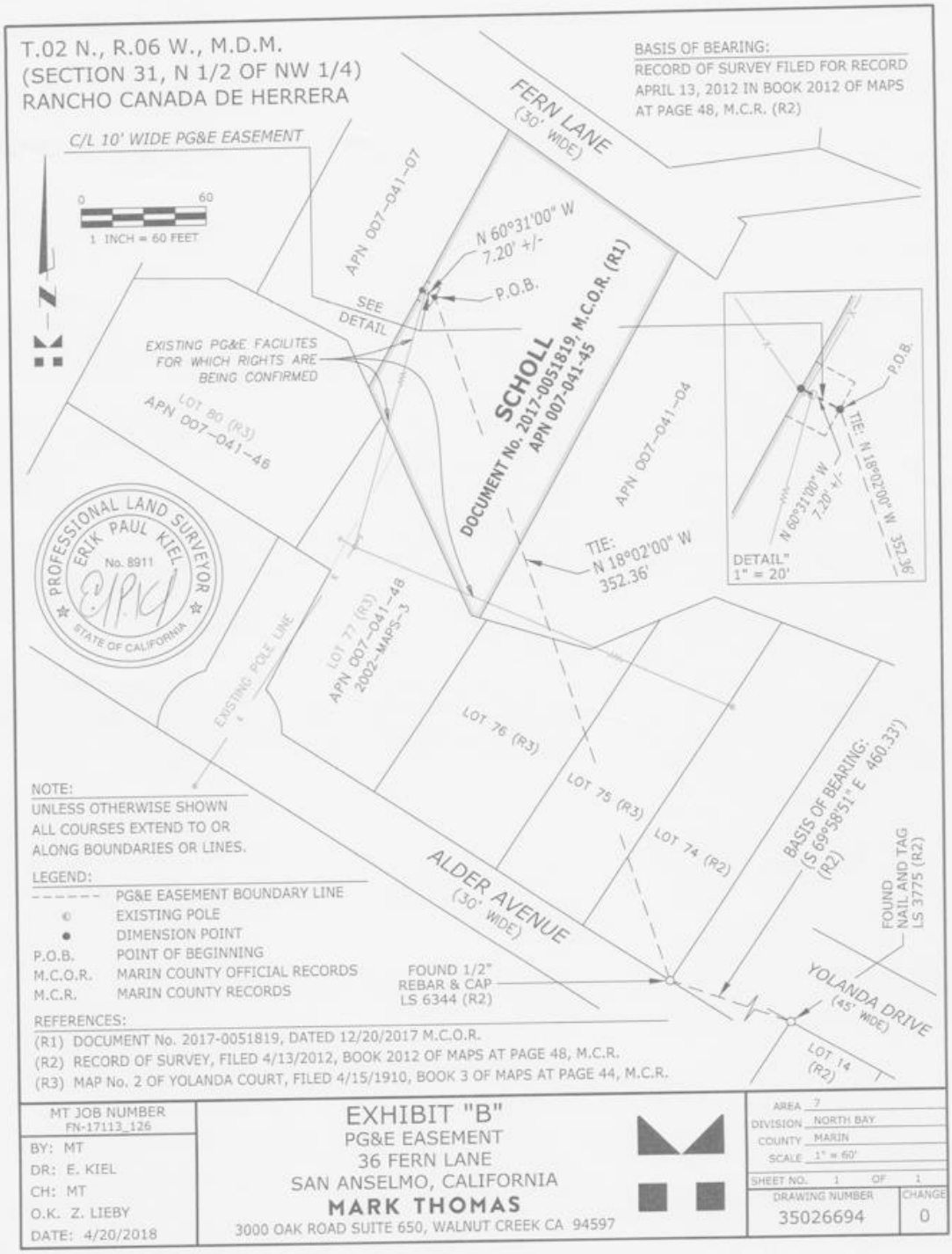
REVISIONS	BY

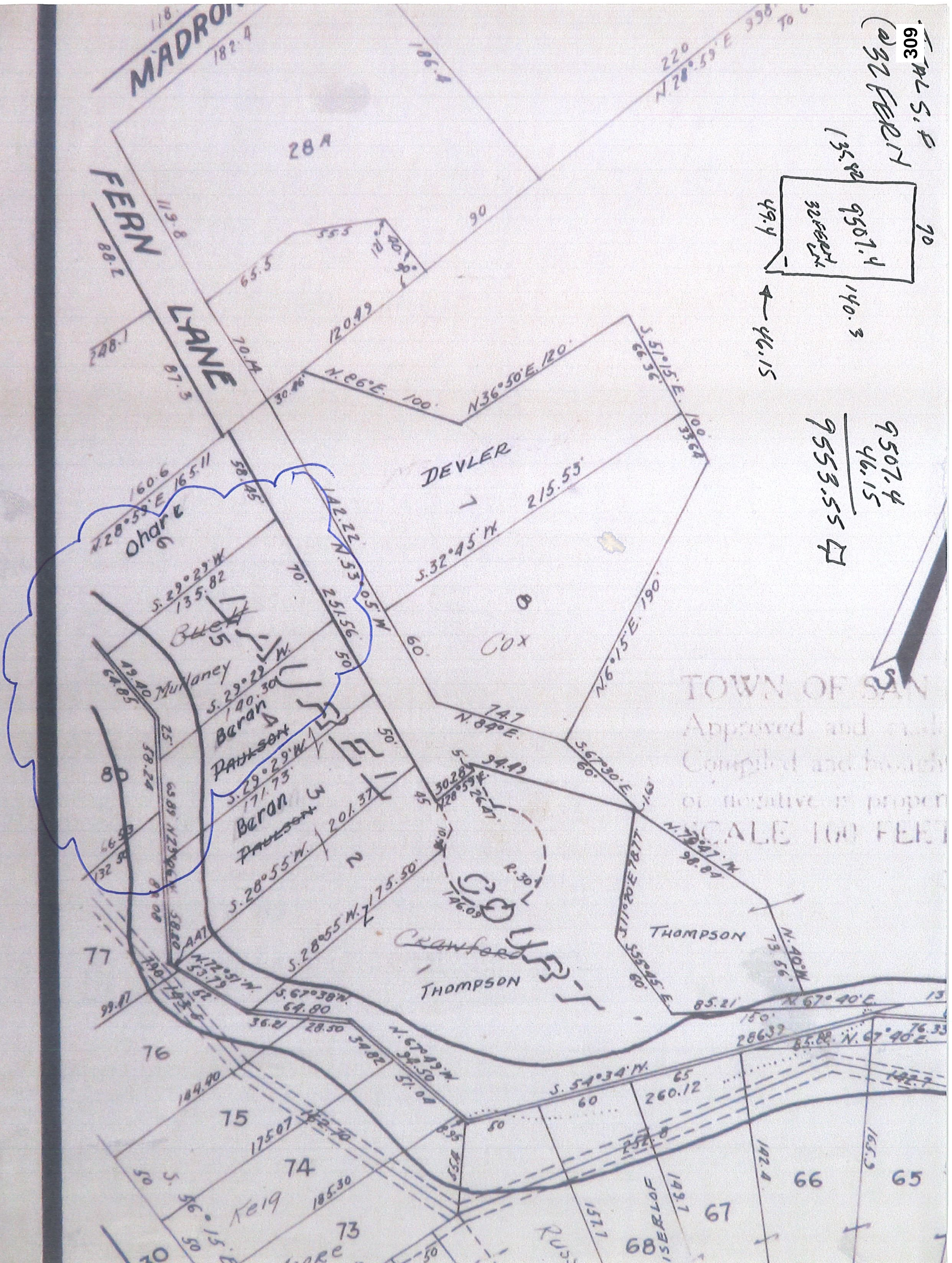
KEN MAYER
DESIGNER / BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5466

SHADE STUDY

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO. APN 007-041-07

Date	MARCH 2022
Scale	NONE
Drawn	
Job	MAYER
Sheet	1
OF	


T.02 N., R.06 W., M.D.M.
(SECTION 31, N 1/2 OF NW 1/4)
RANCHO CANADA DE HERRERA
BASIS OF BEARING:
RECORD OF SURVEY FILED FOR RECORD
APRIL 13, 2012 IN BOOK 2012 OF MAPS
AT PAGE 48, M.C.R. (R2)
C/L 10' WIDE PG&E EASEMENT
FERN LANE
(30' WIDE)
0
60
1 INCH = 60 FEET
APN 007-041-07
N 60°31'00" W
7.20' +/-
P.O.B.
SEE
DETAIL
EXISTING PG&E FACILITES
FOR WHICH RIGHTS ARE
BEING CONFIRMED
LOT 80 (R3)
APN 007-041-46
SCHOLL
DOCUMENT No. 2017-0051819, M.C.O.R. (R1)
APN 007-041-45
APN 007-041-04
TIE:
N 18°02'00" W
352.36'
DETAIL"
1" = 20'
P.O.B.
TIE: N 18°02'00" W 352.36'
N 60°31'00" W
7.20' +/-
PROFESSIONAL LAND SURVEYOR
ERIK PAUL KIEL
No. 8911
STATE OF CALIFORNIA
EXISTING POLE LINE
LOT 77 (R3)
APN 007-041-48
2002-MAPS-3
LOT 76 (R3)
LOT 75 (R3)
LOT 74 (R2)
ALDER AVENUE
(30' WIDE)
BASIS OF BEARING:
(S 69°58'51" E 450.33')
(R2)
FOUND
NAIL AND TAG
LS 3775 (R2)
FOUND 1/2"
REBAR & CAP
LS 6344 (R2)
YOLANDA DRIVE
(45' WIDE)
LOT 14
(R2)
NOTE:
UNLESS OTHERWISE SHOWN
ALL COURSES EXTEND TO OR
ALONG BOUNDARIES OR LINES.
LEGEND:
PG&E EASEMENT BOUNDARY LINE
EXISTING POLE
DIMENSION POINT
P.O.B. POINT OF BEGINNING
M.C.O.R. MARIN COUNTY OFFICIAL RECORDS
M.C.R. MARIN COUNTY RECORDS
REFERENCES:
(R1) DOCUMENT No. 2017-0051819, DATED 12/20/2017 M.C.O.R.
(R2) RECORD OF SURVEY, FILED 4/13/2012, BOOK 2012 OF MAPS AT PAGE 48, M.C.R.
(R3) MAP No. 2 OF YOLANDA COURT, FILED 4/15/1910, BOOK 3 OF MAPS AT PAGE 44, M.C.R.
MT JOB NUMBER
FN-17113_126
BY: MT
DR: E. KIEL
CH: MT
O.K. Z. LIEBY
DATE: 4/20/2018
EXHIBIT "B"
PG&E EASEMENT
36 FERN LANE
SAN ANSELMO, CALIFORNIA
MARK THOMAS
3000 OAK ROAD SUITE 650, WALNUT CREEK CA 94597
AREA 7
DIVISION NORTH BAY
COUNTY MARIN
SCALE 1" = 60'
SHEET NO. 1 OF 1
DRAWING NUMBER
35026694
CHANGE
0


MADRONE
FERN LANE
28A
DEVLER
Cox
Ohare
Mullaney
Beran
Paulson
THOMPSON
Crawford
COURT
Keig
TOWN OF SAN
SCALE 100 FEET
9507.4
46.15
9553.55

PLAT SCALE: 1" = 20'

TRANSACTION RECORD

DATE	STAMPS	SALE PRICE	GRANTEE
11-60	21.45		Lee Roy, Charles A. & Edna E. 1414-609
6-63	23.65	21,250	Johansson, E. J. & T. 1696-470

ROOM & FINISH DETAIL

ROOMS	B	1	2		FLOOR	WALL	CEIL.
ENTRY AREA		1			Hwd	Pl.	Pl.
LIVING		1			"	"	"
DINING		1			Lmq.	"	"
DINING AREA							
FAMILY							
KITCHEN		1			Vin. N.	"	"
BREAK. AREA							
DEN/LIBRARY							
BED			2		Hwd.	"	"
BED							
SUPP. ROOM							
BATH			1				

BATH FIXTURES

NO. BATHS	W. C.	LAV.	TUB	S.O.T.	SH. ST.	TYPE	GR.
1	1	1	1	1	—	Hdd	Std

CONSTRUCTION RECORD

PERMIT NO.	FOR	AMOUNT	DATE	APP. YR.
	Tes.		21	73

COMPUTATIONS:

REMARKS:

MISCELLANEOUS STRUCTURES

STRUCTURE	CLASS	SIZE	AREA	FNDN	EXT.	INT.	ROOF	FLR.	COST
Det. Garage		10x18	180	C	[illegible]	[illegible]	[illegible]	C	1501
Det. Cottage		15x22	330	C	Wood	[illegible]	[illegible]	C	3950

FOUNDATION		EXTERIOR		ROOF		SPEC. FEATURES	
CONC. CONC.	X	BRICK		COMPO. 5 Ni.	X	BREAK. BAR	
CONC. SLAB		STUCCO	X	TAR & GRAV.		WET BAR	
PIER		SIDING		SHINGLE/SHAKE		INTERCOM.	
SONOTUBE		SHINGLE/SHAKE		TILE		WARDROBES	

JOISTS		WINDOWS				BUILT-INS		A.C.	
2"x8"-16"		D.H.		WOOD		RANGE/HOOD		C.F.A.H.	X
STRUC. - WALLS		CSMT.	X	METAL	X	OVEN		OUTLETS	
WOOD FRAME		PLATE		CRYST.	X	DISHWASHER		RADIATOR	
STUDS		SL. GLASS DOOR				GARB. DISP.		RADIANT	
"x" " "						REFRIG.		FLOOR	
BRICK		LIGHTING						WALL	
CONC. BLK.	X	REC.						CENT. COOL	

WARNING: Assessor Recorder County Clerk not liable for accuracy of contents. See Rev. & Tax. Code § 408.3

Page of Title Report from County Records

32 Fern Lane

36 Fern Lane

28 Fern Lane

ZFA STRUCTURAL ENGINEERS

san francisco
silicon valley
sacramento
santa rosa
napa

32 Fern Lane
Structural Calculations

San Anselmo, CA

Permit

August 22, 2022

Prepared For:
Ken Mayer
San Anselmo, CA

Prepared By:
Sean Westbrook, SE, Associate

San Francisco, California

DETAILED DESIGN CRITERIA

BUILDING CODE

Governing Code:	2019 California Building Code
Authority Having Jurisdiction:	City of San Anselmo
Local Codes or Amendments:	2019 NA Building Code Amendments

GEOTECHNICAL REPORT INFORMATION

Report Author:	NA
Report Title:	NA
Report Number:	NA
Report Date:	Report Date
Soil Type:	D Default
Recommended Foundation System(s):	Shallo Foundation
Predicted Settlement:	X
Seismic Hazards:	X
Liquefaction Risk:	X
Expansive Soil Risk:	X

Dry Soil Density =	100	pcf
Wet Soil Density =	110	pcf
Passive Soil Pressure =	350	pcf
Active Soil Pressure =	50	pcf
At-Rest Soil Pressure =	70	pcf
Allowable Bearing Pressure, D+L =	1500	psf
Allowable Bearing Pressure, D+L+(E or W) =	2000	psf
Pier Skin Friction =	700	psf
Coefficient of Friction =	0.25	
Soil Spring Modulus =	150	lbs/in

BUILDING SYSTEM DESCRIPTION

No. Stories:	2
Footprint:	330 ft^2
Floor Area:	660 ft^2
Roof Area:	330 ft^2
Mean Building Height:	24.5 ft
Roof Pitch:	12 :12

Building Use:	Residential
Gravity System:	Wood Bearing Walls
Diaphragm System:	Plywood Sheathing
Foundation System:	Concrete Footings

DETAILED DESIGN CRITERIA

SEISMIC DESIGN PARAMETERS

					ASCE 7-16 Reference UNO:
Analysis Procedure Used:	EQ (Equiv. Lat. Force, 12.8)				*Section 12.6*
Latitude:	37.9824 deg		Longitude:	-122.5754 deg	
Risk Category:	II		Residential		*Table 1.5-1*
I_E =	1.00		Importance Factor, Seismic		*Table 1.5-1*
I_P =	1.00		Importance Factor, Nonstructural Components		*13.1.3*
Soil Site Class =	D (by default)		Per Geotech Report, Site Class D otherwise		*Table 20.3-1*
S_S =	1.500 g		Mapped spectral response acceleration parameter		*USGS*
S_1 =	0.600 g		Mapped spectral response acceleration parameter		*USGS*
F_a =	1.2		Site coefficient		*Table 11.4-1*
F_v =	1.7		Site coefficient		*Table 11.4-2*
S_{DS} =	1.200 g		Design spectral response acceleration parameter		*11.4-3*
S_{D1} =	0.680 g		Design spectral response acceleration parameter		*11.4-4*
Seismic Design Category:	D				*Section 11.6*
Building System, N-S:	A. BEARING WALL SYSTEMS		15. Light-framed (wood) walls sheathed with wood structural panels rated for shear resistance		*Table 12.2-1*
Building System, E-W:	A. BEARING WALL SYSTEMS		15. Light-framed (wood) walls sheathed with wood structural panels rated for shear resistance		*Table 12.2-1*
Diaphragm=	Flexible Diaphragm		Plywood Sheathing		
$\rho_{(N-S)}$ =	1.0		Redundancy factor, N-S		*12.3.4*
$\rho_{(E-W)}$ =	1.0		Redundancy factor, E-W		*12.3.4*
$R_{(N-S)}$ =	6.50		Response modification coefficient, N-S		*Table 12.2-1*
$R_{(E-W)}$ =	6.50		Response modification coefficient, E-W		*Table 12.2-1*
$\Omega_{o(N-S)}$ =	2.50		Overstrength factor, N-S		*Table 12.2-1*
$\Omega_{o(E-W)}$ =	2.50		Overstrength factor, E-W		*Table 12.2-1*
$C_{d(N-S)}$ =	4.00		Deflection amplification factor, N-S		*Table 12.2-1*
$C_{d(E-W)}$ =	4.00		Deflection amplification factor, E-W		*Table 12.2-1*
$T_{(N-S)}$ =	0.220 sec		Approximate Fundamental Period, N-S		*Section 12.8.2*
$T_{(E-W)}$ =	0.220 sec		Approximate Fundamental Period, E-W		*Section 12.8.2*
T_L =	8 sec		Long Period Transistion Period		*USGS*
$V_{(N-S)}$ (ULT) =	0.185 *W		Base Shear, N-S, LRFD		*Section 12.8 or 12.14*
$V_{(N-S)}$ (ASD) =	0.129 *W		Base Shear, N-S, ASD		*Section 12.8 or 12.14*
$V_{(E-W)}$ (ULT) =	0.185 *W		Base Shear, E-W, LRFD		*Section 12.8 or 12.14*
$V_{(E-W)}$ (ASD) =	0.129 *W		Base Shear,E-W, LRFD		*Section 12.8 or 12.14*
Structural Irregularities	Horizontal:	None			*Table 12.3-1*
	Vertical:	None			*Table 12.3-2*

WIND DESIGN PARAMETERS

Wind Method Used:	Directional Procedure			*Chapter 27*
Basic Wind Speed =	1 MPH		Ultimate Design Wind Speed (3 second gust)	*Figure 26.5-1A,B or C*
Exposure Category:	C		Open Terrain	*26.7.3*
K_{zt} =	1.00		Topographic Factor	*26.8*
K_d =	0.85	Buildings	Directionality Factor	*Table 26.6-1*

SNOW LOAD

Ground Snow Load =	20 psf		*Section 7.3*

DETAILED DESIGN CRITERIA

MATERIAL STRENGTH AND SPECIFICATIONS

CONCRETE:

Foundations, f'_c =	2500 psi	
Slab on grade, f'_c =	3000 psi	
Structural walls, f'_c =	3000 psi	
Beams and Columns, f'_c =	3000 psi	
Fill over metal deck, f'_c =	3000 psi	
Elevated slabs, f'_c =	3000 psi	
Weight of normal weight concrete =	150 pcf	
Weight of lightweight concrete =	120 pcf	

CONCRETE REINFORCING:

Reinforcing Steel, f_y =	60 ksi	ASTM A615, Grade 60
Reinforcing Steel ties, f_y =	60 ksi	ASTM A615, Grade 60

STRUCTURAL STEEL:

W-Shapes, f_y =	50 ksi	ASTM A992 or A572 Grade 50
W-Shapes, f_u =	65 ksi	ASTM A992 or A572 Grade 50
Angles and channels, f_y =	36 ksi	ASTM A36 or A572 Grade 50
Angles and channels, f_u =	58 ksi	ASTM A36 or A572 Grade 50
Typical plates, f_y =	36 ksi	ASTM A36 or A572 Grade 50
Typical plates, f_u =	58 ksi	ASTM A36 or A572 Grade 50
Base plates & MF plates, f_y =	50 ksi	ASTM A572 or A529, Grade 50
Base plates & MF plates, f_u =	65 ksi	ASTM A572 or A529, Grade 50
Gusset plates, f_y =	50 ksi	ASTM A572 or A529, Grade 50
Gusset plates, f_u =	65 ksi	ASTM A572 or A529, Grade 50
Round HSS, f_y =	46 ksi	ASTM A500, Grade C
Round HSS, f_u =	62 ksi	ASTM A500, Grade C
Square/Rectangular HSS, f_y =	50 ksi	ASTM A500, Grade C
Square/Rectangular HSS, f_u =	62 ksi	ASTM A500, Grade C
Pipes, f_y =	35 ksi	ASTM A53, Grade B
Pipes, f_u =	60 ksi	ASTM A53, Grade B

STEEL CONNECTORS:

Shear stud connectors, f_u =	65 ksi	ASTM A108
Machine Bolts, f_u =	58 ksi	ASTM A307
High Strength Bolts, f_u =	120 ksi	ASTM A325
Anchor Bolts, f_y =	36 ksi	ASTM F1554, Grade 36 or ASTM A307
Anchor Bolts, f_u =	58 ksi	ASTM F1554, Grade 36 or ASTM A307
Threaded Rods, f_y =	36 ksi	ASTM F1554, Grade 36 or ASTM A307
Threaded Rods, f_u =	58 ksi	ASTM F1554, Grade 36 or ASTM A307
Weld, F_{EXX} =	70 ksi	Weld Strength

MASONRY:

CMU, f'_m =	2000 psi	ASTM C90
Cementitious grout, f'_m =	2000 psi	
Mortar, f'_m =	1800 psi	ASTM C270, Type S
Unit Weight =	135 pcf	ASTM C90, Normal Weight

DETAILED DESIGN CRITERIA

WOOD CONSTRUCTION:

6x Posts, F_b =	1200 psi	Douglas Fir #1
6x Beam, F_b =	1350 psi	Douglas Fir #1
4x Posts & Beams, F_b =	1000 psi	Douglas Fir #1
2x Joists & Rafters, F_b =	900 psi	Douglas Fir #2
2x Studs, F_b =	900 psi	Douglas Fir #2
Sheathing	PS1 / PS2	
Connections	Simpson Strong-Tie	
Glued-Laminated Beam (GLB), F_b =	2400 psi	24F-V4 (DF/DF) simple span, 24F-V8 (DF/DF) continuous span
Exterior GLB, F_b =	2000 psi	20F-V12 (AC/AC) simple span, 20F-V13 (AC/AC) continuous span
Parallel Strand Lumber (PSL), F_b =	2900 psi	Grade 2.0E
Laminated Veneer Lumber (LVL), F_b =	2600 psi	Grade 1.9E
Laminated Strand Lumber (LSL), F_b =	1700 psi	Grade 1.3E

COLD FORMED METAL FRAMING:

33 & 43 mils (20 & 18 ga), f_y =	33 ksi	ASTM A1003, Grade ST33H or ST33L
54, 68, & 97 mils (16, 14, & 12 ga), f_y =	50 ksi	ASTM A1003, Grade ST50H or ST50L

DEFLECTION & VIBRATION DESIGN CRITERIA

		LIVE		DEAD + LIVE		0.6 WIND	
	Finish	Design	Code Min	Design	Code Min	Design	Code Min
Roof Framing	Ceiling	L/240	L/240	L/180	L/180	L/240	L/240
Floor Framing	-	L/360	L/360	L/240	L/240	-	-
Wall Framing	Flexible	-	-	-	-	L/120	L/120

ADDITIONAL DESIGN CONSIDERATIONS

(List anything out of the ordinary or important to remember for project)

GRAVITY / SEISMIC FLAT WEIGHT TAKEOFF (PSF)

Roof

CBC Live Load Category: 26. Roof: ordinary [Table 1607.1]
Slope: 12.00:12 Balcony?: No

Material	Thickness (in)	Sloped	Deck	Joists	Girders	Columns	Model	Seismic	Model Seismic
Roofing: Asphalt Shingles			3.0	3.0	3.0	3.0	3.0	3.0	3.0
Sheathing: 1/2 in. OSB			1.7	1.7	1.7	1.7	1.7	1.7	1.7
Decking:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
Insulation: "Soft": Loose Fill, Blown-In, & Batt t =	8		1.6	1.6	1.6	1.6	1.6	1.6	1.6
Ceiling: 5/8 in. Gypsum Board				2.8	2.8	2.8	2.8	2.8	2.8
Framing: DF-L 2x8 @ 24"oc				1.5	1.5	1.5	1.5	1.5	1.5
Framing:					0.0	0.0	0.0	0.0	0.0
Framing:						0.0	0.0	0.0	0.0
MEP:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
MEP: Typical			2.0	2.0	2.0	2.0	2.0	2.0	2.0
MEP: Solar			3.0	3.0	3.0	3.0	3.0	3.0	3.0
Miscellaneous			1.7	1.4	1.4	1.4	1.4	1.5	1.5
Dead Load			13.0	17.0	17.0	17.0	17.0	17.1	17.1
Dead Load - Horiz Projection			13.0	17.0	17.0	17.0	17.0	17.1	17.1
Partitions (Office Buildings)		No	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Live Load			20.0	20.0	20.0	20.0	20.0	0.0	0.0
Live Load - Reduced R_2 = 0.60			12.0	12.0	12.0	12.0	12.0	0.0	0.0
Total Load			25.0	29.0	29.0	29.0	29.0	17.1	17.1

Floor

CBC Live Load Category: 25. Residential: Other [Table 1607.1]
Slope: 0.00:12 Balcony?: No

Material	Thickness (in)	Sloped	Deck	Joists	Girders	Columns	Model	Seismic	Model Seismic
Flooring: Linoleum or Soft Tile			1.5	1.5	1.5	1.5	1.5	1.5	1.5
Sheathing: 3/4 in. OSB			2.5	2.5	2.5	2.5	2.5	2.5	2.5
Decking:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
Insulation: "Soft": Loose Fill, Blown-In, & Batt t =	8		1.6	1.6	1.6	1.6	1.6	1.6	1.6
Ceiling: 5/8 in. Gypsum Board				2.8	2.8	2.8	2.8	2.8	2.8
Framing: 11⅞" TJI 210 @ 16"oc				2.1	2.1	2.1	2.1	2.1	2.1
Framing:					0.0	0.0	0.0	0.0	0.0
Framing:						0.0	0.0	0.0	0.0
MEP:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
MEP: Typical			2.0	2.0	2.0	2.0	2.0	2.0	2.0
MEP:			0.0	0.0	0.0	0.0	0.0	0.0	0.0
Miscellaneous			1.5	1.5	1.5	1.5	1.5	1.5	1.5
Dead Load			9.1	14.0	14.0	14.0	14.0	14.0	14.0
Dead Load - Horiz Projection			9.1	14.0	14.0	14.0	14.0	14.0	14.0
Partitions (Office Buildings)		No	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Live Load			40.0	40.0	40.0	40.0	40.0	0.0	0.0
Live Load - Reduced R_2 = 1.00			40.0	40.0	40.0	40.0	40.0	0.0	0.0
Total Load			49.1	54.0	54.0	54.0	54.0	14.0	14.0

GRAVITY / SEISMIC WALL WEIGHT TAKEOFF (PSF)

Exterior Wall

Material	Weight
Siding	2.0
Plywood	1.5
WRB	1.0
2x6 Stud	1.7
1/2 Gyp	2.2
TOTAL	9.0

Material	Weight
TOTAL	0.0

This is a beta release of the new ATC Hazards by Location website. Please contact us with feedback.

The ATC Hazards by Location website will not be updated to support ASCE 7-22. Find out why.

Hazards by Location

Search Information

Address:	32 Fern Ln, San Anselmo, CA 94960, USA
Coordinates:	37.9823809, -122.5753961
Elevation:	81 ft
Timestamp:	2022-08-22T15:13:40.253Z
Hazard Type:	Seismic
Reference Document:	ASCE7-16
Risk Category:	II
Site Class:	D-default

Basic Parameters

Name	Value	Description
S_S	1.5	MCE_R ground motion (period=0.2s)
S_1	0.6	MCE_R ground motion (period=1.0s)
S_{MS}	1.8	Site-modified spectral acceleration value
S_{M1}	* null	Site-modified spectral acceleration value
S_{DS}	1.2	Numeric seismic design value at 0.2s SA
S_{D1}	* null	Numeric seismic design value at 1.0s SA

* See Section 11.4.8

Additional Information

Name	Value	Description
SDC	* null	Seismic design category
F_a	1.2	Site amplification factor at 0.2s
F_v	* null	Site amplification factor at 1.0s
CR_S	0.912	Coefficient of risk (0.2s)
CR_1	0.898	Coefficient of risk (1.0s)
PGA	0.581	MCE_G peak ground acceleration
F_{PGA}	1.2	Site amplification factor at PGA
PGA_M	0.697	Site modified peak ground acceleration
T_L	12	Long-period transition period (s)

SsRT	1.78	Probabilistic risk-targeted ground motion (0.2s)
SsUH	1.952	Factored uniform-hazard spectral acceleration (2% probability of exceedance in 50 years)
SsD	1.5	Factored deterministic acceleration value (0.2s)
S1RT	0.719	Probabilistic risk-targeted ground motion (1.0s)
S1UH	0.801	Factored uniform-hazard spectral acceleration (2% probability of exceedance in 50 years)
S1D	0.6	Factored deterministic acceleration value (1.0s)
PGAd	0.581	Factored deterministic acceleration value (PGA)

* See Section 11.4.8

The results indicated here DO NOT reflect any state or local amendments to the values or any delineation lines made during the building code adoption process. Users should confirm any output obtained from this tool with the local Authority Having Jurisdiction before proceeding with design.

Please note that the ATC Hazards by Location website will not be updated to support ASCE 7-22. Find out why.

Disclaimer

Hazard loads are provided by the U.S. Geological Survey Seismic Design Web Services.

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This is a beta release of the new ATC Hazards by Location website. Please contact us with feedback.

The ATC Hazards by Location website will not be updated to support ASCE 7-22. Find out why.

Hazards by Location

Search Information

Address: 32 Fern Ln, San Anselmo, CA 94960, USA

Coordinates: 37.9823809, -122.5753961

Elevation: 81 ft

Timestamp: 2022-08-22T15:12:49.088Z

Hazard Type: Wind

ASCE 7-16

MRI 10-Year	63 mph
MRI 25-Year	70 mph
MRI 50-Year	74 mph
MRI 100-Year	78 mph
Risk Category I	86 mph
Risk Category II	91 mph
Risk Category III	98 mph
Risk Category IV	102 mph

ASCE 7-10

MRI 10-Year	72 mph
MRI 25-Year	79 mph
MRI 50-Year	85 mph
MRI 100-Year	91 mph
Risk Category I	100 mph
Risk Category II	110 mph
Risk Category III-IV	115 mph

ASCE 7-05

ASCE 7-05 Wind Speed	85 mph

The results indicated here DO NOT reflect any state or local amendments to the values or any delineation lines made during the building code adoption process. Users should confirm any output obtained from this tool with the local Authority Having Jurisdiction before proceeding with design.

Please note that the ATC Hazards by Location website will not be updated to support ASCE 7-22. Find out why.

Disclaimer

Hazard loads are interpolated from data provided in ASCE 7 and rounded up to the nearest whole integer. Per ASCE 7, islands and coastal areas outside the last contour should use the last wind speed contour of the coastal area – in some cases, this website will extrapolate past the last wind speed contour and therefore, provide a wind speed that is slightly higher. NOTE: For queries near wind-borne debris region boundaries, the resulting determination is sensitive to rounding which may affect whether or not it is considered to be within a wind-borne debris region.

Mountainous terrain, gorges, ocean promontories, and special wind regions shall be examined for unusual wind conditions.

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Story Masses and Distribution

Roof Level

Section	Length Y (ft)	Width X (ft)	Height (ft)	Area (ft^2)	Weight (psf)	Total Wt (k)
Roof	15	22	1	330	17	5.6
N-S Exterior Walls	44	1	6	264	9	2.4
E-W Exterior Walls	30	1	6	180	9	1.6
						0.0
						0.0
Mech Equipment						0.0
					Σ =	**10**

Second Floor Level

Section	Length Y (ft)	Width X (ft)	Height (ft)	Area (ft^2)	Weight (psf)	Total Wt (k)
Floor	330	1	1	330	14	4.6
Second Floor Exterior Walls	74	1	6	444	9	4.0
First Floor Exterior Walls	74	1	8.5	629	9	5.7
					Σ =	**14**

V = 0.129 W k= 1.0

Level	w_x	h_x	$w_x h_x^k$	F_{story}	F_x/V	Vstory	Base Shear Coeff
R	10	28.0 ft.	269	1.8	57.4%	2	0.184W
2	14	14.0 ft.	200	1.3	42.6%	3	0.092W
Total	**24**		**469**	**3**			

V_{Base} = **3** kips

CBC 2019, ASCE 7-16 CHAPTER 11, 12, 13 SEISMIC DESIGN CRITERIA

DSA Project?	No			
Soil Site Class:	D (by default)	Table 20.3-1		
Response Spectral Acc. (0.2 sec) S_s =	1.500g	= 150.0%g		Figure 22-1, 22-3, 22-5, and 22-6
Response Spectral Acc. (1.0 sec) S_1 =	0.600g	= 60.0%g		Figure 22-2, 22-4, 22-5, and 22-6
Site Coefficient F_a =	1.20			Table 11.4-1
Site Coefficient F_v =	1.70			Table 11.4-2
Max Considered Earthquake Acc. S_{MS} =	$F_a(S_s)$	= 1.800		(11.4-1)
Max Considered Earthquake Acc. S_{M1} =	$F_v(S_1)$	= 1.530		(11.4-2) with Exception per §11.4.8
S_{DS} =	$2/3(S_{MS})$	= 1.200	(at 5% Damped Design)	(11.4-3)
S_{D1} =	$2/3(S_{M1})$	= 0.680		(11.4-4)
T_S =	0.567 seconds			
Building Risk Category:	II	Standard		Table 1.5-1
Redundancy Factor ρ =	1.0			Section 12.3.4
Design Category Consideration:	Flexible Diaphragm			Section 12.3
Seismic Design Category for 0.1sec	D			Table 11.6-1
Seismic Design Category for 1.0sec	D			Table 11.6-2
S1 < .75g	NA			Section 11.6
Since Ta < .8Ts (see below), SDC =	D	exception of Section 11.6 does not apply		

CBC - Comply with Seismic Design Category D

12.8 Equivalent Lateral Force Procedure

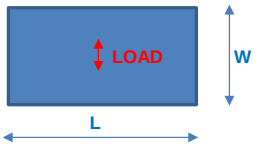
Seismic Force Resisting System: A. BEARING WALL SYSTEMS — T-12.2-1

15. Light-framed (wood) walls sheathed with wood structural panels rated for shear resistance

C_t =	0.02	x = 0.75		T-12.8-2
Building Height H_n =	25 ft		Limited Building Height (ft) =	65
C_u =	1.4	for S_{D1} of 0.680g	Table 12.8-1	
Approx Fundamental Period, T_a =	$C_t(h_n)^x$	= 0.220	12.8-7	T_L = 8 Sec
Calculated T shall not exceed ≤	Cu*Ta	= 0.308		Use T = 0.220 Sec
0.8Ts =	$0.8(S_{D1}/S_{DS})$	= 0.453	exception of Section 11.6 does not apply	
Is structure Regular & ≤ 5 stories?	No			12.8.1.3
S_{DS} to determine C_s & E_v =	1.200g			11.4-3
Response Modification Coef. R =	6.5			Table-12.2-1
Overstrength Factor Ω_o =	2.5			Table-12.2-1 Footnote b
Deflection Amplification Factor C_d =	4			Table-12.2-1
Seismic Importance Factor I_e =	1.00			Table 1.5-1
Seismic Base Shear V =	C_sW			
C_s =	$\frac{S_{DS}}{R/I_e}$	=0.185		(12.8-2)
or need not to exceed, C_s =	$\frac{S_{D1}}{(R/I_e)T}$	= 0.475	For T≤ T_L	(12.8-3)
or C_s =	$\frac{S_{D1}T_L}{T^2(R/I_e)}$	N/A	For T > T_L	(12.8-4)
C_s shall not be less than…	0.053	≥ 0.01		(12.8-5)
Min C_s =	$0.5S_1I_e/R$	= 0.046	For S_1 ≥ 0.6g	(12.8-6)
Use C_s =	0.185			
Design Base Shear V (ULT) =	**0.185 W**			
Design Base Shear V (ASD) =	**0.129 W**			

FLEXIBLE DIAPHRAGM HORIZONTAL DISTRIBUTION

Level	North/South		East/West		Area (sf)
	F_X (ASD)	F_{PX} (ASD)	F_X (ASD)	F_{PX} (ASD)	
Roof	1.8 kips	1.8 kips	1.8 kips	1.8 kips	330
Floor	3.1 kips	3.1 kips	3.1 kips	3.1 kips	330
C	x	x	x	x	x
D	x	x	x	x	x



Seismic Loading Level: Roof — **F_X =** 1.8 **kips (ASD)**
Loading Direction: East/West — **F_{PX} =** 1.8 **kips (ASD)**
Total Level Area = 330 **ft²**
% of Total F_x = 100

Gridline: A&B

Span Type	Diaphragm Span		Length (ft)	Width (ft)	Area (ft²)	Story Force (kips)	Diaphragm Force (kips)	Distributed Load (plf)	Width if Narrow (ft)	Diaphragm Shear (plf)	TC Couple (lbs)
Simple	A	B	22.0	15.0	330	0.9	0.9	80	NA	**59**	**325**
						0.9	**0.9**				

Gridline: 1&2

Span Type	Diaphragm Span		Length (ft)	Width (ft)	Area (ft²)	Story Force (kips)	Diaphragm Force (kips)	Distributed Load (plf)	Width if Narrow (ft)	Diaphragm Shear (plf)	TC Couple (lbs)
Simple	1	2	15.0	22.0	330	0.9	0.9	118	NA	**40**	**151**
						0.9	**0.9**				

Seismic Loading Level: Floor — **F_X =** 3.1 **kips (ASD)**
Loading Direction: East/West — **F_{PX} =** 3.1 **kips (ASD)**
Total Level Area = 330 **ft²**
% of Total F_x = 100

Gridline: A&B

Span Type	Diaphragm Span		Length (ft)	Width (ft)	Area (ft²)	Story Force (kips)	Diaphragm Force (kips)	Distributed Load (plf)	Width if Narrow (ft)	Diaphragm Shear (plf)	TC Couple (lbs)
Simple	A	B	22.0	15.0	330	1.5	1.5	140	NA	**103**	**566**
				From Above		0.9					
						2.4	**1.5**				

Gridline: 1&2

Span Type	Diaphragm Span		Length (ft)	Width (ft)	Area (ft²)	Story Force (kips)	Diaphragm Force (kips)	Distributed Load (plf)	Width if Narrow (ft)	Diaphragm Shear (plf)	TC Couple (lbs)
Simple	1	2	15.0	22.0	330	1.5	1.5	206	NA	**70**	**263**
				From Above		0.9					
						2.4	**1.5**				

DSA? No

DIRECTION: N/S — **Ωo N/S** 2.5

WALL LINE: A — SEISMIC — Sds= 1.20 — **ρ N/S** 1

Total Wall Line Shear (ASD)=	V (lb) =	885								
Wall Lengths =	L (ft) =	22								
Total Wall Length =	L total (ft.) =	22								
Minimum Wall Length =	L min. (ft.) =	22								
Wall Height =	h (ft.) =	6								
Wall shear per lineal foot =	v (plf) = V / L =	40								
Nail Size = 10d	Ply Grade = CD / OSB									CALC MARK: 7

Use SW CD / OSB w/ 10d@ 6"o.c. (Capacity = 310 plf) **DCR =** 0.13

Tributary Dead Load =	DL (psf) =	17	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	3.5	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	113.5								
Uplift Force at Tie Down for "L" noted above =		0								
Minimum Holdown for each "L" noted above =		No Uplift								

Max. Uplift Force at Tie Down = U_{ASD} (lb) ={(v*h*L) - [(0.6-.14Sds)*wDL*L2/2]} / (L-1')= 0

Holdown Type = HDU

Use: No Uplift (Capacity = 0 lb) **DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 0

Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 40

Max. Comp Force at End Post = C_{ASD} (lb) ={(v*h*L) + [(1.0+.14Sds)*wDL*L2/2]} / (L)= 1700

DIRECTION: N/S — **Ωo N/S** 2.5

WALL LINE: B — SEISMIC — Sds= 1.20 — **ρ N/S** 1

Total Wall Line Shear (ASD)=	V (lb) =	885								
Wall Lengths =	L (ft) =	22								
Total Wall Length =	L total (ft.) =	22								
Minimum Wall Length =	L min. (ft.) =	22								
Wall Height =	h (ft.) =	6								
Wall shear per lineal foot =	v (plf) = V / L =	40								
Nail Size = 10d	Ply Grade = CD / OSB									CALC MARK: 7

Use SW CD / OSB w/ 10d@ 6"o.c. (Capacity = 310 plf) **DCR =** 0.13

Tributary Dead Load =	DL (psf) =	17	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	3.5	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	113.5								
Uplift Force at Tie Down for "L" noted above =		0								
Minimum Holdown for each "L" noted above =		No Uplift								

Max. Uplift Force at Tie Down = U_{ASD} (lb) ={(v*h*L) - [(0.6-.14Sds)*wDL*L2/2]} / (L-1')= 0

Holdown Type = HDU

Use: No Uplift (Capacity = 0 lb) **DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 0

Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 40

Max. Comp Force at End Post = C_{ASD} (lb) ={(v*h*L) + [(1.0+.14Sds)*wDL*L2/2]} / (L)= 1700

DIRECTION: E/W — **Ωo E/W** 2.5

WALL LINE: 1 **SEISMIC** Sds= 1.20 **ρ E/W** 1

Total Wall Line Shear (ASD)=	V (lb) =	885								
Wall Lengths =	L (ft) =	15								
Total Wall Length =	L total (ft.) =	15								
Minimum Wall Length =	L min. (ft.) =	15								
Wall Height =	h (ft.) =	6								
Wall shear per lineal foot =	v (plf) = V / L =	59								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. **(Capacity =** 310 **plf) DCR =** 0.19

Tributary Dead Load =	DL (psf) =	17	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	1	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	71								
Uplift Force at Tie Down for "L" noted above =		133								
Minimum Holdown for each "L" noted above =		Neglect								

Max. Uplift Force at Tie Down = U_{ASD} (lb) ={(v*h*L) - [(0.6-.14Sds)*wDL*L2/2]} / (L-1')= **133**
Holdown Type = **HDU**

Use: Neglect **(Capacity =** 0 **lb) DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **165**
Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **979**
Max. Comp Force at End Post = C_{ASD} (lb) ={(v*h*L) + [(1.0+.14Sds)*wDL*L2/2]} / (L)= **976**

DIRECTION: E/W **Ωo E/W** 2.5

WALL LINE: 2 **SEISMIC** Sds= 1.20 **ρ E/W** 1

Total Wall Line Shear (ASD)=	V (lb) =	885								
Wall Lengths =	L (ft) =	15								
Total Wall Length =	L total (ft.) =	15								
Minimum Wall Length =	L min. (ft.) =	15								
Wall Height =	h (ft.) =	6								
Wall shear per lineal foot =	v (plf) = V / L =	59								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. **(Capacity =** 310 **plf) DCR =** 0.19

Tributary Dead Load =	DL (psf) =	17	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	1	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	71								
Uplift Force at Tie Down for "L" noted above =		133								
Minimum Holdown for each "L" noted above =		Neglect								

Max. Uplift Force at Tie Down = U_{ASD} (lb) ={(v*h*L) - [(0.6-.14Sds)*wDL*L2/2]} / (L-1')= **133**
Holdown Type = **HDU**

Use: Neglect **(Capacity =** 0 **lb) DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **165**
Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **979**
Max. Comp Force at End Post = C_{ASD} (lb) ={(v*h*L) + [(1.0+.14Sds)*wDL*L2/2]} / (L)= **976**

DSA? No

DIRECTION: N/S — **Ωo N/S** 2.5

WALL LINE: A — **SEISMIC** — Sds= 1.20 — **ρ N/S** 1

Total Wall Line Shear (ASD)=	V (lb) =	2429								
Wall Lengths =	L (ft) =	22								
Total Wall Length =	L total (ft.) =	22								
Minimum Wall Length =	L min. (ft.) =	22								
Wall Height =	h (ft.) =	8.25								
Wall shear per lineal foot =	v (plf) = V / L =	110								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. **(Capacity =** 310 **plf)** **DCR =** 0.36

ASD Uplift Force at Tie Down from story above =	0								
LRFD Uplift Force at Tie Down from story above =	0								
Omega Uplift Force at Tie Down from story above =	0								
Tributary Dead Load = DL (psf) =	14	0	0	0	0	0	0	0	0
Tributary Width = TW (ft.) =	7.5	0	0	0	0	0	0	0	0
Wall Dead Load = WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall = w_{DL} (plf) =	179								
Uplift Force at Tie Down for "L" noted above =	62								
Minimum Holdown for each "L" noted above =	Neglect								

Holdown Type = HDU — Max. Uplift Force at Tie Down = U_{ASD} (lb) 62

Use: Neglect **(Capacity =** 0 **lb)** **DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2*Sds)*wDL*L2/2]} / (L-1')= 0

Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 2044

Max. Comp Force at End Post = C (lb) ={(v*h*Lmin) + [(1.0+.14Sds)*wDL*Lmin2/2]} / (Lmin)= 3214

DIRECTION: N/S — **Ωo N/S** 2.5

WALL LINE: B — **SEISMIC** — Sds= 1.20 — **ρ N/S** 1

Total Wall Line Shear (ASD)=	V (lb) =	2429								
Wall Lengths =	L (ft) =	22								
Total Wall Length =	L total (ft.) =	22								
Minimum Wall Length =	L min. (ft.) =	22								
Wall Height =	h (ft.) =	8.25								
Wall shear per lineal foot =	v (plf) = V / L =	110								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. **(Capacity =** 310 **plf)** **DCR =** 0.36

ASD Uplift Force at Tie Down from story above =	0								
LRFD Uplift Force at Tie Down from story above =	0								
Omega Uplift Force at Tie Down from story above =	0								
Tributary Dead Load = DL (psf) =	14	0	0	0	0	0	0	0	0
Tributary Width = TW (ft.) =	7.5	0	0	0	0	0	0	0	0
Wall Dead Load = WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall = w_{DL} (plf) =	179								
Uplift Force at Tie Down for "L" noted above =	62								
Minimum Holdown for each "L" noted above =	Neglect								

Holdown Type = HDU — Max. Uplift Force at Tie Down = U_{ASD} (lb) 62

Use: Neglect **(Capacity =** 0 **lb)** **DCR =** 0.00

Max. LRFD Uplift Force = U_{LRFD} (lb) ={(v/.7*h*L) - [(.9-.2*Sds)*wDL*L2/2]} / (L-1')= 0

Max. Overstrength Uplift Force= $\Omega_o U_{LRFD}$ (lb) ={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= 2044

Max. Comp Force at End Post = C (lb) ={(v*h*Lmin) + [(1.0+.14Sds)*wDL*Lmin2/2]} / (Lmin)= 3214

DIRECTION: E/W — **Ωo E/W** 2.5

WALL LINE: 1 — **SEISMIC** — Sds= 1.20 — **ρ E/W** 1

Total Wall Line Shear (ASD)=	V (lb) =	2429								
Wall Lengths =	L (ft) =	7.5								
Total Wall Length =	L total (ft.) =	7.5								
Minimum Wall Length =	L min. (ft.) =	7.5								
Wall Height =	h (ft.) =	8.25								
Wall shear per lineal foot =	v (plf) = V / L =	324								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	8

Use SW CD / OSB w/ 10d@ 4"o.c. **(Capacity =** 460 **plf)** **DCR =** 0.70

ASD Uplift Force at Tie Down from story above =	133									
LRFD Uplift Force at Tie Down from story above =	190									
Omega Uplift Force at Tie Down from story above =	475									
Tributary Dead Load =	DL (psf) =	14	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	1.33	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	92.9								
Uplift Force at Tie Down for "L" noted above =	3042									
Minimum Holdown for each "L" noted above =	HDU2									

Holdown Type = HDU — Max. Uplift Force at Tie Down = U_{ASD} (lb) **3042**

Use: HDU2 **(Capacity =** 3075 **lb)** **DCR =** 0.99

Max. LRFD Uplift Force =	U_{LRFD} (lb)	={(v/.7*h*L) - [(.9-.2*Sds)*wDL*L2/2]} / (L-1')= **4328**
Max. Overstrength Uplift Force=	$\Omega_o U_{LRFD}$ (lb)	={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **11218**
Max. Comp Force at End Post =	C (lb)	={(v*h*Lmin) + [(1.0+.14Sds)*wDL*Lmin2/2]} / (Lmin)= **3078**

DIRECTION: E/W — **Ωo E/W** 2.5

WALL LINE: 2 — **SEISMIC** — Sds= 1.20 — **ρ E/W** 1

Total Wall Line Shear (ASD)=	V (lb) =	2429								
Wall Lengths =	L (ft) =	11								
Total Wall Length =	L total (ft.) =	11								
Minimum Wall Length =	L min. (ft.) =	11								
Wall Height =	h (ft.) =	8.25								
Wall shear per lineal foot =	v (plf) = V / L =	221								
Nail Size =	10d	Ply Grade =	CD / OSB						CALC MARK:	7

Use SW CD / OSB w/ 10d@ 6"o.c. **(Capacity =** 310 **plf)** **DCR =** 0.71

ASD Uplift Force at Tie Down from story above =	133									
LRFD Uplift Force at Tie Down from story above =	190									
Omega Uplift Force at Tie Down from story above =	475									
Tributary Dead Load =	DL (psf) =	14	0	0	0	0	0	0	0	0
Tributary Width =	TW (ft.) =	1.33	0	0	0	0	0	0	0	0
Wall Dead Load =	WDL (psf) =	9	0	0	0	0	0	0	0	0
Total Dead Load at Wall =	w_{DL} (plf) =	92.9								
Uplift Force at Tie Down for "L" noted above =	1894									
Minimum Holdown for each "L" noted above =	HDU2									

Holdown Type = HDU — Max. Uplift Force at Tie Down = U_{ASD} (lb) **1894**

Use: HDU2 **(Capacity =** 3075 **lb)** **DCR =** 0.62

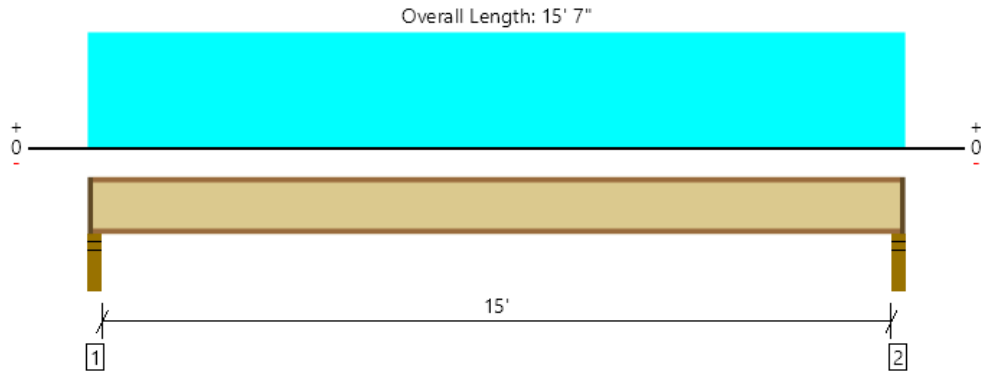
Max. LRFD Uplift Force =	U_{LRFD} (lb)	={(v/.7*h*L) - [(.9-.2*Sds)*wDL*L2/2]} / (L-1')= **2681**
Max. Overstrength Uplift Force=	$\Omega_o U_{LRFD}$ (lb)	={(Ωo*v/.7/ρ*h*L) - [(.9-.2Sds)*wDL*L2/2]} / (L-1')= **7259**
Max. Comp Force at End Post =	C (lb)	={(v*h*Lmin) + [(1.0+.14Sds)*wDL*Lmin2/2]} / (Lmin)= **2418**

Deeter Entry roof check			
Member Name	Results	Current Solution	Comments
Floor: Joist	Passed	1 piece(s) 11 7/8" TJI® 110 @ 16" OC	

ForteWEB Software Operator	Job Notes
Sean Westbrook ZFA Structural Engineers (916) 924-7024 seanw@zfa.com	

Weyerhaeuser

Deeter Entry roof check, Floor: Joist
1 piece(s) 11 7/8" TJI® 110 @ 16" OC



All locations are measured from the outside face of left support (or left cantilever end). All dimensions are horizontal.

Design Results	Actual @ Location	Allowed	Result	LDF	Load: Combination (Pattern)
Member Reaction (lbs)	564 @ 2 1/2"	1041 (2.25")	Passed (54%)	1.00	1.0 D + 1.0 L (All Spans)
Shear (lbs)	550 @ 3 1/2"	1560	Passed (35%)	1.00	1.0 D + 1.0 L (All Spans)
Moment (Ft-lbs)	2109 @ 7' 9 1/2"	3160	Passed (67%)	1.00	1.0 D + 1.0 L (All Spans)
Live Load Defl. (in)	0.217 @ 7' 9 1/2"	0.379	Passed (L/840)	--	1.0 D + 1.0 L (All Spans)
Total Load Defl. (in)	0.298 @ 7' 9 1/2"	0.758	Passed (L/611)	--	1.0 D + 1.0 L (All Spans)
TJ-Pro™ Rating	46	40	Passed	--	--

System : Floor
Member Type : Joist
Building Use : Residential
Building Code : IBC 2015
Design Methodology : ASD

- Deflection criteria: LL (L/480) and TL (L/240).
- Allowed moment does not reflect the adjustment for the beam stability factor.
- A structural analysis of the deck has not been performed.
- Deflection analysis is based on composite action with a single layer of 23/32" Weyerhaeuser Edge™ Panel (24" Span Rating) that is glued and nailed down.
- Additional considerations for the TJ-Pro™ Rating include: None.

Supports	Bearing Length			Loads to Supports (lbs)			Accessories
	Total	Available	Required	Dead	Floor Live	Factored	
1 - Stud wall - SPF	3.50"	2.25"	1.75"	156	416	571	1 1/4" Rim Board
2 - Stud wall - SPF	3.50"	2.25"	1.75"	156	416	571	1 1/4" Rim Board

• Rim Board is assumed to carry all loads applied directly above it, bypassing the member being designed.

Lateral Bracing	Bracing Intervals	Comments
Top Edge (Lu)	3' 10" o/c	
Bottom Edge (Lu)	15' 5" o/c	

•TJI joists are only analyzed using Maximum Allowable bracing solutions.
•Maximum allowable bracing intervals based on applied load.

Vertical Load	Location	Spacing	Dead (0.90)	Floor Live (1.00)	Comments
1 - Uniform (PSF)	0 to 15' 7"	16"	15.0	40.0	Default Load

Member Notes

32 Fern Typical Floor Joist

Weyerhaeuser Notes

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The product application, input design loads, dimensions and support information have been provided by ForteWEB Software Operator

ForteWEB Software Operator	Job Notes
Sean Westbrook ZFA Structural Engineers (916) 924-7024 seanw@zfa.com	

Weyerhaeuser

ZFA STRUCTURAL ENGINEERS
601 montgomery street | suite 1450 | san francisco ca 94111 | 415.243.4091 | zfa.com

Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: FB1 Stair Head Out Beam

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method : Allowable Stress Design
Load Combination : IBC 2018

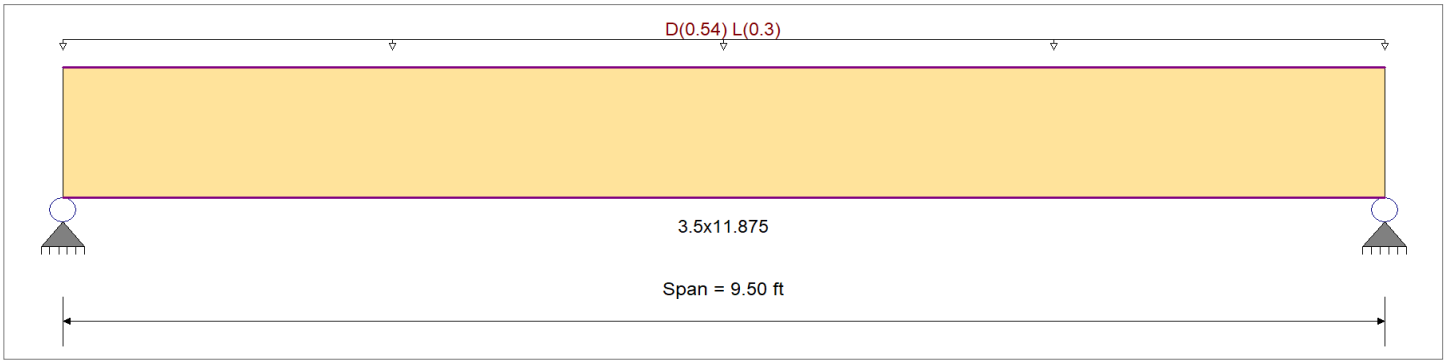
Wood Species : iLevel Truss Joist
Wood Grade : Parallam PSL 2.2E

Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

Fb +	2900 psi
Fb -	2900 psi
Fc - Prll	2900 psi
Fc - Perp	750 psi
Fv	290 psi
Ft	2025 psi

E : Modulus of Elasticity

Ebend- xx	2200 ksi
Eminbend - xx	1118.19 ksi
Density	45.07 pcf



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.0720, L = 0.040 ksf, Tributary Width = 7.50 ft, (Floor)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.477 : 1	Maximum Shear Stress Ratio	=	0.395 : 1
Section used for this span		3.5x11.875	Section used for this span		3.5x11.875
fb: Actual	=	1,382.40 psi	fv: Actual	=	114.57 psi
Fb: Allowable	=	2,900.00 psi	Fv: Allowable	=	290.00 psi
Load Combination		+D+L	Load Combination		+D+L
Location of maximum on span	=	4.750 ft	Location of maximum on span	=	8.529 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.051 in	Ratio =	2215	>=360	Span: 1 : L Only
Max Upward Transient Deflection	0 in	Ratio =	0	<360	n/a
Max Downward Total Deflection	0.144 in	Ratio =	791	>=180	Span: 1 : +D+L
Max Upward Total Deflection	0 in	Ratio =	0	<180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 9.50 ft	1	0.340	0.282	0.90	1.000	1.00	1.00	1.00	1.00	1.00	6.09	888.69	2610.00	2.04	73.65	261.00
+D+L					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 9.50 ft	1	0.477	0.395	1.00	1.000	1.00	1.00	1.00	1.00	1.00	9.48	1,382.40	2900.00	3.17	114.57	290.00
+D+0.750L					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 9.50 ft	1	0.347	0.288	1.25	1.000	1.00	1.00	1.00	1.00	1.00	8.63	1,258.97	3625.00	2.89	104.34	362.50
+0.60D					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 9.50 ft	1	0.115	0.095	1.60	1.000	1.00	1.00	1.00	1.00	1.00	3.66	533.21	4640.00	1.22	44.19	464.00

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.1441	4.785		0.0000	0.000

Wood Beam

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: FB1 Stair Head Out Beam

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	3.990	3.990
Overall MINimum	1.425	1.425
D Only	2.565	2.565
+D+L	3.990	3.990
+D+0.750L	3.634	3.634
+0.60D	1.539	1.539
L Only	1.425	1.425

ZFA STRUCTURAL ENGINEERS
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Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: FB2 Stair Head out Carrying beam

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

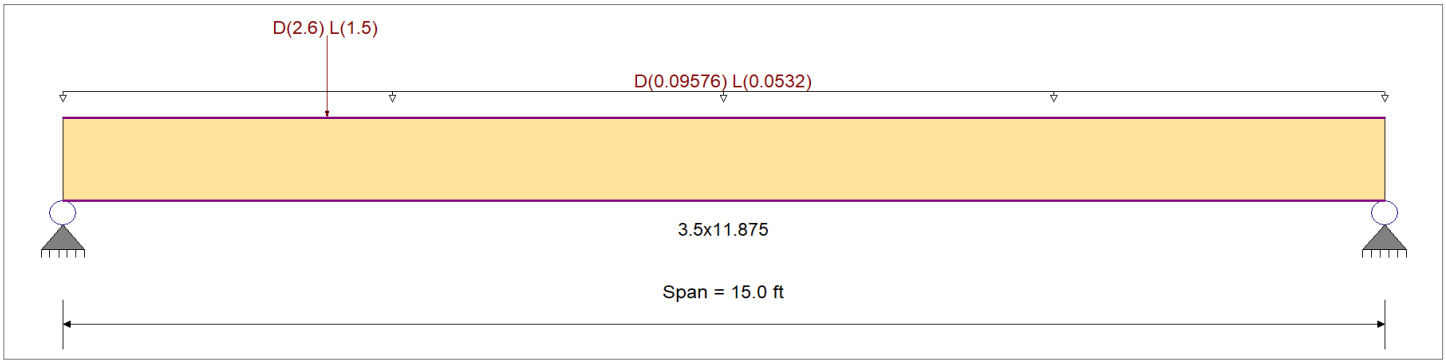
Material Properties

Analysis Method :	Allowable Stress Design
Load Combination :	IBC 2018
Wood Species :	iLevel Truss Joist
Wood Grade :	Parallam PSL 2.2E
Beam Bracing :	Beam is Fully Braced against lateral-torsional buckling

Fb +	2,900.0 psi
Fb -	2,900.0 psi
Fc - Prll	2,900.0 psi
Fc - Perp	750.0 psi
Fv	290.0 psi
Ft	2,025.0 psi

E : Modulus of Elasticity

Ebend- xx	2,200.0 ksi
Eminbend - xx	1,118.19 ksi
Density	45.070 pcf



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.0720, L = 0.040 ksf, Tributary Width = 1.330 ft, (Floor)
Point Load : D = 2.60, L = 1.50 k @ 3.0 ft, (FB1)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.630 : 1	Maximum Shear Stress Ratio	=	0.529 : 1
Section used for this span		3.5x11.875	Section used for this span		3.5x11.875
fb: Actual	=	1,826.37 psi	fv: Actual	=	153.40 psi
Fb: Allowable	=	2,900.00 psi	Fv: Allowable	=	290.00 psi
Load Combination		+D+L	Load Combination		+D+L
Location of maximum on span	=	3.011 ft	Location of maximum on span	=	0.000 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.155 in	Ratio =	1161 >=360	Span: 1 : L Only
Max Upward Transient Deflection	0 in	Ratio =	0 <360	n/a
Max Downward Total Deflection	0.427 in	Ratio =	421 >=180	Span: 1 : +D+L
Max Upward Total Deflection	0 in	Ratio =	0 <180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 15.0 ft	1	0.445	0.374	0.90	1.000	1.00	1.00	1.00	1.00	1.00	7.96	1,161.60	2610.00	2.70	97.58	261.00
+D+L					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 15.0 ft	1	0.630	0.529	1.00	1.000	1.00	1.00	1.00	1.00	1.00	12.52	1,826.37	2900.00	4.25	153.40	290.00
+D+0.750L					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 15.0 ft	1	0.458	0.385	1.25	1.000	1.00	1.00	1.00	1.00	1.00	11.38	1,660.18	3625.00	3.86	139.44	362.50
+0.60D					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 15.0 ft	1	0.150	0.126	1.60	1.000	1.00	1.00	1.00	1.00	1.00	4.78	696.96	4640.00	1.62	58.55	464.00

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.4273	6.898		0.0000	0.000

Wood Beam

DESCRIPTION: FB2 Stair Head out Carrying beam

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	4.397	1.937
Overall MINimum	1.599	0.699
D Only	2.798	1.238
+D+L	4.397	1.937
+D+0.750L	3.997	1.762
+0.60D	1.679	0.743
L Only	1.599	0.699

ZFA STRUCTURAL ENGINEERS
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Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: RB1 Ridge Beam

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method : Allowable Stress Design
Load Combination : IBC 2018

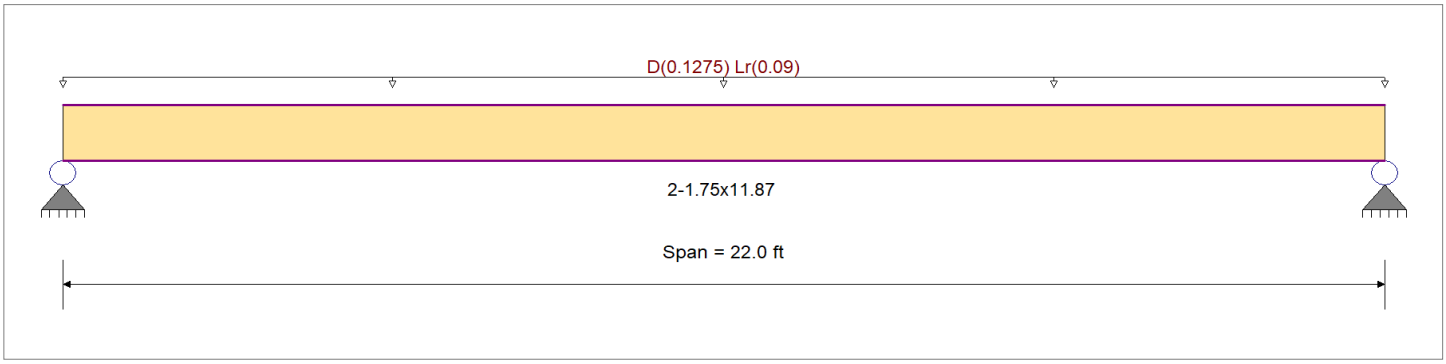
Wood Species : iLevel Truss Joist
Wood Grade : MicroLam LVL 2.0 E

Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

Fb +	2600 psi
Fb -	2600 psi
Fc - Prll	2510 psi
Fc - Perp	750 psi
Fv	285 psi
Ft	1555 psi

E : Modulus of Elasticity

Ebend- xx	2000 ksi
Eminbend - xx	1016.535 ksi
Density	42.01 pcf



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.0170, Lr = 0.0120 ksf, Tributary Width = 7.50 ft, (Roof)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.591 : 1	Maximum Shear Stress Ratio	=	0.221 : 1
Section used for this span		2-1.75x11.87	Section used for this span		2-1.75x11.87
fb: Actual	=	1,919.60 psi	fv: Actual	=	78.78 psi
Fb: Allowable	=	3,250.00 psi	Fv: Allowable	=	356.25 psi
Load Combination		+D+Lr	Load Combination		+D+Lr
Location of maximum on span	=	11.000 ft	Location of maximum on span	=	21.036 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.488 in	Ratio =	540	>=360	Span: 1 : Lr Only
Max Upward Transient Deflection	0 in	Ratio =	0	<360	n/a
Max Downward Total Deflection	1.180 in	Ratio =	223	>=180	Span: 1 : +D+Lr
Max Upward Total Deflection	0 in	Ratio =	0	<180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 22.0 ft	1	0.481	0.180	0.90	1.000	1.00	1.00	1.00	1.00	1.00	7.71	1,125.29	2340.00	1.28	46.18	256.50
+D+Lr					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 22.0 ft	1	0.591	0.221	1.25	1.000	1.00	1.00	1.00	1.00	1.00	13.16	1,919.60	3250.00	2.18	78.78	356.25
+D+0.750Lr					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 22.0 ft	1	0.530	0.198	1.25	1.000	1.00	1.00	1.00	1.00	1.00	11.80	1,721.03	3250.00	1.96	70.63	356.25
+0.60D					1.000	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 22.0 ft	1	0.162	0.061	1.60	1.000	1.00	1.00	1.00	1.00	1.00	4.63	675.17	4160.00	0.77	27.71	456.00

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+Lr	1	1.1804	11.080		0.0000	0.000

Wood Beam

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: RB1 Ridge Beam

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	2.393	2.393
Overall MINimum	0.990	0.990
D Only	1.403	1.403
+D+Lr	2.393	2.393
+D+0.750Lr	2.145	2.145
+0.60D	0.842	0.842
Lr Only	0.990	0.990

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

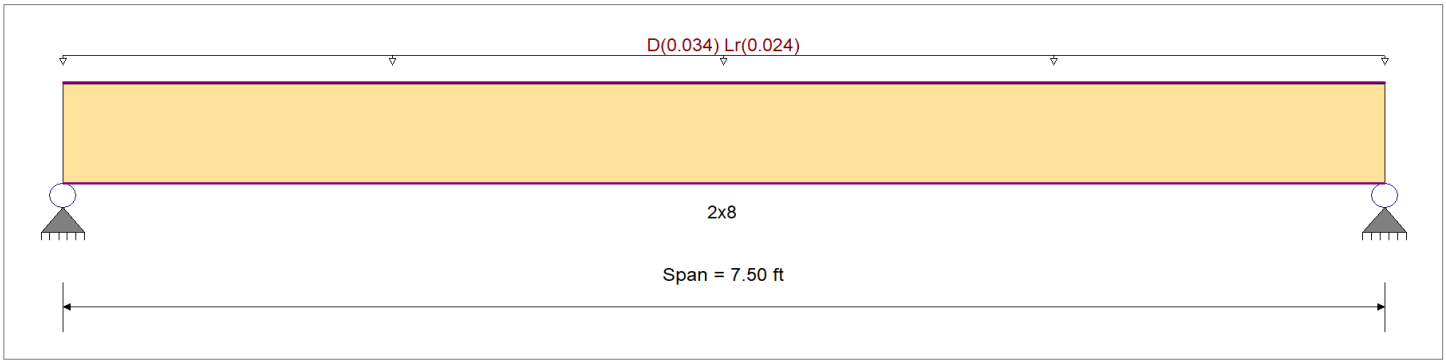
DESCRIPTION: RJ1 Typical Roof Rafter

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method :	Allowable Stress Design	Fb +	850 psi	*E : Modulus of Elasticity*	
Load Combination :	IBC 2018	Fb -	850 psi	Ebend- xx	1600 ksi
		Fc - Prll	1400 psi	Eminbend - xx	580 ksi
Wood Species :	Douglas Fir-Larch (North)	Fc - Perp	625 psi		
Wood Grade :	No. 1/No. 2	Fv	180 psi		
		Ft	500 psi	Density	30.59 pcf
Beam Bracing :	Beam is Fully Braced against lateral-torsional buckling				



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.0170, Lr = 0.0120 ksf, Tributary Width = 2.0 ft, (Roof)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.292 : 1	Maximum Shear Stress Ratio	=	0.112 : 1
Section used for this span		2x8	Section used for this span		2x8
fb: Actual	=	372.41 psi	fv: Actual	=	25.18 psi
Fb: Allowable	=	1,275.00 psi	Fv: Allowable	=	225.00 psi
Load Combination		+D+Lr	Load Combination		+D+Lr
Location of maximum on span	=	3.750 ft	Location of maximum on span	=	6.898 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.023 in	Ratio =	3991 >=360	Span: 1 : Lr Only
Max Upward Transient Deflection	0 in	Ratio =	0 <360	n/a
Max Downward Total Deflection	0.054 in	Ratio =	1651 >=180	Span: 1 : +D+Lr
Max Upward Total Deflection	0 in	Ratio =	0 <180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 7.50 ft	1	0.238	0.091	0.90	1.200	1.00	1.00	1.00	1.00	1.00	0.24	218.31	918.00	0.11	14.76	162.00
+D+Lr					1.200	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 7.50 ft	1	0.292	0.112	1.25	1.200	1.00	1.00	1.00	1.00	1.00	0.41	372.41	1275.00	0.18	25.18	225.00
+D+0.750Lr					1.200	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 7.50 ft	1	0.262	0.100	1.25	1.200	1.00	1.00	1.00	1.00	1.00	0.37	333.89	1275.00	0.16	22.58	225.00
+0.60D					1.200	1.00	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 7.50 ft	1	0.080	0.031	1.60	1.200	1.00	1.00	1.00	1.00	1.00	0.14	130.99	1632.00	0.06	8.86	288.00

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+Lr	1	0.0545	3.777		0.0000	0.000

Wood Beam

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: RJ1 Typical Roof Rafter

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	0.218	0.218
Overall MINimum	0.090	0.090
D Only	0.128	0.128
+D+Lr	0.218	0.218
+D+0.750Lr	0.195	0.195
+0.60D	0.077	0.077
Lr Only	0.090	0.090

ZFA STRUCTURAL ENGINEERS
601 montgomery street | suite 1450 | san francisco ca 94111 | 415.243.4091 | zfa.com

Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: DJ1 Typical Deck Joist

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

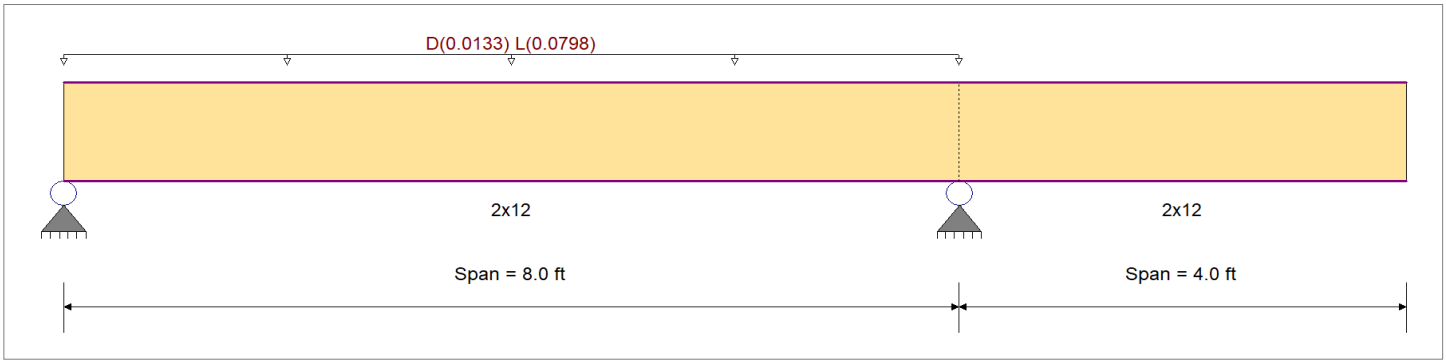
Analysis Method :	Allowable Stress Design
Load Combination :	IBC 2018
Wood Species :	Douglas Fir-Larch (North)
Wood Grade :	No. 1/No. 2
Beam Bracing :	Beam is Fully Braced against lateral-torsional buckling

Fb +	850.0 psi
Fb -	850.0 psi
Fc - Prll	1,400.0 psi
Fc - Perp	625.0 psi
Fv	180.0 psi
Ft	500.0 psi

E : Modulus of Elasticity

Ebend- xx	1,600.0 ksi
Eminbend - xx	580.0 ksi
Density	30.590 pcf

Repetitive Member Stress Increase



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Load for Span Number 1
Uniform Load : D = 0.010, L = 0.060 ksf, Tributary Width = 1.330 ft, (Deck)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.361 : 1	Maximum Shear Stress Ratio	=	0.179 : 1
Section used for this span		2x12	Section used for this span		2x12
fb: Actual	=	282.46 psi	fv: Actual	=	25.71 psi
Fb: Allowable	=	782.00 psi	Fv: Allowable	=	144.00 psi
Load Combination		+D+L	Load Combination		+D+L
Location of maximum on span	=	4.022 ft	Location of maximum on span	=	7.106 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.027 in	Ratio =	3499 >=360	Span: 1 : L Only
Max Upward Transient Deflection	-0.043 in	Ratio =	2206 >=360	Span: 2 : L Only
Max Downward Total Deflection	0.032 in	Ratio =	2999 >=180	Span: 1 : +D+L
Max Upward Total Deflection	-0.051 in	Ratio =	1890 >=180	Span: 2 : +D+L

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.057	0.028	0.90	1.000	0.80	1.15	1.00	1.00	1.00	0.11	40.35	703.80	0.04	3.67	129.60
Length = 4.0 ft	2		0.028	0.90	1.000	0.80	1.15	1.00	1.00	1.00			703.80	0.00	3.67	129.60
+D+L					1.000	0.80	1.15	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.361	0.179	1.00	1.000	0.80	1.15	1.00	1.00	1.00	0.74	282.46	782.00	0.29	25.71	144.00
Length = 4.0 ft	2		0.179	1.00	1.000	0.80	1.15	1.00	1.00	1.00			782.00	0.00	25.71	144.00
+D+0.750L					1.000	0.80	1.15	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.227	0.112	1.25	1.000	0.80	1.15	1.00	1.00	1.00	0.59	221.94	977.50	0.23	20.20	180.00
Length = 4.0 ft	2		0.112	1.25	1.000	0.80	1.15	1.00	1.00	1.00			977.50	0.00	20.20	180.00
+0.60D					1.000	0.80	1.15	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.019	0.010	1.60	1.000	0.80	1.15	1.00	1.00	1.00	0.06	24.21	1251.20	0.02	2.20	230.40
Length = 4.0 ft	2		0.010	1.60	1.000	0.80	1.15	1.00	1.00	1.00			1251.20	0.00	2.20	230.40

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: DJ1 Typical Deck Joist

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.0320	4.022		0.0000	0.000
	2	0.0000	4.022	+D+L	-0.0507	4.000

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2	Support 3
Overall MAXimum	0.372	0.372	
Overall MINimum	0.319	0.319	
D Only	0.053	0.053	
+D+L	0.372	0.372	
+D+0.750L	0.293	0.293	
+0.60D	0.032	0.032	
L Only	0.319	0.319	

ZFA STRUCTURAL ENGINEERS
601 montgomery street | suite 1450 | san francisco ca 94111 | 415.243.4091 | zfa.com

Project Title: 32 Fern Lane
Engineer: STW
Project ID:
Project Descr:

Wood Beam

Project File: Enercalc.ec6

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: DB1 Typical Deck Beam

CODE REFERENCES

Calculations per NDS 2018, IBC 2018, CBC 2019, ASCE 7-16
Load Combination Set : IBC 2018

Material Properties

Analysis Method : Allowable Stress Design
Load Combination : IBC 2018

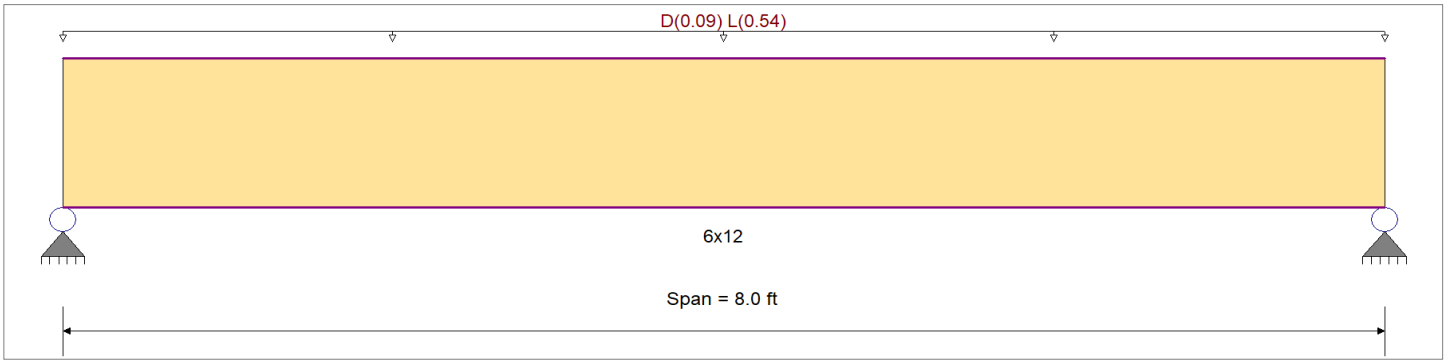
Wood Species : Douglas Fir-Larch (North)
Wood Grade : No. 1/No. 2

Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

Fb +	850 psi
Fb -	850 psi
Fc - Prll	1400 psi
Fc - Perp	625 psi
Fv	180 psi
Ft	500 psi

E : Modulus of Elasticity

Ebend- xx	1600 ksi
Eminbend - xx	580 ksi
Density	30.59 pcf



Applied Loads

Service loads entered. Load Factors will be applied for calculations.

Beam self weight NOT internally calculated and added
Uniform Load : D = 0.010, L = 0.060 ksf, Tributary Width = 9.0 ft, (Deck)

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio	=	0.734 : 1	Maximum Shear Stress Ratio	=	0.318 : 1
Section used for this span		6x12	Section used for this span		6x12
fb: Actual	=	498.89 psi	fv: Actual	=	45.80 psi
Fb: Allowable	=	680.00 psi	Fv: Allowable	=	144.00 psi
Load Combination		+D+L	Load Combination		+D+L
Location of maximum on span	=	4.000 ft	Location of maximum on span	=	7.066 ft
Span # where maximum occurs	=	Span # 1	Span # where maximum occurs	=	Span # 1

Maximum Deflection

Max Downward Transient Deflection	0.047 in	Ratio =	2032 >=360	Span: 1 : L Only
Max Upward Transient Deflection	0 in	Ratio =	0 <360	n/a
Max Downward Total Deflection	0.055 in	Ratio =	1741 >=180	Span: 1 : +D+L
Max Upward Total Deflection	0 in	Ratio =	0 <180	n/a

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios									Moment Values			Shear Values		
Segment Length	Span #	M	V	C_d	$C_{F/V}$	C_i	C_r	C_m	C_t	C_L	M	fb	F'b	V	fv	F'v
D Only													0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.116	0.050	0.90	1.000	0.80	1.00	1.00	1.00	1.00	0.72	71.27	612.00	0.28	6.54	129.60
+D+L					1.000	0.80	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.734	0.318	1.00	1.000	0.80	1.00	1.00	1.00	1.00	5.04	498.89	680.00	1.93	45.80	144.00
+D+0.750L					1.000	0.80	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.461	0.200	1.25	1.000	0.80	1.00	1.00	1.00	1.00	3.96	391.98	850.00	1.52	35.99	180.00
+0.60D					1.000	0.80	1.00	1.00	1.00	1.00			0.00	0.00	0.00	0.00
Length = 8.0 ft	1	0.039	0.017	1.60	1.000	0.80	1.00	1.00	1.00	1.00	0.43	42.76	1088.00	0.17	3.93	230.40

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.0551	4.029		0.0000	0.000

Wood Beam

LIC# : KW-06015331, Build:20.22.8.17 ZFA STRUCTURAL ENGINEERS (c) ENERCALC INC 1983-2022

DESCRIPTION: DB1 Typical Deck Beam

Vertical Reactions

Support notation : Far left is #1 Values in KIPS

Load Combination	Support 1	Support 2
Overall MAXimum	2.520	2.520
Overall MINimum	2.160	2.160
D Only	0.360	0.360
+D+L	2.520	2.520
+D+0.750L	1.980	1.980
+0.60D	0.216	0.216
L Only	2.160	2.160

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

OMB No. 1660-0008
Expiration Date: November 30, 2022

ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1–9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A – PROPERTY INFORMATION

FOR INSURANCE COMPANY USE

A1. Building Owner's Name
Ken Mayer

Policy Number:

A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.
32 Fern Lane

Company NAIC Number:

City	State	ZIP Code
San Anselmo	California	94960

A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)
007-041-07

A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) Accessory dwelling unit

A5. Latitude/Longitude: Lat. 37.98240 Long. -122.57544 Horizontal Datum: ☐ NAD 1927 ☒ NAD 1983

A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.

A7. Building Diagram Number 1A

A8. For a building with a crawlspace or enclosure(s):

a) Square footage of crawlspace or enclosure(s) 330 sq ft

b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade 0

c) Total net area of flood openings in A8.b 0 sq in

d) Engineered flood openings? ☐ Yes ☐ No

A9. For a building with an attached garage:

a) Square footage of attached garage na sq ft

b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade na

c) Total net area of flood openings in A9.b na sq in

d) Engineered flood openings? ☐ Yes ☐ No

SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

B1. NFIP Community Name & Community Number	B2. County Name	B3. State
San Anselmo 060180	Marin	California

B4. Map/Panel Number	B5. Suffix	B6. FIRM Index Date	B7. FIRM Panel Effective/ Revised Date	B8. Flood Zone(s)	B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth)
0452	E	May 4 2009	March 17, 2014	AE	75.5

B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9:
☐ FIS Profile ☒ FIRM ☐ Community Determined ☐ Other/Source:

B11. Indicate elevation datum used for BFE in Item B9: ☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source:

B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? ☐ Yes ☒ No
Designation Date: ☐ CBRS ☐ OPA

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.

FOR INSURANCE COMPANY USE

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 32 Fern Lane

Policy Number:

City: San Anselmo | State: CA | ZIP Code: 94960

Company NAIC Number

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: ☐ Construction Drawings* ☐ Building Under Construction* ☒ Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: C 108 Vertical Datum: 52.14

Indicate elevation datum used for the elevations in items a) through h) below.

☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source: _____

Datum used for building elevations must be the same as that used for the BFE.

		Check the measurement used.	
a) Top of bottom floor (including basement, crawlspace, or enclosure floor)	82.98	☒ feet	☐ meters
b) Top of the next higher floor	92.98	☐ feet	☐ meters
c) Bottom of the lowest horizontal structural member (V Zones only)	na	☐ feet	☐ meters
d) Attached garage (top of slab)	na	☐ feet	☐ meters
e) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments)	na	☐ feet	☐ meters
f) Lowest adjacent (finished) grade next to building (LAG)	80.99	☐ feet	☐ meters
g) Highest adjacent (finished) grade next to building (HAG)	82.05	☐ feet	☐ meters
h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support	na	☐ feet	☐ meters

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. *I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.*

Were latitude and longitude in Section A provided by a licensed land surveyor? ☐ Yes ☒ No ☐ Check here if attachments.

Certifier's Name: Paul Krohn | License Number: C 68363

Title:

Company Name: Paul Krohn, PE

Address: 1221 Santa Fe Avenue

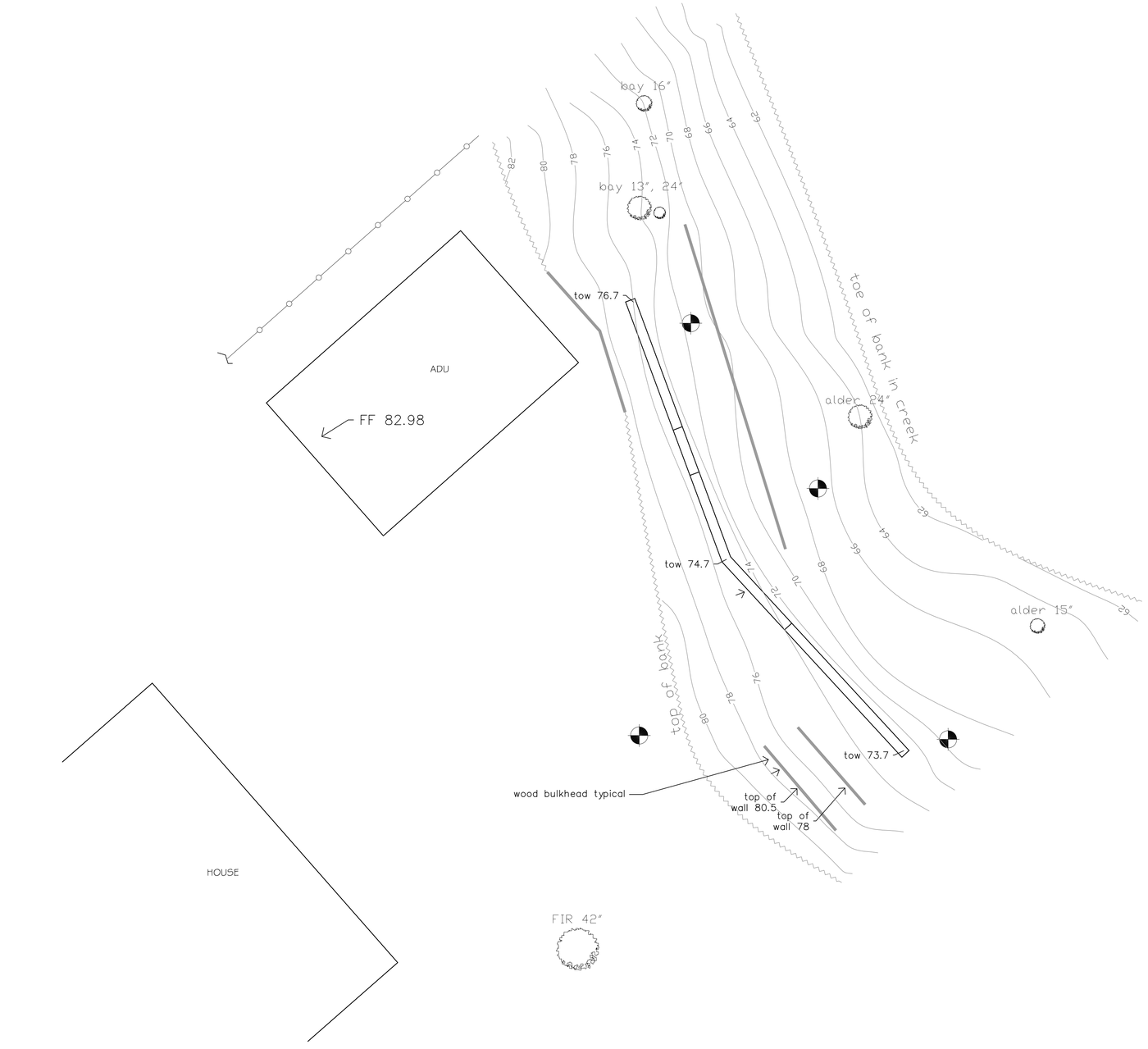
City: Albany | State: California | ZIP Code: 94706

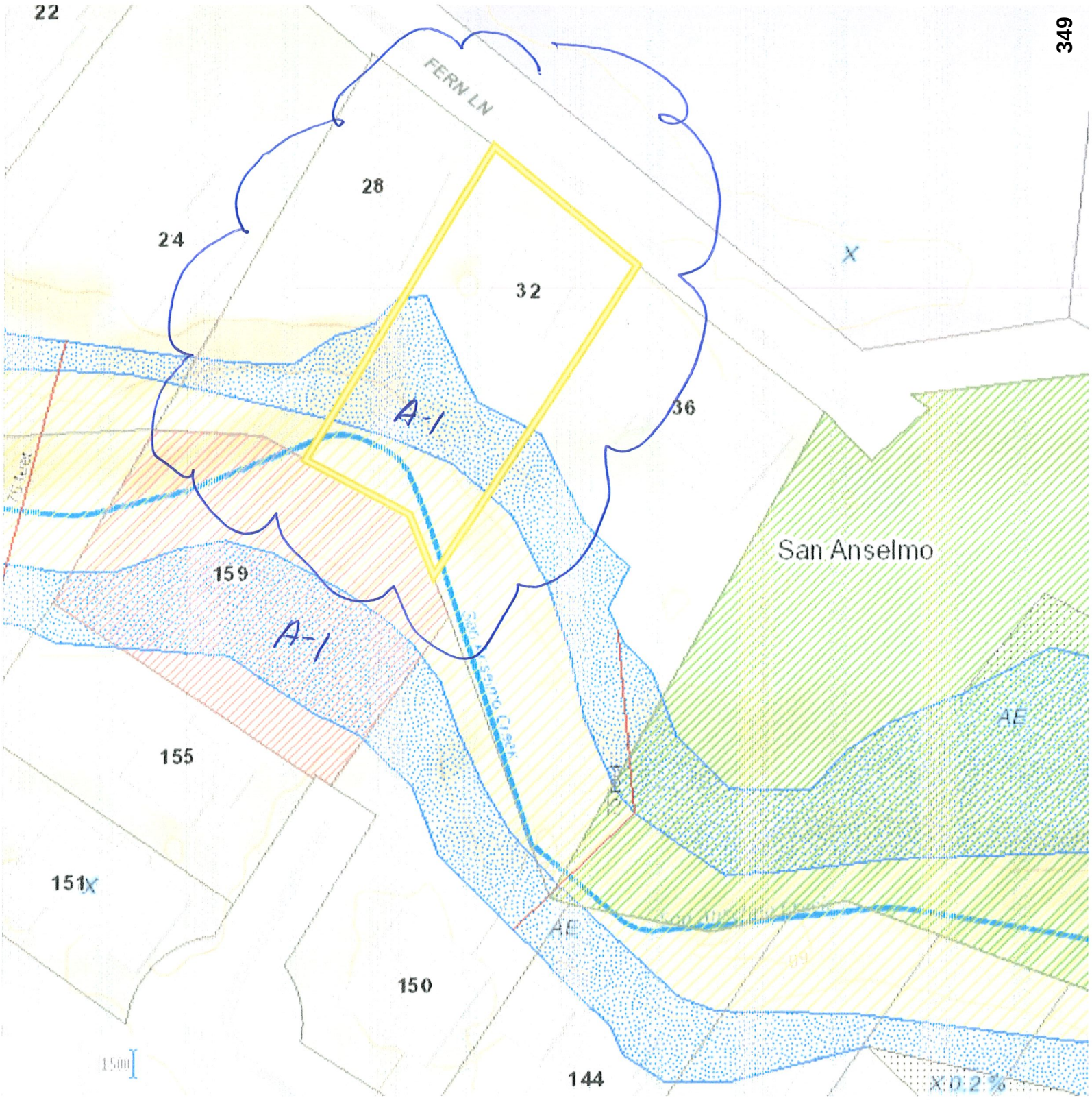
Place Seal Here

Signature: _____ | Date: 12/7/21 | Telephone: 5303422926 | Ext.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

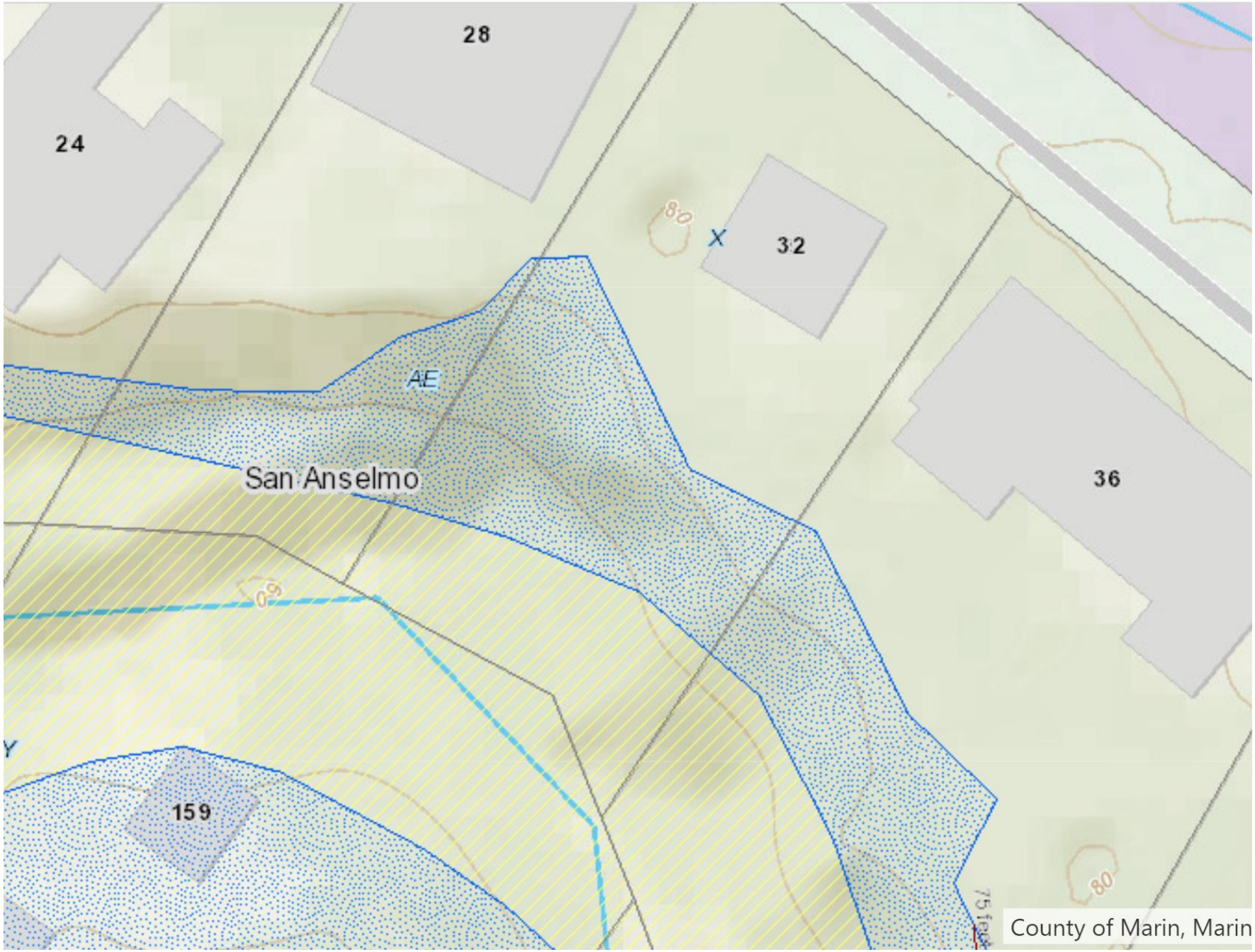
Comments (including type of equipment and location, per C2(e), if applicable)


bay 16"
bay 13", 24"
tow 76.7
tow 74.7
tow 73.7
toe of bank in creek
top of bank
alder 24"
alder 15"
ADU
FF 82.98
wood bulkhead typical
top of wall 80.5
top of wall 78
HOUSE
FIR 42"



32 FERN LN. S.A "MARIN MAPS"

Flood district


28
24
32
X
AE
San Anselmo
36
159
County of Marin, Marin

ken2418@aol.com

To: ken2418@aol.com
Subject: Jim Schol

Jim,

Town is asking me to confirm with my neighbors that are near or border the property lines (s) of 32 Fern lane regarding the cottage (height over 16') along our property line. Since the cottage (623 SF) 5' +/- off the property line and almost 22' tall, It will need a variance (I can apply for a side yard setback or a height variance). I am Reconfirming that I have your support.

Thanks,

Ken and Gwen Mayer
32 Fern Lane.

Jim Please Sign, date & address
Ken

X
11/16/21
36 FERN LN
SAN ANSELMO CA 94960

TOWN OF
SAN ANSELMO
EST. 1907

525 San Anselmo Avenue, San Anselmo, CA 94960-2682
www.townofsananselmo.org
(415) 258-4600 || Fax (415) 459-2477

Appeal Fee for Non-Applicant: $837.00 **Appeal Fee for Applicant:** $2,614.00

APPEAL OF ADMINISTRATIVE OR PLANNING COMMISSION ACTION

Appellant's Name and Address: KEN MAYER

Daytime Phone and Email: 415 730-5466

Address of Subject Property (if applicable): 32 FERN LN. S.A.

Date of Planning Commission action or date of written notice of administrative action: 11/21/22

Action being appealed: A. P.C.: APPROVAL OF STAFF REPORT
B. DENIAL OF CUP

Reason(s) why the action should not be sustained. (San Anselmo Municipal Code Sec. 1-4.03)

• THE STAFF REPORT DID NOT PROPERTLY REPRESENT OR ESTABLISH THE FACTS FOR THE PROJECT. THIS MISCLEREATION OF THE FACTS OR WHAT IS IMPORTANT, THIS MADE HAVE OVERBURDENED THE P-C WHEN REVIEWING THE FINDINGS TO APPROVE CUP. THERE ALSO APEARS TO BE SOME LAWS THAT WERE BROKEN OR ? WHEN IT COMES TO RECENT PASSAGE OF LAWS PERTAINING TO ADU'S SUCH AS; AB 68, SB 13. THIS MISTAKE HAS CAUSED ME HARM.

Signature of Applicant(s): [signature] Date: 11/28/22

A written appeal shall be filed with the Town Clerk within 10 calendar days after receipt of written notice of the administrative decision which is being appealed or within 10 calendar days after the Planning Commission decision. (San Anselmo Municipal Code Section 1-4.02)

ORDINANCE NO. 1149

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO AMENDING TITLE 10 (PLANNING AND ZONING), CHAPTER 6 (ACCESSORY DWELLING UNITS), ARTICLES 1-3 TO BRING THE TOWN ACCESSORY DWELLING UNIT REGULATIONS INTO CONFORMANCE WITH 2019 STATE HOUSING BILLS, AND ADDING NEW ARTICLE 20 (OBJECTIVE DESIGN STANDARDS FOR RESIDENTIAL DEVELOPMENTS) TO ADDRESS HERITAGE TREE REMOVAL FOR HOUSING AND WINDOWS ADDED WITHIN SETBACKS

WHEREAS, Accessory Dwelling Units expand the opportunity for small, lower cost, housing units in San Anselmo; and

WHEREAS, the Town has approved 100% of its share of the Regional Housing Need Allocation for the 2015-2023 Housing Element cycle and almost half of the approved units have been Accessory Dwelling Units; and

WHEREAS, on October 9, 2019, California Governor Gavin Newsom signed three bills into law (SB 13, AB 68 and AB 881) that amend California Government Code Sections 65852.2 and 65852.22 and require the Town to modify local regulations to further facilitate development of Accessory Dwelling Units and Junior Accessory Dwelling Units; and

WHEREAS, the Town Council adopted Ordinance 1142 on November 26, 2019 and Ordinance 1143 on December 10, 2019 in order to implement the State legislation; and

WHEREAS, the Town Council desires to amend the local Accessory Dwelling Unit and Junior Accessory Dwelling Unit regulations to be consistent with the amended provisions of Government Code sections 65852.2 and 65852.22; and

WHEREAS at its meeting of June 23, 2020, the Town Council discussed its desire to promote development of deed restricted affordable housing and affirmatively promote fair housing and equity; and

WHEREAS, on July 6, 2020 and August 17, 2020, the Planning Commission conducted a duly noticed public hearing on the proposed Zoning Ordinance amendments, and considered all staff reports, attachments, testimony and found the proposed ordinance consistent with the General Plan and recommended that the Town Council adopt the proposed ordinance; and

WHEREAS, the Town Council held a duly noticed public hearing on August 25, 2020, to consider the Planning Commission recommendation and introduce the draft Ordinance; and has found that the provisions of this ordinance are consistent with the goals and policies of the Town's General Plan and other adopted ordinances and regulations of the Town.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO DOES ORDAIN AS FOLLOWS:

SECTION 1: The Town Council finds and determines that there is no possibility that the adoption

of this ordinance will have a significant effect on the environment. The ordinance is intended to modify existing local regulatory requirements to be consistent with State and local law which encourage development of Accessory Dwelling Units. The ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code section 21080.17 as it implements the provisions of Government Code sections 65852.2 and 65852.22. Similarly, the ministerial approval of Accessory Dwelling Unit applications would not be a "project" for CEQA purposes, and environmental review would not be required prior to approving individual applications.

SECTION 2: Title 10 Planning and Zoning is amended as provided in Exhibit 1 with strikethrough text indicating deleted text and underline text indicating new text.

SECTION 3: Title 10 Planning and Zoning, Article 5 Parking and Loading Regulations, Section 10-3.504 is amended to delete the following text in subsection 10-3.504(b)(4):

> (4) For residential development, the garage door shall remain in place and look functional, or the garage door shall be removed. If the door is removed, the project shall include architectural features (including siding, doors, windows, trim and accent details), and landscaping (such as a landscape strip to disconnect the driveway from the building wall) so it is not apparent that the structure was originally a garage.

SECTION 4: Severability. To the extent allowed under State law, the Town Council hereby declares every section, paragraph, sentence, clause, and phrase is severable. To the extent allowed under State law, if any section, paragraph, sentence, clause or phrase of this ordinance is for any reason found to be invalid or unconstitutional, such invalidity, or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses or phrases.

SECTION 5: Inclusion in the San Anselmo Municipal Code. It is the intention of the San Anselmo Town Council that the text in Exhibits 1 and 2 be made a part of the San Anselmo Municipal Code and that the text may be renumbered or relettered and the word "Ordinance" may be changed to "Section", "Chapter", or such other appropriate word or phrase to accomplish this intention.

SECTION 6: This Ordinance shall go into effect thirty (30) days from its adoption and shall be posted or published as required by State law.

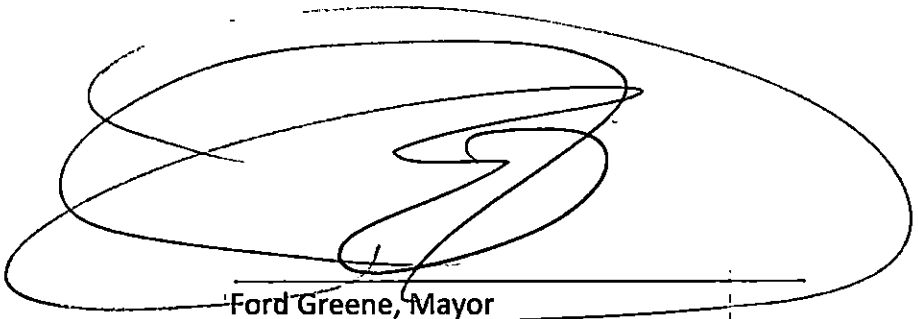
THE FOREGOING ORDINANCE was introduced at a regular meeting of the San Anselmo Town Council on August 25, 2020, and was adopted at a regular meeting of the San Anselmo Town Council on September 8, 2020, by the following vote:

AYES: **Greene, Colbert, Wright, Fineman, Burdo**

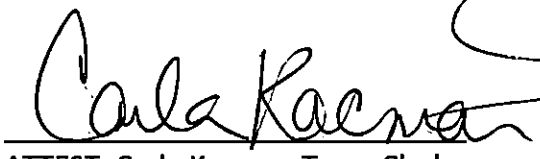
NOES: **None**

ABSENT: **None**

ABSTAIN: **None**



Ford Greene, Mayor



ATTEST: Carla Kacmar, Town Clerk

EXHIBIT 1

Chapter 6 - ACCESSORY DWELLING UNITS

Article 1. - Purpose, Applicability, Definitions.

10-6.101 - Purpose.

This chapter provides regulations for developing accessory dwelling units. The purpose of permitting accessory dwelling units is to expand the opportunity for small, lower cost, housing units in San Anselmo, while preserving the character of residential neighborhoods.

10-6.102 - Applicability.

An accessory dwelling unit may be constructed on a lot that meets all ~~of~~ the following minimum standards:

(a) Zoning district. A lot located ~~within a single family or multifamily zoning district (R-1-C, R-1-H, R-1, R-2 or R-3) or any commercial zoning district (C-1, C-2, C-3, C-L or P).~~ in any zoning district that allows for single family and multifamily development.

(b) Existing or proposed primary dwelling unit. A lot that is presently developed with at least one (1) primary dwelling. In addition, an accessory dwelling unit may be approved in connection with a building permit to construct a new primary dwelling.

10-6.103 - Definitions.

In addition to the terms defined by Article 17 (Definitions), the following terms shall have the following meanings as used in this chapter:

"Accessory dwelling unit" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on the same lot as the proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation. An accessory dwelling unit also includes an efficiency unit, as defined in Section 17958.1 of the Health and Safety Code, and a manufactured home, as defined in Section 18007 of the Health and Safety Code.

"Accessory structure" means a structure that is accessory and incidental to a dwelling located on the same lot.

"Junior accessory dwelling unit" is a unit that complies with the requirements of Government Code Section 65852.22, as amended from time to time.

"Living area" means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.

~~"Floorspace" means the gross floor area of a detached accessory dwelling unit as measured to the outside surface of exterior walls, including its living area, basement area whether conditioned or unconditioned, and any garage or other enclosed accessory structure attached to the detached accessory dwelling unit.~~

"Multifamily dwelling" means a dwelling on a site with more than one unit that is not within a single-family residential district (R-1, R-1-H, R-1-C) or a specific planned development district (SPD or PPD) with underlying single-family residential zoning ("single family zoning district"). A site with more than one residential unit in a single-family zoning district shall be considered a single-family residence with accessory dwelling unit(s) that may be nonconforming in size, number, or other development standards.

"Nonconforming zoning condition" means a physical improvement on a property that does not conform with current zoning standards.

"Passageway" as defined in Government Code Section 65852.2, as amended, means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of an accessory dwelling unit.

"Proposed dwelling" means a dwelling that is the subject of a permit application and that meets the requirements for permitting.

"Public transit" means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

"Tandem parking" as defined in Government Code Section 65852.2, as amended, means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

Article 2. - Standards for Accessory Dwelling Units

10-6.201 – Permit required. The Town shall ministerially approve an application for a building permit to create any attached or detached accessory dwelling unit that meets the ~~of the units described in this section, subject to the~~ development requirements set forth in this chapter. ~~A r~~Rental of the accessory dwelling unit created pursuant to this section shall be for a term longer than 30 days.

10-6.202 – Number of Accessory Dwelling Units Allowed.

(a) One attached or detached accessory dwelling unit or one junior accessory dwelling unit is allowed per lot with a proposed or existing single-family dwelling. Alternatively, a lot with a proposed or existing single-family dwelling can have one detached accessory dwelling unit and one junior accessory dwelling unit. ~~if the accessory dwelling unit or junior accessory dwelling unit is within the proposed space of a single family dwelling or existing space of a single family dwelling or accessory structure, and may include an expansion of not more than 150 square feet~~

~~beyond the same physical dimensions as the existing accessory structure. An expansion beyond the physical dimensions of the existing accessory structure shall be limited to accommodating ingress and egress.~~

~~(b) One detached, new construction, accessory dwelling unit up to 800 square feet of floor area and up to 16 feet tall that does not exceed four-foot side and rear yard setbacks for a lot with a proposed or existing single-family dwelling. The accessory dwelling unit may be combined with a junior accessory dwelling unit described in 10-6.201(a).~~

(~~c~~b)~~(i)~~ Sites developed with a Multifamily Dwelling may have up to two detached accessory dwelling units. Sites developed with a Multifamily Dwelling may also have at least one accessory dwelling unit and up to 25 percent of the number of existing permitted Multifamily Dwelling units, rounded down to the nearest whole number, ~~Multiple accessory dwelling units~~ within the portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, if each unit will comply~~ies~~ with state building standards for dwellings. For example, an existing 10-unit Multifamily Dwelling can convert existing non-living space into two accessory dwelling units and construct two detached accessory dwelling units.

~~(ii) The Town shall allow at least one accessory dwelling unit within an existing multifamily dwelling up to limits established in California Government Code Section 65852.2(e)(1)(C)(ii), as amended by the legislature or as interpreted by the State Department of Housing and Community Development.~~

~~(d) Not more than two accessory dwelling units that are located on a lot that has an existing multifamily dwelling, but are detached from that multifamily dwelling and are subject to a height limit of 16 feet and four-foot rear yard and side setbacks.~~

10-6.~~202~~ 203 - Parking.

Parking for accessory dwelling units on single-family or Multifamily Dwelling sites shall be provided in compliance with the following provisions:

(a) Except as provided in subsection (b), one (1) permanently surfaced parking space shall be provided for each attached or detached accessory dwelling unit in accordance with Sections 10.3.507, 10-3.508 and 10-3.511 of this Code. Said parking space may be T~~t~~andem parking and within any of the setback areas, provided however that any such parking space within a public right-of-way must be approved by the Public Works Director to ensure that such parking location does not constitute a potential fire or life safety hazard.

(b) No parking shall be required for an accessory dwelling unit in any of the following instances:

(1) The accessory dwelling unit is located within one-half (1/2) mile walking distance of P~~p~~ublic T~~t~~ransit .

(2) The accessory dwelling unit is located within an architecturally and historically significant historic district.

(3) The accessory dwelling unit is part of the proposed or existing primary residence (including an attached garage) or an accessory structure.

(4) When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.

(5) When there is a pick up or drop off location for a car share vehicle (as defined by the California Vehicle Code) located within one (1) block of the accessory dwelling unit.

(c) Demolition of existing covered parking and conversion of existing parking spaces to uses other than vehicle parking. See requirements at Article 5 Parking and Loading Regulations, Section 10-3.504(b)(3).

10-6.~~203~~ 204 - Height, location, and setbacks.

Accessory dwelling units shall either be attached to, or located within, the proposed or existing primary dwelling, including attached garages, storage areas or similar uses, or an accessory structure or detached from the proposed or existing primary dwelling and located on the same lot as the proposed or existing primary dwelling. Accessory dwelling units shall satisfy the required building height and setback standards applicable to a primary dwelling unit as specified by the zoning district in which the lot is located except that:

(a) ~~(a)~~ A newly constructed detached accessory dwelling unit shall be a maximum of sixteen (16) feet in ~~overall building~~ height, measured to the predevelopment ground elevations ~~and is limited to a single, ground floor, story or basement~~. Accessory dwelling units newly constructed in Special Flood Hazard Areas on the adopted Town Flood Insurance Rate Map may be up to fourteen (14) feet in ~~overall building~~ height, measured from the Base Flood Elevation plus one (1) foot of freeboard, or sixteen (16) feet in ~~overall building~~ height, whichever is taller.

(b) No setback or height limit shall be required for the following as long as the existing building envelope remains unchanged (except additions allowed to detached structures for ingress and egress in Section 10-6.206):

(1) An existing living area that is converted to an accessory dwelling unit or to a portion of an accessory dwelling unit; or

(2) An accessory structure that is converted to an accessory dwelling unit or to a portion of an accessory dwelling unit; or

(3) A structure constructed in the same location and to the same dimensions as an existing ~~structure that~~structure that is converted to an accessory dwelling unit or to a portion of an accessory dwelling unit.

(c) The Town shall require a setback of no more than ~~A setback of~~ four feet ~~from the side and rear lot lines shall be required for an accessory dwelling unit that is not converted from an existing structure or a new structure constructed in the same location and to the same dimensions as an existing structure~~for a new accessory dwelling unit that does not fall under Subsection (b).

10-6.~~204~~ 205 - Lot coverage, floor area ratio, and density.

For the purposes of determining maximum lot coverage and floor area ratio requirements, residential second unit square footage shall be calculated as a part of the primary living unit, and subject to the limitations provided in this Title. The ~~t~~Town shall not apply limits on lot coverage and floor area ratio for either attached or detached dwellings that does not permit at least an 800 square foot accessory dwelling unit that is at least 16 feet in height with four-foot side and rear yard setbacks to be constructed in compliance with all other development standards.

Pursuant to state law, an accessory dwelling unit that conforms to this chapter shall be deemed to be an accessory use or an accessory building and shall not be considered to exceed the allowable density for the lot upon which it is located, and shall be deemed to be a residential use that is consistent with the existing general plan and zoning designations for the lot.

10-6.~~205~~ 206 - Minimum and Maximum size.

The minimum size of an accessory dwelling unit shall be the minimum necessary to comply with all adopted and applicable building codes and shall not exceed eight hundred fifty (850) square feet in floor area or one thousand (1,000) square feet for an accessory dwelling unit that provides more than one bedroom. If there is an existing primary single--family dwelling over 1,600 square feet, the total floor area of an attached accessory dwelling unit shall not exceed fifty (50%) percent of the existing primary dwelling unit. ~~Accessory dwelling units shall include no more than two (2) bedrooms. Notwithstanding the existing living area of the primary dwelling, attached or interior accessory dwelling unit may contain at least 800 square feet of floor area.~~3

An accessory dwelling unit created within the existing space of a detached accessory structure may be expanded in compliance with all applicable regulations. The Town shall allow an existing detached accessory structure to be expanded up to 150 square feet if necessary to accommodate ingress and egress.

10-6.~~206~~ 207 - Architectural design standards.

~~Accessory dwelling unit construction shall be of complimentary materials, colors, and style as the exterior of the primary living unit including roof, eaves, windows, accents, and doors.~~

~~Further, new accessory dwelling units at or above one hundred fifty (150) mean sea level shall provide screening from off-site views. Screening may include landscaping and/or natural forms.~~

~~Landscaping shall be included to screen mechanical and structural elements of the accessory dwelling unit, including, but not limited to, foundations, retaining walls, condensers, and transformers, provided that nothing in this provision shall require the accessory dwelling unit to be screened completely from view or require any screening that would conflict with Ross Valley Fire Department Vegetation Management Plan requirements. I~~Any~~No~~ heritage tree (as defined in Title 4, Chapter 13) shall be removed in conjunction with the construction of an accessory dwelling unit until a building permit has been issued for the accessory dwelling unit. ~~must be replaced on site with a 48 inch box tree unless that would conflict with Ross Valley Fire Department Vegetation Management Plan requirements or if the Director of Public Works determines there is adequate existing trees on or off site in the area where the tree was removed~~.

The following standards apply to newly constructed accessory dwelling units located within required side and rear setbacks for the district in which the unit is located under Development Standards Table 4A and not conversions of existing structures:

(a) The entrance to the accessory dwelling unit shall minimize noise and privacy impacts for neighbors by facing the entrance towards the interior of the lot and/or away from neighboring development ~~where possible~~, unless the accessory dwelling unit is directly accessible from an alley, public path, or public street.

~~(~~(b) ~~Any new windows that face an adjoining residential property shall be designed to protect the privacy of neighbors, such as by use of opaque glass or sill heights above eye level; alternatively, fencing or landscaping shall be required to provide screening.~~

~~(~~(~~b~~c) ~~Wall heights shall be limited to a maximum height of eight (8) feet on the interior and eleven and one half (11.5)~~10~~ feet on the exterior. Planning Department Staff shall develop written standards that illustrate how wall height will be measured for various roof forms.

10-6.~~207~~ 208 - Exceptions to standards.

Exceptions to Sections 10-6.201 through 10-6.~~206~~ 207 may be permitted subject to approval of a conditional use permit in accordance with Article 13 of this Title. However, the total area of floor space for a detached accessory dwelling unit shall not exceed twelve hundred (1,200) square feet. The following design standards apply to units requesting a conditional use permit for an exception or design review:

(a) Accessory dwelling unit construction shall be of complimentary materials, colors, and style as the exterior of the primary living unit including roof, eaves, windows, accents, and doors.

(b) ~~Further, n~~New construction accessory dwelling units at or above one hundred fifty (150) mean sea level shall provide screening from off-site views unless not possible under Ross Valley Fire Department Vegetation Management Plan requirements. Screening may include landscaping and/or natural forms.

Landscaping shall be included to screen mechanical and structural elements of the accessory dwelling unit from off-site views, including, but not limited to, foundations, retaining walls, condensers, and transformers, provided that nothing in this provision shall require the accessory dwelling unit to be screened completely from view or require any screening that would conflict with Ross Valley Fire Department Vegetation Management Plan requirements.

~~(a)~~(c)

10-6.~~208~~ 209 - General Requirements and Restrictions.

The following requirements and restrictions apply to accessory dwelling units:

(a) All accessory dwelling units shall satisfy all Title 9 Building Regulations and any objective ~~applicable general performance, site development, landscaping, and other~~ standards and objective requirements in the Town Municipal Code and adopted Town Council resolutions including, but not limited to~~, Title 4, Chapter 13, Private Trees;~~ Title 6, Chapter 8, Urban Runoff Pollution Prevention and ~~;~~ Title 7, Chapter 12, Watercourses~~; and Title 9, Building Regulations~~.

(b) The unit shall not be intended for sale separate from the primary residence (including creation of a stock cooperative or similar common interest ownership arrangement) and may be rented. Rental of accessory dwelling units approved after January 1, 2020, shall be for a term longer than 30 days.

(c) For sites within a Flood Hazard Area on the adopted Federal Emergency Management Agency Flood Insurance Rate Map, the finished floor of any new or legalized accessory dwelling unit shall be elevated at least one (1) foot above the Base Flood Elevation as "new construction" under Title 7, Chapter 11, Protection of Flood Hazard Areas, even if the project would not be considered a "substantial improvement." The applicant shall submit an Elevation Certificate based on construction drawings with the building permit plans and a final Elevation Certificate shall be required prior to project final.

(d) An accessory dwelling unit shall include separate exterior access from the primary dwelling unit and may include an interior connection. A passageway from the accessory dwelling unit to a public street may be created, but shall not be required by the Town.

(e) The Building Department and Ross Valley Fire Department shall confirm that side and rear setbacks are sufficient for fire and safety.

(f) The Town shall not require the correction of any nonconforming zoning condition as a condition of approval for an accessory dwelling unit.

~~(f) A 20-foot wide fire lane shall be provided within one hundred fifty (150) feet of the structure and a minimum fire flow of one thousand (1,000) gallons per minute shall be required.~~

~~(g) If construction or heritage tree removal is proposed within fifteen (15) feet of the top of the bank of any watercourse the applicant shall demonstrate they have received all applicable permits from the San Francisco Bay Regional Water Quality Control Board, California Department of Fish and Wildlife, The Army Corps of Engineers, State Water Resources Control board and/or U.S. Fish and Wildlife Service.~~

(g) The installation of fire sprinklers shall not be required in an accessory dwelling unit if sprinklers are not required for the primary residence.

(h) The Town shall not impose any impact fee upon the development of an accessory dwelling unit less than 750 square feet. Any impact fees charged for an accessory dwelling unit of 750 square feet or more shall be charged proportionately in relation to the square footage of the primary dwelling unit.

Article 3. Junior Accessory Dwelling Units

10-6.401 Purpose. The purpose of this Article is to allow the creation of junior accessory dwelling units on lots zoned for single-family residences in accordance with California Government Code Section 65852.22, as amended from time to time.

10-6.402 Requirements for Junior Accessory Dwelling Units

The following requirements and restrictions apply to junior accessory dwelling units:

(a) Limit of one junior accessory dwelling unit per residential lot zoned for single-family residences with a single-family residence built, or proposed to be built, on the lot.
(b) Must be contained entirely within the walls of the proposed or existing single-family residence, including within an attached garage but excluding detached structures.
(c) Size must be 500 square feet or smaller, measured to interior walls.
(d) Shall include:
    (1) An efficiency kitchen, which shall include a cooking facility with appliances, and a food preparation counter and storage cabinets that are of reasonable size in relation to the size of the junior accessory dwelling unit.
    (2) A separate entrance from the main entrance to the proposed or existing single-family residence; and
    (3) Sanitation facilities, which may be separate or shared with the existing structure.
(e) Owner-occupancy is required in the single-family residence in which the Junior Accessory Dwelling Unit will be permitted. The owner may reside in either the remaining portion of the structure or the newly created Junior Accessory Dwelling Unit. Owner-occupancy shall not be required if the owner is another governmental agency, land trust, or housing organization.

10-6.403 Deed Restriction Required. A deed restriction shall be recorded prior to issuance of the building permit that restricts use of the junior accessory dwelling unit size and attributes that conforms with this Article.

10-6.404 Parking. No parking shall be required for the junior accessory dwelling unit as a condition of granting the permit. If a junior accessory dwelling unit is created within an attached garage, the Town can require existing garage parking to be replaced pursuant to Section 10-3.504.

10-6.405 Application of Fire or Life Protection Regulations. For purposes of any fire or life protection ordinance or regulation, a junior accessory dwelling unit shall not be considered a separate or new dwelling unit. The Town may apply requirements relating to fire and life protection within a single-family residence that contains a junior accessory dwelling unit that apply uniformly to all single-family residences within the zone, regardless of whether the single-family residence includes a junior accessory dwelling unit or not.

Article ~~3~~4. - Administration and Enforcement.

10-6.~~301~~ 401 - Administration.

Any person proposing to create or construct an accessory dwelling unit or junior accessory dwelling unit that complies with Sections 10-6.201 through 10-6.206 and 10-6.208, or has received an exception with a use permit, shall submit a building permit application to the Building Department with a site plan, elevations, color and materials samples, and any other information deemed necessary to administer this chapter, even if no construction is proposed. The Town shall consider the building permit application ministerially, without discretionary review or a hearing. The Town shall act on the application to create an accessory dwelling unit or a junior accessory dwelling unit within 60 days from the date the Town receives a complete application if there is an existing single-family or multifamily dwelling on the lot. If the permit application to create an accessory dwelling unit or a junior accessory dwelling unit is submitted with a permit application to create a new single-family dwelling on the lot, the Town may delay acting on the permit application for the accessory dwelling unit or the junior accessory dwelling unit until the Town acts on the permit application to create the new single-family dwelling, but the application to create the accessory dwelling unit or junior accessory dwelling unit shall be considered without discretionary review or hearing. If the applicant requests a delay, the 60-day time period shall be tolled for the period of the delay.

The Town Council may authorize by resolution a fee for conditional use permits and the ministerial review of accessory dwelling units.

10-6.~~302~~ 402 - Prior conditions not applicable.

This chapter supersedes any Town conditions on existing accessory dwelling units that comply with Sections 10-6.201 through 10-6.205 and 10-6.207, including owner occupancy or rent control, that were imposed as conditions of approval on accessory dwelling units that the Town approved prior to the effective date of this chapter if the conditions would not apply under

current regulations. The Planning Director is authorized to void recorded deed restrictions for accessory dwelling units that comply with this chapter at the request of a property owner.

10-6.~~303~~ 403 Requirements for ~~Acts~~ Actions to Eliminate ADU Entrance or Permanent Provisions for Eating, Cooking, and Sanitation.

It is the Town's intent to preserve accessory dwelling units and discourage the conversion of accessory dwelling units for the use of the primary dwelling. To this end, the following are requirements that apply when taking actions that remove elements of an accessory dwelling unit.

(a) A building permit shall be required to remove the separate entrance or permanent provisions for eating, cooking, and sanitation in an accessory dwelling unit.

(b) No building permit shall be issued to remove permanent provisions for eating, cooking, and sanitation or the separate entrance for an accessory dwelling unit created by converting or demolishing a garage, carport, or covered parking structure in conjunction with the construction of an accessory dwelling unit unless either: 1) the project includes restoring the garage for vehicle parking prior to the first inspection on the permit; or 2) the site has the required number of on-site parking spaces as required by the Parking Standards Table, referred to as Table 5A, of the San Anselmo Municipal Code and the spaces comply with all provisions for setbacks, siting, configuration and size.

(c) No building permit shall be issued to remove permanent provisions for eating, cooking, and sanitation or the separate entrance for an accessory dwelling unit created with an exception to lot coverage and/or floor area ratio unless the project ~~includes the~~removes the additional lot coverage and/or floor area granted for the accessory dwelling unit prior to issuance of the permit or a variance is approved.

(d) No building permit shall be issued to remove permanent provisions for eating, cooking, and sanitation or the separate entrance for an accessory dwelling unit created with side or rear yard setbacks that are less than required under the development standards Table 4A unless the project includes removing the area for the accessory dwelling unit where ~~within~~ the setback or a variance ~~is~~was approved.

Article 20 Objective Design Standards for Residential Developments.

10-20.020 Applicability. The provisions of this Article apply to all residential projects.

10-20.030 Objective Residential Design Standards.

(a) For new construction within 4 feet of a side property line or 4 feet of a rear property line, any new windows that face an adjoining residential property shall be designed to protect the privacy of neighbors, such as by use of opaque glass or sill heights above eye level; alternatively, fencing or landscaping shall be required to provide screening.

(b) Any tree 22 inches in diameter at breast height or larger removed for construction of a residential unit shall be replaced on-site with a 48" box tree.

(c) An exception to this section may be permitted subject to approval of a conditional use permit in accordance with Article 13 of this Title.

From:	Tommaso Latini
To:	Town Council; Steve Burdo; Heidi Scoble; Lindsey Klein; Leslie Murphy; Carolyn & Peter Brastow; Rut and Scott Klempan; Karene Alvarado
Subject:	32 Fern Lane, San Anselmo
Date:	Monday, September 18, 2023 2:27:25 PM
Attachments:	Town of San Anselmo Council Members.pdf Oct 21 Letter to Town.pdf
Importance:	High

CAUTION: External Sender

Dear Town Council Members,
While we are all aware of the increased pressure on the Town of San Anselmo to approve ADU's (which aside from increased traffic and water usage, we condone), the project at 32 Fern lane SHOULD NOT BE APPROVED ! Please read my two attached documents for reference.
The owner, Ken Meyers, is a California Licensed General Contractor. He knows the Codes and Requirements for building. He also openly and readily admits that he took a risk and is willing to abide by the outcome. The majority of affected neighbors have repeatedly requested that he lower the illegal structure by 7 feet to comply with the "Detached ADU" Guidelines. He has repeatedly refused this simple solution and tried unsuccessfully to evade compliance through other "schemes".
Not only would approval for this project undermine the Town's Planning and Building Departments determinations, but also the neighbors who have been fighting it for 3 years or so. In addition, it would set a precedent for others to illegally build what they wanted and ask for forgiveness after the fact. Yes we need ADU's but not like this !
Sincerely, Tommaso Latini

Tommaso B. Latini AIA
International Project Management Consultant

Mobile: 1 415 730 2876
E Mail: tommaso_latini@outlook.com

22 Fern Lane
San Anselmo California, 94960
USA

Town of San Anselmo Council Members. January 9, 2023

Re: 32 Fern Lane Illegal / Non-conforming ADU Construction.

Dear Council Members,

I am writing to regarding the project at 32 Fern Lane. I hope you will support; (a.) The unanimous vote by the Planning Commission to deny a Conditional Use Permit for this project, and (b.) the adjacent neighbor's complaints. Even with the new California State ADU Guidelines, the current illegal structure needs to be lowered by approximately 7 feet. While there are some neighbors who have written supporting the project, they cannot even see it!

Our goal is not to block the construction of an ADU, but to have it be considerate of the neighbors who are impacted by it's overwhelming and illegal height.

The other aspects of the project, which may or not be legal, are the Town's Building and Planning Department issues.

Thank you,

Tommaso and Elsa Latini, 22 Fern Lane Residents for 38 years.

Reference: Illegal Construction at 32 Fern Lane.

October 21, 2022

To The Mayor, Vice Mayor, Town Manager, Town Council, Planning Commission, Building and Planning Departments of San Anselmo:

Ken Mayer, owner of 32 Fern Lane, has built at least one large new structure on his property without a building permit and in violation of the municipal code. After these violations were reported, and the Town directed him to stop work, he is seeking a conditional use permit ("CUP"). His CUP application is being heard by the Town Planning Commission next month, November 7, 2022. I am writing to make the following points.

The Application Is Incomplete.

First, the Planning Commission should not consider an application for a CUP for this new construction of a purported accessory dwelling unit ("ADU") until a complete building application has been submitted as required by Town Code, Section 10-6.401. Until the Town and the neighbors have a complete understanding of what is proposed to be constructed, the application cannot be properly reviewed.

I have been involved in the Residential / Commercial Design and Construction profession for 46 years (36 while living in San Anselmo). In that time span, I have participated in Building and Planning Department meetings in the United States and around the world. They all have one common thread: they have established Rules, Regulations, Standards, Procedures and Protocols that must be strictly adhered to.

The Town of San Anselmo ("Town") has such requirements and procedures in place for addressing the construction of proposed ADUs-see, for example, Town Code, Title 10, Chapter 6, addressing ADUs.

The illegal construction at 32 Fern Lane violated Chapter 6, and other Town Code provisions, in the following respects:

- The work has occurred over the last year without a Building Permit(s) and Inspections.
- The submitted drawings are at maximum 60% complete, inaccurate, and misleading. Further, they are not signed and sealed by a Licensed Design Professional.
- The Building and Planning Departments required "Substantiating Documentation" has not been submitted.
- The required agency signoff for work within the creek setbacks has not been issued (or even applied for?).
- The owner has not complied with the Town Code Title 10, Chapter 6, Article 2, Section 10-6 governing new ADUs. Despite the owner's claim, this ADU is new work and not a remodel of existing work. (See attached affidavit from the property's former owner affirming there was no pre-existing structure in this location during her long tenure).

- Because the building far exceeds permitted ADU standards, a CUP was required to be sought, but wasn't, and in the absence of a CUP permitting process, neighbors were excluded from the process, meaning their justifiable objections have been ignored and gone unaddressed.
- Construction work has continued unabated, despite two "Stop Work" or "Red Tags" orders, and three "Compliance Orders" being issued by the San Anselmo Building Department. Minimal fines or penalties have been levied.

All of this has been going on for over a year now, and the efforts of the immediate neighbors (not the Town) to negotiate a less intrusive and compliant design have been repeatedly rejected by the owner of 32 Fern Lane. Neighbors were also misled by Mr. Mayer's claims of Town approval and issued Building Permits.

The Town Cannot Grant a Conditional Use Permit Because this Project Will Be Detrimental to Both the Neighbors and the Town. The proposed project substantially exceeds permitted ADU limitations set forth in Town Code Article 2 in numerous manners, including its excessive height. A CUP should not be granted because establishment of the use, which as noted above is far in excess of ADU standards set in Town Code, Title 10, Chap. 6, Article 2, will be detrimental to property and improvements in the neighborhood and to the general welfare of the town. See Town Code, Section 10-3.1301(a). The neighbors' properties are diminished by having, in effect, a second large home built on this small property, with the nearly 30-foot height towering above them and blocking their lines of sight and, in some cases, their sunlight. See attached: 1) a figure showing locations of neighbors that object to the proposed project as currently built; 2) their joinders in this letter; 3) Photo of illegally constructed building. In short, the proposed second house is both functionally and aesthetically incompatible with adjacent real estate. More generally, if the Town grants a CUP for a project so far outside the stated limitations on an ADU, it will create a negative precedent which will likely inspire other homeowners, contractors, developers, etc. to seek to build similarly outsized second homes, thereby damaging the general welfare of the town as it becomes overwhelmed with construction of oversized "ADUs" (i.e., large second houses, not ADUs) on properties throughout town.

Please do not misunderstand. I am a huge advocate for the Town's ADU expansion / conversion program.

This is superb solution for increased housing without large and unwanted construction projects that will change San Anselmo forever. Many San Anselmo properties may have room for conforming units to be built, and there are also many existing "legal non-conforming" units that if not overwhelmingly expensive to convert, would be.

However, for all of us, the Town needs to set an example of how not to egregiously game the system and alienate a neighborhood, but to build in compliance and harmony!

Sincerely,

Tommaso B. Latini

22 Fern Lane

General Affidavit of Irene Johansson

The within named person (Affiant), Irene Johansson, who is a resident of Contra Costa County, California, personally came and appeared before me, the undersigned Notary Public, and makes her statement, testimony and General Affidavit under oath or affirmation, in good faith, and under penalty of perjury, of sincere belief and personal knowledge that the following matters, facts, and things set forth are true and correct, to the best of her knowledge:

I owned the property located at 32 Fern Lane, San Anselmo, CA 94960 from 1963 to December 15, 2017, when I sold it to Ken Mayer.

During the time of my ownership of that property, there was no cottage or other structure on that property other than the main house and a detached one-car garage.

Dated this 4/26 day of 2022

Irene Johansson

Irene Johansson

Affiant

State of California

County of Contra Costa

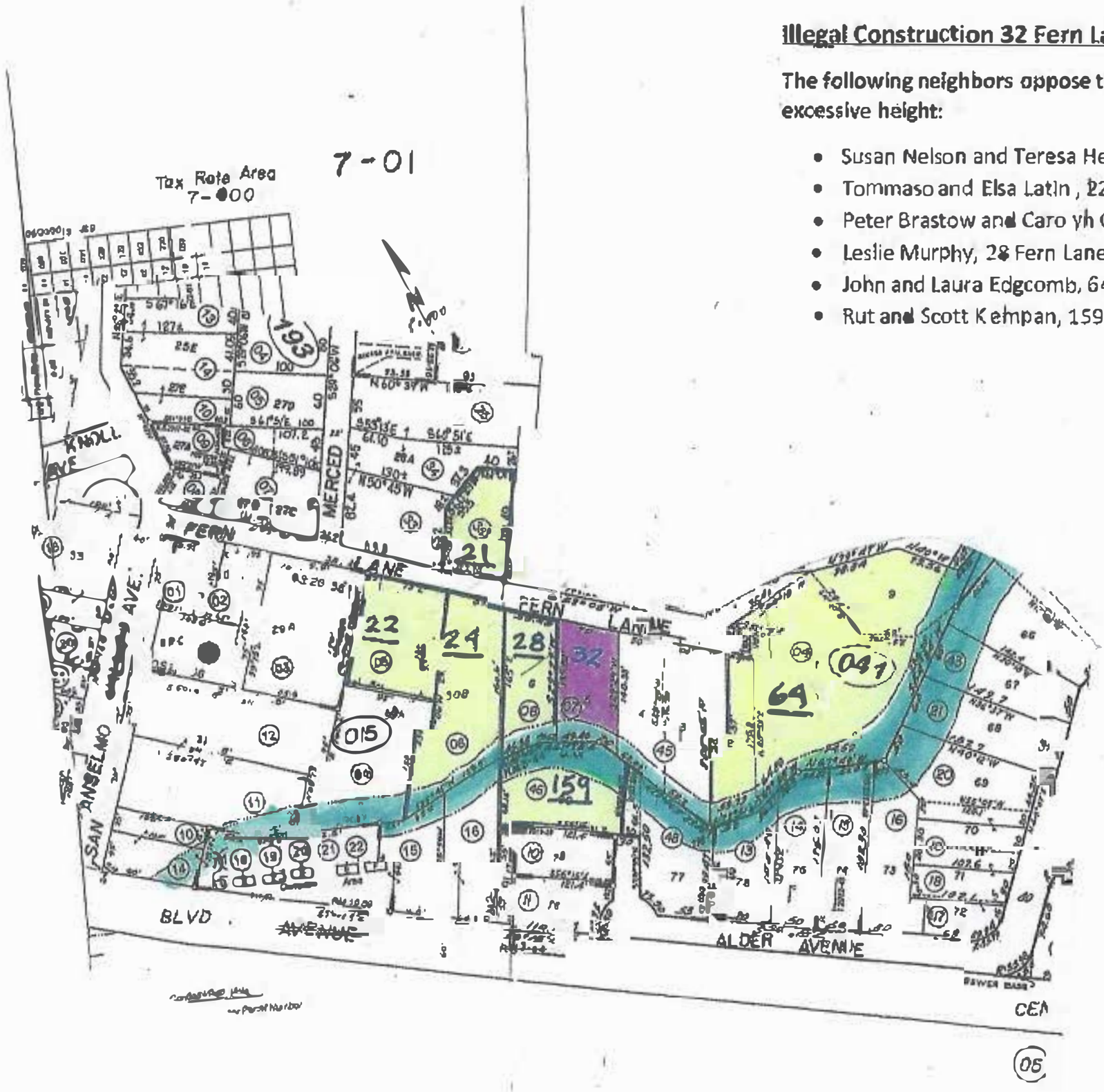
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to, or affirmed, before me on this 26 day of April 2022, by Affiant Irene Johansson.

Signature of Notary Public

HEATHER SUMMERS
Notary Public - California
Contra Costa County
Commission # 2301814
My Comm. Expires Aug 17, 2023

My commission expires: Aug. 17 2023



Illegal Construction 32 Fern Lane San Anselmo CA

The following neighbors oppose the project, as currently constructed due to its excessive height:

- Susan Nelson and Teresa He ter, 21 Fern Lane.
- Tommaso and Elsa Latin , 22 Fern Lane.
- Peter Brastow and Caro yh Gencarella, 24 Fern Lane.
- Leslie Murphy, 28 Fern Lane.
- John and Laura Edgcomb, 64 Fern Lane. (Separate letter sent to Town)
- Rut and Scott Kempan, 159 Alder Ave

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live at: Susan Nelson & Teresa Heiter San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.
2. Violates the Town's ADU Guidelines for overall height, size, and location.
3. Flagrantly ignores the Town's requests for "Substantiating Documentation".
4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.
5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: Susan Nelson, Teresa Heiter

21 Fern Lane
San Anselmo

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live at: 32 FERN LANE San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

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3. Flagrantly ignores the Town's requests for "Substantiating Documentation".
4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.
5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: Tomaso B. Latini Elisa Latini

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live at: 24 Fern Lane San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.

2. Violates the Town's ADU Guidelines for overall height, size, and location.

3. Flagrantly ignores the Town's requests for "Substantiating Documentation".

4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.

5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: PETER BRASTOW

Carolyn Gencarella

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live at: LESLIE MURPHY San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.

2. Violates the Town's ADU Guidelines for overall height, size, and location.

3. Flagrantly ignores the Town's requests for "Substantiating Documentation".

4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.

5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: Leslie I Murphy

28 FERN LANE
San Anselmo

Reference: Illegal Construction at 32 Fern Lane

I / We the undersigned, are the Owners and live
at: RUT and SCOTT KL[redacted]PAN San Anselmo, CA.

We are aware of the construction at the above referenced address and that it has been halted by the Town of San Anselmo, for lack of Building Permits and violation of municipal codes.

I / We support the concept of an owner's right to build on their own property and the Town's program to encourage "Ancillary Dwelling Units" (ADU's) as a solution to the State's mandate to build more housing.

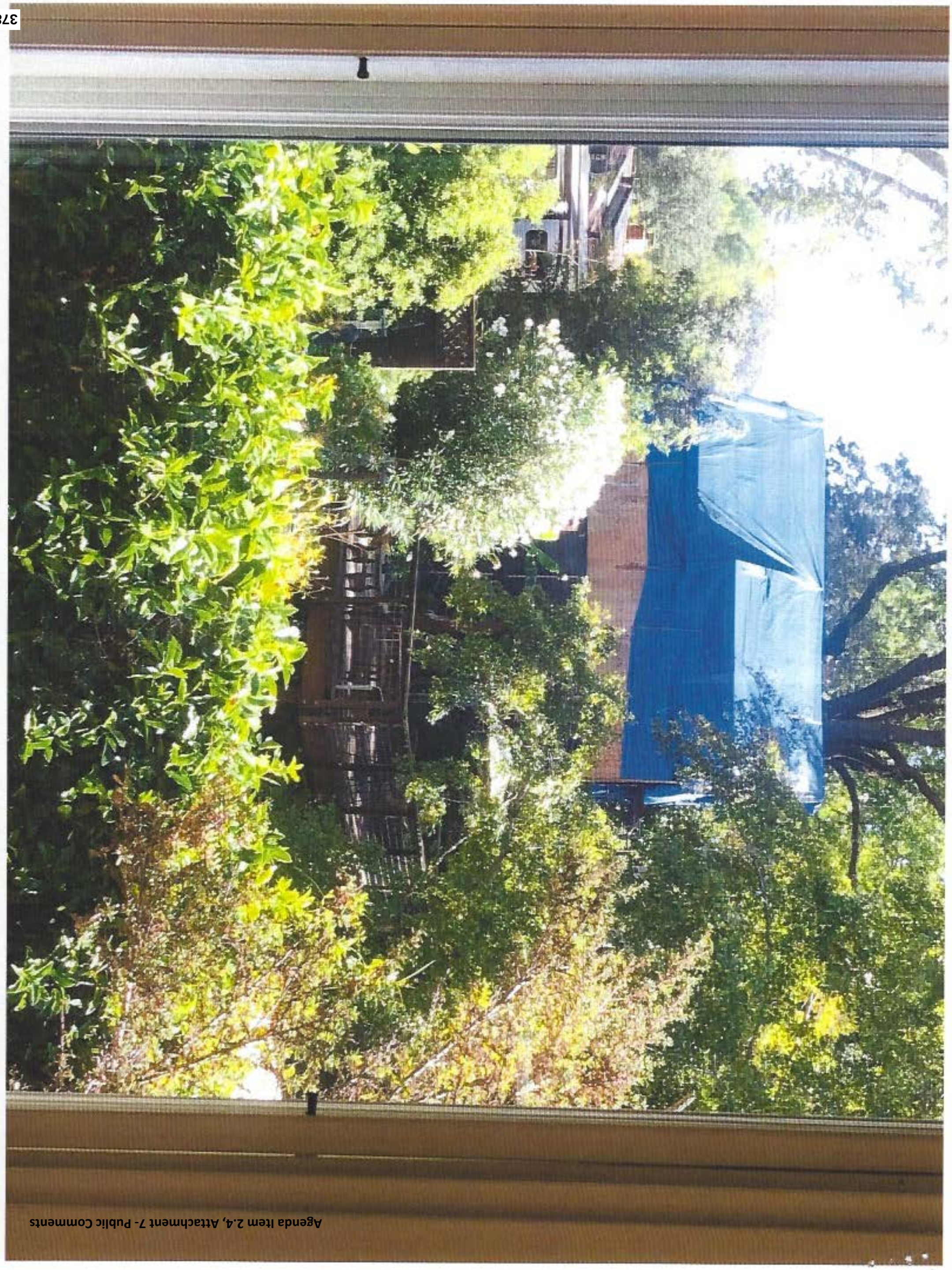
We do not however, support or condone this construction project in its current design because it:

1. Violates the immediate neighbor's views, light, privacy, and wellbeing.
2. Violates the Town's ADU Guidelines for overall height, size, and location.
3. Flagrantly ignores the Town's requests for "Substantiating Documentation".
4. Ignores the requirements for San Anselmo Creek impact studies and agency approval.
5. Relies upon intentionally inaccurate and misleading information.

I / We believe that this project should either be removed or not allowed to move forward in its current design, until all of the points above have been thoroughly reviewed and resolved.

Signed: Rut Klopman James Scott Klopman

[redacted] 159 ALDER AVE
San Anselmo



From: walter kopp
To: Planning
Subject: 34 Merced
Date: Wednesday, September 20, 2023 10:05:59 AM

CAUTION: External Sender

I live at 19 Fern Ln. and the new ADU. Behind Ken Mayer's house is clearly visible from my house. I have no problem with this addition, as it has been built and recommend that it be approved by the Town. We need more housing in our community and this house has a minimal impact on our neighborhood. Please let me know if you have any other questions.

Walter Kopp.

From:	Leslie Murphy
To:	Town Council; Steve Burdo; Heidi Scoble; Lindsey Klein; Leslie Murphy; Karene Alvarado; Sean Murphy; Carolyn & Peter Brastow; Rut and Scott Klempan
Subject:	Meeting 9/26 regarding 32 Fern Lane
Date:	Wednesday, September 20, 2023 10:12:40 AM

CAUTION: External Sender

TO: San Anselmo Town Council

RE: 32 Fern Lane (APN 007-041-07)

There will be a public hearing regarding the dwelling and associated structures at 32 Fern Lane. As mentioned, the Council will deal with an appeal of the Planning Commission's denial of a Conditional Use Permit. This was denied last year.The structures were built some three years ago. In the meantime Ken Meyer continues to work on the structure inside. If ever there were red tags to ask him to stop work they have been ignored. I do not understand why such behavior has been allowed to continue. At the least Meyer could have consulted with neighbors and followed regulations in place at the time before he built three years ago. As the adjoining neighbor to 32 Fern Lane, I find the Town being remiss in its duties to condemn the project. I believe a lien on the property should be filed. Otherwise more decks and buildings may appear. I have asked my children, Karene Alvarado and Sean Murphy to speak on my behalf. I will be in Africa working on human support projects as an NGO.

Thank you for your attention.

Leslie Murphy
28 Fern Lane
San Anselmo, CA
415-747-9049
leslie.lynn.murphy@gmail.com

From: theiter@juno.com
To: Planning
Subject: Public Hearing Structures at 32 Fern Lane 9APN 007-041-07)
Date: Wednesday, September 20, 2023 4:04:30 PM

CAUTION: External Sender

Dear San Anselmo Town Council,

It is beyond me why there is any consideration being given to this appeal. The San Anselmo planning Commission has been presented with an overwhelming amount of evidence that the structure at 32 Fern lane was knowingly built by the owner without a single permit or inspection. This property owner completely ignored inspection requirements that the town of San Anselmo is responsible to enforce. He has openly admitted he proceeded with this project without permits while lying to neighbors claiming he had valid permits in place. The previous owner of 32 Fern Lane has submitted an affidavit stating there was NEVER any building or foundation of any kind at the site where he has erected this structure. To date he is still lying claiming his structure is built on an existing foundation and has continued working on it. We have been speaking up about this for more than three years. This structure is completely illegal and should be demolished immediately.

Susan Nelson
21 FERN LANE

From:	Carolyn Gencarella
To:	Town Council; Steve Burdo; Heidi Scoble; Lindsey Klein; Peter Brastow
Subject:	32 Fern Lane (APN 007-041-07)
Date:	Thursday, September 21, 2023 12:43:01 PM

CAUTION: External Sender

Dear Town Council members,

We are writing in response to the appeal submitted to the Town Council by the property owners of 32 Fern Lane.

We have lived at 24 Fern Lane since 2007, one house down from 32 Fern on the same side of the street. Our house sits further back on the lot so we have had a clear view of the unfinished and fully tarped 2 story structure behind 32 Fern Lane for almost 3 years now. We, like everyone involved with and affected by this project, would like to see closure.

Specifically, we are asking that this project comply with the ADU development standards and requirements defined in the San Anselmo municipal code. Additionally, we ask that the Town Council reinforce compliance of this project with city ordinance 1071 governing the protection of flood zone areas, as the structure and its associated structures(decks) encroach into the 15 foot creek setback, a restricted development zone. These regulations are designed to conserve the creek and its natural resources and to stop development right next to the creek corridor that can have negative impacts in our neighborhood as well as downstream.

The staff report for this project presented at the Nov. 2022 Planning Commission where the request for a conditional use permit was denied explains in detail the multitude of concerns surrounding this project. We need housing, certainly, but we need housing that follows the guidelines set forth in our municipal code, guidelines that ensure the safety and well being of our residents and our environment.

Disregarding the recommendations of the Planning Commission for this project sets precedent for a 'build now and ask for forgiveness later"
mentality that undermines the role of the Planning Commission and opens the door for potentially unwanted, unsafe, and irresponsible development for our community members and an increasingly fragile natural environment.

Thank you for your attention,
Carolyn Gencarella and Peter Brastow
24 Fern Lane
San Anselmo

From: ken2418@aol.com
To: Steve Burdo; eileenburke@mindspring.com; Brian Colbert; Alexis Fineman
Cc: "KENNETH MAYER"; gwen2418@aol.com; Serge Avila; Tarrell Kullaway
Subject: Agenda item 2.4 32 Fern Ln., Project No. PRO2022-0063. Appeal by applicant Ken Mayer
Date: Monday, September 25, 2023 5:24:04 PM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png
image006.png
image007.png
Nancy Giorgi history letter.docx
32 Fern Lane Letter.pdf
32 Fern Lane Site plan.PDF
cid:E2EB17D3-95CC-48F9-B363-6D505C7D48D8.pdf
FW B2021-0807 32 FERN LN exhibit.msg
attached ADU 2.PNG

CAUTION: External Sender

Town council of San Anselmo,

I appreciate the opportunity to discuss my situation in person tomorrow night. Sorry for the delay, but I thought I was important to send something ahead of time after reading the staff report forwarded to me today.
I'm hoping my wife (Gwen Farris-mayer) will have time to forward something as well.

My apologies for spelling and grammar issues.

Thanks
Ken Mayer
32 fern Lane

Re: Mayer 32 Fern Ln "Rear yard cottage"

Many factors lead to good decisions or sometimes vice versa. I always try to do the right thing, try to be a good human, try to treat people with respect and avoid the ones I can't. But most of all, I have tried to be good a father, husband and provider for my family. Even with all the above said, I too fall victim to making a wrong decision, even when it seems correct at the time. My apologies.

There are some things I can afford and others I cannot. I want my children to be happy and as successful in as many ways as possible. I am a strong believer that continued education and will push for this goal. I made the offer to my children that if they take two or three years to accomplish two years at COM targeting general ed. I would pay for that local endeavor and also pay for one of their two final years regardless of where they pursue a four year college degree.

My oldest of two children, now 21 years old, decided to take my offer following a tough year of mental health issues, COVID and what the future had in store for her. Because I have the knowledge, the ability and the resources, but not the luxury of time, I decided to fast track a place my daughter could call home (safety/privacy). At the same time, something I could afford. Something that could also help with retirement in the future (good investment) and even help others (add to the current housing need). This is the reason I decided to remodel the old cottage in the rear corner of my yard and add a second level with a roof that matches the other structures.

Old garage/cottage location? Left rear side (SE) portion of the property out of the water right of way and flood zone: once a single car garage converted to a single level cottage, but not enough space for one bedroom apartment or equivalent. No FAR issues. Red tagged Sept 2021: When we added the second floor to bring the total SF to a little over 588 SF (total) and constructed a roof to match the other structures on site. Went up vertically due to the inability build on the back fourth of my property, we border SA Creek (about 2200 to 2600 SF?). Location fits in well with no obvious impact on any of my neighbors. Specifically does not affect their privacy, shadow, light or air. No code or safety issues. Hidden mostly by the native trees.

We have lived in a 2 bedroom, 1 bath, 1200 SF home at 32 Fern for over ten years. Great neighbors, great location and living in a one of kind architecturally pleasing looking home. The number of people that comment on our home in a positive way is quite high. So many folks love our home! When I ask what people think of the cottage, most are in support and appreciate the design intent of trying to match the house and garage.

Narrative (Scope of work):
Remodel existing detached rear yard cottage by raising the roof 12 feet to a total height from grade of 23.25 feet and altering pitch of roof to blend with the architecture of the other structures on the property. These roofline changes will accommodate a second floor on the existing 15' x 22' dwelling (thereby doubling the usable square footage from 294 to 588 square feet), enhance the livability of the floor plan by allowing for a separate bedroom, and update the efficiency and safety conditions of what is currently a studio unit. This scope will net a roof pitch that better matches existing residence and detached garage, similar to the original 1930's rear yard cottage roof that makes 32 Fern Ln architecturally special. The project will add stairs, a bedroom, a closet, and a bathroom on the upper floor, and remodel the kitchen and bathroom on the lower floor and upgrade the windows throughout. Exterior finishes will be complimentary by matching the existing wall finish (stucco), window color (dark bronze), wall color (taupe), roof color, and roof type (GAF Asphalt shingle weather wood).
These changes match the charming existing architecture that the Town residents admire and that the Town seeks to preserve, ADU guidelines from the state, county, and Town, and most importantly makes livable a substandard housing unit, which contributes to alleviating the local housing shortage.
We would attach (see drawing above) the cottage via a common wall and z shape trellis tying both structures together. This connection is deemed acceptable by the state of California Housing authority as "attaches" and was originally excepted by the Town's Planning Director and attorney before they change their minds. It was presented to the town in January 2023. This would allow the cottage to go up to 25' tall.

Findings:

1. Is there anything that is unique about your property that creates the need for the variance?
The parcel's southern property line is San Anselmo Creek. The creek setback requirements reduce the buildable site by approximately 25%, which limits the ability to expand the existing structure laterally.
The location of the structure is very typical to the town of San Anselmo with rear yard cottages/garages(carriage house once upon a time) located in the back corner of a lot in many locations throughout the town (several have been granted building permits in the recent past). Here, the structure is 5' off the side property line and all construction is greater than 15' from the creek bank (The structure is 31'), meeting code requirements that allow for an existing accessory structure to be expanded vertically provided it has a minimum 5' side yard setback. The structure is certified to be over 2' the flood plain.

2. Does the approval create any negative impacts for your neighbors?
No. The project remodels and expands an existing residential structure and will not increase the population of the property, so does not increase the number of vehicles or trips to the site. The remodel does not diminish the privacy, light, air, or views of any neighbors. No design review is required for this project. The nearest neighbor, Jim Schol, at 36 Fern Lane (to the east of the property) is supportive of the remodel. Several other neighbors are in support of the project as well.

Neighbor Acknowledgement:

Rear Property line (across creek)
159 Alder, James (Scott) and Kristin (Rut) Klempan. Based on verbal communications (BOVC) is Scott is indifferent and Rut opposes the project.
150 Alder, Eric Steege. BOVC, Does not want to get involved.
144 Alder Ray Groshong/Bruce Wick. BOVC, In favor of the project.
138 Alder Doug Lankenau. BOVC, Indifferent.
East side (Fern Lane)
~~64 Fern Ln. John Edgecome. BOVC, Indifferent.~~ Moved
36 Fern Ln. Jim School. BOVC in Favor and primary neighbor effected.
32 Fern Ln. Mayer Family BOVC in Favor.
West side (Fern Lane)
28 Fern Ln. Leslie Murphy. Based on multiple forms of communications, Leslie has flipped back and forth on this and is currently opposed.
24 Fern Ln. Brastow/Gencarella. BOVC, indifferent/opposed. Would have preferred permit prior to construction,
22 Fern Ln. Tommaso & Elsa Latini. BOVC, indifferent. Would recommend I work with neighbors that are opposed.
20 Fern Ln. Dan Manelli. BOVC, In favor.
North Side (Fern Lane).
19 Fern Ln. Walter Kopp. BOVC, In favor.
Sir Francis Drake HS/Archie Williams HS

Most of the above was sent to the PC year ago, not much has changed since then. I'm asking the town council to make an attempt to find the facts amongst a tremendous amount of deception. The key difference between 2022 and 2023 is the passing SB869. Please note that the PC was aware and it was discussed in the meeting, the changing rules 1/1/2023.

From the state:

To: *ken2418@aol.com*
Subject: *SB897 height (specifically attached) changes.*

Subject: RE: Question or comment received for Codes and Standards

Greetings Ken,

SB 897 will change ADU law in a number of ways. Those changes take effect January 1, 2023. ***Among the changes, SB 897*** *increases the maximum height limitation that may be imposed by a local agency on an ADU to 18 feet if the ADU is either within a half-mile walking distance of a major transit stop or a high-quality transit corridor, as defined, and or detached and on a lot that has an existing multifamily, multistory dwelling (Gov. Code, § 65852.2, subd. (c)(2)(D)(ii); subd. (c)(2)(D)(iii); and subd. (e)(1)(b)(ii). It also increases the maximum height limitation that may be imposed by a local agency on an ADU to 25 feet if the ADU is attached to a primary dwelling, with exceptions specified (Gov. Code, § 65852.2, subd. (c)(2)(D)(iv)).*

Regards,

Michael McLaughlin
Housing Policy Specialist
ADU Enforcement Team

I have spent the last two years working with the towns trying to find some common ground to move this project forward. While the state of California says I can build what is in my back yard, the Planning director disagrees. She has shared acceptance on a few occasions, but quicky reverses those dictions. Thus her statement " A design solution that would allow a ministerial (by-right) approval has not been presented to the Planning Department to date and Mr. ~~Meyer~~ Mayer has requested the appeal to move forward" may be a misleading?

From the state:

From: Dept. of Housing & Community Development <calhcd@service-now.com>
Sent: Wednesday, May 17, 2023 6:56 PM
To: ken2418@aol.com
Subject: A comment has been posted by an ADU team member on case number ADU0001227

A comment has been posted by an ADU team member on case number ADU0001227, submitted on 04/26/2023 09:44:20 PM PDT, by Guest at ken2418@aol.com.

Hello,

Currently ADU Statute is silent on what 'attached' means as a dwelling unit.

The California Building Code also does not define attached so the common definition would apply "joined, fastened, or connected to something."

Thank you,

ADU Team

Replies to this message will be processed by the ADU Customer Service Portal and David Garza will be notified of your question or comment

Ref:MSG0052233_XD1JWRPo0VVTXZBG4aUe

My research:

Since 2017, the State of California has adopted over 100 new laws designed to increase housing production. Most of these laws have been focused on incentivizing local governments to approve more housing and expedite housing approval processes.

https://www.hcd.ca.gov/policy-and-research/accessory-dwelling-units

https://maxablespace.com/adu-bills-2023/

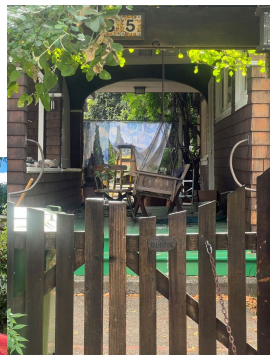
https://www.hcd.ca.gov/planning-and-community-development/housing-elements/building-blocks/accessory-dwelling-units#:~:text=An%20ADU%20is%20a%20secondary,to%20the%20primary%20residential%20structure

https://marinmagazine.com/homes/backyard-building-why-adus-are-a-popular-choice-for-marin-homeowners/?utm_source=Spaces+Magazine&utm_campaign=5998b1f35d-MM+Newsletter+Spaces+021023_COPY_01&utm_medium=email&utm_term=0_af8c56e05b-5998b1f35d-383118919

Over the last few decades, strict zoning rules in California had practically phased out ADU construction, but the state's critical lack of housing required districts to loosen their laws. In Marin County, where affordable housing stock is historically low, homeowners are encouraged to build ADUs with financial breaks on building and permit fees, including incentives of up to $10,000 if the unit is rented to a tenant with an income below 80% of the local median. (In Marin, that translates to an annual income of just under $100,000.) The county also launched ADU Marin, a website to guide homeowners through the ADU process, with information on permits and construction, examples of floor plans and information on renting out units.

B) Attached ADUs

Couple neighbors (Merced and Oak Knoll), attached?



From: Heidi Scoble <hscoble@townofsananselmo.org>
Sent: Thursday, January 26, 2023 4:19 PM
To: KENNETH MAYER <ken2418@aol.com>
Cc: 'Gwen Farris' <gwen2418@aol.com>; Lindsey Klein <lklein@townofsananselmo.org>
Subject: RE: 32 Fern Ln 1/24/23

Hi Ken:

Below are some examples of attached additions the Town would consider as ministerial options. In summary, the addition needs to be a habitable enclosed space with a roof that connects the two structures together. I hope the below images can help provide some useful examples. Let me know if you would like to schedule a time to meet and discuss options.

Note the pictures below are not habitable by definition. Probably not conditioned. An attached garage is not conditioned (95% of the time and not habitable by definition.

Sincerely,

Heidi

Heidi Scoble, AICP
Planning Director
Town of San Anselmo | 525 San Anselmo Ave | San Anselmo, CA 94960
(415) 258-4636 | townofsananselmo.org

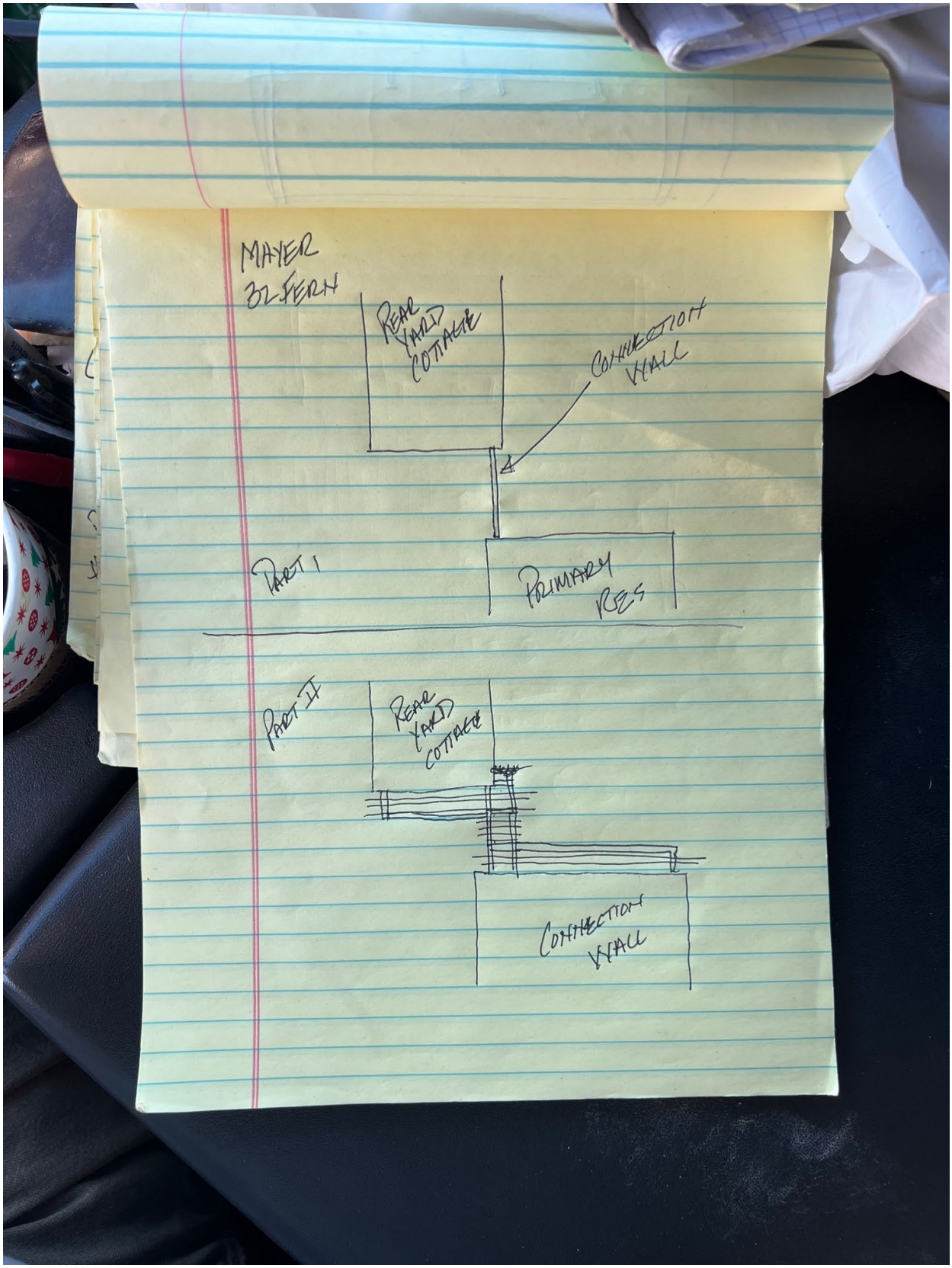
From: KENNETH MAYER <ken2418@aol.com>
Sent: Thursday, January 26, 2023 2:59 PM
To: Heidi Scoble <hscoble@townofsananselmo.org>
Cc: Gwen Farris <gwen2418@aol.com>; Lindsey Klein <lklein@townofsananselmo.org>
Subject: Re: 32 Fern Ln 1/24/23

CAUTION: External Sender

Heidi before I move to the next step, I thought I should share this.

This is what the drawing you approved was based on. My modifications tie it better to existing conditions

Thanks
Ken Mayer



Sent from my iPhone

On Jan 25, 2023, at 9:03 AM, KENNETH MAYER <ken2418@aol.com> wrote:

The drawings that were summited are basically the same other than a few minor changes; gates, trellis detail, where It connects to the two structures ((E) windows) and to wrap around (L shape) the front of the rear yard cottage.

You sent me a email confirming the original drawings were good. I followed back up confirming that statement and Linsey double confirmed. This was the reason to revoke my appeal.

The plan/hope (N/I) is to add corrugated metal to the top of the trellis. This would create a breeze way and give protection from the elements between two structures.

Sent from my iPhone

Below is a recent thread between myself (ken Mayer) and the town of San Anselmo PD from the spring:

On Apr 24, 2023, at 1:41 PM, Heidi Scoble <hscoble@townofsananselmo.org> wrote:

Hi Ken:

As of today, the Town does not have a definition of "attachment". The Town will be working towards developing a definition of "attachment" that is clear and consistent with HCD's advice.

Regarding the appeal process, there is only one appeal that is on that Table and that is to appeal the Planning Commission's November 21, 2022 action to deny the after-the-fact approval of the ADU. As we have communicated previously, the solar appeal needs to be addressed by the Building Department and as the ADU building permit application is incomplete, no action to approve or deny the ADU permit has been made, so there is nothing to appeal there.

Let me know if you have any questions.

Heidi

From: KENNETH MAYER <ken2418@aol.com>
Sent: Sunday, April 23, 2023 5:38 PM
To: Heidi Scoble <hscoble@townofsananselmo.org>
Cc: Gwen Farris <gwen2418@aol.com>; Lindsey Klein <lklein@townofsananselmo.org>
Subject: Re: 32 Fern Easter 2023

CAUTION: External Sender

Happy Sunday
Maybe a theme here? My weeks always seems to end before I have a chance to start.
I'm circling back as I try to make a list of the facts and actions that got me why I'm at today with the rear yard cottage at 32 Fern.
While I did not hear any consensus from the PC. I'm wondering if you have made any decisions on behalf of the town to define "attached". Seems like we are so close. You mentioned you would expect a hall way and a garage. Seems appropriate to triple check if there is another option based on your new definition of attachment.
Thanks
Ken Mayer

Sent from my iPhone

On Apr 10, 2023, at 7:32 PM, KENNETH MAYER <ken2418@aol.com> wrote:

Evening Heidi

The most important thing is that I'm trying to move forward and have expressed my misguided decisions numerous times. I'm sorry, I made a mistake and you (and others) continue to remind me of this. But at the same time I'm would like to be treated like other members of the community. From my perspective that is not the case, I look forward to an evening with the council.

I see the appeal process a bit different like most of our conversations. But as you mentioned when I was at the front desk, I will have a platform.

Regarding your last paragraph, I have tried. and continue to try. And this is the reason for my Easter note. I'm happy to work with you I just about out of ideas. The problem from my side, you really are not willing to work with me as you indicated. We don't see eye to eye on the basic definition of attached. We don't even define conditioned or habitable space in the same way. This is another reason for the appeal. I have proposed a common wall and a structural interdependent connection. You have suggested a hall and a garage.

You said you need three weeks, I hope to get back to you in couple days to confirm the first TC of May.

Thanks
Ken Mayer

From: KENNETH MAYER <ken2418@aol.com>
Sent: Sunday, April 23, 2023 5:38 PM
To: Heidi Scoble <hscoble@townofsananselmo.org>
Cc: Gwen Farris <gwen2418@aol.com>; Lindsey Klein <lklein@townofsananselmo.org>
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Ken Mayer

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You said you need three weeks, I hope to get back to you in couple days to confirm the first TC of May.

Thanks
Ken Mayer

On Apr 10, 2023, at 8:34 AM, Heidi Scoble <hscoble@townofsananselmo.org> wrote:

Hi Ken:

Thank you for reaching out and providing the background information. I really appreciate the time and thought that you put into the email. The challenge before us is the set of circumstances related to the entitlement process. With all due respect, as a licensed contractor you know that you need to seek all approvals and permits **PRIOR** to constructing anything. By building the accessory dwelling unit first, you removed all evidence that a garage structure existed since you do not have any pictures or plans to demonstrate otherwise. If there was evidence of the structure, then you could have applied for the necessary Planning Permits (e.g., Design Review, Variance, and/or Conditional Use Permit) first. The Planning Commission could have reviewed the location of the original structure, reviewed what you were proposing to do with the ADU, and if the Planning Commission was able to make the requisite findings to approve the project, then you would have received planning approval and applied for the necessary building permits. By removing any evidence of any historic structure and building a new structure directly adjacent to the creek, you have made it much for difficult to understand the context of the original

structure and how it relates to the new structure.

RE: Appeals. Since the Title 10, Planning Zoning, of the San Anselmo Municipal Code, does not regulate Solar, you will need to work with the Building and Public Works Department regarding Appeal No. 1. I am copying Sean and Erica on this email since I am not aware of the appeal that you are referencing.

RE: Appeal No. 2, that is an active appeal regarding the November 2022 Planning Commission action. Please let me know when you are ready to schedule that appeal. As we have recently discussed, since you would like some more time, we will work towards scheduling the appeal in May. Please provide me with at least 3-weeks advance notice when you are ready for the Town Council meeting. The next Town Council meetings in May is May 9 and May 23.

RE: Reference to Appeal No. 3. The only action that will be available to appeal is related to building permit B2021-0807 and the revised ADU design you submitted in January 2023. The status of that building permit application is currently incomplete. Once the application is deemed complete and you disagree with the action, then you can appeal it. Otherwise, you have no other grounds to appeal.

RE: 101 Cedar. There are different facts related to the 101 Cedar project compared to your project as follows:

1. The applicant requested the entitlement prior to construction. Story poles were installed, neighbors had an opportunity to comment on the project prior to construction, the Planning Commission reviewed the merits of the project, the Planning Commission was able to make a CEQA determination, and based on the facts of the project related to the Town's Municipal Code, the project was approved.
2. The existing garage was still standing.
3. The project was not directly adjacent to a blue line creek.
4. The project applicant secured the necessary building permits prior to construction.

The 101 Cedar project is a text book example of how the entitlement process is supposed to work. Ask for permission first prior to constructing the project.

Regarding your project, the Planning Commission was not able to make the requisite findings to support a conditional use permit. If you continue with the appeal, the Town Council will be charged with reviewing the project "De Novo" (from the beginning with a fresh start), however, the CEQA matter, which is a requirement for project approval, is still unresolved as detailed in the November 21, 2022 Planning Commission staff report.

In closing, I strongly encourage you to consider a ministerial approval process and if you choose not to pursue that path, then please let me know when you are ready to proceed with the November 21, 2022 Planning Commission appeal for your project.

Sincerely,

Heidi

From: ken2418@aol.com <ken2418@aol.com>
Sent: Sunday, April 9, 2023 9:27 PM
To: Heidi Scoble <hscoble@townofsananselmo.org>
Cc: 'Gwen Farris' <gwen2418@aol.com>; Lindsey Klein <lklein@townofsananselmo.org>; ken2418@aol.com
Subject: 32 Fern Easter 2023

CAUTION: External Sender

Happy Easter Heidi,

Had a little time and wanted to share my original thoughts.

For the record and this is about as subjective as I go on this journey. As you well know the history of garages to the most part started as carriage houses and in many case found behind the main house. It is a typical detail to see this evolution of the rear yard carriage transform to garage in San Anselmo. As the automobile became more popular, the garage moved to the front of the house. When you look at 32 Fern Ln or for the trained eye, you can see the little garage on the west side of my house came later like the forties or fifties? I have spoken to three people that know some knowledge of the history of this house. This includes Nancy Gigorgi who grew up at 64 Fern Ln. We will turn her letter (you have a copy) in to an affidavit. The second is the person who previously owned this house and purchased it in 1962 with his new bride, Severin Johansson (looks like he passed last year but I'm still trying to confirm). Lastly was a person walking by few years ago (?) with her daughter. An elderly woman who grew up in the neighborhood in the thirties, she was just out reminiscing and I happened to be out on the street, I never got a name. All three confirm the garage was in the rear yard on the east side of the house and next to 36 Fern Ln (this house had not yet been built). I have included three pictures of the front elevation of 32 Fern along with a few examples of commonality of the rear yard garage in San Anselmo. Please also note I have polled the residents who walk by my house every day and ask their opinion of the rear yard cottage, overwhelming support for this structure.

The original idea was to put in an application for a remodel permit for the rear yard cottage. I was told it would be a second story design review application. What was not shared is the single story structure was reconstructed without a permit (prior to 2018). The application should have included legalizing the cottage that was originally a rear yard garage that at some point been converted into a cottage (plumbing/heating). It was not till Sept of 2021 when we added the second floor put my neighbors up in arms. This was done without a permit as well.

It was at this time we decided to go the ADU route since this better defined the cottage, it seemed best for us and the town at the same time. But I does not seem that the town agree with you at the helm. Maybe we can revisit the original direction since the ADU does not work for you and the town. The history and the process at 32 Fern Ln is really not that different than many applications in this town since the beginning. The question really is why are we treated different?

Examples: put on your rubber boots and walk down the creek or just come look off our deck and look what my neighbors have built in the creek or next to the creek. All of my neighbors have been red tagged or should be red tagged except for 36 Fern LN. They have all been granted permits to move forward or no permits at all. You (and the PC) treat the neighbors different than you treat us and that again came front and center at the last PC meeting.

Please also note we are not on the same page regarding appeals:

1. Appeal #1 - The towns decision to not allow us to add solar to our house due to a building violation.
2. Appeal #2 - Appeal the staff report presented to the PC tied to this violation.
3. Appeal #3 - Appealing staff/administration methods and process as we try to resolve this violation.

I have attached staff report for 111 Cedar and I just don't get it, this will be a discussion piece when we move to the appeal.

Lastly just for fun if you look up the word attached you get: joined, fastened or connected to something. When I spoke to the state they said (pertaining to construction and more specifically SB897): common wall or structurally interdependent in some other way.

Ken Mayer

From: Heidi Scoble <hscoble@townofsananselmo.org>
Sent: Friday, April 7, 2023 9:52 AM
To: KENNETH MAYER <ken2418@aol.com>
Cc: Gwen Farris <gwen2418@aol.com>; Lindsey Klein <lklein@townofsananselmo.org>
Subject: RE: 32 Fern 4/723

Sounds like a plan! Thank you for the confirmation.

Have a nice weekend.

Heidi

From: KENNETH MAYER <ken2418@aol.com>
Sent: Friday, April 7, 2023 8:48 AM
To: Heidi Scoble <hscoble@townofsananselmo.org>
Cc: Gwen Farris <gwen2418@aol.com>; Lindsey Klein <lklein@townofsananselmo.org>
Subject: Re: 32 Fern 4/723

CAUTION: External Sender

Yes no go in April. My next choice would be the first scheduled meeting in May. I hope to hear back from the town by Monday
Thanks
Ken

Sent from my iPhone

On Apr 7, 2023, at 8:33 AM, Heidi Scoble <hscoble@townofsananselmo.org> wrote:

Hi Ken!

Thanks for reaching out. To confirm, you would like more time and do not want to be scheduled for the April 25 meeting. Is that correct?

When you are ready to be scheduled, note that I will need at least 3 weeks prior to the Town Council meeting so I can get the appeal on my work priority list and ensure the public notice goes out at least 10 days in advance of the meeting per the Town's regulations.

While you are sorting out the appeal information, I am also happy to be a sounding board if you have any other ideas for a ministerial approval.

Sincerely,

Heidi

On Apr 7, 2023, at 6:22 AM, KENNETH MAYER <ken2418@aol.com> wrote:

CAUTION: External Sender

Morning Heidi

I will follow up with another thought this weekend. But I wanted to quickly follow up from yesterday conversation. I'm concerned that the TC meeting in the of April May not work on my end. I'm waiting information from the town. Give me chance to also see how much more time they need

Thanks
Ken

Sent from my iPhone

On Mar 30, 2023, at 7:33 PM, Heidi Scoble <hscoble@townofsananselmo.org> wrote:

Hi Ken:

Thank you for the email. I was hoping that the Town could work with you to find a design solution that would comply with the Town's current (January 1, 2023) Accessory Dwelling Unit (ADU) regulations, but it appears that we are not able to come to an agreeable resolution. The Town is clear in requesting that any connection between the existing ADU and the primary residence must be enclosed (could be habitable or conditioned). In fact, the Town just received the attached email from HCD upholding the Town's position that the open breezeway connection is not considered "attached".

Given that we are at an impasse, the Town would be happy to process an appeal of either your original November 2022 appeal of the planning Commission's decision to deny the after-the-fact approval of a two-story ADU or you can appeal staff's decision to deny the proposed ADU on the basis that the open breezeway connection is not considered to be attached.

As we have already discussed in the past, if you would like to appeal the November 2022 Planning Commission action, the merits of the appeal will be only on that application and would be associated with the regulations in affect at that time, and not the new ADU regulations that went into effect in January 2023.

If you would like to appeal Staff's current position that the open breezeway structure is not "attached", then please let me know and the Town will quickly deny the building permit application (which is currently incomplete) and you will be appeal to file an appeal of that decision.

In any case, please let me know which project you would like to appeal. Once you indicate which project you would like to appeal, then the Town will work towards scheduling the appeal with the appropriate decision-making review body. Note, if you disagree with the Planning Commission action, then you can appeal the project to the Town Council. If you choose to appeal the November 2022 Planning Commission decision, then the appeal will go directly to the Town Council (again note that the appeal is only based on the November 2022 action and NOT the current building permit application). If you appeal the current building permit application, then the project will be appealed to the Planning Commission first.

In closing, staff would be happy to support a ministerial building permit process for an "Attached" ADU if the attachment includes an enclosed building wall connection with the primary residence.

Sincerely,

Heidi

From: ken2418@aol.com <ken2418@aol.com>
Sent: Thursday, March 30, 2023 6:43 PM
To: Heidi Scoble <hscoble@townofsananselmo.org>
Cc: 'Gwen Farris' <gwen2418@aol.com>
Subject: RE: 32 Fern 3/30/23

CAUTION: External Sender

Afternoon Heidi……Let me steel your line, "I have been meaning to circle back with you

Yes please. Please process my most recent appeal (it's my third one, not the one based on 11/21/22 PC. You already talked me into withdrawing that one). Sorry for the delay. I have tried push for a fast response time for the last year and a half with communication regarding my rear yard cottage. Can we make the next town council meeting?

Moving forward you asked me to put my appeal (most recent) on hold and attend a meeting with basically all of the towns staff from the building side. I asked if the primary attorney for the town could attend this pow wow, you said no. But rest a sure that Emily is an expert on ADU's is what you said. Nothing constructive came out of that meeting based on a definition of "attached". You then asked me if I would consider going back to the PC for their input on the meaning of attached. I again agreed but noted that I had little optimism in this task. I think I was correct, there was no real or definitive definition reached at the meeting.

I attached one of numerous parts of SB897, "objective standards" and I disagree with your take on this (noted below), most of the commissioners threw out objective thoughts. But this is just another reason why we cannot get any traction.

You also indicated on more than one occasion to be attached, it needed to connected to conditioned and habitable space. It says that nowhere in the world of gov planning that is true. Now you say, thanks for the carport drawing. But if I add walls and make it a garage, that would work for you. But by definition, a garage is not conditioned or habitable space. Very confusing.

I continue to wait through this bureaucratic process and know my actions played a role in the beginning. This is partly why I am trying to be patient and respectful. Based on my neighbors (I appreciate you trying to suppress or keep it all above ground), continued attacks with the support of the town. This adds another level to it all. I'm thing SB9 is maybe a better direction for me, thus checking if the town passed any laws to suppress or regulate this bill. Or can I proceed to split my lot?

I am going to send you a picture of a house in San Anselmo. When I look at it, I think of each commissioner and their take on the meaning of "attached".

Thanks
Ken Mayer

From: Heidi Scoble <hscoble@townofsananselmo.org>
Sent: Thursday, March 23, 2023 5:31 PM
To: KENNETH MAYER <ken2418@aol.com>
Cc: Gwen Farris <gwen2418@aol.com>
Subject: RE: 32 Fern Carport Study

Hi Ken:

I have been meaning to circle back with you . Thank you for the revised plans showing the carport and the reference to SB 897. Objective standards are related to setbacks, height, provisions to certain design provisions such as the ones contained here. The issue is whether the addition would be considered attached. Based on the direction provided by the Planning Commission, if the proposed carport was converted to a garage and as shown would connect to the primary residence and the ADU, then the Town would permit it ministerially. Note, the garage would need to comply with the 8-foot side yard setbacks. The site is also large enough to accommodate the additional lot coverage and floor area. Would you have any objections to constructing a garage that can connect to the primary residence and the ADU. It actually might make a nice project in the long run?

Lastly, I will also run the your email and plans by Emily Longfellow, the Town Attorney and get her opinion as well as the project related to the SB 897.

I do also want to let you know that if you would like to resume your original appeal that would preclude the breezeway or carport, I would be happy to move that forward to allow you the due process. ***The scope of the appeal would be based only on the November 21 Planning Commission decision and would not include the prosed "Attached" concepts.***

In closing, let me speak with the Town Attorney and I will get back to you shortly.

Sincerely,

Heidi

From: KENNETH MAYER <ken2418@aol.com>
Sent: Thursday, March 23, 2023 11:57 AM
To: Heidi Scoble <hscoble@townofsananselmo.org>
Cc: Gwen Farris <gwen2418@aol.com>
Subject: Fwd: 32 Fern Carport Study

CAUTION: External Sender

Hedi

The pc meeting was as expected

I'm sure will continue to not support this project, one last comprise and extend the trellis covered walk patio to car port. By extending the physical connection.

As a reminder from BB 897

This bill would require that the standards imposed on accessory dwelling units be objective. For purposes of this requirement, the bill would define "objective standard" as a standard that involves no personal or subjective judgment by a public official and is uniformly verifiable, as specified. The bill would also prohibit a local agency from denying an application for a permit to create an accessory dwelling unit due to the correction of nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety and are no

If you have not changed your direction please process my appeal

Thanks
Ken Mayer

Please note: I was sent this from the town a few times. we meet all the requested and still nothing.

From: permits <permits@townofsananselmo.org>
Sent: Friday, November 12, 2021 10:54 AM
To: ken2418@aol.com
Cc: Erica Freeman <efreeman@townofsananselmo.org>; Sean Condry <scondry@townofsananselmo.org>; Angel Casillas <acasillas@townofsananselmo.org>
Subject: RE: B2021-0807 32 FERN LN

Hi Ken,

For your building permit application to be complete, provide the following:
1. Please reapply for a new permit. This must be applied for as a "New Construction, Second Unit – Detached" in order to legalize the second unit on your property. This will not affect the fees.
2. Title 24 Energy Analysis for the converted living space.
3. On the Plans:
   a. Have the Architect sign and stamp each set of the plans.
   b. Scope of work statement.
   c. Title Block
   d. Flood Zone noted on plan set
   e. WUI noted on plan set
4. Structural Plans and Calculations – signed by an engineer. Is the existing foundation strong enough to support a second story?
5. Town of San Anselmo Green Building Checklist – This sheet must be completed by a qualified building professional. Arrange the completed checklist on to a new sheet within your plan set, and include this sheet within the Drawing Index.
6. Drop off a check for the stop work and plan check fees in our drop box outside the townhall entrance. Please place all checks in envelopes and write in the permit number in the memo line. The amount due for the plan review and abatement is $3422.97

Provide the updated plans and all other construction documents electronically. Here is a how-to video on how to upload resubmittal documents directly to Etrakit: https://www.youtube.com/watch?v=5lch2ydj33o&feature=youtu.be.

Please let me know if you have any questions. Thank you,

Jackson Dobronyi
Building | Public Works
Town of San Anselmo
Lands of the Coast Miwok

525 San Anselmo Ave,
San Anselmo, CA. 94960
415.258.4646

Public Counter Hours
Monday & Wednesday, 8:30am - 11:55am.

Re: Additional Building Structure. 32 Fern Lane, San Anselmo.

January 2, 2022.

To Whom it May Concern,

Regarding the referenced Structure, we are neither "Visually" or "Physically" impacted by its construction, and therefore have no objection.

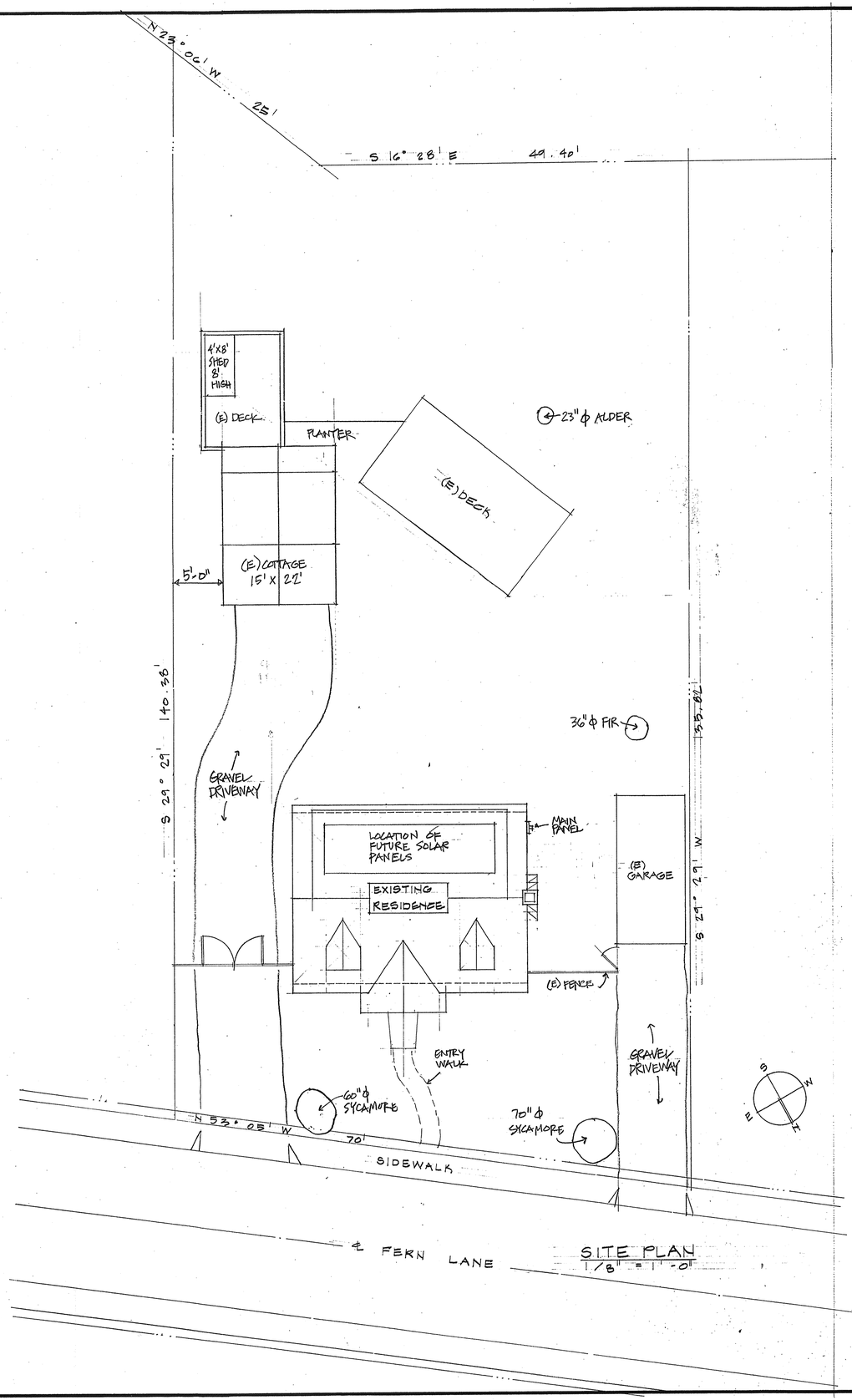
However, we do recognize that other neighbors could potentially be affected both "Visually" and / or and "Physically" by its construction. Therefore, we encourage all parties to reasonably work together to achieve a suitable solution.

Signed,

Tommaso and Elsa Latini

Tommaso and Elsa Latini

22, Fern Lane, San Anselmo



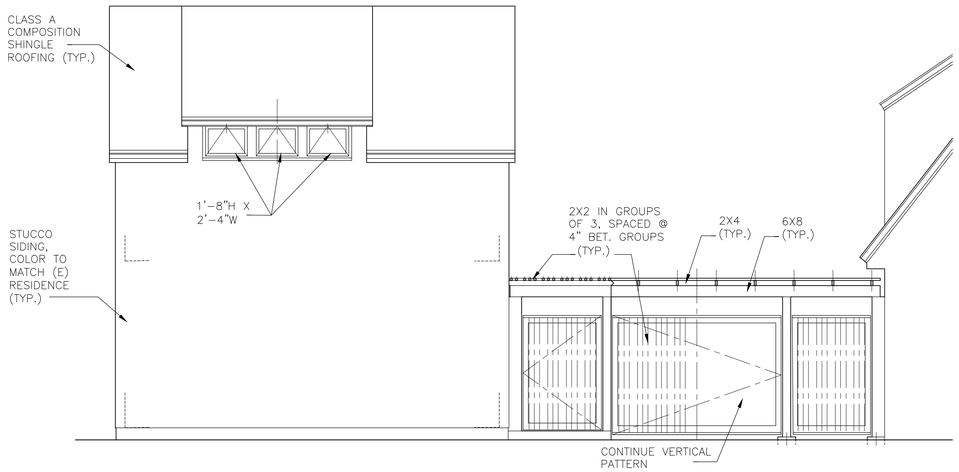
REVISIONS	BY

JEFF KROOT ARCHITECT & ASSOCIATES
P.O. BOX 246 • SAN ANSELMO, CALIFORNIA 94979 • 415/456-5531

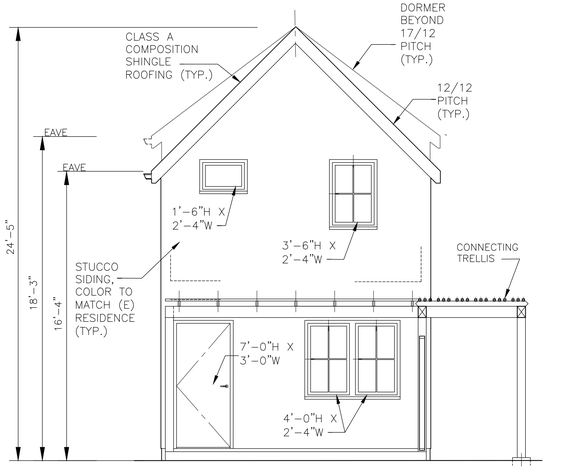
SITE PLAN FOR: KEN MAYER
32 FERN LANE, SAN ANSELMO
APN 007-041-07

Date APR. 2019
Scale AS NOTED
Drawn LH JK
Job MAYER
Sheet
Of 1 Sheets 3

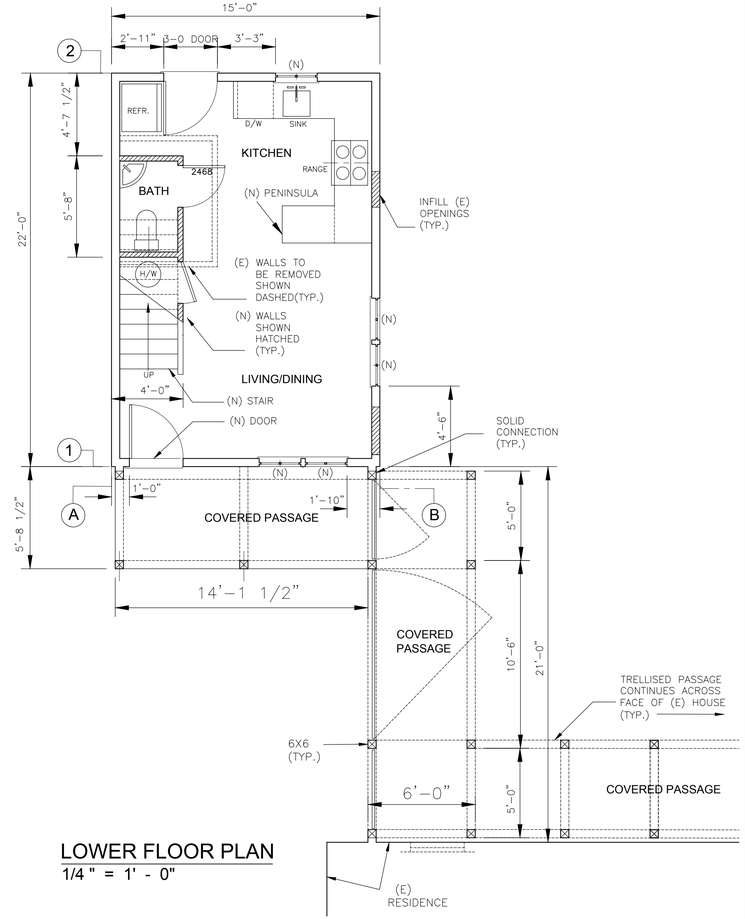
185OB



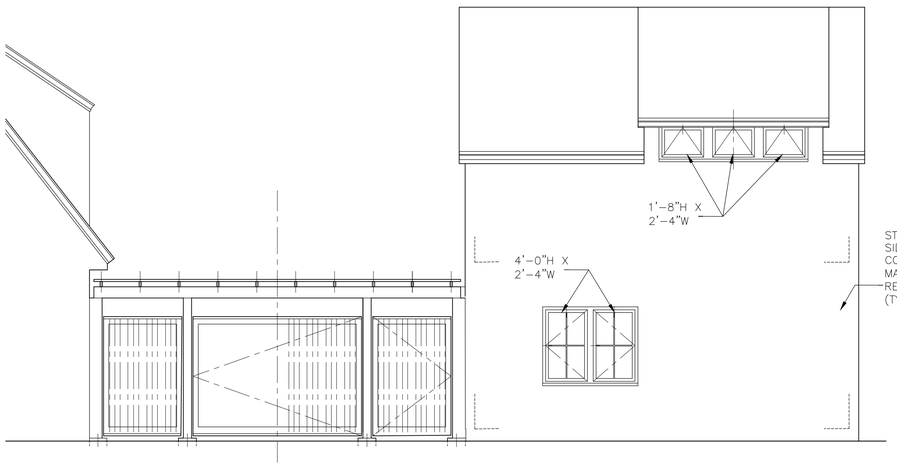
EAST ELEVATION
1/4 " = 1' - 0"



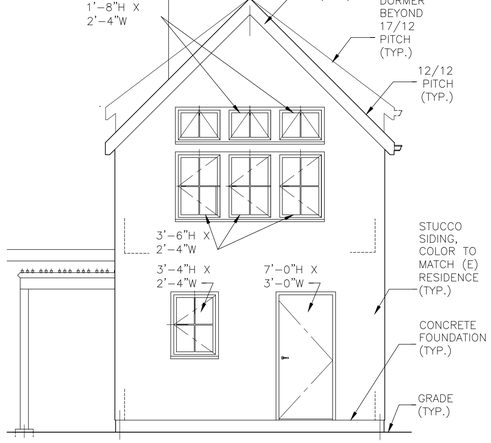
NORTH ELEVATION
1/4 " = 1' - 0"



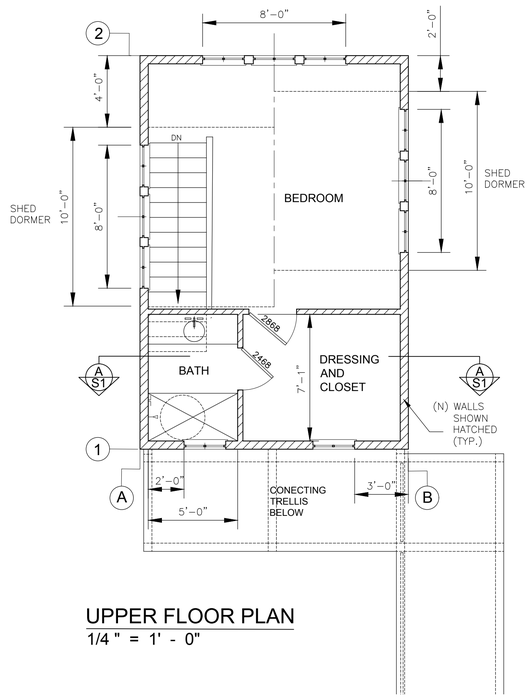
LOWER FLOOR PLAN
1/4 " = 1' - 0"



WEST ELEVATION
1/4 " = 1' - 0"



SOUTH ELEVATION
1/4 " = 1' - 0"



UPPER FLOOR PLAN
1/4 " = 1' - 0"

KEN MAYER
DESIGNER BUILDER
P.O. BOX 1142 FAIRFAX, CA 94978 (415) 730-5366

PROPOSED ADU FLOOR PLANS AND ELEVATIONS

REMODEL COTTAGE FOR:
KEN MAYER
32 FERN LANE, SAN ANSELMO, CA. APN: 007-041-07

DATE: FEB., 2023

DRAWN: LH

2

B-0" HIGH

(AT GRADE)

80

78

82

TOP OF BANK

+72

25'-0"

14'-0"

TOP O

(E) TELE. POLE

SIDE YARD SETBACK 5'-0"

(E) FENCE

(E) COTTAGE PROPOSED (N) A.D.U. 15' x 22'

COMPOSITION SHINGLE ROOFING

(H) DECK (AT GRADE)

FOR DECK FRAMING SEE SHEET S-3

SIDE YARD SET-BACK = ± 47'

PROPOSED COVERED PASSAGEWAY CONNECTING RESIDENCE TO PROPOSED A.D.U. SEE SHEET 2

(E) GRAVEL DRIVEWAY

21'-0"

+1

LOCATION OF FUTURE SOLAR PANELS

EXISTING RESIDENCE

(E) FENC

S 29° 29' W 140.38'

SIDE YARD SETBACK ± 63'-0"

FRONT YA

From: ken2418@aol.com
To: "KENNETH MAYER"
Subject: FW: B2021-0807 32 FERN LN exhibit
Date: Sunday, September 24, 2023 2:50:59 PM

From: ken2418@aol.com <ken2418@aol.com>
Sent: Monday, November 15, 2021 8:56 PM
To: 'Jeff Kroot' <jkarch2@comcast.net>
Subject: FW: B2021-0807 32 FERN LN

From: permits <permits@townofsananselmo.org>
Sent: Friday, November 12, 2021 10:54 AM
To: ken2418@aol.com
Cc: Erica Freeman <efreeman@townofsananselmo.org>; Sean Condry <scondry@townofsananselmo.org>; Angel Casillas <acasillas@townofsananselmo.org>
Subject: RE: B2021-0807 32 FERN LN

Hi Ken,

For your building permit application to be complete, provide the following:

1. Please reapply for a new permit. This must be applied for as a “New Construction, Second Unit – Detached” inorder to legalize the second unit on your property. This will not affect the fees.
2. Title 24 Energy Analysis for the converted living space.
3. On the Plans:
   a. Have the Architect sign and stamp each set of the plans.
   b. Scope of work statement.
   c. Title Block
   d. Flood Zone noted on planset
   e. WUI noted on planset
4. Strutural Plans and Calculations – signed by an engineer. Is the existing foundation stroing enough to support a second story?
5. Town of San Anselmo Green Building Checklist – This sheet must be completed by a qualified building proffesional. Arrange the completed checklist on to a new sheet within your planset, and include this sheet within the Drawing Index.
6. Drop off a check for the stop work and plan check fees in our drop box outside the townhall entrance. Please place all checks in envelopes and write in the permit number in the memo line. The amount due for the plan review and abatement is $3422.97

Provide the updated plans and all other construction documents electronically. Here is a how-to video on how to upload resubmittal documents directly to Etrakit: https://www.youtube.com/watch?v=5lch2ydj33o&feature=youtu.be.

Please let me know if you have any questions. Thank you,

Jackson Dobronyi
Building | Public Works
Town of San Anselmo
Lands of the Coast Miwok

525 San Anselmo Ave,
San Anselmo, CA. 94960
415.258.4646

Public Counter Hours
Monday & Wednesday, 8:30am - 11:55am.

From: ken2418@aol.com <ken2418@aol.com>
Sent: Friday, November 12, 2021 8:14 AM
To: permits <permits@townofsananselmo.org>
Subject: RE: B2021-0807 32 FERN LN

CAUTION: External Sender

Thank you

Just to be safe I have attached the drawings, not sure why they did not fly with the application last time

Ken Mayer

From: permits <permits@townofsananselmo.org>
Sent: Monday, November 8, 2021 10:30 AM
To: ken2418@aol.com
Subject: B2021-0807 32 FERN LN

Hi Ken,

No construction documents were included with your building permit. For your building permit application to be complete, provide the plans and all other construction documents electronically. Here is a how-to video on how to upload resubmittal documents directly to Etrakit: https://www.youtube.com/watch?v=5lch2ydj33o&feature=youtu.be.

Please also drop off a check for the stop work and plan check fees in our drop box outside the townhall entrance. Please place all checks in envelopes and write in the permit number in the memo line. The amount due for the plan review and abatement is $3422.97

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Jackson Dobronyi

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415.258.4646

Public Counter Hours
Monday & Wednesday, 8:30am - 11:55am.

UTDOORS RV

Historical account of 32 Fern Ln. San Anselmo, CA. 94960

Nancy (Thompson) Giorgi 42 Westbrae Dr. Fairfax, CA. 94930

I, Nancy Giorgi would like to share my memories of living on Fern Lane in the 1940's. This is what I remember to the best of my knowledge and is true and correct, I swear.

I, Nancy Giorgi am a former resident of Fern Ln (64 Fern Ln. San Anselmo, CA.)

I moved to 64 Fern Lane with my family in 1942 when I was two years old. I used to cut through the corn field where Sir Francis Drake High School (now Archie Williams HS) sits today to get to my piano lessons on Sir Francis Drake Blvd.

In the late 1940's I watched the construction of Sir Francis Drake High School and the relocation of three homes that were part of the process, across the street from 32/36 Fern (one went over to Alder; one went to Oak Knoll, and one went Fairfax between the lumber yard and library). As a kid, I remember the three ladies that resided at 32 Fern. 36 Fern was built in the late 40's along with 28 Fern Ln. During the construction of 28 Fern, I remember it being a very small house and wondered who could ever live in such a small house!

The three ladies that lived there (32 Fern Ln.) were very nice and interesting. Because of that I remember being intrigued with the house which was very different than the rest of the homes on the street. I remember there was a rear yard structure at 32 Fern Ln that looked like a garage (SE Corner next to the creek) and that it resembled the house (architecture) with a steep pitch roof.

X_____ _____

Nancy (Thompson) Giorgi Date:

Historical account of 32 Fern Ln. San Anselmo, CA. 94960

Nancy (Thompson) Giorgi 42 Westbrae Dr. Fairfax, CA. 94930

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I, Nancy Giorgi am a former resident of Fern Ln (64 Fern Ln. San Anselmo, CA.)

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In the late 1940's I watched the construction of Sir Francis Drake High School and the relocation of three homes that were part of the process, across the street from 32/36 Fern (one went over to Alder; one went to Oak Knoll, and one went Fairfax between the lumber yard and library). As a kid, I remember the three ladies that resided at 32 Fern. 36 Fern was built in the late 40's along with 28 Fern Ln. During the construction of 28 Fern, I remember it being a very small house and wondered who could ever live in such a small house!

The three ladies that lived there (32 Fern Ln.) were very nice and interesting. Because of that I remember being intrigued with the house which was very different than the rest of the homes on the street. I remember there was a rear yard structure at 32 Fern Ln that looked like a garage (SE Corner next to the creek) and that it resembled the house (architecture) with a steep pitch roof.

X Nancy Giorgi 9-26-23

Nancy (Thompson) Giorgi Date:

SEE ATTACHED NOTARIZATION

CALIFORNIA JURAT WITH AFFIANT STATEMENT

GOVERNMENT CODE § 8202

☑ See Attached Document (Notary to cross out lines 1–6 below)
☐ See Statement Below (Lines 1–6 to be completed only by document signer[s], not Notary)

1
2
3
4
5
6

Signature of Document Signer No. 1

Signature of Document Signer No. 2 (if any)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of MARIN } ss

Subscribed and sworn to (or affirmed) before me
on this 26TH day of SEPTEMBER, 2023,
by Date Month Year
(1) NANCY GIORGI
(and (2) _____),
Name(s) of Signer(s)
proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

WILLIAM C. WALSH
Notary Public - California
Marin County
Commission # 2417658
My Comm. Expires Oct 9, 2026

Place Notary Seal and/or Stamp Above

Signature _____
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: STATEMENT RE: HISTORICAL ACCOUNT OF 32 FERN LN SAN ANSELMO, CA
Document Date: 9/26/2023 Number of Pages: ONE
Signer(s) Other Than Named Above: NONE

©2017 National Notary Association

Submit Your Questions or Comments Application Portal Online Application

Hello,

A new question or comment has been submitted for Other Issues which needs your attention.

Details are provided below:

Case Number: CMNT0000828

Case Date / Time: 04/24/2023 04:18:17 PM PDT

Please contact me by: Email

Comment: I have exchanged a couple of emails with Michael. I am looking for a better definition of "attached" that the state may want to use for 25' tall ADU (CA Code 65852.2 (c) (2) (d)? Is it only through a wall or can it be a roof that connects two structures thus allowing the second structure a possibility of 25' in height? Looking for a definition of attached?

Submitted User Details:

Name: KEN MAYER

Address:

Email Address: ken2418@aol.com

Phone Number: 4157305466

Please use below example template while replying to the case:

Agent Assigned: <email address to whom case to be transferred>

Status: < New/Assigned/Pending/Void/Resolved/Closed>

Comments: <Any text until a new line is started >

Gwen Mayer

From: ken2418@aol.com
Sent: Sunday, September 24, 2023 10:05 AM
To: gwen2418@aol.com
Cc: Gwen Mayer
Subject: FW: A comment has been posted by an ADU team member on case number ADU0001227

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

From: Dept. of Housing & Community Development <calhcd@service-now.com>
Sent: Wednesday, May 17, 2023 6:56 PM
To: ken2418@aol.com
Subject: A comment has been posted by an ADU team member on case number ADU0001227

A comment has been posted by an ADU team member on case number ADU0001227, submitted on 04/26/2023 09:44:20 PM PDT, by Guest at ken2418@aol.com.

Hello,

Currently ADU Statute is silent on what 'attached' means as a dwelling unit.

The California Building Code also does not define attached so the common definition would apply "joined, fastened, or connected to something."

Thank you,

ADU Team

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.5

MEETING DATE: September 26, 2023

AGENDA TITLE: Consider making appointments to the Climate Action Commission (2), Open Space Committee (4), Racial Equity Committee (2)

FROM: Serge Avila, Town Clerk

RECOMMENDATION

Staff recommends that the Town Council makes appointments to fill:

- two (2) vacancies in the Climate Action Commission
- four (4) vacancies in the Open Space Committee
- two (2) vacancies in the Racial Equity Committee

BACKGROUND/DISCUSSION

The Town Council conducts interviews for its Boards, Commissions, and Committees on a quarterly basis. Town staff has been promoting and encouraging the public to submit their applications to meet the August 15th deadline for various vacancies and upcoming vacancies.

With the applications received the Council conducted its first round of interviews on August 22, 2023 (see applications attached)

Interview Time	Name	Board or Commission
6:00 PM	Oriana Bleecher Snyder	Open Space Committee
6:10 PM	Robin Beers	Racial Equity Committee
6:20 PM	Bridget Clark	Climate Action Commission
6:30 PM	Diana Black Kennedy	Racial Equity Committee
6:40 PM	Mary Nahorniak	Racial Equity Committee
6:50 PM	Nuria Montalvo	Climate Action Commission

Earlier today the below four (4) applicants were interviewed (see applications attached)

Interview Time	Name	Board or Commission
6:20 PM	Soo Haylet	Climate Action Commission
6:30 PM	Christiana Conser	Open Space Committee
6:40 PM	Jade Alberti	Racial Equity Committee
6:50 PM	Hayes Handler	Racial Equity Committee

The Council has the opportunity to make appointments, a list of interviewed applicants is below for your review:

Interview Date	Name	Board or Commission	Vacancies
Aug 22, 2023	Bridget Clark	Climate Action Commission	Two (2) Vacancies
Aug 22, 2023	Nuria Montalvo	Climate Action Commission	
Sep 26, 2023	Soo Haylet	Climate Action Commission	
Aug 22, 2023	Oriana Bleecher Snyder	Open Space Committee	Four (4) Vacancies
Sep 26, 2023	Christiana Conser	Open Space Committee	
Aug 22, 2023	Robin Beers	Racial Equity Committee	Two (2) Vacancies
Aug 22, 2023	Diana Black Kennedy	Racial Equity Committee	
Aug 22, 2023	Mary Nahorniak	Racial Equity Committee	
Sep 26, 2023	Jade Alberti	Racial Equity Committee	
Sep 26, 2023	Hayes Handler	Racial Equity Committee	

FISCAL IMPACT

None

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Conducting interviews is not defined as a project under CEQA (Section 15378 CEQA Guidelines).

ATTACHMENTS

1.	Bridget Clark	Climate Action Commission
2.	Nuria Montalvo	Climate Action Commission
3.	Soo Haylet	Climate Action Commission
4.	Oriana Bleecher Snyder	Open Space Committee
5.	Christiana Conser	Open Space Committee
6.	Robin Beers	Racial Equity Committee
7.	Diana Black Kennedy	Racial Equity Committee
8.	Mary Nahorniak	Racial Equity Committee
9.	Jade Alberti	Racial Equity Committee
10.	Hayes Handler	Racial Equity Committee

Print

Boards, Committees and Commissions Application - Submission #1922

Date Submitted: 7/13/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

July 13, 2023

I wish to apply for an appointment to a term/balance*

Climate Action Commission

Name*

Bridget Clark

Home Address*

63 Indian Rock Road

Occupation*

Care Manager

Employer's Address

San Anselmo

Home Phone*

4154544404

Work Phone

415-454-4404

Cell Phone

415-370-0740

E-Mail*

bridgetaclark@comcast.net

Number of years as resident of San Anselmo*

23

Number of years as a resident in Marin*

My whole life:)

Education Level Achieved*

College/University Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Susan Reed

1.) Phone*

415-717-7688

2.) Name*

Stacy Wilcox

2.) Phone*

415-686-0607

3.) Name*

Lisa Graham

3.) Phone*

415-450-7305

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- (●) YES
- ( ) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I've been serving as the Chair on the Bicycle Pedestrian Action Committee.

Reasons for this appointment.*

I feel it is critical that we focus on climate change and ways our community can focus on actions to help.

What are your qualifications for this appointment.*

I
am a graduate of the Environmental Forum of Marin class and have been a member of the Plastics Free Marin Sierra Club group for the past 4 years.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

Getting
more people to consider alternative transportation and electric vehicles to reduce carbon emissions. Look at trying to get the town to adopt a green building ordinance - behavioral change can be helped with incentives/rebates help and policies are key.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Print

Boards, Committees and Commissions Application - Submission #1950

Date Submitted: 8/4/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

8/4/2023

I wish to apply for an appointment to a term/balance*

Climate Action Commission

Name*

Nuria Montalvo

Home Address*

19 Woodside Drive San Anselmo CA 94960

Occupation*

Director of Sales, Media

Employer's Address

Home Phone*

6192536327

Work Phone

Cell Phone

6192536327

E-Mail*

nuriamontalvo1@gmail.com

Number of years as resident of San Anselmo*

1

Number of years as a resident in Marin*

1

Education Level Achieved*

College/University Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*	1.) Phone*
David Letchworth	3109444155

2.) Name*	2.) Phone*
Kelley Crossley	4153026895

3.) Name*	3.) Phone*
Katie Nelson	4152443178

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- ( ) YES
- (●) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ○ YES
- ◉ NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I do not have previous experience serving in public office or civic commissions, boards or committees, so I'm looking to start!

Reasons for this appointment.*

As a newer San Anselmo resident, I would like to be considered for this commission as I believe I can help advance the mission and goals of the commission.

What are your qualifications for this appointment.*

With over 10 years of corporate experience, I have managed complex projects and large scale sales organizations and teams of over 50 people and millions in revenue. I think I am an effective project manager and leader and can help fit into whatever the needs are and learn quickly. I am also open to positions on other commissions as I am passionate about bettering the community and want to serve and get involved in whatever way I can without a specific area in mind.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

I believe climate change is one of the most if not the most pressing issues we are currently facing. I think making our community more energy efficient and actually implementing policies that will reduce our carbon emissions and reliance on gas will make San Anselmo a better place to live. I also think there is an opportunity to educate and raise awareness of the issues and what people can do since it can sometimes feel like an issue we have no influence on. I think distilling it down for residents and helping them implement small changes will make a big impact.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the

Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

Infrastructure and Fiscal Monitoring Committee

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Nuria Montalvo - Resume .pdf

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Nuria Montalvo

19 Woodside Dr., San Anselmo, CA 94960 - (619) 253-6327 - nuriamontalvo1@gmail.com – www.linkedin.com/in/nuriamontalvo/

EDUCATION

University of California Berkeley — **Berkeley, CA**
Bachelor of Arts in Economics — 2013

WORK EXPERIENCE

Morning Brew — **San Anselmo, CA**
Director of Sales, Growth & Performance — January 2023 – Present

- Launched the Growth & Performance sector focused on mid-market, high growth and performance advertisers. Responsible for delivering revenue targets and QoQ growth. Delivered 270% QoQ growth from Q1 to Q2 to get the business up and running and pacing to +17% QoQ growth for Q3.
- Developing and upleveling a team of 8 Account Executives tasked with renewing, upselling/expanding and generating new business for our newsletters, multimedia, social and lead generation advertising products.
- Established process, structure and KPIs for the team that will set a foundation for expansion in H2.
- Refined go-to-market strategy for this segment and increased retention by 20% in H1.

Twitter, Inc. — **San Francisco, CA**
Senior Manager - Sales and Customer Success — January 2022 – December 2022

- Second-line manager responsible for delivering on US revenue targets. Revenue last 4 quarters trailing is $238M and consistently delivered double digit growth y/y. Q322: +28%y/y
- Led an organization of SMB Customer Success Account Managers and Outbound Sales, made up of 44 reps and 6 people managers.
- Outbound Sales drives new business acquisition, activation, & onboarding for advertising customers within all verticals. I worked with marketing and data science on lead generation strategy as well as execution of lead qualification, value proposition, onboarding and launch on Twitter's self-serve platform.
- Customer Success Account Managers grow and retain existing business. I worked on strategy and workflows for engaging, retaining and identifying upsell and growth opportunities within existing Twitter advertisers (~9,200 active customers).
- Drove business strategy around go to market and prioritization of high value ad agencies as well as growing verticals such as crypto and sports betting. This allowed our team to capitalize on the largest opportunity, while remaining well resourced and providing the right level of service for each customer.
- Worked to create, nurture and uplevel a pipeline of early career talent for the rest of the sales organization - prioritizing a diversity of backgrounds, location and underrepresented minorities to bring this value to the rest of Twitter. This led to 15% of the team moving to manager and Enterprise sales roles each year as well as having the most diverse customer facing team at Twitter.

Manager - Sales — April 2020 – January 2022

- Second-line manager responsible for delivering on US Outbound revenue targets, delivering ~$50M in the first year of the team which was +66% y/y growth and 294% to our target.
- Launched net-new, in-house Outbound Sales organization of 22 reps and 3 managers.
- Responsible for driving net new acquisitions to Twitter's self serve platform. Served as the only new business acquisition channel.

Associate Manager - Sales — October 2018 – April 2020

- Responsible for delivering on US Outbound vendor revenue targets, delivering $30M in revenue in 2019.
- Led the business case to the CRO and CFO and secured $4M to hire an in-house Outbound Sales organization.

Postmates, Inc. — **San Francisco, CA**
Strategic Account Manager - Mexico City — October 2017 – October 2018

LinkedIn Corporation — **San Francisco, CA**
Account Manager – Talent Solutions — April 2016 – October 2017
Account Analyst – Talent Solutions — July 2015 – April 2016
Sales Development Specialist – Talent Solutions — September 2014 – July 2015

Oracle America, Inc.
Redwood City, CA
Account Manager for Oracle Linux and Oracle Virtual Machine — June 2013 – September 2014

Merrill Lynch Wealth Management — **San Diego, CA**
Wealth Management Intern — June 2012 – August 2012

SKILLS & INTERESTS

Training: Sandler Sales Methodology, Conscious Business, WeLead: UCLA Anderson School of Management
Languages: fully fluent in Spanish

Print

Boards & Committee Applications - Submission #1735

Date Submitted: 12/3/2022

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

12/3/2022

I wish to apply for an appointment to a term/balance*

Climate Action Commission

Name*

Soo Haylett

Home Address*

22 Hillside Ave

Occupation*

Executive Director, MBA Programs

Employer's Address

Sonoma State University

Home Phone*

4153053757

Work Phone

Cell Phone

E-Mail*

soobedo@yahoo.com

Number of years as resident of San Anselmo*

18

Number of years as a resident in Marin*

25

Education Level Achieved*

College/University Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Mitchel Berman

1.) Phone*

(415) 987-1978

2.) Name*

Cathy Berman

2.) Phone*

(415) 602-4193

3.) Name*

Stephanie Hellman

3.) Phone*

(415) 602-4193

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- ○ YES
- ◉ NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ○ YES
- ◉ NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I've served on a board for a non-profit org (Chair and Secretary) and currently serve on the Sustainability advisory committee at SSU

Reasons for this appointment.*

Want to support the town as needed, specifically with regards to climate change (sustainability)

What are your qualifications for this appointment.*

MBA in Sustainable Business,

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

Providing education and support for people's residences and businesses in being more prepared and resilient in faxinando issues related to climate change. (wildfires, drought etc?

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- ◉ YES
- ○ NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Choose File No file chosen

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Print

Boards & Committee Applications - Submission #1710

Date Submitted: 11/12/2022

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

11/12/22

I wish to apply for an appointment to a term/balance*

Open Space Committee

Name*

Oriana Bleecher Snyder

Home Address*

55 San Rafael Ave

Occupation*

none

Employer's Address

Home Phone*

7072255875

Work Phone

Cell Phone

E-Mail*

oriana.dedomenico@gmail.com

Number of years as resident of San Anselmo*

1

Number of years as a resident in Marin*

3

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Danny Krebs

1.) Phone*

415.290.0708

2.) Name*

Alexis Fineman

2.) Phone*

415.531.4488

3.) Name*

Jonathan Braun

3.) Phone*

415.459.6973

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ( ) YES
- (●) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I was on the Graduate Student Organizing Committee during my Ph.D. program. I have been on no boards or committees since.

Reasons for this appointment.*

I believe that maintaining healthy open space around San Anselmo is crucial to the health of the town itself, lessening the danger of catastrophic fires and floods, and enabling the physical exercise and connection to the outdoors that is an important component of human flourishing. I plan to spend the next few years learning about and working to implement regenerative land management projects in connection with my family's land, but I would also like to contribute to the land closer to my own home in San Anselmo.

What are your qualifications for this appointment.*

I come from an agricultural family with properties in Napa and Sacramento/San Joaquin counties. This includes 100 acres of open space in Napa county that resembles the hills around San Anselmo. In the last few years I have been educating myself about regional ecology and land management practices as I observed the impact of the 2020 fire on sections of the open space on of my family's land, met with County RCD members, and assisted in the implementation of an NRCS forest management contract. I am familiar with many of the county and state institutions and programs that provide advice and assistance to landowners in Napa and Sacramento counties. I have experience in grant writing and management from my time in academia as well as recent efforts on behalf of my family. I believe that these experiences will translate easily to Marin County.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

I believe that the two most important issues facing the Open Space Committee are: (1) managing the land under town control for fire safety as well as ecological health, and (2) raising the money to fund the acquisition of the Bald Hill and Upper Hawthorne properties.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

Open Space Committee

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Print

Boards, Committees and Commissions Application - Submission #1801

Date Submitted: 2/27/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

2/27/23

I wish to apply for an appointment to a term/balance*

Open Space Committee

Name*

Christiana Conser

Home Address*

65 Angela Ave

Occupation*

Restoration Biologist

Employer's Address

20361 Hermana Cir, Lake Forest, CA 92630

Home Phone*

9498733814

Work Phone

9498733814

Cell Phone

9498733814

E-Mail*

christianac@hanaresources.com

Number of years as resident of San Anselmo*

3

Number of years as a resident in Marin*

10

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Randi Rader

1.) Phone*

415-385-0414

2.) Name*

Sheri Van Zandt

2.) Phone*

512-656-0511

3.) Name*

Christian Rebours

3.) Phone*

415-717-1321

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- (●) YES
- ( ) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I served on the California Invasive Species Advisory Committee (http://www.iscc.ca.gov/cisac.html) for 3 years.

Reasons for this appointment.*

I would like to contribute my experience to open space issues in San Anselmo.

What are your qualifications for this appointment.*

I have worked as a restoration biologist and invasive plant biologist for over 25 years. I have extensive experience in land management, including planning, funding and implementing large-scale habitat restoration or invasive plant management projects. I have extensive experience working collaboratively with regulatory agencies, stakeholders and the public.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

Identifying and prioritizing:
1. new land acquisitions
2. land management actions (invasive plant removal, habitat restoration, biological monitoring, trail repair/building, public access)

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Conser CV .pdf

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

CHRISTIANA CONSER

65 Angela Avenue
San Anselmo CA 94960
cconser@protonmail.com
(949) 873-3814

EDUCATION

University of California, Davis; Department of Plant Sciences
Ph.D. student in Horticulture and Agronomy (*not completed* - 2017)
Advisor: Dr. Joseph DiTomaso, Non-Crop Weed Specialist
Dissertation project: The development of a Plant Risk Evaluation (PRE) tool for assessing the invasive potential of ornamental plants.

San Francisco State University, Department of Biology
M.A. in Biology, Ecology and Systematics (2005)
Advisor: Dr. Edward F. Connor, Population and Community Ecology, Statistical Ecology
Thesis project: Assessing the residual effects of iceplant (*Carpobrotus edulis*) invasion, implications for restoration.

San Francisco State University, Department of Biology
B.S. in Biology, Ecology and Systematics (1998)
Advisor: Dr. V. Thomas Parker, Plant Ecology
Research project: Effect of iceplant (*Carpobrotus edulis*) extract on native plant germination.

WORK EXPERIENCE

Restoration Ecologist/Grant Developer
HANA Resources/Natures Image (Lake Forest, CA)
2019 to Present
Design, fund and implement habitat restoration and invasive species removal projects throughout California. Duties include developing new restoration projects and collaborative partnerships; securing funding including writing grant proposals; writing restoration and management plans; meeting facilitation; project management, implementation and monitoring; data analysis; report writing; collection of native plant propagation materials; and public outreach. Job requires extensive fieldwork.

Adjunct Part-time Professor
Orange Coast College (Costa Mesa, CA)
2020 to Present
Instructor for Introduction to Biology (Biol 100) lab both in-person and online via Zoom. Duties included preparing lectures and lab activities, lab set-up, creating and proctoring quizzes, and grading lab reports and quizzes.

Restoration Biologist/Botanist
Chambers Group (Santa Ana, CA)
2018 to 2019
Design, fund and implement habitat restoration and invasive species removal projects throughout California. Duties include developing new restoration projects and collaborative partnerships; securing funding including writing grant proposals; writing restoration and management plans; meeting facilitation; project management, implementation and monitoring; data analysis; report writing; collection of native plant propagation materials; and public outreach. Job requires extensive fieldwork.

Statistical Analyst and Restoration Handbook Editor
Golden Gate National Parks Association (San Francisco, CA)
2000 to 2002
Analyst duties included collaborating with the Vegetation Management Team to design ecological experiments to test new restoration techniques and refine ecological monitoring programs, trained data collectors, analyzed monitoring data, and incorporated findings into reports and presentations. Editor duties included first evaluating and refining GGNRA's existing habitat restoration and weed removal monitoring programs, then designing a habitat restoration handbook with monitoring protocols for training technicians and interns. Job required extensive fieldwork.

Co-Director of Invertebrate Survey
SF Natural Areas Program, SF Rec & Parks (San Francisco, CA)
2000 to 2000
Hired as part of a team to develop an ecological monitoring program for invertebrates in San Francisco remnant natural areas as a measure of ecosystem diversity and health. Duties included project design, data collection and analysis, and report writing. Job required extensive fieldwork.

Graduate Student Teaching Assistant
SFSU Dept. of Biology (San Francisco, CA)
1999 to 2001
Hired to TA Principles of Ecology (Biol 313), General Biology Lab (Biol 240), and World of Plants Lab (Biol 150). Duties included designing and delivering weekly lab lectures, grading lab reports, papers, and exams.

Science Education Consultant
Friends of SF Rec & Parks (San Francisco, CA)
1999 to 1999
Duties included organizing outdoor educational activities in Golden Gate Park for the Discovery Walk Program for K-5 classes from SFUSD, leading teacher workshops, giving public presentations, and the publication of the quarterly newsletter.

Weed Removal Crew
Golden Gate National Recreation Area (San Francisco, CA)
1998 to 1998
Hired as part of a summer work crew for the Lobos Creek Dune Restoration Project working to restore critical habitat for the San Francisco lessingia (*Lessingia germanorum*), a rare and endangered plant species endemic to San Francisco. Duties included removing invasive plants and completing monitoring reports. Job required extensive fieldwork.

Restoration Team Leader
SF Natural Areas Program, SF Rec & Parks (San Francisco, CA)
1997 to 1998
Hired to supervise the monitoring and maintenance of a community habitat restoration project in Brooks Park by a neighborhood youth work crew. Job required extensive fieldwork.

Field Assistant
Plant Ecology Lab, SFSU Dept. of Biology (San Francisco, CA)
1996 to 199
Assisted several graduate student's data collection for their thesis projects, both in the lab and in the field throughout California. Job required extensive travel and camping in field conditions. Projects focused on fire ecology and seed bank research throughout chaparral plant communities in California. Job required extensive fieldwork.

FUNDED GRANTS AND SCHOLARSHIPS

- California Wildlife Conservation Board (WCB) California Riparian Habitat Conservation Program. Funding for Hidden Valley Wildlife Area Restoration– Phase 1 Planning Project, Riverside, CA. HANA Resources, Lake Forest, CA. (2020)
- National Fish and Wildlife Foundation (NFWF) Southern California Forests and Watershed Wildfire Restoration grant. Funding for Spanish Broom Removal and Habitat Restoration Project, Los Padres National Forest, Santa Barbara, CA. HANA Resources, Lake Forest, CA. (2020)
- California Association of Nursery and Garden Centers (CANGC), CANERS Foundation Research Grant (2014)
- University of California's Agriculture and Natural Resources (ANR) Competitive Grants Program (2012)
- Horticultural Research Institute (HRI) Competitive Grants (2008 & 2011)
- California Association of Nursery and Garden Centers, CANERS Foundation Research Grant (2010)
- Graduate Student Council in Biology Research Grant; San Francisco State University, Department of Biology (2001 to 2002)
- ARCS Foundation Academic Scholarship (2000 to 2001)

ORAL PRESENTATIONS

- Conser C, DiTomaso J (2014) The development and refinement of a Plant Risk Evaluation (PRE) tool for evaluating the invasive potential of ornamental plants. Cal-IPC Symposium, October 10, 2014.
- Conser C (2014) A Plant Risk Evaluation (PRE) tool for evaluating the invasive potential of ornamental plants. 99th Ecological Society of America (ESA) Meeting, August 15, 2014.
- Conser C (2014) The Ecological Context of Invasive Plants, Biodiversity, and Habitat Restoration. PlantRight webinar presentation, April 4, 2014.
- Conser C, Adams B (2013) The PlantRight PRE: A New Screening Process for Invasiveness. The 54th Annual Meeting International Plant Propagators Society, Western Regional Conference. October 4, 2013.
- Conser C, DiTomaso J (2013) Weed Risk Assessment for Ornamentals – A New Approach. Society of American Florists Pest and Production Management Conference, February 26, 2013.
- Conser C (2012) The Right Plant for the Right Place: The Issue of Invasives in Horticulture. The Sacramento Valley Nursery & Landscape Expo, December 5, 2012.
- DiTomaso J, Conser C, Seebacher L, Brush-Brownsey R (2012) The development and validation of a more accurate weed risk assessment tool for evaluating the invasive potential of ornamental plants. Cal-IPC Symposium, October 11, 2012.
- Conser C, Seebacher L, Brush-Brownsey R, DiTomaso J (2012) The development and validation of a more accurate weed risk assessment tool for evaluating the invasive potential of ornamental plants. UC Davis Weed Day, July 19, 2012.
- Conser C (2012) Reframing the Invasive Plant Issue. Educating the Public About Invasive Species Symposium, UC Davis, CA. April 24, 2012.
- Conser C, DiTomaso J, Seebacher L, Brush-Brownsey R (2011) Developing a More Accurate Weed Risk Assessment Model. California Nursery Conference, October 6, 2011.
- Conser C (2010) Protecting California from Ornamental Invasive Plants. National Master Gardener Conference, October 19, 2010.
- Conser C (2010) Developing a Voluntary Weed Risk Assessment Program for California's Nursery Industry. Presentation for California Nursery and Garden Centers (CANGC) Funding Board, March 9, 2010.
- Conser C (2009) Overview of PlantRight program. Santa Clara Master Gardener meeting, November 19, 2009.
- Conser C, Connor EF (2002) Assessing the Residual Effects of *Carpobrotus edulis* Invasion on the Survivorship, Growth and Reproduction of *Gilia millefoliata*. Oral Presentation at the Ecological Society of America Meeting.

PROFESSIONAL TRAINING

- Essential Facilitation training (2008), Interaction Associates, San Francisco, CA.
- Facilitative Leadership training (2009), Interaction Associates, San Francisco, CA.

Print

Boards, Committees and Commissions Application - Submission #1895

Date Submitted: 6/1/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

06/01/2023

I wish to apply for an appointment to a term/balance*

Racial Equity Committee

Name*

Robin Beers

Home Address*

103 Holstein Road

Occupation*

Organizational Consultant

Employer's Address

103 Holstein Road

Home Phone*

4159615051

Work Phone

Cell Phone

E-Mail*

robinbeers@gmail.com

Number of years as resident of San Anselmo*

7

Number of years as a resident in Marin*

7

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Beth Flynn

1.) Phone*

415-310-9486

2.) Name*

Lelah Nichol

2.) Phone*

415-300-1567

3.) Name*

Brian Colbert

3.) Phone*

415-938-6852

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- ( ) YES
- (●) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ( ) YES
- (●) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I
do not have previous experience serving in public office or civic commissions, etc. Previously, I served on the ODC Dance Company Board and diversity, equity, and inclusion was a focus during my tenure.

Reasons for this appointment.*

I am looking to be involved in the community and racial equity is a passion of mine.

What are your qualifications for this appointment.*

I
am an organizational psychologist (PhD) with a background in diversity consulting. I also have a master's degree in African American Studies. Other skills I bring include facilitation and design thinking problem solving.

https://www.linkedin.com/in/robin-beers-phd-designinsightsleader/

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

Given
the homogeneity of San Anselmo, I think a key issue for the committee is raising awareness around why racial equity matters to all citizens and what we can all gain by upping our equity IQ and focusing on inclusive behavior.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Print

Boards, Committees and Commissions Application - Submission #1942

Date Submitted: 7/29/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

07/29/23

I wish to apply for an appointment to a term/balance*

Racial Equity Committee

Name*

Diana Black Kennedy

Home Address*

128 Calumet Avenue

Occupation*

Educational Therapist

Employer's Address

128 Calumet Avenue

Home Phone*

5106106294

Work Phone

Cell Phone

5106106294

E-Mail*

teacherblack@yahoo.com

Number of years as resident of San Anselmo*

14

Number of years as a resident in Marin*

14

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Ned Farnkoff

1.) Phone*

(415) 302-7681

2.) Name*

Dina Leitch

2.) Phone*

(415) 308-4461

3.) Name*

Rod Kerr

3.) Phone*

(415) 300-6700

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ( ) YES
- (●) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

Although
not public office, I have been President of the Board of Marin Educators in Private Practice and on the board of the Association of Educational Therapists

Reasons for this appointment.*

I
have been dedicated to social justice my whole life and have studied it deeply and been motivated by it. I appreciate that the death of George Floyd and the Black Lives Matter movement has inspired the Town of San Anselmo to do what it can to face its own part in maintaining the status quo and to become part of the solution. (see Qualifications for further detail)

What are your qualifications for this appointment.*

Political and social justice work permeated the atmosphere of my growing up. My father, Sterling Black, had been a New Mexico senator before I was born, and his father, Justice Hugo Black, was on the US Supreme court. That legacy informed much of my family's politics, ideology and identity. My mother met my father through politics. She was raised with the ideals of a liberal jew, dedicated to making the world a more just and equitable place. Her first activism was as a high schooler demonstrated for the integration of her Chicago high school in the early 1950's. My older sisters nurtured my inborn feminism from a very early age, which led me to establish LIWA—Liberated Women of America—in 4th grade, a group not quite as ambitious as its name suggests, but dedicated to countering the boys' group, the MBAT machine.

The development of my social justice ethic continued in my small, liberal private school in New Mexico, most directly supported by our beloved history teacher, Mr. Briley, a not-so-ex hippie who infused European and American history with an ongoing critique of colonialism and imperialism of the kind currently under attack in many southern states.

Not surprisingly, when I went to college at Northwestern University, I completed almost all of the requirements of a Women's Study degree, despite actually double-majoring in Radio/Television/Screen and Comparative Literature. I went on to get a Master's in English Literature with a focus on Minoritized Literature, expanding my formal studies from Feminism to Racial, Ethnic and Class-based literature and history.

After my Master's degree, I joined Teach for America and taught high school in rural Mississippi in Ruleville—the town where Fanny Lou Hamer emerged as a leader of the Civil Rights movement; and lived 20 minutes away from Greenville, where Emmet Till was killed, a town which still protected his killers. Those two years taught me more about race and class and the complex mechanisms maintaining the status quo than any class or book could possibly have done.

After my two years ended, I went to UC Berkeley for a master's in elementary education, where my master's thesis again focused on race and class, this time with a focus on discipline styles that supported independence and internalization or relied on forcing compliance through punishment and external control.

My first two years as a third grade teacher found me at Dolores Huerta, a small charter school in the Fruitvale district of Oakland, which served an almost completely Hispanic population of mostly new immigrants from Central and South America. Two years later, I moved to the second largest Oakland public school in east Oakland, a school with a 50% Hispanic and 50% Black population, and almost 100% segregated, nominally based on home language. There I saw first-hand the toxic mix of poverty, race, violence and trauma and its effect on the developing minds of children.

After a very difficult year of feeling helpless in the face of so much socio-emotional need and out of my depth due to the cultural mismatch of being a well-meaning middle class white woman in an impoverished, under-resourced, Black neighborhood school, especially in the realm of classroom management and discipline, I moved to a wealthy, over-privileged, suburban white Jewish day school in Foster City. There I strove to teach in the spirit of Mr. Briley, bringing minority and minoritized literature and history to my sheltered students.

During my ten years of classroom teaching in elementary school, middle school and high school, in rural Mississippi, urban Oakland and suburban Foster City, I not once had a meaningfully integrated classroom.

Simultaneously, I always found myself drawn to students with learning disabilities, which cut across race, class and gender. For each student I had who learned differently, I took a class or workshop to become a better teacher for them. Eventually, I got a certificate in Educational Therapy from UC Santa Cruz. When I moved to Marin with my husband in 2009, I made the leap from classroom teacher to full-time Educational Therapist. Here I work one on one with students with learning difficulties in my home office in private practice. I work with students of all ages who have a wide span of learning disabilities, from dyslexia, dyscalculia, ADHD and Autism Spectrum disorder to twice-exceptional children—those who are gifted and learning disabled. Add disabilities and ableism to my social justice concerns.

Currently, I am also teaching a two-course series on how to teach reading and writing (Structured Literacy I and II) to Educational Therapy students through UCSC's Educational Therapy certificate program. One of the units in my course is on the external circumstances that affect literacy acquisition—race, class, gender, ethnicity, home language and sexuality, and their complex intersectionality with each other and with learning disabilities. I have since presented webinars on the topic for study groups of the Association of Educational Therapists. The dual focus is on the mechanisms that translate societal inequality into individual academic performance; and what we, as a mostly white, middle class, female profession can do to help all of our

Political and social justice work permeated the atmosphere of my growing up. My father, Sterling Black, had been a New Mexico senator before I was born, and his father, Justice Hugo Black, was on the US Supreme court. That legacy informed much of my family's politics, ideology and identity. My mother met my father through politics. She was raised with the ideals of a liberal jew, dedicated to making the world a more just and equitable place. Her first activism was as a high schooler demonstrated for the integration of her Chicago high school in the early 1950's. My older sisters nurtured my inborn feminism from a very early age, which led me to establish LIWA—Liberated Women of America—in 4th grade, a group not quite as ambitious as its name suggests, but dedicated to countering the boys' group, the MEAT machine.

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Not surprisingly, when I went to college at Northwestern University, I completed almost all of the requirements of a Women's Study degree, despite actually double-majoring in Radio/Television/Screen and Comparative Literature. I went on to get a Master's in English Literature with a focus on Minoritized Literature, expanding my formal studies from Feminism to Racial, Ethnic and Class-based literature and history.

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After my two years ended, I went to UC Berkeley for a master's in elementary education, where my master's thesis again focused on race and class, this time with a focus on discipline styles that supported independence and internalization or relied on forcing compliance through punishment and external control.

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After a very difficult year of feeling helpless in the face of so much socio-emotional need and out of my depth due to the cultural mismatch of being a well-meaning middle class white woman in an impoverished, under-resourced, Black neighborhood school, especially in the realm of classroom management and discipline, I moved to a wealthy, over-privileged, suburban white Jewish day school in Foster City. There I strove to teach in the spirit of Mr. Briley, bringing minority and minoritized literature and history to my sheltered students.

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Simultaneously, I always found myself drawn to students with learning disabilities, which cut across race, class and gender. For each student I had who learned differently, I took a class or workshop to become a better teacher for them. Eventually, I got a certificate in Educational Therapy from UC Santa Cruz. When I moved to Marin with my husband in 2009, I made the leap from classroom teacher to full-time Educational Therapist. Here I work one on one with students with learning difficulties in my home office in private practice. I work with students of all ages who have a wide span of learning disabilities, from dyslexia, dyscalculia, ADHD and Autism Spectrum disorder to twice-exceptional children—those who are gifted and learning disabled. Add disabilities and ableism to my social justice concerns.

Currently, I am also teaching a two-course series on how to teach reading and writing (Structured Literacy I and II) to Educational Therapy students through UCSC's Educational Therapy certificate program. One of the units in my course is on the external circumstances that affect literacy acquisition—race, class, gender, ethnicity, home language and sexuality, and their complex intersectionality with each other and with learning disabilities. I have since presented webinars on the topic for study groups of the Association of Educational Therapists. The dual focus is on the mechanisms that translate societal inequality into individual academic performance; and what we, as a mostly white, middle class, female profession can do to help all of our diverse students and be the teachers, advocates and allies they deserve.

I know this is probably longer than most application essays you receive, but I want to underscore the fact that social justice has been a key part of who I am since childhood, motivating my academic study, my career choices, my politics and my ethics. Marin has been an interesting place to find myself. Liberal yet very white, progressive yet profoundly segregated, purportedly dedicated to social justice but often against affordable housing and equitable school funding. I can't separate myself from being one of the white, privileged residents here, but I can do whatever I can in the fight towards equity and justice. I am hoping the Racial Equity committee will be a good place to continue and expand this work.

Political
and social justice work permeated the atmosphere of my growing up. My father, Sterling Black, had been a New Mexico senator before I was born, and his father, Justice Hugo Black, was on the US Supreme court. That legacy informed much of my family's politics, ideology and identity. My mother met my father through politics. She was raised with the ideals of a liberal jew, dedicated to making the world a more just and

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

Social
justice is such a huge, multi-faceted, systemic issue that it is almost impossible to pick just one or two issues as the most important—from affordable housing to educational equity to prison and bail reform to increasing diversity in positions of power and in citizenry. I suppose in this very white, very wealthy area, perhaps the lynch-pin is encouraging and facilitating more and more residents to understand and own their own privilege and to be inspired and educated to become meaningful and effective allies.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (•) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

ed therapy resume.docx

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Diana Kennedy, MA
Educational Therapist

mindspark
custom learning solutions

[redacted]
125 Calumet Avenue
San Anselmo, CA 94960
www.MindsparkLearning.com
dkennedy@MindsparkLearning.com

Areas of Excellence

- Assessing and supporting students with special needs
- Creating hands-on, child-centered, developmentally appropriate instruction
- Multi-sensory, research-based reading, writing and math instruction
- Dynamic, clear and practical presentations grounded in neuroscience and best practices in education

Credentials

Board Certification (BCET)	Association of Educational Therapists
Certificate in Educational Therapy	University of California, Santa Cruz
Professional Clear Multiple Subjects/CLAD	University of California, Berkeley

Education

MA, Education	University of California, Berkeley, 2000
MA, English	Indiana University, 1995
BS, Comp. Lit. & Radio/TV/Film	Northwestern University, 1992

Educational Therapy: MindSpark
San Anselmo, California
August 2009 to Present

- Work one-on-one with students of all ages struggling in reading, writing and math
- Assess students using a variety of formal and informal methods
- Create an Educational Plan reflecting individual needs of student, including all previous testing and in conversation with parents and teachers.
- Continually communicate with teachers, allied professionals and parents to monitor and track student needs and progress.

Teacher: UCSC Educational Therapy program
Santa Clara, California
July 2019 to Present

- Develop, write curriculum and gather instructional material for expanded two-course series, Structured Literacy I and II
- Adjust and implement Reading I curriculum for post-graduate adults enrolled in Educational Therapy certificate program
- Gather and organize supporting on-line materials for hybrid class,
- Work flexibly with students to insure mastery, address their learning needs, and differentiate curriculum according to their background and current level of mastery

Supervisor, Educational Therapy
San Anselmo, California
April 2021 to Present

- Supervise Educational Therapy Certificate students for their practicum
- Supervise Educational Therapists for their promotion from Associate to Professional level in the Association of Educational Therapists
- Meet regularly to discuss current work with students
- Assign homework to further reflection, synthesis of training and experience, and knowledge-base

Math Teacher: Star Academy
San Rafael, California
August 2011 June 2013

- Implement Pre-Algebra and Algebra curriculum using Making Math Real techniques with small groups of students impacted by learning disabilities
- Build curriculum based on IEP goals and revise and update learning goals
- Work one on one and in small groups with team of teachers for lower school math

Learning Specialist: Brandeis Hillel Day School
San Rafael, California
April 2011-June 2011; April 2013-June 2013

- Work one-on-one and in small groups with children, First through Eighth Grade, on reading, writing, organization and study skills
- Assess students using formal and informal methods

Ronald C.Wornick Jewish Day School
Foster City, California
August 2004 to July 2009

Eighth Grade Literature Teacher (2004 to 2009)
Third Grade Teacher (2006 to 2009)
Fifth Grade Teacher (2004-2006)

- Created and implemented third and fifth grade curriculum for reading, writing, social studies and science, independently and in collaboration with grade-level team.
- Created 8th grade literature curriculum with an emphasis on critical reading and analytical writing.
- Brought Words their Way spelling program to school and trained teachers, K-5.
- Implemented 6 Traits Writing, integrated with Writer's Workshop.
- Taught students with math-specific learning disabilities with multi-sensory, developmentally appropriate techniques, including Making Math Real.
- Developed social skills and conflict resolution curriculum and implemented in classroom and consulted for teachers.
- Implemented Responsive Classroom and trained teachers, K-8.
- Differentiated classroom instruction to meet the diverse academic and social needs of students, from profoundly gifted to learning disabled, independently and in collaboration with Learning Specialist.

- Created and produced weekly student newspaper.
- Integrated technology in instruction, project-based learning and assessment.

Writing Teacher, 8th Grade: Academic Talent and Development Program
Berkeley, California
Summers 2003, 2004, 2005, 2007

- Taught intensive writing class for highly motivated, academically gifted students finishing 6th, 7th and 8th grades.
- Wrote curriculum and created materials, integrating multiple learning modalities and project-based learning focused on analyzing multi-cultural literature.

Second Grade Teacher: E. Morris Cox Elementary School
Oakland, California
August 2002-June 2003

- Implemented Open Court literacy program, with special emphasis on Reader's and Writer's workshop to differentiate for wide range of ability.
- Developed and implemented a hands-on, manipulatives-based math program to teach California State Standards and critical thinking skills in developmentally appropriate way.
- Created an experiential, discovery-centered science program.
- Adapted management systems to work with emotionally troubled children, in consultation with school psychologist.

Third Grade Teacher: Dolores Huerta Learning Academy
Oakland, California
August 2000-June 2002

- Implemented reader's workshop with individualized one-on-one remediation for special-needs children.
- Produced monthly student literary magazine with Writer's workshop.
- Developed hands-on, differentiated math curriculum integrated with science, art and social studies.
- Developed experiential, discovery-based science program, including after school enrichment for gifted students.
- Developed, organized, ran after-school math camp; supervised volunteer teachers.
- Coordinated STAR and Sat 9 testing.
- Served as master teacher for co-worker: provided support for lesson planning; observed lessons; gave formal and informal feedback; wrote final evaluation.

9th/10th/12th grade English, French and Learning Strategies: Teach for America
Ruleville, Mississippi
1996-1998

- Created differentiated literature curriculum with focus on critical thinking skills.
- Used games, songs, art and literature to teach foreign language.
- Integrated social studies and literature to teach basic to advanced study skills.

Presentations, Webinars and Workshops

Speech to Print: Supercharging Structured Literacy
The Literacy Nest Reader's Academy — July 2023

Always Be Assessing: Bridging the Gap between Assessment and Instruction
Marin Educators in Private Practice — May 2023

External Circumstances and their Effect on Literacy Acquisition
East Bay AET Study Group — May 2023

Teaching the Struggling Student: How to Think Like An Educational Therapist
UCSC Extension Program — May 2023

Using Math Games to Develop Number Sense, Combat Anxiety & Differentiate Instruction
AET Webinar Series — April 2023

Understanding and Supporting *All* Students
Menlo Park City School District — March 2023

Writing: From Encoding to Empowerment
SoCal Tri-Counties IDA — October 2022
AET Chicago Regional Workshop — March 2020

Domain General Pathways to Reading Comprehension and Writing Comprehensibility
SoCal Tri-Counties IDA — May 2022

Integrate, increment, scaffold and be explicit: Four pillars of math instruction for all our kids
East Bay AET Study Group — May 2022

Multiple Pathways to Poor Reading Comprehension and Writing Comprehensibility
SoCal Tri-Counties IDA — March 2022

The Power Of Personal Narratives
SoCal Tri-Counties IDA — October 2021

The Empathy Solution
East Bay AET Study Group — January 2021
AET 42nd Annual National Conference — October, 2020

Play-full approaches to ADHD

LDA 56th Annual International Conference	February 2019

Math learning disabilities, dyslexia and ADHD: Understanding and remediating MLD

NCTM National Conference	April 2019
LDA 56th Annual International Conference	February 2019
NCTM Regional Conference, Seattle	November 2018
2018 Annual International Conference on ADHD	November 2018
Conference for the Advancement of Mathematics Teaching	July 2018
Carey School Staff Development	April 2018
So-Cal Tri-Counties IDA Webinar	April 2018
AET National Conference	October 2017
NCTM Regional Conference, Orlando	October 2017
Holy Names University	October 2017
Association of Educational Therapists Marin	September 2017
Midwest Academy, Indianapolis, Staff Development	June 2017
San Francisco Association of Educational Therapists	May 2017
LDA 54th Annual International Conference	February 2017
Parent Education Network's EdRev	April 2016

Crying Kids Can't Learn to Spell: How to Attend to the Socio-Emotional Needs of Your Students And Still Teach Everything Else

Council for Exceptional Children National Conference	January 2019
AET 38th Annual Conference	October 2016
So-Cal Tri-Counties IDA Annual Conference	March 2016
Nakornpayap International School, Thailand	May 2015
AET Virtual Study Group	October 2014
AET 36th Annual Conference	October 2014

Transitions to summer for kids with LDs

Flexible Learning Opportunities Parent Support Group	May 2018
Flexible Learning Opportunities Parent Support Group	April 2017

Strategies to get reluctant writers writing (and comprehending better, too!)

So-Cal Tri-Counties IDA Webinar	January 2018
Association of Educational Therapists Webinar	April 2016
https://www.youtube.com/watch?v=7Be736ce3kc&feature=youtu.be	
AET Marin/Marin Educators in Private practice	Sept 2014

Homework Help that Really Helps

Parent Education Network — November 2016
2013 CAIS Northern Regional Meeting — March 2013

FLO/All Kinds of Minds--Ross, CA — September 2012

The Who, What, When and Why of Reading Instruction
So-Cal Tri-Counties IDA Webinar — May 2016
Association of Educational Therapists East Bay — April 2016

San Francisco AET Study Group — May 2015
Learning Ally Webinar — September 2014
AET Marin/Marin Educators in Private Practice — September 2013

Supporting the Supporters — November 2015
Flexible Learning Opportunities Parent Support Group

Adventures in neurodiversity — May 2015
Think and Teach Like an Educational Therapist
AET Webinar
http://www.aetonline.org/events/webinars.php

Adventures in Neurodiversity: — February 2015
Reframing, Remediating and Responding to Learning Disabilities
LDA 52nd Annual International Conference — February 2015

Constructing Understanding: Giving Students the Tools for Critical Thinking
MVSU Education Department--Itta Bena MS — May 1998

Professional Writing
MindSparkLearning.com/blog

You Don't Have to Like It: Explicit Teaching about Life	January 2020
Nothing Motivates like Success	December 2019
Holiday Games: Do the Math!	December 2019
Spare the Rod: Purging the Puritan from our Schools	November 2019
Building a Million	November 2017
Maybe one of us will die	October 2016
Oui or si? Language learning and anxiety	August 2016
Going on vacation alone: a cautionary tale about individuation	March 2016
Six No-Prep Games for Literacy	January 2016
The Only Zero-Tolerance Policy that May Make Sense	November 2015
Nail Polish And Baseball Bats;	November 2015
Googling For Content With Your Student	
This article was reprinted in Language Magazine,	
http://languagemagazine.com/?p=124924	
Wise Women of The Association Of Educational Therapists	June 2015
An Homage to Mr. Briley, or It's the Relationship, Stupid	May 2015
Origins of Narcissism in Children: a Critique, 3 part series	April 2015
Grieving the Loss of the Ideal Child	February 2015
To Punish or Excuse?	December 2014
Beginning the Year Right	August 2014
What Dyslexia Isn't	June 2014
Two Pathways to Weak Reading Comprehension	June 2014
Phonics Conversation	May 2014
Why Audiobooks?	May 2014
Never Miss an Opportunity to Develop Grit	May 2014
With Bullying, the Teacher is the Best Secret Weapon	May 2014
This article first appeared on Smartblogs	*April 30*
http://smartblogs.com/education/2014/04/30/your-best-weapon-against-bullying-you/	
Learning Difference or Disability	April 2014
Mental Flexibility: Not Just for Students Anymore	April 2014
The Power of Story	April 2014
Born Gritty	April 2014
This article first appeared on Smartblogs	*April 2014*
http://smartblogs.com/education/2014/04/03/born-gritty/	
Neurodiversity in the Classroom	April 2014
Quick and Easy Ways to Bring Choice to your Lessons	March 2014
Phonics Card Games	March 2014
Teachers: Who's on your Team?	March 2014
Board Games Galore	February 2014
It's Not About You	February 2014
Games: Soothing the Amygdala	February 2014
To Reward or Not Reward	February 2014

Dissolving Writer's Block	February 2014
Two Birds with One Stone: Adding Tens	January 2014
In Defense of Pandering	January 2014
My Very Favorite Christmas Book of All Time	December 2013
Developing Details in Writing: Beyond Visualize and Verbalize pt. II	December 2013
Developing Details in Writing: Beyond Visualize and Verbalize pt. I	November 2013
In Praise of Neuro-Diversity	August 2013
First Day (Aaaahhh!) Jitters	August 2013
End of the Year Blues	August 2013

Association of Educational Therapists Website: Intervention Tips

Two Birds with One Stone: Adding Tens	January 2014
Card Games to Teach Phonics	March 2014
Developing Details in Writing: Beyond Visualize and Verbalize pt. II	December 2013
Developing Details in Writing: Beyond Visualize and Verbalize pt. I	October 2013
Word Sorts, à la Words Their Way	September 2013

Professional Affiliation

Association of Educational Therapists, Marin
Study Group Director
Marin Educators in Private Practice
Chair of Board
Secretary
CHADD
Council for Exceptional Children
International Dyslexia Association
Learning Disabilities Association of America
National Council of Teachers of Mathematics

Professional Development

EmPOWER	March-December 2022
Brainframes	July-August 2021
Syntax: A Language of Function, not Form	September 2020
Framing Your Thoughts	July 2020
LDA International Conference	February 2017
	February 2015
Spell-Links to Reading and Writing	February 2017
Research ILD	March 2016
	April 2014
International Dyslexia Association National Conference	November 2014
	October 2013
	October 2012
Association of Educational Therapists National Meeting	October 2016
	October 2015
	October 2014
	October 2012
	October 2011
Learning and the Brain	February 2014
	February 2012
	February 2011
	February 2009
Linamood-Bell	
Seeing Stars	August 2014
On Cloud Nine Math	December 2005
Visualizing and Verbalizing	January 2005
Peg Dawson: Smart but Scattered	February 2014
Sarah Ward: Executive Function Skills	November 2013
Making Math Real	
Algebra	March 2013
Pre-Algebra	April 2011
The Four Operations and all the Math Facts	Summer 2006
Fractions, Decimals & Advanced Place Value	Spring 2006
Overview	Winter 2006
Michele Garcia Winner Social Thinking	May 2012
Handwriting Without Tears	June 2010
Wilson Language Training Introductory Workshop	August 2009
Responsive Classroom	
Level I, 30 hours	August 2008
Introductory Workshop	August 2006
Aggression, Rage and Meltdowns	March 2008
Autism and Aspberger's Syndrome	February 2008

Words Your Way	June 2005
Dyslexia: The Symptoms, Cause and Solutions	January 2003
Classroom Accommodations for Dyslexic Students	January 2003
Open Court Reading 2000—New Grade Two	December 2002
Diversities in the Classroom	November 2002
Effective Second Language Acquisition: Stephen Krashen	July 2002
Orton-Gillingham Training for Students with Dyslexia (30 hours)	June 2002
Definitions and Accommodations for ADD/ADHD Students	March 2002
Eight-week Spanish immersion course in Antigua, Guatemala	Summer 2001
First Days of School	December 2001
Using a Literary Magazine for Writer's Workshop	January 2001
Creating a Classroom Community	March 2001

Print

Boards, Committees and Commissions Application - Submission #1954

Date Submitted: 8/10/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

08/03/2023

I wish to apply for an appointment to a term/balance*

Racial Equity Committee

Name*

Mary Nahorniak

Home Address*

148 Oak Ave

Occupation*

Teaching fellow, leadership coach

Employer's Address

Self-employed

Home Phone*

4436229986

Work Phone

Cell Phone

E-Mail*

marynahorniak@gmail.com

Number of years as resident of San Anselmo*

2

Number of years as a resident in Marin*

2.5

Education Level Achieved*

College/University Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*	1.) Phone*
Lauren Krause	(310) 508-0870

2.) Name*	2.) Phone*
Hannah Beggan	(415) 710-5798

3.) Name*	3.) Phone*
Tiffany Fontaine	(410) 258-5730

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ( ) YES
- (●) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

I have not served in public office. Until recently, for the first 20 years of my career, I was a working journalist, and I was not permitted to do so based on the standards and ethics of my profession.

Reasons for this appointment.*

N/A

What are your qualifications for this appointment.*

I'm passionate about racial justice, at both the national and local levels. I volunteer with SURJ Marin (Showing Up for Racial Justice) and help facilitate weekly action hours for the group, as well as serve on the education and housing working groups.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

Like most of Marin, San Anselmo is majority white. The lack of diversity in our town and county is alarming, and its roots go back decades, to segregation, redlining and racist housing practices. (Truthfully, the roots go all the way to the founding of our country, founded on slavery and stolen land.)

I see two intertwined issues facing the racial equity committee. First, I want to continue to identify opportunities around the issue of housing, which includes renter protections, workforce housing and more affordable housing. I want to share this community with as many people as want to live here. Second, we need to make sure San Anselmo is welcoming to those folks who would hopefully come to live here. That includes looking at our policing, our town policies, our official and unofficial actions and the climate they create.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Mary Nahorniak resume.pdf

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Mary **Nahorniak**
marynahorniak@gmail.com
(443) 622-9986

Experience

Google News Lab April 2021 - present

- **U.S. teaching fellow**
  - Trained 3,000+ journalists on digital tools and innovation. Highlights include elections sessions ahead of midterms, series with Gannett, Hearst, press associations.
  - Collaborated with internal teams on Google News Initiative programs, including News Equity Fund, Community News Summit and key feedback shaping products.
  - Speaker at conferences for Online News Association, Military Veterans in Journalism, Association of LGBTQ journalists, Asian American Journalists Association.

Momentum Coaching and Consulting 2019 - present

- **Founder and executive coach**
  - Launched woman-owned coaching business with 200+ coaching hours and ACC-level credential from International Coaching Federation.
  - Served as trainer on digital transformation for Poynter Institute effort in Singapore, as well as at leadership academies in St. Petersburg, Florida.
  - Built internal coaching program at Gannett, focused on retaining people of color.
  - Guided managers in personal and professional growth at ESPN, Harvard Business Review, U.S. Department of Justice, as well as entrepreneurs and nonprofit leaders.

USA TODAY 2011 - 2020

- **Director of audience (2018 - 2020)**
  - Led audience-centered strategy for 24/7 digital team of 30 editors, balancing core platform stability with growth in off-platform experiences, including editorial partnerships, search and full suite of social.
  - Member of USA TODAY's top leadership team, driving network engagement strategy across 250+ local and national properties.
- **Deputy managing editor, digital (2015 - 2018)**
  - Developed and executed multiplatform promotion and audience strategy for Pulitzer Prize-winning series The Wall: Untold Stories, Unintended Consequences.
  - Created industry-first social graphics desk to build native stories for social platforms, including Facebook Editions alpha and early access to Instagram Live and Stories.
  - Hosted Tuesdays With Mary, a weekly indie music podcast.
- **Social media editor (2011 - 2015)**
  - Grew USA TODAY's following across social platforms to more than 10 million fans, through organic, paid and strategic efforts, while maintaining high engagement rates.
  - Executed multifaceted training program, including "Social Tuesdays" and visiting editors program.
  - Conceptualized and launched public beta of app for internal innovation program.

University of Maryland 2011 and 2014

- **Adjunct professor**
  - Taught intermediate multimedia journalism at Philip Merrill College of Journalism; course included HTML, CSS, social media, writing and online ethics.
  - Evaluated at 3.6/4, with highest marks in practical application and communication.

NewsTrust Baltimore 2011

- **Founding editor**
  - Launched first local site of national project to study regional news ecosystem.
  - Executed editorial strategy with emphasis on member participation, including regular topic-focused "news hunts," community fact-checking project, and in-depth examination of different media platforms.
  - Taught news literacy to high school and college students and educators.

YTL Communications 2009 - 2010

- **AVP, content and editorial**
  - Designed initial content strategy for groundbreaking wireless network in Kuala Lumpur, Malaysia, and defined plan for long-term expansion and future growth.
  - Conceptualized and oversaw build, programming and launch of customer homepage and product portal for desktops, mobile devices and integrated communication client.
  - Drove to completion deals with Malaysian and U.S. vendors for content, systems, development and design.

The Baltimore Sun 2005 - 2009

- **Director of audience engagement (2009)**
  - Established Baltimore Sun's voice by initiating audience outreach in social media.
  - Set vision for six community coordinators and managed performance.
  - Facilitated direct connections between readers and journalists through increased live coverage, live chats and community meetups.
- **Breaking news director / multimedia editor (2007 - 2009)**
- **Night news editor and copy editor (2005 - 2007)**

Education

American University 2019

- **Leadership Coaching for Organizational Performance**

University of South Carolina 2003

- **B.A., journalism, minor in Spanish**
  - Graduated magna cum laude, with honors, Phi Beta Kappa. Editor in chief of The Gamecock. Named outstanding young alumna, 2009.

Community Involvement

- Organizer with SURJ (Showing Up for Racial Justice) Marin, including membership on housing and education working groups and weekly Action Hour leader (2021-2023)
- Supporter with Friends of Golden Gate Village, the only majority-Black public housing complex in Marin County (2021-2023)
- Active participant in Maryland neighborhood racial-justice group (2020)
- Member of University of South Carolina Insights Lab steering committee (2018-2021)
- Co-founder and moderator of Entrepreneurs Organization peer forum (2018-2020)
- Led cohort of Takoma Mamas and Parents, community support group (2018)

Print

Boards, Committees and Commissions Application - Submission #1978

Date Submitted: 9/4/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

09/04/2023

I wish to apply for an appointment to a term/balance*

Racial Equity Committee

Name*

Jade Alberti

Home Address*

420 Scenic Rd

Occupation*

Student

Employer's Address

Home Phone*

6282838670

Work Phone

Cell Phone

E-Mail*

jadecatherine2006@gmail.com

Number of years as resident of San Anselmo*

2

Number of years as a resident in Marin*

2

Education Level Achieved*

Other (Explain)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

John Santori

1.) Phone*

4158500038

2.) Name*

Jean Alberti

2.) Phone*

7026833914

3.) Name*

Helene Wong

3.) Phone*

6282838395

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ( ) YES
- (●) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

Student rep/class president in previous high school.

Reasons for this appointment.*

As a member of the RJTF, I am particularly interested in seeing if the work the team does manifests on an official level, and how things work on an official level in general. I would also love to provide a student voice during meetings.

What are your qualifications for this appointment.*

As a third culture child who lived in Asia for 13 years, I believe that I would be able to provide valuable insight and a unique point of view to meetings. I'm also organised, responsible, and passionate about making the community we live in feel even more welcoming and diverse.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

The surprisingly widespread belief that racism doesn't really exist in Marin.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Choose File No file chosen

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.

Print

Boards, Committees and Commissions Application - Submission #1960

Date Submitted: 8/18/2023

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

8/18/2023

I wish to apply for an appointment to a term/balance*

Racial Equity Committee

Name*

Hayes Handler

Home Address*

61 ANGELA AVE

Occupation*

Professor

Employer's Address

61 ANGELA AVE

Home Phone*

3473515776

Work Phone

Cell Phone

E-Mail*

hayesnmnhandler@gmail.com

Number of years as resident of San Anselmo*

7 years

Number of years as a resident in Marin*

7 years

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:

1.) Name*

Meghan O'Hare

1.) Phone*

415-793-6067

2.) Name*

Dana Schacter

2.) Phone*

415-722-3752

3.) Name*

John Anderson

3.) Phone*

415-215-2070

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I would be available to attend additional meetings when they are necessary.*

- (●) YES
- ( ) NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- (●) YES
- ( ) NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ( ) YES
- (●) NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

Ross Valley School District Parent Equity Task Force.

Reasons for this appointment.*

There are two openings on this committee and a lot of work that needs to be done.

What are your qualifications for this appointment.*

I am a gender nonconforming, trans, Jewish, parent of three children. My middle child is profoundly disabled. I am outspoken advocate for gender inclusive spaces, racial equity, and equitable access for disabled bodied people both physically and intellectually. I teach college writing at universities that value and prioritize social justice and educate through a curriculum that is in line with these philosophies.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

I would like to see more action and awareness in the community that this committee exists and is making impactful change in the town.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- (●) YES
- ( ) NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Choose File | No file chosen

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, at townclerk@townofsananselmo.org or 415-258-4660.