TOWN OF
SAN ANSELMO
EST. 1907

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

Town Council
Agenda

Tuesday, January 9, 2024 **7:00 PM**

Meeting held In-Person and via Zoom:

https://us02web.zoom.us/j/87585337699

Or Telephone: +1 669 900 6833 | Webinar ID: 875 8533 7699

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.

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.

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.

Council requests for future agenda items.

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

Special Presentation- There are No Special Presentations.

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 Special Meeting of December 6, 2023.
Staff Report (DOC)
Attachment 1 - Draft Minutes of the December 6, 2023 Special Meeting (DOC)

1.2 Approval of the Draft Minutes of the Regular Town Council Meeting of December 12, 2023.
Staff Report (DOC)
Attachment 1 - Draft Minutes of the December 12, 2023 Regular Meeting (DOC)

1.3 Report of Checks Issued, December 2023
Staff Report (DOCX)
Attachment 1 Check Report December 2023 (PDF)

1.4 2023-25 Work Plan Priorities Progress Report
Staff Report (DOC)
Attachment 1 - Work Plan Priorities 2023-25 by Department (DOC)
Attachment 2 - Work Plan Priorities 2023-25 by Category (XLS)
Attachment 3 - Work Plan Progress Report, January 2024 (DOC)

1.5 Approve a Resolution authorizing staff to submit an application for the CalRecycle payment program.
Staff Report (PDF)
Attachment 1- Draft Resolution (PDF)

2. Public Hearing:

In general, the following procedural order applies to public hearing items:
•Staff Presentation
•Town Council Questions
•PUBLIC COMMENT – limited to 3 minutes/person
•Town Council discussion/action

2.1 Adopt an Ordinance Amending Title 10 (Planning and Zoning) of the San Anselmo Municipal Code. An Initial Study/Mitigated Negative Declaration related to the Housing Element was prepared pursuant to the California Environmental Quality Act (CEQA) and certified by the Town Council on July 25, 2023. This project is exempt from further environmental review pursuant to CEQA Guidelines Section 15162.
Staff Report (PDF)

Attachment 1 - Ordinance (PDF)
Attachment 2 - Proposed Objective Design and Development Standards (PDF)
Attachment 3 - Town Council Resolution No. 2023-4524 (PDF)
Attachment 4 - Planning Commission Resolution No. 2023-17 (PDF)
Attachment 5 - Initial Study Negative Declaration
Attachment 6 - Notice of Determination (PDF)

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

2.2

Discussion on Rent Stabilization. Conducting a discussion regarding potential residential rent stabilization 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).

Staff Report (DOCX)
Attachment 1- Rent Stabilization Ordinance (PDF)
Attachment 2- Link to October 24 Town Council Meeting and Video Recording (PDF)
Public Comments- Received after October 24, 2023 (PDF)
Public Comment - Hogan (PDF)
Public Comment - Nahorniak (PDF)
Public Comment - Perloff (PDF)
Public Comment - Rick (PDF)
Public Comment - Ries (PDF)
Public Comment - Simon-Weisberg (PDF)
Public Comment - Truex (PDF)
Public Comment - Wong (PDF)
Public Comment - Bettini (PDF)
Public Comment - Counts (PDF)
Public Comment - Daniels (PDF)
Public Comment - Gray (PDF)
Public Comment - Knight (PDF)
Public Comment - Marlowe (PDF)
Public Comment - O'Toole (PDF)
Public Comment - Hagerty (PDF)
Public Comment - Smith (PDF)
Public Comment - Hamblet (PDF)
Public Comment - Amber (PDF)
Public Comment - Burkenkamp (PDF)
Public Comment - Eastman (PDF)
Public Comment - Greene (PDF)
Public Comment - Harris (PDF)

Public Comment - Hayes (PDF)
Public Comment - Hively (PDF)
Public Comment - Honey (PDF)
Public Comment - Keast (PDF)
Public Comment - McKenna (PDF)
Public Comment - Pate (PDF)
Public Comment - Peterman (PDF)
Public Comment - Sexton (PDF)
Public Comment - Turkan (PDF)
Public Comment - Van Riper (PDF)
Public Comment - Wheeler (PDF)
Public Comment - Padgett (PDF)
Public Comment - Waterstone (PDF)
Public Comment - Marin Non-Profits Coalition (PDF)
Public Comment - Beers (PDF)
Public Comment - Gillam (PDF)
Public Comment - Viera (PDF)
Public Comment - Honey 2 (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 January 23, 2024.

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

Town Council
Eileen Burke, Mayor
Tarrell Kullaway, Vice Mayor
Brian Colbert, Councilmember
Alexis Fineman, Councilmember
Steve Burdo, 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 #: 1.1

MEETING DATE: January 9, 2024

AGENDA TITLE: Approval of the Draft Minutes of the Special Town Council Meeting of December 6th, 2023

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For Council to consider the approval of the Draft Minutes of the Special Town Council meeting of Decembre 6th, 2023.

ATTACHMENT:

Attachment 1- December 6, 2023 Draft Minutes

San Anselmo Draft Council Minutes
Special Meeting
Town Council Chambers and via teleconference
Wednesday, December 6, 2023

Call to Order: Optional Pledge of Allegiance

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

STAFF MEMBERS PRESENT: Dave Donery, Town Manager
Megan Acevedo, Town Attorney
Serge Avila, Town Clerk
Sean Condry, Public Works Director

Open Time for Public Expression

Mr. Caccor, Island Drive, stated there is a cell phone tower behind his house that is being modified. He wanted to know if the work is being done according to the correct policies and permits.

Carol stated there would be a greater level of interest in this tower if more people became aware of the proposed work.

An individual discussed Councilmember Colbert's campaign for the Board of Supervisors position and he recommended more of a focus on racial equity.

Andrew Jarduss discussed the expansion of the cell site at 2 Red Hill Avenue. He noted some errors in the administrative decision.

1. Council Business Items

1.1 Receive an Informational Report on the Potential Impacts of the "Withdrawal of San Anselmo from Flood District Initiative" and Consider Calling a Regular or Special Election to Place the Initiative on the Ballot, and Finding the Actions Exempt from CEQA

Town Attorney Acevedo presented the staff report. Staff answered questions from the Council regarding whether the proponents have submitted their "Argument in Favor"; Council options in terms of Arguments and Rebuttals; the ranking of Arguments; the amount of paperwork for both Arguments and Rebuttals; who can submit Arguments in Opposition; the Town Attorney's Impartial Analysis; the Cooperation Agreement signed April, 2020 between the Town and the district; the termination of the Lease in September, 2022; clauses regarding maintenance; the impact to debts and obligations should the Town withdraw from the district; language regarding "withdrawal parcels of land" vs. "withdrawal of the Town of San Anselmo"; if the proponents are aware the withdrawal will probably not release property owners from debts and obligations; if the Council needs to decide tonight whether or not to do a Ballot Argument.

Mayor Burdo opened the meeting to public comments.

Carol referred to the staff report, Attachment 1, and offered a different opinion. The district has delivered a project that is in direct conflict with the funding agreement between the district and the Town. The district has breached the contract and the Town is released from the duty to pay fees.

Mr. Steve Emory, San Francisco Boulevard, pointed out that a number of flood control projects were taken off the table including the Red Hill Detention Basin, Phoenix Lake, and Deer Park School. This initiative is a symbolic gesture whether residents continue to pay the fee or not.

Mr. Ford Greene stated the initiative shines a spotlight on the County's waste and misconduct in implementing flood control in San Anselmo. The initiative is a symbolic protest of the County's closure of Creek Park Plaza by putting it "in jail" against a majority of engineering reports concluding that it is safe to use.

Mr. Jeff Kroot stated the 2007 ballot measure was sold through "false advertising". Property owners are tired of paying $153 per year for nothing. Demolishing the plaza will guarantee that the Town will get sued by downstream property owners should flooding occur.

Mr. Paul Chignell, Rivera Street, agreed with Mr. Kroot- the outpouring of support for this initiative was overwhelming. He asked the Council to remove the Town from the flood fee.

Mr. Ross Asselstine, San Anselmo Avenue, discussed the opportunity for the Council to vote on "for" or "against" the initiative.

Ms. Ann Politzer, Brookside Drive, commended staff on the quality of the report. The County has been opaque on what is going on with respect to the removal of Building Bridge 2. The plan has changed- the baffle is not happening, the Winship Bridge in Ross is staying, and the hydrological model has been recalibrated.

Ms. Fran Farmer, Laurel Avenue, stated residents should be able to weigh in and decide on how tax dollars are spent. This project is a boondoggle with no end in sight.

Mr. Adrian McNeal, Sycamore Avenue, stated he was directly affected by the flood in 2021. Flooding is a risk that cannot be handled locally. He urged the Council to place the measure on the General Election ballot and hold public forums during the summer of 2024 to discuss the pros and cons of leaving the district.

Mayor Burdo closed the meeting to public comments.

Vice Mayor Burke stated the initiative should go on the March ballot- she did not want to wait a year. The issue has been discussed around Town for quite a while. She would be in favor of the Council submitting an "Argument in Favor".

Councilmember Kullaway was concerned that the issue is being conflated with Creek Park and that the March date would not allow them to provide enough information. Residents need to know that the SAFR project is moving forward regardless.

Councilmember Colbert stated the proponents of the measure are aware that if San Anselmo votes to withdraw from the district it will not eliminate the need for property owners to pay the fee. This is symbolic at best and potentially misleading to voters. Portions of the mitigation projects are due to be completed this summer. Placing the measure on the November ballot would provide voters with more clarity on the issue.

Councilmember Fineman stated most of the public comments made tonight do not reflect the nature of what will be voted on. She agreed this is a symbolic vote- it will not save the plaza, will not stop the project, and will not relieve the flood fee. She supports putting the initiative on the March ballot.

Vice Mayor Burke stated they will be in the district for three more years but will not have the liability for any new projects. It is not just symbolic and is not simply about the plaza. There is a concern that Flood Zone 9 is not a model that works compared to the Marin Wildfire Prevention Authority (MWPA). It rocks!

Mayor Burdo stated tonight's decision is when to put this on the ballot, whether to issue an Argument, and the language. He supports putting the initiative on the March ballot and he did not see cost as a huge barrier. Public debate should occur during a campaign. He stated the Council should not issue any Argument.

Vice Mayor Burke suggested the following language: "Shall an initiative measure be adopted to withdraw the Town of San Anselmo including all parcels of land in the Town from the Marin County Flood Control and Water Conservation District Zone 9".

M/s, Burke/Kullaway, Motion to adopt the Resolution with the language recommended by Vice Mayor Burke.
AYES: Burke, Fineman, Kullaway, Mayor Burdo
NOES: Colbert

M/s, Fineman/Burke, Motion to adjourn the meeting at 7:25 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: January 9, 2024

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

ATTACHMENT:

Attachment 1- December 12, 2023 Draft Minutes

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

Interviews for the Open Space Commission and Art Commission- 6:20 p.m.

The Council interviewed Mark Fogelman, Ken Husband, Kathee Shatter, and Bente Mirow.

Call to Order: Optional Pledge of Allegiance 7:00 p.m.

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

STAFF MEMBERS PRESENT: Dave Donery, Town Manager
Megan Acevedo, Town Attorney
Serge Avila, Town Clerk
Heidi Scoble, Planning Director
Linda Kenton, Town Librarian

Open Time for Public Expression

Mr. Ross Asselstine, San Anselmo Avenue, discussed a potential unfortunate situation- the biggest change to the creek in 50 years. He recommended that the Flood Administrator, in the event there is no FEMA "backstop", looks at the structure of risk how it relates to approval of a permit. When something goes wrong, everybody gets sued.

Mr. Guy Myers discussed lowering the cost of permits in Town and the Reimagine Plans for Creek Park. He would like to see the lightest possible impact.

Ms. Rosanne DalBello discussed the four components that could lead to the demise of the vitality of the downtown business sector. They are: 1) Keeping the parklets, 2) Destroying the platform and killing the Redwoods; 3) The unavailability of Creek Park in the summer; 4) Approving creek construction for seven days a week.

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

Vice Mayor Burke reported she attended the Tree Lighting Ceremony which was well attended; the Archie Williams Softball Team will be practicing at the Memorial Park fields and will be using temporary lights- she is helping with the outreach.

Councilmember Kullaway reported she attended the Climate Action Committee (CAC) meeting; the Economic Development Committee (EDC) meeting.

Councilmember Colbert reported he attended the EDC meeting; the Transportation Authority of Marin (TAM) meeting; the Crossing Guard meeting; the Ross Valley Fire Board meeting; the

Marin Transit meeting; the Hanukkah Celebration and the Holiday Lighting Ceremony; Breakfast with Santa which was awesome; lessons in carols at the San Francisco Theological Seminary.

Councilmember Fineman reported she attended the Marin Wildfire Prevention Authority (MWPA) meeting; the Ross Valley Fire Board meeting; the event in celebration of Peri's Art Supply; the CAC meeting; the Hanukkah Event; she asked staff to agendize the progress with respect to well monitoring. Town Manager Donery stated staff would report back soon.

Mayor Burdo reported he attended the Tree Lighting Celebration; the Menorah Lighting; discussed the results of the recent Ross Valley Fire Board meeting.

Town Manager Donery reported that the Memorial Park Parking Lot Project is almost finished. Staff received a letter from the representatives of the Log Cabin complimenting them on a job well done.

1. Consent Agenda

1.1 Approved the Draft Minutes of the Town Council Meeting- November 14, 2023

1.2 Received and Filed the 2022-23 Expenditure Report from Library Tax Oversight Committee

1.3 Adopted Ordinance No. 1183 Banning New and Expanded Gas Station Uses in San Anselmo

1.4 Report on Checks Issued, November 2023

1.5 Revenue and Expenditure Reports, November 2023

1.6 Recreation Finance Report

1.7 Adopted Resolution No. 2023-4523 Amending the Organization of the Town's Economic Development Committee related to the San Anselmo Chamber of Commerce Representative.

Mayor Burdo opened the meeting to public comments

There were no comments.

Mayor Burdo closed the meeting to public comments.

M/s, Colbert/Fineman, Motion to approve the Consent Calendar as submitted.
AYES: Colbert, Fineman, Kullaway, Vice Mayor Burke, Mayor Burdo

Council Business Items

2.1 Recognizing the Service of Outgoing Mayor Steve Burdo

Town Manager Donery presented the staff report and presented outgoing Mayor Burdo with several gifts.

Vice Mayor Burke read a Proclamation Thanking Mayor Burdo for his year of service as Mayor.

Mayor Burdo opened the meeting to public comments.

Carol stated thanked Mayor Burdo for his welcoming and encouraging style.

Mr. Ross Asselstine thanked Mayor Burdo for his service as Mayor.

Mayor Burdo closed the meeting to public comments.

2.2 Reorganization of Town Council; Elect Mayor and Vice Mayor to One-Year Terms

Town Clerk Avila presented the staff. There were no questions from the Council.

Mayor Burdo opened the meeting to public comments.

There were no comments.

Mayor Burdo closed the meeting to public comments.

M/s, Burdo/Fineman, Motion to elect Vice Mayor Burke as Mayor and Councilmember Kullaway as Vice Mayor.
AYES: Colbert, Fineman, Kullaway, Vice Mayor Burke, Mayor Burdo

Mayor Burke took her seat as Mayor at the dais.

2.3 Consider Appointments to Historical Commission, Bicycle and Pedestrian Advisory Committee, Climate Action Committee, Economic Development Committee, and Open Space Committee

Town Clerk Avila presented the staff report. He answered questions from the Council regarding appointment to the Arts Commission; when the next interviews are scheduled; if the Bicycle and Pedestrian Advisory Committee (BPAC) appointments should be postponed due to additional applications; the filing period for receipt of applications; if there are enough spaces for people who have applied; if closing dates are posted to the Website.

The council took a five-minute break and reconvened in the Council Chambers.

Mayor Burke opened the meeting to public comments.

There were no comments.

Mayor Burke closed the meeting to public comments.

M/s, Burdo/Kullaway, Motion to reappoint incumbents Andrea Pierce and Antone Sousa to the Historical Commission.
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

Vice Mayor Kullaway stated the Council should hold off until March for the Bicycle and Pedestrian Advisory Committee voting since there were people who did not know there was an application deadline.

Vice Mayor Kullaway made a motion, seconded by Councilmember Colbert, to continue the appointment to the Bicycle and Pedestrian Advisory Committee.

Mayor Burke made a motion, seconded by Councilmember Burdo to appoint Ford Greene to the Bicycle and Pedestrian Advisory Committee.

The Council voted on the second motion.

M/s, Burke/Burdo, Motion to appoint Ford Greene to the Bicycle and Pedestrian Advisory Committee.
AYES: Burdo, Colbert, Fineman, Mayor Burke
NOES: Vice Mayor Kullaway

Mayor Burke stated the first motion was moot.

M/s, Burdo/Fineman, Motion to appoint Soo (Bedo) Haylet to the Climate Action Commission.
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

M/s, Burdo/Kullaway, Motion to appoint Gabe Turner as the voting member and Mark Jeffrey as the alternate to the Economic Development Committee.
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

M/s, Kullaway/Colbert, Motion to appoint Ken Husband and Mark Fogelman to the Open Space Committee.
AYES: Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke
ABSTAIN: Burdo

2.4 Receive and file the new Library Card Designs Report

Town Librarian Kenton presented the staff report. She answered questions from the Council regarding whether the old cards could be upgraded; if staff could advertise the cards to get new readers.

Mayor Burke opened the meeting to public comments.

There were no comments.

Mayor Burke closed the meeting to public comments.

Councilmember Burdo stated he loves the idea of having a choice.

Councilmember Fineman suggested the Library partner with the Arts Commission to create a program that has art on Library cards. The new cards are awesome!

2.5 Adopt a Resolution Approving the 6th Cycle of the Housing Element (2023-2031) and Amendments to the Land Use Element Related to California Government Code Section 65583(c)(3)(B)(iii). An Initial Study/Mitigated Negative Declaration related to the Housing Element was prepared pursuant to CEQA and certified by the Town Council on July 25, 2023.

Planning Director Scoble presented the staff report and a PowerPoint presentation. She answered a question from the Council regarding the process for amending the General Plan given the pressure to meet RHNA obligations.

Mayor Burke opened the meeting to public comments.

There were no comments.

Mayor Burke closed the meeting to public comments.

Councilmember Colbert stated this is momentous and provides an opportunity for underutilized and underdeveloped properties in the major corridors. It allows for growth while retaining the "small town character".
The Council thanked Planning Director Scoble and staff for the great work.

M/s, Colbert/Burdo, Motion to Adopt Resolution No. 2023-4524. Approving the 6th Cycle of the Housing Element (2023-2031) and Amendments to the Land Use Element Related to California Government Code Section 65583(c)(3)(B)(iii).
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke.

The meeting was adjourned 8:54 p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.3

MEETING DATE: January 9, 2024

AGENDA TITLE: Report of Checks Issued, December 2023

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That Council acknowledges, and files warrant numbers 97018 to 97103 issued during the month of December 2023 and bank draft numbers DFT04854, DFT04879-DFT04880, DFT04885-DFT04887, DFT04809, and DFT04915 in a total amount of $1,255,786.90.

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 December 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: 96772 and 97033.

ATTACHMENTS

Attachment #1: Check Report December 2023

Check Report

Town of San Anselmo

By Check Number

Date Range: 12/01/2023 - 12/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - OPERATING POOL						
03211	ODP Business Solutions LLC	12/20/2023	Regular	0.00	-807.63	96772
03604	BWF Consulting Engineers	12/04/2023	Regular	0.00	7,000.00	97018
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
23015-1	Invoice	06/01/2023	06.01.2023 - HVAC UPGRADE SITE VISIT -	0.00	1,000.00	
45.41.61150	OUTSIDE SERVICES-OTHE		06.01.2023 - HVAC UPGRADE SI	1,000.00		
23015-2	Invoice	07/03/2023	07.03.2023 - HVAC UPGRADE - TOWN HAL	0.00	6,000.00	
45.41.61150	OUTSIDE SERVICES-OTHE		07.03.2023 - HVAC UPGRADE - T	6,000.00		
03412	Juliana M.Kohl	12/04/2023	Regular	0.00	2,257.50	97019
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0011231	Invoice	11/28/2023	11.28.2023 - PRIVATE MUSIC LESSONS NO	0.00	2,257.50	
21.62.61175	KIDS CULTURE SERVICES		11.28.2023 - PRIVATE MUSIC LE	2,257.50		
03548	Pavement Coatings Co.	12/04/2023	Regular	0.00	158,360.72	97020
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0011229	Invoice	11/28/2023	11.28.2023 - SLURRY SEAL PROJECT - NOV	0.00	23,892.11	
15.41.63200	SLURRY RESURFACING CO		11.28.2023 - SLURRY SEAL PROJ	23,892.11		
PCI000007928	Invoice	09/07/2023	09.07.2023 - SLURRY SEAL PROJECT - AUG	0.00	131,143.61	
15.41.63200	SLURRY RESURFACING CO		09.07.2023 - SLURRY SEAL PROJ	131,143.61		
PCI000008638	Invoice	11/28/2023	11.28.2023 - SLURRY SEAL PROJECT - NOV	0.00	3,325.00	
15.41.63200	SLURRY RESURFACING CO		11.28.2023 - SLURRY SEAL PROJ	3,325.00		
02134	Scott Schneider	12/04/2023	Regular	0.00	180.00	97021
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0011230	Invoice	11/29/2023	11.29.2023 - CIVIL ENGINEER PROFESSIO	0.00	180.00	
01.41.61302	DUES		11.29.2023 - CIVIL ENGINEER PR	180.00		
03590	The Marin Dojo, Inc.	12/04/2023	Regular	0.00	90.00	97022
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
11282023	Invoice	11/28/2023	11.28.2023 - TAI CHI - NOV 2023	0.00	90.00	
21.62.61170	ADULT ART & CULTURE SE		11.28.2023 - TAI CHI - NOV 2023	90.00		
00384	Van Midde & Son Concrete	12/04/2023	Regular	0.00	8,200.00	97023
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
14748	Invoice	11/14/2023	11.14.2023 - CORP YARD CATCH BASIN RE	0.00	8,200.00	
01.42.61123	OUTSIDE SVCS-DRAINAGE		11.14.2023 - CORP YARD CATCH	8,200.00		
00283	1on1 Premier Sports Academy	12/14/2023	Regular	0.00	5,125.90	97024
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0011342	Invoice	12/11/2023	12.11.2023 - 1 ON 1 BASKETBALL - BKS/M	0.00	5,125.90	
21.63.61180	AFTER SCHOOL ENRICHM		12.11.2023 - 1 ON 1 BASKETBAL	5,125.90		
00048	Alhambra & Sierra Springs	12/14/2023	Regular	0.00	265.83	97025

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
23491532 11302	Invoice	11/30/2023	11.30.2023 - WATER DELIVERY	0.00	265.83	
	01.12.62200	DEPARTMENTAL SUPPLIE	11.30.2023 - WATER DELIVERY	66.46		
	01.41.62200	DEPARTMENTAL SUPPLIE	11.30.2023 - WATER DELIVERY	66.46		
	01.71.62200	DEPARTMENTAL SUPPLIE	11.30.2023 - WATER DELIVERY	66.46		
	01.81.62200	DEPARTMENTAL SUPPLIE	11.30.2023 - WATER DELIVERY	66.45		
00003	All Autos Inc.	12/14/2023	Regular	0.00	305.50	97026
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
58482	Invoice	11/27/2023	11.27.2023 - SMOG - 2014 CHEVROLET SIL	0.00	61.10	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	11.27.2023 - SMOG - 2014 CHE	61.10		
58489	Invoice	11/27/2023	11.27.2023 - SMOG - 2014 CHEVROLET SIL	0.00	61.10	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	11.27.2023 - SMOG - 2014 CHE	61.10		
58494	Invoice	11/27/2023	11.27.2023 - SMOG - 2003 FORD F-250 SU	0.00	61.10	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	11.27.2023 - SMOG - 2003 FOR	61.10		
58499	Invoice	11/28/2023	11.28.2023 - SMOG - 2002 DODGE RAM 2	0.00	61.10	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	11.28.2023 - SMOG - 2002 DOD	61.10		
58584	Invoice	12/11/2023	12.11.2023 - SMOG - 2001 FORD F250 SU	0.00	61.10	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	12.11.2023 - SMOG - 2001 FOR	61.10		
02030	Alvin S. Bailey	12/14/2023	Regular	0.00	88.20	97027
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
12052023	Invoice	12/05/2023	12.05.2023 - UKELELE CLASSES - FALL 202	0.00	88.20	
	21.62.61170	ADULT ART & CULTURE SE	12.05.2023 - UKELELE CLASSES -	88.20		
02920	Amazon Business	12/14/2023	Regular	0.00	37.12	97028
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0011264	Invoice	11/09/2023	11.09.2023 - GUINNESS WORLD RECORDS	0.00	37.12	
	01.71.62301	ADULT BOOKS	11.09.2023 - GUINNESS WORLD	37.12		
02806	AQUASCAPE POOL SERVICE	12/14/2023	Regular	0.00	209.00	97029
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25282	Invoice	11/30/2023	11.30.2023 - MONTHLY POOL SERVICE - N	0.00	209.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	11.30.2023 - MONTHLY POOL SE	209.00		
03354	Arlette Castellanos	12/14/2023	Regular	0.00	400.00	97030
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6	Invoice	12/07/2023	12.07.2023 - BILINGUAL STORYTIME 11.0	0.00	400.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	12.07.2023 - BILINGUAL STORYT	400.00		
00001	AT&T Calnet	12/14/2023	Regular	0.00	109.80	97031
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
576-11272023	Invoice	11/27/2023	576 - TH CHAMBERS PHONE - 10.27.23-11	0.00	50.27	
	41.41.61701	UTILITIES	576 - TH CHAMBERS PHONE - 1	50.27		
583-11252023	Invoice	11/25/2023	583 - DPW FAX - 10.25.23-11.24.23	0.00	30.54	
	41.41.61701	UTILITIES	583 - DPW FAX - 10.25.23-11.24	30.54		
586-11252023	Invoice	11/25/2023	586 - REC DEPT FAX - 10.25.23-11.24.23	0.00	28.99	
	21.65.61705	UTILITIES-TELEPHONE	586 - REC DEPT FAX - 10.25.23-1	28.99		
00388	Baker & Taylor	12/14/2023	Regular	0.00	853.85	97032

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
501846286	Invoice	11/21/2023	11.21.2023 - ADULT BOOKS	0.00	22.45	
	01.71.62301	ADULT BOOKS	11.21.2023 - ADULT BOOKS	22.45		
5018628700	Invoice	11/16/2023	11.16.2023 - CHILDRENS BOOKS	0.00	35.90	
	01.71.62302	CHILDRENS BOOKS	11.16.2023 - CHILDRENS BOOKS	35.90		
5018638465	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	81.03	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	81.03		
5018638466	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	20.09	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	20.09		
5018638467	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	25.77	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	25.77		
5018638468	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	22.17	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	22.17		
5018638469	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	21.81	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	21.81		
5018638470	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	22.44	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	22.44		
5018638471	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	22.44	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	22.44		
5018638472	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	25.81	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	25.81		
5018638473	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	39.78	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	39.78		
5018638474	Invoice	11/16/2023	11.16.2023 - ADULT BOOKS	0.00	21.81	
	01.71.62301	ADULT BOOKS	11.16.2023 - ADULT BOOKS	21.81		
5018638723	Invoice	11/27/2023	11.27.2023 - AUDIOBOOKS	0.00	43.27	
	01.71.62304	AUDIO/VISUAL BOOKS	11.27.2023 - AUDIOBOOKS	43.27		
5018642142	Invoice	11/21/2023	11.21.2023 - CHILDRENS BOOKS	0.00	189.30	
	01.71.62302	CHILDRENS BOOKS	11.21.2023 - CHILDRENS BOOKS	189.30		
5018642143	Invoice	11/21/2023	11.21.2023 - CHILDRENS BOOKS	0.00	30.40	
	01.71.62302	CHILDRENS BOOKS	11.21.2023 - CHILDRENS BOOKS	30.40		
5018646287	Invoice	11/21/2023	11.21.2023 - ADULT BOOKS	0.00	21.81	
	01.71.62301	ADULT BOOKS	11.21.2023 - ADULT BOOKS	21.81		
5018646288	Invoice	11/21/2023	11.21.2023 - ADULT BOOKS	0.00	42.31	
	01.71.62301	ADULT BOOKS	11.21.2023 - ADULT BOOKS	42.31		
5018646289	Invoice	11/21/2023	11.21.2023 - ADULT BOOKS	0.00	22.83	
	01.71.62301	ADULT BOOKS	11.21.2023 - ADULT BOOKS	22.83		
5018646290	Invoice	11/21/2023	11.21.2023 - ADULT BOOKS	0.00	26.91	
	01.71.62301	ADULT BOOKS	11.21.2023 - ADULT BOOKS	26.91		
5018646291	Invoice	11/21/2023	11.21.2023 - ADULT BOOKS	0.00	21.15	
	01.71.62301	ADULT BOOKS	11.21.2023 - ADULT BOOKS	21.15		
5018646292	Invoice	11/21/2023	11.21.2023 - ADULT BOOKS	0.00	68.35	
	01.71.62301	ADULT BOOKS	11.21.2023 - ADULT BOOKS	68.35		
H66927770	Invoice	11/17/2023	11.17.2023 - VIDEOS	0.00	26.02	
	01.71.62307	VIDEOS	11.17.2023 - VIDEOS	26.02		
	Void	12/14/2023	Regular	0.00	0.00	97033
00007	Bay Cities Joint Power Insurance Authority	12/14/2023	Regular	0.00	2,376.93	97034
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
BCJPIA-00036-20	Invoice	11/29/2023	11.29.2023 - WORKERS COMP CLAIMS - O	0.00	2,376.93	
	40.21.61907	WORKERS COMPENSATIO	11.29.2023 - WORKERS COMP C	2,376.93		

Check Report **Date Range: 12/01/2023 - 12/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00276	BK Krill Corp	12/14/2023	Regular	0.00	360.00	97035

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
1630	Invoice	12/04/2023	12.04.2023 - MARKETING BANNER/EBLAS	0.00	360.00
	21.61.62961	BASKETBALL SUPPLIES	12.04.2023 - MARKETING BANN	360.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00032	BRADY INDUSTRIES	12/14/2023	Regular	0.00	1,737.08	97036

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
8488184	Invoice	12/04/2023	12.04.2023 - TOWEL DISPENSER/WASTE R	0.00	1,737.08
	01.81.61506	BLDG. MAINT-OTHER	12.04.2023 - TOWEL DISPENSER	1,737.08	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01631	Caine Starelli	12/14/2023	Regular	0.00	260.40	97037

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
1211202303	Invoice	12/11/2023	12.11.2023 - MAH JONG DROP INS - FALL	0.00	260.40
	21.62.61170	ADULT ART & CULTURE SE	12.11.2023 - MAH JONG DROP I	260.40	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00193	CalMat Company	12/14/2023	Regular	0.00	1,009.47	97038

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2310-278867	Invoice	10/24/2023	10.24.2023 - TOPSOIL MIX	0.00	336.49
	01.81.62200	DEPARTMENTAL SUPPLIE	10.24.2023 - TOPSOIL MIX	336.49	
2310-279154	Invoice	10/24/2023	10.24.2023 - TOPSOIL MIX	0.00	336.49
	01.81.62200	DEPARTMENTAL SUPPLIE	10.24.2023 - TOPSOIL MIX	336.49	
2310-279158	Invoice	10/24/2023	10.24.2023 - TOPSOIL MIX	0.00	336.49
	01.81.62200	DEPARTMENTAL SUPPLIE	10.24.2023 - TOPSOIL MIX	336.49	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00656	Charmian Stewart	12/14/2023	Regular	0.00	125.00	97039

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0011265	Invoice	12/04/2023	12.04.2023 - PERFORMANCE - DEC 30	0.00	125.00
	01.71.61132	OUTSIDE SVCS-PROGRAM	12.04.2023 - PERFORMANCE - D	125.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01876	Chess Wizards	12/14/2023	Regular	0.00	5,082.00	97040

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
7144/7139	Invoice	12/11/2023	12.05.2023 - CHESS CLASSES - ASE FALL 20	0.00	5,082.00
	21.63.61180	AFTER SCHOOL ENRICHM	12.05.2023 - CHESS CLASSES - A	5,082.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03447	Christopher Bock	12/14/2023	Regular	0.00	3,500.00	97041

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
SI-89	Invoice	12/13/2023	12.13.2023 - MATERIAL/DEPOSITS - ICC FL	0.00	3,500.00
	21.65.63100	CAPITAL OUTLAY - CONST	12.13.2023 - MATERIAL/DEPOSI	3,500.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00025	Coatings & Sundries inc/CSI Paint	12/14/2023	Regular	0.00	6,360.78	97042

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
N0137196	Invoice	12/14/2023	05.17.2023 - ENNIS TRAFFIC 180 WHITE/Y	0.00	6,360.78
	01.42.62905	SUPPLIES-GROUNDS	05.17.2023 - ENNIS TRAFFIC 180	6,360.78	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00072	Comcast	12/14/2023	Regular	0.00	344.51	97043

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
049-11222023	Invoice	11/22/2023	049 - TH CABLE TV - 11.27.23-12.26.23	0.00	170.81
	42.21.63003	COMPUTER HARDWARE/	049 - TH CABLE TV - 11.27.23-12	170.81	
758-11192023	Invoice	11/19/2023	758 - TH INTERNET - 11.24.23-12.23.23	0.00	173.70
	41.41.61701	UTILITIES	758 - TH INTERNET - 11.24.23-1	173.70	

Check Report **Date Range: 12/01/2023 - 12/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02051	COUNTY OF MARIN	12/14/2023	Regular	0.00	1,363.00	97044

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
IN0340817	Invoice	11/22/2023	11.22.2023 - HAZMAT BUSINESS PLAN/HA	0.00	1,363.00
	01.42.61150	OUTSIDE SERVICES-OTHE	11.22.2023 - HAZMAT BUSINESS	1,363.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01110	County of Marin/CAL-SLA	12/14/2023	Regular	0.00	945.00	97045

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
19322-2024	Invoice	12/07/2023	12.07.2023 - ANNUAL MEMBERSHIP DUES	0.00	945.00
	01.42.61131	OUTSIDE SVCS-STREET LI	12.07.2023 - ANNUAL MEMBER	945.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03520	DM Brent & Associates, Inc.	12/14/2023	Regular	0.00	21,636.25	97046

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
TOSACP08	Invoice	10/31/2023	10.31.2023 - CONSTRUCTION MGMT - CR	0.00	7,951.25
	01.41.61150	OUTSIDE SERVICES-OTHE	10.31.2023 - CONSTRUCTION M	7,951.25	
TOSAFS2008	Invoice	10/31/2023	10.31.2023 - CONSTRUCTION MGMT - FIR	0.00	840.00
	45.41.61150	OUTSIDE SERVICES-OTHE	10.31.2023 - CONSTRUCTION M	840.00	
TOSALIB07	Invoice	10/31/2023	10.31.2023 - CONSTRUCTION MGMT - LIB	0.00	73.75
	01.41.61150	OUTSIDE SERVICES-OTHE	10.31.2023 - CONSTRUCTION M	73.75	
TOSAMP05	Invoice	10/31/2023	10.31.2023 - CONSTRUCTION MGMT - ME	0.00	10,543.75
	12.81.63100	CONSTRUCTION	10.31.2023 - CONSTRUCTION M	10,543.75	
TOSATH08	Invoice	10/31/2023	10.31.2023 - CONSTRUCTION MGMT - TO	0.00	2,227.50
	45.41.61150	OUTSIDE SERVICES-OTHE	10.31.2023 - CONSTRUCTION M	2,227.50	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00712	Donna Simonsen	12/14/2023	Regular	0.00	78.75	97047

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
120520232	Invoice	12/05/2023	12.05.2023 - HIKING & YOGA IN MARIN -	0.00	78.75
	21.62.61170	ADULT ART & CULTURE SE	12.05.2023 - HIKING & YOGA IN	78.75	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00087	Elite Tree Service	12/14/2023	Regular	0.00	2,800.00	97048

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2023-12-2	Invoice	12/01/2023	12.01.2023 - FALLEN TREE REMOVAL - NO	0.00	2,800.00
	01.42.61105	OUTSIDE SERVICES-TREES	12.01.2023 - FALLEN TREE REM	2,800.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02777	Elizabeth Flanagan	12/14/2023	Regular	0.00	136.50	97049

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
12112023	Invoice	12/11/2023	12.11.2023 - PAINTING WORKSHOPS - FAL	0.00	136.50
	21.62.61170	ADULT ART & CULTURE SE	12.11.2023 - PAINTING WORKS	136.50	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00060	Elizabeth Touchette	12/14/2023	Regular	0.00	3,458.00	97050

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
Fall23-Brookside	Invoice	12/05/2023	12.05.2023 - SCIENCE CLASSES - ASE FALL	0.00	3,458.00
	21.63.61180	AFTER SCHOOL ENRICHM	12.05.2023 - SCIENCE CLASSES -	3,458.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03396	Emily B. Stucky	12/14/2023	Regular	0.00	200.00	97051

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
014	Invoice	12/01/2023	12.01.2023 - SING AND STOMP - 11.03.23	0.00	200.00
	01.71.61132	OUTSIDE SVCS-PROGRAM	12.01.2023 - SING AND STOMP -	200.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03193	Enbridgement, Inc.	12/14/2023	Regular	0.00	32,449.62	97052

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
INV0011338	Invoice	12/07/2023	12.07.2023 - ENBRIDGEMENT MANOR/W	0.00	13,515.32	
	21.63.61180	AFTER SCHOOL ENRICHM	12.07.2023 - ENBRIDGEMENT M	13,515.32		
INV0011339	Invoice	12/07/2023	12.07.2023 - ENBRIDGEMENT-ASE FALL 20	0.00	18,934.30	
	21.63.61180	AFTER SCHOOL ENRICHM	12.07.2023 - ENBRIDGEMENT-A	18,934.30		
00017	Fairfax Building Supply Co. Inc.	12/14/2023	Regular	0.00	637.40	97053
274665	Invoice	11/29/2023	11.29.2023 - T POSTS, LEVEL	0.00	137.22	
	01.81.62200	DEPARTMENTAL SUPPLIE	11.29.2023 - T POSTS, LEVEL	137.22		
274916	Invoice	12/05/2023	12.05.2023 - HEX NIPPLES/PIPE TEES	0.00	40.70	
	01.41.61506	BLDG. MAINT-OTHER	12.05.2023 - HEX NIPPLES/PIPE	40.70		
274935	Invoice	12/05/2023	12.05.2023 - TOWN HALL GENERAL SUPPL	0.00	397.43	
	01.42.62200	DEPARTMENTAL SUPPLIE	12.05.2023 - TOWN HALL GENE	397.43		
274936	Invoice	12/05/2023	12.05.2023 - PAINT THINNER	0.00	19.61	
	01.42.62200	DEPARTMENTAL SUPPLIE	12.05.2023 - PAINT THINNER	19.61		
275068	Invoice	12/08/2023	12.08.2023 - GLOVES, TAPE, MASKING PA	0.00	42.44	
	01.42.62200	DEPARTMENTAL SUPPLIE	12.08.2023 - GLOVES, TAPE, MA	42.44		
02278	Gardeners' Guild	12/14/2023	Regular	0.00	5,092.00	97054
115134	Invoice	12/01/2023	12.01.2023 - MEDIAN MAINTENANACE - S	0.00	1,047.00	
	01.42.61144	Medians	12.01.2023 - MEDIAN MAINTEN	1,047.00		
115179	Invoice	12/01/2023	12.01.2023 - RED HILL MEDIAN	0.00	2,074.00	
	01.42.61144	Medians	12.01.2023 - RED HILL MEDIAN	2,074.00		
115180	Invoice	12/01/2023	12.01.2023 - IMAGINATION PK, TH PARK,	0.00	1,971.00	
	01.81.61104	OUTSIDE SERVICES-GROU	12.01.2023 - IMAGINATION PK,	985.50		
	14.81.61150	OUTSIDE SERVICES-OTHE	12.01.2023 - IMAGINATION PK,	985.50		
00245	Ghilotti Bros Construction Inc	12/14/2023	Regular	0.00	233,375.76	97055
23420-02	Invoice	12/07/2023	12.07.2023 - 2023 MEMORIAL PARK PARK	0.00	233,375.76	
	12.81.63100	CONSTRUCTION	12.07.2023 - 2023 MEMORIAL P	233,375.76		
00021	Good & Clean Company Inc	12/14/2023	Regular	0.00	11,305.00	97056
69433	Invoice	12/04/2023	12.04.2023 - GENERAL CLEANING	0.00	11,305.00	
	01.41.61501	BLDG. MAINT-JANITORIAL	12.04.2023 - GENERAL CLEANIN	3,125.00		
	01.81.61501	BLDG. MAINT-JANITORIAL	12.04.2023 - GENERAL CLEANIN	3,260.00		
	01.81.61501	BLDG. MAINT-JANITORIAL	12.04.2023 - GENERAL CLEANIN	320.00		
	31.41.61501	BLDG. MAINT-JANITORIAL	12.04.2023 - GENERAL CLEANIN	2,825.00		
	34.41.61501	BLDG. MAINT-JANITORIAL	12.04.2023 - GENERAL CLEANIN	1,775.00		
02606	Halleh Besharati	12/14/2023	Regular	0.00	4,522.00	97057
Fall23-Brookside	Invoice	12/05/2023	12.05.2023 - BROOKSIDE BEGINNING CLA	0.00	2,674.00	
	21.63.61180	AFTER SCHOOL ENRICHM	12.05.2023 - BROOKSIDE BEGIN	2,674.00		
INV0011341	Invoice	12/11/2023	12.11.2023 - FALL CRAFTS - GINGERBREA	0.00	1,848.00	
	21.62.61175	KIDS CULTURE SERVICES	12.11.2023 - FALL CRAFTS - GIN	1,848.00		
00020	Hannibal's Inc Electrical Construction	12/14/2023	Regular	0.00	2,481.73	97058

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
25106	Invoice	12/06/2023	12.06.2023 - ROBSON HOUSE - EXTERIOR	0.00	1,709.28	
	21.65.63100	CAPITAL OUTLAY - CONST	12.06.2023 - ROBSON HOUSE -	1,709.28		
25107	Invoice	12/06/2023	12.06.2023 - ISABEL COOK CENTER GYM -	0.00	441.70	
	31.41.61506	BLDG. MAINT-OTHER	12.06.2023 - ISABEL COOK CENT	441.70		
25108	Invoice	12/06/2023	12.06.2023 - MEMORIAL PARK - SOLAR LI	0.00	330.75	
	01.81.61150	OUTSIDE SERVICES-OTHE	12.06.2023 - MEMORIAL PARK -	330.75		
02586	HdL Software LLC	12/14/2023	Regular	0.00	440.97	97059
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN033426	Invoice	10/31/2023	10.31.2023 - NEW ACCOUNTS PROCESSED	0.00	440.97	
	01.12.61150	OUTSIDE SERVICES-OTHE	10.31.2023 - NEW ACCOUNTS P	440.97		
02236	HooplaDigital	12/14/2023	Regular	0.00	628.02	97060
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
504720368	Invoice	11/30/2023	11.30.2023 - DIGITAL ACCOUNT - NOV 20	0.00	628.02	
	27.71.62309	E BOOKS	11.30.2023 - DIGITAL ACCOUNT	628.02		
00022	Jackson's Hardware Inc.	12/14/2023	Regular	0.00	56.24	97061
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
142749	Invoice	11/15/2023	11.15.2023 - HILLMAN ASSORTED FASTEN	0.00	56.24	
	01.42.62200	DEPARTMENTAL SUPPLIE	11.15.2023 - HILLMAN ASSORTE	56.24		
00022	Jackson's Hardware Inc.	12/14/2023	Regular	0.00	12.00	97062
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
141872	Invoice	11/02/2023	11.02.2023 - LASCO SHANK HOLE COVER	0.00	12.00	
	01.42.62200	DEPARTMENTAL SUPPLIE	11.02.2023 - LASCO SHANK HOL	12.00		
00022	Jackson's Hardware Inc.	12/14/2023	Regular	0.00	32.61	97063
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
142356	Invoice	11/09/2023	11.09.2023 - ASPHALT ROOF PRIMER	0.00	32.61	
	01.41.61506	BLDG. MAINT-OTHER	11.09.2023 - ASPHALT ROOF PRI	32.61		
03322	Juan Landaverde	12/14/2023	Regular	0.00	2,045.00	97064
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1012	Invoice	12/11/2023	12.11.2023 - BUS STOP WASH/PAINT LIGH	0.00	2,045.00	
	01.42.61506	BLDG. MAINT-OTHER	12.11.2023 - BUS STOP WASH/P	2,045.00		
00113	Juan Olsen Sanchez	12/14/2023	Regular	0.00	8,647.34	97065
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
FALL23-7	Invoice	12/04/2023	12.04.2023 - GYMNASTICS PAYMENT 7 - F	0.00	8,647.34	
	21.61.61167	TUMBLING SERVICES	12.04.2023 - GYMNASTICS PAY	8,647.34		
03412	Juliana M.Kohl	12/14/2023	Regular	0.00	1,543.50	97066
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
F23-WT TOTAL M	Invoice	12/11/2023	12.11.2023 - TOTAL MUSIC FOR KIDS - FAL	0.00	1,543.50	
	21.63.61180	AFTER SCHOOL ENRICHM	12.11.2023 - TOTAL MUSIC FOR	1,543.50		
02558	Kanopy	12/14/2023	Regular	0.00	683.00	97067

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
378156	Invoice	11/30/2023	11.30.2023 - VIDEOS - LIBRARY - NOV	0.00	683.00	
	27.71.62307	VIDEOS	11.30.2023 - VIDEOS - LIBRARY -	683.00		
03549	Kid's Choice Camps LLC	12/14/2023	Regular	0.00	1,324.40	97068
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
12042023	Invoice	12/04/2023	12.04.2023 - CARPENTRY FOR KIDS - FALL	0.00	1,324.40	
	21.62.61175	KIDS CULTURE SERVICES	12.04.2023 - CARPENTRY FOR KI	1,324.40		
00529	Kirkus Media LLC	12/14/2023	Regular	0.00	199.00	97069
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0011343	Invoice	12/01/2023	12.01.2023 - ANNUAL SUBSCRIPTION	0.00	199.00	
	01.71.62305	MAGAZINES AND NEWSP	12.01.2023 - ANNUAL SUBSCRIP	199.00		
03410	Language and Cultural Center, Inc	12/14/2023	Regular	0.00	11,117.28	97070
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
120420233	Invoice	12/04/2023	12.04.2023 - BEGINNING SPANISH -10.25.	0.00	812.00	
	21.62.61170	ADULT ART & CULTURE SE	12.04.2023 - BEGINNING SPANIS	812.00		
INV0011337	Invoice	12/05/2023	12.05.2023 - SPANISH CLASSES - ASE FALL	0.00	10,305.28	
	21.63.61180	AFTER SCHOOL ENRICHM	12.05.2023 - SPANISH CLASSES -	10,305.28		
03407	Lefler Engineering, Inc	12/14/2023	Regular	0.00	1,447.50	97071
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20024	Invoice	11/28/2023	11.28.2023 - TOWN HALL HVAC	0.00	1,447.50	
	45.41.61150	OUTSIDE SERVICES-OTHE	11.28.2023 - TOWN HALL HVAC	1,447.50		
00121	Marin I J - 2072661 AD	12/14/2023	Regular	0.00	253.61	97072
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0001397692	Invoice	11/30/2023	11.30.2023 - COLUMNS - ORDINANCES/H	0.00	253.61	
	01.12.61151	LEGAL NOTICES	11.30.2023 - COLUMNS - ORDIN	107.37		
	01.18.61151	LEGAL NOTICES	11.30.2023 - COLUMNS - ORDIN	146.24		
00029	Marin IT	12/14/2023	Regular	0.00	15,198.55	97073
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-121892	Invoice	11/22/2023	11.22.2023 - AGREEMENT ONSITE SUPPO	0.00	5,720.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	11.22.2023 - AGREEMENT ONSI	5,720.00		
2023-121893	Invoice	11/22/2023	11.22.2023 - AGREEMENT AUTOMATE RE	0.00	2,117.50	
	42.21.61150	OUTSIDE SERVICES-OTHE	11.22.2023 - AGREEMENT AUTO	2,117.50		
2023-121894	Invoice	11/22/2023	11.22.2023 - AGREEMENT IT MANAGEME	0.00	5,026.67	
	42.21.61150	OUTSIDE SERVICES-OTHE	11.22.2023 - AGREEMENT IT M	5,026.67		
2023-121939	Invoice	11/28/2023	11.28.2023 - AGREEMENT MANAGED OFF	0.00	1,274.38	
	42.21.61150	OUTSIDE SERVICES-OTHE	11.28.2023 - AGREEMENT MAN	1,274.38		
2023-122006	Invoice	12/07/2023	12.07.2023 - AGREEMENT HOSTED BACK	0.00	1,000.00	
	42.21.63003	COMPUTER HARDWARE/	12.07.2023 - AGREEMENT HOST	1,000.00		
2023-25465	Invoice	12/06/2023	12.06.2023 - STREAMLINE IT	0.00	60.00	
	42.21.63003	COMPUTER HARDWARE/	12.06.2023 - STREAMLINE IT	60.00		
01036	Matrix HG Inc	12/14/2023	Regular	0.00	7,667.86	97074

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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**		
173044	Invoice	12/21/2023	12.21.2023 - QTRLY PREVENTATIVE MAINT	0.00	667.00	
	01.41.61505	BLDG. MAINT-HEAT/AIR	12.21.2023 - QTRLY PREVENTATI	667.00		
173052	Invoice	11/21/2023	11.21.2023 - LIBRARY BOILER REPLACEME	0.00	796.99	
	01.41.61505	BLDG. MAINT-HEAT/AIR	11.21.2023 - LIBRARY BOILER RE	796.99		
173053	Invoice	11/21/2023	11.21.2023 - ANNUAL BOILER	0.00	1,055.00	
	01.41.61505	BLDG. MAINT-HEAT/AIR	11.21.2023 - ANNUAL BOILER	1,055.00		
173055	Invoice	11/21/2023	11.21.2023 - AIR FILTRATION	0.00	555.87	
	34.41.61506	BLDG. MAINT-OTHER	11.21.2023 - AIR FILTRATION	555.87		
27844	Invoice	11/29/2023	11.29.2023 - BOILER SERVICE AND INSPEC	0.00	4,593.00	
	31.41.61506	BLDG. MAINT-OTHER	11.29.2023 - BOILER SERVICE A	4,593.00		
01787	Matthew Smeltzer	12/14/2023	Regular	0.00	650.00	97075
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
OC-29	Invoice	11/06/2023	11.06.2023 - ENGINEERING/PERMIT ADVI	0.00	650.00	
	01.41.61150	OUTSIDE SERVICES-OTHE	11.06.2023 - ENGINEERING/PER	650.00		
00372	Miller Pacific	12/14/2023	Regular	0.00	2,400.00	97076
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
35337	Invoice	11/27/2023	11.27.2023 - GEOTECH SERVICES - 61/63	0.00	2,400.00	
	01.41.61157	PLAN CHECKING	11.27.2023 - GEOTECH SERVICE	2,400.00		
01388	NCSI	12/14/2023	Regular	0.00	758.50	97077
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
40346	Invoice	12/01/2023	12.01.2023 - BACKGROUND CHECKS - REC	0.00	758.50	
	21.65.61137	FINGERPRINTING	12.01.2023 - BACKGROUND CHE	758.50		
02554	Parkmobile LLC	12/14/2023	Regular	0.00	279.20	97078
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV36305	Invoice	11/30/2023	11.30.2023 - END USER FEES	0.00	279.20	
	13.42.61114	OUTSIDE SRV: PARKING	11.30.2023 - END USER FEES	279.20		
00893	Perfect Timing Personnel Services, Inc.	12/14/2023	Regular	0.00	2,652.02	97079
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
52793	Invoice	12/04/2023	12.04.2023 - ADMINISTRATIVE SUPPORT	0.00	1,439.67	
	01.41.61103	OUTSIDE SVCS - HUMAN	12.04.2023 - ADMINISTRATIVE S	1,439.67		
52825	Invoice	12/11/2023	12.11.2023 - ADMINISTRATIVE SUPPORT	0.00	1,212.35	
	01.41.61103	OUTSIDE SVCS - HUMAN	12.11.2023 - ADMINISTRATIVE S	1,212.35		
02870	RHAA	12/14/2023	Regular	0.00	16,975.00	97080
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
0025298	Invoice	11/19/2023	11.19.2023 - DESIGN SERVICES - SA CREEK	0.00	16,975.00	
	71.41.63100	CONSTRUCTION	11.19.2023 - DESIGN SERVICES -	16,975.00		
01303	Ross Valley Sanitary District	12/14/2023	Regular	0.00	20,670.60	97081
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
21	Invoice	11/30/2023	11.30.2023 - ANNUAL SEWER SERVICE	0.00	20,670.60	
	41.41.61701	UTILITIES	11.30.2023 - ANNUAL SEWER SE	20,670.60		
00182	Roto-Rooter Plumbers	12/14/2023	Regular	0.00	920.00	97082

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
65866801	Invoice	11/28/2023	11.28.2023 - COMMERCIAL TELEVISING 2	0.00	920.00	
	01.42.61123	OUTSIDE SVCS-DRAINAGE	11.28.2023 - COMMERCIAL TELE	920.00		
00184	Safeway Inc	12/14/2023	Regular	0.00	80.66	97083
662412-110723-1	Invoice	11/07/2023	11.07.2023 - REC DEPT FOOD ITEMS	0.00	36.50	
	21.63.62979	PARKSIDE SUPPLIES	11.07.2023 - REC DEPT FOOD IT	36.50		
802462-110723-1	Invoice	11/07/2023	11.07.2023 - REC DEPT FOOD ITEMS	0.00	24.97	
	21.63.62979	PARKSIDE SUPPLIES	11.07.2023 - REC DEPT FOOD IT	24.97		
802933-110823-1	Invoice	11/08/2023	11.08.2023 - REC DEPT FOOD STORAGE	0.00	19.19	
	21.63.62979	PARKSIDE SUPPLIES	11.08.2023 - REC DEPT FOOD ST	19.19		
03346	Sage Energy Consulting - NV5 Inc.	12/14/2023	Regular	0.00	6,305.00	97084
000000360080	Invoice	11/13/2023	11.13.2023 - MUNI RESILIENCY CENTER -	0.00	6,305.00	
	90.41.61100	OUTSIDE SERVICES	11.13.2023 - MUNI RESILIENCY	6,305.00		
01563	SCA	12/14/2023	Regular	0.00	50,420.45	97085
23000878	Invoice	09/15/2023	09.15.2023 - RES STREET SWEEPER - SEP/	0.00	14,405.85	
	01.42.61135	STREET SWEEPING	09.15.2023 - RES STREET SWEEP	14,405.85		
23000950	Invoice	09/01/2023	09.01.2023 - STREET SWEEPER - FEB,APR,	0.00	7,202.90	
	01.42.61135	STREET SWEEPING	09.01.2023 - STREET SWEEPER -	7,202.90		
23000975	Invoice	10/15/2023	10.15.2023 - RESIDENTIAL STREET SWEEPI	0.00	14,405.85	
	01.42.61135	STREET SWEEPING	10.15.2023 - RESIDENTIAL STRE	14,405.85		
23001055	Invoice	11/15/2023	11.15.2023 - RES. STREET SWEEPER-LEAF	0.00	14,405.85	
	01.42.61135	STREET SWEEPING	11.15.2023 - RES. STREET SWEE	14,405.85		
03602	Serge Ndjemba	12/14/2023	Regular	0.00	1,296.75	97086
120420232	Invoice	12/04/2023	12.04.2023 - FRENCH CONVERSATION-11.	0.00	1,296.75	
	21.62.61170	ADULT ART & CULTURE SE	12.04.2023 - FRENCH CONVERS	1,296.75		
03579	SHANE DEMARTA	12/14/2023	Regular	0.00	1,225.00	97087
1211202302	Invoice	12/11/2023	12.11.2023 - BABYSITTER TRAINING - 12.0	0.00	1,225.00	
	21.62.61175	KIDS CULTURE SERVICES	12.11.2023 - BABYSITTER TRAIN	1,225.00		
01359	Siegfried Engineering Inc	12/14/2023	Regular	0.00	1,187.50	97088
46548	Invoice	11/14/2023	11.14.2023 - ENGINEERING RAINWATER/P	0.00	1,187.50	
	12.81.63100	CONSTRUCTION	11.14.2023 - ENGINEERING - RA	1,187.50		
03571	SIERRA PACIFIC TURF SUPPLY, INC	12/14/2023	Regular	0.00	1,541.85	97089
0655953-IN	Invoice	12/06/2023	12.06.2023 - WINTREX/PRG DOUBLE DO	0.00	1,541.85	
	01.81.62200	DEPARTMENTAL SUPPLIE	12.06.2023 - WINTREX/PRG DO	1,541.85		
02936	SMITH'S PEST MANAGEMENT	12/14/2023	Regular	0.00	640.00	97090

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
102181B	Invoice	11/30/2023	11.30.2023 - PEST CONTROL - IMAGINATI	0.00	300.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	11.30.2023 - PEST CONTROL - I	300.00		
212634	Invoice	11/06/2023	11.06.2023 - PEST CONTROL - ROSS VALLE	0.00	170.00	
	01.81.61150	OUTSIDE SERVICES-OTHE	11.06.2023 - PEST CONTROL - R	170.00		
212635	Invoice	11/06/2023	11.06.2023 - PEST CONTROL - MEMORIAL	0.00	170.00	
	01.81.61150	OUTSIDE SERVICES-OTHE	11.06.2023 - PEST CONTROL - M	170.00		
02477	Star Creek Land Stewards, Inc.	12/14/2023	Regular	0.00	6,198.00	97091
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1252	Invoice	07/20/2023	07.20.2023 - TARGETED GRAZING - HAWT	0.00	6,198.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	07.20.2023 - TARGETED GRAZIN	6,198.00		
00652	Stephen Flatland Land Surveying	12/14/2023	Regular	0.00	1,620.00	97092
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0011270	Invoice	11/16/2023	11.16.2023 - LAND SURVEY/MAPPING - C	0.00	1,620.00	
	01.41.61150	OUTSIDE SERVICES-OTHE	11.16.2023 - LAND SURVEY/MA	1,620.00		
03207	Toni DeFrancis	12/14/2023	Regular	0.00	160.00	97093
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-TC1206	Invoice	12/11/2023	12.11.2023 - TRANSCRIPTION - TOWN CO	0.00	160.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	12.11.2023 - TRANSCRIPTION -	160.00		
00696	Town of Fairfax	12/14/2023	Regular	0.00	15,947.60	97094
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3-2023-0930	Invoice	11/30/2023	11.30.2023 - REIMB - CLIMATE ACTION C	0.00	15,947.60	
	90.41.61100	OUTSIDE SERVICES	11.30.2023 - REIMB - CLIMATE A	15,947.60		
00215	Transbay Lock	12/14/2023	Regular	0.00	61.13	97095
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
89446	Invoice	11/29/2023	11.29.2023 - DPW LOCK BOX	0.00	61.13	
	01.42.62200	DEPARTMENTAL SUPPLIE	11.29.2023 - DPW LOCK BOX	61.13		
03094	TRC Companies	12/14/2023	Regular	0.00	2,376.00	97096
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
42409	Invoice	12/07/2023	12.07.2023 - ON-CALL INSPECTION	0.00	2,376.00	
	01.41.61150	OUTSIDE SERVICES-OTHE	12.07.2023 - ON-CALL INSPECTI	2,376.00		
00384	Van Midde & Son Concrete	12/14/2023	Regular	0.00	14,000.00	97097
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14769	Invoice	11/28/2023	11.28.2023 - CURB/GUTTER REPLACEMEN	0.00	14,000.00	
	15.41.63113	UNPROGRAMMED DRAIN	11.28.2023 - CURB/GUTTER REP	14,000.00		
03596	West Marin Welding	12/14/2023	Regular	0.00	725.00	97098
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25	Invoice	11/07/2023	11.07.2023 - WELDING - PIPE POSTS AND	0.00	725.00	
	70.81.62999	MISCELLANEOUS EXPENS	11.07.2023 - WELDING - PIPE P	725.00		
00029	Marin IT	12/14/2023	Regular	0.00	244.63	97099

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
2023-122009	Invoice	12/07/2023	12.07.2023 - AIRFRAME - FAN SYSTEM AV	0.00	244.63	
	42.21.63003	COMPUTER HARDWARE/	12.07.2023 - AIRFRAME - FAN S	244.63		
02839	Quadient Finance USA, Inc	12/14/2023	Regular	0.00	1,039.00	97100
274-11202023	Invoice	12/14/2023	11.20.2023 - TOWN HALL POSTAGE METE	0.00	1,000.00	
	01.12.62003	POSTAGE	11.20.2023 - TOWN HALL POSTA	200.00		
	01.18.62003	POSTAGE	11.20.2023 - TOWN HALL POSTA	200.00		
	01.41.62003	POSTAGE	11.20.2023 - TOWN HALL POSTA	200.00		
	01.71.62003	POSTAGE	11.20.2023 - TOWN HALL POSTA	200.00		
	01.82.62003	POSTAGE	11.20.2023 - TOWN HALL POSTA	200.00		
77900043324264	Invoice	11/20/2023	11.20.2023 - POSTAGE - LATE FEE	0.00	39.00	
	01.12.62003	POSTAGE	11.20.2023 - POSTAGE - LATE FE	7.80		
	01.18.62003	POSTAGE	11.20.2023 - POSTAGE - LATE FE	7.80		
	01.41.62003	POSTAGE	11.20.2023 - POSTAGE - LATE FE	7.80		
	01.71.62003	POSTAGE	11.20.2023 - POSTAGE - LATE FE	7.80		
	01.82.62003	POSTAGE	11.20.2023 - POSTAGE - LATE FE	7.80		
02474	T2 SYSTEMS CANADA INC.	12/14/2023	Regular	0.00	2,100.00	97101
IRIS0000126564	Invoice	09/28/2023	09.28.2023 - DIGITAL IRIS SERVICE	0.00	2,100.00	
	13.42.61114	OUTSIDE SRV: PARKING	09.28.2023 - DIGITAL IRIS SERVI	2,100.00		
01556	Abel Lopez	12/14/2023	Regular	0.00	1,326.00	97102
INV0011347	Invoice	12/14/2023	12.14.2023 STAFF HOLIDAY LUNCH	0.00	1,326.00	
	01.21.62202	EMPLOYEE RECOG SUPPLI	12.14.2023 STAFF HOLIDAY LUN	1,326.00		
03211	ODP Business Solutions LLC	12/20/2023	Regular	0.00	807.63	97103
333553876001	Invoice	10/05/2023	10.05.2023 - BATTERIES, BOOK TAPE	0.00	88.20	
	01.71.62000	OFFICE SUPPLIES	10.05.2023 - BATTERIES, BOOK T	88.20		
336408906001	Invoice	10/04/2023	10.04.2023 - TONER	0.00	128.41	
	01.71.62000	OFFICE SUPPLIES	10.04.2023 -	128.41		
336409119001	Invoice	10/04/2023	10.04.2023 - BOOK TAPE, TONER, WALL R	0.00	591.02	
	01.71.62000	OFFICE SUPPLIES	10.04.2023 - BOOK TAPE, TONE	591.02		
03344	CSG Forte Payments Inc.	12/07/2023	Bank Draft	0.00	859.63	DFT04854
0011405435	Invoice	12/10/2023	12.10.2023 - CREDIT CARD PROCESSING	0.00	859.63	
	21.65.61177	CHG CARDS	12.10.2023 - CREDIT CARD PRO	859.63		
00362	Town of San Anselmo	12/08/2023	Bank Draft	0.00	268,548.63	DFT04879

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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		
INV0011336	Invoice	12/08/2023	12-15-2023 TSA To Fund Payroll	0.00	268,548.63	
	01.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	192,123.88		
	01.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	3,470.07		
	01.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	-994.80		
	15.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	3,657.70		
	15.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	-35.63		
	19.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	17,511.80		
	21.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	40,342.75		
	21.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	-238.33		
	27.00.20299	PAYROLL PAYABLE	12-15-2023 TSA To Fund Payroll	12,711.19		
00402	US Bank	12/11/2023	Bank Draft	0.00	21,924.15	DFT04880
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0011175	Invoice	12/06/2023	11.01.2023 - DONERY - IOTUM.COM	0.00	9.99	
	01.12.61150	OUTSIDE SERVICES-OTHE	11.01.2023 - DONERY - IOTUM.C	9.99		
INV0011176	Invoice	12/06/2023	11.01.2023 - DONERY - SURVEYMONKEY.C	0.00	900.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	11.01.2023 - DONERY - SURVEY	900.00		
INV0011177	Invoice	12/06/2023	11.07.2023 - DONERY - LEFT BANK	0.00	104.77	
	01.12.61000	TRAINING	11.07.2023 - DONERY - LEFT BA	104.77		
INV0011178	Invoice	12/06/2023	11.09.2023 - DONERY - CREEKSIDE PIZZA	0.00	58.16	
	01.12.61000	TRAINING	11.09.2023 - DONERY - CREEKSI	58.16		
INV0011179	Invoice	12/06/2023	11.09.2023 - DONERY - POSTAL SERVICES	0.00	15.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	11.09.2023 - DONERY - POSTAL	15.00		
INV0011180	Invoice	12/06/2023	11.12.2023 - DONERY - MARIN IJ	0.00	1.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	11.12.2023 - DONERY - MARIN I	1.00		
INV0011181	Invoice	12/06/2023	11.10.2023 - DONERY - GODADDY.COM	0.00	226.70	
	01.12.61150	OUTSIDE SERVICES-OTHE	11.10.2023 - DONERY - GODAD	226.70		
INV0011182	Invoice	12/06/2023	10.24.2023 - MAUK - AMAZON	0.00	41.50	
	21.65.62000	OFFICE SUPPLIES	10.24.2023 - MAUK - AMAZON	41.50		
INV0011183	Invoice	12/06/2023	10.24.2023 - MAUK - AMAZON	0.00	445.73	
	21.65.62000	OFFICE SUPPLIES	10.24.2023 - MAUK - AMAZON	445.73		
INV0011184	Invoice	12/06/2023	10.24.2023 - MAUK - OFFICE DEPOT	0.00	77.58	
	21.65.62000	OFFICE SUPPLIES	10.24.2023 - MAUK - OFFICE DE	77.58		
INV0011185	Invoice	12/06/2023	10.31.2023 - MAUK - AMAZON	0.00	16.38	
	21.65.62000	OFFICE SUPPLIES	10.31.2023 - MAUK - AMAZON	16.38		
INV0011186	Invoice	12/06/2023	11.10.2023 - MAUK - CARMENS	0.00	96.19	
	21.65.61000	TRAINING	11.10.2023 - MAUK - CARMENS	96.19		
INV0011187	Invoice	12/06/2023	11.08.2023 - MAUK - BAAN THAI	0.00	67.52	
	21.65.61000	TRAINING	11.08.2023 - MAUK - BAAN THA	67.52		
INV0011188	Invoice	12/06/2023	11.11.2023 - MAUK - TARGET	0.00	22.45	
	21.62.62971	ADULT ART & CULTURE S	11.11.2023 - MAUK - TARGET	22.45		
INV0011189	Invoice	12/06/2023	11.10.2023 - MAUK - AMAZON	0.00	87.39	
	21.65.62000	OFFICE SUPPLIES	11.10.2023 - MAUK - AMAZON	87.39		
INV0011190	Invoice	12/06/2023	11.15.2023 - MAUK - AMAZON	0.00	9.82	
	21.65.62000	OFFICE SUPPLIES	11.15.2023 - MAUK - AMAZON	9.82		
INV0011191	Invoice	12/06/2023	11.15.2023 - MAUK - OFFICE DEPOT	0.00	51.34	
	21.65.62000	OFFICE SUPPLIES	11.15.2023 - MAUK - OFFICE DE	51.34		
INV0011192	Invoice	12/06/2023	11.16.2023 - MAUK - OFFICE DEPOT	0.00	48.77	
	21.65.62000	OFFICE SUPPLIES	11.16.2023 - MAUK - OFFICE DE	48.77		
INV0011193	Invoice	12/06/2023	11.19.2023 - MAUK - AMAZON	0.00	46.95	
	21.65.62000	OFFICE SUPPLIES	11.19.2023 - MAUK - AMAZON	46.95		

Check Report **Date Range: 12/01/2023 - 12/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0011194	Invoice	12/06/2023	11.20.2023 - MAUK - AMAZON	0.00	6.96	
21.65.62000	OFFICE SUPPLIES		11.20.2023 - MAUK - AMAZON		6.96	
INV0011195	Invoice	12/06/2023	11.06.2023 - MIHAN - SURVEYMONKEY	0.00	99.00	
21.61.61161	BASKETBALL EXPENSES		11.06.2023 - MIHAN - SURVEYM		99.00	
INV0011196	Invoice	12/06/2023	11.07.2023 - MIHAN - RED HILL CLEANERS	0.00	82.40	
21.61.61161	BASKETBALL EXPENSES		11.07.2023 - MIHAN - RED HILL		82.40	
INV0011197	Invoice	12/06/2023	11.07.2023 - MIHAN - UNITED SITE SERVI	0.00	271.00	
60.14.62926	BREAKFAST WITH SANTA		11.07.2023 - MIHAN - UNITED SI		271.00	
INV0011198	Invoice	12/06/2023	11.16.2023 - MIHAN - RED HILL CLEANERS	0.00	20.60	
21.61.61161	BASKETBALL EXPENSES		11.16.2023 - MIHAN - RED HILL		20.60	
INV0011199	Invoice	12/06/2023	10.23.2023 - JONES - AMAZON	0.00	17.14	
21.63.62979	PARKSIDE SUPPLIES		10.23.2023 - JONES - AMAZON		17.14	
INV0011200	Invoice	12/06/2023	11.05.2023 - JONES - AMAZON	0.00	16.19	
21.63.62979	PARKSIDE SUPPLIES		11.05.2023 - JONES - AMAZON		16.19	
INV0011202	Invoice	12/06/2023	11.13.2023 - JONES - AMAZON	0.00	15.27	
21.63.62979	PARKSIDE SUPPLIES		11.13.2023 - JONES - AMAZON		15.27	
INV0011203	Invoice	12/06/2023	11.19.2023 - JONES - AMAZON	0.00	32.67	
21.63.62979	PARKSIDE SUPPLIES		11.19.2023 - JONES - AMAZON		32.67	
INV0011204	Invoice	12/06/2023	11.19.2023 - JONES - AMAZON	0.00	43.56	
21.63.62979	PARKSIDE SUPPLIES		11.19.2023 - JONES - AMAZON		43.56	
INV0011205	Invoice	12/06/2023	10.27.2023 - CLIFFORD - TEAMSCREEN	0.00	39.93	
01.41.61806	MISC HIRING EXPENSES		10.27.2023 - CLIFFORD - TEAMS		39.93	
INV0011206	Invoice	12/06/2023	10.30.2023 - CLIFFORD - GFOA	0.00	190.00	
01.12.61302	DUES		10.30.2023 - CLIFFORD - GFOA		190.00	
INV0011208	Invoice	12/06/2023	10.30.2023 - CLIFFORD - MARIN IJ	0.00	14.00	
01.12.61302	DUES		10.30.2023 - CLIFFORD - MARIN		14.00	
INV0011209	Invoice	12/06/2023	11.02.2023 - CLIFFORD - CSMFO	0.00	55.00	
01.12.61302	DUES		11.02.2023 - CLIFFORD - CSMFO		55.00	
INV0011210	Invoice	12/06/2023	11.02.2023 - CLIFFORD - AMAZON	0.00	185.71	
01.12.62200	DEPARTMENTAL SUPPLIE		11.02.2023 - CLIFFORD - AMAZ		185.71	
INV0011211	Invoice	12/06/2023	11.06.2023 - CLIFFORD - ADOBE	0.00	677.80	
42.21.63003	COMPUTER HARDWARE/		11.06.2023 - CLIFFORD - ADOBE		677.80	
INV0011212	Invoice	12/06/2023	11.09.2023 - CLIFFORD - ADOBE	0.00	80.51	
42.21.63003	COMPUTER HARDWARE/		11.09.2023 - CLIFFORD - ADOBE		80.51	
INV0011213	Invoice	12/06/2023	11.13.2023 - CLIFFORD - AMAZON	0.00	25.11	
01.12.62200	DEPARTMENTAL SUPPLIE		11.13.2023 - CLIFFORD - AMAZ		25.11	
INV0011214	Invoice	12/06/2023	11.14.2023 - CLIFFORD - ADOBE	0.00	4.72	
42.21.63003	COMPUTER HARDWARE/		11.14.2023 - CLIFFORD - ADOBE		4.72	
INV0011215	Invoice	12/06/2023	11.21.2023 - CLIFFORD - LABOR LAW CEN	0.00	126.29	
01.12.62200	DEPARTMENTAL SUPPLIE		11.21.2023 - CLIFFORD - LABOR		126.29	
INV0011216	Invoice	12/06/2023	11.16.2023 - SCOBLE - CALIFORNIA APA	0.00	100.00	
01.18.61000	TRAINING		11.16.2023 - SCOBLE - CALIFOR		100.00	
INV0011217	Invoice	12/06/2023	11.22.2023 - SCOBLE - COACHING TOOLS	0.00	44.25	
01.18.61000	TRAINING		11.22.2023 - SCOBLE - COACHIN		44.25	
INV0011218	Invoice	12/06/2023	11.22.2023 - SCOBLE - REMARKABLE	0.00	575.75	
01.18.62000	OFFICE SUPPLIES		11.22.2023 - SCOBLE - REMARK		575.75	
INV0011220	Invoice	12/06/2023	10.23.2023 - AVILA - COSTCO	0.00	15.59	
01.11.62200	DEPARTMENTAL SUPPLIE		10.23.2023 - AVILA - COSTCO		15.59	
INV0011221	Invoice	12/06/2023	10.25.2023 - AVILA - WHOLE FOODS	0.00	129.99	
01.11.62200	DEPARTMENTAL SUPPLIE		10.25.2023 - AVILA - WHOLE FO		129.99	
INV0011222	Invoice	12/06/2023	10.27.2023 - AVILA - USPS	0.00	32.85	
01.12.62003	POSTAGE		10.27.2023 - AVILA - USPS		32.85	

Check Report **Date Range: 12/01/2023 - 12/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0011223	Invoice	12/06/2023	11.06.2023 - AVILA - AWARD.COM	0.00	207.16	
01.11.62200		DEPARTMENTAL SUPPLIE	11.06.2023 - AVILA - AWARD.CO		207.16	
INV0011224	Invoice	12/06/2023	11.10.2023 - AVILA - COSTCO	0.00	16.98	
01.11.62200		DEPARTMENTAL SUPPLIE	11.10.2023 - AVILA - COSTCO		16.98	
INV0011225	Invoice	12/06/2023	11.13.2023 - AVILA - MI PUEBLO	0.00	124.73	
01.11.62200		DEPARTMENTAL SUPPLIE	11.13.2023 - AVILA - MI PUEBLO		124.73	
INV0011226	Invoice	12/06/2023	11.14.2023 - AVILA - ACE HARDWARE	0.00	17.46	
01.11.62200		DEPARTMENTAL SUPPLIE	11.14.2023 - AVILA - ACE HARD		17.46	
INV0011227	Invoice	12/06/2023	11.17.2023 - AVILA - IIMC	0.00	185.00	
01.12.61302		DUES	11.17.2023 - AVILA - IIMC		185.00	
INV0011232	Invoice	12/06/2023	10.26.2023 - WASKEY - COPPERFIELDS	0.00	31.42	
01.71.61132		OUTSIDE SVCS-PROGRAM	10.26.2023 - WASKEY - COPPER		31.42	
INV0011233	Invoice	12/06/2023	11.13.2023 - WASKEY - WHOLE FOODS	0.00	31.60	
01.71.61132		OUTSIDE SVCS-PROGRAM	11.13.2023 - WASKEY - WHOLE		31.60	
INV0011234	Invoice	12/06/2023	11.16.2023 - WASKEY - COMFORTS	0.00	60.00	
01.71.61132		OUTSIDE SVCS-PROGRAM	11.16.2023 - WASKEY - COMFO		60.00	
INV0011235	Invoice	12/06/2023	10.25.2023 - O'GRADY - TARGET	0.00	256.69	
21.63.62987		ROBSON AFTER SCHOOL	10.25.2023 - O'GRADY - TARGET		256.69	
INV0011236	Invoice	12/06/2023	10.25.2023 - O'GRADY - MOUNTAIN MIKE'	0.00	232.37	
21.63.62987		ROBSON AFTER SCHOOL	10.25.2023 - O'GRADY - MOUNT		232.37	
INV0011237	Invoice	12/06/2023	10.25.2023 - O'GRADY - MOUNTAIN MIKE'	0.00	23.38	
21.63.62987		ROBSON AFTER SCHOOL	10.25.2023 - O'GRADY - MOUNT		23.38	
INV0011238	Invoice	12/06/2023	10.25.2023 - O'GRADY - SAFEWAY	0.00	45.33	
21.63.62987		ROBSON AFTER SCHOOL	10.25.2023 - O'GRADY - SAFEWA		45.33	
INV0011239	Invoice	12/06/2023	10.30.2023 - O'GRADY - COMCAST	0.00	93.75	
21.63.61187		ROBSON AFTER SCHOOL	10.30.2023 - O'GRADY - COMCA		93.75	
INV0011241	Invoice	12/06/2023	10.28.2023 - O'GRADY - HILTON	0.00	268.96	
21.65.61000		TRAINING	10.28.2023 - O'GRADY - HILTON		268.96	
INV0011242	Invoice	12/06/2023	10.31.2023 - O'GRADY - SUPERIOR SEATIN	0.00	3,923.77	
21.65.63100		CAPITAL OUTLAY - CONST	10.31.2023 - O'GRADY - SUPERI		3,923.77	
INV0011243	Invoice	12/06/2023	11.01.2023 - O'GRADY - AMAZON	0.00	28.96	
21.63.62987		ROBSON AFTER SCHOOL	11.01.2023 - O'GRADY - AMAZO		28.96	
INV0011244	Invoice	12/06/2023	11.01.2023 - O'GRADY - AMAZON	0.00	98.31	
21.63.62987		ROBSON AFTER SCHOOL	11.01.2023 - O'GRADY - AMAZO		98.31	
INV0011245	Invoice	12/06/2023	11.01.2023 - O'GRADY - AMAZON	0.00	19.61	
21.63.62987		ROBSON AFTER SCHOOL	11.01.2023 - O'GRADY - AMAZO		19.61	
INV0011246	Invoice	12/06/2023	11.04.2023 - O'GRADY - TARGET	0.00	101.41	
21.63.62987		ROBSON AFTER SCHOOL	11.04.2023 - O'GRADY - TARGET		101.41	
INV0011247	Invoice	12/06/2023	11.06.2023 - O'GRADY - AMAZON	0.00	475.74	
21.63.62978		TODDLER ENRICHMENT S	11.06.2023 - O'GRADY - AMAZO		475.74	
INV0011248	Invoice	12/06/2023	11.08.2023 - O'GRADY - AMAZON	0.00	33.86	
21.65.62200		DEPARTMENTAL SUPPLIE	11.08.2023 - O'GRADY - AMAZO		33.86	
INV0011249	Invoice	12/06/2023	11.08.2023 - O'GRADY - ORIENTAL TRADI	0.00	541.64	
21.63.62987		ROBSON AFTER SCHOOL	11.08.2023 - O'GRADY - ORIENT		541.64	
INV0011250	Invoice	12/06/2023	11.12.2023 - O'GRADY - AMAZON	0.00	160.56	
21.63.62987		ROBSON AFTER SCHOOL	11.12.2023 - O'GRADY - AMAZO		160.56	
INV0011251	Invoice	12/06/2023	11.12.2023 - O'GRADY - AMAZON	0.00	38.22	
21.65.62200		DEPARTMENTAL SUPPLIE	11.12.2023 - O'GRADY - AMAZO		38.22	
INV0011252	Invoice	12/06/2023	11.12.2023 - O'GRADY - AMAZON	0.00	522.00	
21.65.61806		MISC HIRING EXPENSES	11.12.2023 - O'GRADY - AMAZO		522.00	
INV0011253	Invoice	12/06/2023	11.15.2023 - O'GRADY - TARGET	0.00	227.36	
21.63.62987		ROBSON AFTER SCHOOL	11.15.2023 - O'GRADY - TARGET		227.36	

Check Report **Date Range: 12/01/2023 - 12/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0011254	Invoice	12/06/2023	11.15.2023 - O'GRADY - TARGET	0.00	5.00	
	21.63.62987	ROBSON AFTER SCHOOL	11.15.2023 - O'GRADY - TARGET		5.00	
INV0011255	Invoice	12/06/2023	11.19.2023 - O'GRADY - AMAZON	0.00	129.96	
	60.14.62200	DEPARTMENTAL SUPPLIE	11.19.2023 - O'GRADY - AMAZO		129.96	
INV0011256	Invoice	12/06/2023	11.21.2023 - O'GRADY - AMAZON	0.00	92.50	
	21.63.62987	ROBSON AFTER SCHOOL	11.21.2023 - O'GRADY - AMAZO		92.50	
INV0011257	Invoice	12/06/2023	11.21.2023 - O'GRADY - PIZZALINA	0.00	43.43	
	21.65.61806	MISC HIRING EXPENSES	11.21.2023 - O'GRADY - PIZZALI		43.43	
INV0011259	Invoice	12/06/2023	11.02.2023 - DOBRONYI - AMAZON	0.00	46.32	
	01.41.62000	OFFICE SUPPLIES	11.02.2023 - DOBRONYI - AMAZ		46.32	
INV0011260	Invoice	12/06/2023	11.11.2023 - DOBRONYI - AMAZON	0.00	39.05	
	01.41.62000	OFFICE SUPPLIES	11.11.2023 - DOBRONYI - AMAZ		39.05	
INV0011261	Invoice	12/06/2023	11.12.2023 - DOBRONYI - AMAZON	0.00	101.09	
	01.41.62000	OFFICE SUPPLIES	11.12.2023 - DOBRONYI - AMAZ		101.09	
INV0011262	Invoice	12/06/2023	11.20.2023 - DOBRONYI - AMAZON	0.00	143.11	
	01.41.62000	OFFICE SUPPLIES	11.20.2023 - DOBRONYI - AMAZ		143.11	
INV0011263	Invoice	12/06/2023	11.15.2023 - LEYLAND/KENTON - SACR/SP	0.00	13.06	
	01.71.61132	OUTSIDE SVCS-PROGRAM	11.15.2023 - LEYLAND/KENTON		31.05	
	01.71.62304	AUDIO/VISUAL BOOKS	11.15.2023 - LEYLAND/KENTON		-17.99	
INV0011271	Invoice	12/06/2023	10.26.2023 - HEALY - AMAZON	0.00	44.25	
	01.42.62200	DEPARTMENTAL SUPPLIE	12.06.2023 - HEALY - AMAZON		44.25	
INV0011272	Invoice	12/06/2023	10.26.2023 - HEALY - MODERN BUILDERS	0.00	464.89	
	01.41.61506	BLDG. MAINT-OTHER	10.26.2023 - HEALY - MODERN		464.89	
INV0011273	Invoice	12/06/2023	10.26.2023 - HEALY - AMAZON	0.00	38.26	
	01.42.62200	DEPARTMENTAL SUPPLIE	10.26.2023 - HEALY - AMAZON		38.26	
INV0011274	Invoice	12/06/2023	11.09.2023 - HEALY - ABC SUPPLY	0.00	103.79	
	01.41.61506	BLDG. MAINT-OTHER	11.09.2023 - HEALY - ABC SUPPL		103.79	
INV0011275	Invoice	12/06/2023	11.13.2023 - HEALY - JACKSON HARDWAR	0.00	25.07	
	01.41.61506	BLDG. MAINT-OTHER	11.13.2023 - HEALY - JACKSON H		25.07	
INV0011276	Invoice	12/06/2023	11.15.2023 - HEALY - RAFAEL LUMBER	0.00	210.44	
	01.42.62909	SUPPLIES-TRAFFIC CONTR	11.15.2023 - HEALY - RAFAEL LU		210.44	
INV0011277	Invoice	12/06/2023	11.17.2023 - HEALY - WEATHERTECH	0.00	169.81	
	01.81.61602	VEHICLE MAINTENANCE/	11.17.2023 - HEALY - WEATHERT		169.81	
INV0011278	Invoice	12/06/2023	10.31.2023 - SHAW - AMAZON	0.00	416.04	
	01.42.62908	SUPPLIES-STREET MAINT	10.31.2023 - SHAW - AMAZON		416.04	
INV0011279	Invoice	12/06/2023	10.31.2023 - SHAW - AMAZON	0.00	118.95	
	01.42.62908	SUPPLIES-STREET MAINT	10.31.2023 - SHAW - AMAZON		118.95	
INV0011280	Invoice	12/06/2023	11.01.2023 - SHAW - AMAZON	0.00	42.47	
	01.81.62200	DEPARTMENTAL SUPPLIE	11.01.2023 - SHAW - AMAZON		42.47	
INV0011281	Invoice	12/06/2023	11.03.2023 - SHAW - DEVIL MOUNTAIN	0.00	1,924.53	
	01.81.62200	DEPARTMENTAL SUPPLIE	11.03.2023 - SHAW - DEVIL MO		1,957.27	
	01.81.62200	DEPARTMENTAL SUPPLIE	11.03.2023 - SHAW - DEVIL MO		-32.74	
INV0011282	Invoice	12/06/2023	11.05.2023 - SHAW - AMAZON	0.00	59.92	
	01.42.62908	SUPPLIES-STREET MAINT	11.05.2023 - SHAW - AMAZON		59.92	
INV0011283	Invoice	12/06/2023	11.02.2023 - SHAW - PACE	0.00	182.80	
	01.81.62200	DEPARTMENTAL SUPPLIE	11.02.2023 - SHAW - PACE		182.80	
INV0011284	Invoice	12/06/2023	11.07.2023 - SHAW - AMAZON	0.00	147.64	
	01.42.62908	SUPPLIES-STREET MAINT	11.07.2023 - SHAW - AMAZON		147.64	
INV0011285	Invoice	12/06/2023	11.07.2023 - SHAW - GRAINGER	0.00	1,260.36	
	01.81.62200	DEPARTMENTAL SUPPLIE	11.07.2023 - SHAW - GRAINGER		1,260.36	
INV0011286	Invoice	12/06/2023	11.08.2023 - SHAW - AMAZON	0.00	51.45	
	01.81.62200	DEPARTMENTAL SUPPLIE	11.08.2023 - SHAW - AMAZON		51.45	

Check Report **Date Range: 12/01/2023 - 12/31/2023**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0011287	Invoice	12/06/2023	11.16.2023 - SHAW - ACE	0.00	87.11	
01.42.62908	SUPPLIES-STREET MAINT		11.16.2023 - SHAW - ACE		87.11	
INV0011288	Invoice	12/06/2023	11.17.2023 - SHAW - AMAZON	0.00	411.36	
01.42.62908	SUPPLIES-STREET MAINT		11.17.2023 - SHAW - AMAZON		411.36	
INV0011289	Invoice	12/06/2023	11.19.2023 - SHAW - AMAZON	0.00	73.50	
01.42.62908	SUPPLIES-STREET MAINT		11.19.2023 - SHAW - AMAZON		73.50	
INV0011290	Invoice	12/06/2023	10.23.2023 - CONDRY - SANTOUKA	0.00	15.03	
01.41.61000	TRAINING		10.23.2023 - CONDRY - SANTOU		15.03	
INV0011291	Invoice	12/06/2023	10.23.2023 - CONDRY - MIYABITEL	0.00	15.62	
01.41.61000	TRAINING		10.23.2023 - CONDRY - MIYABIT		15.62	
INV0011292	Invoice	12/06/2023	10.23.2023 - CONDRY - MIYABITEL	0.00	4.29	
01.41.61000	TRAINING		10.23.2023 - CONDRY - MIYABIT		4.29	
INV0011293	Invoice	12/06/2023	10.23.2023 - CONDRY - HILTON PARKING	0.00	10.00	
01.41.61000	TRAINING		10.23.2023 - CONDRY - HILTON		10.00	
INV0011294	Invoice	12/06/2023	10.23.2023 - CONDRY - HILTON	0.00	15.90	
01.41.61000	TRAINING		10.23.2023 - CONDRY - HILTON		15.90	
INV0011295	Invoice	12/06/2023	10.24.2023 - CONDRY - HILTON	0.00	10.00	
01.41.61000	TRAINING		10.24.2023 - CONDRY - HILTON		10.00	
INV0011296	Invoice	12/06/2023	10.25.2023 - CONDRY - HILTON	0.00	10.00	
01.41.61000	TRAINING		10.25.2023 - CONDRY - HILTON		10.00	
INV0011297	Invoice	12/06/2023	10.25.2023 - CONDRY - NEWPORT HOTEL	0.00	27.80	
01.41.61000	TRAINING		10.25.2023 - CONDRY - NEWPO		27.80	
INV0011298	Invoice	12/06/2023	10.25.2023 - CONDRY - PARADISE DYNAST	0.00	138.67	
01.41.61000	TRAINING		10.25.2023 - CONDRY - PARADIS		138.67	
INV0011299	Invoice	12/06/2023	10.24.2023 - CONDRY - PARADISE DYNAST	0.00	72.88	
01.41.61000	TRAINING		10.24.2023 - CONDRY - PARADIS		72.88	
INV0011300	Invoice	12/06/2023	10.26.2023 - CONDRY - HILTON	0.00	10.00	
01.41.61000	TRAINING		10.26.2023 - CONDRY - HILTON		10.00	
INV0011301	Invoice	12/06/2023	10.26.2023 - CONDRY - PARADISE DYNAST	0.00	104.62	
01.41.61000	TRAINING		10.26.2023 - CONDRY - PARADIS		104.62	
INV0011302	Invoice	12/06/2023	10.27.2023 - CONDRY - AVENUE OF THE A	0.00	1,402.60	
01.41.61000	TRAINING		10.27.2023 - CONDRY - AVENUE		1,402.60	
INV0011303	Invoice	12/06/2023	10.27.2023 - CONDRY - BUDGET	0.00	626.16	
01.41.61000	TRAINING		10.27.2023 - CONDRY - BUDGET		626.16	
INV0011304	Invoice	12/06/2023	11.11.2023 - CONDRY - AMAZON	0.00	18.62	
01.41.62200	DEPARTMENTAL SUPPLIE		11.11.2023 - CONDRY - AMAZO		18.62	
03554	Doc Bailey Construction Equipment Inc	12/12/2023	Bank Draft	0.00	4,882.50	DFT04885
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
40485	Invoice	12/12/2023	12.12.2023 - BUCKET TRUCK RENTAL-12.1	0.00	4,882.50	
40.21.61906	LIABILITY INSURANCE CLA		12.12.2023 - BUCKET TRUCK RE	4,882.50		
03344	CSG Forte Payments Inc.	12/13/2023	Bank Draft	0.00	4,725.73	DFT04886
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
0011405434	Invoice	12/10/2023	12.10.2023 - ACH / CREDIT CARD PROCES	0.00	4,725.73	
21.65.61177	CHG CARDS		12.10.2023 - ACH / CREDIT CAR	4,725.73		
00391	Verizon Wireless	12/13/2023	Bank Draft	0.00	806.44	DFT04887

Check Report **Date Range: 12/01/2023 - 12/31/2023**

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**		
9949178138	Invoice	11/12/2023	11.12.2023 - CELLULAR - 10.13.23-11.12.2	0.00	806.44	
	01.12.61705	UTILITIES-TELEPHONE	11.12.2023 - CELLULAR - 10.13.	51.63		
	01.18.61705	UTILITIES-TELEPHONE	11.12.2023 - CELLULAR - 10.13.	38.01		
	01.41.61705	UTILITIES-TELEPHONE	11.12.2023 - CELLULAR - 10.13.	348.94		
	01.42.61705	UTILITIES-TELEPHONE	11.12.2023 - CELLULAR - 10.13.	263.30		
	21.63.61179	PARKSIDE SERVICES	11.12.2023 - CELLULAR - 10.13.	52.28		
	21.63.61187	ROBSON AFTER SCHOOL	11.12.2023 - CELLULAR - 10.13.	52.28		
00362	Town of San Anselmo	12/19/2023	Bank Draft	0.00	222,369.17	DFT04909
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0011371	Invoice	12/19/2023	12-31-2023 TSA To Fund Payroll	0.00	222,369.17	
	01.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	151,893.68		
	01.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	3,716.92		
	01.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	-994.80		
	15.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	2,969.78		
	15.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	-35.63		
	19.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	23,416.22		
	21.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	32,582.15		
	21.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	-238.33		
	27.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	9,059.18		
00362	Town of San Anselmo	12/19/2023	Bank Draft	0.00	1,453.28	DFT04915
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0011377	Invoice	12/19/2023	12-31-2023 TSA To Fund Payroll	0.00	1,453.28	
	21.00.20299	PAYROLL PAYABLE	12-31-2023 TSA To Fund Payroll	1,453.28		

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	153	85	0.00	731,025.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-807.63
Bank Drafts	121	8	0.00	525,569.53
EFT's	0	0	0.00	0.00
	274	**95**	**0.00**	**1,255,786.90**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	153	85	0.00	731,025.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-807.63
Bank Drafts	121	8	0.00	525,569.53
EFT's	0	0	0.00	0.00
	274	**95**	**0.00**	**1,255,786.90**

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH - OPERATING	12/2023	1,255,786.90
			1,255,786.90

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.4

MEETING DATE: January 9, 2024

AGENDA TITLE: Work Plan Priorities Progress Report

FROM: Administration

RECOMMENDATION: Receive progress report on 2023-25 priorities work plan.

SUMMARY

Town Council adopted the 2023-25 final work plan priorities at their June 27, 2023, meeting. Council historically requested regular progress reports to assist in staying informed about work plan priorities. Council expressed the desire to continue receiving said regular updates.

BACKGROUND

Department Heads gathered at a retreat in January 2023, to begin crafting the work plan priorities for 2023-25. The draft work plan was introduced to Town Council at their March 28 meeting. Feedback, including potential additions to the proposed work plan was requested at the following Council meetings (April 11 and April 25). Council reviewed and discussed the work plan priorities at their May 5, 2023, retreat. Council members presented eight additional submissions which were considered for inclusion in the plan. Council accepted two for integration. The final work plan priorities were organized by department in Attachment 1 and by category in Attachment 2.

DISCUSSION/ANALYSIS

Staff designed a reporting mechanism organized by Department to track progress for each priority. A percent figure is assigned to most priorities to introduce a certain measure of objectivity. A detailed narrative may follow. Reporting will occur at 6-month intervals over the course of the two-year work plan. Attachment 3 is the first progress report for the 2023-25 work plan priorities.

FISCAL IMPACT
Impact varies by department and project.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY
The Council's discussion of this item 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- Work Plan Priorities by Department – FY 2023-2025
Attachment 2- Work Plan Priorities by Category – FY2023-2025
Attachment 3- Work plan priorities progress report, January 2024
Staff Report

DRAFT—2023-25 Priorities Work Plan

Finance/Admin Services Workplan

1) Category: Investing in People
   Priority: Town-wide compensation study
   Description: Conduct a Town-wide compensation study. The goal in reviewing employee compensation is to benchmark the Town's salaries with the goal of providing competitive compensation to comparable local municipalities to assist in recruitment and retention of talented employees. Become Employer of Choice.
   Staff Impact: Moderate
   Fiscal Impact: TBD

2) Category: Excelling in Town Services
   Priority: Update Town's Investment Policy
   Description: Update the existing Investment Policy (1997) to reflect best practices and to ensure compliance with federal, state, and applicable laws and regulations.
   Staff Impact: Low
   Fiscal Impact: None

3) Category: Investing in People
   Priority: Implement Ready Set Audit Results for Human Resources
   Description: An audit of the Town's rules, policies, ordinances, and other areas was conducted by Ready Set to assure that they are fair, equitable and completely bias free. As part of that audit, HR wants to implement new recruiting strategies to be sure that we are reaching all potential candidates.
   Staff Impact: Moderate
   Fiscal Impact: Low

4) Category: Investing in People
   Priority: Employee Trainings (Lunch & Learn)
   Description: Develop a Lunch and Learn program, a joint lunch for their employees to encourage learning, foster building strong relationships, and enhancing professional development. Lunch and Learn events offer opportunities for coworkers to share ideas and discuss issues in a relaxed atmosphere.
   Staff Impact: Low
   Fiscal Impact: Low

5) Category: Excelling in Town Services
   Priority: Update Fee Study
   Description: A review of the fee study is needed to ensure that the Town's fees are updated to reflect the latest cost information. The study will identify the full costs of providing each service, including direct, indirect, and overhead costs. Identifying the full

cost of a services will assist in determining the appropriate fee for each service and prevent the subsidization of individual services with taxpayer dollars.
Staff Impact: Low
Fiscal Impact: Low

6) Category: Connecting with the Community
Priority: Town telephone system
Description: Update the current Town phone system from an analog system to allow for increased efficiency and usability. Voicemails can be integrated into the email system to allow for better response capabilities and customer service.
Staff Impact: Low
Fiscal Impact: Moderate

7) Category: Excelling in Town Services
Priority: Update Finance/Payroll/HR Systems
Description: Review the options for a change in Town's software to a cloud-based system more suited for a smaller local municipality.
Staff Impact: Moderate
Fiscal Impact: Moderate

8) Category: Connecting with the Community
Priority: Implement Online Records Management Program
Description: Through an RFP process, retain services of an online records retention service for the purposes of providing efficient access to Town records for both staff and the public.
Staff Impact: Moderate/High
Fiscal Impact: Moderate

Library – Department Work Plan Priorities

1) Category: Quality Facilities
Priority: Improved shelving for special collections
Description: Instead of holding special collections such as Take and Make Kits, memory kits out of public view, providing shelving in public area for better marketing and access.
Employee Impact: Moderate
Fiscal Impact: Depends on the plan and shelving found to meet needs of collections.

2) Category: Livability and Quality of Life, Connecting with the Community
Priority: Reimagine the Take and Make Kits collection
Description: This popular collection has expanded beyond the limits of "take and make" and needs to be reevaluated and rebranded for expansion.

Employee Impact: Moderate
Fiscal Impact: Low

3) Category: Quality Facilities
Priority: Study the organization of physical public space
Description: Enlist the services of a consultant to help redesign the public library space.
Employee Impact: High
Fiscal Impact: High

4) Category: Quality Facilities
Priority: Implement plan designed by consultant to redesign public library space
Description: Hire contractors, identify equipment/furniture, and execute plan
Employee Impact: High
Fiscal Impact: High

5) Category: Quality Facilities
Priority: Study the organization of physical staff workspace on lower level and implement recommendations.
Description: Enlist the services of a consultant to help redesign the public library staff workroom space.
Employee Impact: High
Fiscal Impact: High

6) Category: Excelling in Town Services
Priority: Complete implementation of RFID project
Description: Items have been tagged and staff has been using RFID pads and other equipment. Next steps in roll-out include peripherals to support the use of the technology and training patrons to use RFID enabled tools for checking out materials.
Employee Impact: High
Fiscal Impact: Moderate-High

7) Category: Livability and Quality of Life
Priority: Establish Zip Books program
Description: Organize and deploy zip books program, grant funded by the CA state library, to deliver books, unavailable in the local library system, to residents' homes via Amazon
Employee Impact: Moderate-High
Fiscal Impact: Low

Interdepartmental—Library and Public Works

8) Category: Quality Facilities
Priority: Repaint/Repair internal building, museum, and Council Chamber lobby areas
Description: There are many areas in need of repair where chunks of wall have eroded or chipped away. There are innumerable scuffs and scratches throughout the building which need to be cleaned up and walls improved with fresh paint.
Employee Impact: Moderate
Fiscal Impact: High

Planning—Department Work Plan Priorities

1) Category: Investing in people
Priority: Onboard new Planner
Description: Hire and train a new planner to provide current planning activities such processing land use permits, assisting the public over the phone, via email, and at the counter
Employee Impact: Moderate
Fiscal Impact: High.

2) Category: Planning for the Future
Priority: Comprehensive General Plan Update, including the Circulation Update
Description: Begin the comprehensive General Plan Update of the 1988 current General Plan. Will update all elements of the General Plan (exception of the Housing Element and Safety Element) and include new optional element, such as Environmental Justice and Economic Development.
Employee Impact: Moderate to High
Fiscal Impact: High. Aspects of update can be offset by staff, but CEQA Analysis and technical aspects of the General Plan Update will need to be prepared by a consultant.

3) Category: Planning for the Future
Priority: Housing Element Implementation
Description: Implement at least 22 Housing Policy Action Items as required by the Housing Element
Employee Impact: Low to Moderate
Fiscal Impact: Low

4) Category:
Priority: Continue to Enhance the Planning Departments levels of service.
Description: Enhance levels of service by improving and updating the Planning Department's web presence to make it easy for users to navigate and find information

and resources, continue to improve processing timelines, improve, and maintain response times, and proactive shepherding of projects through the Town's discretionary processes.
Employee Impact: Low to Moderate
Fiscal Impact: Low

5) Category: Sustainable, Natural and Built Environment
Priority: Continue to grow Economic Development in Town
Description: Enhance and grow the Planning Department's Economic Development and Housing initiatives by providing more structure (policies and implementation of actions) to what we would like and need to accomplish.
Employee Impact: Low to Moderate
Fiscal Impact: Low

6) Category: Investing in People
Priority: Develop a training program for Planning Department staff
Description: Create a cohesive team where there is training to keep informed with up-to-date information, cross training of duties and responsibilities (where possible given job descriptions constraints by union and job descriptions), experiences to help grow staff.
Employee Impact: Low to Moderate
Fiscal Impact: Low

7) Category: Excelling in Town Services
Priority: Enhanced and consistent record keeping where information is accessible and easy to find.
Description: Digitize remaining Planning paper files, create any necessary databases, convert microfiche to digital pdf plans (soft file) and provide a comprehensive digital data file storage service, such as Docuware, Laserfiche, etc.
Employee Impact: Low to High depending on whether outside resources or internal staff will be used.
Fiscal Impact: Low to Moderate

8) Category: Planning for the Future, Sustainable, Natural and Built Environment
Priority: Develop Gas Ban Ordinance
Description: Finalize Ordinance for Town Council consideration of a Gas Ban Ordinance. Requires the preparation of a study to support the ban.
Employee Impact: Low to Moderate
Fiscal Impact: Low

9) Category: Planning for the Future, Sustainable, Natural and Built Environment
Priority: Update Downtown and other Commercial Land Uses

Description: Consider Zoning Code amendments to the Land Use Regulations Table 3A (Title 10, Chapter 3, Article 3, Section 10-3.302) to the Downtown and other commercial land uses that will attract businesses to the Town.
Employee Impact: Senior Planner and Planning Director staff time over 6 months.
Fiscal Impact: Approximately $12,000 (+/- 10% of staffs time over 6 months)

Police – Department Work Plan Priorities

1) Category: Investing in People
   Priority: Address Staffing Issues: Retention and Recruiting
   Description: The Central Marin Police is currently facing a significant staffing issue wherein; it is losing people faster than it can replace them. In addition, applicant numbers are dwindling at an alarming rate. This especially important work plan priority is to work closely with the Town and City Managers over the next two years to improve entry level recruitment and current employee retention.
   Staff Impact: Moderate
   Fiscal Impact: Impact to budget should "top-step" salaries be increased, or employees are brought in at a higher "step" than is currently allowed.

2) Category: Investing in People
   Priority: Increase Training for all Staff
   Description: Increase training for all staff to include new mandates and expectations from communities.
   Staff Impact: Moderate
   Fiscal Impact: Increase to training budget to pay for increase in training (e.g., tuition, travel costs, etc.)

3) Category: Connecting with the Community
   Priority: Initiate complete overhaul and redesign of the website
   Description: Currently, the website is over ten years old and is outdated and works poorly on smart phones. Conduct a complete overhaul and redesign of the website to bring it up to acceptable current day standards.
   Staff Impact: High
   Fiscal Impact: Cost of outside vendor for website design and staff time.

4) Category: Investing in People
   Priority: Improve and evolve the organizational mental and physical wellness of staff
   Description: Continue to improve and evolve the organizational mental and physical wellness of staff.
   Staff Impact: Moderate
   Fiscal Impact: Minimal cost since most will be covered by year two of a federal grant.

5) Category: Sustainable, Natural and Built Environment
Priority: Continue to convert the fleet of vehicles to electric & hybrid
Description: Continue to convert the fleet of vehicles away from sole combustion engines to fully electric and/or hybrid models. This will include patrol vehicles, CSO/Cadet vehicles, unmarked vehicles, and motorcycles.
Staff Impact: Minimal
Fiscal Impact: No increase to yearly budget. Cost will be about the same as purchasing combustion vehicles. Will only replace when a vehicle is at its end of life.

6) Category: Investing in People
Priority: Implement new SB2 legislation and mandates
Description: Implement new SB2 legislation and mandates regarding the certification and de-certification of police officers.
Staff Impact: Moderate
Fiscal Impact: Minimal.

Public Works – Department Work Plan Priorities

1) Category: Excelling in Town Services
Priority: Develop 5-year Capital Improvement Plan that includes a regular update and communication schedule for all capital improvement projects.
Description: Creation of a framework for Council to receive consistent updates of all Capital Improvement projects (CIP). Quarterly reports on CIP expenditures (budget status report from DPW). In addition, staff will be bringing forward a new 5 Year Capital Improvement Plan. Public Works typically reports twice a year to the Capital Program Monitoring Committee and the Financial Advisory Committee and will create a new format to provide an update to the Council on CIP projects.
Staff Impact: Moderate
Fiscal Impact: Low

2) Category: Excelling in Town Services
Priority: Improve pavement condition index and repair streets
Description: Continue to program paving, crack sealing and slurry sealing projects to improve road conditions and reduce reconstruction and maintenance costs by improving the Pavement Condition Index (PCI).
Staff Impact: Moderate
Fiscal Impact: High

3) Category: Excelling in Town Services
Priority: Coordinate with County on Flood Control. Finalize Bridge designs.
Description: Continue working towards 25-Year level (4% recurrence interval) flood protection with the removal and replacement of bridges and working with the County on the SAFRR project to remove Building Bridge 2.
Staff Impact: Moderate
Fiscal Impact: Moderate

4) Category: Sustainable, Natural and Built Environment
Priority: Rehabilitate Town Parks and Medians
Description: Work on improving general maintenance and rehabilitation of parks and medians.
Staff Impact: Moderate
Fiscal Impact: Moderate

5) Category: Quality Facilities
Priority: Develop an annual plan to address maintenance for all Town-maintained buildings and facilities
Description: Program funds to address painting, rot repair, heating/ventilation/air-conditioning (HVAC), and other building maintenance issues for all Town-maintained buildings and facilities.
Staff Impact: Moderate
Fiscal Impact: High

6) Category: Planning for the Future, Sustainable, Natural and Built Environment
Priority: Implementation of the Bicycle and Pedestrian Master Plan
Description: Town Staff will continue to prioritize the Bicycle and Pedestrian Master Plan as adopted in the Complete Streets Resolution by the integration of the Bicycle and Pedestrian Master Plan elements into public works projects.

Staff Impact: Moderate
Fiscal Impact: Moderate

7) Category: Planning for the Future, Sustainable, Natural and Built Environment
Priority: Evaluate and develop a Water Conservation plan for Town buildings, parks, and medians
Description: Due to the drought the Town has been working diligently on reducing domestic water usage throughout parks, medians, and buildings.

Staff Impact: Moderate
Fiscal Impact: Moderate

8) Category: Sustainable, Natural, and Built Environment
Priority: Design and seek funding for the development of the Resilient Hub project
Description: This project would install solar panels with battery storage on Town Hall or Library Buildings to create community-serving space equipped with an emergency power center that provides clean energy resilience for both town services and residents, equipped for extreme weather, providing power, broadband, cooling, water, social services, and older adult assistance in an emergency situation.
Staff Impact: High
Fiscal Impact: High

Public Works—Building

1) Category: Excelling in Town Services
Priority: Develop and implement residential Seismic Program.
Description: Provide homeowners with information on earthquake strengthening for existing one- and two-family dwellings, develop a soft-story program for existing structures, and an automatic gas shutoff valve program.
Staff Impact: High
Fiscal Impact: Low

2) Category: Excelling in Town Services
Priority: Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance "hardening" of dwellings in the Wildland Urban Interface (WUI).
Description: The Building Department is interested in the possible allocation of fire abatement funding to help homeowners in the WUI to add WUI compliant vents and siding to reduce the potential of fires or the spread of fire within San Anselmo and Marin County.
Staff Impact: High
Fiscal Impact: Low

3) Category: Excelling in Town Services
Priority: Develop online permitting for solar systems-SB 379 compliance
Description: SB 379 requires local jurisdictions to adopt an online permitting system for residential solar energy systems. This bill would require every city, county, or city and county to implement an online, automated permitting platform that verifies code compliance and issues permits in real time or allows the city, county, or city and county to issue permits in real time for a residential solar energy system, as defined, that is no larger than 38.4 kilowatts alternating current nameplate rating and a residential energy storage system, as defined, paired with a residential solar energy system that is no larger than 38.4 kilowatts alternating current nameplate rating.
Staff Impact: High
Fiscal Impact: Moderate

4) Category: Excelling in Town Services
Priority: Implement expedited permitting program per AB 2234 requirements
Description: New bill will regulate response time for permit applications. If an application for a post entitlement phase permit is incomplete, the Town must provide applicants with list of incomplete items and description of how to make application complete within 15 business days of submission of application. If an application for a post entitlement phase permit is noncompliant, the Town must provide the applicant a full set of written comments with a comprehensive request for revisions within 30 business day (projects with 25 units or fewer) or 60 business days (projects with more than 25 units).
Staff Impact: High
Fiscal Impact: Moderate

5) Category: Excelling in Town Services, Sustainable, Natural and Built Environment
Priority: Update Green Building code
Description: The Sustainability Committee has raised the question of banning gas in residential new construction. If the Town bans the use of gas, the Building Department will update the Green Building Code to fulfill the new requirement.
Staff Impact: High
Fiscal Impact: Low

6) Category: Excelling in Town Services
   Priority: Create Uniform Definition for "Substantial Remodels" throughout Town Code
   Description: "Substantial remodels" are defined differently in different sections of the code. Standardizing language across the code will help streamline certain aspects of the building permitting process and.
   Staff Impact: Moderate
   Fiscal Impact: Low

7) Category: Excelling in Town Services
   Priority: Evaluate Planning and Building Permit Processing
   Description: Evaluate existing planning and building administrative processes including comparing requirements and fees to other local jurisdictions.
   Staff Impact: Moderate
   Fiscal Impact: Low

Recreation – Department Work Plan Priorities

1) Category: Quality Facilities
   Priority: Upgrade and Improve the facilities located at the Robson Harrington House.
   Description: Make improvements to the inside program space, home to our after-care programs. Improvements would include painting, replacing carpets, kitchen improvements and replacing blinds. Addition of an office space for staff to work and hold meetings with both parents and staff.
   Employee Impact: Moderate
   Fiscal Impact: The Department will use reserve funds which will be included in the FY 2023/24 Recreation Fund budget under capital outlay.

2) Category: Connecting with the Community
   Priority: Age-Friendly Strategic Plan
   Description: Age-Friendly San Anselmo will present a completed strategic plan to Town Council. To achieve the Vision of the strategic plan, the Town and the community will develop and reinforce a culture that allows for people to actively age with dignity, respect, and independence. Nurturing a commitment to an age-friendly future will be an essential factor in successfully implementing the strategies in the plan.
   Employee Impact: High
   Fiscal Impact: Minimal

3) Category: Connecting with the Community
   Priority: Create a Volunteer Corps for Parks and Recreation Projects.

Description: The Parks and Recreation Commission will create a sub-committee to create a data base of past and future volunteers to work on parks and reaction projects. Projects would include earth day, tutoring, park clean-up projects and more. (Should I say something about coordinating with Kelley?)
Employee Impact: Moderate
Fiscal Impact: Minimal

4) Category: Livability and Quality of Life
   Priority: Expand Toddler Enrichment Programs
   Description: The new early childhood classes will be designed to build a community of caregivers and create an environment for toddlers to socialize play and learn. Teachers and caregivers will encourage early childhood development by guiding children to explore through stories, songs, sensory and art. Our goal is to have programs at both the Robson Harrington House and Memorial Park.
   Employee Impact: High
   Fiscal Impact: Minimal

5) Category: Connecting with the Community
   Priority: Update and reorganize Recreation Department webpage.
   Description: The new Recreation registration software, Civic Rec, pairs with the Town website, Civic Plus. The department will connect the two platforms to update and reorganize our website and registration process. This will create a better experience for our recreation community.
   Employee Impact: High
   Fiscal Impact: Minimal

6) Category: Excelling in Town Services
   Priority: Re-format the Community Event Application and Process.
   Description: The Town of San Anselmo is vibrant community. The Recreation department receives many requests for events throughout the year. Requests include everything from concerts to bake sales. Currently there is one application that goes to Town Council for approval. The department will develop a process and applications for larger events, smaller events and tables at existing events. The application process will include interdepartmental communications, insurance requirements and street closure and janitorial costs.
   Employee Impact: High
   Fiscal Impact: Minimal

Interdepartmental Projects - Recreation & Public Works

1) Category: Quality Facilities
   Priority: Resurface Tennis Courts & Stripe Two for Pickle Ball

Description: Resurface tennis courts due to failing and cracked concrete
Employee Impact: High
Fiscal Impact: High

2) Category: Quality Facilities
Priority: improvements to Red Hill Dog Park
Description: This project would include improvements to drainage and ground covering.
Employee Impact: Moderate
Fiscal Impact: High

3) Category: Quality Facilities
Priority: Implement phase 3 of Millennium Playground restoration
Description: Phase three will involve enhancing the playground with new features placed in areas of the playground where former features existed. This will begin with a community engagement process to help determine the plan. The plan will go through a cost estimating process and a fundraising program will be launched. The improvements will be made once these goals are met.
Employee Impact: Moderate
Fiscal Impact: High

4) Category: Quality Facilities
Priority: Repair the walls within the Robson Harrington Community Gardens.
Description: The crumbling walls have become a safety issue.
Employee Impact: Moderate
Fiscal Impact: High

5) Category: Quality Facilities
Priority: Paint ICC Center
Description: The paint is peeling.
Employee Impact: High
Fiscal Impact: High

Ross Valley Fire – Department Work Plan Priorities

1) Category: Excelling in Town Services
Priority: Implement RVFD leadership reorganization
Description: The Ross Valley Fire Department is in leadership transition due to the expiration in June of the shared services agreement with County Fire. The member agencies and the Fire Board are exploring options including a potential shared services agreement with Central Marin Fire for Fire Chief and Chief Officer services.

Employee Impact: High
Fiscal Impact: Medium

2) Category: Quality Facilities
Priority: Perform needs assessment for living quarters at Station 20
Description: DPW staff to work with Fire Department staff to explore options to renovate the living quarters at Fire Station #20 with the goal of updating the space to accommodate a third member on each operational shift (scheduled for FY2025-26).
Employee Impact: High
Fiscal Impact: Low

3) Category: Quality Facilities
Priority: Renovate living quarters at Station 20
Description: Complete renovation construction on Fire Station #20.
Employee Impact: High
Fiscal Impact: High

Working Copy
Work Plan 2023-25

	C	D	E	F	G	H	I	J	K	L	M	N
1	Livability & Quality of Life		Quality Facilities		Connecting with the Community		Sustainable, Natural and Built Environment		Excelling in Town Services		Planning for the Future	
2												
3	Create opportunities for lifelong learning and diverse resources through innovative Recreation and Library activities and entertainment for residents of all ages.		Plan, maintain and improve Town facilities for residents and town staff.		Provide equitable community engagement that includes an outreach approach with intentional effort to engage a representation of the Town's diverse audiences.		Thoughtful planning and operations that ensure the long-term viability of the Town's infrastructure, facilities, and environment.		Provide excellent and sustainable delivery of services by making data driven investments & decisions. Support continuous improvement and cross departmental collaboration to improve service delivery to residents and provide for their public safety.		Utilize comprehensive planning to balance the community's character with its evolving needs	
4												
5	Implement Housing Element programs, policies and actions (PLAN)		Improve shelving for Library special collections (LIB)		Implement new Town telephone system (F/A)		Complete and implement Economic Development Plan (PLAN)		Update Town s Investment Policy (F/A)		Conduct comprehensive General Plan Update (PLAN)	
6												
7	Complete and implement Economic Development Plan (PLAN)		Study the organization of Library physical public space (LIB)		Implement Online Records Management Program (F/A)		Develop Gas Station Ban Ordinance (PLAN)		Update Fee Study (F/A)		Implement Housing Element programs, policies and actions (PLAN)	
8												
9	Implement the Bicycle and Pedestrian Master Plan (PW)		Implement Library reorg plan designed by consultant (LIB)		Reimagine the Library "Take and Make Kits" collection (LIB)		Continue to convert the fleet of vehicles to electric & hybrid (CMPA)		Update Finance/Payroll/HR Systems (F/A)		Develop Gas Station Ban Ordinance (PLAN)	
10												
11	Develop and implement Age-Friendly Strategic Plan (REC)		Study the organization of Library physical staff workspace on lower level (LIB)		Complete implementation of Library RFID project (LIB)		Develop an annual plan to address maintenance for all Town-maintained buildings and facilities (PW)		Complete implementation of Library RFID project (LIB)		Update downtown land uses (PLAN)	
12												
13	Expand Toddler Enrichment Programs (REC)		Repaint/Repair internal Library building, museum, and Council Chamber lobby areas (LIB)		Establish Zip Books program (LIB)		Design and seek funding for a Resilient Hub solar project for the Library roof (PW)		Invest in digital record keeping program (PLAN)		Develop and implement residential Seismic Program (PW-BLD)	
14												

Updated:1/5/2024

Working Copy
Work Plan 2023-25

	C	D	E	F	G	H	I	J	K	L	M	N
1	Livability & Quality of Life		Quality Facilities		Connecting with the Community		Sustainable, Natural and Built Environment		Excelling in Town Services		Planning for the Future	
15	Implement phase 3 of Millennium Playground restoration (REC)		Develop an annual plan to address maintenance for all Town-maintained buildings and facilities (PW)		Update the Planning Department web pages (PLAN)		Evaluate and develop a Water Conservation Plan for Town buildings, Parks, and medians(PW)		Continue to convert the fleet of vehicles to electric & hybrid (CMPA)		Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance hardening of dwellings in WUI (PW-BLD)	
16												
17			Upgrade and Improve the facilities at the Robson Harrington House (REC)		Initiate complete overhaul and redesign of the website (CMPA)		Develop 5-year Capital Improvement Plan, that includes a regular update and communication schedule for all capital improvement projects (PW)		Implement new SB2 legislation regarding certification of officers (CMPA)		Update Green Building code (PW-BLD)	
18												
19			Resurface Tennis Courts & Stripe Two for Pickle Ball (REC)		Develop and implement Age-Friendly Strategic Plan (REC)		Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance hardening of dwellings in WUI (PW-BLD)		Initiate complete overhaul and redesign of the website (CMPA)			
20												
21			Research and develop plan for improvements to Red Hill Dog Park (REC)		Create a Volunteer Corps for Parks and Recreation Projects (REC)		Develop online permiting for solar systems - SB 379 Compliance (PW-BLD)		Develop 5-year Capital Improvement Plan, that includes a regular update and communication schedule for all capital improvement projects (PW)			
22												
23			Implement phase 3 of Millennium Playground restoration (REC)		Update and reorganize Recreation Department webpage (REC)		Update Green Building code (PW-BLD)		Develop an annual plan to address maintenance for all Town-maintained buildings and facilities (PW)			
24												

Updated:1/5/2024

Working Copy
Work Plan 2023-25

	C	D	E	F	G	H	I	J	K	L	M	N
1	Livability & Quality of Life		Quality Facilities		Connecting with the Community		Sustainable, Natural and Built Environment		Excelling in Town Services		Planning for the Future	
25			Repair the walls within the Robson Harrington Community Gardens (REC)						Implement the Bicycle and Pedestrian Master Plan (PW)			
26												
27			Paint ICC Center (REC)						Evaluate and develop a Water Conservation Plan for Town buildings, Parks, and medians(PW)			
28												
29			Research and repurpose Carriage House area at Robson Harrington Park (REC)						Develop and implement residential Seismic Program (PW-BLD)			
30												
31			Rennovate living quarters at Fire Station 20 (RVFD)						Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance hardening of dwellings in WUI (PW-BLD)			
32												
33			Perform needs assesment for living quarters at Station 19 (RVFD)						Develop online permiting for solar systems - SB 379 Compliance (PW-BLD)			
34												
35									Implement expedited permiting program - per AB 2234 requirements (PW-BLD)			
36												
37									Update Green Building code (PW-BLD)			
38												
39									Expand Toddler Enrichment Programs (REC)			
40												

Updated:1/5/2024

Working Copy
Work Plan 2023-25

	C	D	E	F	G	H	I	J	K	L	M	N
1	Livability & Quality of Life		Quality Facilities		Connecting with the Community		Sustainable, Natural and Built Environment		Excelling in Town Services		Planning for the Future	
41									Update and reorganize Recreation Department webpage (REC)			
42												
43									Re-format the Community Event Application and Process (REC)			
44												
45									Implement RVFD leadership reorganization (RVFD)			

Updated:1/5/2024

	O
1	Investing in People
2	
3	Provide professional management and training that encourages a culture of innovation, collaboration, and transparency to deliver quality service through an exceptional workforce.
4	
5	Conduct Town Compensation Study (F/A)
6	
7	Implement Ready Set Audit Results (F/A)
8	
9	Institute Employee Trainings (Lunch & Learn) (F/A)
10	
11	Study the organization of Library physical staff workspace on lower level (LIB)
12	
13	Onboard new Planner (PLAN)
14	

Updated:1/5/2024

	O
1	Investing in People
15	Develop a training program for Planning Department staff (PLAN)
16	
17	Invest in digital record keeping program (PLAN)
18	
19	Address staffing issues: retention & recruiting (CMPA)
20	
21	Increase training for all staff (CMPA)
22	
23	Improve and evolve the organizational mental and physical wellness of staff (CMPA)
24	

Updated:1/5/2024

	O
1	Investing in People
25	Implement new SB2 legislation regarding certification of officers (CMPA)
26	
27	Implement RVFD leadership reorganization (RVFD)
28	
29	Rennovate living quarters at Fire Station 20 (RVFD)
30	
31	Perform needs assesment for living quarters at Station 19 (RVFD)
32	
33	
34	
35	
36	
37	
38	
39	
40	

Updated:1/5/2024

	O
1	Investing in People
41	
42	
43	
44	
45	

Updated:1/5/2024

2023-2025 Work Plan Priorities Progress Report –January 2024

Administration and Finance

Work Plan Priority	Progress Report
1) Category: Investing in People Priority: Town-wide compensation study Description: Conduct a Town-wide compensation study. The goal in reviewing employee compensation is to benchmark the Town's salaries with the goal of providing competitive compensation to comparable local municipalities to assist in recruitment and retention of talented employees. Become Employer of Choice.	0% - Current MOU runs through June 30, 2025. Anticipate this beginning in Spring or Summer 2024 to be in a good position for negotiations in Spring 2025.
2) Category: Excelling in Town Services Priority: Update Town's Investment Policy Description: Update the existing Investment Policy (1997) to reflect best practices and to ensure compliance with federal, state, and applicable laws and regulations.	50% - Currently working on draft policy

2023-2025 Work Plan Priorities Progress Report –January 2024

Administration and Finance	
3) Category: Investing in People Priority: Implement Ready Set Audit Results for Human Resources Description: An audit of the Town's rules, policies, ordinances, and other areas was conducted by Ready Set to assure that they are fair, equitable and completely bias free. As part of that audit, HR wants to implement new recruiting strategies to be sure that we are reaching all potential candidates.	25% - In progress
4) Category: Investing in People Priority: Employee Trainings (Lunch & Learn) Description: Develop a Lunch and Learn program, a joint lunch for their employees to encourage learning, foster building strong relationships, and enhance professional development. Lunch and Learn events offer opportunities for coworkers to share ideas and discuss issues in a relaxed atmosphere.	0% - Not started yet.
5) Category: Excelling in Town Services Priority: Update Fee Study	0% - Anticipate conducting the RPF in FY24-25 for the FY25-26 fee study

Description: A review of the fee study is needed to ensure that the Town's fees are updated to reflect the latest cost information. The study will identify the full costs of providing each service, including direct, indirect, and overhead costs. Identifying the full cost of a service will assist in determining the appropriate fee for each service and prevent the subsidization of individual services with taxpayer dollars.	
6) Category: Connecting with the Community Priority: Town telephone system Description: Update the current Town phone system from an analog system to allow for increased efficiency and usability. Voicemails can be integrated into the email system to allow for better response capabilities and customer service.	25% - The Town has piloted Microsoft Teams phones for a little while now and is moving forward with an order for the entire Town staff.
7) Category: Excelling in Town Services Priority: Update Finance/Payroll/HR Systems Description: Review the options for a change in Town's software to a cloud-based system more suited for a smaller local municipality.	10% - Have begun gathering a list of software providers to reach out too and demo to see if it would be a better fit for the Town

2023-2025 Work Plan Priorities Progress Report –January 2024

8) Category: Connecting with the Community Priority: Implement Online Records Management Program Description: Through an RFP process, retain services of an online records retention service for the purposes of providing efficient access to Town records for both staff and the public.	20%- Have begun gathering proposals with detailed descriptions of services that would best fit the needs of the Town.

2023-2025 Work Plan Priorities Progress Report –January 2024

Central Marin Police Department

Work Plan Priority	Progress Report
1) Category: Investing in People Priority: Address Staffing Issues: Retention and Recruiting Description: The Central Marin Police is currently facing a significant staffing issue wherein; it is losing people faster than it can replace them. In addition, applicant numbers are dwindling at an alarming rate. This especially important work plan priority is to work closely with the Town and City Managers over the next two years to improve entry level recruitment and current employee retention.	0% While the Chief of Police, the Human Resources Manager, and the three City/Town Managers have been working on this issue and meeting about it monthly, there has been no improvement. Currently the Central Marin Police Authority has eight (8) open police officer positions and is struggling to fill any of them. This is the most open positions that CMPA has ever had and with ongoing open recruitments they are receiving few if any applications. MOU negotiations have started with the Police Officers' Association and should have a significant impact on this issue in the near future. In the meantime, the three Traffic Officers, and one Detective have been reassigned to the patrol division to keep up with the routine calls for service. The goal is to improve recruitment and retention and not have to cut back further on any police services.
2) Category: Investing in People Priority: Increase Training for all Staff	25%

Description: Increase training for all staff to include new mandates and expectations from communities.	Increased training has begun for perishable skills. CMPA has also added ABLE training to its rotation.
3) Category: Connecting with the Community Priority: Initiate complete overhaul and redesign of the website Description: Currently, the website is over ten years old and is outdated and works poorly on smart phones. Conduct a complete overhaul and redesign of the website to bring it up to acceptable current standards.	50% The website is in the active redesign phase and should be completed in March 2024.
4) Category: Investing in People Priority: Improve and evolve the organizational mental and physical wellness of staff Description: Continue to improve and evolve the organizational mental and physical wellness of staff.	50% Created a Peer Support team, a wellness app for your phone, and a wellness room at the station. Positive feedback from all staff on the changes.
5) Category: Sustainable, Natural and Built Environment Priority: Continue to convert the fleet of vehicles to electric & hybrid Description: Continue to convert the fleet of vehicles away from sole combustion engines to fully electric and/or hybrid models. This will	25% Purchased two (2) all electric CSO vehicles for routine parking matters. Replaced two combustion vehicles with the purchase.

include patrol vehicles, CSO/Cadet vehicles, unmarked vehicles, and motorcycles.	
6) Category: Investing in People Priority: Implement new SB2 legislation and mandates Description: Implement new SB2 legislation and mandates regarding the certification and de-certification of police officers.	100% Completed.

2023-2025 Work Plan Priorities Progress Report –January 2024

Library

Work Plan Priority	Progress Report
1) Category: Quality Facilities Priority: Improved shelving for special collections Description: Instead of holding special collections such as Take and Make Kits, memory kits out of public view, providing shelving in public area for better marketing and access.	10% A short-term solution is currently being employed to increase visibility but staff has yet to land on a good permanent one.
2) Category: Livability and Quality of Life, Connecting with the Community Priority: Reimagine the Take and Make Kits collection Description: This popular collection has expanded beyond the limits of "take and make" and needs to be reevaluated and rebranded for expansion.	75% The collection has been rebranded as the "Library of Things." An assortment of board games has been added.
3) Category: Quality Facilities Priority: Study the organization of physical public space	Not started

2023-2025 Work Plan Priorities Progress Report –January 2024

Description: Enlist the services of a consultant to help redesign the public library space.	
4) Category: Quality Facilities Priority: Implement plan designed by consultant to redesign public library space Description: Hire contractors, identify equipment/furniture, and execute plan	Not started
5) Category: Quality Facilities Priority: Study the organization of physical staff workspace on lower level and implement recommendations. Description: Enlist the services of a consultant to help redesign the public library staff workroom space.	10% Staff have spent time analyzing the usage of space before enlisting outside assistance.
6) Category: Excelling in Town Services Priority: Complete implementation of RFID project Description: Items have been tagged and staff has been using RFID pads and other equipment. Next steps in roll-out include peripherals to support the use of the technology and training patrons to use RFID enabled tools for checking out materials.	100%
7) Category: Livability and Quality of Life	100%

Priority: Establish Zip Books program Description: Organize and deploy zip books program, grant funded by the CA state library, to deliver books, unavailable in the local library system, to residents' homes via Amazon	

Interdepartmental—Library and Public Works

Work Plan Priority	Progress Report
Category: Quality Facilities Priority: Repaint/Repair internal building, museum, and Council Chamber lobby areas Description: There are many areas in need of repair where chunks of wall have eroded or chipped away. There are innumerable scuffs and scratches throughout the building which need to be cleaned up and walls improved with fresh paint.	50% Lobby and hallway areas completed.

2023-2025 Work Plan Priorities Progress Report –January 2024

Planning

Work Plan Priority	Progress Report
1) Category: Investing in people Priority: Onboard new Planner Description: Hire and train a new planner to provide current planning activities such processing land use permits, assisting the public over the phone, via email, and at the counter	90% Complete Assistant Planner Jackson Dobronyi started working for the Planning Department on October 1, 2023. Jackson has been successfully onboarded and is working at full capacity processing current planning land use projects, providing Zoning Code information to the public over the counter, via email, and over the phone, and conducting planning related reviews for building permits. In November 2023, Jackson successfully prepared a staff report and presented a project to the Planning Commission and continues to be trained daily as new planning related questions arise.
2) Category: Planning for the Future Priority: Comprehensive General Plan Update, including the Circulation Update Description: Begin the comprehensive General Plan Update of the 1988 current General Plan. Will update all elements of the General Plan (exception of the Housing Element and Safety Element) and include	5% Complete The Town Council received a presentation on the General Plan Update (GPU) at the November 14, 2023, Town Council meeting. Following the Town Council meeting, the Planning Department issued a Request for Proposals on November 15, 2023, for qualified consultants to facilitate the update process. The Planning Department received five proposals from qualified consultants on December 18, 2023. The Planning

new optional element, such as Environmental Justice and Economic Development.	Department will be working with the Ad-Hoc General Plan Committee (Vice-Mayor Kullaway, Councilmember Fineman, Vice-Chair Asselstine, and Planning Commissioner Pipkin) to review the proposals, and schedule interviews. The Planning Department expects to present a recommendation and a Professional Services Agreement to the Town Council at a regular meeting in February 2024 for the selection of a consultant.
3) Category: Planning for the Future Priority: Housing Element Implementation Description: Implement at least 22 Housing Policy Action Items as required by the Housing Element	95% Complete The Town Council adopted the Housing Element on December 12, 2023. The Town Council will consider Zoning Code Amendments associated with the Housing Element on January 9, 2024, and January 23, 2024, regular Town Council meetings. Once the Zoning Code Amendments are adopted, the Planning Department will email the final Housing Element and Zoning Code Amendments to the State Department of Housing and Community Development for final Certification.
4) Category: Priority: Continue to Enhance the Planning Departments levels of service. Description: Enhance levels of service by improving and updating the Planning Department's web presence to make it easy for users to navigate and find information and resources, continue to improve processing timelines, improve, and maintain response times, and proactive shepherding	10% Complete In January 2024, the Planning Department will begin a comprehensive assessment of the existing Planning Department webpages and conduct a comprehensive overhaul. The Planning Department's website presence is expected to be completed prior to the end of the 2023-2024 Fiscal Year.

of projects through the Town's discretionary processes.	
5) Category: Sustainable, Natural and Built Environment Priority: Continue to grow Economic Development in Town Description: Enhance and grow the Planning Department's Economic Development and Housing initiatives by providing more structure (policies and implementation of actions) to what we would like and need to accomplish.	75% During the 2023-2024 Fiscal Year, the Town Council adopted Zoning Code amendments to facilitate economic development by addressing optimal land uses in certain commercial zoning districts and the Housing Element to facilitate housing in all zoning districts. The Town will embark on a General Plan update that will include an Economic Element that will provide the roadmap to address economic development in the next 10-20 years.
6) Category: Investing in People Priority: Develop a training program for Planning Department staff Description: Create a cohesive team where there is training to keep informed with up-to-date information, cross training of duties and responsibilities (where possible given job descriptions constraints by union and job descriptions), experiences to help grow staff.	75% The Planning Department is fully staffed with three full-time staff members (Planning Director, Senior Planner, and Assistant Planner). The Planning Department has also allocated 25% of a full-time Administrative Assistant to help with public notices and minor administrative tasks as needed. All Planning Department related staff have been successfully onboarded and continue to learn and grow into their respective roles. During fiscal year 2023-2024, training and resource guides have been developed related to filing structure, Marinmap User Guide, staff onboarding checklist, project time tracker for cost recovery projects, CEQA, Historic Resource Evaluation requirements, How to prepare a public notice, How to Refund a

	Deposit Fee, Resolution Preparation Steps, Staff Report writing Tips and Tricks, How to Process Telecommunications Facilitates Applications, How to coordinate with Telecom Law (consultant) to facilitate the review of Telecommunication Facilities Applications, How to upload agendas and minutes to Granicus (agenda management for website presence), How to upload videos to Granicus, How to Process Resale Inspections related to the Planning Department, How the Planning Department reviews EV Chargers, PEAK Agenda Publishing Checklist for the Planning Department, PEAK Agenda PEAK Agenda Preparation Steps, Planning Commission Day of Meeting Preparation Checklist, and created templates for all Planning Department related actions. The Planning Department also continues to keep up to date with current training opportunities to further enhance skills. Additionally, Senior Planner Lindsey Klein has been accepted into the Sonoma Marin Leadership Academy, a program designed for emerging leaders. Planning Director Heidi Scoble is also acting as a Coach for a member of the Sonoma Marin Leadership Academy as well. Planning Director Scoble also attended the Local Government Summer Institute at Stanford in July 2023 for leadership training and had been selected as the inaugural cohort for the Municipal Managment Association of North California's UpNext program, a leadership community designed for city and county leadership roles. Lastly, both Klein and Scoble continue to maintain their continuing education credits related to their American Institute of Certified Planner (AICP) credential.

7) Category: Excelling in Town Services Priority: Enhanced and consistent record keeping where information is accessible and easy to find. Description: Digitize remaining Planning paper files, create any necessary databases, convert microfiche to digital pdf plans (soft file) and provide a comprehensive digital data file storage service, such as Docuware, Laserfiche, etc. Employee Impact: Low to High depending on whether outside resources or internal staff will be used.	25% Complete The Planning Department will be working with the Town Clerk to integrate the Planning Department digital records into a new Townwide digital records data file storage service.
8) Category: Planning for the Future, Sustainable, Natural and Built Environment Priority: Develop Gas Ban Ordinance Description: Finalize Ordinance for Town Council consideration of a Gas Ban Ordinance. Requires the preparation of a study to support the ban. Employee Impact: Low to Moderate	100% Complete On December 12, 2023, the Town Council adopted Ordinance No. 1183 to prohibit the construction of new gas stations and the expansion of existing gas stations.
9) Category: Planning for the Future, Sustainable, Natural and Built Environment Priority: Update Downtown and other Commercial Land Uses	100% Complete On August 22, 2023, the Town Council adopted Ordinance No. 1179 to adopt amendments to Land Use Regulations Table 3A (Title 10, Chapter 3, Article 3, Section 10-3.302) to the

Description: Consider Zoning Code amendments to the Land Use Regulations Table 3A (Title 10, Chapter 3, Article 3, Section 10-3.302) to the Downtown and other commercial land uses that will attract businesses to the Town.	Downtown and other commercial land uses to facilitate and attract businesses to the Town.

2023-2025 Work Plan Priorities Progress Report –January 2024

Public Works

Work Plan Priority	Progress Report
1) Category: Excelling in Town Services Priority: Develop 5-year Capital Improvement Plan that includes a regular update and communication schedule for all capital improvement projects. Description: Creation of a framework for Council to receive consistent updates of all Capital Improvement projects (CIP). Quarterly reports on CIP expenditures (budget status report from DPW). In addition, staff will be bringing forward a new 5 Year Capital Improvement Plan. Public Works typically reports twice a year to the Capital Program Monitoring Committee and the Financial Advisory Committee and will create a new format to provide an update to the Council on CIP projects.	Staff is currently working on creating a new 5-year CIP.
2) Category: Excelling in Town Services Priority: Improve pavement condition index and repair streets Description: Continue to program paving, crack sealing and slurry sealing projects to improve road conditions and reduce reconstruction and	Ongoing. PCI following last summer's paving and slurry seal projects rose to 73.

maintenance costs by improving the Pavement Condition Index (PCI).	
3) Category: Excelling in Town Services Priority: Coordinate with County on Flood Control. Finalize Bridge designs. Description: Continue working towards 25-Year level (4% recurrence interval) flood protection with the removal and replacement of bridges and working with the County on the SAFRR project to remove Building Bridge 2.	Ongoing. SAFRR- The County has submitted draft plans as part of the building permit application for the removal of Building Bridge 2. The Town is currently reviewing the application. Bridges- Nokomis and Madrone bridges are in the environmental stage and Center and Bridge Street Bridges are in the Caltrans queue for funding but have been approved.
4) Category: Sustainable, Natural and Built Environment Priority: Rehabilitate Town Parks and Medians Description: Work on improving general maintenance and rehabilitation of parks and medians.	Staff completed rehabilitation of Memorial Park parking lot and paved the west side path between Alderney Road and the restroom building. Other improvements to the playground are being worked on. Hilldale Phase 1 of the pocket park has been completed and future improvements are being worked on.
5) Category: Quality Facilities Priority: Develop an annual plan to address maintenance for all Town-maintained buildings and facilities Description: Program funds to address painting, rot repair, heating/ventilation/air-conditioning	Construction started on Town Hall Roof and HVAC project. Town Hall public restrooms have been painted and new partitions installed. The Resilience Hub is out for design build proposals for Town Hall and the Library. Town Hall, Library and ICC LED light replacement program underway.

(HVAC), and other building maintenance issues for all Town-maintained buildings and facilities.	
6) Category: Planning for the Future, Sustainable, Natural and Built Environment Priority: Implementation of the Bicycle and Pedestrian Master Plan Description: Town Staff will continue to prioritize the Bicycle and Pedestrian Master Plan as adopted in the Complete Streets Resolution by the integration of the Bicycle and Pedestrian Master Plan elements into public works projects.	Ongoing. Funding has been obtained from TAM and measure J to improve Bicycle and Pedestrian modes of transportation including a two-way bike lane in Creek Park. A downtown corridor study is also underway.
7) Category: Planning for the Future, Sustainable, Natural and Built Environment Priority: Evaluate and develop a Water Conservation plan for Town buildings, parks, and medians Description: Due to the drought the Town has been working diligently on reducing domestic water usage throughout parks, medians, and buildings.	Water monitoring is ongoing but to date the use of groundwater has not had a long-term impact on the groundwater table.
8) Category: Sustainable, Natural, and Built Environment Priority: Design and seek funding for the development of the Resilient Hub project	Design of Resilient Hub is progressing and is out for a design bid process.

Description: This project would install solar panels with battery storage on Town Hall or Library Buildings to create community-serving space equipped with an emergency power center that provides clean energy resilience for both town services and residents, equipped for extreme weather, providing power, broadband, cooling, water, social services, and older adult assistance in an emergency situation.	

2023-2025 Work Plan Priorities Progress Report –January 2024

Work Plan Priority	Progress Report
1) Category: Excelling in Town Services Priority: Develop and implement residential Seismic Program. Description: Provide homeowners with information on earthquake strengthening for existing one- and two-family dwellings, develop a soft-story program for existing structures, and an automatic gas shutoff valve program.	0%
2) Category: Excelling in Town Services Priority: Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance "hardening" of dwellings in the Wildland Urban Interface (WUI). Description: The Building Department is interested in the possible allocation of fire abatement funding to help homeowners in the WUI to add WUI compliant vents and siding to reduce the potential of fires or the spread of fire within San Anselmo and Marin County.	0%
3) Category: Excelling in Town Services Priority: Develop online permitting for solar systems-SB 379 compliance	10% Obtained grant to fund implementation. Town Consultant will lead implementation. Due by September 2024 for compliance.

Description: SB 379 requires local jurisdictions to adopt an online permitting system for residential solar energy systems. This bill would require every city, county, or city and county to implement an online, automated permitting platform that verifies code compliance and issues permits in real time or allows the city, county, or city and county to issue permits in real time for a residential solar energy system, as defined, that is no larger than 38.4 kilowatts alternating current nameplate rating and a residential energy storage system, as defined, paired with a residential solar energy system that is no larger than 38.4 kilowatts alternating current nameplate rating.	
4) Category: Excelling in Town Services Priority: Implement expedited permitting program per AB 2234 requirements Description: New bill will regulate response time for permit applications. If an application for a post entitlement phase permit is incomplete, the Town must provide applicants with list of incomplete items and a description of how to make the application complete within 15 business days of submission of application. If an application for a post entitlement phase permit is noncompliant, the Town must provide the applicant a full set of written comments with a comprehensive request	Completed.

for revisions within 30 business day (projects with 25 units or fewer) or 60 business days (projects with more than 25 units).	
5) Category: Excelling in Town Services, Sustainable, Natural and Built Environment Priority: Update Green Building code Description: The Sustainability Committee has raised the question of banning gas in residential new construction. If the Town bans the use of gas, the Building Department will update the Green Building Code to fulfill the new requirement.	New Green Building code adopted by Town waiting for California Energy Commission approval.
6) Category: Excelling in Town Services Priority: Create Uniform Definition for "Substantial Remodels" throughout Town Code Description: "Substantial remodels" are defined differently in different sections of the code. Standardizing language across the code will help streamline certain aspects of the building permitting process.	20% The use of substantial remodels was revised in the new Green Building Ordinance. The other instances are within the Planning code. Staff will discuss whether it makes sense to change to one definition.
7) Category: Excelling in Town Services Priority: Evaluate Planning and Building Permit Processing Description: Evaluate existing planning and building administrative processes including	Underway.

comparing requirements and fees to other local jurisdictions.	

Recreation

Work Plan Priority	Progress Report
1) Category: Quality Facilities Priority: Upgrade and improve the facilities located at the Robson Harrington House. Description: Make improvements to the inside program space, home to our after-care programs. Improvements would include	70% - We have removed the lead paint and repainted the afterschool and program area. The blinds and the carpets have been replaced. The upgrades to the kitchen are dependent on Public Work's scheduled repair of the rot under the kitchen window.

painting, replacing carpets, kitchen improvements and replacing blinds. Addition of an office space for staff to work and hold meetings with both parents and staff. Employee Impact: Moderate	
2) Category: Connecting with the Community Priority: Age-Friendly Strategic Plan Description: Age-Friendly San Anselmo will present a completed strategic plan to Town Council. To achieve the Vision of the strategic plan, the Town and the community will develop and reinforce a culture that allows for people to actively age with dignity, respect, and independence. Nurturing a commitment to an age-friendly future will be an essential factor in successfully implementing the strategies in the plan.	50% - Marin Age & Disability Insitute (MADI) applied for a grant and is partnering with the Town to create the first county Age & Disability Friendly platform. This has replaced the Age Friendly Committee and strategic plan. We have formed a 15-member community advisory committee, filmed interviews with community members about their experiences and scheduled training for town staff and the community in January.
3) Category: Connecting with the Community Priority: Create a Volunteer Corps for Parks and Recreation Projects. Description: The Parks and Recreation Commission will create a sub-committee to create a database of past and future volunteers to work on parks and reaction projects. Projects would include earth day, tutoring, park clean-up projects and more.	10% - The Town Manager's office is working on a volunteer program and webpage for community volunteer opportunities. We will be presenting this process to the Parks and Recreation Commission at their January meeting.

2023-2025 Work Plan Priorities Progress Report –January 2024

4) Category: Livability and Quality of Life Priority: Expand Toddler Enrichment Programs Description: The new early childhood classes will be designed to build a community of caregivers and create an environment for toddlers to socialize, play and learn. Teachers and caregivers will encourage early childhood development by guiding children to explore through stories, songs, sensory and art. Our goal is to have programs at both the Robson Harrington House and Memorial Park.	100% - We now have 3 sold out toddler enrichment classes: toddler phonics, art in the park and music.
5) Category: Connecting with the Community Priority: Update and reorganize the Recreation Department webpage. Description: The new Recreation registration software, Civic Rec, pairs with the Town website, Civic Plus. The department will connect the two platforms to update and reorganize our website and registration process. This will create a better experience for our recreation community.	50% - The department has chosen a layout for our new webpage. We are currently archiving and/or deleting old information, as well as adding updated information.
6) Category: Excelling in Town Services Priority: Re-format the Community Event Application and Process.	Not started.

Description: The Town of San Anselmo is vibrant community. The Recreation department receives many requests for events throughout the year. Requests include everything from concerts to bake sales. Currently there is one application that goes to Town Council for approval. The department will develop a process and applications for larger events, smaller events, and tables at existing events. The application process will include interdepartmental communications, insurance requirements and street closure and janitorial costs.	

Interdepartmental Projects - Recreation & Public Works

Work Plan Priority	Progress Report
1) Category: Quality Facilities Priority: Resurface Tennis Courts & Stripe Two for Pickle Ball Description: Resurface tennis courts due to failing and cracked concrete	Not started.

2023-2025 Work Plan Priorities Progress Report –January 2024

2) Category: Quality Facilities Priority: improvements to Red Hill Dog Park Description: This project would include improvements to the drainage and ground covering.	100% - The drainage at the Dog Park has been upgraded and new woodchips have been delivered and spread throughout the park.
3) Category: Quality Facilities Priority: Implement phase 3 of Millennium Playground restoration Description: Phase three will involve enhancing the playground with new features placed in areas of the playground where former features existed. This will begin with a community engagement process to help determine the plan. The plan will go through a cost estimating process and a fundraising program will be launched. The improvements will be made once these goals are met.	10% - The Town Mager, Community Services Director and Public Works Director have met with the Scientific Art Studio to discuss phase 3 of Millennium playground.
4) Category: Quality Facilities Priority: Repair the walls within the Robson Harrington Community Gardens. Description: The crumbling walls have become a safety issue.	30% - One wall in the community gardens has been restored.

5) Category: Quality Facilities Priority: Paint ICC Center Description: The paint is peeling.	Not started.

Ross Valley Fire Department

Work Plan Priority	Progress Report
1) Category: Excelling in Town Services Priority: Implement RVFD leadership reorganization Description: The Ross Valley Fire Department is in leadership transition due to the expiration in June of the shared services agreement with County Fire. The member agencies and the Fire Board are exploring options including a potential shared services agreement with Central Marin Fire for Fire Chief and Chief Officer services.	25% Shared Services discussions with Central Marin Fire Department have proceeded slower than expected due to unforeseen circumstances. The department continues to explore options relating to Senior Leadership and expects to have this goal completed by end of year 2024.
2) Category: Quality Facilities Priority: Perform needs assessment for living quarters at Station 20	75%

Description: DPW staff to work with Fire Department staff to explore options to renovate the living quarters at Fire Station #20 with the goal of updating the space to accommodate a third member on each operational shift (scheduled for FY2025-26).	The Department has worked with DPW and expects to have a decision on one of the two proposed conceptual drawings of fire Station 20 before July 2024.
3) Category: Quality Facilities Priority: Renovate living quarters at Station 20 Description: Complete renovation construction on Fire Station #20.	0% This workplan will begin after a design is chosen.
*4) Category: Excelling in Town Services Priority: Increase fire engine staffing to three firefighters Description: The Ross Valley Fire Department is the only fire agency in Marin that still only has two firefighters on a fire engine. The Department's goal is to increase staffing to three firefighters per fire engine. **This is an additional priority added to the RVFD work plan.*	100% (In November 2023 the Ross Valley Fire Department Board of Directors approved a funding plan to staff all fire engines with three firefighters by July 2025)

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.5

MEETING DATE: **January 9th, 2024**

AGENDA TITLE: Resolution for CalRecycle Payment and Grants Program

FROM: Matthew Ferrer

RECOMMENDATION:

That Council approve the resolution authorizing submittal of application for CalRecycle payment program, The Beverage Container Recycling program for which the Town is eligible.

BACKGROUND:

The Department of Resources Recycling and Recovery (CalRecycle) is authorized to administer various payment programs and grants in furtherance of the State of California's efforts to reduce recycle and reuse solid waste generated in the state, thereby preserving landfill capacity, and protecting public health and safety, as well as the environment.

FISCAL IMPACT:

Over the years the Town has participated in the annual $5,000 payment program through CalRecycle to place and replace recycling and garbage can sets on public streets and in our parks. CalRecycle is now requiring the approval of a resolution as part of the process.

GENERAL PLAN CONSISTENCY:

The Goals and Objective of the grant provided by CalRecycle is to reach and maintain an 80 percent recycling rate for all California Refund Value beverage containers. Projects funded by The Beverage Container and Recycling Program will continue the goals of CalRecylce as well as the General Plan for the Town of San Anselmo will continue. The approval for submittal of application will ensure that the Town of San Anselmo can be a recipient of The Beverage Container Recycling program and can further minimize the environmental impact on the Town caused by beverage containers.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY:

The proposed adoption of the resolution is exempt from the California Environmental Quality Act (CEQA), under the "common sense" exemption, because it can be seen with certainty that there is no possibility that the activity in question may have a significant negative effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

ATTACHMENT:

Attachment 1 - Draft Resolution

RESOLUTION NO. XXXX

Resolution of the Town of San Anselmo authorizing submittal of an Individual Grant Application for Beverage Container Recycling Grant

Whereas, Public Resources Code sections 48000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

Whereas, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

Whereas, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

Now, therefore, be it resolved that the Town Council of the Town of San Anselmo authorizes the submittal of application(s) to CalRecycle for Beverage Container Recycling Grant; and

Be it further resolved that the Town Manager and the Public Works Director or their designee, is hereby authorized and empowered to execute in the name of the Town of San Anselmo all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project; and

Be it further resolved that these authorizations are effective for five years from the date of adoption.

I hereby certify that the foregoing Resolution was Duly Passed and adopted a regular meeting of the San Anselmo Town Council on the 9th day of January 2024, by the following vote:

Ayes:	Council Member:
Noes:	Council Member:
Absent:	Council Member:
Abstain:	Council Member:

_____
Eileen Burke, Mayor

Attest:

_____
Serge Avila, Town Clerk

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.1

MEETING DATE: January 9, 2024

AGENDA TITLE: Public Hearing to Consider Adoption of Zoning Ordinance Amendments to Title 10 (Planning and Zoning) of the San Anselmo Municipal Code

FROM: Heidi Scoble, Planning Director
Lindsey Klein, Senior Planner

RECOMMENDATION:

1. That the Town Council hold a public hearing and consider the attached Zoning Ordinance Amendments to Title 10, Chapter 3, Article 3 “Land Use Regulations”, Title 10, Chapter 3, Article 4 “Development Standards”, Title 10, Chapter 3, Article 5, “Parking and Loading Regulations”, Title 10, Chapter 3, Article 15 “Design Review”, Title 10, Chapter 3, Article 17 “Definitions”, Title 10, Chapter 6, Article 2 “Procedures and General Requirements”, Title 10, Chapter 13 “Reasonable Accommodation”, and Title 10, Chapter 20 “Objective Design and Development Standards” and associated California Environmental Quality Act (CEQA) findings (see **Attachment 1**).
2. Motion to read the attached Ordinance by title only. The Town Manager will read the full title of the Ordinance.
3. Motion to approve the first reading of the Ordinance Amendments and waive future readings in their entirety.

BACKGROUND

Over the past year, the Town has been working on an update to its Housing Element consistent with requirements under California State law. The Housing Element is one of seven mandated elements of the General Plan and must be updated every eight years to address existing and projected housing needs for all economic segments of the Town. Unlike the other elements of the General Plan, the Housing Element must be certified by the State Department of Housing and Community Development (HCD). On December 12,

2023, the Town Council adopted Resolution No. 4524 (see **Attachment 3**) to approve the 2023-2031 Housing Element.[1]

To ensure compliance with State housing law and California Government Code Section 65860, which requires consistency between a local jurisdiction's adopted general plan and zoning ordinance, the Town must amend Title 10 (Planning and Zoning) of the Municipal Code. In addition to the proposed amendments to comply with State housing law, Town staff identified updates to Title 10 to improve clarity, consistency, and usability of the standards within the Title.

On December 4, 2023, the Planning Commission held a public hearing to consider a recommendation to the Town Council to adopt these Zoning Ordinance Amendments to the Municipal Code and make the associated CEQA findings. After consideration of the record and discussion and deliberation, the Planning Commission voted unanimously to adopt Resolution 2023-17 (see **Attachment 4**) to recommend the Town Council adopt the proposed amendments to Title 10 (Planning and Zoning) and to support of the CEQA findings.

DISCUSSION

The amendments reflected in **Attachment 1** (Ordinance) and **Attachment 2** (Proposed Objective Design and Development Standards) can be summarized as follows:

1. Amendments to Municipal Code Title 10, Chapter 3, Article 3 "Land Use Regulations" Section 10-3.302 "Land Use Regulations Table", which prescribes the types of residential, commercial, infrastructure, and industrial uses that can be sited in a given zoning district. These amendments are proposed to:
    a. Align with State housing law, specifically California Government Code Section 65583.2, subdivisions (h) and (i).
    b. Clarify the maximum allowed residential density for projects seeking project approval via the ODDS, in alignment with Actions 5.2a, 5.7b, 5.7c, 5.7d, and 5.7e in the 2023-2031 Housing Element.
    c. Correct inconsistencies between permitted versus conditionally permitted residential uses in the R-1-H and R-1-C Zones, in alignment with Action 3.1a in the 2023-2031 Housing Element.
    d. Simplify references to Footnote #3, which cites the Conditional Use Permit process in Title 10, Chapter 3, Article 13 of the Municipal Code.
    e. Replace "Animal Boarding" with "Pet Care (except Veterinary) Services". The land use term is consistent with the North American Industry

[1] A detailed timeline of the Housing Element Update process and State review of the Housing Element can be reviewed in **Attachment 1** (Ordinance).

Classification System (NAICS) and includes uses such as pet boarding, grooming, sitting, walking, and training pets.

2. Amendments to Municipal Code Title 10, Chapter 3, Article 4 "Development Standards" Section 10-3.402 "Development Standards Table", which prescribes the development standards, such as minimum and maximum development densities, for each zoning district. The amendment is proposed to align with State housing law, specifically California Government Code Section 65583.2, subdivisions (h) and (i), and California Government Code Section 65583, subdivision (c)(1).

3. Amendments to Municipal Code Title 10, Chapter 3, Article 5 "Parking and Loading Regulations" Section 10-3.502 "Parking standards", which lists the minimum parking requirements for each use or activity in Table 5A. The proposed amendment would add restaurants and bars explicitly to Table 5A to the non-residential land use category requiring one parking space for each 100 gross square feet of building floor area. Currently, there is no clear definition indicating how many parking spaces are required for a restaurant or bar use, so this amendment would clarify the Town's parking requirements.

4. Amendments to Municipal Code Title 10, Chapter 3, Article 15 "Design Review" Section 10-3.1502 "Initiation of design review", which prescribes the ways that the Town's Design Review process may be originated, Section 10-3.1504 "Review of design review", which identifies the appropriate review authority for different projects subject to the Design Review permit, Section 10-3.1505 "Projects subject to design review", which lists the types of projects that trigger the Design Review permit, and Section 10-3.1506 "Required findings for design review", which lists the requisite findings that must be met in order for the reviewing authority to approve a Design Review permit. Those amendments are proposed to:
   a. Revise parking space regulations that conflict with State Accessory Dwelling Unit (ADU) law and Title 10 Chapter 6, Accessory Dwelling Units, of the San Anselmo Municipal Code.
   b. Align with State housing law, specifically California Government Code Section 65583.2, subdivisions (h) and (i).
   c. Allow the Planning Director to delegate their review authority to other designees (i.e., Planning Department staff).

5. Amendments to Municipal Code Title 10, Chapter 3, Article 17 "Definitions" Section 10-3.1702 "Definitions", which include the definitions for terms used throughout the Municipal Code. The amendments are proposed to:

a. Remove a duplicate definition of the word “hospital”.
b. Update the definition of “basement” to remove an internal conflict with the existing definition of “story”.
c. Add definitions for “Attached Accessory Dwelling Unit” and “Common Wall” to clarify the difference between detached and attached ADUs in accordance with direction received at the August 21, 2023 Planning Commission meeting.
d. Add a definition for “Kitchen” to ensure minimum standards for required appliances and features are understood and met by all.
e. Add definitions for “Conditionally Permitted Use” and “Permitted Use” to ensure conformance with State housing law, specifically California Government Code Section 65583.2, subdivisions (h) and (i).
f. Add definition for “Pet Care (except Veterinary) Service to correspond with Title 10, Chapter 3, Article 3, Land use Regulations, Table 4A.

6. Amendments to Municipal Code Title 10, Chapter 6, Article 2 “Procedures and General Requirements” Section 10-6.202 “General Requirements for ADUs and JADUs”, which prescribes the standards that apply to all ADUs and JADUs approved by the Town. The amendments stipulate that:
   a. A two-story Attached ADU is not allowed where the primary dwelling unit is only one story tall unless the primary dwelling unit is extended to include a second story to ensure that the second story of the Attached ADU is “attached” to the primary dwelling.
   b. At least 50 percent of the common wall of the Attached ADU must be attached to the primary dwelling unit.

7. Amendments to Municipal Code Title 10, Chapter 13 “Reasonable Accommodation” Section 10-13.06 “Findings, other requirements, and decision.”, which lists the findings that must be met in order to approve a request for reasonable accommodation. The amendment proposed would remove Finding 5 to conform with State law, which explicitly states the findings local jurisdictions may levy to grant or deny reasonable accommodations. This amendment implements Action 9.1e in the 2023-2031 Housing Element in compliance with the federal Americans with Disabilities Act.

8. Amendments to Municipal Code Title 10, Chapter 20 “Objective Design and Development Standards” as summarized below:
   a. Section 10-20.01.040, Applicability: Revise Item 3 to clarify for readers that the ODDS also apply to additions or modifications to structures previously approved under the San Anselmo Municipal Code.

b. Table 10-20.03.020.A, Applicability of Development Site Requirements: Add conjunctions between rows in the table to add more clarity for readers.
c. Section 10-20.08.030, Architectural Design Standards: Revise Item 3 to clarify that the regulation regarding architectural differentiation on wide parcels does not extend across property lines.
d. Table 10-20.11.030.A, Adjustments to Standards for Development Sites Less Than 6% Slope: Add conjunctions between rows in the table to add more clarity for readers.
e. Table 10-20.11.030.B, Adjustments to Standards for Development Sites Over 6% Slope:
    a. Add conjunctions between rows in the table to add more clarity for readers.
    b. Move two sentences to the Required Finding column from the Allowed Administrative Relief column to accurately reflect the content as a requirement as opposed to an exception from the regulations.
f. Section 10-20.12.030, Measurement Methods: Revise Item 1(B)(4) to clarify that the height being measured is the building height as opposed to the height of the development site.

FISCAL IMPACT
On May 10, 2022, the Town Council authorized a Professional Services Agreement with Houseal Lavigne to prepare the Housing Element, Safety Element, and related environmental review pursuant to the California Environmental Quality Act (CEQA) for a total not-to-exceed cost of $283,453, $37,000 of which has been set aside for contingencies. To date, $223,434 of the allocated funds related to the costs to prepare the Housing Element, Safety Element, CEQA analysis, General Plan and Zoning Ordinance text and map amendments have been expended. In the summer of 2023, the Town received a $20,000 Local Early Action Planning (LEAP) grant that has been applied to the contract, thus reducing the anticipated General Funds costs to $203,244.

GENERAL PLAN CONSISTENCY
As summarized in the proposed Ordinance (see **Attachment 1**), the proposed actions are determined to be consistent with the General Plan. Specifically, the proposed actions amend Titel 10 (Planning and Zoning) of the Municipal Code to be consistent with the 2023-2031 Housing Element and Land Use (LU) Element Goal 3, Goal 5, LU Principle 1, LU Policy 3.4, and LU Policy 11.2.

CEQA CONSISTENCY
An Initial Study was prepared for the Housing Element and associated Land Use Element amendments and Zoning Ordinance amendments (“project”). The Initial Study concluded that the project will not cause a significant effect on the environment, therefore a Negative Declaration was prepared consistent with Public Resources Code § 21080(c) and Guidelines § 15070 et seq. A Negative Declaration is a written statement that an Environmental Impact Report is not required because a project will not have a significant

adverse impact on the environment. (Pub. Res. Code §§ 21064, 21080(c).) As such, as concluded in the Initial Study/Negative Declaration (filed under SCH# 2023060315), the document established that there is no substantial evidence in the environmental document/record that the adoption of the Housing Element and related General Plan and Zoning Ordinance amendments will have a significant effect on the environment for areas analyzed in the Initial Study and no mitigation measures are necessary to be implemented to avoid or reduce any potential impacts to a less-than-significant level.

The Initial Study/Negative Declaration for the Housing Element and associated amendments was certified by the Town as the Lead Agency via Resolution No. 2023-4513 on July 25, 2023 pursuant to CEQA (see **Attachment 5**). A Notice of Determination was filed with the Office of Planning and Research and the Marin County Clerk on July 27, 2023 (see **Attachment 6**). Pursuant to CEQA Guidelines Section 15162, no supplemental or subsequent negative declaration is required because the final Housing Element and associated Zoning Ordinance amendments are consistent with the project scope analyzed by the Initial Study/Negative Declaration.

CLIMATE ACTION PLAN CONSISTENCY

The proposed amendments would provide enhanced consistency with the following Climate Action Plan 2030 measure:

- Action T-9: Smart Growth Development. Amending Title 10, Chapter 3, Article 3, Land Use Regulations, and Article 4 Development Standards to allow for infill, higher density development near transit and within walking distance to shopping, schools, and services.

ATTACHMENTS

1. Ordinance
2. Proposed Objective Design and Development Standards
3. Town Council Resolution No. 2023-4524
4. Planning Commission Resolution No. 2023-17
5. Initial Study Negative Declaration
6. Notice of Determination

ORDINANCE NO. 2024-

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO AMENDING TITLE 10, CHAPTER 3, ARTICLE 3 "LAND USE REGULATIONS", TITLE 10, CHAPTER 3, ARTICLE 4 "DEVELOPMENT STANDARDS", TITLE 10, CHAPTER 3, ARTICLE 5 "PARKING AND LOADING REGULATIONS", TITLE 10, CHAPTER 3, ARTICLE 15 "DESIGN REVIEW", TITLE 10, CHAPTER 3, ARTICLE 17 "DEFINITIONS", TITLE 10, CHAPTER 6, ARTICLE 2 "PROCEDURES AND GENERAL REQUIREMENTS", TITLE 10, CHAPTER 13 "REASONABLE ACCOMMODATION", AND TITLE 10, CHAPTER 20 "OBJECTIVE DESIGN AND DEVELOPMENT STANDARDS" TO IMPLEMENT STATE HOUSING LAW AND CLARIFY OR SIMPLIFY EXISTING REGULATIONS

WHEREAS, the California Legislature has found that "California has a housing supply and affordability crisis of historic proportions. The consequences of failing to effectively and aggressively confront this crisis are hurting millions of Californians, robbing future generations of the chance to call California home, stifling economic opportunities for workers and businesses, worsening poverty and homelessness, and undermining the State's environmental and climate objectives." (Government Code section 65589.5); and

WHEREAS, the Legislature has further found that "Among the consequences of those actions are discrimination against low-income and minority households, lack of housing to support employment growth, imbalance in jobs and housing, reduced mobility, urban sprawl, excessive commuting, and air quality deterioration." (Government Code section 65589.5); and

WHEREAS, the Legislature has adopted the Housing Crisis Act of 2019 (SB 330) which states that "In 2018, California ranked 49th out of the 50 states in housing units per capita…California needs an estimated 180,000 additional homes annually to keep up with population growth, and the Governor has called for 3.5 million new homes to be built over 7 years."; and

WHEREAS, State Housing Element Law (Government Code section 65580 *et seq.*) requires that the Town of San Anselmo ("Town") adopt a Housing Element for the eight-year period of 2023-2031 to accommodate the Town's regional housing need allocation ("RHNA") of 833 housing units comprised of 253 very-low income units, 145 low-income units, 121 moderate-income units, and 314 above moderate-income units; and

WHEREAS, in June 2022, the Town hired a consultant, formed a Housing Element Advisory Committee (HEAC), and began working diligently towards an update to the Housing Element that is consistent with California State law; and

WHEREAS, after extensive community outreach in 2022, the HEAC, Planning Commission, and Town Council all reviewed the Draft Housing Element prior to submitting the document to HCD for the State's 90-day review on January 26, 2023; and

WHEREAS, on April 26, 2023, August 1, 2023, and October 26, 2023, the Town received Housing Element review letters from HCD requiring additional analysis in the Housing Element prior to State certification, and, in response, the Town submitted duly-noticed revised drafts of the Housing Element to HCD on June 2, 2023, August 30, 2023, and December 1, 2023 in an attempt

to address those comments and receive a notice of compliance with housing law from the State; and

WHEREAS, on August 22, 2023, the Town Council adopted Ordinance No. 1179 amending Title 10 (Planning and Zoning) of the San Anselmo Municipal Code and the Zoning Map and made the associated CEQA findings to proactively incorporate the changes prescribed in the 2023-2031 Housing Element and address State housing law; and

WHEREAS, the three review letters from HCD requiring changes to the 2023-2031 Housing Element also resulted in required amendments to Title 10 (Planning and Zoning) of the San Anselmo Municipal Code not included in Town Council Ordinance No. 1179; and

WHEREAS, the purpose of this Ordinance is to amend certain sections of Title 10 (Planning and Zoning) of the San Anselmo Municipal Code to provide the necessary revisions identified by HCD, as stated in the Housing Element review letters addressed to the Town, and to improve the clarity of certain Zoning Code regulations, to add definitions, and to address land uses; and

WHEREAS, an Initial Study and Negative Declaration has been prepared in accordance with the California Environmental Quality Act ("CEQA") and the CEQA Guidelines for the Housing Element and related General Plan Land Use Element and Zoning Code text and map amendments; and

WHEREAS, during the CEQA review process, it was determined that the environmental potential impacts would be less than significant without the implementation of mitigation measures to reduce or eliminate any potentially significant project-related impacts and therefore a Negative Declaration was appropriate; and

WHEREAS, pursuant to the CEQA, a Notice of Intent to adopt a Negative Declaration was prepared for public comment related to the Housing Element Update and related General Plan Land Use Element and Zoning Code text and map amendments, submitted to the State Clearinghouse (SCH# 2023060315) on June 12, 2023, and included a 30-day public review period is from June 12 through July 10, 2023; and

WHEREAS, in accordance with the California Environmental Quality Act ("CEQA")(Public Resources Code Sections 21000 through 21189.3) and its implementing regulations (the "CEQA Guidelines") (California Code of Regulations, Title 14, Chapter 3, Sections 15000 through 15387), on July 25, 2023, the Town Council adopted Resolution No. 2023-4513 approving the Initial Study and Negative Declaration at a public hearing upon consideration of written information and testimony received during a portion of the public comment period regarding the adoption of the Initial Study and Negative Declaration, which analyzes the environmental effects of the proposed amendments and finds no significant impacts; and

WHEREAS, in accordance with CEQA Guidelines Section 15162, no supplemental or subsequent negative declaration for adoption of the Zoning Code text amendments is required because none of the circumstances requiring supplemental or subsequent negative declarations exist; and

WHEREAS, the Ordinance Amendments are consistent with the Town's 2023-2031 Housing Element and the Town's General Plan Land Use Goals 3 and 5, Principle 1, and Policies 3.4 and 11.2; and

WHEREAS, the Planning Commission is responsible for providing recommendations to the Town Council for proposed amendments to the Town's Zoning Code pursuant to Government Code section 65853 et seq.; and

WHEREAS, the Planning Commission held a duly noticed public hearing on December 4, 2023 to consider recommendation of said Amendments to the Town Municipal Code; and

WHEREAS, a public hearing notice was published in the Marin IJ on December 29, 2023 and posted in three places by December 29, 2023 pursuant to Government Code section 65090 giving notice of the Town Council's consideration of recommendation of the proposed Zoning Code Amendments contained herein; and

WHEREAS, the Town Council held a public hearing on January 9, 2024, to consider the Planning Commission recommendation and introduce the draft Ordinance; and

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO DOES ORDAIN AS FOLLOWS:

SECTION 1: The above recitals are true and correct and are incorporated as findings herein.

SECTION 2: Ordinance Amendment. Article 3. Land Use Regulations Section 10-3.302 (Land Use Regulations Table 3A) is hereby amended as follows:

LAND USE REGULATIONS TABLE TABLE 3A										
"P" = Permitted Use "C" = Conditionally Permitted Use [3] "-" = Not Permitted										
	DISTRICT									
LAND USES:	R-1- H	R-1- C	R-1	R-2	R-3	P	C-1	C-2	C-L	C-3
Recreation, Education, and Public Assembly										
Day Care Centers	C [2]	C [2]	C [2]	C	C	C	C	C	-	C
Day Care Homes, Large Family	C	C	C	C	C	C	C	C	-	C
Day Care Homes, Small Family	P	P	P	P	P	P [4]	C	C	-	C
Elementary and Secondary Schools	-	-	P [2]	P	P	P	C	C	-	C
Fitness Centers	-	-	-	-	-	-	C	C	C	P
Fitness Centers, Classes as Primary Use	-	-	-	-	-	-	C	C [13]	-	P
Indoor Entertainment Facilities	-	-	-	-	-	-	-	C	-	C
Libraries and Museums	-	-	-	-	-	-	P	P	-	P
Religious Institutions	-	-	C [2]	C	C	-	C	C	C	C
Schools, Specialized Education and Training	-	-	C [2]	C	C	C	C	C	-	C
Service Organizations and Clubs	-	-	-	-	-	P/C [15]	P/C [15]	P/C [15]	P/C [15]	P/C [15]
Theaters and Meeting Halls	-	-	-	-	-	-	-	C	-	C
Parks and Playgrounds, Public	P [2]	P [2]	P [2]	P	P	P	P	P	-	C
Residential										
Emergency Shelters	-	-	-	-	-	P	-	-	P	P
Live-Work/Mixed-Use - Ground Floor Commercial	-	-	-	-	-	-	P [17]	P	P [17]	P [14] [17]
Low Barrier Navigation Centers	-	-	-	-	-	P	P	P	P	P
Other Residential Care Facilities	P	P	P	P	P	P	P	P	-	P

Residential Care Facilities, Large	P [2]	P [2]	P [2]	P	P	C	C	C	C	C
Residential Care Facilities, Small	P	P	P	P	P	C	C	C	C	C
Residential, Accessory Dwelling Units	P	P	P	P	P	P	P	P	P	P
Residential, Multi-Family (2 to 4 units)	P/C [6,16]	P/C [6,16]	P [6]	P	P	C	P	P [10]	P	P [14]
Residential, Multi-Family (5+ units)	P/C [6,16]	P/C [6,16]	P	P	P	C	P/C [16]	P/C [10,16]	P/C [16]	P/C [14,16]
Residential, Single Family Attached	P	P	P	P	P	P/C [16]	P/C [16]	P/C [16]	P/C [16]	P/C [16]
Residential, Single Family Detached	P	P	P	P	P	C	C	-	C	C
Residential, Single-Room Occupancy Units [7]	P	P	P	P	P	-	P	P [10]	P	P [14]
Supportive Housing	P	P	P	P	P	C	P	P	P	P
Transitional Housing	P	P	P	P	P	C	C	C	C	C
Retail										
Food and Beverage Stores										
Farmers Markets	-	-	-	-	-	-	C	C	-	C
Grocery Stores	-	-	-	-	-	-	P/C	P/C	-	P/C
Food Services										
Alcoholic Beverage Sales, Off-Premises	-	-	-	-	-	-	C	C	C	P/C [1]
Caterers	-	-	-	-	-	-	-	P	P	P
Drinking Establishments	-	-	-	-	-	-	-	C	-	C
Restaurants	-	-	-	-	-	-	P	P	C	P
Restaurants, Fast Food	-	-	-	-	-	-	-	-	-	C
Restaurants, With Alcohol and/or Entertainment	-	-	-	-	-	-	C	P	C	P
Retail Sales										
Auto, Vehicle, and Parts Sales and Rentals	-	-	-	-	-	-	-	-	-	C
Banks and Financial Services, Retail	-	-	-	-	-	-	-	P	-	C

Building Material Stores	-	-	-	-	-	-	-	-	-	C
Cell Phone & Wireless Stores	-	-	-	-	-	-	-	P	C	P
Department Stores	-	-	-	-	-	-	-	P	-	P
Medicinal Cannabis Facilities	-	-	-	-	-	-	-	-	-	-
Non-Medicinal Cannabis Facilities	-	-	-	-	-	-	-	-	-	-
Nurseries	-	-	-	-	-	-	-	C	C	P
Retail Stores, General Merchandise	-	-	-	-	-	-	P	P	P	P
Services										
Consumer Services										
Mini-Storage	-	-	-	-	-	-	-	-	C	C
Personal Services	-	-	-	-	-	-	P	P	P	P
Repair and Maintenance, Consumer Products	-	-	-	-	-	-	P	P	P	P
Pet Care (except Veterinary) Services	-	-	-	-	-	-	-	C	C	C
Laundry, Dry-Cleaning, and Laundromats	-	-	-	-	-	-	P	-	C	C
Auto-Oriented Services										
Service Stations	-	-	-	-	-	-	-	-	C [8,9]	C [8,9]
Vehicle Repair and Maintenance	-	-	-	-	-	-	-	-	C	C
Professional, Business, and Administrative Services										
Business Support Services	-	-	-	-	-	-	P	P	C	P
Light Manufacturing	-	-	-	-	-	-	-	-	-	C
Offices	-	-	-	-	-	-	P	P/C [15]	P/C [15]	P
Wholesale and Distribution	-	-	-	-	-	-	-	-	-	C
Research and Development	-	-	-	-	-	-	-	-	C	C
Health Services										
Medicinal Cannabis Facilities	-	-	-	-	-	-	-	-	-	-
Medical Services, Clinics, Urgent Care	-	-	-	-	-	-	-	-	-	C

Medical Services, Doctor Offices	-	-	-	-	-	P [4]	P	P	C	P
Medical Services, Extended Care	P/C [1,]	P/C [1,2]	P/C [1,2]	P/C [1,2]	P/C [1,2]	C	C	C	-	C
Medical Services, Hospitals	-	-	-	-	-	P	P	P	-	P
Medical Services, Veterinary Clinics and Hospitals	-	-	-	-	-	P [4]	P	P	C	P
Temporary Uses and Events										
Temporary Uses and Events	-	-	-	-	-	C [13]	C [13]	C [13]	C [13]	C [13]
Transportation, Communications, and Infrastructure										
Communications Equipment Buildings	C [2]	C [2]	C [2]	C	C	C	C	C	C	C
Electric Transmission Line Routes of 12 Kv or greater prior to ROW Acquisition	-	C [2]	C [2]	C	C	C	C	C	C	C
Institutional, Public	-	-	P [2]	P	P	P	P	P	P	P
Institutional, Non-Profit	-	-	C [2]	C	C	C	C	C	C	C
Mail Services	-	-	-	-	-	-	-	P	C	P
Parking Garages, Commercial	-	-	-	-	-	-	C	C	-	P
Parking Lots, Commercial	-	-	-	-	-	-	C	C	-	P
Transportation Services, Transit Stops	-	-	-	-	-	-	-	P	-	P
Utility Substations	C [2]	C [2]	C [2]	C	C	C	C	C	C	C
Water Tanks	C [2]	C [2]	C [2]	C	C	C	C	C	C	C
Windmills	-	C [2]	C [2]	C	C	C	C	C	-	C
Wireless Telecommunications Facilities	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]
Visitor-Serving Accommodations										
Bed and Breakfast Inns	-	-	-	-	-	-	C	C	-	C
Hotels	-	-	-	-	C	-	-	C	-	C
Ancillary Uses										
Accessory Uses	P	P	P	P	P	P [4]	P	P	P	P

ATMs	-	-	-	-	-	-	C	P	C	P
Conversion of Residential Use to Professional or Commercial Use	-	-	-	-	-	C	C	C	C	C
Drive-Through Services	-	-	-	-	-	-	-	-	-	C
Home Occupations	P (2)	P (2)	P (2)	P	P	P	P	P (4)	-	P
Office, Ancillary	-	-	-	-	-	-	P (12)	P (12,15)	P (12)	P (12)
Outdoor Sales and Rental, Ancillary	-	-	-	-	-	-	C	C	C	C
Personal Cannabis Cultivation(5)	P	P	P	P	P	P	P	P	P	P

LAND USE REGULATIONS TABLE TABLE 3A
Notes:
(1) See definition for more information about the permitting requirements based on the type of use.
(2) Use is prohibited on lots created by California Government Code Sections 65852.21 and 66411.7.
(3) Reference Section 10-1305 of Article 13 of this Chapter.
(4) Reference Article 5 of this Title.
(5) Reference Section 10-3.1801 of Article 18 of this Chapter.
(6) Two units permitted pursuant to Chapter 10-4.101, implementing California Government Code Sections 65852.21 and 66411.7.
(7) Reference Section 10-3.1901 of Article 19 of this Chapter.
(8) Reference Chapter 6 of this Title.
(9) Upon change of occupancy, buildings or leasable space having a minimum of one thousand two hundred (1,200) square feet of gross floor area shall be subject to the granting of a conditional use permit and design review as set forth in Articles 13 and 15 of this Title.
(10) Residential uses are allowed only on upper floors unless the use provides affordable housing in accordance with California Government Code Section 65583.2, subdivisions (h) and (i), on a site identified in the Housing Opportunity Sites Inventory.
(11) A Conditional Use Permit is required unless the project meets the qualifications for Town review under Section 6409(a) of the Middle Class Tax Relief and Job Creation Action of 2012 (47 U.S.C. § 1455(a)).
(12) Up to 30% of the use may be permitted when it is ancillary to the primary permitted commercial use.
(13) Reference Section 10-3.1304 of Article 13 of this Chapter.

(14) For properties south of Ross Avenue, residential uses are allowed only on upper floors or behind the ground floor commercial/office use unless the use provides affordable housing in accordance with California Government Code Section 65583.2, subdivisions (h) and (i), on a site identified in the Housing Opportunity Sites Inventory.
(15) Required to obtain a Conditional Use Permit for occupation at the ground floor level.
(16) Dependent upon the maximum density permitted for the site, up to six residential units are permitted. More than six units per site requires a Conditional Use Permit unless a) project seeks approval through the Title 10 Chapter 20, Objective Design Standards for Residential Development or b) the use provides affordable housing in accordance with California Government Code Section 65583.2, subdivisions (h) and (i), on a site identified in the Housing Opportunity Sites Inventory.
(17) A residential use(s) associated with a mixed-use development(s) shall occupy at least 50% of the total floor area.

SECTION 3: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.402 (Development Standards Table 4A):

Development Standards Table Table 4A											
DEVELOPMENT STANDARD	DISTRICT	R-1-H	R-1-C	R-1	R-2	R-3	P	C-1	C-2	C-L	C-3
Lot Area, Minimum (Sq. Ft.)		43,560	43,560	7,500	7,500	7,500	5,000	-	-	-	-
Density, Minimum (Units/Acre)		-	-	-	6	20	20	13	13	20	20
Density, Maximum (Units/Acre)		1	1	6	12	30	30	20	20	30	30
Lot Width, Minimum Average		60′	60′	60′	60′	75′	45′	-	-	-	-
Lot Width, Minimum Street Frontage		40′	40′	40′	40′	50′	45′	-	-	-	-
Lot Coverage, Maximum		-	-	35%(1)	35%(3)	50%(3)	50%(3)	-	-	-	-
Setback, Minimum Front(2)		20′	20′	20′	20′	20′	20′	0′	0′	0′	0′
Setback, Minimum Rear(2)		20′	20′	20′	20′	20′	-	-	-	-	-
Minimum Adjacent to "R" Districts							20′	12′	12′	12′	12′
Minimum Adjacent to "P" Districts							12′	0′	0′	0′	0′
Minimum Adjacent to "C" Districts							0′	0′	0′	0′	0′
Setback, Side(2)											
Minimum Interior Side		8′	8′	8′	8′	8′	0′	0′	0′	0′	0′
Minimum Street Side		12′	12′	12′	12′	12′	0′	0′	0′	0′	0′
Minimum Adjacent to "R" Districts							5′	8′	0′	0′	0′
Minimum Adjacent to "P" Districts							5′	0′	0′	0′	0′
Minimum Adjacent to "C" Districts							0′	0′	0′	0′	0′
Floor Area Ratio, Maximum		(1)	(1)	(1)	-	-	-	1.0 /1.25 (3)	2.0	2.0	2.0
Maximum Stories:											
On lot with building footprint having an		2	2	2	2	2	2	2	2	3	3

average slope of less than 25%											
On lots with building footprint average slope at or greater than 25%		3	3	3	3	3	2	2	2	3	3
Maximum Building Height Outside Primary and Secondary Ridgezone: Above Average Grade:											
On lot with building footprint having an average slope of less than 25%		30′	30′	30′	30′	30′	30′	30′	30′	35′	35′
On lots with building footprint average slope at or greater than 25%		35′	35′	35′	35′	35′	30′	30′	30′	35′	35′
Maximum Building Height Within Primary and Secondary Ridgezone: Maximum Feet Above Average Grade		30′	30′	30′	-	-	-	-	-	-	-
Maximum Building Height Within Primary and Secondary Ridgezone: Maximum Feet Above Ridgeline		18′	18′	18′	-	-	-	-	-	-	-
Maximum Fence Height[(2)]											
NOTES:											
(1) Reference Table 4E or 4F of this Chapter and Title 10 Chapter 4.											
(2) Reference Table 4B of this Chapter for residential projects.											
(3) The Town shall not impose a lot coverage requirement that would physically preclude a housing development project with eight to ten units[(4)] from achieving a Floor Area Ratio of 1.25. However, the 1.25 FAR allowed for housing development projects between 8 to 10 units in this Table 4A shall not apply to a site within a historic district or property included on the State Historic Resources Inventory, as defined in California Public Resources Code Section 5020.1, or within a site that is designated or listed as a Town landmark or historic property or district pursuant to a Town ordinance.											

(4) "Unit" means a unit of housing, but shall not include an accessory dwelling unit or a junior accessory dwelling unit.

SECTION 4: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.502 (Parking Standards Table 5A):

PARKING STANDARDS TABLE TABLE 5A	
RESIDENTIAL LAND USE	**NUMBER OF REQUIRED ON-SITE PARKING SPACES(1)(2)**
Single-Family Dwelling, Attached or Detached, and Located below 150 mean sea level elevation	Two (2) spaces per living unit(4)
Single-Family Dwelling, Attached or Detached, and Located above 150 mean sea level elevation	Three (3) spaces per living unit(3)
Residential unit associated with an application under California Government Code Sections 65852.21 and 66411.7 and Senior Housing Projects	One (1) space per living unit, except as provided in Title 10, Chapter 4(2)
Accessory Dwelling Units	See Title 10, Chapter 6
Multi-Family Living Unit:	
Studio or 1-bedroom living unit	One (1) space per unit
2-bedroom living unit	One spaces per unit
3 or more bedroom living unit	1.5 spaces per unit
NON-RESIDENTIAL LAND USE	**NUMBER OF REQUIRED ON-SITE PARKING SPACES(1)(2)**
Church, College/University Auditorium, High School and Other Places of Public Assembly	One (1) space for each ten (10) fixed seats
Convalescent Home, Hospital	One (1) space for every two (2) beds
Auditorium, Theater, Other Similar Places of Assembly	One (1) space for each five (5) seats
Restaurants, Bars, Commercial Place of Amusement, Assembly Hall Without Fixed Seats, Dance Hall	One (1) space for each 100 gross square feet building floor area
Hotel, Motel	One (1) space for each guest room
Communication Equipment Building	One (1) space for each 500 gross square feet of building floor area PLUS two (2) spaces for each two (2) employees on duty on the maximum shift
Other Business, Commercial, Public Utility Buildings [5]	One (1) space for each 500 gross square feet of building floor area
Notes:	
(1) Any calculation of parking space requirements which results in a fractional parking space shall be rounded up to the next full parking space.	

(2) A tandem parking space is not allowed to fulfill the legal parking space requirement unless otherwise noted in this chapter.
(3) One (1) of the three (3) parking spaces may be in tandem and may be located within the minimum required front setback unless otherwise noted in this chapter.
(4) For any lot with an average width of 52 feet or less, one (1) of the two (2) parking spaces may be in tandem and may be located within the minimum required front setback and side setback.
(5) One (1) of the three (3) parking spaces may be in tandem and may be located within the minimum required front setback unless otherwise noted in this chapter.

SECTION 5: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1505 (Projects subject to design review.):

The following projects are subject to design review.

(a) Commercial, Professional, and Residential R-3 (four (4) or more units, churches, and convalescent homes):
  (1) All new buildings; and
  (2) All exterior modifications to buildings including changes to exterior paint colors and exterior finishes and new or replacement mechanical equipment.

(b) Residential R-1-H: All exterior modifications to buildings, accessory structures, and the site including changes to exterior paint colors, ~~and~~ exterior finishes, retaining walls, and site grading but excluding new or replacement mechanical equipment located in compliance with required setbacks and within building envelope and that meet all applicable requirements of the Town Noise ordinance.

(c) Residential R-1-C and R-1 lots that include any area at or above one hundred fifty (150) feet Mean Sea Level (hillside):
  (1) New dwellings;
  (2) Any second story or higher additions; and
  (3) Any additions (which include deck and stairway structures, except those located on the uphill side of the dwelling) greater than five hundred (500) square feet in size. For purposes of determining additions, pre-existing development that will be replaced in kind, will not be counted toward the five hundred (500) square feet, where such replacement involves no material change in visual effect due to identical size and identical or similar materials, design, and colors. Additions constructed after February 26, 1991, will be looked at cumulatively, henceforth, so that when the five hundred (500) square foot limit is triggered by the sum of all additions, design review will be required.
  (4) Any request to exceed the maximum dwelling size in Table 4E.

(d) Residential R-1, R-2, and R-3 (three (3) or fewer units) lots below one hundred fifty (150) feet Mean Sea Level (flatland):
  (1) New dwellings;
  (2) Any second story or higher additions;
  (3) Any request to exceed the maximum adjusted floor area under Section 10-3.412(e);

(4) Additions where the new construction will increase existing Adjusted Floor Area by fifty (50%) percent or more; and

(5) Additions in conjunction with the demolition of fifty percent (50%) or more of the existing exterior walls of a dwelling structure above the foundation. The Planning Director may develop written guidelines for what is included in exterior wall demolition, which shall be measured in square feet and shall include the square feet of windows and doors that are removed.

For purposes of making the above determinations, pre-existing development that will be replaced in kind shall not be counted where such replacement involves no material change in visual effect due to identical size and identical or similar design. Additions include decks, roof decks, and stairway structures. Demolition and a fifty (50%) percent building increase performed after March 24, 2009, will be looked at cumulatively, henceforth, so that when the limit is triggered by the sum of all the work performed, design review will be required.

(e) Residential R-1 and R-2 design review for additions to existing dwellings and accessory structures originally and legally built less than eight (8) feet but not less than five (5) feet from the interior side property line.

(f) All parking spaces created in required setbacks in association with conversion of a garage to an accessory dwelling unit pursuant to Section 10-3.504(b). The Town shall ministerially approve an application for an accessory dwelling unit created in compliance with State law, and no Design Review shall be required.

(g) Any project subject to design review in the Minor Intrusions Into Required Residential Development Standards Table 4B.

(h) All development within a Specific Planned Development District.

(i) If the project provides affordable housing in accordance with California Government Code Section 65583.2, subdivisions (h) and (i), on a site identified in the Housing Opportunity Sites Inventory, then it is exempt from Design Review as otherwise prescribed in this section.

SECTION 6: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1502 (Initiation of design review):

Design review may be initiated by any of the following:

(a) The owner or owners of record of a lot or lots for which design review is sought; or

(b) The Town Council, when such design review is required for activities taken on behalf of the Town. The initiation of design review by the Town Council may be either upon the Council's initiation, or by recommendation of the Planning Director, or designee, or the Planning Commission.

SECTION 7: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1504 (Review of design review):

Design review may be acted upon either by (1) the Planning Director, or designee, administratively; or (2) after the Town Planning Commission conducts one (1) or more public meetings on the design review.

The following identifies which design review applications shall be acted upon by the Planning Director, or designee, and which design review applications shall be acted upon by the Planning Commission:

(a) The Planning Director, or designee, may approve the following applications:

(1) Any minor modifications to existing buildings, structures or improvements such as awnings, canopies, windows, doors, color changes, or other similar modifications.

(2) All additions in residential zoning districts, subject to such review by the Planning Commission as may be required by another section of this Code.

The Planning Director, or designee, shall refer any of the above to the Planning Commission if, in the opinion of the Planning Director, or designee, review by the Commission is desirable.

Should a property require more than one (1) planning application and should any of those applications require Planning Commission review, then all planning applications associated with the property shall require Planning Commission review.

(b) The Planning Commission shall review the following applications:

(1) All exterior improvements to be constructed in the Town, except for those listed in subsection (a) of this section.

(2) All exterior improvements to be constructed by public school districts and other governmental agencies to the extent permitted by law or by the agencies involved. Following such review, the Commission shall submit a written report of its recommendations and comments to the body proposing to construct the improvement.

(3) All exterior improvements to be constructed by the Town that have been referred to them pursuant to Section 10-3.1502. A report and recommendations as to those improvements to be constructed by the Town shall be advisory only.

(4) Any request to exceed the maximum adjusted floor area under Section 10-3.412(e) or Table 4E.

Additions or repairs to any existing improvement shall not be subject to design review if the exterior thereof is not to be altered.

SECTION 8: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1506 (Required findings for design review.):

Approval of design review, which may include the imposition of conditions, shall be made only after making the following findings. In making these findings, the Planning Director, or designee, or Planning Commission shall consider the size, proportions, use, type, and quality of materials; architectural features and ornamentation; night lighting; color application; signs; site placement of all features; existing and proposed landscaping and topography; existing and proposed open spaces and paved areas; screening devices; and other matters and elements

deemed to be pertinent to the criteria set forth in this section. These findings are not intended to preclude innovative design.

(a) Commercial, Professional, and Residential R-3 (four (4) or more units, churches, convalescent homes).
  (1) Is functionally and aesthetically compatible with the existing improvements and the natural elements in the surrounding area;
  (2) Provides for protection against noise, odors, and other factors which may make the environment less desirable;
  (3) Will not tend to cause the surrounding area to depreciate materially in appearance or value or otherwise discourage occupancy, investment, or orderly development in such area;
  (4) Will not create unnecessary traffic hazards due to congestion, distraction of motorists, or other factors and provides for satisfactory access by emergency vehicles and personnel;
  (5) Will not adversely affect the health or safety of persons using the improvement or endanger property located in the surrounding area; and
  (6) Is consistent with the Town General Plan.

(b) Residential R-1, R-2, and R-3 (three (3) or fewer units) sites below one hundred fifty (150) feet Mean Sea Level (flatland):
  (1) Conformance to findings in Section 10-3.1506(a);
  (2) Will not unreasonably impair access to light and air of structures on neighboring properties;
  (3) Will not unreasonably affect the privacy of neighboring properties including not unreasonably affecting such privacy by the placement of windows, skylights and decks;
  (4) Will be of a bulk, mass and design that complements the existing character of the surrounding neighborhood; and
  (5) Will not materially affect adversely the health or safety of persons residing or working in the neighborhood of the property of the applicant and will not be materially detrimental to the public welfare or injurious to property or improvements in such neighborhood.

(c) Residential R-1-H, R-1-C, and R-1 design review for lots that include any area at or above one hundred fifty (150) feet Mean Sea Level (hillside).
  (1) Conformance to the findings required by Section 10-3.1506(b);
  (2) Adequacy of screening; and
  (3) Selection of architectural features and colors that enable the structure to blend with its environment and which results in a low visual profile.

For R-1-C, R-1 and R-3 properties, the level of compliance shall be less stringent than that required for R-1-H properties if the Planning Commission, in making its review, is able to quantify the extent of any reduced adverse impact the application has on the Town, as a whole.

(d) Request to exceed maximum dwelling size in Table 4E (residential lots that include any area at or above one hundred fifty (150) Mean Sea Level):
  (1) Conformance to findings in Section 10-3.1506 (c) above;
  (2) Will not be materially visible offsite;

(3) Is of a scale, intensity, and design that integrates with the existing character of the surrounding neighborhood; and
(4) Internal efficiency and/or space utilization problems exist.
(5) Required conditions if approval is granted to exceed the maximum dwelling size guidelines based on existing landscaping:
(i) A landscape plan shall be submitted showing location, type and size of existing landscapes screening, and
(ii) Any existing landscape screening, which is part of an approved landscape plan, shall be maintained. If said landscaping is lost due to natural disaster, the owner shall replace it per the plan. If said landscaping is removed or neglected for any reason other than a natural disaster, the owner shall replace it per the plan and may be subject to either an infraction or a misdemeanor.

(e) Residential R-1 and R-2 design review for additions to existing dwellings and accessory structures originally and legally built less than eight (8) feet but not less than five (5) feet from the interior side property line:
(1) Conformance to findings in Section 10-3.1506(b) above; and
(2) Is of a scale, intensity, and design that complements the existing character of the surrounding neighborhood.

(f) Professional and commercial (one thousand two hundred (1,200) square feet or more of gross floor area):
(1) Conformance to findings in Section 10-3.1506(a); and
(2) That the project will not be detrimental to the existing facade(s) of buildings constructed prior to January 1, 1960.

(g) All parking spaces created in required setbacks in association with conversion of a garage to an accessory dwelling unit pursuant to Section 10-3.504(b) if the accessory dwelling unit is not exempt from Design Review pursuant to State law. Plans must be designed with sensitivity so that public views and neighbors are not impacted by the loss of landscaping and views of parked vehicles.
(1) Visual effects have been mitigated with screening and landscaping, including plants, trees, berms, fencing or walls; and
(2) Findings required by Section 10-3.1506(a)
(3) Required Conditions:
(i) A building permit shall be required to remove the kitchen, separate entrance, or bathroom of the accessory dwelling unit. No building permit shall be issued to remove the kitchen, separate entrance, or bathroom in the accessory dwelling unit unless either: 1) the project includes restoring the garage for vehicle parking; 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.
(ii) The accessory dwelling unit shall not be used for occupancy for less than a 30 day term of tenancy.

(h) Maximum Adjusted Floor Area Exception for lots below one hundred fifty (150) Mean Sea Level pursuant to Section 10-3.412:
   (1) Conformance to findings in Section 10-3.1506(b);
   (2) The dwelling and/or improvements were built prior to November 9, 2009;
   (3) The site will not exceed an Adjusted Floor Area of five thousand (5,000) square feet; and
   (4) Employs mass-reducing techniques such that the additional square footage over the maximum Adjusted Floor Area is reasonably mitigated and does not result in overbuilding of the lot.

SECTION 9: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1702 (Definitions):

"Attached Accessory Dwelling Unit" means an accessory dwelling unit that is constructed as a physical expansion (i.e., addition) of the primary dwelling unit that shares a common wall with the primary dwelling.

"Basement" means an enclosed space, finished or unfinished, partly or wholly below natural grade, having more than one-half (½) its height, as measured from its floor, whether finished or unfinished, to its ceiling, whether finished or unfinished, below the adjoining natural grade. If the finished floor level directly above a basement or cellar is more than six (6) feet above grade for more than 50 percent of the total perimeter, such basement shall be considered a story.

"Common Wall" means a wall common to two or more buildings.

"Conditionally Permitted Use" means a use that requires a conditional use permit or other discretionary local government review.

~~"Hospital" means an institution providing primary health services and medical or surgical care to people, primarily inpatients, suffering from illness, disease, injury, deformity, and other physical and mental conditions, and including, as an integral component of the institution, related facilities such as laboratories, outpatient facilities or training facilities.~~

"Kitchen" means an area within a structure that is used or designed to be used for the preparation or cooking of food and that contains all of the following:

1. At least 1 cooking appliance or rough in facility including, but not limited to: ovens, convection ovens, stoves, stove tops, built-in grills, or similar appliances with 240-volt electrical outlets or gas lines.
2. A sink less than 18 inches in depth with a waste line drain 1-½ inches or greater in diameter.
3. A refrigerator exceeding five cubic feet in capacity or a space opening with an electrical outlet that may reasonably be used for a refrigerator exceeding five cubic feet in capacity.

Multiple kitchens within one dwelling unit shall be prohibited unless the additional kitchen is approved as part of an accessory dwelling unit.

"Pet Care (except Veterinary) Services" means establishments primarily engaged in providing pet care services (except veterinary), such as boarding, grooming, sitting, walking, and training pets. (NAICS code: 812910)

"Permitted Use" means a use by right that does not require a conditional use permit, planned unit development permit, or other local discretionary review or approval that would constitute a "project" for purposes of Division 13 (commencing with Section 21000) of the Public Resources Code.

SECTION 10: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-6.202 (General Requirements for ADUs and JADUs):

Unless otherwise provided for in this chapter, the following requirements apply to all ADUs and JADUs that are approved with either an ADU permit pursuant to Section 10-6.103(a) of this chapter or exempt from an ADU permit pursuant to Section 10-6.103(b) of this chapter.

(a) Number of Units and Zoning District. One (1) ADU and JADU is allowed on any parcel in a single-family residential or multifamily zoning district with a primary dwelling unit unless otherwise prohibited by local or State law.
(b) Owner occupancy.
    (1) All ADUs permitted before January 1, 2020 are subject to the owner-occupancy requirement that was in place when the ADU was created.
    (2) An ADU permitted between January 1, 2020 and January 1, 2025 is not subject to any owner-occupancy requirement.
    (3) All ADUs that are permitted on or after January 1, 2025 require owner occupancy as a place permanent residence. Owner-occupancy shall not be required if the owner is another governmental agency, land trust, or housing organization.
    (4) All JADUs require owner occupancy as a place of permanent residence. The owner may reside in the primary dwelling or the JADU.
(c) Development Standards.
    (1) A two-story Attached ADU is not allowed where the primary dwelling unit is only one story.
    (2) At least fifty (50) percent of the common wall of the Attached ADU shall be attached to the primary dwelling unit.
(d) No Separate Conveyance. No ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot), except as otherwise provided in Government Code section 65852.26.
(e) No Short Term Rental. An ADU or a JADU shall not be rented for less than thirty (30) consecutive days, except as otherwise provided for in this chapter.
(f) Density. ADUs and JADUs shall not be considered to exceed the allowable density for the lot upon which the unit is located, and are a residential use consistent with the Town's General Plan and zoning designation for the lot.

(g) Fees and Utility Connections.

(1) Impact Fees. No impact fee is allowed for an ADU that is less than seven hundred fifty (750) square feet. For purposes of this subparagraph "impact fee" means a "fee" under California Government Code section 6600(b), except that it also includes fees specified in Government Code section 66477. "Impact fee" does not include any connection fee or capacity charge charged by a local agency, special district, or water corporation. Any impact fee required for an ADU that is seven hundred fifty (750) square feet or larger must be charged proportionately in relation to the square footage of the primary dwelling unit.

(2) Utility Connections and Fees.

(A) An ADU shall not be considered by a local agency, special district, or water corporation to be a new residential use for purposes of calculating connection fees or capacity charges for utilities, including water and sewer service, unless the ADU unit was constructed with a new single-family dwelling. For purposes of providing service for water, sewer, or power, including a connection fee, a JADU shall not be considered a separate or new dwelling unit.

(B) For a unit described in Section 10-6.103(b) of this chapter, a local agency, special district, or water corporation shall not require the applicant to install a new or separate utility connection directly between the ADU and the utility, or impose a related connection fee or capacity charge, unless the ADU was constructed with a new single-family dwelling.

(C) For a unit not described in Section 10-6.103(b) of this chapter a local agency, special district, or water corporation may require a new or separate utility connection directly between the ADU and the utility. Consistent with California Government Code section 66013, the connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed ADU, based upon either its square feet or the number of its drainage fixture unit (DFU) values, as defined in the Uniform Plumbing Code, adopted and published by the International Association of Plumbing and Mechanical Officials, upon the water or sewer system. This fee or charge shall not exceed the reasonable cost of providing this service.

(h) Adequate Services. Proof of the proposed method of water supply and sewage disposal, as well as service availability from any associated electric and gas provider for the lot, must be provided and confirmed by letters of service availability from the appropriate utility service providers for the lot. The property must have existing or future legal access to these utilities.

(i) Building and Safety; Nonconformities.

(1) All ADUs and JADUs shall comply with all applicable building, fire, safety and environmental regulations including Title 9 Building Regulations, Title 6, Chapter 8, Urban Runoff Pollution Prevention and Title 7, Chapter 12, Watercourses unless otherwise provided for in this chapter or as required by State law.

(2) An ADU must comply with local building code requirements that apply to detached dwellings, except that the construction of an ADU shall not constitute a Group R occupancy change under the Town's Building Code, as described in Section 310 of the California Building Code (Title 24 of the California Code of Regulations), unless the Town's Public Works and Building Director makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety. Nothing in this subsection shall be interpreted to prevent the Town from changing the occupancy code of a space that was unhabitable space or was only permitted for nonresidential use and was subsequently converted for residential use pursuant to this section.

(3) The Town shall not require the correction of nonconforming zoning conditions as a condition of approval for an ADU or JADU.

(4) The Town shall not deny an application to create an ADU or JADU 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 not affected by the construction of the unit.

(j) No Passageways. No passageway shall be required in conjunction with the construction of an ADU or JADU.

(k) Fire Sprinklers. The installation of fire sprinklers shall not be required in an ADU if sprinklers are not required for the primary residence. The construction of an ADU shall not trigger a requirement for fire sprinklers to be installed in an existing primary dwelling or an existing multifamily dwelling, as applicable.

(l) Unpermitted Accessory Dwelling Units.

(1) Notwithstanding any other law, and except as otherwise provided in subdivision (2) below, the Town shall not deny an application for an unpermitted ADU that was constructed before January 1, 2018, due to either of the following:

(A) The ADU is in violation of building standards pursuant to Article 1 (commencing with Section 17960) of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code.

(B) The ADU does not comply with Government Code section 65852.2 or any local ordinance regulating ADUs.

(2) Notwithstanding subdivision (1), the Town may deny an application for an ADU subject to subdivision (1) if the Town makes a finding that correcting the violation is necessary to protect the health and safety of the public or occupants of the structure.

(3) The section shall not apply to a building that is deemed substandard pursuant to Health and Safety Code section 17920.3.

(m) Detached Garage Demolition. A demolition permit for a detached garage that is to be replaced with an ADU shall be reviewed with the application for the ADU and issued at the same time. The applicant shall not be required to provide written notice or post a placard for the demolition of a detached garage that is to be replaced with an ADU, unless the property is located within an architecturally and historically significant historic district.

(n) Deed Restriction. Prior to issuance of a building permit for an ADU or JADU, a deed restriction shall be recorded against the title of the property in the Marin County Recorder's office subject to the approval of the Town Attorney as to form and content, containing a reference to the deed under which the property was acquired by the owner and stating that:
    (1) Except as otherwise provided in California Government Code section 65852.26, the ADU or JADU may not be sold separately from the primary dwelling.
    (2) The ADU or JADU is restricted to the maximum approved size and to other attributes allowed by this chapter.
    (3) The deed restriction runs with the land and may be enforced against future property owners.
    (4) The ADU and/or JADU may be occupied by or rented to a separate household living independently from the occupant(s) of the primary residence; provided, that the terms for separate occupancy of the accessory unit and/or primary unit shall be longer than thirty (30) days.

(o) Flood Regulations. An attached or detached ADU located in a designated floodplain shall comply with all applicable floodplain requirements in San Anselmo Municipal Code Title 7, Chapter 11. For sites within a Flood Hazard Area on the adopted Federal Emergency Management Agency Flood Insurance Rate Map, the finished floor of an ADU 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.

(p) Urban Lot Splits and Two-Unit Housing Development. Pursuant to the authority granted in Government Code section 65852.21(f) no ADU or JADU shall be permitted on any lot in a single-family zoning district if: 1) an urban lot split has been approved pursuant to Government Code section 66411.7; and 2) a two-unit housing development has been approved for construction pursuant to Government Code section 65852.21.

(q) Prior conditions not applicable. This chapter supersedes any Town conditions on existing ADUs that comply with this chapter, including owner occupancy or rent control, that were imposed as conditions of approval on ADUs 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 ADUs that comply with this chapter at the request of a property owner.

SECTION 11: Ordinance Amendment. The following changes and amendments are made to San Anselmo Municipal Code Section 10-13.06 (Findings, other requirements, and decision.):

(a) Findings. The written decision to grant, conditionally grant or deny a request for reasonable accommodation shall be consistent with the Acts and shall be based on a consideration of the following factors:
    (1) Whether the housing that is the subject of the request will be used by an individual considered disabled under the Acts.

(2) Whether the request for reasonable accommodation is necessary to make specific housing available to an individual with a disability under the Acts.
(3) Whether the requested reasonable accommodation would impose an undue financial or administrative burden on the Town.
(4) Whether the requested reasonable accommodation would require a fundamental alteration in the nature of a Town program, policy, practice and/or regulation, including but not limited to land use or zoning.
(5) Whether there are reasonable alternatives that would provide an equivalent level of benefit without requiring a modification or exception to the Town's applicable programs, policies, practices and/or regulations.
(6) Whether the accommodation would alter the significance of an historic structure.

(b) Other requirements.
(1) An approved request for reasonable accommodation is subject to the applicant's compliance with all other applicable regulations.
(2) An accommodation approved under this article is considered a personal accommodation for the individual applicant and does not run with the land.

(c) Conditions of approval. In granting a request for reasonable accommodation, the Planning Director or reviewing authority may impose any conditions of approval deemed reasonable and necessary to ensure that the reasonable accommodation will comply with the findings required by subsection A above. These conditions include, but are not limited to the following:
(1) Inspection of the property to verify compliance with this article and any conditions of approval.
(2) Removal of improvements at the time the need for a reasonable accommodation is no longer necessary, where removal would not constitute an unreasonable financial burden on the applicant.
(3) Time limits and/or expiration of the approval of a reasonable accommodation if the need for which the reasonable accommodation was granted no longer exists.
(4) Recordation of a deed restriction requiring removal of the accommodating feature once the need for it no longer exists.
(5) Measures to reduce the impact on surrounding uses.
(6) Measures in consideration of the physical attributes of the property and structures.
(7) Other conditions necessary to protect the public health, safety and welfare.

SECTION 12: Ordinance Amendment. Title 10, Chapter 20 “Objective Design and Development Standards” is amended as set forth in **Exhibit B**, incorporated herein.

SECTION 13: Severability. The Town Council hereby declares every section, paragraph, sentence, clause, and phrase is severable. If any section, paragraph, sentence, clause or phrase of these ordinance amendments are 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 14: Effective Date. This Ordinance Amendment shall go into effect thirty (30) days from its adoption. Prior to the expiration of fifteen (15) days of adoption, this Ordinance Amendment or a summary thereof pursuant to Government Code Section 36933, shall be published at least once in a newspaper of general circulation, along with the names of the members of the Town Council voting for and against its adoption.

THE FOREGOING ORDINANCE was introduced at a regular meeting of the San Anselmo Town Council on January 9, 2024 and was adopted at a regulation meeting of the San Anselmo Council on _____ by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:
RECUSED:

APPROVED:_____
Eileen Burke, Mayor

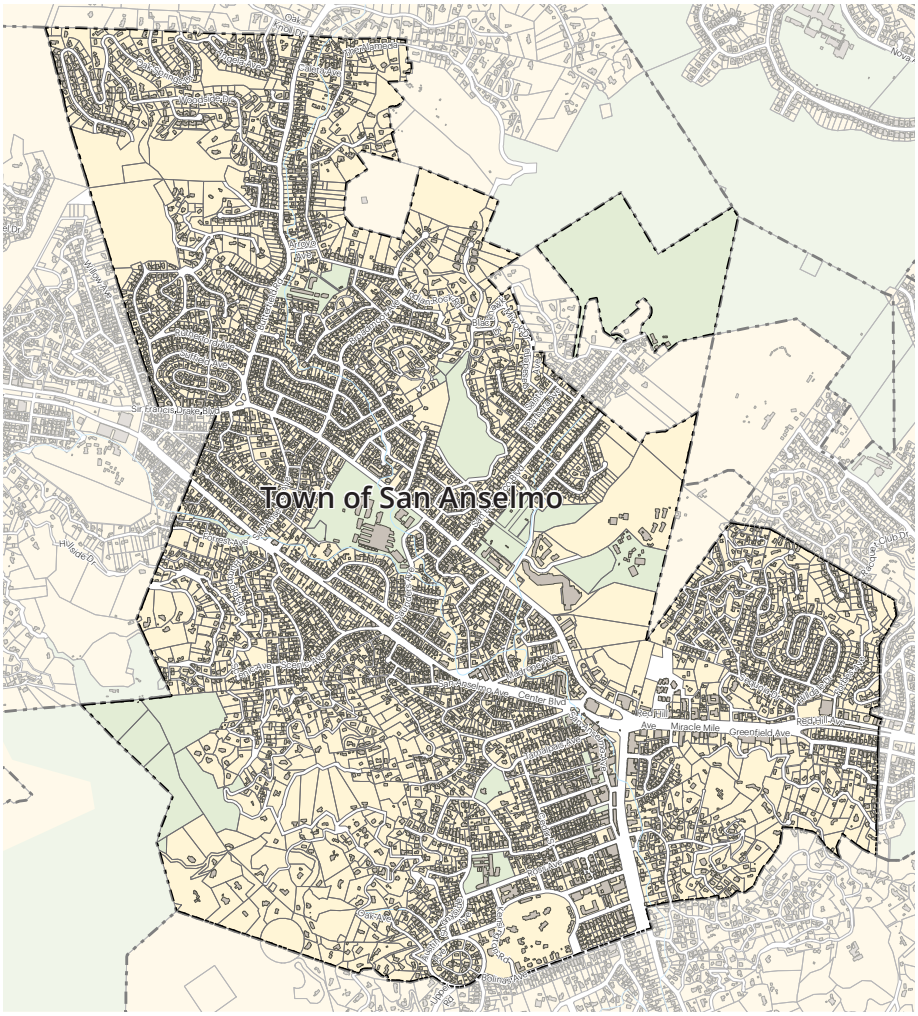
ATTEST:_____
Serge Avila, Town Clerk

Exhibit List

A. Title 10, Chapter 20 "Objective Design and Development Standards"

EXHIBIT "A"
Title 10, Chapter 20 "Objective Design and Development Standards"

SEE ATTACHMENT 2 OF STAFF REPORT
FINAL ORDINANCE WILL INCLUDE THE DOCUMENT









Title 10, Chapter 20: Objective Design and Development Standards

Prepared for Town of San Anselmo

Amended January 2024

OPTICOS

This page intentionally left blank

Table of Contents

Article 1:	**Introduction**	**1**
10-20.01.010	Purpose	1
10-20.01.020	What is a Form-Based Code?	1
10-20.01.030	Guiding Principles	2
10-20.01.040	Applicability	3
10-20.01.050	Relationship to San Anselmo General Plan	4
10-20.01.060	Relationship to the San Anselmo Municipal Code	4
10-20.01.070	Application of the Form-Based Code	4
Article 2:	**Establishment of Zones**	**5**
10-20.02.010	Purpose	5
10-20.02.020	Zones Established	5
10-20.02.030	Sub-Zones	6
10-20.02.040	Zone Map	6
Article 3:	**Zones**	**7**
10-20.03.010	Purpose	7
10-20.03.020	General Requirements	7
10-20.03.030	Overview of Zones	12
10-20.03.040	Neighborhood.Small (N.S)	15
10-20.03.050	Neighborhood.Medium (N.M)	19
10-20.03.060	Main Street.Small (MS.S)	23
10-20.03.070	Adjacency Requirements	27
Article 4:	**Use Standards**	**29**
10-20.04.010	Use Standards	29

Article 5: General to Development Sites **31**

10-20.05.010 Purpose 31
10-20.05.020 Screening 31
10-20.05.030 Landscaping and Lighting 33
10-20.05.040 Parking and Loading 36
10-20.05.050 Slope Standards 44
10-20.05.060 Public Frontage Standards 49
10-20.05.070 Privacy Standards 52
10-20.05.080 Service and Utility Standards 53

Article 6: Specific to Building Types **55**

10-20.06.010 Purpose 55
10-20.06.020 Building Types 55
10-20.06.030 Overview of Building Types 58
10-20.06.040 Ancillary Building 60
10-20.06.050 House 62
10-20.06.060 Duplex Side-by-Side 64
10-20.06.070 Duplex Stacked 66
10-20.06.080 Cottage Court 68
10-20.06.090 Fourplex 70
10-20.06.100 Neighborhood Townhouse 72
10-20.06.110 Neighborhood Courtyard 74
10-20.06.120 Pocket Neighborhood 77
10-20.06.130 Multiplex 80
10-20.06.140 Main Street Building 82
10-20.06.150 Massing Compositions 84

Article 7: Specific to Private Frontage Types 91

10-20.07.010 Purpose 91
10-20.07.020 Private Frontage Types 91
10-20.07.030 Overview of Private Frontage Types 92
10-20.07.040 Porch Projecting 94
10-20.07.050 Porch Engaged 96
10-20.07.060 Dooryard 98
10-20.07.070 Forecourt 100
10-20.07.080 Maker Shopfront 102
10-20.07.090 Shopfront 104
10-20.07.100 Terrace 106
10-20.07.110 Gallery 108

Article 8: Specific to Architectural Design 111

10-20.08.010 Purpose 111
10-20.08.020 Applicability 111
10-20.08.030 Architectural Design Standards 111
10-20.08.040 Overview of Architectural Styles 113
10-20.08.050 Contemporary 117
10-20.08.060 Craftsman 129
10-20.08.070 Main Street Classical 141
10-20.08.080 Mediterranean 151

Article 9: Specific to Signage Types 163

10-20.09.010 Signage Standards 163

Article 10: Specific to Large Sites **165**

10-20.10.010 Purpose 165

10-20.10.020 General to Walkable Community Design 166

10-20.10.030 Walkable Neighborhood Plan 173

10-20.10.040 General to Civic Space 174

Article 11: Administration **183**

10-20.11.010 Purpose 183

10-20.11.020 Procedures 183

10-20.11.030 Adjustments to Standards 197

Article 12: Definitions **203**

10-20.12.010 Purpose 203

10-20.12.020 Definitions 203

10-20.12.030 Measurement Methods 203

This page intentionally left blank

Quick Code Guide for Developments Less Than Three Acres

The following graphic is intended as a summary guide. Please refer to San Anselmo's written permit procedures and application standards for all necessary information.

1 Determine your Maximum Zoning Envelope[1]

Identify your zone, see Article 3 (Zones)	a. Select your building type(s)	Subsection 3 of the zone
	b. Comply with building placement standards	Subsection 5 of the zone
	c. Comply with building form and height standards	Subsection 4 of the zone
	d. Select from allowed uses	See Title 10, Chapter 3, Article 3 (Land Use Regulations) for the underlying zone's allowed uses
	e. Comply with parking standards	Subsection 7 of the zone
	f. Select your private frontage type	Subsection 8 of the zone
Identify your building type standards, see Article 6 (Specific to Building Types)	a. Select your detailed massing type	Subsections 3 of the building type
	b. Comply with the standards	Subsections 1, 2, 4-7 of the building type

[1] Developments that propose multiple development sites shall apply this process for each development site.

2 Connect Ground Floor to Adjacent Streetscape

Apply your private frontage type(s), see Article 7 (Specific to Private Frontage Types)	Based on your selected private frontage type(s), comply with the standards	Subsections 1-4 of the private frontage type

3 Design your Building

Identify your architectural standards, see Article 8 (Specific to Architectural Design)	Based on your selected detailed massing type, select your architectural style	Subsections 1-16 of the architectural style

Quick Code Guide for Developments Less Than Three Acres (Continued)

4 Proceed to Approval Process

If adjustments are proposed, see Section 10-20.11.030 (Adjustments to Standards)	Meet the required findings to be eligible for the adjustment to the standard(s)	Section 10-20.11.030 (Adjustments to Standards)
Identify your approval procedure, see Article 11 (Administration)	Comply with the procedure standards	Section 10-20.11.020 (Procedures)

Quick Code Guide for Developments Over Three Acres

The following graphic is intended as a summary guide. Please refer to San Anselmo's written permit procedures and application standards for all necessary information.

1 Design your Walkable Neighborhood Plan (WNP)

Identify your WNP design process, see Subsection 10-20.10.020.1	Comply with the standards	Section 10-20.10.020 (General to Walkable Community Design)
Prepare WNP	Comply with the standards	Section 10-20.10.030 (Walkable Neighborhood Plan)

2 Determine your Maximum Zoning Envelope[1]

Identify your zone(s), see Article 3 (Zones)	For each WNP: a. Select your building type(s)	Subsection 3 of the zone
	b. Comply with building placement standards	Subsection 5 of the zone
	c. Comply with building form and height standards	Subsection 4 of the zone
	d. Select from allowed uses	See Title 10, Chapter 3, Article 3 (Land Use Regulations) for the underlying zone's allowed uses
	e. Comply with parking standards	Subsection 7 of the zone
	f. Select your private frontage type for each building type	Subsection 8 of the zone
Identify your building type standards, see Article 6 (Specific to Building Types)	a. Select your detailed massing type for each building type	Subsections 3 of the building type
	b. Comply with the standards	Subsections 1, 2, 4-7 of the building type

[1] This process shall be applied to each development site.

Quick Code Guide for Developments Over Three Acres (Continued)

3 Connect Ground Floor of each Building Type to Adjacent Streetscape

Apply your private frontage types to each building type, see Article 7 (Specific to Private Frontage Types)	Based on your selected building types, comply with the standards	Subsections 1-4 of the private frontage type

4 Design your Buildings

Identify your architectural standards, see Article 8 (Specific to Architectural Design)	Select your architectural style standards for each building type	Subsections 1-16 of the architectural style

5 Proceed to Approval Process

If adjustments are proposed, see Section 10-20.11.030 (Adjustments to Standards)	Meet the required findings to be eligible for the adjustment to the standard(s)	Section 10-20.11.030 (Adjustments to Standards)
Identify your approval procedure, see Article 11 (Administration)	Comply with the procedure standards	Section 10-20.11.020 (Procedures)

This page intentionally left blank

Article 1: Introduction

Sections:

10-20.01.010 Purpose
10-20.01.020 What is a Form-Based Code?
10-20.01.030 Guiding Principles
10-20.01.040 Applicability
10-20.01.050 Relationship to San Anselmo General Plan
10-20.01.060 Relationship to the San Anselmo Municipal Code
10-20.01.070 Application of the Form-Based Code

10-20.01.010 Purpose

This Form-Based Code (FBC) sets forth the objective design and development standards applicable to housing developments which qualify under California State law for streamlined review and is consistent with objectives of the San Anselmo General Plan to facilitate housing production and preserve the highly valued character and scale of the Town's walkable centers, neighborhoods, and corridors.

10-20.01.020 What is a Form-Based Code?

Form-Based Coding (FBC) represents a paradigm shift in the way that the built environment is regulated. The formal short definition of a FBC is as follows:

Form-Based Codes foster predictable built results and a high-quality public realm by using physical form (rather than separation of uses) as the organizing principle for the code. These codes are adopted into city or county law as regulations, not mere guidelines. Form-Based Codes are an alternative to conventional zoning.

-Form-Based Codes Institute

Unlike conventional, use-based codes, FBCs utilize the intended form and character, rather than use as the organizing framework of the code. This FBC is informed by the three physical context types found in San Anselmo: Natural, Walkable, and Auto-Oriented Suburban. FBCs implement the key characteristics that comprise the physical character of different areas (place types) documented across the community. Further, FBCs regulate a series of important elements not just to create a good individual building, but a high-quality place. The terminology in FBCs reflects the intended physical form and hierarchy of different places. For example, instead of a zone being labeled "commercial" or "mixed use," it might be called "main street." The term "main street" ties back to the intended physical form or place, which includes a mix of uses, civic spaces, streets, frontages, and building types that create walkable urbanism.

It is also important to note that while FBCs primarily regulate the intended physical form, they regulate use secondarily. FBCs allow a range of uses that are carefully chosen to maximize compatibility between uses and the intended physical form of the zone. The use-tables in a FBC are simplified and categorized by use-type, and clearly defined, to allow a greater degree of administrative decision-making related to particular uses.

10-20.01.030 Guiding Principles

The FBC is guided by the following principles in implementing the San Anselmo General Plan:

1. Across the Town, the FBC:
    A. Provides clear and effective development standards that allow for streamlined review processes and the predictable production of housing;
    B. Supports a diversity of housing choices appropriate to their location;
    C. Ensures appropriately-scaled infill development;
    D. Reinforces and enhances community design and character in support of the community's vision with: a variety of neighborhoods; main street areas as the cultural and commercial heart of the community; and neighborhoods with centers along pleasant and convenient corridors that interconnect the Town;
    E. Removes barriers to revitalization and reinvestment through clear, objective, and context-sensitive standards;
    F. Ensures that each building plays a role in creating a better whole, not just a good building; and
    G. Promotes development patterns that support safe, effective, and multi-modal transportation options for all users and help reduce greenhouse gas emissions.
2. Within the Downtown area, the FBC:
    A. Reinforces the main street as a cultural and commercial destination accommodating appropriately-scaled infill housing, mixed-use, and cultural development compatible with existing historic buildings; and
    B. Facilitates transitions from single-use areas to mixed-use employment centers that are compatible with adjacent residential neighborhoods and public access.
3. Within residential neighborhoods, the FBC:
    A. Protects the character of established neighborhoods and builds upon and reinforces the unique physical characteristics of the Town's walkable neighborhoods;
    B. Supports new walkable neighborhood patterns through new networks of well-designed multi-modal streets that are safe for pedestrians and cyclists; and
    C. Promotes neighborhoods with quality housing and diverse, context-sensitive housing choices.
4. Along major transportation corridors, the FBC:
    A. Promotes a variety of housing choices;
    B. Promotes small local businesses as an important part of the Town's economy;
    C. Promotes incremental infill and revitalization;
    D. Reinforces neighborhood main streets as centers to continue as social and commercial focal points, with services and amenities for the surrounding neighborhoods located within a safe, comfortable walking distance of homes;
    E. Balances pedestrian comfort and place-making with traffic efficiency; and
    F. Promotes and accommodates high-quality community design.

10-20.01.040 Applicability

1. In areas subject to this FBC, the standards in this FBC prevail unless stated otherwise.
2. This FBC applies to proposed development as identified in Table A (Applicability).

Table 10-20.01.040.A: Applicability

Development Type	Housing Accountability Act (HAA) Applies[1]	Senate Bill 35 (SB 35) Applies[2]	Assembly Bill 2011 (AB 2011) Applies[3]
Single-Unit House	No	No	No
Transitional Housing	Yes	See Multi-Family Housing	
Supportive Housing	Yes		
Emergency Shelter	Yes		
Farmworker Housing	Yes		
Multi-Family Housing	**2 or more residential units**		**5 or more residential units on commercially zoned parcel on commercial thoroughfare[3]**
Affordable	Yes	Yes	Yes
Market Rate[3]	Yes	No[2]	No[3]
Mixed-Use Development	**2 or more residential units and at least 2/3 of square footage designated for residential units**		**5 or more residential units on commercially zoned parcel on commercial thoroughfare[3]**
Affordable	Yes	Yes	Yes
Market Rate	Yes	No[2]	No[3]
Other Development			
Non-Residential	No	No	No

[1] See Government Code §65589.5 for additional eligibility criteria and specific protections by development type.

[2] See Government Code §65913.4(a) for additional eligibility criteria (e.g., site standards, affordability provisions, and labor provisions).

[3] See Government Code §65912.100-131 for additional eligibility criteria (e.g., site standards, affordability provisions, and labor provisions).

3. This FBC also applies to additions or modifications to structures previously approved under the provisions of this Title or under the provisions of the San Anselmo Municipal Code.
4. Applications proposed for ministerial approval as allowed pursuant to California state law shall comply with all provisions of this FBC unless otherwise stated. For development projects which do not comply with all provisions of this FBC and are therefore ineligible for ministerial processing, the applicant may elect to submit an application for the applicable discretionary review provisions of Title 10, Chapter 3, Article 7 (Zoning Implementation Procedures), Article 14 (Variance) and Article 15 (Design Review) and regulations in Article 4 (Development Standards).

10-20.01.050 Relationship to San Anselmo General Plan

Maximum densities and floor area ratios established by the General Plan shall apply to all development projects subject to this Title.

10-20.01.060 Relationship to the San Anselmo Municipal Code

1. **Superseded Development Standards.** Development standards contained in the San Anselmo Municipal Code shall apply to all development projects subject to this Article except for the following sections which are replaced by provisions of this Article unless otherwise noted herein:
    A. Title 10, Article 4 (Development Standards)
    B. Section 10-3.506 (Parking Spaces: Location)
    C. Section 10-3.508 (Parking Spaces: Siting)
    D. Section 10-3.510 (Parking Spaces: Screening)
    E. Section 4-13.04 (Private Trees - Developed Parcels)
2. **Conflicts.** Where the provisions of this Article conflict with other requirements of the San Anselmo Municipal Code, the regulations of this Title shall prevail.
3. **Nonconforming Situations.** The standards of Section 10-3.607 (Nonconforming Uses and Improvements) shall apply to all nonconforming situations.

10-20.01.070 Application of the Form-Based Code

1. The following shall be selected for each development site:
    A. Only one building type per development site is allowed, except an Auxiliary Building (Section 10-20.060.040) may be included within a development site in addition to the primary building type. Parcels with enough land area to meet the zone standards for minimum development site width and depth may have multiple building types, and
    B. At least one private frontage type shall be incorporated.
2. New development on a parcel of at least three acres or at least 700 feet long or deep shall be required to comply with the provisions of Article 10 (Specific to Large Sites).

Article 2: Establishment of Zones

Sections:

10-20.02.010 Purpose
10-20.02.020 Zones Established
10-20.02.030 Sub-Zones
10-20.02.040 Zone Map

10-20.02.010 Purpose

This Article establishes the form-based zones ("zones") to implement the San Anselmo General Plan. The zones are for the purpose of generating and supporting the variety and physical character of existing and new walkable environments.

10-20.02.020 Zones Established

This Section identifies the zones, based on the intended physical form and character of the environments. These zones focus on mixed-use, walkable environments and range in function and intensity from primarily residential areas with a mix of moderate intensity neighborhoods (Neighborhood.Small and Neighborhood. Medium), to moderate-intensity corridors (Main Street.Small).

10-20.02.030 Sub-Zones

1. Sub-zones are slight variations of the base zone (e.g., Neighborhood.Small), are development-site-specific, and mapped on the Town of San Anselmo Objective Design and Development Standards Zone Map. The FBC includes one type of sub-zone:

   A. **Open.** The open sub-zone is applied for either or both of the following purposes:

      (1) To allow more uses than the base zone allows in specific areas but within the same form and character of the base zone (e.g., Neighborhood.Small), except that sometimes additional frontages and signage are allowed within the same form and character of the base zone; and/or

      (2) To more easily allow certain uses that are already allowed in the base zone. In this way, the open sub-zone can provide additional flexibility to development sites located at or near intersections that function or are intended to function as a neighborhood node of non-residential uses.

10-20.02.040 Zone Map

The zones established in this Section are mapped on the Town of San Anselmo Objective Design and Development Standards Zone Map. When any of these zones are applied, the Zone Map shall be updated to reflect such changes.

Article 3: Zones

Sections:

10-20.03.010 Purpose
10-20.03.020 General Requirements
10-20.03.030 Overview of Zones
10-20.03.040 Neighborhood.Small (N.S)
10-20.03.050 Neighborhood.Medium (N.M)
10-20.03.060 Main Street.Small (MS.S)
10-20.03.070 Adjacency Requirements

10-20.03.010 Purpose

This Article provides zones and standards to implement the San Anselmo General Plan to generate and support the variety of physical character of the intended development.

10-20.03.020 General Requirements

1. The FBC uses three form-based zone districts to regulate and generate the intended physical character. Each zone district ("zone") regulates the foollowing eight topics:

    A. Intent: the intended physical character and range of uses;

    B. Sub-zones: whether or not a sub-zone applies, allowing a broader list of building types and/or frontage types in specific geographic areas;

    C. Building type and development site size: the menu of allowed building types and the associated minimum site dimensions.

    D. Building form: the maximum overall building height, minimum ground floor height, and maximum building footprint (coverage);

    E. Building placement: the minimum to maximum building setbacks and requirements for façade design;

    F. Encroachments: allowed encroachments into required setbacks;

    G. Parking: the required location and design requirements for parking and vehicle access; and

    H. Frontages: the menu of allowed frontage types required at building entries along thoroughfares and public/common open spaces.

2. Parcels that vary in width or depth shall be measured using the average width and/or depth to apply the standards of this Article.
3. Development standards in this Article apply to primary buildings.
4. For parcels located in the 100 year floodplain, except within the Historic Core as identified on the Town of San Anselmo Objective Design and Development Standards Zone Map, overall maximum height is the sum of the Base Flood Elevation plus 12 inches plus the maximum overall height allowed by the zone.
5. Individual building types have specific standards in Article 6 (Specific to Building Types) in addition to the zone standards to further calibrate each type for its context.
6. Facade Zone
    A. Each building type is required to be placed on the parcel in compliance with the requirements for facade zone defined by primary building/frontage in Subsection 5 of the zone.
    B. Facades are allowed to be in any configuration if in compliance with the facade zone requirements and the selected architectural style.
    C. In the Cottage Court and Pocket Neighborhood building types, only the front most building(s) are subject to the facade zone requirements except for the minimum length (percentage) in Subsection 5 of the zone.
    D. In the Neighborhood Courtyard type, the front most portions of the building are subject to the facade zone requirements except for the minimum length (percentage) in Subsection 5 of the zone.
7. Encroachments at grade not allowed within a street ROW, alley ROW, or across a development site line.
8. On-Site Parking
    A. Bicycles may be parked anywhere on development site, in compliance with pedestrian and vehicular access standards.
    B. Driveways may be shared between adjacent development sites but shall not exceed maximum allowed width.
    C. Front access not allowed on corner development sites, except where side street access cannot be provided.
    D. Parking spaces may be grouped with those on adjacent development sites [See Figure 2(Example of Applying Development Sites on a Pedestrian Circulation Network)] and may be detached from development sites within the same block, in compliance with parking setbacks and access standards.
    E. Where structured parking is provided, buildings are allowed to abut the parking structure and are exempt from minimum development site depth and rear building setbacks.
    F. Subterranean Parking. Subterranean and semi-subterranean garages are subject to the following, in compliance with the requirement for habitable ground floor nonresidential space in Subsection 4 of the zone:
        (1) Subterranean garages are exempt from the required parking and building setbacks in compliance with the frontage requirements.
        (2) Semi-subterranean garages may project above the adjacent finished grade by up to 2 feet.

(3) Development sites that provide all required parking in a subterranean or semi-subterranean garage are exempt from minimum development site depth.

9. Development Site. A development site is a parcel or portion of land within a parcel that is delineated from other development sites and/or parcels to accommodate one primary building or building type. A parcel can include multiple development sites, in compliance with Subsection 3 of the zone. Development sites are treated like parcels for the purpose of applying development standards, but are not required to be legally subdivided into individual parcels.

   A. Each development site is required to front onto the adjacent street or internal pedestrian circulation network, whichever is closer. Where Public Frontage Standards apply, development sites shall not include the area of the Public Frontage Assembly.

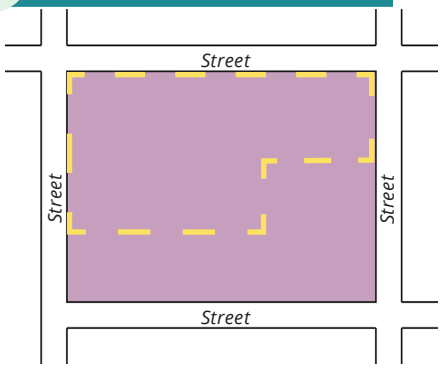
   B. Table A (Applicability of Development Site Requirements) identifies the requirements for projects which include a portion of a parcel, an entire parcel, or multiple parcels.

Table 10-20.03.020.A Applicability of Development Site Requirements

Project Criteria	Requirement
Project area is at least three net developable acres; or	Walkable Neighborhood Plan in compliance with Section 10-20.10.030 (Walkable Neighborhood Plan)
The linear dimension of the project area along or perpendicularly to an existing thoroughfare is at least 700 feet; or	
Project area is through lot of at least three acres; or	
Project area includes development site(s) which do(es) not front onto an existing public street, within a parcel of at least three net developable acres.	
Project area includes development site(s) which front(s) onto an existing public street, within a parcel of less than three net developable acres.	Compliance with the standards in Figure 1 (Example of Applying Development Sites on Existing Right of Way Network)
Project area includes development site(s) which do(es) not front onto an existing public street, within a parcel of less than three acres.	Compliance with the standards in Figure 2 (Example of Applying Development Sites on a Pedestrian Circulation Network)

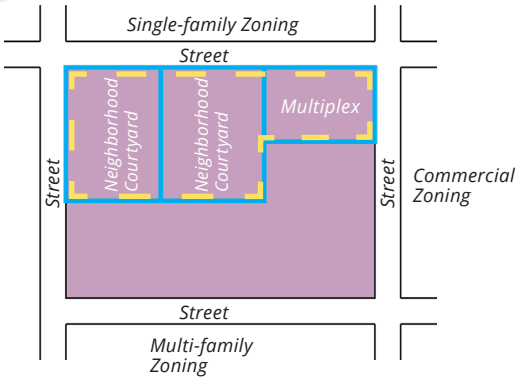
Figure 10-20.030.020.1 Example of Applying Development Sites on Existing Right of Way Network

1 Identify Zone(s)



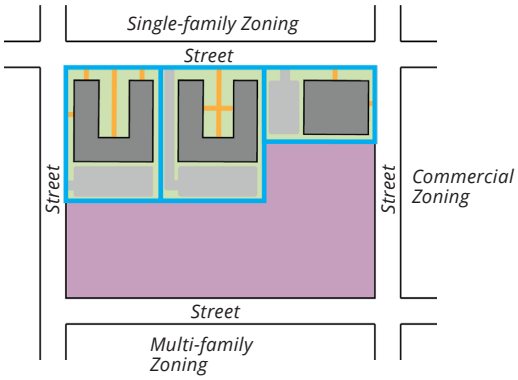
- See Form-Based Zone Map.
- See Article 3 (Zones) for development site requirements.

2 Apply Development Sites



- Select only 1 building type for each development site from the allowed building types for the zone. Apply the dimensional standards for the development sites of each allowed building type. (See Subsection 3 of each zone in Article 3).
- Development sites are allowed to occupy some or all of a parcel in compliance with the standards.

3 Place Buildings

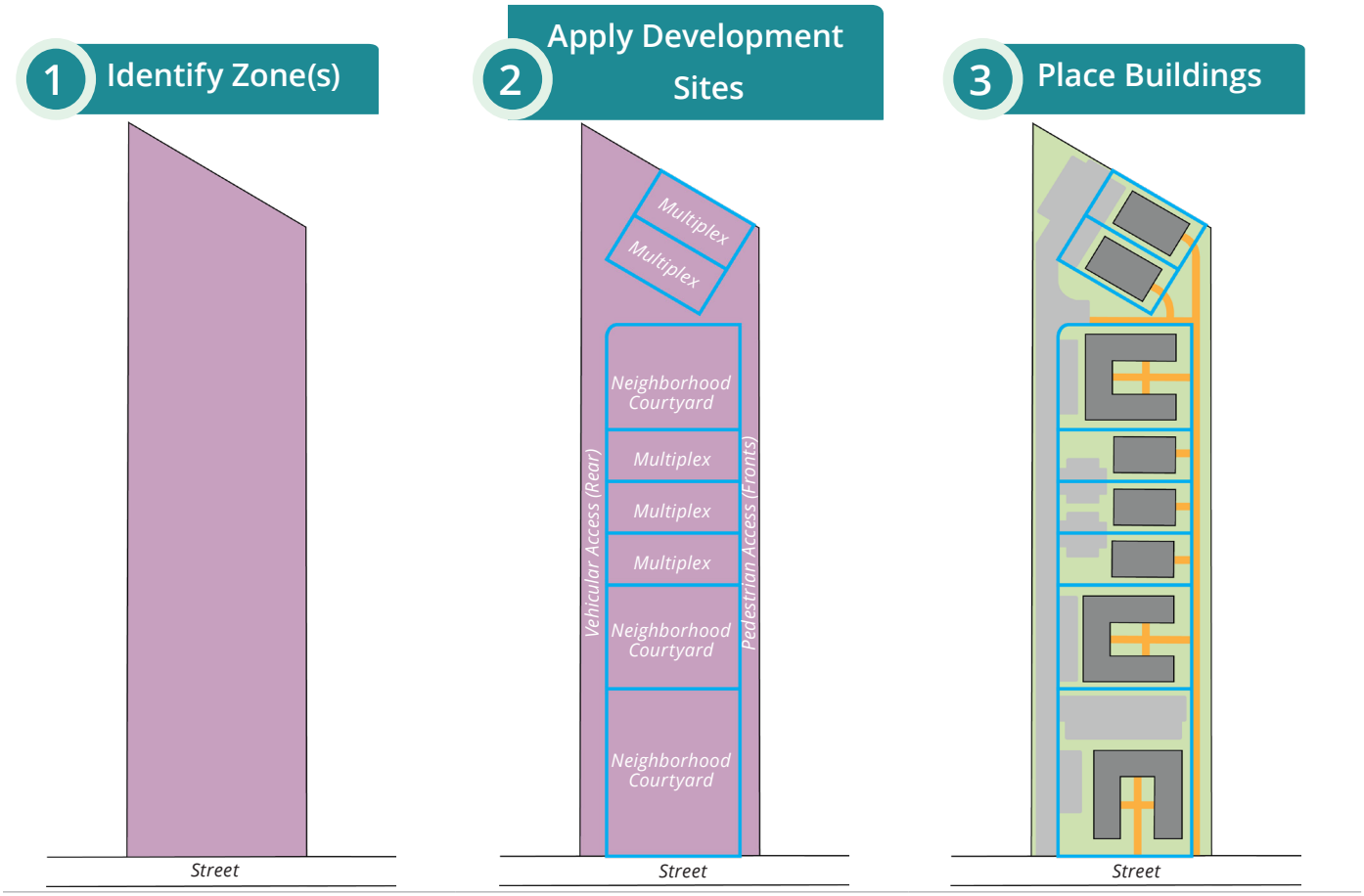


- Place each primary building on its development site in compliance with the required setbacks and other standards of the zone (see Article 3).
- Each building is required to front onto the adjacent street or civic space.
- Select and apply frontage types to each building/unit entry (see Subsection 8 of the zone).

Key

- Project Area
- Development Site Line
- Primary Building
- Example Zone
- Vehicle Access & Parking
- Pedestrian Circulation
- Landscaping

Figure 10-20.030.020.2 Example of Applying Development Sites on a Pedestrian Circulation Network



- See Form-Based Zone Map.
- See Article 3 (Zones) for development site requirements.

- Select only 1 building type per development site from the allowed building types for the zone. Apply the dimensional standards for the development sites of each allowed building type. (See Subsection 3 of each zone in Article 3).
- Projects of at least three acres must include 2 or more building types.
- Development sites are allowed to occupy some or all of a parcel in compliance with the standards.

- Place each primary building on its development site in compliance with the required setbacks and other standards of the zone (see Article 3).
- Each development site is required to front onto the adjacent street or pedestrian circulation network, whichever is closer. The pedestrian circulation network is contiguous and separate from vehicular circulation.
- Vehicular and pedestrian circulation is allowed to be grouped and independent of development sites.
- It is not required that parking for a building occur on the same development site.
- Select and apply frontage types to each building/unit entry (see Subsection 8 of the zone).

Key

Project Area
Development Site Line
Primary Building
Example Zone
Vehicle Access & Parking
Pedestrian Circulation
Landscaping

10-20.03.030 Overview of Zones

Table A (Zones Overview) provides an overview of each zone and its intent.

Table 10-20.03.030.A: Zones Overview

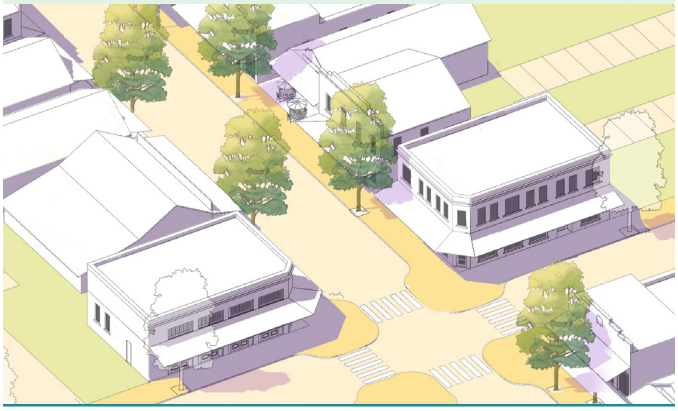
Less Urban

Neighborhood.Small 10-20.03.040	Neighborhood.Medium 10-20.03.050
	
Zone Abbreviation	**Zone Abbreviation**
N.S	N.M
Sub-Zone(s)	**Sub-Zone(s)**
N.S-Open. The open sub-zone allows non-residential uses within the same building form and character of the base zone.	None
Intent	**Intent**
A walkable neighborhood environment of small-to-medium footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.	A walkable neighborhood environment with medium-to-large footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.
Desired Form	**Desired Form**
House-Scale Buildings	Mix of House-Scale and Block-Scale Buildings
Primarily Detached Buildings	Primarily Detached Buildings
Small-to-Medium Building Footprint	Medium-to-Large Building Footprint
Small-to-Medium Front Setbacks	Small Front Setbacks
Small-to-Medium Side Setbacks	Small Side Setbacks
Up to 2.5 Stories	Up to 3 Stories
House, Duplex Side-by-Side, Duplex Stacked, Cottage Court, Fourplex, Neighborhood Townhouse, Neighborhood Courtyard, Pocket Neighborhood, and Multiplex	Duplex Side-by-Side, Neighborhood Townhouse, Neighborhood Courtyard, Multiplex, and Main Street Building
Porch Projecting, Porch Engaged, and Dooryard Frontage Types; Shopfront in Open Sub-Zone	Porch Projecting, Porch Engaged, Dooryard, Shopfront and Terrace Frontage Types

Table 10-20.03.030.A: Zones Overview (Continued)

More Urban

Main Street.Small 10-20.03.060



Zone Abbreviation
MS.S
Sub-Zone(s)
None

Intent
A walkable, district of small-to-medium footprint, moderate intensity, mixed-use buildings and housing choices, supporting neighborhood-serving ground floor retail, food and services.

Desired Form
Mix of House-Scale and Block-Scale Buildings
Primarily Attached Buildings
Small-to-Medium Building Footprint
None-to-Small Front Setbacks
None-to-Small Side Setbacks
Up to 3 Stories (Up to 2 Stories in Historic Core)
Neighborhood Townhouse, Neighborhood Courtyard, Multiplex, and Main Street Building
Porch Projecting, Porch Engaged, Dooryard, Forecourt, Maker Shopfront, Shopfront, Terrace, and Gallery Frontage Types.

This page intentionally left blank

10-20.03.040 Neighborhood.Small (N.S)



General note: the illustrations above are intended to provide a brief overview of the zone and are descriptive in nature.

1. Intent

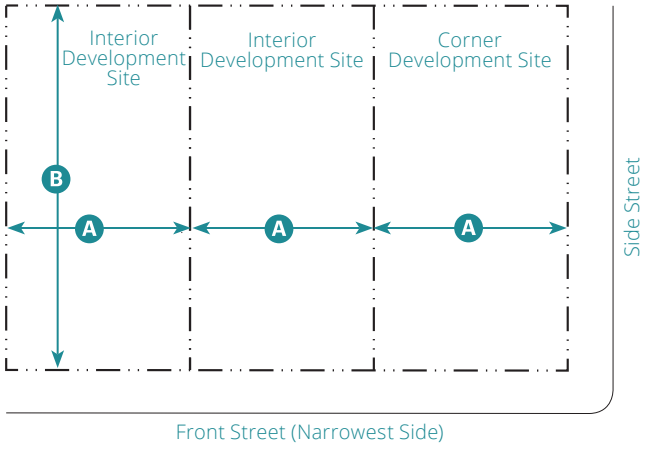
A walkable neighborhood environment of small-to-medium footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.

The following are generally appropriate form elements in the zone.

House-Scale Buildings	House, Duplex Side-by-Side, Duplex Stacked, Cottage Court, Fourplex, Neighborhood Townhouse, Neighborhood Courtyard, Pocket Neighborhood, and Multiplex
Primarily Detached Buildings	
Small-to-Medium Building Footprint	
Small-to-Medium Front Setbacks	
Small-to-Medium Side Setbacks	Porch Projecting, Porch Engaged, and Dooryard Frontage Types; Shopfront in Open Sub-Zone
Up to 2.5 Stories	

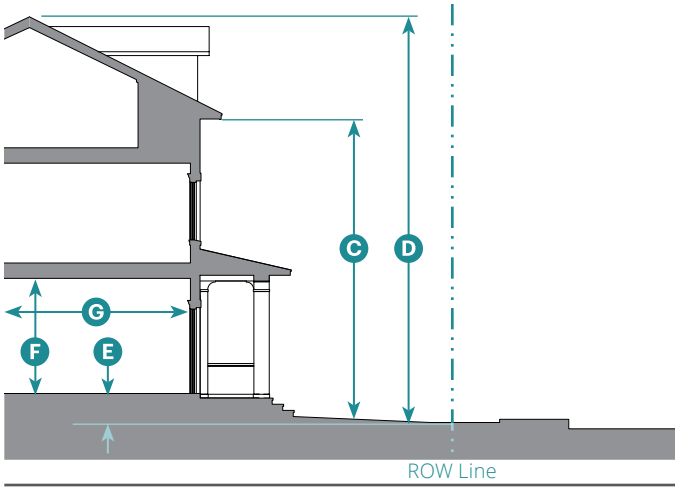
2. Sub-Zone(s)

N.S-Open. The open sub-zone allows non-residential uses within the same building form and character of the base zone.



Key

ROW/ Development Site Line



Key

ROW Line

3. Building Types and Development Site Size			
Allowed Building Types	**Development Site[1] Width A**	**Depth B**	**Standards**
House-Scale			
Ancillary Building[2]	N/A	N/A	10-20.06.040
House	50' min.	100' min.	10-20.06.050
Duplex Side-by-Side	55' min.	110' min.	10-20.06.060
Duplex Stacked	50' min.	100' min.	10-20.06.070
Cottage Court	90' min.	120' min.	10-20.06.080
Fourplex	50' min.	110' min.	10-20.06.090
Neighborhood Townhouse	18' min.[3]	100' min.	10-20.06.100
Neighborhood Courtyard	70' min.[4]	150' min.	10-20.06.110
Pocket Neighborhood	170' min.; 300' max.	260' min.; 500' max.	10-20.06.120
Multiplex	75' min.	125' min.	10-20.06.130
Block-Scale			
None			

Each development site shall have only one primary building type.

[1] Development sites of at least 3 acres or over 700' long or deep are required to include civic space and new street(s) per Article 10 (Specific to Large Sites).

[2] The Ancillary Building is not a primary building type.

[3] Represents one townhouse

[4] For an L-shaped building; 100' min. for a U-shaped building

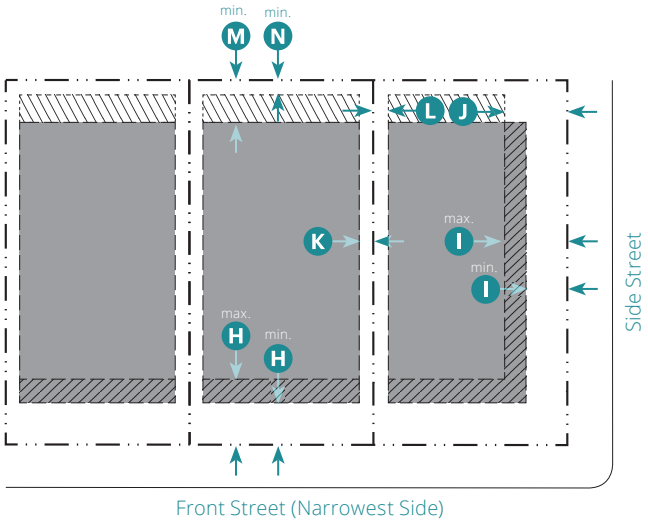
4. Building Form		
Height		
Primary Building[5]		
Stories	2.5 max.	
To Highest Eave/Parapet	24' max.	C
Overall	30' max.	D
Ground Floor Finish Level		E
Residential	6" min.[6]	
Non-Residential	6" max.	
Ground Floor Ceiling		F
Residential	9' min.	
Non-Residential	12' min.	
Accessory Structure(s)[7]	**2 max.**	
Footprint		
Max. Development Site Coverage	See standards in Article 6 (Specific to Building Types)	
Depth, Ground-Floor Space		G
Cottage Court	12' min.[8]	
All Building Types	20' min.[8]	

[5] See Article 6 (Specific to Building Types) for refinements to massing and height standards.

[6] Common entries may be set at grade in compliance with local and federal accessibility standards.

[7] Each accessory structure 120 sf max. and 8' max. height if located in required setback areas.

[8] For habitable/occupiable space only



Key

- ROW/ Dev't Site Line
- Building Setback Line
- Buildable Area
- Acc. Structures Only
- Facade Zone

5. Building Placement

Setback (Distance from ROW/ Development Site Line)[9]		
Front (Facade Zone)		H
Interior Development Site	10' min.[10]; 20' max.	
Corner Development Site	10' min.[10]; 20' max.	
Side Street (Facade Zone)		
Primary Building	10' min.; 20' max.	I
Accessory Structure(s)	20' min.	J
Side		
Primary Building	7' min.	K
Accessory Structure(s), Pools, and Hot Tubs	5' min.	L
Rear		
Primary Building	15' min.	M
Accessory Structure(s), Pools, and Hot Tubs	5' min.	N

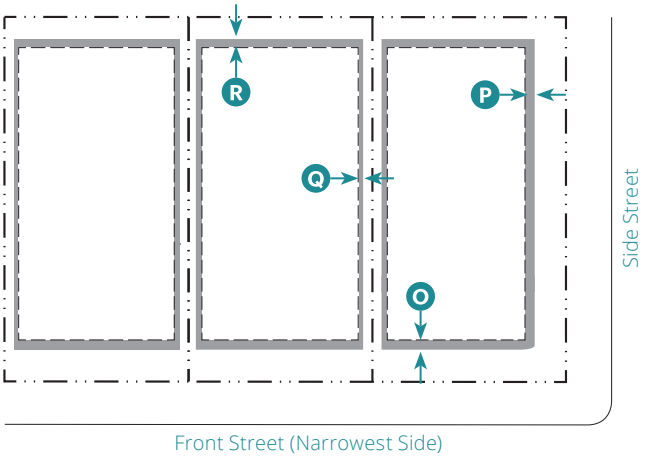
Building Facade		
Facade Zone	**Front St.**	**Side St.**
Façade Zone Defined by Primary Building/Frontage (See Subsection 10-20.12.030.2)	65% min.	55% min.

Facade Design

All building facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[9] Development sites with slopes ≥ 6% shall comply with Section 10-20.05.050 (Slope Standards).

[10] Within N.S. 15' Front Setback Overlay, min. 15' for existing parcels



Key

- ROW/ Dev't Site Line
- Setback Line
- Encroachment Area

6. Encroachments

Encroachments into Minimum Setbacks

Encroachment Type	Front O	Side St. P	Side[11] Q	Rear[11] R
Architectural Features	3' max.	3' max.	3' max.	5' max.
Private Frontages	P[12]	P[12]	X	X
Patio Covers	X	X	3' max.	5' max.
Stairs/Ramps	P[12]	P[12]	3' max.	5' max.
Decks (Max. 3' Above Grade)	X	X	5' max.	2' max.

Ramps providing ADA or FHA visitability are allowed within setbacks but shall not encroach within public ROWs.

Fences, hedges, and other screen devices are allowed within setbacks as identified in Section 10-20.05.020 (Screening).

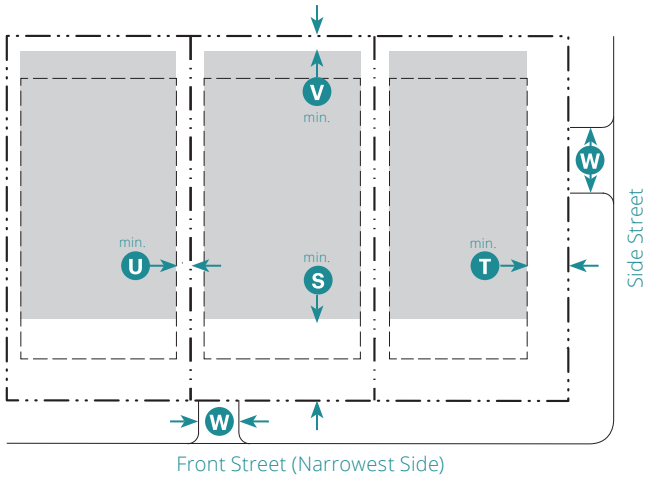
[11] No encroachment allowed for Accessory Structures.

[12] See Subsection 2 of the selected private frontage type

Encroachments into Public Right of Ways (ROW)

Upper story encroachments on front and side street require 8' min. of vertical clearance.

Key P = Allowed X = Not Allowed N/A = Not Applicable



Key

ROW/ Dev't Site Line

Building Setback Line

Parking Area

7. Parking		
Vehicular Spaces[13]		
All Uses[14]	See Section 10-3.502 (Parking Standards)	
Bicycle Spaces[15]		
Residential Uses		
Long Term	1 min. per bedroom (incl. Studios)	
Short Term	1 per 10 bedrooms; min. 2 per project	
Setback (Distance from ROW/ Development Site Line)		
Front	40' min.[16]	S
Side Street	20' min.	T
Side	5' min.	U
Rear	5' min.	V
Driveway[17]		
Curb Cut/Width	See Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges)	W

Curb cut width along alley may exceed 8'.

[13] See Subsection 10-20.05.040.4 for additional standards.

[14] See Article 4 (Use Standards) for the underlying zone's allowed uses and permit requirements.

[15] See Subsection 10-20.05.040.3 for additional standards.

[16] 10' min. allowed for parking courts of 6 or fewer spaces. See Subsection 10-20.05.040.8.C.(2).

[17] See Subsection 10-20.05.040.8.B for additional standards.

8. Frontages	
Allowed Private Frontage Type	**Standards**
Porch Projecting	10-20.07.040
Porch Engaged	10-20.07.050
Dooryard	10-20.07.060
Shopfront[18]	10-20.07.090
Allowed Public Frontage Type	**Standards**
Street	10-20.05.060.C.1

[18] Open sub-zone only

10-20.03.050 Neighborhood.Medium (N.M)



General note: the illustrations above are intended to provide a brief overview of the zone and are descriptive in nature.

1. Intent

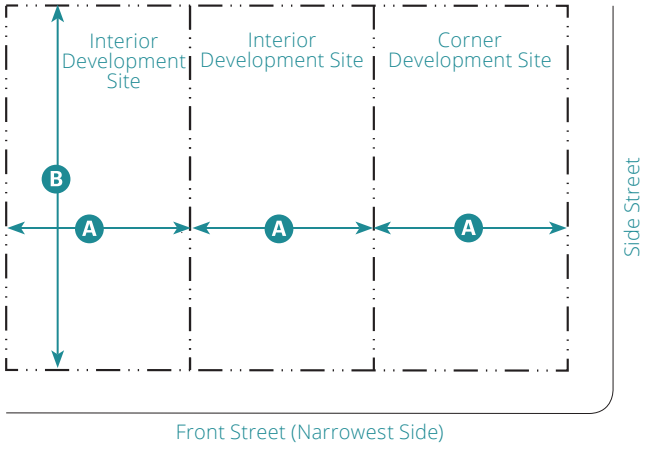
A walkable neighborhood environment with medium-to-large footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.

The following are generally appropriate form elements in the zone.

Mix of House-Scale and Block-Scale Buildings	Duplex Side-by-Side, Neighborhood Townhouse, Neighborhood Courtyard, Multiplex, and Main Street Building
Primarily Detached Buildings	
Medium-to-Large Building Footprint	
Small Front Setbacks	Porch Projecting, Porch Engaged, Dooryard, Shopfront and Terrace Frontage Types
Small Side Setbacks	
Up to 3 Stories	

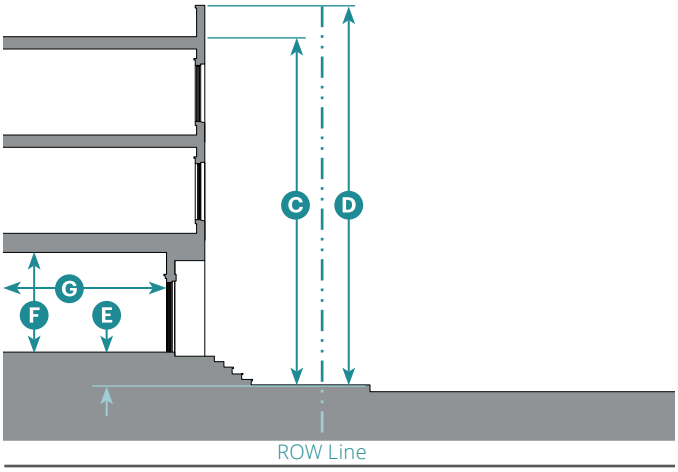
2. Sub-Zone(s)

None



Key

ROW/ Dev't Site Line



Key

ROW Line

3. Building Types and Development Site Size			
Allowed Building Types	**Development Site[1] Width A**	**Depth B**	**Standards**
House-Scale			
Ancillary Building[2]	N/A	N/A	10-20.06.040
Duplex Side-by-Side	55' min.	110' min.	10-20.06.060
Neighborhood Townhouse	18' min.[3]	100' min.	10-20.06.100
Neighborhood Courtyard	70' min.[4]	150' min.	10-20.06.110
Multiplex	75' min.	110' min.	10-20.06.130
Block-Scale			
Main Street Building	25' min.	100' min.	10-20.06.140

Each development site shall have only one primary building type.

[1] Development sites of at least 3 acres or over 700' long or deep are required to include civic space and new street(s) per Article 10 (Specific to Large Sites).

[2] The Ancillary Building is not a primary building type.

[3] Represents one townhouse

[4] For an L-shaped building; 100' min. for a U-shaped building

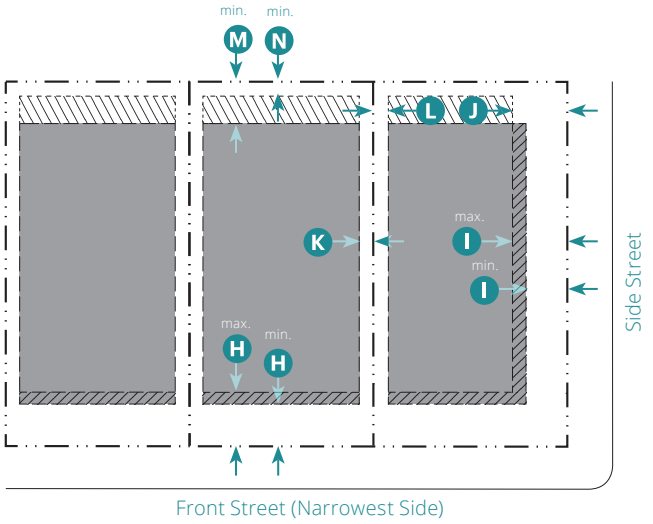
4. Building Form		
Height		
Primary Building[5]		
Stories	3 max.	
To Highest Eave/Parapet	26' max.	C
Overall	35' max.	D
Ground Floor Finish Level		E
Residential	6" min.[6]	
Non-Residential	6" max.	
Ground Floor Ceiling		F
Residential	9' min.	
Non-Residential	12' min.	
Accessory Structure(s)[7]	**1 max.**	
Footprint		
Max. Development Site Coverage	See standards in Article 6 (Specific to Building Types)	
Depth, Ground-Floor Space	20' min.[8]	G

[5] See Article 6 (Specific to Building Types) for refinements to massing and height standards.

[6] Common entries may be set at grade in compliance with local and federal accessibility standards.

[7] Each accessory structure 120 sf max. and 8' max. height if located in required setback areas.

[8] For habitable/occupiable space only



Key

- ROW/ Dev't Site Line
- Building Setback Line
- Buildable Area
- Acc. Structures Only
- Facade Zone

5. Building Placement

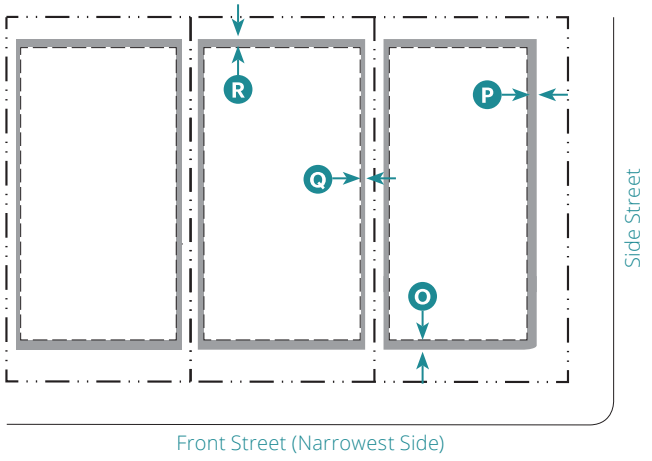
Setback (Distance from ROW/ Development Site Line)[9]		
Front (Facade Zone)		H
Interior Development Site	10' min.; 15' max.	
Corner Development Site	10' min.; 15' max.	
Side Street (Facade Zone)		
Primary Building	10' min.; 15' max.	I
Accessory Structure(s)	15' min.	J
Side		
Primary Building	5' min.	K
Accessory Structure(s)	5' min.	L
Rear		
Primary Building	15' min.	M
Accessory Structure(s)	5' min.	N

Building Facade		
Facade Zone	**Front St.**	**Side St.**
Façade Zone Defined by Primary Building/Frontage (See Subsection 10-20.12.030.2)	70% min.	60% min.

Facade Design

All building facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[9] Development sites with slopes ≥ 6% shall comply with Section 10-20.05.050 (Slope Standards).



Key

- ROW/ Dev't Site Line
- Setback Line
- Encroachment Area

6. Encroachments

Encroachments into Minimum Setbacks

Encroachment Type	Front O	Side St. P	Side[10] Q	Rear[10] R
Architectural Features	2' max.	2' max.	1' max.	5' max.
Private Frontages	P[11]	P[11]	X	X
Patio Covers	X	X	1' max.	5' max.
Stairs/Ramps	P[11]	P[11]	1' max.	5' max.
Decks (Max. 3' Above Grade)	X	X	5' max.	2' max.

Ramps providing ADA or FHA visitability are allowed within setbacks but shall not encroach within public ROWs.

Fences, hedges, and other screen devices are allowed within setbacks as identified in Section 10-20.05.020 (Screening).

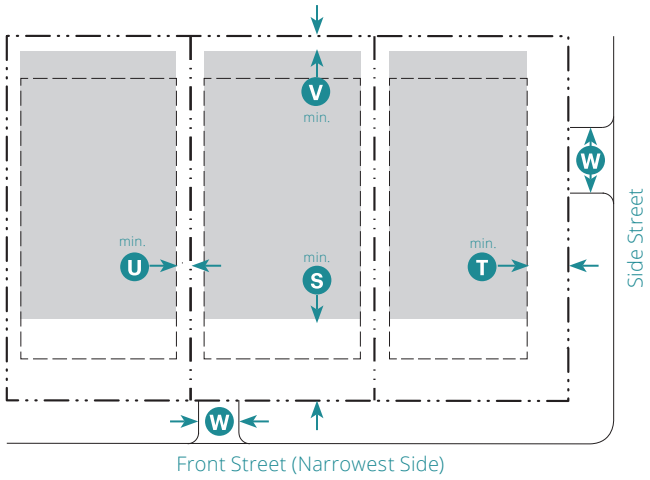
[10] No encroachment allowed for Accessory Structures

[11] See Subsection 2 of the selected private frontage type

Encroachments into Public Right of Ways (ROW)

Upper story encroachments on front and side street require 8' min. of vertical clearance.

Key P = Allowed X = Not Allowed N/A = Not Applicable



Key

ROW/ Dev't Site Line

Building Setback Line

Parking Area

7. Parking		
Vehicular Spaces[12]		
All Uses[13]	See Section 10-3.502 (Parking Standards)	
Bicycle Spaces[14]		
Residential Uses		
Long Term	1 min. per bedroom (incl. Studios)	
Short Term	1 per 10 bedrooms; min. 2 per project	
Setback (Distance from ROW/ Development Site Line)		
Front	40' min.[15]	S
Side Street	15' min.	T
Side	5' min.	U
Rear	5' min.	V
Driveway[16]		
Curb Cut/Width	See Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges)	W

Curb cut width along alley may exceed 8'.

[12] See Subsection 10-20.05.040.4 for additional standards.

[13] See Article 4 (Use Standards) for the underlying zone's allowed uses and permit requirements.

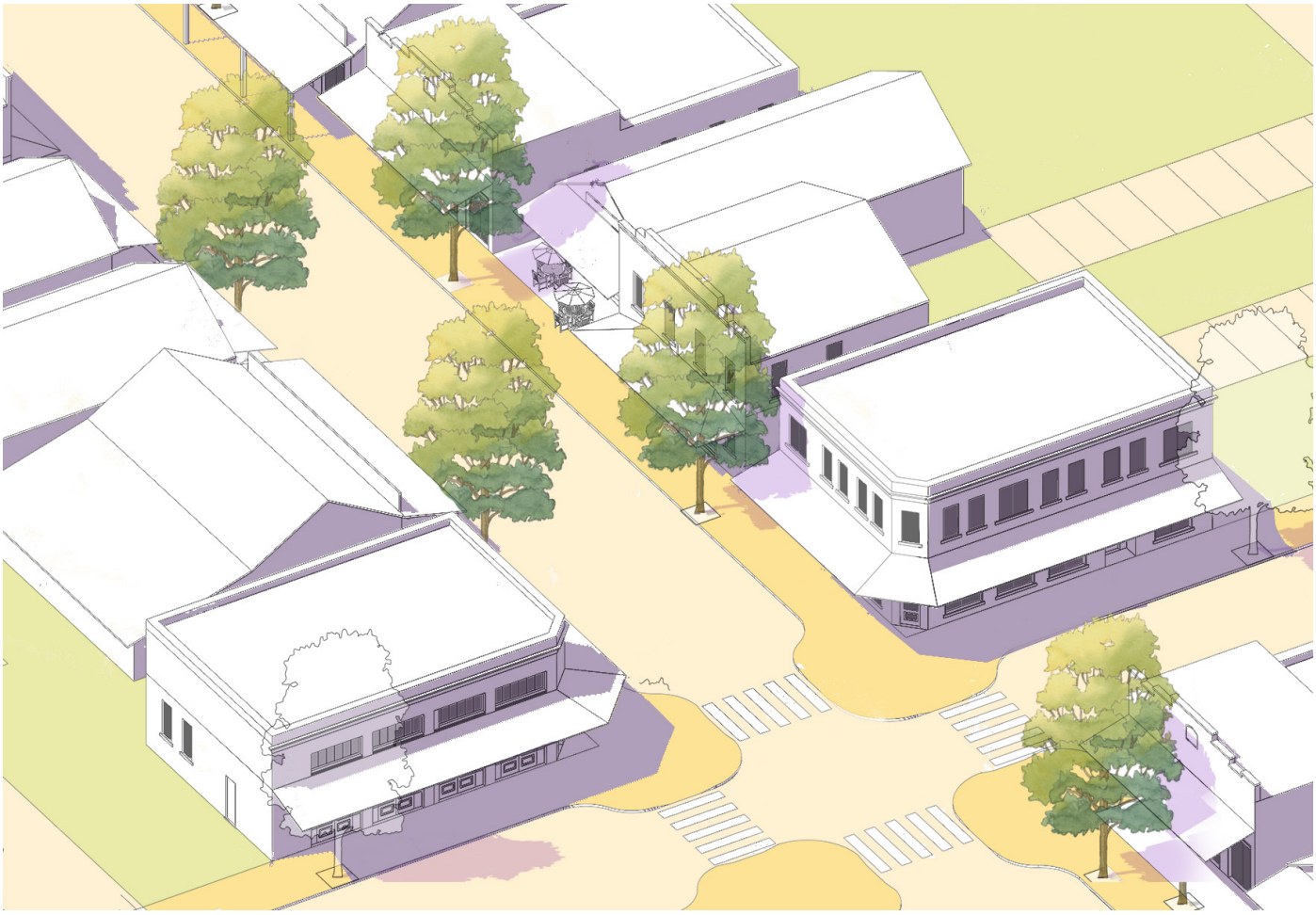
[14] See Subsection 10-20.05.040.3 for additional standards.

[15] 10' min. allowed for parking courts of 6 or fewer spaces. See Subsection 10-20.05.040.8.C.(2).

[16] See Subsection 10-20.05.040.8.B for additional standards.

8. Frontages	
Allowed Private Frontage Type	**Standards**
Porch Projecting	10-20.07.040
Porch Engaged	10-20.07.050
Dooryard	10-20.07.060
Shopfront	10-20.07.090
Terrace	10-20.07.100
Allowed Public Frontage Type	**Standards**
Street	10-20.05.060.C.1
Avenue/Boulevard	10-20.05.060.C.2

10-20.03.060 Main Street.Small (MS.S)



General note: the illustrations above are intended to provide a brief overview of the zone and are descriptive in nature.

1. Intent

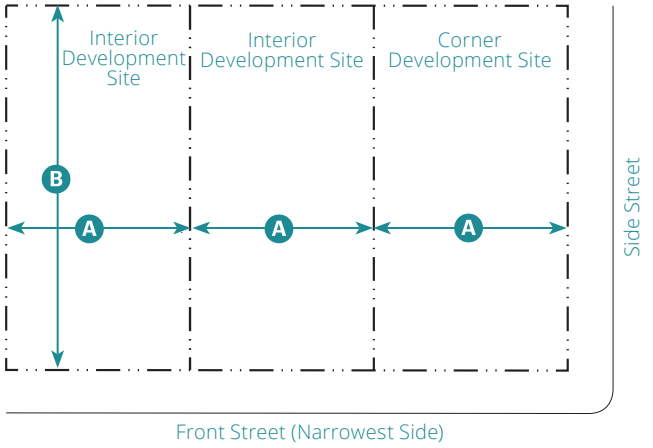
A walkable district of small-to-medium footprint, moderate intensity, mixed-use buildings and housing choices, supporting neighborhood-serving ground floor retail, food and services.

The following are generally appropriate form elements in the zone.

Mix of House-Scale and Block-Scale Buildings	Neighborhood Townhouse, Neighborhood Courtyard, Multiplex, and Main Street Building
Primarily Attached Buildings	
Small-to-Medium Building Footprint	
None-to-Small Front Setbacks	Porch Projecting, Porch Engaged, Forecourt, Shopfront, Terrace, and Gallery Frontage Types; Dooryard and Maker Shopfront Frontage Types on Side Street
None-to-Small Side Setbacks	
Up to 3 Stories (Up to 2 Stories in Historic Core)	

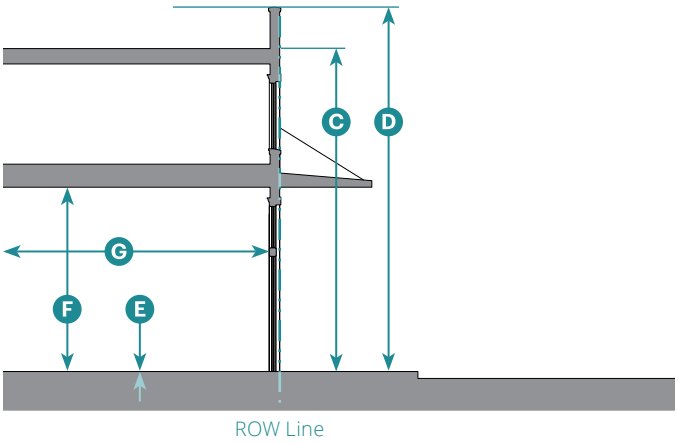
2. Sub-Zone(s)

None



Key

ROW/ Dev't Site Line



Key

ROW Line

3. Building Types and Development Site Size			
Allowed Building Types	**Development Site[1]**		**Standards**
	Width A	**Depth B**	
House-Scale			
Ancillary Building[2]	N/A	N/A	10-20.06.040
Neighborhood Townhouse	18' min.[3]	100' min.	10-20.06.100
Neighborhood Courtyard	70' min.[4]	150' min.	10-20.06.110
Multiplex	60' min.	110' min.	10-20.06.130
Block-Scale			
Main Street Building	25' min.	100' min.	10-20.06.140

Each development site shall have only one primary building type.

[1] Sites of at least 3 acres or over 700' long or deep are required to include civic space and new street(s) per Article 10 (Specific to Large Sites).

[2] The Ancillary Building is not a primary building type.

[3] Represents one townhouse

[4] For an L-shaped building; 100' min. for a U-shaped building

4. Building Form			
Height	**Historic Core**	**Not in Historic Core**	
Primary Building[5]			
Stories	2 max.	3	
To Highest Eave/Parapet		26' max.	C
Overall	30' max	35' max.	D
Ground Floor Finish Level			E
Residential	6" min.[6,7]		
Non-Residential	6" max.		
Ground Floor Ceiling	14' min.		F
Accessory Structure(s)[8]	**2 max.**		
Footprint			
Max. Development Site Coverage	See standards in Article 6 (Specific to Building Types)		
Depth, Ground-Floor Space	30' min.[9]		G

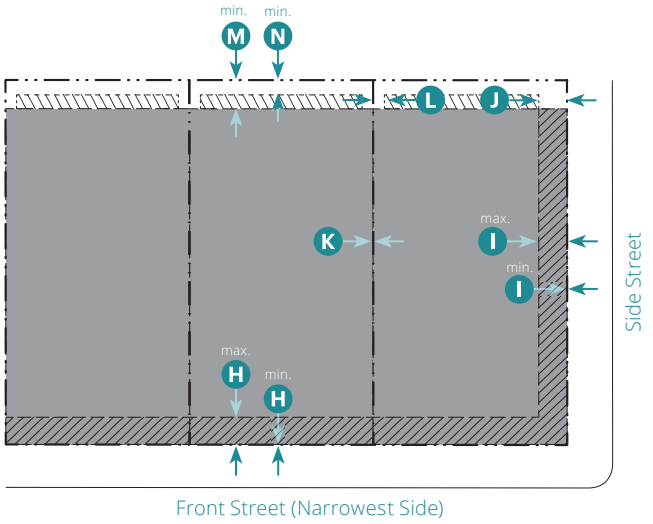
[5] See Article 6 (Specific to Building Types) for refinements to massing and height standards.

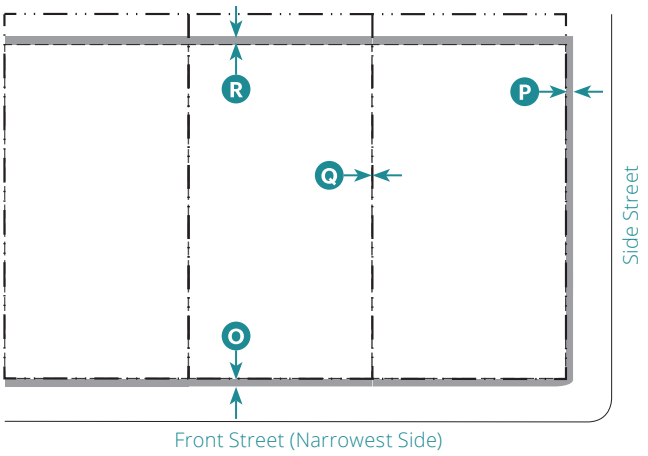
[6] Common entries may be set at grade in compliance with local and federal accessibility standards.

[7] Only on side street and at least 60' from front of development site

[8] Each accessory structure 120 sf max. and 8' max. height if located in required setback areas.

[9] For habitable/occupiable space only





Key

- ROW/ Dev't Site Line
- Building Setback Line
- Buildable Area
- Acc. Structures Only
- Facade Zone

5. Building Placement

Setback (Distance from ROW/ Development Site Line)[10]		
Front (Facade Zone)		H
Interior Development Site	0' min.; 10' max.	
Corner Development Site	0' min.; 10' max.	
Side Street (Facade Zone)		
Primary Building	0' min.; 10' max.	I
Accessory Structure(s)	10' min.	J
Side		
Primary Building	0' min.	K
Adjacent to Res'l Zone	10' min.	
Accessory Structure(s), Pools, and Hot Tubs	3' min.	L
Rear		
Primary Building	15' min.	M
Adjacent to Res'l Zone	20' min.	
Accessory Structure(s), Pools, and Hot Tubs	5' min.	N

Building Facade		
Facade Zone	**Front St.**	**Side St.**
Façade Zone Defined by Primary Building/Frontage (See Subsection 10-20.12.030.2)	65% min.	55% min.

Facade Design

All building facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[10] Development sites with slopes ≥ 6% shall comply with Section 10-20.05.050 (Slope Standards).

Key

- ROW/ Dev't Site Line
- Setback Line
- Encroachment Area

6. Encroachments

Encroachments into Minimum Setbacks

Encroachment Type	Front O	Side St. P	Side[11] Q	Rear[11] R
Architectural Features	3' max.	3' max.	X	5' max.
Private Frontages[12]	X	X	X	X
Patio Covers	X	X	X	5' max.
Stairs/Ramps	X	X	X	5' max.
Decks (Max. 3' Above Grade)	X	X	3' max.	2' max.

Ramps providing ADA or FHA visitability are allowed within setbacks but shall not encroach within public ROWs.

Fences, hedges, and other screen devices are allowed within setbacks as identified in Section 10-20.05.020 (Screening).

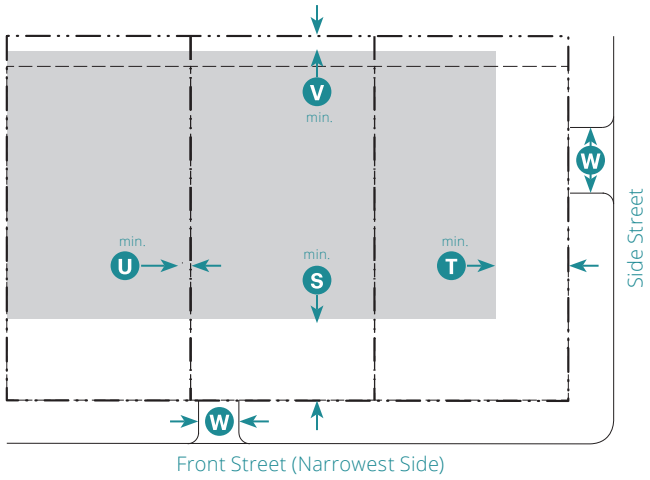
Encroachments into Public Right of Ways (ROW)

Upper story encroachments, including the Gallery (Section 10-20.07.110), on front and side street require 8' min. of vertical clearance.

[11] No encroachment allowed for Accessory Structures.

[12] The Gallery Frontage Type (Section 10-20.07.110) may encroach over the sidewalk to within 18" of the curb face.

Key P = Allowed X = Not Allowed N/A = Not Applicable



Key

ROW/ Dev't Site Line

Building Setback Line

Parking Area

7. Parking		
Vehicular Spaces[13]		
All Uses[14]	See Section 10-3.502 (Parking Standards)	
Bicycle Spaces[15]		
Residential Uses		
Long Term	1 min. per bedroom (incl. Studios)	
Short Term	1 per 10 bedrooms; min. 2 per project	
Setback (Distance from ROW/ Development Site Line)		
Front	40' min.[16]	S
Side Street	40' min.	T
Side	0' min.	U
Rear	5' min.	V
Driveway[17]		
Curb Cut/Width	See Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges)	W

Curb cut width along alley may exceed 12'.

[13] See Subsection 10-20.05.040.4 for additional standards.

[14] See Article 4 (Use Standards) for the underlying zone's allowed uses and permit requirements.

[15] See Subsection 10-20.05.040.3 for additional standards.

[16] 10' min. allowed for parking courts of 6 or fewer spaces. See Subsection 10-20.05.040.8.C.(2).

[17] See Subsection 10-20.05.040.8.B for additional standards.

8. Frontages	
Allowed Private Frontage Type	**Standards**
Porch Projecting	10-20.07.040
Porch Engaged	10-20.07.050
Dooryard[18]	10-20.07.060
Forecourt	10-20.07.070
Maker Shopfront[18]	10-20.07.080
Shopfront	10-20.07.090
Terrace	10-20.07.100
Gallery	10-20.07.110
Allowed Public Frontage Type	**Standards**
Avenue/Boulevard	10-20.05.060.C.2
Main Street	10-20.05.060.C.3

[18] Only on side street

10-20.03.070 Adjacency Requirements

A. Where a new building in a ODDS Zone is adjacent to the zone(s) or other physical feature identified in Table A, adjacency standards are required. The new building shall be designed in compliance with the requirements of this Table.

Table 10-20.03.070.A: Adjacency Requirements

Applicability	Standard
Where abutting a single-family residential district	
Height Limit	Max. 2.5 stories and 30' in height within 30' of shared side and/or within 50' of shared rear property line
Building Volumes	Max. 60' width per building volume; 20' min. separation between building volumes
Screen Landscaping	Screening trees are required along shared side and rear property lines at a quantity of one per 25 linear feet except where structures are located. Screening trees shall have a typical mature height of at least 25 feet and mature canopy width of 15 feet and shall be planted at 14-inch box size or larger and at least 8 feet in height. Existing trees to be retained that are at least 25 feet tall and 15 feet wide may substitute for required planting on a one-to-one ratio. Three closely spaced tall screening shrubs with a typical mature height of at least 20 feet and mature width of at least 5 feet may be substituted for one screening tree and shall be planted at 15-gallon size or larger and at least 8 feet in height. At least 30% of screening trees and shrubs shall be evergreen.
Landscape Buffer	A landscaped buffer of at least 5 feet in depth is required along the length of the rear property line except where structures are located
Where within 100' of a Creek	
Ground Floor	Ground floor frontage required using the frontage types allowed by the zone. Min. 15' building setback from the development site line.

This page intentionally left blank

Article 4: Use Standards

Sections:

10-20.04.010 Use Standards

10-20.04.010 Use Standards

Allowed land uses are set forth in Article 10-3.03 (Land Use Regulations) as identified in Table A (Allowed Uses).

Table 10-20.04.010.A: Allowed Uses

Underlying Zone	Reference for Allowed Uses
Residential	Article 10-3.03 (Land Use Regulations)
Non-residential	Article 10-3.03 (Land Use Regulations)

This page intentionally left blank

Article 5: General to Development Sites

Sections:

10-20.05.010 Purpose
10-20.05.020 Screening
10-20.05.030 Landscaping and Lighting
10-20.05.040 Parking and Loading
10-20.05.050 Slope Standards
10-20.05.060 Public Frontage Standards
10-20.05.070 Privacy Standards
10-20.05.080 Service and Utility Standards

10-20.05.010 Purpose

This Article provides standards to ensure that new development accomplishes the following:

1. Makes a positive contribution to the development pattern of the area;
2. New or altered structures are compatible with the design and use of existing structures on neighboring properties;
3. Respects the existing conditions of neighboring properties; and
4. Does not adversely affect neighboring properties, with "adversely affect" meaning to impact in a substantial, negative manner the habitability of these properties.

10-20.05.020 Screening

1. **Intent**. This Section provides standards for screening, fences, and walls for the protection of property, the enhancement of privacy, the attenuation of noise, and the improvement of the visual environment.
2. **Design Standards for Screening.** Except for wall- and ground-mounted equipment that is not visible from the public right-of-way or abutting development sites, all equipment shall comply with the following:
   A. **Screening Height Maximums.** Screening shall not exceed the maximums identified in Table A (Maximum Screening Height).
   B. **Screening Height Measurement.** Screening height shall be measured as the vertical distance between the finished grade at the base of the screen and the top edge of the screen material. No combination of wall and screen shall exceed the maximum height alllowed in Table A (Maximum Screening Height).

Table 10-20.05.020.A: Maximum Screening Height					
Zone	**Item**	**Maximum Height Allowed**			
		Front	**Side St.**	**Side**	**Rear**
N.S, N.M	Fences[2]	3' max.	3' max.	8' max.	8' max.
	Free Standing Walls	3' max.	3' max.	8' max.	8' max.
	Landscaping[1]	4' max.	4' max.	No max.	No max.
MS.S	Fences	X	X	8' max.	8' max.
	Free Standing Walls	X	X	8' max.	8' max.
	Landscaping[1]	3' max.	3' max.	No max.	No max.

[1] Excludes trees

[2] 6' of solid material with 2 ' of open material (lattice, wrought iron, or grille work allowing visibility through 50% of the material) at the top

Key X = Not Allowed

3. **Courtyard Screening**

   A. Fences, walls and other screening installed to create a courtyard without a roof shall not exceed five feet in height and shall be set back a minimum of 10 feet from the front property line or back of sidewalk, whichever is the least.

   B. Landscaping installed in compliance with Section 10-20.05.030 (Landscaping and Lighting).

4. **Screening on Retaining Walls.** The total height of screens and the retaining walls they are mounted on or attached to shall not exceed six feet.

5. **Mechanical Equipment Screening**

   A. The following mechanical equipment is exempt from screening:

      (1) Free-standing or roof-mounted solar equipment; and

      (2) Vents less than two feet in height.

   B. For new installation or relocation of existing mechanical equipment, the equipment shall be screened.

      (1) **Roof-Mounted Equipment.** Building parapets or other architectural elements in the building's architectural style shall screen roof-mounted equipment.

         (a) New buildings shall be designed to provide a parapet or other architectural element that is as tall or taller than the highest point on any new mechanical equipment to be located on the roof of the building; and

         (b) For existing buildings with no parapet less than two feet in height, mechanical equipment shall be surrounded on all sides by an opaque screen wall as tall as the highest point of the equipment. The wall shall be architecturally consistent with the building and match the existing building with paint, finish, and trim cap detail.

(2) **Wall- and Ground-Mounted Equipment**

(a) Equipment is not allowed between front or side street facades and the street.

(b) All screen devices shall be as high as the highest point of the equipment being screened.

(c) Equipment and screening shall be in compliance with the setbacks of the zone.

(d) Screening shall be architecturally compatible and include matching paint, finish, and trim cap of the building.

6. **Barbed Wire and Razor Wire.** Barbed wire and razor wire screening are not allowed.

7. **Safety.** Fences, walls, and other screening and landscaping, whether provided in compliance with the provisions of this Subsection or provided in addition to those provisions, are subject to review by the Traffic Engineer in the following areas to ensure that visibility is maintained:

A. Within 10 feet of the point of intersection of:

(1) A vehicular access way or driveway and a street; and/or

(2) A vehicular access way or driveway and a sidewalk.

B. Within 20 feet of the point of intersection of two or more vehicular access ways, including driveways, alleys, or streets.

C. As used in this Subsection, "point of intersection" is measured from the face of curb or if none, from the edge of pavement.

10-20.05.030 Landscaping and Lighting

1. **Intent.** This Section prescribes landscaping and lighting standards for protection and enhancement of the environmental and visual quality of the community, enhancement of privacy, and the control of dust.

2. **Required Landscaping.** The landscaping required by this Section shall be installed as part of the development or improvement(s) requiring the landscaping. Standards for landscaping in parking areas shall be in combination with Section 10-20.05.040 (Parking and Loading).

A. Landscaping materials shall be integrated into the required setbacks, stream and wetland buffers, and design of the selected private frontage type(s).

B. Landscape materials shall be applied to the planting areas identified for public frontage type(s).

3. **Design Standards**

A. **Landscape Area.** A minimum percentage of a development site shall be landscaped in compliance with Table A:

Table 10-20.05.030.A: Landscape Area

Zone	Minimum percent of development site area composed of landscaped area	Minimum percent of facade zone composed of landscaped area
Neighborhood.Small	25%	70%
Neighborhood. Medium	10%	50%
Main Street.Small	10%	Not required

B. **Allowed Landscaping Materials**

(1) Required landscaped areas shall be composed of trees, shrubs and groundcover, and shall exclude areas occupied by structures, hardscape, and pools, in compliance with the following minimum standards:

(a) Trees shall be planted at 15-gallon size or larger;

(b) Shrubs shall be planted at one-gallon size or larger;

(c) Ground cover shall be planted at spacing of a minimum 12 inches on center;

(d) Decorative nonliving landscaping materials including, but not limited to, sand, stone, or gravel may be used up to 10 percent of required landscape areas.

(2) Street trees. Where the sidewalk abutts the subject property, street trees, of at least 15-gallon size, spaced no further than 35 feet apart, double-staked, shall be planted between the curb and the back of sidewalk, where missing. If there is no sidewalk, the street trees shall be placed in planters at least four feet by six feet without encroaching into the parking or travel lane.

C. **Species Selection**

(1) Native and drought tolerant species are required to meet the minimum standards, in conformance with Title 9, Chapter 22 (Water Efficient Landscaping).

(2) Landscaping shall be in compliance with Ross Valley Fire Department Standard 220 (Vegetation Management Plan).

D. **Existing Vegetation**

(1) On-site trees of caliper size 12 inches minimum, measured at 52 inches above grade, shall be protected trees. On-site trees of caliper size 22 inches minimum, measured at 52 inches above grade, shall be heritage trees. In compliance with Ross Valley Fire Department Standard 220 (Vegetation Management Plan), Acacia, Eucalyptus, Plum, Privet, and Monterey Pine trees are neither protected trees nor heritage trees and may be removed.

(2) Protected trees shall be replaced at a ratio of two replacement protected or heritage trees to one removed protected tree (2:1). Heritage trees shall be replaced at a ratio of three replacement heritage trees to one removed heritage tree (3:1).

(3) All protected and heritage trees removed for construction of a residential unit shall be replaced on-site with a minimum 24-inch box tree. Table B below defines the tree types that qualify as eligible replacements.

Table 10-20.05.030.B: Tree Species	
Common Name	**Botanical Name**
Arroyo willow	*S. lasiolepis*
Big-leaf maple	*Acer macrophyllum*
Bishop pine	*Pinus muricata*
Blue oak	*Q. douglasii*
Box elder	*A. negundo var. californicum*
California bay	*Umbellularia californica*
California black oak	*Q. kelloggii*
California buckeye	*Aesculus californica*
California nutmeg	*Torreya californica*
Canyon live oak	*Q. chrysolepis*
Chaparral oak	*Q. wislizeni*
Coast live oak	*Quercus agrifolia*
Coast redwood	*Sequoia sempervirens*
Douglas-fir	*Pseudotsuga menziesii*
Giant Chinquapin	*Castanopsis chrysophylla*
Hawthorn	*Crataegus douglasii*
Mountain-mahogany	*Cercocarpus betuloides*
Narrow leaved willow	*Salix exigua*
Shreve's oak	*Q. parvula var. shrevei*
Oregon ash	*Fraxinus latifolia*
Oregon oak	*Q. garryana*
Pacific madrone	*Arbutus menziesii*
Pacific yew	*Taxus brevifolia*
Red alder	*A. rubra*
Red elderberry	*Sambucus racemosa*
Red willow	*S. laevigata*
Sargent cypress	*Cupressus sargentii*
Scouler's willow	*S. scouleriana*
Service-berry	*Amelanchier tahensis*
Shining willow	*S. lucida ssp. lasiandra*
Silk tassel	*Garrya elliptica*
Sitka willow	*S. sitchensis*
Tanbark oak	*Lithocarpus densiflorus*
Valley oak	*Q. lobata*
Wax myrtle	*Myrica californica*
White alder	*Alnus rhombifolia*

E. **Landscape Integration with Frontage Type(s).** Required landscaping shall be placed within and/or around the variety of frontage type elements in compliance with Table C:

Table 10-20.05.030.C: Landscape Integration with Frontage Type(s)

Frontage Type	Location
Porch: Projecting, Engaged	Containers within Porch, Planters at base of Porch and along building facade
Dooryard	Containers and/or planters within Dooryard
Forecourt	Containers and planters within Forecourt
Maker Shopfront	Containers along base of Shopfront
Shopfront, Gallery	Containers along base of Shopfront or Gallery
Terrace	Containers within Terrace, planters at base of Terrace

F. **Retaining Walls**

(1) Retaining walls within the front and/or side street façade zone(s) or visible from the public sidewalk adjoining the development site shall:

(a) Not exceed four feet in height as measured to the adjacent finished grade or sidewalk whichever is nearest;

(b) Include a landscape planter in front of the wall. The planter shall be at least 18 inches deep measured perpendicular to the wall; and

(c) Be finished with allowable wall material(s) of the selected architectural style for the primary building.

(2) Retaining walls along the interior development site line that are beyond the front and/or side street façade zone(s) shall:

(a) Not exceed three feet as measured to the adjacent finished grade;

(b) Include a landscape planter in front of the wall. The planter shall be at least three feet deep measured perpendicular to the wall; and

(c) Be finished with allowable wall material(s) of the selected architectural style for the primary building.

(3) Retaining walls along the rear development site line that are beyond the front and/or side street façade zone(s) shall:

(a) Not exceed eight feet as measured to the adjacent finished grade;

(b) If exposed, include a landscape planter in front of the wall. The planter shall be at least three feet deep measured perpendicular to the wall;

(c) Be finished with allowable wall material(s) of the selected architectural style for the primary building; and

(d) Not require landscaping or wall material finish(es) if within the building and not exposed.

G. **Landscape Maintenance**

(1) Required landscaping shall be maintained in a clean and healthy condition. This includes pruning, weeding, removal of litter, fertilizing, replacement of plants when necessary, and the appropriate watering of all landscaping.

(2) Automatic irrigation shall be provided to all planting areas in compliance with requirements of Title 9, Chapter 22 (Water Efficient Landscaping).

(3) Root barriers are required on all trees planted within 10 feet of paved areas.

4. **Required Lighting**

A. Site improvements, including lighting, as required to be consistent with the selected Architectural Style for the primary building.

B. Lighting shall be provided in compliance with the following:

(1) All parking lot lights shall be full cutoff luminaires, as certified by the manufacturer, with the light source directed downward and away from adjacent residences.

(2) Bollard lighting may be used to light walkways and other landscape features, but shall cast its light downward.

(3) Internally illuminated fascia, wall, roof, awning or other building parts are prohibited.

(4) Uplighting of landscaping is prohibited.

(5) All nonessential exterior lighting associated with non-residential uses shall be turned off or dimmed no more than 30 minutes after the close of business or when the non-residential use is not in use.

10-20.05.040 Parking and Loading

1. **Intent.** This Section prescribes standards for motor vehicle and bicycle parking areas, loading and access drives, and standards for reducing motor vehicle trips per capita to and from development. These standards are intended to ensure that new development accomplishes the following:

A. Consistency with the intended physical character of walkable environments;

B. Provision of bicycle parking to increase bicycle trips and reduce motor vehicle trips per capita; and

C. Appropriately limits, screens, and landscapes motor vehicle parking areas to protect and enhance the environmental and visual quality of the community, enhance privacy, attenuate noise, and control dust.

2. **On-site parking.** On-site parking is allowed in all zones subject to the standards in this Section**.**

3. **Bicycle Parking Standards.** Bicycle parking shall be provided in compliance with the standards of the zone.

4. **General Vehicular Parking Standards**

A. **Sharing of On-Site Parking.** Sharing of parking between different uses and developments is allowed.

B. **Sharing of Non-Residential Parking Required.** If on-site parking spaces for non-residential uses are provided, such spaces shall be made available for use by the general public during at least one of the following time periods:

(1) Monday through Friday, 8 AM to 5 PM; or

(2) Monday through Friday, 5 PM to 11 PM and all day on Saturday and Sunday.

C. **Larger Vehicle Parking**

(1) Trucks, tractors or tractor-trailers having a capacity of more than a 1.5-ton load, front- and rear-end loaders, or any kind of commercial, industrial, agricultural, or transportation vehicles/equipment used primarily for business purposes, shall not be parked or stored in any zone for purposes other than unloading, loading, or delivery services.

(2) Automobiles, small trucks, vans, and vehicle trailers allowed in conjunction with an approved home occupation (one per home occupation), and recreational vehicles are excluded from the provisions of this Subsection.

D. **Storage of Unregistered or Inoperable Motor Vehicles.** Automotive vehicles, trailers, or vehicles of any kind or type, requiring licenses that are without current license plates or are inoperable shall only be parked within completely enclosed buildings.

E. **Cargo or Freight Container.** Portable cargo or freight storage containers in any zone for purposes of loading or unloading may be parked or stored on-premise for a period not to exceed 10 days in any one calendar year.

5. **Number of Motor Vehicle Parking Spaces Required**

A. **Required Spaces.** Parking shall be provided in compliance with 10-3.502 (Parking Standards). For any use not addressed in 10-3.502 (Parking Standards), parking shall not exceed a ratio equivalent to the average peak parking occupancy rate for the most comparable use in the Institute of Transportation Engineers Parking Generation Manual.

B. **Required Number of Parking Spaces**

(1) **Calculating Required Parking for a Mixed-Use Development.** For a building with residential and non-residential uses, shared parking shall be calculated as follows. The sum of the required parking for the two use types as stated in Subsection 7 of the zone shall be divided by the factor listed in Table A (Shared Parking Factor for Two Uses). The required number of parking spaces shall be rounded up to the closest whole number.

Table 10-20.05.040.A: Shared Parking Factor for Two Uses

	Residential	Lodging	Office	Retail
Residential	1.0	1.1	1.4	1.2
Lodging	1.1	1.0	1.7	1.3
Office	1.4	1.7	1.0	1.2
Retail	1.2	1.3	1.2	1.0

6. **Electric Vehicle Charging.** Electric vehicle charging facilities shall be provided in compliance with Chapter 9-19 (Green Building Requirements).

7. **Traffic-Reducing Parking Standards**

A. **Carshare Parking Spaces**

(1) Carshare parking spaces shall be provided in the amounts specified in Table B (Required Carshare Parking Spaces).

Table 10-20.05.040.B: Required Carshare Parking Spaces	
Residential Uses	**Carshare Parking Spaces Required**
0-49 units	None
50-100 units	1
101 or more units	2 + 1 per additional 200 units
Office/Research & Development Uses	**Carshare Parking Spaces Required**
≤ 10,000 sf	None
> 10,000 sf	1 per 10,000 sf

(2) The required carshare space(s) shall be made available, at no cost, to a carshare service for purposes of providing carshare services to its members. At the election of the property owner, the carshare spaces may be provided:

(a) On the development site; or

(b) On another off-street site within 1,000 feet of the development site.

(3) Required carshare space or spaces shall be designed in a manner that will make the spaces accessible to non-resident subscribers from outside the building as well as building residents.

(4) Prior to approval of the building or Site Permit for a building subject to the carshare standard, a Notice of Special Restriction on the property shall be recorded indicating the nature of standards of this Subsection and identifying the minimum number and location of the required carshare parking spaces. The form of the notice and the location or locations of the carshare parking spaces shall be approved by the Jurisdiction.

(5) If it is demonstrated to the satisfaction of the Jurisdiction that no carshare service can make use of the dedicated carshare parking spaces, the spaces may be occupied by non-carshare vehicles; provided, however, that upon 90 days of advance written notice to the property owner from a carshare service, the property owner shall terminate any non-carsharing leases for such spaces and shall make the spaces available to the carshare service for its use of such spaces.

B. **Carpool Spaces.** If parking is provided at a development, parking spaces reserved for use by carpool/vanpool vehicles shall be designated in preferred locations (including, but are not limited to, closest to building entries). The locations of these spaces shall be approved by the the Town. The minimum number of carpool spaces required is listed in Table C (Required Carpool Parking Spaces).

Table 10-20.05.040.C: Required Carpool Parking Spaces	
Office/Research & Development Uses	**Carpool Parking Spaces Required**
≤ 40 parking spaces	None
> 40 parking spaces	10% of the total number of spaces
Other Uses	**Carpool Parking Spaces Required**
All Other Uses	None

8. **Parking Spaces, Design and Layout**

A. **Access.** On-site parking areas shall be accessed per the following:

(1) On-site parking shall be designed with an appropriate means of vehicular access to a street or to an alley to cause the least interference with traffic flow.

(2) Ingress to and egress from parking spaces shall be from an on-site aisle or driveway, directly from the front, side street, public alley, or rear lane.

(3) On-site loading space(s) shall be in compliance with Title 10, Chapter 3, Article 5 (Parking and Loading).

B. **Driveways**

(1) Access to Driveways

(a) Driveway access to and from developments of two or fewer dwelling units onto public streets shall be where practical by forward motion of the vehicle; and

(b) Driveway access to and from developments of three or more dwelling units onto public streets shall be by forward motion of the vehicle.

(c) Minimum 30 feet separation between driveways for all uses except developments of two or fewer dwelling units.

(2) Number of Driveways. Table D (Number of Driveways) specifies the maximum number of driveways for a development site.

(3) Driveways shall be setback from development site lines as follows:

(a) For front access, minimum two feet from side development site lines; and/or

(b) For side street access, no less than the minimum rear parking setback per the zone; and/or

(c) Where driveway access is shared by abutting development sites, Subsections (a) and (b) above do not apply; minimum two feet from building(s), and in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).

(4) Driveways shall extend to and include the area between the development site line and the edge of the street pavement.

(5) The design and construction of all on-site parking access drives shall be in compliance with Title 7, Chapter 1 (Driveways).

Table 10-20.05.040.D: Number of Driveways

Lot Frontage (Corner Parcel Applies Same Requirements as Side Street)	Maximum Number of Driveways
Up to 150'	1
150' to 299'	2
Each additional 300' over 299'	1

C. **Parking Techniques.** In compliance with Subsection 7 of the zone, the following techniques may be applied individually or in combination:

(1) Tandem Parking. Parking spaces are arranged in a series up to three spaces. Tandem parking is allowed in all zones for all uses. Tandem parking spaces are allowed for residential uses only when designated for use by occupants of the same dwelling unit.

(2) Parking Court. Parking spaces in groupings of covered or uncovered spaces or individual garages not in a podium configuration shared between two development sites. The maximum width of the parking court is 56 feet measured parallel to the adjacent street/right-of-way. The parking court is accessed from the adjacent street/right-of-way and the maximum width of the entrance to the parking court is determined by Subsection 7 of the zone. See Figure 1 (Parking Court(s).

(3) Podium Parking. Parking spaces are located in an at-grade garage under the rear and/or interior side of the building or under all of the building except for the required ground floor habitable space. Occupiable space is along the edges of and/or above the garage level. The podium is not visible or exposed along the front and side street building facades.

(4) Subterranean Parking. Parking spaces are located below the adjacent finished grade of the building. The subterranean garage is allowed to be up to 5 feet above the adjacent finished grade of the building in compliance with the building form (Subsection 3 of the zone) and frontage standards (Article 7).

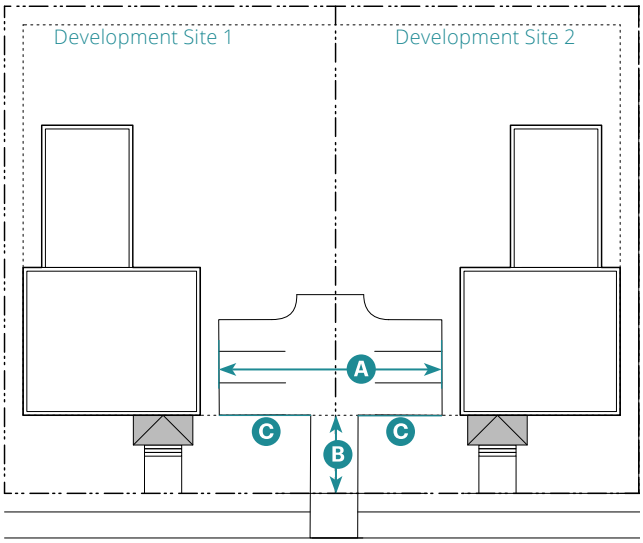
(5) Stacked Parking System. Parking spaces are arranged in a system that provides two to three spaces in the horizontal area of one space. This type of system is within a podium parking garage.

(a) Stacked parking spaces are allowed when designated for use by residents, except for parking designated for use by persons with disabilities.

(b) Mechanical lifts shall be accompanied by an on-site battery or electrical generator to provide sufficient power to clear the lift of all vehicles or shall be capable of manually clearing the lift without power.

(c) In parking systems that stack individual vehicles, each vehicle accommodated by the stacker counts as an individual parking space.

Figure 10-20.05.040.1: Parking Court(s)



- -	Development Site Line		
----	Building Setback Line		
A	Width 56' max.		
B	Parking Court Setback:	Small Parking Court (6 or fewer spaces Large Parking Court (& or more spaces)	15' min. Behind required ground floor habitable space required in Subsection 4 of the zone
C	Decorative wall and landscaping	36" max. height in compliance with Section 10-20.05.030 (Landscaping and Lighting)	

D. **Identification as to Purpose and Location.** On-site parking areas of four or more spaces shall include painted lines, wheel stops, or other methods of identifying individual parking spaces and loading areas, while distinguishing such spaces from aisle and other circulation features.

E. **Materials**

(1) All on-site parking areas and driveways shall be surfaced only with materials identified in Section 5-8.11 (Limitation of Impervious Surfaces, Flatwork Permits and Post-Construction Requirements) and Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).

(2) Parking areas shall comply with Section 5-8.11 (Limitation of Impervious Surfaces, Flatwork Permits and Post-Construction Requirements), exclusive of required landscaping in Table E (Required Parking Lot Landscaping).

F. **Landscaping.** The landscaping standards identified in Table E (Required Parking Lot Landscaping) shall be applied with the standards of Subsection 10-20.05.020 (Screening) and Subsection 10-20.05.030 (Landscaping and Lighting).

(1) Parking and loading areas shall be screened from adjacent residential zones by a six foot wall, fence, or evergreen.

(2) Screening is not required when parking area(s) is adjacent to an alley.

(3) Landscaping areas shall integrate stormwater management features per Title 5 Chapter 8 (Urban Runoff Pollution Prevention).

(4) For portions of parking areas covered by photo-voltaic solar collectors that also function as shade structures, the minimum standard for trees does not apply.

G. **Location**

(1) Location of on-site parking is regulated by the required setbacks in Subsection 7 of the zone and the following:

(a) Parking lots with 11-20 spaces shall be separated at least by five feet from buildings to make room for a sidewalk, landscaping, and/or other planting between the building and the parking area;

(b) Parking lots with more than 20 spaces shall be separated by at least 12 feet from buildings to make room for a sidewalk, landscaping, and other planting between the building and the parking area; and

(c) The required separation may be eliminated to the rear of buildings in areas designed for unloading and loading of materials.

Table 10-20.05.040.E: Required Parking Lot Landscaping	
Number of Parking Spaces	**Percent of Gross Parking Area Required to be Landscaped**
10 or fewer	None
11 to 20	5' min. wide planter along property line
21 to 50	5%; 5' min. wide planter between every 5 spaces, property line, and building(s)
51 and over	10%; 5' min. wide planter between every 5 spaces, property line, and building(s)
General Landscaping	
Perimeter Planter	5' min. landscape buffer along property line(s) for the length of the parking area
Required Border	6" high curb or equivalent
Border and Stormwater	Curb or equivalent shall include breaks every 4" to provide drainage to retention and filtration areas.
Car Overhangs	Shall be prevented by stops
Required Quantity	1 tree per every 10 parking spaces, beginning at 11 total spaces
Tree Well Size[1]	5' min. in any direction
Tree Can Size	15 gallon min.
Tree Box Size	20% of required trees shall be 24" min.
Tree Caliper	1" min.
Tree Height at Installation	7' min. vertical clearance
Tree Location	Evenly spaced throughout parking lot to provide uniform shade

[1] Any vehicle overhang requires the minimum planter area width to be expanded by an equivalent dimension.

H. **Size of Parking Lot.** Parking lots larger than 10,000 square feet in size shall be broken down into smaller parking areas with planted landscape areas with a minimum width of 15 feet between them to minimize the perceived scale of the total field of stalls.

10-20.05.050 Slope Standards

1. **Intent.** This Section provides the standards for development in all zones on development sites with sloped topography. For the purposes of this Section, sloped topography is any slope of six percent or more.

   A. If there is a conflict between any provisions in this Section or the standards in Title 10, Chapter 3 (Zoning), the more restrictive provision shall apply.

   B. Table A (Amount of Sloped Areas Allowed to be Developed) identifies the amount of developable area for sloped portions of development sites. This, in combination with the standards in this Section and the maximum allowed building footprint shall be applied to the design of the sloped portions of development sites.

   C. Developments subject to Article 10 (Specific to Large Sites) requiring new streets shall be in compliance with maximum grade standards in Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).

Table 10-20.05.050.A: Amount of Sloped Areas Allowed to be Developed

Portions of Development Site with Existing Slope	Development Site [1, 2]	
	Up to 3 acres	>3 acres
0–5.99%	100% max.	100% max.
6–9.99%	100% max.	70% max.
10–14.99%	100% max.	25% max.
15–19.99%	100% max.	5% max.
20–29.99%	50% max.	0% max.
> 30%	0% max.	0% max.

[1] In compliance with the setbacks of the zone, required on-site open space, this Section, and the maximum building footprint standards in Article 6 (Specific to Building Types).

[2] In compliance with required amount of civic space identified in Subsection 10-20.10.040.5.

2. **Building Height**

   A. **Maximum Building Height.** Building height is regulated by Subsection 4 of the zone. The maximum allowed height of a building shall follow the existing topography of the development site to ensure that each building is in compliance with the allowed building height.

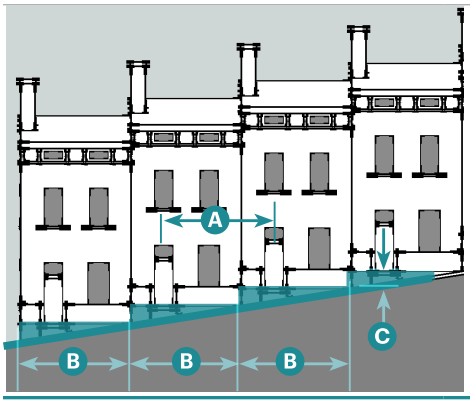
      (1) Figure 1 (Site Grading for Small-to-Medium Detached and Attached Building Forms) and Figure 2 (Site Grading for Large or Attached Building Forms) in this Section illustrate allowed and non-allowed site grading methods.

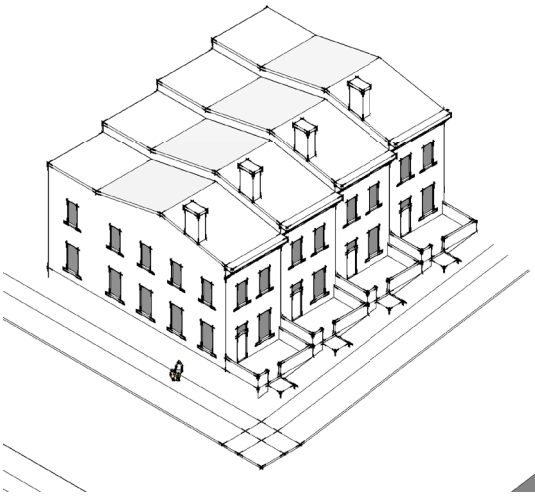
   B. **Exposed Basements.** Basements do not count toward the maximum stories allowed in the zone if exposed less than half of the basement's story height below the average adjacent finished grade.

Figure 10-20.05.050.1: Site Grading for Small-to-Medium Detached and Attached Building Forms

Allowed Site Grading. The following examples apply to the House, Duplex, Cottage Court, Fourplex, Neighborhood Townhouse, Multiplex, Pocket Neighborhood and Neighborhood Courtyard Building Types.

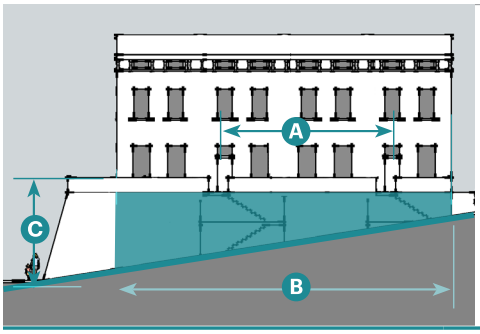
Allowed. Grading that results in each new modified building stepping and reflecting the topography of the parcel or development sites, and that connects each building with the adjacent street and public realm.

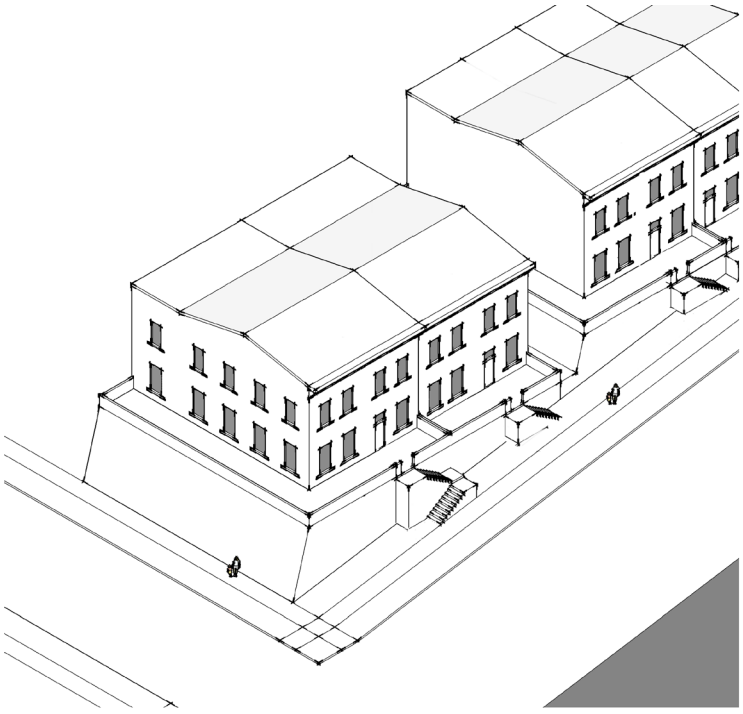




Distance between building entries on slopes greater than 6% shall not exceed 50'.	A
Building footprint width steps with slope.	B
Finished grade of terraced development site is less than 4 feet from the adjacent street/right-of-way.	C

Not Allowed. Grading that results in each new or modified building not following and reflecting the topography of the parcel or development sites, and disconnects each building from the adjacent street and public realm.



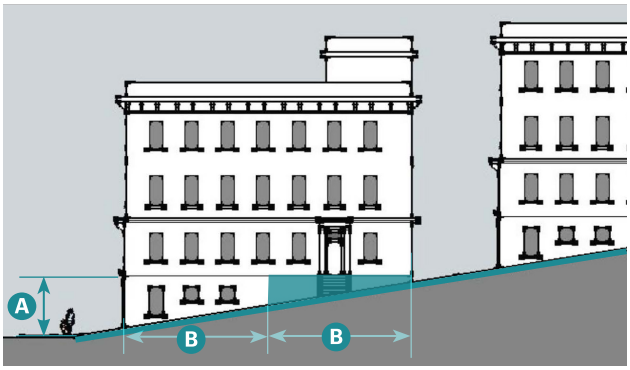


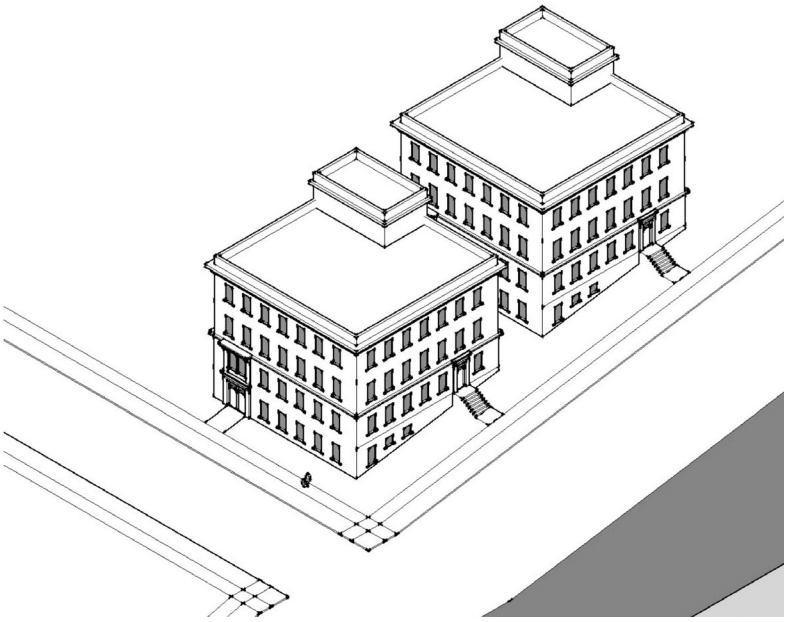
Distance between building entries on slopes greater than 6% exceeds 50'.	A
Building footprint width does not step with slope.	B
Finished grade of terraced development site is more than 4 feet from the adjacent street/right-of-way.	C

Figure 10-20.05.050.2: Site Grading for Large or Attached Building Forms

Allowed Site Grading. The following examples apply to the Multiplex and Main Street Building Types.

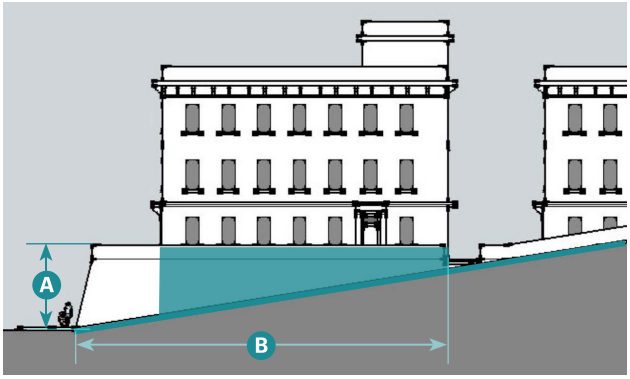
Allowed. Grading that results in each new or modified building fronting on the adjacent street(s), and that connects the building facades to the adjacent street and public realm, and avoids large blank retaining walls.

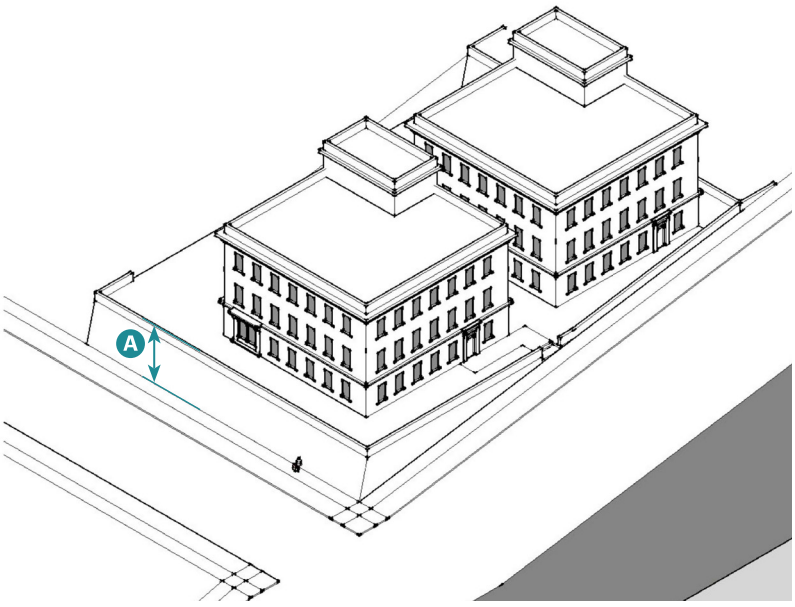




Slope is used to express the ground floor.	A
Building footprint steps with slope through a partial ground story.	B

Not Allowed. Grading that disconnects new and modified building facades from the adjacent public realm, and that results in large blank retaining walls.





Height does not create building with frontage and entries along adjacent streets; terraced development site is more than 4 feet from adjacent sidewalk/street/right-of-way.	A
Building footprint does not step with slope.	B

3. **Topography and Required Location of Primary Building.** Sloped topography can present issues with locating the primary building on a development site in compliance with Subsection 5 of the zone. Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less than 6% Slope) and Table 10-20.11.030.B (Adjustments to Standards for Development Sites Over 6% Slope) identify allowed administrative variations for issues arising from sloped topography, subject to the required findings.

4. **Topography and Required Location of Parking.** Sloped topography can present issues with locating parking on a development site in compliance with Subsection 7 of the zone. Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less than 6% Slope) and Table 10-20.11.030.B (Adjustments to Standards for Development Sites Over 6% Slope) identify allowed administrative variations for issues arising from sloped topography, subject to the required findings.

5. **Grading or Regrading of Development Sites.** When existing development site topography is proposed to be changed, grading shall not result in any of the following:

    A. Creation of retaining walls or blank walls taller than four feet within required front or side street facade zones;

    B. Retaining walls on side development site lines taller than three feet;

    C. Retaining walls on rear development site lines not within the building footprint, taller than 10 feet;

    D. Building(s) that do not reflect the existing topography of the development site;

    E. Terraced development sites that result in a vertical difference of more than 4 feet between the adjacent right-of-way and the finished grade of the development site;

    F. Grading beyond the building pad(s) and the required access drive(s);

    G. Cut exceeding 16 feet in height from top to toe; or

    H. Cut slope exceeding two horizontal to one vertical.

6. **Graded Slopes**

    A. Graded slopes shall be screened from view under or behind buildings with landscaping or natural topographic features.

7. **Drainage Facilities.** All proposed drainage facilities shall preserve major drainage channels in their natural state and be designed in such a manner as to minimize soil erosion and to otherwise preserve the public health, safety, and welfare, in compliance with Title 7, Chapter 12 (Watercourses).

8. **Massing.** Buildings on sloped development sites shall reflect the existing topography of the development site.

   A. Buildings with footprints 36 feet wide or less shall have a simple water table element or change in material between the basement and the ground floor.

   B. Buildings with footprints wider than 36 feet and 2.5 stories or taller shall have a minimum of one story tall defined base. The base shall be defined through the use one of the following methods:

      (1) Change in material;

      (2) A continuous horizontal band between the base and upper floors; and/or.

      (3) Use of a continuous shopfront frontage.

   C. All design shall be in compliance with the selected style for the building(s) in Article 8 (Specific to Architectural Design).

9. **Frontage.** Along front and side street facades, the primary building on each development site shall be designed in compliance with the standards for ground floor private frontage as required by Subsection 8 of the zone.

10. **Administrative Relief.** Section 10-20.11.030 (Adjustments to Standards) provides for administrative variations from the standards in this Section due to topographic constraints.

10-20.05.060 Public Frontage Standards

1. **Intent.** Public frontage types provide a coordinated approach to design standards for the area between each development site's private frontage(s) and the adjoining right-of-way or private driveway easement. Public frontage types consist of planters, walkways, curbs, planters, and planting as illustrated in Table C (Public Frontage Assemblies).

2. **Required Improvements.** The public frontage along the development site(s) shall be improved per Table A (Required Improvements) and the development scenario that applies to the project.

Table 10-20.05.060.A: Required Improvements

Required Improvements	Development Scenario	
	Infill Development Site on Existing Block	**New Block(s)**
	Development consists of one development site.	Development creates one or more new blocks.
a. **Sidewalk.** Add missing segment(s) along abutting front and/or side street.	R	R
b. **Sidewalk.** Repair uneven segments along abutting front and/or side street.	R	N/A
c. **Street trees.** Add street trees along abutting front and/or side street where there is adequate room to also maintain sufficient width for traffic lanes, pedestrian sidewalks, and bicycle facilities. See Subsection 04.030.4.A.(2).	R	R
d. **Crosswalk improvements.** Add crosswalk.	X	Including adjacent and new intersection(s).
e. **Bicycle facilities.** Add bicycle facilities required in Bicycle and Pedestrian Master Plan.	X	Including bike lanes.

Key	R = Required	X = Not Required

3. **Design Standards for Public Frontages.** Public frontages shall be designed and maintained in compliance with the following standards:

   A. For new streets or new blocks, the required elements are identified in and shall be configured according to Table C (Public Frontage Assemblies) and in compliance with Title 7, Chapter 10 (Street Improvements Conditions to Building Permits).

   B. For infill projects, the required elements shall be configured consistent with those existing on immediately adjacent parcels, along the subject parcel's front street and side street frontage. Where the configuration differs on adjacent parcels, the development site shall transition dimensions of required elements between those existing on adjacent parcels.

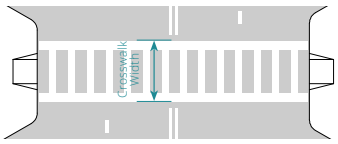
   C. Planting and landscape selection shall be in compliance with Title 9, Chapter 22 (Water Efficient Landscaping).

4. Pedestrian Crossings

   A. **Curb Ramps.** Perpendicular corner curb ramps with a separate ramp installed in each direction are required.

   B. **Crosswalks.** Crosswalks shall be designed per the Town's applicable standards and applicable State guidelines and standards.

      (1) Standard Crosswalk.



5. **Allowed Public Frontage Types**

   A. **Street.** The Street Frontage includes raised curbs drained by inlets with sidewalks separated from vehicular lanes by individual or continuous planters. Landscaping consists of street trees of a single or alternating species aligned and spaced at 35' intervals on average.

   B. **Avenue/Boulevard.** The Avenue/Boulevard Frontage includes raised curbs drained by inlets with wide sidewalks separated from the vehicular lanes by a continuous planter, and parking on both sides. Landscaping consists of single or double rows of a single or alternating tree species aligned and spaced at 35' intervals on average.

   C. **Main Street.** The Main Street Frontage includes raised curbs drained by inlets with very wide sidewalks along both sides separated from the vehicular lanes by individual tree wells with grates. Landscaping consists of a single tree species aligned and spaced at 35' intervals on average.

Table 10-20.05.060.B: Public Frontage Types Overview

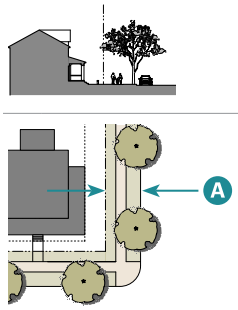
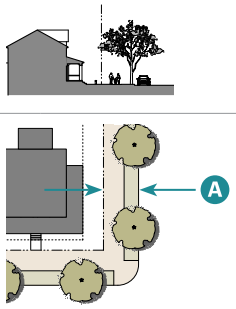
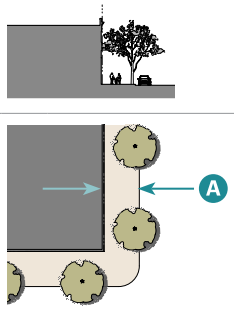
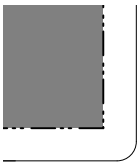
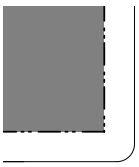
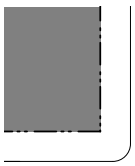
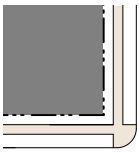
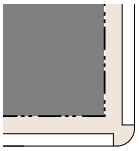
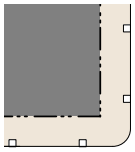
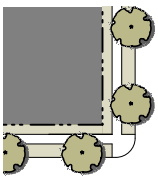
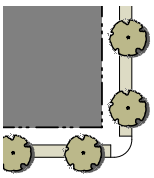
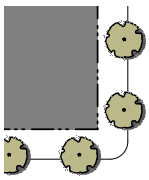
Table B (Public Frontage Types Overview) provides an overview of the allowed public frontage types in or abutting each zone.

Public Frontage Types	Specific Standards	N.S	N.M	MS.S
Street	10-20.05.060.C.1	P	P	X
Avenue/Boulevard	10-20.05.060.C.2	X	P	P
Main Street	10-20.05.060.C.3	X	X	P

Key	P = Allowed	X = Not Allowed

Table 10-20.05.060.C: Public Frontage Assemblies

Table C (Public Frontage Assemblies) identifies the required elements and dimensions of each public frontage type.

	Street 10-20.05.060.C.1	Avenue/Boulevard 10-20.05.060.C.2	Main Street 10-20.05.060.C.3
Assembly. The type and dimension of curbs, walkways, and planters.			
Total Width	A 11' min.	A 13' min.	A 16' min.
Note: See below for required elements of each assembly			
a. **Curb.** The detailing of the edge of the vehicular pavement, incorporating drainage.			
i. Type	Raised Curb	Raised Curb	Raised Curb
b. **Walkway.** The pavement dedicated exclusively to pedestrian activity.			
i. Type	Walkway	Walkway	Walkway
ii. Width	6' min.	8' min.	12' min.
Note: Placement of curb ramps shall match the desired path of pedestrian travel. See Marin County Standard Plans for curb ramp design.			
c. **Planter.** The area that accommodates street trees and other landscaping.			
Arrangement	Regular	Regular	Regular
Types	Planting Strips along curb edge and R.O.W. edge	Planting Strips along curb	Tree Wells (must be located between walkway and curb)
Width	5' min.	5' min.	4' min.

10-20.05.070 Privacy Standards

1. **Intent.** These standards are designed to provide privacy between primary living spaces of buildings on each side of a development site line in neighborhood zones (N.S or N.M). Windows and balconies along the side of a building within 20 feet of an interior side development site line in N.S or N.M zones are subject to these standards.

2. **Standards**

   A. Primary living spaces adjoining an interior side setback shall either:

      (1) Orient principal/main windows/glazed openings toward the front and rear of the building, away from interior side development site lines; or

      (2) Set the window/glazing openings:

         (a) Perpendicular to interior side development site lines; or

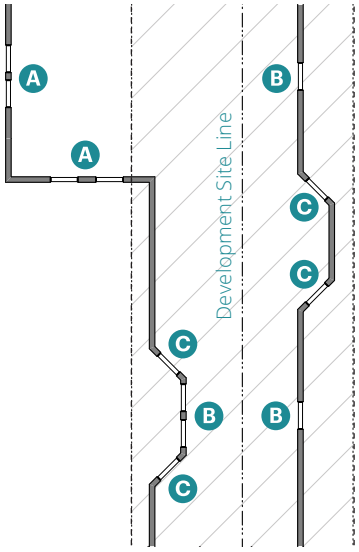
         (b) More than six feet from interior side development site lines

   B. Windows and balconies openings within 6 feet of an interior side development site line shall either:

      (1) Have a minimum sill height of 44 inches; or

      (2) Place the window at an angle of at least 30 degrees, measured perpendicular to the adjacent side development site line.

Figure 10-20.05.070.1: Sill Height Standards along Interior Development Site Line



– · –	Development Site Line
- - - -	Sideyard Setback Line
	Area Within 6' of Development Site Line
A	Principal Window
B	44" min. Sill Height
C	No Limitation on Sill Heights (Window at 30° angle)

10-20.05.080 Service and Utility Standards

1. **Mailboxes**

   A. Maximum 5 feet tall from finished grade.

   B. Minimum setback of 3 feet from property line.

   C. Mailbox(es) shall incorporate colors used on the nearest primary building(s) they serve.

2. **Trash Enclosures**

   A. Trash enclosures shall be integrated into the building or located a minimum of 50 feet from a public right of way or adjacent offsite parcel and designed to match the primary building's roof style, exterior finish materials and colors.

   B. Trash enclosures shall be designed to achieve the minimum size required to fit the number and size of trash bins and containers needed to accommodate the waste generated by the building user.

   C. Proposed bins and containers shall be indicated on the plans to demonstrate compliance with this requirement

   D. Trash enclosures shall include a gate opening and doorway in addition to any gate opening. Gate openings shall be at least 9 feet wide.

3. **Utilities Cabinets, Meters, and Backflow Preventers**

   A. Utility cabinets and meters shall be contained within the building or fully screened from view by a solid wall of equal height of the utility cabinet or meter.

   B. Backflow preventers and fire department connections (FDC) within 50 feet of a public right of way shall be screened from the public right of way by landscaping of equal height and width as the backflow preventer and/or fire department connection (FDC).

4. **Service Areas**

   A. Service areas (for loading and unloading) shall be integrated into the building or screened from public view by a six-foot high solid masonry wall. Service bay doors shall not be oriented toward the public right of way.

5. **Trash Receptacles/Cans**

   A. Mixed-use projects with a commercial component other than office shall provide at least one trash receptacle/can per public frontage. The trash receptacle/can shall be placed within 10 feet of a pedestrian walkway connection to the public right of way (i.e. sidewalk).

6. **Pedestrian Pathways**

   A. Pedestrian pathways shall be comprised of durable, all-weather, dustless paving material that is differentiated in regard to material, texture (i.e. stamped patterns, and/or colors) from the private street and public sidewalk.

7. **Truncated Domes**

   A. Truncated domes shall be imbedded (flush) with the pavement and not tacked onto the surface of the ground.

Article 6: Specific to Building Types

Sections:

10-20.06.010 Purpose
10-20.06.020 Building Types
10-20.06.030 Overview of Building Types
10-20.06.040 Ancillary Building
10-20.06.050 House
10-20.06.060 Duplex Side-by-Side
10-20.06.070 Duplex Stacked
10-20.06.080 Cottage Court
10-20.06.090 Fourplex
10-20.06.100 Neighborhood Townhouse
10-20.06.110 Neighborhood Courtyard
10-20.06.120 Pocket Neighborhood
10-20.06.130 Multiplex
10-20.06.140 Main Street Building
10-20.06.150 Massing Compositions

10-20.06.010 Purpose

This Article provides the standards for development of individual building types to achieve the intended physical character of each zone, offer housing choices and affordable housing opportunities, and incubate small businesses as amenities within walkable neighborhoods.

10-20.06.020 Building Types

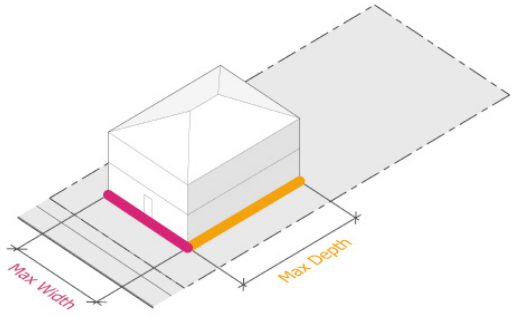
1. Building types are used to articulate size, scale, and intensity according to the intent of each zone.
2. Building types are categorized into two groups: House-Scale Buildings and Block-Scale Buildings. See Figure 1 (Example of House-Scale and Block-Scale Buildings) for examples.
    A. **House-Scale Buildings.** Buildings that are the size of a house, typically ranging in footprint from as small as 25 feet up to 80 feet overall; and
    B. **Block-Scale Buildings.** Buildings that are individually as large as most or all of a block or, when arranged together along a street, appear as long as most or all of a block.
3. The development site size standards for each building type are set in each zone to generate pedestrian-oriented buildings within the overall intended physical character of each zone. The development site size standard identifies the range of development site sizes on which the given building type is allowed to be built.
4. Certain building types have additional standards beyond the zone standards to further calibrate the type for its context.

5. Each development site shall have only one primary building type, except as follows, and in compliance with all standards:
    A. Where allowed by the zone, one Ancillary Building (Section 10-20.06.040) is allowed in addition to the primary building type;
    B. The Cottage Court (Section 10-20.06.080) may consist of up to nine individual buildings;
    C. The Pocket Neighborhood (Section 10-20.06.120) may consist of up to 10 individual buildings; and
6. In N.S-O and MS.S, detached buildings are allowed to be connected in compliance with the following:
    A. The connection is at least 30 feet behind the building façade nearest to the street;
    B. The area of connection is at least 15 feet and up to 30 feet wide;
    C. The building façade nearest to the street is in compliance with the required façade zone;
    D. Upper story connections are at least 10 feet above the finished grade of the building and at least 13 feet, 6 inches above if the area below accommodates vehicle access.
7. On-site open space. The standards identify only the required type (private or common) and amount. For example, if the type only has standards for private open space, common open space is not required for that building type. The identified amount is for the entire building unless specified otherwise.
8. Parking may be designed as tuck-under, detached garage(s), podium or subterranean, in compliance with the zone standards for parking placement.
9. Wings are allowed for certain building types to allow an increase in building square footage without increasing the maximum allowed footprint of the main body.
    A. Wings are required to be smaller in footprint, one story less and 10 feet less to highest eave/parapet than the main body to visually reduce the overall size of a building.
    B. The building type standards specify the amount that wings are required to be offset from the main body so that their facades are not aligned.
    C. Wing offset from Main Body required only on all facades.
    D. Wings may be the same number of stories and height as the main body when a density bonus is applied to the building.
10. The maximum number of units identified for each building type is dependent on the development site being large enough to accommodate the zone's standards (e.g., parking).
11. Individual designs may vary from the diagrams for each building type in compliance with the standards of this Article and Article 8 (Specific to Architectural Design).
12. New buildings and their improvements are subject to the Town's local standards for Fire Safety including the Wildland Urban Interface Code and Building Safety.

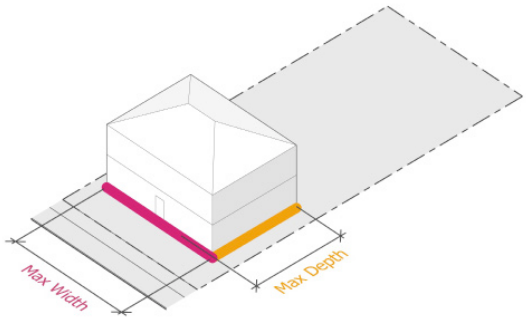
Figure 10-20.06.020.1 Example of House-Scale and Block-Scale Buildings

House-Scale Buildings

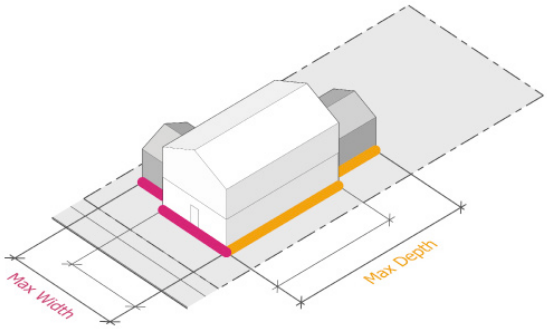
Main body only



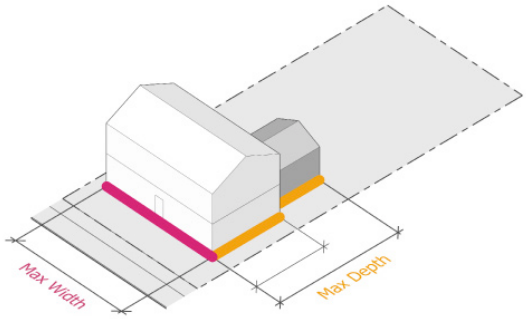
Main body only



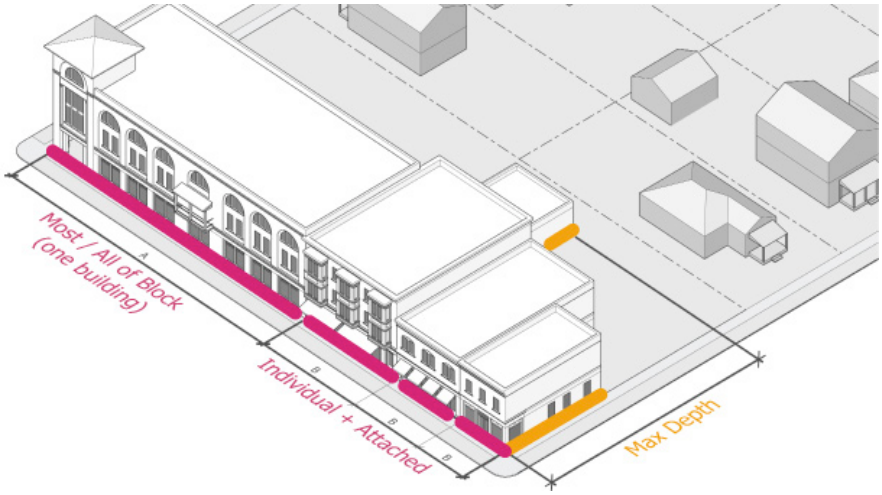
Main body with side and rear wings



Main body with rear wing



Block-Scale Buildings



10-20.06.030 Overview of Building Types

Table A (Building Types Overview) provides an overview of the allowed building types in each zone. The names of the building types are not intended to limit uses within a building type. For example, a Duplex may have non-residential uses within it as allowed by the zone.

Table 10-20.06.030.A: Building Types Overview

	Specific Standards	N.S	N.M	MS.S
House Scale				
Ancillary Building	10-20.06.040	P	P	P
House	10-20.06.050	P	X	X
Duplex Side-by-Side	10-20.06.060	P	P	X
Duplex Stacked	10-20.06.070	P	X	X
Cottage Court	10-20.06.080	P	X	X
Fourplex	10-20.06.090	P	X	X
Neighborhood Townhouse	10-20.06.100	P	P	P
Neighborhood Courtyard	10-20.06.110	P	P	P
Pocket Neighborhood	10-20.06.120	P	X	X
Multiplex	10-20.06.130	P	P	P
Block Scale				
Main Street Building	10-20.06.140	X	P	P

Key P = Allowed X = Not Allowed

This page intentionally left blank

10-20.06.040 Ancillary Building



Example of Ancillary Building



Example of Ancillary Building



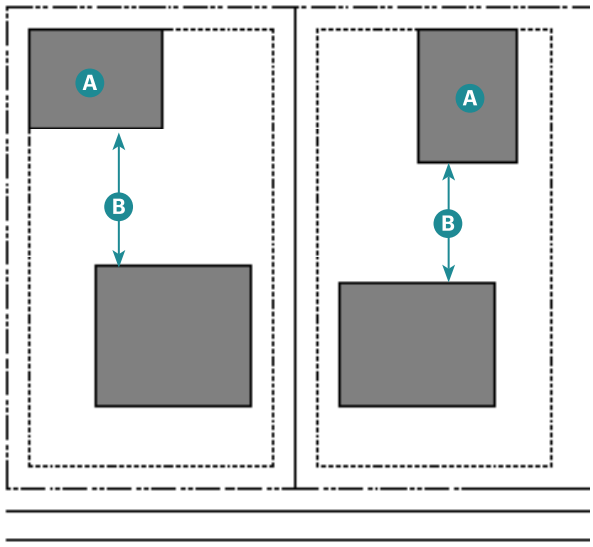
Example of Ancillary Building

1. Description
An accessory structure located at the rear of a development site, above or abutting a detached garage that provides a small residential unit (accessory apartment), home office space, or other small commercial or service use, as allowed by the zone. When used for residential purposes, this housing type is one form of an Accessory Dwelling Unit (ADU).
Synonym: Granny Flat, Carriage House

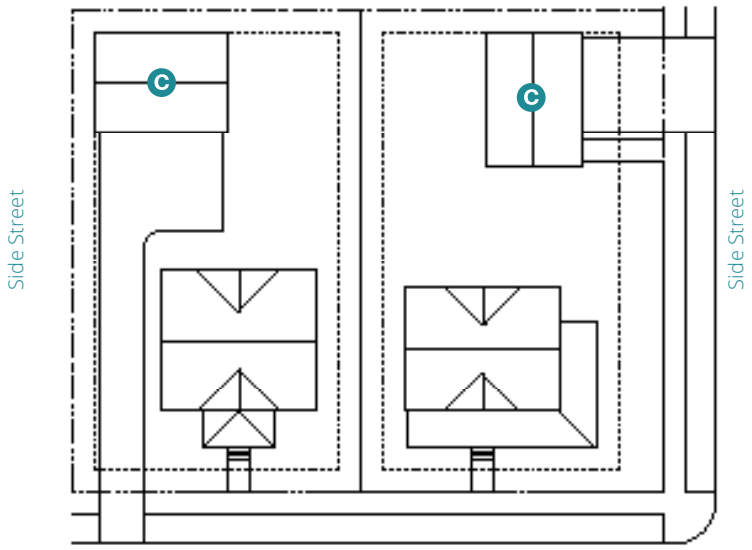
2. Number of Units	
Units per Building	1 max.
Ancillary Buildings per Dev't Site	1 max.
Not allowed on the development site of a Cottage Court	

General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Alley access required if alley exists



Key

ROW/ Dev't Site Line

Building Setback Line

Ancillary Building

Primary Building Type

3. Building Size and Massing		
Height		
Stories	2.5 max.[1]	
Main Body[2]		
Area	1,000 sf max.	A
Depth	24' max.	
Separation from Primary Building[3]	10' min.	B
Massing Types		
Sloped Roof Box	Subsection 10-20.06.150.2.A	

[1] Includes garage story

[2] In compliance with the setbacks of the zone

[3] An Ancillary Building may be connected to the primary building by an uninhabitable space including, but not limited to, a breezeway.

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

4. Pedestrian Access	
The main entrance shall not be through a garage.	
5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	C
Parking may be covered, uncovered, or in a garage.	
6. Open Space	
Private Open Space	
Not required	

10-20.06.050 House



Example of House



Example of House



Example of House

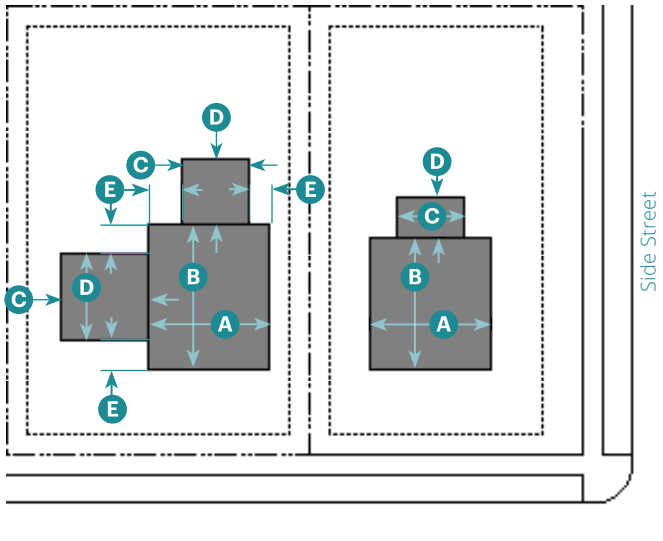
1. Description
A small-to-medium-sized, detached, House-Scale Building with one unit, small-to-medium setbacks, a rear setback, and located within a low-intensity, walkable neighborhood.

2. Number of Units	
Units per Building	1 max.
Buildings per Development Site	1 max.[1]

[1] Not including ADU

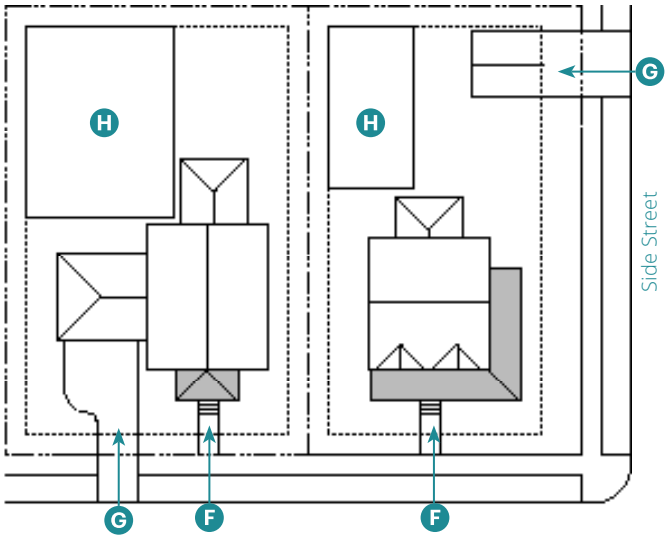
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[2]		
Width	36' max.	A
Depth	48' max.	B
Wing(s)[2,3]		
Width	20' max.	C
Depth	20' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	E
Massing Types		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	

Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[2] In compliance with Subsection 5 of the zone

[3] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Private Open Space

4. Pedestrian Access		
Main Entrance Location	Front Street	F
5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		G
Parking may be covered, uncovered, or in a garage.		
6. Open Space		
Private Open Space		
Area	300 sf min.	H
Required setbacks and driveways do not count toward open space.		
Required private open space shall be located behind the main body of the building.		

10-20.06.060 Duplex Side-by-Side



Example of Duplex Side-by-Side



Example of Duplex Side-by-Side



Example of Duplex Side-by-Side

1. Description

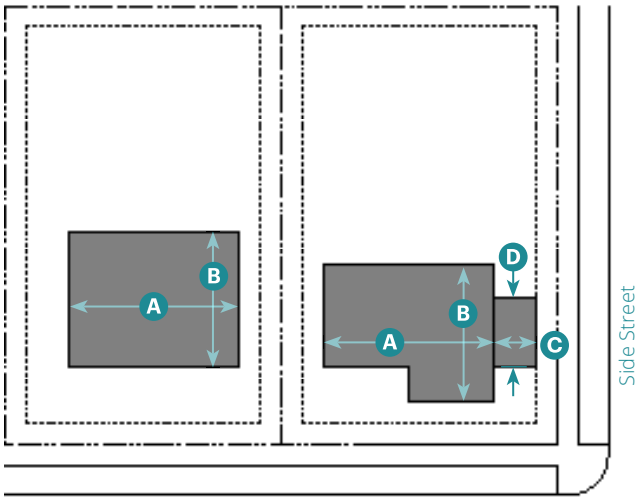
A small-to-medium-sized, detached, House-Scale Building with small-to-medium setbacks and a rear setback. The building consists of two side-by-side units, both facing the street and within a single Building massing. The type has the appearance of a medium-to-large, single-unit house and is scaled to fit within lower-intensity neighborhoods.

2. Number of Units

Units per Building	2 max.
Buildings per Development Site	1 max.

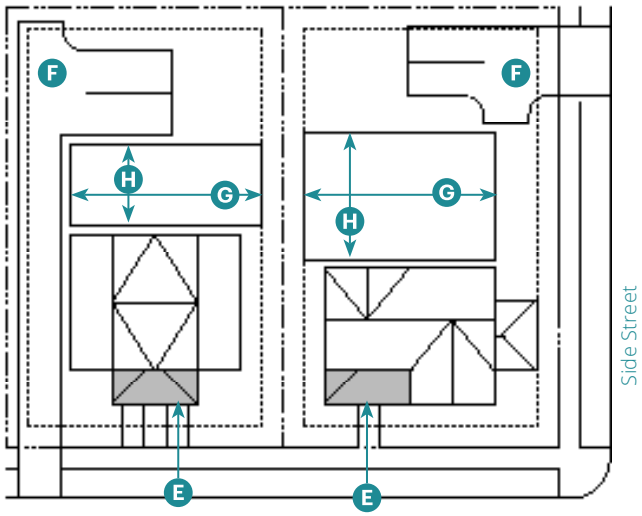
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[1]		
Width	48' max.	A
Depth	36' max.	B
Wing(s)[1,2]		
Width	15' max.	C
Depth	24' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	
Sloped Roof Forecourt	Subsection 10-20.06.150.2.D	

Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[1] In compliance with Subsection 5 of the zone

[2] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Private Open Space

4. Pedestrian Access		
Main Entrance Location	Front Street[3]	E

Each unit shall have an entry facing the street on or within 15' of the front facade.

[3] On corner development sites, each unit shall front a different street.

5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		F

Parking may be covered, uncovered, or in a garage.

6. Open Space		
Common Open Space		
Width	15' min.	G
Depth	15' min.	H

Required setbacks and driveways do not count toward open space.

Required private open space shall be located behind the main body of the building.

10-20.06.070 Duplex Stacked



Example of Duplex Stacked



Example of Duplex Stacked



Example of Duplex Stacked

1. Description

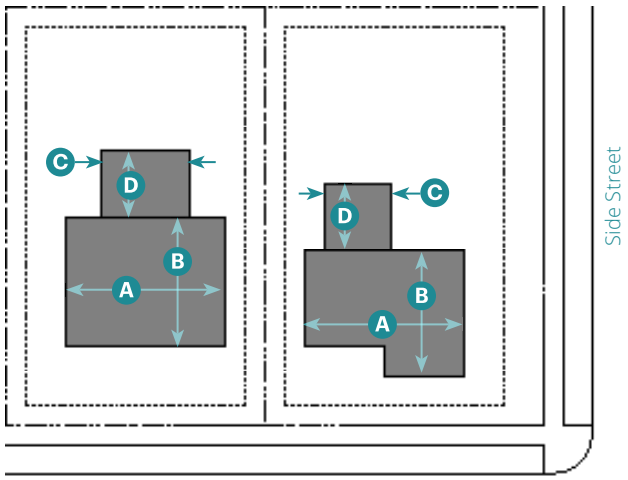
A small-to-medium-sized, detached, House-Scale Building with small-to-medium setbacks and a rear setback. The building consists of two stacked units, both facing the street and within a single building massing. The type has the appearance of a medium-to-large, single-unit house and is scaled to fit within lower-intensity neighborhoods.

2. Number of Units

Units per Building	2 max.
Buildings per Development Site	1 max.

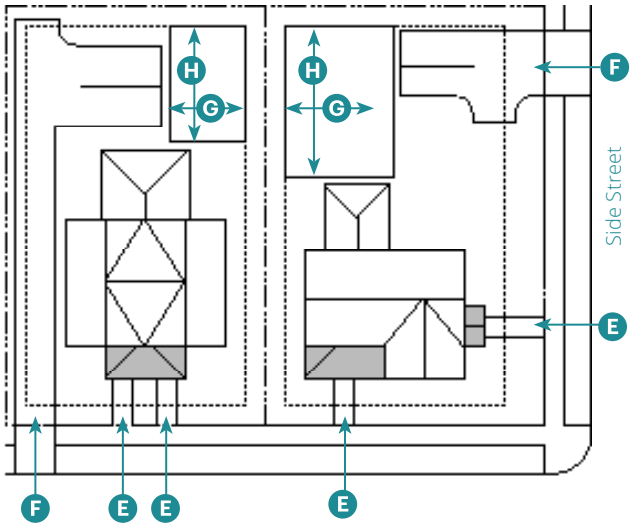
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[1]		
Width	36' max.	A
Depth	48' max.	B
Wing(s)[1,2]		
Width	15' max.	C
Depth	24' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	

Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[1] In compliance with Subsection 5 of the zone

[2] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Private Open Space

4. Pedestrian Access		
Main Entrance Location	Front Street[3]	E

Each unit shall have an entry facing the street on or within 15' of the front facade.

[3] On corner development sites, each unit shall front a different street.

5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	F

Parking may be covered, uncovered, or in a garage.

6. Open Space		
Private Open Space		
Width	15' min.	G
Depth	15' min.	H

Required setbacks and driveways do not count toward open space.

Required private open space shall be located behind the main body of the building.

10-20.06.080 Cottage Court



Example of Cottage Court



Example of Cottage Court



Example of Cottage Court

1. Description

A group of up to nine small, detached, House-Scale Buildings arranged to define a shared court open to and visible from the street. The shared court is common open space and takes the place of a private rear setback, thus becoming an important community-enhancing element. The type is scaled to fit within low-to-moderate-intensity neighborhoods and in non-residential contexts.

Synonym: Bungalow Court

2. Number of Units

Units per Building	1 max.
Buildings per Development Site	3 min.; 9 max.[1]

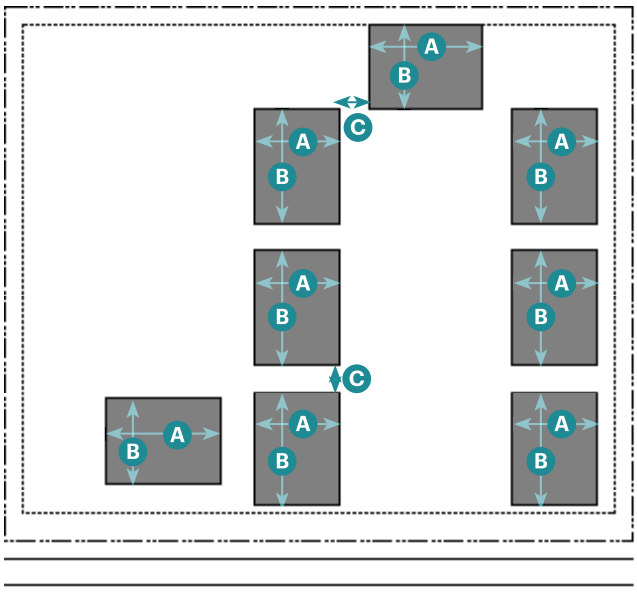
[1] In the N.S zone, the rearmost Cottage may contain up to 2 units, for a total of 10 units.

3. Building Size and Massing

Stories	1.5 max.
To Highest Eave/parapet	18' max.

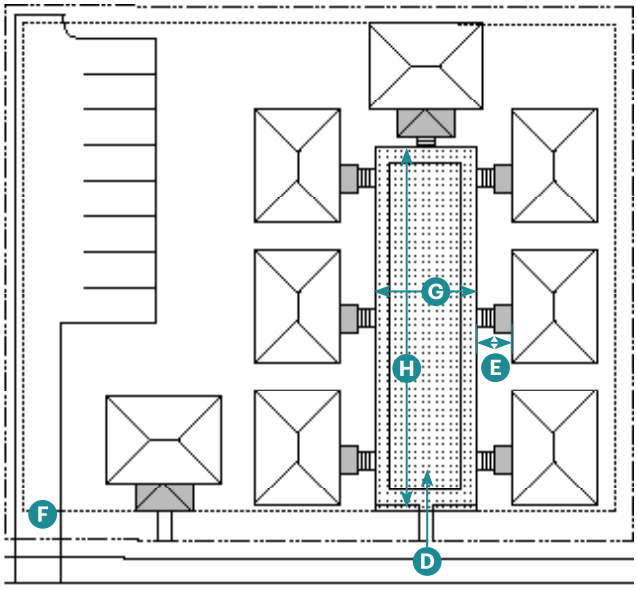
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing (Continued)		
Main Body (per Cottage) [2]		
Width	32' max.	A
Depth	32' max.	B
Separation between Cottages	7' min.	C
Wing(s)		
Not Allowed		
Massing Types (per Cottage)		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	

4. Pedestrian Access		
Shared court shall be accessible from front street.		D
Pedestrian Path Setbacks		
From Building Entrance	6' min.	E
Pedestrian connections shall connect all buildings to the public ROW, shared court, and parking areas.		
Main entrance to units required from shared court.		
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		
Units on a corner may enter from the side street.		

[2] In compliance with Subsection 5 of the zone

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Common Open Space

5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	F
Parking may be covered, uncovered, or in a garage.	
Spaces may be individually accessible by the units and/or common parking area(s) at rear or side of development site.	

6. Open Space		
Common Open Space		
Width	20' min. clear	G
Depth	75' min. (3-4 units) 90' min. (5-9 units)	H
Required setbacks and driveways do not count as open space.		
Up to 1/3 of the shared court(s) may be used for stormwater management if designed as a rain garden or bioswale.		

7. Miscellaneous
Fencing
Fencing only allowed around or between individual buildings and shall not exceed 36" in height.
Visibility shall be maintained through the fencing.

10-20.06.090 Fourplex



Example of Fourplex



Example of Fourplex



Example of Fourplex

1. Description

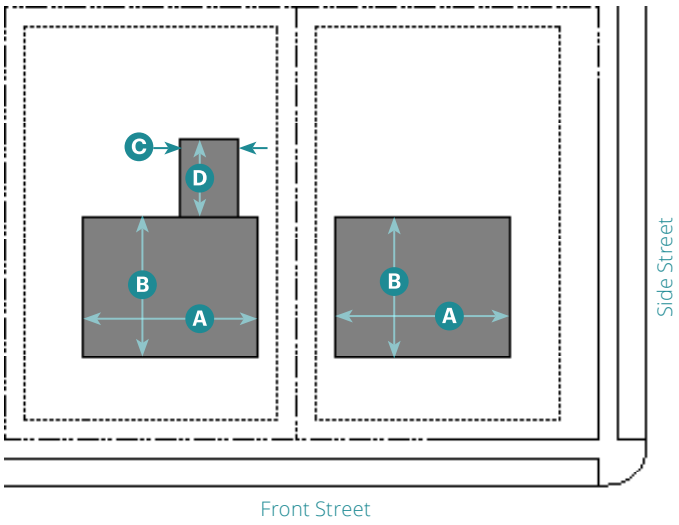
A small-to-medium-sized, detached, House-Scale Building that consists of three to four side-by-side and/or stacked units, typically with one shared entry or individual entries along the front. The type has the appearance of a medium-sized, single-unit house and is scaled to fit within low- to moderate-intensity neighborhoods.

2. Number of Units

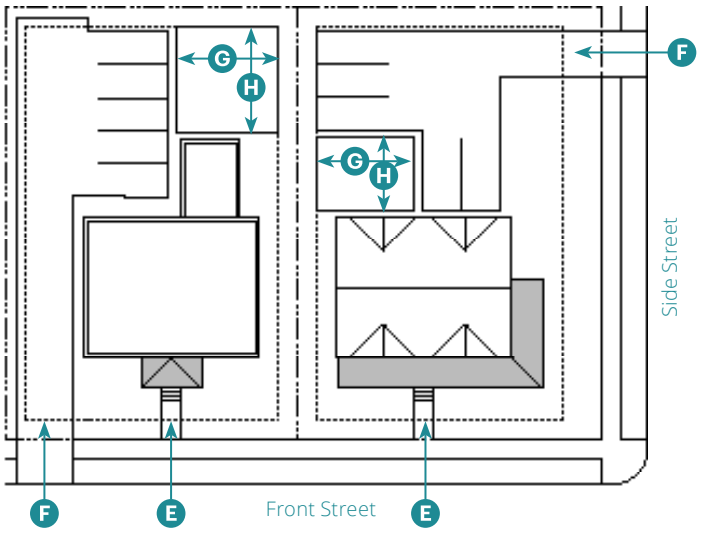
Units per Building	3 min.; 4 max.
Buildings per Development Site	1 max.

General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Alley access required if alley exists



Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[1]		
Width	48' max.	A
Depth	48' max.	B
Wing(s)[1,2]		
Width	15' max.	C
Depth	20' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	
Sloped Roof Forecourt	Subsection 10-20.06.150.2.D	
Flat Roof Box	Subsection 10-20.06.150.2.H	
Flat Roof L	Subsection 10-20.06.150.2.I	
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Common Open Space

3. Building Size and Massing (Continued)		
[1] In compliance with Subsection 5 of the zone		
[2] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.		
4. Pedestrian Access		
Main Entrance Location	Front Street	E
Each unit may have an individual entry.		
5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		F
Parking may be covered, uncovered, or in a garage.		
6. Open Space		
Common Open Space[3]		
Width	15' min.	G
Depth	15' min.	H
Required setbacks and driveways do not count toward open space.		
Required common open space shall be located behind the main body of the building.		
[3] None is required if the building is within 800' of public open space		

10-20.06.100 Neighborhood Townhouse



Example of Neighborhood Townhouse



Example of Neighborhood Townhouse



Example of Neighborhood Townhouse

1. Description

A small-sized, typically attached, House-Scale Building (up to four units side-by-side) with a rear setback. Each Neighborhood Townhouse consists of one unit. As allowed by the zone, the type may also be detached with minimal separations between buildings. The type is typically located within low-to-moderate-intensity neighborhoods.

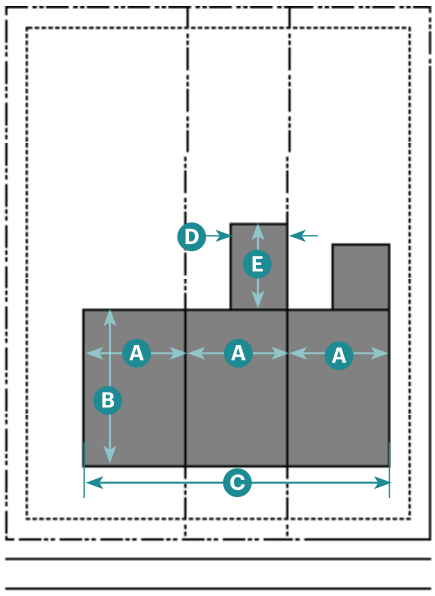
Synonym: Rowhouse

2. Number of Units

Units per Building	1 max. (up to 4 side-by-side)
Buildings per Dev't Site	1 max.

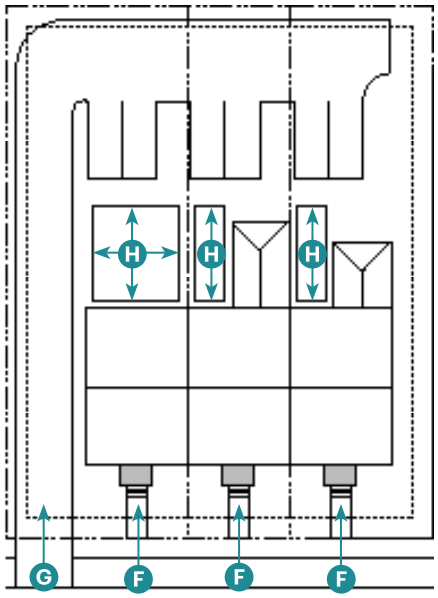
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height	**N.S** **MS.S**	**N.M**
Stories	2.5 max.[1]	3 max.
Main Body (per Townhouse)[2]		
Width per Unit	18' min.	A
Depth per Unit	40' max.	B
Width per Building	120' max.	C
Wing(s)[2,3]		
Width	14' max.	D
Depth	25' max.	E
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types (per Run)		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof Forecourt	Subsection 10-20.06.150.2.D	
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		
[1] 2 stories max. in Historic Core		

Key

ROW/Dev't Site Line

Building Setback Line

Frontage

Private Open Space

3. Building Size and Massing (Continued)		
[2] In compliance with Subsection 5 of the zone		
[3] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.		
4. Pedestrian Access		
Main Entrance Location	Front Street	F
Each unit shall have an individual entry facing a street.		
5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		G
Parking may be covered, uncovered, or in a garage.		
6. Open Space		
Private Open Space		
Width	8' min.	H
Depth	8' min.	H
Required setbacks and driveways do not count toward open space.		
Required private open space shall be located behind the main body of the building.		

10-20.06.110 Neighborhood Courtyard



Example of Neighborhood Courtyard



Example of Neighborhood Courtyard



Example of Neighborhood Courtyard

1. Description

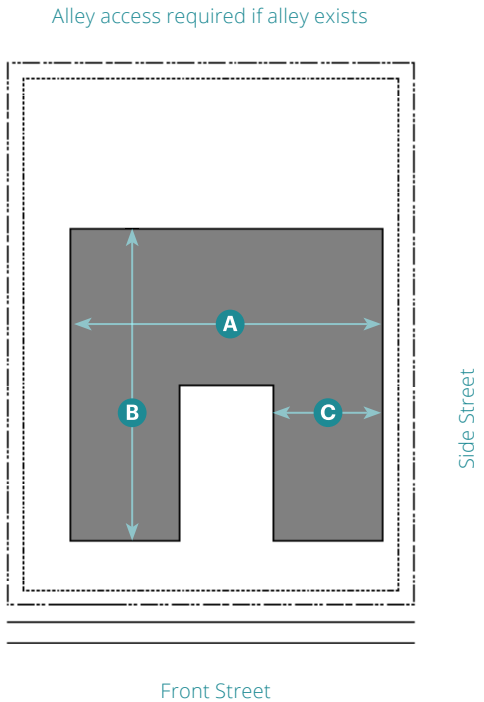
A detached, House-Scale Building that consists of up to 16 multiple attached and/or stacked units, accessed from a shared courtyard. The shared court is common open space and takes the place of a rear setback. The type is typically integrated as a small portion of lower-intensity neighborhoods or more consistently into moderate-intensity neighborhoods.

Synonym: Courtyard Apartment

2. Number of Units

	N.S	MS.S
Units per Building	12 max.	16 max.
Buildings per Dev't Site	1 max.	

General Note: Photos on this page are illustrative, not regulatory.



Key

ROW/ Dev't Site Line

Building Setback Line

Building

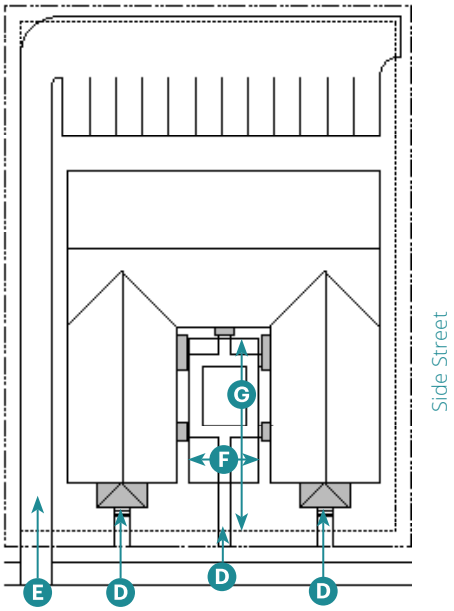
3. Building Size and Massing			
Height	**N.S** **MS.S**	**N.M**	
Stories	2.5 max.[1]	3 max.	
Main Body[2]			
Width	100' max.		A
Depth	100' max.	120' max	B
	45' max.		C
Massing Types			
Sloped L Courtyard	(L shaped) Subsection 10-20.06.150.2.E		
Sloped Front Courtyard	(U-shaped) Subsection 10-20.06.150.2.F		

Building shall be designed in an L-shape or U-shape

Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[1] 2 stories max. in Historic Core

[2] In compliance with Subsection 5 of the zone



Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Common Open Space

4. Pedestrian Access		
Main Entrance Location[3]	Courtyard or Street	D

[3] The main entry of ground floor units shall be directly off of a courtyard or street, whichever is closer.

5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	E
Parking may be covered, uncovered, or in a garage.	

6. Open Space			
Common Open Space	**L-shaped**	**U-shaped**	
Width	20' min.	25' min.	F
Depth	30' min.	60' min.	G

Courtyard(s) shall be accessible from the front street.

Multiple courtyards are required to be connected via a Passage through or between buildings.

Up to 1/3 of the shared court(s) may be used for stormwater management if designed as a rain garden or bioswale.

Front of courtyard not defined by building shall be defined by 2'-6" to 5' tall wall with entry gate/door.

This page intentionally left blank

10-20.06.120 Pocket Neighborhood



Example of Pocket Neighborhood



Example of Pocket Neighborhood



Example of Pocket Neighborhood

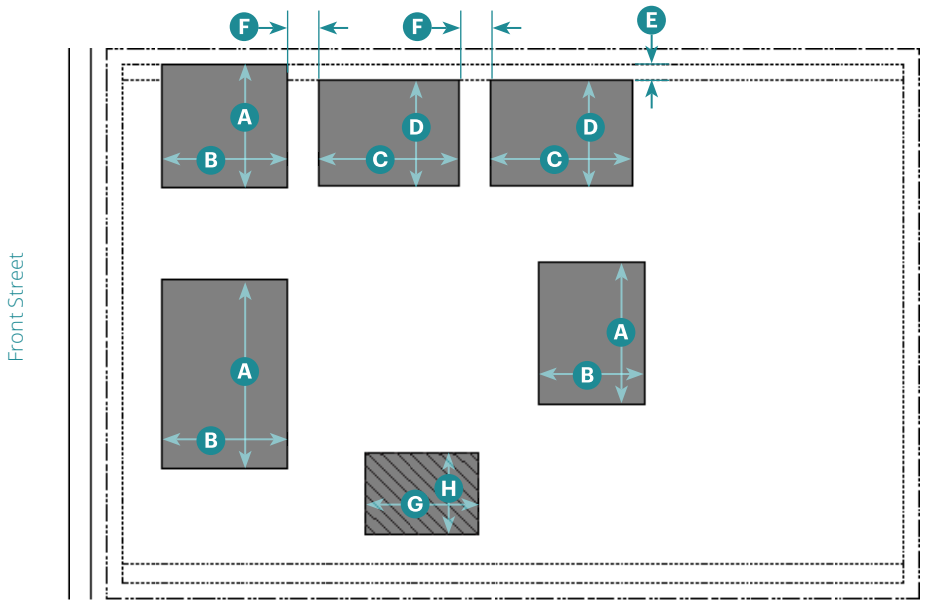
1. Description

A group of 5 to 10 detached, House-Scale Buildings each containing one to four units, arranged to define a shared open space. The shared open space is common open space and takes the place of a private rear setback, trees become an important community-enhancing element. The type is scaled to fit within low-to-moderate intensity neighborhoods.

2. Number of Units

Units per Building	4 max.
Buildings per Development Site	5 min.; 10 max.

General Note: Photos on this page are illustrative, not regulatory.



Key

ROW/ Dev't Site Line

Building Setback Line

Building

Community Building

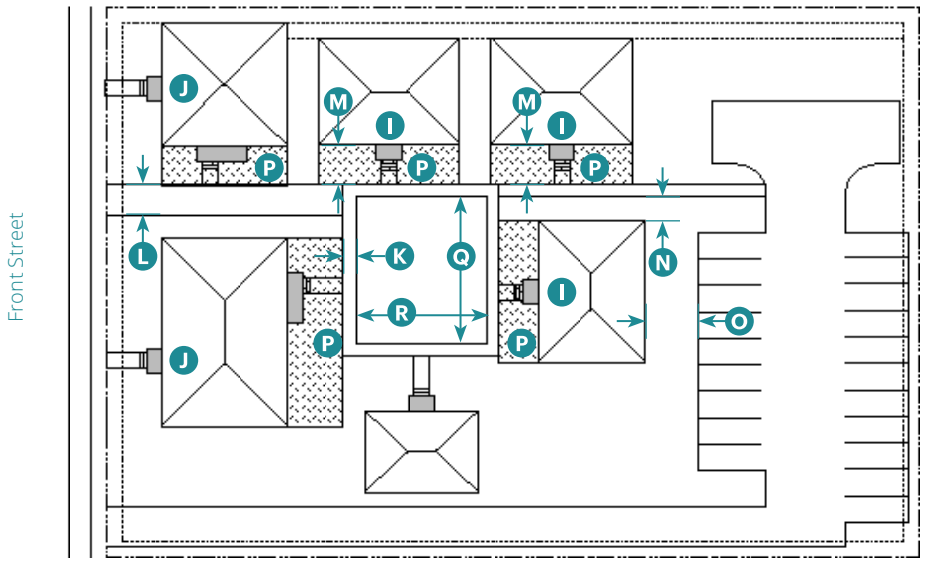
3. Building Size and Massing		
Main Body (per Building)[1]		
Stories	2.5 max.	
Buildings along Front and Side Street		
Width	60' max.	A
Depth	40' max.	B
Buildings along Side and Rear		
Width	36' max.	C
Depth	48' max.	D
Side Setback in Addition to Zone Setback	5' min.	E
Building Separation[2]		F
Between 1-story Buildings	10' min.	
Between Buildings > 1-story	15' min.	
Community Building[1,3]		
Stories	2.5 max.	
Width	40' max.	G
Depth	30' max.	H
Wing(s)		
Not Allowed		

3. Building Size and Massing (Continued)		
Massing Composition Types (per Building)		
Sloped Roof Box	1-4 Units per Building	Subsection 10-20.06.150.2.A
Sloped Roof Bar	1-4 Units per Building	Subsection 10-20.06.150.2.B
Sloped Roof L	1-4 Units per Building	Subsection 10-20.06.150.2.C
Sloped Roof Forecourt	2-4 Units per Building	Subsection 10-20.06.150.2.D
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		
No single-unit buildings allowed along the front or side street		

[1] In compliance with Subsection 5 of the zone

[2] Including community building

[3] Shall front on common open space and is not allowed along front or side street



Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

4. Pedestrian Access

Main Entrance Location		
Buildings with 1 Unit[4]	At Common Open Space	I
Buildings with 2 or more Units	At Front or Side Street	J
Pedestrian Path Width		
Along Buildings and Open Space	5' min.	K
At Front or Side Street Connection	10' min.	L
Pedestrian Path Setbacks		
From Building Entrance	12' min.	M
From Side of Building	8' min.	N

[4]Max. 40' from edge of common open space

5. Vehicle Access and Parking

Offset from Buildings	5' min.	O

Driveway and parking location shall comply with standards in Subsection 7 of the zone.

Parking not allowed along private or common open space.

Parking may be covered, uncovered, or in a garage.

Turnaround access required in compliance with Fire Department standards.

Key

Private Open Space

Common Open Space

6. Open Space

Private Open Space per Building

Required for full length of building at all facades adjacent or abutting a pedestrian path or common open space P

Common Open Space[5]	**5 Bldgs.[6]**	**6-10 Bldgs.[6]**	
Width	30' min.	50' min.	Q
Depth	40' min.	100' min.	R

7. Miscellaneous

Fencing

Fencing only allowed around or between individual buildings and shall not exceed 36" in height.

Visibility shall be maintained through the fencing.

[5]Shall provide access from front or side street

[6]Not including community building

10-20.06.130 Multiplex



Example of Multiplex



Example of Multiplex



Example of Multiplex

1. Description

A medium-to-large-sized, detached, House-Scale Building that consists of 5 to 18 side-by-side and/or stacked units, typically with one shared entry. The type is scaled to fit within moderate-intensity neighborhoods.

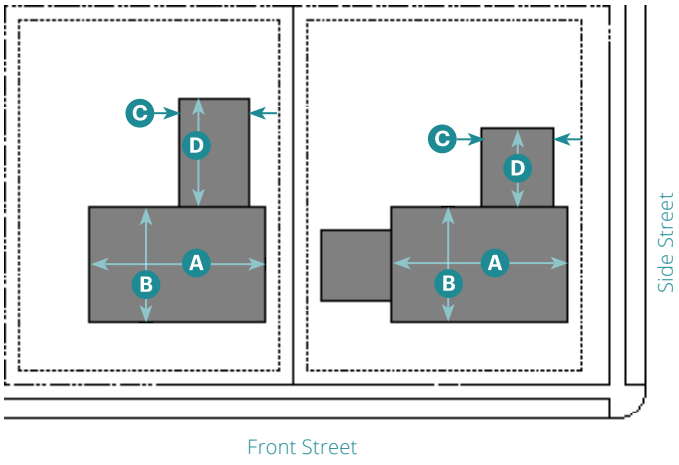
Synonym: Mansion Apartment

2. Number of Units

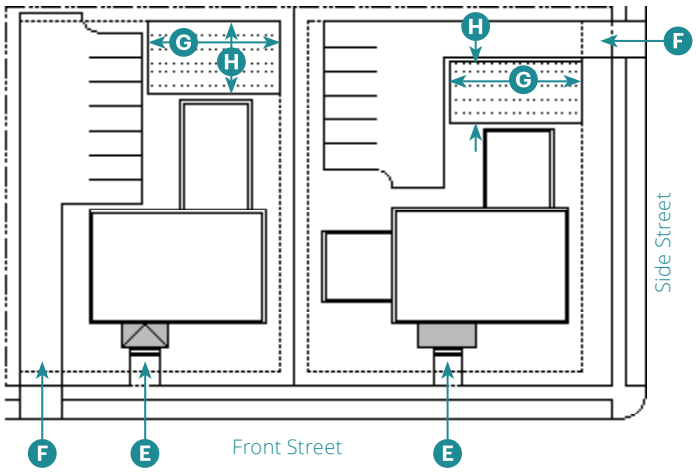
	N.S	MS.S
Units per Building	8 max.	12 max.
Buildings per Development Site	1 max.	

General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Alley access required if alley exists



Key

ROW/ Dev't Site Line

Building

Building Setback Line

3. Building Size and Massing		
Height	**N.S** **MS.S**	**N.M**
Stories	2.5 max.[1]	3 max.
Main Body[2]		
Width	60' max.	A
Depth	60' max.	B
Wing(s)[2,3]		
Width	24' max.	C
Depth	40' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	
Sloped Roof Forecourt	Subsection 10-20.06.150.2.D	
Flat Roof Box	Subsection 10-20.06.150.2.H	
Flat Roof L	Subsection 10-20.06.150.2.I	
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		
[1] 2 stories max. in Historic Core		

Key

ROW/ Dev't Site Line

Frontage

Building Setback Line

3. Building Size and Massing (Continued)		
[2] In compliance with Subsection 5 of the zone		
[3] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.		
4. Pedestrian Access		
Main Entrance Location	Front Street	E
Units located in the main body shall be accessed by a common entry along the front street.		
On corner development sites, units in a wing may enter from the side street.		
5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		F
Parking may be covered, uncovered, or in a garage.		
6. Open Space		
Common Open Space		
Width	30' min.	G
Depth	20' min.	H

10-20.06.140 Main Street Building



Example of Main Street Building



Example of Main Street Building



Example of Main Street Building

1. Description

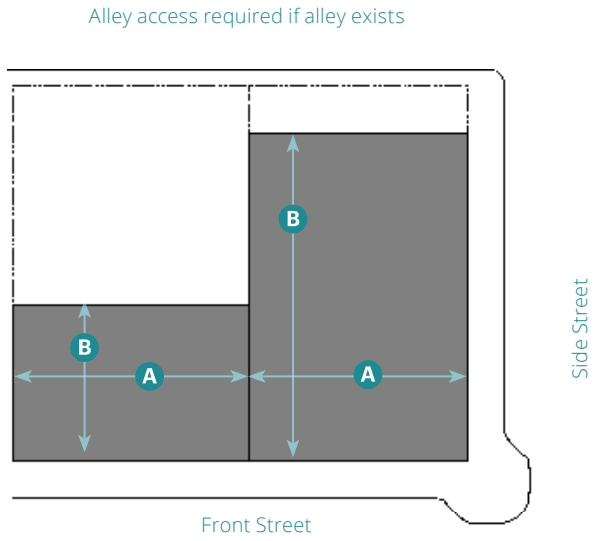
A small-to-large-sized, Block-Scale Building, typically attached, but may be detached. The type is intended to provide a vertical mix of uses with ground-floor retail, office, or service uses and upper-floor service or residential uses. The type makes up the primary component of neighborhood and downtown main streets, therefore being a key component to providing walkability.

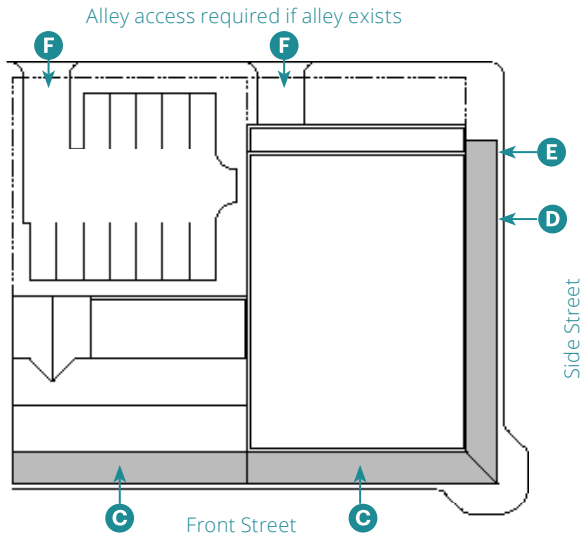
2. Number of Units

Units per Building	Unrestricted[1]
Buildings per Dev't Site	1 max.

[1] Number of units restricted by International Building Code (IBC) and Uniform Fire Code (UFC) standards.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing			
Height	**N.S**	**N.M** **MS.S**	
Stories	2.5 max.	3 max.[2]	
Main Body[3]			
Width	100 max.	140 max.	A
Depth	90 max.	180 max.	B
Wing(s)			
Not Allowed			
Massing Types			
Sloped Roof Bar	Subsection 10-20.06.150.2.B		
Flat Roof Box	Subsection 10-20.06.150.2.H		
Flat Roof L	Subsection 10-20.06.150.2.I		
Flat Roof T	Subsection 10-20.06.150.2.J		
Flat Roof Front Courtyard	Subsection 10-20.06.150.2.K		
Flat Roof Rear Courtyard	Subsection 10-20.06.150.2.L		
Flat Roof Closed Courtyard	Subsection 10-20.06.150.2.M		
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).			

[2] 2 stories max. in Historic Core

[3] In compliance with Subsection 5 of the zone

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Outline of Building above

4. Pedestrian Access	
Distance between Entries to Ground Floor Shops	50' max.
Upper floor units shall be accessed by a common entry along the front street.	C
Ground floor shops shall have individual entries along the adjacent street.	D
Ground floor units allowed along side street at least 60' from front of development site.	
On corner development sites, units in a wing or accessory structure may enter from the side street.	E
5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	F
Parking may be covered, uncovered, or in a garage.	
6. Open Space	
Common or private open space is not required.	

10-20.06.150 Massing Compositions

1. **Bay Composition**. Each façade shall be arranged according to a pattern of bays. See Subsection 10-20.12.030.4 (Measuring Bays) for details on the application of bays to façades.

   A. Each bay shall be at least 5′ wide and no wider than 15'.

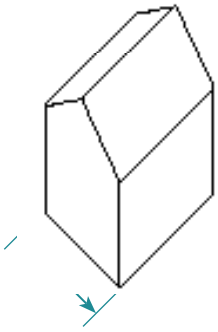
   B. Each façade shall contain at least 2 bays and no more than 9 bays.

   C. All bays within the same main body or wing shall be the same height.

2. Main Body Massing Types

For each building type, select from the allowed massing types and apply the standards to the main body width facades along a street or civic space in compliance with the following standards. Façades of intersecting volumes shall be offset by a minimum of 3 feet.

A. Sloped Roof Box

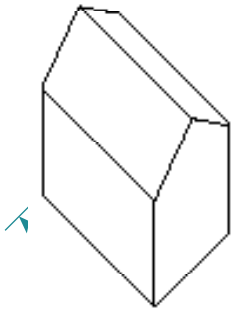


This massing type is a simple rectilinear form that is deeper than it is long. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of the building type (A)

B. Sloped Roof Bar



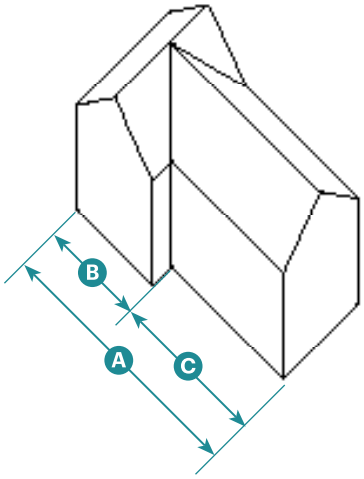
This massing type is a simple rectilinear form that is longer than it is deep. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of the building type (A)

2. Main Body Massing Types (Continued)

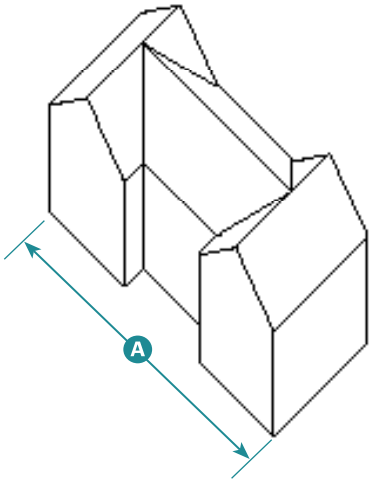
C. Sloped Roof L



This massing type divides the façade into two parts, with one part projecting and one part set back to create a shallow forecourt. The roof is sloped and may be either hipped, gabled, or shed on each volume.

Main Body		
Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	1 bay min.; 5 bays max.	B
Recessed Façade	1 bay min; 7 bays max.	C

D. Sloped Roof Forecourt

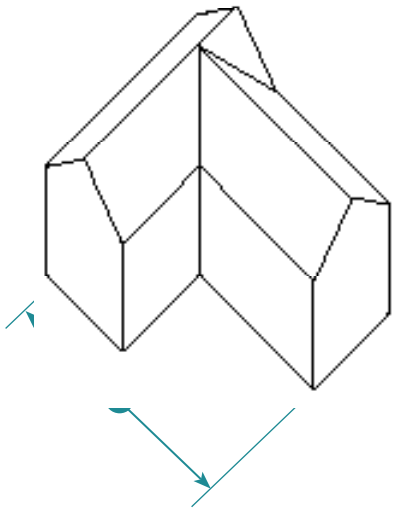


This massing type divides the façade into three parts, with the middle part set back slightly to create a shallow open space. The roof is sloped and may be either hipped, gabled, or shed.

Main Body		
Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	1 bay min.; 5 bays max.	
Recessed Façade	1 bay min; 9 bays max.	

2. Main Body Massing Types (Continued)

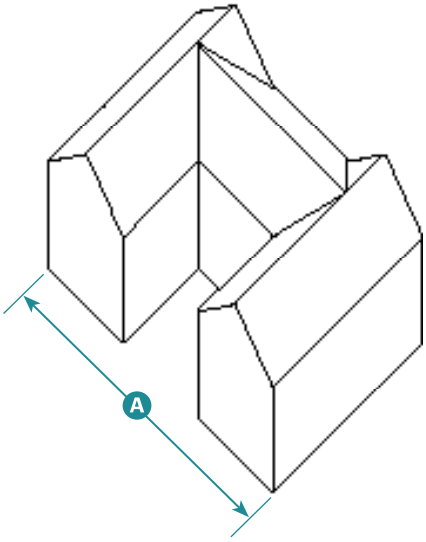
E. Sloped L Courtyard



This massing type divides the façade into two parts, with one part set back substantially to create a deep open space. The roof is sloped and may be either hipped, gabled, or shed.

Main Body	
Main Body Width	Max. allowed by Subsection 3 of this building type (A)
Projecting Volume	1 bay min.; 5 bays max.
Recessed Façade	1 bay min; 9 bays max.

F. Sloped Front Courtyard

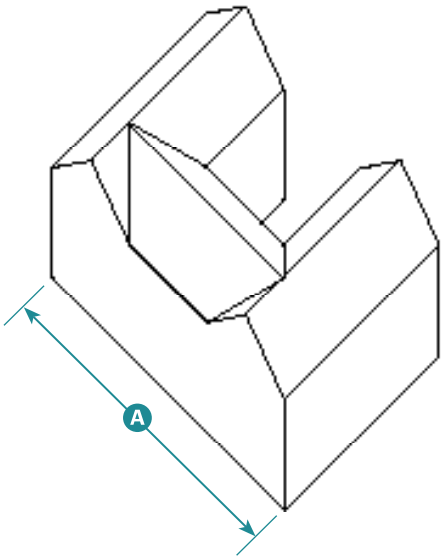


This massing type divides the façade into three parts, with the middle part set back substantially to create a deep open space. The roof is sloped and may be either hipped, gabled, or shed.

Main Body	
Main Body Width	Max. allowed by Subsection 3 of this building type (A)
Projecting Wing	1 bay min.; 5 bays max.
Center Façade	1 bay min; 7 bays max.

2. Main Body Massing Types (Continued)

G. Sloped Rear Courtyard

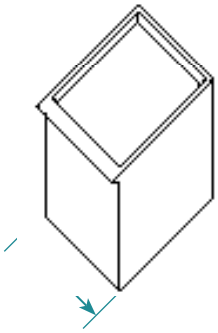


This massing type divides the rear façade into three parts, with the middle part set back substantially to create a deep courtyard not visible from the street. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A

H. Flat Roof Box

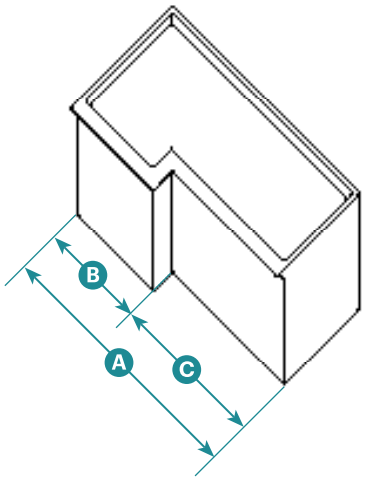


This massing type is a simple rectilinear form with a flat roof.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A

I. Flat Roof L



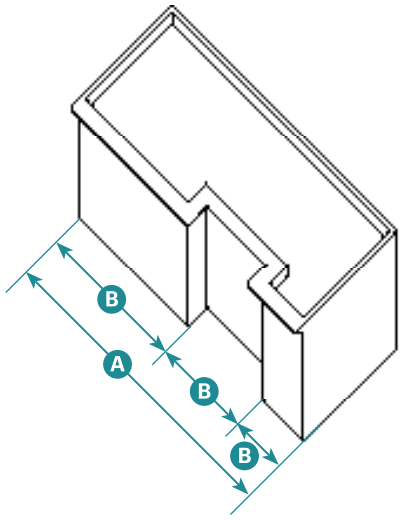
This massing type divides the façade into two parts, with one part projecting and one part set back to create a shallow forecourt. The roof is flat.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	2 bays min.; 5 bays max.	B
Recessed Façade	1 bay min; 7 bays max.	C

2. Main Body Massing Types (Continued)

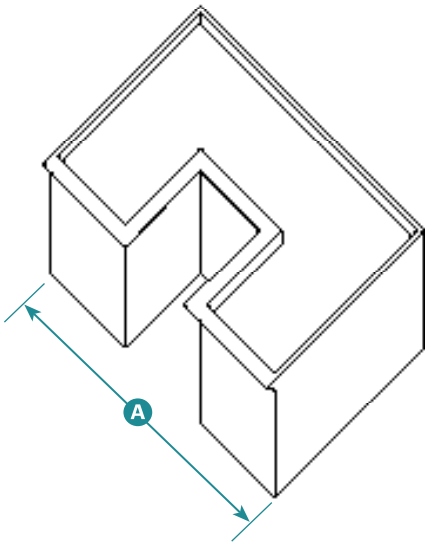
J. Flat Roof T



This massing type divides the façade into three parts, with the middle part projecting. The roof is flat.

Main Body		
Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	2 bays min.; 5 bays max.	B
Recessed Façade	1 bay min; 7 bays max.	C

K. Flat Roof Front Courtyard

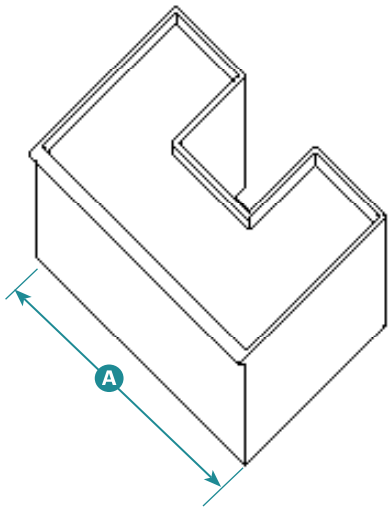


This massing type divides the façade into three parts, with the middle part set back substantially to create a deep open space. The roof is flat.

Main Body		
Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	1 bay min.; 5 bays max.	
Recessed Façade	1 bay min; 9 bays max.	

2. Main Body Massing Types (Continued)

L. Flat Roof Rear Courtyard

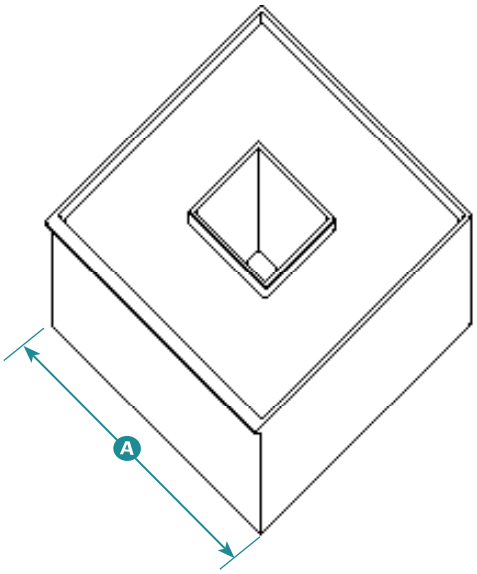


This massing type divides the rear façade into three parts, with the middle part set back substantially to create a deep courtyard not visible from the street. The roof is flat.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type (A)

M. Flat Roof Closed Courtyard



This massing type fronts a courtyard with building façades in all 4 sides. Courtyard not visible from the street. The roof is flat.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type (A)

This page intentionally left blank

Article 7: Specific to Private Frontage Types

Sections:

10-20.07.010 Purpose
10-20.07.020 Private Frontage Types
10-20.07.030 Overview of Private Frontage Types
10-20.07.040 Porch Projecting
10-20.07.050 Porch Engaged
10-20.07.060 Dooryard
10-20.07.070 Forecourt
10-20.07.080 Maker Shopfront
10-20.07.090 Shopfront
10-20.07.100 Terrace
10-20.07.110 Gallery

10-20.07.010 Purpose

This Article provides the standards for private frontages ("frontages"). Private frontages are the components of a building that provide the transition and interface between the public realm (street and sidewalk) and the private realm (setback or building).

10-20.07.020 Private Frontage Types

1. The names of the private frontage types indicate their particular configuration or function and are not intended to limit uses within the associated building. For example, a Porch may be used by non-residential uses including, but not limited to, a restaurant or office, as allowed by the zone.
2. Each building is required to include at least one private frontage type along the front street or adjacent civic space. Buildings with entries along a side street are required to include at least one private frontage type on those facades.
3. The ground floor, for a minimum depth as identified in Subsection 4 of the zone, is required to be habitable/occupiable space in compliance with this Article. Accessibility is provided through the allowed private frontage types for each zone.
4. Private frontage types not listed in Subsection 8 of the zone are not allowed in that zone.
5. Each building may have multiple private frontage types in compliance with the allowed types in Subsection 8 of the zone.
6. Each private frontage type shall be located in compliance with the facade zone per Subsection 5 of the zone.
7. Standards are stated for the front and side street facades of a development site.

8. In addition to the zone's standards, each private frontage is further refined through these standards to further calibrate the type for its context.
9. Certain types are only allowed in the open sub-zone (e.g., N.S-O) or on a side street in the base zone (e.g., N.S) to implement the intended physical character.

10-20.07.030 Overview of Private Frontage Types

Table A (Private Frontage Types Overview) provides a summary of the allowed private frontage types in each zone. See referenced Section(s) for standards.

Table 10-20.07.030.A: Private Frontage Types Overview

Private Frontage Type	Specific Standards	N.S	N.M	MS.S
Porch Projecting	10-20.07.040	P	P	P
Porch Engaged	10-20.07.050	P	P	P
Dooryard	10-20.07.060	P	P	O
Forecourt	10-20.07.070	X	X	P
Maker Shopfront	10-20.07.080	X	X	O
Shopfront	10-20.07.090	O	P	P
Terrace	10-20.07.100	X	P	P
Gallery	10-20.07.110	X	X	P

Key P = Allowed O = Allowed Only in Open Sub-Zone or Side Street X = Not Allowed

This page intentionally left blank

10-20.07.040 Porch Projecting



Example of a Projecting Porch



Example of a Projecting Porch

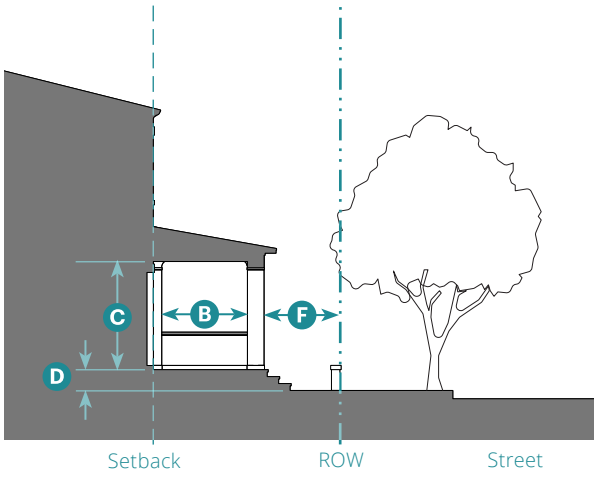


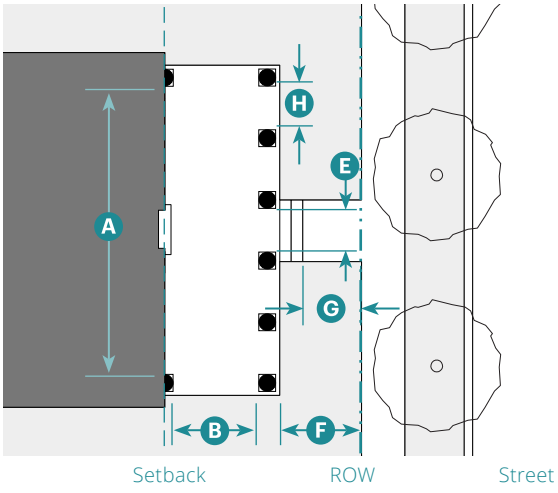
Example of a Projecting Porch

1. Description

The main facade of the building is set back from the front development site line with a covered structure encroaching into the front setback. The resulting setback area may be defined by a fence or hedge to spatially maintain the edge of the street. The Porch may be one or two stories, is open on three sides, with all habitable space located behind the building setback line.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Development Site Line

Setback Line

2. Size		
Width, Clear	12' min.[1]	A
Depth, Clear	8' min.	B
Height, Clear	8' min.	C
Stories	2 stories max.	
Finish Level above Sidewalk	12" min.[2]	D
Pedestrian Access	3' wide min.	E
Distance between Porch and Sidewalk	5' min.	F
Distance between Stairs and Sidewalk	3' min.	G
Distance between Porch columns shall be in compliance with selected architectural style in Article 8 (Specific to Architectural Design).		H

[1] Reduce to 8' min. and maximum 1 story when applied to Cottage Court Building Type

[2] Common entries may be set at grade per local and federal accessibility standards.

3. Miscellaneous
Porch shall be open on three sides and have a roof. Clear glass may be installed between the porch columns if the minimum size of individual panes is in compliance with the standards in Article 8 (Specific to Architectural Design).
The Porch is allowed to encroach into the front and side street setbacks in compliance with Subsection 6 of the zone.
Ramps are required to be integrated along the side of the building to connect with the Projecting Porch.
The Porch shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.050 Porch Engaged



Example of an Engaged Porch



Example of a two-story Engaged Porch

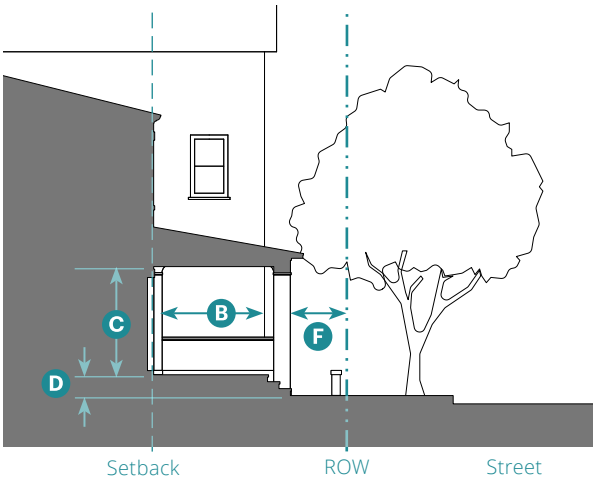


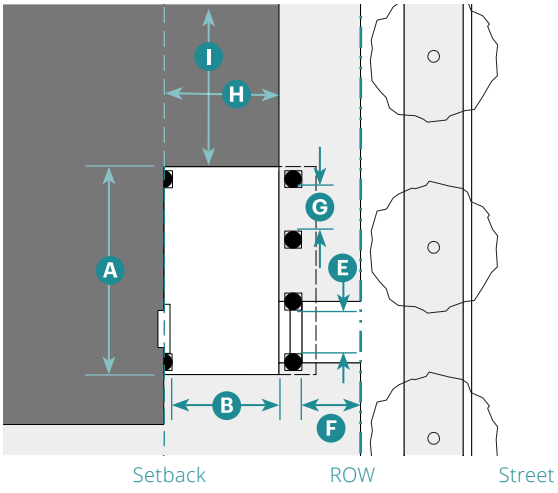
Example of an Engaged Porch

1. Description

A portion of the main facade of the building is set back from the front development site line to create an area for a covered structure that projects from the facade that is set back. The Porch may project into the front setback. The resulting setback may be defined by a fence or hedge to spatially maintain the edge of the street. The Porch may be one or two stories and has two adjacent sides that are engaged to the building, while the other two sides are open.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Width, Clear	8' min.	A
Depth, Clear	8' min.	B
Height, Clear	8' min.	C
Stories	2 stories max.	
Finish Level above Sidewalk	12" min.[1]	D
Pedestrian Access	3' wide min.	E
Distance between Porch and Sidewalk	5' min.	F
Distance between Stairs and Sidewalk	3' min.	F
Distance between Porch columns shall be in compliance with selected architectural style in Article 8 (Specific to Architectural Design).		G
Encroachment area of Building Facade		
Depth	6' max.	H
Width	1/3 min. of overall building facade	I

[1] Common entries may be set at grade per local and federal accessibility standards.

3. Miscellaneous
Up to 20% of the building facade and porch(es) may project into the front setback line for the zone.
Porch shall be open on two sides and have a roof. Clear glass may be installed between the porch columns if the minimum size of individual panes is in compliance with the standards in Article 8 (Specific to Architectural Design).
The Porch is allowed to encroach into the front and side street setbacks in compliance with Subsection 6 of the zone.
Ramps are required to be integrated along the side of the building to connect with the Engaged Porch.
The Porch shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected Architectural Style.

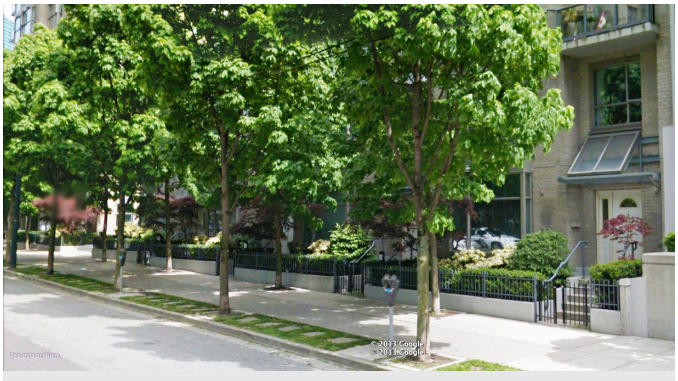
10-20.07.060 Dooryard



Example of a residential Dooryard



Example of a commercial Dooryard

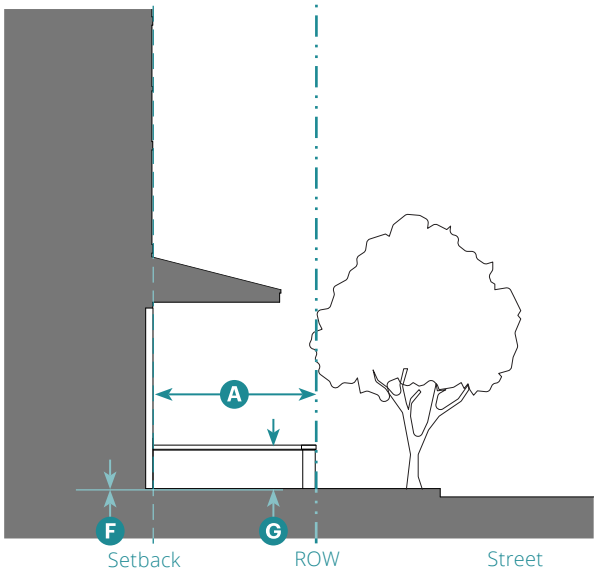


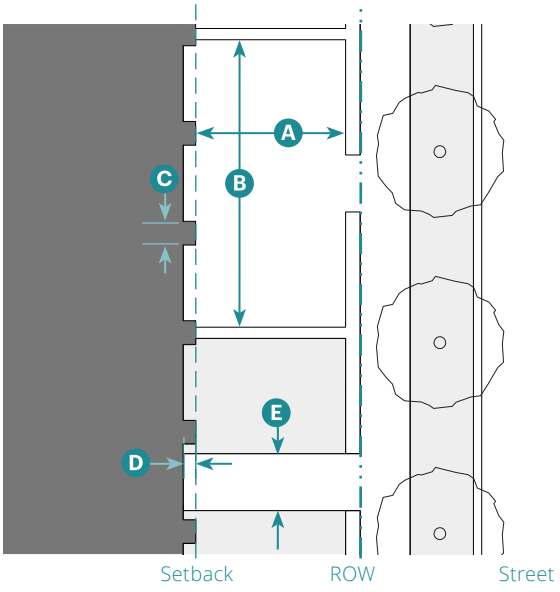
Example of a residential Dooryard

1. Description

The main facade of the building is set back from the front development site line, which is defined by a low wall or hedge, creating a small private area between the sidewalk and the facade. Each Dooryard is separated from adjacent Dooryards. The Dooryard may be raised or at grade.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Depth, Clear	6' min.	A
Length	15' min.	B
Distance between Glazing	4' max.	C
Depth of Recessed Entries	3' max.	D
Pedestrian Access	3' wide min.	E
Finish Level above Sidewalk	12" max.[1]	F
Height of Dooryard Fence/Wall above Finish Level	36" max.	G

[1] Common entries may be set at grade per local and federal accessibility standards.

3. Miscellaneous
For live/work, retail, service, and restaurant uses, the Shopfront Frontage Type (10-20.07.090) may be applied.
Each Dooryard shall provide access to only one ground floor entry.
The Dooryard is allowed to encroach into the front and side street setbacks in compliance with Subsection 6 of the zone.
Ramps are required to be integrated along the side of the building to connect with the Dooryard.
The Dooryard shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.070 Forecourt



Example of a Forecourt with Shopfronts



Example of a Forecourt with outdoor dining

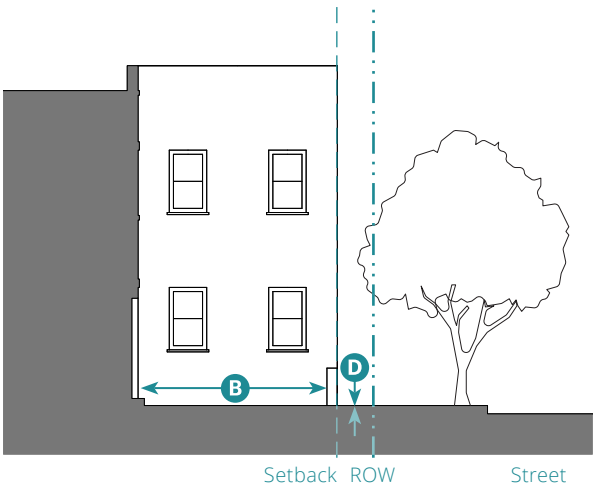


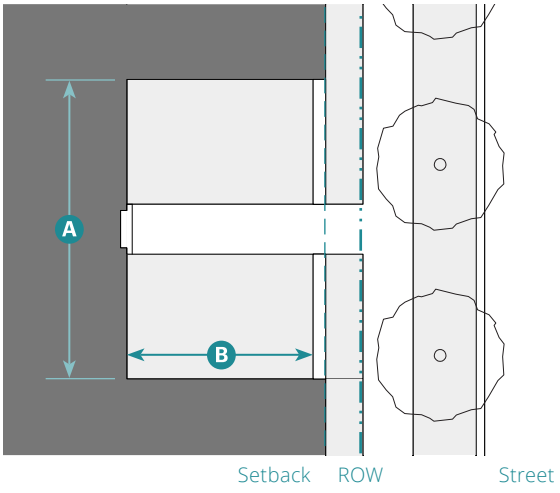
Example of Forecourt

1. Description

The main facade of the building is at or near the front development site line and a portion is set back, extending the public realm into the development site to create an entry court or shared garden space for housing, or an additional shopping or restaurant seating area within retail and service areas.

General Note: Photos on this page are illustrative, not regulatory.





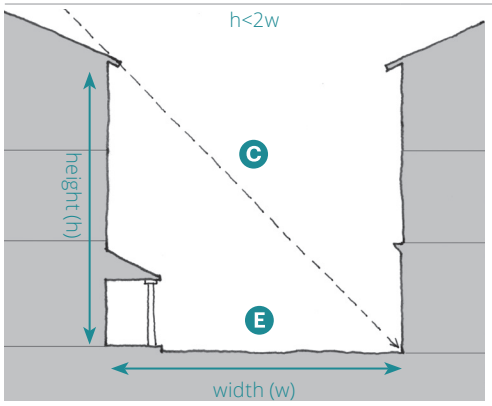
Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Width, Clear	15' min.	A
Depth, Clear	15' min.	B
Ratio, Height to Width	2:1 max.	C
Finish Level above Sidewalk	12" max.	D
Gallery frontages, awnings, balconies and porches may encroach into Forecourt on all sides.	Max 1/2 width of Forecourt	E

3. Miscellaneous
Forecourts may be utilized to group several entries at a common elevation in compliance with the zones' ground floor finish level standards.
The proportions and orientation of a Forecourt shall be in compliance with the diagram below for solar orientation and user comfort.
Ramps are required to be integrated along the side of the building to connect with the Forecourt.
The Forecourt shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.



10-20.07.080 Maker Shopfront



Example of a Maker Shopfront



Example of a Maker Shopfront

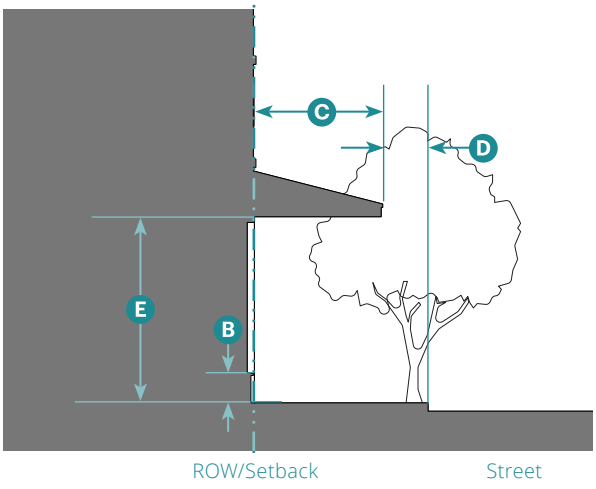


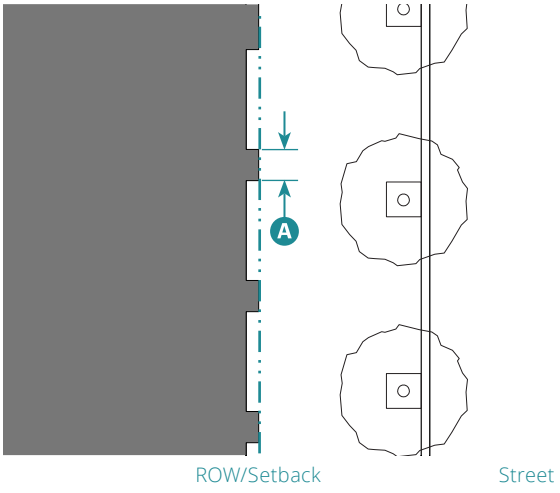
Example of a Maker Shopfront

1. Description

The main facade of the building is at or near the front development site line with an at-grade or elevated entrance from the sidewalk. The type is only allowed on side streets from the adjacent main street and is intended for industrial artisan businesses to show their activity to pedestrians, as well as for retail sales of products made on-site. The Maker Shopfront may include a decorative roll-down or sliding door, including glazing and an awning that overlaps the sidewalk.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Distance between Glazing	10' max.	A
Ground Floor Glazing between Sidewalk and Finished Ceiling Height	30% min.	
Shopfront Base (if used)	48" max.	B
Recessed entries are allowed		

3. Awning (Allowed/Not Required)		
Depth	5' min.	C
Setback from Curb	2' min.	D
Height, Clear	8' min.	E

4. Miscellaneous

Decorative accordion-style doors/windows or other operable windows that allow the space to open to the street are allowed in compliance with Article 8 (Specific to Architectural Design).

The Maker Shopfront shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.090 Shopfront



Example of Shopfronts



Example of a Shopfront

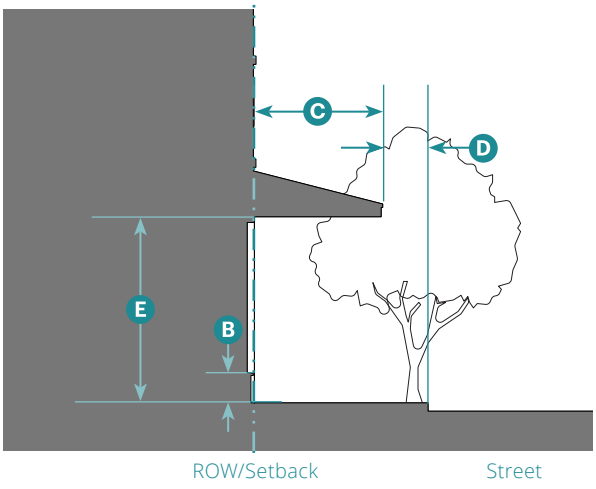


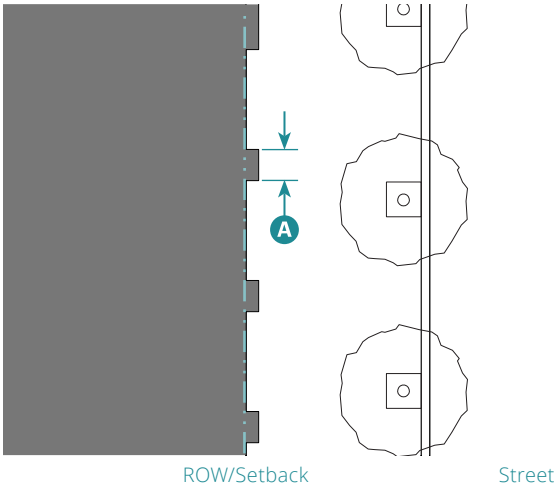
Example of a Shopfront

1. Description

The main facade of the building is at or near the front development site line with at-grade entrance from the sidewalk. The type is intended for service, retail, or restaurant use and includes substantial glazing between the Shopfront base and the ground floor ceiling. This type may include an awning that overlaps the sidewalk.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

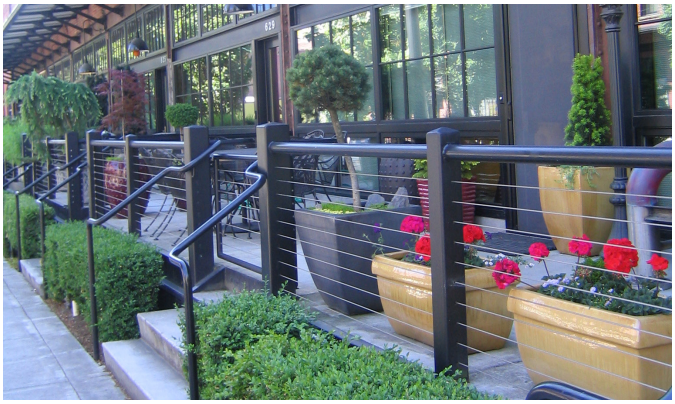
2. Size		
Distance between Glazing	2' max.	A
Ground Floor Glazing between Sidewalk and Finished Ceiling Height	75% min.	
Depth of Recessed Entries	5' max.	
Shopfront Base	6" min.; 24" max.	B
3. Awning		
Depth	5' min.	C
Setback from Curb	2' min.	D
Height, Clear	8' min.	E

4. Miscellaneous
Decorative accordion-style doors/windows or other operable windows that allow the space to open to the street are allowed in compliance with Article 8 (Specific to Architectural Design).
Ramps are required to be integrated along the side of the building to connect with the Shopfront.
The Shopfront shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.100 Terrace



Example of a Terrace with low-wall seating



Example of a Terrace

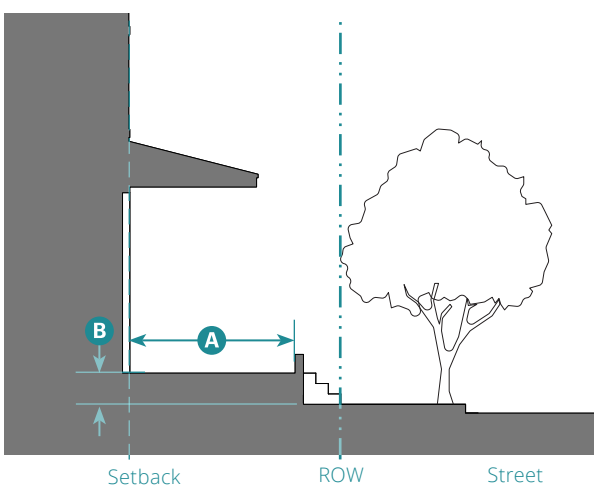


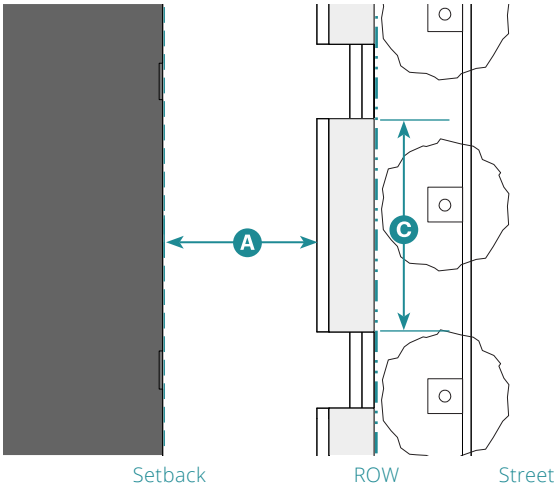
Example of a residential Terrace along a courtyard

1. Description

The main facade is at or near the front development site line with steps leading to an elevated area providing pedestrian circulation along the facade. The type is used for retail, service, office uses, or housing to provide outdoor areas along the sidewalk and/or to accommodate an existing or intended grade change.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Depth of Terrace	8' min. residential; 12' min. non-residential	A
Finish Level above Sidewalk	36" max.	B
Distance between Stairs	25' max.	C

3. Miscellaneous
These standards are to be used with those for the Shopfront Frontage Type where the zone requires the Shopfront Frontage Type (10-20.07.090).
Where the zone requires the Shopfront Frontage Type (10-20.07.090) and the ground floor is flush with the sidewalk, the Terrace shall be considered to be the sidewalk.
May be utilized to group several entries at a common elevation in compliance with the zones' ground floor finish level standards.
The Terrace is allowed to encroach into the front and side street setbacks in compliance with Subsection 6 of the zone.
Ramps are required to be integrated along the side of the building to connect with the Terrace.
The Terrace shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.110 Gallery



Example of a two-story Gallery with an uncovered second story.



Example of a Gallery providing covered outdoor dining

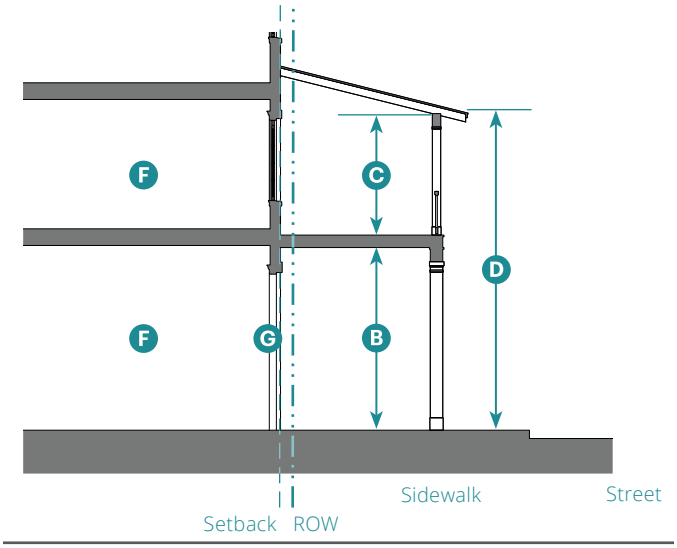


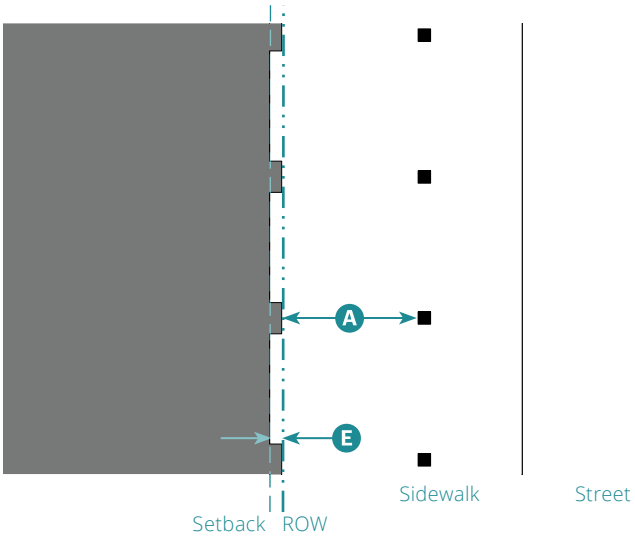
Example of a Gallery with shopfronts

1. Description

The main facade of the building is set back from the front development site line and an at-grade covered structure, articulated with colonnade or arches, overlaps the sidewalk. The type may be one or two stories. When used in nonresidential settings, the Shopfront Type is included; when used in residential settings, Dooryards and Forecourts may be included as allowed by the zone.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Depth, Clear	8' min.	A
Ground Floor Height, Clear	12' min.	B
Upper Floor Height, Clear	9' min.	C
Height	2 stories max.	D
Gallery Setback from Public ROW	18" min. (clear)	E

3. Miscellaneous	
Habitable space	F
Galleries shall also follow the standards for the Shopfront Frontage Type (10-20.07.090).	G
Galleries shall have a consistent depth across the entire front and/or side street facade.	
Galleries are allowed to project over the sidewalk in the public ROW.	
The second story of the Gallery may be covered.	
Planting is not required. Lighting is required within the gallery in compliance with Section x.xx.xxx (Jurisdiction's On-Site Lighting Standards).	
Ramps are required to be integrated along the side of the building to connect with the Gallery, where applicable.	
The Gallery shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.	

This page intentionally left blank

Article 8: Specific to Architectural Design

Sections:

10-20.08.010 Purpose
10-20.08.020 Applicability
10-20.08.030 Architectural Design Standards
10-20.08.040 Overview of Architectural Styles
10-20.08.050 Contemporary
10-20.08.060 Craftsman
10-20.08.070 Main Street Classical
10-20.08.080 Mediterranean

10-20.08.010 Purpose

This Article sets forth standards that supplement the zone standards to further refine the intended building form and physical character.

10-20.08.020 Applicability

Unless stated otherwise, all subsections within each architectural style ("style") identified in this Article apply to all facades of a building, including front facades, side street facades, side interior facades, and rear facades.

10-20.08.030 Architectural Design Standards

This Article contains architectural design standards for the four allowed styles. The standards for each style address a range of topics based on local architectural examples. The standards address the following aspects of individual building design: Roofs and roof pitch, eaves, cornices, walls, base of walls, dormers, openings and doors, storefronts, porches, and balconies.

1. Each building is required to be designed in compliance with one of the allowed architectural styles.
2. The architectural style standards are coordinated with the building types allowed by this FBC and the intended physical character of each zone.
3. Any facade greater than 75 feet in length along a street (public or private) or civic space shall include more than one architectural style, with a maximum 75 feet in length of any one style. This regulation does not apply across property lines.
4. Diagrams are for illustrative purposes only and do not constrain the expression of listed elements with respect to style. Only aspects keyed to standards listed in the tables are regulated.

This page intentionally left blank

10-20.08.040 Overview of Architectural Styles

Table A (Architectural Styles Overview) provides an overview of the allowed architectural styles.

Table 10-20.08.040.A: Architectural Styles Overview

Contemporary 10-20.08.050	Craftsman 10-20.08.060	Main Street Classical 10-20.08.070
		
Typical Characteristics	**Typical Characteristics**	**Typical Characteristics**
Long, low-sloped roof forms with simple eaves with deep overhangs	Low-pitched roofs with deep eaves and exposed rafter tails	Symmetrical facade composition with proportions that imply load-bearing masonry structure
Asymmetrical facade compositions with square and horizontal openings often made from ganged vertical windows	Horizontally proportioned openings made from ganged vertical windows	Prominent cornice with classical detailing and parapet or pedimented roof forms
Mix of exterior materials to differentiate massing forms, with prevalent natural materials including wood siding	Emphasis on natural materials including wood shingles	Regular pattern of vertically proportioned openings
Horizontally proportioned balconies and terraces with minimalist vertical supports	Asymmetrical composition with wall plane broken by projecting gable ends	Brick and stucco as primary facade materials
Applicable Standards	**Applicable Standards**	**Applicable Standards**
Wall	Wall	Base
Building Roof	Base	Building Roof
Rake	Building Roof	Parapet
Eave	Rake	Windows
Parapet	Eave	Bay Windows
Windows	Parapet	Entry Doors
Bay Windows	Windows	Balconies
Dormers	Bay Windows	Porches
Entry Doors	Dormers	Storefronts
Balconies	Entry Doors	Materials
Porches	Balconies	
Storefronts	Porches	
Materials	Storefronts	
	Materials	

Table 10-20.08.040.A: Architectural Styles Overview (Continued)

Mediterranean 10-20.08.080



Typical Characteristics
Low-pitched gabled or hipped roofs clad in red tile with open eaves
Flat, rectilinear wall plane with vertically proportioned punched openings without trim
Stucco as primary facade material with stucco or wood attached elements

Applicable Standards
Building Roof
Eave
Parapet
Windows
Bay Windows
Dormers
Entry Doors
Balconies
Porches
Storefronts
Materials

Quick Code Guide: Specific to Architectural Design

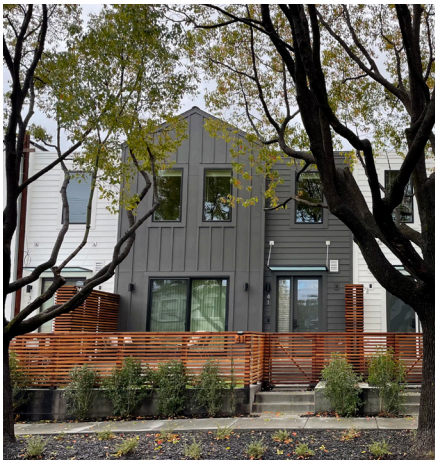
The following graphic is intended as a summary guide. Please refer to San Anselmo's written permit procedures and application standards for all necessary information.

Before you begin

Identify your zone, building type, and detailed massing type. If you have not done this yet, go back to the Table of Contents and follow the Quick Code Guide.

Instructions	Location
Identify your architectural style	**Table 10-20.08.040.A (Architectural Styles Overview)**
Comply with wall, base, and building roof form standards *Dependent on zone, detailed massing type, and architectural style*	**Subsections 3-8 of Architectural Style**
Comply with window and door standards *Dependent on architectural style*	**Subsections 9-12 of Architectural Style**
Comply with external elements standards and material standards *Dependent on architectural style*	**Subsections 13-16 of Architectural Style**

10-20.08.050 Contemporary









General note: The images above and the descriptions in Subsections 1 and 2 below are intended to provide a brief overview of the architectural style and are descriptive, not regulatory.

1. Description of Style

Contemporary style buildings have a streamlined aesthetic and minimal ornamentation. This style focuses on combining simple rectilinear massing forms with changes in material and color. The use of glass and cantilevered elements imbues buildings with a sense of lightness and simplicity. This style is prevalent throughout Marin County.

2. Typical Characteristics

- Long, low-sloped roof forms with simple eaves with deep overhangs
- Asymmetrical facade compositions with square and horizontal openings often made from ganged vertical windows
- Mix of a limited number of exterior materials to differentiate massing forms, with prevalent natural materials including wood siding
- Horizontally proportioned balconies and terraces with minimalist vertical supports

Elements of Contemporary Style – Multifamily Prototype

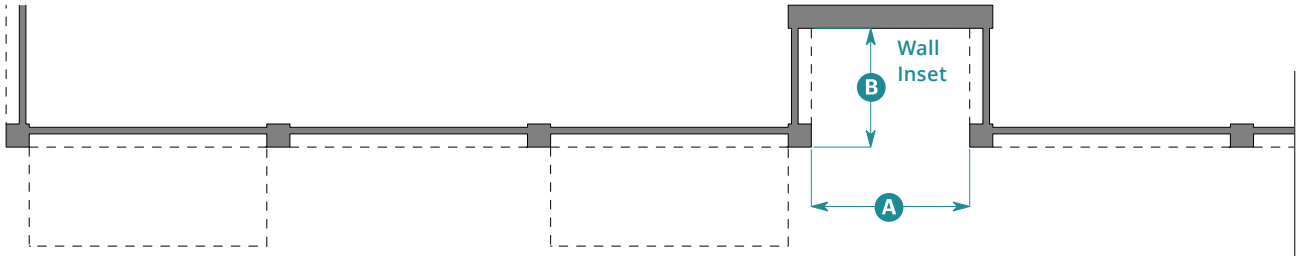
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Prototypical Building Elevation

Elements of Contemporary Style – Mixed-Use Prototype

Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Prototypical Building Plan, Primary Facade

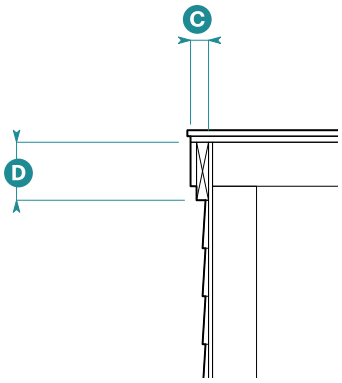


Prototypical Building Elevation

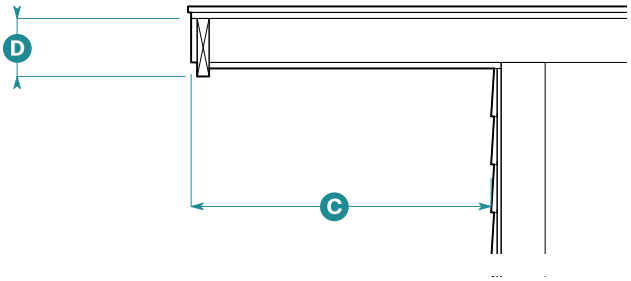
3. Wall	
Wall Inset	
A wall inset from the primary facade is required for buildings greater than 75' in width.	
Wall inset shall be continuous for the full height of the building.	
Roof and wall projections may encroach into wall inset.	

3. Wall (Continued)		
Wall Inset Dimensions		
Width	8'0" min.; 12'0" max.	A
Depth	6'0" min.	B

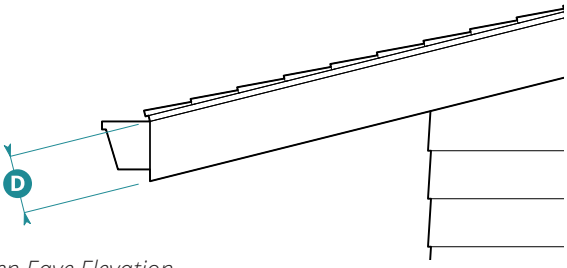
4. Base
No base is required for this style.



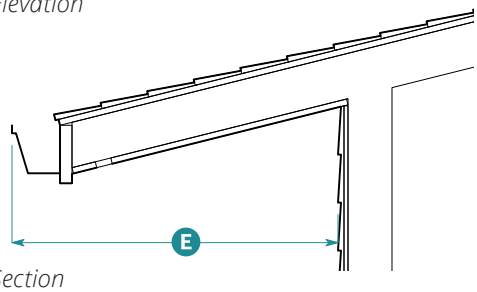
Flush Profile Rake Section



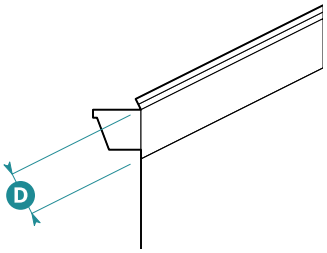
Projecting Profile Rake Section



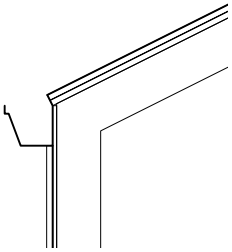
Open Eave Elevation



Open Eave Section



Closed Eave Elevation



Closed Eave Section

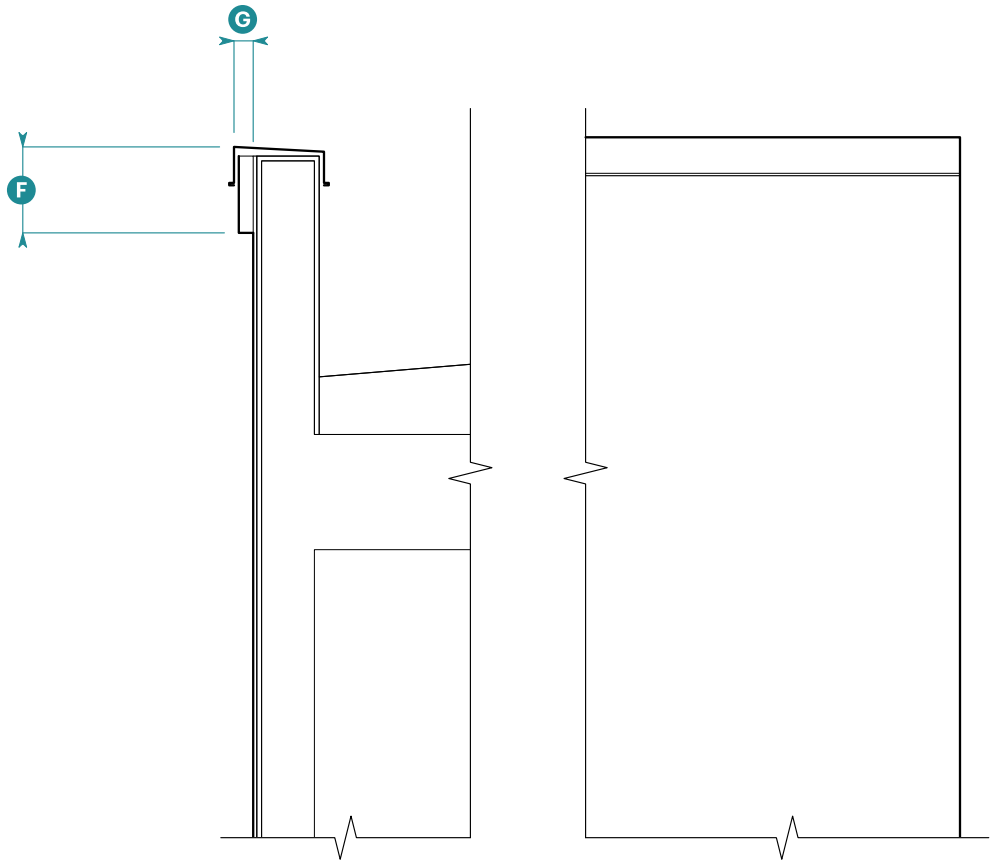
5. Building Roof		
Building Roof Standards	**Buildings with Half-Story Heights**	**Buildings with Full-Story Heights**
Roof Form		
Type	Shed	Flat
Pitch	2:12 min.; 6:12 max.	N/A
Applicable Subsections		
6. Rake	A	A
7. Eave	A	N/A
8. Parapet	N/A	A

6. Rake			
Standards	**Flush Profile**	**Projecting Profile**	
Horizontal Projection	No min.; 2" max.	2'6" min.; No max.	C

See Subsection 7 (Eave) for height standards.

7. Eave			
Standards	**Open**	**Closed**	
Height			
Fascia	6" min.	6" min.	D
Horizontal Projection			
Overall	36" min.; No max.	N/A	E

A = Applicable N/A = Not Applicable



Parapet Section *Parapet Elevation*

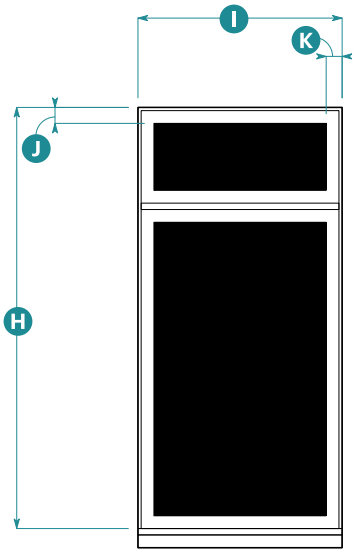
8. Parapet		
Height		
Projection	0" min.; 6" max.	F
Horizontal Projection		
Overall	0" min.; 3" max.	G

9. Windows	
Opening	
Proportion, Height (H) to Width (I) [1]	
Ground floor	2.2 min.
Upper floor	2.0 min.
Dormer	See Subsection 11 (Dormers) for standards.
Typical Sizes, Width (I) x Height (H)	
Ground Floor, Typical	3'0" x 6'0"
Ground Floor, Ganged	3'0" x 6'0"
Ground Floor, Picture	4'6" x 6'0"
Upper Floor, Typical	3'0" x 5'6"
Upper Floor, Ganged	3'0" x 5'6"
Upper Floor, Picture	4'6" x 5'6"
Privacy	2'0" x 4'6"
Shape	Square
Operation	Double-Hung, Single-Hung, Awning, Casement
Window	
Glazing Divisions	None
Frame Width (Frame + Sash)	
At Rail	2.5" min. ± 1/4" (J)
At Stile	2.5" min. ± 1/4" (K)
Trim Widths [2]	
Head	3" min.
Jamb	3" min.
Apron	3" min.
Window Frame Recess	
Depth	2" min.
Sill	
Depth	3" min.
Pediment	
Allowed	No
Mullions	
Mullions required between ganged windows.	

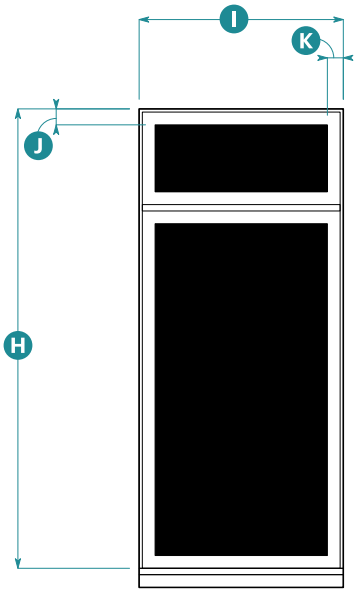
"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

[1] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.

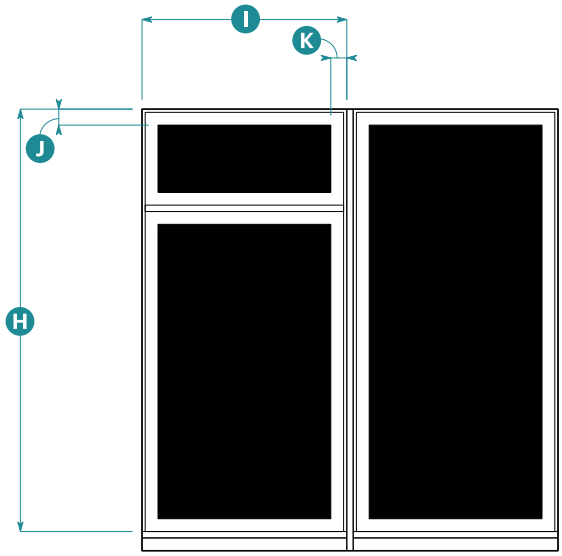
[2] Trim required for windows only on buildings or parts of buildings with lap siding.



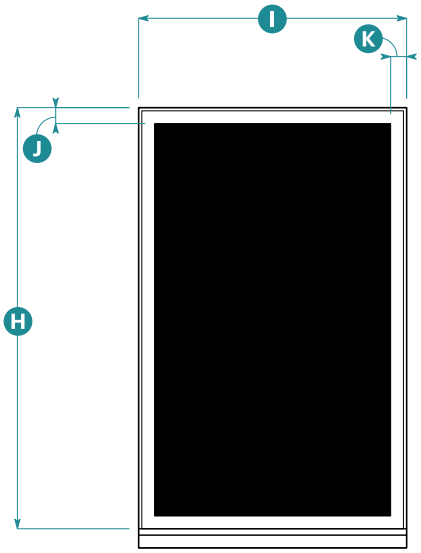
Upper Floor Typical Window Elevation



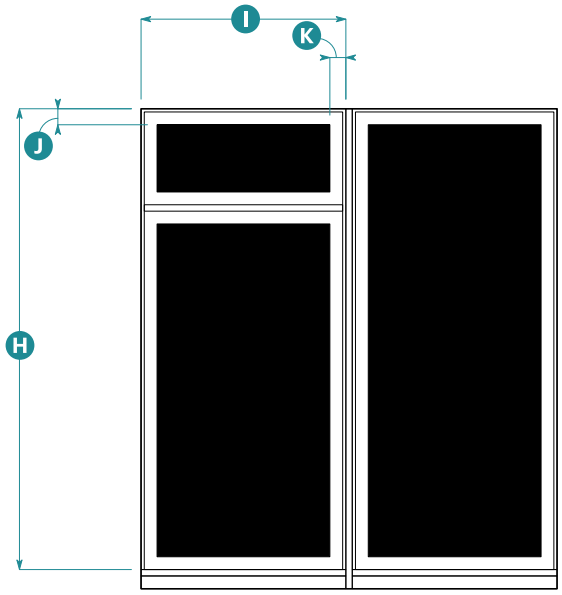
Ground Floor Typical Window Elevation



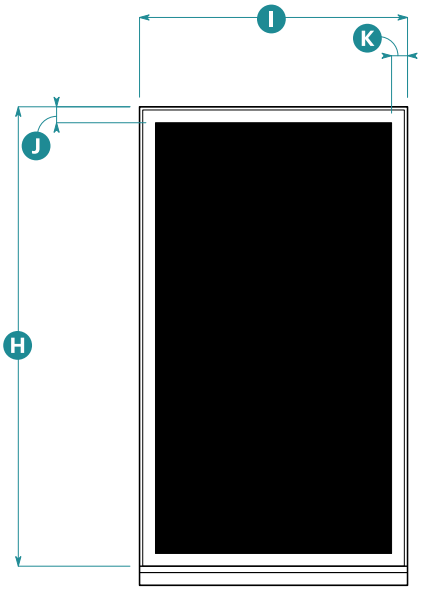
Upper Floor Ganged Window Elevation



Upper Floor Picture Window Elevation



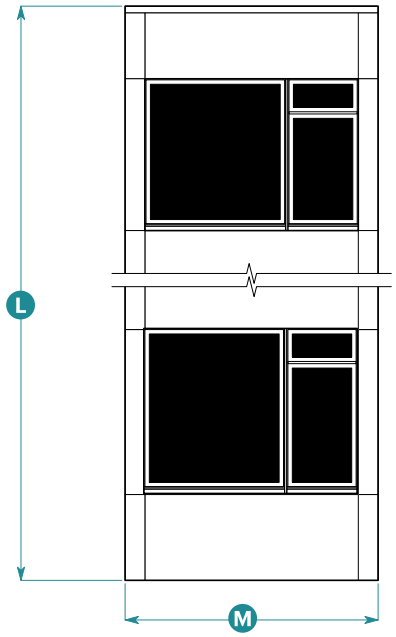
Ground Floor Ganged Window Elevation



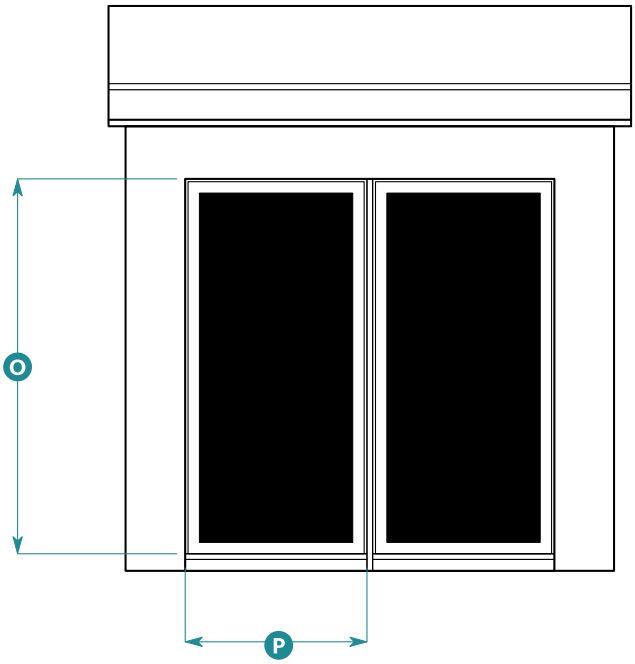
Ground Floor Picture Window Elevation



Bay Window Plan



Bay Window Elevation

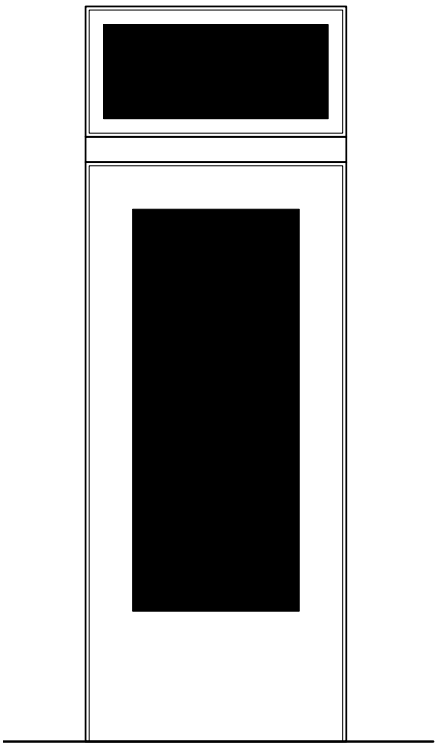


Dormer Elevation

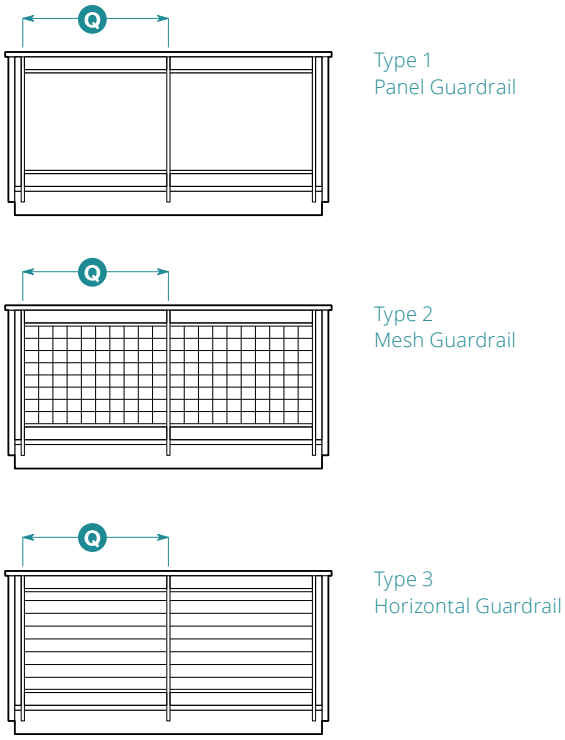
10. Bay Windows		
Form		
Type	Square	
Size		
Height[3]		L
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	M
Depth	1'0" min.; 3'0" max.	N
Additional Standards		
Multi-story bay window form shall be vertically continuous.		
Continuous horizontal articulation on building shall wrap bay form.		

[3] On buildings with heights up to 2 stories, the bottom of the bay window may not extend to the ground plane and the top of the bay window may not extend to the top of parapet or eave.

11. Dormers		
Roof Form		
Type	Shed	
Pitch	2:12 min.; 6:12 max.	
Window		
Proportion, Height O to Width P	2.0 min.	
Width	3'0" min.	P
Dormers allowed only for buildings with half stories.		
See Subsections 6 (Rake), 7 (Eave), and 9 (Windows) for additional standards.		



Entry Door Elevation



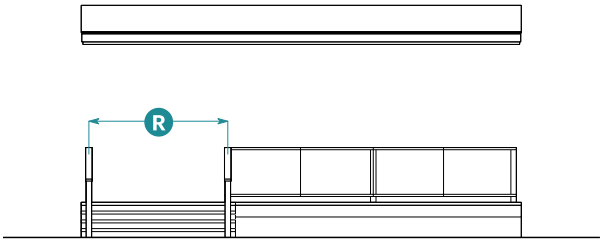
Balcony Front Elevation

12. Entry Doors	
Surround[4]	
Head Width	4" min.
Jamb Width	4" min.
Additional Elements	
Transom	Allowed
Pediment	Not Allowed

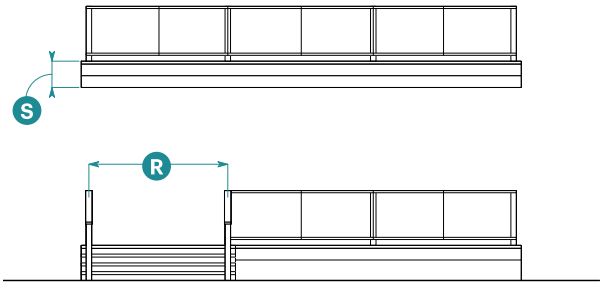
[4] Surround required for doors only on buildings or parts of buildings with lap siding.

13. Balconies	
Allowed Materials	
Type 1 - Panel Guardrail	
Post	Metal
Baluster	Metal panel
Handrail	Metal, glass
Fascia	Metal, composite wood, wood
Type 2 - Mesh Guardrail	
Post and Handrail	Metal
Baluster	Metal mesh
Fascia	Metal, composite wood, wood
Type 3 - Horizontal Guardrail	
Post and Handrail	Metal
Baluster	Metal, steel cable
Fascia	Metal, wood
Size	
Overall Balcony Width	10'0" max.
Width Between Posts	3' min. Q

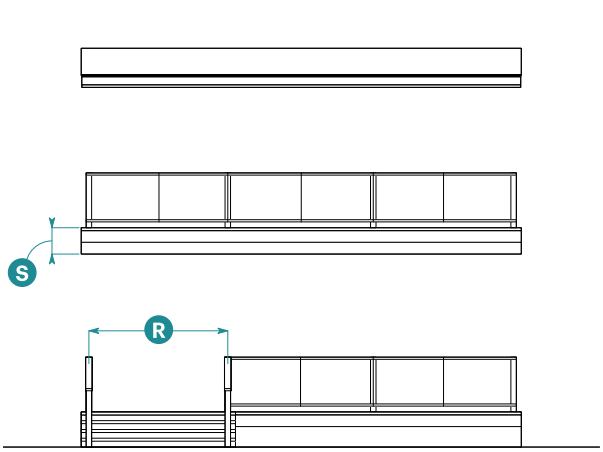
Faux composite wood printed with simulated wood grain is prohibited



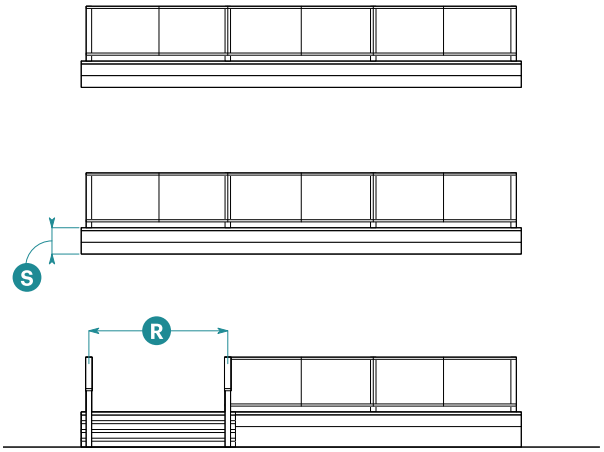
One-Story Porch



One-Story Porch with Deck Above

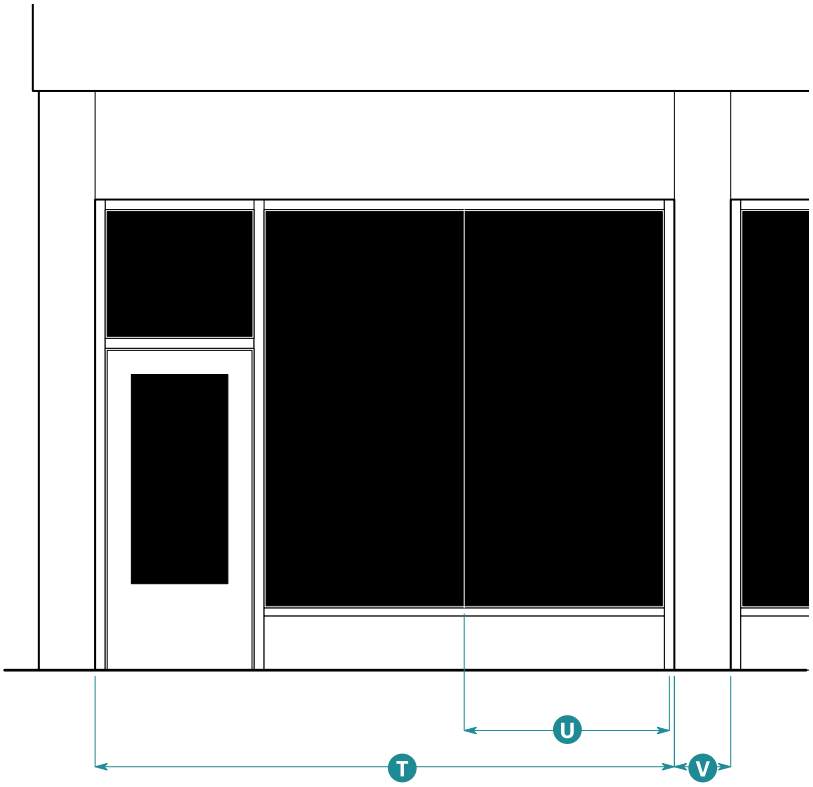


Two-Story Porch

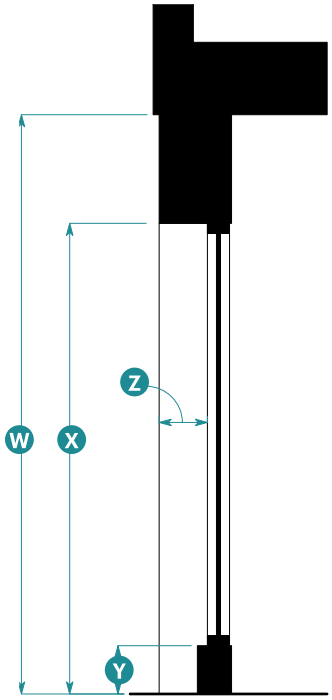


Two-Story Porch with Deck Above

14. Porches		
Columns		
Shape	Cantilevered (no columns) or Pilotis	
Diameter	4" max.	
Spacing	8'0" max. on center	R
Entablature		
Height of Entablature Supporting Deck		
Overall	10" min.	S



Storefront Elevation



Storefront Section

15. Storefronts		
Width		
Storefront Module	10'0" min.; 15'0" max.	T
Display Window	3'0" min.; 4'0" max.	U
Distance Between Storefront Modules	1'0" min.; 2'0" max.	V
Height		
Overall	12'0" min.	W
Head Height	11'0" min.	X
Base	8" min.; 2'0" max.	Y
Horizontal Recess		
Depth	6" min.; 3'0" max.	Z

Base shall be continuous, unless divided by pilaster, and align with base height of building (if any).

16. Materials	
Element	**Allowed Materials**
Wall	
Wall Cladding[5]	Lap siding, composite wood, wood, fiber cement, stucco, metal panel
Base or Foundation	
Base or Foundation	Brick, concrete, stucco, composite wood, wood, fiber cement, architectural block
Roof and Roof Elements	
Roofing	Asphalt shingles, wood shingles, standing seam metal
Rake and Eave	Composite wood, wood, steel
Gutter	Metal box
Windows, Bay Windows, and Entry Doors	
Entry Door	Wood, aluminum, fiberglass, composite wood
Window Frames	Wood, aluminum clad wood, aluminum, fiberglass
Glazing	Clear glass; shall not be tinted, mirrored, or colored
Balconies	
See Subsection 13 (Balconies) for allowed materials.	
Porches	
Columns	Composite wood, wood, fiberglass, metal
Railing	Composite wood, wood, metal
Storefronts	
Storefront	Composite wood, wood, metal
Storefront Base	Stucco, concrete
Prohibited materails: faux composite wood printed with simulated wood grain, fiber cement, and faux printed stone.	
Wood shingles shall be in compliance with the Wildland Urban Interface Code.	

[5] Exterior cladding shall be limited to no more than 3 materials, of which 65% or more of the facade area shall be one of those materials.

10-20.08.060 Craftsman









General note: The images above and the descriptions in Subsections 1 and 2 below are intended to provide a brief overview of the architectural style and are descriptive, not regulatory.

1. Description of Style

The Craftsman style emerged in the American west inspired by the English Arts and Crafts movement. The Craftsman bungalow house was prevalent from the 1900's to the 1940's. Since that time, it has adapted to multifamily and mixed-use prototypes.

2. Typical Characteristics

- Low-pitched roofs with deep eaves and exposed rafter tails
- Horizontally proportioned openings made from ganged vertical windows
- Emphasis on natural materials including wood shingles
- Asymmetrical composition with wall plane broken by projecting gable ends
- Wall plane broken by projecting and/or recessed elements

Elements of Craftsman Style – Multifamily Prototype

Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Roof (See Subsection 5 for standards)

Rake (See Subsection 6 for standards)

Dormer (See Subsection 11 for standards)

Eave (See Subsection 7 for standards)

Window (See Subsection 9 for standards)

Wall (See Subsection 3 for standards)

Porch (See Subsection 14 for standards)

Entry Door (See Subsection 12 for standards)

Base (See Subsection 4 for standards)

Prototypical Building Elevation

3. Wall		
Trim [1, 2]		
Width	4" min.	A

[1] Trim not required on buildings or portions of buildings where stucco or shingle is the primary wall material.

[2] Trim is required at openings and surrounds.

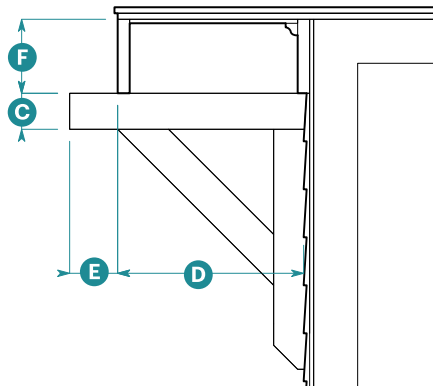
4. Base		
Height	1'0" min.; 1/2 story max.	B

Elements of Craftsman Style – Mixed-Use Prototype

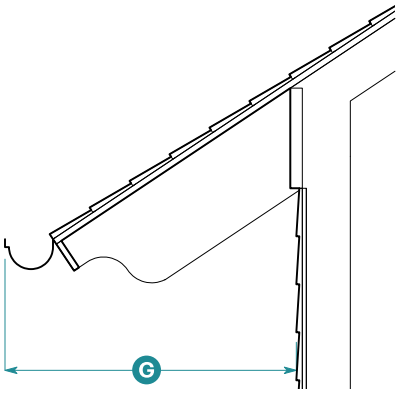
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



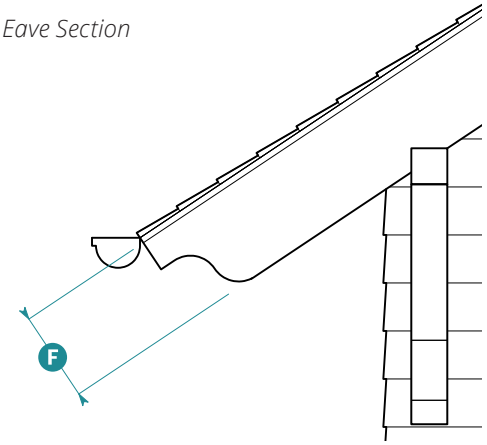
Prototypical Building Elevation



Rake Section



Eave Section



Eave Elevation

5. Building Roof		
Building Roof Standards	**Sloped Roof**	**Flat Roof**
Applicable Subsections		
Subsection 6 (Rake)	A	N/A
Subsection 7 (Eave)	A	N/A
Subsection 8 (Parapet)	N/A	A
Form		
Pitch	4:12 min.; 10:12 max.	N/A

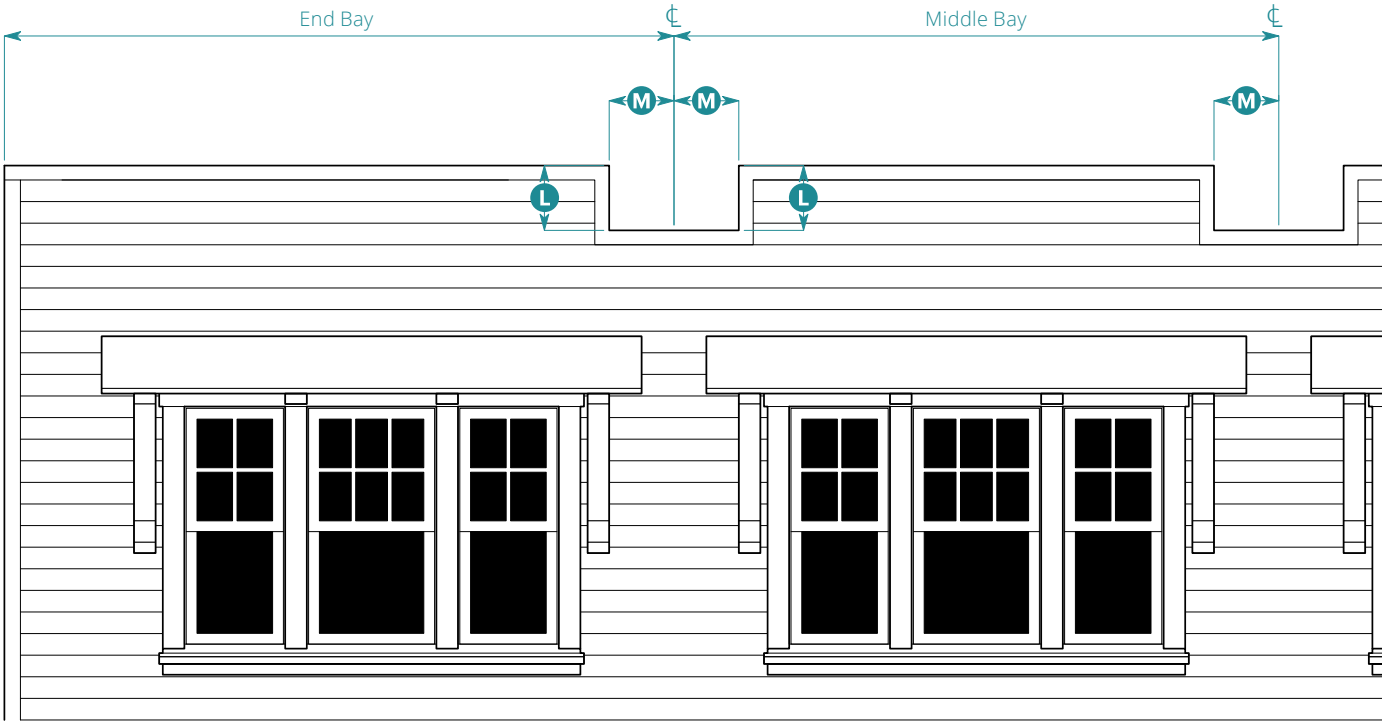
6. Rake		
Height		
Bracket Bracing Member	4" min.	C
Horizontal Projection		
Projection to Fascia	1'8" min. 3'0" max;	D
Bracket Projection Beyond Fascia	No min.; 1'0" max.	E

See Subsection 7 (Eave) for height standards.

7. Eave		
Allowed Types		
Eave Types	Open	
Height		
Fascia	10" min.	F
Horizontal Projection [3]		
Overall	2'6" min.	G

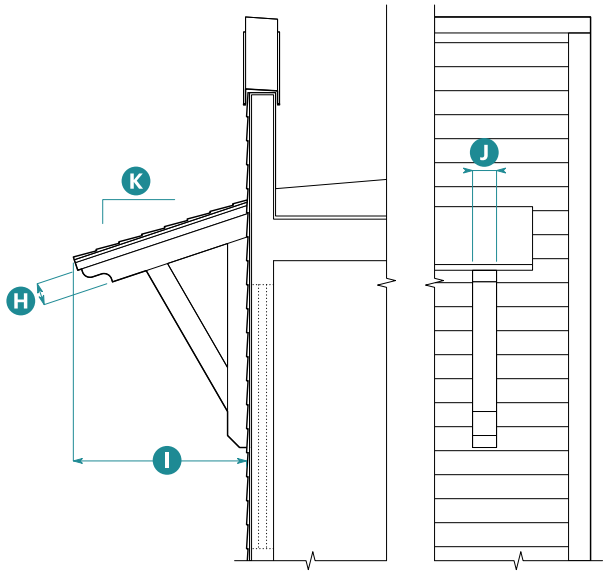
[3] Horizontal projection includes gutter.

A = Applicable N/A = Not Applicable



8. Parapet		
Canopy		
Parapet may include canopy.		
Eave Height	6" min.	H
Horizontal Projection[4]	3'0" min.	I
Required Support Elements	Brackets	
Bracket Width	4" min.	J
Roof Pitch	3:12 min.	K
Crenellation		
Crenel Height	1'0" min.	L
Width, from Center Line	1'0" min.	M
Crenel may not occur at building corner or end bays.		

[4] Horizontal projection includes gutter.



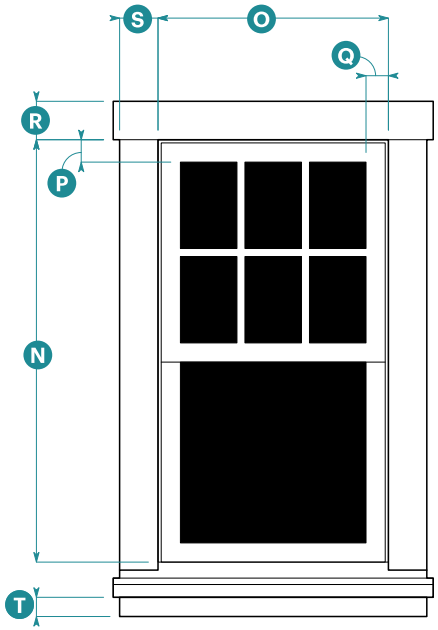
Parapet Section *Parapet Elevation*

9. Windows		
Opening		
Proportion, Height N to Width O [5]		
Ground Floor	2.0 min.	
Upper Floor	1.75 min.	
Dormer	See Subsection 11 (Dormers) for standards.	
Typical Sizes, Width O x Height N		
Ground Floor, Typical	3'0" x 6'0"	
Ground Floor, Ganged	2'4" x 6'0"	
Ground Floor, Picture	4'6" x 6'0"	
Upper Floor, Typical	3'0" x 5'6"	
Upper Floor, Ganged	2'4" x 5'6"	
Upper Floor, Picture	4'6" x 5'6"	
Privacy	2'0" x 4'0"	
Shape	Square	
Operation	Single Hung, Double Hung, Casement	
Window		
Glazing Divisions	6 over 1; 4 over 1; 10 over 1	
Frame Width (Frame + Sash)		
At Rail	2.5" min. ± 1/4"	P
At Stile	2.5" min. ± 1/4"	Q
Trim Widths[6]		
Head	6" min.	R
Jamb	4" min.	S
Apron	3" min.	T
Window Frame Recess		
Depth	2" min.	
Sill		
Depth	3" min.	
Pediment		
Allowed	No	
Mullions		
Mullions required between ganged windows.		

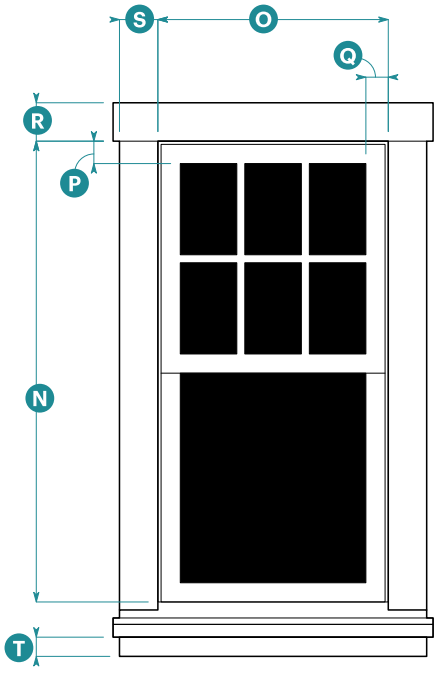
"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

[5] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.

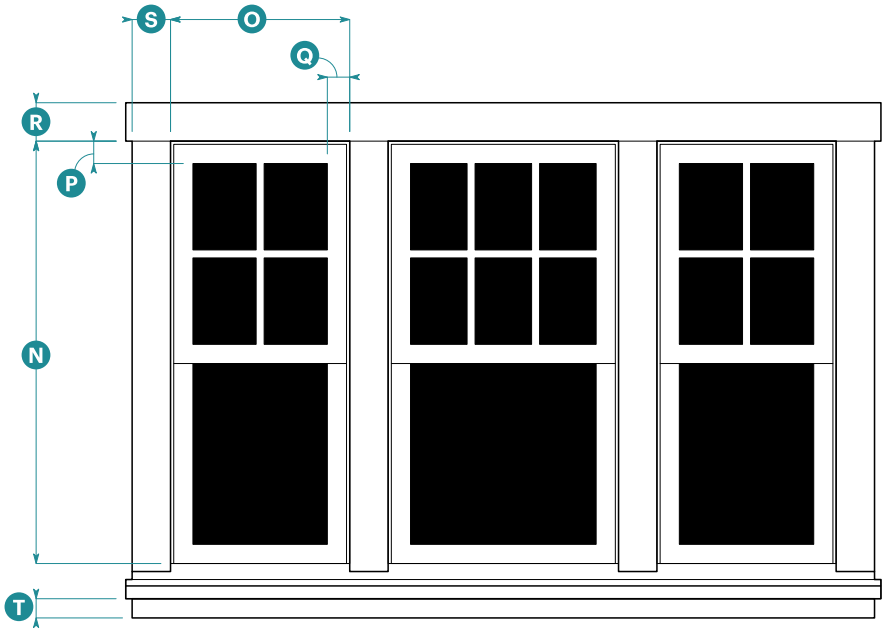
[6] Jamb shall be narrower than header



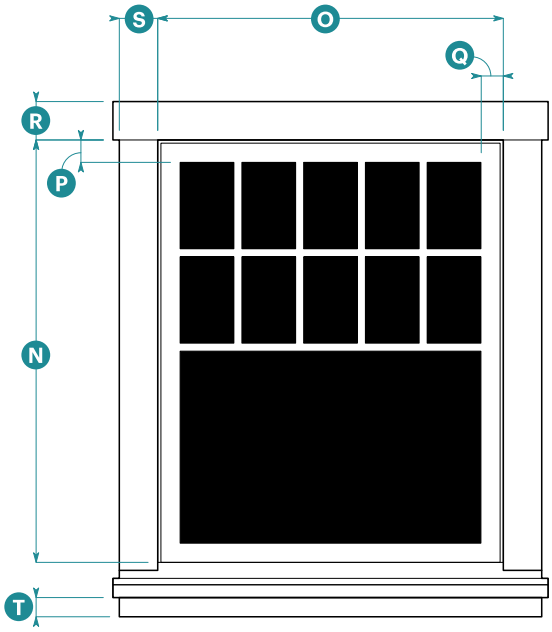
Upper Floor Typical Window Elevation
6 over 1



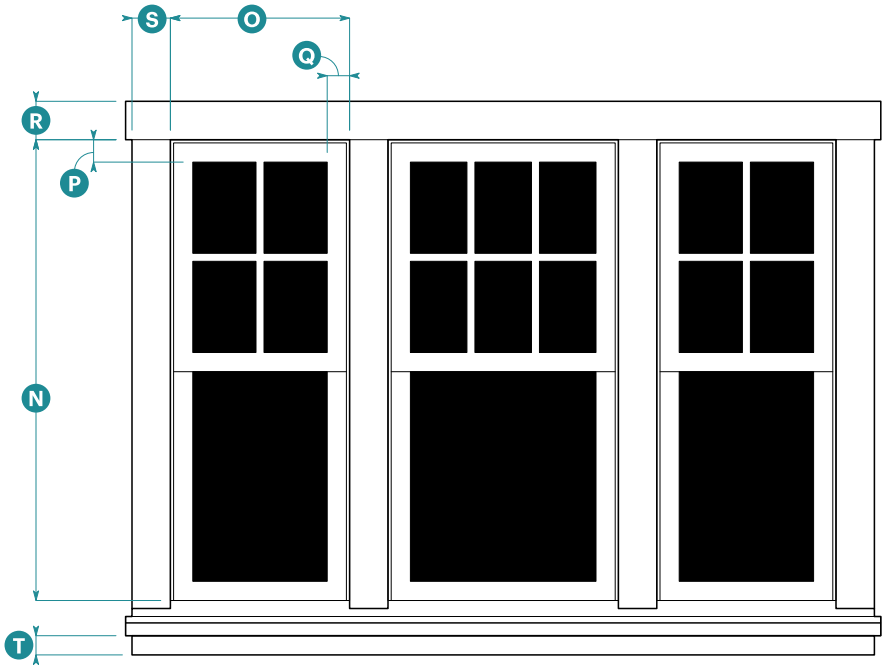
Ground Floor Typical Window Elevation
6 over 1



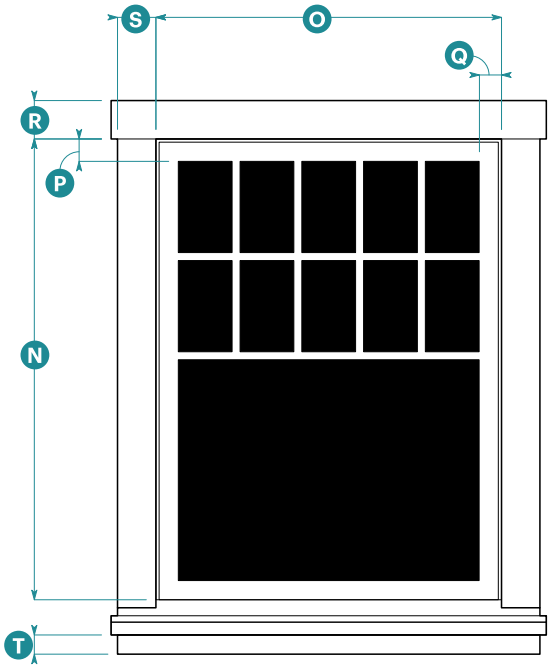
Upper Floor Ganged Window Elevation
4 over 1 and 6 over 1



Upper Floor Picture Window Elevation
10 over 1



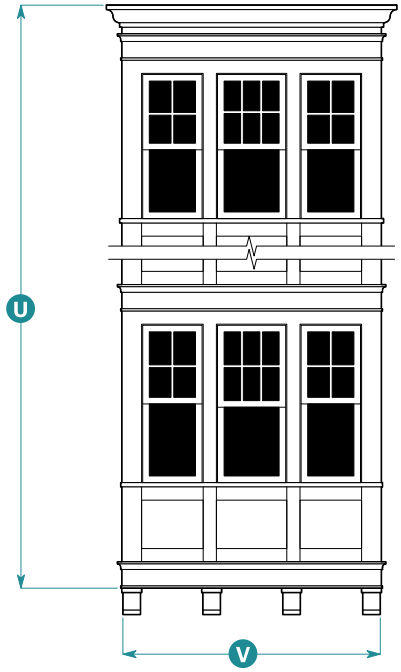
Ground Floor Ganged Window Elevation
4 over 1 and 6 over 1



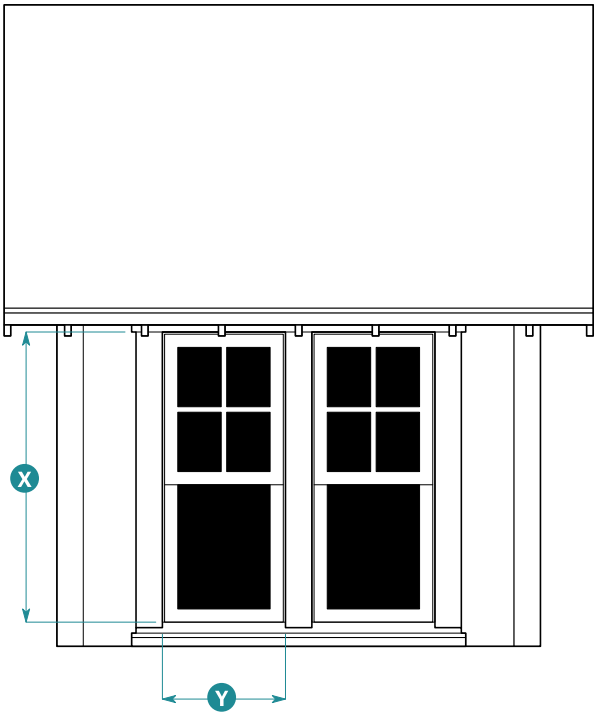
Ground Floor Picture Window Elevation
10 over 1



Bay Window Plan



Bay Window Elevation

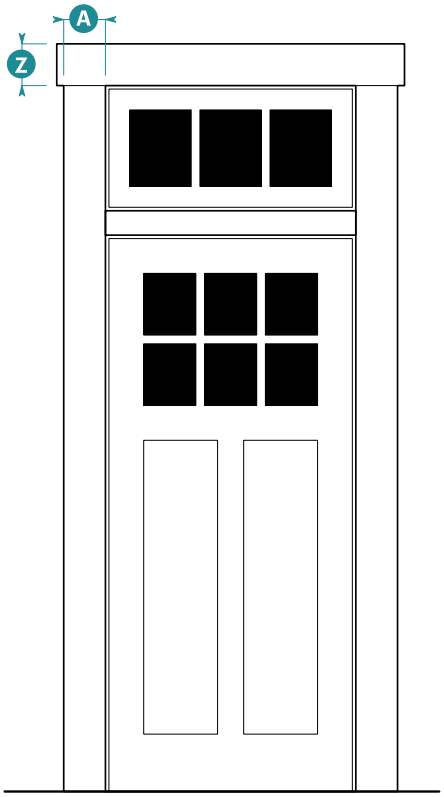


Dormer Elevation

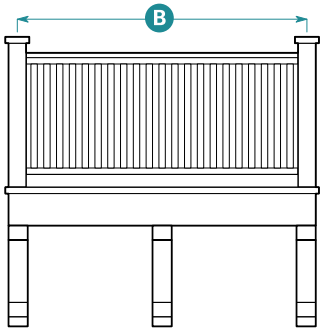
10. Bay Windows		
Form		
Type	Square	
Size		
Height		U
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	V
Depth	1'0" min.; 3'0" max.	W
Cornice Types		
Building parapet wraps bay.		
Bay stops below building eave (bay has own cornice).		
Bay returns into building eave (bay never projects above the building eave).		
Additional Standards		
Bay depth not allowed to project beyond eave depth.		
Multi-story bay window form shall be vertically continuous.		

10. Bay Windows (Continued)
Continuous horizontal articulation on building shall wrap bay form.
Corner bay may be turned on side to be rotated 45 degrees from building corner.

11. Dormers		
Roof Form		
Type	Shed or Gable	
Pitch	2:12 min.; 5:12 max.	
Horizontal Projection		
Eave	8" min.	
Rake	8" min.	
Window		
Proportion, Height X to Width Y	1.75 min.	
Width	3'0" min.	Y
Dormers allowed only for buildings with half stories.		
Pediment not allowed.		
See Subsections 6 (Rake), 7 (Eave), and 9 (Windows) for additional standards.		



Entry Door Elevation

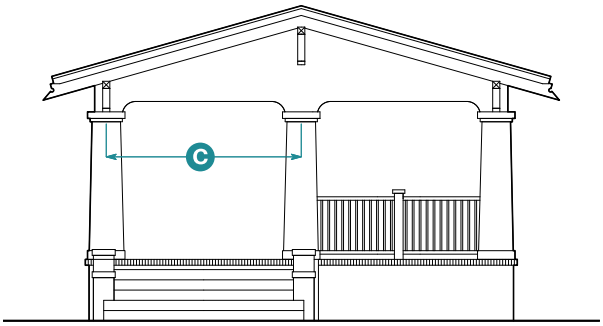


Balcony Front Elevation

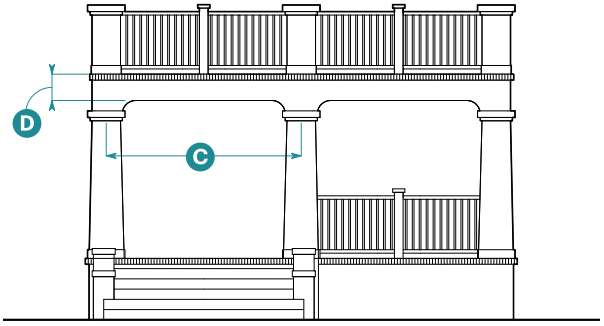
12. Entry Doors		
Door		
Number of Panels	2 min.	
Surround[7]		
Head Width	6" min.	Z
Jamb Width	4" min.	A
Additional Elements		
Transom	Allowed	
Pediment	Not Allowed	

[7] Jamb shall be narrower than header

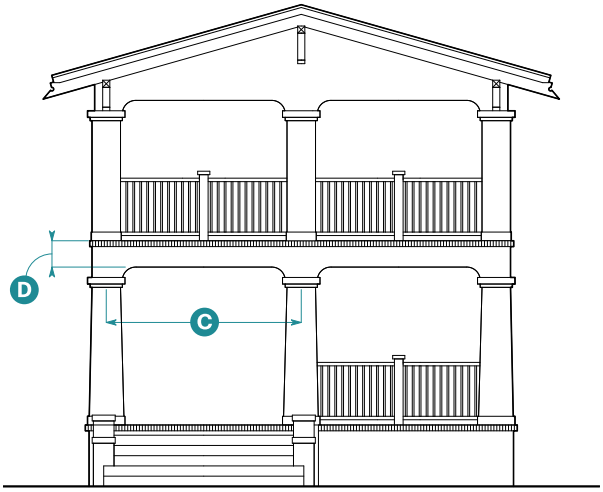
13. Balconies		
Allowed Materials		
Post, Baluster, Handrail, and Fascia	Metal, composite wood, wood	
Size		
Overall Balcony Width	10'0" max.	
Width Between Posts	3' min.	B



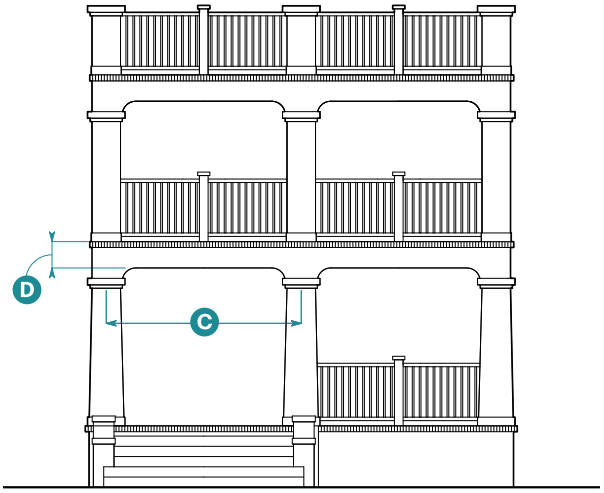
One-Story Porch



One-Story Porch with Deck Above



Two-Story Porch

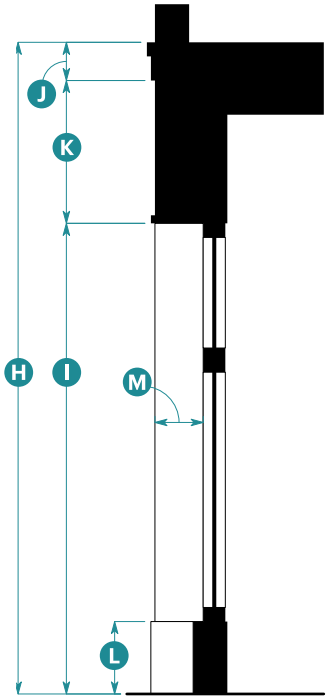


Two-Story Porch with Deck Above

14. Porches		
Columns		
Shape	Square-tapered	
Base Width	1'10" min.	
Spacing	9'6" min.; 12' max. on center	C
Entablature		
Height of Entablature Supporting Deck		
Overall	10" min.	D



Storefront Elevation



Storefront Section

15. Storefronts		
Width		
Storefront Module	10'0" min.; 15'0" max.	E
Display Window	3'0" min.; 4'0" max.	F
Distance Between Storefront Modules	1'0" min.; 2'0" max.	G
Height		
Overall	13'0" min.	H
Head Height	10'0" min.	I
Cornice	10" min.	J
Signage Band	1'6" min.	K
Base	1'0" min.; 2'0" max.	L
Horizontal Recess		
Depth	1'0" min.; 2'0" max.	M
Base shall be continuous, unless divided by pilaster, and align with base height of building (if any).		
Cornice shall be continuous.		

16. Materials	
Element	**Allowed Materials**
Wall	
Wall Cladding	Shingle and lap siding: composite wood, wood, fiber cement; and stucco
Base	
Base or Foundation	Stone, cast stone, painted concrete
Roof and Roof Elements	
Roofing	Asphalt shingles, wood shingles, standing seam metal
Rake and Eave	Composite wood, wood
Cornice	Composite wood, wood
Brackets	Composite wood, wood, fiberglass
Gutter	Metal half-round
Windows, Bay Windows, and Entry Doors	
Trim or Surround	Composite wood, wood, fiber cement
Entry Door	Wood, aluminum, fiberglass, composite
Window Frames	Wood, aluminum-clad wood, aluminum, fiberglass
Glazing	Clear glass; shall not be tinted, mirrored, or colored
Balconies	
See Subsection 13 (Balconies) for allowed materials.	
Porches	
Columns	Composite wood, wood, metal
Railing	Composite wood, wood, metal
Storefronts	
Columns	Composite wood, wood, fiberglass, metal
Storefront Base	Wood panels, brick, stone tile, fiber cement

Wood shingles shall be in compliance with the Wildland Urban Interface Code.

10-20.08.070 Main Street Classical









General note: The images above and the descriptions in Subsections 1 and 2 below are intended to provide a brief overview of the architectural style and are descriptive, not regulatory.

1. Description of Style

Main Street Classical style buildings combine influences from late 19th century Classical Revival and pre-war American main street architecture. With brick as a primary facade material, facades have a tripartite composition and often introduce ornament in a prominent cornice.

2. Typical Characteristics

- Symmetrical facade composition with proportions that imply load-bearing masonry structure
- Prominent cornice with classical detailing and parapet or pedimented roof forms
- Regular pattern of vertically proportioned openings
- Brick and stucco as primary facade materials

Elements of Main Street Classical Style – Mixed-Use Prototype

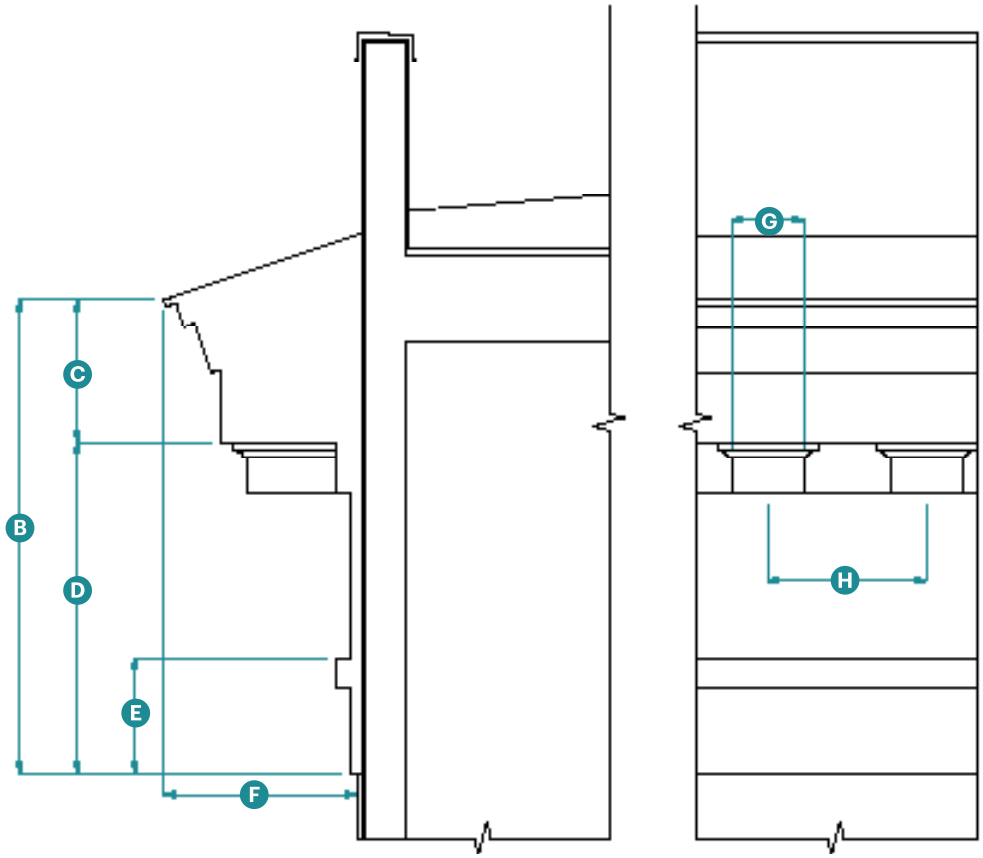
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Prototypical Building Elevation

3. Wall
No wall standards apply to this style. See Subsection 16 (Materials) for materials standards.

4. Base		
Height	1'0" min.; 2'0" max.	A



Parapet Section

Parapet Elevation

5. Building Roof

Form

Roof Type	Flat

6. Rake

Because this style does not allow sloped roofs, rake is not regulated. For wall-roof junction standards, see Subsection 8 (Parapet).

7. Eave

Because this style does not allow sloped roofs, eave is not regulated. For wall-roof junction standards, see Subsection 8 (Parapet).

8. Parapet

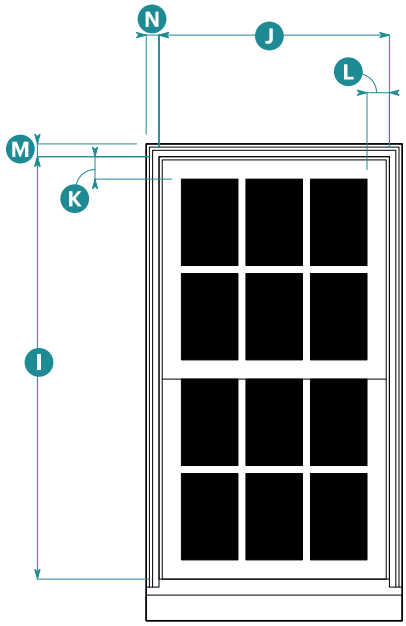
Height		
Overall	5'6" min.	B
Cornice	1'8" min.	C
Fascia		
Overall	3'6" min.	D
Lower Band	1'2" min.	E
Horizontal Projection [1]		
Overall	2'6" min.	F
Continuous cornice required on all street facing facades.		
Required Ornament		
Type	Dentils	
Width	10" min.	G
Spacing	2'0" max. on center	H
Placement	Below cornice at top of fascia	

[1] Horizontal projection includes gutter.

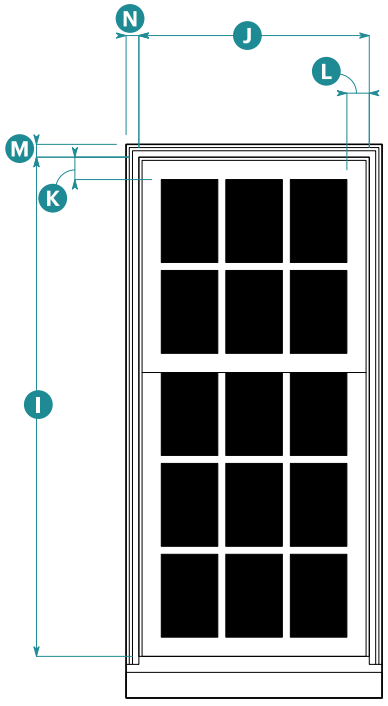
9. Windows		
Opening		
Proportion, Height (I) to Width (J) [2]		
Ground Floor	2.0 min.	
Upper Floor	1.75 min.	
Typical Sizes, Width (J) x Height (I)		
Ground Floor, Typical	3'0" x 6'6"	
Ground Floor, Picture	4'6" x 6'6"	
Upper Floor, Typical	3'0" x 5'6"	
Upper Floor, Picture	4'6" x 5'6"	
Privacy	2'0" x 4'0"	
Shape	Square	
Operation	Single Hung, Double Hung, Casement	
Window		
Glazing Divisions	6 over 9; 6 over 6	
Frame Width (Frame + Sash)		
At Rail	2.5" min. ± 1/4"	(K)
At Stile	2.5" min. ± 1/4"	(L)
Molding Widths		
Head	2" min.	(M)
Jamb	2" min.	(N)
Window Frame Recess		
Depth	2" min.	
Sill		
Depth	3" min.	
Pediment		
Allowed	Yes	

"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

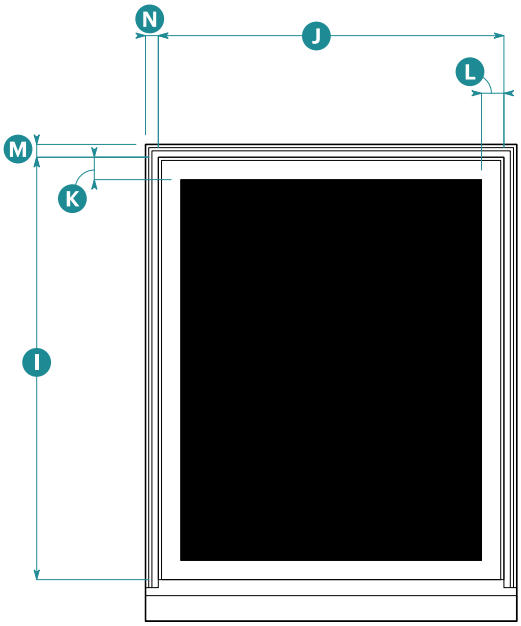
[2] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.



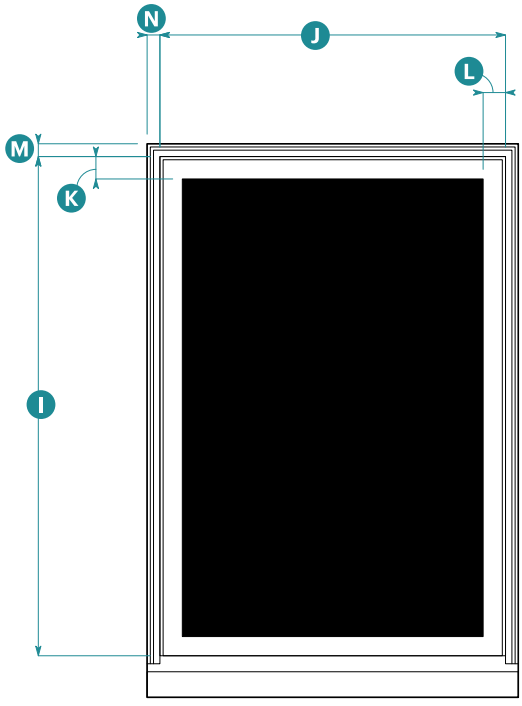
Upper Floor Typical Window Elevation
6 over 6



Ground Floor Typical Window Elevation
6 over 9



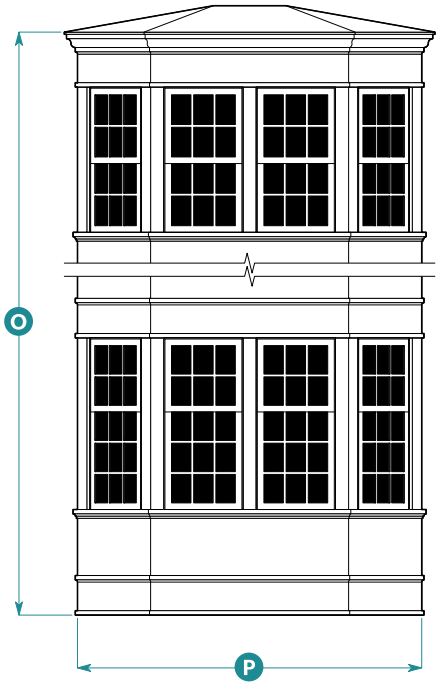
Upper Floor Picture Window Elevation



Ground Floor Picture Window Elevation



Bay Window Plan

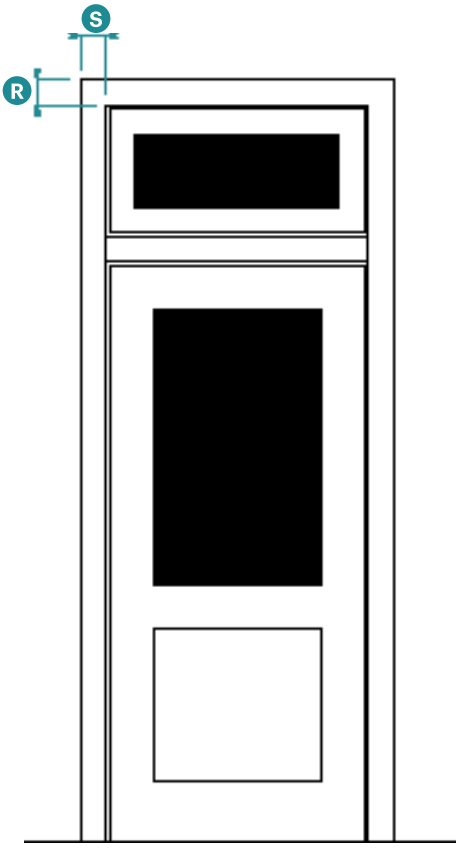


Bay Window Elevation

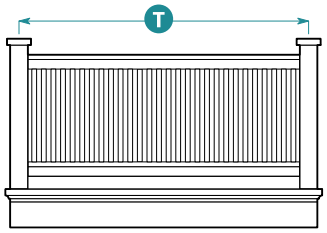
10. Bay Windows		
Form		
Type	Chamfered	
Interior Angle	30 degrees min.; 55 degrees max.	
Number of Faces	3 or 5	
Size		
Height		O
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	P
Depth	1'0" min.; 3'0" max.	Q
Cornice Types		
Cornice wraps bay.		
Bay stops below building cornice (bay has own cornice).		

10. Bay Windows (Continued)
Bay returns into building cornice (bay never projects above the building cornice).
Additional Standards
Bay depth not allowed to project beyond cornice depth.
Multi-story bay window form shall be vertically continuous.
Continuous horizontal articulation on building shall wrap bay form.

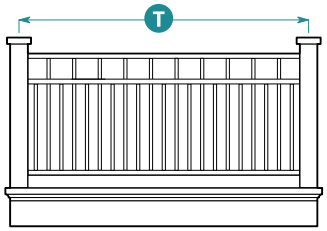
11. Dormers
Because this style does not allow sloped roofs, dormers shall not be used.



Entry Door Elevation



Type 1
Square Guardrail

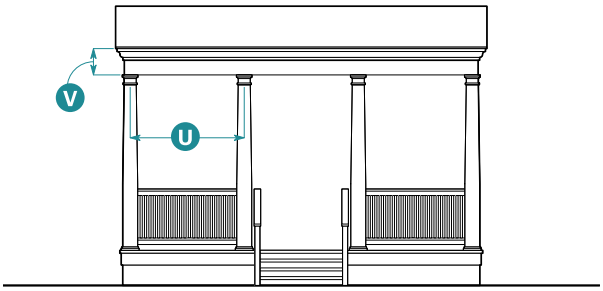


Type 2
Decorative Metal Guardrail

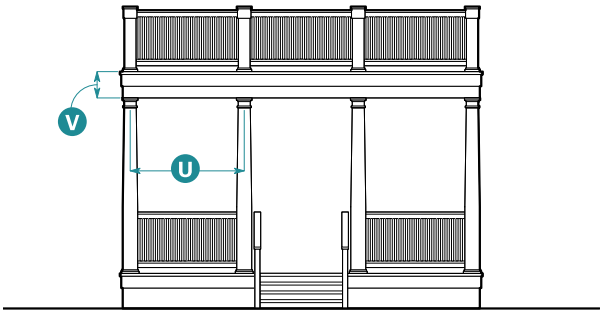
Balcony Front Elevation

12. Entry Doors		
Door		
Number of Panels	2 min.	
Surround		
Head Width	4" min.	R
Jamb Width	4" min.	S
Additional Elements		
Transom	Allowed	
Pediment	Allowed	

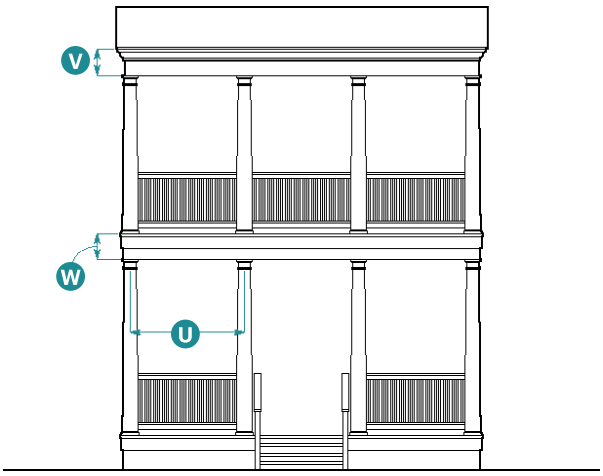
13. Balconies		
Allowed Materials		
Type 1 - Square Guardrail		
Post, Baluster, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Type 2 - Decorative Metal Guardrail		
Post, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Baluster	Metal	
Size		
Overall Balcony Width	10'0" max.	
Width Between Posts	3' min.	T



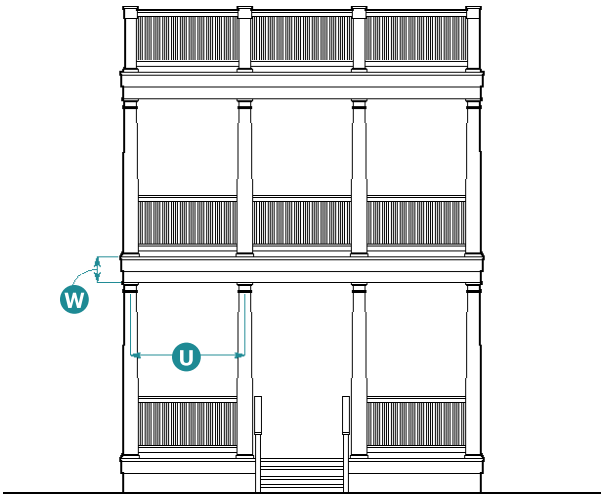
One-Story Porch



One-Story Porch with Deck Above

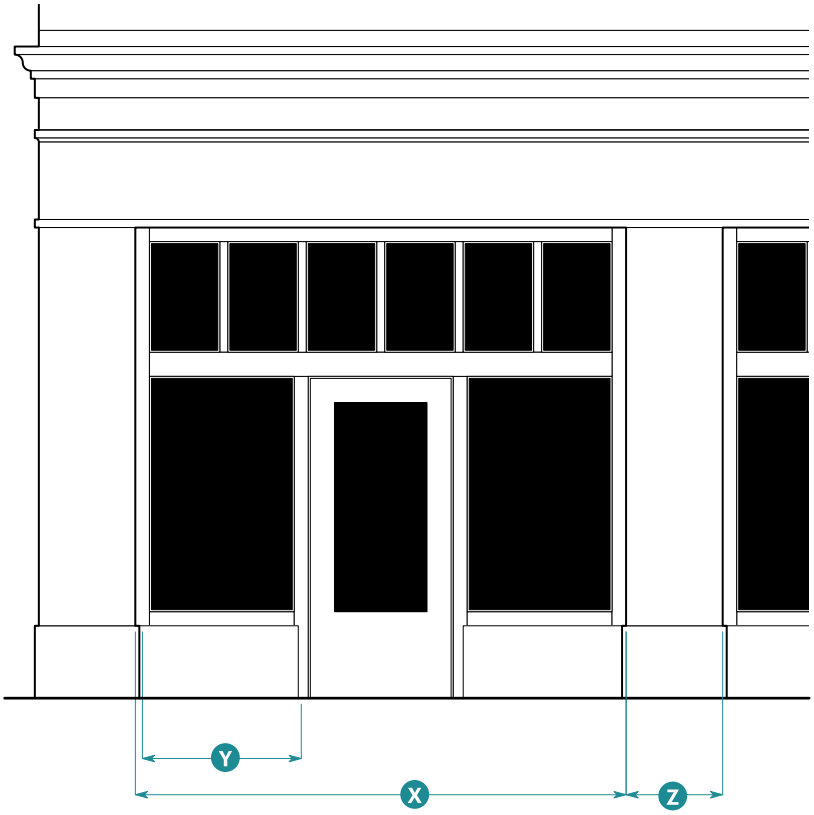


Two-Story Porch

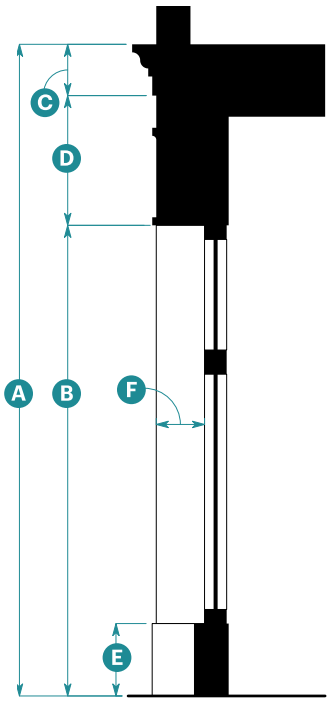


Two-Story Porch with Deck Above

14. Porches		
Columns		
Shape	Clearly defined capital, base, and shaft; shaft either turned with entasis or square stock with optional detailing	
Diameter	8" min.	
Spacing	6'6" max. on center	U
Entablature		
Height of Topmost Entablature		
Overall	1'6" min.	V
Fascia	10" min.	
Height of Floor-to-Floor Entablature		
Overall	10" min.	W



Storefront Elevation



Storefront Section

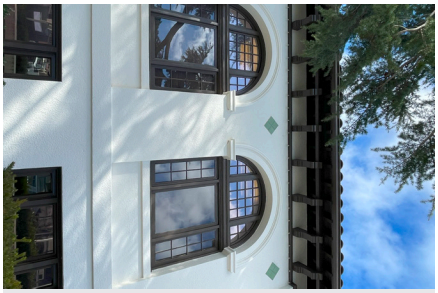
15. Storefronts		
Width		
Storefront Module	10'0" min.; 15'0" max.	X
Display Window	3'0" min.; 4'0" max.	Y
Distance Between Storefront Modules	1'6" min.; 2'6" max.	Z
Height		
Overall	13'0" min.	A
Head Height	10'0" min.	B
Cornice	10" min.	C
Signage Band	1'8" min.	D
Base	1'0" min.; 2'0" max.	E
Horizontal Recess		
Depth	6" min.; 2'0" max.	F

Base shall be continuous, unless divided by pilaster, and align with base height of building (if any).

Cornice shall be continuous.

16. Materials	
Element	**Allowed Materials**
Wall	
Wall Cladding	Brick, stucco
Base	
Base or Foundation	Brick, stone
Windows, Bay Windows, and Entry Doors	
Lintel	Stone, concrete
Entry Door	Wood, aluminum-clad wood, aluminum
Window Frames	Wood, aluminum clad wood, aluminum, fiberglass
Glazing	Clear glass; shall not be tinted, mirrored, or colored
Balconies	
See Subsection 13 (Balconies) for allowed materials.	
Porches	
Columns	Composite wood, wood, cast stone, metal
Railing	Composite wood, wood, metal
Storefronts	
Storefront	Composite wood, wood, metal
Storefront Base	Wood panels, brick, stone tile, fiber cement

10-20.08.080 Mediterranean









General note: The images above and the descriptions in Subsections 1 and 2 below are intended to provide a brief overview of the architectural style and are descriptive, not regulatory.

1. Description of Style

Mediterranean style buildings in Marin County draw from Spanish Colonial, Pueblo, and Spanish Revival influences. These buildings combine austere wall planes with punched, recessed openings for windows.

2. Typical Characteristics

- Low-pitched gabled or hipped roofs clad in red tile with open eaves
- Flat, rectilinear wall plane with vertically proportioned punched openings without trim
- Stucco as primary facade material with stucco or wood attached elements

Elements of Mediterranean Style – Multifamily Prototype

Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Prototypical Building Elevation

3. Wall

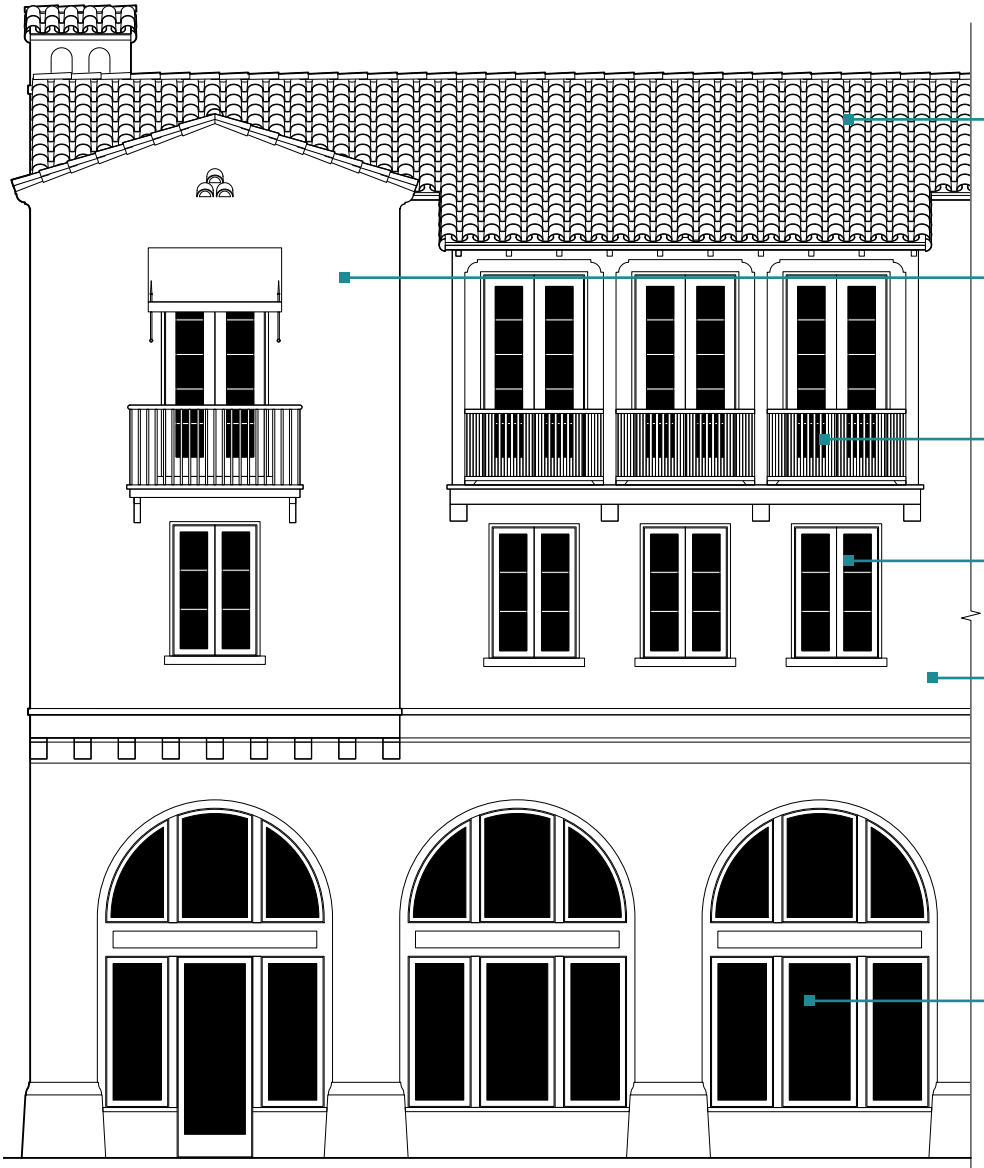
No wall standards apply to this style. See Subsection 16 (Materials) for materials standards.

4. Base

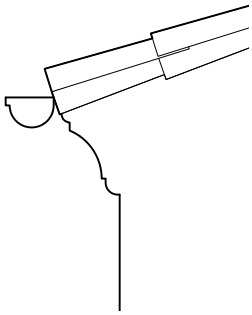
None required

Elements of Mediterranean Style – Mixed-Use Prototype

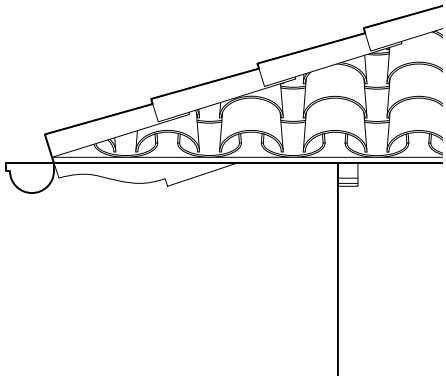
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



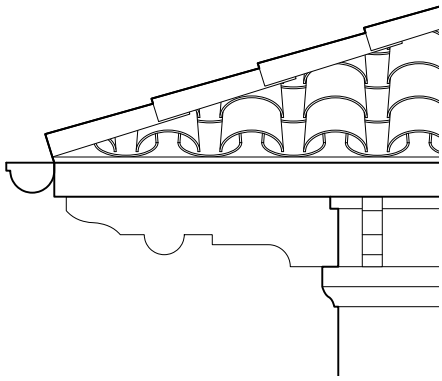
Prototypical Building Elevation



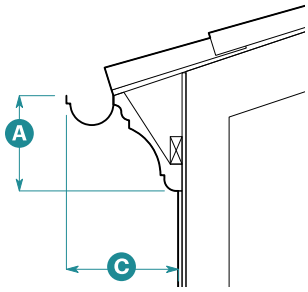
Closed Eave Elevation



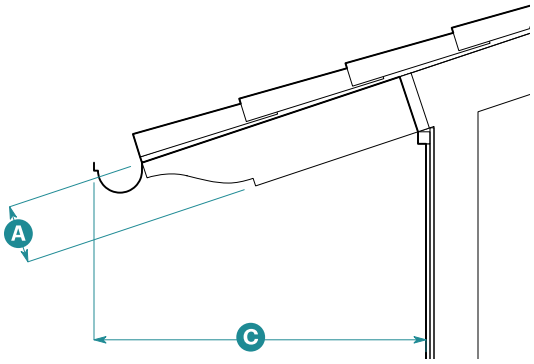
Open Eave Elevation



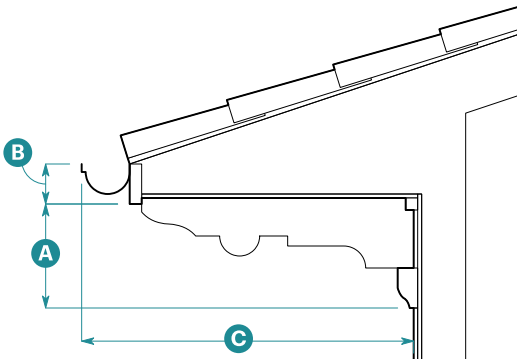
Returned Eave Elevation



Closed Eave Section



Open Eave Section



Returned Eave Section

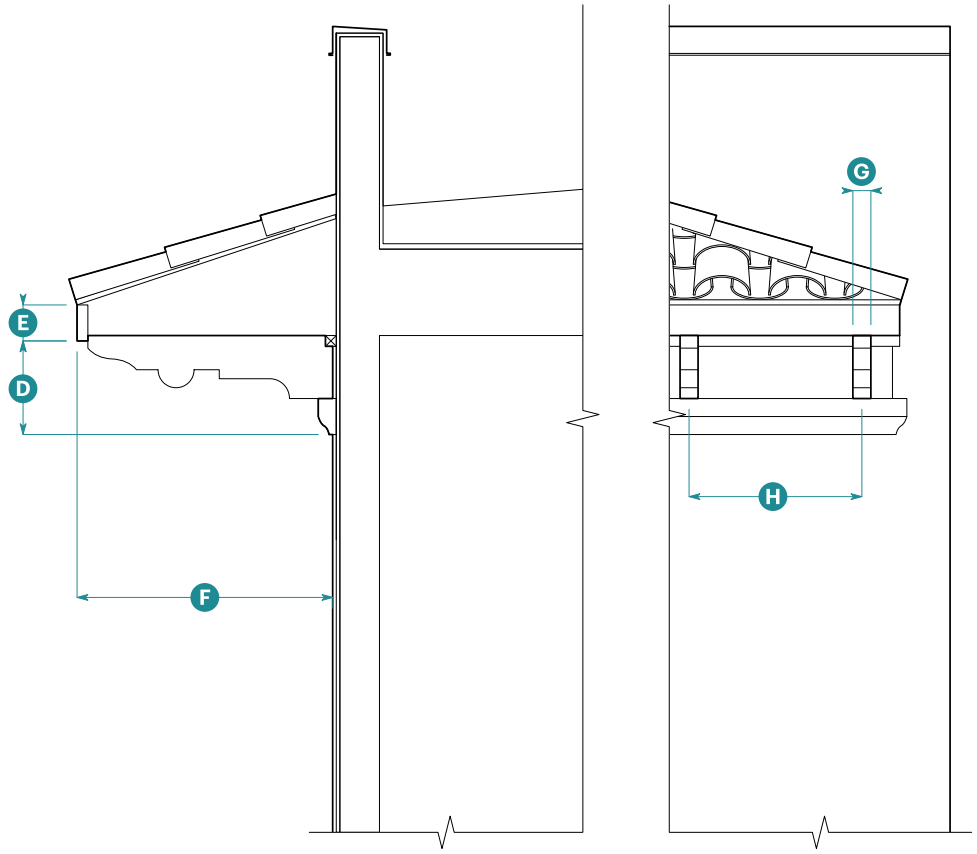
5. Building Roof		
Building Roof Standards	**Sloped Roof**	**Flat Roof**
Applicable Subsections		
Subsection 6 (Rake)	A	N/A
Subsection 7 (Eave)	A	N/A
Subsection 8 (Parapet)	N/A	A
Form		
Pitch	4:12 min.; 6:12 max.	N/A

6. Rake
No specialized rake profile

7. Eave				
Standards	**Closed**	**Open**	**Returned**	
Height				
Supporting Element	1'0" min.	8" min.	1'0" min.	A
Fascia	None	None	6" min.	B
Horizontal Projection [1]				
Overall	1'0" min.	3'0" min.	2'6" min.	C

[1] Horizontal projection includes gutter.

A = Applicable N/A = Not Applicable



Parapet Section

Parapet Elevation

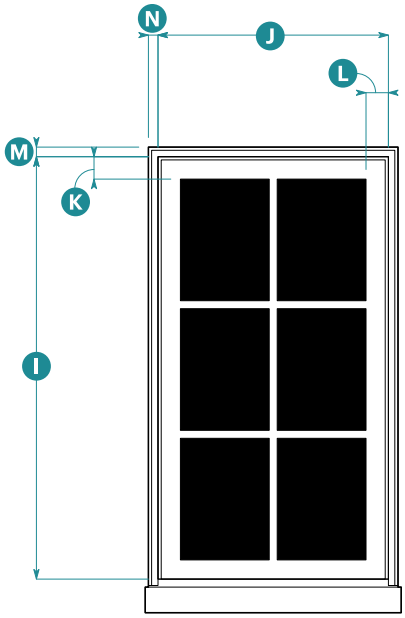
8. Parapet		
Height		
Supporting Element	1'8" min.	D
Fascia	6" min.	E
Horizontal Projection [2]		
Overall	2'0" min.	F
Continuous cornice required on all street facing facades.		
Required Ornament		
Type	Brackets	
Width	3" min.	G
Spacing	24" max. on center	H
Placement	Below fascia	

[2] Horizontal projection includes gutter.

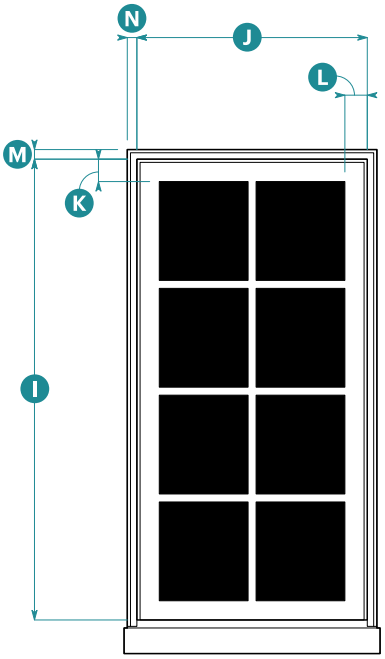
9. Windows		
Opening		
Proportion, Height (I) to Width (J) [3]		
Ground Floor	2.0 min.	
Upper Floor	1.75 min.	
Dormer	See Subsection 11 (Dormers) for standards.	
Typical Sizes, Width (J) x Height (I)		
Ground Floor, Typical	3'0" x 6'0"	
Ground Floor, Ganged	2'4" x 6'0"	
Ground Floor, Picture	4'6" x 6'0"	
Upper Floor, Typical	3'0" x 5'6"	
Upper Floor, Ganged	2'4" x 5'6"	
Upper Floor, Picture	4'6" x 5'6"	
Privacy	2'0" x 4'0"	
Shape	Square, arched	
Operation	Casement	
Window		
Glazing Divisions	6 parts or 8 parts	
Frame Width (Frame + Sash)		
At Rail	2.5" min. ± 1/4"	(K)
At Stile	2.5" min. ± 1/4"	(L)
Molding Widths		
Head	2" min.	(M)
Jamb	2" min.	(N)
Apron	None required	
Window Frame Recess		
Depth	2" min.	
Sill		
Depth	2" min.	
Pediment		
Allowed	No	
Mullions		
Mullions required between ganged windows.		

"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

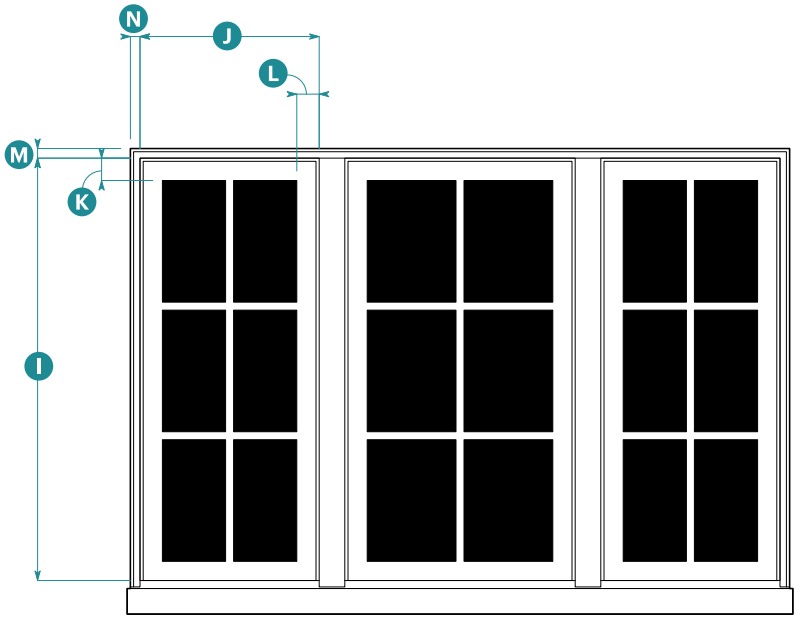
[3] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.



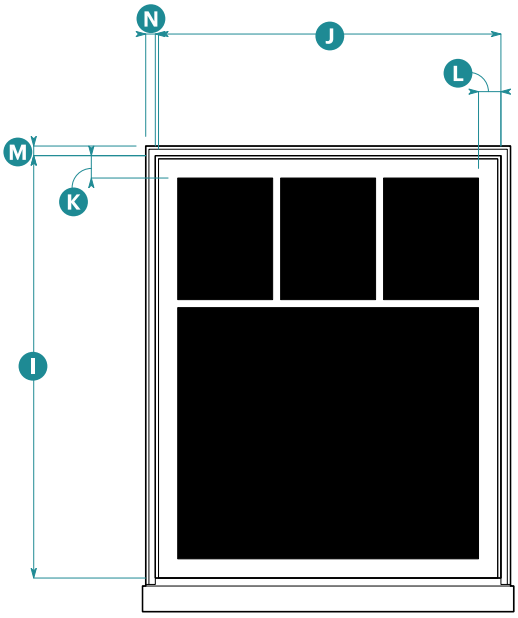
Upper Floor Typical Window Elevation
6 parts



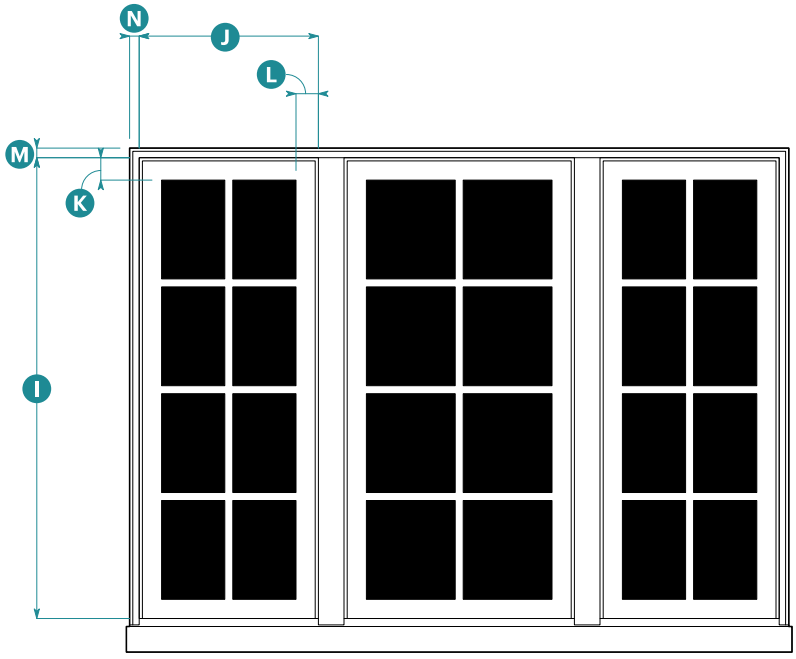
Ground Floor Typical Window Elevation
8 parts



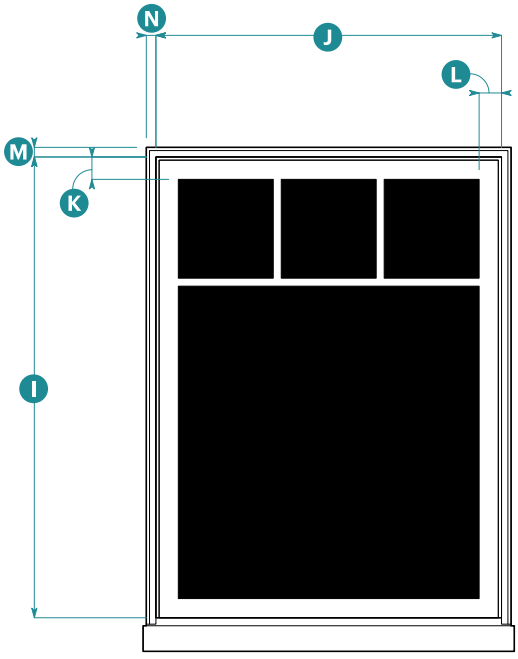
Upper Floor Ganged Window Elevation
6 parts



Upper Floor Picture Window Elevation



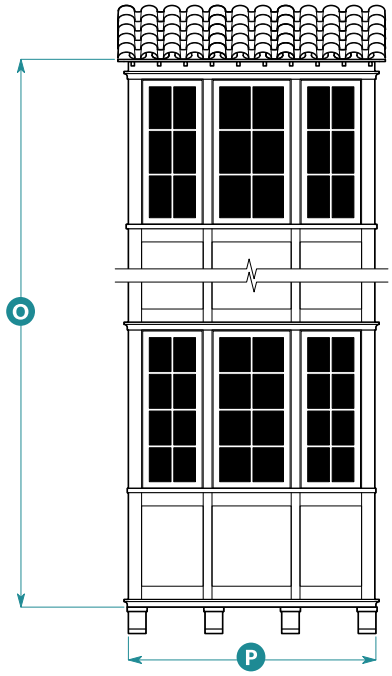
Ground Floor Ganged Window Elevation
8 parts



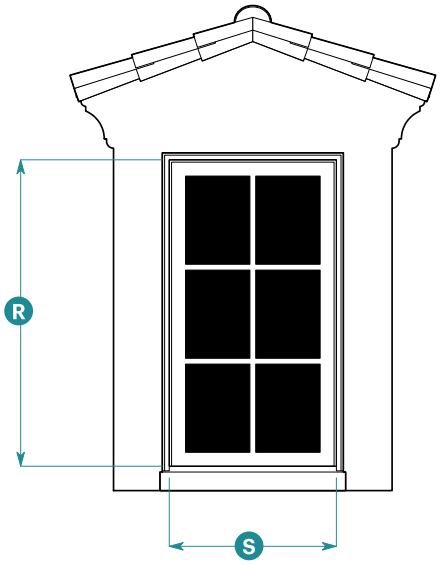
Ground Floor Picture Window Elevation



Bay Window Plan



Bay Window Elevation

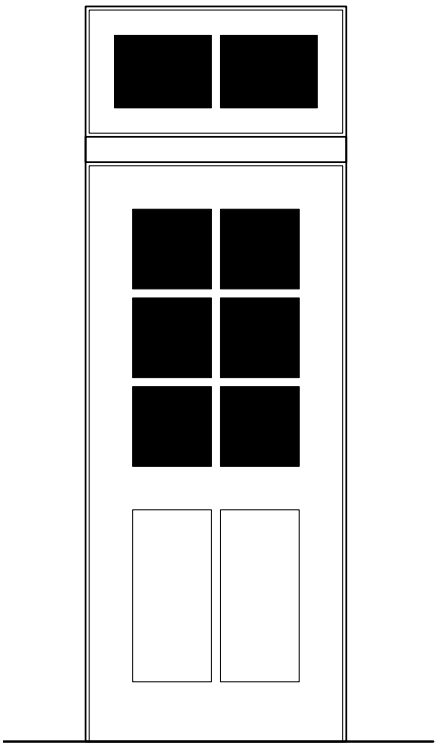


Dormer Elevation

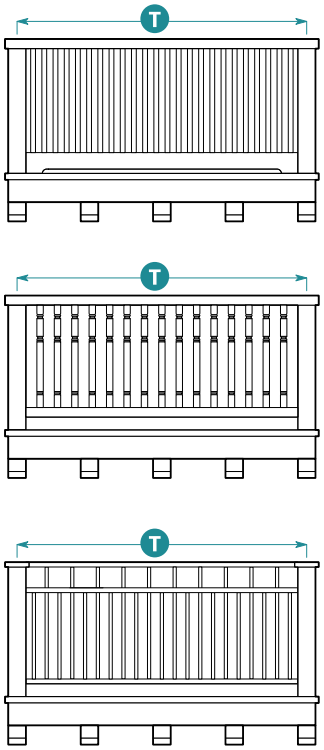
10. Bay Windows		
Form		
Type	Square	
Size		
Height		O
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	P
Depth	1'0" min.; 3'0" max.	Q
Cornice Types		
Building eave wraps bay.		
Bay stops below building eave (bay has own cornice).		
Bay returns into building eave (bay never projects above the building eave).		
Additional Standards		
Bay depth not allowed to project beyond eave depth.		

10. Bay Windows (Continued)
Multi-story bay window form shall be vertically continuous.
Continuous horizontal articulation on building shall wrap bay form.
Corner bay may be turned on side to be rotated 45 degrees from building corner.

11. Dormers		
Roof Form		
Type	Gable	
Pitch	4:12 min.; 8:12 max.	
Window		
Proportion, Height R to Width S	1.75 min.	
Width	3'0" min.	S
Pediment		
Allowed	No	
Dormers allowed for buildings with half stories.		
See Subsections 6 (Rake), 7 (Eave), and 9 (Windows) for additional standards.		



Entry Door Elevation



Type 1
Square Guardrail

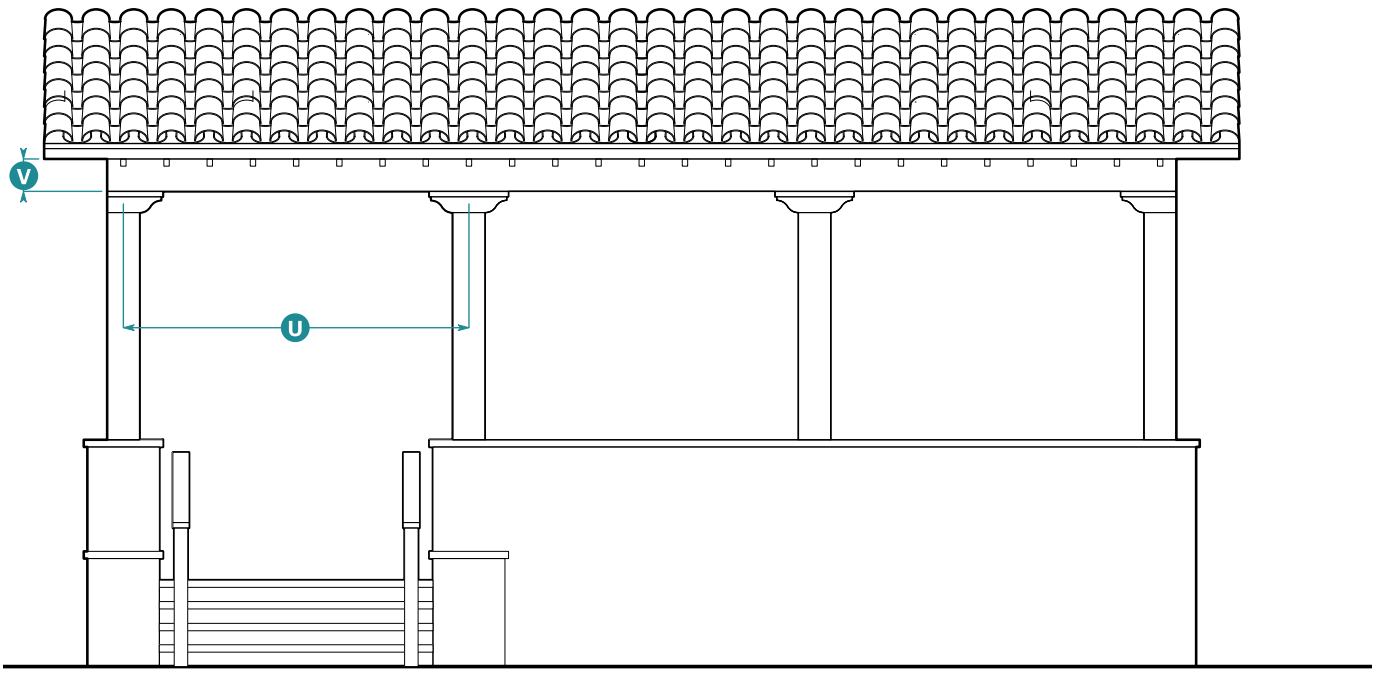
Type 2
Turned Guardrail

Type 3
Decorative Metal Guardrail

Balcony Front Elevation

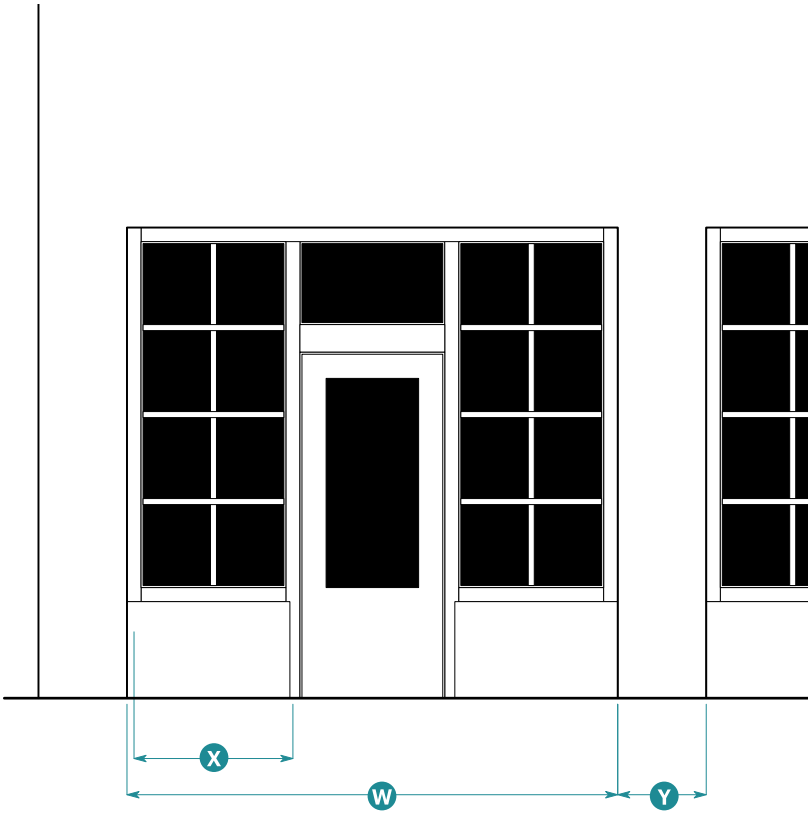
12. Entry Doors	
Door	
Number of Panels	2 min.
Surround	
None required	
Additional Elements	
Transom	Allowed
Pediment	Not Allowed

13. Balconies		
Allowed Materials		
Type 1 - Square Guardrail		
Post, Baluster, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Type 2 - Turned Guardrail		
Post, Baluster, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Type 3 - Decorative Metal Guardrail		
Post, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Baluster	Metal	
Size		
Overall Balcony Width	10'0" max.	
Width Between Posts	3' min.	T

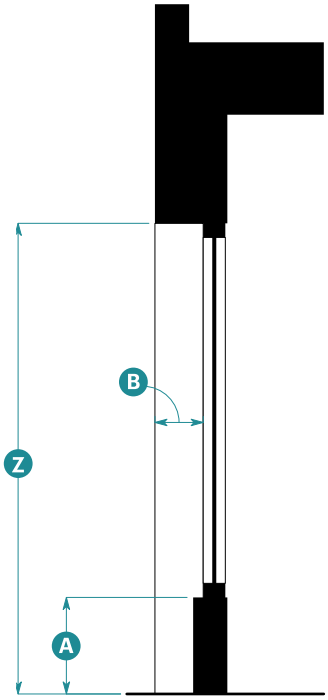


Porch Elevation

14. Porches		
Columns		
Shape	Square or round, with capitals or brackets	
Diameter	8" min.	
Spacing	9'0" max. on center	U
Entablature		
Overall	10" min.	V



Storefront Elevation



Storefront Section

15. Storefronts		
Width		
Storefront Module	10'0" min.; 15'0" max.	W
Display Window	3'0" min.; 4'0" max.	X
Distance Between Storefront Modules	1'6" min.; 2'6" max.	Y
Height		
Head Height	11'0" min.	Z
Cornice	None	
Signage Band	None	
Base	1'0" min.; 2'0" max.	A
Horizontal Recess		
Depth	6" min.; 9" max.	B

Base shall be continuous, unless divided by pilaster, and align with base height of building (if any).

16. Materials	
Element	**Allowed Materials**
Wall	
Wall Cladding	Stucco
Roof and Roof Elements	
Roofing	Terracotta clay barrel tiles
Rake and Eave	Wood, composite wood, stucco
Cornice	Wood, composite wood, stucco
Brackets	Composite wood, wood, or fiberglass
Gutter	Metal half-round
Windows, Bay Windows, and Entry Doors	
Entry Door	Wood, aluminum, fiberglass, composite
Window Frames	Wood, aluminum-clad wood, aluminum, fiberglass
Sill	Stucco, cast stone
Glazing	Clear glass; shall not be tinted, mirrored, or colored
Balconies	
See Subsection 13 (Balconies) for allowed materials.	
Porches	
Columns	Composite wood, wood, fiberglass, metal
Railing	Wood, wrought iron
Storefronts	
Storefront	Composite wood, wood, metal
Storefront Base	Stucco, tile

Article 9: Specific to Signage Types

Sections:

10-20.09.010 Signage Standards

10-20.09.010 Signage Standards

All signage shall comply with the standards in Title 10, Chapter 9 (Signs).

This page intentionally left blank

Article 10: Specific to Large Sites

Sections:

10-20.10.010 Purpose
10-20.10.020 General to Walkable Community Design
10-20.10.030 Walkable Neighborhood Plan
10-20.10.040 General to Civic Space

10-20.10.010 Purpose

This Article establishes standards to create walkable neighborhoods.

1. Development subject to this Article is required to create and reinforce walkable neighborhoods with a mix of housing, civic, retail, and service uses within a compact, walkable, and transit-friendly environment.
2. Developments in compliance with this Section shall achieve the following goals:
    A. Improve the built environment and human habitat;
    B. Promote development patterns that support safe, effective, and multi-modal transportation options, including auto, pedestrian, bicycle, and transit;
    C. Reduce vehicle traffic and support transit by providing for a mixture of land uses, highly interconnected block and street network, and compact community form;
    D. Generate or reinforce neighborhoods with a variety of housing types to serve the needs of a diverse population;
    E. Promote the health benefits of walkable environments;
    F. Generate pedestrian-oriented and scaled neighborhoods where the automobile is accommodated but does not dominate the streetscapes;
    G. Reinforce the unique identity of the Town and build upon the local context, climate, and history;
    H. Realize development based on the patterns of existing walkable neighborhoods; and
    I. Design that suits specific topographical, environmental, development site layout, and design constraints unique to the development site.

10-20.10.020 General to Walkable Community Design

1. Developments of at least three acres or at least 700 feet long or deep shall be designed per the following standards:

   A. Developments of three acres or less, see Figure 1 [Walkable Neighborhood Plan Design Process Overview for Large Sites (1 to three acres)]; or

   B. Developments over three acres, see Figure 2 [Walkable Neighborhood Plan Design Process Overview for Large Sites (Over three acres)]; and

   C. **Walkable Neighborhood Plan (WNP).** Proposed development is required to include a Walkable Neighborhood Plan (WNP) in compliance with this Subsection that identifies the proposed and existing blocks, civic and open spaces, and streets within 1,500 linear feet of the proposed development. WNPs shall include the information required in Section 10-20.10.030 (Walkable Neighborhood Plan).

2. **Civic Space Required**

   A. Civic space shall be provided in compliance with Section 10-20.10.040 (General to Civic Space).

   B. A minimum of 10 percent of the total development area, after subtracting street right-of ways, is required.

3. **Streets.** Streets are to be applied to create walkable neighborhoods with redundant routes for vehicular, bicycle, and pedestrian circulation.

   A. New streets are required to meet the standards in Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges), including maximum slope.

   B. Required streets, indicated on the Zone Map or a Site Development Regulating Plan may be adjusted from their identified location by up to 100 feet in either direction.

   C. The WNP shall identify the proposed street and block network.

   D. Streets that pass from one zone to another may transition in their streetscape along the street's edges. For example, while a street within a more intense zone (e.g., MS.S) with retail shops may have wide sidewalks with trees in grates, it may transition to a narrower sidewalk with a planting strip within a less intense zone (e.g., N.S) with lower intensity residential building types.

4. **Alleys**

   A. Existing alleys may be removed if street access is provided to the development sites on those blocks in compliance with the access standards of the zone.

   B. Alleys may be added in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges) and in compliance with Table A (Block Size Standards).

   C. Development sites adjoining an alley and/or with a slope greater than six percent may be reduced in depth by up to 10 feet of the required depth. Rear setbacks may be reduced as allowed by Section 10-20.11.030 (Adjustment to Standards). Front setbacks shall not be reduced.

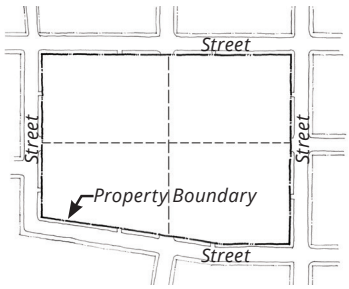
5. **External Connectivity**

   A. The arrangement of streets shall provide for the alignment and continuation of existing or proposed streets into adjoining lands where the adjoining lands are undeveloped and intended for future development, or where the adjoining lands are undeveloped and include opportunities for such connections.

Figure 10-20.10.020.1: Walkable Neighborhood Plan Design Process Overview for Large Sites (One to Three Acres)

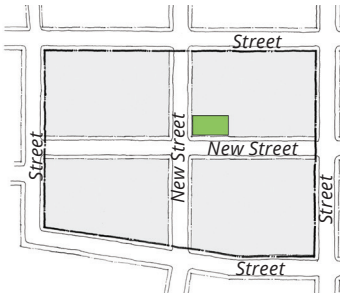
1 Blocks

Divide development area to create smaller blocks and a network of interconnected streets, see Table A (Block Size Standards).



2 Streets/Civic Space

A. Introduce new streets in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).
B. Identify at least 10% of the development area as new civic space. 10% is calculated after subtracting street ROWs.



3 Alleys

If rear vehicular access is preferred, introduce alleys to provide access to development sites and maintain a continuous streetscape without the interruption of driveways.



4 Zones

Apply zones to implement the intended physical character in compliance with Subsection 10-20.10.020.7.



Neighborhood.Small
Neighborhood.Medium
Main Street.Small

5 Development Sites

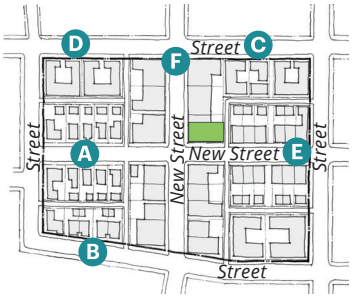
For each block, select at least two building types from the allowable building types in Subsection 3 of each zone and introduce development sites[1] within each block based on the required development site width and depth.



[1] Development site lines may be permanently recorded by the applicant.

6 Buildings

Show the different building types in each block, and identify the selected frontage types for each development site. See Subsection 8 of each zone and check Section 10-20.10.030 (Walkable Neighborhood Plan) for all standards.



A House
B Duplex
C Multiplex
D Neighborhood Courtyard
E Neighborhood Townhouse
F Main Street Building

Figure 10-20.10.020.2: Walkable Neighborhood Plan Design Process Overview for Large Sites (Over Three Acres)

1 Blocks

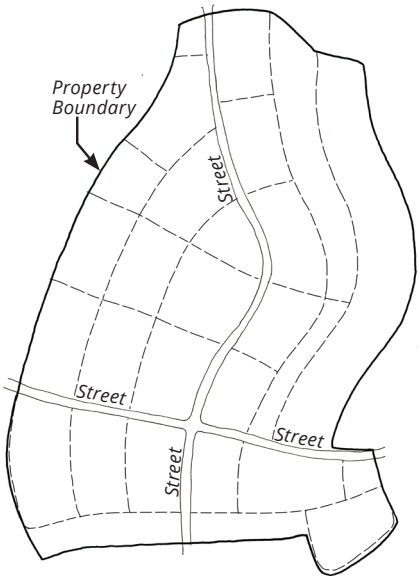
Divide development area to create smaller blocks and a network of interconnected streets, see Table A (Block Size Standards).

2 Streets/Civic Space

A. Introduce new streets in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).
B. Identify at least 10% of the development area as new civic space. 10% is calculated after subtracting street ROWs.

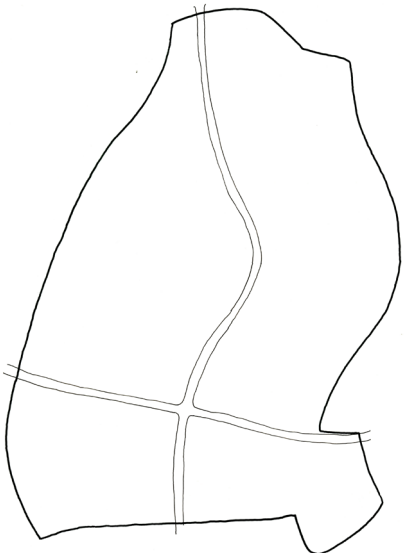
3 Alleys

If rear vehicular access is preferred, introduce alleys to provide access to development sites and maintain a continuous streetscape without the interruption of driveways.









Existing Site

Development area with existing streets and superblocks

Figure 10-20.10.020.2: Walkable Neighborhood Plan Design Process Overview for Large Sites (Over Three Acres) (Continued)

4 Zones

Apply zones to implement the intended physical character, in compliance with Subsection 10-20.10.020.7.

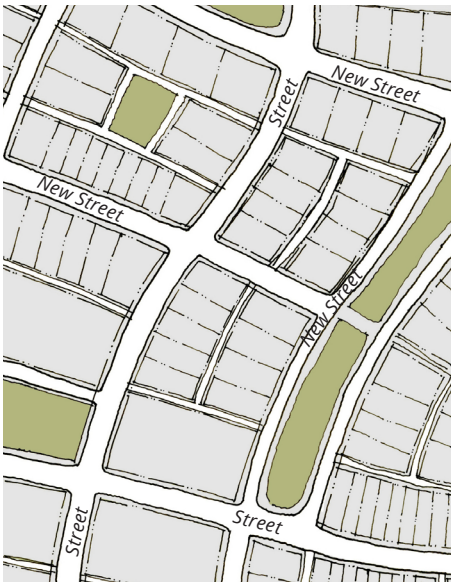
5 Development Sites

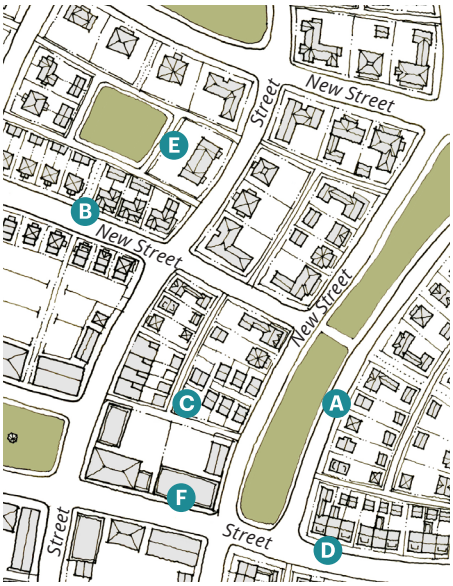
For each block, select at least two building types from the allowable building types in Subsection 3 of each zone and introduce development sites[1] within each block based on the required development site width and depth.

6 Buildings

Show the different building types in each block, and identify the selected frontage types for each development site. See Subsection 8 of each zone and check Section 10-20.10.030 (Walkable Neighborhood Plan) for all standards.







Neighborhood.Small
Neighborhood.Medium
Main Street.Small

[1] *Development site lines may be permanently recorded by the applicant.*

A *House*
B *Duplex*
C *Cottage Court*
D *Neighborhood Townhouse*
E *Multiplex*
F *Main Street Building*

B. Street rights-of-way shall be extended to or along adjoining property boundaries to provide a roadway connection or street stub for development, in compliance with Table A (Block Size Standards), for each direction (north, south, east, and west) in which development abuts vacant land.

C. Right-of-way stubs shall be identified and include a notation that all stubs are to connect with future streets on adjoining property and be designed to transition in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).

D. New dead-end streets and cul-de-sacs are not allowed, except when the grade of the new street exceeds 15 percent.

6. **Block Size** (New Blocks and Blocks to be Modified)

A. Individual block lengths and the total block perimeter shall be in compliance with the standards in Table A (Block Size Standards).

B. If a block contains multiple zones, the most intense zone is to be used to establish the standards for block size.

C. Blocks shall be a minimum width to result in two halves of developable development sites in compliance with the development site depth standards for the allowed building types in the zone. A single half is allowed when adjoining an existing half-block.

D. Blocks shall be designed so that new streets and building sites conform with Section 10-20.04.050 (Slope Standards).

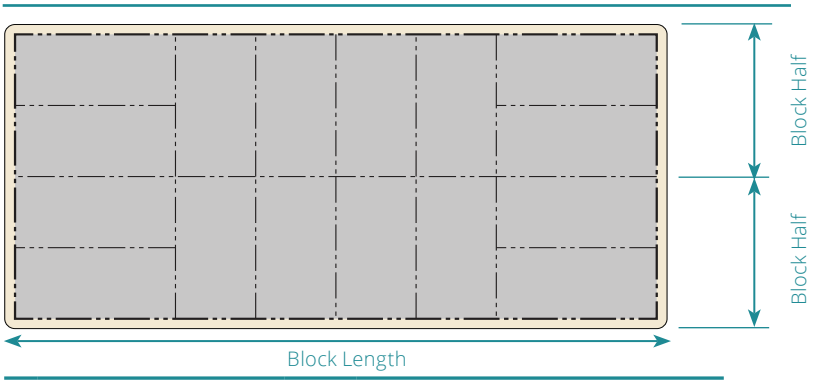
E. Blocks may be uniquely shaped in compliance with the standards in Table A (Block Size Standards), and the allowed adjustments in Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less Than 6% Slope) and Table 11.030.B (Adjustments to Standards for Development Sites Over 6% Slope).

Table 10-20.10.020.A: Block Size Standards

Zone	Length	Passage Required[1]	Perimeter Length
N.S	600' max.	Yes	2,000' max.
N.M	600' max.	Yes	2,000' max.
MS.S	600' max.	Yes	2,000' max.

[1] In compliance with the standards for a Passage in Subsection 10-20.10.040.13 (Passage)

Figure 10-20.10.020.3 Block Size



7. **Stormwater Management**

A. **Integrated Design**

(1) Stormwater management is required through a system that is integral to the streetscapes and/or the civic and open space(s) in the development.

(2) The WNP shall identify the area(s) being proposed for managing stormwater. These areas are required to be a combination of the following:

(a) Swale within a planted median;

(b) Swale within a continuous tree planter adjacent to the travel lane;

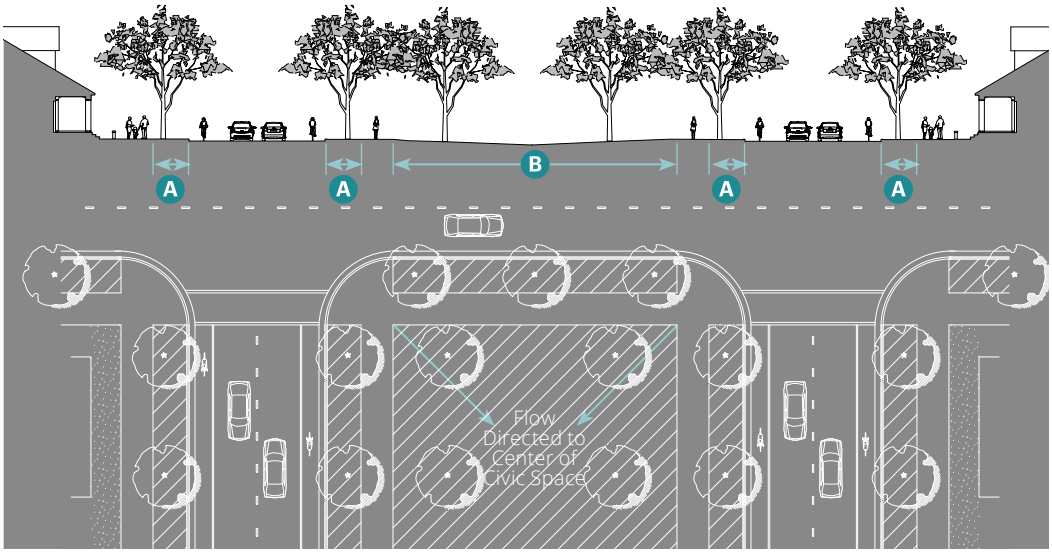
(c) Pond or other water body; and/or

(d) Areas within an allowed civic space type.

(3) The area(s) used for stormwater management is to be designed for both seasonal temporary on-site retention of stormwater and as public open space for the neighborhood(s) accessible to the public.

(4) The stormwater management area(s) may connect with those of adjacent development(s).

Figure 10-20.10.020.4 Stormwater Management Diagram



Potential Area for Stormwater Management

A Planted Swale

B Civic Space Graded to also Accommodate Stormwater

8. **Applying Zones**

A. **Allocation of Zones.** The WNP shall map the proposed zones on the proposed blocks and any existing blocks in the development in compliance with the following:

(1) Sites less than three acres are required to apply one zone, using only the zones established in Article 3 (Zones); or

(2) Sites greater than three acres and up to 20 acres shall apply at least two zones using only the zones established in Article 3 (Zones); or

(3) Sites over 20 acres shall apply zones in compliance with the allocation mix standards in Table B (Required Allocation Mix of Zones).

B. **Organization of Zones.** Zones shall be organized and mapped in a manner that responds appropriately to the various development site conditions. When applying or amending zone boundaries, more intense zones (i.e., MS.S) shall be organized around a neighborhood main street, civic or open space, transit stop, or civic building locations suitable for greater intensities. These areas shall not be located on slopes greater than six percent.

C. **Transition between Zones.** Transitions between zones shall occur within the block or across alleys along the adjacent prevailing slope.

Table 10-20.10.020.B: Required Allocation Mix of Zones

Zone	Minimum % of Land[1]	Maximum % of Land[1]
Walkable Development	**Total to not exceed 100%**	
N.S	10%	40%
N.M	25%	40%
MS.S	None	25%
Walkable Development within 1,500 feet of transit stop[2]	**Total to not exceed 100%**	
N.S	30%	50%
N.M	40%	70%
MS.S	None	30%

[1] Net area after subtracting rights-of-way for streets and open/civic space

[2] A high-frequency transit stop with approximately 15-minutes between arriving buses

10-20.10.030 Walkable Neighborhood Plan

1. **Walkable Neighborhood Plan (WNP) Standards**

   A. **Organization.** Each WNP is required to:

      (1) Identify the zone(s), civic space(s), street and block network, as allowed to be adjusted by Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less than 6% Slope) and Table 10-20.11.030.B (Adjustments to Standards for Development Sites Over 6% Slope); and

      (2) Be in compliance with the design standards of Section 10-20.10.020 (General to Walkable Community Design).

2. **Required Content**

   A. **General.** Each WNP shall include the following information:

      (1) Boundaries of the proposed development;

      (2) Existing and proposed blocks within 1,500 linear feet of the development boundaries;

      (3) Open space not to be developed (if any);

      (4) Civic space, in compliance with Section 10-20.10.040 (General to Civic Space); and

      (5) Mapping of proposed zones in compliance with Subsection 10-20.10.020.8 (Applying Zones).

   B. **Illustrative Site Plan**

      (1) The proposed physical character of the WNP shall be identified on an Illustrative Plan showing, in plan view, the proposed building types and private frontage types on each block and the proposed public frontage types showing proposed trees and landscaping along streets and in civic space types.

      (2) As individual needs of a development may change over time, the building types specified in the WNP may be substituted with other building types allowed by the zone in compliance with the zone standards.

3. **Required Mix of Building Types and Private Frontage Types**

   A. The WNP shall maintain a mix of at least two different building types and two different private frontage types within each block, using only the types allowed in the zone(s).

   B. The WNP shall maintain a mix of at least two different architectural styles within each block.

   C. The WNP shall show dimensioned block depths for both halves of each block to demonstrate compliance with the minimum development site depth required for the building types in each zone.

   D. The applicant may choose to show the shortest minimum development site depth allowed in each zone with an acknowledgement that the selected depth may not accommodate the full range of building types allowed by the zone.

10-20.10.040 General to Civic Space

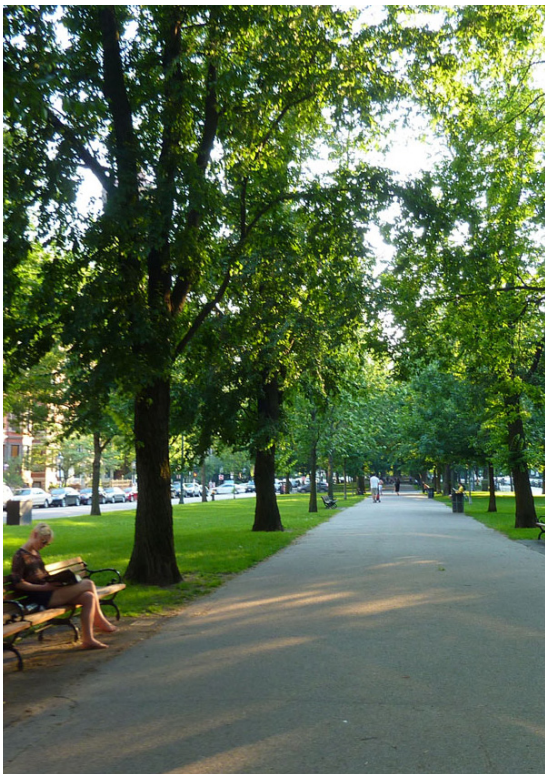
1. The WNP shall identify open spaces and civic space types in compliance with the following standards and the standards of Table A (Civic Space Types Overview).
2. When hillsides are within the development, the hillside ridge(s) shall be the location for civic and open space.
3. Required civic and open space identified on the Zone Map or Site Development Regulating Plan may be adjusted from its identified location by up to 100 feet in any direction.
4. Public access and visibility is required along public parks, natural open spaces, and civic uses, including creeks and drainages and stormwater management areas, and shall be fronted by:
    A. Single-loaded frontage streets (those with development on one side and open space on the other);
    B. Bike and pedestrian paths; or
    C. Other methods of frontage that provide similar access and visibility to the open space allowed in the zone. Such access may be provided through public easements or other similar methods.
5. **Amount of Civic Space Required.** As required by Subsection 10-20.10.020.2, development of development sites are required to set aside a minimum area of the development site as civic space. One or more civic spaces may be used to meet the required area.
6. **Building Frontage Along or Adjacent to a Civic Space.** The facades on building development sites attached to or across a street from a civic space shall be designed as a "front" on to the civic space, in compliance with Subsection 5 and Subsection 8 of the zone.
7. **Civic Space Types Overview.** This Subsection identifies the allowed civic space types and standards for improvements to existing civic spaces and for construction of new civic spaces. For each civic space type, Subsection 1 and Subsection 3 are regulatory, and Subsection 2 and Subsection 4 are non-regulatory. Allowed civic space types are identified in Table A (Civic Space Types Overview).

Table 10-20.10.040.A: Civic Space Types Overview

		Zones		
	Specific Standards	**N.S**	**N.M**	**MS.S**
Greenway	10-20.10.040.8	P	P	X
Green	10-20.10.040.9	P	P	X
Plaza	10-20.10.040.10	X	X	P
Playground	10-20.10.040.11	P	P	P
Community Garden	10-20.10.040.12	P	P	P
Passage	10-20.10.040.13	P	P	P

P = Allowed X = Not Allowed

8. Greenway







1. Description
A multiple-block long linear space for community gathering and strolling for nearby residents and employees, defined by a tree-lined street on at least one side, sometimes forming a one-way couplet on its flanks and by the fronting buildings across the street. Greenways serve an important role as a green connector between destinations.

2. General Character
Formal or informal dominated by landscaping and trees with integral stormwater management capacity
Hardscape path
Spatially defined by tree-lined streets and adjacent buildings

3. Size and Location	
Size	2 continuous blocks in length, min.
Width	60' min.
Shall front at least one street	

4. Typical Uses
Uses as allowed by the zone

9. Green







1. Description
A large space available for unstructured and limited amounts of structured recreation.
2. General Character
Formal or informal with integral stormwater management capacity
Primarily planted areas with paths to and between recreation areas and civic buildings
Spatially defined by tree-lined streets and adjacent buildings
3. Size and Location
Size 300' x 300' min.
Street required on at least one side of the Green.
Facades on development sites attached to or across a street shall "front" on to the Green.
4. Typical Uses
Uses as allowed by the zone

10. **Plaza**







1. Description
A community-wide focal point primarily for civic purposes and commercial activities.
2. General Character
Formal, urban
Hardscaped and planted areas in formal patterns
Spatially defined by buildings and tree-lined streets
3. Size and Location
Size 50' x 50' min.
Street required one of the Plaza's sides.
Facades on development sites attached to or across a street shall "front" on to the Plaza.
4. Typical Uses
Uses as allowed by the zone

11. Playground







1. Description

A small-scale space designed and equipped for the recreation of children. These spaces serve as quiet, places protected from the street and in locations where children do not have to cross any major streets. An open shelter, play structure(s), or interactive art and fountain(s) may be included. Playgrounds may be included within all other civic space types except Community Garden.

2. General Character

Play structure(s), interactive art, and/or fountain(s)

Shade and seating provided

May be fenced

Spatially defined by trees

3. Size and Location

Size	40' x 60' min.

4. Typical Uses

Uses as allowed by the zone

12. **Community Garden**



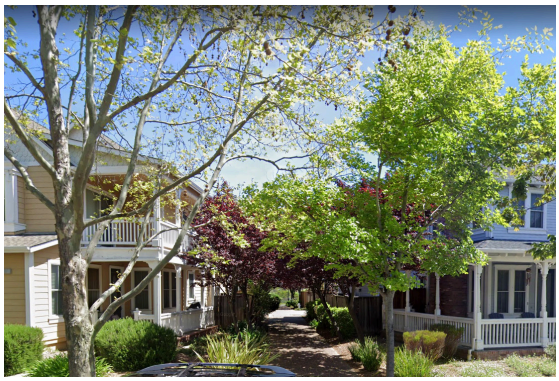




1. Description
A small-scale space designed as a grouping of garden plots available for small-scale cultivation. Community gardens may be fenced and may include a small accessory structure for storage. Community Gardens may be included within all other civic space types except Playgrounds.
2. General Character
Informal or Formal, urban
Combination of planted areas and hardscape
Spatially defined by building frontages and adjacent street trees
Walkways along edges or across space
3. Size and Location
Size No minimum; within any development site as allowed by the zone
4. Typical Uses
Uses as allowed by the zone

13. **Passage**







1. Description
A pedestrian pathway that extends from the public sidewalk into a civic space and/or across the block to another public sidewalk. The pathway is lined by non-residential shopfronts and/or residential ground floors and pedestrian entries as required by the zone.
2. General Character
Formal, urban
No accessory structure(s)
Primarily hardscape with landscape accents
Spatially defined by building frontages
Trees and shrubs in containers and/or planters
3. Size and Location
Size 20' min. clear width between or through buildings
Ground floor facades shall be in compliance with facade zone in Subsection 5 and frontages allowed in Subsection 8 of the zone.
Dooryards, porches, patios, and sidewalk dining shall not encroach into the minimum required width.
4. Typical Uses
Uses as allowed by the zone

This page intentionally left blank

Article 11: Administration

Sections:

10-20.11.010 Purpose
10-20.11.020 Procedures
10-20.11.030 Adjustments to Standards

10-20.11.010 Purpose

This Article is intended to establish procedures for applications eligible for streamlined review consistent with State law (i.e., SB 35) and for reviewing applications under the Housing Accountability Act (HAA). The Town is responding to State mandates and including application procedures in the FBC that are compliant with State law but reflect the unique conditions and procedures within the Town. The intent of SB 35 and the HAA is to facilitate and expedite the construction of housing through the application of objective standards and, with SB 35, ministerial and streamlined approval procedures. These procedures shall be used in conjunction with the objective standards contained in this FBC as applicable.

10-20.11.020 Procedures

1. **Procedures for Applications Filed Under** SB 35

   A. **Applicability**

      (1) This Section applies to housing development projects applying for approval under Government Code §65913.4 and replaces the Town's procedures for reviewing discretionary applications.

      (2) This Section shall remain in effect for the same period as SB 35 provisions contained in Government Code §65913.4. Unless SB 35 provisions are extended by the State Legislature, this Section shall remain in effect only until January 1, 2026, and as of that date is repealed.

      (3) The California Environmental Quality Act (CEQA) does not apply to projects eligible under SB 35.

      (4) The Department of Housing and Community Development is charged with developing guidelines for implementing SB 35. These procedures may change if required by changes in those guidelines or in Government Code §65913.4.

B. **Definitions.** Terms defined in Government Code §65913.4 shall apply to this Section and shall control in the event of a conflict between definitions in this FBC and definitions in Government Code §65913.4.

C. **Application Filing**

(1) **Preliminary Application Filing**. An applicant shall file a notice of intent to submit an SB 35 application in the form of a preliminary application consistent with Government Code §65941.1.

(a) **Form**. A preliminary application shall be filed on a form provided by the Town with the required fee. If the Town has not prepared a form, a preliminary application shall be filed on the standardized form adopted by the California Department of Housing and Community Development.

(b) **Timeline**. Within 180 calendar days after submitting a preliminary application, an applicant shall submit a full SB 35 application, provided scoping consultation has concluded consistent with Subsection (c), below.

(c) **Scoping Consultation**

i. Upon receipt of the preliminary application, the Town shall contact the Native American Heritage Commission for assistance in identifying any California Native American tribe that should be noticed. The Town shall provide a formal notice of the applicant's intent to submit a full application to each required California Native American tribe within 30 days of preliminary application submittal. The formal notice shall be consistent with Government Code §65913.4(b).

ii. If, within 30 days of receipt of the formal notice, any California Native American tribe that was formally noticed accepts the invitation to engage in scoping consultation, the Town shall commence scoping consultation within 30 days of receiving that response.

iii. Scoping consultation shall be conducted consistent with Government Code §65913.4(b). If, after scoping consultation is concluded, a development is not eligible for SB 35 streamlining, the Town shall provide written documentation as required by Government Code §65913.4(b) to the applicant and any California Native American tribe that is a party to that scoping consultation.

(2) **Full Application**. If the development remains eligible to apply under SB 35 after scoping consultation consistent with Government Code §65913.4(b) has concluded, an applicant may file a full SB 35 application on a form provided by the Town with the required fee.

D. **Completeness Review**. The Town shall review an application for compliance consistent with Subsection 1.E; there shall be no separate or additional timeframe for completeness review. Only the items necessary to determine compliance with the provisions contained in Government Code §65913.4(a) shall be required.

E. **Compliance Review**

(1) **Scope of Review**. The Planning Director's scope of review is limited to all of the provisions contained in Government Code §65913.4(a) and the objective standards in effect at the time of preliminary application submittal.

(2) **Review Timeframes**

(a) **Consistency Review**. The Planning Director shall determine if the application complies with all of the provisions contained in Government Code §65913.4(a) and applicable objective standards within the following timeframes:

i. Within 60 calendar days of application submittal for applications that include 150 or fewer housing units.

ii. Within 90 calendar days of application submittal for applications that include 151 or more housing units.

(3) **Compliance Determination**

(a) **Compliant Application.** If the application complies with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards, the Town shall complete any design review or public oversight and any subdivision approval within the timeframes listed in Subsection 1.E. Only objective design and subdivision standards may be applied. See Subsection 1.F.

(b) **Non-Compliant Application.** If the application does not comply with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards, the Planning Director shall make the following determination:

i. If the application does not comply with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards, the Planning Director shall provide the applicant with written documentation of which standards the development conflicts with and an explanation of the reasons the development conflicts with each standard.

ii. Resubmitted Application. If the project was found to be non-compliant, the applicant may resubmit the application for SB 35 streamlining, and the Town shall review it for compliance with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards subject to the same timelines in Subsection (2) above.

iii. Project Ineligible. If the project is ineligible for SB 35 streamlined processing, the applicant may elect to submit an application for the applicable discretionary approval under the provisions of Title 10, Chapter 3, Article 7 (Zoning Implementation Procedures), Article 14 (Variance), and Article 15 (Design Review).

F. **Decision on Project**

(1) **Project Approval and Findings.** The Planning Director shall approve the application if the Planning Director finds that the proposed development is compliant with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards, including objective subdivision standards.

(2) **Conditions of Approval.** The Planning Director may impose conditions of approval provided those conditions of approval are objective and broadly applicable to development within the Town.

G. **Post-decision Procedures**

(1) **Subsequent Permits.** Any necessary subsequent permits shall be issued on a ministerial basis subject to applicable objective standards; however, a commercial use located in a qualifying mixed-use project is subject to any additional Town permitting requirements and processes. If a public improvement is necessary to implement a development subject to this Section, and that public improvement is located on land owned by the Town, the Planning Director shall process any approvals needed as required by Government Code §65913.4(h)(3).

(2) **Post-Approval Modifications**

(a) **Post-Approval Modification Request.** An applicant or the Town may request a modification to an approved development if that request is made prior to the issuance of the final building permit.

(b) **Applicability of Objective Standards to Modifications.** The Planning Director shall only apply objective standards in effect when the original application was submitted, except that objective standards adopted after the date of original submittal may be applied in any of the following instances:

i. The total number of residential units or total square footage of construction changes by 15 percent or more; or

ii. The total number of residential units or total square footage of construction changes by five percent or more, and it is necessary to subject the development to an objective standard beyond those in effect when the application was submitted in order to mitigate or avoid a specific adverse impact upon public health of safety, for which there is no feasible alternative method to satisfactorily mitigate or avoid.

iii. Objective building standards contained in Title 24 may be applied to all modifications.

(c) **Post-Approval Modification Review Timeframe and Decision.** The Planning Director shall determine if the modification is consistent with objective planning standards and issue a decision on the applicant's modification request within 60 days after submittal unless design review is required, in which case a decision shall be made within 90 days.

(3) **Expiration.** An application approved consistent with this Section shall remain valid for three years; however, an application approval shall not expire if the development includes public investment in housing affordability, beyond tax credits, where 50 percent of the units are affordable to households making at or below 80 percent of the area median income consistent with Government Code §65913.4(f).

(4) **Extension.** At the discretion of the Planning Director, a one-year extension may be granted consistent with Government Code §65913.4(f)(3).

This page intentionally left blank

Procedures for applications filed consistent with the HAA

H. **Applicability**

(1) This Section applies to housing development projects as defined by Government Code §65589.5(h)(2).

(2) This Section shall remain in effect for the same period as provisions contained in the Government Code §65589.5 (HAA). Any provisions that are not extended by the State Legislature shall be repealed as of the date those provisions in the HAA are deemed null and void.

I. **Definitions.** Terms defined in Government Code §65589.5 shall apply to this Section and shall control in the event of a conflict between definitions in this FBC and definitions in Government Code §65589.5.

J. **Application Filing**

(1) **Preliminary Application Filing (Optional).** An applicant may file a preliminary application consistent with Government Code §65941.1.

(a) A preliminary application shall be filed on a form provided by the Town with the required fee. If the Town has not prepared a form, a preliminary application shall be filed on the standardized form adopted by the California Department of Housing and Community Development.

(b) Within 180 calendar days after submitting a preliminary application, an applicant shall submit a full application for the housing development.

(2) **Full Application.** An applicant may file a full application for a housing development without filing a preliminary application. The full application shall be filed on a form provided by the Town with the required fee.

K. **Conflicting Procedures.** This Section provides additional procedures that shall be followed for applicable projects. If conflicts occur between the Town's procedures and the procedures of this Section, this Section shall control.

L. **Completeness Review**

(1) **Preliminary Application.** If a preliminary application is filed, the preliminary application shall be deemed complete when the preliminary application containing all of the information listed in the preliminary application form is submitted. If all listed information is not provided, the Town shall request the missing information from the applicant.

(2) **Full Application**

(a) Once a full application is submitted, the Town shall inform the applicant in writing within 30 calendar days of submittal or resubmittal that the application is complete or incomplete and the additional information required consistent with Government Code §65943. Only information requested in the Town's application forms can be requested. If the Town does not provide written notification within this timeframe, the application shall be deemed complete. The Town shall review each resubmittal within the 30-day period and cannot request information that was not listed in the first incompleteness letter.

(b) If an applicant receives written notification that the application is incomplete, and a preliminary application was submitted for the housing development, the applicant shall submit the information needed to complete the application within 90 calendar days of receiving the written notification of incompleteness. If the applicant does not submit this information within this timeframe, the preliminary application shall expire and have no further force or effect.

(c) If a second determination of incompleteness is provided, the applicant shall be able to appeal the decision to the Planning Commission. The Town shall make a decision on the appeal no later than 60 calendar days after receipt of the applicant's written appeal. If the decision on the appeal is not made within this timeframe, the application shall be deemed complete.

M. **Compliance Review**

(1) **Scope of Review**

(a) **Housing Development with a Preliminary Application Submittal.** A housing development for which a preliminary application was submitted shall only be subject to the ordinances, policies, and standards adopted and in effect when the preliminary application is submitted, except in the following circumstances:

i. A fee, charge, or other monetary exaction increase resulting from an automatic annual adjustment based on an independently published cost index that is referenced in the ordinance or resolution establishing the fee or monetary exaction.

ii. A preponderance of the evidence in the record establishes that subjecting the housing development to an ordinance, policy, or standard beyond those in effect when the preliminary application was submitted is necessary to mitigate or avoid a specific, adverse impact upon the public health or safety, and there is no feasible alternative method to satisfactorily mitigate or avoid the adverse impact.

iii. Subjecting the housing development to an ordinance, policy, standard, or any other measure, beyond those in effect when the preliminary application was submitted is necessary to avoid or substantially lessen an impact consistent with CEQA.

iv. The housing development has not commenced construction within 2.5 years following the date of the housing development's final approval (as defined in Government Code §65589.5(o)(1)(D)).

v. The number of residential units or square footage of construction proposed changes by 20 percent or more, exclusive of any increase resulting from a density bonus, incentive, concession, waiver, or similar provision.

(b) **Housing Development without a Preliminary Application Submittal.** A housing development shall be subject to objective standards in effect when the application was deemed complete.

(2) **Review Timeframes**

(a) Applications for housing development containing 150 or fewer units shall be reviewed for compliance with applicable objective standards within 30 calendar days of being deemed complete.

(b) Applications for housing development containing more than 150 units shall be reviewed for compliance with applicable objective standards within 60 calendar days of being deemed complete.

(3) **Review Authority.** The Planning Director shall be the Review Authority consistent with the Town's procedures for the full application for the application type(s) set forth in Title 10, Chapter 3, Articles 7 through 16; however, if the Planning Director is not the Review Authority, the Planning Director may serve as the Review Authority, if necessary, to comply with Review Timelines described in Subsection 2.F.

(4) **Compliance Determination**

(a) The Planning Director shall identify the specific standard(s) that the project does not comply with and provide an explanation of the reason(s) why the housing development is considered to be inconsistent or non-compliant with identified provisions and shall provide the written determination to the applicant.

(b) A housing development is considered in compliance with this FBC, and shall not require a Zoning Map Amendment, if the housing development complies with objective General Plan standards but the zoning for the housing development site is inconsistent with the General Plan.

(5) **Limited Hearings/Meetings.** If a housing development complies with applicable objective standards, the Town shall not conduct more than five public hearings (including continuances), workshops, or similar meetings after the full application is complete in connection with the approval of the housing development consistent with Government Code §65905.5. Meetings required by CEQA are exempt from the limit.

N. **Findings and Decision**

(1) **Findings**

(a) If the proposed housing development complies with applicable objective General Plan, zoning, and subdivision standards and criteria, including design review standards, the Planning Director may only deny the housing development or conditionally approve the housing development at a lower density if the Planning Director makes written findings supported by a preponderance of the evidence in the record that:

i. The housing development would have a specific, adverse impact upon the public health or safety unless the housing development is denied or conditionally approved at a lower density. A "specific, adverse impact" means a "significant, quantifiable, direct, and unavoidable impact, based on identified written public health or safety standards, policies, or conditions as they existed on the date that the project was deemed complete"; and

ii. There is no feasible method to satisfactorily mitigate or avoid the adverse impact other than the denial of the housing development or conditional approval of the housing development at a lower density.

(b) If the housing development includes 20 percent of units affordable to very low or low-income households, 100 percent of units affordable or moderate or middle income households, or an emergency shelter, the Planning Director shall approve the housing development unless the Planning Director makes written findings supported by a preponderance of the evidence in the record, as to at least one of the findings in Government Code §65589.5(d).

(2) **Decision Timeframes.** The Planning Director shall approve or deny the housing development within the following applicable period:

(a) 90 days from Environmental Impact Report certification;

(b) 60 days from Environmental Impact Report certification for an affordable housing development consistent with Government Code §65950(a)(3);

(c) 60 days from adoption of a Negative Declaration; or

(d) 60 days from determination of CEQA exemption.

O. **Post-Decision Procedures.** Post-decision procedures for the required permit (full application) shall be followed provided those procedures do not conflict with applicable Government Code sections for housing developments (i.e., HAA, Government Code §65589.5).

This page intentionally left blank

Figure 10-20.11.020.1: Process for Developments Eligible for SB 35 Streamlining with 150 units or Fewer (Government Code §65913.4)

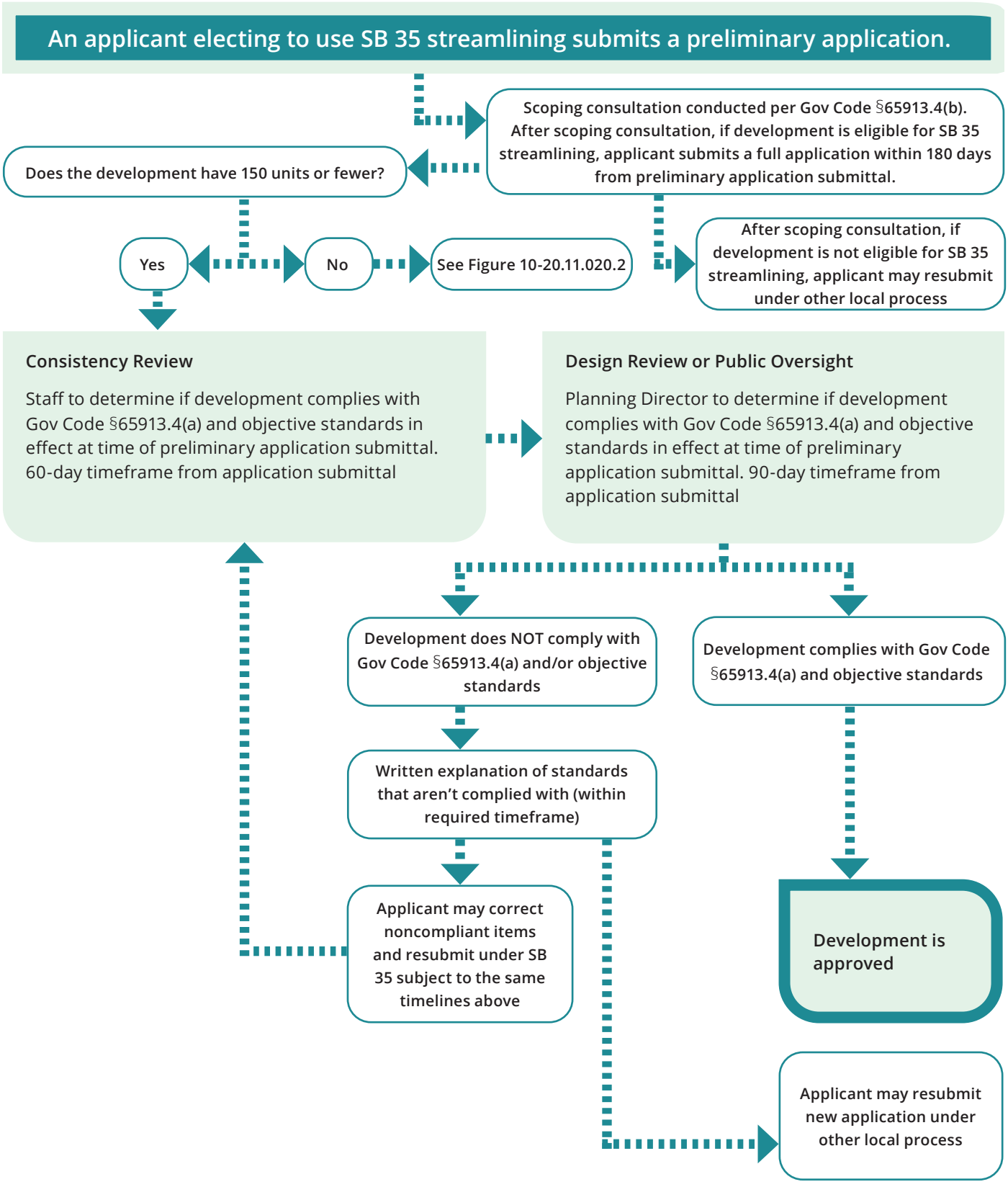


Figure 10-20.11.020.2: Process for Developments Eligible for SB 35 Streamlining with 151 units or More (Government Code §65913.4)

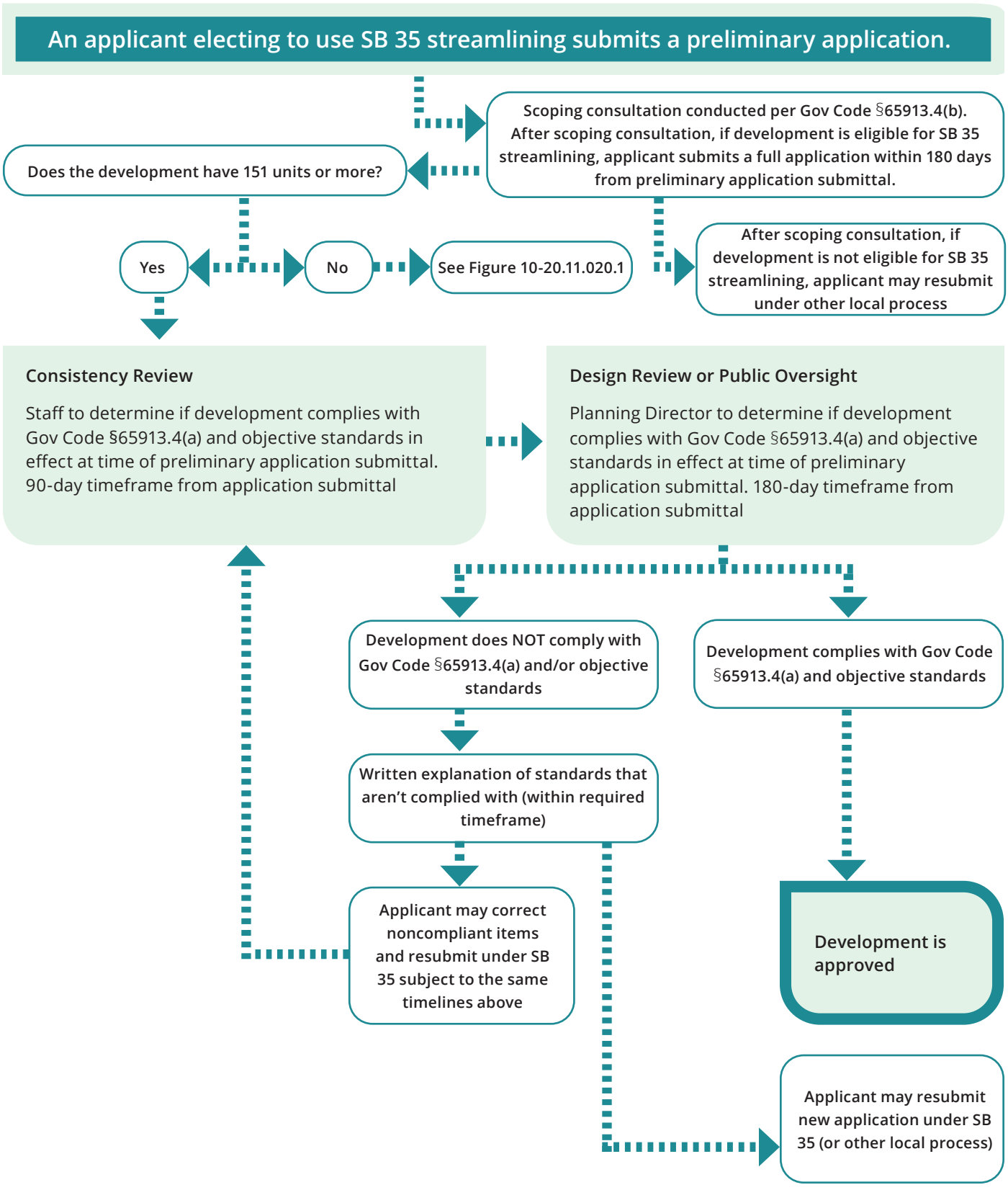
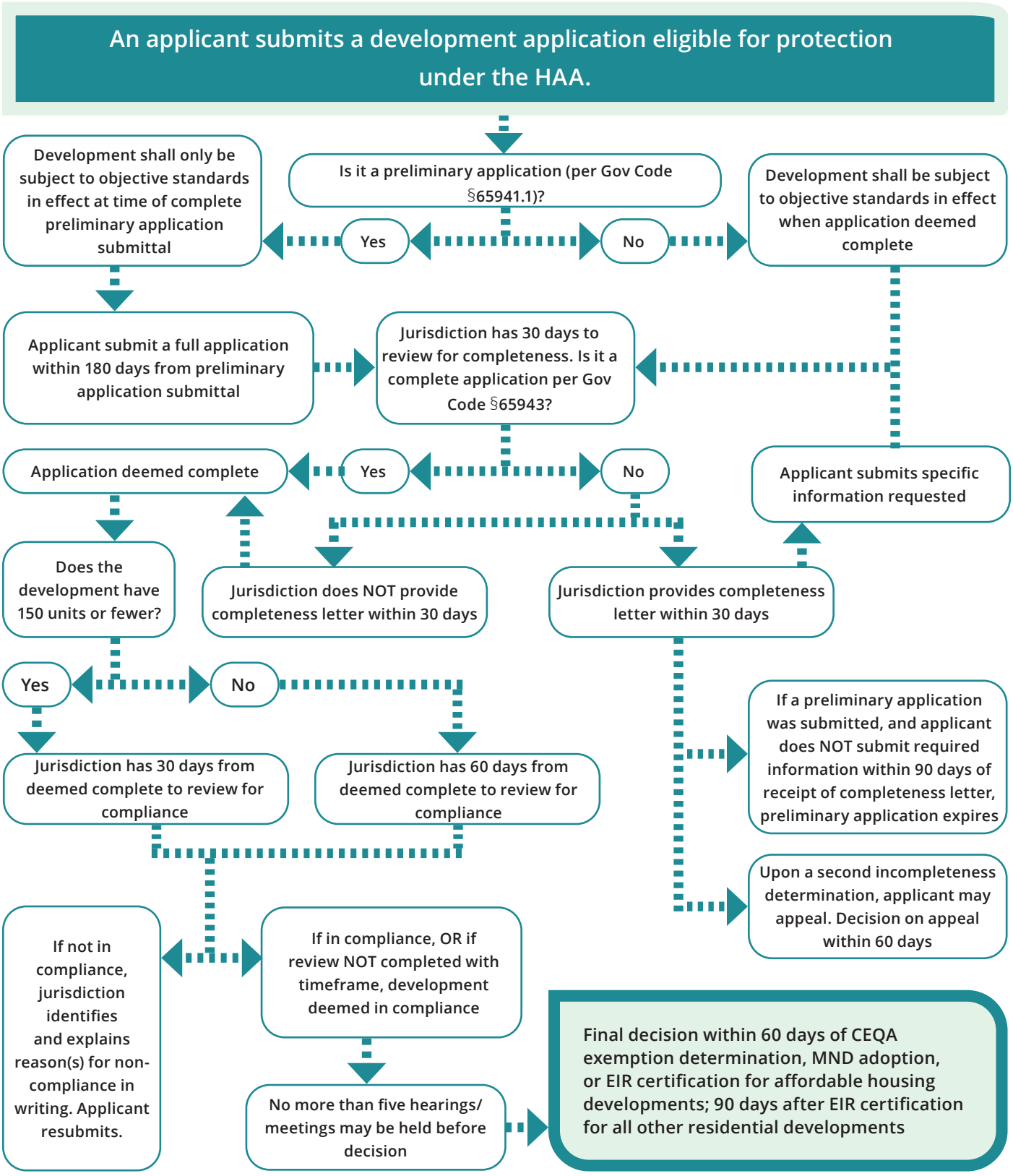


Figure 10-20.11.020.3: Process for Developments Eligible for Housing Accountability Act (HAA) Protection (Government Code §65589.5)



10-20.11.030 Adjustments to Standards

1. **Purpose.** This Section is intended to allow for minor deviations from certain standards in this Title for specific situations that make compliance not possible because of the prescriptive nature of the standards.
2. **Applicability.** This Section applies to developments subject to Section 10-20.11.020 (Procedures). The Planning Director may grant an Adjustment for only the standards identified as follows:
   A. Development sites less than 6% slope. See Table A (Adjustments to Standards for Development Sites Less Than 6% Slope).
   B. Development sites over 6% slope. See Table B (Adjustments to Standards for Development Sites Over 6% Slope).
3. **Procedures.** Adjustment requests shall be reviewed and processed as follows:
   A. The Adjustment shall be processed concurrently with the development involving the request(s) for adjustment(s). The adjustment request(s) shall be processed in compliance with the applicable procedures in Section 10-20.11.020 (Procedures); or
   B. If the development for which an Adjustment is requested is beyond what is authorized in Table A (Adjustments to Standards for Development Sites Less Than 6% Slope) and/or Table B (Adjustments to Standards for Development Sites Over 6% Slope), the adjustment will be processed only up to the amount authorized in these Tables.
   C. Adjustment requests that involve any of the following features (i.e., historic building/feature, tree, rock outcrop, and/or utility infastructure) shall be accompanied by existing documentation identifying the feature(s).
   D. Depending on the unique characteristics and dimensions of an individual parcel, it is possible that the full develoment potential of the zone may not be achieveable even after applying the allowed adjustments oin the Section.

Table 10-20.11.030.A: Adjustments to Standards for Development Sites Less Than 6% Slope

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
1. Development Site Dimensions			
a. **Depth or Width** Decrease in the minimum required or maximum allowed	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard.	Up to 10% of the standard	Subsection 3 of the zone
2. Building Setbacks			
a. **Front**[1]**, Side Street**[1]**, Side or Rear** Increase or decrease in the minimum to maximum required setback for a primary building and/or wing(s)	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or ii. The existing lot is 80' or less in depth, preventing compliance with the rear setback standard.	Up to 25% of the standard	Subsection 5 of the zone
b. **Facade within Facade Zone** Reduction of the minimum amount of facade required within or abutting the facade zone	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or ii. The horizontal unbuilt area resulting from this adjustment is landscaped per the standards in Section 10-20.05.030 (Landscaping and Lighting).	Up to 25% of the standard	Subsection 5 of the zone

[1] Standards for private frontage still apply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Table 10-20.11.030.A: Adjustments to Standards for Development Sites Less Than 6% Slope (Continued)

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
3. Building Footprint			
a. **Size of Main Body[1] or Wing(s)** Increase in the allowed width or length	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or ii. The wing(s) is one-story less in height than the main body; and iii. The building complies with the setbacks of the zone or as allowed to be adjusted by this Section.	Up to 10% of the standard	Subsection 3 of the building type
4. Parking Location			
a. **Front or Side Street Setback** Reduction in the required parking setback	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or ii. The driveway is in compliance with the zone standards; and iii. The ground floor space remains habitable in compliance with the zone standards, as allowed to be adjusted by this Section.	Up to 10% of the standard when the required setback is 20' or more. Up to 20% of the standard when the required setback is less than 20'.	Subsection 7 of the zone; Subsection 3 of the Zone

[1] Standards for private frontage still apply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Table 10-20.11.030.B: Adjustments to Standards for Development Sites Over 6% Slope

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
1. Development Site Dimensions			
a. **Depth** Increase or decrease in minimum to maximum development site depth	i. Existing slope exceeds 15% grade for at least 50% of development site depth; or	20% max. of the standard	Subsection 3 of the zone
	ii. An adjustment is granted for an increase in the main body and rear wing that results in the need to change the development site depth.		
b. **Width** Increase or decrease in minimum to maximum development site width	i. Existing slope exceeds 15% grade for at least 25% of development site width; or	10% max. of the standard	Subsection 3 of the zone
	ii. An adjustment is granted for an increase in the main body and rear wing that results in the need to change the development site width.	25% max. of the standard	
2. Building Setbacks			
a. **Front[1],Side Street[1], Side or Rear** Increase or decrease in minimum to maximum required setback areas for primary building and/or wing(s)	i. Existing slope exceeds 15% grade within at least the first 30' of development site depth; or	Reduction in the minimum setback to within 5' of the development site line. Where side street setback is 5' minimum, reduction in the minimum setback to within 3' of the development site line.	Subsection 5 of the zone
	ii. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or		
	iii. The existing lot depth is less than 80'.		

[1]Standards for private frontage still apply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Table 10-20.11.030.B: Adjustments to Standards for Development Sites Over 6% Slope (Continued)

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
3. Building Footprint			
a. **Size of Main Body[1] or Wing(s)** Increase in the allowed width or length	i. Existing slope exceeds 15% grade for at least 50% of the development site width or depth; and ii. The building is in compliance with the setbacks of the zone or as allowed to be adjusted by this Section.	Up to 25% of the standard	Subsection 3 of the building type
4. Site Grading			
a. **Retaining Wall (Height)** Increase in maximum retaining wall height or length	i. Existing slopes exceed 15% grade for at least 50% of development site width or depth; or ii. The retaining wall or series of retaining walls cannot be seen from the adjacent public sidewalk or adjacent property; or iii. Retaining walls not within the building footprint are less than 50' in total length along the rear development site line or any development site line.	Increase in retaining wall height up to 10' along rear and/or side development site line(s); Increase in retaining wall height up to 20' within the building footprint	Subsection 10-20.05.050.5
5. Block Face and Perimeter			
a. **Increase in maximum length of new or modified block**	i. Existing slope along at least one side of the block exceeds 15% grade, resulting in new street(s) that exceed maximum allowed grade, preventing compliance with the standards; and ii. The subject block(s) include a Passage in compliance with Subsection 10-20.10.040.13 (Passage); and iii. The block(s) is in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).	Up to 25% of the standard	Table 10-20.10.020.A (Block Size Standards)

[1]Standards for private frontage stillapply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Table 10-20.11.030.B: Adjustments to Standards for Development Sites Over 6% Slope (Continued)

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
6. Parking Location Setbacks			
a. **Front or Side Street** Reduction in a required parking setback.	One or more of the following techniques are applied, as allowed by this Section:		
	i. Existing lot depth that is less than 80' preventing compliance with the parking setbacks location; or	Front Setback: The parking location setbacks standards do not apply. Only one row of parking spaces allowed in the front setback for up to 75% of the parcel width.	Subsection 7 of the zone; Subsection 4 of the zone
	ii. The average slope of the parcel from the front to the rear exceeds 15%; or		
	iii. Surface: Parking is uncovered and located between the building and the street; or		
	iv. Podium: Parking under primary building is enclosed and access is only from one side of the development site for development sites 150' or less in width. Habitable space, in compliance with Subsection 4 of the zone or as allowed to be reduced by this Section, is between the front of the building and the parking spaces. The parking garage access is not greater than 10' in width; or	Front Setback: Reduction to 18' behind the primary building facade. Side Street Setback: Reduction to 5' behind the primary building facade. Habitable Space: Reduction in the minimum depth to 15'.	
	v. Tandem: Tandem parking spaces may be arranged in a series of up to 6 total parking spaces, but only up to 2 side-by-side, from the front development site line; or	Existing lot up to 100' wide: Allowed in front setback up to 75% of existing lot width. Existing lot up to 150' wide: Allowed in front setback up to 50% of existing lot width. Existing lot up over 150' wide: Allowed in front setback up to 20% of existing lot width or 50' whichever is less.	
	vi. Subterranean: Parking spaces are located below the adjacent finished grade of the building to the zone's building setbacks; or	All Setbacks: Reduced to match the building setbacks of the zone or as allowed to be reduced by this Section.	
	vii. Stacked: Parking spaces are arranged in a system that provides up to 3 spaces in the horizontal area of one space. The garage access is not greater than 10' in width.	Front and/or Side Street Setback: Reduced to be the same as the primary building setback. Reduction in the minimum habitable space depth to 18'.	

[1]Standards for private frontage still apply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Article 12: Definitions

Sections:

10-20.12.010 Purpose
10-20.12.020 Definitions
10-20.12.030 Measurement Methods

10-20.12.010 Purpose

This Article provides descriptions of specialized terms, phrases, and methods for measurements used in this Title.

10-20.12.020 Definitions

For specialized terms and phrases used in this Title, refer to the definitions in Title 10, Chapter 3, Article 17 (Definitions).

10-20.12.030 Measurement Methods

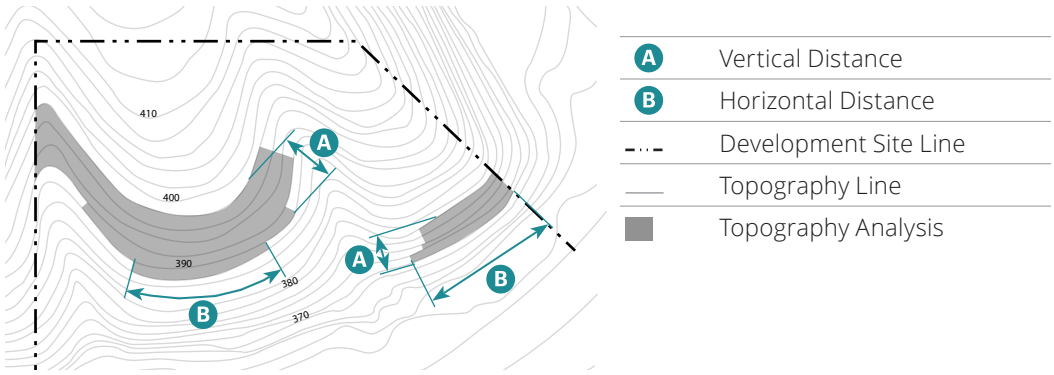
1. **Sloped and Steeply Sloped Development Sites**

   A. **Applicability.** The standards of Section 10-20.05.050 (Slope Standards) apply to sloped and steeply sloped development sites. Slope is measured by taking the vertical distance, or "rise", over the horizontal distance, or "run." The resulting fraction, or percentage, is the "slope" of the land. Sloped and steeply sloped development sites are those areas of land that exhibit slopes of six percent or greater.

B. **Methodology.** The following methodology shall be used to identify steep slopes protected in compliance with this Article. An example of the methodology is shown in Figure 1 (Example for Defining Sloped and Steeply Sloped Development Sites).

(1) **Steep Slope Determination.** To qualify as a steep slope, the slope shall be at least six percent with a 10-foot vertical drop over a 100-foot horizontal distance parallel to at least one common contour line. The horizontal measurement shall cross property lines to establish if a steep slope may exist on a development site (i.e., the 100-foot minimum width calculation shall cross a property line if necessary to achieve this minimum width).

Figure 10-20.12.030.1: Example for Defining Sloped and Steeply Sloped Development Sites



(2) **Area Calculation.** Steep slope areas are calculated based on the square feet of qualifying steep slope on the development site as determined in Subsection 1 above. There is no minimum square footage for each slope area.

(a) First, calculate the square footage of slopes 30 percent and greater. Determine the square footage of each area as well as the sum of these areas for the total site.

(b) Second, calculate the square footage of slopes between 29 and 25 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(c) Third, calculate the square footage of slopes between 24 and 20 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(d) Fourth, calculate the square footage of slopes between 15 percent and 19 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

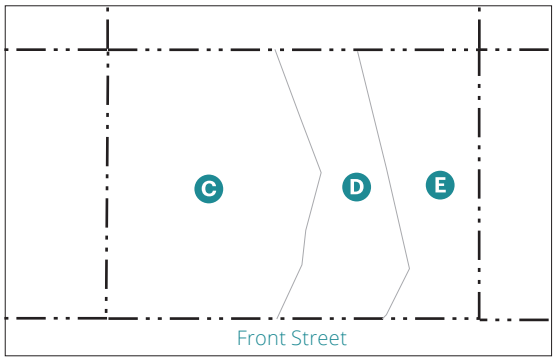
(e) Fifth, calculate the square footage of slopes between 10 and 14 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(f) Last, calculate the square footage of slopes between 6 and 9 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(3) **Steep Slope Resource Area.** Based on the area calculations in Subsection 2, above, Table 10-20.05.050.A (Amount of Sloped Areas Allowed to be Developed) identifies the percentage of sloped area that is developable. Figures 2 and 3 illustrate examples of the calculated slopes and the corresponding percentage allowed for development.

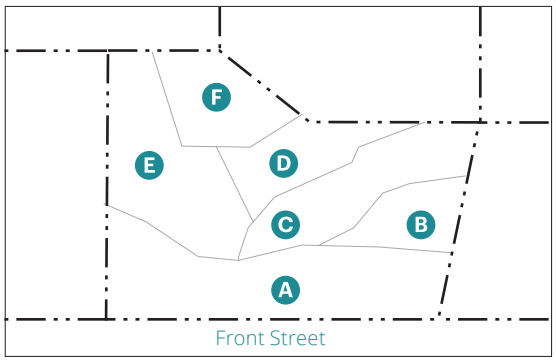
(4) **Sloping Development Site Building Height.** Development sites with slopes of six percent or more shall measure the maximum height of structures as set forth in the zone and measured vertically from ground level beginning at the front setback line, or if no setback is required, starting at the center of the development site.

Figure 10-20.12.030.2: Example for a Sloped Development Site (<3 acres)



Key	Existing Slope	Developable Area[1]
A	0-5.99%	100% max.
B	6-9.99%	100% max.
C	10-14.99%	100% max.
D	15-19.99%	100% max.
E	20-29.99%	50% max.
F	>30%	0% max.
	Development Site Line	
	Slope Designations	

Figure 10-20.12.030.3: Example for a Sloped Development Site (>3 acres)



Key	Existing Slope	Developable Area1
A	0-5.99%	100% max.
B	6-9.99%	70% max.
C	10-14.99%	25% max.
D	15-19.99%	5% max.
E	20-29.99%	0% max.
F	>30%	0% max.
	Development Site Line	
	Slope Designation	

[1] In compliance with the setbacks of the zone, required on-site open space, this Section, and the maximum building footprint standards in Article 6 (Building Type Standards).

C. **Average Slope.** The result of dividing the length of a slope by the difference in elevation at the top and bottom of the slope.

(1) **Development Sites with Even Slope.** Average slope for development sites with relatively even slope across the site and small development sites is determined by using the following formula:

(a) S = ((T - B) ÷ run) × 100

(b) S = average slope

(c) T = elevation at top of slope

(d) B = elevation at bottom of slope

(e) Run = horizontal distance between the top and bottom elevations

(2) **Development Sites with Uneven Slope.** Average slope of development sites with an uneven slope across the site before grading is determined by using the following formula:

(a) S = (1.0029 × I × L) ÷ A

(b) S = average slope

(c) I = contour interval in feet

(d) L = summation of length of the contour lines in scale feet

(e) A = area of the development site in acres

2. **Facade Zone Defined by Primary Building/Frontage Type(s)**

A. **Applicability.** The facade zone standards apply to new primary buildings and their additions along the front and side street of a development site.

B. **Methodology.** The required amount is expressed in the zone standards as a percentage. The percentage is calculated as follows through an example for the front facade zone. The same approach is to be applied to the side street, using the minimum front and rear building setbacks.

(1) Identify the width of development site (e.g., 50 feet) and apply required side building setbacks (e.g., 5 feet and 5 feet).

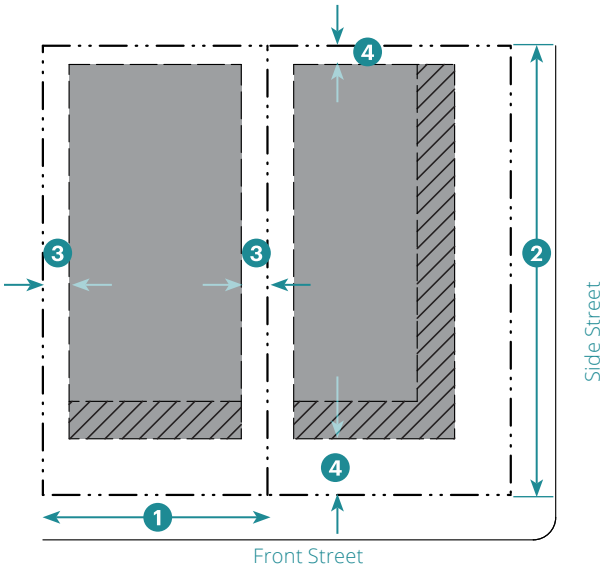
(2) Subtract the horizontal length between each side setback and the adjacent side development site line from the total width of the development site. The result is the net buildable width of the development site (e.g., 40 feet).

(3) Multiply the required minimum percentage in the zone standards (e.g., 50 percent) by the net buildable width of the development site (e.g., 50 feet).

(4) The result is the minimum length, in feet, of building facade and frontage type(s) that is required in or abutting the facade zone (e.g., 20 feet). Facades are allowed to be in any configuration if in compliance with the facade zone requirements and the selected architectural style.

(5) See Figure 5 (Applying the Required Amount to the Facade Zone) for examples that are consistent with the intent of this standard.

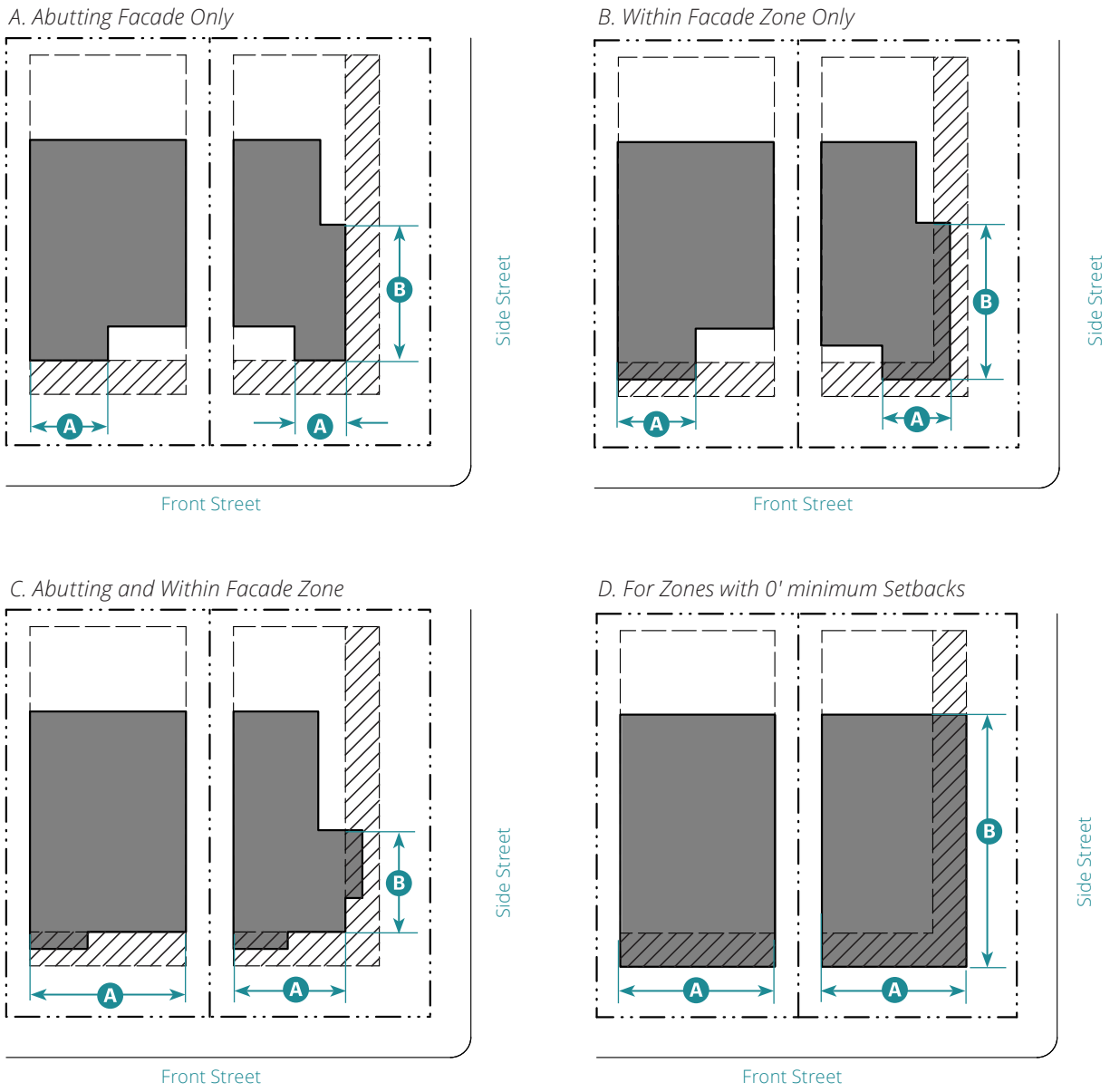
Figure 10-20.12.030.4: Determining the Required Amount Subject to the Facade Zone



Example Calculation	
50'	Development Site Width
- 5'	Side Setback
- 5'	Side Setback
= 40'	Net Buildable Width
40'	Net Buildable Width
x Zone Standard	(e.g., 50%)
= 20' Required In or Abutting the Facade Zone	

1. Width of Development Site
2. Depth of Development Site
3. Setback to be Subtracted from Development Site Width
4. Setback to be Subtracted from Development Site Depth

Figure 10-20.12.030.5: Applying the Required Amount to the Facade Zone



		Front Street	Side Street
▨	Facade Zone	50% min.[1]	50% min.[1]
■	Buildable Area for Building and Frontage Type(s)	A	B

[1] This is an example. See Subsection 5 of the zone for the required percentage.

3. **Measuring Building Types**

A. **Methodology.** Measurement of width, depth, and height.

(1) **Main Body.** The width and depth of the main body shall be measured as follows:

(a) The width shall be parallel to the front.

(b) The depth shall be perpendicular to the front.

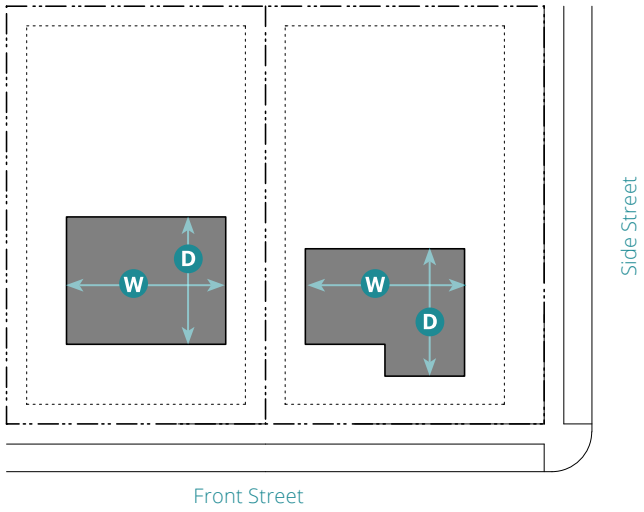


Figure 10-20.12.030.6: Main Body

W Width
D Depth

(2) **Wings and Ancillary Structures.** The width and depth of wings and ancillary structures, shall be measured as follows:

(a) The width shall be the greater of the two dimensions of the footprint.

(b) The depth shall be the lesser of the two dimensions of the footprint.

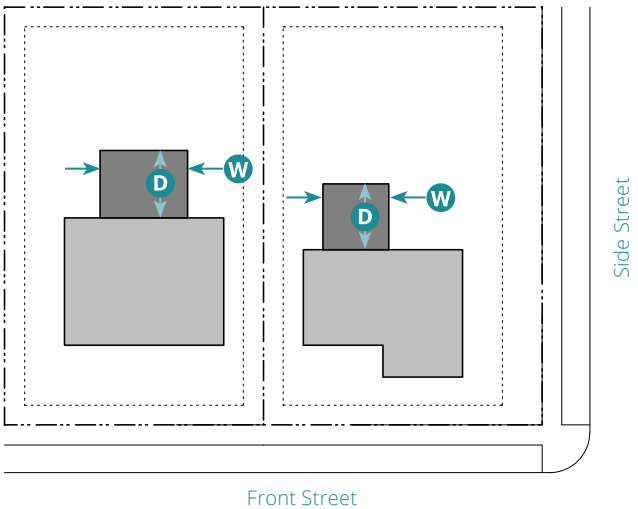


Figure 10-20.12.030.7: Wings and Ancillary Structures

W Width
D Depth

(3) **Open Space(s).** The width and depth of open spaces shall be measured as follows:

(a) The width shall be parallel to the front

(b) The depth shall be perpendicular to the front.

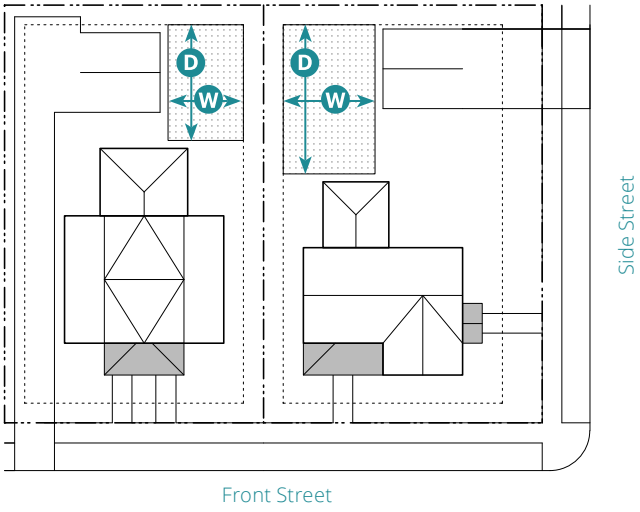


Figure 10-20.12.030.8: Open Space(s)

W Width

D Depth

(4) **Courtyard(s).** The width and depth of courtyards shall be measured as follows:

(a) The width shall be parallel to the front; unless the courtyard is a secondary courtyard accessed directly from a side street.

(b) If a secondary courtyard is accessed directly from the side street, the width shall be parallel to the side street.

(c) The depth shall be perpendicular to the width.

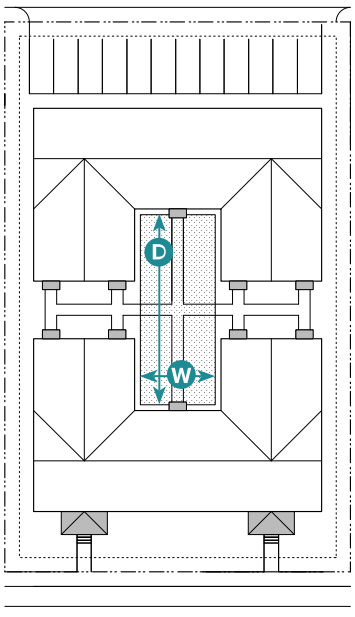


Figure 10-20.12.030.9: Courtyard(s)

W Width

D Depth

(5) **Width-to-Height Ratio.** Measurement of width-to-height ratio and depth-to-height ratio of forecourts.

(a) The width and depth of forecourts shall be measured per Figure 10 (Width-to-Height Ratio).

(b) The height of forecourts shall be a measurement of the vertical plane of the building that defines the forecourt.

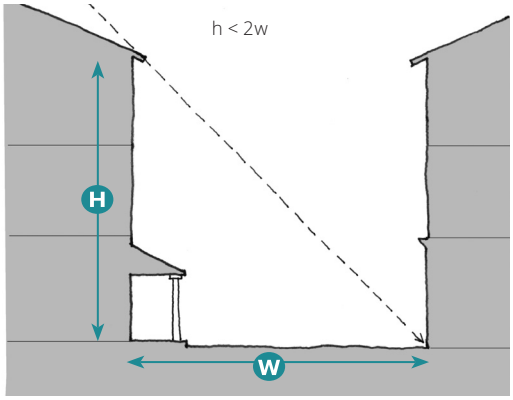


Figure 10-20.12.030.10: Width-to-Height Ratio

W Width
H Height

(6) **Highest Eave/Top of Parapet.**

(a) **Height, Overall.** The vertical distance between adjacent finished grade and the highest part of the structure directly above.

(b) **Height, Top of Parapet.** The vertical distance between adjacent finished grade and the top of the parapet of the primary building.

(c) **Height, Highest Eave.** The vertical distance between adjacent finished grade and the highest eave of the primary building.

(d) **Highest Eave Measurement.** The measurement is to bottom of the eave assembly.

(e) **Eave.** The edge of the roof that overhangs the face of the adjoining wall. The bottom of the eave can range from exposed rafters to a finished horizontal surface.

Figure 10-20.12.030.11: Top of Parapet and Flat Roof

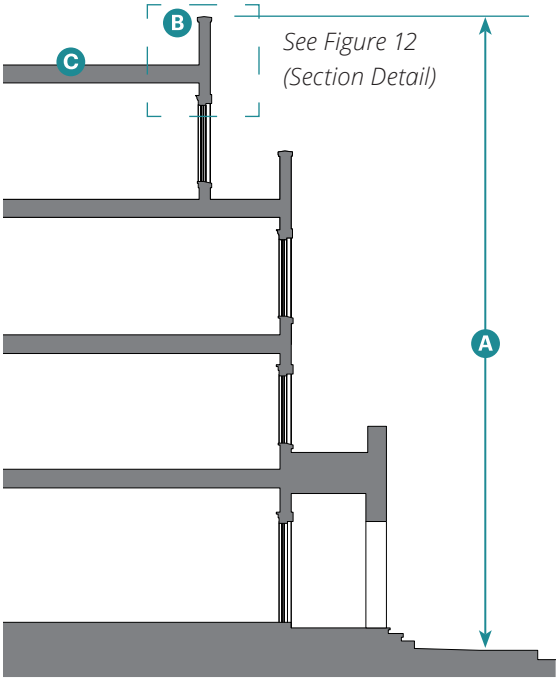
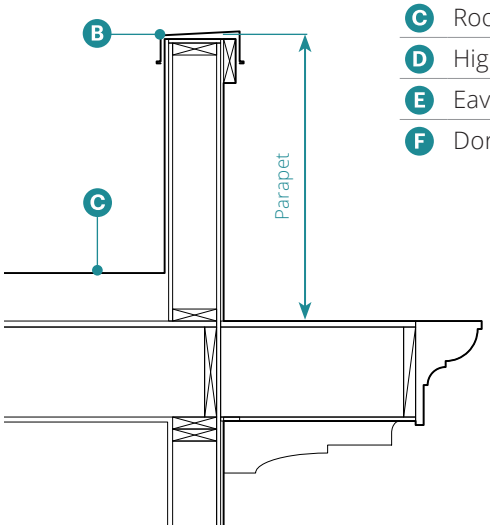


Figure 10-20.12.030.12: Section Detail of Top of Parapet and Flat Roof



Key	
A	Height, Overall
B	Top of Parapet
C	Roof Structure
D	Highest Eave Measurement
E	Eave Assembly
F	Dormer

Figure 10-20.12.030.13: Highest Eave for Pitched Roof

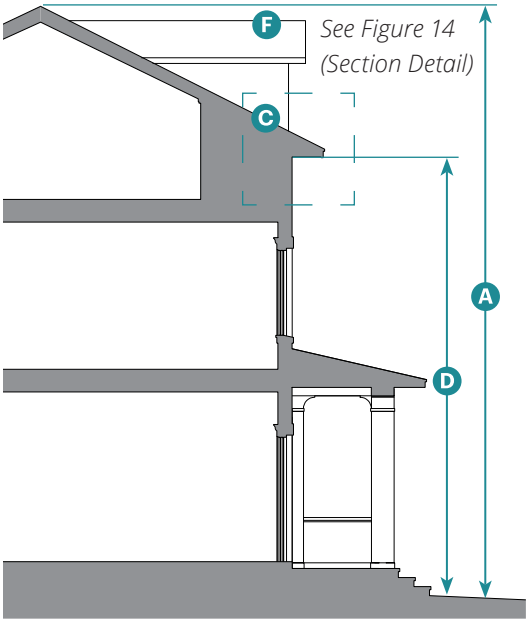
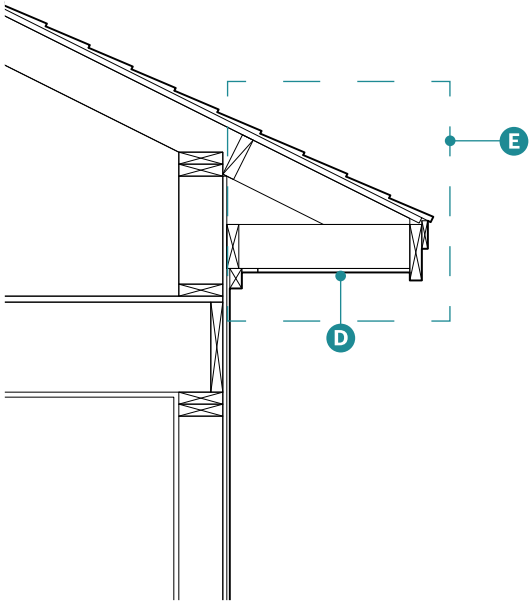


Figure 10-20.12.030.14: Section Detail of Highest Eave for Pitched Roof



4. **Measuring Bays**

A. **Applicability.** All buildings, with or without wings must have defined bays, as specified in Subsection 10-20.06.150.1 (Bay Composition).

B. **Bay Measurement.**

(1) Boundaries of each bay shall extend vertically from the lower boundary of the main body or wing to the upper boundary of the same division and shall not intersect any opening.

(2) Boundary is considered to lie at the midpoint between successive openings unless marked by an expression of vertical structure on the façade. Bay width shall be measured horizontally from one boundary to the next.

C. **Building Types and Bays**. Bays shall be placed according to the following methodology. An example of the methodology is shown in Figure 15 (Example of Massing Type and Bays).

(1) Select main body massing type from Subsection 3 (Building Size and Massing) of the selected building type (e.g., Sloped Roof L). See Figure 10-20.12.030.15A (Select Main Body Massing Composition).

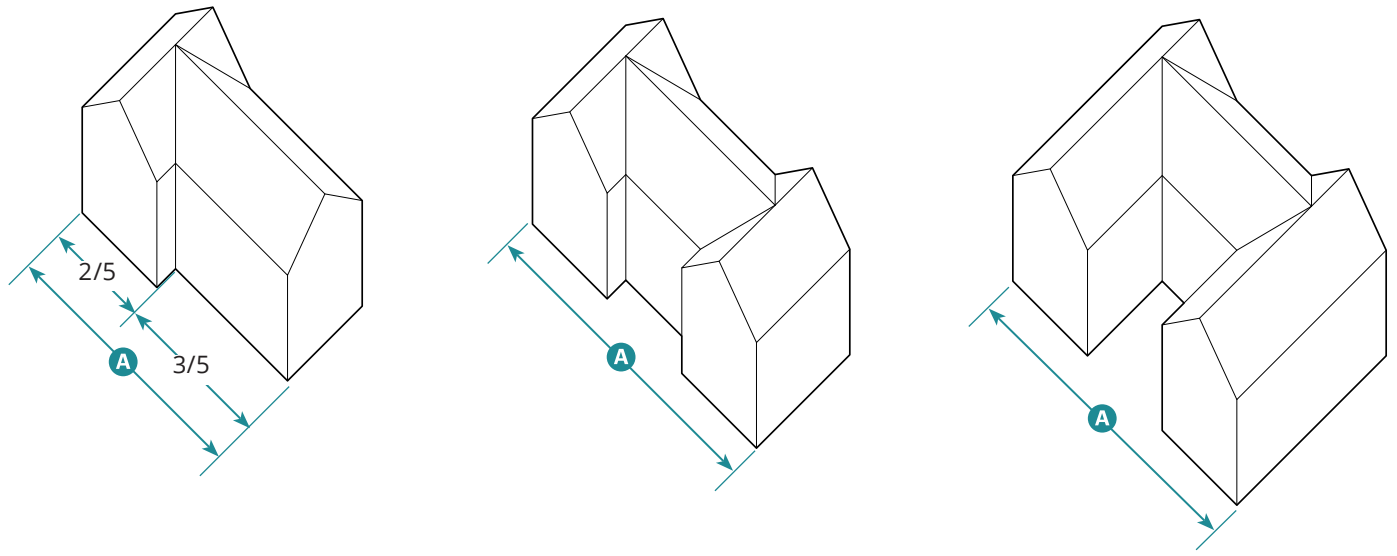
(2) Within each volume/facade of the main body massing, identify and apply a number of bays within the allowed range. See Figure 10-20.12.030.15B (Identify the Required Number or Range of Bays).

(3) See Figure 10-20.12.030.15C (Examples of Bay Compostions in Compliance with Required Massing Proportions) for examples that are consistent with the intent of this standard.

Figure 10-20.12.030.15: Example of Massing Type and Bays

A. Select Main Body Massing Composition

Sloped Roof L	Sloped Roof Forecourt	Sloped Front Courtyard

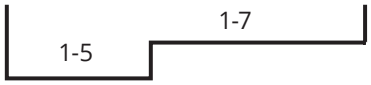


Key

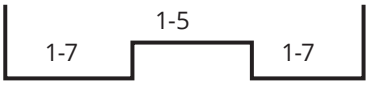
A Required Massing Proportions and Number of Bays

B. Identify the Allowed Range of Bays by Volume/Facade for Selected Massing Type

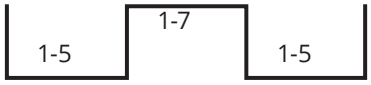
Sloped Roof L: 1-5 Bays + 1-7 Bays



Sloped Roof Forecourt: 1-7 Bays + 1-5 Bays + 1-7 Bays

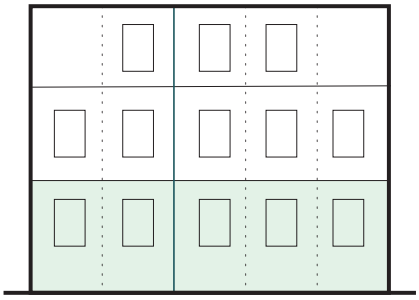


Gabled Courtyard: 1-5 Bays + 1-7 Bays + 1-5 Bays

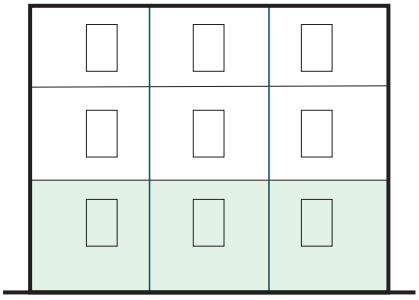


C. Examples of Bay Compositions in Compliance with Required Massing Proportions

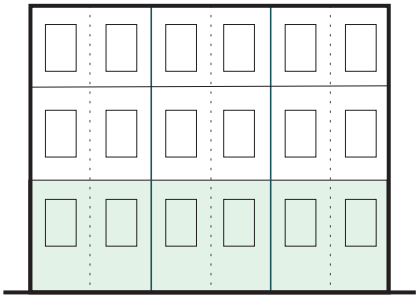
5-Bay Composition (2 + 3)



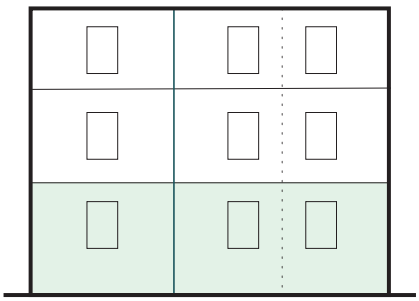
3-Bay Composition (1 + 1 + 1)



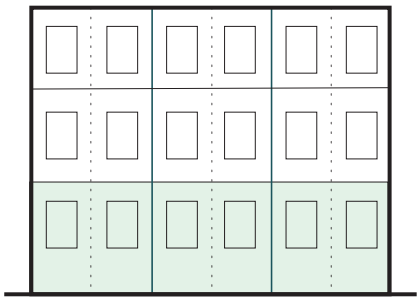
6-Bay Composition (2 + 2 + 2)



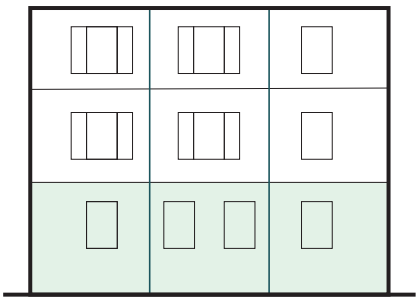
3-Bay Composition (1 + 2)



6-Bay Composition (2 + 2 + 2)



3-Bay Composition (1 + 1 + 1)



Key

☐ Ground Floor

RESOLUTION NO. 2023-4524

RESOLUTION OF THE SAN ANSELMO TOWN COUNCIL ADOPT A RESOLUTION APPROVING THE 6TH CYCLE HOUSING ELEMENT (2023-2031) AND AMENDMENTS TO THE LAND USE ELEMENT RELATED TO CALIFORNIA GOVERNMENT CODE SECTION 65583.2(C)(3)(B) (III). AN INITIAL STUDY/MITIGATED NEGATIVE DECLARATION RELATED TO THE HOUSING ELEMENT WAS PREPARED PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) AND CERTIFIED BY THE TOWN COUNCIL ON JULY 25, 2023.

WHEREAS, the California Legislature has found that "California has a housing supply and affordability crisis of historic proportions. The consequences of failing to confront this crisis effectively and aggressively are hurting millions of Californians, robbing future generations of the chance to call California home, stifling economic opportunities for workers and businesses, worsening poverty and homelessness, and undermining the State's environmental and climate objectives." (Government Code section 65589.5); and

WHEREAS, the Legislature has further found that "Among the consequences of those actions are discrimination against low-income and minority households, lack of housing to support employment growth, imbalance in jobs and housing, reduced mobility, urban sprawl, excessive commuting, and air quality deterioration." (Government Code section 65589.5); and

WHEREAS, the Legislature has adopted the Housing Crisis Act of 2019 (SB 330) which states that "In 2018, California ranked 49th out of the 50 states in housing units per capita...California needs an estimated 180,000 additional homes annually to keep up with population growth, and the Governor has called for 3.5 million new homes to be built over 7 years."; and

WHEREAS, State Housing Element Law (Government Code section 65580 *et seq.*) requires that the Town of San Anselmo ("Town") adopt a Housing Element for the eight-year period of 2023-2031 to accommodate the Town's regional housing need allocation ("RHNA") of 833 housing units comprised of 253 very-low income units, 145 low-income units, 121 moderate-income units, and 314 above moderate-income units; and

WHEREAS, State Housing Element law and General Plan law requires consistency among the Housing Element and other Elements in the General Plan; and

WHEREAS, to comply with State Housing Element Law, the Town has prepared and posted the 2023-2031 Housing Element ("Housing Element") in conformance with State law and has identified housing sites that can accommodate the Town's RHNA including a buffer amount exceeding the Town's RHNA; and

WHEREAS, the adoption of a Housing Element constitutes a General Plan Amendment pursuant to Government Code section 65350 *et seq.*; and

WHEREAS, pursuant to Government Code sections 65352 – 65352.5 the Town sent notice to all requesting California Native American tribes and no California Native American tribe requested consultation; and

WHEREAS, the preparation, adoption, and implementation of the Housing Element requires a diligent effort to include all economic segments of the community and take actions to affirmatively further fair housing; and

WHEREAS, the Town has conducted extensive community outreach to ensure robust public participation of all segments of the community in the development of the Housing Element and received direction from Town public officials related the Housing Element Update, beginning in June 2022 including: two public workshops on July 21, 2022 and August 25, 2022; seven Housing Element Advisory Committee meetings on July 11, 2022, July 25, 2022, September 9, 2022, November 3, 2022, December 15, 2022, May 15, 2023, and May 31, 2023; three Planning Commission meetings on December 21, 2022, May 15, 2023, and July 17, 2023; five Town Council meetings on June 4, 2022, October 11, 2022, January 10, 2023, May 23, 2023, and July 25, 2023; and

WHEREAS, on June 13, 2022, the Town Council appointed a Housing Element Advisory Committee ("HEAC"), that held public meetings and workshop sessions from July 2023 through May 2023; and

WHEREAS, on December 12, 2022, the Draft Housing Element was published and released for public review and comment consistent with Government Code section 65585, made accessible on the Town's website, and a town-wide postcard was mailed to all residents giving information about the Housing Element and how public comment may be made; and

WHEREAS, on December 15, 2022, the HEAC conducted a public meeting on the Draft Housing Element to receive a staff presentation, accept public comment, and make a recommendation to the Town Council; and

WHEREAS, on December 19, 2022, the Planning Commission conducted a public meeting on the Draft Housing Element to receive a staff presentation, accept public comment, and make a recommendation to the Town Council, at which time the Planning Commission unanimously recommended Town Council adoption of the Draft Housing Element; and

WHEREAS, on January 10, 2023, the Town Council conducted a public hearing on the Draft Housing Element, at which time it voted unanimously to submit the Draft Housing Element to HCD; and

WHEEAS, after the required 10-day noticing period, the Town submitted the Draft Housing Element to HCD on January 26, 2023; and

WHEREAS, on April 26, 2023, the Town received a review letter from HCD indicating revisions and clarifications that, in the opinion of HCD, are necessary to meet the requirements of State law, Government Code section 65585(b); and

WHEREAS, on May 15, 2023, the Planning Commission and the HEAC held a joint public meeting and unanimously recommended revisions to the Housing Element in response to HCD's April 26, 2023 comment letter; and

WHEREAS, on May 23, 2023, the Town Council held a public meeting to consider revisions to the Draft Housing Element in response to HCD's April 26, 2023 comment letter, at which time the Council unanimously voted to approve said revisions and direct submission of a revised Draft Housing Element to HCD; and

WHEREAS, on May 25, 2023, a revised Draft Housing Element was released for public review; and

WHEREAS, on May 31, 2023, the HEAC held a public meeting and unanimously recommended approval of the revised Draft Housing Element; and

WHEREAS, on June 2, 2023, following the required 7-day review period after release of the revised Draft Housing Element, the Town submitted said Draft to HCD; and

WHEREAS, on August 1, 2023, the Town received a second review letter from HCD indicating revisions and clarifications that, in the opinion of HCD, are necessary to meet the requirements of State law, Government Code section 65585(b); and

WHEREAS, on August 22, 2023, a revised Draft Housing Element was released for public review; and

WHEREAS, on August 30, 2023, following the required 7-day review period after release of the revised Draft Housing Element, the Town submitted said Draft to HCD; and

WHEREAS, on October 26, 2023, the Town received a third review letter from HCD indicating revisions and clarifications that, in the opinion of HCD, are necessary to meet the requirements of State law, Government Code section 65585(b); and

WHEREAS, on November 20, 2023, a revised Draft Housing Element was released for public review, posted for the required 7-day review period, and subsequently submitted to HCD on December 1, 2023, for a third formal review; and

WHEREAS, an Initial Study and Negative Declaration has been prepared in accordance with the California Environmental Quality Act ("CEQA") and the CEQA Guidelines for the Housing Element; and

WHEREAS, during the CEQA review process, it was determined that the environmental potential impacts would be less than significant without the implementation of mitigation measures to reduce or eliminate any potentially significant project-related impacts and therefore a Negative Declaration was appropriate; and

WHEREAS, pursuant to the CEQA, a Notice of Intent to adopt a Negative Declaration was prepared for public comment related to the Housing Element Update and related General Plan Land Use Element and Zoning Code text and map amendments, submitted to the State Clearinghouse (SCH# 2023060315) on June 12, 2023, and included a 30-day public review period is from June 12 through July 10, 2023; and

WHEREAS, in accordance with the California Environmental Quality Act ("CEQA")(Public Resources Code Sections 21000 through 21189.3) and its implementing regulations (the "CEQA Guidelines") (California Code of Regulations, Title 14, Chapter 3, Sections 15000 through 15387), on July 25, 2023, the Town Council adopted Resolution No. 2023-4513 approving the Initial Study and Negative Declaration at a public hearing upon consideration of written information and testimony received during a portion of the public comment period regarding the adoption of the Initial Study and Negative Declaration, which analyzes the environmental effects of the proposed amendment and finds no significant impacts; and

WHEREAS, in accordance with CEQA Guidelines Section 15162, no supplemental or subsequent negative declaration for adoption of the Draft 2023-2031 Housing Element is required because none of the circumstances requiring supplemental or subsequent negative declarations exist; and

WHEREAS, certain amendments to the Town's General Plan Land Use Element to implement the land use policies necessary to accommodate the housing sites and densities set forth in the Housing

Element, and to ensure consistency among the General Plan Elements; and

WHEREAS, Government Code section 65353 requires a Planning Commission to hold at least one public hearing prior to approving the recommendation of a General Plan amendment; and

WHEREAS, the Planning Commission is responsible for providing recommendations to the Town Council for proposed amendments to the Town's Zoning Code pursuant to Government Code section 65853 *et seq.*; and

WHEREAS, on December 4, 2023, the Planning Commission held a duly noticed public hearing to take public testimony and consider the Housing Element Amendment contained herein and associated Negative Declaration and voted unanimously to recommend that the Town Council find the amendments to the Housing Element consistent with the General Plan and adopt the resolution approving the Housing Element and associated Negative Declaration; and

WHEREAS, on December 12, 2023, the Town Council held a duly noticed public hearing to take public testimony, consider and adopt the resolution approving the Housing Element Amendment contained herein and associated Negative Declaration.

NOW, THEREFORE, BE IT RESOLVED based on substantial evidence in the record that the above recitals are true and correct and incorporated as findings herein.

BE IT FURTHER RESOLVED that the Town Council of the Town of San Anselmo does hereby finds that the amendments to the Housing Element are consistent with the General Plan including the following goals, policies, and objectives:

1. The amendments to the Land Use Element and the Housing Element are consistent with the community and sustainability goals in the General Plan, as the identification of housing opportunity sites and implementation of associated programs will support the efficient utilization of land within the existing Town boundaries in connection with existing services, infrastructure, employment, and other amenities. An adequate supply of housing at all income levels is an essential element of environmental and community sustainability. The Housing Element promotes compatible infill development consistent with the goals and policies of the General Plan.

2. The amendments to Land Use Element and the Housing Element are consistent with the Land Use Element's goals, policies, and objectives, because they guide development of additional housing units at density levels that facilitate feasible infill development consistent with the character of the Town and existing infrastructure, and near employment and businesses, while preserving the Town's open space and environmental setting.

    - *Land Use Element Goal C.1: Maintain the economic viability of the Town's commercial core.*

    - *Land Use Element Goal C.3: New developments shall be integrated harmoniously into San Anselmo's existing neighborhoods and commercial areas.*

    - *Land Use Element Goal C.5: Accommodate the housing needs of a socially and economically diverse population.*

- *Land Use Objective 1: To manage future growth to ensure the orderly development of the community, the logical extension of urban services, preservation of the area's natural and cultural resources, and protection of the area's environmental setting.*

- *Land Use Objective 2: To preserve and enhance the unique natural and urban characteristics of the community while accommodating suitable new growth.*

- *Land Use Objective 3: To establish residential densities which are compatible with the environmental constraints of the area, and sensitive to adjacent land uses.*

- *Land Use Objective 7: To protect and preserve those areas of unique natural and visual resources within the planning area.*

- *Land Use Objective 8: To limit future annexations to lands within the urban service area.*

3. The amendments to the Land Use Element and the Housing Element are consistent with the Circulation Element's goals, policies, and objectives because they guide development of additional housing as infill development with easy access to public transportation. Some opportunity housing sites are located on main thoroughfares (such as Sir Francis Drake Boulevard) with access to main roadways and public transportation.

   - *Circulation Element Objective 1: To maintain and enhance the residential quality and character of all streets in San Anselmo, with the exception of Red Hill Avenue and portions of Sir Frances Drake Boulevard, Greenfield Avenue, and San Anselmo Avenue.*

4. The amendments to the Land Use Element and the Housing Element are consistent with the Open Space Element's goals, policies, and objectives because they guide development of housing as infill development without encroaching on the Town's Open Space, preserving the open space for the enjoyment and recreation of the community.

   - *Open Space Element Goal C.2: Protect ridgelines, including the ridge zone, and preservation of the natural features of hillside lands.*

   - *Open Space Element Goal C.3: Protect highly visible hillside slopes and ridges from development, and maintain the visual presence of woodlands, riparian areas, and stream courses which are found on, or traverse, identified open space lands.*

   - *Open Space Element Goal C.4: Provide recreational areas for Town residents.*

   - *Open Space Element Objective 1: To protect from development those open space parcels which contribute directly to the Town's identity, its sense of separate place in relation to other communities, and the quality of life in the community.*

   - *Open Space Element Objective 4: To provide and maintain a system of trails which will provide nonintrusive access from residential areas for open space and park lands.*

5. The amendments to the Land Use Element and the Housing Element are consistent with the Conservation Element's goals, policies, and objectives because they facilitate infill development of a variety of housing types within the existing areas of the Town, thereby protecting and conserving Open Space and park areas.

- *Conservation Element Goal A.1: Minimize environmental harm and the disruption of natural features, particularly in hillside and unstable soil areas.*

- *Conservation Element Goal A.4: Preserve and protect significant habitats for fish, wildlife, and flora.*

6. The amendments to the Land Use Element and the Housing Element are consistent with the Parks, Recreation, and Public Facilities Element's goals, policies, and objectives because they facilitate and encourage infill housing development within the Town's existing neighborhoods. The Town has large number of parks and public facilities that are integrated in the community and accessible from all neighborhoods, including (but not limited to) Creek Park, Landsdale Park, and Memorial Park. The Town's public facilities include outdoor sports facilities such as tennis courts, children's play areas, a dog park, and soccer and baseball fields. Given the Town's existing parks and facilities, the additional housing units and residents that may be developed will be well-served by existing facilities and there is no anticipated need for additional parks or other recreation facilities.

   - *Parks, Recreation, and Public Facilities Element Goal A: Provide recreational areas for the residents.*

7. The amendments to the Land Use Element and the Housing Element are consistent with the Noise Element as there will be no impacts related to noise. The Town's Noise Ordinance, San Anselmo Municipal Code section Title 4, Chapter 7, must be complied with.

8. The amendments to the Land Use Element and the Housing Element are consistent with the Scenic Highways (Parkway) Element because they facilitate and encourage infill housing development. In recent years, the Town has accomplished significant landscaping and signage improvements to the Town's entryways. Some housing opportunity sites are located on Sir Francis Drake Boulevard and otherwise near the Town's entryways and highways. These housing sites will blend well with the existing improvements and scenic highways, are appropriate for the areas, and will aesthetically improve these areas of the town.

   - *Scenic Highways (Parkway) Element Goal: Improve the appearance and aesthetic quality of the planning areas' main thoroughfares, especially the entryways to the community.*

BE IT FURTHER RESOLVED that the San Anselmo Town Council does hereby adopt a resolution approving the Housing Element as attached hereto as Exhibit "A" and amendments to the Land Use Element as attached hereto as Exhibit "B" incorporated herein by reference.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the Town of San Anselmo on the 12th day of December 2023 by the following vote:

AYES:	Councilmember:	Burdo, Fineman, Colbert, Kullaway, Mayor Burke
NOES:	Councilmember:	None
ABSENT:	Councilmember:	None
ABSTAIN:	Councilmember:	None

EILEEN BURKE
MAYOR

ATTEST:

SERGE AVILA
TOWN CLERK

EXHIBITS
A. Housing Element
B. Land Use Element

EXHIBIT A: HOUSING ELEMENT

EXHIBIT B: LAND USE ELEMENT

The following General Plan Amendments are proposed to the Land Use Element of the General Plan.

LAND USE ELEMENT

A. Introduction

The land use section is the broadest in scope and most comprehensive element of the General Plan. The objectives and policies contained herein were the last to be formulated and reflect the general policy direction contained in all the other sections of the plan. As a result, the Land Use Element by design brings the array of thought and direction contained throughout the plan together to create a consistent and harmonious statement.

The intent of the land use section is to match the plan's policies related to natural resource, environmental constraint, recreation, open space, and community design policies with the urban land needs derived from the population, housing, circulation, and economic objectives of the plan.

The Land Use Element defines and shows graphically the general spatial distribution of all uses of land within the Town of San Anselmo. Furthermore, the land use section stipulates the density and intensity of development for all the land area covered by the plan.

B. Existing Land Use

The Town of San Anselmo is situated in a series of small valleys created by streams which are bordered by moderate to steep hillside slopes and ridge tops. The vegetation in the area is a mixture of grass and woodland. Due to their orientation, the north-facing slopes are more heavily wooded than the south-facing slopes. The sunnier south-facing slopes do, however, have stands and pockets of woodland. The stream courses along the valley floor are bordered by residential and commercial structures and remnants of riparian woodland.

San Anselmo is an established residential community which is near buildout in terms of its maximum residential development. New housing construction can be expected to be limited to infill on existing vacant single-family lots. Many of these undeveloped lots are small and located on steep sites. However, there are some larger parcels of land situated on the higher, and more visible, slopes and ridge tops in the area which are designated for residential development in the current general plan.
There are an estimated 1,720 acres of land within the corporate limits of the Town of San Anselmo. The Available Lands Survey which was conducted in 1984 as a part of the Housing Element update found that there was approximately 288 acres of land available for potential development. While the undeveloped land represents 17 percent of the total acreage in the Town, this undeveloped land is most often found in remote

and hillside areas of the Town which are difficult to develop. Accordingly, while the Town can be described as being more than 80 percent built out from an acreage standpoint, it is 95 percent built out from a housing standpoint.

The Available Lands Survey also did not consider the development potential of surplus public lands and buildings. Red Hill School is an example of a site which has been deemed surplus by the School District, and alternative land uses may be of consideration to the agency in ownership.

1. Residential Character

San Anselmo can be characterized as a small residential community of primarily older neighborhoods and subdivisions that were established prior to 1945. Since 1945, residential development has been comprised of single-family home construction within established neighborhoods, and smaller new residential subdivisions. San Anselmo has not experienced the post-World-War-II construction of large tracts of single-family detached homes. Although San Anselmo is still a predominantly single-family home community, there was a shift in the last decade to the construction of more multi-family structures. The increase in the number of multi-family units was a result of the construction of new multi-family structures on some vacant lots, the conversion of large single-family homes to multi-unit structures, and the demolition of older single-family homes to construct multi-family units. As of 1983 the ratio of single-family units to multi-family units townwide was 77% to 23%.

Additionally, San Anselmo has experienced a large increase in the number of second units which have been added to existing single-family homes in established single-family neighborhoods. The Town has adopted a second unit ordinance designed to regulate the number of second units in any given neighborhood in the community. However, there is no current accounting of the number of second units which have been constructed without benefit of the entitlements required by the Town's zoning code. Second units do comprise a significant use of residential land in the community and are addressed by policy in the General Plan.

2. Commercial and Industrial Character

San Anselmo does not have a strong commercial or industrial base which would classify the community as a major employment area in Marin County. Most of the jobs available in San Anselmo are in the retail and residential services sector of the economy. There is no detailed commercial land use study available in the Town, but the employment data available from the 1980 census and the Association of Bay Area Governments pretty much describes commercial land use in the community. The Town's commercial enterprises are normally classified as "residential support" commercial by planners. These types of uses include food and drug stores; restaurants; automobile service shops and stations; personal service stores including barber shops, beauty shops, and dry cleaners; and retail outlets which depend on local residents as their primary clientele.

The antique and other furniture stores are an example of local retail outlets which are more of a "base industry" drawing dollars from outside the community into the town and

are not dependent on local residents as their primary clientele.

The total square footage associated with the "residential support commercial" activity is totally dependent on the population of the residential community to be served. In other words, the smaller the local population, the less land which needs to be set aside for local residential support commercial uses.

Base commercial industries are not dependent on the size of the local population for their success, but are more affected by competition outside the community, and the ability of similar use to conglomerate in the community in which they are located. The amount of traffic through an area and the functionality of the roadway network are prime factors in the location of base retail commercial activities.

Industrial and manufacturing uses are almost nonexistent in San Anselmo, and the community does not offer the types or size of land parcels which would attract these types of industry in the future.

The Town does offer some potential for small business and professional offices. These offices would be occupied by professionals serving the community or local professionals who desire office space close to home.

C. Land Use Goals

The primary land use goal for San Anselmo is the conservation of the small-town character of the community and its close relationships with the natural beauty of its setting. The desire to retain and enhance these qualities was voiced over and over in the workshops and community meetings on the 1976 General Plan as well as at the meeting on the 1987-88 General Plan review.

The objectives and policies set forth in Section D were formulated to achieve the following goals:

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.
2. Maintain the economic viability of the Town's commercial core.
3. New developments shall be integrated harmoniously into San Anselmo's existing neighborhoods and commercial areas.
4. New developments in the Town's open hillside and ridge areas will be regulated to protect the natural beauty of these areas.
5. Accommodate the housing needs of a socially and economically diverse population.

The Land Use Map was developed on the following four principles:

1. Current land use in San Anselmo is to be the basis for determining the distribution of future land use in the community.

2. In situations where current zoning of a parcel or parcels of land is inconsistent with the existing land use of the greater surrounding area, and development has already occurred, said existing development will be grandfathered into the predominant land use planned for the area.

3. The current mixture of residential densities immediately west of the Town's downtown area is to be maintained.

4. All lands located above the 150-foot mean sea level elevation warrant special protection because of their high visibility potential, natural resource setting, and physical development constraints. Therefore, these lands are to be placed in a special conservation zone. (See pages 16 and 17.)

D. Issues, Objectives, and Policies

The following is a listing of major community conservation and development issues facing San Anselmo, and the Town's objectives and policies related to these issues. The issues have not been prioritized in this plan. However, the issues will be prioritized when the Town Council adopts its planning work program and budget during the upcoming and each subsequent fiscal year.

ISSUE: Growth Management

Objective 1:

To manage future growth to ensure the orderly development of the community, the logical extension of urban services, preservation of the area's natural and cultural resources, and protection of the area's environmental setting.

Policies:

1.1 Future growth through the year 2032 will be limited to the Town's present adopted urban service limit line. (See Map 2.)

1.2 Future growth will be managed based on the ability to provide needed public services, the constraints associated with development of the site, the costs and revenues associated with new development, and the effects of growth on local traffic conditions.

1.3 Ensure that new growth does not create intolerable traffic conditions.

ISSUE: Preservation of Community Character and Image

Objective 2:

To preserve and enhance the unique natural and urban characteristics of the community while accommodating suitable new growth.

Policies:

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.

2.2 New development will be required to preserve some of the natural and cultural characteristics of their respective development sites.

2.3 Undeveloped and agricultural lands outside the urban service area boundary should be protected from urban expansion.

ISSUE: Residential Densities

Objective 3:

To establish residential densities which are compatible with the environmental constraints of the area, and sensitive to adjacent land uses.

Policies:

3.1 Very low density (hillside and ridge) and single-family conservation residential development should be located in areas of (1) relatively high visibility, (2) environmental hazards, (3) sensitive environmental resources, or (4) areas which are established as high priority open space lands.

3.2 Single-family residential development is most appropriate within and adjacent to existing single-family areas, and in areas easily served with water and sewer lines. Such areas should also serve as transition zones between mixed density and very low-density areas.

3.3 Mixed residential and affordable housing development is most appropriate where sites have few environmental constraints, and have adequate facilities, such as water, sewer, transit, and access to commercial services.

3.4 Mixed residential and affordable housing development is also appropriate along major traffic arterials and adjacent to commercial and office areas.

ISSUE: Maintain a Sound Commercial Base

Objective 4:

Maintain the existing size and intensity of commercial businesses in the Town.

Policies:

4.1 Commercial land uses in the Town shall be divided into four categories: central commercial, general commercial, limited commercial, and neighborhood commercial.

4.2 Retail commercial is best suited for the central area.

4.3 General commercial is best suited for both retail and service commercial.

4.4 Neighborhood commercial should be located on collector streets within a short distance of residential areas.

4.5 Limited commercial uses shall be located along Sir Francis Drake Boulevard west of the Hub. Low intensity uses are low traffic generators.

4.6 Before the Town will consider a proposal for commercial expansion or intensification, the Town first needs to resolve current parking problems in the commercial areas of the community. Any commercial proposals which would compound the parking problem will not be approved.

Objective 5:

To establish parking standards and a parking program for the central commercial area.

(Also see Circulation Element Policies 9.1 and 12.1.)

Policies:

5.1 To revise the parking standards in the Town's Zoning Ordinance recognizing that most businesses in the central area cannot provide parking onsite.

5.2 To establish a parking district or other mechanism in the central commercial area to generate the monies needed to develop sufficient parking in the area to support the Central Commercial District.

ISSUE: The Preservation and Restoration of Local Historic Buildings, Features, and Sites

Objective 6:

To identify, protect, preserve, and restore buildings, features, and sites of local historic value in San Anselmo.

Policies:

6.1 The Town of San Anselmo shall undertake a historic survey and maintain an inventory of buildings, features, and sites of local historic significance.

6.2 The Town will endeavor to protect from demolition or destruction or major alteration any building, feature, or site of local historic value.

6.3 To encourage the marking of historic buildings, features, and sites to publicize their significance.

ISSUE: Preservation of Open Space within the San Anselmo Planning Area

Objective 7:

To protect and preserve those areas of unique natural and visual resources within the planning area (see Map 3). (Also see Open Space Element Policies 2.1-2.8.)

Policies:

7.1 To limit or prohibit development in hazardous areas or areas of high resource value.

7.2 To prohibit or severely limit development along the Town's major and minor ridges and hilltops.

7.3 To preserve as open space land of aesthetic or recreational value.

7.4 Encourage open space corridors along easements and streams and provide public access where appropriate for bicycling, walking, and equestrians. (See Objective 4 of Open Space Element.)

7.5 Regulate construction on visible slopes to preserve the visual value of the hillside.

7.6 Continue to preserve open space and provide for the conservation of resources through innovative implementation including zoning, development controls (including grading, public and private acquisition, and incentives for private improvements which enhance the environment).

ISSUE: Annexation of Developed and Undeveloped Lands

Objective 8:

To limit future annexations to lands within the urban service area.

Policies:

8.1 To determine which properties within the Town's Urban Service Area should be prezoned.

8.2 To prezone lands in conformance with all the policies of the San Anselmo General Plan.

8.3 To review and comment on all development proposals within the Town's adopted Urban Service Area Boundary.

8.4 Developments proposed on properties contiguous to the Town Limits and prezoned by the Town shall be annexed into the Town prior to any decisions on the development proposal.

8.5 All lands annexed into the Town will be zoned no less restrictively than the current County of Marin zoning. The Town will not consider annexation for purposes of increasing the density over that allowed by the County of Marin.

ISSUE: Protection of Hillside and Ridge Properties

Objective 9:

To regulate future development on hillside and ridge parcels so as to protect, maintain, and enhance the natural characteristics of the land which contribute to the open space qualities of the parcel. (Also see Open Space Element Policies 2.1-2.8.)

Policies:

9.1 The density on ridge and hillside properties shall be no greater than the number of dwelling units specified in the "Table of Hillside and Ridge Density Parcels" (Ordinance No. 890).

9.2 No development including structures, roads, and public facilities shall be allowed on visible ridges and hillsides unless it has been demonstrated that development outside of these areas is not feasible for geologic, soils, or hydrologic reasons, or development would impact a unique natural habitat.

9.3 Should there be no other option but to allow development on a visible hillside or ridge, the Town may limit the size of development (i.e., square footage allowed within any structure), if such a limitation would reduce the visual impact of a development.

9.4 Development on hillside and ridge parcels shall be located so as to be screened by existing woodlands or by portions of the site where existing topography provides screening. Development within existing woodland may be allowed if tree removal is minimal.

9.5 New roads or extensions of existing roads which provide access to hillside and ridge parcels shall be limited in paved width to the minimum necessary to provide for adequate public safety.

9.6 New or existing roads serving hillside and ridge parcels shall remain rural in character and appearance.

9.7 Development on hillside and ridge parcels shall be so designed as to minimize grading and disruption of natural contours.

9.8 Lands above the 150-foot mean sea level elevation warrant special design review considerations; accordingly, the Town will review the building location, building design, and access of development in these areas.

Objective 10:

To regulate the design of residential units, roads, and public facilities in hillside and ridge areas in order to protect and maintain the existing visual image and character of these lands. (Also see Circulation Element Policies 10.1-10.6.)

Policies:

10.1 The Town will not allow the attached cluster form of condominium development on lands designated as Very Low-Density Single Family-Conservation in the General Plan.

10.2 Within a subdivision, single-family detached homes may be located on lots smaller than one acre, provided that said location of single-family detached homes attains the desired open space objectives or reduces the visual impact of the proposed development, and providing the overall subdivision density does not exceed the maximum gross density allowed by the designated land use.

10.3 Residential units shall be designed and located so as to minimize their visual mass. The Town will require exterior materials and colors which soften the appearance of the building and allow it to blend with the natural landscape.

10.4 The only materials to be used for road construction shall be those which soften the visual appearance and impact of the road. All road materials shall be approved by the Town Engineer.

10.5 Street lighting on hillside and ridge parcels shall be kept to the minimum necessary for safety. Light standards which minimize the dispersal of light shall be used in these areas.

ISSUE: Preservation of Neighborhood Character, Image, and Quality of Life

Objective 11:

To preserve, maintain, and enhance the existing character, scale, and quality of life in San Anselmo's residential neighborhoods.

Policies:

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.

11.2 Medium- and large-scale development projects in both single-family and mixed residential areas shall provide for a variation in building heights and exterior wall and roof articulation to avoid monotonous structures with a large, blank visual bulk and mass.

11.3 New developments of five or more units which overcrowd the local residential street network, and cannot make the necessary roadway improvements to mitigate the impact, will be required to be phased over a period of time or

possibly be reduced in density. All roadway improvements will be paid for by the development creating the need for the improvements.

11.4 Cannabis Business Uses. The Town shall not allow any cannabis business uses within the Town limits except medicinal cannabis delivery from businesses located outside of the Town limits. Recreational cannabis delivery from businesses located outside of the Town limits may be allowed if required by state law.

ISSUE: Future Development and Public Utilities and Services

Objective 12:

To maintain the current level of public services to the citizens of the Town and to continue to support improvements to public utilities as needed.

Policies:

12.1 To work with the special districts that provide water, sewer, and fire protection services in order to maintain and improve upon the present level of service.

12.2 To require all new development within the Town to be served by the public fire protection system and, where feasible, the public water and sewer system.

ISSUE: Maintenance of Adequate Water Service and Fire Flows in Hillside and Ridge Areas

Objective 13:

To ensure that existing and future development in hillside and ridge areas has a continuous supply of domestic water, adequate water to protect structures from domestic and wildfires.

Policies:

13.1 To encourage the Fire District to require sprinkler systems in new residential buildings which the Water District cannot supply with the ISO recommended fire flow.

13.2 New homes shall hook into MMWD's system where feasible.
If a water moratorium exists or public water cannot be provided, owners may construct potable water wells for new homes in accordance with the San Anselmo Municipal Code but shall connect to MMWD for their sole potable water supply as soon as water supplied by MMWD is available.

Objective 14:

To require homes and other improvements constructed in hillside and ridge or other high fire hazard areas to be designed to reduce the potential for a disastrous fire.

Policies:

14.1 To prohibit on street parking on public and private roadways which, due to their width or circuitous routing, create problems for fire equipment access.

14.2 To prohibit the use of combustible roofing materials in residential areas that have a high wildfire potential (e.g., hillside and ridge areas).

14.3 To require brush clearance around structures which encroach on wild vegetative groundcover.

ISSUE: Sewage Treatment in Hillside and Ridge Areas

Objective 15:

To ensure that onsite sewage treatment systems do not create a potential health problem or contribute to a potential unstable slope condition.

Policies:

15.1 The Town will require all new development, where feasible, to be served by the Public Sanitation District.

15.2 Where it is not feasible to hook into the Sanitation District collection system, the builder must supply a copy of a sanitation engineer's report to the Town stating that disposal is feasible on the site from a health standpoint. Further, a professional geotechnical report by a professional engineer shall be supplied to the Town stating that the proposed wastewater disposal field will not result in contribute to any landslide or other adverse geologic condition.

ISSUE: Reduction of Potential Flooding Hazards

Objective 16:

To protect the community from danger to life and property caused by flooding.

Policies:

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

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.

16.3 To inform the citizens of the community of existing and potential flooding problems on an ongoing basis.

16.4 To repair and improve the Town's storm drainage system to handle existing and projected runoff.

16.5 To prepare evacuation plans for flood-prone areas and distribute information to affected residents, businesses, and property owners.

ISSUE: Development in the Flood Zone

Objective 17:

To ensure that facilities needed to function in a natural disaster are not located in the floodplain or, if there is no other choice, that they are designed to function adequately under emergency conditions.

Policies:

17.1 Facilities designated as "critical" in the emergency preparedness plan should not be located in the 100-year floodplain, or if no other choice shall be designed to function adequately under emergency conditions.

ISSUE: Reuse of Surplus School District Lands

Objective 18:

To keep surplus School District lands in public ownership, while allowing some interim use of the property to allow the School District some financial return on its land holdings.

Policies:

18.1 The Town shall meet with the School Districts to determine the appropriate future use of surplus school sites whenever Districts contemplate reuse of these lands.

18.2 To encourage the School District to retain public ownership of surplus school sites because of the recreation and other physical assets that they provide for the greater community.

18.3 Ensure that reuse of public-school sites is compatible with adjacent land uses and intensity of development in the immediate area.

18.4 To adopt an ordinance which would allow the School District to lease surplus school sites for possible educational, light commercial, office, or other use which can be found compatible with the existing use of land around the surplus school site, and the community as a whole.

18.5 To encourage the involvement of all San Anselmo citizens on the issue of reuse or new use of surplus school sites.

Objective 19:

To stipulate the future use of all school sites in the Town of San Anselmo in the event that said sites cease to be used, in whole or in part, as public schools.

Policies:

19.1 It shall be the policy of the Town of San Anselmo to zone the following listed school sites for the future use designated in the table below:

School	Future Use
Sir Francis Drake High School	Single-Family Residential/Street Frontage Medium Density
Brookside School	Single-Family Residential
Wade Thomas School	Single-Family Residential
Red Hill School	Single-Family Residential/ Above Elevation 150—Very Low Density
Hidden Valley School	Single-Family Residential

ISSUE: Reuse of Private School and Church Sites

Objective 20:

To develop special zoning districts and design guidelines to regulate the reuse of private school and church sites identified on the General Plan Land Use Map.

Policies:

20.1 To ensure that reuse of existing private school and church sites is compatible with adjacent land uses and intensity of development in the immediate area.

20.2 To protect the unique natural and architectural features which make these sites a visual resource within the Town of San Anselmo.

20.3 To consider land use options for these properties which would preserve their unique visual or community resources. In the interim the following future uses will be allowed:

Schools	Future Interim Use
Seminary Lands	Single-Family Residential/Reuse of Historic Building High-Density Residential
Saint Anselms School	Single-Family Residential
Sunny Hills	Below 150 Mean Sea Level Multi-Family Residential/ Above Elevation 150 Mean Sea Level--Very Low Density Single-Family Residential

E. Use Categories

Listed below are the basic land uses provided for in the General Plan. Each land use category includes a description of the type, density, and intensity of land use expected therein. The category descriptions also contain some of the criteria used in assigning their relative location within the planning area, and the objectives which each category is expected to achieve. The Planned Land Use Map shows the planned distribution of general land uses within the planning area.

Each residential land use category includes a population density range expressed in dwelling units per gross acre. The actual number of dwelling units permitted for any given residential parcel will be dependent on the environmental constraints of the site, and traffic safety characteristics of the roadways which provide access to the site, community design issues, and the housing objectives to be achieved.

The term 'gross acre' as used in the General Plan refers to all the land within the property lines of a given parcel or all the land within the boundary line of a given development proposed. The only land to be excluded in the calculation of gross acreage is any land within an established public right-of-way or adopted plan line.

The ultimate structural form and physical character of San Anselmo will be determined by the density and intensity of development allowed on existing undeveloped lands within the Town limits. The Town has decided that its visual image and character will be that of a small-town detached single-family residential community which provides for a more dense and intense form of development on lands adjacent to its central commercial core. The flatter lands of the valley floor, and lower hill slopes, will be predominantly detached single-family neighborhoods. The density, and the intensity of residential development, will decrease rapidly to a very low level on the upper slopes and ridges of the hills and mountains which bound the community.

1. Residential

The categories of residential land use provided for in the San Anselmo General Plan are formulated so as to protect the visual character and quality of life in most of the Town's

existing residential neighborhoods. However, the general plan does provide for some transition in residential character and form in and around the Town's central commercial area. Vacant lands within other established residential neighborhoods will be regulated so as to maintain and continue the existing character of development in the immediate area.

The density and intensity of residential development on existing vacant parcels of land on the upper slopes and ridges of hills in the planning area will be severely limited so as to protect the open space character and visual image of these areas. The following sets forth the permitted land uses, building types, and concentration of use in each residential category contained in the General Plan.

a. Very Low Density—Hillside and Ridge (1 Unit/Gross Acre or Less)
The very low-density residential category is applied to those lands which constitute the Town's hillside and ridge areas. This land use category is intended to provide a density and intensity of residential development which will maintain the natural features of the land and associated landscape and protect the visible ridges in the community from development.

The lands designated on the Land Use Map as very low density are to be improved with single-family detached homes on various lot sizes. Many of the parcels within this category are large, and it is therefore possible to cluster detached dwelling units on individual lots to avoid environmental constraints and to further open space objectives. The number of units to be allowed on each parcel of land within this category will be based on the environmental constraints (e.g., slope, unstable soils, stream courses, etc.) and open space objectives associated therewith. The Town of San Anselmo has reviewed the development potential of each parcel in the hillside and ridge area. From this review emerged the maximum number of dwelling units to be allowed on each parcel. The maximum number of dwelling units to be allowed is designated in the official **"Table of Hillside and Ridge Density Parcels"** adopted by the Town Council. The Town Council may review and amend this table from time to time if such amendment would further the objectives of the General Plan.

The population density in the hillside and ridge areas associated with this land use category will not exceed a maximum of four (4) persons per gross acre. The only land use to be allowed within this category include single-family detached dwellings, roadways, driveways, public uses similar to public parks, and public playgrounds, trail access easements, utility installations, state licensed small alcoholism and/or drug treatment facilities, small family day care homes, small pediatric day health and respite care facilities, small residential care facilities including those serving the elderly and persons with chronic life-threatening illness, and any other residential facility mandated by state or federal law, foster homes, and home occupations which are incidental and accessory to the allowed residential use. Other uses which are permitted by use permit include: large family day care homes and a limited number of second units.

b. Single-Family Residential-Conservation (1 Unit/Gross acre or Less)
The Single-Family Residential-Conservation designation is assigned to those residential

properties that are one acre or more and are located at or above the 150-foot mean sea level elevation in the Town of San Anselmo, but outside of the land designated as Very Low Density (Hillside and Ridge). Much of the land above the 150-foot mean sea level elevation is visible from the Town's major roadways and established residential neighborhoods, and as such forms the major visual backdrop to the Town. In order to preserve the unique visual qualities of these lands, development is to be limited to a density of one unit per acre or less.

In order to maintain the visual quality of the lands above the 150-foot mean sea level elevation, the Town intends to review the building location, access, and exterior design of structures proposed for vacant lots in this area. The Town may also consider the effects of new development in this area on the public health and safety issues related to site improvements.

Design review may also apply to existing developed properties within the conservation area, if said review is necessary to protect the visual character of the hillside and the size of the proposed addition is large enough to warrant said review.

The population density in the single family residential-conservation area will not exceed 18 persons per gross acre. The only land uses to be allowed within this category include single-family detached dwellings, roadways, driveways, public uses similar to public parks, public playgrounds, trail access easements, utility installations, state licensed small alcoholism and/or drug treatment facilities, small family day care homes, small pediatric day health and respite care facilities, small residential care facilities, including those serving the elderly and persons with chronic life-threatening illness, and any other residential facility mandated by state or federal law, foster homes, and home occupations which are incidental and accessory to the allowed residential use. Other uses which are permitted by use permit include: large family day care homes and a limited number of second units.

c. Single-Family Residential (1-6 Units/Gross Acre)

The Single-Family Residential category is assigned to those residential areas with established neighborhoods which are characterized predominately by single-family detached homes on a typical suburban residential lot. The majority of the parcels (lots) in this category would have a lot size of 7,500 square feet or less. However, some lots larger than 7,500 square feet may be found in this area due to environmental conditions or topography. Much of the land above the 150-foot mean sea level elevation is visible from the Town's major roadways and established residential neighborhoods, and as such forms the major visual backdrop to the Town. In order to maintain the visual quality of the lands above the 150-foot mean sea level elevation, the Town intends to review the building location, access, and exterior design of structures proposed for vacant lots in this area. The Town may also consider the effect of new development in this area on the public health and safety issues related to site improvements.

Design review may also apply to existing developed properties at or above the 150-foot mean sea level elevation, if said review is necessary to protect the visual character of the hillside and the size of the proposed addition is large enough to warrant said review. The majority of the land within this residential category has already been subdivided

and improved with single-family homes. However, there are existing vacant parcels of land dispersed throughout these low-density residential areas and redevelopment of existing single-family homes is anticipated. Future subdivision of vacant land within this category shall conform to the existing pattern of lot sizes within the neighborhood in which the land is located. New lots created through the subdivision of land shall be the same size as, or in some situations larger than, the existing lots in the immediate neighborhood.

The population density in the single-family residential category shall not exceed a maximum of eighteen (18) persons per gross acre. Land uses to be permitted include single-family detached dwellings, duplexes, triplexes, quadplexes, townhomes, public uses similar to public parks, public schools, public playgrounds, trail access easements, utility installations, state licensed small alcoholism and/or drug treatment facilities, small family day care homes, small pediatric day health and respite care facilities, small residential care facilities, including those serving the elderly and persons with chronic life-threatening illness, and any other residential facility mandated by state or federal law, foster homes, and home occupations which are incidental and accessory to the allowed residential use. Other uses which are permitted by use permit, include: churches, large family day care homes and a limited number of second units.

d. Medium Density Residential (6-12 Units/Gross Acre)

The Medium Density Residential category is assigned to residential lots adjacent to Sir Francis Drake Boulevard and residential lots which abut or face commercial land uses. These properties will be developed duplexes, triplexes, quadplexes, townhomes, and standalone multifamily buildings..

The population density in the Medium Density Residential category shall not exceed a maximum of twenty-eight (28) persons per gross acre. The only land uses to be allowed within this category include duplexes, triplexes, quadplexes, townhomes, standalone multifamily buildings, public uses which are similar to public parks, public schools, and public playgrounds, state licensed small alcoholism and/or drug treatment facilities, small family day care homes, small pediatric day health and respite care facilities, small residential care facilities, including those serving the elderly and persons with chronic life-threatening illness, and any other residential facility mandated by state or federal law, foster homes, and home occupations which are incidental and accessory to the allowed residential use are permitted. Other uses permitted by use permit include: churches and large family day care homes.

Higher densities may be considered within these areas if such developments implement to a significant degree the social housing objectives of the General Plan. The Affordable Housing Overlay section describes how this can be done.

e. High Density Residential (20-30 Units/Gross Acre)

The High-Density Residential category is primarily assigned to residential lands near commercial areas outside the Town's Central Commercial core. The predominant form of residential development is expected to be multifamily apartment and condominium dwelling units in standalone buildings and/or in multi-building complexes. Multi-family

housing is to be located within walking distance of commercial and employment areas in order to reduce the need for, and dependence on, the automobile for daily shopping trips.

The population density in the High Density Residential category is not to exceed a maximum of forty-two (42) persons per gross acre. Land uses to be permitted in this area include: single-family detached homes, duplexes, triplexes, apartments, condominiums, public uses which are similar to public parks, public playgrounds, and public schools, public parks, trail access easements, utility installations, state licensed small alcoholism and/or drug treatment facilities, small family day care homes, small pediatric day health and respite care facilities, small residential care facilities, including those serving the elderly and persons with chronic life-threatening illness, and any other residential facility mandated by state or federal law, foster homes, and home occupations which are incidental and accessory to the allowed residential use. Other uses permitted by use permit, include churches, convalescent homes, bed and breakfast, and large family day care homes.
Higher residential densities may be considered within these areas through the application of the Affordable Housing Overlay District

f. Downtown Mixed Residential (6-30 Units/Gross Acre)
The Downtown Mixed Residential category is assigned to the residential lands west of the Town's Central Commercial area. These properties are planned to be improved with a mixture of single-family, duplex, triplex, quadplex, townhome, and multi-family apartments and condominiums. The intent is to have a mixture of residential densities on every street and block in the area so designated. Furthermore, there will be objective ministerial design review of all housing development and redevelopment to ensure visual compatibility with existing development in the area.

The population density in the Downtown Mixed Residential category shall not exceed a maximum of forty-two (42) persons per gross acre. Land uses to be permitted in this area include: single-family-detached homes, duplexes, triplexes, quadplexes, townhomes, apartments, and condominiums, public parks, public schools, and public playgrounds, utility installations, state licensed small alcoholism and/or drug treatment facilities, small family day care homes, small pediatric day health and respite care facilities, small residential care facilities, including those serving the elderly and persons with chronic life-threatening illness, and any other residential facility mandated by state or federal law, foster homes, and home occupations which are incidental and accessory to the allowed residential use. Other uses permitted by use permit, include churches, rooming houses, convalescent homes, bed and breakfast, professional offices, and large family day care homes, and a limited number of second residential units.
Higher residential densities may be considered within these areas through the application of the Affordable Housing Overlay District

g. Affordable Housing Overlay (20-40 Units/Gross Acre)
The Town has found over the years that zoning land to allow for higher densities of development has not resulted in rental or sales prices that meet the needs of the community's low- and moderate-income households. The only result has been a change

in the physical appearance and character of the community, and increased traffic. The Town recognizes the needs of low and moderate income families and will provide within the Land Use Element an incentive to provide housing for these income groups. The Town will consider higher density for both rental and for-sale projects which provide at least forty (40) percent of the total dwelling units within the development for low-income families. Rental and for-sale unit projects which meet the objective will be considered in specified areas within the town. These areas will allow reduced floor area ratios and parking requirements to incentivize development of affordable housing. The areas which will be considered for higher densities will be designed in the future by the Town Council.

2. Commercial

San Anselmo does not have the type of a strong commercial or industrial base which would classify the community as a major employment area in Marin County. Most of the jobs available in San Anselmo are in the retail and residential services sector of the economy.

A report prepared by the Association of Bay Area Governments entitled "ABAG Projections—87" projected a decreasing population in San Anselmo, combined with a relatively small increase in the number of jobs available in the community, and the number of households in the community. Slight job increases are projected in the retail and service sector over the next 20 years.

The jobs projections for San Anselmo do not indicate a need to plan for a large amount of commercial expansion in the community. Growth in jobs, though small, will be in service and office type uses, with some limited retail expansion.

The San Anselmo Chamber of Commerce supports policies which will encourage the expansion and attraction of nonresident-supported business enterprises. It appears that the primary businesses which can be encouraged to expand to implement this objective are restaurants, antique and other furniture stores, and specialty retail item stores. These enterprises would have to operate in conjunction with one another to first attract visitors to the area and to encourage visitors to have an extended stay (two or more hours) of browsing, shopping, and eating.

The Town appears to have adequate existing and planned commercial floor space to achieve this objective. Furthermore, the historic commercial core and commercial development along Sir Francis Drake Boulevard and Red Hill Boulevard are within reasonable walking distance from one another. A factor which hinders the expansion of nonresident-supported business enterprises is the size of streets, and high volume of automobile traffic thereon, which tends to serve as a strong barrier to easy pedestrian circulation. Steps the Town could take to improve upon the environment for nonresident dependent business include improving pedestrian circulation and traffic movement, and to provide adequate and easily accessible parking for longer shopping trips into the community.

One of the primary concerns of commercial business in the historic core and along Red

Hill Road and Greenfield Avenue is the need for additional convenient customer parking. The Chamber of Commerce has requested that the Town consider adopting policies which will address the need for more convenient parking.

The commercial area along San Anselmo Avenue is planned to remain the retail core of the community. Uses are expected to be a mixture of visitor and local serving commercial business. The Central Commercial area should incorporate open space, a strong pedestrian element, and convenient parking to maintain its image as the hub of the community. The Town may consider special parking provisions for the area in order to reduce the time and trouble new businesses have with leasing commercial space in the area. The incorporation of a residential element into the variety and fabric of the commercial core could improve its function and vitality.

The older commercial structures located along Sir Francis Drake Boulevard west of the Hub present a potential traffic circulation and congestion problem. Most of these structures were constructed without off street parking. Furthermore, the heavy vehicular traffic volume along Sir Francis Drake Boulevard, combined with the inability to structurally expand the boulevard means that left turns onto business property in this area creates an unacceptable problem for vehicular circulation within the Town. As a result, commercial uses which generate significant amounts of traffic, if located in these structures, will cause further traffic congestion in an existing congested area. The Town intends to consider regulating businesses in this area to prohibit enterprises which are high traffic generators (e.g., fast food outlets and quick stop and shop stores).

The Town wants to maintain the small-town scale and character of its commercial areas. This will be attained by creative conservation of older buildings and close attention to new buildings to ensure that they are at a scale which is compatible with the existing character of the area. Trademark designed buildings associated with many retail, food, and beverage service businesses will not be allowed in the Town's commercial areas. Development is to be consistent with Objective 6 and Policies 6.2-6.3 of the Land Use Element.

Limited commercial enterprises will be allowed at some points along major arterials and collector streets, provided these businesses primarily serve the residential areas in which they are located. The Plan recognizes the existing limited number of small neighborhood commercial and administrative professional offices along Center and Sir Francis Drake Boulevard.

The categories of commercial land use provided for in the General Plan recognize the diverse functions and roles each of the commercial areas will play in the community. The following describes the permitted land uses, building types, and concentration of use in each commercial category found in the Plan.

a. Central Commercial (20 Units/Gross Acre)

The Central Commercial area can be found along portions of San Anselmo Avenue and Sir Francis Drake Boulevard between the Hub and Tunstead Avenue. This commercial area is expected to be the retail core of the community. Commercial enterprises in this

area are expected to provide a continuity of commercial frontage and attractive area for pedestrian movement. Parking is not anticipated onsite but would be provided in public or common parking lots within walking distance of all downtown businesses.

Two types of businesses are expected in this area. The first type are primary attractors. These are businesses that draw customers from outside of the community. Such commercial activities include restaurants, specialty stores (antiques), fashion stores, variety stores, and apparel stores. The second type of uses are satellite businesses which rely on pedestrian movement generated by the primary attractors. These include such uses as small specialty shops, small food service outlets (ice cream and coffee), personal services (barber and beauty shops), and small boutiques. Offices would also be allowed, but to promote commercial activity in the area are encouraged to located above the ground floor.

Residential use in the form of multi-family housing will be allowed in the central commercial area. Residential uses can be provided for in a single structure or may be mixed with commercial activity in a single structure; the ground floor of every building should be utilized for commercial or commercial-related uses. However, the Town will consider the entire use concept for a building before determining the appropriate use of the ground floor.

Commercial activity in the central area is expected to be quite concentrated to encourage pedestrian movement. Although commercial development will be concentrated, the intensity of commercial development on individual lots or development sites could have floor area ratio (FAR) up to 2.0. The term "floor area ratio" as used in the General Plan is the total floor area of a building relative to the total area of the lot or development site. A 5,000 square foot lot with a floor area ratio of 1.5 could have 7,500 square feet of floor space in a building. Furthermore, the height of buildings in the central commercial area is to be compatible with surrounding buildings but shall not exceed 30 feet in height.

b. General Commercial (20-30 Units/Gross Acre)

The General Commercial land use designation is expected to provide for a wide range of commercial activities. These types of activities include supermarkets, food stores, retail activities, automobile service and repair, laundries, offices, restaurants, nurseries, and commercial services. Businesses in these areas would not rely on foot traffic for their customers but would be expected to draw from and accommodate automobile traffic. The majority of the businesses in these areas should be required to provide onsite parking for their customers. However, in some situations, common parking facilities or special parking on street programs may be authorized.

Residential use will be allowed in the general commercial areas. Residential uses can be provided for in a single structure or may be mixed with commercial activity in a single structure; the ground floor of every building should be utilized for commercial or commercial-related uses. However, the Town will consider the entire use concept for a building before determining the appropriate use of the ground floor.

The concentration of commercial development in the General Commercial area will not be as great as it is in the commercial core. Commercial buildings in these areas may be more spread out and separated by off street parking spaces. The height of buildings in this category is to be compatible with surrounding buildings but shall not exceed 35 feet in height. The only exception would be existing buildings which are greater than 35 feet in height.

c. Limited Commercial (20-30 Units/Gross Acre)

The areas designated as Limited Commercial on the General Plan Land Use Map will be regulated as to the intensity of commercial development allowed thereon. It is intended that commercial development allowed for on these properties will be low traffic generators or generate an equal or lesser number of trips during the a.m. and p.m. peak hours than the existing uses as of July 22, 1997, (the determination for vacant buildings will be the most recent use between February 26, 1991, and July 22, 1997, on Sir Francis Drake Boulevard). Examples of uses which are expected to be low traffic generators include specialized enterprises such as furniture and antique stores, specialty boutiques, bookstores, art galleries, and personal services such as barber shops and beauty shops. The types of commercial activity which will not be allowed in the Limited Commercial area include fast-food restaurants, convenience food stores (when not in combination with a gasoline station), and medical office types of uses and services.

The determination as to whether or not a commercial use would be allowed within this Limited Commercial area will be based upon the total number of traffic trips typically generated by that business. Commercial uses which will disrupt the flow of traffic on Sir Francis Drake Boulevard or uses which would have a detrimental effect on the residential neighborhoods adjacent to Sir Francis Drake Boulevard will not be allowed. The intent of this Limited Commercial area is to ensure that the businesses which operate within this area will not be disruptive to the flow of traffic on the boulevard or the nearby residential neighborhood.

Residential use will be allowed in the limited commercial area. Residential uses can be provided for in a single structure; the ground floor of most buildings should be utilized for commercial or commercial-related uses. However, the Town will consider the entire use concept for a building before determining the appropriate use of the ground floor. The concentration of commercial development in this area is expected to be lower than in the Central and General Commercial districts. Building heights are to be compatible with buildings in the surrounding area, but shall not exceed 35 feet in height.

d. Neighborhood Commercial/Mixed Residential (20 Units/Gross Acre)

The Neighborhood Commercial/Mixed Residential designation is intended to allow very limited commercial uses on certain properties within predominantly residential areas of San Anselmo. The land use designation will allow properties so classified to either be improved with residential units (predominantly single family) or limited commercial uses which are compatible with the residential area. Commercial uses which are compatible with residential areas would not result in traffic impacts any greater than if the property were improved residentially. Compatibility implies that limited commercial uses would

also not result in noise, light, glare, or aesthetic impacts that would conflict with a residential environment.

Neighborhood Commercial areas provide convenience goods and services to local residents without disrupting the residential character of the area. They are necessarily small in size, and oftentimes may consist of a single mom-and-pop store. Other typical uses include barber shops, beauty shops, cleaners, shoe repair, hardware stores, and small pharmacies. Small professional offices may also be allowed in this category. Neighborhood Commercial uses are considered desirable when located at intersections and developed in areas where residents can walk rather than drive to do business. Additional neighborhood centers may be needed beyond those shown on the map, depending upon the desires of residential communities within the town.

The concentration of commercial development within the area will be quite limited. Most often, commercial development will be limited to one or two parcels, but in some situations, there may be more parcels devoted to this use. Floor area ratios could be up to 1.0, except that the maximum floor area ratio for housing development projects (as defined in California Government Code Section 65589.5(h)(2)) with eight to ten units is 1.25; and the height of the commercial structures must be compatible with those of the residences in the area, but shall not exceed 30 feet in height.

e. Professional (20-30 Units/Gross Acre)

It is the intention for the uses permitted within the Professional designation to act as buffers between C-2 Central Commercial and Residential Districts. It is further intended to allow professional uses which are reasonably compatible with adjacent residential uses, and particular emphasis shall be given to avoid problems of traffic, noise production, and other detriments to a residential neighborhood.

3. Parks and Open space

This land use category is intended to designate existing and planned parks, recreation facilities, and natural open space areas. The open space areas identified as contributing to the Town's natural setting and community image fall into this category and are designated as Open Space on the Planned Land Use Map or shown on the open space map. The open space land use issues are dealt with in more detail in the Open Space Element of the General Plan. Areas designated as parks on the Planned Land Use Map are not intended to be developed with anything other than small structures which accommodate the citizens of the community as it relates to recreation. Commercial structures will not be allowed in the parks. The parks will only be improved with facilities for which the park was intended (e.g., tennis courts, baseball diamonds, and open playfields).

It is the objective of the General Plan to have all areas identified as "open space" on the Planned Land Use Map or Open Space Map to remain in their natural state without any development at all. However, should the Town be unable to acquire, or set aside the parcels identified on the Open Space Map as permanent open space parcels, a very limited form of residential development would be allowed. Development is to conform to Objective 3, Policy 3.1 of the Open Space Element. Residential development within the

current Town limits would be no greater than one unit per acre, and in many instances may be even less dense for those properties listed on the Table of Hillside and Ridge Density Parcels. Building coverage on these properties would be no greater than 15 percent per gross acre.

Policies

LU-E.3-1: Memorial Park may not be utilized as a flood detention basin, nor may any non-recreational uses be permitted that adversely affect or reduce the recreational amenities at the Park.

LU -E.3-2: No public land parcel occupied by Memorial Park may be sold or transferred by the Town without approval by the citizens of San Anselmo as part of a general election.

4. Public Facilities

This category is a catch-all for all public land uses not included in the afore-described categories. Examples include the Town Hall, Police Department, Fire Service buildings, the Public Library, parks, public parking lots, public schools, and water tank sites. Residential uses may be permitted within the PF District.

The intensity of development allowed on the public facilities parcels will be determined by the function or purpose these facilities were designed to serve. As an example, the Town Hall would have a greater intensity of use than a water tank located on a nearby hillside in the town.

5. Community Facilities

This category is applied to certain Town-owned properties and allows for private use of said properties when appropriate. Examples include the Isabel Cook Community Center and Robson Harrington House.

The hierarchy of use for Community Facilities parcels shall be in the following order, assuming substantially comparable lease terms.

1. Public use by the Town.
2. Rental to non-profit community organizations.
3. Rental to other private entities.

F. Implementation

The California Government Code Section 65860 requires that a "county or city zoning ordinance shall be consistent with the general plan of the county or city by January 1, 1974. A zoning ordinance shall be consistent with a city or county general plan only if: (1) the city or county has officially adopted such a plan, and (2) the various land uses authorized by the ordinance are compatible with the objectives, policies, general land uses, and programs specified in such a plan." In a related action, the legislature amended the state Subdivision Map Act, requiring that tentative and final maps not be approved unless the design and improvement were found to be consistent with applicable specific and general plans (Govt. Code Sec. 66473.5).

Uses must be consistent with all elements of the general plan and not just the land use element and map. (The law is unclear about whether the uses must be consistent with only the seven required elements.) For there to be a finding of consistency the plan must be complete. In addition, the plan must be "an integrated, internally consistent and compatible statement of policies for the adopting agency" (Govt. Code Sec. 65300.5).

Consistency is measured by three parameters: use, boundaries, and time.

1. The zoning ordinance should be considered consistent with the general plan when the allowable uses and standards contained in the text of the zoning ordinance tend to further the policies in the general plan and do not inhibit or obstruct the attainment of these articulated policies.

2. The boundaries of land use areas on the land use map are intended to be ambiguous in order for the Planning Commission and Town Council to adjust land use regulations to factors that are too localized to be reflected on the general plan. Thus, boundaries are intended to be flexible and land uses not shown on the map may be consistent if they are small in area and if they are consistent with the written goals and policies of the plan.

3. As discussed, a use must not preclude ultimate achievement of the goals and policies at the planned time. A use may not be permitted prematurely in an area reserved for future development even if it is consistent with the land use map. It must also be consistent with the objectives and policies as well.

Code Revisions

1. Zoning Ordinance and Map

The top priority for implementation would be the revision of San Anselmo's Zoning Ordinance and Zoning Map to be consistent with the revised general plan. Ordinance amendments would include rewriting the residential and commercial sections of the code to incorporate the density and intensity provisions of the revised general plan. Updating the parking requirements of the code and providing an Affordable Housing Overlay section in the Code. Special provisions could be written into the code to provide that existing uses with a density or intensity of use greater than the revised plan could continue as legal permitted uses.

2. Subdivision Ordinance

The subdivision ordinance should be reviewed and updated to conform with the Subdivision Map Act. In addition, the ordinance can be modified to require a developer to pay certain impact fees to cover the costs to the community that are directly attributable to the development.

Future Planning

1. Affordable Housing Overlay Areas Map

The Town will conduct a more detailed study of existing land uses and parcel sizes in the

designated High Density Residential, General Commercial, and other areas to determine which sites are most appropriate as affordable housing areas. The objective of the study is to map parcels which are considered appropriate Affordable Housing Overlay sites.

2. Commercial Circulation and Parking Study

The Town will conduct a study of the traffic circulation and parking activity in the Central Commercial area. The purpose of the study is to develop a program to improve traffic circulation, parking opportunities, and evolve a method to finance any needed improvements. Businesses in the area will be invited to participate in the study.

3. Design Review in the Single-Family Residential-Conservation Category

Prior to enacting an ordinance to implement the objectives of the Single-Family Residential-Conservation area the Town will conduct studies and hold workshops to determine when and where the discretionary power of design review will be used for new development on vacant lots, and when design review will be required for proposed expansion or reconstruction of existing buildings in the area. The staffing requirements to implement these objectives will also be studied. The purpose of the study is to determine the degree of flexibility which will be incorporated into the ordinance.

4. Historic Preservation Ordinance

The Town will prepare a historic preservation ordinance which will not only protect the visual and design character of existing historic buildings in the community but will establish a procedure and guidelines for new building construction in areas of the community which contain examples of San Anselmo's architectural heritage.

5. Park Land Zoning Ordinance

The Town shall prepare a park lands zoning ordinance, which shall apply to all park lands so designated on the General Plan land use map. The ordinance will implement and be consistent with the General Plan land use criteria for Parks set forth in Section E.3 of the Land Use Element.

SAN ANSELMO PLANNING COMMISSION
RESOLUTION NO. 2023-17

RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF SAN ANSELMO RECOMMENDING TOWN COUNCIL ADOPTION OF AN ORDINANCE AMENDMENT TO TITLE 10, CHAPTER 3, ARTICLE 3 "LAND USE REGULATIONS", TITLE 10, CHAPTER 3, ARTICLE 4 "DEVELOPMENT STANDARDS", TITLE 10, CHAPTER 3, ARTICLE 5 "PARKING AND LOADING REGULATIONS", TITLE 10, CHAPTER 3, ARTICLE 15 "DESIGN REVIEW", TITLE 10, CHAPTER 3, ARTICLE 17 "DEFINITIONS", TITLE 10, CHAPTER 6, ARTICLE 2 "PROCEDURES AND GENERAL REQUIREMENTS", TITLE 10, CHAPTER 13 "REASONABLE ACCOMMODATION", AND TITLE 10, CHAPTER 20 "OBJECTIVE DESIGN AND DEVELOPMENT STANDARDS" TO IMPLEMENT STATE HOUSING LAW AND CLARIFY OR SIMPLIFY EXISTING REGULATIONS

WHEREAS, the California Legislature has found that "California has a housing supply and affordability crisis of historic proportions. The consequences of failing to effectively and aggressively confront this crisis are hurting millions of Californians, robbing future generations of the chance to call California home, stifling economic opportunities for workers and businesses, worsening poverty and homelessness, and undermining the State's environmental and climate objectives." (Government Code section 65589.5); and

WHEREAS, the Legislature has further found that "Among the consequences of those actions are discrimination against low-income and minority households, lack of housing to support employment growth, imbalance in jobs and housing, reduced mobility, urban sprawl, excessive commuting, and air quality deterioration." (Government Code section 65589.5); and

WHEREAS, the Legislature has adopted the Housing Crisis Act of 2019 (SB 330) which states that "In 2018, California ranked 49th out of the 50 states in housing units per capita…California needs an estimated 180,000 additional homes annually to keep up with population growth, and the Governor has called for 3.5 million new homes to be built over 7 years."; and

WHEREAS, State Housing Element Law (Government Code section 65580 *et seq.*) requires that the Town of San Anselmo ("Town") adopt a Housing Element for the eight-year period of 2023-2031 to accommodate the Town's regional housing need allocation ("RHNA") of 833 housing units comprised of 253 very-low income units, 145 low-income units, 121 moderate-income units, and 314 above moderate-income units; and

WHEREAS, on August 1, 2023, the Town received a review letter from HCD indicating revisions and clarifications to the Town of San Anselmo Draft 2023-2031 Housing Element that, in the opinion of HCD, are necessary to meet the requirements of State law, Government Code sections 65580-65589.11; and

WHEREAS, on July 25, 2023, an Initial Study and Negative Declaration was adopted by the Town Council in accordance with the California Environmental Quality Act ("CEQA") and the CEQA Guidelines for the Housing Element and related General Plan Land Use Element and Zoning Code text and map amendments; and

WHEREAS, a public hearing notice was published in the Marin IJ on November 16, 2023 and posted in three places on November 21, 2023 pursuant to Government Code section 65090 giving notice of the Planning Commission's consideration of recommendation of the proposed Zoning Code Amendments contained herein; and

WHEREAS, the Ordinance Amendments are consistent with the Town's current Housing Element and Draft 2023-2031 Housing Element and the Town's General Plan Land Use Goals 3 and 5, Principle 1, and Policies 3.4 and 11.2; and

WHEREAS, the Planning Commission held a duly noticed public hearing on December 4, 2023 to consider recommendation of said Amendments to the Town Municipal Code; and

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The above recitals are true and correct and incorporated as findings herein.
2. The Planning Commission of the Town of San Anselmo does hereby recommend that the Town Council adopt the proposed Ordinance Amendments as set forth in **Exhibit "A" and Exhibit "B"** attached hereto.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Planning Commission on the 4th day of December 2023 by the following vote:

AYES: Heiman, Pipkin, Asselstine, Chair Tunny
NOES: None
ABSTAIN: None
ABSENT: Koblick de Leon, Smith, Strauss
RECUSED: None

ATTEST: _____
Heidi Scoble, Planning Director

EXHIBIT "A"

SECTION 1: Environmental Review. The Ordinance Amendments are exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility that the Amendments will have a significant effect on the environment. The Amendments will make no changes to land uses, development intensities, or the rate at which development is expected to occur, and therefore will have no significant environmental effect.

SECTION 2: The above recitals are true and correct and are incorporated as findings herein.

SECTION 3: Ordinance Amendment. Article 3. Land Use Regulations Section 10-3.302 (Land Use Regulations Table 3A) is hereby amended as follows:

LAND USE REGULATIONS TABLE TABLE 3A										
"P" = Permitted Use "C" = Conditionally Permitted Use [3] "-" = Not Permitted										
	DISTRICT									
LAND USES:	R-1- H	R-1- C	R-1	R-2	R-3	P	C-1	C-2	C-L	C-3
Recreation, Education, and Public Assembly										
Day Care Centers	C [2]	C [2]	C [2]	C	C	C	C	C	-	C
Day Care Homes, Large Family	C	C	C	C	C	C	C	C	-	C
Day Care Homes, Small Family	P	P	P	P	P	P [4]	C	C	-	C
Elementary and Secondary Schools	-	-	P [2]	P	P	P	C	C	-	C
Fitness Centers	-	-	-	-	-	-	C	C	C	P
Fitness Centers, Classes as Primary Use	-	-	-	-	-	-	C	C [13]	-	P
Indoor Entertainment Facilities	-	-	-	-	-	-	-	C	-	C
Libraries and Museums	-	-	-	-	-	-	P	P	-	P
Religious Institutions	-	-	C [2]	C	C	-	C	C	C	C
Schools, Specialized Education and Training	-	-	C [2]	C	C	C	C	C	-	C
Service Organizations and Clubs	-	-	-	-	-	P/C [15]	P/C [15]	P/C [15]	P/C [15]	P/C [15]
Theaters and Meeting Halls	-	-	-	-	-	-	-	C	-	C
Parks and Playgrounds, Public	P [2]	P [2]	P [2]	P	P	P	P	P	-	C
Residential										
Emergency Shelters	-	-	-	-	-	P	-	-	P	P
Live-Work/Mixed-Use - Ground Floor Commercial	-	-	-	-	-	-	P [17]	P	P [17]	P [14] [17]
Low Barrier Navigation Centers	-	-	-	-	-	P	P	P	P	P
Other Residential Care Facilities	P	P	P	P	P	P	P	P	-	P

Residential Care Facilities, Large	P [2]	P [2]	P [2]	P	P	C	C	C	C	C
Residential Care Facilities, Small	P	P	P	P	P	C	C	C	C	C
Residential, Accessory Dwelling Units	P	P	P	P	P	P	P	P	P	P
Residential, Multi-Family (2 to 4 units)	P/C [6,16]	P/C [6,16]	P [6]	P	P	C	P	P [10]	P	P [14]
Residential, Multi-Family (5+ units)	P/C [6,16]	P/C [6,16]	P	P	P	C	P/C [16]	P/C [10,16]	P/C [16]	P/C [14,16]
Residential, Single Family Attached	P	P	P	P	P	P/C [16]	P/C [16]	P/C [16]	P/C [16]	P/C [16]
Residential, Single Family Detached	P	P	P	P	P	C	C	-	C	C
Residential, Single-Room Occupancy Units [7]	P	P	P	P	P	-	P	P [10]	P	P [14]
Supportive Housing	P	P	P	P	P	C	P	P	P	P
Transitional Housing	P	P	P	P	P	C	C	C	C	C
Retail										
Food and Beverage Stores										
Farmers Markets	-	-	-	-	-	-	C	C	-	C
Grocery Stores	-	-	-	-	-	-	P/C	P/C	-	P/C
Food Services										
Alcoholic Beverage Sales, Off-Premises	-	-	-	-	-	-	C	C	C	P/C [1]
Caterers	-	-	-	-	-	-	-	P	P	P
Drinking Establishments	-	-	-	-	-	-	-	C	-	C
Restaurants	-	-	-	-	-	-	P	P	C	P
Restaurants, Fast Food	-	-	-	-	-	-	-	-	-	C
Restaurants, With Alcohol and/or Entertainment	-	-	-	-	-	-	C	P	C	P
Retail Sales										
Auto, Vehicle, and Parts Sales and Rentals	-	-	-	-	-	-	-	-	-	C
Banks and Financial Services, Retail	-	-	-	-	-	-	-	P	-	C

Building Material Stores	-	-	-	-	-	-	-	-	-	C
Cell Phone & Wireless Stores	-	-	-	-	-	-	-	P	C	P
Department Stores	-	-	-	-	-	-	-	P	-	P
Medicinal Cannabis Facilities	-	-	-	-	-	-	-	-	-	-
Non-Medicinal Cannabis Facilities	-	-	-	-	-	-	-	-	-	-
Nurseries	-	-	-	-	-	-	-	C	C	P
Retail Stores, General Merchandise	-	-	-	-	-	-	P	P	P	P
Services										
Consumer Services										
Mini-Storage	-	-	-	-	-	-	-	-	C	C
Personal Services	-	-	-	-	-	-	P	P	P	P
Repair and Maintenance, Consumer Products	-	-	-	-	-	-	P	P	P	P
Pet Care (except Veterinary) Services	-	-	-	-	-	-	-	C	C	C
Laundry, Dry-Cleaning, and Laundromats	-	-	-	-	-	-	P	-	C	C
Auto-Oriented Services										
Service Stations	-	-	-	-	-	-	-	-	C [8,9]	C [8,9]
Vehicle Repair and Maintenance	-	-	-	-	-	-	-	-	C	C
Professional, Business, and Administrative Services										
Business Support Services	-	-	-	-	-	-	P	P	C	P
Light Manufacturing	-	-	-	-	-	-	-	-	-	C
Offices	-	-	-	-	-	-	P	P/C [15]	P/C [15]	P
Wholesale and Distribution	-	-	-	-	-	-	-	-	-	C
Research and Development	-	-	-	-	-	-	-	-	C	C
Health Services										
Medicinal Cannabis Facilities	-	-	-	-	-	-	-	-	-	-
Medical Services, Clinics, Urgent Care	-	-	-	-	-	-	-	-	-	C

Medical Services, Doctor Offices	-	-	-	-	-	P [4]	P	P	C	P
Medical Services, Extended Care	P/C [1,]	P/C [1,2]	P/C [1,2]	P/C [1,2]	P/C [1,2]	C	C	C	-	C
Medical Services, Hospitals	-	-	-	-	-	P	P	P	-	P
Medical Services, Veterinary Clinics and Hospitals	-	-	-	-	-	P [4]	P	P	C	P
Temporary Uses and Events										
Temporary Uses and Events	-	-	-	-	-	C [13]	C [13]	C [13]	C [13]	C [13]
Transportation, Communications, and Infrastructure										
Communications Equipment Buildings	C [2]	C [2]	C [2]	C	C	C	C	C	C	C
Electric Transmission Line Routes of 12 Kv or greater prior to ROW Acquisition	-	C [2]	C [2]	C	C	C	C	C	C	C
Institutional, Public	-	-	P [2]	P	P	P	P	P	P	P
Institutional, Non-Profit	-	-	C [2]	C	C	C	C	C	C	C
Mail Services	-	-	-	-	-	-	-	P	C	P
Parking Garages, Commercial	-	-	-	-	-	-	C	C	-	P
Parking Lots, Commercial	-	-	-	-	-	-	C	C	-	P
Transportation Services, Transit Stops	-	-	-	-	-	-	-	P	-	P
Utility Substations	C [2]	C [2]	C [2]	C	C	C	C	C	C	C
Water Tanks	C [2]	C [2]	C [2]	C	C	C	C	C	C	C
Windmills	-	C [2]	C [2]	C	C	C	C	C	-	C
Wireless Telecommunications Facilities	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]	C [11]
Visitor-Serving Accommodations										
Bed and Breakfast Inns	-	-	-	-	-	-	C	C	-	C
Hotels	-	-	-	-	C	-	-	C	-	C
Ancillary Uses										
Accessory Uses	P	P	P	P	P	P [4]	P	P	P	P

ATMs	-	-	-	-	-	-	C	P	C	P
Conversion of Residential Use to Professional or Commercial Use	-	-	-	-	-	C	C	C	C	C
Drive-Through Services	-	-	-	-	-	-	-	-	-	C
Home Occupations	P [2]	P [2]	P [2]	P	P	P	P	P [4]	-	P
Office, Ancillary	-	-	-	-	-	-	P [12]	P [12,15]	P [12]	P [12]
Outdoor Sales and Rental, Ancillary	-	-	-	-	-	-	C	C	C	C
Personal Cannabis Cultivation[5]	P	P	P	P	P	P	P	P	P	P

LAND USE REGULATIONS TABLE TABLE 3A
Notes:
(1) See definition for more information about the permitting requirements based on the type of use.
(2) Use is prohibited on lots created by California Government Code Sections 65852.21 and 66411.7.
(3) Reference Section 10-1305 of Article 13 of this Chapter.
(4) Reference Article 5 of this Title.
(5) Reference Section 10-3.1801 of Article 18 of this Chapter.
(6) Two units permitted pursuant to Chapter 10-4.101, implementing California Government Code Sections 65852.21 and 66411.7.
(7) Reference Section 10-3.1901 of Article 19 of this Chapter.
(8) Reference Chapter 6 of this Title.
(9) Upon change of occupancy, buildings or leasable space having a minimum of one thousand two hundred (1,200) square feet of gross floor area shall be subject to the granting of a conditional use permit and design review as set forth in Articles 13 and 15 of this Title.
(10) Residential uses are allowed only on upper floors unless the use provides affordable housing in accordance with California Government Code Section 65583.2, subdivisions (h) and (i), on a site identified in the Housing Opportunity Sites Inventory.
(11) A Conditional Use Permit is required unless the project meets the qualifications for Town review under Section 6409(a) of the Middle Class Tax Relief and Job Creation Action of 2012 (47 U.S.C. § 1455(a)).
(12) Up to 30% of the use may be permitted when it is ancillary to the primary permitted commercial use.
(13) Reference Section 10-3.1304 of Article 13 of this Chapter.

(14) For properties south of Ross Avenue, residential uses are allowed only on upper floors or behind the ground floor commercial/office use unless the use provides affordable housing in accordance with California Government Code Section 65583.2, subdivisions (h) and (i), on a site identified in the Housing Opportunity Sites Inventory.
(15) Required to obtain a Conditional Use Permit for occupation at the ground floor level.
(16) Dependent upon the maximum density permitted for the site, up to six residential units are permitted. More than six units per site requires a Conditional Use Permit unless a) project seeks approval through the Title 10 Chapter 20, Objective Design Standards for Residential Development or b) the use provides affordable housing in accordance with California Government Code Section 65583.2, subdivisions (h) and (i), on a site identified in the Housing Opportunity Sites Inventory.
(17) A residential use(s) associated with a mixed-use development(s) shall occupy at least 50% of the total floor area.

SECTION 4: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.402 (Development Standards Table 4A):

Development Standards Table Table 4A											
DEVELOPMENT STANDARD	DISTRICT	R-1-H	R-1-C	R-1	R-2	R-3	P	C-1	C-2	C-L	C-3
Lot Area, Minimum (Sq. Ft.)		43,560	43,560	7,500	7,500	7,500	5,000	-	-	-	-
Density, Minimum (Units/Acre)		-	-	-	6	20	20	13	13	20	20
Density, Maximum (Units/Acre)		1	1	6	12	30	30	20	20	30	30
Lot Width, Minimum Average		60′	60′	60′	60′	75′	45′	-	-	-	-
Lot Width, Minimum Street Frontage		40′	40′	40′	40′	50′	45′	-	-	-	-
Lot Coverage, Maximum		-	-	35%(1)	35%(3)	50%(3)	50%(3)	-	-	-	-
Setback, Minimum Front(2)		20′	20′	20′	20′	20′	20′	0′	0′	0′	0′
Setback, Minimum Rear(2)		20′	20′	20′	20′	20′	-	-	-	-	-
Minimum Adjacent to "R" Districts							20′	12′	12′	12′	12′
Minimum Adjacent to "P" Districts							12′	0′	0′	0′	0′
Minimum Adjacent to "C" Districts							0′	0′	0′	0′	0′
Setback, Side(2)											
Minimum Interior Side		8′	8′	8′	8′	8′	0′	0′	0′	0′	0′
Minimum Street Side		12′	12′	12′	12′	12′	0′	0′	0′	0′	0′
Minimum Adjacent to "R" Districts							5′	8′	0′	0′	0′
Minimum Adjacent to "P" Districts							5′	0′	0′	0′	0′
Minimum Adjacent to "C" Districts							0′	0′	0′	0′	0′
Floor Area Ratio, Maximum		(1)	(1)	(1)	-	-	-	1.0 /1.25 (3)	2.0	2.0	2.0
Maximum Stories:											
On lot with building footprint having an		2	2	2	2	2	2	2	2	3	3

average slope of less than 25%											
On lots with building footprint average slope at or greater than 25%		3	3	3	3	3	2	2	2	3	3
Maximum Building Height Outside Primary and Secondary Ridgezone: Above Average Grade:											
On lot with building footprint having an average slope of less than 25%		30′	30′	30′	30′	30′	30′	30′	30′	35′	35′
On lots with building footprint average slope at or greater than 25%		35′	35′	35′	35′	35′	30′	30′	30′	35′	35′
Maximum Building Height Within Primary and Secondary Ridgezone: Maximum Feet Above Average Grade		30′	30′	30′	-	-	-	-	-	-	-
Maximum Building Height Within Primary and Secondary Ridgezone: Maximum Feet Above Ridgeline		18′	18′	18′	-	-	-	-	-	-	-
Maximum Fence Height[(2)]											
NOTES:											
(1) Reference Table 4E or 4F of this Chapter and Title 10 Chapter 4.											
(2) Reference Table 4B of this Chapter for residential projects.											
(3) The Town shall not impose a lot coverage requirement that would physically preclude a housing development project with eight to ten units[(4)] from achieving a Floor Area Ratio of 1.25. However, the 1.25 FAR allowed for housing development projects between 8 to 10 units in this Table 4A shall not apply to a site within a historic district or property included on the State Historic Resources Inventory, as defined in California Public Resources Code Section 5020.1, or within a site that is designated or listed as a Town landmark or historic property or district pursuant to a Town ordinance.											

(4) “Unit” means a unit of housing, but shall not include an accessory dwelling unit or a junior accessory dwelling unit.

SECTION 5: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.502 (Parking Standards Table 5A):

PARKING STANDARDS TABLE TABLE 5A	
RESIDENTIAL LAND USE	**NUMBER OF REQUIRED ON-SITE PARKING SPACES(1)(2)**
Single-Family Dwelling, Attached or Detached, and Located below 150 mean sea level elevation	Two (2) spaces per living unit(4)
Single-Family Dwelling, Attached or Detached, and Located above 150 mean sea level elevation	Three (3) spaces per living unit(3)
Residential unit associated with an application under California Government Code Sections 65852.21 and 66411.7 and Senior Housing Projects	One (1) space per living unit, except as provided in Title 10, Chapter 4(2)
Accessory Dwelling Units	See Title 10, Chapter 6
Multi-Family Living Unit:	
Studio or 1-bedroom living unit	One (1) space per unit
2-bedroom living unit	One spaces per unit
3 or more bedroom living unit	1.5 spaces per unit
NON-RESIDENTIAL LAND USE	**NUMBER OF REQUIRED ON-SITE PARKING SPACES(1)(2)**
Church, College/University Auditorium, High School and Other Places of Public Assembly	One (1) space for each ten (10) fixed seats
Convalescent Home, Hospital	One (1) space for every two (2) beds
Auditorium, Theater, Other Similar Places of Assembly	One (1) space for each five (5) seats
Restaurants, Bars, Commercial Place of Amusement, Assembly Hall Without Fixed Seats, Dance Hall	One (1) space for each 100 gross square feet building floor area
Hotel, Motel	One (1) space for each guest room
Communication Equipment Building	One (1) space for each 500 gross square feet of building floor area PLUS two (2) spaces for each two (2) employees on duty on the maximum shift
Other Business, Commercial, Public Utility Buildings [5]	One (1) space for each 500 gross square feet of building floor area
Notes:	
(1) Any calculation of parking space requirements which results in a fractional parking space shall be rounded up to the next full parking space.	

(2) A tandem parking space is not allowed to fulfill the legal parking space requirement unless otherwise noted in this chapter.
(3) One (1) of the three (3) parking spaces may be in tandem and may be located within the minimum required front setback unless otherwise noted in this chapter.
(4) For any lot with an average width of 52 feet or less, one (1) of the two (2) parking spaces may be in tandem and may be located within the minimum required front setback and side setback.
(5) One (1) of the three (3) parking spaces may be in tandem and may be located within the minimum required front setback unless otherwise noted in this chapter.

SECTION 6: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1505 (Projects subject to design review.):

The following projects are subject to design review.

(a) Commercial, Professional, and Residential R-3 (four (4) or more units, churches, and convalescent homes):

(1) All new buildings; and

(2) All exterior modifications to buildings including changes to exterior paint colors and exterior finishes and new or replacement mechanical equipment.

(b) Residential R-1-H: All exterior modifications to buildings, accessory structures, and the site including changes to exterior paint colors, ~~and~~ exterior finishes, retaining walls, and site grading but excluding new or replacement mechanical equipment located in compliance with required setbacks and within building envelope and that meet all applicable requirements of the Town Noise ordinance.

(c) Residential R-1-C and R-1 lots that include any area at or above one hundred fifty (150) feet Mean Sea Level (hillside):

(1) New dwellings;

(2) Any second story or higher additions; and

(3) Any additions (which include deck and stairway structures, except those located on the uphill side of the dwelling) greater than five hundred (500) square feet in size. For purposes of determining additions, pre-existing development that will be replaced in kind, will not be counted toward the five hundred (500) square feet, where such replacement involves no material change in visual effect due to identical size and identical or similar materials, design, and colors. Additions constructed after February 26, 1991, will be looked at cumulatively, henceforth, so that when the five hundred (500) square foot limit is triggered by the sum of all additions, design review will be required.

(4) Any request to exceed the maximum dwelling size in Table 4E.

(d) Residential R-1, R-2, and R-3 (three (3) or fewer units) lots below one hundred fifty (150) feet Mean Sea Level (flatland):

(1) New dwellings;

(2) Any second story or higher additions;

(3) Any request to exceed the maximum adjusted floor area under Section 10-3.412(e);

(4) Additions where the new construction will increase existing Adjusted Floor Area by fifty (50%) percent or more; and

(5) Additions in conjunction with the demolition of fifty percent (50%) or more of the existing exterior walls of a dwelling structure above the foundation. The Planning Director may develop written guidelines for what is included in exterior wall demolition, which shall be measured in square feet and shall include the square feet of windows and doors that are removed.

For purposes of making the above determinations, pre-existing development that will be replaced in kind shall not be counted where such replacement involves no material change in visual effect due to identical size and identical or similar design. Additions include decks, roof decks, and stairway structures. Demolition and a fifty (50%) percent building increase performed after March 24, 2009, will be looked at cumulatively, henceforth, so that when the limit is triggered by the sum of all the work performed, design review will be required.

(e) Residential R-1 and R-2 design review for additions to existing dwellings and accessory structures originally and legally built less than eight (8) feet but not less than five (5) feet from the interior side property line.

(f) All parking spaces created in required setbacks in association with conversion of a garage to an accessory dwelling unit pursuant to Section 10-3.504(b). The Town shall ministerially approve an application for an accessory dwelling unit created in compliance with State law, and no Design Review shall be required.

(g) Any project subject to design review in the Minor Intrusions Into Required Residential Development Standards Table 4B.

(h) All development within a Specific Planned Development District.

(i) If the project provides affordable housing in accordance with California Government Code Section 65583.2, subdivisions (h) and (i), on a site identified in the Housing Opportunity Sites Inventory, then it is exempt from Design Review as otherwise prescribed in this section.

SECTION 7: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1502 (Initiation of design review):

Design review may be initiated by any of the following:

(a) The owner or owners of record of a lot or lots for which design review is sought; or

(b) The Town Council, when such design review is required for activities taken on behalf of the Town. The initiation of design review by the Town Council may be either upon the Council's initiation, or by recommendation of the Planning Director, or designee, or the Planning Commission.

SECTION 8: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1504 (Review of design review):

Design review may be acted upon either by (1) the Planning Director, or designee, administratively; or (2) after the Town Planning Commission conducts one (1) or more public meetings on the design review.

The following identifies which design review applications shall be acted upon by the Planning Director, or designee, and which design review applications shall be acted upon by the Planning Commission:

(a) The Planning Director, or designee, may approve the following applications:

(1) Any minor modifications to existing buildings, structures or improvements such as awnings, canopies, windows, doors, color changes, or other similar modifications.

(2) All additions in residential zoning districts, subject to such review by the Planning Commission as may be required by another section of this Code.

The Planning Director, or designee, shall refer any of the above to the Planning Commission if, in the opinion of the Planning Director, or designee, review by the Commission is desirable.

Should a property require more than one (1) planning application and should any of those applications require Planning Commission review, then all planning applications associated with the property shall require Planning Commission review.

(b) The Planning Commission shall review the following applications:

(1) All exterior improvements to be constructed in the Town, except for those listed in subsection (a) of this section.

(2) All exterior improvements to be constructed by public school districts and other governmental agencies to the extent permitted by law or by the agencies involved. Following such review, the Commission shall submit a written report of its recommendations and comments to the body proposing to construct the improvement.

(3) All exterior improvements to be constructed by the Town that have been referred to them pursuant to Section 10-3.1502. A report and recommendations as to those improvements to be constructed by the Town shall be advisory only.

(4) Any request to exceed the maximum adjusted floor area under Section 10-3.412(e) or Table 4E.

Additions or repairs to any existing improvement shall not be subject to design review if the exterior thereof is not to be altered.

SECTION 9: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1506 (Required findings for design review.):

Approval of design review, which may include the imposition of conditions, shall be made only after making the following findings. In making these findings, the Planning Director, or designee, or Planning Commission shall consider the size, proportions, use, type, and quality of materials; architectural features and ornamentation; night lighting; color application; signs; site placement of all features; existing and proposed landscaping and topography; existing and proposed open spaces and paved areas; screening devices; and other matters and elements deemed to be pertinent to the criteria set forth in this section. These findings are not intended to preclude innovative design.

(a) Commercial, Professional, and Residential R-3 (four (4) or more units, churches, convalescent homes).

(1) Is functionally and aesthetically compatible with the existing improvements and the natural elements in the surrounding area;

(2) Provides for protection against noise, odors, and other factors which may make the environment less desirable;

(3) Will not tend to cause the surrounding area to depreciate materially in appearance or value or otherwise discourage occupancy, investment, or orderly development in such area;

(4) Will not create unnecessary traffic hazards due to congestion, distraction of motorists, or other factors and provides for satisfactory access by emergency vehicles and personnel;

(5) Will not adversely affect the health or safety of persons using the improvement or endanger property located in the surrounding area; and

(6) Is consistent with the Town General Plan.

(b) Residential R-1, R-2, and R-3 (three (3) or fewer units) sites below one hundred fifty (150) feet Mean Sea Level (flatland):

(1) Conformance to findings in Section 10-3.1506(a);

(2) Will not unreasonably impair access to light and air of structures on neighboring properties;

(3) Will not unreasonably affect the privacy of neighboring properties including not unreasonably affecting such privacy by the placement of windows, skylights and decks;

(4) Will be of a bulk, mass and design that complements the existing character of the surrounding neighborhood; and

(5) Will not materially affect adversely the health or safety of persons residing or working in the neighborhood of the property of the applicant and will not be materially detrimental to the public welfare or injurious to property or improvements in such neighborhood.

(c) Residential R-1-H, R-1-C, and R-1 design review for lots that include any area at or above one hundred fifty (150) feet Mean Sea Level (hillside).

(1) Conformance to the findings required by Section 10-3.1506(b);

(2) Adequacy of screening; and

(3) Selection of architectural features and colors that enable the structure to blend with its environment and which results in a low visual profile.

For R-1-C, R-1 and R-3 properties, the level of compliance shall be less stringent than that required for R-1-H properties if the Planning Commission, in making its review, is able to quantify the extent of any reduced adverse impact the application has on the Town, as a whole.

(d) Request to exceed maximum dwelling size in Table 4E (residential lots that include any area at or above one hundred fifty (150) Mean Sea Level):

(1) Conformance to findings in Section 10-3.1506 (c) above;

(2) Will not be materially visible offsite;

(3) Is of a scale, intensity, and design that integrates with the existing character of the surrounding neighborhood; and

(4) Internal efficiency and/or space utilization problems exist.

(5) Required conditions if approval is granted to exceed the maximum dwelling size guidelines based on existing landscaping:

(i) A landscape plan shall be submitted showing location, type and size of existing landscapes screening, and

(ii) Any existing landscape screening, which is part of an approved landscape plan, shall be maintained. If said landscaping is lost due to natural disaster, the owner shall replace it per the plan. If said landscaping is removed or neglected for any reason other than a natural disaster, the owner shall replace it per the plan and may be subject to either an infraction or a misdemeanor.

(e) Residential R-1 and R-2 design review for additions to existing dwellings and accessory structures originally and legally built less than eight (8) feet but not less than five (5) feet from the interior side property line:

(1) Conformance to findings in Section 10-3.1506(b) above; and

(2) Is of a scale, intensity, and design that complements the existing character of the surrounding neighborhood.

(f) Professional and commercial (one thousand two hundred (1,200) square feet or more of gross floor area):

(1) Conformance to findings in Section 10-3.1506(a); and

(2) That the project will not be detrimental to the existing facade(s) of buildings constructed prior to January 1, 1960.

(g) All parking spaces created in required setbacks in association with conversion of a garage to an accessory dwelling unit pursuant to Section 10-3.504(b) if the accessory dwelling unit is not exempt from Design Review pursuant to State law. Plans must be designed with sensitivity so that public views and neighbors are not impacted by the loss of landscaping and views of parked vehicles.

(1) Visual effects have been mitigated with screening and landscaping, including plants, trees, berms, fencing or walls; and

(2) Findings required by Section 10-3.1506(a)

(3) Required Conditions:

(i) A building permit shall be required to remove the kitchen, separate entrance, or bathroom of the accessory dwelling unit. No building permit shall be issued to remove the kitchen, separate entrance, or bathroom in the accessory dwelling unit unless either: 1) the project includes restoring the garage for vehicle parking; 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.

(ii) The accessory dwelling unit shall not be used for occupancy for less than a 30 day term of tenancy.

(h) Maximum Adjusted Floor Area Exception for lots below one hundred fifty (150) Mean Sea Level pursuant to Section 10-3.412:

(1) Conformance to findings in Section 10-3.1506(b);

(2) The dwelling and/or improvements were built prior to November 9, 2009;

(3) The site will not exceed an Adjusted Floor Area of five thousand (5,000) square feet; and

(4) Employs mass-reducing techniques such that the additional square footage over the maximum Adjusted Floor Area is reasonably mitigated and does not result in overbuilding of the lot.

SECTION 10: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-3.1702 (Definitions):

"Attached Accessory Dwelling Unit" means an accessory dwelling unit that is constructed as a physical expansion (i.e., addition) of the primary dwelling unit that shares a common wall with the primary dwelling.

"Basement" means an enclosed space, finished or unfinished, partly or wholly below natural grade, having more than one-half (½) its height, as measured from its floor, whether finished or unfinished, to its ceiling, whether finished or unfinished, below the adjoining natural grade. If the finished floor level directly above a basement or cellar is more than six (6) feet above grade for more than 50 percent of the total perimeter, such basement shall be considered a story.

"Common Wall" means a wall common to two or more buildings.

"Conditionally Permitted Use" means a use that requires a conditional use permit or other discretionary local government review.

~~"Hospital" means an institution providing primary health services and medical or surgical care to people, primarily inpatients, suffering from illness, disease, injury, deformity, and other physical and mental conditions, and including, as an integral component of the institution, related facilities such as laboratories, outpatient facilities or training facilities.~~

"Kitchen" means an area within a structure that is used or designed to be used for the preparation or cooking of food and that contains all of the following:

1. At least 1 cooking appliance or rough in facility including, but not limited to: ovens, convection ovens, stoves, stove tops, built-in grills, or similar appliances with 240-volt electrical outlets or gas lines.
2. A sink less than 18 inches in depth with a waste line drain 1-½ inches or greater in diameter.
3. A refrigerator exceeding five cubic feet in capacity or a space opening with an electrical outlet that may reasonably be used for a refrigerator exceeding five cubic feet in capacity.

Multiple kitchens within one dwelling unit shall be prohibited unless the additional kitchen is approved as part of an accessory dwelling unit.

"Pet Care (except Veterinary) Services" means establishments primarily engaged in providing pet care services (except veterinary), such as boarding, grooming, sitting, walking, and training pets. (NAICS code: 812910)

"Permitted Use" means a use by right that does not require a conditional use permit, planned unit development permit, or other local discretionary review or approval that would constitute a "project" for purposes of Division 13 (commencing with Section 21000) of the Public Resources Code.

SECTION 11: Ordinance Amendment. The following changes and amendments are made to Town of San Anselmo Municipal Code Section 10-6.202 (General Requirements for ADUs and JADUs):

Unless otherwise provided for in this chapter, the following requirements apply to all ADUs and JADUs that are approved with either an ADU permit pursuant to Section 10-6.103(a) of this chapter or exempt from an ADU permit pursuant to Section 10-6.103(b) of this chapter.

(a) Number of Units and Zoning District. One (1) ADU and JADU is allowed on any parcel in a single-family residential or multifamily zoning district with a primary dwelling unit unless otherwise prohibited by local or State law.

(b) Owner occupancy.

  (1) All ADUs permitted before January 1, 2020 are subject to the owner-occupancy requirement that was in place when the ADU was created.

  (2) An ADU permitted between January 1, 2020 and January 1, 2025 is not subject to any owner-occupancy requirement.

  (3) All ADUs that are permitted on or after January 1, 2025 require owner occupancy as a place permanent residence. Owner-occupancy shall not be required if the owner is another governmental agency, land trust, or housing organization.

  (4) All JADUs require owner occupancy as a place of permanent residence. The owner may reside in the primary dwelling or the JADU.

(c) Development Standards.

  (1) A two-story Attached ADU is not allowed where the primary dwelling unit is only one story.

  (2) At least fifty (50) percent of the common wall of the Attached ADU shall be attached to the primary dwelling unit.

(d) No Separate Conveyance. No ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot), except as otherwise provided in Government Code section 65852.26.

(e) No Short Term Rental. An ADU or a JADU shall not be rented for less than thirty (30) consecutive days, except as otherwise provided for in this chapter.

(f) Density. ADUs and JADUs shall not be considered to exceed the allowable density for the lot upon which the unit is located, and are a residential use consistent with the Town's General Plan and zoning designation for the lot.

(g) Fees and Utility Connections.

(1) Impact Fees. No impact fee is allowed for an ADU that is less than seven hundred fifty (750) square feet. For purposes of this subparagraph "impact fee" means a "fee" under California Government Code section 6600(b), except that it also includes fees specified in Government Code section 66477. "Impact fee" does not include any connection fee or capacity charge charged by a local agency, special district, or water corporation. Any impact fee required for an ADU that is seven hundred fifty (750) square feet or larger must be charged proportionately in relation to the square footage of the primary dwelling unit.

(2) Utility Connections and Fees.

(A) An ADU shall not be considered by a local agency, special district, or water corporation to be a new residential use for purposes of calculating connection fees or capacity charges for utilities, including water and sewer service, unless the ADU unit was constructed with a new single-family dwelling. For purposes of providing service for water, sewer, or power, including a connection fee, a JADU shall not be considered a separate or new dwelling unit.

(B) For a unit described in Section 10-6.103(b) of this chapter, a local agency, special district, or water corporation shall not require the applicant to install a new or separate utility connection directly between the ADU and the utility, or impose a related connection fee or capacity charge, unless the ADU was constructed with a new single-family dwelling.

(C) For a unit not described in Section 10-6.103(b) of this chapter a local agency, special district, or water corporation may require a new or separate utility connection directly between the ADU and the utility. Consistent with California Government Code section 66013, the connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed ADU, based upon either its square feet or the number of its drainage fixture unit (DFU) values, as defined in the Uniform Plumbing Code, adopted and published by the International Association of Plumbing and Mechanical Officials, upon the water or sewer system. This fee or charge shall not exceed the reasonable cost of providing this service.

(h) Adequate Services. Proof of the proposed method of water supply and sewage disposal, as well as service availability from any associated electric and gas provider for the lot, must be provided and confirmed by letters of service availability from the appropriate utility service providers for the lot. The property must have existing or future legal access to these utilities.

(i) Building and Safety; Nonconformities.

(1) All ADUs and JADUs shall comply with all applicable building, fire, safety and environmental regulations including Title 9 Building Regulations, Title 6, Chapter

8, Urban Runoff Pollution Prevention and Title 7, Chapter 12, Watercourses unless otherwise provided for in this chapter or as required by State law.

(2) An ADU must comply with local building code requirements that apply to detached dwellings, except that the construction of an ADU shall not constitute a Group R occupancy change under the Town's Building Code, as described in Section 310 of the California Building Code (Title 24 of the California Code of Regulations), unless the Town's Public Works and Building Director makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety. Nothing in this subsection shall be interpreted to prevent the Town from changing the occupancy code of a space that was unhabitable space or was only permitted for nonresidential use and was subsequently converted for residential use pursuant to this section.

(3) The Town shall not require the correction of nonconforming zoning conditions as a condition of approval for an ADU or JADU.

(4) The Town shall not deny an application to create an ADU or JADU 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 not affected by the construction of the unit.

(j) No Passageways. No passageway shall be required in conjunction with the construction of an ADU or JADU.

(k) Fire Sprinklers. The installation of fire sprinklers shall not be required in an ADU if sprinklers are not required for the primary residence. The construction of an ADU shall not trigger a requirement for fire sprinklers to be installed in an existing primary dwelling or an existing multifamily dwelling, as applicable.

(l) Unpermitted Accessory Dwelling Units.

(1) Notwithstanding any other law, and except as otherwise provided in subdivision (2) below, the Town shall not deny an application for an unpermitted ADU that was constructed before January 1, 2018, due to either of the following:

(A) The ADU is in violation of building standards pursuant to Article 1 (commencing with Section 17960) of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code.

(B) The ADU does not comply with Government Code section 65852.2 or any local ordinance regulating ADUs.

(2) Notwithstanding subdivision (1), the Town may deny an application for an ADU subject to subdivision (1) if the Town makes a finding that correcting the violation is necessary to protect the health and safety of the public or occupants of the structure.

(3) The section shall not apply to a building that is deemed substandard pursuant to Health and Safety Code section 17920.3.

(m) Detached Garage Demolition. A demolition permit for a detached garage that is to be replaced with an ADU shall be reviewed with the application for the ADU and issued at the same time. The applicant shall not be required to provide written notice or post a placard for the demolition of a detached garage that is to be replaced with an ADU, unless the property is located within an architecturally and historically significant historic district.

(n) Deed Restriction. Prior to issuance of a building permit for an ADU or JADU, a deed restriction shall be recorded against the title of the property in the Marin County Recorder's office subject to the approval of the Town Attorney as to form and content, containing a reference to the deed under which the property was acquired by the owner and stating that:

(1) Except as otherwise provided in California Government Code section 65852.26, the ADU or JADU may not be sold separately from the primary dwelling.

(2) The ADU or JADU is restricted to the maximum approved size and to other attributes allowed by this chapter.

(3) The deed restriction runs with the land and may be enforced against future property owners.

(4) The ADU and/or JADU may be occupied by or rented to a separate household living independently from the occupant(s) of the primary residence; provided, that the terms for separate occupancy of the accessory unit and/or primary unit shall be longer than thirty (30) days.

(o) Flood Regulations. An attached or detached ADU located in a designated floodplain shall comply with all applicable floodplain requirements in San Anselmo Municipal Code Title 7, Chapter 11. For sites within a Flood Hazard Area on the adopted Federal Emergency Management Agency Flood Insurance Rate Map, the finished floor of an ADU 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.

(p) Urban Lot Splits and Two-Unit Housing Development. Pursuant to the authority granted in Government Code section 65852.21(f) no ADU or JADU shall be permitted on any lot in a single-family zoning district if: 1) an urban lot split has been approved pursuant to Government Code section 66411.7; and 2) a two-unit housing development has been approved for construction pursuant to Government Code section 65852.21.

(q) Prior conditions not applicable. This chapter supersedes any Town conditions on existing ADUs that comply with this chapter, including owner occupancy or rent control, that were imposed as conditions of approval on ADUs 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 ADUs that comply with this chapter at the request of a property owner.

SECTION 12: Ordinance Amendment. The following changes and amendments are made to San Anselmo Municipal Code Section 10-13.06 (Findings, other requirements, and decision.):

(a) Findings. The written decision to grant, conditionally grant or deny a request for reasonable accommodation shall be consistent with the Acts and shall be based on a consideration of the following factors:
  (1) Whether the housing that is the subject of the request will be used by an individual considered disabled under the Acts.
  (2) Whether the request for reasonable accommodation is necessary to make specific housing available to an individual with a disability under the Acts.
  (3) Whether the requested reasonable accommodation would impose an undue financial or administrative burden on the Town.
  (4) Whether the requested reasonable accommodation would require a fundamental alteration in the nature of a Town program, policy, practice and/or regulation, including but not limited to land use or zoning.
  (5) Whether there are reasonable alternatives that would provide an equivalent level of benefit without requiring a modification or exception to the Town's applicable programs, policies, practices and/or regulations.
  (6) Whether the accommodation would alter the significance of an historic structure.

(b) Other requirements.
  (1) An approved request for reasonable accommodation is subject to the applicant's compliance with all other applicable regulations.
  (2) An accommodation approved under this article is considered a personal accommodation for the individual applicant and does not run with the land.

(c) Conditions of approval. In granting a request for reasonable accommodation, the Planning Director or reviewing authority may impose any conditions of approval deemed reasonable and necessary to ensure that the reasonable accommodation will comply with the findings required by subsection A above. These conditions include, but are not limited to the following:
  (1) Inspection of the property to verify compliance with this article and any conditions of approval.
  (2) Removal of improvements at the time the need for a reasonable accommodation is no longer necessary, where removal would not constitute an unreasonable financial burden on the applicant.
  (3) Time limits and/or expiration of the approval of a reasonable accommodation if the need for which the reasonable accommodation was granted no longer exists.
  (4) Recordation of a deed restriction requiring removal of the accommodating feature once the need for it no longer exists.
  (5) Measures to reduce the impact on surrounding uses.
  (6) Measures in consideration of the physical attributes of the property and structures.

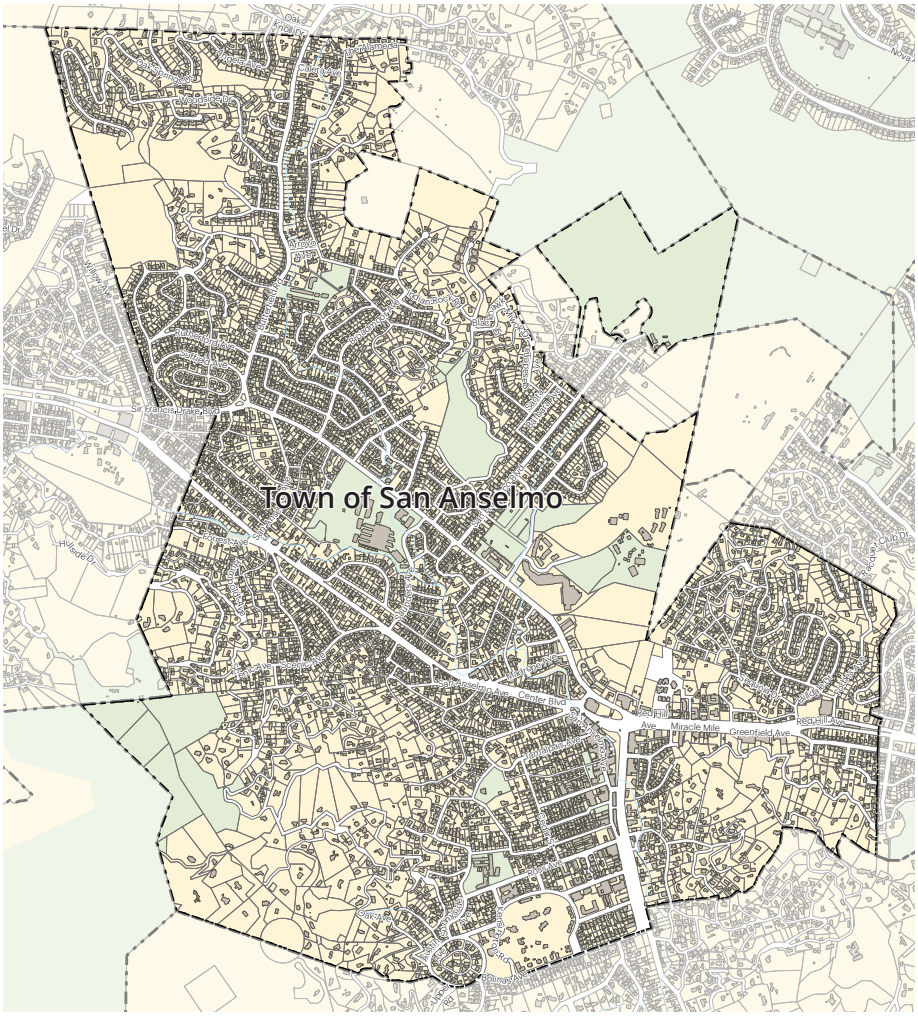
(7) Other conditions necessary to protect the public health, safety and welfare.

SECTION 13: Ordinance Amendment. Title 10, Chapter 20 "Objective Design and Development Standards" is amended as set forth in **Exhibit B**, incorporated herein.

SECTION 14: Severability. The Town Council hereby declares every section, paragraph, sentence, clause, and phrase is severable. If any section, paragraph, sentence, clause or phrase of these ordinance amendments are 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 15: Effective Date. This Ordinance Amendment shall go into effect thirty (30) days from its adoption. Prior to the expiration of fifteen (15) days of adoption, this Ordinance Amendment or a summary thereof pursuant to Government Code Section 36933, shall be published at least once in a newspaper of general circulation, along with the names of the members of the Town Council voting for and against its adoption.

EXHIBIT "B"
Title 10, Chapter 20 "Objective Design and Development Standards"









Title 10, Chapter 20: Objective Design and Development Standards

Prepared for Town of San Anselmo

Amended January 2024

OPTICOS

This page intentionally left blank

Table of Contents

Article 1:	**Introduction**	**1**
10-20.01.010	Purpose	1
10-20.01.020	What is a Form-Based Code?	1
10-20.01.030	Guiding Principles	2
10-20.01.040	Applicability	3
10-20.01.050	Relationship to San Anselmo General Plan	4
10-20.01.060	Relationship to the San Anselmo Municipal Code	4
10-20.01.070	Application of the Form-Based Code	4
Article 2:	**Establishment of Zones**	**5**
10-20.02.010	Purpose	5
10-20.02.020	Zones Established	5
10-20.02.030	Sub-Zones	6
10-20.02.040	Zone Map	6
Article 3:	**Zones**	**7**
10-20.03.010	Purpose	7
10-20.03.020	General Requirements	7
10-20.03.030	Overview of Zones	12
10-20.03.040	Neighborhood.Small (N.S)	15
10-20.03.050	Neighborhood.Medium (N.M)	19
10-20.03.060	Main Street.Small (MS.S)	23
10-20.03.070	Adjacency Requirements	27
Article 4:	**Use Standards**	**29**
10-20.04.010	Use Standards	29

Article 5: General to Development Sites **31**

10-20.05.010 Purpose 31
10-20.05.020 Screening 31
10-20.05.030 Landscaping and Lighting 33
10-20.05.040 Parking and Loading 36
10-20.05.050 Slope Standards 44
10-20.05.060 Public Frontage Standards 49
10-20.05.070 Privacy Standards 52
10-20.05.080 Service and Utility Standards 53

Article 6: Specific to Building Types **55**

10-20.06.010 Purpose 55
10-20.06.020 Building Types 55
10-20.06.030 Overview of Building Types 58
10-20.06.040 Ancillary Building 60
10-20.06.050 House 62
10-20.06.060 Duplex Side-by-Side 64
10-20.06.070 Duplex Stacked 66
10-20.06.080 Cottage Court 68
10-20.06.090 Fourplex 70
10-20.06.100 Neighborhood Townhouse 72
10-20.06.110 Neighborhood Courtyard 74
10-20.06.120 Pocket Neighborhood 77
10-20.06.130 Multiplex 80
10-20.06.140 Main Street Building 82
10-20.06.150 Massing Compositions 84

Article 7: Specific to Private Frontage Types 91

10-20.07.010 Purpose 91
10-20.07.020 Private Frontage Types 91
10-20.07.030 Overview of Private Frontage Types 92
10-20.07.040 Porch Projecting 94
10-20.07.050 Porch Engaged 96
10-20.07.060 Dooryard 98
10-20.07.070 Forecourt 100
10-20.07.080 Maker Shopfront 102
10-20.07.090 Shopfront 104
10-20.07.100 Terrace 106
10-20.07.110 Gallery 108

Article 8: Specific to Architectural Design 111

10-20.08.010 Purpose 111
10-20.08.020 Applicability 111
10-20.08.030 Architectural Design Standards 111
10-20.08.040 Overview of Architectural Styles 113
10-20.08.050 Contemporary 117
10-20.08.060 Craftsman 129
10-20.08.070 Main Street Classical 141
10-20.08.080 Mediterranean 151

Article 9: Specific to Signage Types 163

10-20.09.010 Signage Standards 163

Article 10: Specific to Large Sites **165**

10-20.10.010 Purpose 165

10-20.10.020 General to Walkable Community Design 166

10-20.10.030 Walkable Neighborhood Plan 173

10-20.10.040 General to Civic Space 174

Article 11: Administration **183**

10-20.11.010 Purpose 183

10-20.11.020 Procedures 183

10-20.11.030 Adjustments to Standards 197

Article 12: Definitions **203**

10-20.12.010 Purpose 203

10-20.12.020 Definitions 203

10-20.12.030 Measurement Methods 203

This page intentionally left blank

Quick Code Guide for Developments Less Than Three Acres

The following graphic is intended as a summary guide. Please refer to San Anselmo's written permit procedures and application standards for all necessary information.

1 Determine your Maximum Zoning Envelope[1]

Identify your zone, see Article 3 (Zones)	a. Select your building type(s)	Subsection 3 of the zone
	b. Comply with building placement standards	Subsection 5 of the zone
	c. Comply with building form and height standards	Subsection 4 of the zone
	d. Select from allowed uses	See Title 10, Chapter 3, Article 3 (Land Use Regulations) for the underlying zone's allowed uses
	e. Comply with parking standards	Subsection 7 of the zone
	f. Select your private frontage type	Subsection 8 of the zone
Identify your building type standards, see Article 6 (Specific to Building Types)	a. Select your detailed massing type	Subsections 3 of the building type
	b. Comply with the standards	Subsections 1, 2, 4-7 of the building type

[1] Developments that propose multiple development sites shall apply this process for each development site.

2 Connect Ground Floor to Adjacent Streetscape

Apply your private frontage type(s), see Article 7 (Specific to Private Frontage Types)	Based on your selected private frontage type(s), comply with the standards	Subsections 1-4 of the private frontage type

3 Design your Building

Identify your architectural standards, see Article 8 (Specific to Architectural Design)	Based on your selected detailed massing type, select your architectural style	Subsections 1-16 of the architectural style

Quick Code Guide for Developments Less Than Three Acres (Continued)

4 Proceed to Approval Process

If adjustments are proposed, see Section 10-20.11.030 (Adjustments to Standards)	Meet the required findings to be eligible for the adjustment to the standard(s)	Section 10-20.11.030 (Adjustments to Standards)
Identify your approval procedure, see Article 11 (Administration)	Comply with the procedure standards	Section 10-20.11.020 (Procedures)

Quick Code Guide for Developments Over Three Acres

The following graphic is intended as a summary guide. Please refer to San Anselmo's written permit procedures and application standards for all necessary information.

1 Design your Walkable Neighborhood Plan (WNP)

Identify your WNP design process, see Subsection 10-20.10.020.1	Comply with the standards	Section 10-20.10.020 (General to Walkable Community Design)
Prepare WNP	Comply with the standards	Section 10-20.10.030 (Walkable Neighborhood Plan)

2 Determine your Maximum Zoning Envelope[1]

Identify your zone(s), see Article 3 (Zones)	For each WNP: a. Select your building type(s)	Subsection 3 of the zone
	b. Comply with building placement standards	Subsection 5 of the zone
	c. Comply with building form and height standards	Subsection 4 of the zone
	d. Select from allowed uses	See Title 10, Chapter 3, Article 3 (Land Use Regulations) for the underlying zone's allowed uses
	e. Comply with parking standards	Subsection 7 of the zone
	f. Select your private frontage type for each building type	Subsection 8 of the zone
Identify your building type standards, see Article 6 (Specific to Building Types)	a. Select your detailed massing type for each building type	Subsections 3 of the building type
	b. Comply with the standards	Subsections 1, 2, 4-7 of the building type

[1] This process shall be applied to each development site.

Quick Code Guide for Developments Over Three Acres (Continued)

3 Connect Ground Floor of each Building Type to Adjacent Streetscape

Apply your private frontage types to each building type, see Article 7 (Specific to Private Frontage Types)	Based on your selected building types, comply with the standards	Subsections 1-4 of the private frontage type

4 Design your Buildings

Identify your architectural standards, see Article 8 (Specific to Architectural Design)	Select your architectural style standards for each building type	Subsections 1-16 of the architectural style

5 Proceed to Approval Process

If adjustments are proposed, see Section 10-20.11.030 (Adjustments to Standards)	Meet the required findings to be eligible for the adjustment to the standard(s)	Section 10-20.11.030 (Adjustments to Standards)
Identify your approval procedure, see Article 11 (Administration)	Comply with the procedure standards	Section 10-20.11.020 (Procedures)

This page intentionally left blank

Article 1: Introduction

Sections:

10-20.01.010 Purpose
10-20.01.020 What is a Form-Based Code?
10-20.01.030 Guiding Principles
10-20.01.040 Applicability
10-20.01.050 Relationship to San Anselmo General Plan
10-20.01.060 Relationship to the San Anselmo Municipal Code
10-20.01.070 Application of the Form-Based Code

10-20.01.010 Purpose

This Form-Based Code (FBC) sets forth the objective design and development standards applicable to housing developments which qualify under California State law for streamlined review and is consistent with objectives of the San Anselmo General Plan to facilitate housing production and preserve the highly valued character and scale of the Town's walkable centers, neighborhoods, and corridors.

10-20.01.020 What is a Form-Based Code?

Form-Based Coding (FBC) represents a paradigm shift in the way that the built environment is regulated. The formal short definition of a FBC is as follows:

Form-Based Codes foster predictable built results and a high-quality public realm by using physical form (rather than separation of uses) as the organizing principle for the code. These codes are adopted into city or county law as regulations, not mere guidelines. Form-Based Codes are an alternative to conventional zoning.

-Form-Based Codes Institute

Unlike conventional, use-based codes, FBCs utilize the intended form and character, rather than use as the organizing framework of the code. This FBC is informed by the three physical context types found in San Anselmo: Natural, Walkable, and Auto-Oriented Suburban. FBCs implement the key characteristics that comprise the physical character of different areas (place types) documented across the community. Further, FBCs regulate a series of important elements not just to create a good individual building, but a high-quality place. The terminology in FBCs reflects the intended physical form and hierarchy of different places. For example, instead of a zone being labeled "commercial" or "mixed use," it might be called "main street." The term "main street" ties back to the intended physical form or place, which includes a mix of uses, civic spaces, streets, frontages, and building types that create walkable urbanism.

It is also important to note that while FBCs primarily regulate the intended physical form, they regulate use secondarily. FBCs allow a range of uses that are carefully chosen to maximize compatibility between uses and the intended physical form of the zone. The use-tables in a FBC are simplified and categorized by use-type, and clearly defined, to allow a greater degree of administrative decision-making related to particular uses.

10-20.01.030 Guiding Principles

The FBC is guided by the following principles in implementing the San Anselmo General Plan:

1. Across the Town, the FBC:
    A. Provides clear and effective development standards that allow for streamlined review processes and the predictable production of housing;
    B. Supports a diversity of housing choices appropriate to their location;
    C. Ensures appropriately-scaled infill development;
    D. Reinforces and enhances community design and character in support of the community's vision with: a variety of neighborhoods; main street areas as the cultural and commercial heart of the community; and neighborhoods with centers along pleasant and convenient corridors that interconnect the Town;
    E. Removes barriers to revitalization and reinvestment through clear, objective, and context-sensitive standards;
    F. Ensures that each building plays a role in creating a better whole, not just a good building; and
    G. Promotes development patterns that support safe, effective, and multi-modal transportation options for all users and help reduce greenhouse gas emissions.
2. Within the Downtown area, the FBC:
    A. Reinforces the main street as a cultural and commercial destination accommodating appropriately-scaled infill housing, mixed-use, and cultural development compatible with existing historic buildings; and
    B. Facilitates transitions from single-use areas to mixed-use employment centers that are compatible with adjacent residential neighborhoods and public access.
3. Within residential neighborhoods, the FBC:
    A. Protects the character of established neighborhoods and builds upon and reinforces the unique physical characteristics of the Town's walkable neighborhoods;
    B. Supports new walkable neighborhood patterns through new networks of well-designed multi-modal streets that are safe for pedestrians and cyclists; and
    C. Promotes neighborhoods with quality housing and diverse, context-sensitive housing choices.
4. Along major transportation corridors, the FBC:
    A. Promotes a variety of housing choices;
    B. Promotes small local businesses as an important part of the Town's economy;
    C. Promotes incremental infill and revitalization;
    D. Reinforces neighborhood main streets as centers to continue as social and commercial focal points, with services and amenities for the surrounding neighborhoods located within a safe, comfortable walking distance of homes;
    E. Balances pedestrian comfort and place-making with traffic efficiency; and
    F. Promotes and accommodates high-quality community design.

10-20.01.040 Applicability

1. In areas subject to this FBC, the standards in this FBC prevail unless stated otherwise.
2. This FBC applies to proposed development as identified in Table A (Applicability).

Table 10-20.01.040.A: Applicability

Development Type	Housing Accountability Act (HAA) Applies[1]	Senate Bill 35 (SB 35) Applies[2]	Assembly Bill 2011 (AB 2011) Applies[3]
Single-Unit House	No	No	No
Transitional Housing	Yes	See Multi-Family Housing	
Supportive Housing	Yes		
Emergency Shelter	Yes		
Farmworker Housing	Yes		
Multi-Family Housing	**2 or more residential units**		**5 or more residential units on commercially zoned parcel on commercial thoroughfare[3]**
Affordable	Yes	Yes	Yes
Market Rate[3]	Yes	No[2]	No[3]
Mixed-Use Development	**2 or more residential units and at least 2/3 of square footage designated for residential units**		**5 or more residential units on commercially zoned parcel on commercial thoroughfare[3]**
Affordable	Yes	Yes	Yes
Market Rate	Yes	No[2]	No[3]
Other Development			
Non-Residential	No	No	No

[1] See Government Code §65589.5 for additional eligibility criteria and specific protections by development type.

[2] See Government Code §65913.4(a) for additional eligibility criteria (e.g., site standards, affordability provisions, and labor provisions).

[3] See Government Code §65912.100-131 for additional eligibility criteria (e.g., site standards, affordability provisions, and labor provisions).

3. This FBC also applies to additions or modifications to structures previously approved under the provisions of this Title or under the provisions of the San Anselmo Municipal Code.
4. Applications proposed for ministerial approval as allowed pursuant to California state law shall comply with all provisions of this FBC unless otherwise stated. For development projects which do not comply with all provisions of this FBC and are therefore ineligible for ministerial processing, the applicant may elect to submit an application for the applicable discretionary review provisions of Title 10, Chapter 3, Article 7 (Zoning Implementation Procedures), Article 14 (Variance) and Article 15 (Design Review) and regulations in Article 4 (Development Standards).

10-20.01.050 Relationship to San Anselmo General Plan

Maximum densities and floor area ratios established by the General Plan shall apply to all development projects subject to this Title.

10-20.01.060 Relationship to the San Anselmo Municipal Code

1. **Superseded Development Standards.** Development standards contained in the San Anselmo Municipal Code shall apply to all development projects subject to this Article except for the following sections which are replaced by provisions of this Article unless otherwise noted herein:
    A. Title 10, Article 4 (Development Standards)
    B. Section 10-3.506 (Parking Spaces: Location)
    C. Section 10-3.508 (Parking Spaces: Siting)
    D. Section 10-3.510 (Parking Spaces: Screening)
    E. Section 4-13.04 (Private Trees - Developed Parcels)
2. **Conflicts.** Where the provisions of this Article conflict with other requirements of the San Anselmo Municipal Code, the regulations of this Title shall prevail.
3. **Nonconforming Situations.** The standards of Section 10-3.607 (Nonconforming Uses and Improvements) shall apply to all nonconforming situations.

10-20.01.070 Application of the Form-Based Code

1. The following shall be selected for each development site:
    A. Only one building type per development site is allowed, except an Auxiliary Building (Section 10-20.060.040) may be included within a development site in addition to the primary building type. Parcels with enough land area to meet the zone standards for minimum development site width and depth may have multiple building types, and
    B. At least one private frontage type shall be incorporated.
2. New development on a parcel of at least three acres or at least 700 feet long or deep shall be required to comply with the provisions of Article 10 (Specific to Large Sites).

Article 2: Establishment of Zones

Sections:

10-20.02.010 Purpose
10-20.02.020 Zones Established
10-20.02.030 Sub-Zones
10-20.02.040 Zone Map

10-20.02.010 Purpose

This Article establishes the form-based zones ("zones") to implement the San Anselmo General Plan. The zones are for the purpose of generating and supporting the variety and physical character of existing and new walkable environments.

10-20.02.020 Zones Established

This Section identifies the zones, based on the intended physical form and character of the environments. These zones focus on mixed-use, walkable environments and range in function and intensity from primarily residential areas with a mix of moderate intensity neighborhoods (Neighborhood.Small and Neighborhood. Medium), to moderate-intensity corridors (Main Street.Small).

10-20.02.030 Sub-Zones

1. Sub-zones are slight variations of the base zone (e.g., Neighborhood.Small), are development-site-specific, and mapped on the Town of San Anselmo Objective Design and Development Standards Zone Map. The FBC includes one type of sub-zone:

   A. **Open.** The open sub-zone is applied for either or both of the following purposes:

      (1) To allow more uses than the base zone allows in specific areas but within the same form and character of the base zone (e.g., Neighborhood.Small), except that sometimes additional frontages and signage are allowed within the same form and character of the base zone; and/or

      (2) To more easily allow certain uses that are already allowed in the base zone. In this way, the open sub-zone can provide additional flexibility to development sites located at or near intersections that function or are intended to function as a neighborhood node of non-residential uses.

10-20.02.040 Zone Map

The zones established in this Section are mapped on the Town of San Anselmo Objective Design and Development Standards Zone Map. When any of these zones are applied, the Zone Map shall be updated to reflect such changes.

Article 3: Zones

Sections:

10-20.03.010 Purpose
10-20.03.020 General Requirements
10-20.03.030 Overview of Zones
10-20.03.040 Neighborhood.Small (N.S)
10-20.03.050 Neighborhood.Medium (N.M)
10-20.03.060 Main Street.Small (MS.S)
10-20.03.070 Adjacency Requirements

10-20.03.010 Purpose

This Article provides zones and standards to implement the San Anselmo General Plan to generate and support the variety of physical character of the intended development.

10-20.03.020 General Requirements

1. The FBC uses three form-based zone districts to regulate and generate the intended physical character. Each zone district ("zone") regulates the foollowing eight topics:

    A. Intent: the intended physical character and range of uses;

    B. Sub-zones: whether or not a sub-zone applies, allowing a broader list of building types and/or frontage types in specific geographic areas;

    C. Building type and development site size: the menu of allowed building types and the associated minimum site dimensions.

    D. Building form: the maximum overall building height, minimum ground floor height, and maximum building footprint (coverage);

    E. Building placement: the minimum to maximum building setbacks and requirements for façade design;

    F. Encroachments: allowed encroachments into required setbacks;

    G. Parking: the required location and design requirements for parking and vehicle access; and

    H. Frontages: the menu of allowed frontage types required at building entries along thoroughfares and public/common open spaces.

2. Parcels that vary in width or depth shall be measured using the average width and/or depth to apply the standards of this Article.
3. Development standards in this Article apply to primary buildings.
4. For parcels located in the 100 year floodplain, except within the Historic Core as identified on the Town of San Anselmo Objective Design and Development Standards Zone Map, overall maximum height is the sum of the Base Flood Elevation plus 12 inches plus the maximum overall height allowed by the zone.
5. Individual building types have specific standards in Article 6 (Specific to Building Types) in addition to the zone standards to further calibrate each type for its context.
6. Facade Zone
    A. Each building type is required to be placed on the parcel in compliance with the requirements for facade zone defined by primary building/frontage in Subsection 5 of the zone.
    B. Facades are allowed to be in any configuration if in compliance with the facade zone requirements and the selected architectural style.
    C. In the Cottage Court and Pocket Neighborhood building types, only the front most building(s) are subject to the facade zone requirements except for the minimum length (percentage) in Subsection 5 of the zone.
    D. In the Neighborhood Courtyard type, the front most portions of the building are subject to the facade zone requirements except for the minimum length (percentage) in Subsection 5 of the zone.
7. Encroachments at grade not allowed within a street ROW, alley ROW, or across a development site line.
8. On-Site Parking
    A. Bicycles may be parked anywhere on development site, in compliance with pedestrian and vehicular access standards.
    B. Driveways may be shared between adjacent development sites but shall not exceed maximum allowed width.
    C. Front access not allowed on corner development sites, except where side street access cannot be provided.
    D. Parking spaces may be grouped with those on adjacent development sites [See Figure 2(Example of Applying Development Sites on a Pedestrian Circulation Network)] and may be detached from development sites within the same block, in compliance with parking setbacks and access standards.
    E. Where structured parking is provided, buildings are allowed to abut the parking structure and are exempt from minimum development site depth and rear building setbacks.
    F. Subterranean Parking. Subterranean and semi-subterranean garages are subject to the following, in compliance with the requirement for habitable ground floor nonresidential space in Subsection 4 of the zone:
        (1) Subterranean garages are exempt from the required parking and building setbacks in compliance with the frontage requirements.
        (2) Semi-subterranean garages may project above the adjacent finished grade by up to 2 feet.

(3) Development sites that provide all required parking in a subterranean or semi-subterranean garage are exempt from minimum development site depth.

9. Development Site. A development site is a parcel or portion of land within a parcel that is delineated from other development sites and/or parcels to accommodate one primary building or building type. A parcel can include multiple development sites, in compliance with Subsection 3 of the zone. Development sites are treated like parcels for the purpose of applying development standards, but are not required to be legally subdivided into individual parcels.

   A. Each development site is required to front onto the adjacent street or internal pedestrian circulation network, whichever is closer. Where Public Frontage Standards apply, development sites shall not include the area of the Public Frontage Assembly.

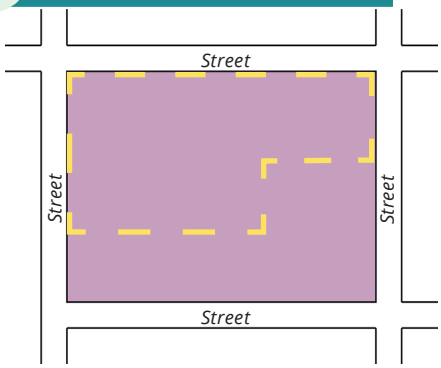
   B. Table A (Applicability of Development Site Requirements) identifies the requirements for projects which include a portion of a parcel, an entire parcel, or multiple parcels.

Table 10-20.03.020.A Applicability of Development Site Requirements

Project Criteria	Requirement
Project area is at least three net developable acres; or	Walkable Neighborhood Plan in compliance with Section 10-20.10.030 (Walkable Neighborhood Plan)
The linear dimension of the project area along or perpendicularly to an existing thoroughfare is at least 700 feet; or	
Project area is through lot of at least three acres; or	
Project area includes development site(s) which do(es) not front onto an existing public street, within a parcel of at least three net developable acres.	
Project area includes development site(s) which front(s) onto an existing public street, within a parcel of less than three net developable acres.	Compliance with the standards in Figure 1 (Example of Applying Development Sites on Existing Right of Way Network)
Project area includes development site(s) which do(es) not front onto an existing public street, within a parcel of less than three acres.	Compliance with the standards in Figure 2 (Example of Applying Development Sites on a Pedestrian Circulation Network)

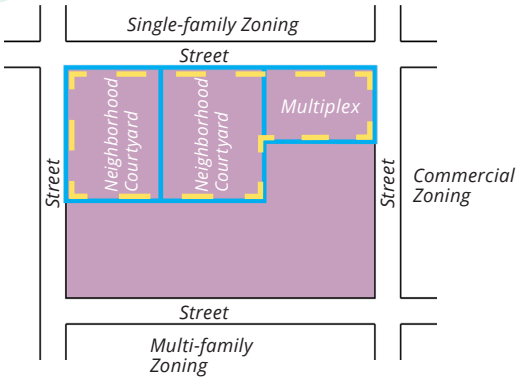
Figure 10-20.030.020.1 Example of Applying Development Sites on Existing Right of Way Network

1 Identify Zone(s)



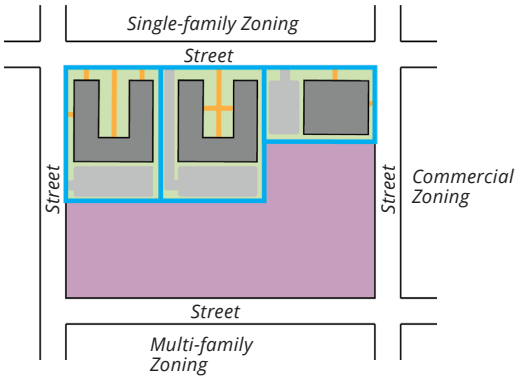
- See Form-Based Zone Map.
- See Article 3 (Zones) for development site requirements.

2 Apply Development Sites



- Select only 1 building type for each development site from the allowed building types for the zone. Apply the dimensional standards for the development sites of each allowed building type. (See Subsection 3 of each zone in Article 3).
- Development sites are allowed to occupy some or all of a parcel in compliance with the standards.

3 Place Buildings

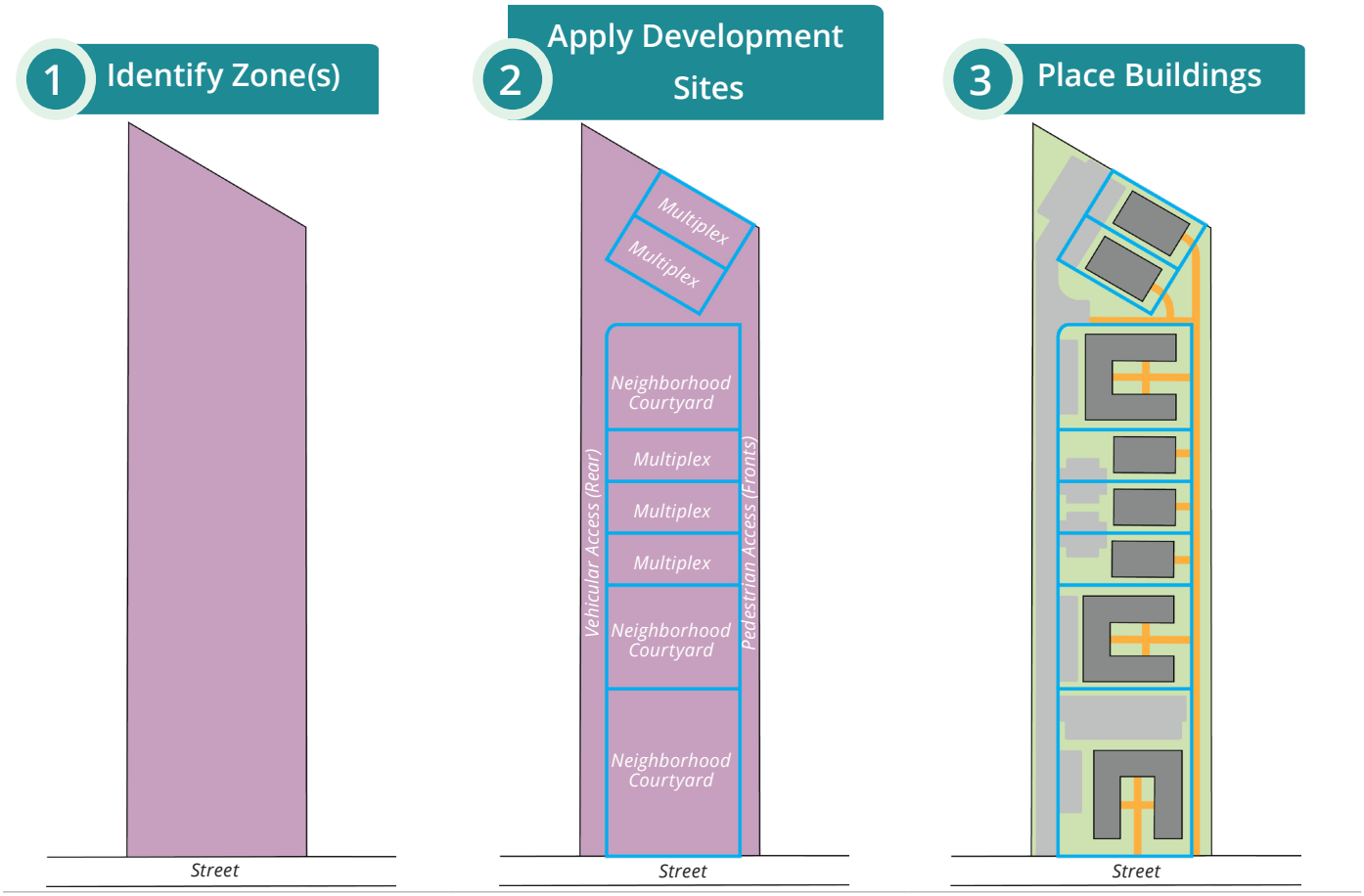


- Place each primary building on its development site in compliance with the required setbacks and other standards of the zone (see Article 3).
- Each building is required to front onto the adjacent street or civic space.
- Select and apply frontage types to each building/unit entry (see Subsection 8 of the zone).

Key

- Project Area
- Development Site Line
- Primary Building
- Example Zone
- Vehicle Access & Parking
- Pedestrian Circulation
- Landscaping

Figure 10-20.030.020.2 Example of Applying Development Sites on a Pedestrian Circulation Network



- See Form-Based Zone Map.
- See Article 3 (Zones) for development site requirements.

- Select only 1 building type per development site from the allowed building types for the zone. Apply the dimensional standards for the development sites of each allowed building type. (See Subsection 3 of each zone in Article 3).
- Projects of at least three acres must include 2 or more building types.
- Development sites are allowed to occupy some or all of a parcel in compliance with the standards.

- Place each primary building on its development site in compliance with the required setbacks and other standards of the zone (see Article 3).
- Each development site is required to front onto the adjacent street or pedestrian circulation network, whichever is closer. The pedestrian circulation network is contiguous and separate from vehicular circulation.
- Vehicular and pedestrian circulation is allowed to be grouped and independent of development sites.
- It is not required that parking for a building occur on the same development site.
- Select and apply frontage types to each building/unit entry (see Subsection 8 of the zone).

Key

Project Area
Development Site Line
Primary Building
Example Zone
Vehicle Access & Parking
Pedestrian Circulation
Landscaping

10-20.03.030 Overview of Zones

Table A (Zones Overview) provides an overview of each zone and its intent.

Table 10-20.03.030.A: Zones Overview

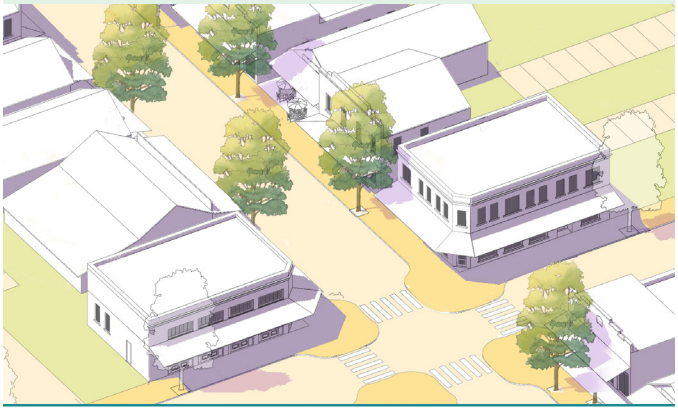
Less Urban

Neighborhood.Small 10-20.03.040	Neighborhood.Medium 10-20.03.050
	
Zone Abbreviation	**Zone Abbreviation**
N.S	N.M
Sub-Zone(s)	**Sub-Zone(s)**
N.S-Open. The open sub-zone allows non-residential uses within the same building form and character of the base zone.	None
Intent	**Intent**
A walkable neighborhood environment of small-to-medium footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.	A walkable neighborhood environment with medium-to-large footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.
Desired Form	**Desired Form**
House-Scale Buildings	Mix of House-Scale and Block-Scale Buildings
Primarily Detached Buildings	Primarily Detached Buildings
Small-to-Medium Building Footprint	Medium-to-Large Building Footprint
Small-to-Medium Front Setbacks	Small Front Setbacks
Small-to-Medium Side Setbacks	Small Side Setbacks
Up to 2.5 Stories	Up to 3 Stories
House, Duplex Side-by-Side, Duplex Stacked, Cottage Court, Fourplex, Neighborhood Townhouse, Neighborhood Courtyard, Pocket Neighborhood, and Multiplex	Duplex Side-by-Side, Neighborhood Townhouse, Neighborhood Courtyard, Multiplex, and Main Street Building
Porch Projecting, Porch Engaged, and Dooryard Frontage Types; Shopfront in Open Sub-Zone	Porch Projecting, Porch Engaged, Dooryard, Shopfront and Terrace Frontage Types

Table 10-20.03.030.A: Zones Overview (Continued)

More Urban

Main Street.Small 10-20.03.060



Zone Abbreviation
MS.S
Sub-Zone(s)
None

Intent
A walkable, district of small-to-medium footprint, moderate intensity, mixed-use buildings and housing choices, supporting neighborhood-serving ground floor retail, food and services.

Desired Form
Mix of House-Scale and Block-Scale Buildings
Primarily Attached Buildings
Small-to-Medium Building Footprint
None-to-Small Front Setbacks
None-to-Small Side Setbacks
Up to 3 Stories (Up to 2 Stories in Historic Core)
Neighborhood Townhouse, Neighborhood Courtyard, Multiplex, and Main Street Building
Porch Projecting, Porch Engaged, Dooryard, Forecourt, Maker Shopfront, Shopfront, Terrace, and Gallery Frontage Types.

This page intentionally left blank

10-20.03.040 Neighborhood.Small (N.S)



General note: the illustrations above are intended to provide a brief overview of the zone and are descriptive in nature.

1. Intent

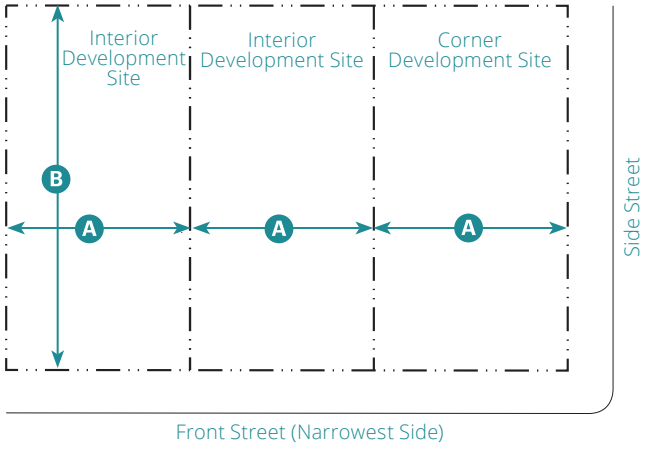
A walkable neighborhood environment of small-to-medium footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.

The following are generally appropriate form elements in the zone.

House-Scale Buildings	House, Duplex Side-by-Side, Duplex Stacked, Cottage Court, Fourplex, Neighborhood Townhouse, Neighborhood Courtyard, Pocket Neighborhood, and Multiplex
Primarily Detached Buildings	
Small-to-Medium Building Footprint	
Small-to-Medium Front Setbacks	
Small-to-Medium Side Setbacks	Porch Projecting, Porch Engaged, and Dooryard Frontage Types; Shopfront in Open Sub-Zone
Up to 2.5 Stories	

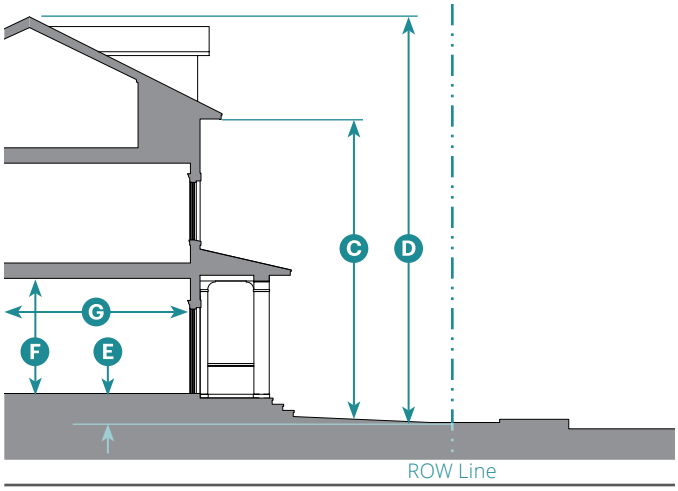
2. Sub-Zone(s)

N.S-Open. The open sub-zone allows non-residential uses within the same building form and character of the base zone.



Key

ROW/ Development Site Line



Key

ROW Line

3. Building Types and Development Site Size			
Allowed Building Types	**Development Site[1] Width A**	**Depth B**	**Standards**
House-Scale			
Ancillary Building[2]	N/A	N/A	10-20.06.040
House	50' min.	100' min.	10-20.06.050
Duplex Side-by-Side	55' min.	110' min.	10-20.06.060
Duplex Stacked	50' min.	100' min.	10-20.06.070
Cottage Court	90' min.	120' min.	10-20.06.080
Fourplex	50' min.	110' min.	10-20.06.090
Neighborhood Townhouse	18' min.[3]	100' min.	10-20.06.100
Neighborhood Courtyard	70' min.[4]	150' min.	10-20.06.110
Pocket Neighborhood	170' min.; 300' max.	260' min.; 500' max.	10-20.06.120
Multiplex	75' min.	125' min.	10-20.06.130
Block-Scale			
None			

Each development site shall have only one primary building type.

[1] Development sites of at least 3 acres or over 700' long or deep are required to include civic space and new street(s) per Article 10 (Specific to Large Sites).

[2] The Ancillary Building is not a primary building type.

[3] Represents one townhouse

[4] For an L-shaped building; 100' min. for a U-shaped building

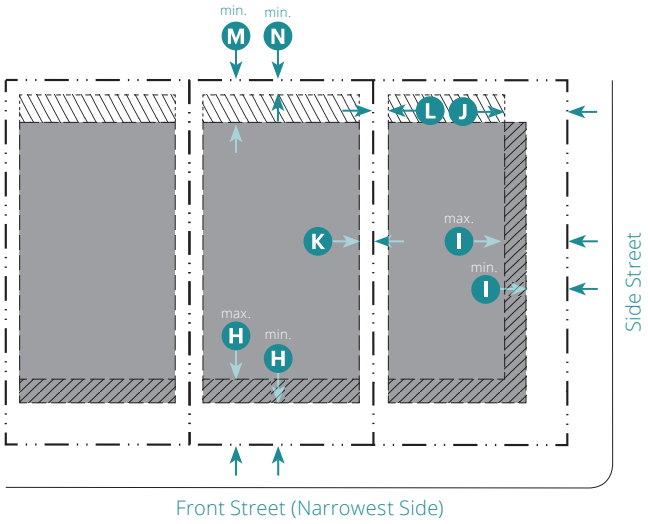
4. Building Form		
Height		
Primary Building[5]		
Stories	2.5 max.	
To Highest Eave/Parapet	24' max.	C
Overall	30' max.	D
Ground Floor Finish Level		E
Residential	6" min.[6]	
Non-Residential	6" max.	
Ground Floor Ceiling		F
Residential	9' min.	
Non-Residential	12' min.	
Accessory Structure(s)[7]	**2 max.**	
Footprint		
Max. Development Site Coverage	See standards in Article 6 (Specific to Building Types)	
Depth, Ground-Floor Space		G
Cottage Court	12' min.[8]	
All Building Types	20' min.[8]	

[5] See Article 6 (Specific to Building Types) for refinements to massing and height standards.

[6] Common entries may be set at grade in compliance with local and federal accessibility standards.

[7] Each accessory structure 120 sf max. and 8' max. height if located in required setback areas.

[8] For habitable/occupiable space only



Key

- ROW/ Dev't Site Line
- Building Setback Line
- Buildable Area
- Acc. Structures Only
- Facade Zone

5. Building Placement

Setback (Distance from ROW/ Development Site Line)[9]		
Front (Facade Zone)		H
Interior Development Site	10' min.[10]; 20' max.	
Corner Development Site	10' min.[10]; 20' max.	
Side Street (Facade Zone)		
Primary Building	10' min.; 20' max.	I
Accessory Structure(s)	20' min.	J
Side		
Primary Building	7' min.	K
Accessory Structure(s), Pools, and Hot Tubs	5' min.	L
Rear		
Primary Building	15' min.	M
Accessory Structure(s), Pools, and Hot Tubs	5' min.	N

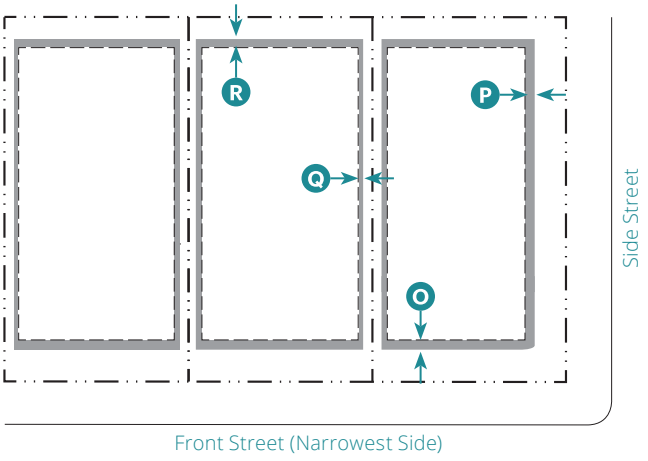
Building Facade		
Facade Zone	**Front St.**	**Side St.**
Façade Zone Defined by Primary Building/Frontage (See Subsection 10-20.12.030.2)	65% min.	55% min.

Facade Design

All building facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[9] Development sites with slopes ≥ 6% shall comply with Section 10-20.05.050 (Slope Standards).

[10] Within N.S. 15' Front Setback Overlay, min. 15' for existing parcels



Key

- ROW/ Dev't Site Line
- Setback Line
- Encroachment Area

6. Encroachments

Encroachments into Minimum Setbacks

Encroachment Type	Front O	Side St. P	Side[11] Q	Rear[11] R
Architectural Features	3' max.	3' max.	3' max.	5' max.
Private Frontages	P[12]	P[12]	X	X
Patio Covers	X	X	3' max.	5' max.
Stairs/Ramps	P[12]	P[12]	3' max.	5' max.
Decks (Max. 3' Above Grade)	X	X	5' max.	2' max.

Ramps providing ADA or FHA visitability are allowed within setbacks but shall not encroach within public ROWs.

Fences, hedges, and other screen devices are allowed within setbacks as identified in Section 10-20.05.020 (Screening).

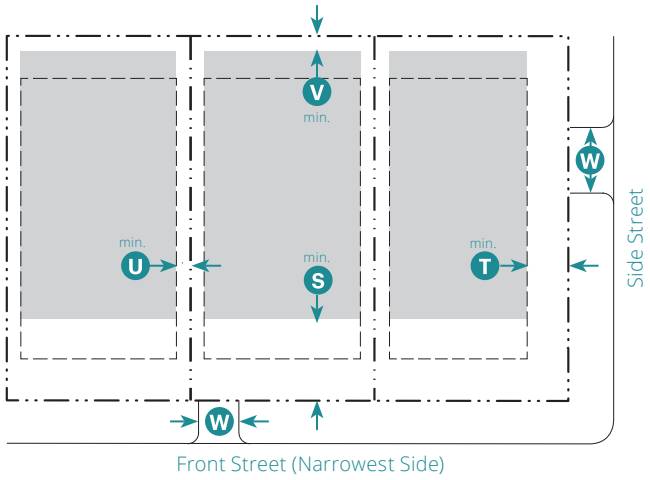
[11] No encroachment allowed for Accessory Structures.

[12] See Subsection 2 of the selected private frontage type

Encroachments into Public Right of Ways (ROW)

Upper story encroachments on front and side street require 8' min. of vertical clearance.

Key P = Allowed X = Not Allowed N/A = Not Applicable



Key

ROW/ Dev't Site Line

Building Setback Line

Parking Area

7. Parking		
Vehicular Spaces[13]		
All Uses[14]	See Section 10-3.502 (Parking Standards)	
Bicycle Spaces[15]		
Residential Uses		
Long Term	1 min. per bedroom (incl. Studios)	
Short Term	1 per 10 bedrooms; min. 2 per project	
Setback (Distance from ROW/ Development Site Line)		
Front	40' min.[16]	S
Side Street	20' min.	T
Side	5' min.	U
Rear	5' min.	V
Driveway[17]		
Curb Cut/Width	See Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges)	W

Curb cut width along alley may exceed 8'.

[13] See Subsection 10-20.05.040.4 for additional standards.

[14] See Article 4 (Use Standards) for the underlying zone's allowed uses and permit requirements.

[15] See Subsection 10-20.05.040.3 for additional standards.

[16] 10' min. allowed for parking courts of 6 or fewer spaces. See Subsection 10-20.05.040.8.C.(2).

[17] See Subsection 10-20.05.040.8.B for additional standards.

8. Frontages	
Allowed Private Frontage Type	**Standards**
Porch Projecting	10-20.07.040
Porch Engaged	10-20.07.050
Dooryard	10-20.07.060
Shopfront[18]	10-20.07.090
Allowed Public Frontage Type	**Standards**
Street	10-20.05.060.C.1

[18] Open sub-zone only

10-20.03.050 Neighborhood.Medium (N.M)



General note: the illustrations above are intended to provide a brief overview of the zone and are descriptive in nature.

1. Intent

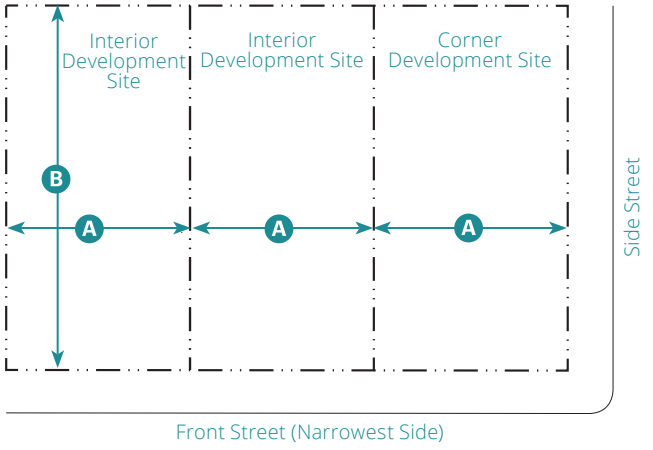
A walkable neighborhood environment with medium-to-large footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.

The following are generally appropriate form elements in the zone.

Mix of House-Scale and Block-Scale Buildings	Duplex Side-by-Side, Neighborhood Townhouse, Neighborhood Courtyard, Multiplex, and Main Street Building
Primarily Detached Buildings	
Medium-to-Large Building Footprint	
Small Front Setbacks	Porch Projecting, Porch Engaged, Dooryard, Shopfront and Terrace Frontage Types
Small Side Setbacks	
Up to 3 Stories	

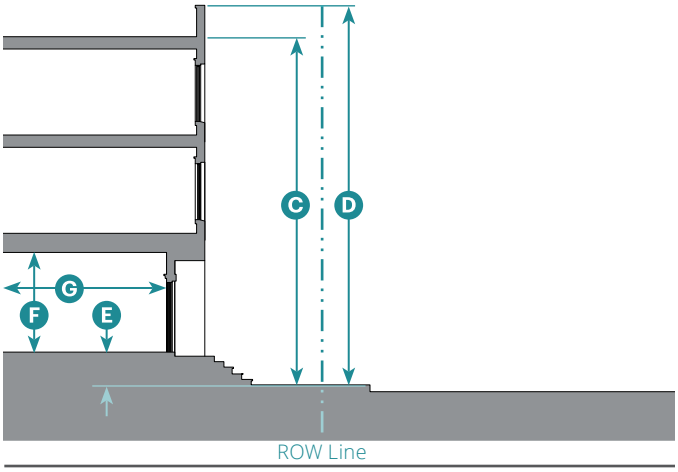
2. Sub-Zone(s)

None



Key

ROW/ Dev't Site Line



Key

ROW Line

3. Building Types and Development Site Size			
Allowed Building Types	**Development Site[1] Width A**	**Depth B**	**Standards**
House-Scale			
Ancillary Building[2]	N/A	N/A	10-20.06.040
Duplex Side-by-Side	55' min.	110' min.	10-20.06.060
Neighborhood Townhouse	18' min.[3]	100' min.	10-20.06.100
Neighborhood Courtyard	70' min.[4]	150' min.	10-20.06.110
Multiplex	75' min.	110' min.	10-20.06.130
Block-Scale			
Main Street Building	25' min.	100' min.	10-20.06.140

Each development site shall have only one primary building type.

[1] Development sites of at least 3 acres or over 700' long or deep are required to include civic space and new street(s) per Article 10 (Specific to Large Sites).

[2] The Ancillary Building is not a primary building type.

[3] Represents one townhouse

[4] For an L-shaped building; 100' min. for a U-shaped building

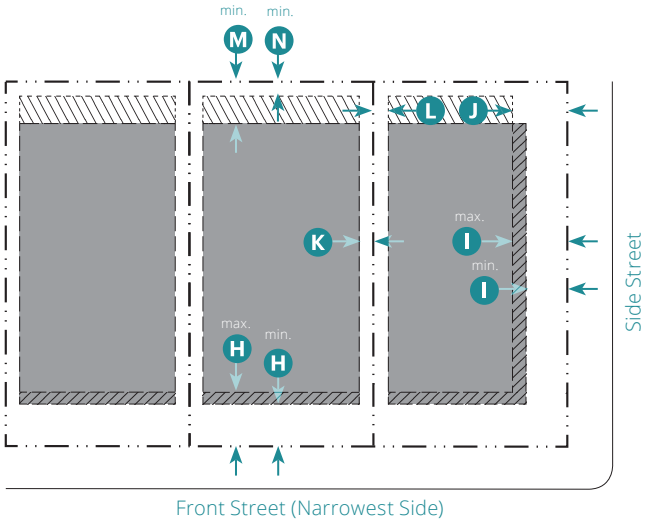
4. Building Form		
Height		
Primary Building[5]		
Stories	3 max.	
To Highest Eave/Parapet	26' max.	C
Overall	35' max.	D
Ground Floor Finish Level		E
Residential	6" min.[6]	
Non-Residential	6" max.	
Ground Floor Ceiling		F
Residential	9' min.	
Non-Residential	12' min.	
Accessory Structure(s)[7]	**1 max.**	
Footprint		
Max. Development Site Coverage	See standards in Article 6 (Specific to Building Types)	
Depth, Ground-Floor Space	20' min.[8]	G

[5] See Article 6 (Specific to Building Types) for refinements to massing and height standards.

[6] Common entries may be set at grade in compliance with local and federal accessibility standards.

[7] Each accessory structure 120 sf max. and 8' max. height if located in required setback areas.

[8] For habitable/occupiable space only



Key

- ROW/ Dev't Site Line
- Building Setback Line
- Buildable Area
- Acc. Structures Only
- Facade Zone

5. Building Placement

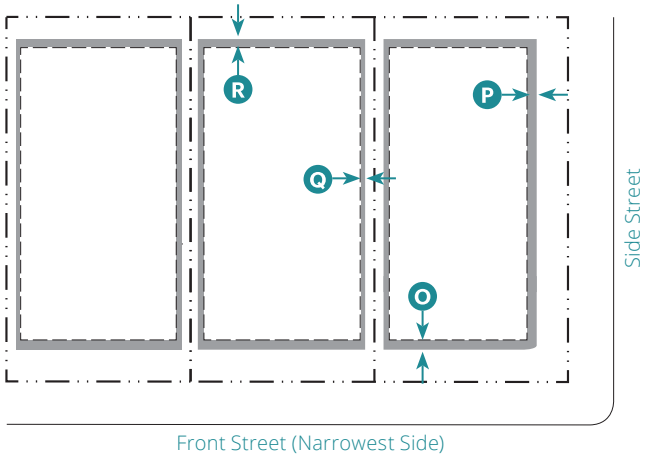
Setback (Distance from ROW/ Development Site Line)[9]		
Front (Facade Zone)		H
Interior Development Site	10' min.; 15' max.	
Corner Development Site	10' min.; 15' max.	
Side Street (Facade Zone)		
Primary Building	10' min.; 15' max.	I
Accessory Structure(s)	15' min.	J
Side		
Primary Building	5' min.	K
Accessory Structure(s)	5' min.	L
Rear		
Primary Building	15' min.	M
Accessory Structure(s)	5' min.	N

Building Facade		
Facade Zone	**Front St.**	**Side St.**
Façade Zone Defined by Primary Building/Frontage (See Subsection 10-20.12.030.2)	70% min.	60% min.

Facade Design

All building facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[9] Development sites with slopes ≥ 6% shall comply with Section 10-20.05.050 (Slope Standards).



Key

- ROW/ Dev't Site Line
- Setback Line
- Encroachment Area

6. Encroachments

Encroachments into Minimum Setbacks

Encroachment Type	Front O	Side St. P	Side[10] Q	Rear[10] R
Architectural Features	2' max.	2' max.	1' max.	5' max.
Private Frontages	P[11]	P[11]	X	X
Patio Covers	X	X	1' max.	5' max.
Stairs/Ramps	P[11]	P[11]	1' max.	5' max.
Decks (Max. 3' Above Grade)	X	X	5' max.	2' max.

Ramps providing ADA or FHA visitability are allowed within setbacks but shall not encroach within public ROWs.

Fences, hedges, and other screen devices are allowed within setbacks as identified in Section 10-20.05.020 (Screening).

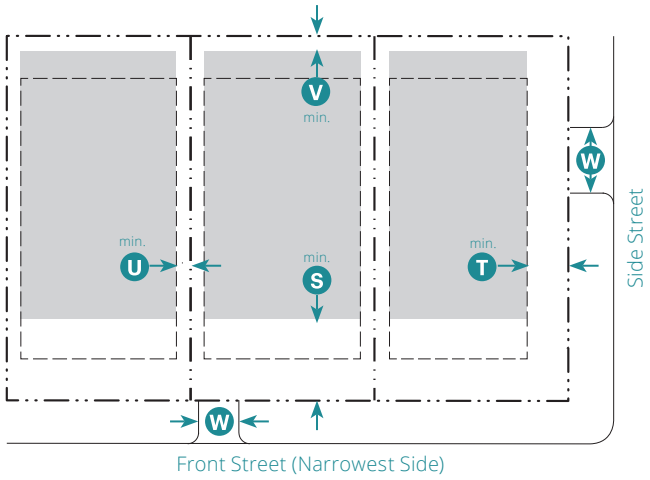
[10] No encroachment allowed for Accessory Structures

[11] See Subsection 2 of the selected private frontage type

Encroachments into Public Right of Ways (ROW)

Upper story encroachments on front and side street require 8' min. of vertical clearance.

Key P = Allowed X = Not Allowed N/A = Not Applicable



Key

ROW/ Dev't Site Line

Building Setback Line

Parking Area

7. Parking		
Vehicular Spaces[12]		
All Uses[13]	See Section 10-3.502 (Parking Standards)	
Bicycle Spaces[14]		
Residential Uses		
Long Term	1 min. per bedroom (incl. Studios)	
Short Term	1 per 10 bedrooms; min. 2 per project	
Setback (Distance from ROW/ Development Site Line)		
Front	40' min.[15]	S
Side Street	15' min.	T
Side	5' min.	U
Rear	5' min.	V
Driveway[16]		
Curb Cut/Width	See Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges)	W

Curb cut width along alley may exceed 8'.

[12] See Subsection 10-20.05.040.4 for additional standards.

[13] See Article 4 (Use Standards) for the underlying zone's allowed uses and permit requirements.

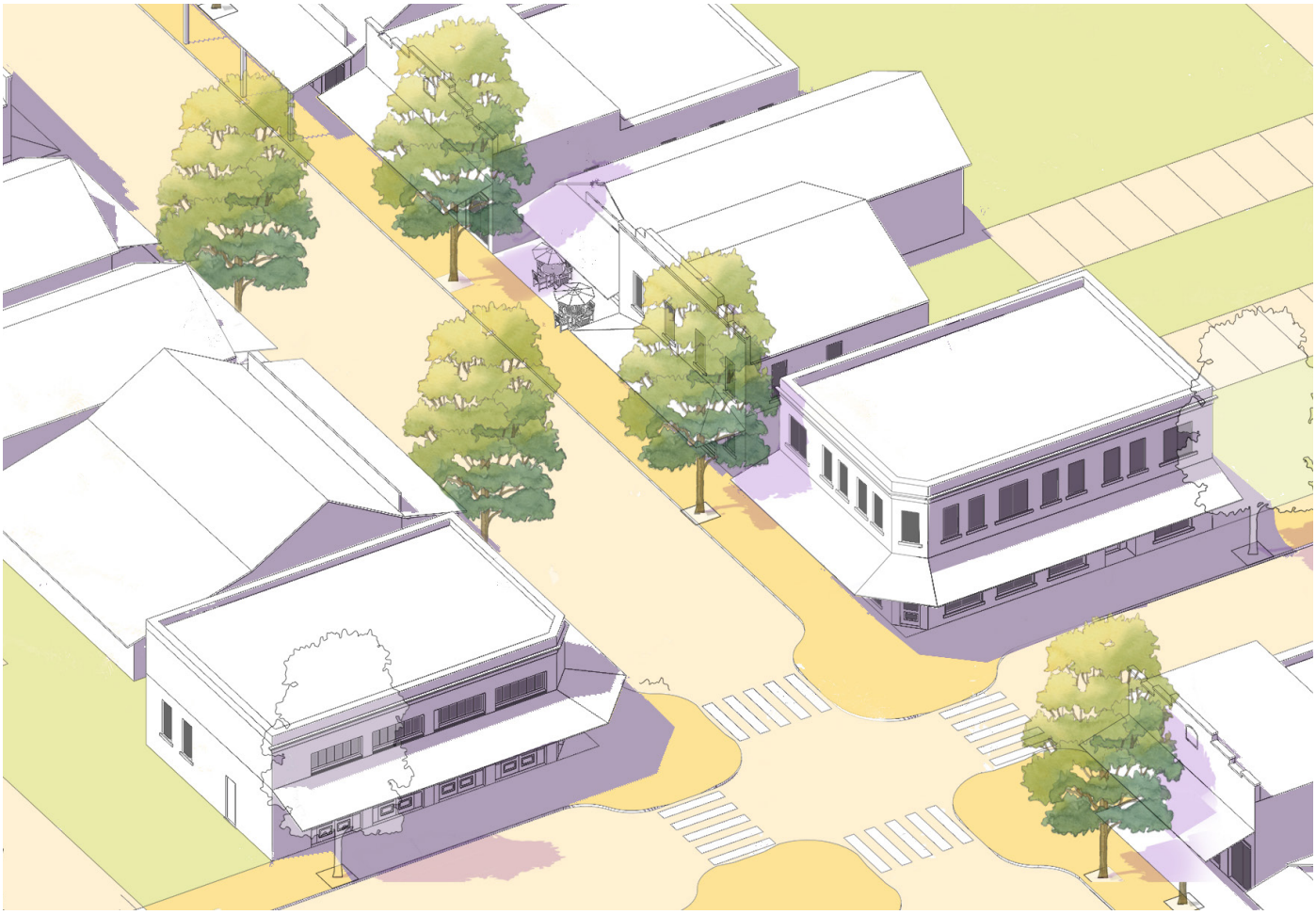
[14] See Subsection 10-20.05.040.3 for additional standards.

[15] 10' min. allowed for parking courts of 6 or fewer spaces. See Subsection 10-20.05.040.8.C.(2).

[16] See Subsection 10-20.05.040.8.B for additional standards.

8. Frontages	
Allowed Private Frontage Type	**Standards**
Porch Projecting	10-20.07.040
Porch Engaged	10-20.07.050
Dooryard	10-20.07.060
Shopfront	10-20.07.090
Terrace	10-20.07.100
Allowed Public Frontage Type	**Standards**
Street	10-20.05.060.C.1
Avenue/Boulevard	10-20.05.060.C.2

10-20.03.060 Main Street.Small (MS.S)



General note: the illustrations above are intended to provide a brief overview of the zone and are descriptive in nature.

1. Intent

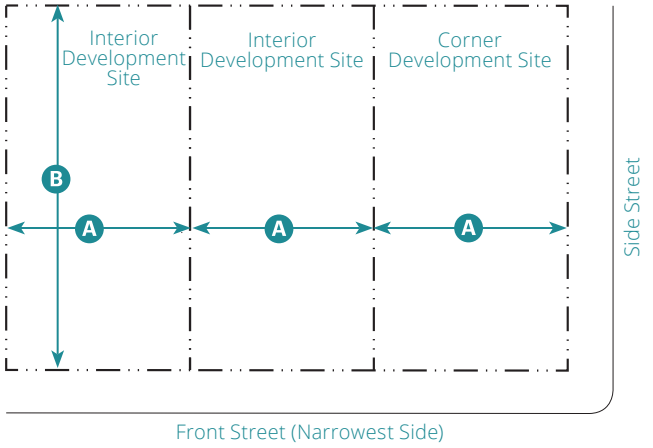
A walkable district of small-to-medium footprint, moderate intensity, mixed-use buildings and housing choices, supporting neighborhood-serving ground floor retail, food and services.

The following are generally appropriate form elements in the zone.

Mix of House-Scale and Block-Scale Buildings	Neighborhood Townhouse, Neighborhood Courtyard, Multiplex, and Main Street Building
Primarily Attached Buildings	
Small-to-Medium Building Footprint	
None-to-Small Front Setbacks	Porch Projecting, Porch Engaged, Forecourt, Shopfront, Terrace, and Gallery Frontage Types; Dooryard and Maker Shopfront Frontage Types on Side Street
None-to-Small Side Setbacks	
Up to 3 Stories (Up to 2 Stories in Historic Core)	

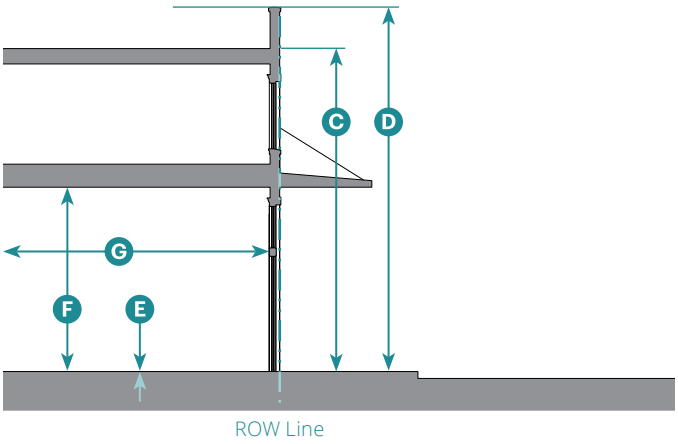
2. Sub-Zone(s)

None



Key

ROW/ Dev't Site Line



Key

ROW Line

3. Building Types and Development Site Size			
Allowed Building Types	**Development Site[1]**		**Standards**
	Width A	**Depth B**	
House-Scale			
Ancillary Building[2]	N/A	N/A	10-20.06.040
Neighborhood Townhouse	18' min.[3]	100' min.	10-20.06.100
Neighborhood Courtyard	70' min.[4]	150' min.	10-20.06.110
Multiplex	60' min.	110' min.	10-20.06.130
Block-Scale			
Main Street Building	25' min.	100' min.	10-20.06.140

Each development site shall have only one primary building type.

[1] Sites of at least 3 acres or over 700' long or deep are required to include civic space and new street(s) per Article 10 (Specific to Large Sites).

[2] The Ancillary Building is not a primary building type.

[3] Represents one townhouse

[4] For an L-shaped building; 100' min. for a U-shaped building

4. Building Form			
Height	**Historic Core**	**Not in Historic Core**	
Primary Building[5]			
Stories	2 max.	3	
To Highest Eave/Parapet		26' max.	C
Overall	30' max	35' max.	D
Ground Floor Finish Level			E
Residential	6" min.[6,7]		
Non-Residential	6" max.		
Ground Floor Ceiling	14' min.		F
Accessory Structure(s)[8]	**2 max.**		
Footprint			
Max. Development Site Coverage	See standards in Article 6 (Specific to Building Types)		
Depth, Ground-Floor Space	30' min.[9]		G

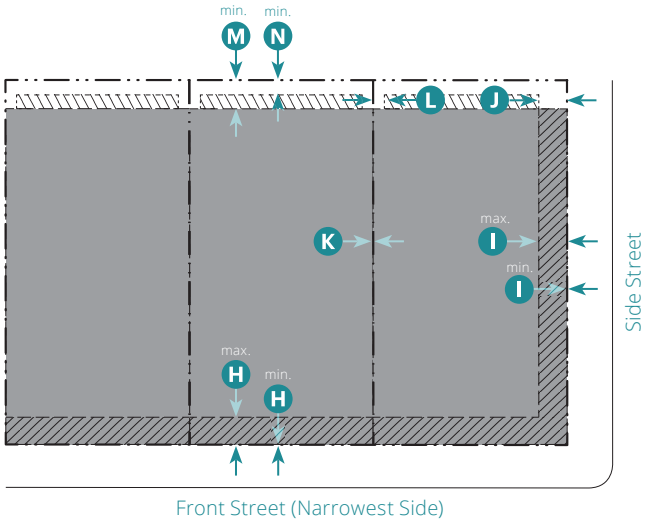
[5] See Article 6 (Specific to Building Types) for refinements to massing and height standards.

[6] Common entries may be set at grade in compliance with local and federal accessibility standards.

[7] Only on side street and at least 60' from front of development site

[8] Each accessory structure 120 sf max. and 8' max. height if located in required setback areas.

[9] For habitable/occupiable space only



Key

- ROW/ Dev't Site Line
- Building Setback Line
- Buildable Area
- Acc. Structures Only
- Facade Zone

5. Building Placement

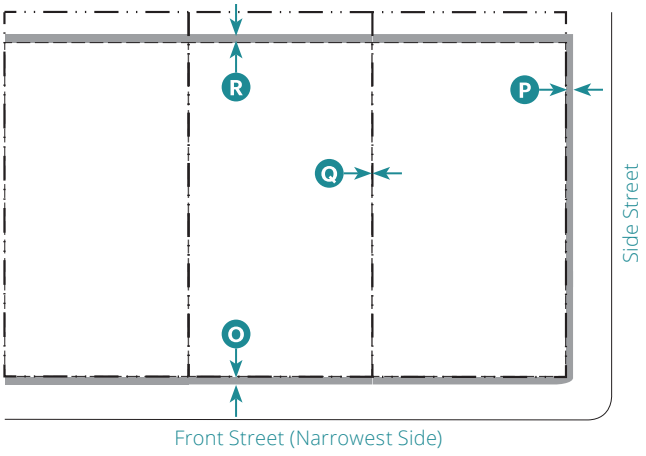
Setback (Distance from ROW/ Development Site Line)[10]		
Front (Facade Zone)		H
Interior Development Site	0' min.; 10' max.	
Corner Development Site	0' min.; 10' max.	
Side Street (Facade Zone)		
Primary Building	0' min.; 10' max.	I
Accessory Structure(s)	10' min.	J
Side		
Primary Building	0' min.	K
Adjacent to Res'l Zone	10' min.	
Accessory Structure(s), Pools, and Hot Tubs	3' min.	L
Rear		
Primary Building	15' min.	M
Adjacent to Res'l Zone	20' min.	
Accessory Structure(s), Pools, and Hot Tubs	5' min.	N

Building Facade		
Facade Zone	**Front St.**	**Side St.**
Façade Zone Defined by Primary Building/Frontage (See Subsection 10-20.12.030.2)	65% min.	55% min.

Facade Design

All building facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[10] Development sites with slopes ≥ 6% shall comply with Section 10-20.05.050 (Slope Standards).



Key

- ROW/ Dev't Site Line
- Setback Line
- Encroachment Area

6. Encroachments

Encroachments into Minimum Setbacks

Encroachment Type	Front O	Side St. P	Side[11] Q	Rear[11] R
Architectural Features	3' max.	3' max.	X	5' max.
Private Frontages[12]	X	X	X	X
Patio Covers	X	X	X	5' max.
Stairs/Ramps	X	X	X	5' max.
Decks (Max. 3' Above Grade)	X	X	3' max.	2' max.

Ramps providing ADA or FHA visitability are allowed within setbacks but shall not encroach within public ROWs.

Fences, hedges, and other screen devices are allowed within setbacks as identified in Section 10-20.05.020 (Screening).

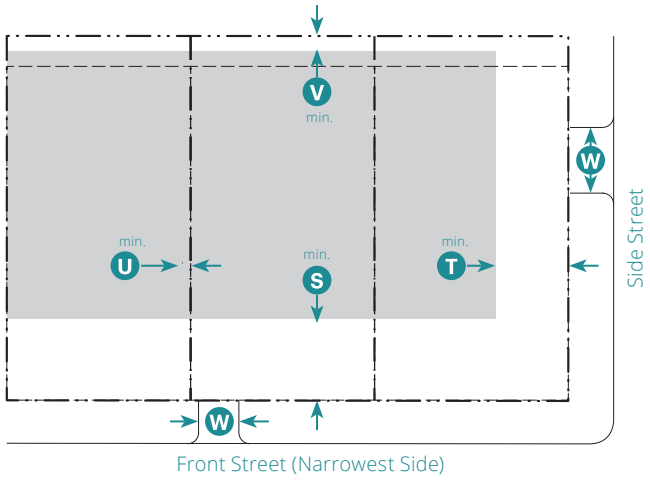
Encroachments into Public Right of Ways (ROW)

Upper story encroachments, including the Gallery (Section 10-20.07.110), on front and side street require 8' min. of vertical clearance.

[11] No encroachment allowed for Accessory Structures.

[12] The Gallery Frontage Type (Section 10-20.07.110) may encroach over the sidewalk to within 18" of the curb face.

Key P = Allowed X = Not Allowed N/A = Not Applicable



Key

ROW/ Dev't Site Line

Building Setback Line

Parking Area

7. Parking		
Vehicular Spaces[13]		
All Uses[14]	See Section 10-3.502 (Parking Standards)	
Bicycle Spaces[15]		
Residential Uses		
Long Term	1 min. per bedroom (incl. Studios)	
Short Term	1 per 10 bedrooms; min. 2 per project	
Setback (Distance from ROW/ Development Site Line)		
Front	40' min.[16]	S
Side Street	40' min.	T
Side	0' min.	U
Rear	5' min.	V
Driveway[17]		
Curb Cut/Width	See Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges)	W

Curb cut width along alley may exceed 12'.

[13] See Subsection 10-20.05.040.4 for additional standards.

[14] See Article 4 (Use Standards) for the underlying zone's allowed uses and permit requirements.

[15] See Subsection 10-20.05.040.3 for additional standards.

[16] 10' min. allowed for parking courts of 6 or fewer spaces. See Subsection 10-20.05.040.8.C.(2).

[17] See Subsection 10-20.05.040.8.B for additional standards.

8. Frontages	
Allowed Private Frontage Type	**Standards**
Porch Projecting	10-20.07.040
Porch Engaged	10-20.07.050
Dooryard[18]	10-20.07.060
Forecourt	10-20.07.070
Maker Shopfront[18]	10-20.07.080
Shopfront	10-20.07.090
Terrace	10-20.07.100
Gallery	10-20.07.110
Allowed Public Frontage Type	**Standards**
Avenue/Boulevard	10-20.05.060.C.2
Main Street	10-20.05.060.C.3

[18] Only on side street

10-20.03.070 Adjacency Requirements

A. Where a new building in a ODDS Zone is adjacent to the zone(s) or other physical feature identified in Table A, adjacency standards are required. The new building shall be designed in compliance with the requirements of this Table.

Table 10-20.03.070.A: Adjacency Requirements

Applicability	Standard
Where abutting a single-family residential district	
Height Limit	Max. 2.5 stories and 30' in height within 30' of shared side and/or within 50' of shared rear property line
Building Volumes	Max. 60' width per building volume; 20' min. separation between building volumes
Screen Landscaping	Screening trees are required along shared side and rear property lines at a quantity of one per 25 linear feet except where structures are located. Screening trees shall have a typical mature height of at least 25 feet and mature canopy width of 15 feet and shall be planted at 14-inch box size or larger and at least 8 feet in height. Existing trees to be retained that are at least 25 feet tall and 15 feet wide may substitute for required planting on a one-to-one ratio. Three closely spaced tall screening shrubs with a typical mature height of at least 20 feet and mature width of at least 5 feet may be substituted for one screening tree and shall be planted at 15-gallon size or larger and at least 8 feet in height. At least 30% of screening trees and shrubs shall be evergreen.
Landscape Buffer	A landscaped buffer of at least 5 feet in depth is required along the length of the rear property line except where structures are located
Where within 100' of a Creek	
Ground Floor	Ground floor frontage required using the frontage types allowed by the zone. Min. 15' building setback from the development site line.

This page intentionally left blank

Article 4: Use Standards

Sections:

10-20.04.010 Use Standards

10-20.04.010 Use Standards

Allowed land uses are set forth in Article 10-3.03 (Land Use Regulations) as identified in Table A (Allowed Uses).

Table 10-20.04.010.A: Allowed Uses

Underlying Zone	Reference for Allowed Uses
Residential	Article 10-3.03 (Land Use Regulations)
Non-residential	Article 10-3.03 (Land Use Regulations)

This page intentionally left blank

Article 5: General to Development Sites

Sections:

10-20.05.010 Purpose
10-20.05.020 Screening
10-20.05.030 Landscaping and Lighting
10-20.05.040 Parking and Loading
10-20.05.050 Slope Standards
10-20.05.060 Public Frontage Standards
10-20.05.070 Privacy Standards
10-20.05.080 Service and Utility Standards

10-20.05.010 Purpose

This Article provides standards to ensure that new development accomplishes the following:

1. Makes a positive contribution to the development pattern of the area;
2. New or altered structures are compatible with the design and use of existing structures on neighboring properties;
3. Respects the existing conditions of neighboring properties; and
4. Does not adversely affect neighboring properties, with "adversely affect" meaning to impact in a substantial, negative manner the habitability of these properties.

10-20.05.020 Screening

1. **Intent**. This Section provides standards for screening, fences, and walls for the protection of property, the enhancement of privacy, the attenuation of noise, and the improvement of the visual environment.
2. **Design Standards for Screening.** Except for wall- and ground-mounted equipment that is not visible from the public right-of-way or abutting development sites, all equipment shall comply with the following:
   A. **Screening Height Maximums.** Screening shall not exceed the maximums identified in Table A (Maximum Screening Height).
   B. **Screening Height Measurement.** Screening height shall be measured as the vertical distance between the finished grade at the base of the screen and the top edge of the screen material. No combination of wall and screen shall exceed the maximum height alllowed in Table A (Maximum Screening Height).

Table 10-20.05.020.A: Maximum Screening Height					
Zone	**Item**	**Maximum Height Allowed**			
		Front	**Side St.**	**Side**	**Rear**
N.S, N.M	Fences[2]	3' max.	3' max.	8' max.	8' max.
	Free Standing Walls	3' max.	3' max.	8' max.	8' max.
	Landscaping[1]	4' max.	4' max.	No max.	No max.
MS.S	Fences	X	X	8' max.	8' max.
	Free Standing Walls	X	X	8' max.	8' max.
	Landscaping[1]	3' max.	3' max.	No max.	No max.

[1] Excludes trees

[2] 6' of solid material with 2 ' of open material (lattice, wrought iron, or grille work allowing visibility through 50% of the material) at the top

Key X = Not Allowed

3. **Courtyard Screening**

   A. Fences, walls and other screening installed to create a courtyard without a roof shall not exceed five feet in height and shall be set back a minimum of 10 feet from the front property line or back of sidewalk, whichever is the least.

   B. Landscaping installed in compliance with Section 10-20.05.030 (Landscaping and Lighting).

4. **Screening on Retaining Walls.** The total height of screens and the retaining walls they are mounted on or attached to shall not exceed six feet.

5. **Mechanical Equipment Screening**

   A. The following mechanical equipment is exempt from screening:

      (1) Free-standing or roof-mounted solar equipment; and

      (2) Vents less than two feet in height.

   B. For new installation or relocation of existing mechanical equipment, the equipment shall be screened.

      (1) **Roof-Mounted Equipment.** Building parapets or other architectural elements in the building's architectural style shall screen roof-mounted equipment.

         (a) New buildings shall be designed to provide a parapet or other architectural element that is as tall or taller than the highest point on any new mechanical equipment to be located on the roof of the building; and

         (b) For existing buildings with no parapet less than two feet in height, mechanical equipment shall be surrounded on all sides by an opaque screen wall as tall as the highest point of the equipment. The wall shall be architecturally consistent with the building and match the existing building with paint, finish, and trim cap detail.

(2) **Wall- and Ground-Mounted Equipment**

(a) Equipment is not allowed between front or side street facades and the street.

(b) All screen devices shall be as high as the highest point of the equipment being screened.

(c) Equipment and screening shall be in compliance with the setbacks of the zone.

(d) Screening shall be architecturally compatible and include matching paint, finish, and trim cap of the building.

6. **Barbed Wire and Razor Wire.** Barbed wire and razor wire screening are not allowed.

7. **Safety.** Fences, walls, and other screening and landscaping, whether provided in compliance with the provisions of this Subsection or provided in addition to those provisions, are subject to review by the Traffic Engineer in the following areas to ensure that visibility is maintained:

A. Within 10 feet of the point of intersection of:

(1) A vehicular access way or driveway and a street; and/or

(2) A vehicular access way or driveway and a sidewalk.

B. Within 20 feet of the point of intersection of two or more vehicular access ways, including driveways, alleys, or streets.

C. As used in this Subsection, "point of intersection" is measured from the face of curb or if none, from the edge of pavement.

10-20.05.030 Landscaping and Lighting

1. **Intent.** This Section prescribes landscaping and lighting standards for protection and enhancement of the environmental and visual quality of the community, enhancement of privacy, and the control of dust.

2. **Required Landscaping.** The landscaping required by this Section shall be installed as part of the development or improvement(s) requiring the landscaping. Standards for landscaping in parking areas shall be in combination with Section 10-20.05.040 (Parking and Loading).

A. Landscaping materials shall be integrated into the required setbacks, stream and wetland buffers, and design of the selected private frontage type(s).

B. Landscape materials shall be applied to the planting areas identified for public frontage type(s).

3. **Design Standards**

A. **Landscape Area.** A minimum percentage of a development site shall be landscaped in compliance with Table A:

Table 10-20.05.030.A: Landscape Area

Zone	Minimum percent of development site area composed of landscaped area	Minimum percent of facade zone composed of landscaped area
Neighborhood.Small	25%	70%
Neighborhood. Medium	10%	50%
Main Street.Small	10%	Not required

B. **Allowed Landscaping Materials**

(1) Required landscaped areas shall be composed of trees, shrubs and groundcover, and shall exclude areas occupied by structures, hardscape, and pools, in compliance with the following minimum standards:

(a) Trees shall be planted at 15-gallon size or larger;

(b) Shrubs shall be planted at one-gallon size or larger;

(c) Ground cover shall be planted at spacing of a minimum 12 inches on center;

(d) Decorative nonliving landscaping materials including, but not limited to, sand, stone, or gravel may be used up to 10 percent of required landscape areas.

(2) Street trees. Where the sidewalk abutts the subject property, street trees, of at least 15-gallon size, spaced no further than 35 feet apart, double-staked, shall be planted between the curb and the back of sidewalk, where missing. If there is no sidewalk, the street trees shall be placed in planters at least four feet by six feet without encroaching into the parking or travel lane.

C. **Species Selection**

(1) Native and drought tolerant species are required to meet the minimum standards, in conformance with Title 9, Chapter 22 (Water Efficient Landscaping).

(2) Landscaping shall be in compliance with Ross Valley Fire Department Standard 220 (Vegetation Management Plan).

D. **Existing Vegetation**

(1) On-site trees of caliper size 12 inches minimum, measured at 52 inches above grade, shall be protected trees. On-site trees of caliper size 22 inches minimum, measured at 52 inches above grade, shall be heritage trees. In compliance with Ross Valley Fire Department Standard 220 (Vegetation Management Plan), Acacia, Eucalyptus, Plum, Privet, and Monterey Pine trees are neither protected trees nor heritage trees and may be removed.

(2) Protected trees shall be replaced at a ratio of two replacement protected or heritage trees to one removed protected tree (2:1). Heritage trees shall be replaced at a ratio of three replacement heritage trees to one removed heritage tree (3:1).

(3) All protected and heritage trees removed for construction of a residential unit shall be replaced on-site with a minimum 24-inch box tree. Table B below defines the tree types that qualify as eligible replacements.

Table 10-20.05.030.B: Tree Species	
Common Name	**Botanical Name**
Arroyo willow	*S. lasiolepis*
Big-leaf maple	*Acer macrophyllum*
Bishop pine	*Pinus muricata*
Blue oak	*Q. douglasii*
Box elder	*A. negundo var. californicum*
California bay	*Umbellularia californica*
California black oak	*Q. kelloggii*
California buckeye	*Aesculus californica*
California nutmeg	*Torreya californica*
Canyon live oak	*Q. chrysolepis*
Chaparral oak	*Q. wislizeni*
Coast live oak	*Quercus agrifolia*
Coast redwood	*Sequoia sempervirens*
Douglas-fir	*Pseudotsuga menziesii*
Giant Chinquapin	*Castanopsis chrysophylla*
Hawthorn	*Crataegus douglasii*
Mountain-mahogany	*Cercocarpus betuloides*
Narrow leaved willow	*Salix exigua*
Shreve's oak	*Q. parvula var. shrevei*
Oregon ash	*Fraxinus latifolia*
Oregon oak	*Q. garryana*
Pacific madrone	*Arbutus menziesii*
Pacific yew	*Taxus brevifolia*
Red alder	*A. rubra*
Red elderberry	*Sambucus racemosa*
Red willow	*S. laevigata*
Sargent cypress	*Cupressus sargentii*
Scouler's willow	*S. scouleriana*
Service-berry	*Amelanchier tahensis*
Shining willow	*S. lucida ssp. lasiandra*
Silk tassel	*Garrya elliptica*
Sitka willow	*S. sitchensis*
Tanbark oak	*Lithocarpus densiflorus*
Valley oak	*Q. lobata*
Wax myrtle	*Myrica californica*
White alder	*Alnus rhombifolia*

E. **Landscape Integration with Frontage Type(s).** Required landscaping shall be placed within and/or around the variety of frontage type elements in compliance with Table C:

Table 10-20.05.030.C: Landscape Integration with Frontage Type(s)

Frontage Type	Location
Porch: Projecting, Engaged	Containers within Porch, Planters at base of Porch and along building facade
Dooryard	Containers and/or planters within Dooryard
Forecourt	Containers and planters within Forecourt
Maker Shopfront	Containers along base of Shopfront
Shopfront, Gallery	Containers along base of Shopfront or Gallery
Terrace	Containers within Terrace, planters at base of Terrace

F. **Retaining Walls**

(1) Retaining walls within the front and/or side street façade zone(s) or visible from the public sidewalk adjoining the development site shall:

(a) Not exceed four feet in height as measured to the adjacent finished grade or sidewalk whichever is nearest;

(b) Include a landscape planter in front of the wall. The planter shall be at least 18 inches deep measured perpendicular to the wall; and

(c) Be finished with allowable wall material(s) of the selected architectural style for the primary building.

(2) Retaining walls along the interior development site line that are beyond the front and/or side street façade zone(s) shall:

(a) Not exceed three feet as measured to the adjacent finished grade;

(b) Include a landscape planter in front of the wall. The planter shall be at least three feet deep measured perpendicular to the wall; and

(c) Be finished with allowable wall material(s) of the selected architectural style for the primary building.

(3) Retaining walls along the rear development site line that are beyond the front and/or side street façade zone(s) shall:

(a) Not exceed eight feet as measured to the adjacent finished grade;

(b) If exposed, include a landscape planter in front of the wall. The planter shall be at least three feet deep measured perpendicular to the wall;

(c) Be finished with allowable wall material(s) of the selected architectural style for the primary building; and

(d) Not require landscaping or wall material finish(es) if within the building and not exposed.

G. **Landscape Maintenance**

(1) Required landscaping shall be maintained in a clean and healthy condition. This includes pruning, weeding, removal of litter, fertilizing, replacement of plants when necessary, and the appropriate watering of all landscaping.

(2) Automatic irrigation shall be provided to all planting areas in compliance with requirements of Title 9, Chapter 22 (Water Efficient Landscaping).

(3) Root barriers are required on all trees planted within 10 feet of paved areas.

4. **Required Lighting**

A. Site improvements, including lighting, as required to be consistent with the selected Architectural Style for the primary building.

B. Lighting shall be provided in compliance with the following:

(1) All parking lot lights shall be full cutoff luminaires, as certified by the manufacturer, with the light source directed downward and away from adjacent residences.

(2) Bollard lighting may be used to light walkways and other landscape features, but shall cast its light downward.

(3) Internally illuminated fascia, wall, roof, awning or other building parts are prohibited.

(4) Uplighting of landscaping is prohibited.

(5) All nonessential exterior lighting associated with non-residential uses shall be turned off or dimmed no more than 30 minutes after the close of business or when the non-residential use is not in use.

10-20.05.040 Parking and Loading

1. **Intent.** This Section prescribes standards for motor vehicle and bicycle parking areas, loading and access drives, and standards for reducing motor vehicle trips per capita to and from development. These standards are intended to ensure that new development accomplishes the following:

A. Consistency with the intended physical character of walkable environments;

B. Provision of bicycle parking to increase bicycle trips and reduce motor vehicle trips per capita; and

C. Appropriately limits, screens, and landscapes motor vehicle parking areas to protect and enhance the environmental and visual quality of the community, enhance privacy, attenuate noise, and control dust.

2. **On-site parking.** On-site parking is allowed in all zones subject to the standards in this Section**.**

3. **Bicycle Parking Standards.** Bicycle parking shall be provided in compliance with the standards of the zone.

4. **General Vehicular Parking Standards**

A. **Sharing of On-Site Parking.** Sharing of parking between different uses and developments is allowed.

B. **Sharing of Non-Residential Parking Required.** If on-site parking spaces for non-residential uses are provided, such spaces shall be made available for use by the general public during at least one of the following time periods:

(1) Monday through Friday, 8 AM to 5 PM; or

(2) Monday through Friday, 5 PM to 11 PM and all day on Saturday and Sunday.

C. **Larger Vehicle Parking**

(1) Trucks, tractors or tractor-trailers having a capacity of more than a 1.5-ton load, front- and rear-end loaders, or any kind of commercial, industrial, agricultural, or transportation vehicles/equipment used primarily for business purposes, shall not be parked or stored in any zone for purposes other than unloading, loading, or delivery services.

(2) Automobiles, small trucks, vans, and vehicle trailers allowed in conjunction with an approved home occupation (one per home occupation), and recreational vehicles are excluded from the provisions of this Subsection.

D. **Storage of Unregistered or Inoperable Motor Vehicles.** Automotive vehicles, trailers, or vehicles of any kind or type, requiring licenses that are without current license plates or are inoperable shall only be parked within completely enclosed buildings.

E. **Cargo or Freight Container.** Portable cargo or freight storage containers in any zone for purposes of loading or unloading may be parked or stored on-premise for a period not to exceed 10 days in any one calendar year.

5. **Number of Motor Vehicle Parking Spaces Required**

A. **Required Spaces.** Parking shall be provided in compliance with 10-3.502 (Parking Standards). For any use not addressed in 10-3.502 (Parking Standards), parking shall not exceed a ratio equivalent to the average peak parking occupancy rate for the most comparable use in the Institute of Transportation Engineers Parking Generation Manual.

B. **Required Number of Parking Spaces**

(1) **Calculating Required Parking for a Mixed-Use Development.** For a building with residential and non-residential uses, shared parking shall be calculated as follows. The sum of the required parking for the two use types as stated in Subsection 7 of the zone shall be divided by the factor listed in Table A (Shared Parking Factor for Two Uses). The required number of parking spaces shall be rounded up to the closest whole number.

Table 10-20.05.040.A: Shared Parking Factor for Two Uses

	Residential	Lodging	Office	Retail
Residential	1.0	1.1	1.4	1.2
Lodging	1.1	1.0	1.7	1.3
Office	1.4	1.7	1.0	1.2
Retail	1.2	1.3	1.2	1.0

6. **Electric Vehicle Charging.** Electric vehicle charging facilities shall be provided in compliance with Chapter 9-19 (Green Building Requirements).

7. **Traffic-Reducing Parking Standards**

A. **Carshare Parking Spaces**

(1) Carshare parking spaces shall be provided in the amounts specified in Table B (Required Carshare Parking Spaces).

Table 10-20.05.040.B: Required Carshare Parking Spaces	
Residential Uses	**Carshare Parking Spaces Required**
0-49 units	None
50-100 units	1
101 or more units	2 + 1 per additional 200 units
Office/Research & Development Uses	**Carshare Parking Spaces Required**
≤ 10,000 sf	None
> 10,000 sf	1 per 10,000 sf

(2) The required carshare space(s) shall be made available, at no cost, to a carshare service for purposes of providing carshare services to its members. At the election of the property owner, the carshare spaces may be provided:

(a) On the development site; or

(b) On another off-street site within 1,000 feet of the development site.

(3) Required carshare space or spaces shall be designed in a manner that will make the spaces accessible to non-resident subscribers from outside the building as well as building residents.

(4) Prior to approval of the building or Site Permit for a building subject to the carshare standard, a Notice of Special Restriction on the property shall be recorded indicating the nature of standards of this Subsection and identifying the minimum number and location of the required carshare parking spaces. The form of the notice and the location or locations of the carshare parking spaces shall be approved by the Jurisdiction.

(5) If it is demonstrated to the satisfaction of the Jurisdiction that no carshare service can make use of the dedicated carshare parking spaces, the spaces may be occupied by non-carshare vehicles; provided, however, that upon 90 days of advance written notice to the property owner from a carshare service, the property owner shall terminate any non-carsharing leases for such spaces and shall make the spaces available to the carshare service for its use of such spaces.

B. **Carpool Spaces.** If parking is provided at a development, parking spaces reserved for use by carpool/vanpool vehicles shall be designated in preferred locations (including, but are not limited to, closest to building entries). The locations of these spaces shall be approved by the the Town. The minimum number of carpool spaces required is listed in Table C (Required Carpool Parking Spaces).

Table 10-20.05.040.C: Required Carpool Parking Spaces	
Office/Research & Development Uses	**Carpool Parking Spaces Required**
≤ 40 parking spaces	None
> 40 parking spaces	10% of the total number of spaces
Other Uses	**Carpool Parking Spaces Required**
All Other Uses	None

8. **Parking Spaces, Design and Layout**

A. **Access.** On-site parking areas shall be accessed per the following:

(1) On-site parking shall be designed with an appropriate means of vehicular access to a street or to an alley to cause the least interference with traffic flow.

(2) Ingress to and egress from parking spaces shall be from an on-site aisle or driveway, directly from the front, side street, public alley, or rear lane.

(3) On-site loading space(s) shall be in compliance with Title 10, Chapter 3, Article 5 (Parking and Loading).

B. **Driveways**

(1) Access to Driveways

(a) Driveway access to and from developments of two or fewer dwelling units onto public streets shall be where practical by forward motion of the vehicle; and

(b) Driveway access to and from developments of three or more dwelling units onto public streets shall be by forward motion of the vehicle.

(c) Minimum 30 feet separation between driveways for all uses except developments of two or fewer dwelling units.

(2) Number of Driveways. Table D (Number of Driveways) specifies the maximum number of driveways for a development site.

(3) Driveways shall be setback from development site lines as follows:

(a) For front access, minimum two feet from side development site lines; and/or

(b) For side street access, no less than the minimum rear parking setback per the zone; and/or

(c) Where driveway access is shared by abutting development sites, Subsections (a) and (b) above do not apply; minimum two feet from building(s), and in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).

(4) Driveways shall extend to and include the area between the development site line and the edge of the street pavement.

(5) The design and construction of all on-site parking access drives shall be in compliance with Title 7, Chapter 1 (Driveways).

Table 10-20.05.040.D: Number of Driveways

Lot Frontage (Corner Parcel Applies Same Requirements as Side Street)	Maximum Number of Driveways
Up to 150'	1
150' to 299'	2
Each additional 300' over 299'	1

C. **Parking Techniques.** In compliance with Subsection 7 of the zone, the following techniques may be applied individually or in combination:

(1) Tandem Parking. Parking spaces are arranged in a series up to three spaces. Tandem parking is allowed in all zones for all uses. Tandem parking spaces are allowed for residential uses only when designated for use by occupants of the same dwelling unit.

(2) Parking Court. Parking spaces in groupings of covered or uncovered spaces or individual garages not in a podium configuration shared between two development sites. The maximum width of the parking court is 56 feet measured parallel to the adjacent street/right-of-way. The parking court is accessed from the adjacent street/right-of-way and the maximum width of the entrance to the parking court is determined by Subsection 7 of the zone. See Figure 1 (Parking Court(s).

(3) Podium Parking. Parking spaces are located in an at-grade garage under the rear and/or interior side of the building or under all of the building except for the required ground floor habitable space. Occupiable space is along the edges of and/or above the garage level. The podium is not visible or exposed along the front and side street building facades.

(4) Subterranean Parking. Parking spaces are located below the adjacent finished grade of the building. The subterranean garage is allowed to be up to 5 feet above the adjacent finished grade of the building in compliance with the building form (Subsection 3 of the zone) and frontage standards (Article 7).

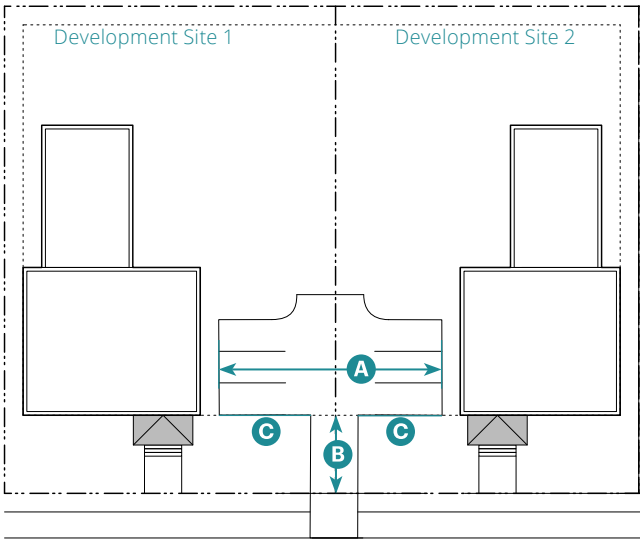
(5) Stacked Parking System. Parking spaces are arranged in a system that provides two to three spaces in the horizontal area of one space. This type of system is within a podium parking garage.

(a) Stacked parking spaces are allowed when designated for use by residents, except for parking designated for use by persons with disabilities.

(b) Mechanical lifts shall be accompanied by an on-site battery or electrical generator to provide sufficient power to clear the lift of all vehicles or shall be capable of manually clearing the lift without power.

(c) In parking systems that stack individual vehicles, each vehicle accommodated by the stacker counts as an individual parking space.

Figure 10-20.05.040.1: Parking Court(s)



- -	Development Site Line		
----	Building Setback Line		
A	Width 56' max.		
B	Parking Court Setback:	Small Parking Court (6 or fewer spaces Large Parking Court (& or more spaces)	15' min. Behind required ground floor habitable space required in Subsection 4 of the zone
C	Decorative wall and landscaping	36" max. height in compliance with Section 10-20.05.030 (Landscaping and Lighting)	

D. **Identification as to Purpose and Location.** On-site parking areas of four or more spaces shall include painted lines, wheel stops, or other methods of identifying individual parking spaces and loading areas, while distinguishing such spaces from aisle and other circulation features.

E. **Materials**

(1) All on-site parking areas and driveways shall be surfaced only with materials identified in Section 5-8.11 (Limitation of Impervious Surfaces, Flatwork Permits and Post-Construction Requirements) and Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).

(2) Parking areas shall comply with Section 5-8.11 (Limitation of Impervious Surfaces, Flatwork Permits and Post-Construction Requirements), exclusive of required landscaping in Table E (Required Parking Lot Landscaping).

F. **Landscaping.** The landscaping standards identified in Table E (Required Parking Lot Landscaping) shall be applied with the standards of Subsection 10-20.05.020 (Screening) and Subsection 10-20.05.030 (Landscaping and Lighting).

(1) Parking and loading areas shall be screened from adjacent residential zones by a six foot wall, fence, or evergreen.

(2) Screening is not required when parking area(s) is adjacent to an alley.

(3) Landscaping areas shall integrate stormwater management features per Title 5 Chapter 8 (Urban Runoff Pollution Prevention).

(4) For portions of parking areas covered by photo-voltaic solar collectors that also function as shade structures, the minimum standard for trees does not apply.

G. **Location**

(1) Location of on-site parking is regulated by the required setbacks in Subsection 7 of the zone and the following:

(a) Parking lots with 11-20 spaces shall be separated at least by five feet from buildings to make room for a sidewalk, landscaping, and/or other planting between the building and the parking area;

(b) Parking lots with more than 20 spaces shall be separated by at least 12 feet from buildings to make room for a sidewalk, landscaping, and other planting between the building and the parking area; and

(c) The required separation may be eliminated to the rear of buildings in areas designed for unloading and loading of materials.

Table 10-20.05.040.E: Required Parking Lot Landscaping	
Number of Parking Spaces	**Percent of Gross Parking Area Required to be Landscaped**
10 or fewer	None
11 to 20	5' min. wide planter along property line
21 to 50	5%; 5' min. wide planter between every 5 spaces, property line, and building(s)
51 and over	10%; 5' min. wide planter between every 5 spaces, property line, and building(s)
General Landscaping	
Perimeter Planter	5' min. landscape buffer along property line(s) for the length of the parking area
Required Border	6" high curb or equivalent
Border and Stormwater	Curb or equivalent shall include breaks every 4" to provide drainage to retention and filtration areas.
Car Overhangs	Shall be prevented by stops
Required Quantity	1 tree per every 10 parking spaces, beginning at 11 total spaces
Tree Well Size[1]	5' min. in any direction
Tree Can Size	15 gallon min.
Tree Box Size	20% of required trees shall be 24" min.
Tree Caliper	1" min.
Tree Height at Installation	7' min. vertical clearance
Tree Location	Evenly spaced throughout parking lot to provide uniform shade

[1] Any vehicle overhang requires the minimum planter area width to be expanded by an equivalent dimension.

H. **Size of Parking Lot.** Parking lots larger than 10,000 square feet in size shall be broken down into smaller parking areas with planted landscape areas with a minimum width of 15 feet between them to minimize the perceived scale of the total field of stalls.

10-20.05.050 Slope Standards

1. **Intent.** This Section provides the standards for development in all zones on development sites with sloped topography. For the purposes of this Section, sloped topography is any slope of six percent or more.

   A. If there is a conflict between any provisions in this Section or the standards in Title 10, Chapter 3 (Zoning), the more restrictive provision shall apply.

   B. Table A (Amount of Sloped Areas Allowed to be Developed) identifies the amount of developable area for sloped portions of development sites. This, in combination with the standards in this Section and the maximum allowed building footprint shall be applied to the design of the sloped portions of development sites.

   C. Developments subject to Article 10 (Specific to Large Sites) requiring new streets shall be in compliance with maximum grade standards in Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).

Table 10-20.05.050.A: Amount of Sloped Areas Allowed to be Developed

Portions of Development Site with Existing Slope	Development Site [1, 2]	
	Up to 3 acres	>3 acres
0–5.99%	100% max.	100% max.
6–9.99%	100% max.	70% max.
10–14.99%	100% max.	25% max.
15–19.99%	100% max.	5% max.
20–29.99%	50% max.	0% max.
> 30%	0% max.	0% max.

[1] In compliance with the setbacks of the zone, required on-site open space, this Section, and the maximum building footprint standards in Article 6 (Specific to Building Types).

[2] In compliance with required amount of civic space identified in Subsection 10-20.10.040.5.

2. **Building Height**

   A. **Maximum Building Height.** Building height is regulated by Subsection 4 of the zone. The maximum allowed height of a building shall follow the existing topography of the development site to ensure that each building is in compliance with the allowed building height.

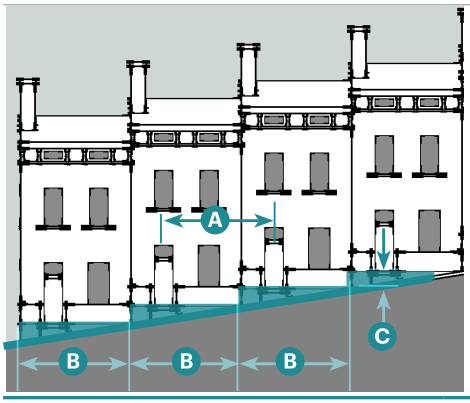
      (1) Figure 1 (Site Grading for Small-to-Medium Detached and Attached Building Forms) and Figure 2 (Site Grading for Large or Attached Building Forms) in this Section illustrate allowed and non-allowed site grading methods.

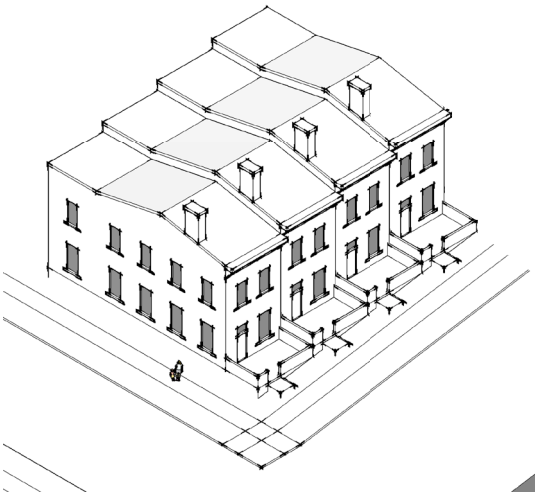
   B. **Exposed Basements.** Basements do not count toward the maximum stories allowed in the zone if exposed less than half of the basement's story height below the average adjacent finished grade.

Figure 10-20.05.050.1: Site Grading for Small-to-Medium Detached and Attached Building Forms

Allowed Site Grading. The following examples apply to the House, Duplex, Cottage Court, Fourplex, Neighborhood Townhouse, Multiplex, Pocket Neighborhood and Neighborhood Courtyard Building Types.

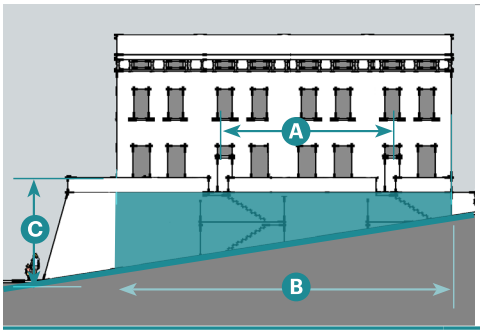
Allowed. Grading that results in each new modified building stepping and reflecting the topography of the parcel or development sites, and that connects each building with the adjacent street and public realm.

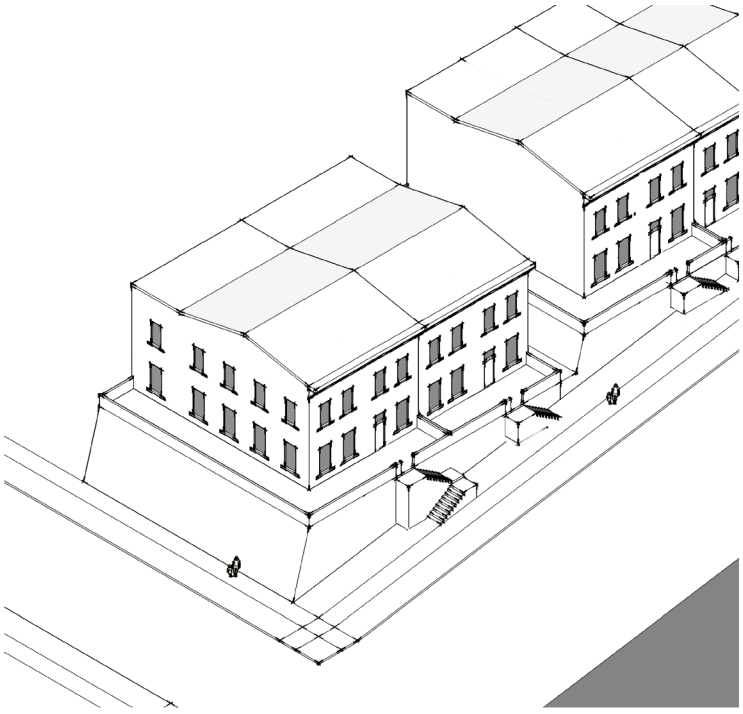




Distance between building entries on slopes greater than 6% shall not exceed 50'.	A
Building footprint width steps with slope.	B
Finished grade of terraced development site is less than 4 feet from the adjacent street/right-of-way.	C

Not Allowed. Grading that results in each new or modified building not following and reflecting the topography of the parcel or development sites, and disconnects each building from the adjacent street and public realm.



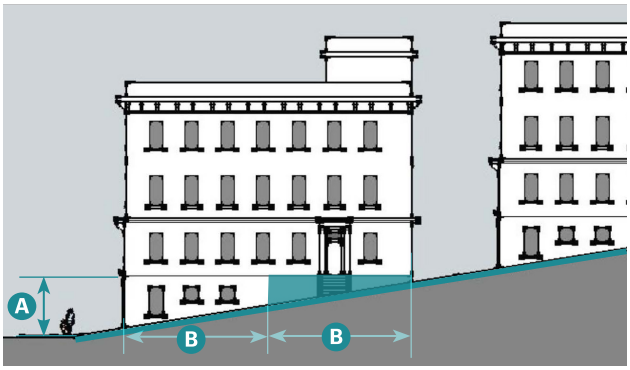


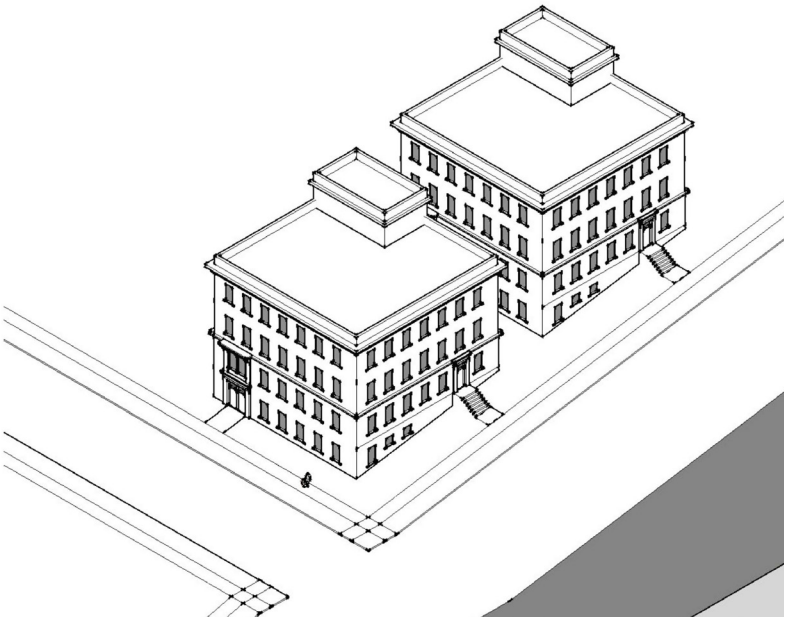
Distance between building entries on slopes greater than 6% exceeds 50'.	A
Building footprint width does not step with slope.	B
Finished grade of terraced development site is more than 4 feet from the adjacent street/right-of-way.	C

Figure 10-20.05.050.2: Site Grading for Large or Attached Building Forms

Allowed Site Grading. The following examples apply to the Multiplex and Main Street Building Types.

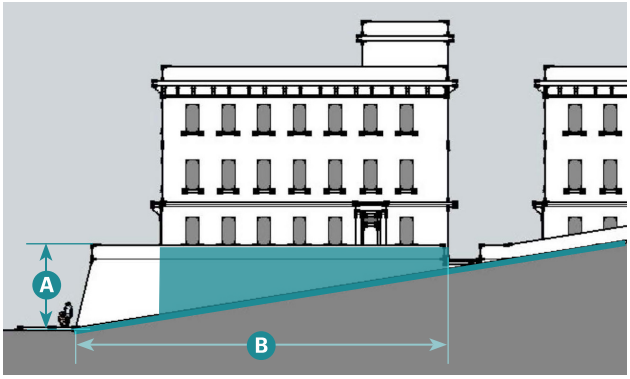
Allowed. Grading that results in each new or modified building fronting on the adjacent street(s), and that connects the building facades to the adjacent street and public realm, and avoids large blank retaining walls.

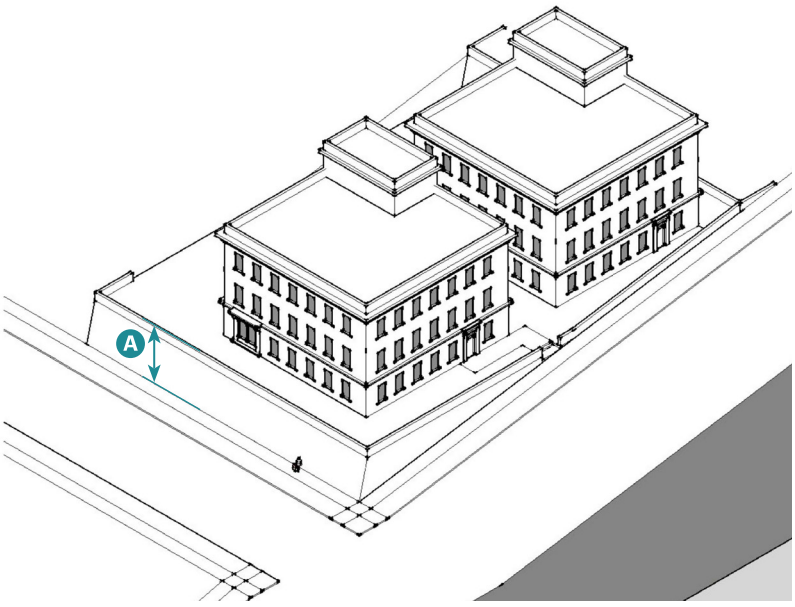




Slope is used to express the ground floor.	A
Building footprint steps with slope through a partial ground story.	B

Not Allowed. Grading that disconnects new and modified building facades from the adjacent public realm, and that results in large blank retaining walls.





Height does not create building with frontage and entries along adjacent streets; terraced development site is more than 4 feet from adjacent sidewalk/street/right-of-way.	A
Building footprint does not step with slope.	B

3. **Topography and Required Location of Primary Building.** Sloped topography can present issues with locating the primary building on a development site in compliance with Subsection 5 of the zone. Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less than 6% Slope) and Table 10-20.11.030.B (Adjustments to Standards for Development Sites Over 6% Slope) identify allowed administrative variations for issues arising from sloped topography, subject to the required findings.

4. **Topography and Required Location of Parking.** Sloped topography can present issues with locating parking on a development site in compliance with Subsection 7 of the zone. Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less than 6% Slope) and Table 10-20.11.030.B (Adjustments to Standards for Development Sites Over 6% Slope) identify allowed administrative variations for issues arising from sloped topography, subject to the required findings.

5. **Grading or Regrading of Development Sites.** When existing development site topography is proposed to be changed, grading shall not result in any of the following:

    A. Creation of retaining walls or blank walls taller than four feet within required front or side street facade zones;

    B. Retaining walls on side development site lines taller than three feet;

    C. Retaining walls on rear development site lines not within the building footprint, taller than 10 feet;

    D. Building(s) that do not reflect the existing topography of the development site;

    E. Terraced development sites that result in a vertical difference of more than 4 feet between the adjacent right-of-way and the finished grade of the development site;

    F. Grading beyond the building pad(s) and the required access drive(s);

    G. Cut exceeding 16 feet in height from top to toe; or

    H. Cut slope exceeding two horizontal to one vertical.

6. **Graded Slopes**

    A. Graded slopes shall be screened from view under or behind buildings with landscaping or natural topographic features.

7. **Drainage Facilities.** All proposed drainage facilities shall preserve major drainage channels in their natural state and be designed in such a manner as to minimize soil erosion and to otherwise preserve the public health, safety, and welfare, in compliance with Title 7, Chapter 12 (Watercourses).

8. **Massing.** Buildings on sloped development sites shall reflect the existing topography of the development site.

   A. Buildings with footprints 36 feet wide or less shall have a simple water table element or change in material between the basement and the ground floor.

   B. Buildings with footprints wider than 36 feet and 2.5 stories or taller shall have a minimum of one story tall defined base. The base shall be defined through the use one of the following methods:

      (1) Change in material;

      (2) A continuous horizontal band between the base and upper floors; and/or.

      (3) Use of a continuous shopfront frontage.

   C. All design shall be in compliance with the selected style for the building(s) in Article 8 (Specific to Architectural Design).

9. **Frontage.** Along front and side street facades, the primary building on each development site shall be designed in compliance with the standards for ground floor private frontage as required by Subsection 8 of the zone.

10. **Administrative Relief.** Section 10-20.11.030 (Adjustments to Standards) provides for administrative variations from the standards in this Section due to topographic constraints.

10-20.05.060 Public Frontage Standards

1. **Intent.** Public frontage types provide a coordinated approach to design standards for the area between each development site's private frontage(s) and the adjoining right-of-way or private driveway easement. Public frontage types consist of planters, walkways, curbs, planters, and planting as illustrated in Table C (Public Frontage Assemblies).

2. **Required Improvements.** The public frontage along the development site(s) shall be improved per Table A (Required Improvements) and the development scenario that applies to the project.

Table 10-20.05.060.A: Required Improvements

Required Improvements	Development Scenario	
	Infill Development Site on Existing Block	**New Block(s)**
	Development consists of one development site.	Development creates one or more new blocks.
a. **Sidewalk.** Add missing segment(s) along abutting front and/or side street.	R	R
b. **Sidewalk.** Repair uneven segments along abutting front and/or side street.	R	N/A
c. **Street trees.** Add street trees along abutting front and/or side street where there is adequate room to also maintain sufficient width for traffic lanes, pedestrian sidewalks, and bicycle facilities. See Subsection 04.030.4.A.(2).	R	R
d. **Crosswalk improvements.** Add crosswalk.	X	Including adjacent and new intersection(s).
e. **Bicycle facilities.** Add bicycle facilities required in Bicycle and Pedestrian Master Plan.	X	Including bike lanes.

Key R = Required X = Not Required

3. **Design Standards for Public Frontages.** Public frontages shall be designed and maintained in compliance with the following standards:

   A. For new streets or new blocks, the required elements are identified in and shall be configured according to Table C (Public Frontage Assemblies) and in compliance with Title 7, Chapter 10 (Street Improvements Conditions to Building Permits).

   B. For infill projects, the required elements shall be configured consistent with those existing on immediately adjacent parcels, along the subject parcel's front street and side street frontage. Where the configuration differs on adjacent parcels, the development site shall transition dimensions of required elements between those existing on adjacent parcels.

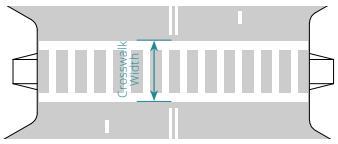
   C. Planting and landscape selection shall be in compliance with Title 9, Chapter 22 (Water Efficient Landscaping).

4. Pedestrian Crossings

   A. **Curb Ramps.** Perpendicular corner curb ramps with a separate ramp installed in each direction are required.

   B. **Crosswalks.** Crosswalks shall be designed per the Town's applicable standards and applicable State guidelines and standards.

      (1) Standard Crosswalk.



5. **Allowed Public Frontage Types**

   A. **Street.** The Street Frontage includes raised curbs drained by inlets with sidewalks separated from vehicular lanes by individual or continuous planters. Landscaping consists of street trees of a single or alternating species aligned and spaced at 35' intervals on average.

   B. **Avenue/Boulevard.** The Avenue/Boulevard Frontage includes raised curbs drained by inlets with wide sidewalks separated from the vehicular lanes by a continuous planter, and parking on both sides. Landscaping consists of single or double rows of a single or alternating tree species aligned and spaced at 35' intervals on average.

   C. **Main Street.** The Main Street Frontage includes raised curbs drained by inlets with very wide sidewalks along both sides separated from the vehicular lanes by individual tree wells with grates. Landscaping consists of a single tree species aligned and spaced at 35' intervals on average.

Table 10-20.05.060.B: Public Frontage Types Overview

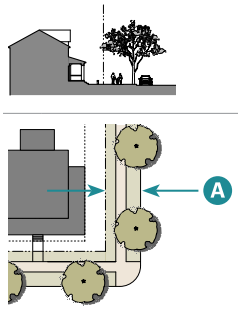
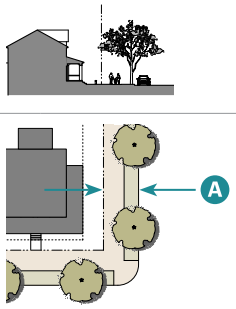
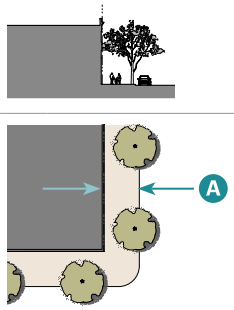
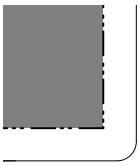
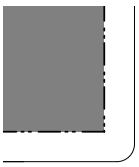
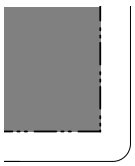
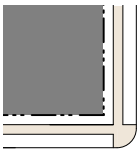
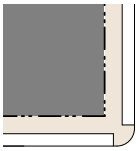
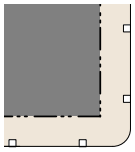
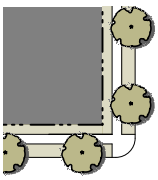
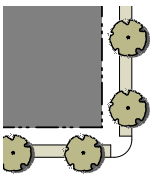
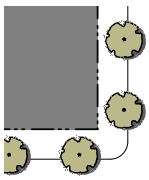
Table B (Public Frontage Types Overview) provides an overview of the allowed public frontage types in or abutting each zone.

Public Frontage Types	Specific Standards	N.S	N.M	MS.S
Street	10-20.05.060.C.1	P	P	X
Avenue/Boulevard	10-20.05.060.C.2	X	P	P
Main Street	10-20.05.060.C.3	X	X	P

Key	P = Allowed	X = Not Allowed

Table 10-20.05.060.C: Public Frontage Assemblies

Table C (Public Frontage Assemblies) identifies the required elements and dimensions of each public frontage type.

	Street 10-20.05.060.C.1	Avenue/Boulevard 10-20.05.060.C.2	Main Street 10-20.05.060.C.3
Assembly. The type and dimension of curbs, walkways, and planters.			
Total Width	A 11' min.	A 13' min.	A 16' min.
Note: See below for required elements of each assembly			
a. **Curb.** The detailing of the edge of the vehicular pavement, incorporating drainage.			
i. Type	Raised Curb	Raised Curb	Raised Curb
b. **Walkway.** The pavement dedicated exclusively to pedestrian activity.			
i. Type	Walkway	Walkway	Walkway
ii. Width	6' min.	8' min.	12' min.
Note: Placement of curb ramps shall match the desired path of pedestrian travel. See Marin County Standard Plans for curb ramp design.			
c. **Planter.** The area that accommodates street trees and other landscaping.			
Arrangement	Regular	Regular	Regular
Types	Planting Strips along curb edge and R.O.W. edge	Planting Strips along curb	Tree Wells (must be located between walkway and curb)
Width	5' min.	5' min.	4' min.

10-20.05.070 Privacy Standards

1. **Intent.** These standards are designed to provide privacy between primary living spaces of buildings on each side of a development site line in neighborhood zones (N.S or N.M). Windows and balconies along the side of a building within 20 feet of an interior side development site line in N.S or N.M zones are subject to these standards.

2. **Standards**

   A. Primary living spaces adjoining an interior side setback shall either:

      (1) Orient principal/main windows/glazed openings toward the front and rear of the building, away from interior side development site lines; or

      (2) Set the window/glazing openings:

         (a) Perpendicular to interior side development site lines; or

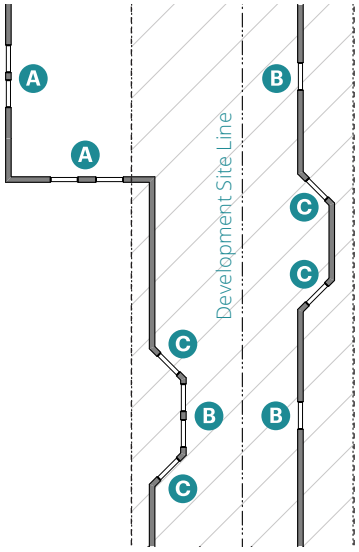
         (b) More than six feet from interior side development site lines

   B. Windows and balconies openings within 6 feet of an interior side development site line shall either:

      (1) Have a minimum sill height of 44 inches; or

      (2) Place the window at an angle of at least 30 degrees, measured perpendicular to the adjacent side development site line.

Figure 10-20.05.070.1: Sill Height Standards along Interior Development Site Line



– · –	Development Site Line
- - - -	Sideyard Setback Line
	Area Within 6' of Development Site Line
A	Principal Window
B	44" min. Sill Height
C	No Limitation on Sill Heights (Window at 30° angle)

10-20.05.080 Service and Utility Standards

1. **Mailboxes**

   A. Maximum 5 feet tall from finished grade.

   B. Minimum setback of 3 feet from property line.

   C. Mailbox(es) shall incorporate colors used on the nearest primary building(s) they serve.

2. **Trash Enclosures**

   A. Trash enclosures shall be integrated into the building or located a minimum of 50 feet from a public right of way or adjacent offsite parcel and designed to match the primary building's roof style, exterior finish materials and colors.

   B. Trash enclosures shall be designed to achieve the minimum size required to fit the number and size of trash bins and containers needed to accommodate the waste generated by the building user.

   C. Proposed bins and containers shall be indicated on the plans to demonstrate compliance with this requirement

   D. Trash enclosures shall include a gate opening and doorway in addition to any gate opening. Gate openings shall be at least 9 feet wide.

3. **Utilities Cabinets, Meters, and Backflow Preventers**

   A. Utility cabinets and meters shall be contained within the building or fully screened from view by a solid wall of equal height of the utility cabinet or meter.

   B. Backflow preventers and fire department connections (FDC) within 50 feet of a public right of way shall be screened from the public right of way by landscaping of equal height and width as the backflow preventer and/or fire department connection (FDC).

4. **Service Areas**

   A. Service areas (for loading and unloading) shall be integrated into the building or screened from public view by a six-foot high solid masonry wall. Service bay doors shall not be oriented toward the public right of way.

5. **Trash Receptacles/Cans**

   A. Mixed-use projects with a commercial component other than office shall provide at least one trash receptacle/can per public frontage. The trash receptacle/can shall be placed within 10 feet of a pedestrian walkway connection to the public right of way (i.e. sidewalk).

6. **Pedestrian Pathways**

   A. Pedestrian pathways shall be comprised of durable, all-weather, dustless paving material that is differentiated in regard to material, texture (i.e. stamped patterns, and/or colors) from the private street and public sidewalk.

7. **Truncated Domes**

   A. Truncated domes shall be imbedded (flush) with the pavement and not tacked onto the surface of the ground.

Article 6: Specific to Building Types

Sections:

10-20.06.010 Purpose
10-20.06.020 Building Types
10-20.06.030 Overview of Building Types
10-20.06.040 Ancillary Building
10-20.06.050 House
10-20.06.060 Duplex Side-by-Side
10-20.06.070 Duplex Stacked
10-20.06.080 Cottage Court
10-20.06.090 Fourplex
10-20.06.100 Neighborhood Townhouse
10-20.06.110 Neighborhood Courtyard
10-20.06.120 Pocket Neighborhood
10-20.06.130 Multiplex
10-20.06.140 Main Street Building
10-20.06.150 Massing Compositions

10-20.06.010 Purpose

This Article provides the standards for development of individual building types to achieve the intended physical character of each zone, offer housing choices and affordable housing opportunities, and incubate small businesses as amenities within walkable neighborhoods.

10-20.06.020 Building Types

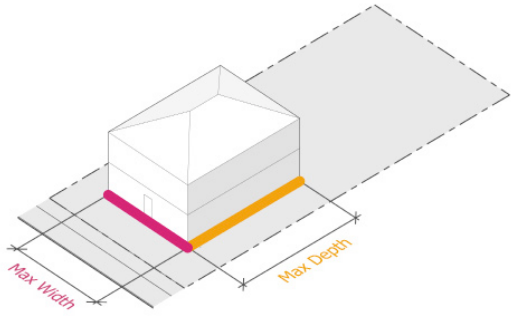
1. Building types are used to articulate size, scale, and intensity according to the intent of each zone.
2. Building types are categorized into two groups: House-Scale Buildings and Block-Scale Buildings. See Figure 1 (Example of House-Scale and Block-Scale Buildings) for examples.
    A. **House-Scale Buildings.** Buildings that are the size of a house, typically ranging in footprint from as small as 25 feet up to 80 feet overall; and
    B. **Block-Scale Buildings.** Buildings that are individually as large as most or all of a block or, when arranged together along a street, appear as long as most or all of a block.
3. The development site size standards for each building type are set in each zone to generate pedestrian-oriented buildings within the overall intended physical character of each zone. The development site size standard identifies the range of development site sizes on which the given building type is allowed to be built.
4. Certain building types have additional standards beyond the zone standards to further calibrate the type for its context.

5. Each development site shall have only one primary building type, except as follows, and in compliance with all standards:
    A. Where allowed by the zone, one Ancillary Building (Section 10-20.06.040) is allowed in addition to the primary building type;
    B. The Cottage Court (Section 10-20.06.080) may consist of up to nine individual buildings;
    C. The Pocket Neighborhood (Section 10-20.06.120) may consist of up to 10 individual buildings; and
6. In N.S-O and MS.S, detached buildings are allowed to be connected in compliance with the following:
    A. The connection is at least 30 feet behind the building façade nearest to the street;
    B. The area of connection is at least 15 feet and up to 30 feet wide;
    C. The building façade nearest to the street is in compliance with the required façade zone;
    D. Upper story connections are at least 10 feet above the finished grade of the building and at least 13 feet, 6 inches above if the area below accommodates vehicle access.
7. On-site open space. The standards identify only the required type (private or common) and amount. For example, if the type only has standards for private open space, common open space is not required for that building type. The identified amount is for the entire building unless specified otherwise.
8. Parking may be designed as tuck-under, detached garage(s), podium or subterranean, in compliance with the zone standards for parking placement.
9. Wings are allowed for certain building types to allow an increase in building square footage without increasing the maximum allowed footprint of the main body.
    A. Wings are required to be smaller in footprint, one story less and 10 feet less to highest eave/parapet than the main body to visually reduce the overall size of a building.
    B. The building type standards specify the amount that wings are required to be offset from the main body so that their facades are not aligned.
    C. Wing offset from Main Body required only on all facades.
    D. Wings may be the same number of stories and height as the main body when a density bonus is applied to the building.
10. The maximum number of units identified for each building type is dependent on the development site being large enough to accommodate the zone's standards (e.g., parking).
11. Individual designs may vary from the diagrams for each building type in compliance with the standards of this Article and Article 8 (Specific to Architectural Design).
12. New buildings and their improvements are subject to the Town's local standards for Fire Safety including the Wildland Urban Interface Code and Building Safety.

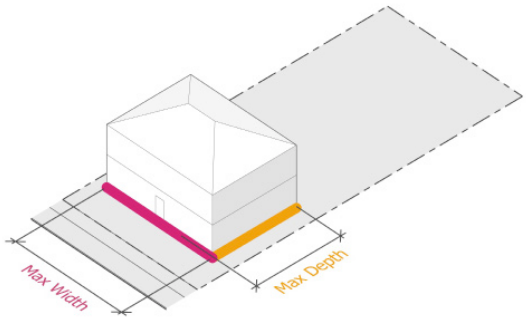
Figure 10-20.06.020.1 Example of House-Scale and Block-Scale Buildings

House-Scale Buildings

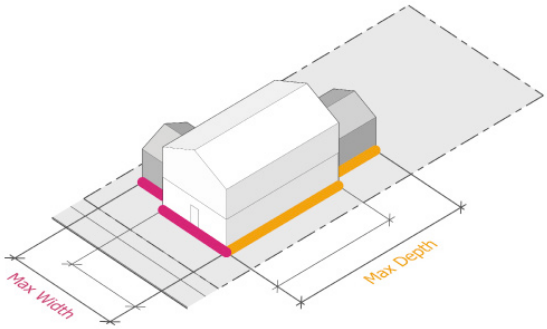
Main body only



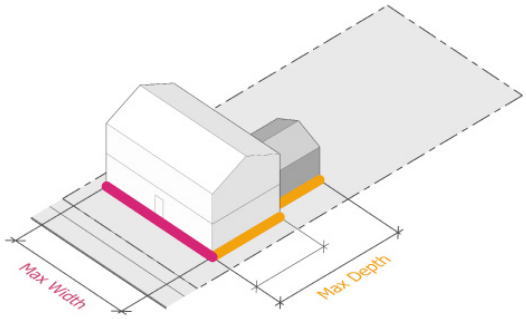
Main body only



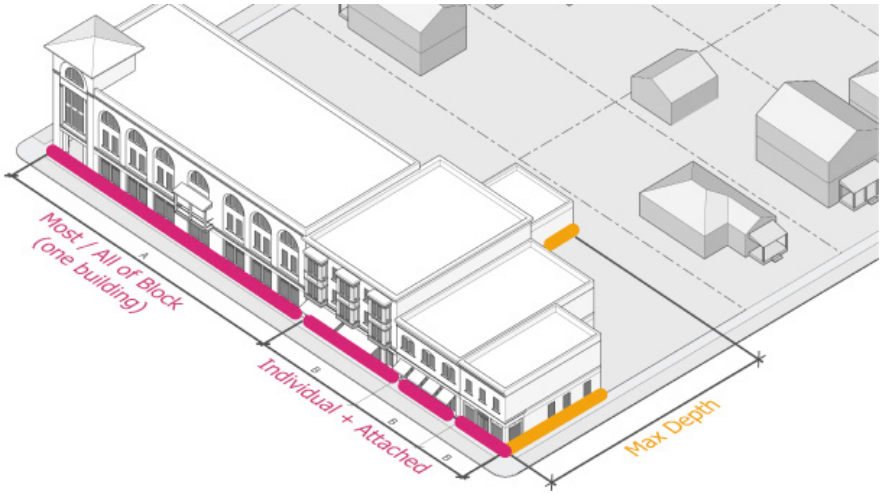
Main body with side and rear wings



Main body with rear wing



Block-Scale Buildings



10-20.06.030 Overview of Building Types

Table A (Building Types Overview) provides an overview of the allowed building types in each zone. The names of the building types are not intended to limit uses within a building type. For example, a Duplex may have non-residential uses within it as allowed by the zone.

Table 10-20.06.030.A: Building Types Overview

	Specific Standards	N.S	N.M	MS.S
House Scale				
Ancillary Building	10-20.06.040	P	P	P
House	10-20.06.050	P	X	X
Duplex Side-by-Side	10-20.06.060	P	P	X
Duplex Stacked	10-20.06.070	P	X	X
Cottage Court	10-20.06.080	P	X	X
Fourplex	10-20.06.090	P	X	X
Neighborhood Townhouse	10-20.06.100	P	P	P
Neighborhood Courtyard	10-20.06.110	P	P	P
Pocket Neighborhood	10-20.06.120	P	X	X
Multiplex	10-20.06.130	P	P	P
Block Scale				
Main Street Building	10-20.06.140	X	P	P

Key P = Allowed X = Not Allowed

This page intentionally left blank

10-20.06.040 Ancillary Building



Example of Ancillary Building



Example of Ancillary Building



Example of Ancillary Building

1. Description

An accessory structure located at the rear of a development site, above or abutting a detached garage that provides a small residential unit (accessory apartment), home office space, or other small commercial or service use, as allowed by the zone. When used for residential purposes, this housing type is one form of an Accessory Dwelling Unit (ADU).

Synonym: Granny Flat, Carriage House

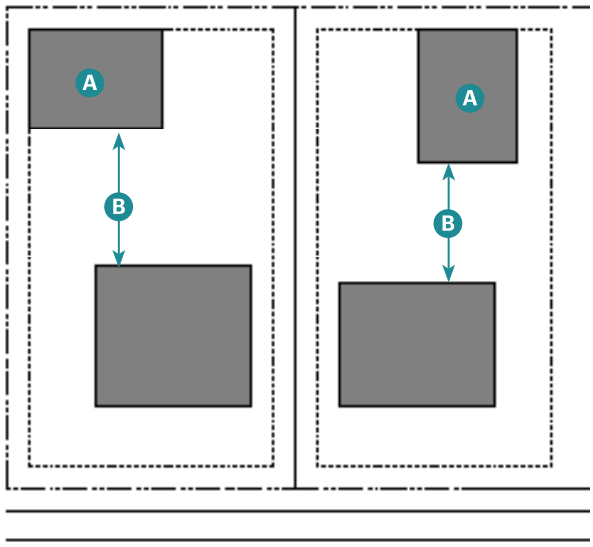
2. Number of Units

Units per Building	1 max.
Ancillary Buildings per Dev't Site	1 max.

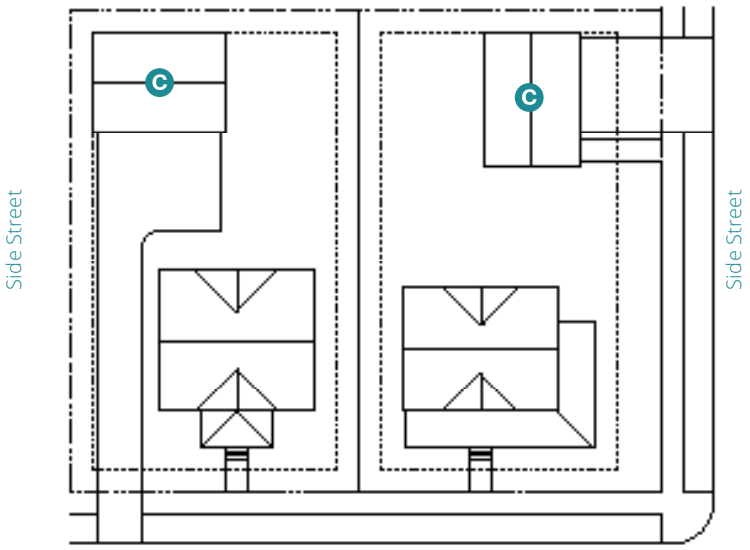
Not allowed on the development site of a Cottage Court

General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Alley access required if alley exists



Key

ROW/ Dev't Site Line

Building Setback Line

Ancillary Building

Primary Building Type

3. Building Size and Massing		
Height		
Stories	2.5 max.[1]	
Main Body[2]		
Area	1,000 sf max.	A
Depth	24' max.	
Separation from Primary Building[3]	10' min.	B
Massing Types		
Sloped Roof Box	Subsection 10-20.06.150.2.A	

[1] Includes garage story

[2] In compliance with the setbacks of the zone

[3] An Ancillary Building may be connected to the primary building by an uninhabitable space including, but not limited to, a breezeway.

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

4. Pedestrian Access	
The main entrance shall not be through a garage.	
5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	C
Parking may be covered, uncovered, or in a garage.	
6. Open Space	
Private Open Space	
Not required	

10-20.06.050 House



Example of House



Example of House



Example of House

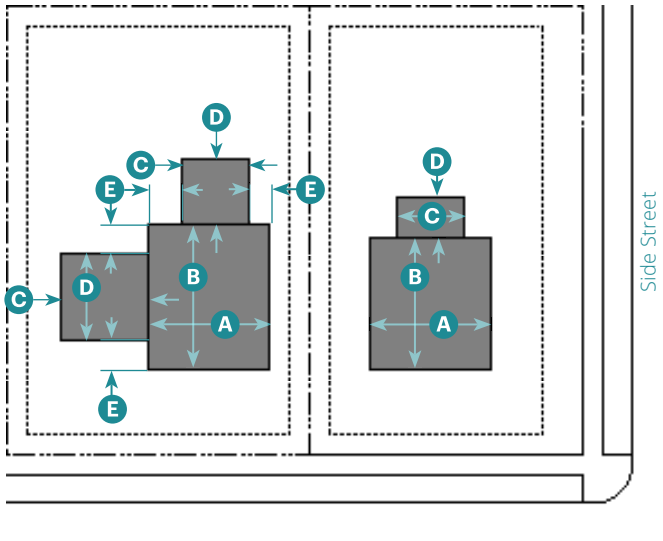
1. Description
A small-to-medium-sized, detached, House-Scale Building with one unit, small-to-medium setbacks, a rear setback, and located within a low-intensity, walkable neighborhood.

2. Number of Units	
Units per Building	1 max.
Buildings per Development Site	1 max.[1]

[1] Not including ADU

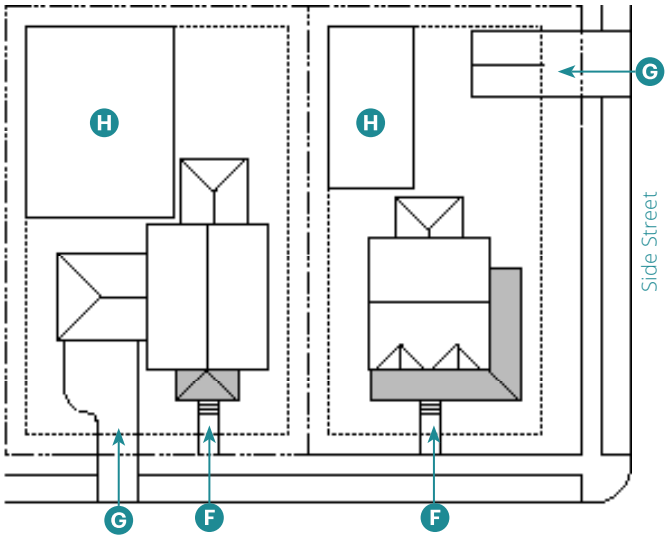
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[2]		
Width	36' max.	A
Depth	48' max.	B
Wing(s)[2,3]		
Width	20' max.	C
Depth	20' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	E
Massing Types		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	

Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[2] In compliance with Subsection 5 of the zone

[3] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Private Open Space

4. Pedestrian Access		
Main Entrance Location	Front Street	F
5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		G
Parking may be covered, uncovered, or in a garage.		
6. Open Space		
Private Open Space		
Area	300 sf min.	H

Required setbacks and driveways do not count toward open space.

Required private open space shall be located behind the main body of the building.

10-20.06.060 Duplex Side-by-Side



Example of Duplex Side-by-Side



Example of Duplex Side-by-Side



Example of Duplex Side-by-Side

1. Description

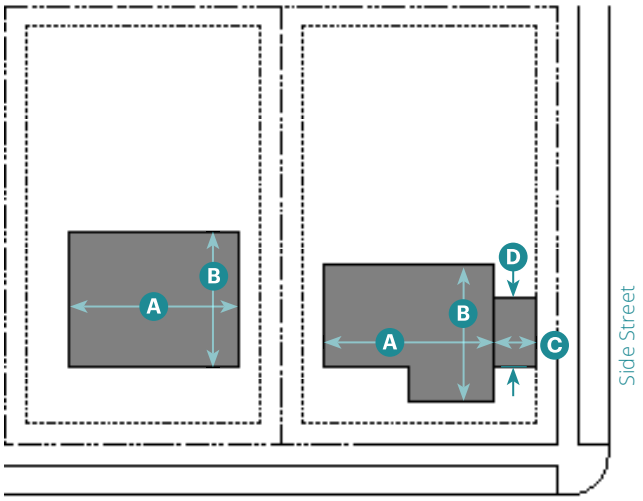
A small-to-medium-sized, detached, House-Scale Building with small-to-medium setbacks and a rear setback. The building consists of two side-by-side units, both facing the street and within a single Building massing. The type has the appearance of a medium-to-large, single-unit house and is scaled to fit within lower-intensity neighborhoods.

2. Number of Units

Units per Building	2 max.
Buildings per Development Site	1 max.

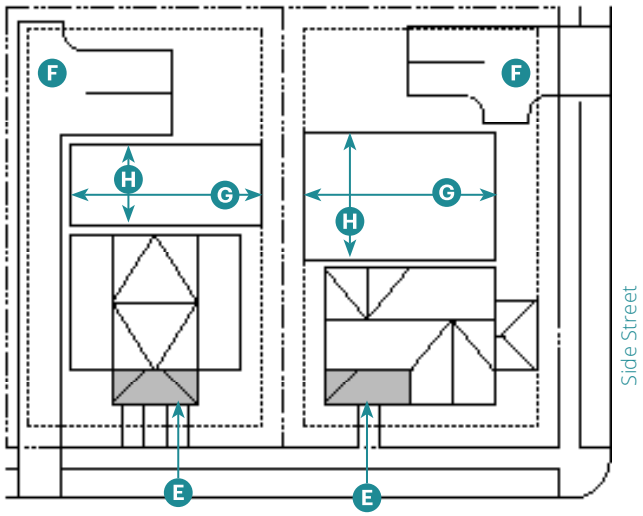
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[1]		
Width	48' max.	A
Depth	36' max.	B
Wing(s)[1,2]		
Width	15' max.	C
Depth	24' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	
Sloped Roof Forecourt	Subsection 10-20.06.150.2.D	

Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[1] In compliance with Subsection 5 of the zone

[2] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Private Open Space

4. Pedestrian Access		
Main Entrance Location	Front Street[3]	E

Each unit shall have an entry facing the street on or within 15' of the front facade.

[3] On corner development sites, each unit shall front a different street.

5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		F

Parking may be covered, uncovered, or in a garage.

6. Open Space		
Common Open Space		
Width	15' min.	G
Depth	15' min.	H

Required setbacks and driveways do not count toward open space.

Required private open space shall be located behind the main body of the building.

10-20.06.070 Duplex Stacked



Example of Duplex Stacked



Example of Duplex Stacked



Example of Duplex Stacked

1. Description

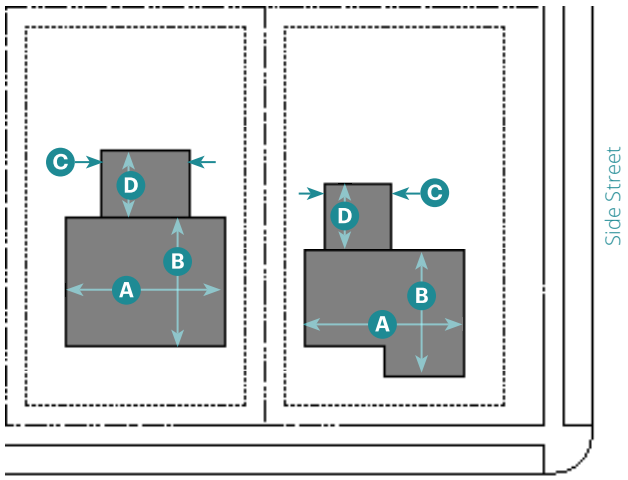
A small-to-medium-sized, detached, House-Scale Building with small-to-medium setbacks and a rear setback. The building consists of two stacked units, both facing the street and within a single building massing. The type has the appearance of a medium-to-large, single-unit house and is scaled to fit within lower-intensity neighborhoods.

2. Number of Units

Units per Building	2 max.
Buildings per Development Site	1 max.

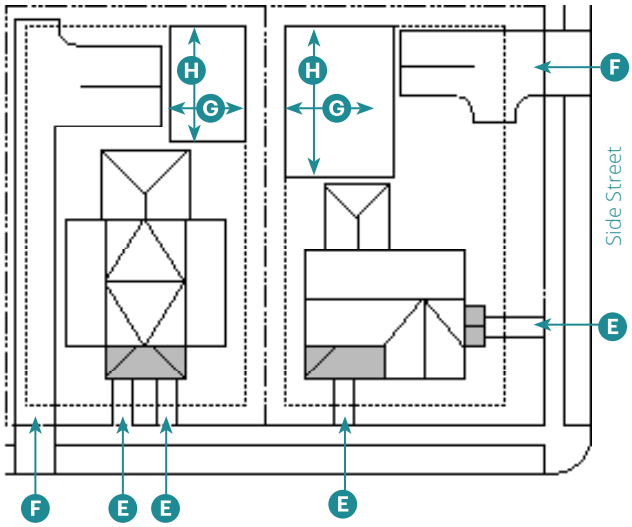
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[1]		
Width	36' max.	A
Depth	48' max.	B
Wing(s)[1,2]		
Width	15' max.	C
Depth	24' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	

Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[1] In compliance with Subsection 5 of the zone

[2] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Private Open Space

4. Pedestrian Access		
Main Entrance Location	Front Street[3]	E

Each unit shall have an entry facing the street on or within 15' of the front facade.

[3] On corner development sites, each unit shall front a different street.

5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	F

Parking may be covered, uncovered, or in a garage.

6. Open Space		
Private Open Space		
Width	15' min.	G
Depth	15' min.	H

Required setbacks and driveways do not count toward open space.

Required private open space shall be located behind the main body of the building.

10-20.06.080 Cottage Court



Example of Cottage Court



Example of Cottage Court



Example of Cottage Court

1. Description

A group of up to nine small, detached, House-Scale Buildings arranged to define a shared court open to and visible from the street. The shared court is common open space and takes the place of a private rear setback, thus becoming an important community-enhancing element. The type is scaled to fit within low-to-moderate-intensity neighborhoods and in non-residential contexts.

Synonym: Bungalow Court

2. Number of Units

Units per Building	1 max.
Buildings per Development Site	3 min.; 9 max.[1]

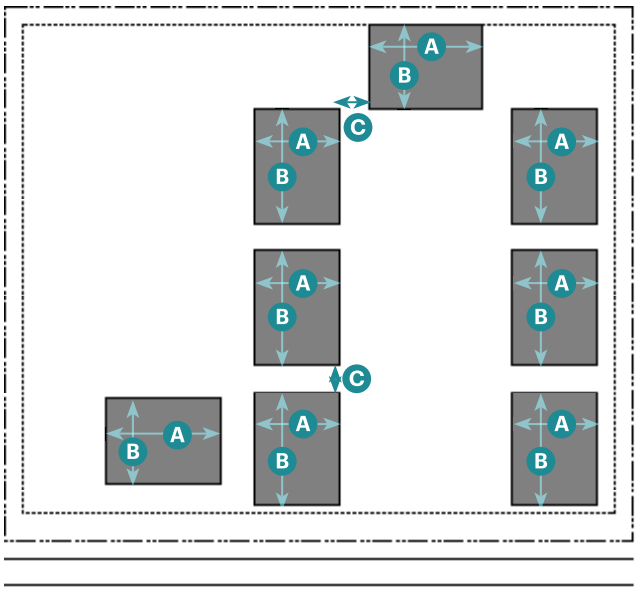
[1] In the N.S zone, the rearmost Cottage may contain up to 2 units, for a total of 10 units.

3. Building Size and Massing

Stories	1.5 max.
To Highest Eave/parapet	18' max.

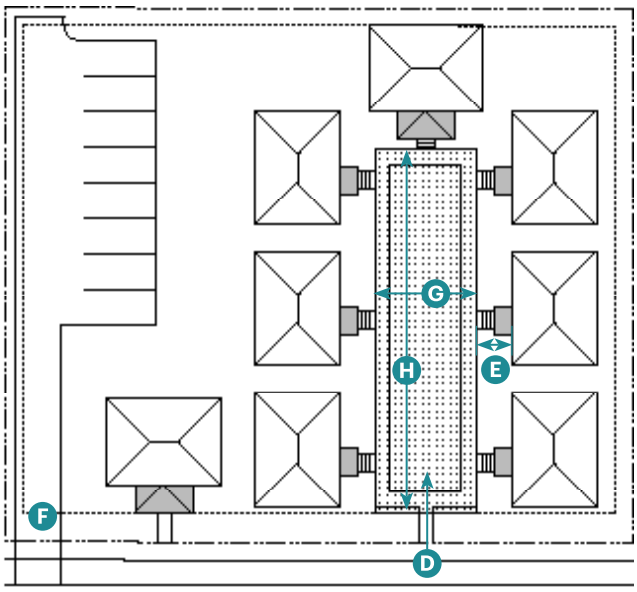
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing (Continued)		
Main Body (per Cottage) [2]		
Width	32' max.	A
Depth	32' max.	B
Separation between Cottages	7' min.	C
Wing(s)		
Not Allowed		
Massing Types (per Cottage)		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	

4. Pedestrian Access		
Shared court shall be accessible from front street.		D
Pedestrian Path Setbacks		
From Building Entrance	6' min.	E
Pedestrian connections shall connect all buildings to the public ROW, shared court, and parking areas.		
Main entrance to units required from shared court.		
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		
Units on a corner may enter from the side street.		

[2] In compliance with Subsection 5 of the zone

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Common Open Space

5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	F
Parking may be covered, uncovered, or in a garage.	
Spaces may be individually accessible by the units and/or common parking area(s) at rear or side of development site.	

6. Open Space		
Common Open Space		
Width	20' min. clear	G
Depth	75' min. (3-4 units) 90' min. (5-9 units)	H
Required setbacks and driveways do not count as open space.		
Up to 1/3 of the shared court(s) may be used for stormwater management if designed as a rain garden or bioswale.		

7. Miscellaneous
Fencing
Fencing only allowed around or between individual buildings and shall not exceed 36" in height.
Visibility shall be maintained through the fencing.

10-20.06.090 Fourplex



Example of Fourplex



Example of Fourplex



Example of Fourplex

1. Description

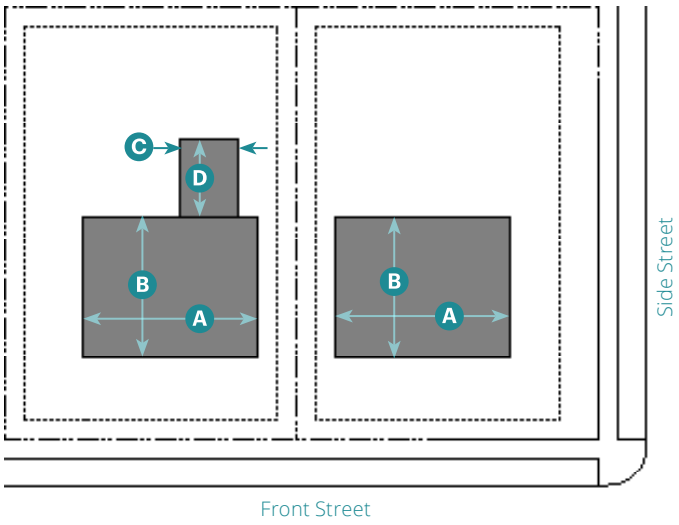
A small-to-medium-sized, detached, House-Scale Building that consists of three to four side-by-side and/or stacked units, typically with one shared entry or individual entries along the front. The type has the appearance of a medium-sized, single-unit house and is scaled to fit within low- to moderate-intensity neighborhoods.

2. Number of Units

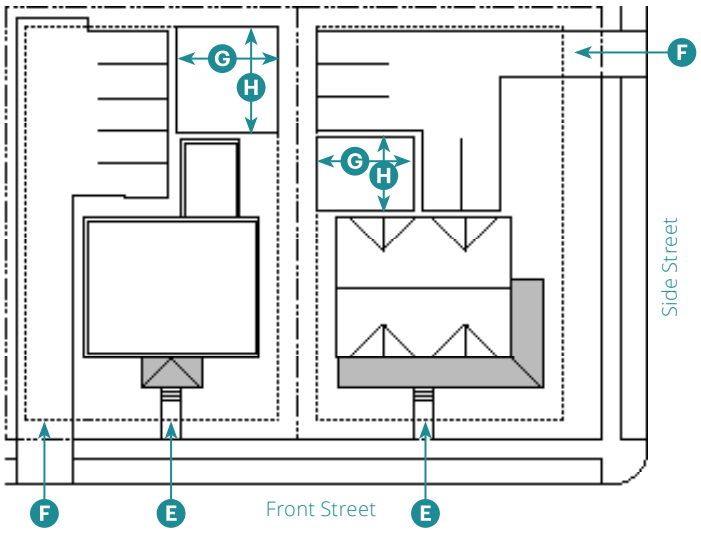
Units per Building	3 min.; 4 max.
Buildings per Development Site	1 max.

General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Alley access required if alley exists



Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[1]		
Width	48' max.	A
Depth	48' max.	B
Wing(s)[1,2]		
Width	15' max.	C
Depth	20' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	
Sloped Roof Forecourt	Subsection 10-20.06.150.2.D	
Flat Roof Box	Subsection 10-20.06.150.2.H	
Flat Roof L	Subsection 10-20.06.150.2.I	
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Common Open Space

3. Building Size and Massing (Continued)		
[1] In compliance with Subsection 5 of the zone		
[2] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.		
4. Pedestrian Access		
Main Entrance Location	Front Street	E
Each unit may have an individual entry.		
5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		F
Parking may be covered, uncovered, or in a garage.		
6. Open Space		
Common Open Space[3]		
Width	15' min.	G
Depth	15' min.	H
Required setbacks and driveways do not count toward open space.		
Required common open space shall be located behind the main body of the building.		
[3] None is required if the building is within 800' of public open space		

10-20.06.100 Neighborhood Townhouse



Example of Neighborhood Townhouse



Example of Neighborhood Townhouse



Example of Neighborhood Townhouse

1. Description

A small-sized, typically attached, House-Scale Building (up to four units side-by-side) with a rear setback. Each Neighborhood Townhouse consists of one unit. As allowed by the zone, the type may also be detached with minimal separations between buildings. The type is typically located within low-to-moderate-intensity neighborhoods.

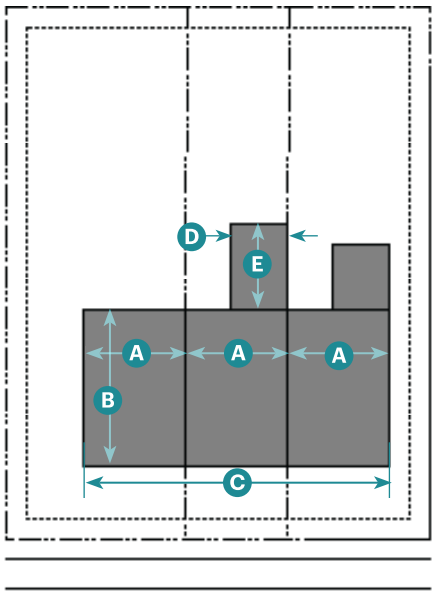
Synonym: Rowhouse

2. Number of Units

Units per Building	1 max. (up to 4 side-by-side)
Buildings per Dev't Site	1 max.

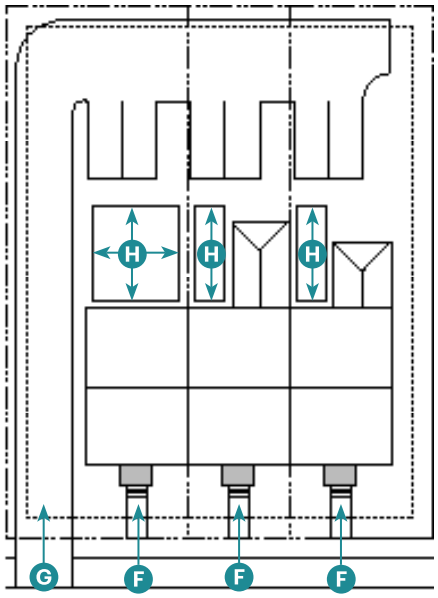
General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Front Street

Alley access required if alley exists



Front Street

Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing		
Height	**N.S** **MS.S**	**N.M**
Stories	2.5 max.[1]	3 max.
Main Body (per Townhouse)[2]		
Width per Unit	18' min.	A
Depth per Unit	40' max.	B
Width per Building	120' max.	C
Wing(s)[2,3]		
Width	14' max.	D
Depth	25' max.	E
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types (per Run)		
Sloped Roof Box	Subsection 10-20.06.150.2.A	
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof Forecourt	Subsection 10-20.06.150.2.D	
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		
[1] 2 stories max. in Historic Core		

Key

ROW/Dev't Site Line

Building Setback Line

Frontage

Private Open Space

3. Building Size and Massing (Continued)		
[2] In compliance with Subsection 5 of the zone		
[3] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.		
4. Pedestrian Access		
Main Entrance Location	Front Street	F
Each unit shall have an individual entry facing a street.		
5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		G
Parking may be covered, uncovered, or in a garage.		
6. Open Space		
Private Open Space		
Width	8' min.	H
Depth	8' min.	H
Required setbacks and driveways do not count toward open space.		
Required private open space shall be located behind the main body of the building.		

10-20.06.110 Neighborhood Courtyard



Example of Neighborhood Courtyard



Example of Neighborhood Courtyard



Example of Neighborhood Courtyard

1. Description

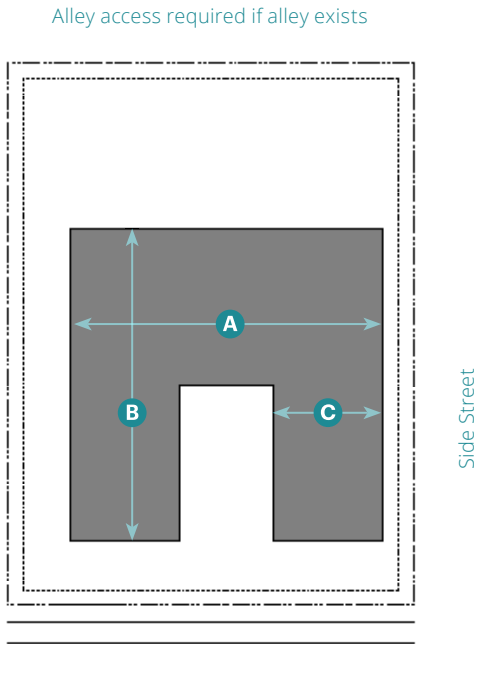
A detached, House-Scale Building that consists of up to 16 multiple attached and/or stacked units, accessed from a shared courtyard. The shared court is common open space and takes the place of a rear setback. The type is typically integrated as a small portion of lower-intensity neighborhoods or more consistently into moderate-intensity neighborhoods.

Synonym: Courtyard Apartment

2. Number of Units

	N.S	MS.S
Units per Building	12 max.	16 max.
Buildings per Dev't Site	1 max.	

General Note: Photos on this page are illustrative, not regulatory.



Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing

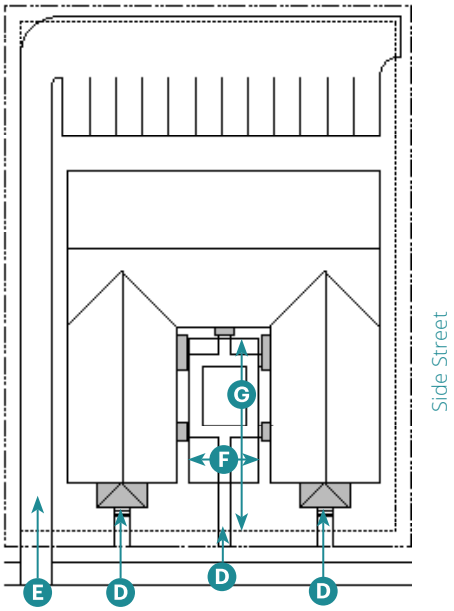
Height	N.S MS.S	N.M	
Stories	2.5 max.[1]	3 max.	
Main Body[2]			
Width	100' max.		A
Depth	100' max.	120' max	B
	45' max.		C
Massing Types			
Sloped L Courtyard	(L shaped) Subsection 10-20.06.150.2.E		
Sloped Front Courtyard	(U-shaped) Subsection 10-20.06.150.2.F		

Building shall be designed in an L-shape or U-shape

Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).

[1] 2 stories max. in Historic Core

[2] In compliance with Subsection 5 of the zone



Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Common Open Space

4. Pedestrian Access

Main Entrance Location[3]	Courtyard or Street	D

[3] The main entry of ground floor units shall be directly off of a courtyard or street, whichever is closer.

5. Vehicle Access and Parking

Driveway and parking location shall comply with standards in Subsection 7 of the zone. E

Parking may be covered, uncovered, or in a garage.

6. Open Space

Common Open Space	L-shaped	U-shaped	
Width	20' min.	25' min.	F
Depth	30' min.	60' min.	G

Courtyard(s) shall be accessible from the front street.

Multiple courtyards are required to be connected via a Passage through or between buildings.

Up to 1/3 of the shared court(s) may be used for stormwater management if designed as a rain garden or bioswale.

Front of courtyard not defined by building shall be defined by 2'-6" to 5' tall wall with entry gate/door.

This page intentionally left blank

10-20.06.120 Pocket Neighborhood



Example of Pocket Neighborhood



Example of Pocket Neighborhood



Example of Pocket Neighborhood

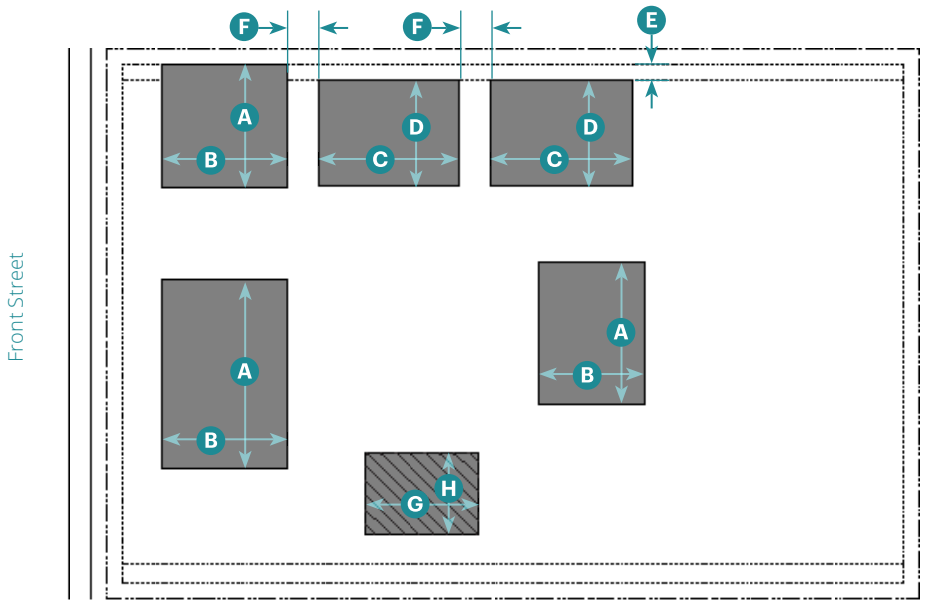
1. Description

A group of 5 to 10 detached, House-Scale Buildings each containing one to four units, arranged to define a shared open space. The shared open space is common open space and takes the place of a private rear setback, trees become an important community-enhancing element. The type is scaled to fit within low-to-moderate intensity neighborhoods.

2. Number of Units

Units per Building	4 max.
Buildings per Development Site	5 min.; 10 max.

General Note: Photos on this page are illustrative, not regulatory.



Key

ROW/ Dev't Site Line

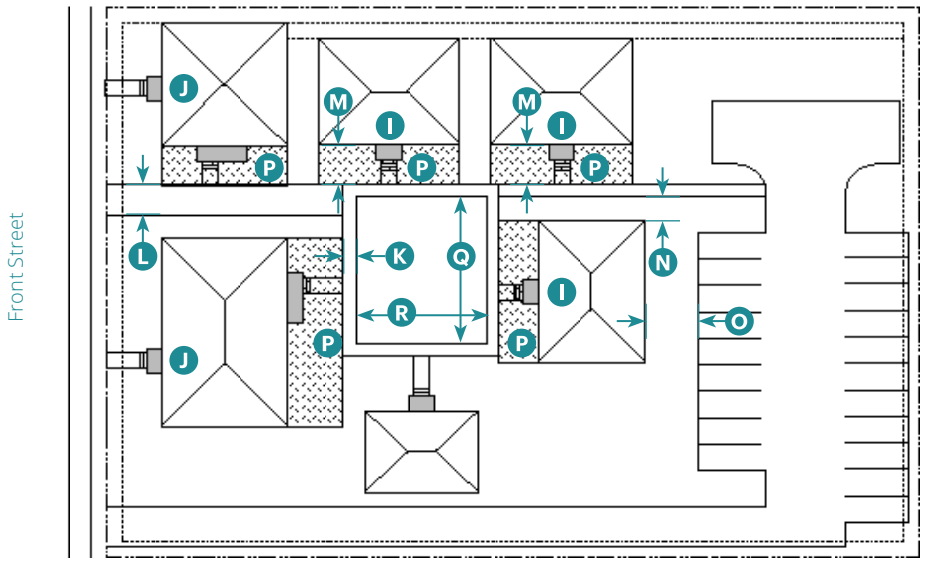
Building Setback Line

Building

Community Building

3. Building Size and Massing		
Main Body (per Building)[1]		
Stories	2.5 max.	
Buildings along Front and Side Street		
Width	60' max.	A
Depth	40' max.	B
Buildings along Side and Rear		
Width	36' max.	C
Depth	48' max.	D
Side Setback in Addition to Zone Setback	5' min.	E
Building Separation[2]		F
Between 1-story Buildings	10' min.	
Between Buildings > 1-story	15' min.	
Community Building[1,3]		
Stories	2.5 max.	
Width	40' max.	G
Depth	30' max.	H
Wing(s)		
Not Allowed		

3. Building Size and Massing (Continued)		
Massing Composition Types (per Building)		
Sloped Roof Box	1-4 Units per Building	Subsection 10-20.06.150.2.A
Sloped Roof Bar	1-4 Units per Building	Subsection 10-20.06.150.2.B
Sloped Roof L	1-4 Units per Building	Subsection 10-20.06.150.2.C
Sloped Roof Forecourt	2-4 Units per Building	Subsection 10-20.06.150.2.D
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		
No single-unit buildings allowed along the front or side street		
[1] In compliance with Subsection 5 of the zone		
[2] Including community building		
[3] Shall front on common open space and is not allowed along front or side street		



Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

4. Pedestrian Access		
Main Entrance Location		
Buildings with 1 Unit[4]	At Common Open Space	I
Buildings with 2 or more Units	At Front or Side Street	J
Pedestrian Path Width		
Along Buildings and Open Space	5' min.	K
At Front or Side Street Connection	10' min.	L
Pedestrian Path Setbacks		
From Building Entrance	12' min.	M
From Side of Building	8' min.	N

[4]Max. 40' from edge of common open space

5. Vehicle Access and Parking		
Offset from Buildings	5' min.	O

Driveway and parking location shall comply with standards in Subsection 7 of the zone.

Parking not allowed along private or common open space.

Parking may be covered, uncovered, or in a garage.

Turnaround access required in compliance with Fire Department standards.

Key

Private Open Space

Common Open Space

6. Open Space			
Private Open Space per Building			
Required for full length of building at all facades adjacent or abutting a pedestrian path or common open space			P
Common Open Space[5]	**5 Bldgs.[6]**	**6-10 Bldgs.[6]**	
Width	30' min.	50' min.	Q
Depth	40' min.	100' min.	R

7. Miscellaneous
Fencing
Fencing only allowed around or between individual buildings and shall not exceed 36" in height.
Visibility shall be maintained through the fencing.

[5]Shall provide access from front or side street

[6]Not including community building

10-20.06.130 Multiplex



Example of Multiplex



Example of Multiplex



Example of Multiplex

1. Description

A medium-to-large-sized, detached, House-Scale Building that consists of 5 to 18 side-by-side and/or stacked units, typically with one shared entry. The type is scaled to fit within moderate-intensity neighborhoods.

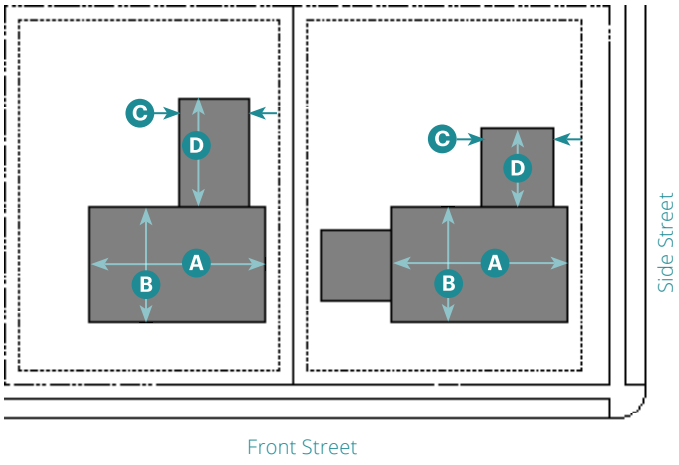
Synonym: Mansion Apartment

2. Number of Units

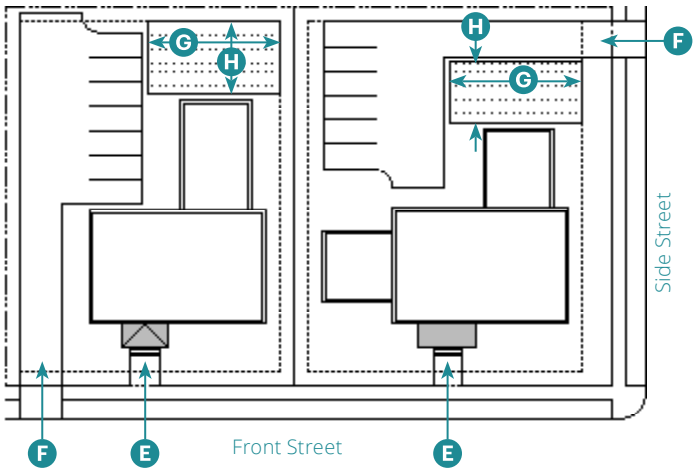
	N.S	MS.S
Units per Building	8 max.	12 max.
Buildings per Development Site	1 max.	

General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Alley access required if alley exists



Key

ROW/ Dev't Site Line

Building

Building Setback Line

3. Building Size and Massing		
Height	**N.S** **MS.S**	**N.M**
Stories	2.5 max.[1]	3 max.
Main Body[2]		
Width	60' max.	A
Depth	60' max.	B
Wing(s)[2,3]		
Width	24' max.	C
Depth	40' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped Roof L	Subsection 10-20.06.150.2.C	
Sloped Roof Forecourt	Subsection 10-20.06.150.2.D	
Flat Roof Box	Subsection 10-20.06.150.2.H	
Flat Roof L	Subsection 10-20.06.150.2.I	
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).		
[1] 2 stories max. in Historic Core		

Key

ROW/ Dev't Site Line

Frontage

Building Setback Line

3. Building Size and Massing (Continued)		
[2] In compliance with Subsection 5 of the zone		
[3] Height is limited to 1 story less than main body and 10' less to highest eave/parapet.		
4. Pedestrian Access		
Main Entrance Location	Front Street	E
Units located in the main body shall be accessed by a common entry along the front street.		
On corner development sites, units in a wing may enter from the side street.		
5. Vehicle Access and Parking		
Driveway and parking location shall comply with standards in Subsection 7 of the zone.		F
Parking may be covered, uncovered, or in a garage.		
6. Open Space		
Common Open Space		
Width	30' min.	G
Depth	20' min.	H

10-20.06.140 Main Street Building



Example of Main Street Building



Example of Main Street Building



Example of Main Street Building

1. Description

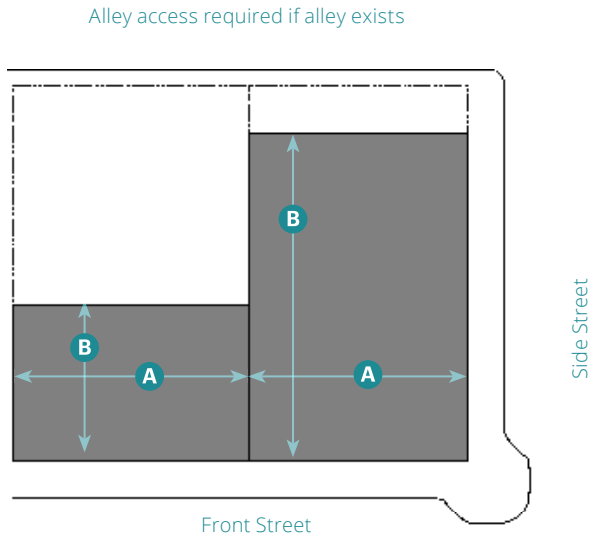
A small-to-large-sized, Block-Scale Building, typically attached, but may be detached. The type is intended to provide a vertical mix of uses with ground-floor retail, office, or service uses and upper-floor service or residential uses. The type makes up the primary component of neighborhood and downtown main streets, therefore being a key component to providing walkability.

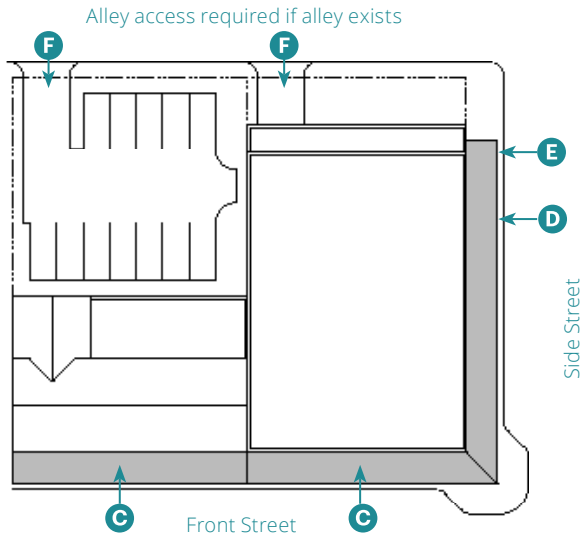
2. Number of Units

Units per Building	Unrestricted[1]
Buildings per Dev't Site	1 max.

[1] Number of units restricted by International Building Code (IBC) and Uniform Fire Code (UFC) standards.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Building Setback Line

Building

3. Building Size and Massing			
Height	**N.S**	**N.M** **MS.S**	
Stories	2.5 max.	3 max.[2]	
Main Body[3]			
Width	100 max.	140 max.	A
Depth	90 max.	180 max.	B
Wing(s)			
Not Allowed			
Massing Types			
Sloped Roof Bar	Subsection 10-20.06.150.2.B		
Flat Roof Box	Subsection 10-20.06.150.2.H		
Flat Roof L	Subsection 10-20.06.150.2.I		
Flat Roof T	Subsection 10-20.06.150.2.J		
Flat Roof Front Courtyard	Subsection 10-20.06.150.2.K		
Flat Roof Rear Courtyard	Subsection 10-20.06.150.2.L		
Flat Roof Closed Courtyard	Subsection 10-20.06.150.2.M		
Facades shall be designed in compliance with Article 8 (Specific to Architectural Design).			

[2] 2 stories max. in Historic Core

[3] In compliance with Subsection 5 of the zone

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Outline of Building above

4. Pedestrian Access	
Distance between Entries to Ground Floor Shops	50' max.
Upper floor units shall be accessed by a common entry along the front street.	C
Ground floor shops shall have individual entries along the adjacent street.	D
Ground floor units allowed along side street at least 60' from front of development site.	
On corner development sites, units in a wing or accessory structure may enter from the side street.	E
5. Vehicle Access and Parking	
Driveway and parking location shall comply with standards in Subsection 7 of the zone.	F
Parking may be covered, uncovered, or in a garage.	
6. Open Space	
Common or private open space is not required.	

10-20.06.150 Massing Compositions

1. **Bay Composition**. Each façade shall be arranged according to a pattern of bays. See Subsection 10-20.12.030.4 (Measuring Bays) for details on the application of bays to façades.

   A. Each bay shall be at least 5′ wide and no wider than 15'.

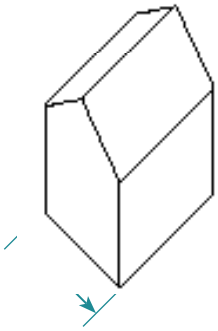
   B. Each façade shall contain at least 2 bays and no more than 9 bays.

   C. All bays within the same main body or wing shall be the same height.

2. Main Body Massing Types

For each building type, select from the allowed massing types and apply the standards to the main body width facades along a street or civic space in compliance with the following standards. Façades of intersecting volumes shall be offset by a minimum of 3 feet.

A. Sloped Roof Box

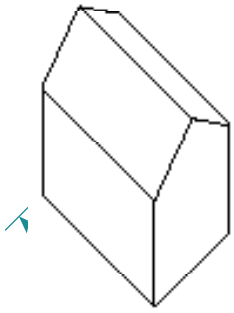


This massing type is a simple rectilinear form that is deeper than it is long. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of the building type (A)

B. Sloped Roof Bar



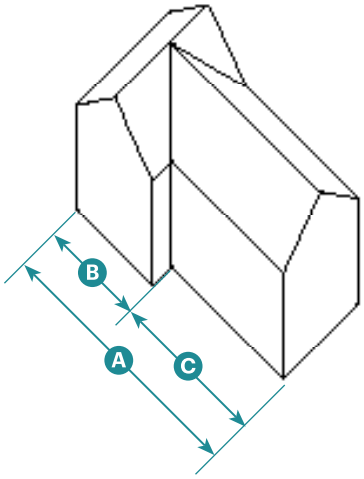
This massing type is a simple rectilinear form that is longer than it is deep. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of the building type (A)

2. Main Body Massing Types (Continued)

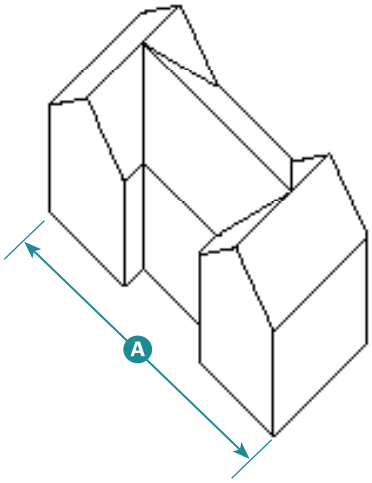
C. Sloped Roof L



This massing type divides the façade into two parts, with one part projecting and one part set back to create a shallow forecourt. The roof is sloped and may be either hipped, gabled, or shed on each volume.

Main Body		
Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	1 bay min.; 5 bays max.	B
Recessed Façade	1 bay min; 7 bays max.	C

D. Sloped Roof Forecourt

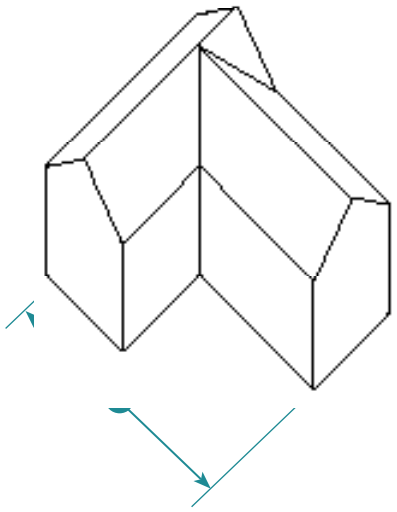


This massing type divides the façade into three parts, with the middle part set back slightly to create a shallow open space. The roof is sloped and may be either hipped, gabled, or shed.

Main Body		
Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	1 bay min.; 5 bays max.	
Recessed Façade	1 bay min; 9 bays max.	

2. Main Body Massing Types (Continued)

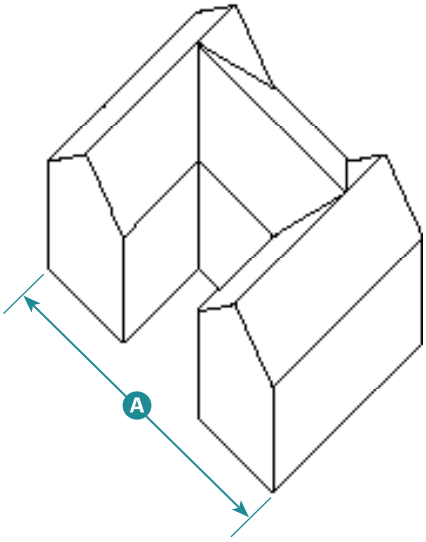
E. Sloped L Courtyard



This massing type divides the façade into two parts, with one part set back substantially to create a deep open space. The roof is sloped and may be either hipped, gabled, or shed.

Main Body	
Main Body Width	Max. allowed by Subsection 3 of this building type (A)
Projecting Volume	1 bay min.; 5 bays max.
Recessed Façade	1 bay min; 9 bays max.

F. Sloped Front Courtyard

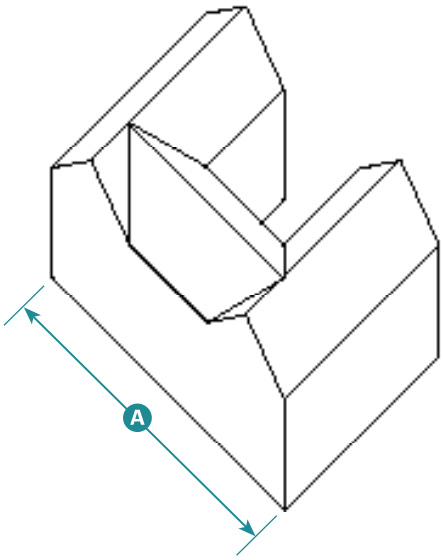


This massing type divides the façade into three parts, with the middle part set back substantially to create a deep open space. The roof is sloped and may be either hipped, gabled, or shed.

Main Body	
Main Body Width	Max. allowed by Subsection 3 of this building type (A)
Projecting Wing	1 bay min.; 5 bays max.
Center Façade	1 bay min; 7 bays max.

2. Main Body Massing Types (Continued)

G. Sloped Rear Courtyard

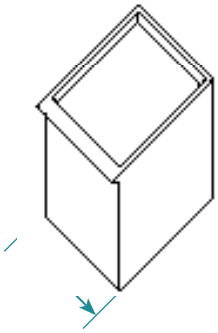


This massing type divides the rear façade into three parts, with the middle part set back substantially to create a deep courtyard not visible from the street. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A

H. Flat Roof Box

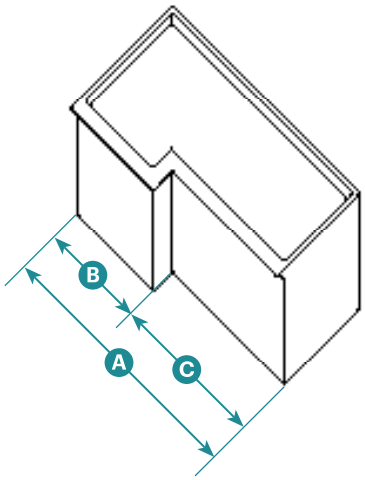


This massing type is a simple rectilinear form with a flat roof.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A

I. Flat Roof L



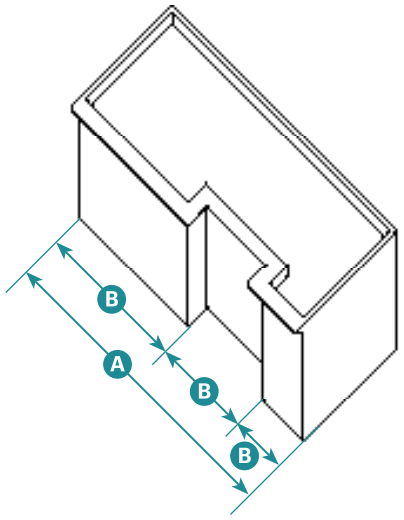
This massing type divides the façade into two parts, with one part projecting and one part set back to create a shallow forecourt. The roof is flat.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	2 bays min.; 5 bays max.	B
Recessed Façade	1 bay min; 7 bays max.	C

2. Main Body Massing Types (Continued)

J. Flat Roof T

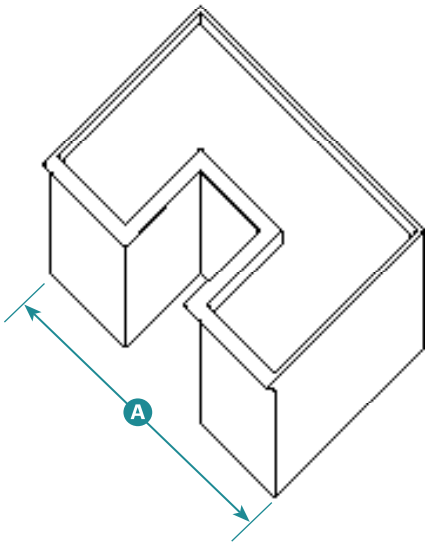


This massing type divides the façade into three parts, with the middle part projecting. The roof is flat.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	2 bays min.; 5 bays max.	B
Recessed Façade	1 bay min; 7 bays max.	C

K. Flat Roof Front Courtyard



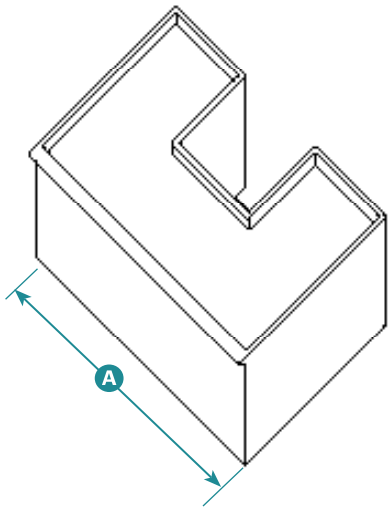
This massing type divides the façade into three parts, with the middle part set back substantially to create a deep open space. The roof is flat.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A
Projecting Volume	1 bay min.; 5 bays max.	
Recessed Façade	1 bay min; 9 bays max.	

2. Main Body Massing Types (Continued)

L. Flat Roof Rear Courtyard

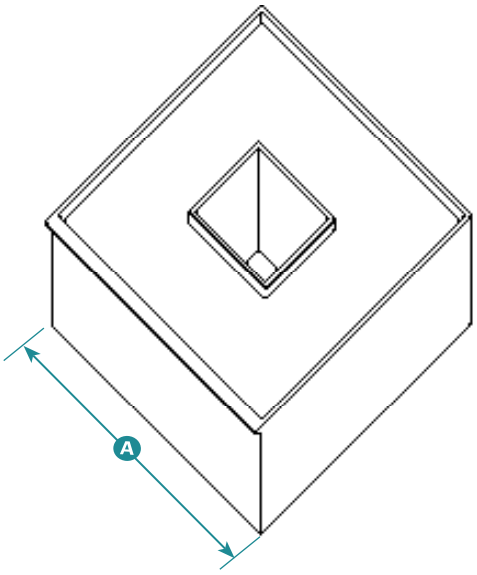


This massing type divides the rear façade into three parts, with the middle part set back substantially to create a deep courtyard not visible from the street. The roof is flat.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type (A)

M. Flat Roof Closed Courtyard



This massing type fronts a courtyard with building façades in all 4 sides. Courtyard not visible from the street. The roof is flat.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type (A)

This page intentionally left blank

Article 7: Specific to Private Frontage Types

Sections:

10-20.07.010 Purpose
10-20.07.020 Private Frontage Types
10-20.07.030 Overview of Private Frontage Types
10-20.07.040 Porch Projecting
10-20.07.050 Porch Engaged
10-20.07.060 Dooryard
10-20.07.070 Forecourt
10-20.07.080 Maker Shopfront
10-20.07.090 Shopfront
10-20.07.100 Terrace
10-20.07.110 Gallery

10-20.07.010 Purpose

This Article provides the standards for private frontages ("frontages"). Private frontages are the components of a building that provide the transition and interface between the public realm (street and sidewalk) and the private realm (setback or building).

10-20.07.020 Private Frontage Types

1. The names of the private frontage types indicate their particular configuration or function and are not intended to limit uses within the associated building. For example, a Porch may be used by non-residential uses including, but not limited to, a restaurant or office, as allowed by the zone.
2. Each building is required to include at least one private frontage type along the front street or adjacent civic space. Buildings with entries along a side street are required to include at least one private frontage type on those facades.
3. The ground floor, for a minimum depth as identified in Subsection 4 of the zone, is required to be habitable/occupiable space in compliance with this Article. Accessibility is provided through the allowed private frontage types for each zone.
4. Private frontage types not listed in Subsection 8 of the zone are not allowed in that zone.
5. Each building may have multiple private frontage types in compliance with the allowed types in Subsection 8 of the zone.
6. Each private frontage type shall be located in compliance with the facade zone per Subsection 5 of the zone.
7. Standards are stated for the front and side street facades of a development site.

8. In addition to the zone's standards, each private frontage is further refined through these standards to further calibrate the type for its context.
9. Certain types are only allowed in the open sub-zone (e.g., N.S-O) or on a side street in the base zone (e.g., N.S) to implement the intended physical character.

10-20.07.030 Overview of Private Frontage Types

Table A (Private Frontage Types Overview) provides a summary of the allowed private frontage types in each zone. See referenced Section(s) for standards.

Table 10-20.07.030.A: Private Frontage Types Overview

Private Frontage Type	Specific Standards	N.S	N.M	MS.S
Porch Projecting	10-20.07.040	P	P	P
Porch Engaged	10-20.07.050	P	P	P
Dooryard	10-20.07.060	P	P	O
Forecourt	10-20.07.070	X	X	P
Maker Shopfront	10-20.07.080	X	X	O
Shopfront	10-20.07.090	O	P	P
Terrace	10-20.07.100	X	P	P
Gallery	10-20.07.110	X	X	P

Key P = Allowed O = Allowed Only in Open Sub-Zone or Side Street X = Not Allowed

This page intentionally left blank

10-20.07.040 Porch Projecting



Example of a Projecting Porch



Example of a Projecting Porch

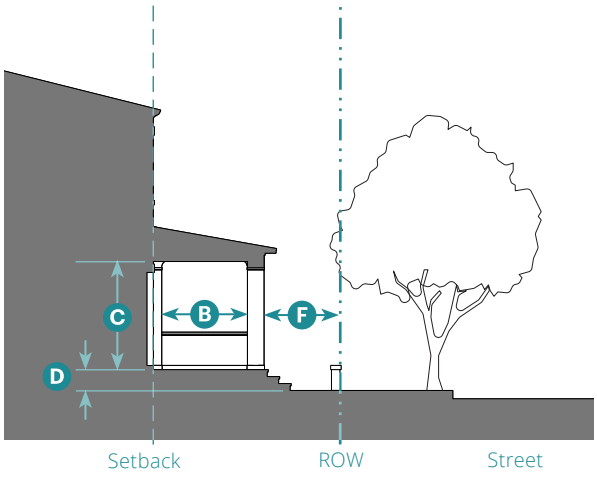


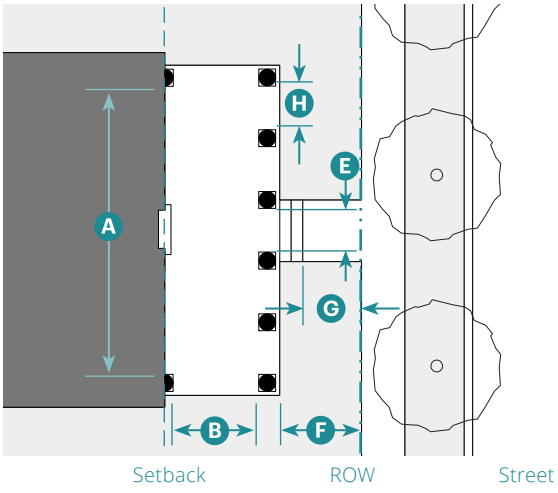
Example of a Projecting Porch

1. Description

The main facade of the building is set back from the front development site line with a covered structure encroaching into the front setback. The resulting setback area may be defined by a fence or hedge to spatially maintain the edge of the street. The Porch may be one or two stories, is open on three sides, with all habitable space located behind the building setback line.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Development Site Line

Setback Line

2. Size		
Width, Clear	12' min.[1]	A
Depth, Clear	8' min.	B
Height, Clear	8' min.	C
Stories	2 stories max.	
Finish Level above Sidewalk	12" min.[2]	D
Pedestrian Access	3' wide min.	E
Distance between Porch and Sidewalk	5' min.	F
Distance between Stairs and Sidewalk	3' min.	G
Distance between Porch columns shall be in compliance with selected architectural style in Article 8 (Specific to Architectural Design).		H

[1] Reduce to 8' min. and maximum 1 story when applied to Cottage Court Building Type

[2] Common entries may be set at grade per local and federal accessibility standards.

3. Miscellaneous
Porch shall be open on three sides and have a roof. Clear glass may be installed between the porch columns if the minimum size of individual panes is in compliance with the standards in Article 8 (Specific to Architectural Design).
The Porch is allowed to encroach into the front and side street setbacks in compliance with Subsection 6 of the zone.
Ramps are required to be integrated along the side of the building to connect with the Projecting Porch.
The Porch shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.050 Porch Engaged



Example of an Engaged Porch



Example of a two-story Engaged Porch

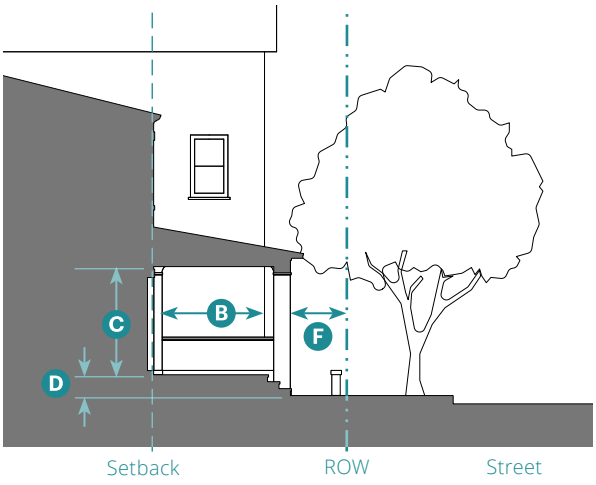


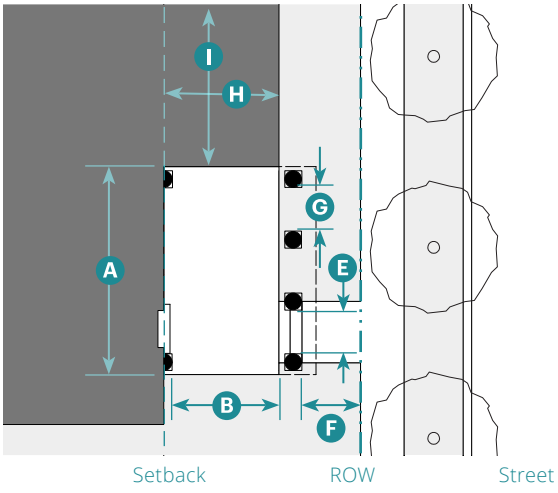
Example of an Engaged Porch

1. Description

A portion of the main facade of the building is set back from the front development site line to create an area for a covered structure that projects from the facade that is set back. The Porch may project into the front setback. The resulting setback may be defined by a fence or hedge to spatially maintain the edge of the street. The Porch may be one or two stories and has two adjacent sides that are engaged to the building, while the other two sides are open.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Width, Clear	8' min.	A
Depth, Clear	8' min.	B
Height, Clear	8' min.	C
Stories	2 stories max.	
Finish Level above Sidewalk	12" min.[1]	D
Pedestrian Access	3' wide min.	E
Distance between Porch and Sidewalk	5' min.	F
Distance between Stairs and Sidewalk	3' min.	F
Distance between Porch columns shall be in compliance with selected architectural style in Article 8 (Specific to Architectural Design).		G
Encroachment area of Building Facade		
Depth	6' max.	H
Width	1/3 min. of overall building facade	I

[1] Common entries may be set at grade per local and federal accessibility standards.

3. Miscellaneous
Up to 20% of the building facade and porch(es) may project into the front setback line for the zone.
Porch shall be open on two sides and have a roof. Clear glass may be installed between the porch columns if the minimum size of individual panes is in compliance with the standards in Article 8 (Specific to Architectural Design).
The Porch is allowed to encroach into the front and side street setbacks in compliance with Subsection 6 of the zone.
Ramps are required to be integrated along the side of the building to connect with the Engaged Porch.
The Porch shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected Architectural Style.

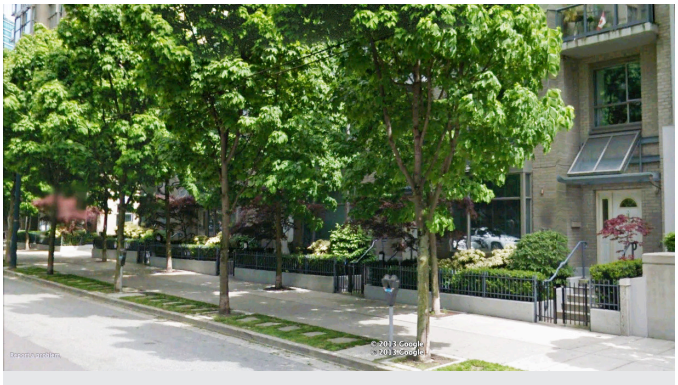
10-20.07.060 Dooryard



Example of a residential Dooryard



Example of a commercial Dooryard

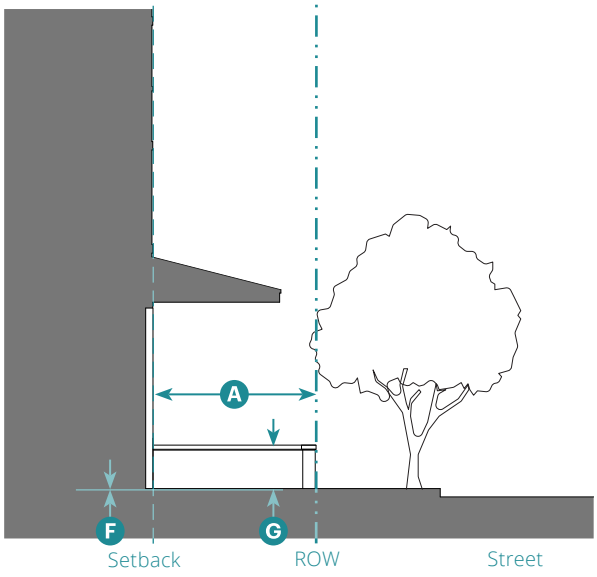


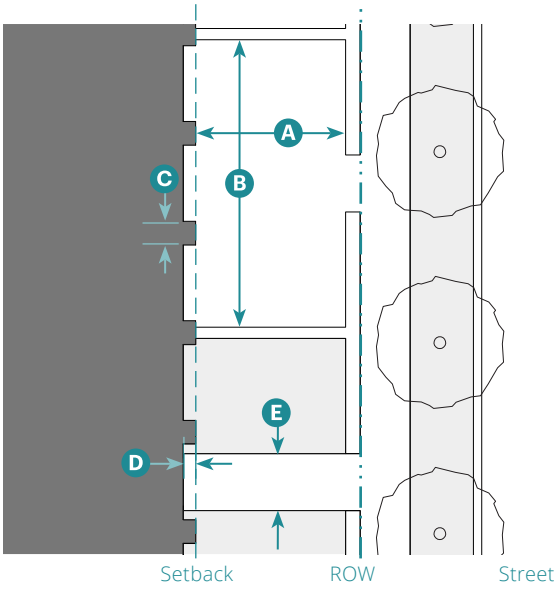
Example of a residential Dooryard

1. Description

The main facade of the building is set back from the front development site line, which is defined by a low wall or hedge, creating a small private area between the sidewalk and the facade. Each Dooryard is separated from adjacent Dooryards. The Dooryard may be raised or at grade.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Depth, Clear	6' min.	A
Length	15' min.	B
Distance between Glazing	4' max.	C
Depth of Recessed Entries	3' max.	D
Pedestrian Access	3' wide min.	E
Finish Level above Sidewalk	12" max.[1]	F
Height of Dooryard Fence/Wall above Finish Level	36" max.	G

[1] Common entries may be set at grade per local and federal accessibility standards.

3. Miscellaneous
For live/work, retail, service, and restaurant uses, the Shopfront Frontage Type (10-20.07.090) may be applied.
Each Dooryard shall provide access to only one ground floor entry.
The Dooryard is allowed to encroach into the front and side street setbacks in compliance with Subsection 6 of the zone.
Ramps are required to be integrated along the side of the building to connect with the Dooryard.
The Dooryard shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.070 Forecourt



Example of a Forecourt with Shopfronts



Example of a Forecourt with outdoor dining

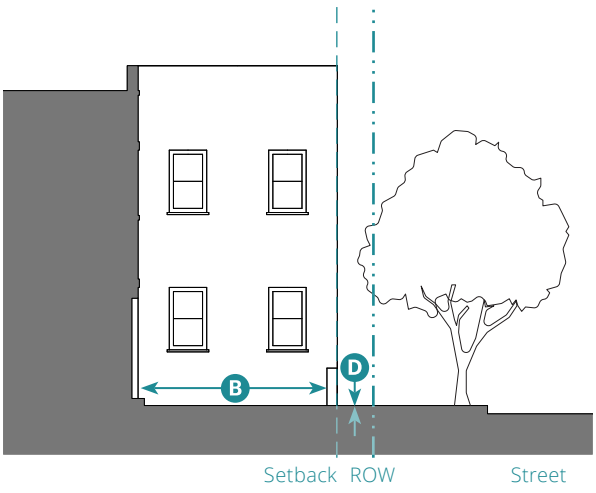


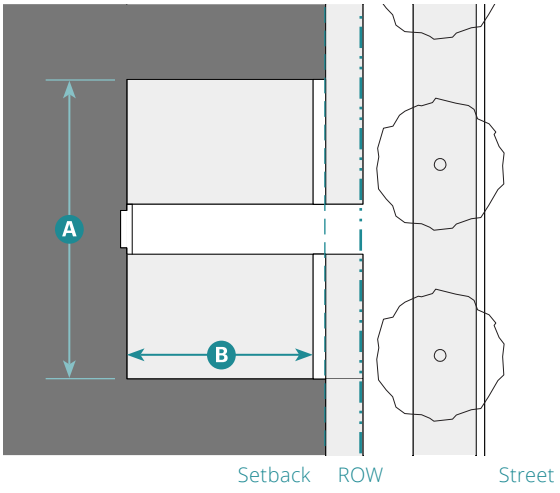
Example of Forecourt

1. Description

The main facade of the building is at or near the front development site line and a portion is set back, extending the public realm into the development site to create an entry court or shared garden space for housing, or an additional shopping or restaurant seating area within retail and service areas.

General Note: Photos on this page are illustrative, not regulatory.





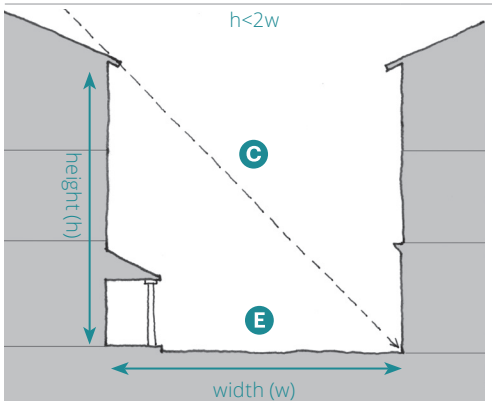
Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Width, Clear	15' min.	A
Depth, Clear	15' min.	B
Ratio, Height to Width	2:1 max.	C
Finish Level above Sidewalk	12" max.	D
Gallery frontages, awnings, balconies and porches may encroach into Forecourt on all sides.	Max 1/2 width of Forecourt	E

3. Miscellaneous
Forecourts may be utilized to group several entries at a common elevation in compliance with the zones' ground floor finish level standards.
The proportions and orientation of a Forecourt shall be in compliance with the diagram below for solar orientation and user comfort.
Ramps are required to be integrated along the side of the building to connect with the Forecourt.
The Forecourt shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.



10-20.07.080 Maker Shopfront



Example of a Maker Shopfront



Example of a Maker Shopfront

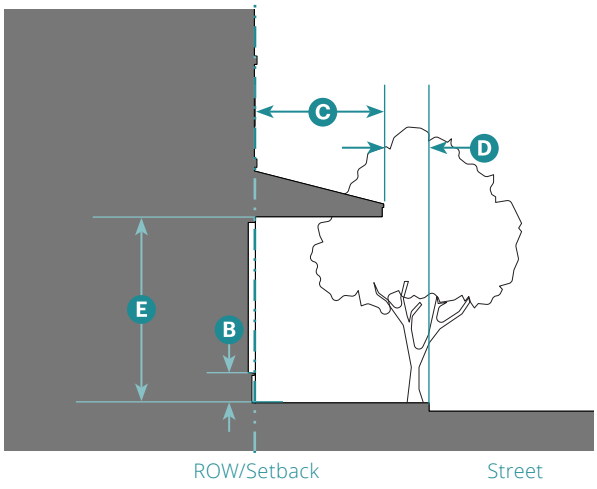


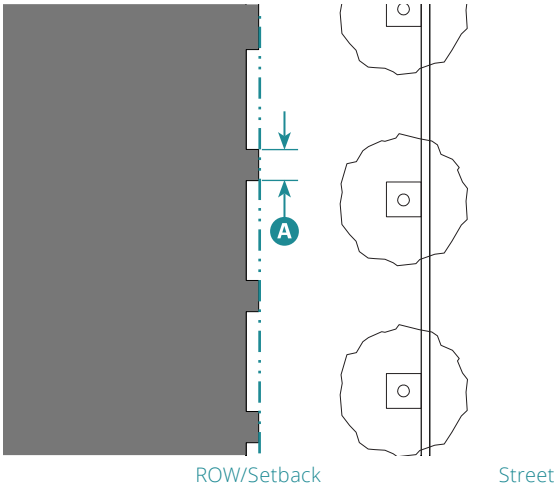
Example of a Maker Shopfront

1. Description

The main facade of the building is at or near the front development site line with an at-grade or elevated entrance from the sidewalk. The type is only allowed on side streets from the adjacent main street and is intended for industrial artisan businesses to show their activity to pedestrians, as well as for retail sales of products made on-site. The Maker Shopfront may include a decorative roll-down or sliding door, including glazing and an awning that overlaps the sidewalk.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Distance between Glazing	10' max.	A
Ground Floor Glazing between Sidewalk and Finished Ceiling Height	30% min.	
Shopfront Base (if used)	48" max.	B
Recessed entries are allowed		

3. Awning (Allowed/Not Required)		
Depth	5' min.	C
Setback from Curb	2' min.	D
Height, Clear	8' min.	E

4. Miscellaneous

Decorative accordion-style doors/windows or other operable windows that allow the space to open to the street are allowed in compliance with Article 8 (Specific to Architectural Design).

The Maker Shopfront shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.090 Shopfront



Example of Shopfronts



Example of a Shopfront

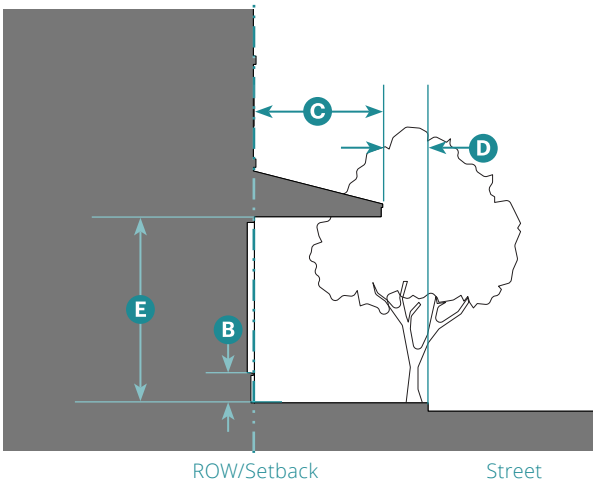


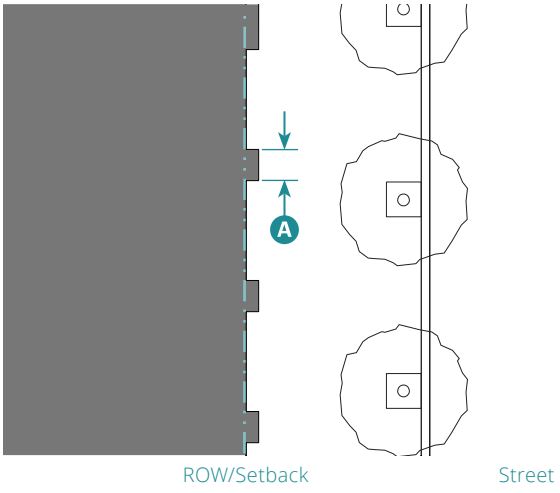
Example of a Shopfront

1. Description

The main facade of the building is at or near the front development site line with at-grade entrance from the sidewalk. The type is intended for service, retail, or restaurant use and includes substantial glazing between the Shopfront base and the ground floor ceiling. This type may include an awning that overlaps the sidewalk.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

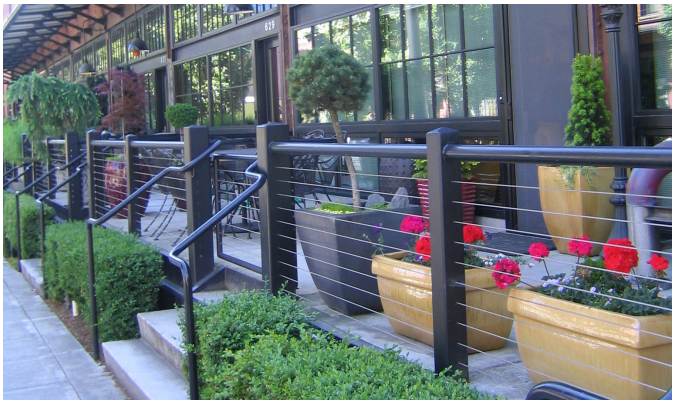
2. Size		
Distance between Glazing	2' max.	A
Ground Floor Glazing between Sidewalk and Finished Ceiling Height	75% min.	
Depth of Recessed Entries	5' max.	
Shopfront Base	6" min.; 24" max.	B
3. Awning		
Depth	5' min.	C
Setback from Curb	2' min.	D
Height, Clear	8' min.	E

4. Miscellaneous
Decorative accordion-style doors/windows or other operable windows that allow the space to open to the street are allowed in compliance with Article 8 (Specific to Architectural Design).
Ramps are required to be integrated along the side of the building to connect with the Shopfront.
The Shopfront shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.100 Terrace



Example of a Terrace with low-wall seating



Example of a Terrace

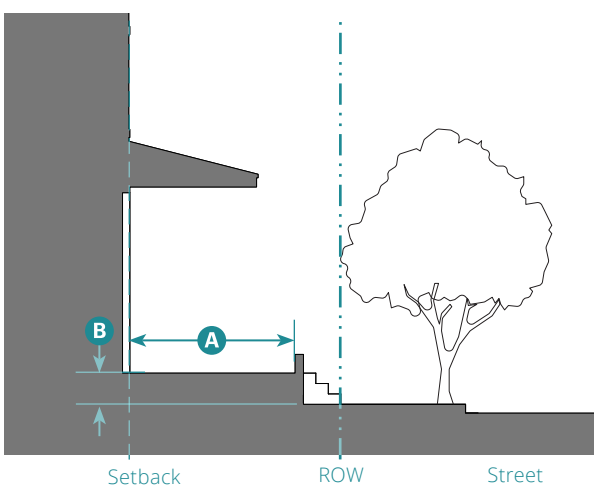


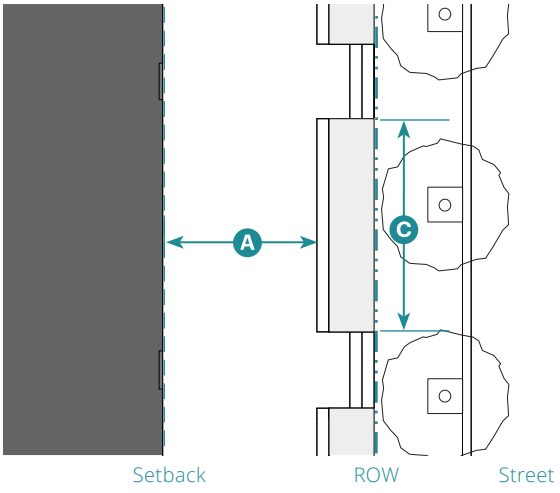
Example of a residential Terrace along a courtyard

1. Description

The main facade is at or near the front development site line with steps leading to an elevated area providing pedestrian circulation along the facade. The type is used for retail, service, office uses, or housing to provide outdoor areas along the sidewalk and/or to accommodate an existing or intended grade change.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Depth of Terrace	8' min. residential; 12' min. non-residential	A
Finish Level above Sidewalk	36" max.	B
Distance between Stairs	25' max.	C

3. Miscellaneous
These standards are to be used with those for the Shopfront Frontage Type where the zone requires the Shopfront Frontage Type (10-20.07.090).
Where the zone requires the Shopfront Frontage Type (10-20.07.090) and the ground floor is flush with the sidewalk, the Terrace shall be considered to be the sidewalk.
May be utilized to group several entries at a common elevation in compliance with the zones' ground floor finish level standards.
The Terrace is allowed to encroach into the front and side street setbacks in compliance with Subsection 6 of the zone.
Ramps are required to be integrated along the side of the building to connect with the Terrace.
The Terrace shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.

10-20.07.110 Gallery



Example of a two-story Gallery with an uncovered second story.



Example of a Gallery providing covered outdoor dining

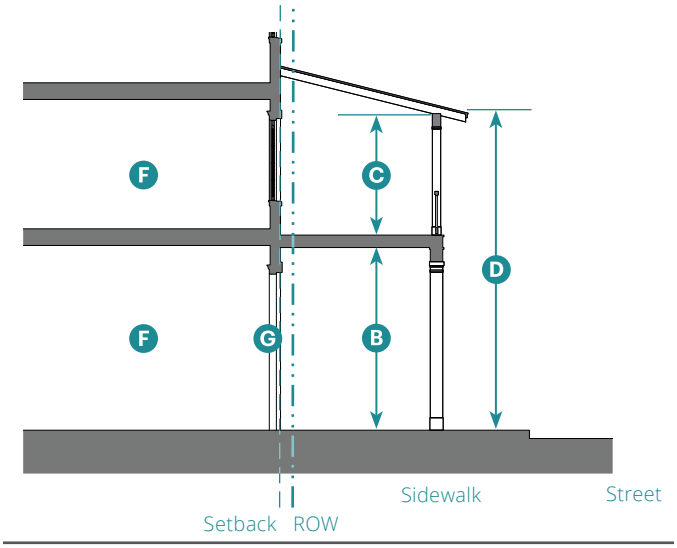


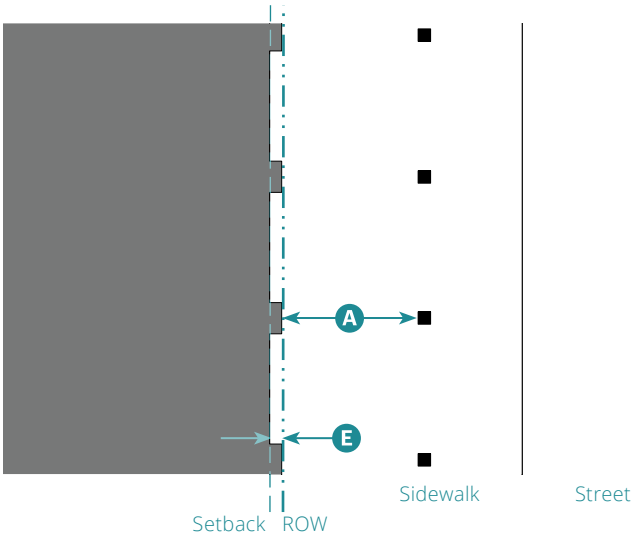
Example of a Gallery with shopfronts

1. Description

The main facade of the building is set back from the front development site line and an at-grade covered structure, articulated with colonnade or arches, overlaps the sidewalk. The type may be one or two stories. When used in nonresidential settings, the Shopfront Type is included; when used in residential settings, Dooryards and Forecourts may be included as allowed by the zone.

General Note: Photos on this page are illustrative, not regulatory.





Key

ROW/ Dev't Site Line

Setback Line

2. Size		
Depth, Clear	8' min.	A
Ground Floor Height, Clear	12' min.	B
Upper Floor Height, Clear	9' min.	C
Height	2 stories max.	D
Gallery Setback from Public ROW	18" min. (clear)	E

3. Miscellaneous	
Habitable space	F
Galleries shall also follow the standards for the Shopfront Frontage Type (10-20.07.090).	G
Galleries shall have a consistent depth across the entire front and/or side street facade.	
Galleries are allowed to project over the sidewalk in the public ROW.	
The second story of the Gallery may be covered.	
Planting is not required. Lighting is required within the gallery in compliance with Section x.xx.xxx (Jurisdiction's On-Site Lighting Standards).	
Ramps are required to be integrated along the side of the building to connect with the Gallery, where applicable.	
The Gallery shall be designed in compliance with the standards in Article 8 (Specific to Architectural Design) for the selected architectural style.	

This page intentionally left blank

Article 8: Specific to Architectural Design

Sections:

10-20.08.010 Purpose
10-20.08.020 Applicability
10-20.08.030 Architectural Design Standards
10-20.08.040 Overview of Architectural Styles
10-20.08.050 Contemporary
10-20.08.060 Craftsman
10-20.08.070 Main Street Classical
10-20.08.080 Mediterranean

10-20.08.010 Purpose

This Article sets forth standards that supplement the zone standards to further refine the intended building form and physical character.

10-20.08.020 Applicability

Unless stated otherwise, all subsections within each architectural style ("style") identified in this Article apply to all facades of a building, including front facades, side street facades, side interior facades, and rear facades.

10-20.08.030 Architectural Design Standards

This Article contains architectural design standards for the four allowed styles. The standards for each style address a range of topics based on local architectural examples. The standards address the following aspects of individual building design: Roofs and roof pitch, eaves, cornices, walls, base of walls, dormers, openings and doors, storefronts, porches, and balconies.

1. Each building is required to be designed in compliance with one of the allowed architectural styles.
2. The architectural style standards are coordinated with the building types allowed by this FBC and the intended physical character of each zone.
3. Any facade greater than 75 feet in length along a street (public or private) or civic space shall include more than one architectural style, with a maximum 75 feet in length of any one style. This regulation does not apply across property lines.
4. Diagrams are for illustrative purposes only and do not constrain the expression of listed elements with respect to style. Only aspects keyed to standards listed in the tables are regulated.

This page intentionally left blank

10-20.08.040 Overview of Architectural Styles

Table A (Architectural Styles Overview) provides an overview of the allowed architectural styles.

Table 10-20.08.040.A: Architectural Styles Overview

Contemporary 10-20.08.050	Craftsman 10-20.08.060	Main Street Classical 10-20.08.070
		
Typical Characteristics	**Typical Characteristics**	**Typical Characteristics**
Long, low-sloped roof forms with simple eaves with deep overhangs	Low-pitched roofs with deep eaves and exposed rafter tails	Symmetrical facade composition with proportions that imply load-bearing masonry structure
Asymmetrical facade compositions with square and horizontal openings often made from ganged vertical windows	Horizontally proportioned openings made from ganged vertical windows	Prominent cornice with classical detailing and parapet or pedimented roof forms
Mix of exterior materials to differentiate massing forms, with prevalent natural materials including wood siding	Emphasis on natural materials including wood shingles	Regular pattern of vertically proportioned openings
Horizontally proportioned balconies and terraces with minimalist vertical supports	Asymmetrical composition with wall plane broken by projecting gable ends	Brick and stucco as primary facade materials
Applicable Standards	**Applicable Standards**	**Applicable Standards**
Wall	Wall	Base
Building Roof	Base	Building Roof
Rake	Building Roof	Parapet
Eave	Rake	Windows
Parapet	Eave	Bay Windows
Windows	Parapet	Entry Doors
Bay Windows	Windows	Balconies
Dormers	Bay Windows	Porches
Entry Doors	Dormers	Storefronts
Balconies	Entry Doors	Materials
Porches	Balconies	
Storefronts	Porches	
Materials	Storefronts	
	Materials	

Table 10-20.08.040.A: Architectural Styles Overview (Continued)

Mediterranean 10-20.08.080



Typical Characteristics
Low-pitched gabled or hipped roofs clad in red tile with open eaves
Flat, rectilinear wall plane with vertically proportioned punched openings without trim
Stucco as primary facade material with stucco or wood attached elements

Applicable Standards
Building Roof
Eave
Parapet
Windows
Bay Windows
Dormers
Entry Doors
Balconies
Porches
Storefronts
Materials

Quick Code Guide: Specific to Architectural Design

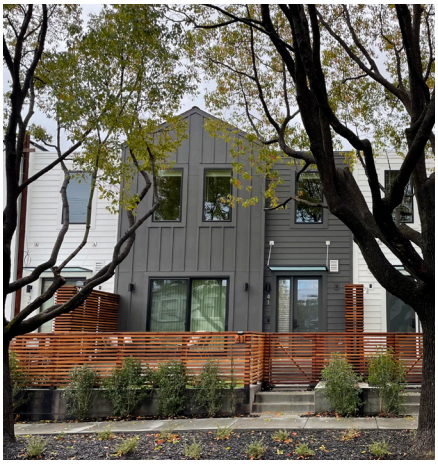
The following graphic is intended as a summary guide. Please refer to San Anselmo's written permit procedures and application standards for all necessary information.

Before you begin

Identify your zone, building type, and detailed massing type. If you have not done this yet, go back to the Table of Contents and follow the Quick Code Guide.

Instructions	Location
Identify your architectural style	**Table 10-20.08.040.A (Architectural Styles Overview)**
Comply with wall, base, and building roof form standards *Dependent on zone, detailed massing type, and architectural style*	**Subsections 3-8 of Architectural Style**
Comply with window and door standards *Dependent on architectural style*	**Subsections 9-12 of Architectural Style**
Comply with external elements standards and material standards *Dependent on architectural style*	**Subsections 13-16 of Architectural Style**

10-20.08.050 Contemporary









General note: The images above and the descriptions in Subsections 1 and 2 below are intended to provide a brief overview of the architectural style and are descriptive, not regulatory.

1. Description of Style

Contemporary style buildings have a streamlined aesthetic and minimal ornamentation. This style focuses on combining simple rectilinear massing forms with changes in material and color. The use of glass and cantilevered elements imbues buildings with a sense of lightness and simplicity. This style is prevalent throughout Marin County.

2. Typical Characteristics

- Long, low-sloped roof forms with simple eaves with deep overhangs
- Asymmetrical facade compositions with square and horizontal openings often made from ganged vertical windows
- Mix of a limited number of exterior materials to differentiate massing forms, with prevalent natural materials including wood siding
- Horizontally proportioned balconies and terraces with minimalist vertical supports

Elements of Contemporary Style – Multifamily Prototype

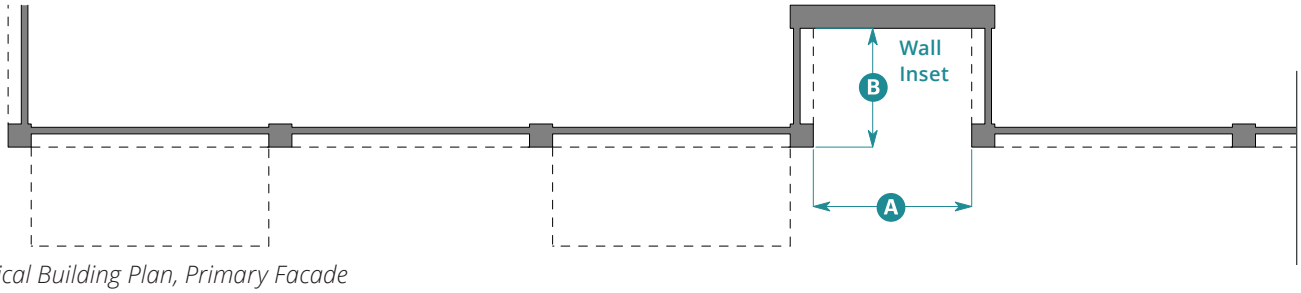
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Prototypical Building Elevation

Elements of Contemporary Style – Mixed-Use Prototype

Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Prototypical Building Plan, Primary Facade

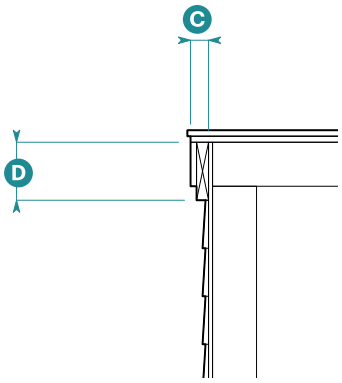


Prototypical Building Elevation

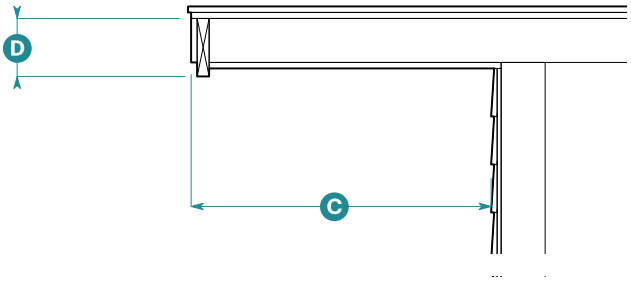
3. Wall	
Wall Inset	
A wall inset from the primary facade is required for buildings greater than 75' in width.	
Wall inset shall be continuous for the full height of the building.	
Roof and wall projections may encroach into wall inset.	

3. Wall (Continued)		
Wall Inset Dimensions		
Width	8'0" min.; 12'0" max.	A
Depth	6'0" min.	B

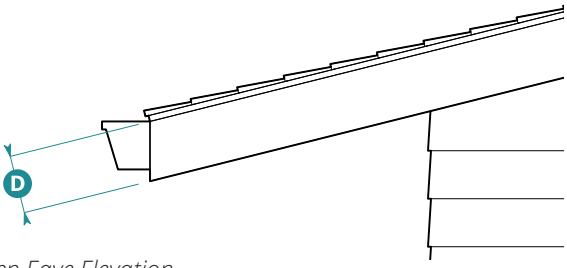
4. Base
No base is required for this style.



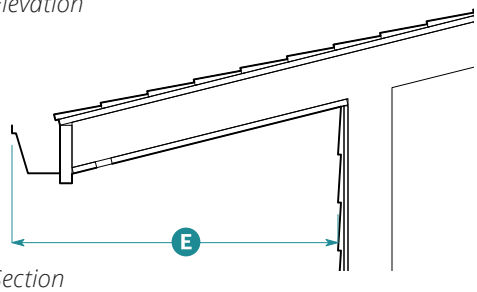
Flush Profile Rake Section



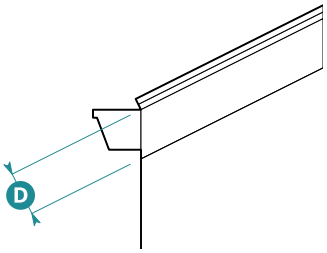
Projecting Profile Rake Section



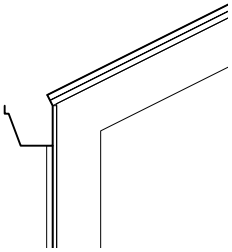
Open Eave Elevation



Open Eave Section



Closed Eave Elevation



Closed Eave Section

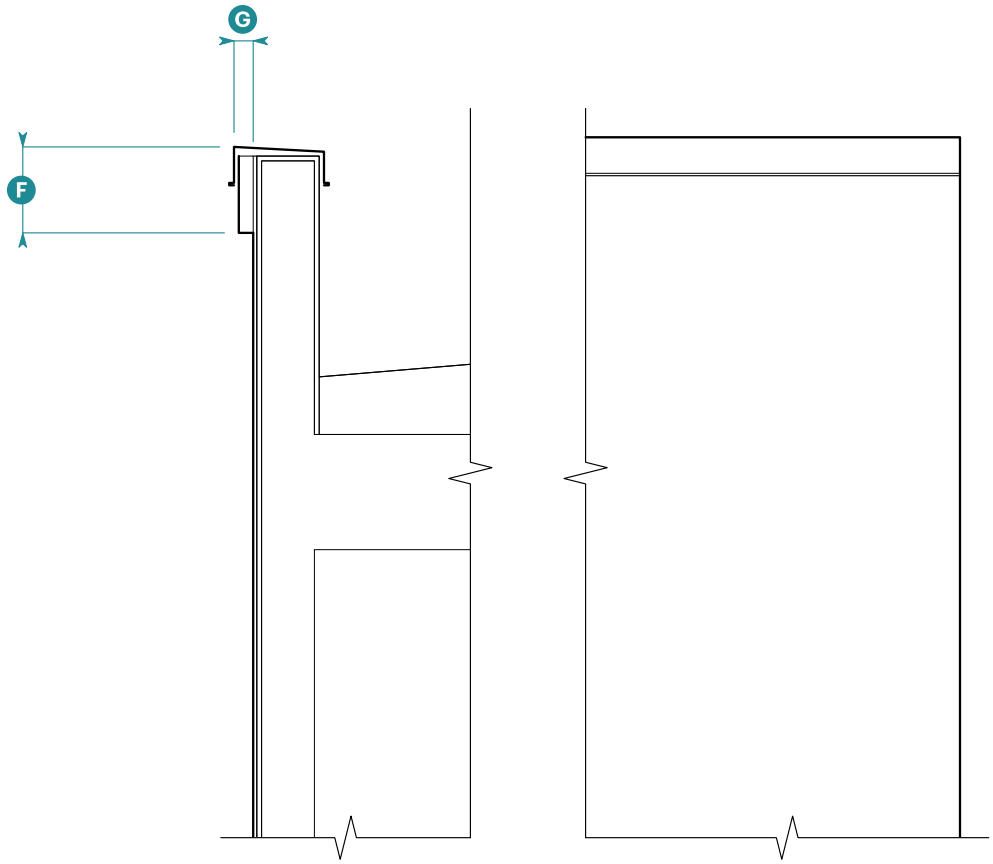
5. Building Roof		
Building Roof Standards	**Buildings with Half-Story Heights**	**Buildings with Full-Story Heights**
Roof Form		
Type	Shed	Flat
Pitch	2:12 min.; 6:12 max.	N/A
Applicable Subsections		
6. Rake	A	A
7. Eave	A	N/A
8. Parapet	N/A	A

6. Rake			
Standards	**Flush Profile**	**Projecting Profile**	
Horizontal Projection	No min.; 2" max.	2'6" min.; No max.	C

See Subsection 7 (Eave) for height standards.

7. Eave			
Standards	**Open**	**Closed**	
Height			
Fascia	6" min.	6" min.	D
Horizontal Projection			
Overall	36" min.; No max.	N/A	E

A = Applicable N/A = Not Applicable



Parapet Section *Parapet Elevation*

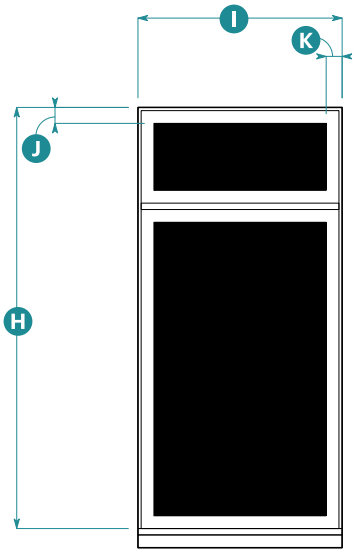
8. Parapet		
Height		
Projection	0" min.; 6" max.	F
Horizontal Projection		
Overall	0" min.; 3" max.	G

9. Windows	
Opening	
Proportion, Height (H) to Width (I) [1]	
Ground floor	2.2 min.
Upper floor	2.0 min.
Dormer	See Subsection 11 (Dormers) for standards.
Typical Sizes, Width (I) x Height (H)	
Ground Floor, Typical	3'0" x 6'0"
Ground Floor, Ganged	3'0" x 6'0"
Ground Floor, Picture	4'6" x 6'0"
Upper Floor, Typical	3'0" x 5'6"
Upper Floor, Ganged	3'0" x 5'6"
Upper Floor, Picture	4'6" x 5'6"
Privacy	2'0" x 4'6"
Shape	Square
Operation	Double-Hung, Single-Hung, Awning, Casement
Window	
Glazing Divisions	None
Frame Width (Frame + Sash)	
At Rail	2.5" min. ± 1/4" (J)
At Stile	2.5" min. ± 1/4" (K)
Trim Widths [2]	
Head	3" min.
Jamb	3" min.
Apron	3" min.
Window Frame Recess	
Depth	2" min.
Sill	
Depth	3" min.
Pediment	
Allowed	No
Mullions	
Mullions required between ganged windows.	

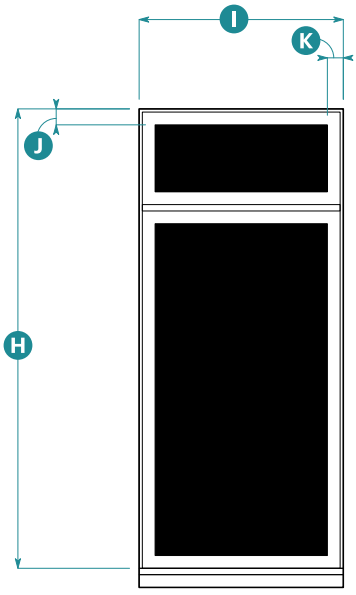
"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

[1] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.

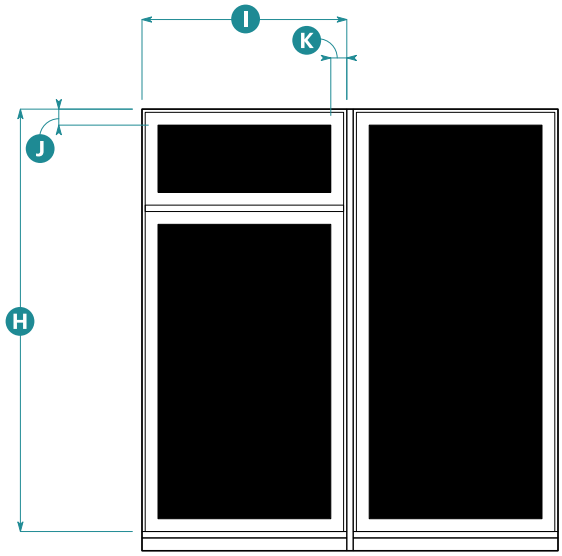
[2] Trim required for windows only on buildings or parts of buildings with lap siding.



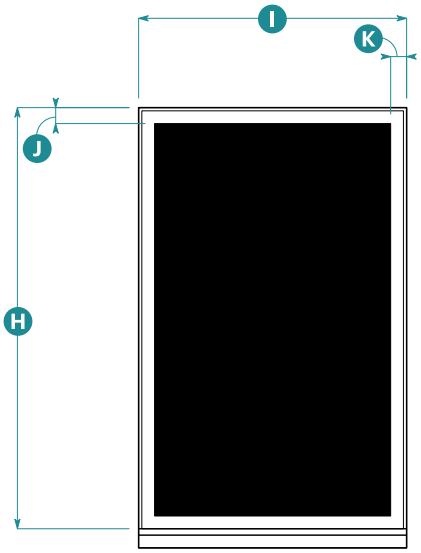
Upper Floor Typical Window Elevation



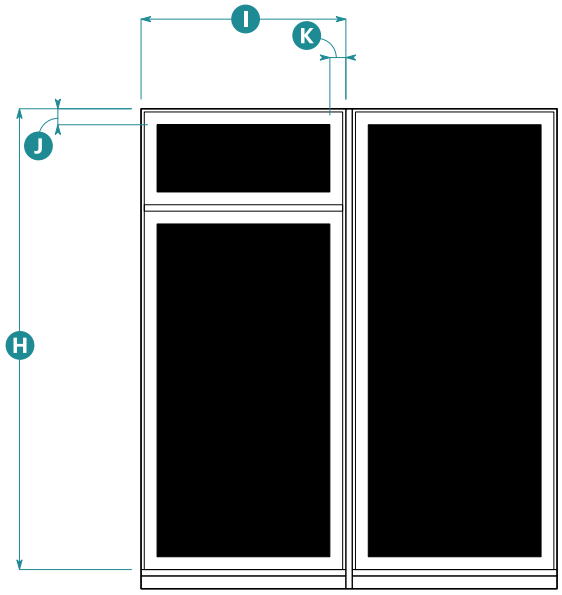
Ground Floor Typical Window Elevation



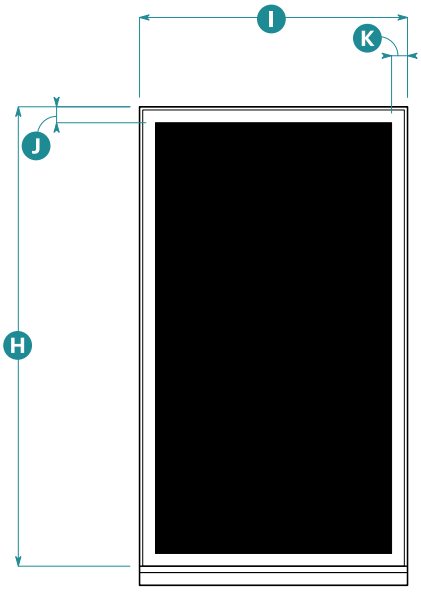
Upper Floor Ganged Window Elevation



Upper Floor Picture Window Elevation



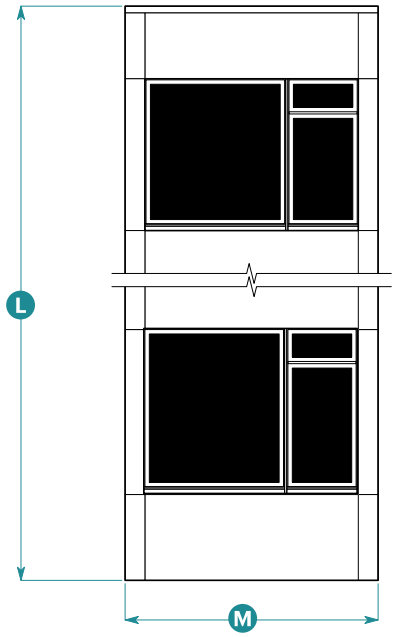
Ground Floor Ganged Window Elevation



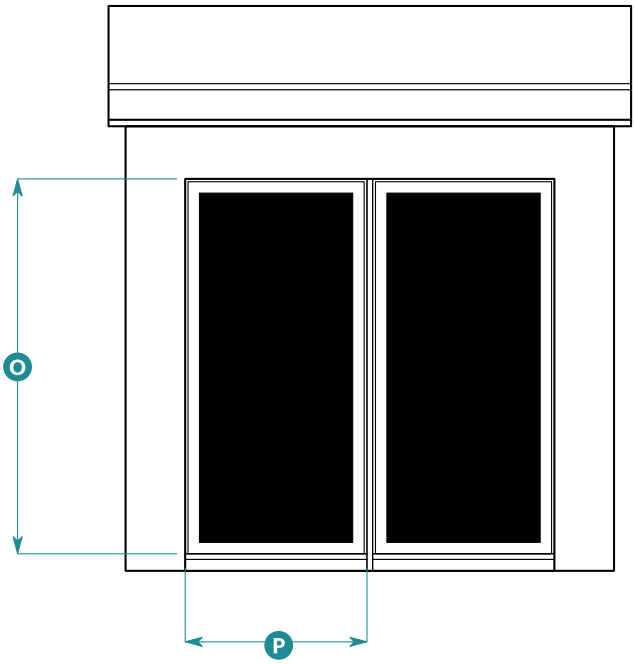
Ground Floor Picture Window Elevation



Bay Window Plan



Bay Window Elevation

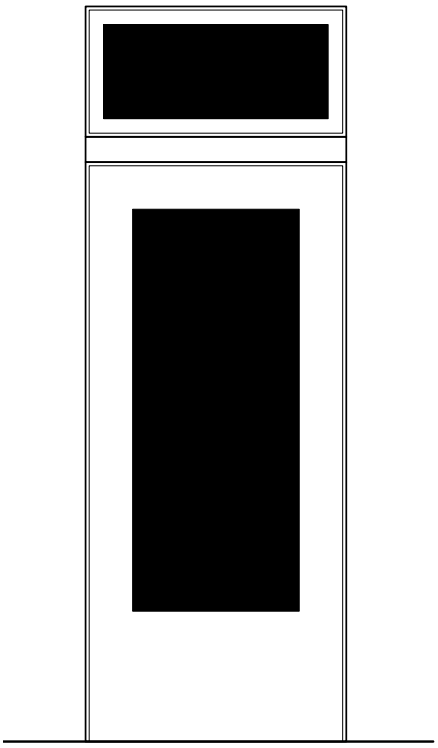


Dormer Elevation

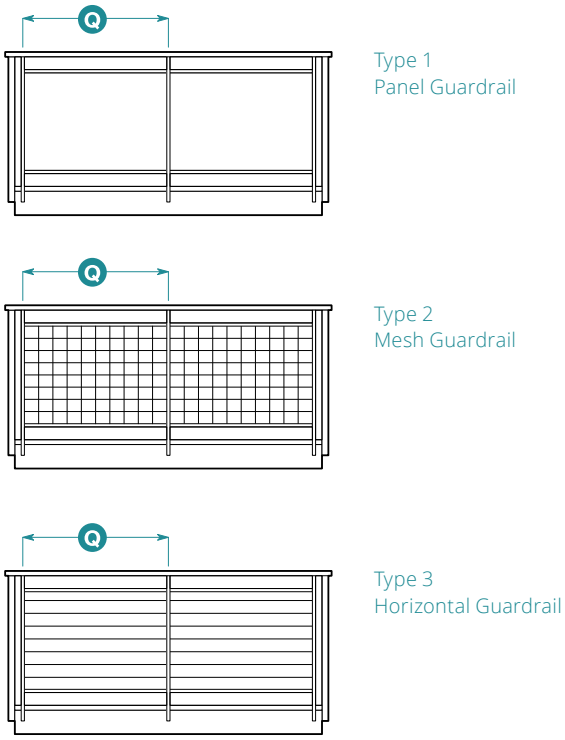
10. Bay Windows		
Form		
Type	Square	
Size		
Height[3]		L
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	M
Depth	1'0" min.; 3'0" max.	N
Additional Standards		
Multi-story bay window form shall be vertically continuous.		
Continuous horizontal articulation on building shall wrap bay form.		

[3] On buildings with heights up to 2 stories, the bottom of the bay window may not extend to the ground plane and the top of the bay window may not extend to the top of parapet or eave.

11. Dormers		
Roof Form		
Type	Shed	
Pitch	2:12 min.; 6:12 max.	
Window		
Proportion, Height O to Width P	2.0 min.	
Width	3'0" min.	P
Dormers allowed only for buildings with half stories.		
See Subsections 6 (Rake), 7 (Eave), and 9 (Windows) for additional standards.		



Entry Door Elevation



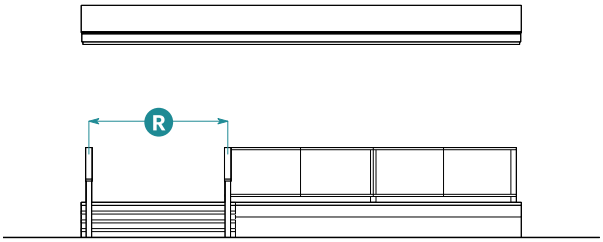
Balcony Front Elevation

12. Entry Doors	
Surround[4]	
Head Width	4" min.
Jamb Width	4" min.
Additional Elements	
Transom	Allowed
Pediment	Not Allowed

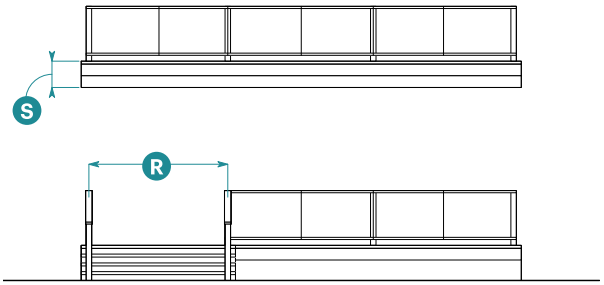
[4] Surround required for doors only on buildings or parts of buildings with lap siding.

13. Balconies	
Allowed Materials	
Type 1 - Panel Guardrail	
Post	Metal
Baluster	Metal panel
Handrail	Metal, glass
Fascia	Metal, composite wood, wood
Type 2 - Mesh Guardrail	
Post and Handrail	Metal
Baluster	Metal mesh
Fascia	Metal, composite wood, wood
Type 3 - Horizontal Guardrail	
Post and Handrail	Metal
Baluster	Metal, steel cable
Fascia	Metal, wood
Size	
Overall Balcony Width	10'0" max.
Width Between Posts	3' min. Q

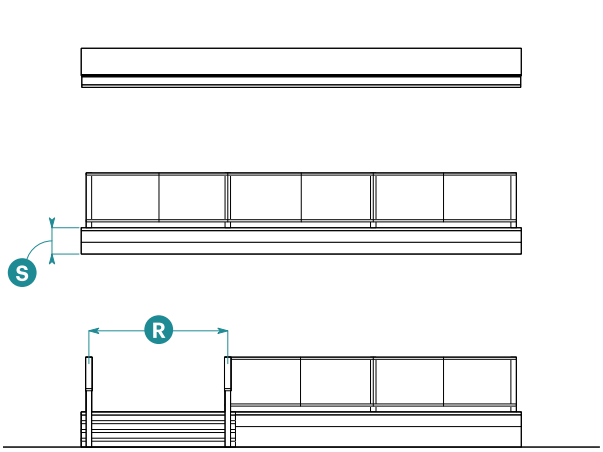
Faux composite wood printed with simulated wood grain is prohibited



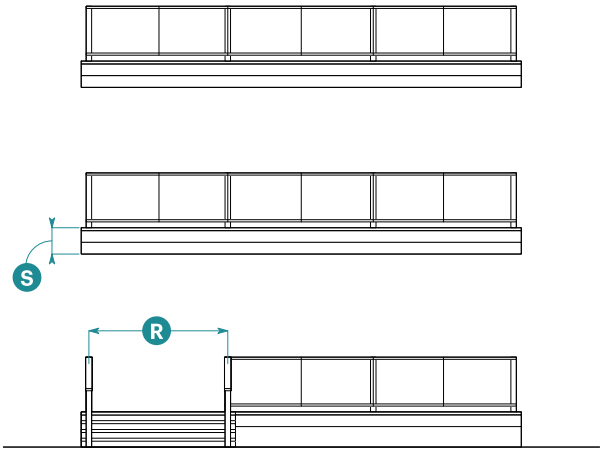
One-Story Porch



One-Story Porch with Deck Above

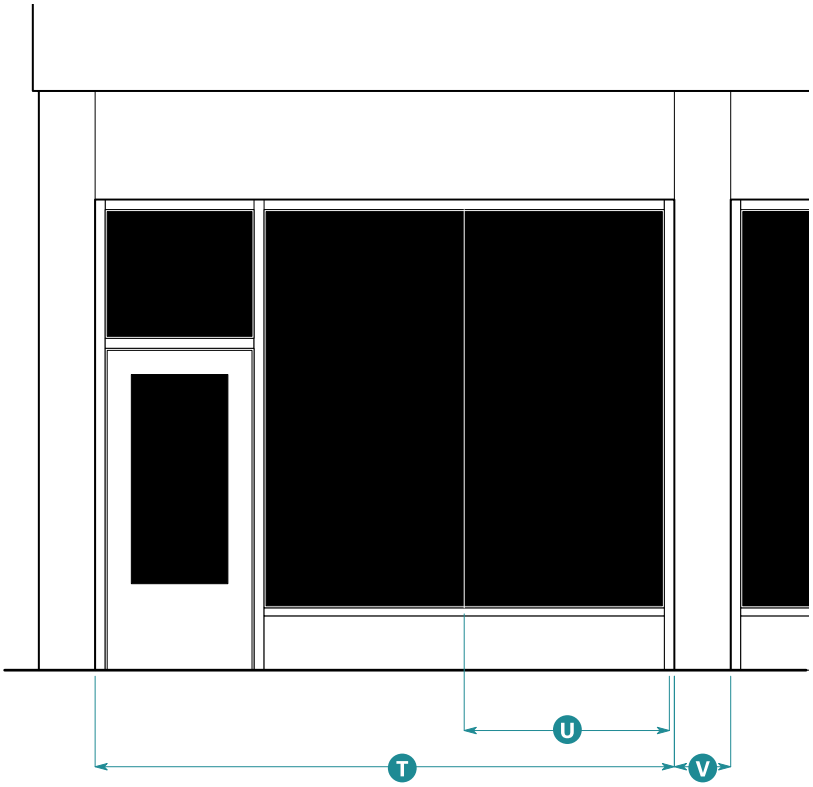


Two-Story Porch

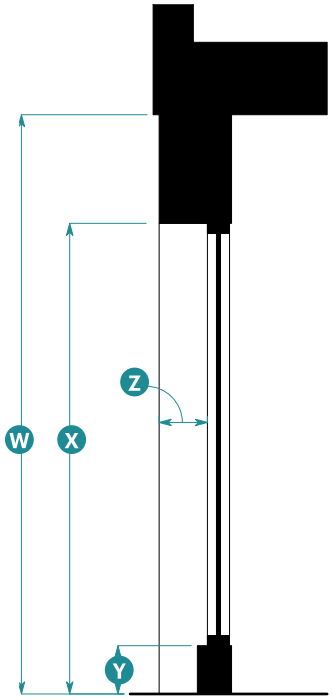


Two-Story Porch with Deck Above

14. Porches		
Columns		
Shape	Cantilevered (no columns) or Pilotis	
Diameter	4" max.	
Spacing	8'0" max. on center	R
Entablature		
Height of Entablature Supporting Deck		
Overall	10" min.	S



Storefront Elevation



Storefront Section

15. Storefronts		
Width		
Storefront Module	10'0" min.; 15'0" max.	T
Display Window	3'0" min.; 4'0" max.	U
Distance Between Storefront Modules	1'0" min.; 2'0" max.	V
Height		
Overall	12'0" min.	W
Head Height	11'0" min.	X
Base	8" min.; 2'0" max.	Y
Horizontal Recess		
Depth	6" min.; 3'0" max.	Z

Base shall be continuous, unless divided by pilaster, and align with base height of building (if any).

16. Materials	
Element	**Allowed Materials**
Wall	
Wall Cladding[5]	Lap siding, composite wood, wood, fiber cement, stucco, metal panel
Base or Foundation	
Base or Foundation	Brick, concrete, stucco, composite wood, wood, fiber cement, architectural block
Roof and Roof Elements	
Roofing	Asphalt shingles, wood shingles, standing seam metal
Rake and Eave	Composite wood, wood, steel
Gutter	Metal box
Windows, Bay Windows, and Entry Doors	
Entry Door	Wood, aluminum, fiberglass, composite wood
Window Frames	Wood, aluminum clad wood, aluminum, fiberglass
Glazing	Clear glass; shall not be tinted, mirrored, or colored
Balconies	
See Subsection 13 (Balconies) for allowed materials.	
Porches	
Columns	Composite wood, wood, fiberglass, metal
Railing	Composite wood, wood, metal
Storefronts	
Storefront	Composite wood, wood, metal
Storefront Base	Stucco, concrete
Prohibited materails: faux composite wood printed with simulated wood grain, fiber cement, and faux printed stone.	
Wood shingles shall be in compliance with the Wildland Urban Interface Code.	

[5] Exterior cladding shall be limited to no more than 3 materials, of which 65% or more of the facade area shall be one of those materials.

10-20.08.060 Craftsman









General note: The images above and the descriptions in Subsections 1 and 2 below are intended to provide a brief overview of the architectural style and are descriptive, not regulatory.

1. Description of Style

The Craftsman style emerged in the American west inspired by the English Arts and Crafts movement. The Craftsman bungalow house was prevalent from the 1900's to the 1940's. Since that time, it has adapted to multifamily and mixed-use prototypes.

2. Typical Characteristics

- Low-pitched roofs with deep eaves and exposed rafter tails
- Horizontally proportioned openings made from ganged vertical windows
- Emphasis on natural materials including wood shingles
- Asymmetrical composition with wall plane broken by projecting gable ends
- Wall plane broken by projecting and/or recessed elements

Elements of Craftsman Style – Multifamily Prototype

Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Roof (See Subsection 5 for standards)

Rake (See Subsection 6 for standards)

Dormer (See Subsection 11 for standards)

Eave (See Subsection 7 for standards)

Window (See Subsection 9 for standards)

Wall (See Subsection 3 for standards)

Porch (See Subsection 14 for standards)

Entry Door (See Subsection 12 for standards)

Base (See Subsection 4 for standards)

Prototypical Building Elevation

3. Wall		
Trim [1, 2]		
Width	4" min.	A

[1] Trim not required on buildings or portions of buildings where stucco or shingle is the primary wall material.

[2] Trim is required at openings and surrounds.

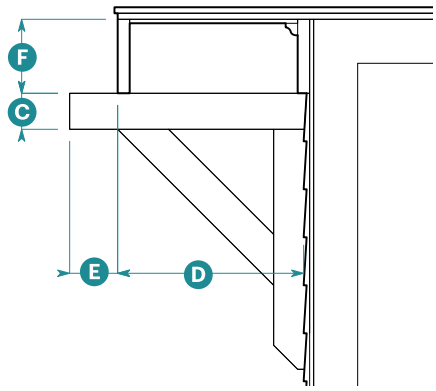
4. Base		
Height	1'0" min.; 1/2 story max.	B

Elements of Craftsman Style – Mixed-Use Prototype

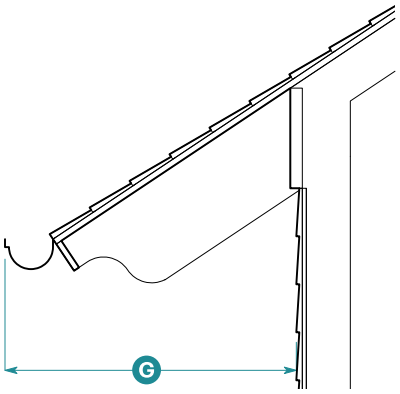
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



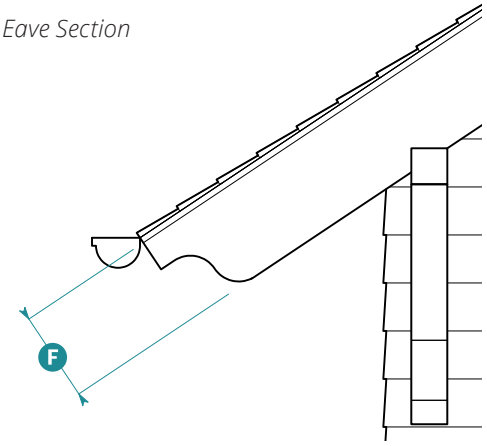
Prototypical Building Elevation



Rake Section



Eave Section



Eave Elevation

5. Building Roof		
Building Roof Standards	**Sloped Roof**	**Flat Roof**
Applicable Subsections		
Subsection 6 (Rake)	A	N/A
Subsection 7 (Eave)	A	N/A
Subsection 8 (Parapet)	N/A	A
Form		
Pitch	4:12 min.; 10:12 max.	N/A

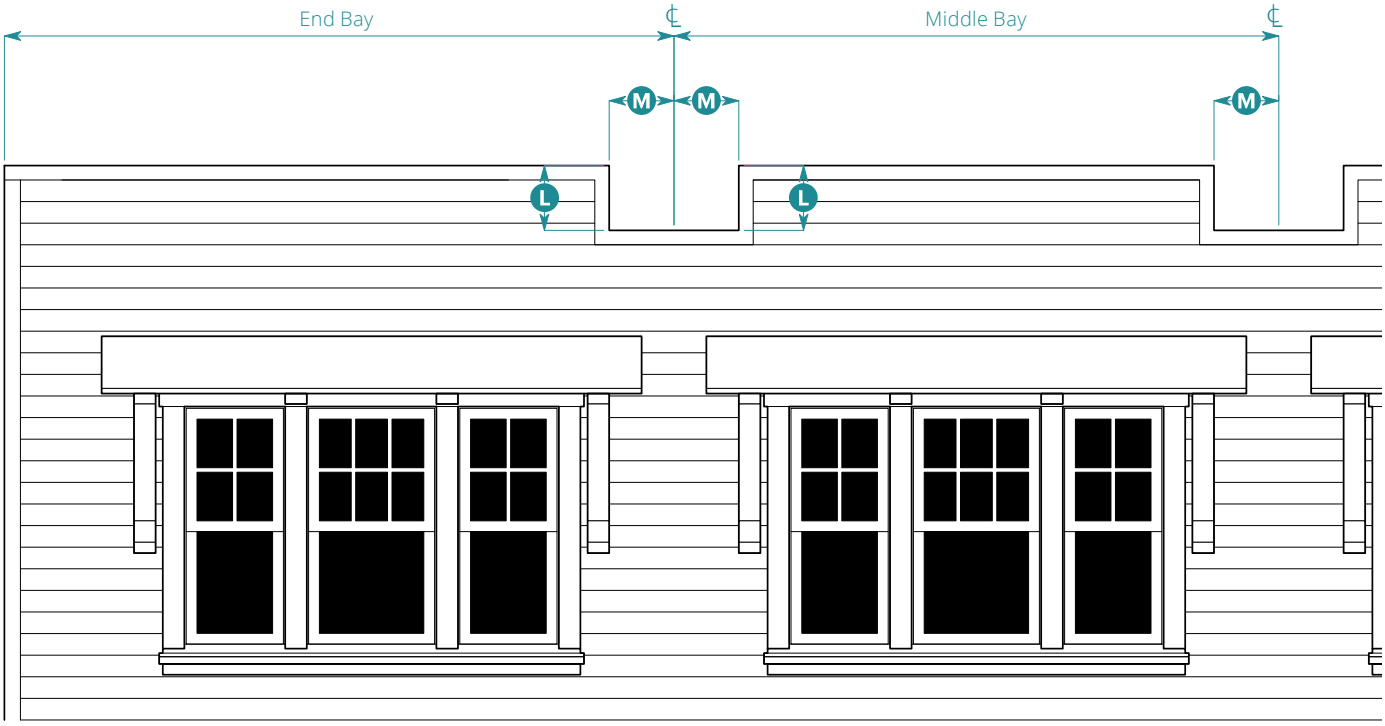
6. Rake		
Height		
Bracket Bracing Member	4" min.	C
Horizontal Projection		
Projection to Fascia	1'8" min. 3'0" max;	D
Bracket Projection Beyond Fascia	No min.; 1'0" max.	E

See Subsection 7 (Eave) for height standards.

7. Eave		
Allowed Types		
Eave Types	Open	
Height		
Fascia	10" min.	F
Horizontal Projection [3]		
Overall	2'6" min.	G

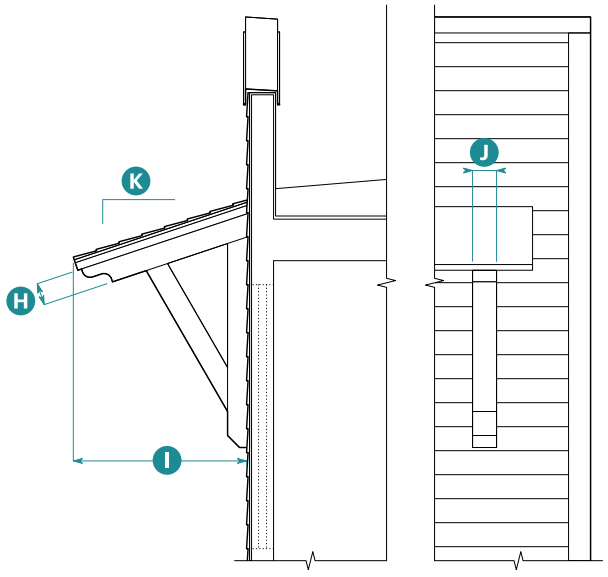
[3] Horizontal projection includes gutter.

A = Applicable N/A = Not Applicable



8. Parapet		
Canopy		
Parapet may include canopy.		
Eave Height	6" min.	H
Horizontal Projection[4]	3'0" min.	I
Required Support Elements	Brackets	
Bracket Width	4" min.	J
Roof Pitch	3:12 min.	K
Crenellation		
Crenel Height	1'0" min.	L
Width, from Center Line	1'0" min.	M
Crenel may not occur at building corner or end bays.		

[4] Horizontal projection includes gutter.



Parapet Section *Parapet Elevation*

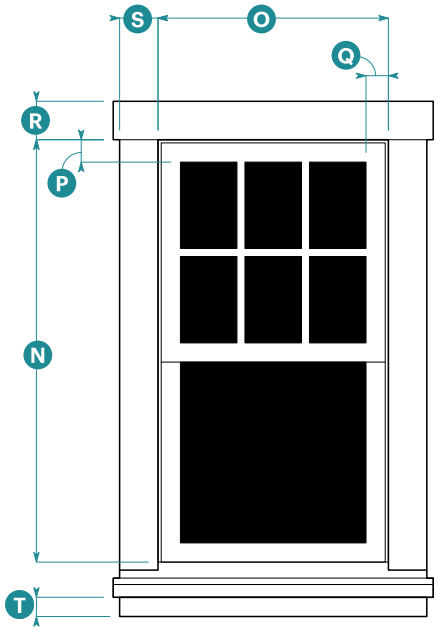
9. Windows

Opening		
Proportion, Height N to Width O [5]		
Ground Floor	2.0 min.	
Upper Floor	1.75 min.	
Dormer	See Subsection 11 (Dormers) for standards.	
Typical Sizes, Width O x Height N		
Ground Floor, Typical	3'0" x 6'0"	
Ground Floor, Ganged	2'4" x 6'0"	
Ground Floor, Picture	4'6" x 6'0"	
Upper Floor, Typical	3'0" x 5'6"	
Upper Floor, Ganged	2'4" x 5'6"	
Upper Floor, Picture	4'6" x 5'6"	
Privacy	2'0" x 4'0"	
Shape	Square	
Operation	Single Hung, Double Hung, Casement	
Window		
Glazing Divisions	6 over 1; 4 over 1; 10 over 1	
Frame Width (Frame + Sash)		
At Rail	2.5" min. ± 1/4"	P
At Stile	2.5" min. ± 1/4"	Q
Trim Widths[6]		
Head	6" min.	R
Jamb	4" min.	S
Apron	3" min.	T
Window Frame Recess		
Depth	2" min.	
Sill		
Depth	3" min.	
Pediment		
Allowed	No	
Mullions		
Mullions required between ganged windows.		

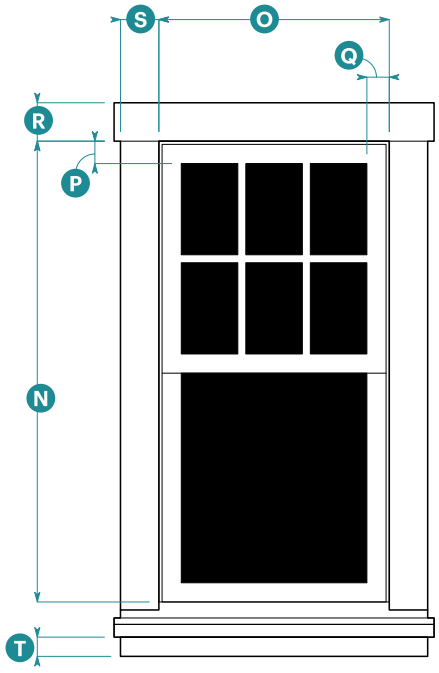
"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

[5] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.

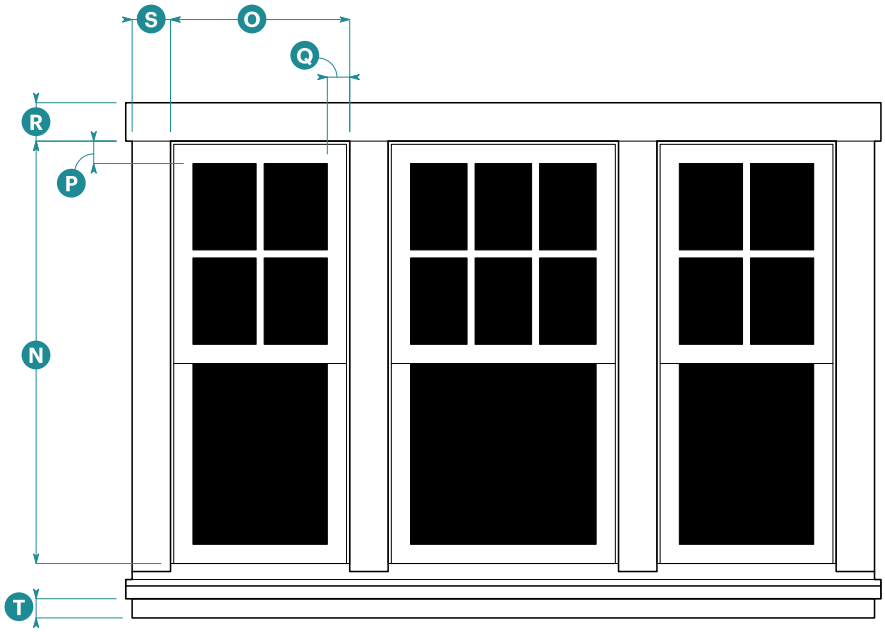
[6] Jamb shall be narrower than header



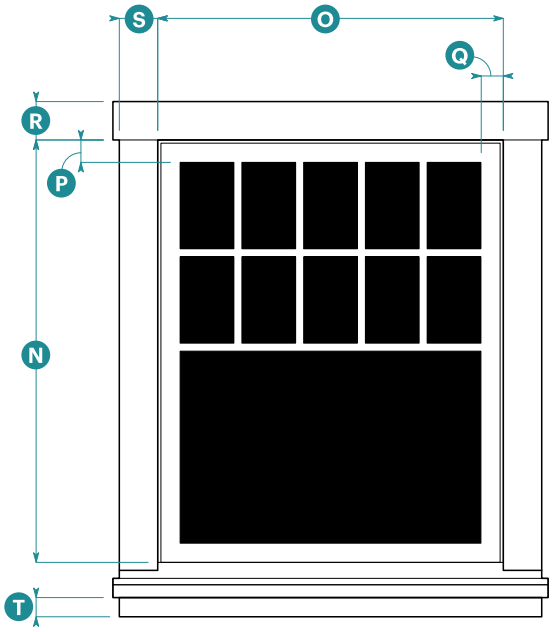
Upper Floor Typical Window Elevation
6 over 1



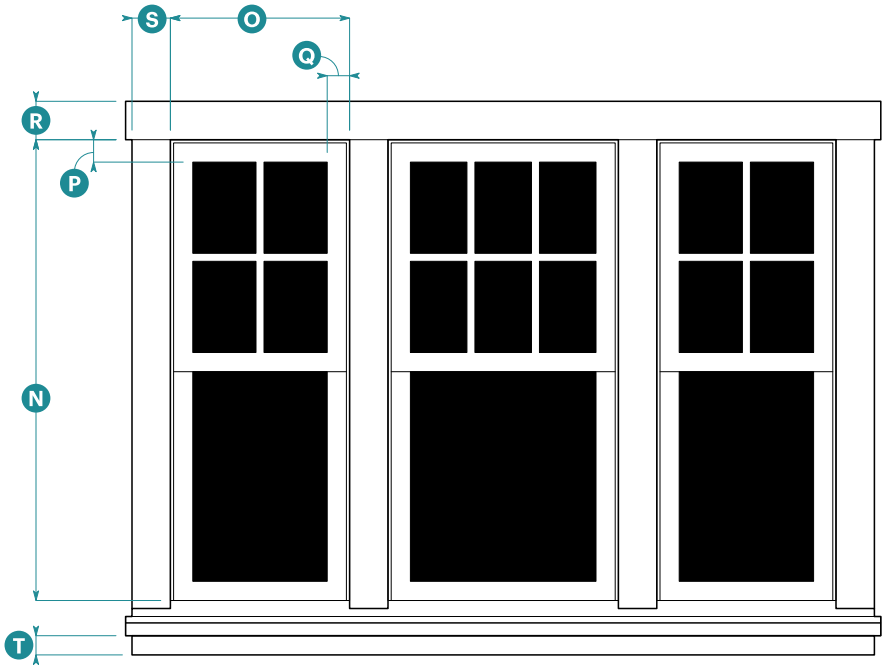
Ground Floor Typical Window Elevation
6 over 1



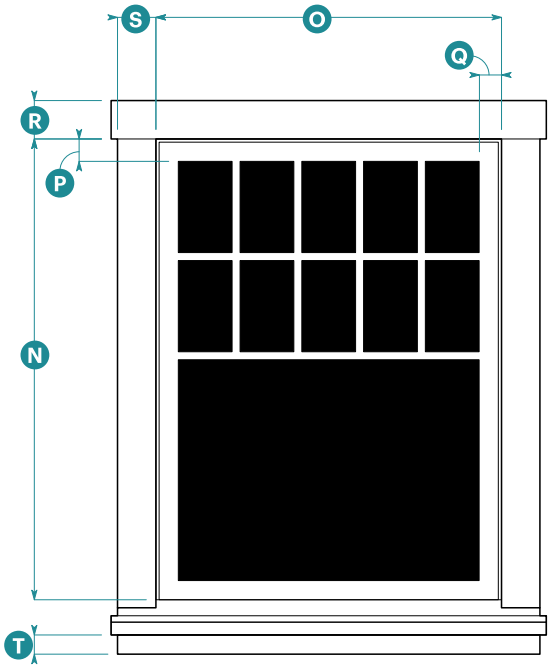
Upper Floor Ganged Window Elevation
4 over 1 and 6 over 1



Upper Floor Picture Window Elevation
10 over 1



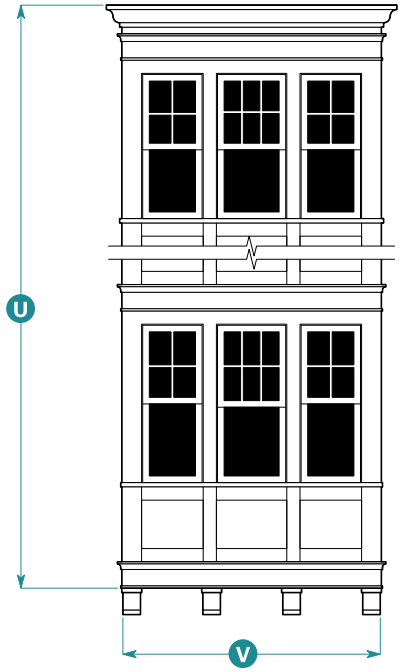
Ground Floor Ganged Window Elevation
4 over 1 and 6 over 1



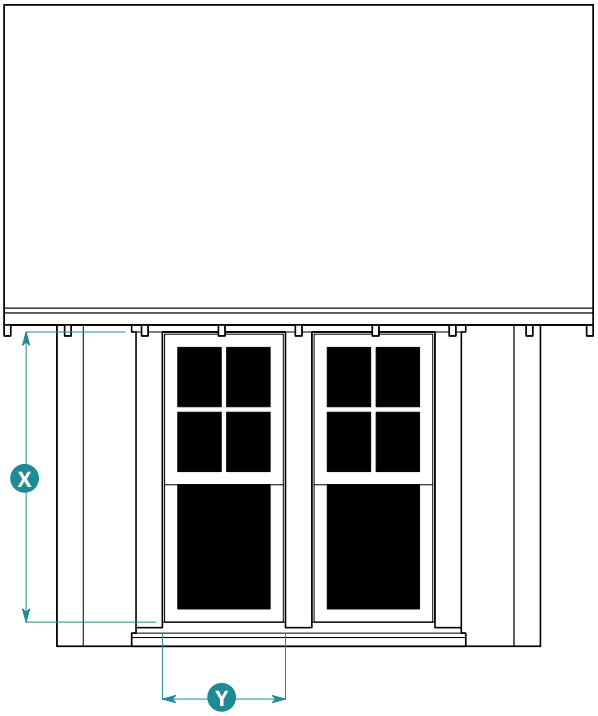
Ground Floor Picture Window Elevation
10 over 1



Bay Window Plan



Bay Window Elevation

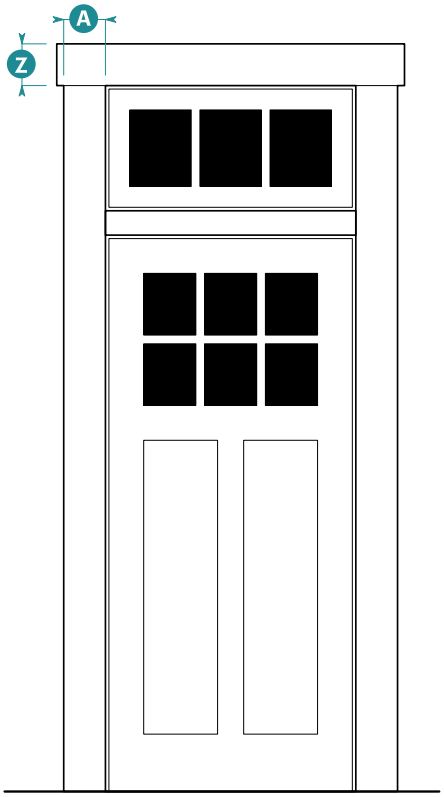


Dormer Elevation

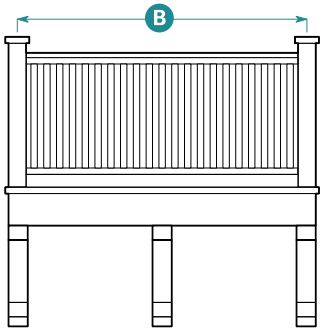
10. Bay Windows		
Form		
Type	Square	
Size		
Height		U
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	V
Depth	1'0" min.; 3'0" max.	W
Cornice Types		
Building parapet wraps bay.		
Bay stops below building eave (bay has own cornice).		
Bay returns into building eave (bay never projects above the building eave).		
Additional Standards		
Bay depth not allowed to project beyond eave depth.		
Multi-story bay window form shall be vertically continuous.		

10. Bay Windows (Continued)
Continuous horizontal articulation on building shall wrap bay form.
Corner bay may be turned on side to be rotated 45 degrees from building corner.

11. Dormers		
Roof Form		
Type	Shed or Gable	
Pitch	2:12 min.; 5:12 max.	
Horizontal Projection		
Eave	8" min.	
Rake	8" min.	
Window		
Proportion, Height X to Width Y	1.75 min.	
Width	3'0" min.	Y
Dormers allowed only for buildings with half stories.		
Pediment not allowed.		
See Subsections 6 (Rake), 7 (Eave), and 9 (Windows) for additional standards.		



Entry Door Elevation

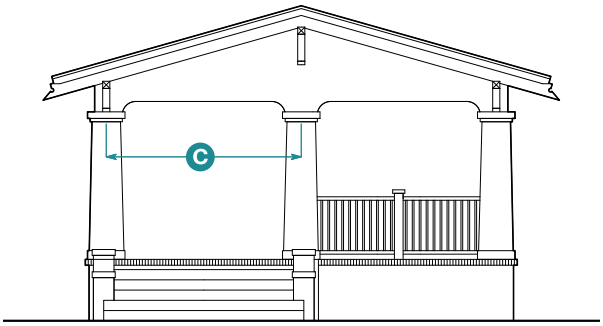


Balcony Front Elevation

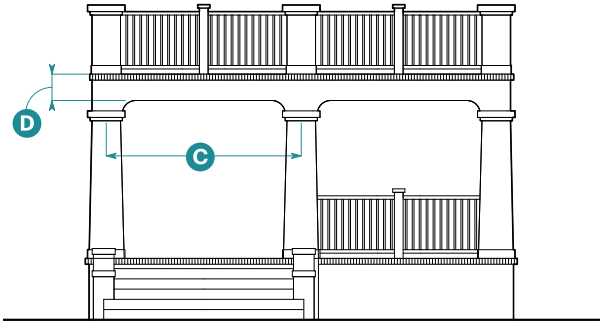
12. Entry Doors		
Door		
Number of Panels	2 min.	
Surround[7]		
Head Width	6" min.	Z
Jamb Width	4" min.	A
Additional Elements		
Transom	Allowed	
Pediment	Not Allowed	

[7] Jamb shall be narrower than header

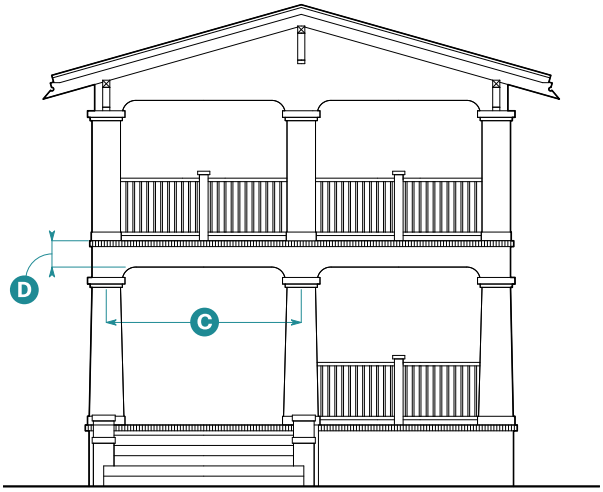
13. Balconies		
Allowed Materials		
Post, Baluster, Handrail, and Fascia	Metal, composite wood, wood	
Size		
Overall Balcony Width	10'0" max.	
Width Between Posts	3' min.	B



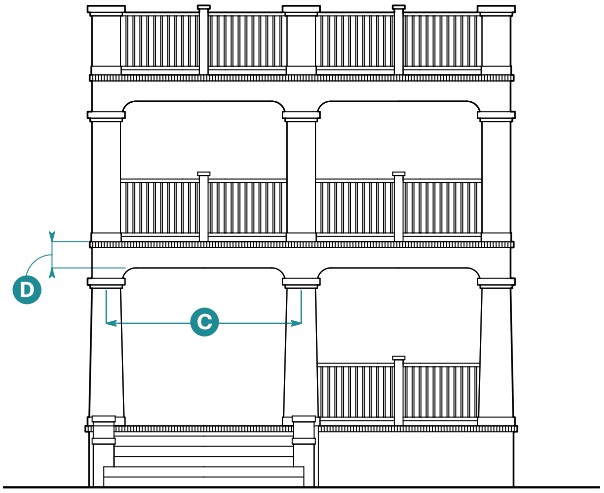
One-Story Porch



One-Story Porch with Deck Above



Two-Story Porch

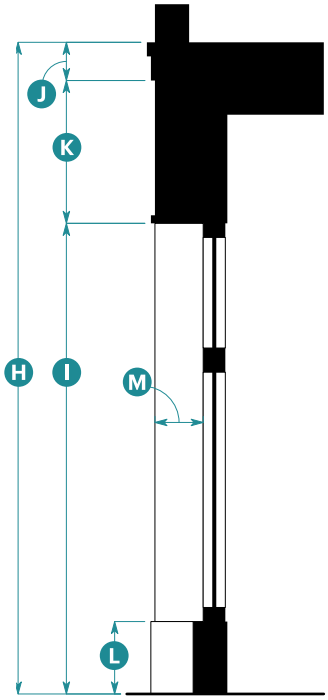


Two-Story Porch with Deck Above

14. Porches		
Columns		
Shape	Square-tapered	
Base Width	1'10" min.	
Spacing	9'6" min.; 12' max. on center	C
Entablature		
Height of Entablature Supporting Deck		
Overall	10" min.	D



Storefront Elevation



Storefront Section

15. Storefronts		
Width		
Storefront Module	10'0" min.; 15'0" max.	E
Display Window	3'0" min.; 4'0" max.	F
Distance Between Storefront Modules	1'0" min.; 2'0" max.	G
Height		
Overall	13'0" min.	H
Head Height	10'0" min.	I
Cornice	10" min.	J
Signage Band	1'6" min.	K
Base	1'0" min.; 2'0" max.	L
Horizontal Recess		
Depth	1'0" min.; 2'0" max.	M
Base shall be continuous, unless divided by pilaster, and align with base height of building (if any).		
Cornice shall be continuous.		

16. Materials	
Element	**Allowed Materials**
Wall	
Wall Cladding	Shingle and lap siding: composite wood, wood, fiber cement; and stucco
Base	
Base or Foundation	Stone, cast stone, painted concrete
Roof and Roof Elements	
Roofing	Asphalt shingles, wood shingles, standing seam metal
Rake and Eave	Composite wood, wood
Cornice	Composite wood, wood
Brackets	Composite wood, wood, fiberglass
Gutter	Metal half-round
Windows, Bay Windows, and Entry Doors	
Trim or Surround	Composite wood, wood, fiber cement
Entry Door	Wood, aluminum, fiberglass, composite
Window Frames	Wood, aluminum-clad wood, aluminum, fiberglass
Glazing	Clear glass; shall not be tinted, mirrored, or colored
Balconies	
See Subsection 13 (Balconies) for allowed materials.	
Porches	
Columns	Composite wood, wood, metal
Railing	Composite wood, wood, metal
Storefronts	
Columns	Composite wood, wood, fiberglass, metal
Storefront Base	Wood panels, brick, stone tile, fiber cement

Wood shingles shall be in compliance with the Wildland Urban Interface Code.

10-20.08.070 Main Street Classical









General note: The images above and the descriptions in Subsections 1 and 2 below are intended to provide a brief overview of the architectural style and are descriptive, not regulatory.

1. Description of Style

Main Street Classical style buildings combine influences from late 19th century Classical Revival and pre-war American main street architecture. With brick as a primary facade material, facades have a tripartite composition and often introduce ornament in a prominent cornice.

2. Typical Characteristics

- Symmetrical facade composition with proportions that imply load-bearing masonry structure
- Prominent cornice with classical detailing and parapet or pedimented roof forms
- Regular pattern of vertically proportioned openings
- Brick and stucco as primary facade materials

Elements of Main Street Classical Style – Mixed-Use Prototype

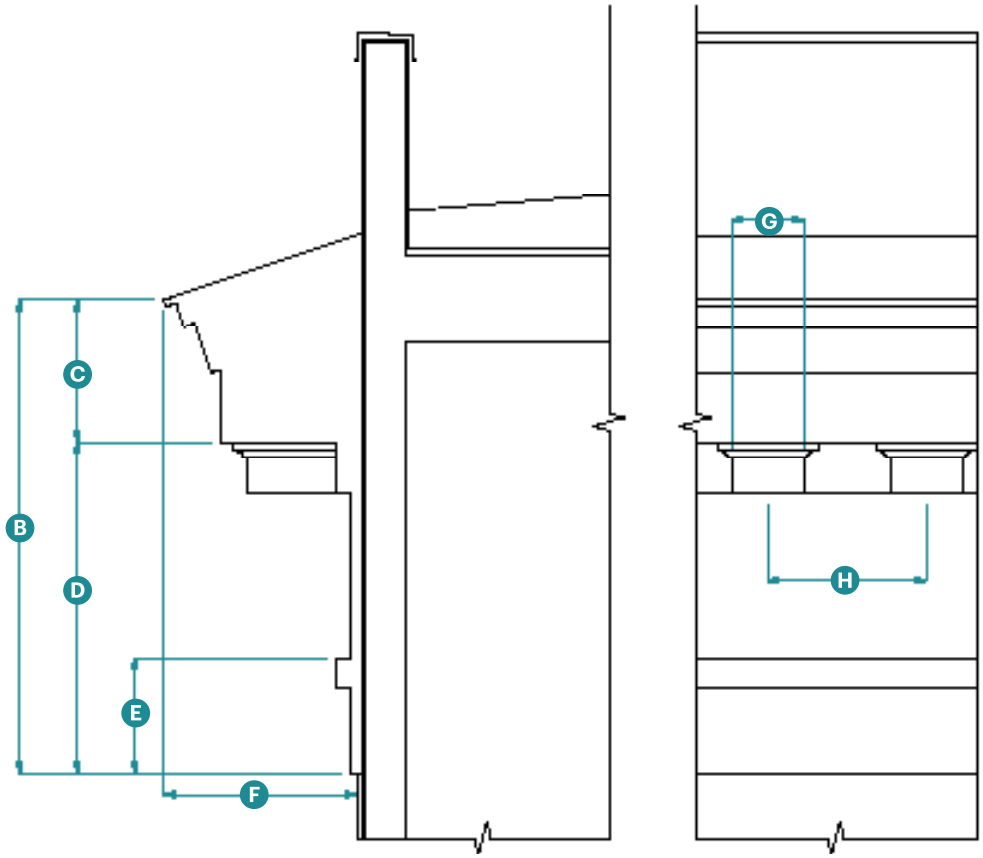
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Prototypical Building Elevation

3. Wall
No wall standards apply to this style. See Subsection 16 (Materials) for materials standards.

4. Base		
Height	1'0" min.; 2'0" max.	A



Parapet Section

Parapet Elevation

5. Building Roof

Form

Roof Type	Flat

6. Rake

Because this style does not allow sloped roofs, rake is not regulated. For wall-roof junction standards, see Subsection 8 (Parapet).

7. Eave

Because this style does not allow sloped roofs, eave is not regulated. For wall-roof junction standards, see Subsection 8 (Parapet).

8. Parapet

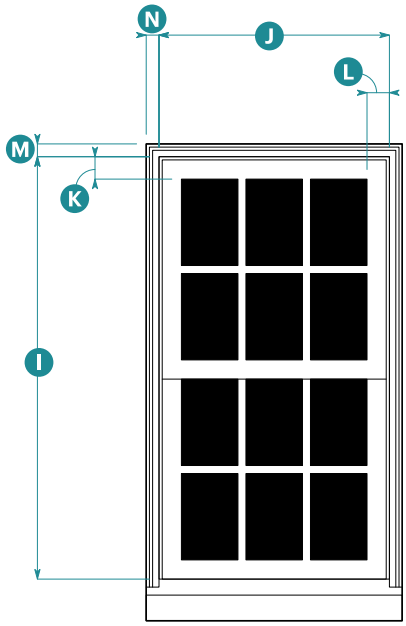
Height		
Overall	5'6" min.	B
Cornice	1'8" min.	C
Fascia		
Overall	3'6" min.	D
Lower Band	1'2" min.	E
Horizontal Projection [1]		
Overall	2'6" min.	F
Continuous cornice required on all street facing facades.		
Required Ornament		
Type	Dentils	
Width	10" min.	G
Spacing	2'0" max. on center	H
Placement	Below cornice at top of fascia	

[1] Horizontal projection includes gutter.

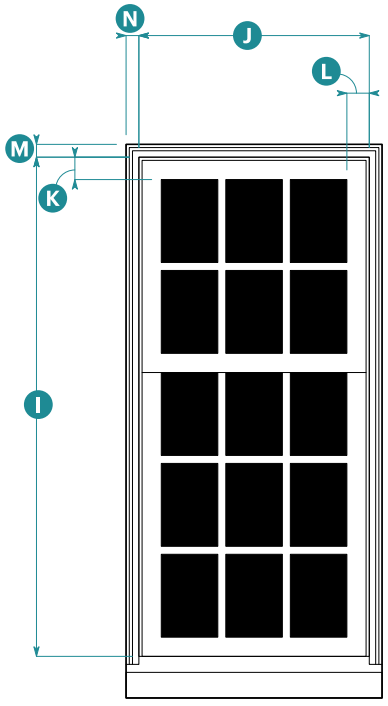
9. Windows		
Opening		
Proportion, Height (I) to Width (J) [2]		
Ground Floor	2.0 min.	
Upper Floor	1.75 min.	
Typical Sizes, Width (J) x Height (I)		
Ground Floor, Typical	3'0" x 6'6"	
Ground Floor, Picture	4'6" x 6'6"	
Upper Floor, Typical	3'0" x 5'6"	
Upper Floor, Picture	4'6" x 5'6"	
Privacy	2'0" x 4'0"	
Shape	Square	
Operation	Single Hung, Double Hung, Casement	
Window		
Glazing Divisions	6 over 9; 6 over 6	
Frame Width (Frame + Sash)		
At Rail	2.5" min. ± 1/4"	(K)
At Stile	2.5" min. ± 1/4"	(L)
Molding Widths		
Head	2" min.	(M)
Jamb	2" min.	(N)
Window Frame Recess		
Depth	2" min.	
Sill		
Depth	3" min.	
Pediment		
Allowed	Yes	

"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

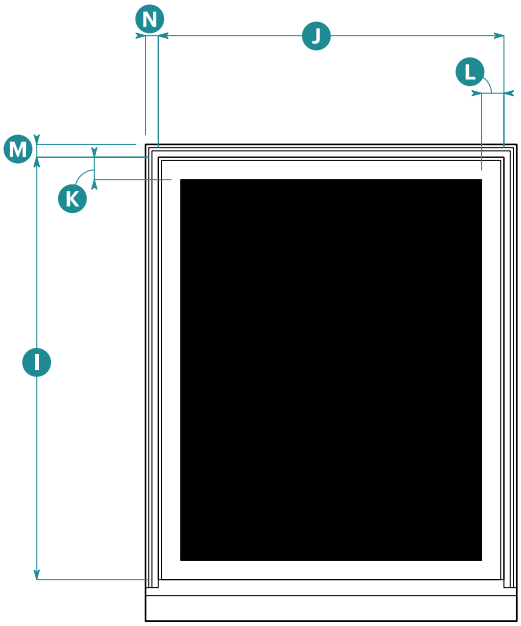
[2] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.



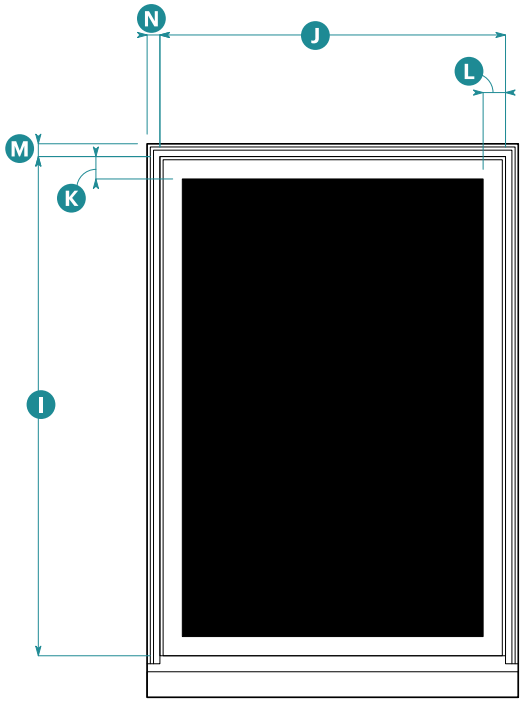
Upper Floor Typical Window Elevation
6 over 6



Ground Floor Typical Window Elevation
6 over 9



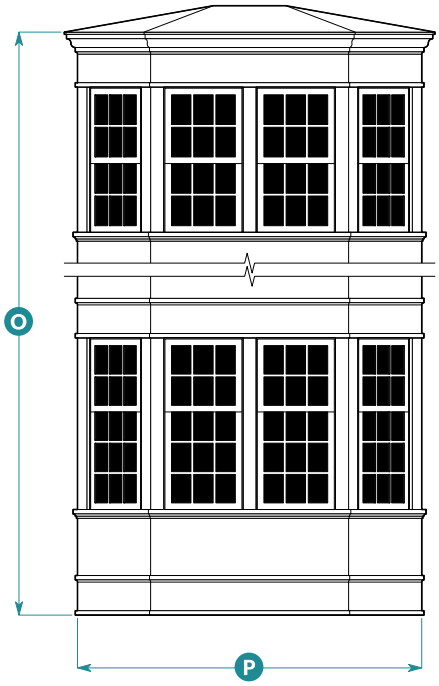
Upper Floor Picture Window Elevation



Ground Floor Picture Window Elevation



Bay Window Plan

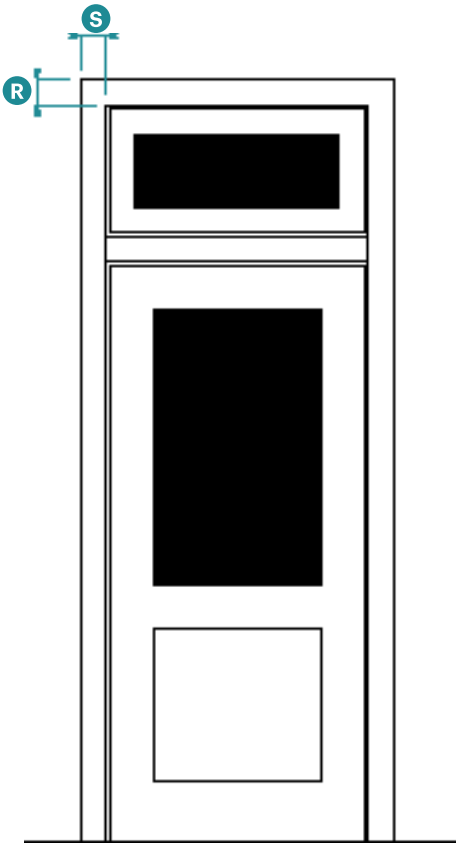


Bay Window Elevation

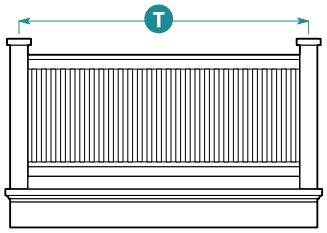
10. Bay Windows		
Form		
Type	Chamfered	
Interior Angle	30 degrees min.; 55 degrees max.	
Number of Faces	3 or 5	
Size		
Height		O
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	P
Depth	1'0" min.; 3'0" max.	Q
Cornice Types		
Cornice wraps bay.		
Bay stops below building cornice (bay has own cornice).		

10. Bay Windows (Continued)
Bay returns into building cornice (bay never projects above the building cornice).
Additional Standards
Bay depth not allowed to project beyond cornice depth.
Multi-story bay window form shall be vertically continuous.
Continuous horizontal articulation on building shall wrap bay form.

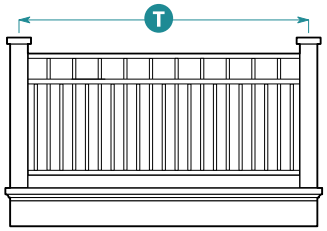
11. Dormers
Because this style does not allow sloped roofs, dormers shall not be used.



Entry Door Elevation



Type 1
Square Guardrail

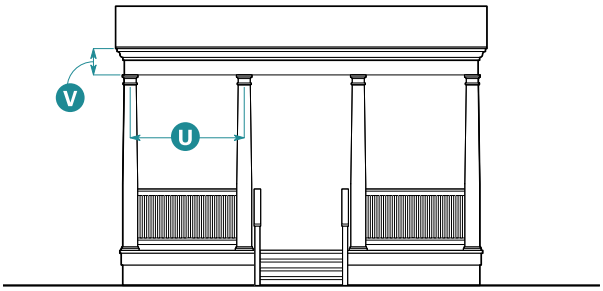


Type 2
Decorative Metal Guardrail

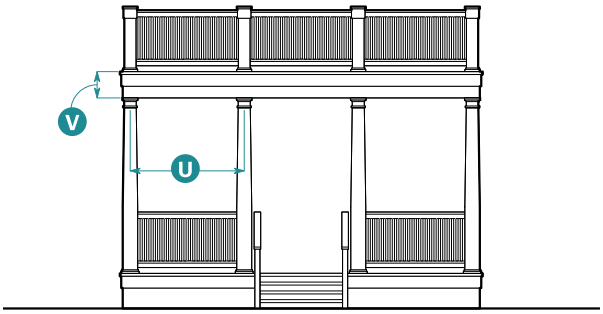
Balcony Front Elevation

12. Entry Doors		
Door		
Number of Panels	2 min.	
Surround		
Head Width	4" min.	R
Jamb Width	4" min.	S
Additional Elements		
Transom	Allowed	
Pediment	Allowed	

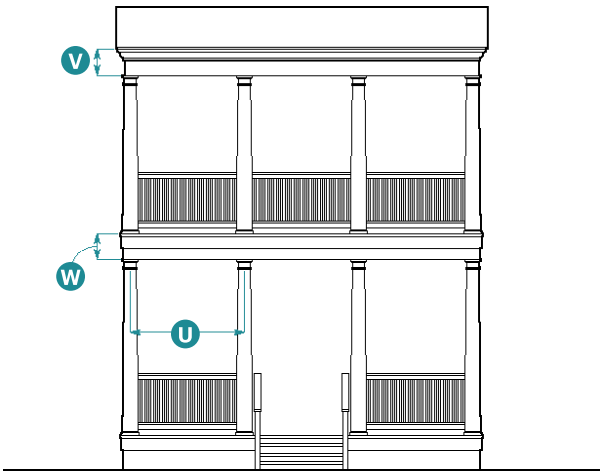
13. Balconies		
Allowed Materials		
Type 1 - Square Guardrail		
Post, Baluster, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Type 2 - Decorative Metal Guardrail		
Post, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Baluster	Metal	
Size		
Overall Balcony Width	10'0" max.	
Width Between Posts	3' min.	T



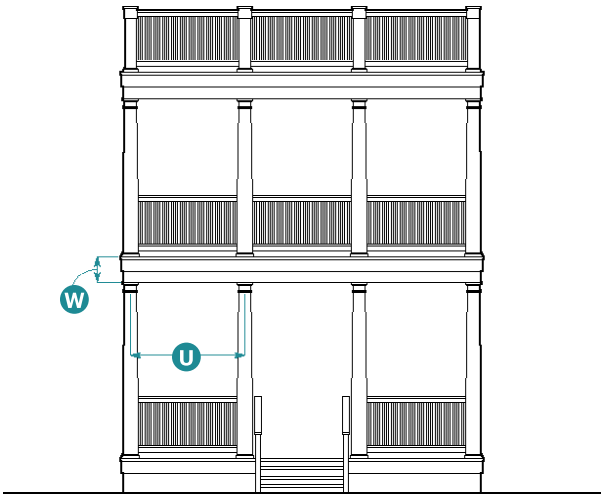
One-Story Porch



One-Story Porch with Deck Above

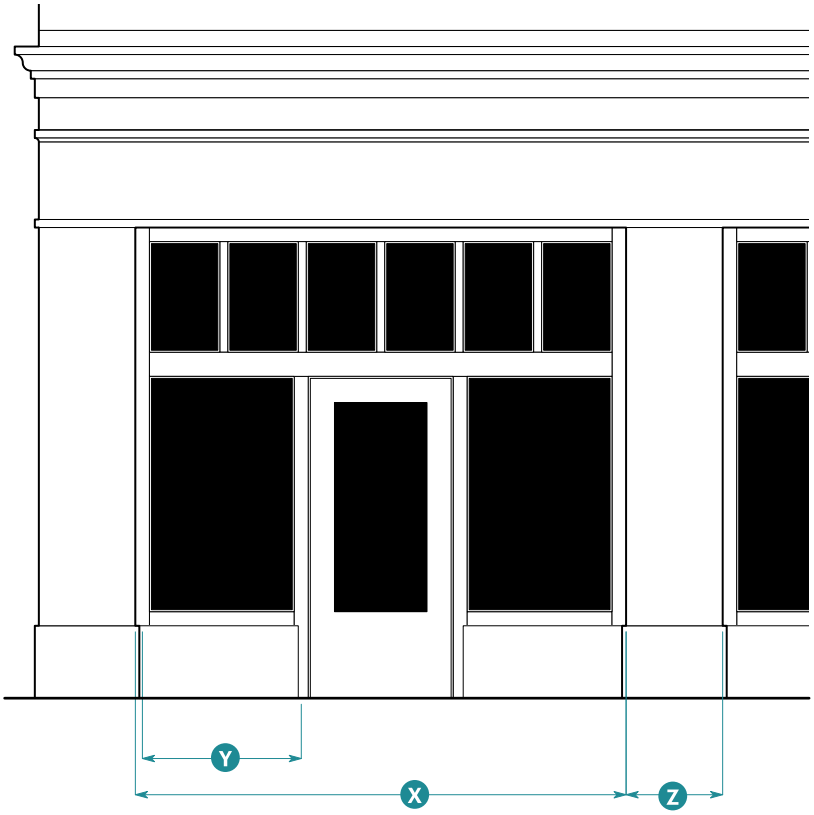


Two-Story Porch

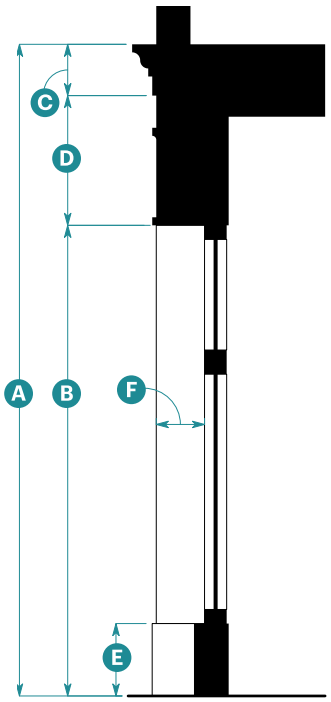


Two-Story Porch with Deck Above

14. Porches		
Columns		
Shape	Clearly defined capital, base, and shaft; shaft either turned with entasis or square stock with optional detailing	
Diameter	8" min.	
Spacing	6'6" max. on center	U
Entablature		
Height of Topmost Entablature		
Overall	1'6" min.	V
Fascia	10" min.	
Height of Floor-to-Floor Entablature		
Overall	10" min.	W



Storefront Elevation



Storefront Section

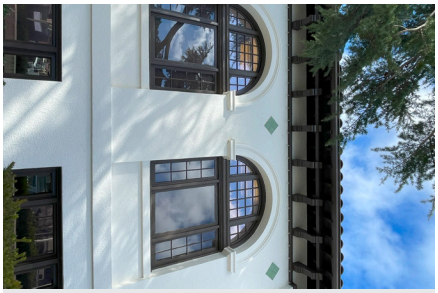
15. Storefronts		
Width		
Storefront Module	10'0" min.; 15'0" max.	X
Display Window	3'0" min.; 4'0" max.	Y
Distance Between Storefront Modules	1'6" min.; 2'6" max.	Z
Height		
Overall	13'0" min.	A
Head Height	10'0" min.	B
Cornice	10" min.	C
Signage Band	1'8" min.	D
Base	1'0" min.; 2'0" max.	E
Horizontal Recess		
Depth	6" min.; 2'0" max.	F

Base shall be continuous, unless divided by pilaster, and align with base height of building (if any).

Cornice shall be continuous.

16. Materials	
Element	**Allowed Materials**
Wall	
Wall Cladding	Brick, stucco
Base	
Base or Foundation	Brick, stone
Windows, Bay Windows, and Entry Doors	
Lintel	Stone, concrete
Entry Door	Wood, aluminum-clad wood, aluminum
Window Frames	Wood, aluminum clad wood, aluminum, fiberglass
Glazing	Clear glass; shall not be tinted, mirrored, or colored
Balconies	
See Subsection 13 (Balconies) for allowed materials.	
Porches	
Columns	Composite wood, wood, cast stone, metal
Railing	Composite wood, wood, metal
Storefronts	
Storefront	Composite wood, wood, metal
Storefront Base	Wood panels, brick, stone tile, fiber cement

10-20.08.080 Mediterranean









General note: The images above and the descriptions in Subsections 1 and 2 below are intended to provide a brief overview of the architectural style and are descriptive, not regulatory.

1. Description of Style

Mediterranean style buildings in Marin County draw from Spanish Colonial, Pueblo, and Spanish Revival influences. These buildings combine austere wall planes with punched, recessed openings for windows.

2. Typical Characteristics

Low-pitched gabled or hipped roofs clad in red tile with open eaves
Flat, rectilinear wall plane with vertically proportioned punched openings without trim
Stucco as primary facade material with stucco or wood attached elements

Elements of Mediterranean Style – Multifamily Prototype

Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



Prototypical Building Elevation

3. Wall

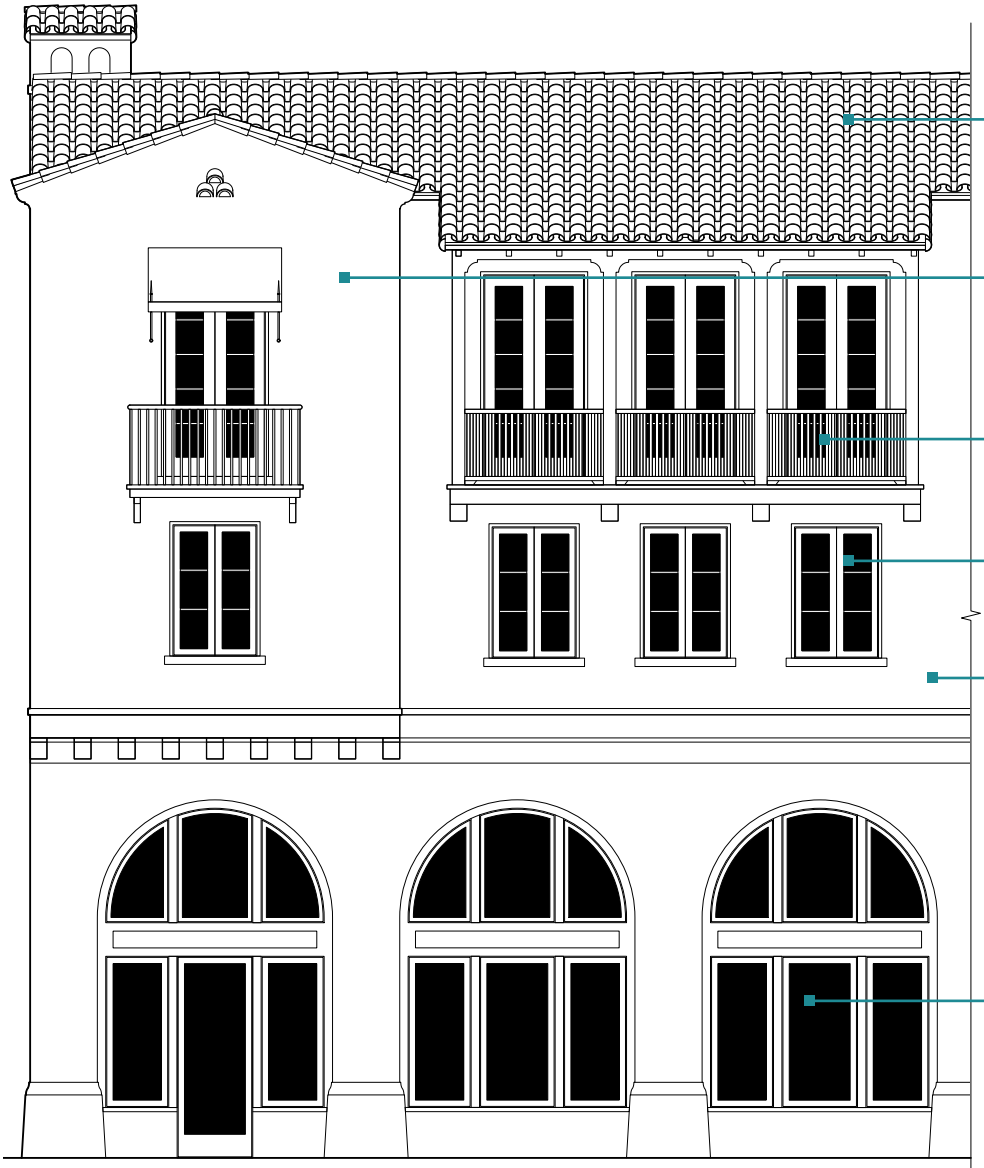
No wall standards apply to this style. See Subsection 16 (Materials) for materials standards.

4. Base

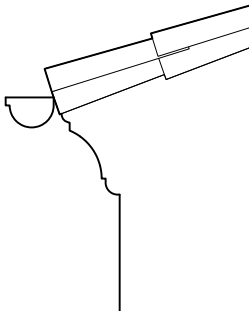
None required

Elements of Mediterranean Style – Mixed-Use Prototype

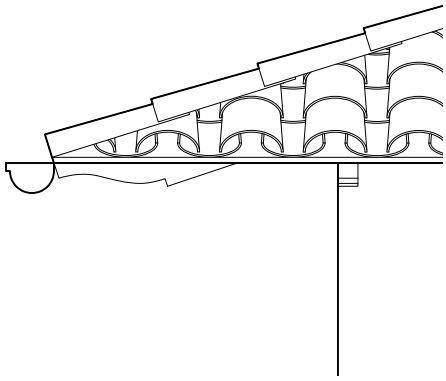
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



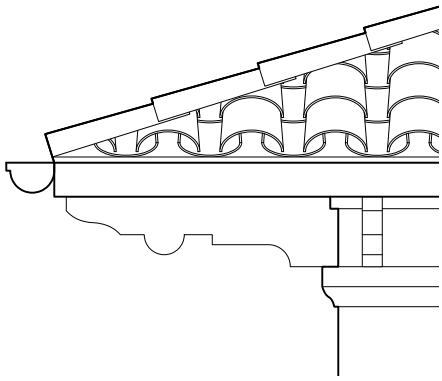
Prototypical Building Elevation



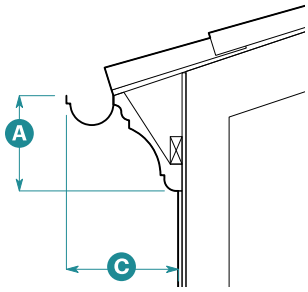
Closed Eave Elevation



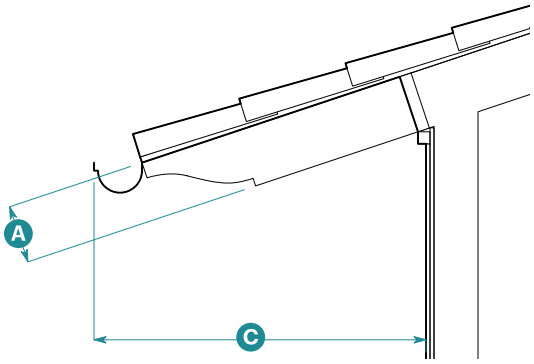
Open Eave Elevation



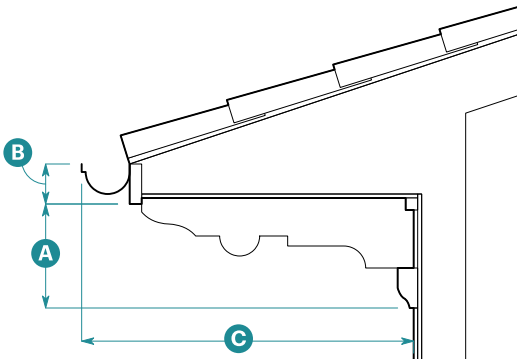
Returned Eave Elevation



Closed Eave Section



Open Eave Section



Returned Eave Section

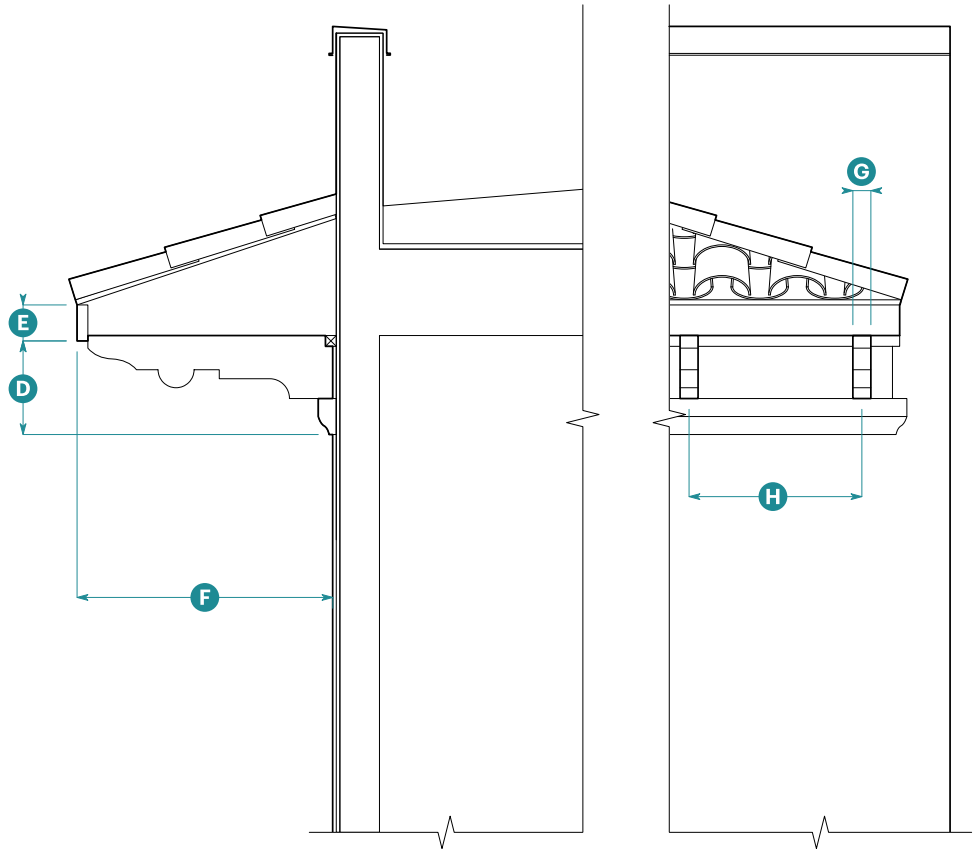
5. Building Roof		
Building Roof Standards	**Sloped Roof**	**Flat Roof**
Applicable Subsections		
Subsection 6 (Rake)	A	N/A
Subsection 7 (Eave)	A	N/A
Subsection 8 (Parapet)	N/A	A
Form		
Pitch	4:12 min.; 6:12 max.	N/A

6. Rake
No specialized rake profile

7. Eave				
Standards	**Closed**	**Open**	**Returned**	
Height				
Supporting Element	1'0" min.	8" min.	1'0" min.	A
Fascia	None	None	6" min.	B
Horizontal Projection [1]				
Overall	1'0" min.	3'0" min.	2'6" min.	C

[1] Horizontal projection includes gutter.

A = Applicable N/A = Not Applicable



Parapet Section

Parapet Elevation

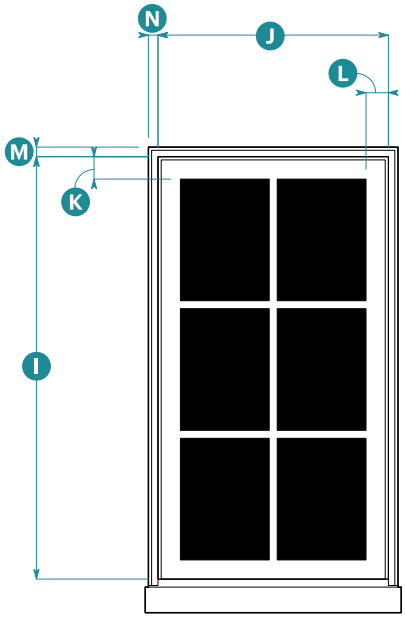
8. Parapet		
Height		
Supporting Element	1'8" min.	D
Fascia	6" min.	E
Horizontal Projection [2]		
Overall	2'0" min.	F
Continuous cornice required on all street facing facades.		
Required Ornament		
Type	Brackets	
Width	3" min.	G
Spacing	24" max. on center	H
Placement	Below fascia	

[2] Horizontal projection includes gutter.

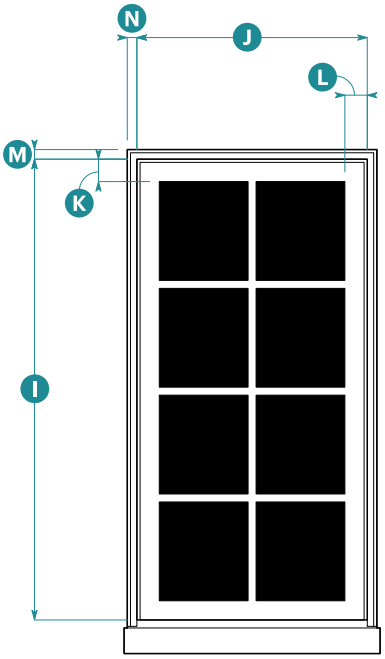
9. Windows		
Opening		
Proportion, Height (I) to Width (J) [3]		
Ground Floor	2.0 min.	
Upper Floor	1.75 min.	
Dormer	See Subsection 11 (Dormers) for standards.	
Typical Sizes, Width (J) x Height (I)		
Ground Floor, Typical	3'0" x 6'0"	
Ground Floor, Ganged	2'4" x 6'0"	
Ground Floor, Picture	4'6" x 6'0"	
Upper Floor, Typical	3'0" x 5'6"	
Upper Floor, Ganged	2'4" x 5'6"	
Upper Floor, Picture	4'6" x 5'6"	
Privacy	2'0" x 4'0"	
Shape	Square, arched	
Operation	Casement	
Window		
Glazing Divisions	6 parts or 8 parts	
Frame Width (Frame + Sash)		
At Rail	2.5" min. ± 1/4"	(K)
At Stile	2.5" min. ± 1/4"	(L)
Molding Widths		
Head	2" min.	(M)
Jamb	2" min.	(N)
Apron	None required	
Window Frame Recess		
Depth	2" min.	
Sill		
Depth	2" min.	
Pediment		
Allowed	No	
Mullions		
Mullions required between ganged windows.		

"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

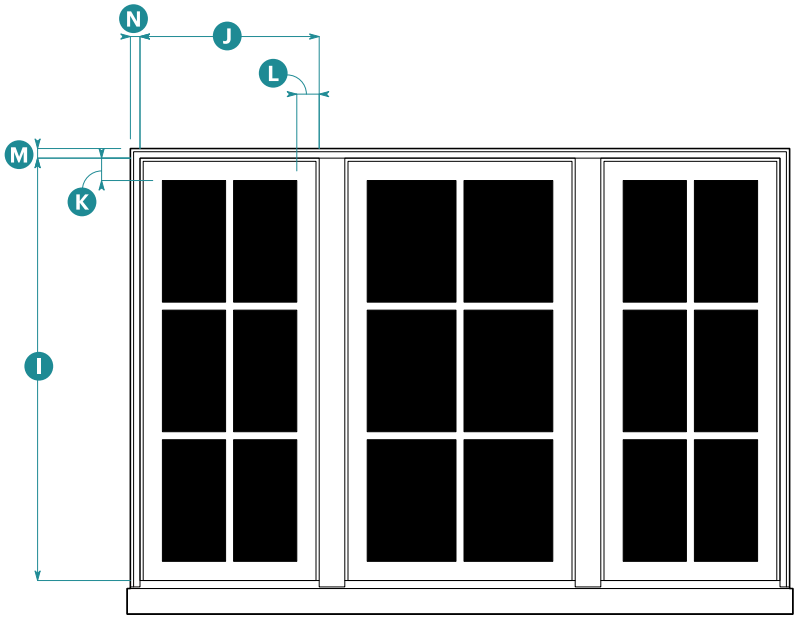
[3] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.



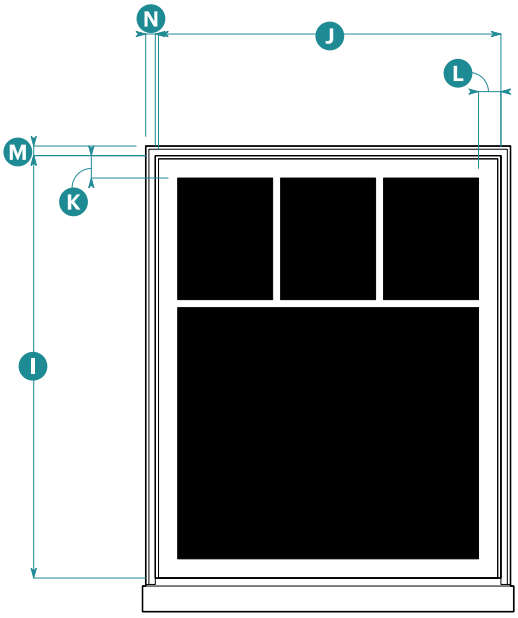
Upper Floor Typical Window Elevation
6 parts



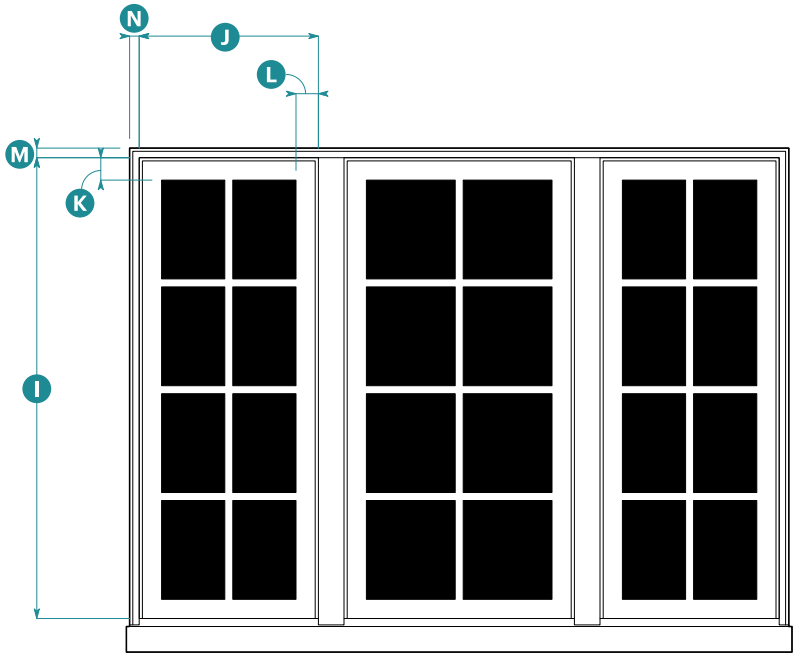
Ground Floor Typical Window Elevation
8 parts



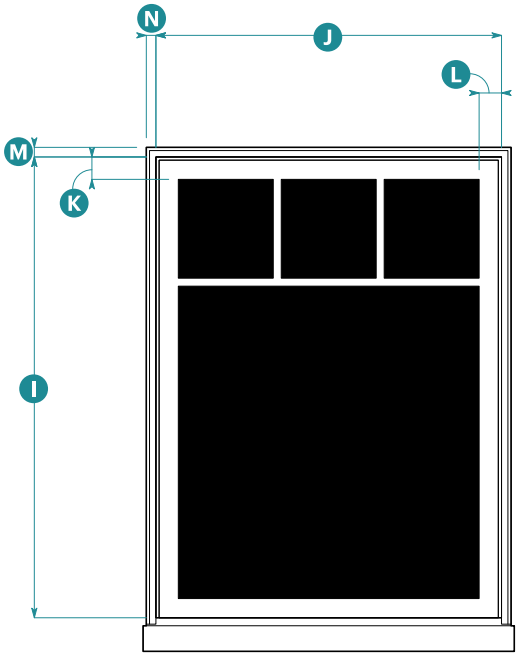
Upper Floor Ganged Window Elevation
6 parts



Upper Floor Picture Window Elevation



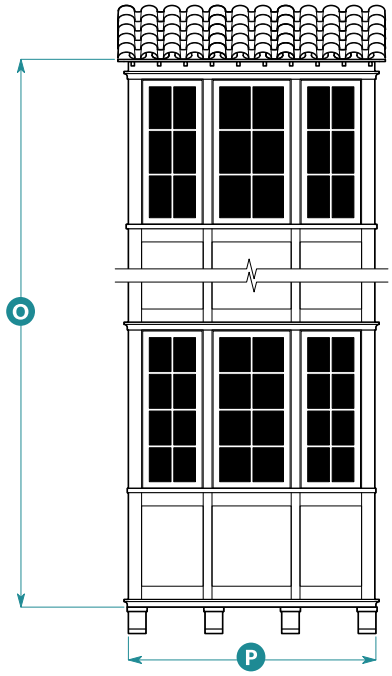
Ground Floor Ganged Window Elevation
8 parts



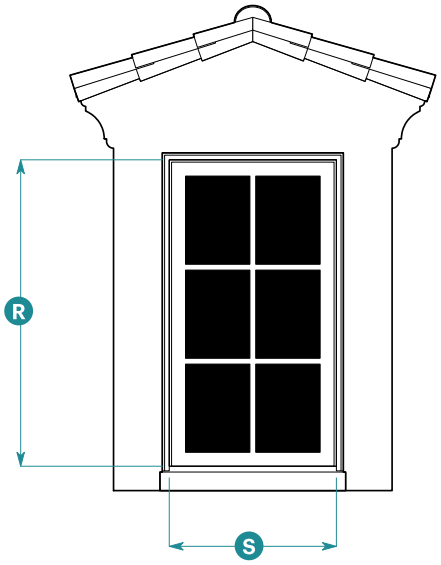
Ground Floor Picture Window Elevation



Bay Window Plan



Bay Window Elevation

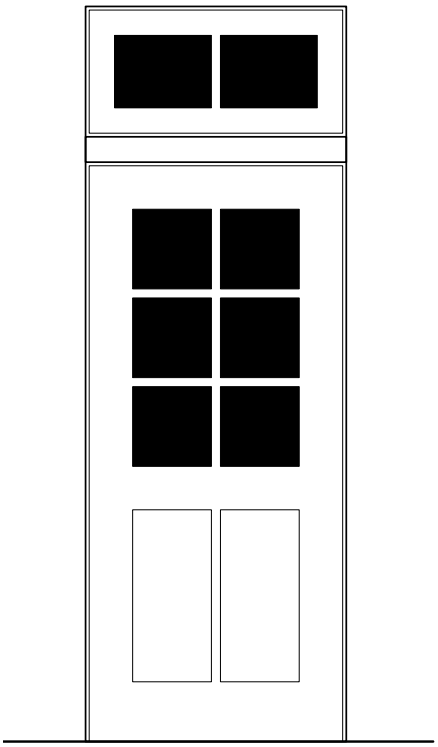


Dormer Elevation

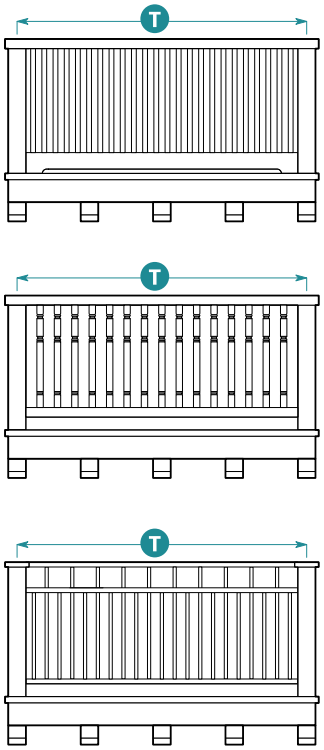
10. Bay Windows		
Form		
Type	Square	
Size		
Height		O
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	P
Depth	1'0" min.; 3'0" max.	Q
Cornice Types		
Building eave wraps bay.		
Bay stops below building eave (bay has own cornice).		
Bay returns into building eave (bay never projects above the building eave).		
Additional Standards		
Bay depth not allowed to project beyond eave depth.		

10. Bay Windows (Continued)
Multi-story bay window form shall be vertically continuous.
Continuous horizontal articulation on building shall wrap bay form.
Corner bay may be turned on side to be rotated 45 degrees from building corner.

11. Dormers		
Roof Form		
Type	Gable	
Pitch	4:12 min.; 8:12 max.	
Window		
Proportion, Height R to Width S	1.75 min.	
Width	3'0" min.	S
Pediment		
Allowed	No	
Dormers allowed for buildings with half stories.		
See Subsections 6 (Rake), 7 (Eave), and 9 (Windows) for additional standards.		



Entry Door Elevation



Type 1
Square Guardrail

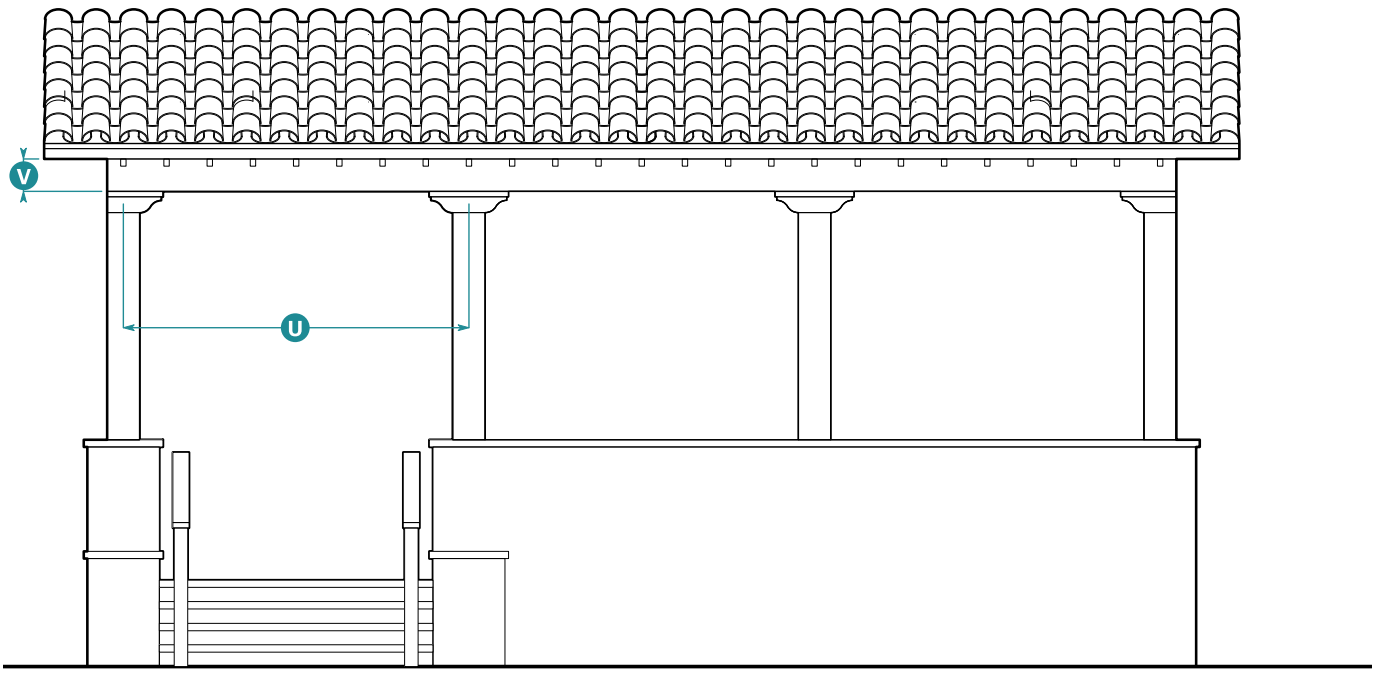
Type 2
Turned Guardrail

Type 3
Decorative Metal Guardrail

Balcony Front Elevation

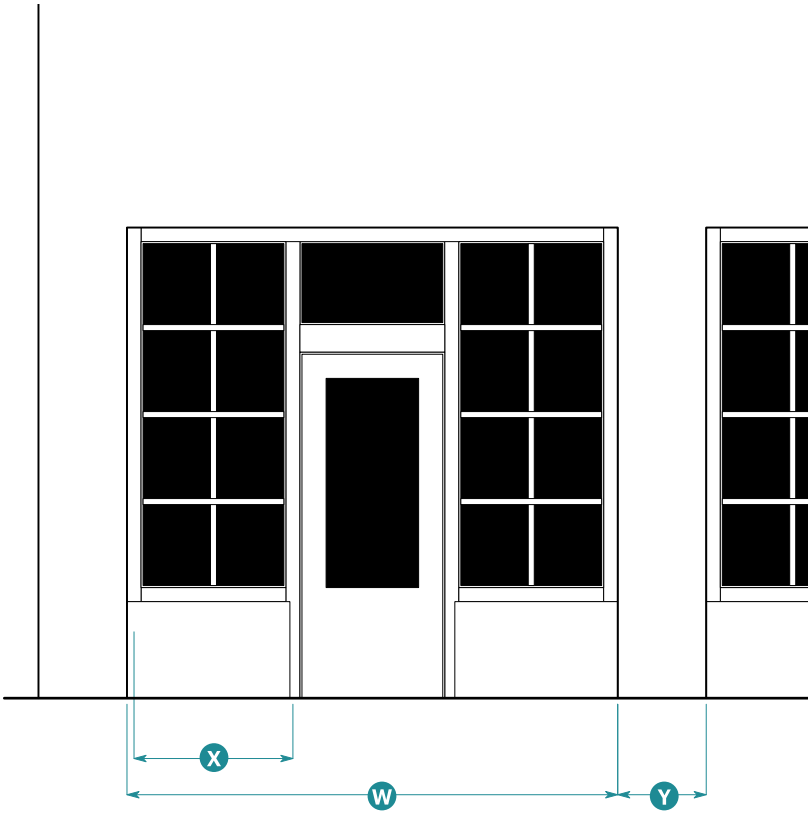
12. Entry Doors	
Door	
Number of Panels	2 min.
Surround	
None required	
Additional Elements	
Transom	Allowed
Pediment	Not Allowed

13. Balconies		
Allowed Materials		
Type 1 - Square Guardrail		
Post, Baluster, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Type 2 - Turned Guardrail		
Post, Baluster, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Type 3 - Decorative Metal Guardrail		
Post, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Baluster	Metal	
Size		
Overall Balcony Width	10'0" max.	
Width Between Posts	3' min.	T

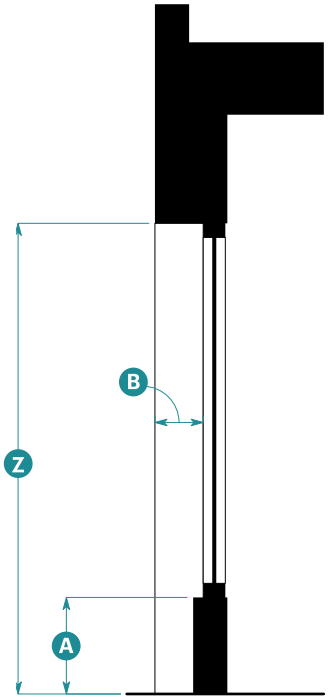


Porch Elevation

14. Porches		
Columns		
Shape	Square or round, with capitals or brackets	
Diameter	8" min.	
Spacing	9'0" max. on center	U
Entablature		
Overall	10" min.	V



Storefront Elevation



Storefront Section

15. Storefronts		
Width		
Storefront Module	10'0" min.; 15'0" max.	W
Display Window	3'0" min.; 4'0" max.	X
Distance Between Storefront Modules	1'6" min.; 2'6" max.	Y
Height		
Head Height	11'0" min.	Z
Cornice	None	
Signage Band	None	
Base	1'0" min.; 2'0" max.	A
Horizontal Recess		
Depth	6" min.; 9" max.	B

Base shall be continuous, unless divided by pilaster, and align with base height of building (if any).

16. Materials	
Element	**Allowed Materials**
Wall	
Wall Cladding	Stucco
Roof and Roof Elements	
Roofing	Terracotta clay barrel tiles
Rake and Eave	Wood, composite wood, stucco
Cornice	Wood, composite wood, stucco
Brackets	Composite wood, wood, or fiberglass
Gutter	Metal half-round
Windows, Bay Windows, and Entry Doors	
Entry Door	Wood, aluminum, fiberglass, composite
Window Frames	Wood, aluminum-clad wood, aluminum, fiberglass
Sill	Stucco, cast stone
Glazing	Clear glass; shall not be tinted, mirrored, or colored
Balconies	
See Subsection 13 (Balconies) for allowed materials.	
Porches	
Columns	Composite wood, wood, fiberglass, metal
Railing	Wood, wrought iron
Storefronts	
Storefront	Composite wood, wood, metal
Storefront Base	Stucco, tile

Article 9: Specific to Signage Types

Sections:

10-20.09.010 Signage Standards

10-20.09.010 Signage Standards

All signage shall comply with the standards in Title 10, Chapter 9 (Signs).

This page intentionally left blank

Article 10: Specific to Large Sites

Sections:

10-20.10.010 Purpose
10-20.10.020 General to Walkable Community Design
10-20.10.030 Walkable Neighborhood Plan
10-20.10.040 General to Civic Space

10-20.10.010 Purpose

This Article establishes standards to create walkable neighborhoods.

1. Development subject to this Article is required to create and reinforce walkable neighborhoods with a mix of housing, civic, retail, and service uses within a compact, walkable, and transit-friendly environment.
2. Developments in compliance with this Section shall achieve the following goals:
    A. Improve the built environment and human habitat;
    B. Promote development patterns that support safe, effective, and multi-modal transportation options, including auto, pedestrian, bicycle, and transit;
    C. Reduce vehicle traffic and support transit by providing for a mixture of land uses, highly interconnected block and street network, and compact community form;
    D. Generate or reinforce neighborhoods with a variety of housing types to serve the needs of a diverse population;
    E. Promote the health benefits of walkable environments;
    F. Generate pedestrian-oriented and scaled neighborhoods where the automobile is accommodated but does not dominate the streetscapes;
    G. Reinforce the unique identity of the Town and build upon the local context, climate, and history;
    H. Realize development based on the patterns of existing walkable neighborhoods; and
    I. Design that suits specific topographical, environmental, development site layout, and design constraints unique to the development site.

10-20.10.020 General to Walkable Community Design

1. Developments of at least three acres or at least 700 feet long or deep shall be designed per the following standards:

   A. Developments of three acres or less, see Figure 1 [Walkable Neighborhood Plan Design Process Overview for Large Sites (1 to three acres)]; or

   B. Developments over three acres, see Figure 2 [Walkable Neighborhood Plan Design Process Overview for Large Sites (Over three acres)]; and

   C. **Walkable Neighborhood Plan (WNP).** Proposed development is required to include a Walkable Neighborhood Plan (WNP) in compliance with this Subsection that identifies the proposed and existing blocks, civic and open spaces, and streets within 1,500 linear feet of the proposed development. WNPs shall include the information required in Section 10-20.10.030 (Walkable Neighborhood Plan).

2. **Civic Space Required**

   A. Civic space shall be provided in compliance with Section 10-20.10.040 (General to Civic Space).

   B. A minimum of 10 percent of the total development area, after subtracting street right-of ways, is required.

3. **Streets.** Streets are to be applied to create walkable neighborhoods with redundant routes for vehicular, bicycle, and pedestrian circulation.

   A. New streets are required to meet the standards in Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges), including maximum slope.

   B. Required streets, indicated on the Zone Map or a Site Development Regulating Plan may be adjusted from their identified location by up to 100 feet in either direction.

   C. The WNP shall identify the proposed street and block network.

   D. Streets that pass from one zone to another may transition in their streetscape along the street's edges. For example, while a street within a more intense zone (e.g., MS.S) with retail shops may have wide sidewalks with trees in grates, it may transition to a narrower sidewalk with a planting strip within a less intense zone (e.g., N.S) with lower intensity residential building types.

4. **Alleys**

   A. Existing alleys may be removed if street access is provided to the development sites on those blocks in compliance with the access standards of the zone.

   B. Alleys may be added in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges) and in compliance with Table A (Block Size Standards).

   C. Development sites adjoining an alley and/or with a slope greater than six percent may be reduced in depth by up to 10 feet of the required depth. Rear setbacks may be reduced as allowed by Section 10-20.11.030 (Adjustment to Standards). Front setbacks shall not be reduced.

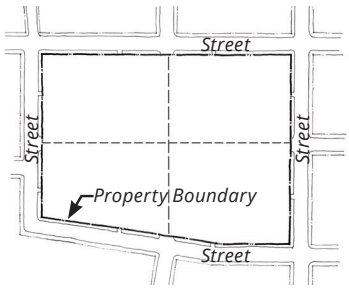
5. **External Connectivity**

   A. The arrangement of streets shall provide for the alignment and continuation of existing or proposed streets into adjoining lands where the adjoining lands are undeveloped and intended for future development, or where the adjoining lands are undeveloped and include opportunities for such connections.

Figure 10-20.10.020.1: Walkable Neighborhood Plan Design Process Overview for Large Sites (One to Three Acres)

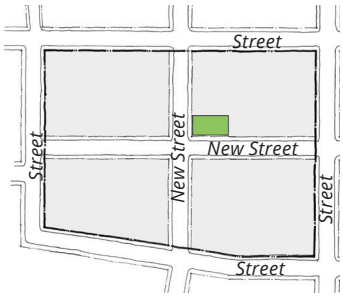
1 Blocks

Divide development area to create smaller blocks and a network of interconnected streets, see Table A (Block Size Standards).



2 Streets/Civic Space

A. Introduce new streets in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).
B. Identify at least 10% of the development area as new civic space. 10% is calculated after subtracting street ROWs.



3 Alleys

If rear vehicular access is preferred, introduce alleys to provide access to development sites and maintain a continuous streetscape without the interruption of driveways.



4 Zones

Apply zones to implement the intended physical character in compliance with Subsection 10-20.10.020.7.



Neighborhood.Small
Neighborhood.Medium
Main Street.Small

5 Development Sites

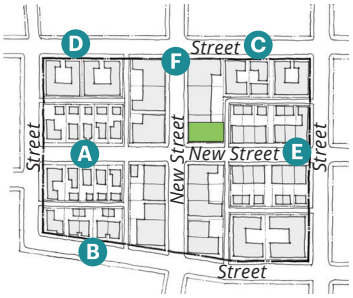
For each block, select at least two building types from the allowable building types in Subsection 3 of each zone and introduce development sites[1] within each block based on the required development site width and depth.



[1] Development site lines may be permanently recorded by the applicant.

6 Buildings

Show the different building types in each block, and identify the selected frontage types for each development site. See Subsection 8 of each zone and check Section 10-20.10.030 (Walkable Neighborhood Plan) for all standards.



A House
B Duplex
C Multiplex
D Neighborhood Courtyard
E Neighborhood Townhouse
F Main Street Building

Figure 10-20.10.020.2: Walkable Neighborhood Plan Design Process Overview for Large Sites (Over Three Acres)

1 Blocks

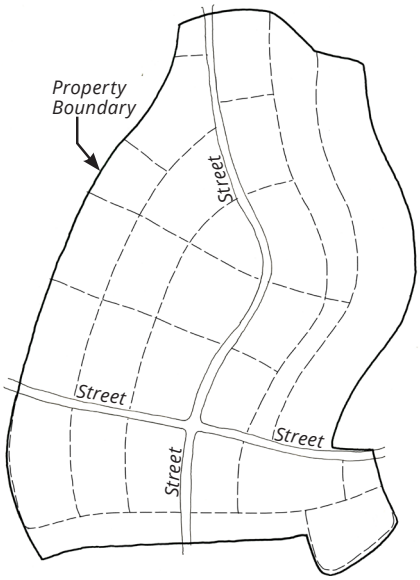
Divide development area to create smaller blocks and a network of interconnected streets, see Table A (Block Size Standards).

2 Streets/Civic Space

A. Introduce new streets in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).
B. Identify at least 10% of the development area as new civic space. 10% is calculated after subtracting street ROWs.

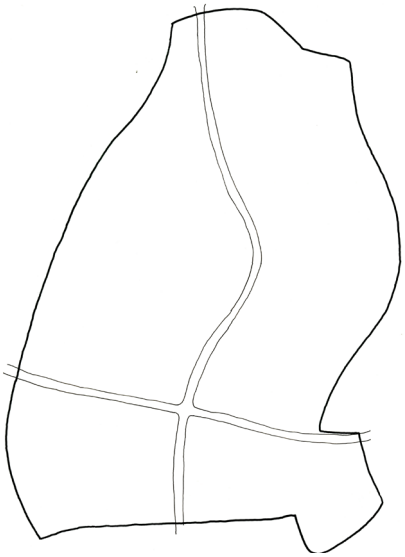
3 Alleys

If rear vehicular access is preferred, introduce alleys to provide access to development sites and maintain a continuous streetscape without the interruption of driveways.









Existing Site

Development area with existing streets and superblocks

Figure 10-20.10.020.2: Walkable Neighborhood Plan Design Process Overview for Large Sites (Over Three Acres) (Continued)

4 Zones

Apply zones to implement the intended physical character, in compliance with Subsection 10-20.10.020.7.

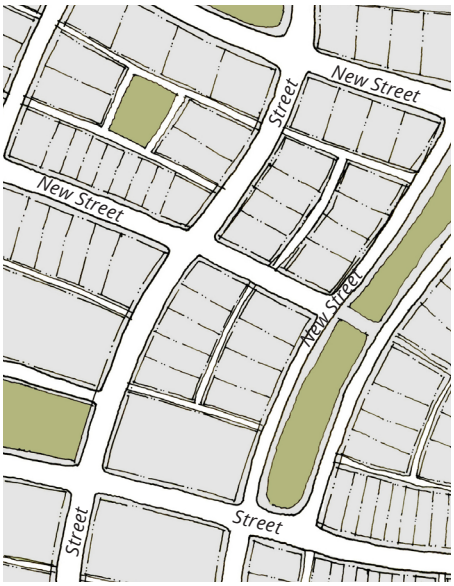
5 Development Sites

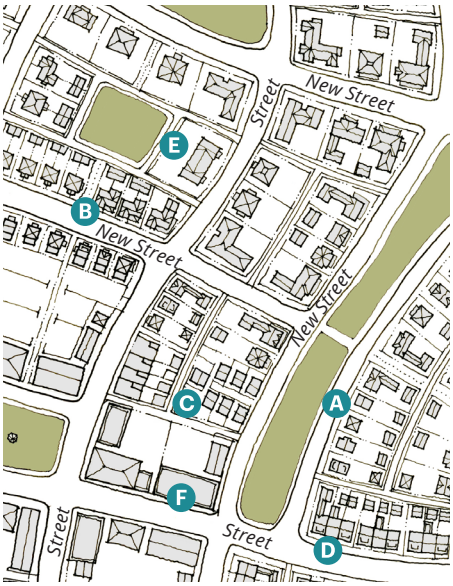
For each block, select at least two building types from the allowable building types in Subsection 3 of each zone and introduce development sites[1] within each block based on the required development site width and depth.

6 Buildings

Show the different building types in each block, and identify the selected frontage types for each development site. See Subsection 8 of each zone and check Section 10-20.10.030 (Walkable Neighborhood Plan) for all standards.







Neighborhood.Small
Neighborhood.Medium
Main Street.Small

[1]*Development site lines may be permanently recorded by the applicant.*

A *House*
B *Duplex*
C *Cottage Court*
D *Neighborhood Townhouse*
E *Multiplex*
F *Main Street Building*

B. Street rights-of-way shall be extended to or along adjoining property boundaries to provide a roadway connection or street stub for development, in compliance with Table A (Block Size Standards), for each direction (north, south, east, and west) in which development abuts vacant land.

C. Right-of-way stubs shall be identified and include a notation that all stubs are to connect with future streets on adjoining property and be designed to transition in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).

D. New dead-end streets and cul-de-sacs are not allowed, except when the grade of the new street exceeds 15 percent.

6. **Block Size** (New Blocks and Blocks to be Modified)

A. Individual block lengths and the total block perimeter shall be in compliance with the standards in Table A (Block Size Standards).

B. If a block contains multiple zones, the most intense zone is to be used to establish the standards for block size.

C. Blocks shall be a minimum width to result in two halves of developable development sites in compliance with the development site depth standards for the allowed building types in the zone. A single half is allowed when adjoining an existing half-block.

D. Blocks shall be designed so that new streets and building sites conform with Section 10-20.04.050 (Slope Standards).

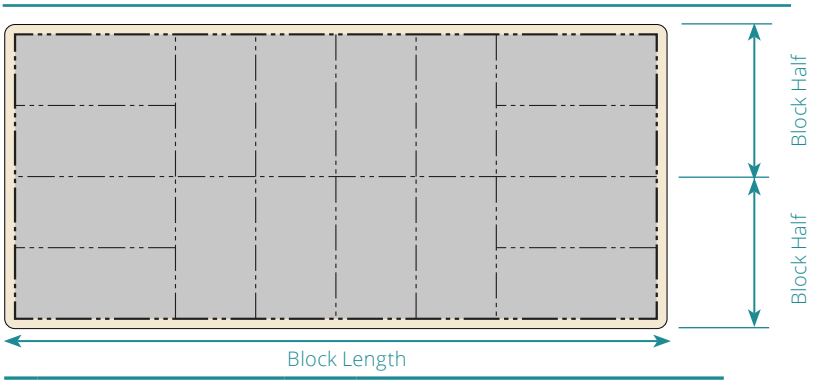
E. Blocks may be uniquely shaped in compliance with the standards in Table A (Block Size Standards), and the allowed adjustments in Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less Than 6% Slope) and Table 11.030.B (Adjustments to Standards for Development Sites Over 6% Slope).

Table 10-20.10.020.A: Block Size Standards

Zone	Length	Passage Required[1]	Perimeter Length
N.S	600' max.	Yes	2,000' max.
N.M	600' max.	Yes	2,000' max.
MS.S	600' max.	Yes	2,000' max.

[1] In compliance with the standards for a Passage in Subsection 10-20.10.040.13 (Passage)

Figure 10-20.10.020.3 Block Size



7. **Stormwater Management**

A. **Integrated Design**

(1) Stormwater management is required through a system that is integral to the streetscapes and/or the civic and open space(s) in the development.

(2) The WNP shall identify the area(s) being proposed for managing stormwater. These areas are required to be a combination of the following:

(a) Swale within a planted median;

(b) Swale within a continuous tree planter adjacent to the travel lane;

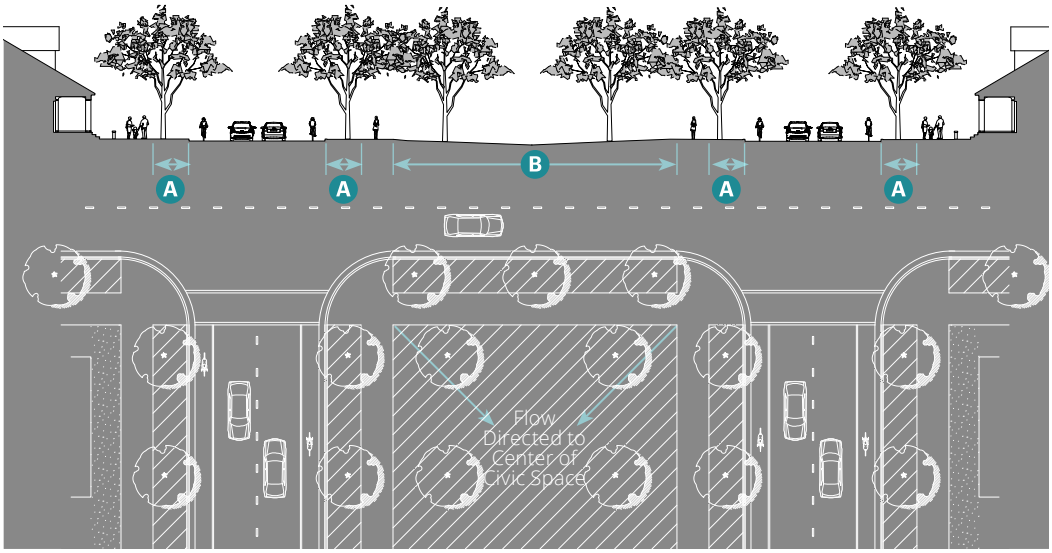
(c) Pond or other water body; and/or

(d) Areas within an allowed civic space type.

(3) The area(s) used for stormwater management is to be designed for both seasonal temporary on-site retention of stormwater and as public open space for the neighborhood(s) accessible to the public.

(4) The stormwater management area(s) may connect with those of adjacent development(s).

Figure 10-20.10.020.4 Stormwater Management Diagram



Potential Area for Stormwater Management

A Planted Swale

B Civic Space Graded to also Accommodate Stormwater

8. **Applying Zones**

A. **Allocation of Zones.** The WNP shall map the proposed zones on the proposed blocks and any existing blocks in the development in compliance with the following:

(1) Sites less than three acres are required to apply one zone, using only the zones established in Article 3 (Zones); or

(2) Sites greater than three acres and up to 20 acres shall apply at least two zones using only the zones established in Article 3 (Zones); or

(3) Sites over 20 acres shall apply zones in compliance with the allocation mix standards in Table B (Required Allocation Mix of Zones).

B. **Organization of Zones.** Zones shall be organized and mapped in a manner that responds appropriately to the various development site conditions. When applying or amending zone boundaries, more intense zones (i.e., MS.S) shall be organized around a neighborhood main street, civic or open space, transit stop, or civic building locations suitable for greater intensities. These areas shall not be located on slopes greater than six percent.

C. **Transition between Zones.** Transitions between zones shall occur within the block or across alleys along the adjacent prevailing slope.

Table 10-20.10.020.B: Required Allocation Mix of Zones

Zone	Minimum % of Land[1]	Maximum % of Land[1]
Walkable Development	**Total to not exceed 100%**	
N.S	10%	40%
N.M	25%	40%
MS.S	None	25%
Walkable Development within 1,500 feet of transit stop[2]	**Total to not exceed 100%**	
N.S	30%	50%
N.M	40%	70%
MS.S	None	30%

[1] Net area after subtracting rights-of-way for streets and open/civic space

[2] A high-frequency transit stop with approximately 15-minutes between arriving buses

10-20.10.030 Walkable Neighborhood Plan

1. **Walkable Neighborhood Plan (WNP) Standards**

   A. **Organization.** Each WNP is required to:

      (1) Identify the zone(s), civic space(s), street and block network, as allowed to be adjusted by Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less than 6% Slope) and Table 10-20.11.030.B (Adjustments to Standards for Development Sites Over 6% Slope); and

      (2) Be in compliance with the design standards of Section 10-20.10.020 (General to Walkable Community Design).

2. **Required Content**

   A. **General.** Each WNP shall include the following information:

      (1) Boundaries of the proposed development;

      (2) Existing and proposed blocks within 1,500 linear feet of the development boundaries;

      (3) Open space not to be developed (if any);

      (4) Civic space, in compliance with Section 10-20.10.040 (General to Civic Space); and

      (5) Mapping of proposed zones in compliance with Subsection 10-20.10.020.8 (Applying Zones).

   B. **Illustrative Site Plan**

      (1) The proposed physical character of the WNP shall be identified on an Illustrative Plan showing, in plan view, the proposed building types and private frontage types on each block and the proposed public frontage types showing proposed trees and landscaping along streets and in civic space types.

      (2) As individual needs of a development may change over time, the building types specified in the WNP may be substituted with other building types allowed by the zone in compliance with the zone standards.

3. **Required Mix of Building Types and Private Frontage Types**

   A. The WNP shall maintain a mix of at least two different building types and two different private frontage types within each block, using only the types allowed in the zone(s).

   B. The WNP shall maintain a mix of at least two different architectural styles within each block.

   C. The WNP shall show dimensioned block depths for both halves of each block to demonstrate compliance with the minimum development site depth required for the building types in each zone.

   D. The applicant may choose to show the shortest minimum development site depth allowed in each zone with an acknowledgement that the selected depth may not accommodate the full range of building types allowed by the zone.

10-20.10.040 General to Civic Space

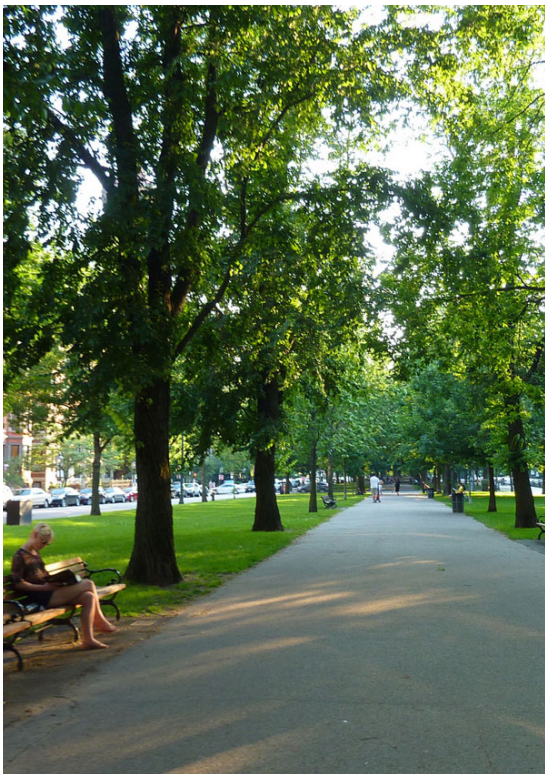
1. The WNP shall identify open spaces and civic space types in compliance with the following standards and the standards of Table A (Civic Space Types Overview).
2. When hillsides are within the development, the hillside ridge(s) shall be the location for civic and open space.
3. Required civic and open space identified on the Zone Map or Site Development Regulating Plan may be adjusted from its identified location by up to 100 feet in any direction.
4. Public access and visibility is required along public parks, natural open spaces, and civic uses, including creeks and drainages and stormwater management areas, and shall be fronted by:
   A. Single-loaded frontage streets (those with development on one side and open space on the other);
   B. Bike and pedestrian paths; or
   C. Other methods of frontage that provide similar access and visibility to the open space allowed in the zone. Such access may be provided through public easements or other similar methods.
5. **Amount of Civic Space Required.** As required by Subsection 10-20.10.020.2, development of development sites are required to set aside a minimum area of the development site as civic space. One or more civic spaces may be used to meet the required area.
6. **Building Frontage Along or Adjacent to a Civic Space.** The facades on building development sites attached to or across a street from a civic space shall be designed as a "front" on to the civic space, in compliance with Subsection 5 and Subsection 8 of the zone.
7. **Civic Space Types Overview.** This Subsection identifies the allowed civic space types and standards for improvements to existing civic spaces and for construction of new civic spaces. For each civic space type, Subsection 1 and Subsection 3 are regulatory, and Subsection 2 and Subsection 4 are non-regulatory. Allowed civic space types are identified in Table A (Civic Space Types Overview).

Table 10-20.10.040.A: Civic Space Types Overview

		Zones		
	Specific Standards	**N.S**	**N.M**	**MS.S**
Greenway	10-20.10.040.8	P	P	X
Green	10-20.10.040.9	P	P	X
Plaza	10-20.10.040.10	X	X	P
Playground	10-20.10.040.11	P	P	P
Community Garden	10-20.10.040.12	P	P	P
Passage	10-20.10.040.13	P	P	P

P = Allowed X = Not Allowed

8. Greenway







1. Description
A multiple-block long linear space for community gathering and strolling for nearby residents and employees, defined by a tree-lined street on at least one side, sometimes forming a one-way couplet on its flanks and by the fronting buildings across the street. Greenways serve an important role as a green connector between destinations.

2. General Character
Formal or informal dominated by landscaping and trees with integral stormwater management capacity
Hardscape path
Spatially defined by tree-lined streets and adjacent buildings

3. Size and Location	
Size	2 continuous blocks in length, min.
Width	60' min.
Shall front at least one street	

4. Typical Uses
Uses as allowed by the zone

9. Green







1. Description
A large space available for unstructured and limited amounts of structured recreation.
2. General Character
Formal or informal with integral stormwater management capacity
Primarily planted areas with paths to and between recreation areas and civic buildings
Spatially defined by tree-lined streets and adjacent buildings
3. Size and Location
Size 300' x 300' min.
Street required on at least one side of the Green.
Facades on development sites attached to or across a street shall "front" on to the Green.
4. Typical Uses
Uses as allowed by the zone

10. **Plaza**







1. Description
A community-wide focal point primarily for civic purposes and commercial activities.
2. General Character
Formal, urban
Hardscaped and planted areas in formal patterns
Spatially defined by buildings and tree-lined streets
3. Size and Location
Size 50' x 50' min.
Street required one of the Plaza's sides.
Facades on development sites attached to or across a street shall "front" on to the Plaza.
4. Typical Uses
Uses as allowed by the zone

11. Playground







1. Description

A small-scale space designed and equipped for the recreation of children. These spaces serve as quiet, places protected from the street and in locations where children do not have to cross any major streets. An open shelter, play structure(s), or interactive art and fountain(s) may be included. Playgrounds may be included within all other civic space types except Community Garden.

2. General Character

Play structure(s), interactive art, and/or fountain(s)

Shade and seating provided

May be fenced

Spatially defined by trees

3. Size and Location

Size 40' x 60' min.

4. Typical Uses

Uses as allowed by the zone

12. **Community Garden**



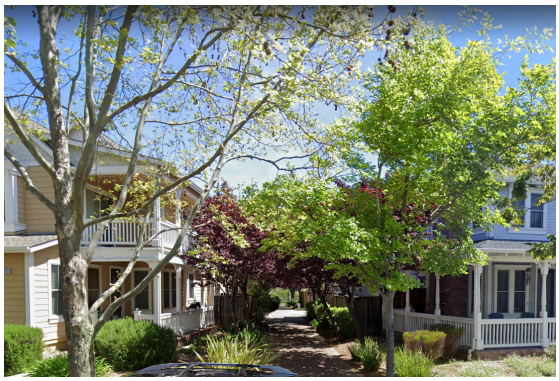




1. Description
A small-scale space designed as a grouping of garden plots available for small-scale cultivation. Community gardens may be fenced and may include a small accessory structure for storage. Community Gardens may be included within all other civic space types except Playgrounds.
2. General Character
Informal or Formal, urban
Combination of planted areas and hardscape
Spatially defined by building frontages and adjacent street trees
Walkways along edges or across space
3. Size and Location
Size No minimum; within any development site as allowed by the zone
4. Typical Uses
Uses as allowed by the zone

13. **Passage**







1. Description
A pedestrian pathway that extends from the public sidewalk into a civic space and/or across the block to another public sidewalk. The pathway is lined by non-residential shopfronts and/or residential ground floors and pedestrian entries as required by the zone.
2. General Character
Formal, urban
No accessory structure(s)
Primarily hardscape with landscape accents
Spatially defined by building frontages
Trees and shrubs in containers and/or planters
3. Size and Location
Size 20' min. clear width between or through buildings
Ground floor facades shall be in compliance with facade zone in Subsection 5 and frontages allowed in Subsection 8 of the zone.
Dooryards, porches, patios, and sidewalk dining shall not encroach into the minimum required width.
4. Typical Uses
Uses as allowed by the zone

This page intentionally left blank

Article 11: Administration

Sections:

10-20.11.010 Purpose
10-20.11.020 Procedures
10-20.11.030 Adjustments to Standards

10-20.11.010 Purpose

This Article is intended to establish procedures for applications eligible for streamlined review consistent with State law (i.e., SB 35) and for reviewing applications under the Housing Accountability Act (HAA). The Town is responding to State mandates and including application procedures in the FBC that are compliant with State law but reflect the unique conditions and procedures within the Town. The intent of SB 35 and the HAA is to facilitate and expedite the construction of housing through the application of objective standards and, with SB 35, ministerial and streamlined approval procedures. These procedures shall be used in conjunction with the objective standards contained in this FBC as applicable.

10-20.11.020 Procedures

1. **Procedures for Applications Filed Under** SB 35

   A. **Applicability**

      (1) This Section applies to housing development projects applying for approval under Government Code §65913.4 and replaces the Town's procedures for reviewing discretionary applications.

      (2) This Section shall remain in effect for the same period as SB 35 provisions contained in Government Code §65913.4. Unless SB 35 provisions are extended by the State Legislature, this Section shall remain in effect only until January 1, 2026, and as of that date is repealed.

      (3) The California Environmental Quality Act (CEQA) does not apply to projects eligible under SB 35.

      (4) The Department of Housing and Community Development is charged with developing guidelines for implementing SB 35. These procedures may change if required by changes in those guidelines or in Government Code §65913.4.

B. **Definitions.** Terms defined in Government Code §65913.4 shall apply to this Section and shall control in the event of a conflict between definitions in this FBC and definitions in Government Code §65913.4.

C. **Application Filing**

(1) **Preliminary Application Filing**. An applicant shall file a notice of intent to submit an SB 35 application in the form of a preliminary application consistent with Government Code §65941.1.

(a) **Form**. A preliminary application shall be filed on a form provided by the Town with the required fee. If the Town has not prepared a form, a preliminary application shall be filed on the standardized form adopted by the California Department of Housing and Community Development.

(b) **Timeline**. Within 180 calendar days after submitting a preliminary application, an applicant shall submit a full SB 35 application, provided scoping consultation has concluded consistent with Subsection (c), below.

(c) **Scoping Consultation**

i. Upon receipt of the preliminary application, the Town shall contact the Native American Heritage Commission for assistance in identifying any California Native American tribe that should be noticed. The Town shall provide a formal notice of the applicant's intent to submit a full application to each required California Native American tribe within 30 days of preliminary application submittal. The formal notice shall be consistent with Government Code §65913.4(b).

ii. If, within 30 days of receipt of the formal notice, any California Native American tribe that was formally noticed accepts the invitation to engage in scoping consultation, the Town shall commence scoping consultation within 30 days of receiving that response.

iii. Scoping consultation shall be conducted consistent with Government Code §65913.4(b). If, after scoping consultation is concluded, a development is not eligible for SB 35 streamlining, the Town shall provide written documentation as required by Government Code §65913.4(b) to the applicant and any California Native American tribe that is a party to that scoping consultation.

(2) **Full Application**. If the development remains eligible to apply under SB 35 after scoping consultation consistent with Government Code §65913.4(b) has concluded, an applicant may file a full SB 35 application on a form provided by the Town with the required fee.

D. **Completeness Review**. The Town shall review an application for compliance consistent with Subsection 1.E; there shall be no separate or additional timeframe for completeness review. Only the items necessary to determine compliance with the provisions contained in Government Code §65913.4(a) shall be required.

E. **Compliance Review**

(1) **Scope of Review**. The Planning Director's scope of review is limited to all of the provisions contained in Government Code §65913.4(a) and the objective standards in effect at the time of preliminary application submittal.

(2) **Review Timeframes**

(a) **Consistency Review**. The Planning Director shall determine if the application complies with all of the provisions contained in Government Code §65913.4(a) and applicable objective standards within the following timeframes:

i. Within 60 calendar days of application submittal for applications that include 150 or fewer housing units.

ii. Within 90 calendar days of application submittal for applications that include 151 or more housing units.

(3) **Compliance Determination**

(a) **Compliant Application.** If the application complies with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards, the Town shall complete any design review or public oversight and any subdivision approval within the timeframes listed in Subsection 1.E. Only objective design and subdivision standards may be applied. See Subsection 1.F.

(b) **Non-Compliant Application.** If the application does not comply with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards, the Planning Director shall make the following determination:

i. If the application does not comply with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards, the Planning Director shall provide the applicant with written documentation of which standards the development conflicts with and an explanation of the reasons the development conflicts with each standard.

ii. Resubmitted Application. If the project was found to be non-compliant, the applicant may resubmit the application for SB 35 streamlining, and the Town shall review it for compliance with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards subject to the same timelines in Subsection (2) above.

iii. Project Ineligible. If the project is ineligible for SB 35 streamlined processing, the applicant may elect to submit an application for the applicable discretionary approval under the provisions of Title 10, Chapter 3, Article 7 (Zoning Implementation Procedures), Article 14 (Variance), and Article 15 (Design Review).

F. **Decision on Project**

(1) **Project Approval and Findings.** The Planning Director shall approve the application if the Planning Director finds that the proposed development is compliant with all of the provisions contained in Government Code §65913.4(a) and all applicable objective standards, including objective subdivision standards.

(2) **Conditions of Approval.** The Planning Director may impose conditions of approval provided those conditions of approval are objective and broadly applicable to development within the Town.

G. **Post-decision Procedures**

(1) **Subsequent Permits.** Any necessary subsequent permits shall be issued on a ministerial basis subject to applicable objective standards; however, a commercial use located in a qualifying mixed-use project is subject to any additional Town permitting requirements and processes. If a public improvement is necessary to implement a development subject to this Section, and that public improvement is located on land owned by the Town, the Planning Director shall process any approvals needed as required by Government Code §65913.4(h)(3).

(2) **Post-Approval Modifications**

(a) **Post-Approval Modification Request.** An applicant or the Town may request a modification to an approved development if that request is made prior to the issuance of the final building permit.

(b) **Applicability of Objective Standards to Modifications.** The Planning Director shall only apply objective standards in effect when the original application was submitted, except that objective standards adopted after the date of original submittal may be applied in any of the following instances:

i. The total number of residential units or total square footage of construction changes by 15 percent or more; or

ii. The total number of residential units or total square footage of construction changes by five percent or more, and it is necessary to subject the development to an objective standard beyond those in effect when the application was submitted in order to mitigate or avoid a specific adverse impact upon public health of safety, for which there is no feasible alternative method to satisfactorily mitigate or avoid.

iii. Objective building standards contained in Title 24 may be applied to all modifications.

(c) **Post-Approval Modification Review Timeframe and Decision.** The Planning Director shall determine if the modification is consistent with objective planning standards and issue a decision on the applicant's modification request within 60 days after submittal unless design review is required, in which case a decision shall be made within 90 days.

(3) **Expiration.** An application approved consistent with this Section shall remain valid for three years; however, an application approval shall not expire if the development includes public investment in housing affordability, beyond tax credits, where 50 percent of the units are affordable to households making at or below 80 percent of the area median income consistent with Government Code §65913.4(f).

(4) **Extension.** At the discretion of the Planning Director, a one-year extension may be granted consistent with Government Code §65913.4(f)(3).

This page intentionally left blank

Procedures for applications filed consistent with the HAA

H. **Applicability**

(1) This Section applies to housing development projects as defined by Government Code §65589.5(h)(2).

(2) This Section shall remain in effect for the same period as provisions contained in the Government Code §65589.5 (HAA). Any provisions that are not extended by the State Legislature shall be repealed as of the date those provisions in the HAA are deemed null and void.

I. **Definitions.** Terms defined in Government Code §65589.5 shall apply to this Section and shall control in the event of a conflict between definitions in this FBC and definitions in Government Code §65589.5.

J. **Application Filing**

(1) **Preliminary Application Filing (Optional).** An applicant may file a preliminary application consistent with Government Code §65941.1.

(a) A preliminary application shall be filed on a form provided by the Town with the required fee. If the Town has not prepared a form, a preliminary application shall be filed on the standardized form adopted by the California Department of Housing and Community Development.

(b) Within 180 calendar days after submitting a preliminary application, an applicant shall submit a full application for the housing development.

(2) **Full Application.** An applicant may file a full application for a housing development without filing a preliminary application. The full application shall be filed on a form provided by the Town with the required fee.

K. **Conflicting Procedures.** This Section provides additional procedures that shall be followed for applicable projects. If conflicts occur between the Town's procedures and the procedures of this Section, this Section shall control.

L. **Completeness Review**

(1) **Preliminary Application.** If a preliminary application is filed, the preliminary application shall be deemed complete when the preliminary application containing all of the information listed in the preliminary application form is submitted. If all listed information is not provided, the Town shall request the missing information from the applicant.

(2) **Full Application**

(a) Once a full application is submitted, the Town shall inform the applicant in writing within 30 calendar days of submittal or resubmittal that the application is complete or incomplete and the additional information required consistent with Government Code §65943. Only information requested in the Town's application forms can be requested. If the Town does not provide written notification within this timeframe, the application shall be deemed complete. The Town shall review each resubmittal within the 30-day period and cannot request information that was not listed in the first incompleteness letter.

(b) If an applicant receives written notification that the application is incomplete, and a preliminary application was submitted for the housing development, the applicant shall submit the information needed to complete the application within 90 calendar days of receiving the written notification of incompleteness. If the applicant does not submit this information within this timeframe, the preliminary application shall expire and have no further force or effect.

(c) If a second determination of incompleteness is provided, the applicant shall be able to appeal the decision to the Planning Commission. The Town shall make a decision on the appeal no later than 60 calendar days after receipt of the applicant's written appeal. If the decision on the appeal is not made within this timeframe, the application shall be deemed complete.

M. **Compliance Review**

(1) **Scope of Review**

(a) **Housing Development with a Preliminary Application Submittal.** A housing development for which a preliminary application was submitted shall only be subject to the ordinances, policies, and standards adopted and in effect when the preliminary application is submitted, except in the following circumstances:

i. A fee, charge, or other monetary exaction increase resulting from an automatic annual adjustment based on an independently published cost index that is referenced in the ordinance or resolution establishing the fee or monetary exaction.

ii. A preponderance of the evidence in the record establishes that subjecting the housing development to an ordinance, policy, or standard beyond those in effect when the preliminary application was submitted is necessary to mitigate or avoid a specific, adverse impact upon the public health or safety, and there is no feasible alternative method to satisfactorily mitigate or avoid the adverse impact.

iii. Subjecting the housing development to an ordinance, policy, standard, or any other measure, beyond those in effect when the preliminary application was submitted is necessary to avoid or substantially lessen an impact consistent with CEQA.

iv. The housing development has not commenced construction within 2.5 years following the date of the housing development's final approval (as defined in Government Code §65589.5(o)(1)(D)).

v. The number of residential units or square footage of construction proposed changes by 20 percent or more, exclusive of any increase resulting from a density bonus, incentive, concession, waiver, or similar provision.

(b) **Housing Development without a Preliminary Application Submittal.** A housing development shall be subject to objective standards in effect when the application was deemed complete.

(2) **Review Timeframes**

(a) Applications for housing development containing 150 or fewer units shall be reviewed for compliance with applicable objective standards within 30 calendar days of being deemed complete.

(b) Applications for housing development containing more than 150 units shall be reviewed for compliance with applicable objective standards within 60 calendar days of being deemed complete.

(3) **Review Authority.** The Planning Director shall be the Review Authority consistent with the Town's procedures for the full application for the application type(s) set forth in Title 10, Chapter 3, Articles 7 through 16; however, if the Planning Director is not the Review Authority, the Planning Director may serve as the Review Authority, if necessary, to comply with Review Timelines described in Subsection 2.F.

(4) **Compliance Determination**

(a) The Planning Director shall identify the specific standard(s) that the project does not comply with and provide an explanation of the reason(s) why the housing development is considered to be inconsistent or non-compliant with identified provisions and shall provide the written determination to the applicant.

(b) A housing development is considered in compliance with this FBC, and shall not require a Zoning Map Amendment, if the housing development complies with objective General Plan standards but the zoning for the housing development site is inconsistent with the General Plan.

(5) **Limited Hearings/Meetings.** If a housing development complies with applicable objective standards, the Town shall not conduct more than five public hearings (including continuances), workshops, or similar meetings after the full application is complete in connection with the approval of the housing development consistent with Government Code §65905.5. Meetings required by CEQA are exempt from the limit.

N. **Findings and Decision**

(1) **Findings**

(a) If the proposed housing development complies with applicable objective General Plan, zoning, and subdivision standards and criteria, including design review standards, the Planning Director may only deny the housing development or conditionally approve the housing development at a lower density if the Planning Director makes written findings supported by a preponderance of the evidence in the record that:

i. The housing development would have a specific, adverse impact upon the public health or safety unless the housing development is denied or conditionally approved at a lower density. A "specific, adverse impact" means a "significant, quantifiable, direct, and unavoidable impact, based on identified written public health or safety standards, policies, or conditions as they existed on the date that the project was deemed complete"; and

ii. There is no feasible method to satisfactorily mitigate or avoid the adverse impact other than the denial of the housing development or conditional approval of the housing development at a lower density.

(b) If the housing development includes 20 percent of units affordable to very low or low-income households, 100 percent of units affordable or moderate or middle income households, or an emergency shelter, the Planning Director shall approve the housing development unless the Planning Director makes written findings supported by a preponderance of the evidence in the record, as to at least one of the findings in Government Code §65589.5(d).

(2) **Decision Timeframes.** The Planning Director shall approve or deny the housing development within the following applicable period:

(a) 90 days from Environmental Impact Report certification;

(b) 60 days from Environmental Impact Report certification for an affordable housing development consistent with Government Code §65950(a)(3);

(c) 60 days from adoption of a Negative Declaration; or

(d) 60 days from determination of CEQA exemption.

O. **Post-Decision Procedures.** Post-decision procedures for the required permit (full application) shall be followed provided those procedures do not conflict with applicable Government Code sections for housing developments (i.e., HAA, Government Code §65589.5).

This page intentionally left blank

Figure 10-20.11.020.1: Process for Developments Eligible for SB 35 Streamlining with 150 units or Fewer (Government Code §65913.4)

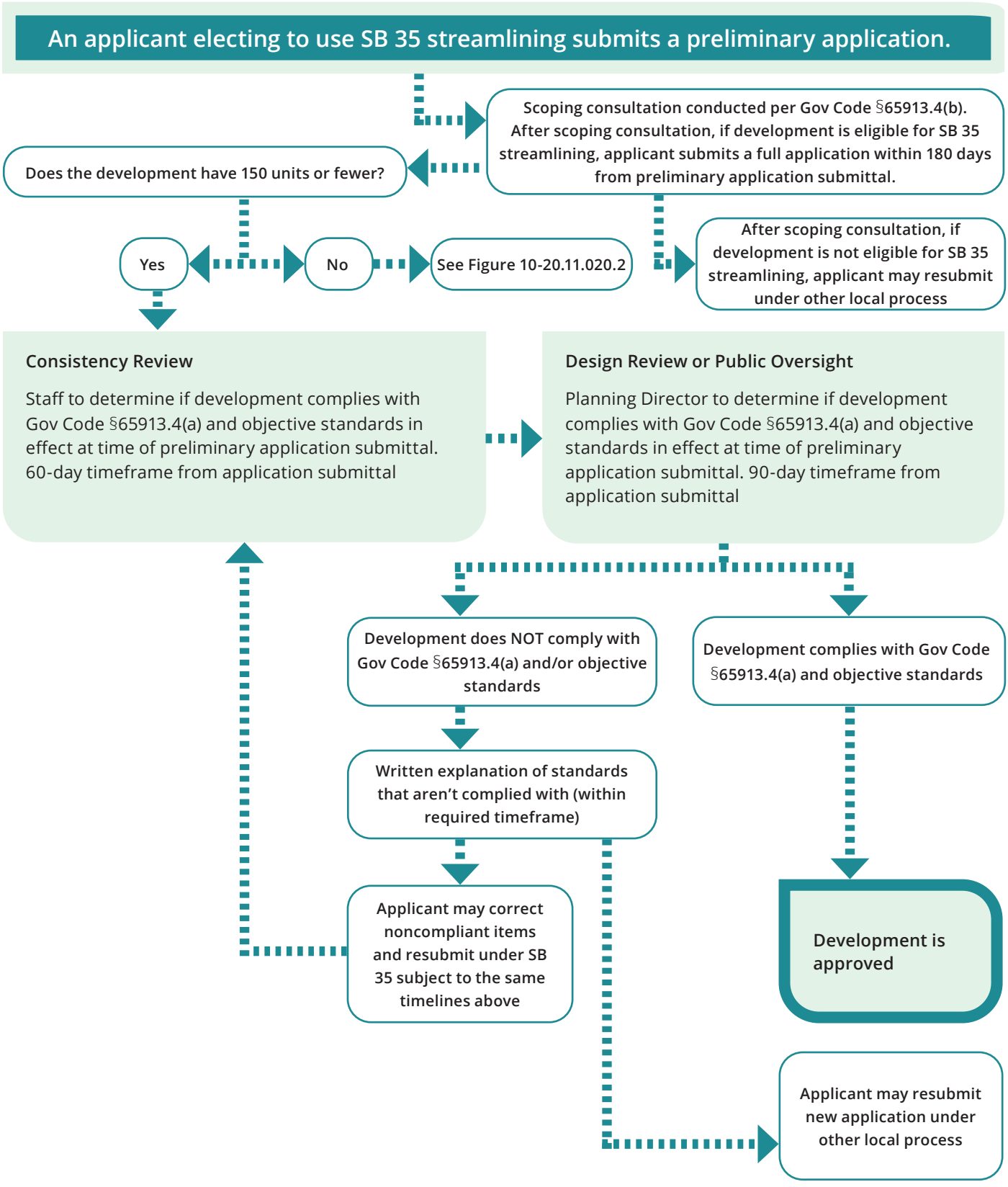


Figure 10-20.11.020.2: Process for Developments Eligible for SB 35 Streamlining with 151 units or More (Government Code §65913.4)

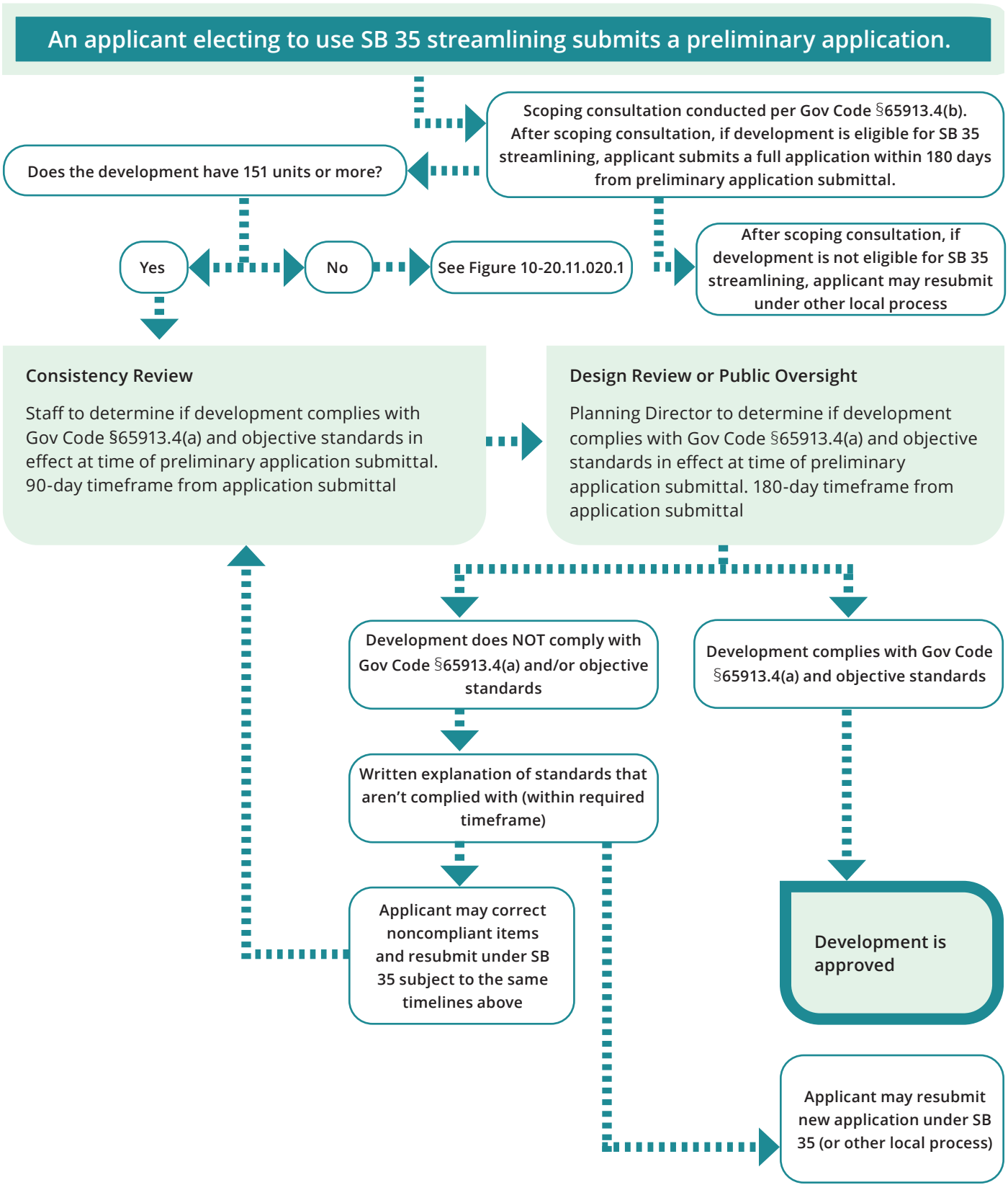
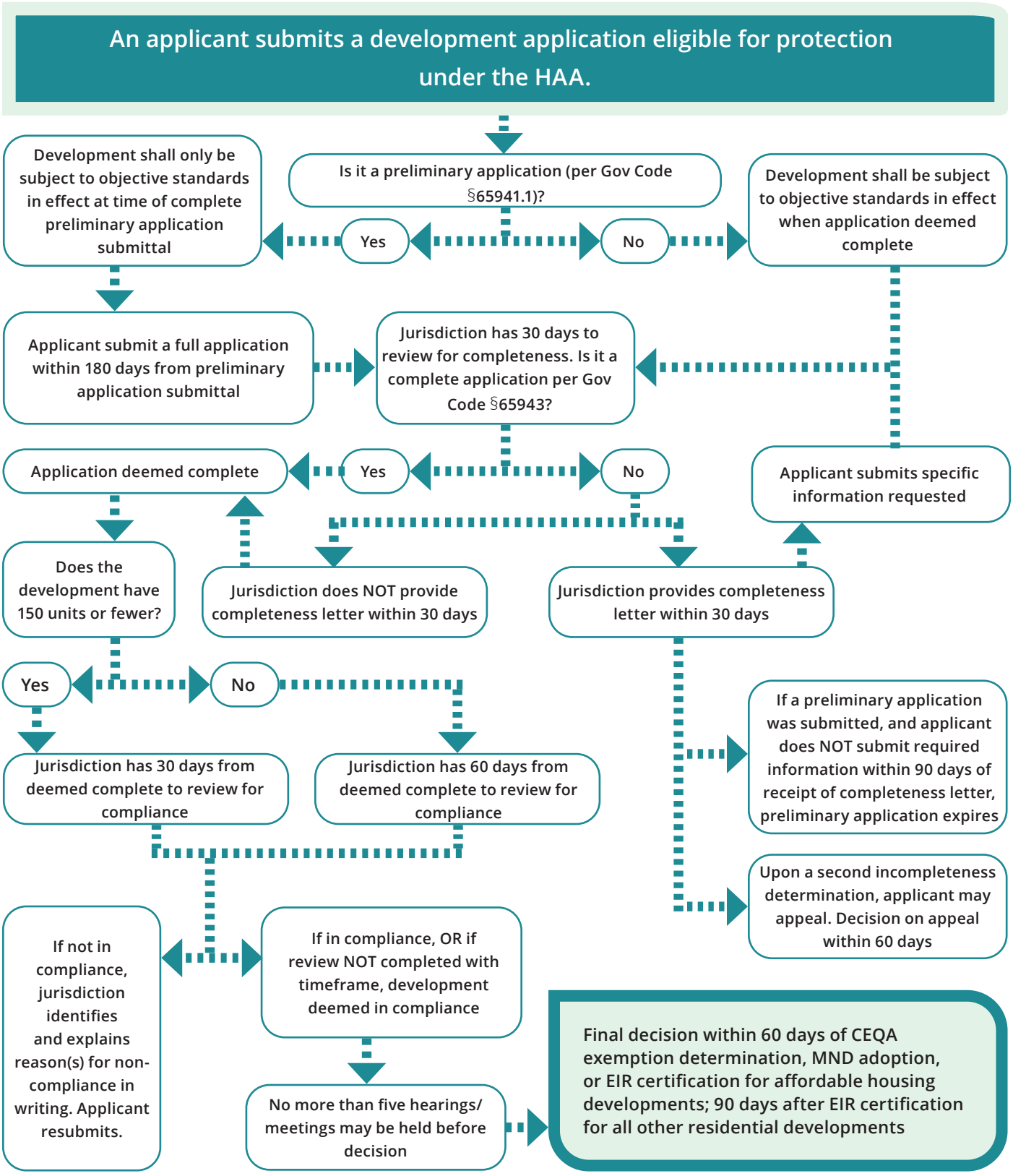


Figure 10-20.11.020.3: Process for Developments Eligible for Housing Accountability Act (HAA) Protection (Government Code §65589.5)



10-20.11.030 Adjustments to Standards

1. **Purpose.** This Section is intended to allow for minor deviations from certain standards in this Title for specific situations that make compliance not possible because of the prescriptive nature of the standards.
2. **Applicability.** This Section applies to developments subject to Section 10-20.11.020 (Procedures). The Planning Director may grant an Adjustment for only the standards identified as follows:
   A. Development sites less than 6% slope. See Table A (Adjustments to Standards for Development Sites Less Than 6% Slope).
   B. Development sites over 6% slope. See Table B (Adjustments to Standards for Development Sites Over 6% Slope).
3. **Procedures.** Adjustment requests shall be reviewed and processed as follows:
   A. The Adjustment shall be processed concurrently with the development involving the request(s) for adjustment(s). The adjustment request(s) shall be processed in compliance with the applicable procedures in Section 10-20.11.020 (Procedures); or
   B. If the development for which an Adjustment is requested is beyond what is authorized in Table A (Adjustments to Standards for Development Sites Less Than 6% Slope) and/or Table B (Adjustments to Standards for Development Sites Over 6% Slope), the adjustment will be processed only up to the amount authorized in these Tables.
   C. Adjustment requests that involve any of the following features (i.e., historic building/feature, tree, rock outcrop, and/or utility infastructure) shall be accompanied by existing documentation identifying the feature(s).
   D. Depending on the unique characteristics and dimensions of an individual parcel, it is possible that the full develoment potential of the zone may not be achieveable even after applying the allowed adjustments oin the Section.

Table 10-20.11.030.A: Adjustments to Standards for Development Sites Less Than 6% Slope

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
1. Development Site Dimensions			
a. **Depth or Width** Decrease in the minimum required or maximum allowed	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard.	Up to 10% of the standard	Subsection 3 of the zone
2. Building Setbacks			
a. **Front**[1]**, Side Street**[1]**, Side or Rear** Increase or decrease in the minimum to maximum required setback for a primary building and/or wing(s)	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or ii. The existing lot is 80' or less in depth, preventing compliance with the rear setback standard.	Up to 25% of the standard	Subsection 5 of the zone
b. **Facade within Facade Zone** Reduction of the minimum amount of facade required within or abutting the facade zone	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or ii. The horizontal unbuilt area resulting from this adjustment is landscaped per the standards in Section 10-20.05.030 (Landscaping and Lighting).	Up to 25% of the standard	Subsection 5 of the zone

[1] Standards for private frontage still apply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Table 10-20.11.030.A: Adjustments to Standards for Development Sites Less Than 6% Slope (Continued)

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
3. Building Footprint			
a. **Size of Main Body[1] or Wing(s)** Increase in the allowed width or length	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or ii. The wing(s) is one-story less in height than the main body; and iii. The building complies with the setbacks of the zone or as allowed to be adjusted by this Section.	Up to 10% of the standard	Subsection 3 of the building type
4. Parking Location			
a. **Front or Side Street Setback** Reduction in the required parking setback	i. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or ii. The driveway is in compliance with the zone standards; and iii. The ground floor space remains habitable in compliance with the zone standards, as allowed to be adjusted by this Section.	Up to 10% of the standard when the required setback is 20' or more. Up to 20% of the standard when the required setback is less than 20'.	Subsection 7 of the zone; Subsection 3 of the Zone

[1] Standards for private frontage still apply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Table 10-20.11.030.B: Adjustments to Standards for Development Sites Over 6% Slope

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
1. Development Site Dimensions			
a. **Depth** Increase or decrease in minimum to maximum development site depth	i. Existing slope exceeds 15% grade for at least 50% of development site depth; or	20% max. of the standard	Subsection 3 of the zone
	ii. An adjustment is granted for an increase in the main body and rear wing that results in the need to change the development site depth.		
b. **Width** Increase or decrease in minimum to maximum development site width	i. Existing slope exceeds 15% grade for at least 25% of development site width; or	10% max. of the standard	Subsection 3 of the zone
	ii. An adjustment is granted for an increase in the main body and rear wing that results in the need to change the development site width.	25% max. of the standard	
2. Building Setbacks			
a. **Front[1],Side Street[1], Side or Rear** Increase or decrease in minimum to maximum required setback areas for primary building and/or wing(s)	i. Existing slope exceeds 15% grade within at least the first 30' of development site depth; or	Reduction in the minimum setback to within 5' of the development site line. Where side street setback is 5' minimum, reduction in the minimum setback to within 3' of the development site line.	Subsection 5 of the zone
	ii. An existing historic building/feature, tree, rock outcrop, and/or utility infrastructure prevents compliance with the standard; or		
	iii. The existing lot depth is less than 80'.		

[1]Standards for private frontage still apply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Table 10-20.11.030.B: Adjustments to Standards for Development Sites Over 6% Slope (Continued)

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
3. Building Footprint			
a. **Size of Main Body[1] or Wing(s)** Increase in the allowed width or length	i. Existing slope exceeds 15% grade for at least 50% of the development site width or depth; and ii. The building is in compliance with the setbacks of the zone or as allowed to be adjusted by this Section.	Up to 25% of the standard	Subsection 3 of the building type
4. Site Grading			
a. **Retaining Wall (Height)** Increase in maximum retaining wall height or length	i. Existing slopes exceed 15% grade for at least 50% of development site width or depth; or ii. The retaining wall or series of retaining walls cannot be seen from the adjacent public sidewalk or adjacent property; or iii. Retaining walls not within the building footprint are less than 50' in total length along the rear development site line or any development site line.	Increase in retaining wall height up to 10' along rear and/or side development site line(s); Increase in retaining wall height up to 20' within the building footprint	Subsection 10-20.05.050.5
5. Block Face and Perimeter			
a. **Increase in maximum length of new or modified block**	i. Existing slope along at least one side of the block exceeds 15% grade, resulting in new street(s) that exceed maximum allowed grade, preventing compliance with the standards; and ii. The subject block(s) include a Passage in compliance with Subsection 10-20.10.040.13 (Passage); and iii. The block(s) is in compliance with Ross Valley Fire Department Standard 210 (Roadway and Driveway Bridges).	Up to 25% of the standard	Table 10-20.10.020.A (Block Size Standards)

[1]Standards for private frontage stillapply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Table 10-20.11.030.B: Adjustments to Standards for Development Sites Over 6% Slope (Continued)

Administrative Relief Type	Required Findings	Allowed Administrative Relief	Reference to Standard
6. Parking Location Setbacks			
a. **Front or Side Street** Reduction in a required parking setback.	One or more of the following techniques are applied, as allowed by this Section:		
	i. Existing lot depth that is less than 80' preventing compliance with the parking setbacks location; or	Front Setback: The parking location setbacks standards do not apply. Only one row of parking spaces allowed in the front setback for up to 75% of the parcel width.	Subsection 7 of the zone; Subsection 4 of the zone
	ii. The average slope of the parcel from the front to the rear exceeds 15%; or		
	iii. Surface: Parking is uncovered and located between the building and the street; or		
	iv. Podium: Parking under primary building is enclosed and access is only from one side of the development site for development sites 150' or less in width. Habitable space, in compliance with Subsection 4 of the zone or as allowed to be reduced by this Section, is between the front of the building and the parking spaces. The parking garage access is not greater than 10' in width; or	Front Setback: Reduction to 18' behind the primary building facade. Side Street Setback: Reduction to 5' behind the primary building facade. Habitable Space: Reduction in the minimum depth to 15'.	
	v. Tandem: Tandem parking spaces may be arranged in a series of up to 6 total parking spaces, but only up to 2 side-by-side, from the front development site line; or	Existing lot up to 100' wide: Allowed in front setback up to 75% of existing lot width. Existing lot up to 150' wide: Allowed in front setback up to 50% of existing lot width. Existing lot up over 150' wide: Allowed in front setback up to 20% of existing lot width or 50' whichever is less.	
	vi. Subterranean: Parking spaces are located below the adjacent finished grade of the building to the zone's building setbacks; or	All Setbacks: Reduced to match the building setbacks of the zone or as allowed to be reduced by this Section.	
	vii. Stacked: Parking spaces are arranged in a system that provides up to 3 spaces in the horizontal area of one space. The garage access is not greater than 10' in width.	Front and/or Side Street Setback: Reduced to be the same as the primary building setback. Reduction in the minimum habitable space depth to 18'.	

[1]Standards for private frontage still apply [See Article 7 (Specific to Private Frontages)], and any adjustment shall not preclude the application of a private frontage type.

Article 12: Definitions

Sections:

10-20.12.010 Purpose
10-20.12.020 Definitions
10-20.12.030 Measurement Methods

10-20.12.010 Purpose

This Article provides descriptions of specialized terms, phrases, and methods for measurements used in this Title.

10-20.12.020 Definitions

For specialized terms and phrases used in this Title, refer to the definitions in Title 10, Chapter 3, Article 17 (Definitions).

10-20.12.030 Measurement Methods

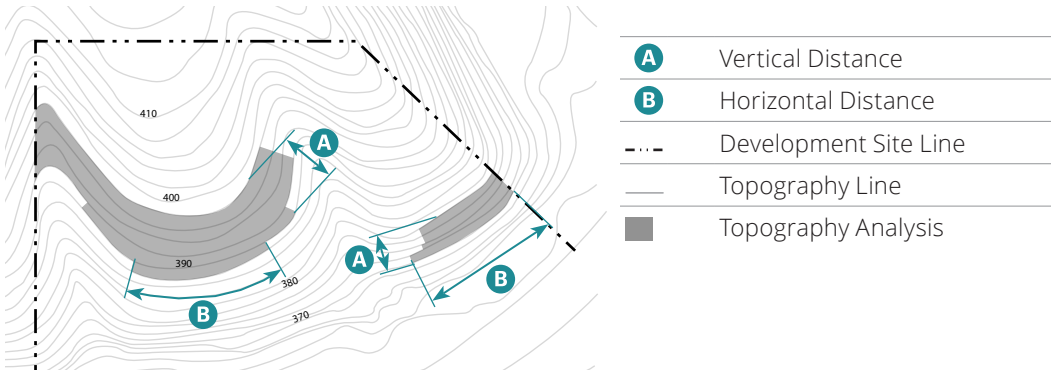
1. **Sloped and Steeply Sloped Development Sites**

   A. **Applicability.** The standards of Section 10-20.05.050 (Slope Standards) apply to sloped and steeply sloped development sites. Slope is measured by taking the vertical distance, or "rise", over the horizontal distance, or "run." The resulting fraction, or percentage, is the "slope" of the land. Sloped and steeply sloped development sites are those areas of land that exhibit slopes of six percent or greater.

B. **Methodology.** The following methodology shall be used to identify steep slopes protected in compliance with this Article. An example of the methodology is shown in Figure 1 (Example for Defining Sloped and Steeply Sloped Development Sites).

(1) **Steep Slope Determination.** To qualify as a steep slope, the slope shall be at least six percent with a 10-foot vertical drop over a 100-foot horizontal distance parallel to at least one common contour line. The horizontal measurement shall cross property lines to establish if a steep slope may exist on a development site (i.e., the 100-foot minimum width calculation shall cross a property line if necessary to achieve this minimum width).

Figure 10-20.12.030.1: Example for Defining Sloped and Steeply Sloped Development Sites



(2) **Area Calculation.** Steep slope areas are calculated based on the square feet of qualifying steep slope on the development site as determined in Subsection 1 above. There is no minimum square footage for each slope area.

(a) First, calculate the square footage of slopes 30 percent and greater. Determine the square footage of each area as well as the sum of these areas for the total site.

(b) Second, calculate the square footage of slopes between 29 and 25 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(c) Third, calculate the square footage of slopes between 24 and 20 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(d) Fourth, calculate the square footage of slopes between 15 percent and 19 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

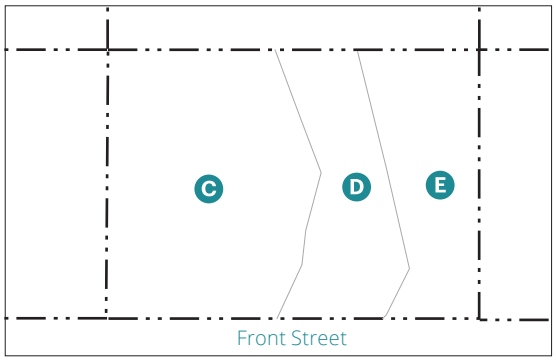
(e) Fifth, calculate the square footage of slopes between 10 and 14 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(f) Last, calculate the square footage of slopes between 6 and 9 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(3) **Steep Slope Resource Area.** Based on the area calculations in Subsection 2, above, Table 10-20.05.050.A (Amount of Sloped Areas Allowed to be Developed) identifies the percentage of sloped area that is developable. Figures 2 and 3 illustrate examples of the calculated slopes and the corresponding percentage allowed for development.

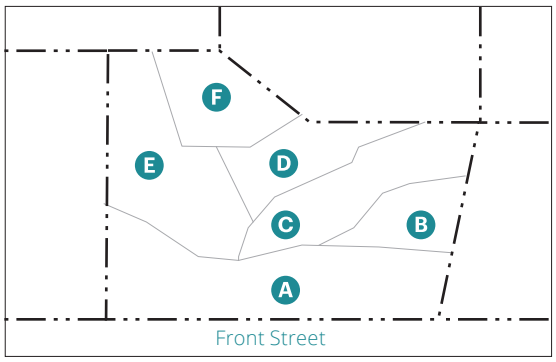
(4) **Sloping Development Site Building Height.** Development sites with slopes of six percent or more shall measure the maximum height of structures as set forth in the zone and measured vertically from ground level beginning at the front setback line, or if no setback is required, starting at the center of the development site.

Figure 10-20.12.030.2: Example for a Sloped Development Site (<3 acres)



Key	Existing Slope	Developable Area[1]
A	0-5.99%	100% max.
B	6-9.99%	100% max.
C	10-14.99%	100% max.
D	15-19.99%	100% max.
E	20-29.99%	50% max.
F	>30%	0% max.
	Development Site Line	
	Slope Designations	

Figure 10-20.12.030.3: Example for a Sloped Development Site (>3 acres)



Key	Existing Slope	Developable Area1
A	0-5.99%	100% max.
B	6-9.99%	70% max.
C	10-14.99%	25% max.
D	15-19.99%	5% max.
E	20-29.99%	0% max.
F	>30%	0% max.
	Development Site Line	
	Slope Designation	

[1] In compliance with the setbacks of the zone, required on-site open space, this Section, and the maximum building footprint standards in Article 6 (Building Type Standards).

C. **Average Slope.** The result of dividing the length of a slope by the difference in elevation at the top and bottom of the slope.

(1) **Development Sites with Even Slope.** Average slope for development sites with relatively even slope across the site and small development sites is determined by using the following formula:

(a) S = ((T - B) ÷ run) × 100

(b) S = average slope

(c) T = elevation at top of slope

(d) B = elevation at bottom of slope

(e) Run = horizontal distance between the top and bottom elevations

(2) **Development Sites with Uneven Slope.** Average slope of development sites with an uneven slope across the site before grading is determined by using the following formula:

(a) S = (1.0029 × I × L) ÷ A

(b) S = average slope

(c) I = contour interval in feet

(d) L = summation of length of the contour lines in scale feet

(e) A = area of the development site in acres

2. **Facade Zone Defined by Primary Building/Frontage Type(s)**

A. **Applicability.** The facade zone standards apply to new primary buildings and their additions along the front and side street of a development site.

B. **Methodology.** The required amount is expressed in the zone standards as a percentage. The percentage is calculated as follows through an example for the front facade zone. The same approach is to be applied to the side street, using the minimum front and rear building setbacks.

(1) Identify the width of development site (e.g., 50 feet) and apply required side building setbacks (e.g., 5 feet and 5 feet).

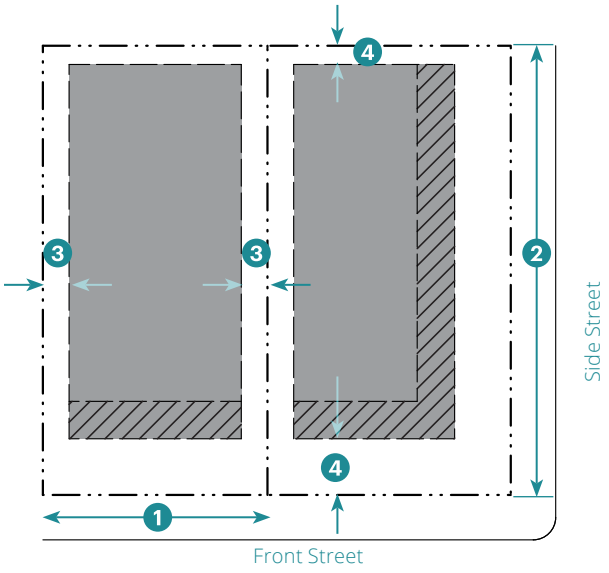
(2) Subtract the horizontal length between each side setback and the adjacent side development site line from the total width of the development site. The result is the net buildable width of the development site (e.g., 40 feet).

(3) Multiply the required minimum percentage in the zone standards (e.g., 50 percent) by the net buildable width of the development site (e.g., 50 feet).

(4) The result is the minimum length, in feet, of building facade and frontage type(s) that is required in or abutting the facade zone (e.g., 20 feet). Facades are allowed to be in any configuration if in compliance with the facade zone requirements and the selected architectural style.

(5) See Figure 5 (Applying the Required Amount to the Facade Zone) for examples that are consistent with the intent of this standard.

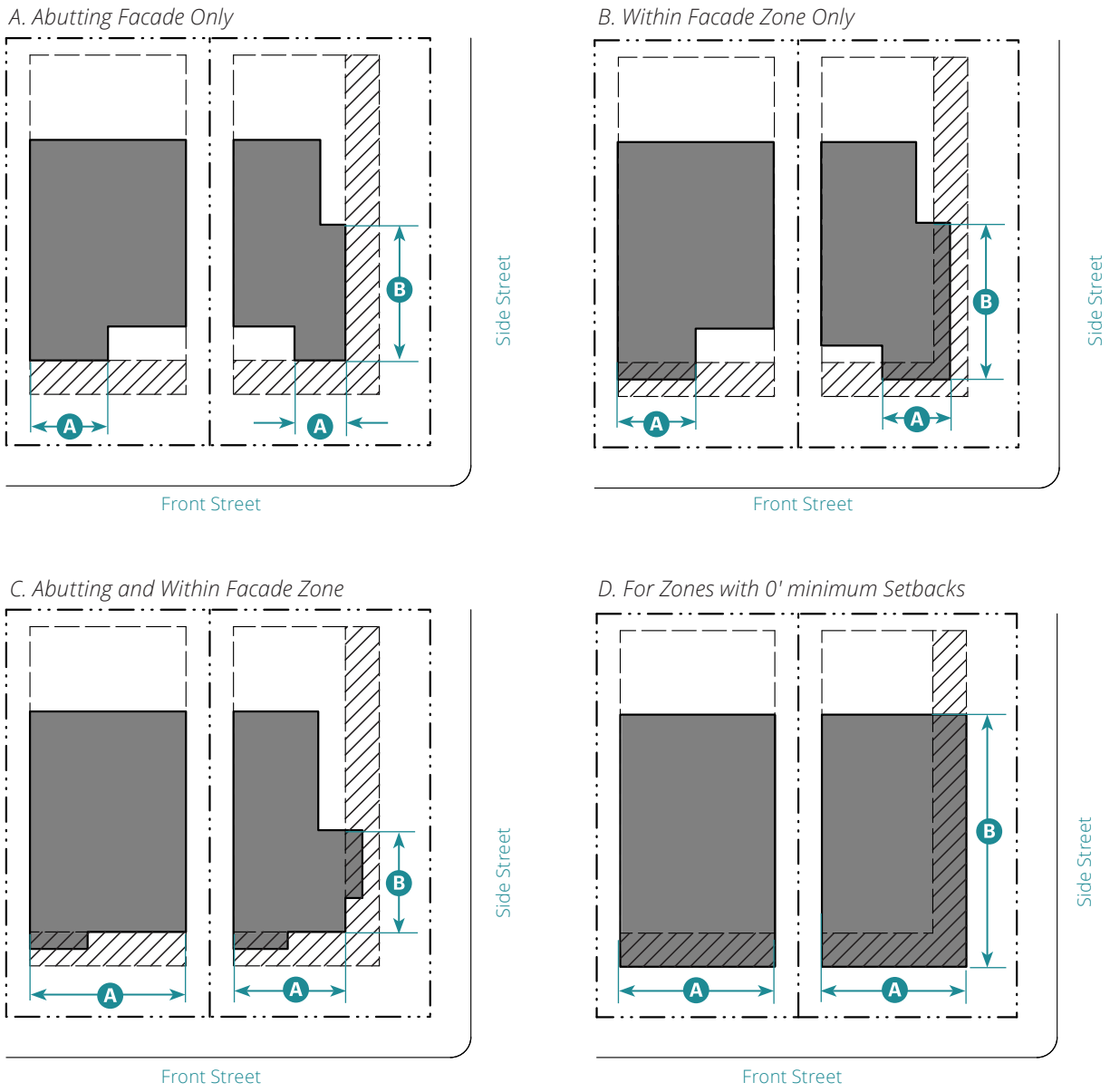
Figure 10-20.12.030.4: Determining the Required Amount Subject to the Facade Zone



Example Calculation	
50'	Development Site Width
- 5'	Side Setback
- 5'	Side Setback
= 40'	Net Buildable Width
40'	Net Buildable Width
x Zone Standard	(e.g., 50%)
= 20'	Required In or Abutting the Facade Zone

1. Width of Development Site
2. Depth of Development Site
3. Setback to be Subtracted from Development Site Width
4. Setback to be Subtracted from Development Site Depth

Figure 10-20.12.030.5: Applying the Required Amount to the Facade Zone



		Front Street	Side Street
▨	Facade Zone	50% min.[1]	50% min.[1]
▬	Buildable Area for Building and Frontage Type(s)	A	B

[1] This is an example. See Subsection 5 of the zone for the required percentage.

3. **Measuring Building Types**

A. **Methodology.** Measurement of width, depth, and height.

(1) **Main Body.** The width and depth of the main body shall be measured as follows:

(a) The width shall be parallel to the front.

(b) The depth shall be perpendicular to the front.

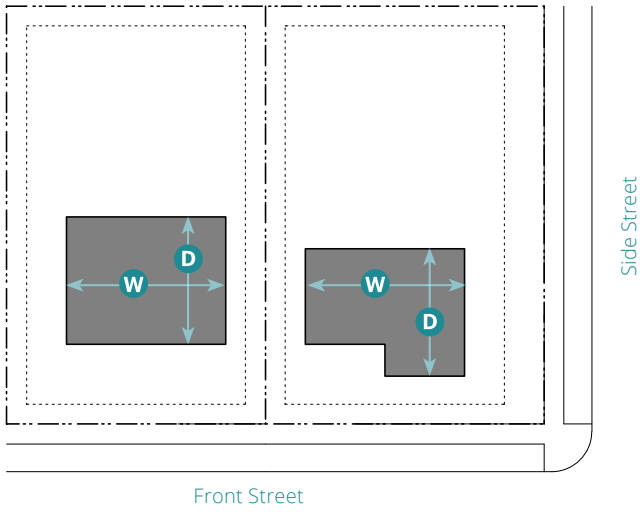


Figure 10-20.12.030.6: Main Body

W Width
D Depth

(2) **Wings and Ancillary Structures.** The width and depth of wings and ancillary structures, shall be measured as follows:

(a) The width shall be the greater of the two dimensions of the footprint.

(b) The depth shall be the lesser of the two dimensions of the footprint.

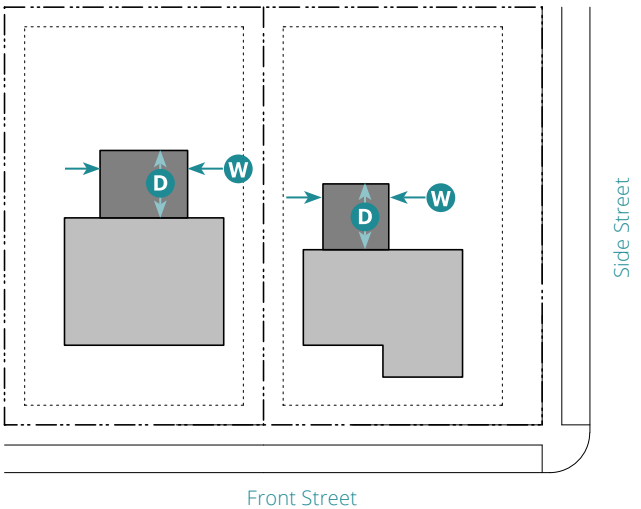


Figure 10-20.12.030.7: Wings and Ancillary Structures

W Width
D Depth

(3) **Open Space(s).** The width and depth of open spaces shall be measured as follows:

(a) The width shall be parallel to the front

(b) The depth shall be perpendicular to the front.

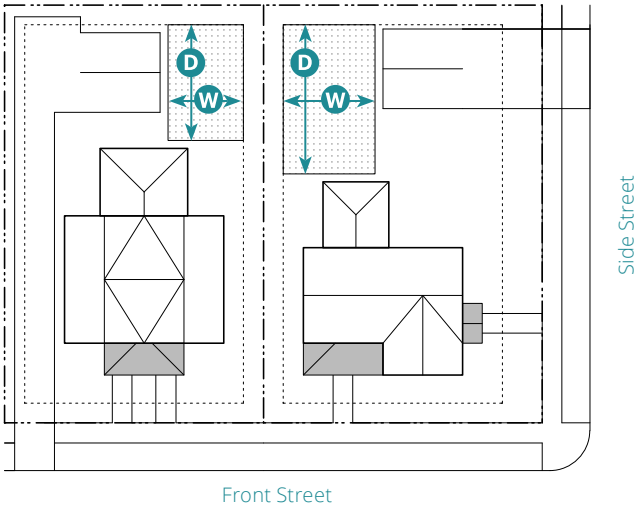


Figure 10-20.12.030.8: Open Space(s)

W Width

D Depth

(4) **Courtyard(s).** The width and depth of courtyards shall be measured as follows:

(a) The width shall be parallel to the front; unless the courtyard is a secondary courtyard accessed directly from a side street.

(b) If a secondary courtyard is accessed directly from the side street, the width shall be parallel to the side street.

(c) The depth shall be perpendicular to the width.

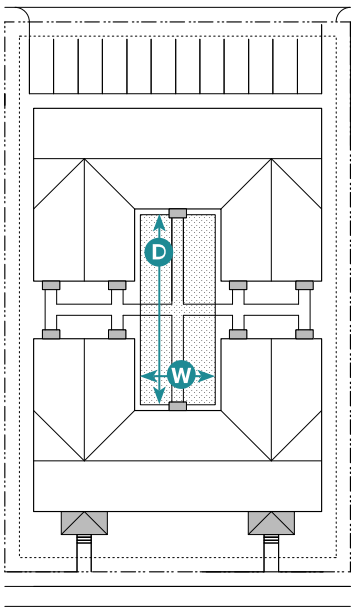


Figure 10-20.12.030.9: Courtyard(s)

W Width

D Depth

(5) **Width-to-Height Ratio.** Measurement of width-to-height ratio and depth-to-height ratio of forecourts.

(a) The width and depth of forecourts shall be measured per Figure 10 (Width-to-Height Ratio).

(b) The height of forecourts shall be a measurement of the vertical plane of the building that defines the forecourt.

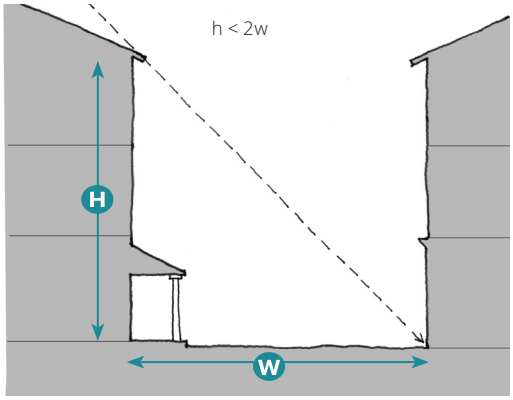


Figure 10-20.12.030.10: Width-to-Height Ratio

W Width
H Height

(6) **Highest Eave/Top of Parapet.**

(a) **Height, Overall.** The vertical distance between adjacent finished grade and the highest part of the structure directly above.

(b) **Height, Top of Parapet.** The vertical distance between adjacent finished grade and the top of the parapet of the primary building.

(c) **Height, Highest Eave.** The vertical distance between adjacent finished grade and the highest eave of the primary building.

(d) **Highest Eave Measurement.** The measurement is to bottom of the eave assembly.

(e) **Eave.** The edge of the roof that overhangs the face of the adjoining wall. The bottom of the eave can range from exposed rafters to a finished horizontal surface.

Figure 10-20.12.030.11: Top of Parapet and Flat Roof

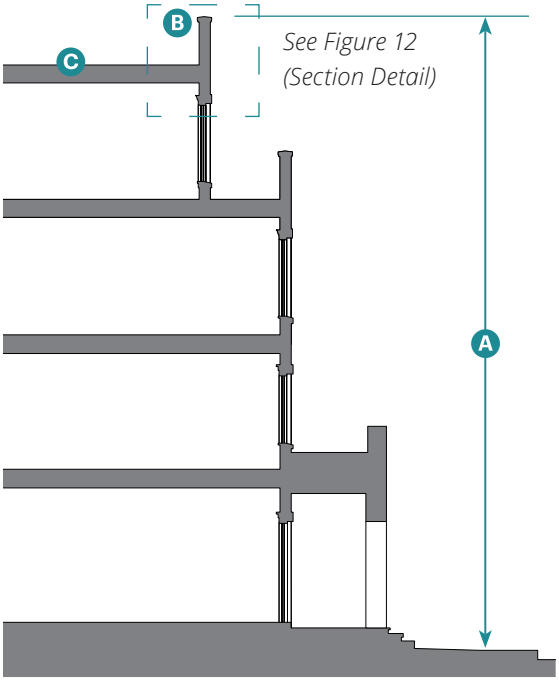
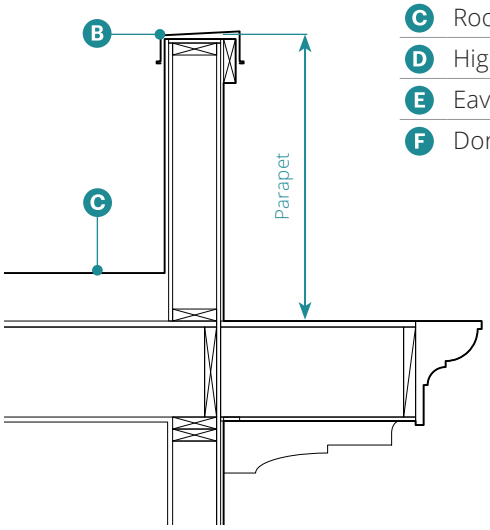


Figure 10-20.12.030.12: Section Detail of Top of Parapet and Flat Roof



Key	
A	Height, Overall
B	Top of Parapet
C	Roof Structure
D	Highest Eave Measurement
E	Eave Assembly
F	Dormer

Figure 10-20.12.030.13: Highest Eave for Pitched Roof

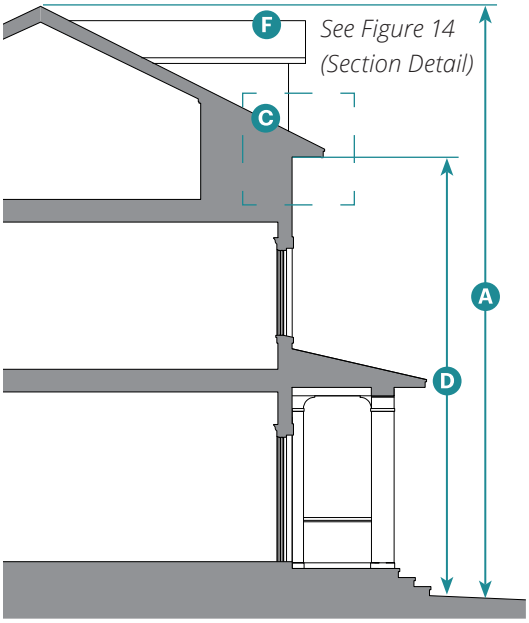
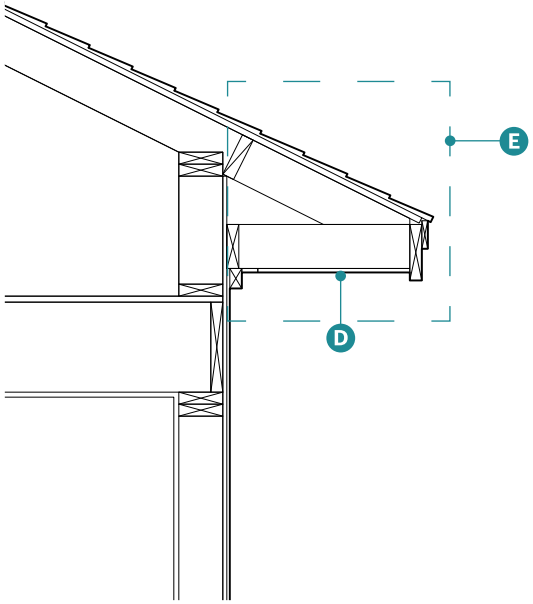


Figure 10-20.12.030.14: Section Detail of Highest Eave for Pitched Roof



4. **Measuring Bays**

A. **Applicability.** All buildings, with or without wings must have defined bays, as specified in Subsection 10-20.06.150.1 (Bay Composition).

B. **Bay Measurement.**

(1) Boundaries of each bay shall extend vertically from the lower boundary of the main body or wing to the upper boundary of the same division and shall not intersect any opening.

(2) Boundary is considered to lie at the midpoint between successive openings unless marked by an expression of vertical structure on the façade. Bay width shall be measured horizontally from one boundary to the next.

C. **Building Types and Bays**. Bays shall be placed according to the following methodology. An example of the methodology is shown in Figure 15 (Example of Massing Type and Bays).

(1) Select main body massing type from Subsection 3 (Building Size and Massing) of the selected building type (e.g., Sloped Roof L). See Figure 10-20.12.030.15A (Select Main Body Massing Composition).

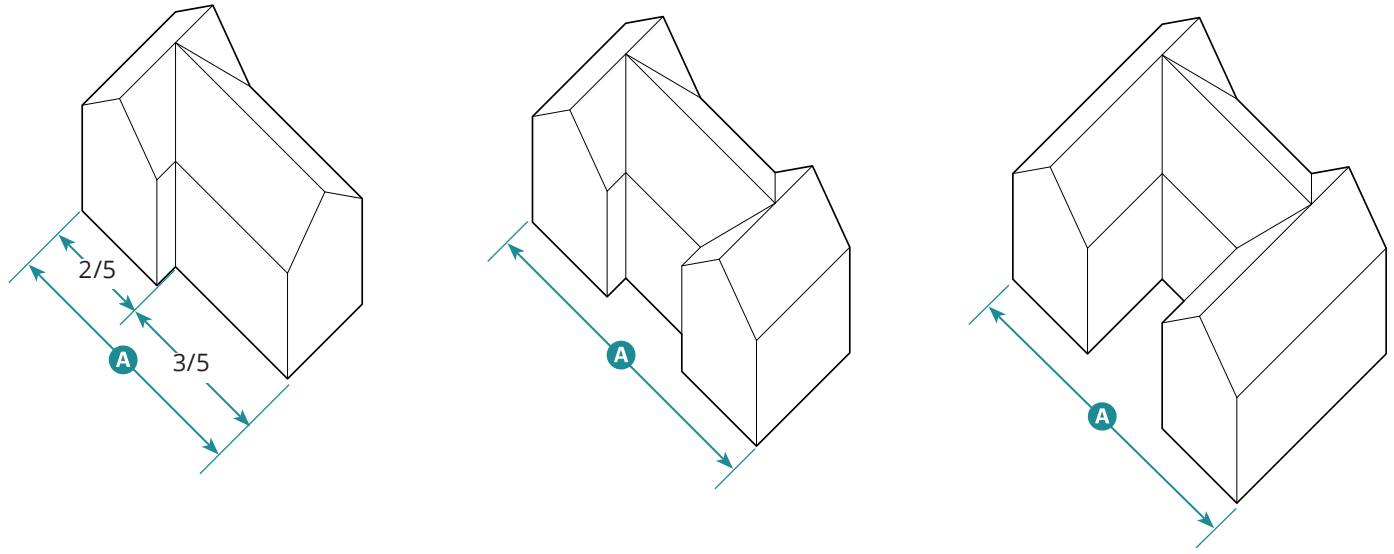
(2) Within each volume/facade of the main body massing, identify and apply a number of bays within the allowed range. See Figure 10-20.12.030.15B (Identify the Required Number or Range of Bays).

(3) See Figure 10-20.12.030.15C (Examples of Bay Compostions in Compliance with Required Massing Proportions) for examples that are consistent with the intent of this standard.

Figure 10-20.12.030.15: Example of Massing Type and Bays

A. Select Main Body Massing Composition

Sloped Roof L	Sloped Roof Forecourt	Sloped Front Courtyard

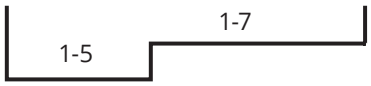


Key

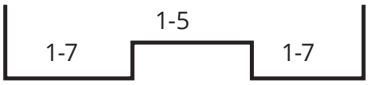
A Required Massing Proportions and Number of Bays

B. Identify the Allowed Range of Bays by Volume/Facade for Selected Massing Type

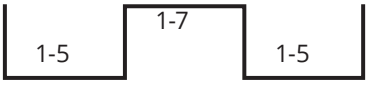
Sloped Roof L: 1-5 Bays + 1-7 Bays



Sloped Roof Forecourt: 1-7 Bays + 1-5 Bays + 1-7 Bays

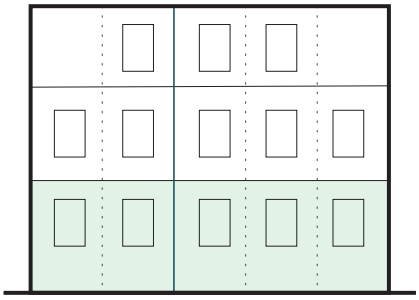


Gabled Courtyard: 1-5 Bays + 1-7 Bays + 1-5 Bays

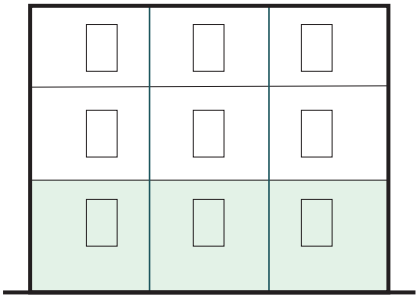


C. Examples of Bay Compositions in Compliance with Required Massing Proportions

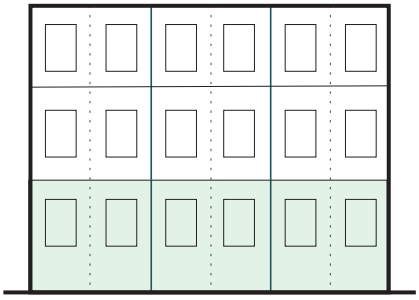
5-Bay Composition (2 + 3)



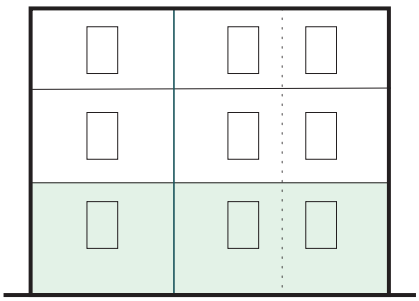
3-Bay Composition (1 + 1 + 1)



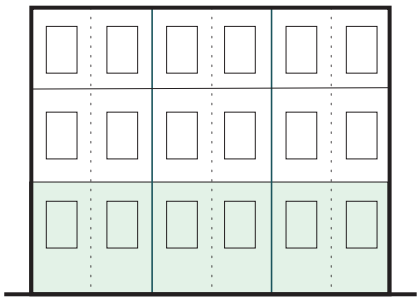
6-Bay Composition (2 + 2 + 2)



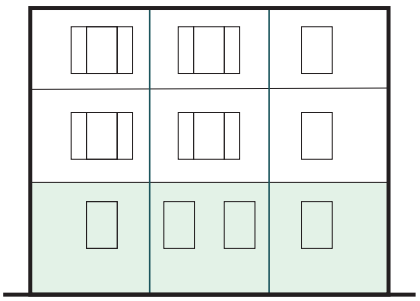
3-Bay Composition (1 + 2)



6-Bay Composition (2 + 2 + 2)

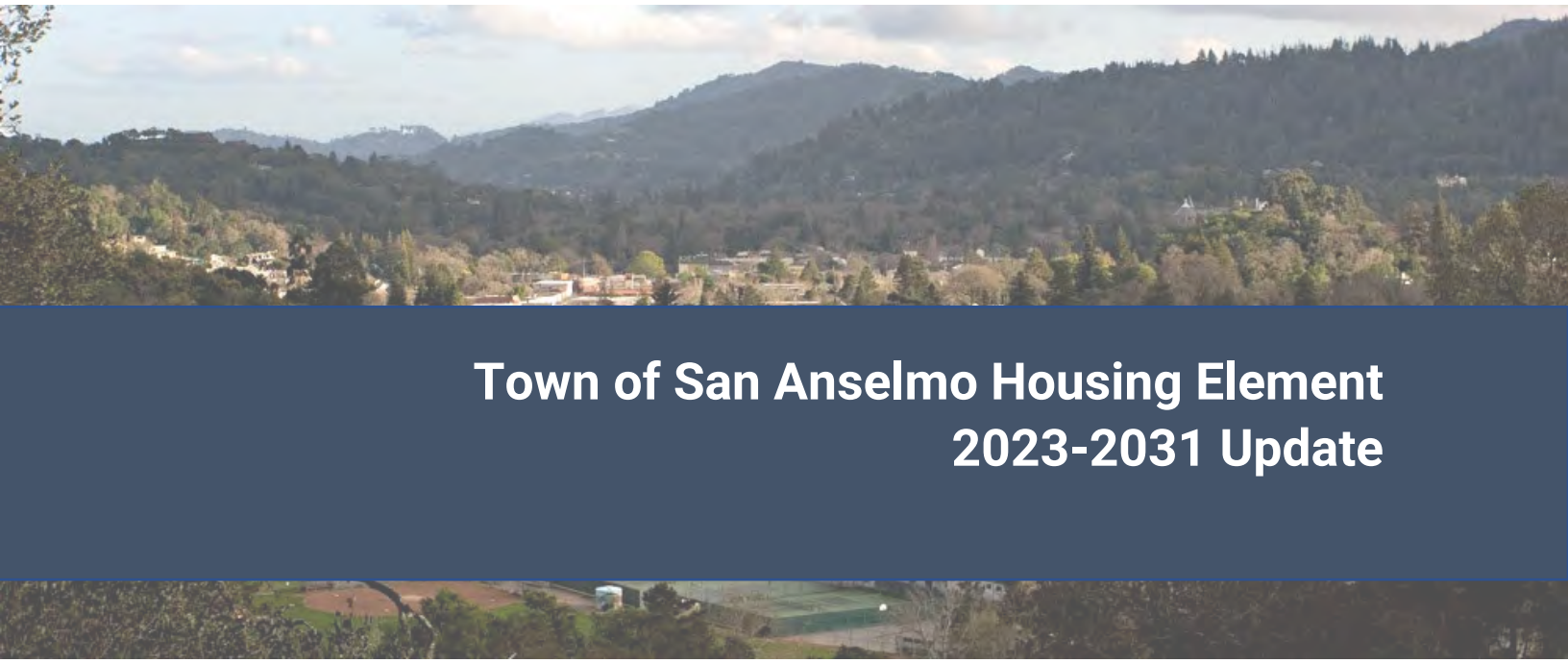


3-Bay Composition (1 + 1 + 1)



Key

☐ Ground Floor



Town of San Anselmo Housing Element 2023-2031 Update

Initial Study of Potential Housing Element Update Environmental Impacts

prepared for:
The Town of San Anselmo
525 San Anselmo Avenue
San Anselmo, California 94960

prepared by:
CHPlanning, Ltd
1520 Locust Street, Suite 401
Philadelphia, PA 19102

with the assistance of:
Houseal Lavigne
360 E 2nd Street, Suite #800
Los Angeles, CA 90012

TOWN OF SAN ANSELMO EST. 1907

June 2023

Table of Contents

Executive Summary 5

Project Synopsis 5

1.0 INTRODUCTION 6

Summary of Findings 7

Report Organization 8

2.0 PROJECT DESCRIPTION 8

2.1 Project Location 8

2.2 Project Description 13

2.3 General Plan Designation 16

2.4 Background and Project Objectives 16

2.5 Existing Land Use Designation and Zoning 17

2.6 Environmental Factors Potentially Affected: 22

CERTIFICATION: 23

Evaluation Of Environmental Impacts 25

3.1 Aesthetics 27

3.2 Agricultural and Forestry Resources 33

3.3 Air Quality 37

3.4 Biological Resources 45

3.5 Cultural Resources 57

3.6 Energy 61

3.7 Geology and Soils 65

3.8 Greenhouse Gas Emissions 71

3.9 Hazards and Hazardous Materials 77

3.10 Hydrology and Water Quality 83

3.11 Land Use and Planning 91

3.12 Mineral Resources 97

3.13 Noise 99

3.14 Population and Housing 103
3.15 Public Services 105
3.16 Recreation 109
3.17 Transportation 113
3.18 Tribal Cultural Resources 117
3.19 Utilities and Service Systems 121
3.20 Wildfire 127
4.0 Supporting Documentation 135
APPENDIX A: Acronyms and Abbreviations 135
APPENDIX B: Transportation Impact Analysis 138
APPENDIX C: VMT Thresholds of Signficance Policy 149
APPENDIX D: List of General Plan and Zoning Code Amendments 155
APPENDIX C: Footnotes 167

This page is intentionally left blank

Executive Summary

This document is an Initial Study (IS) analyzing the environmental effects of the proposed update to the Town of San Anselmo's Housing Element Update (HEU). The HEU comprises the "project" reviewed. It would enable production of 833 additional housing units on 172 existing parcels that comprise 70.435-acres of land. New housing units would be made possible through modifications of the zoning code to increase the allowable housing unit density. This density increase will occur in the developed areas of the town and suggests lots that are already developed will need to be redeveloped. As a result, no new lots are proposed, and no agricultural or undeveloped forested lands would be impacted to accomplish the new housing units. This update covers the period of 2023 through 2031. Overall, this report summarizes the applicable federal, state, and local regulations, reviews specific environmental conditions within the Town boundary, and then determines that the proposed environmental impacts resulting from this project will have at most a "less than significant impact" on the of Town of San Anselmo. These findings indicate a Negative Declaration (IS/ND).

Project Synopsis

Project applicant	Lead Agency
Town of San Anselmo 525 San Anselmo Avenue San Anselmo, California 94960 Email: Planning@townofsananselmo.gov Phone: 415-258-4617	**Planning Department**

Lead Agency Contact
Heidi Scoble, Planning Director

1.0 INTRODUCTION

In accordance with the California Environmental Quality Act (CEQA) (California Public Resources Code [PRC] §21000 et seq.) and the State CEQA Guidelines (California Code of Regulations [CCR], Title 14, §15000 et seq.), this Initial Study has been prepared to evaluate the potential environmental effects associated with the Town of San Anselmo's (Town) Housing Element Update (HEU), which represents the Town's policy program for the 2023 – 2031 6th Cycle planning period.

The Housing Element is one of several State-mandated General Plan elements and is included in the Town's General Plan. The purpose of the HEU is to identify and plan for existing and projected housing needs.

This analysis includes:

- The description of the proposed project and appropriate project vicinity maps.
- An evaluation of the project's potential environmental impacts.
- Key findings related to the analysis of 20 predetermined environmental features; and,

For purposes of the CEQA review and compliance, the Town of San Anselmo (Town) serves as the Lead Agency. In accordance with the State CEQA Guidelines, the Town has the authority for environmental review and certification of all environmental documentation.

This Initial Study is intended to be used as a tool to inform the Town and community while reviewing and considering further action on the proposed project. The Town of San Anselmo and lead decision makers may elect to use this environmental analysis for discretionary actions associated with the project implementation.

In each planning cycle, the California Department of Housing and Community Development (HCD) determines the Regional Housing Needs Assessment (RHNA) by income level for each region's Council of Governments (COG). For the San Francisco Bay Area, the Association of Bay Area Governments (ABAG) allocates each jurisdiction's share of potential housing sites. The Housing Element is required to identify potential candidate housing sites by income category to meet the Town's RHNA allocation.

The proposed HEU supports the Housing Policy Plan, which addresses the Town's identified housing needs and includes goals, policies, and programs concerning housing and housing-related services, as well as the Town's approach to addressing its share of the regional housing

need for the 6th Cycle planning period. The proposed project includes 833 new housing units located on 172 potential sites that comprise 70.435 acres of land.

Summary of Findings

As set forth in State CEQA Guidelines Section 15070, a public agency can prepare or have prepared an Initial Study leading to a Negative Declaration (IS/ND) or a Mitigated Negative Declaration (IS/MND) for a project subject to CEQA when:

> a) The initial study shows no substantial evidence, considering the whole record before the agency, that the project may have a significant effect on the environment, or
>
> b) The initial study identifies potentially significant effects, but
>
> 1) Revisions in the project plans or proposals made by, or agreed to by the applicant before the proposed mitigated negative declaration and initial study are released for public review would avoid the effects or mitigate the effects to a point where clearly no significant effects would occur, and
>
> 2) There is no substantial evidence, considering the whole record before the agency, that the project as revised may have a significant effect on the environment.

Based on the Environmental Checklist Form and supporting environmental analysis completed for the proposed project, the project would have "no impact" or a "less than significant impact" on the following environmental issue areas:

- Aesthetics
- Agricultural and Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Energy
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning

- Mineral Resources
- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation
- Tribal Cultural Resources
- Utilities and Service Systems
- Wildfires

No environmental features were assessed and found to be significantly impacted by this project.

Report Organization

This document has been organized into the following sections:

Section 1.0 – Introduction. This section provides an introduction and overview describing the conclusions of the Initial Study.
Section 2.0 – Project Description. This section provides the essentials of this project including the location, project summary and a discussion of the 6th Cycle Housing Element Update.
Section 3.0 – Initial Study Environmental Checklist and Evaluation. This section describes the environmental setting and evaluates the potential impacts that may result from project implementation.
Section 4.0 – Supporting Documentation. The section identifies resources used to prepare the Initial Study and contains a list of Acronyms and Abbreviations used throughout this document.

2.0 PROJECT DESCRIPTION

2.1 Project Location

The Town of San Anselmo is an incorporated town located in southeast Marin County. It is approximately 20 miles north of the City and County of San Francisco. The Town is bordered by San Rafael and Highway 101 to the east, Fairfax to the west, and Ross to the south. The Town is dominated by views of the Ross Valley. To the north are Red Hill and Grove Hill. To the southwest is Bald Hill. To the east is Moore Hill and in the distance to the south is Mount Tamalpais – often considered to be a symbol of Marin County. Oakland (OAK) Airport is 26.4 miles away and San Francisco (SFO) Airport is 26.7 miles from the Town.

San Anselmo, sometimes referred to as the “Hub”, is at the juncture of major arterials leading from the Greater Bay Area and Marin County urban centers to West Marin’s bucolic agricultural and coastal communities. The Regional Location Map in Figure 1 depicts the Town’s central location among developed areas of the County, and its key position in the region.

The Town of San Anselmo (Town), nestled at the base of Mt. Tamalpais in Marin County, California, is home to about 13,000 residents. The Town’s resilient economy survived the Great Recession, periodic floods, and growing competition from regional and Internet retail.

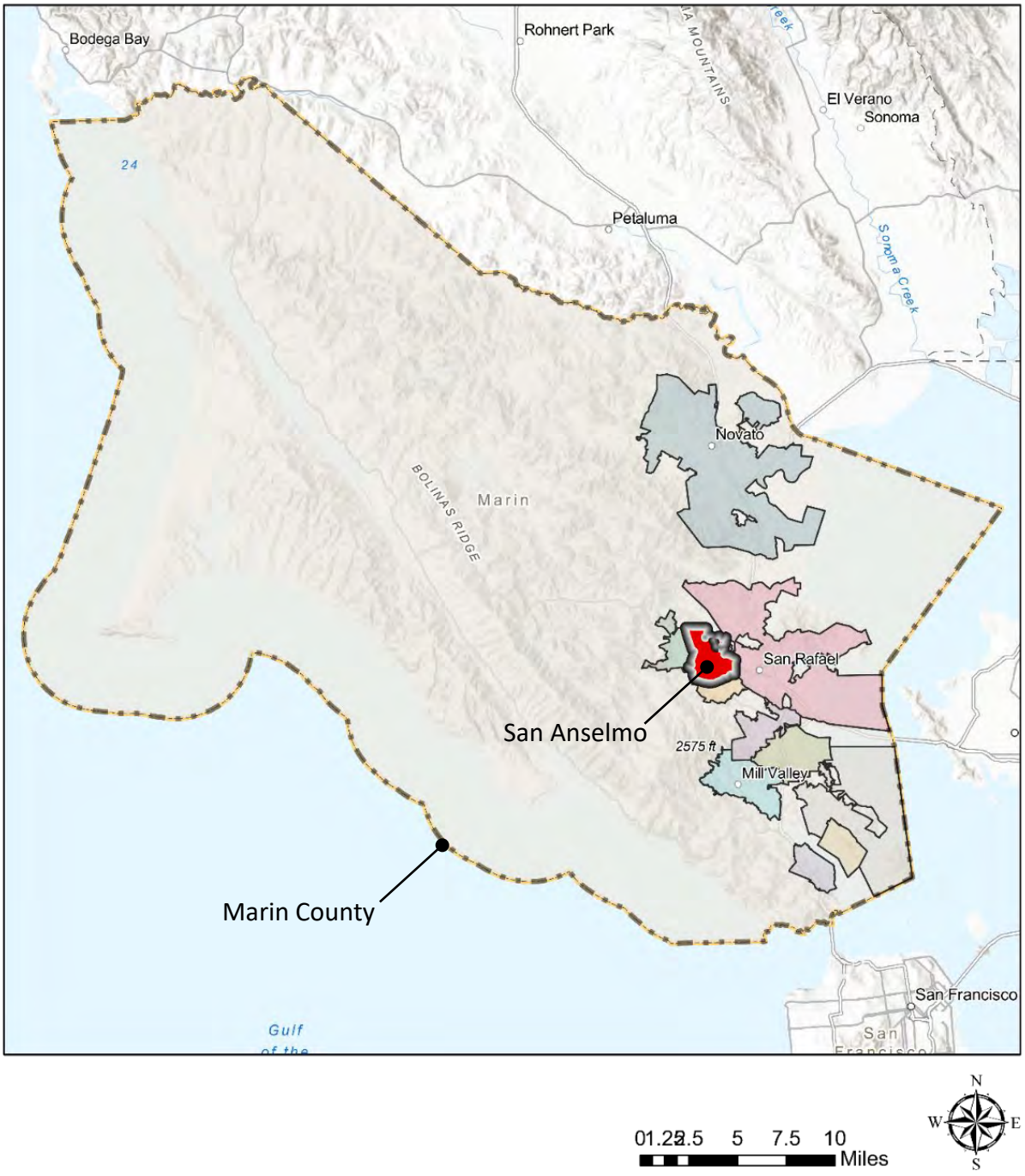


Figure 2.1 - Regional Context Map – Marin County, with Town of San Anselmo indicated in red

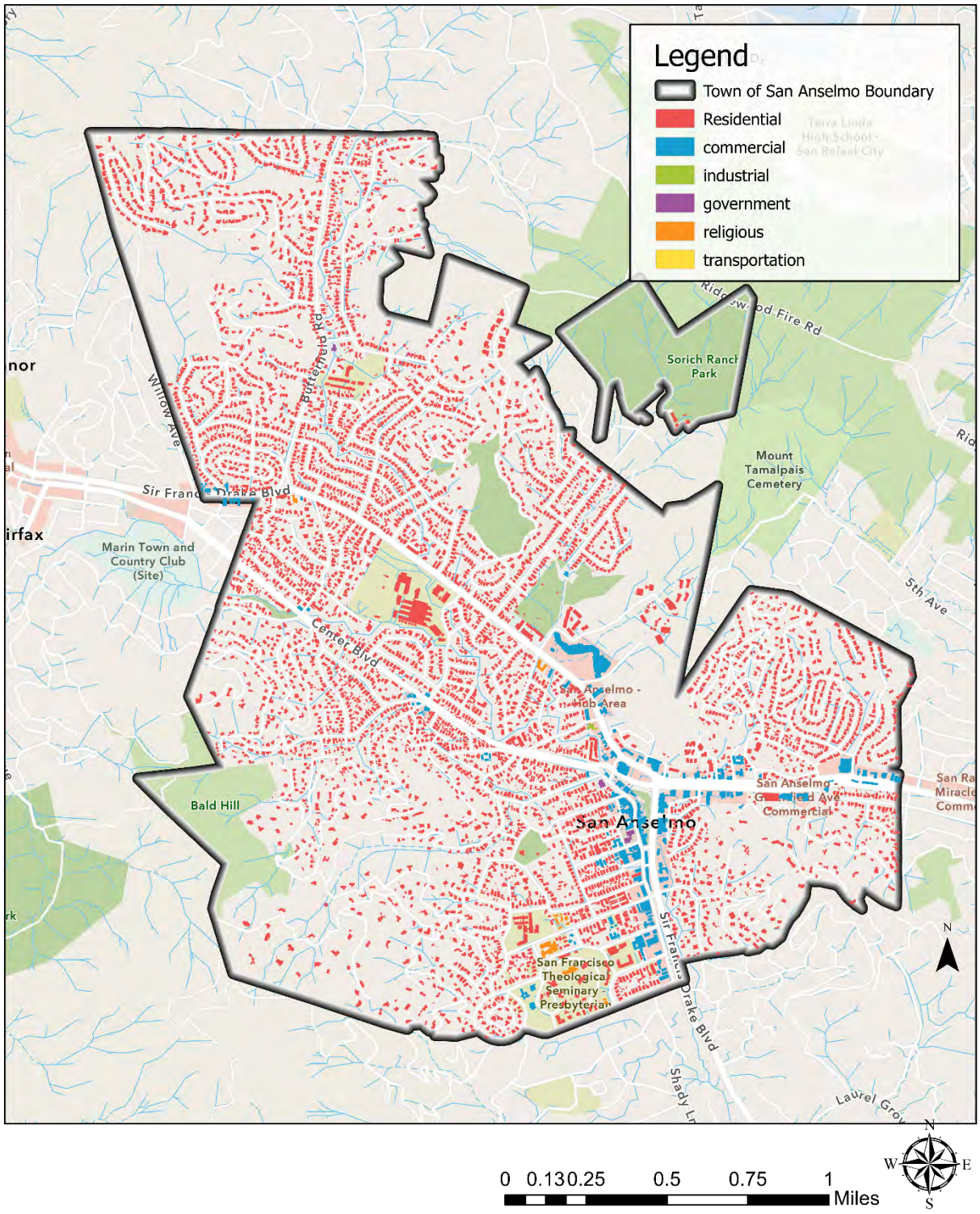


Figure 2.2 - Town of San Anselmo Existing Land Use and Building Footprints

Local Context

The primary land use goal for San Anselmo is the conservation of the small-town character of the community and its close relationships with the natural beauty of its setting, according to the Town's General Plan. San Anselmo desires to remain a small-town community and will be an alternative for those seeking refuge from San Francisco as in days past. Young and growing families move to San Anselmo looking for a less intense urban environment to raise children, access to high-quality schools, and proximity to recreation. While many residents continue to commute to high-paying jobs in the San Francisco financial center, Marin County businesses founded by entrepreneurial residents attracted by the region's amenities have created thriving local industries in the areas of health care and biotech, tourism, music, and film.

The Town has few vacant lots available for development and is largely "built out." According to the Town's General Plan, conservation efforts will focus on preservation of steep slopes and ridges especially for the aesthetic value. Additional efforts will focus on preserving the Town's neighborhood character, image, and quality of life. Reducing the impacts of flooding and limiting the development in the flood plain, redeveloping vacant school properties are also priorities.

The Town has, and will continue to have, smaller scale commercial development. Commercial lots range from 1,000 square feet to 4.5 acres, with the average lot size approximately 15,000 square feet in the general commercial areas.

In the oldest part of the Downtown area, the average lot size is around 5,500 square feet. Downtown San Anselmo has managed to retain much of the original character of its buildings, although many of the facades have been modified over time. The Town's downtown has evolved from a railroad hub and older traditional town center into a vital retail center. Key challenges are typical to similar destinations and include items like convenient and plentiful parking are sometimes hard to find during peak periods. More significant challenges revolve around San Anselmo Creek. The areas surrounding this significant waterway are subject to flooding. San Anselmo is wrestling with solutions to periodic floods that create considerable damage, including damage to downtown. The Town is pursuing projects to reduce the flooding risk and works with businesses to install and maintain flood control gates.

2.2 Project Description

This project consists of the comprehensive HEU for the Town of San Anselmo. The Housing Element is a State-required element to the Town of San Anselmo's General Plan. The HEU provides a policy framework for the Town to meet the needs, availability, and adequacy of housing. Pursuant to Regional Housing Needs Assessment (RHNA) the HEU will provide a framework and pathway for the development of housing to meet the Town's need through the year of 2031, as established by the State of California and identifies the rezoning and redevelopment strategies needed to reach the housing capacity required by the assessment.

This HEU will inform the period of 2023-2031 and serves these purposes:

- Compliance with California State Law's requirement that all cities and counties maintain an updated General Plan with Housing as one of the required elements
- Meet the required housing unit increase identified in the sixth cycle Regional Housing Needs Allocation (RHNA) including a "no Net Loss" buffer to ensure compliance with meeting RHNA
- Affirmatively further fair housing and identify potential environmental justice and social equity issues to support positive economic, educational, and health outcomes for low-income families—particularly long-term outcomes for children
- Bring the General Plan into conformance with recently enacted State laws

Jurisdiction	VERY LOW INCOME (<50% of Area Median Income)	LOW INCOME (50-80% of Area Median Income)	MODERATE INCOME (80-120% of Area Median Income)	ABOVE MODERATE INCOME (>120% of Area Median Income)	TOTAL
MARIN COUNTY					
Belvedere	49	28	23	60	160
Corte Madera	213	123	108	281	725
Fairfax	149	86	71	184	490
Larkspur	291	168	145	375	979
Mill Valley	262	151	126	326	865
Novato	570	328	332	860	2,090
Ross	34	20	16	41	111
San Anselmo	253	145	121	314	833
San Rafael	857	492	521	1,350	3,220
Sausalito	200	115	114	295	724
Tiburon	193	110	93	243	639
Unincorporated Marin	1,100	634	512	1,323	3,569

Source: ABAG REGIONAL HOUSING NEEDS ALLOCATION DRAFT METHODOLOGY: SAN FRANCISCO BAY AREA, 2023-2031

- Include consideration of recent State Housing Legislation that removes barriers and streamlines the processes for new housing

This Initial Study considers 151 candidate housing parcels comprised of existing lots on approximately 45.45 acres within the Town's boundaries; see Figure 3.0: Candidate Housing Sites Inventory.

The RHNA requires that the Town plan for and accommodate 833 net new housing units affordable to four specified income categories. To meet this increased housing unit identification requirement, the Town is amending the zoning code to allow for housing unit increases on 151 identified Housing Opportunity Sites (see Figure 2.0). The means for accommodating this increase in housing unit sites is to increase allowable housing unit density on selected parcels according to their zoning district. The extent of density increase varies. For instance in the commercial districts C-L and C-3, the allowable density would increase from 20 to 30 dwelling units per acre.

These changes impact 45.26 acres of land which is approximately 3% of the land area that makes up the Town's boundary. Many of the Housing Element opportunity sites are along major arterial roads. This will create increased opportunities for a "mixed-use" development pattern close to transit corridors. Residential uses will be broadly mixed with commercial and other uses that will permit strategic access to all areas including main public transit routes. Residents will have a variety of transportation options and easy access to a variety of community services.

The HEU establishes a variety of policies, programs, and actions to facilitate the development of housing. As such, the adoption of the HEU will also include General Plan and Zoning Code amendments. The Zoning Code amendments are listed in Appendix D and includes the following:

- General Plan Land Use Element amendments
- General Plan Housing Element to repeal and replace the 2015 adopted Housing Element
- General Plan Land Use Designation Map Amendments
- Zoning Code Map amendments
- Zoning Code Land Use and Definition Amendments
- Zoning Code Development Standards Amendments
- Zoning Code Parking Amendments
- Zoning Code Conditional Use Permit Amendments

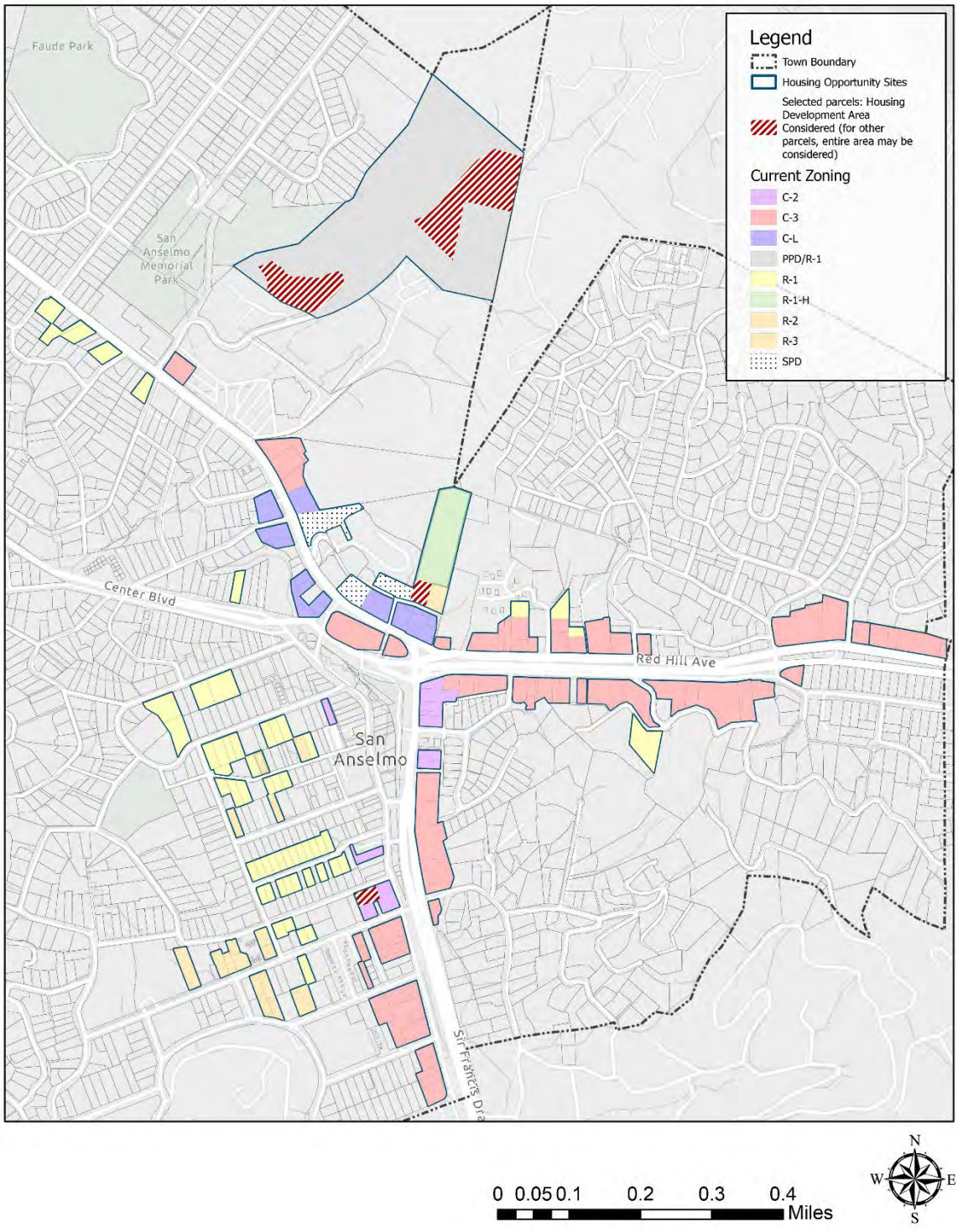


Figure 2.3 - Town of San Anselmo Housing Element opportunity sites

2.3 General Plan Designation

This work is an update of the HEU for the planning period of 2023 to 2031 of the San Anselmo General Plan. The Housing Element includes an assessment of housing needs and lays out policies for meeting those needs.

2.4 Background and Project Objectives

The Housing Element Law, enacted in 1969, mandates that local governments in California adequately plan, and meet the anticipated housing needs of their communities. These needs must be provided through the Housing Element. The Housing Element will ensure there are opportunities for suitable housing across all segments of the community. The Housing Element Law also requires that the Housing Element be updated every eighth year and mandates that the effort also reflects the most recent economic trends as well as demographic conditions. The State of California Department of Housing and Community Development requires that this HEU for the Town to be adopted by January 30, 2023. The HEU will be in effect through 2031.

As required by the State of California Housing and Community Development, the HEU addresses new State mandated requirements. One such requirement is the 6th cycle Regional Housing Needs Allocation. The 6th cycle RHNA is significant for the entire region. This HEU would require significant efforts to identify additional sites with sufficient capacity for the increased RHNA, taking into consideration the adequate sites requirements under new Housing Element laws (SB 166, AB 1397, etc.).

This effort will also adequately address Government Code Section 65583.2(g)(3) which requires that communities supply replacement unit opportunities on certain sites identified in the overall Inventory of Sites.

This Initial Study looks at the policies, programs and details of the Housing Element that may result in significant environmental impacts. Under this proposal the Town will provide zoned capacity for 833 housing units. This planned growth is intended to provide a conservative approach to meet the Town's RHNA growth allocation. While the plan provides for the zoning capacity, this plan also identifies that most of the new Housing Element opportunities will occur on land that is already developed. In reviewing the 151 lots that Town of San Anselmo is considering, eight of these lots (which together total approximately seven acres in land area) are listed as unimproved. Of these, five are developed in part as parking lots, one is wooded, and two are covered with grassy vegetation. The remaining 143 lots are listed as "improved lots." This matters when considering overall environmental impacts and conditions. Rather than allocate significant undeveloped land for development, the Town is suggesting

redevelopment opportunities for 151 existing lots in or adjoining previously developed areas within the municipal boundaries.

2.5 Existing Land Use Designation and Zoning

Existing Land Use Designations:

R-1-H Very Low-Density Residential District. - allows a maximum density of one residential unit for each gross acre of land. This District is generally applied to the primary ridges and ridge zone land areas of the Town as identified by the General Plan Land Use and Open Space Elements. The purpose of this District is to preserve and maintain the natural landforms and vegetation of the Town's primary ridges and ridge zone areas by limiting development as defined by the Town's General Plan, to further the Town's open space objectives as described in the General Plan, and to recognize and work in concert with the environmental opportunities and constraints of these unique and sensitive areas.

R-1-C Single-Family Residential-Conservation District. - allows a maximum density of one residential unit for each gross acre of land. This District is generally applied to those developed and undeveloped lots ranging from one to two acres in size and located at or above one hundred fifty (150) feet above Mean Sea Level (see map under Available Land inventory) and excepting those areas designated as "Very Low Density Residential" by the General Plan Land Use Element. The purpose of this District is to (1) require design review for most exterior improvements; (2) limit the overall density within the district to a maximum of one (1) residential dwelling unit per acre of land; and (3) maintain and enhance the natural land forms and vegetation of the Town's secondary ridgelines and hillside areas by limiting development density and through the careful review of architectural design and site development characteristics for new development on undeveloped land, for certain reconstruction of existing development, and for certain expansions of existing development.

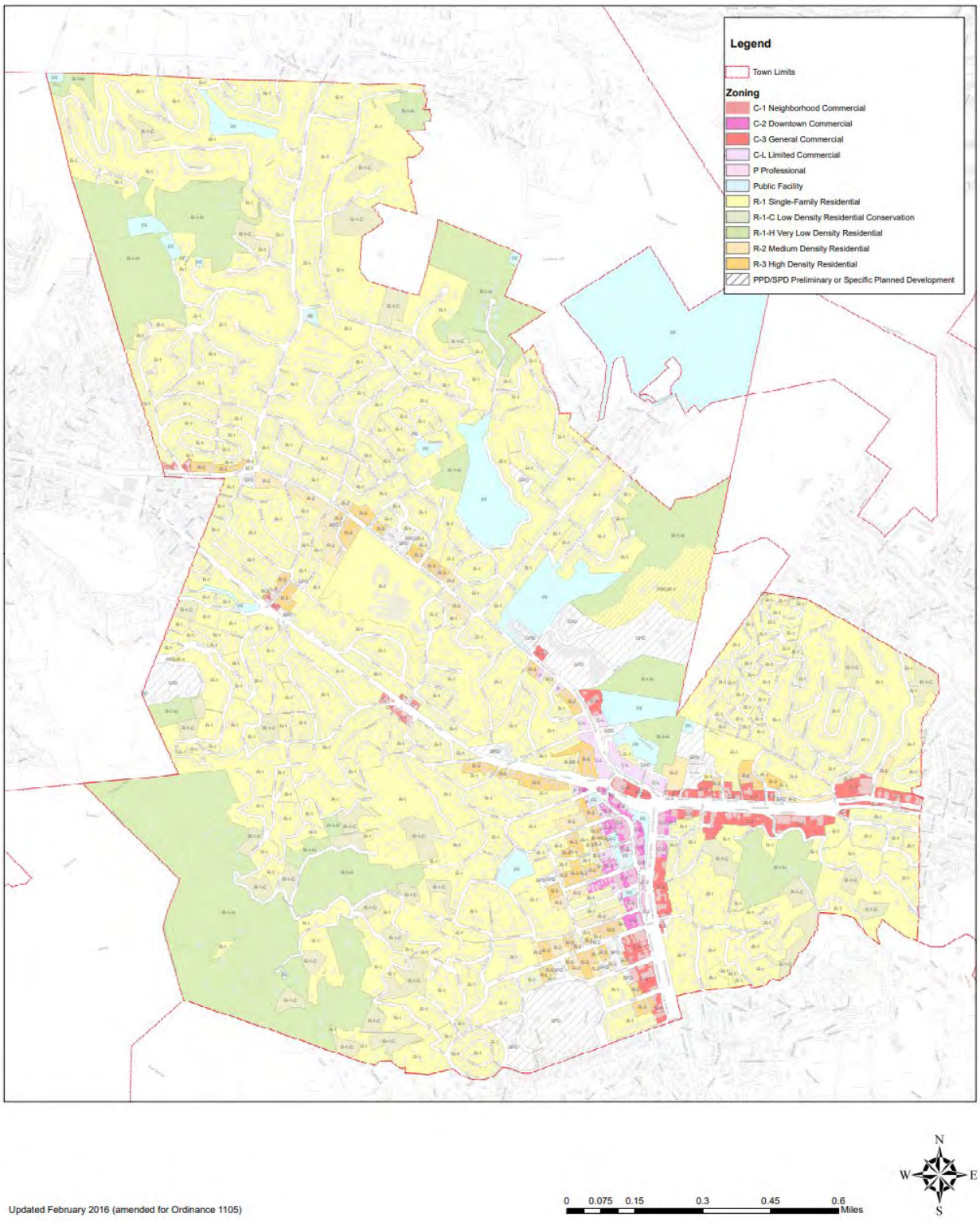


Figure 2.4 Map of San Anselmo Zoning Districts

R-1 Single-Family Residential District. - allows a density range of between one and six residential units for each acre of land. The minimum lot area for R-1 lots is also regulated by the Town's Slope Density regulations. This District is generally applied to established residential neighborhoods characterized by single-family detached residential units on conventional lots. Much of the land area in this District has previously been developed. Additionally, this District is applied to lots located at or above one hundred fifty (150) feet above Mean Sea Level which are further regulated through the requirement for the careful review of architectural design and site development characteristics for new development on undeveloped land, for certain reconstruction of existing development, and for certain expansions of existing development.

R-2 Medium Density Residential District. - allows a density range of between six and twelve residential units for each acre of land. This District is generally applied to lands adjacent to Sir Francis Drake Boulevard and to land areas abutting or facing commercial land uses. Lots within the District would be developed with either duplex or triplex style development, although single-family detached residential units will also be permitted.

R-3 High Density Residential District. - allows a density range of between thirteen and twenty residential units for each acre of land. This District is generally applied to lands near commercial areas. Lots within the District would be developed with either apartment or condominium style development which reflects a compatibility with the Town's predominantly residential character.

Residential Housing Opportunities (R-HO) District - serve as an "overlay" district to the R-2 and R-3 Districts within the Downtown Mixed designation on the General Plan Land Use Map. The R-HO is not an official zoning district yet, but Program H3.B — Adopt Standards for an "Affordable Housing Overlay Zone" — would amend the San Anselmo Zoning Code to establish specific standards and incentives for the affordable housing overlay zone, including densities, development standards incentives, specified level of affordability, etc. The District's purpose would be to provide opportunities for residential densities greater than that provided for in the R-2 and R-3 Districts, which allow a density range up to 20 units per acre on R-2 properties and a density range up to 28 units per acre on R-3 properties, subject to the provision that 40% of the total units permitted must be available for a rental or sale price affordable to lower income households

Professional District - This District is reflected on the General Plan Land Use Map as "Professional." The minimum lot area for all newly created P lots shall be as described in this table. No allowance for rounding up shall be granted for the last lot in a subdivision, which only partially meets the lot area requirement. This District is generally applied to a few land areas in

the vicinity of the Town's commercial area which serve as buffers or transitions between the more intense commercial development and adjoining residential development. The types of professional uses anticipated in the District are those considered compatible with residential and commercial development, and which do not result in the generation of traffic, noise, or other detriments to adjacent residential development. Lots developed with a single-family detached residential use are permitted to have an accessory dwelling unit. An accessory dwelling unit is an accessory residential use that is consistent with the General Plan and does not exceed the allowable density or expand or intensify the residential use.

C-1 Neighborhood Commercial District - This District is reflected on the General Plan Land Use Map as "Neighborhood Commercial," which allows a maximum Floor Area Ratio of 0.65. This District is generally applied to several existing small commercial areas located within established residential neighborhoods. The purpose of this District is to identify those land areas which have existing commercial development providing limited commercial opportunities to adjacent residential neighborhoods. The types of commercial uses permitted within this District are those which have a market area limited to adjoining residential neighborhoods and which do not result in the generation of traffic, illumination, noise, odors, or other impacts greater than if the District were restricted to residential uses. Examples of the types of uses anticipated within the District are small grocery and drug stores and service businesses such as dry cleaners and laundromats. Lots developed with a single-family detached residential use are permitted to have an accessory dwelling unit. An accessory dwelling unit is an accessory residential use that is consistent with the General Plan and does not exceed the allowable density or expand or intensify the residential use.

C-2 Downtown Commercial District - allows a maximum Floor Area Ratio of 2.0. This Town of San Anselmo Housing Element — May 2015 50 District is generally applied to existing commercial areas along San Anselmo Avenue and Sir Francis Drake Boulevard between The Hub and Ross Avenue. The purpose of this District is to identify those areas which form the Town's central business district. The primary uses expected are businesses referred to as "primary attractors," which are those which draw many of their customers from outside the community. The second type of businesses expected in the District are those which rely upon pedestrian activity generated by the primary attractors. Mixed-uses, combining commercial, office, and residential uses are also allowed within the District, however, offices and residential uses are encouraged to locate above the ground floor to preserve the District's primary purpose of providing for commercial activities.

C-L Limited Commercial District - allows a maximum Floor Area Ratio of 1.0. This District is generally applied to properties lining both sides of Sir Francis Drake Boulevard, west of The Hub, for approximately one-quarter (1/4) of a mile, ending at Bella Vista Avenue. The Land Use category was developed as part of the 1988 General Plan to allow only those commercial uses which will not result in the generation of traffic in volumes sufficient to disrupt the flow of vehicular traffic along Sir Francis Drake Boulevard. Residential uses are allowed within the

District which provide mixed-uses, live/work arrangements, and affordable housing that will not result in significant traffic disruption along Sir Francis Drake Boulevard. Offices and residential uses are encouraged to be located above the ground floor to preserve the District's primary purpose of providing for commercial activities. Multi-family uses are encouraged to provide incentives for mass transportation use.

C-3 Commercial District - allows a maximum Floor Area Ratio of 1.0. This District is generally applied to those areas along Redhill Avenue, Sir Francis Drake Boulevard, and the eastern end of San Anselmo Avenue. The purpose of this District is to identify those areas of Town which will afford opportunities for various commercial activities to serve the needs of the community as well as the needs of surrounding communities. Residential uses are allowed within the District which provide mixed-uses, live/work arrangements, and affordable housing that will not result in significant traffic disruption along Sir Francis Drake Boulevard. Offices and residential uses are encouraged to be located above the ground floor to preserve the District's primary purpose for providing commercial activities. Multi-family uses are encouraged to provide incentives for mass transportation use.

PF Public Facilities District - applied to all existing major public land uses, including the Town Corporation Yard, Town Hall, the Police Department, the Public Library, the Fire Service buildings, public parking lots, parks and public schools. Town of San Anselmo Housing Element — May 2015 51

PPD Preliminary Planned Development District - serves as an "overlay" District to all land areas within the Town. The purpose of the District is to provide opportunities to allow development on land areas within the Town which because of size, hillside location, unusual topography, natural resources, or aesthetic appeal cannot be developed through adherence to rigid development standards. The characteristics of these land areas require a flexible approach to provide logical and orderly development while promoting and protecting the public's health, safety, and general welfare. A PPD District is a designation established upon property which may only be developed pursuant to a Town approved specific plan.

SPD Specific Planned Development District - intended to serve as an "overlay" District to all land areas within the Town. The purpose of the District is to provide opportunities to allow development on land areas within the Town which because of size, hillside location, unusual topography, natural resources, or aesthetic appeal cannot be developed through adherence to rigid development standards. The characteristics of these land areas require a flexible approach to provide logical and orderly development while promoting and protecting the public's health,

safety, and general welfare. An SPD District refers to a specific plan development approved by the Town.

CF Community Facilities District - applied to certain Town owned property and allows for private use of said properties when appropriate.

OS Open Space District- This District is reflected on the General Plan Planned Land Use Map as "Open Space." This District is generally applied to land intended to be protected and managed as a natural environment with passive recreation usage and no or minimal development. Lands zoned to the OS District include existing open space areas, lands with scenic values or natural resources found to be in the public interest to preserve, or lands not suitable for development due to natural or other hazards associated with the land.

2.6 Environmental Factors Potentially Affected:

The San Anselmo HEU would potentially affect the environmental factors presented in this section. The categories listed are those recommended by CEQA. Each of these elements were reviewed according to the recommended guidelines.

Aesthetics	Land Use/ Planning
Air Quality	Mineral Resources
Agriculture and Forestry Resources	Noise
Biological Resources	Population/Housing
Cultural Resources	Transportation
Energy	Public Services
Geology/Soils	Recreation
Greenhouse Gas Emissions	Tribal Cultural Resources
Hazards and Hazardous Materials	Utilities/Service Systems
Hydrology/Water Quality	Wildfire

Determination

Based on this Initial Study evaluation:

☒ The proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.

☐ The proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions to the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION WILL BE PREPARED.

☐ The proposed project MAY have a significant effect on the environment, and an Environmental Impact Report is required.

☐ I find that the proposed project MAY have a "potentially significant impact" or "less than significant with mitigation incorporated" impact on the environment, but at least one effect (1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and (2) has been addressed by mitigation measures based on the earlier analysis as described on the attached sheets. An Environmental Impact Report is Required, but it must analyze only the effects that remain to be addressed.

☐ I find that although the proposed project could have significant effect on the environment, because all potential significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to the applicable standards, and (b) have avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATON pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or Negative Declaration, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

CERTIFICATION:

Heidi Scoble _____ June 9, 2023 _____

Date

Heidi Scoble, AICP

Planning Director

This page intentionally left blank

3.0 ENVIRONMENTAL CHECKLIST

Purpose of the Initial Study

The project is analyzed in this Initial Study, in accordance with the California Environmental Quality Act (CEQA), to determine if approval would significantly impact the environment. This Initial Study has been prepared pursuant to the requirements of CEQA, under Public Resources Code 21000-21177, of the State CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, Sections 15000-15387) and under the guidance of the Town of San Anselmo. The Town of San Anselmo is the Lead Agency under CEQA and is responsible for preparing the Initial Study for the proposed project. The Town of San Anselmo will be a Responsible Agency under CEQA.

Evaluation Of Environmental Impacts

The impact columns heading definitions in the table below are as follows:

- "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.
- "Less than Significant Impact with Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The mitigation measures must be described, along with a brief explanation of how they reduce the effect to a less than significant level.
- "Less than Significant Impact" applies where the project creates no significant impacts, or only Less Than Significant impacts. An impact may be considered "less than significant" if "project design features" would be implemented by the project or if compliance with applicable regulatory requirements or standard conditions of approval would ensure impacts are less than significant.
- "No Impact" applies where a project does not create an impact in that category. A "No Impact" answer is supported if the referenced information sources show that the impact simply does not apply to projects like the one proposed (e.g., the project would not displace existing residences). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to toxic pollutants, based on a project-specific screening analysis.)

Environmental and Regulatory Setting – This subsection of each topic area provides:

1) A brief overview of relevant plans, policies, and regulations that compose the regulatory framework for the project and

2) A description of the existing physical environmental conditions at the project site and in the surrounding area, as relevant.

Checklist and Discussion of Impacts – This subsection includes a checklist for determining potential impacts and discusses the project's environmental impact as it relates to the checklist questions. For significant impacts, feasible mitigation measures are identified. "Mitigation measures" are measures that will minimize, avoid, or eliminate a significant impact (CEQA Guidelines Section 15370). Each impact is numbered using an alphanumeric system that identifies the environmental issue.

Conclusion – This subsection provides a summary of the project's impact on the resource.

3.1 Aesthetics

Environmental and Regulatory Setting

Scenic vistas are generally described in two ways: (1) panoramic views (visual access to a large geographic area, for which the field of view can be wide and extend into the distance); and (2) focal views (visual access to a particular object, scene, or feature of interest).

According to the San Anselmo General Plan, the Town's scenic resources and vistas include natural hills and ridgelines which surround the town and are mostly covered by vegetation. The most prominent of these include the hills at the north and north-west side of the town known as the Sunny Hill, Red Hill, Indian Rock, Bald Hill, and Mt. Tamalpais and Bald Hill. These scenic resources are located at higher elevations and are visible from many points within the town. In addition, the creek-side location is another scenic vista for the town which is accessible through some points within the town.



Figure 3.1. Visualization of topography around study area in town of San Anselmo

Analysis Methodology and Thresholds of Significance

According to the location and current situation of the scenic resources on hillsides, the development on the Housing Opportunity sites would not have adverse effects on the

scenic vistas. There are no prominent topographical features on the Project Sites from which scenic vistas could be blocked, nor do the Housing Opportunity sites block a scenic vista viewshed. Based on the changes to the Housing Element, future development would not directly obstruct an existing public view of a scenic vista as the scenic vistas are in a higher elevation than the identified sites in general.



Figure 3.2 Views from Mariposa Ave toward the University of Redland Historical resource. Development on housing opportunity sites along this street would be limited to two stories, in scale and character with the existing context of the historical resource.

The impact of development on the Housing Opportunity Sites should be evaluated on a site-by-site basis through San Anselmo's established project plan review process. The Residential and Commercial project applications and reviews addresses visual impacts. A significant impact may occur where scenic resources would be damaged or removed by the project. The nearest State-designated scenic building is the University of Redland historical building which is located at ridgeline in south-west side site vicinity. This feature is not impacted by the development that would occur on the Housing Opportunity Sites. Therefore, the Housing Element Update would not have an impact on scenic resources or historic buildings.



Figure 3.3 - Views of Red Hill from Sir Francis Blvd looking north. One housing opportunity site extends up the hill, but its development would be concentrated at the foot of the hill adjacent to existing buildings.



Figure 3.4 - Views from Sunny Hill Drive toward new project location, beyond existing driveway. Any potential impacts of new development on views of the hill to the left should be mitigated through town design review.

Analysis of the impacts on aesthetics includes questions on the visual character or quality of public views of the site itself. Public views are those that are experienced from publicly accessible vantage point. An example of a question is, if the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality? Public views are those that are experienced from publicly accessible vantage point. A significant impact may occur if, in a non-urbanized area, the project would substantially

degrade the existing visual character or quality of the site and its surroundings, or if, in an urbanized area, the project would conflict with applicable zoning or regulations governing scenic quality. Most of the housing opportunity sites are in the urbanized area along San Anselmo's Sir Francis Boulevard corridor, and thus would not result in any significant impact.

The property located on Sunny Hill Drive in zoning district PPD/ R-1 would involve some modification of the existing hillside, and the construction of new structures up to two stories. This could result in a change in the visual character of the site at this specific location that may or may not be significant. Design Review conducted by the Town through established plan review process or application of Objective Development Design Standards conducted by the Town through established plan review process would reduce impacts to a less than significant impact.

Future housing development could add new sources of light and glare. Potential new light sources include exterior nighttime lighting fixtures, parking area lighting, light glow from windows, doors and skylights, and accent lighting. The introduction of concentrated or multiple sources of nighttime lighting near low-density areas could result in potential impacts. However, established town Design Review or Objective Development Design Standards can mitigate any potential significant impacts. Therefore, no significant impacts are anticipated.

Aesthetics Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Have a substantial adverse effect on a scenic vista?	☐	☐	☐	☒
Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a State scenic highway	☐	☐	☐	☒

In nonurbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?	☐	☐	☒	☐
Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	☐	☐	☒	☒

Conclusion

No significant potential aesthetic impacts are anticipated.

Mitigation Measures:

No mitigation required.

This page intentionally left blank

3.2 Agricultural and Forestry Resources

Environmental and Regulatory Setting

Prime farmland is a designation assigned by United States Department of Agriculture. The definition of prime farmland is land that has the best combination of physical and chemical characteristics for producing food, feed, forage, fiber, and oilseed crops and is also available for these land use. (1) There is no prime farmland located within the project area and, therefore, there is no risk of prime farmland being converted as a result of this project.

The Farmland Mapping and Monitoring Program (FMMP) produces maps and statistical data used for analyzing impacts on California's agricultural resources. Agricultural land is rated according to soil quality and irrigation status. The best quality lands identified during a series of reviews are designated as Prime Farmland. The maps locating these valuable land areas are updated every two years with computer mapping, aerial imagery, public review, and field reconnaissance.

According to the State of California's most recent version of the Important Farmland map, the study area is in an area mapped as mostly urban and built-up lands. No prime agricultural lands are shown or noted on the most current map sets in the Town of San Anselmo.

Additionally, future housing development facilitated by the HEU would not conflict with any existing zoning for agricultural use, Williamson Act Contract, or result in the rezoning of any currently forested lands. This project, proposed to increase density on existing residential and commercial lots only, is focused on 70.44 acres of land within the municipal boundaries of the Town. Only eight housing opportunity sites, comprising fewer than 6.2 acres, are unimproved, and five of these currently include parking lots.

Checklist and Discussion of Impacts

Agriculture and Forestry Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	☐	☐	☐	☒
Conflict with existing zoning for agricultural use, or a Williamson Act contract?	☐	☐	☐	☒
Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code Section 12220(g)), timberland (as defined by Public Resources Code Section 4526), or timberland zoned Timberland Production (as defined by Government Code Section 51104(g))?	☐	☐	☐	☒
Result in the loss of forest land or conversion of forest land to non-forest use?	☐	☐	☐	☒
Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	☐	☐	☐	☒

Conclusion

The HEU will not cause the conversion of Prime Farmland, Unique Farmland, or Farmland of Statewide Importance. The study area is mapped as urban and built-up lands. This mapping designation is consistent with the existing land-use conditions.

Mitigation Measures

Since there are no Important Farmlands mapped within the Town of San Anselmo boundaries, and the study area, mitigation is not required.

This page intentionally left blank

3.3 Air Quality

Environmental and Regulatory Setting

The Town of San Anselmo is in the southeastern portion of Marin County, part of the nine-county San Francisco Bay Area Air Basin (SFBAAB). All areas of government including federal, state, and regional agencies regulate air quality in the SFBAAB.

Federal Regulations

Federal Clean Air Act

The Environmental Protection Agency (EPA) is responsible for overseeing implementation of the federal Clean Air Act (CAA). This law passed in 1970 and then, updated in 1990, is the guideline for air pollution control nationwide. The EPA is leading the implementation of many aspects of the CAA, including establishing the National Ambient Air Quality Standards (NAAQSS) for major air pollutants; setting standards for hazard air pollution, approving attainment plans at the State level, and establishing motor vehicle emission standards. The EPA also issues stationary source emission standards and permits; and establishes control measures for acid rain, measures to protect the stratospheric ozone (O_3) levels, and other key enforcement provisions. While the 1990 amendments to the CAA represent the latest standards efforts to limit the most prevalent pollutants, the CAA provides criteria that allow states to adopt more stringent standards or include other pollution species.

National Ambient Air Quality Standards

The CAA mandates that the EPA establish several criteria for air pollutants relevant to the NAAQS. These air pollutants are considered the most hazardous to human health. NAAQS have been established for these pollutants: Ozone (O_3), Carbon Monoxide (CO), Sulfur Dioxide (SO_2), Particulate Matter 10 (PM_{10}), Particulate Matter 2.5 ($PM_{2.5}$), and lead.

State Regulations

California Clean Air Act

In this State, the California Clean Air Act (CCAA) which was signed into law in 1988, mandates the California Ambient Air Quality Standards (CAAQS). Under this law, all areas are to contribute to better air quality and maintain acceptable levels by the earliest practical date.

The California Air Resources Board (CARB) is the State agency responsible for oversight of the Statewide programs, including local efforts, pertaining to air pollution control. CARB oversees the local district's compliance with the applicable federal and State laws. CARB also approves local air quality plans, transmits the State Implementation Plans (SIP) to the EPA, monitors the air quality Statewide, determines areawide designations and provides mapping designations and updates. The CARB also oversees standards related to new mobile sources, small utility vehicles and off-road vehicles, and fuels.

California Ambient Air Quality Standards

The CCAA requires CARB to establish CAAQS. Like the federal NAAQS, CAAQS has been established for these pollutants: $O_{3,\ co,\ n}O_2$, SO_2, PM_{10}, $PM_{2.5}$, lead, vinyl chloride, hydrogen sulfide, sulfates, and visibility reducing particulates. CAAQS are typically more stringent than the NAAQS. The CCAA requires that the local air districts endeavor to achieve and maintain the CAASQs at the earliest practical date. The CCAA also specifies that the local air district must focus on reducing the emission s from transportation and area-wide emission sources. To help achieve this, the CCAA provides the local districts with the authority to regulate indirect sources.

Local Regulations

The local air quality regulatory agency responsible for the SFBAAB is the Bay Area Air Quality Management District (BAAQMD). The Air District maintains one of the most comprehensive air quality monitoring networks in the country, consisting of over 30 stations distributed among the nine Bay Area counties.

The California Legislature created the Air District in 1955 as the first regional air pollution control agency in the country. The Air District is tasked with regulating stationary sources of air pollution in the nine counties that surround San Francisco Bay: Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, southwestern Solano, and southern Sonoma counties. It is governed by a 24-member Board of Directors composed of locally elected officials from each of the nine Bay Area counties.

The BAAQMD measures concentrations of the same six pollutants for which health-based ambient air quality standards have been set by the U.S. Environmental Protection Agency and the California Air Resources Board. Additionally, the BAAQMD measures the more stringent list of various pollutants designated as Toxic Air Contaminants by the State of California.

This information is used to determine compliance with State and federal air quality standards, prepare air quality forecasts, develop air quality plans, provide information for permit modeling, prepare environmental impact reports, and track air quality trends.

The San Francisco Bay Area (Bay Area) does not meet national ambient air quality standards for O_3 and $PM_{2.5}$. As such, the EPA has classified the region as marginal nonattainment for 8-hour O_3. In October 2009, EPA designated the Bay Area as nonattainment for 24-hour $PM_{2.5}$ standard. The Bay Area is considered as attainment or unclassifiable with respect to the national air quality standards for all other pollutants.

The BAAQMD released its 2022 Ambient Air Monitoring Network Plan in June 2022. The plan provides a summary of the ambient air monitoring network in 2021 and proposed network changes through 2023. The proposed changes may be found in the section titled "Proposed Modifications to the Network through 2023."

According to the plan there are 3 monitoring stations in Marin County. San Rafael is the closest monitoring station and detailed site to San Anselmo. The two additional monitoring stations and detailed sites are in Forest Knolls and Fort Cronkite.

Regional and Local Area Air Quality Plans

The Marin County and San Anselmo General Plans do address concerns with air quality. Marin County promotes planning and programs that result in the reduction of airborne pollutants measured within the county and the Bay Area. Key policies in the Marin County General Plan aim to coordinate air quality planning efforts with local, regional, and State agencies, and evaluate the air quality impacts of proposed plans and development projects.

The General Plan of Marin also seeks to attain or exceed the more stringent federal or State Ambient Air Quality Standards for each measured pollutant and require appropriate mitigation of Air Quality Impacts. The Plan requires projects that generate potentially significant levels of air pollutants, such as quarry, landfill operations, or large construction projects, to incorporate best available air quality mitigation in the project design.

Marin County voluntarily promotes various ways to reduce air pollution in the local community through the Spare the Air Resource Team. Starting in 1991, the Community Resource Teams bring together civic groups, agencies, businesses, and environmental organizations that meet regularly and work collaboratively to implement projects that promote cleaner air. While there

are eight such teams in the BAAQMD, these teams are not part of the mandates for pollution and the team does not satisfy and regulatory benefit.

Local Climate and Air Quality

The air quality in The Town of San Anselmo is dependent on the sources of air pollution, transport of pollutants to and from surrounding areas, and local and regional meteorological conditions, as well as the surrounding topography of the SFBAAB. Air quality is described by the concentration of various pollutants in the atmosphere. Units of concentration are generally expressed in parts per million (ppm) or micrograms per cubic meter (µg/m3). The significance of a pollutant concentration is determined by comparing the concentration to an appropriate ambient air quality standard. The standards represent the allowable pollutant concentrations designed to ensure that the public health and welfare are protected, while including a reasonable margin of safety to protect the more sensitive individuals in the population.

Marin County is bounded on the west by the Pacific Ocean, on the east by San Pablo Bay. Most of Marin's population lives in the eastern part of the county, in small, sheltered valleys. Because of the wedge shape of the county, northeast Marin County is farther from the ocean than is the southeastern section. This extra distance from the ocean allows the marine air to be moderated by bayside conditions as it travels to northeastern Marin County.

Air pollution potential, particularly for smog is highest in eastern Marin County, where most of population is located these semi-sheltered valleys like San Anselmo. While the influence of marine air is known to keep air pollution levels low, there is greater potential for air pollution to build up around San Anselmo because the valleys are more sheltered from this unique sea breeze effect. Overall, Marin County does not have many polluting industries. It has been suggested that the air quality on its eastern side may be affected by emissions from increasing motor vehicle use within and through the county.

Concerns and Local Climate

Ozone and fine particle pollution, or PM2.5, are the major regional air pollutants. Ozone is primarily a problem in the summer, and fine particle pollution in the winter. Along the Marin County coast and in southern Marin County, clean air from the Pacific Ocean helps to keep air pollution at a minimum. Like other parts of Marin, ozone can become a concern in San Anselmo, because the hilly terrain and colder winter temperatures can trap PM2.5 near the surface, resulting in air quality that exceeds health standards.

Marin's relatively good air quality is compromised by high concentrations of ozone caused by vehicle traffic, and localized high volumes of particulate matter caused by construction activities, wood burning, off-road travel, and agricultural operations.

Impact Analysis

Today, the Bay Area's largest source of smog forming emissions – over 60% – comes from mobile sources like cars, trucks, buses, and construction equipment. The number of mobile sources will rise considerably along with expected population growth. The Bay Area's population is forecast to increase by 29% by the year 2030 – from 6.8 million in 2000 to 8.8 million in 2030 with the number of jobs increasing to 5.2 million. Even with anticipated gains in transit ridership and carpooling to work, the region is projected to have a minimum of 35% more – or 7.5 million – additional vehicular trips a year.

Current plans are prepared to accommodate growth and reduce high levels of pollutants within areas of the BAAQMD. Projects that are consistent with growth plans do not interfere with attainment because the growth is included in the regional projects utilized in the formation of these regional plans. Since the San Anselmo HEU is consistent with the applicable growth projections and control strategies, it does not jeopardize attainment of the region air quality standards.

These future housing sites are required to adhere to all federal, State and local requirements for minimizing construction and operational pollutant emissions. Since this plan encourages redevelopment there are many opportunities to reduce local trips by providing housing in areas that are accessible to major bus lines, major transportation routes and will be fully walkable to other commercial areas for shopping, dining and other desirable activities.

In the short term, construction from the HEU could result in temporary, short-term pollutants from construction-related soil disturbance, dust and noise emissions and combustion pollutants from on-site equipment, as well as from off-site delivery of construction material and supplies. San Anselmo's established building permit policy will limit any such construction-related air quality impacts.

New building development will be required to meet California's Title 24 Energy Code and CALGreen building standards. A central intent of these policies is to reduce air pollution and other environmental impacts, and they are regularly updated with more stringent regulations responding to updated building technologies and understanding of risks to people and climate. The development responding to the HEU will incorporate the increased efficiencies and reduced air impacts associated with these regulations as they relate to building materials,

heating, cooling, electrical use, air conditioning mechanism, water use, and lighting systems. Considering these evolving requirements, future development on candidate housing sites facilitated by the HEU will result in new housing opportunities with the most advanced green requirements and no significant increase in pollutants currently in nonattainment under applicable federal or State ambient air quality standards.

Toxic Air Contaminants.
Future housing development could include emissions of pollutants identified by the federal and state governments as Toxic Air Contaminants, or TACs. These are hazardous pollutants. The State of California has established the framework for TAC identification and control. This is one of the programs where the State is stricter that the federal government and the program that has been developed targets the TACs that are considered to be a problem in the local environment (State-wide).

The greatest potential or TAC emissions during construction is diesel particulate emissions (DPM) from heavy-duty trucks and the associated health impacts to sensitive receptors. The State of California has two requirements to reduce DPM emissions. The first requirement subjects for fleet owners of mobile construction equipment to the CARB regulations for in-use off-road diesel vehicles to reduce DPM. The second requirement limits engine idling time of all diesel fueled vehicles. Idling of heavy-duty diesel-powered construction equipment and trucks during loading and unloading is limited to five minutes. Whenever possible, electric auxiliary power units shall be used.

Individual development projects implementing the HEU will be subject to the development review process and will be required to demonstrate consistency with Town of San Anselmo, Marin County and the State of California's polices and requirements. While this development may require additional studies for future impacts to TAC emitters, the size and residential land use profile of the proposed projects associated with this analysis do not suggest considerable concerns.

Carbon Monoxide Hot Spots.
Mobile-source impacts, including those related to CO, occur on two levels of magnitude including regionally and locally. Regionally, construction travel associated with future housing redevelopment would add to regional trips, increasing the Vehicle Miles Traveled (VMT) with the local airshed and the SFAAB. Locally, construction traffic will be added to the roadway system in the vicinity of the housing development project. This can always produce the possibility for the formation of microscale CO "hotspots" to occur immediately around points of traffic congestion. Hotspots will form is traffic occurs during periods of poor atmospheric

ventilation that consists of many vehicles that are cold-started and operating at pollution inefficient speeds, including speeds resulting from all congested highways.

Traffic associated with future housing development could potentially contribute to traffic impacts that may result in the formation of hotspots. Because of continued improvement in vehicular emission at a rate that is faster than the rate of vehicle growth and congestion, the potential for CO hotspots is steadily decreasing. Circumstances like these will be evaluated upon submittal of the permit and entitlement applications. Each project will need to demonstrate that the daily construction emissions and operations will not exceed any significant thresholds for any criteria air pollutant.

Future development on candidate housing sites will not expose sensitive receptors to substantial pollution concentrations. Impacts are less than significant.

While the future development associated with the HEU could result in odors generated from vehicles and/or construction equipment including exhaust and emissions, these odors are attributable to concentrations of unburned hydrocarbons and from tailpipes of construction equipment and architectural coatings. As such, these odors are temporary in nature and generally will not occur at the magnitude that would affect a substantial number of people. CALGreen and other building standards are consistently reducing the extent of odors and toxic gases from building materials.

Future land development on candidate housing sites identified in the HEU would result primarily in new housing, a land use which rarely leads to odor complaints, as compared to uses such as chemical plants, refineries, landfills, other industry, agriculture, or food processing. Future housing development facilitated by the HEU would not expose a substantial number of people to negative or offensive odors. Likewise, odors associated with machinery used during the construction process tend to not linger for days and long periods of time. Therefore, impacts are less than significant, and no mitigation is required.

Checklist and Discussion of Impacts

Air Quality Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Conflict with, or obstruct implementation of the applicable air quality plan?	☐	☐	☐	☒
Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or State ambient air quality standard?	☐	☐	☐	☒
Expose sensitive receptors to substantial pollutant concentrations?	☐	☐	☒	☐
Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?	☐	☐	☒	☐

Conclusion

The HEU will not significantly impact air quality. The HEU takes the opportunity to direct increased density to areas of the community that are already developed, where air impacts from transportation can be minimized through use of low-emissions modes. Emphasis on compact building development patterns following established energy and green building standards will minimize air quality impacts from development.

Mitigation Measures

Established Town policies and regulations in place for transportation, building design and construction will address any project revisions to ensure compliance with the Town's policies. No additional measures are required.

3.4 Biological Resources

Environmental and Regulatory Setting

Conservation Plans, Policies and Ordinances

Federal Regulations

Federal conservation laws, such as the Endangered Species Act (ESA) and the Migratory Bird Treaty Act (MBTA), help define the United States' stance on conservation. These key acts play an important role in protecting some of the world's most vulnerable plant and animal species.

Endangered Species Act

The Endangered Species Act (ESA) of 1973 protects species at risk of extinction and the habitats they need to survive. The main takeaway of this federal act is to identify, protect, and recover threatened or endangered species. When a species is added to the list of threatened or endangered species, this triggers four major provisions of the ESA, which are to conserve the listed species, to avoid jeopardy, to avoid adverse modification of habitat, and to avoid taking.

Migratory Bird Treaty Act of 1918

The Migratory Bird Treaty Act (MBTA) of 1918 implemented the Convention for the Migratory Birds between the United States and Canada with later additions of Mexico, Japan, and Russia. This international treaty act defines migratory birds, closes hunting on all species between March and September, and creates a closed 10-year season for threatened game birds. Intended to protect the sustainability of migratory bird populations, the act makes it is unlawful to intentionally kill, hunt, take or pursue migratory birds, along with removing or intentionally disturbing migratory bird nests or eggs.

State Regulations

While CEQA is California's main planning, treatment, and review mechanism, there are notable other State mechanisms that work to protect biological resources. These mechanisms are described below:

California Endangered Species Act

The California Endangered Species Act (CESA) runs parallel to the federal Environmental Species Act, however CESA is managed by the California Department of Fish and Wildlife. It includes an important provision, which prevents the taking of any threatened or endangered species. Taking is defined, similarly to the Migratory Bird Treaty Act (MBTA), as to hunt, pursue, catch, capture, or kill the listed species. Unlike the Endangered Species Act, the CESA grants listings which are categorized as a candidate with the same protections as species listed as threatened or endangered.

California Fish and Games Code

The California Fish and Games Code covers a range of different environmental concerns. Sections 1600 – 1603 work to protect diversions, obstructions or chances to the natural flow or bed, bank or channel of any river, stream or lake in the State of California. The California Fish and Games Code, Sections 3503, 3503.5, and 3513 works in the same manner as the MBTA. It looks to prevent the harm of the listed species and ensure the species does not receive any impairment to its essential behavior.

Local Regulations

Within Marin County and the Town of San Anselmo, there are multiple conservation and preservation ordinances/policies that pertain to biological resources. The following mechanisms are described below:

Native Tree Preservation and Protection

The Marin County Native Tree Preservation and Protection created this ordinance with the intention to promote the health, safety, and general welfare for the residents of Marin County, as trees provide a variety of functions. This ordinance will control the removal of protected trees and maintain/enhance tree cover on improved or unimproved property, prevent the unpermitted wholesale removal of many native trees, protect woodland environments on agricultural land, and educate residents of the County about the functions, benefits and values of trees to further the protection, preservation.

Botanical Name	Common Name	Diameter at Breast Height
Acer macrophyllum	Big-leaf maple	10 inches
A. negundo var. californicum	Box elder	10 inches
Aesculus californica	California buckeye	10 inches
Alnus rhombifolia	White alder	10 inches
A. rubra	Red alder	10 inches
Amelanchier alnifolia	Service-berry	10 inches
Arbutus menziesii	Pacific Madrone	6 inches
Castanopsis chrysophylla	Giant Chinquapin	10 inches
Cercocarpus betuloides	Mountain-mahogany	10 inches
Crataegus douglasii	Hawthorn	10 inches
Cupressus sargentii	Sargent cypress	6 inches
Fraxinus latifolia	Oregon ash	10 inches
Garrya elliptica	Silk tassel	10 inches
Lithocarpus densiflorus	Tanbark oak	10 inches
Myrica californica	Wax myrtle	10 inches
Pinus muricata	Bishop pine	10 inches
Pseudotsuga menziesii	Douglas-fir	10 inches
Quercus agrifolia	Coast live oak	6 inches
Q. chrysolepis	Canyon live oak	6 inches
Q. douglasii	Blue oak	6 inches
Q. garryana	Oregon oak	6 inches
Q. kelloggii	California black oak	6 inches
Q. lobata	Valley oak	6 inches
Q. parvula var. shrevei	Oak	6 inches
Q. wislizeni	Chaparral oak	6 inches
Salix exigua	Narrow leaved willow	6 inches
S. laevigata	Red willow	6 inches
S. lasiolepis	Arroyo willow	6 inches
S. lucida ssp. lasiandra	Shining willow	6 inches
S. scouleriana	Scoulier's willow	6 inches
S. sitchensis	Sitka willow	6 inches
Sambucus callicarpa	Red elderberry	10 inches
Sequoia sempervirens	Coast redwood	10 inches
Taxus brevifolia	Pacific yew	10 inches
Torreya california	California nutmeg	10 inches
Umbellularia californica	California bay	10 inches

Figure 3.5 Represents the Protected Native Trees under the Native Tree Preservation and Protection ordinance.

The Town of San Anselmo has individual ordinances related street trees and trees on private lots. Pursuant to Title 4, Chapter 13, Section 4-13.01 of the San Anselmo Municipal Code, "the trees of the Town are an integral part of the Town's complex environmental system, the functioning of which does not depend on or conform to the arbitrary delineations of property… Therefore, the Council finds it necessary, as a matter of public health, safety, and welfare, to enact the provisions of this chapter to control the removal or destruction of trees within the Town." Thus, the additional regulations ensure the urban tree canopy is featured as an important component of the community environment.

Town of San Anselmo Urban Runoff Pollution Prevention Regulations

Chapter 8 of the San Anselmo Municipal Code provides regulations for Urban Runoff Pollution Prevention. The purpose of the Urban Runoff Pollution Prevention regulation is to ensure the future health, safety, and general welfare of Town of San Anselmo citizens and to protect and enhance watercourses, fish, and wildlife habitat. To achieve this, the ordinance requires the minimizing of discharges other than storm runoff, responding to the discharge of spills, and preventing spills to storm drains, reducing pollutants in stormwater, requiring best management practices (BMPs) on new or redeveloped land, and requiring development projects to maintain or reduce runoff.

Protection of Flood Hazard Areas

The purpose of the Protection of Flood Hazard Areas is to minimize public and private losses due to flood conditions in specific areas that are within flood prone, mudslide and flood-related erosion areas. To accomplish this, this will restrict or prohibit uses the will result in damaging increases, uses vulnerable to floods, uses that control the alteration of natural floodplains, stream channels and natural protective barriers, uses that control filling, grading, dredging, and uses that prevent or regulate the construction of flood barriers which will divert flood hazards in other areas.

The Legislature of the State of California has in Government Code Sections 65302, 65560, and 65800 conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the Town Council of the Town of San Anselmo has also adopted floodplain management regulations that are codified in Title 7, Chapter 11, Protection of Flood Hazard Areas, of the San Anselmo Municipal code. This progressive ordinance adopted in 2009 can be found at Ord. No. 1071, 4-14-2009. Additionally, the Town of San Anselmo requires a Watercourse Permit Title 5, Chapter 8, Article 2, Section 5-8.12 of the San Anselmo Municipal code to ensure any work within a creek is coordinated with State and Federal efforts along waterways.

Regional Environmental Setting

The project area (Town of San Anselmo) is in the San Francisco Bay, which has a comfortable year-round Mediterranean climate, occasionally interrupted by storms and flooding. This region includes freshwater, marine, and terrestrial resources. The resources range from Redwood forests, mixed evergreen forests, and coastal prairie-scrub.

Local Environmental Setting

The Town of San Anselmo is within Marin County jurisdiction, California and is located 1.5 miles west of San Rafael, at an elevation of 46 feet. It is located about 20 miles north of San Francisco. The town is bordered by San Rafael to the east, Fairfax to the west, and Ross to the south. The Town is also within the Ross Valley Watershed with two low-capacity creeks (Sleepy Hollow and San Anselmo Creek), which are surrounded by developed land.

Vegetation Communities

Vegetation Communities are defined as a recognizable group of species growing together and understanding the environmental dynamics is critical when planning new development. Vegetational communities can help to understand the complex wildlife species in the area along with their migration patterns. Development can lead to disruption and aid in the loss of species and biodiversity. The Town of San Anselmo is home to its own specific vegetation communities including the following:

- Coastal Riparian Forest
- Grasslands
- Urban/Suburban

These distinct environments will adapt differently to development and specific communities are critical to the health of the ecosystem, making it important to understand how they all differ.

Coastal Riparian Forest

In coastal riparian forests often have an influence over the dynamics of communities associated with the aquatic ecosystems. These areas possess distinct ecological characteristics because of their relationship with aquatic systems. This relationship allows for their boundaries to constantly change depending on environmental conditions such as soil conditions and vegetation along with other factors. According to Riparian Ecology and Management in the Pacific Coastal Rainforest (Naiman et al.), the riparian forest of the Pacific Coastal Ecoregion of North America is floristically and structurally its most diverse vegetation.

Grasslands

The grasslands are essential habitats the provide food and shelter for many different species in California. These areas provide resources for many birds, mammals, insects, pollinators, and others depend on and support about 40% of California's total native plant species (Wigand 2007). Besides being a critical asset for the numerous threatened and endangered species, grassland communities remove sequester carbon, filter and store water, prevent flooding and soil erosion.

Urban/Suburban

Development in natural habitats continues to have varying effects from the total loss of critical habitats to minor impacts to support low-density housing. In San Anselmo, creeks play a major part in supporting the local biodiversity and 82% of the trees lining these creeks are native species. Protecting these urban oases will positively impact the surrounding area and continue to act as a wildlife corridor.

Special-Status and Protected Species

The definition of special-status species refers to plant and wildlife species that are listed or proposed for listing as threatened or endangered by the U.S. Fish and Wildlife Service. The species listed are protected by the federal and/or State Endangered Species Act, Migratory Bird Act, and other government regulations. According to the US Fish and Wildlife Service IPaC queries, there a multiple threatened and endangered species habitats in the Town of San Anselmo. The species range from mammals, birds, reptiles, insects, flowering plants, fish, and amphibians. The results of these queries highlight the potential of these species to occur in or surrounding the designated project areas. Below is a list of the species designated to be in the project area by the U.S Fish and Wildlife Service IPaC:

Common Name Scientific Name	Threat Level	Potential to Occur in Study Area
Salt Marsh Harvest Mouse (Reithrodontomys raviventris)	Endangered	**Not expected.** No suitable habitat.
California Clapper Rail (Rallus longirostris obsoletus)	Endangered	**Not expected.** No suitable habitat.
California Least Tern	Endangered	**Not expected.** No suitable habitat.

(Sterna antillarum browni)		
Tidewater Goby (Eucyclogobius newberryi)	Endangered	**Not expected.** No suitable habitat.
Showy Indian Clover (Trifolium amoenum)	Endangered	**Not expected.** No suitable habitat.
White-Rayed Pentachaeta (Pentachaeta bellidiflora)	Endangered	**Not expected.** No suitable habitat.
Marbled Murrelet (Brachyramphus marmoratus)	Threatened	**Not expected.** No suitable habitat.
Northern Spotted Owl (Strix occidentalis caurina)	Threatened Critical Habitat	**Not expected.** No suitable habitat.
Western Snowy Plover (Charadrius nivosus nivosus)	Threatened	**Not expected.** No suitable habitat.
Green Sea Turtle (Chelonia mydas)	Threatened	**Not expected.** No suitable habitat.
California Red-Legged Frog (Rana draytonii)	Threatened	**Not expected.** No suitable habitat.
Delta Smelt (Hypomesus transpacificus)	Threatened	**Not expected.** No suitable habitat.
Marin Dwarf-Flax (Hesperolinon congestum)	Threatened	**Not expected.** No suitable habitat.
Santa Cruz Tarplant (Holocarpha macradenia)	Threatened	**Not expected.** No suitable habitat.
Monarch Butterfly (Danaus plexippus)	Candidate	**Not expected.** No suitable habitat.

Table 3.1 This table represents the threatened or endangered species in the Town of San Anselmo.

Analysis Methodology and Thresholds of Significance

Prior to preparing the San Anselmo biological resource report, CHPlanning researched the most recent information available pertaining to species that are identified as threatened or endangered. This information was provided by the U.S Fish and Wildlife Service through its Information for Planning and Consultation (IPaC) tool. This tool allows for the project site to be uploaded, which will then provide a list of these species along with any critical habitats in the area. CHPlanning also researched riparian / sensitive natural communities within San Anselmo. This information was gathered by using geographical information system files (GIS) provided by the Town of San Anselmo, Marin County, and the State of California. The information provided is the location of these sites, which were then researched in greater depth to understand the resources provided to the town.

Categories of Species and Natural Communities of Concern Evaluated

Included in this assessment are species deemed threatened or endangered by the U.S. Fish and Wildlife Service and the California Endangered Species Act. Other items included in the assessment are any natural communities or riparian habitats that may be affected, federally protected wetlands, migratory fish or wildlife, and biological resources protected by preservation policies or ordinances.

To comply with all aspect of the California Environmental Quality Act (CEQA), CHPlanning researched Wetlands and other hydrologic properties in San Anselmo, movement of migratory fish and wildlife species, local preservation policies and ordinances, and approved local, regional, or State habitat conservation plans. This research will then be used to understand if any aspects could occur on the project site or within the area of influence. All the information has been compiled into their respective lists.

Mitigation Measures

After analyzing the parkland, shown in Figure 3.6, along with the query through the U.S. Fish and Wildlife IPaC, continued development in the areas considered would not have a substantial adverse effect directly or indirectly on the species and habitats identified as threatened or endangered. Since the HEU would not have a substantial adverse effect, mitigation is not required.

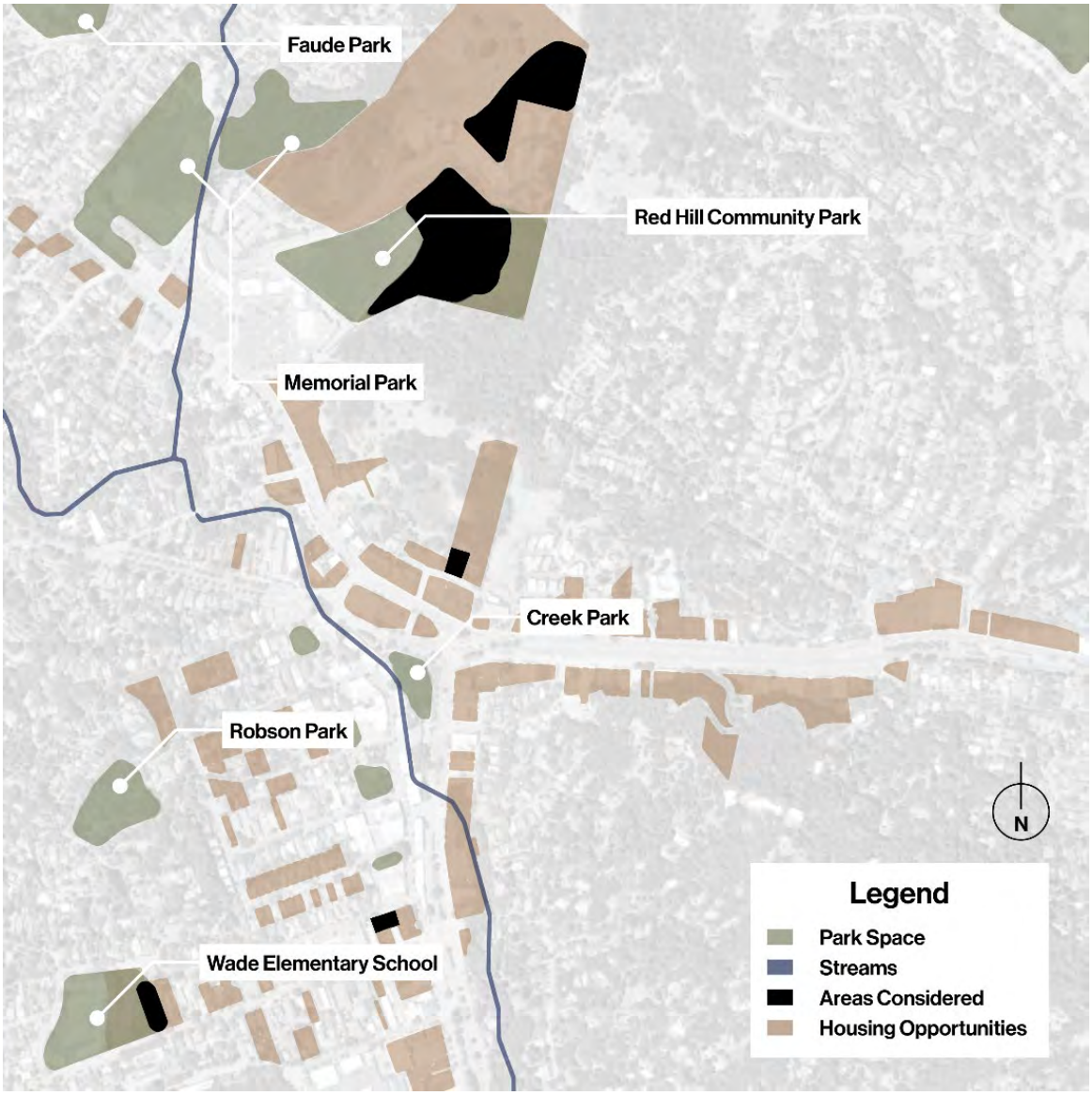


Figure 3.6 This image reflects the nearby parks/open space in the Town of San Anselmo along with the surrounding areas considered and Housing Element.

The U.S. Fish and Wildlife Service and the California Department of Fish and Wildlife (CDFW) lists species as threatened or endangered under the Federal Endangered Species Act (FESA) or the California Endangered Species Act (CESA). The United State Fish and Wildlife can designate critical habitat that identifies specific areas that are critical to the conservation of a listed species.

The HEU does not propose construction of housing or other development; rather, this plan provides capacity for future housing development. Of the 151 candidate housing sites, all but

three (3) parcels are listed as being “improved.” The three (3) that are unimproved comprise fewer than 4.2 acres, are all adjacent to developed parcels.

Habitat and site inventories are subject to constant change. Species and populations of biological resources are under revision. Species that were once listed in an area may have moved on, or sadly may no longer exist. Likewise, when conditions are right, new species may appear.

The future housing development could impact candidate, sensitive, or special status wildlife or plant species through direct and indirect disturbance and elimination of essential habitat. However, based on the current location and size of the sites, no critical habitats are directly related to the individual parcels.

The San Anselmo Creek, however, is a resource that must be considered critical. Development may put additional stress on this important waterway. However, some impacts may be lessened as sites will be retrofitted to meet modern day water quality standards.

Future development will need to mitigate impacts to sensitive habitats as part of the development review process.

The HEU sites are concentrated in area that have been developed. No on-site potential exists to negatively impact native resident or migratory species. Impacts from run-off to San Anselmo Creek will be reviewed on a more site-specific basis. The HEU will not impede movement of any species migratory or resident. However, the long-term consequences of those aquatic species populations in San Anselmo Creek will need to be scrutinized.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?	☐	☐	☒	☐
Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?	☐	☐	☒	☐
Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	☐	☐	☐	☒
Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	☐	☐	☒	☐
Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	☐	☐	☒	☐

Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	☐	☐	☒	☐

Conclusion

In reviewing the information in this section, any impacts to the Town's creeks and waterways are minimized through the Town's regulatory permitting process, therefore, since the majority of the HEU will utilize sites that are currently developed the environmental impacts to these populations will be limited.

Mitigation Measures

The Town's Municipal Code and regulatory process ensures no adverse impacts and therefore, no mitigation is required.

3.5 Cultural Resources

CEQA requires that the lead agency determine potential impacts to historical resources and tribal cultural resources. Tribal cultural resources are discussed in section 3.18 and letters to local tribal communities were sent out as a component of this Initial Study (see letters and responses in Appendix B).

Environmental and Regulatory Setting

The California Code of Regulations §15064.5 provides guidance on identifying and evaluating historical/cultural resources and measuring the significance of impacts. A historical resource is defined as a resource listed in, or determined to be eligible for listing in, the California Register for Historical Resources (CRHR); a resource included in a local register for historical resources; or any object, building, structure, site, area, place, record, or manuscript that a lead agency determines to be historically significant. CRHR uses the following criteria to determine qualification as a historical resource:

- Associated with events that have made a significant contribution to the broad patterns of local or regional history or the cultural heritage of California or the United States.
- Associated with the lives of people important to local, California, or national history.
- Embodies the distinctive characteristics of a type, period, region or method of construction or represents the work of a master or possesses high artistic values.
- Has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California, or the nation.

A project is considered to have significant impact on these resources if:

- The project results in physical demolition, destruction, relocation, or alternation of the resource of its immediate surroundings such that the significance of a historical resource would be materially impaired.
- Physical characteristics that justify its inclusion in the CRHR and convey its historical significance are demolished or altered in an adverse manner.

Analysis Methodology and Thresholds of Significance

The following databases and registers have been searched to find any cultural resources that fall within the Town boundaries of San Anselmo. If a property falls within the Town boundaries, it is identified and any chance of impact from the increased housing density is discussed. If the cultural resource lies on one of the Housing Opportunity sites (refer to Figure 2.3 on page 14), an impact mitigation measure is identified.

Search of the California Historical Resources[i] – There are no historical resources registered on the California Historical Resources within the Town of San Anselmo.

Search of the National Register of Historic Places[ii] – No registered properties fall within the boundaries of the Town of San Anselmo.

Search of the California Historical Landmarks – Of the 15 landmarks located in Marin County, none are located within the boundaries of the Town of San Anselmo.

San Anselmo Historical Museum Virtual Guided Tour – Although the sites identified on this tour are not legally designated as historic or cultural resources, this effort identifies sites of potential significance only. The tour was developed by members of the San Anselmo Historical Commission and provides some local perspective on locations that are historically and culturally significant in the context of overall Town composition. This tour, while referring to sites of "historical significance" does not include resources that meet the CEQA definition. The sites that overlap with Housing Opportunity Sites are:

- *Comfort's Restaurant at 335 San Anselmo Avenue* - An eagle emblem on the building represents the fact that this building used to be the post office from 1947-1969. Since this building has already been redeveloped it does not retain any historical integrity and there are no mitigation measures required. The eagle emblem should be preserved, if possible, but a placard could also pay homage to this place of local significance.

- *San Francisco Theological Seminary at 105 Seminary Road* – The San Francisco Theological Seminary dates to 1892 and is the Town's oldest institution. Buildings on the campus are considered Town landmarks and hold historical significance. Although the Theological Seminary does not directly overlap with the Housing Opportunity Sites, the 14-acre campus does sit directly adjacent to these sites and increased activity, parking, and noise impacts will have to be considered throughout this process. Those impacts are

outlined in greater detail in their respective sections of this study and the subsequent Environmental Impact Report.

The sites that have been identified as Housing Element Sites are located on parcels that are currently developed. Although this analysis included a search of the registries above, it is also important to note that archeological and historic sites would have been identified during the previous development of these 151 sites. The previous grading, construction, and use of these developments would have surfaced any underlying archaeological, historic, and cultural resources. This leads us to the conclusion that no mitigation will be required for this project.

The same logic is applied to unknown burial grounds. The previous development on these sites suggests that burial grounds have not been discovered. Previous cultural resource analyses for this project area do not identify burial grounds[iii]. If any human remains are found during the redevelopment of the Housing Opportunity Sites, the subsequent action would be guided by California Health and Safety Code §7050.5:

- In the event of discovery or recognition of any human remains in any location other than a dedicated cemetery, there shall be no further excavation or disturbance of the site, or any nearby area reasonably suspected to overlie adjacent remains. The area remains undisturbed until the coroner of the county has determined that the remains are not subject to the provisions of Section 27491 of the Government Code or any other related provisions of law.

- If the coroner determines that the remains are not subject to his or her authority and if the coroner recognizes the human remains to be those of a Native American, he or she shall contact, by telephone within 24 hours, the Native American Heritage Commission.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Cause a substantial adverse change in the significance of a historical resource pursuant to §15064.5?	☐	☐	☒	☐
Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	☐	☐	☐	☒
Disturb any human remains, including those interred outside of dedicated cemeteries?	☐	☐	☐	☒

Conclusion

There will be little to no impact on cultural resources because of the HEU. This is primarily because of the lack of official cultural resources that lie within the Town boundaries.

Mitigation Measures

Since there are no official historical, cultural, or archaeological resources within the project boundaries, there will be no substantial adverse effect directly or indirectly cultural resources. Mitigation is not required.

3.6 Energy

Environmental and Regulatory Setting

California is one of the lowest per capita energy users in the United States. According to 2021 data provided by the United States Energy Information Administration (EIA), California ranks 48th in the nation for energy consumption. This is attributed to its mild climate and progressive State-wide energy efficiency programs and goals. The single largest end-user sector for energy consumption in California is transportation (34%), followed by Industry (25%), Residential (22%), and Commercial (19.6%) sectors. (EIA-March 2022).

Renewable energy provides 30% of the State's electricity. Wind, solar, photovoltaic, geothermal and biomass are all methods that contribute to this total. In 2021, California was first in the nation for producing renewable energy from all sources (EIA – March 2022).

Senate Bill (SB) 100 calls for the Sate to rely on renewable energy by 2045 and to reduce Statewide vehicle emissions. The State of California requires all motor vehicles to use Reformed Gasoline. This gas is produced wholly from in-State refineries. Gasoline is the fuel of choice for California motorists and end-users with diesel fuel coming in a close second. Diesel is a staple of heavy duty-truck, delivery vehicles, large transportation alternatives such as buses, trains, ships, boats, barges, farm equipment and heavy-duty military vehicles. (California Energy Commission)

Local Conditions

Based on the Town of San Anselmo's growth strategy and this project calls for 833 new units to meet the Town's RHNA. Most of the proposed HEU sites are along the existing commercial corridors and in areas already served by energy providers. Redevelopment of these areas not only ensures existing service connections, but also provides the opportunity to update existing equipment that will supply modern and energy efficient energy.

The HEU will require no significant changes in any energy related actions and will have almost zero impacts. However, energy use during construction of the new 833 units will impact fuel consumption. This will come in the form of the gasoline and diesel fuel required to operate heavy equipment, light duty trucks, vehicles, machinery, and there is the potential for lighting impacts through night work and security. Temporary access to the power grid for construction trailers or electric construction equipment will be constant throughout the construction and development phase of this effort.

Housing site development will require permanent grid connections for electricity and natural gas service to power internal and exterior building lighting, heating and colling systems. Development will be subject to energy conservation requirements of the California Energy Code (Title 24, Part 6)

Construction strategies will need to comply with the California Air Resources Board (CARB) regulations that restrict construction vehicle idling and the use and replacement of heavy-duty motor vehicles and equipment.

Construction activities associated with the development efforts will require the use of fuel-efficient equipment consistent with federal and State regulations. This should reduce inefficient, wasteful and unnecessary consumption of energy resources.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?	☐	☐	☒	☐
Conflict with or obstruct a State or local plan for renewable energy or energy efficiency?	☐	☐	☒	☐

Conclusion

The HEU provides new housing opportunities and proposes these housing options near high quality transit areas and existing commercial and retail services. These choices will reduce trip distances and encourage the use of alternative transportation modes including cycling and walking. This represents among the most energy-efficient means to accommodate housing needs.

Mitigation Measures

As established Federal, State, and Local energy policies address any mitigation required, no additional mitigation is needed for this HEU.

This space intentionally left blank

3.7 Geology and Soils

Environment and Regulatory Setting

San Anselmo is generally associated with the Pacific Border physiographic province. The Pacific Border straddles the boundaries between several of Earth's moving plates on the western margin of North America. This region is one of the most geologically young and tectonically active in North America. The generally rugged, mountainous landscape of this province provides evidence of ongoing mountain-building. Characteristic features in this province include lowlands on the eastern margin coupled with mountains and coasts to the west.

According to the General Plan, most of the available land in the Town of San Anselmo has already been developed. The remaining undeveloped parcels are located on steep hillsides and ridgetops and tend to be more difficult to build on due to remote access or geologic instability.[iv] The Town of San Anselmo, located in proximity to several active faults in the Bay Area, is at a 62 percent chance of experiencing one or more earthquakes of magnitude 6.7 or greater in the next 20 years. [v]

Alquist-Priolo Earthquake Fault Zoning Act

The Alquist-Priolo Earthquake Zoning Act regulates where development can occur in relation to traces of active faults in California. A structure for human occupancy must be located at least fifty feet from an active fault, defined as one that has ruptured in the last 11,000 years. Project sites within the Alquist-Priolo Earthquake Fault Zone require additional studies to ensure that no structures are built directly above these zones. [vi] The Act also requires the State Geologist to establish earthquake fault zones throughout California, which are available through the California Earthquake Hazards Zone Application (EQ Zapp) interactive map. [vii] Upon review of the map for the San Anselmo area, it has been determined that the project site is not located within an Alquist-Priolo Earthquake Fault Zone.

Seismic Hazards Mapping Act of 1990

The Seismic Hazards Mapping Act (SHMA) of 1990 requires the Department of Conservation, California Geological Survey to map areas prone to earthquakes, liquefaction, landslides, and amplified ground shaking. [viii] These areas can be viewed on the EQ Zapp. A review of this application shows that the Town of San Anselmo is not within a designated earthquake hazard zone.

Town of San Anselmo Resolution No. 3856
Under this resolution, the Town of San Anselmo adopted minimum residential building standards to retrofit residential buildings to withstand earthquake related hazards and seismic activity. The Town endorsed a "Standard Plan A: Residential Seismic Strengthening Plan" as a prescriptive seismic strengthening plan. [ix]

Town of San Anselmo General Plan
The Town of San Anselmo General Plan, states that available geologic information indicates that the Town is not within the presence of active faults or rift zones. It mentions that additional data on earthshaking and other seismic hazards will be available once the State Division of Mines survey of the San Anselmo area is completed. The Town of San Anselmo has a policy to discourage construction located on land that is prone to earthquake, erosion, and landslides. [x]

Analysis Methodology and Thresholds of Significance

Preliminary Soil Analysis
A preliminary desktop soil analysis was conducted using the National Resources Conservation Service (NRCS) Web Soil Survey to generate a custom soil report for the project site. [xi] Most of the site rests upon soils belonging to the Xerorthents soil group (with a slope between 0 to 9 percent and landforms characterized by tidal flats and valley floors. The next common soils, the Tocaloma-Saurin soil group, is characterized by extremely steep slopes ranging from 50 to 75 percent, has a medium runoff potential, and whose landform is characterized by hills. The following two soil groups that occur in frequency within the project site share the physical properties and characteristics of the Tocaloma-Saurin soil group. Caution must be taken when siting and designing these higher density developments to ensure that they are not located upon steep hills or on highly erodible soils.

A map of Expansive Soils in the project area, sourced from Marin GeoHub, was reviewed. Expansive soils contain minerals such as certain clays that can expand 10% or more in volume when they absorb water. Pressure exerted by soil expansion can damage building foundations, and soil gaps formed by the shrinkage of expanded soil can cause foundation instability. According to the map, approximately 30 to 35 of the 151 housing opportunity sites are in an area of moderately expansive soil. These parcels are all located north of Sir Francis Drake Boulevard and Red Hill Avenue and include the housing opportunity site on Sunny Hills Drive. The presence of moderately expansive soil tends to match areas of greater elevation. All other housing opportunity site parcels are in areas with a "nil" rating for expansive soil.

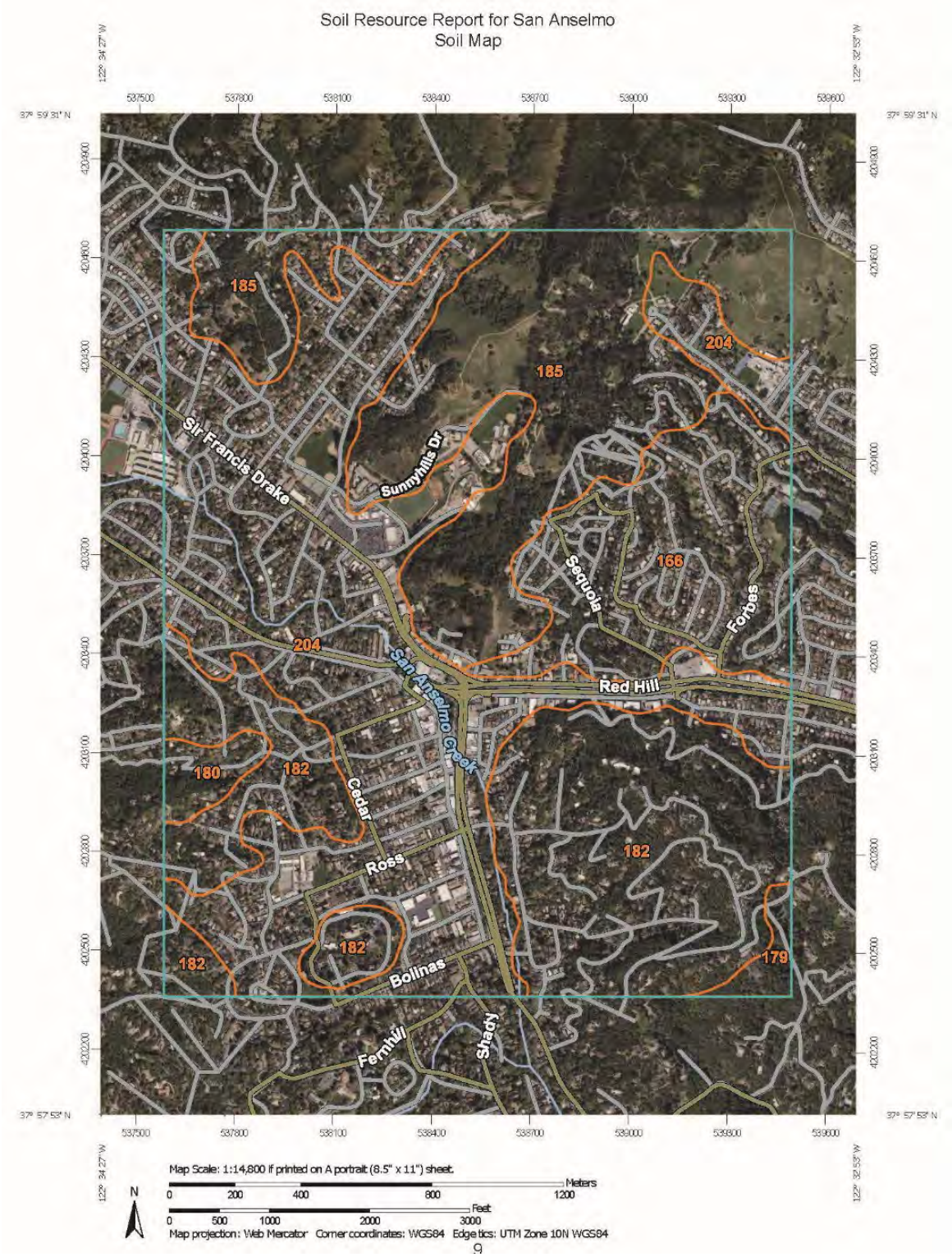


Figure 3.7 Soils map for area of HEU Opportunity Sites, from USDA WebSoilSurvey. See table on next page for soil type descriptions.

Table 3.1. Soil types in HEU Opportunity Site Area (refer to Figure 3.7 on previous page for soil locations)

Soil type number (see Figure 3.7)	Soil type description
166	Saurin-Urban land-Bonnydoon complex, 30 to 50 percent slopes
179	Tocaloma-McMullin complex, 30 to 50 percent slopes
182	Tocaloma-McMullin-Urban land complex, 30 to 50 percent slopes
185	Tocaloma-Saurin association, extremely steep
204	Xerorthents-Urban land complex, 0 to 9 percent slopes

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:	☐	☐	☐	☒
Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map, issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	☐	☐	☐	☒
Strong seismic ground shaking?	☐	☐	☐	☒
Seismic-related ground failure, including liquefaction?	☐	☐	☐	☒
Landslides?	☐	☐	☐	☒
Result in substantial soil erosion or the loss of topsoil?	☐	☐	☐	☒

Be located on a geologic unit or soil that is unstable, or that would become unstable because of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	☐	☐	☒	☐
Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?	☐	☐	☒	☐
Is soil incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?	☐	☐	☐	☒
Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	☐	☐	☐	☒

Conclusion

Increasing the density of the area is not anticipated to directly or indirectly cause potential substantial adverse effects related to Geology and Soils. The project site has been shown to be located on land not within an Alquist-Priolo Earthquake Fault Zone nor any area prone to earthquakes, liquefaction, landslides, and seismic ground shaking. The project action is not anticipated to result in substantial soil erosion or loss of topsoil most of the sites designated for development are on urban, previously developed land. Therefore, the project action will have no significant impact.

While most of the project site lies within already developed urban lands with a gentle slope, some portions of the project site intended for density increase include land with steeper slopes and soils whose potential for runoff range from medium to high. Existing building permit requirements that review soil conditions and appropriate design response can mitigate these potential issues. In following the guidelines set forth in the General Plan, the project action will have a less than significant impact on the area.

It is anticipated that all developments located within the project site will be connected to a sewer system. Therefore, there will be no impact to septic tank requirements from the project action.

The project action is not anticipated to destroy any paleontological resource, site, or unique geologic feature. Therefore, there will be no impact to this concern from the project action.

Although there are no active faults in the Project area, the proposed Project site is located near several active faults and is in an area subject to strong ground shaking from earthquakes along the active San Andreas and Hayward faults. Therefore, there is a possibility that the site may experience ground shaking from periodic minor earthquakes and possibly a major earthquake.

Mitigation Measures

The Town's policies and regulations address development on project sites with expansive soil, therefore no mitigation is required.

3.8 Greenhouse Gas Emissions

Environment and Regulatory Settings

In 2018, the California Natural Resources Agency finalized amendments to the CEQA Guidelines (section 15064.4), which address the analysis of greenhouse gas emissions.

- The focus of the lead agency's analysis should be on the project's effect on climate change, rather than simply focusing on the quantity of emissions and how that quantity of emissions compares to Statewide or global emissions. (See CEQA Guidelines, § 15064.4, subd. (b).)
- The impacts analysis of greenhouse gas emissions is global in nature and thus should be considered in a broader context. A project's incremental contribution may be cumulatively considerable even if it appears relatively small compared to Statewide, national or global emissions. (See CEQA Guidelines, § 15064.4, subd. (b).)
- Lead agencies may rely on plans prepared pursuant to section 15183.5 (Plans for the Reduction of Greenhouse Gases) in evaluating a project's greenhouse gas emissions. (See CEQA Guidelines, § 15064.4, subd. (b)(3).

In the context of global climate change, the greenhouse gas impacts of this project, which, when added to similarly "insignificant" impacts throughout the world, may be considered significant and might require mitigation.

In the same round of amendments, however, the California Natural Resources Agency stipulated:

"In determining the significance of a project's impacts, the lead agency may consider a project's consistency with the State's long-term climate goals or strategies, provided that substantial evidence supports the agency's analysis of how those goals or strategies address the project's incremental contribution to climate change and its conclusion that the project's incremental contribution is consistent with those plans, goals, or strategies." (See CEQA Guidelines, § 15064.4, subd. (b)(3).)

The San Anselmo Climate Action Plan (CAP) 2030 was adopted by the Town Council on June 11, 2019. The CAP is the Town's local policy took to develop strategies and guide the implementation of local, measurable actions needed to address climate change by dramatically reducing the Town's greenhouse gas emissions (GHG). Specifically, the CAP includes measures designed to support and implement the Six Pillars and the goals of the State of California's 2017

Climate Change Scoping Plan on a local level. Through this plan, San Anselmo expects to achieve a 54% GHG emissions reduction by 2030 from a 2005 baseline (or 45% below 1990 level and a higher than the current California goal of 40% below 1990 levels by 2030). Additionally, they expect that they will reach carbon neutrality no later than 2045 (same as Governor Jerry Brown's Executive Order B-55-18).

Specific actions that apply to the Housing Element include:

- **Green Building Reach Code** - Investigate adopting a green building ordinance for new and remodeled commercial and residential projects that requires green building methods and energy efficiency savings above the State building and energy 22 codes. Consider utilizing the County's green building ordinance as a model and including the use of photovoltaic systems and all-electric building systems as options to achieve compliance.
- **Streamline Permit Process and Provide Technical Assistance** - Analyze current green building permit and inspection process to eliminate barriers and provide technical assistance to ensure successful implementation of green building requirements. Participate in countywide efforts to make it easier for contractors and building counter staff to simplify applications and identify incentives.
- **Zero Emission Vehicles** - Implement an Electric Vehicle Strategy that will result in 3,000 zero emission vehicles (ZEVs), including plugin electric vehicles (EVs) and hydrogen fuel cell electric vehicles, in San Anselmo by 2030.
- **Urban Forests and Ecosystems** - Increase carbon sequestration, and improve air quality and natural cooling, through increasing appropriate (e.g., native, drought resistant, fire resilient) tree cover, other vegetation, and healthy soils in San Anselmo. Especially:
    - Continue to regulate and minimize removal of large trees and require planting of replacement trees and other appropriate vegetation as per San Anselmo Municipal Code 4-13.06.
    - Require that the site planning, construction and maintenance of new development preserve existing healthy trees and native vegetation on site to the maximum extent feasible, considering fire safety. Replace trees and vegetation not able to be saved, consistent with fire department Vegetation Management Plans.
    - Encourage community members to plant appropriate tree species on private land. Evaluate creating a tree giveaway event or providing lower-cost trees to the public through a bulk purchasing program.

- Encourage the creation of community no-till gardens and healthy soils management on public lands by community groups and on private lands by individual households.
- Provide information to the public, including landscape companies, gardeners and nurseries, on carbon sequestration rates, drought tolerance, soil management, and fire resistance of different tree and vegetation species as well as healthy soils management.

Many of these policies have already been implemented.

As mentioned above, the HEU does not propose new land development. Rather, San Anselmo intends to meet the additional housing capacity consistent with State law through maximizing capacity on the existing developed parcels though redevelopment. These future housing sites are required to adhere to all federal, State and local requirements for minimizing construction and operational pollutant emissions.

The Housing Element supports the San Anselmo Climate Action Plan by supporting Smart Growth Development. As the plan stipulates:

- **Smart Growth Development** - Maintain existing zoning that allows for infill, higher density, and mixed-use development near transit and within walking distance to shopping, schools, and services.

The Housing Element goes beyond this measure by further increasing residential density in certain zoning districts.

The Housing Element also supports the Marin County Climate Change Action Plan supporting transit-oriented mixed-use development and rezoning single family homes. The Plan states that "over 50% of countywide emissions are attributed to the transportation sector and this development approach would decrease dependence on cars for mobility. Existing zoning may need revisions to allow for increased density and mixed-uses near transit, e.g. SMART train stations."

By making these zoning changes, including changes that rezone single family areas into higher density districts, San Anselmo is contributing to an ongoing process of densifying Marin County, which: "will allow more people to live near transit and job sites, reducing transportation related GHG emissions. It will also allow Marin to house its workers and residents without encroaching

on our protected open space. Without rezoning, there is limited opportunity for new housing development in Marin."

These local plans support regional efforts. The Bay Area Plan 2050: A Plan for the Future (2021) encourages a mix of residential densities and transit-oriented development patterns to improve transportation and environmental impacts for residents in Bay-Area towns like San Anselmo:

"Transportation and environmental strategies that support active and shared modes, combined with a transit-supportive land use pattern, are forecasted to lower the share of Bay Area residents that drive to work alone from 50% in 2015 to 33% in 2050. Greenhouse gas emissions from transportation would decrease significantly because of these transportation and land use changes, and the Bay Area would meet the State mandate of a 19% reduction in per capita emissions by 2035 — but only if all strategies are implemented."

Analysis Methodology and Thresholds of Significance

As indicated above, the HEU is consistent with relevant regulations, plans, policies, and regulatory programs for greenhouse gas emissions. The development of denser residential zones is expected to create homes with reduced greenhouse gas emissions through increased energy efficiency and lower VMT per resident through smart growth and transit-oriented development.

California Senate Bill 743 (2013) mandated a change in CEQA guidelines to utilize VMT as opposed to vehicle flow or traffic congestion as a more appropriate metric for assessing traffic impacts associated with projects, especially those with goals of helping to achieve climate commitments and improving health and safety.

A benefit from increased residential density is increased energy efficiency per housing unit. Denser housing typologies, such as multifamily, attached, and semi-attached units, require less energy. California's established Title 24 Energy Code will continue to require greater energy efficiency and reduced greenhouse gas emissions from new and renovated buildings. With increased residential density near transit and commercial zones, there is a significant opportunity to reduce trips and transition commuters away from frequent personal vehicle use.

As mentioned above, construction projects are required to comply with CARB and other State and federal regulations that restrict vehicle idling and require the use of fuel-efficient equipment. This will reduce energy use and air pollution, including greenhouse gases.

A significant number of the affected residential areas in the Housing Element are located on Sir Francis Drake Boulevard and Red Hill Avenue. These commercial corridors are served by Marin Transit bus routes 22, 23, 23x, 68, 132, and 228, several of which connect to the SMART San Rafael and Larkspur rail stations. Along with the existing retail mix, available parking, and transit access, the increased density in these areas supports transportation-oriented development (TOD).

The Institute for Transportation-Oriented Development cites many advantages to TOD development, including the following environmental and housing benefits:

- Reduced traffic congestion
- Reduced household spending on transportation, resulting in more affordable housing
- Healthier lifestyle with more walking
- Increased foot traffic and customers for area businesses
- Greatly reduced dependence on foreign oil, reduced pollution, and environmental damage

The benefits of this development pattern is underscored by the transportation analysis conducted by Parisi Transportation Consulting, which concludes that the project would decrease VMT:

"…the Project would generate daily home-based VMT per resident of 11.1, which represents a reduction of 29.6% from the County average of 15.8. This figure is below the threshold of significance (13.4), and hence indicates that development of Housing Element Update housing units would result in a less than significant transportation impact. This result is due to most housing opportunity sites being located near complementary land uses near downtown and with access to alternative means of transportation. These attributes reduce vehicle trips and trip length, both of which reduce VMT."

The continuing effort to build communities in keeping with this more sustainable strategy will, over time, help transition residents away from more fossil fuel-dependent lifestyles and significantly reduce greenhouse gas emissions.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	☐	☐	☒	☐
Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	☐	☐	☐	☒

Conclusion

The HEU is expected to have less than significant impact on greenhouse gas emissions. The HEU is consistent with all relevant regulations, plans, policies, and regulatory programs that promote greater residential density and increased transportation mode options to fight greenhouse gas emissions.

Mitigation Measures

As established Federal, State, and Local policies will minimize greenhouse gas emissions associated with the HEU, no additional mitigation is necessary.

3.9 Hazards and Hazardous Materials

Environmental and Regulatory Setting

Federal Regulations

Toxic Substances Control Act/Resource Conservation and Recovery Act/Hazardous and Solid Waste Act. The Federal Toxic Substances Control Act of 1976 and Resource Conservation and Recovery Act (RCRA) established a program administered by the U.S. EPA for the regulation of the generation, transportation, treatment, storage, and disposal of hazardous waste. RCRA was amended in 1984 by the Hazardous and Solid Waste Act, which affirmed and extended the "cradle to grave" system of regulating hazardous wastes.

State Regulations

California Department of Toxic Substances Control

The California Department of Toxic Substances Control (DTSC) regulates hazardous waste primarily under the authority of the RCRA and Title 22 of the California Public Health and Safety Code. The DTSC regulates hazardous waste, maintains a public database of potentially contaminated properties (through its List and Hazardous Materials Division [HMD] database), cleans up existing contamination, and research ways to reduce the hazardous waste produced in the State. The HMD is the Certified Unified Program Agency (CUPA) for Marin County and is responsible for regulating hazardous materials business plans and chemical inventory, hazardous waste and tiered permitting, underground storage tanks, above ground petroleum storage, and risk management plans.

The Hazardous Waste and Substances Sites (Cortese) List is a planning document used by the State, local agencies, and developers to comply with the California Environmental Quality Act requirements in providing information about the location of hazardous materials release sites. Government Code section 65962.5 requires the California Environmental Protection Agency (CEPA) to develop at least annually an updated Cortese List. DTSC is responsible for a portion of the information contained in the Cortese List. Other State and local government agencies are required to provide additional hazardous material release information for the Cortese List.

DTSC's Brownfields and Environmental Restoration Program (Cleanup Program) EnviroStor database provides DTSC's component of Cortese List data by identifying Annual Workplan (now referred to State Response and/or Federal Superfund), and Backlog sites listed under Health and Safety Code section 25356. In addition, DTSC's Cortese List includes Certified with

Operation and Maintenance sites. None of the sites listed in this database are in the Town of San Anselmo.

Local Hazard Mitigation Plan

The Disaster Mitigation Act of 2000 requires all local governments to create such a disaster plan to qualify for hazard mitigation funding. As of 2018, the Town of San Anselmo has adopted a Local Hazard Mitigation Plan (LHMP). These plans are specific to natural disaster response.

Guidelines in this analysis are generally not geared toward the creation of housing sites. These guidelines target more industrial and commercially oriented projects. However, environmental exposure to hazardous materials can occur through transportation accidents; environmentally unsound disposal methods; improper handling of hazardous materials or hazardous wastes (particularly by untrained personnel); and/or emergencies, such as explosions or fires. The severity of these potential effects varies by type of activity, concentration and/or type of hazardous materials or wastes, and proximity to sensitive receptors.

Demolition and construction activities associated with future housing development facilitated by the HEU may require transport of hazardous materials (e.g., asbestos-containing materials, lead-based paint, and contaminated soils). Transport of hazardous materials during construction would be limited in duration since construction impacts are typically short term and cease upon project completion. Projects that require demolition would be required to comply with handling measures specified by the County's Department of Environmental Health and San Anselmo's Construction and Demolition permit policies and regulations. These measures include standards and regulations regarding the storage, handling, and use of hazardous materials.

Future housing projects facilitated by the HEU will be reviewed individually and on a case-by-case basis. Limited construction exposure is concerning. However, overall, if redevelopment is a catalyst for addressing environmental concerns from the past, the result can be a project that addresses many levels of environmental concerns.

Future housing development facilitated by the HEU would not involve ongoing or routine use of substantial quantities of hazardous materials during the final site operations (occupancy of future housing). Only small quantities of hazardous materials would be anticipated including cleaning solvents, fertilizers, pesticides, and other materials used in regular maintenance. Additionally, according to the General Plan Safety Element, the Hazardous Waste Management Plan provides policy direction and action programs to address hazardous waste management issues that require local responsibility. Additionally, the storage, management, and disposal of

any hazardous materials is required to be done in accordance with the federal, State, and local regulations.

The HEU would not result in direct housing construction but would facilitate future housing development. Therefore, excavation and grading activities associated with future housing development could expose construction workers and the public to unknown hazardous materials present in soil or groundwater. All future housing development on the candidate housing sites in the Town would be reviewed to confirm compliance with all applicable requirements, including the Town's development review process and consistency with the regulatory framework for minimizing upset associated with hazardous materials.

Future housing development on currently developed candidate housing sites would be subject to demolition permits, which would be subject to the Town's Building Division building permit plan check review process. It is possible that unknown wastes or suspect materials could be discovered during construction. Therefore, implementation of site-specific processes would be required. The State of California provides specific guidelines when contractors identify suspected hazardous wastes that are inadvertently discovered during construction. Future assessments for future housing projects would include a review of local, State, tribal, and federal environmental record sources, standard historical sources, aerial photographs, fire insurance maps, and physical setting sources.

Although future housing development construction could accidentally involve the release of hazardous materials into the environment, the Town's development review process, compliance with the State and County policies germane to this topic ensure that no significant hazard would be created. Following compliance with the established regulatory framework, all federal, State, and local ordinances will apply and be followed.

CEQA requires an analysis of any risks of hazardous materials being released within a quarter mile of a school. It goes without saying that housing and schools are compatible and desired companion land uses. Typically housing projects and proximity to schools are desirable combinations. This project by its nature is not one that would generate large amount of hazardous waste or volatile materials that may be the case with more commercial and industrial site developments such as a fuel dispensing business. However, this analysis will look at all aspects of this concern.

Any future housing development facilitated by the HEU would need to adhere to mandatory requirements and regulations related to the emissions or handling of hazardous materials,

substances, or wastes near schools to reduce the potential for impacts to schools. Housing sites and schools are generally desired and compatible.

Adherence to California Hazardous Waste Control Law, California Health and Safety Code, and RCRA regulations, which regulate how to transport and handle hazardous and non-hazardous materials and waste, would reduce potential impacts associated with the accidental release of hazardous materials. As a result, future housing development facilitated by the HEU would not conflict with any State or local plan aimed at preventing emissions or handling of hazardous materials near schools. Therefore, the HEU's impact would be less than significant, and no mitigation is required.

Government Code Section 65962.5 (commonly referred to as the Cortese List) includes DTSC-listed hazardous waste facilities and sites, Department of Health Services lists. No sites in San Anselmo were observed on this list.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	☐	☐	☐	☒
Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	☐	☐	☒	☐
Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	☐	☐	☒	☐
Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code § 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	☐	☐	☒	☐
For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?	☐	☐	☐	☒
Impair implementation of or physically interfere with an adopted emergency	☐	☐	☐	☒

response plan or emergency evacuation plan?				
Expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires?	☐	☐	☐	☒

Conclusion

The HEU does not create any risks regarding Hazardous Materials beyond the risks that are inherent to every construction project. Those risks of accidents, spills, etc. are to be addressed by pre-existing legislation, permitting, and inspection requirements.

Mitigation Measures

Mitigation with regards to Hazardous Material is not required as the result of the HEU. The project is proposing housing and not sites that are typically considered to be high risk or associated with large amounts of these types of materials. Additionally, the Town is not within an airport land use plan or within two miles of a public airport.

The HEU will occur within the town's existing footprint. The proposed housing sites are not impacting large number of undeveloped lands, nor it this update being proposed in areas that have not been developed prior to this update. Hazard response should be known and while some updating of these plans will be required to accommodate the proposed increased density, this will occur after the construction process and may be the course of regular and routine plan updates

While the checklist specifically mentions conditions related to wildfires, the Town of San Anselmo does have known issues with flooding and issues related to the San Anselmo Creek overtopping its banks. The established development plan review and building permit processes will ensure that any appropriate hazard mitigation for properties near this waterway is adequately taken into consideration.

3.10 Hydrology and Water Quality

No hydrological studies were prepared for this document. Candidate housing sites were evaluated in this Study at a programmatic level based on information available to the Town of Anselmo where reasonably foreseeable, direct and indirect changes in the environment could be considered. Detailed analysis was not conducted.

Environmental and Regulatory Setting

Federal Regulations

Clean Water Act (CWA) - establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters. The basis of the CWA was enacted in 1948 and was called the Federal Water Pollution Control Act, but the Act was significantly reorganized and expanded in 1972. "Clean Water Act" became the Act's common name with amendments in 1972.

Under the CWA, EPA has implemented pollution control programs such as setting wastewater standards for industry. EPA has also developed national water quality criteria recommendations for pollutants in surface waters.

The CWA made it unlawful to discharge any pollutant from a point source into navigable waters, unless a permit was issued. National Pollution Discharge Elimination System (NPDES) permit program controls discharges.

- Point sources are discrete conveyances such as pipes or man-made ditches.
    - Individual homes that are connected to a municipal system, use a septic system, or do not have a surface discharge do not need a NPDES permit;
    - Industrial, municipal, and other facilities must obtain permits if their discharges go directly to surface waters.

State Regulations

Porter-Cologne Water Quality Control Act (Water Code, § 13000 et seq.) This is the principal law governing water quality within the State of California. This act establishes the framework to protect water quality and establish the criteria for the beneficial uses of water. Unlike the Clean Water Act, the Porter-Cologne Act applies to both ground water and surface water.

Regional Regulations

In 1993, the Marin County Flood Control and Water Conservation District, which is comprised of Marin's 11 cities, towns, and the County, established the Marin County Stormwater Pollution Prevention Program (MCSTOPPP). Each MCSTOPPP member agency implements a local stormwater pollution prevention program and funds the countywide MCSTOPPP, which provides for the coordination and consistency of approaches between the local stormwater programs. MCSTOPPP staff implement permit compliance tasks and track stormwater regulations on behalf of the member agencies. We also document local and countywide permit compliance efforts in annual reports to the San Francisco Bay Regional Water Quality Control Board.

Local Regulations

To ensure protections to hydrology and waterways, the Town has the following regulatory policies:

1. Title 5, Chapter 8, Urban Runoff Pollution Prevention, of the San Anselmo Municipal Code. The purpose of this chapter is to ensure the future health, safety, and general welfare of Town of San Anselmo citizens and to protect and enhance watercourses, fish, and wildlife habitat by:

   (a) Minimizing discharges other than storm runoff to storm drains or watercourses;

   (b) Responding to the discharge of spills, preventing and controlling the discharge of spills to storm drains or watercourses, and prohibiting dumping or disposal of materials other than stormwater;

   (c) Reducing pollutants in stormwater discharges to the maximum extent practicable;

   (d) Requiring operators of construction sites, new or redeveloped land, and industrial and commercial facilities to install, implement, and maintain appropriate best management practices (BMPs); and

   (e) Requiring development projects to maintain or reduce the volume, velocity, peak flow rate, and duration of runoff as compared to the pre-development stormwater runoff rates; and preventing stormwater pollution whenever possible, through stormwater management controls and ensuring that these management controls are properly maintained.

   The intent of this chapter is to protect and enhance the water quality of the State's and Nation's watercourses, water bodies, and wetlands in a manner pursuant to and consistent with the Clean Water Act (33 U.S.C. §1251 et seq.), the Porter-Cologne Water Quality Control Act (California Water Code Section 13000 et seq.), and the Phase II Small Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System

(NPDES) Permit, Water Quality Order No. 2013-0001—DWQ, General Permit No. CAS000004 (Phase II Stormwater Permit) and subsequent revisions and amendments thereto.

2. Title 7, Chapter 11, Protection of Flood Hazard Areas, of the San Anselmo Municipal Code. The purpose of the regulations is to ensure the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by legally enforceable regulations applied uniformly throughout the community to all publicly and privately owned land within flood prone, mudslide [i.e. mudflow] or flood related erosion areas. These regulations are designed to:

   (a) Protect human life and health; and

   (b) Minimize expenditure of public money for costly flood control projects; and

   (c) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public; and

   (d) Minimize prolonged business interruptions; and

   (e) Minimize damage to public facilities and utilities such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in areas of special flood hazard; and

   (f) Help maintain a stable tax base by providing for the sound use and development of areas of special flood hazard so as to minimize future blighted areas caused by flood damage; and

   (g) Ensure that potential buyers are notified that property is in an area of special flood hazard; and

   (h) Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.

3. Title 7, Chapter 12, Watercourses, of the San Anselmo Municipal Code. The purpose of this chapter is to ensure proper drainage and the free and unobstructed flow of water in the Town.

Analysis Methodology and Thresholds of Significance

Water quality within the Town is regulated by the State Water Resources Control Board through the National Pollution Discharge Elimination System (NPDES) program, which was established by the Clean Water Act. The San Francisco Bay Regional Water Quality Control Board issues and enforces the NPDES permits for discharges to water bodies in the portion of Marin County that drains to the San Francisco Bay.

Projects disturbing more than one acre of land during construction are required to file a notice of intent to be covered under the NPDES General Permit for Storm Water Discharges Associated with Construction Activity for discharges of storm water associated with construction activities. The applicant must propose storm water quality control measures that are consistent with this permit and consistent with recommendations and policies of the local agency and the Regional Water Quality Control Board. The General Construction Permit requires development and implementation of a Storm Water Pollution Prevention Plan that includes storm water best management practices to control runoff, erosion and sedimentation from the site both during and after construction. The Town enforces the NPDES regulations through required compliance with regulations in the municipal code.

There are provisions for erosion control regulations focused on preventing sedimentation and damage off-site, as well as regulations regarding urban runoff and minimization of erosion that can impact surface water quality. Its purposes are, in part, to require operators of construction sites, new or redeveloped land, and industrial and commercial facilities to install, implement, or maintain appropriate best management practices that that substantially reduce urban pollutants in storm water runoff discharged from a site during construction and operations.

The regulations also include a standard that requires maintaining pre-development stormwater runoff rates under post-development conditions and preventing nonpoint source pollution through on-site stormwater management controls and ensuring that these controls are properly maintained. Compliance with the requirements of the NPDES General Permit as enforced by municipal code regulations would ensure that potential water quality impacts are less than significant.

The Town of San Anselmo is located within the Ross Valley Groundwater Basin and receives a nominal amount of water from the Santa Rosa Groundwater Basin (Marin Municipal Water District 2021). The proposed project would increase demand for domestic water supply and according to the Marin Municipal Water District Plan, there is an excess capacity in the system to meet the projected growth.

Several Housing Element sites are located adjacent to the San Anselmo Creek. Development on these sites would be required to maintain setbacks such that no alteration of the creeks would occur. Since all but 3 of the sites are already developed, there would not be a significant change in impervious surfaces and the Town's regulatory process will ensure proper drainage and water quality.

All sites being pursued through the land development process will implement the most modern stormwater best management practices pursuant to NPDES requirements as enforced through regulations in the municipal code. One of these practices to prepare a stormwater control plan, which identifies the best management practices for stormwater quality management to be implemented on a development site and to demonstrate that a new development project would not increase the rate of stormwater discharge from a site relative to predevelopment conditions. This uniformly applied regulation would ensure that runoff from new development on the opportunity sites does exacerbate existing flood hazards or exceed the capacity of the existing stormwater management system.

Flooding

According to the Federal Emergency Management Agency (FEMA) Flood Map Service Center, portions of the Town are within a flood hazard zone (Federal Emergency Management Agency 2022). Some of these sites are developed and are within a flood hazard zone. Risks to public safety from new development within a flood hazard zone are managed through the federal, State, and local regulations. New development within a flood hazard zone would have the potential to impede or redirect flood flows in a manner that exacerbates upstream or downstream flooding primarily by reducing flood storage capacity.

The federal, State, and local regulations include provisions for construction in a floodway that require new development to implement measures that avoid increasing the base flood elevation such that such development would avoid impeding or redirecting flood flows in a manner that exacerbates existing flood hazard potential. Required conformance of qualifying projects with these uniformly applied regulations would ensure that this potential impact would less than significant.

There are no tsunami or seiche hazards zones in the Town. As described above, several of the opportunity sites are in flood hazard zones. These sites include existing residential and/or commercial development. Under the proposed Housing Element Update, these sites could be developed with the same types of uses, neither of which involve use of acutely hazardous

materials with significant potential to cause substantial environmental impacts if released a during flood event.

The Sustainable Groundwater Management Act is a state law requiring groundwater basins to be sustainable. The Act enables eligible local agencies to form groundwater sustainability agencies, whose roles are to develop groundwater sustainability plans for designated basins to ensure that groundwater supply is managed to be sustainable.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?	☐	☐	☒	☐
Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?	☐	☐	☒	☐
Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:	☐	☐	☒	☐
I.) result in a substantial erosion or siltation on- or off-site;	☐	☐	☐	☒
II) substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite	☐	☐	☒	☐

III). create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or	☐	☐	☒	☐
IV). impede or redirect flood flows?	☐	☐	☒	☐
V). In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?	☐	☐	☒	☐
VI). Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?	☐	☐	☒	☐

Conclusion

All future housing development facilitated by the HEU would be subject to the Town's development review process, which may include review pursuant to CEQA, and be required to comply with General Plan policies, local, county, State and federal standards, and required to adhere to all requirements for avoiding and minimizing conflicts with or obstruction of implementation of a water quality control plan or sustainable groundwater management plan. As a result, future housing development facilitated by the HEU would not conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan. Therefore, impacts would be less than significant

Mitigation Measures

The Town's current policies and regulations in place address any potential impacts and no mitigation is required.

This page intentionally left blank

3.11 Land Use and Planning

This section describes and evaluates potential impacts related to land use and planning as a result of the San Anselmo HEU. This section includes 1) a description of the existing environmental setting for land use and planning; 2) a summary of the federal, State, and local regulations related to land use and planning; and 3) an analysis of the potential impacts to land use and planning associated with the implementation of the Housing Element.

CEQA Guidelines section 15125 states that the EIR shall discuss "any inconsistencies between the proposed project and applicable general plans, specific plans, and regional plans." Because the project under evaluation is a change to the local general plan, it will be evaluated for alignment and compliance with the relevant regional, State, and federal regulations.

Environmental and Regulatory Setting

California Housing Element Law – Since 1969, California has required that all local governments (cities and counties) adequately plan to meet the housing needs of everyone in the community. Local governments meet this requirement by adopting housing elements as one of the eight parts of their general plan. The General Plan is also a requirement issued by the State. State funding programs for transportation, infrastructure, and housing often require compliance with Housing Element Law. The State of California is now on its 6th HEU cycle. housing element update cycle.[xii]

AB 686: all State and local agencies must ensure that their laws, programs, and activities affirmatively further fair housing, and take no action inconsistent with this obligation. All housing elements must include a program that promotes and affirmatively furthers fair Housing Element throughout the community. The housing elements must include an Assessment of Fair Housing consistent with the core elements of the analysis required by the federal Affirmatively Furthering Fair Housing Final Rule of 2015, timeline of concrete actions, a land inventory, and site identification.[xiii]

Regional Housing Needs Allocation (RHNA) – Since 1969, the State of California has required each jurisdiction to plan for its share of the State's housing needs for people of all income levels. Every eight years, the allocation for each jurisdiction is determined and divided into four income categories: very low, low, moderate, and above moderate. The San Anselmo HEU has been developed to meet these requirements and create a policy environment that allows for 833 additional housing units within the Town. To achieve this, the strategy emphasizes building to allowable unit density, and in some cases, increasing the allowable density. The Housing

Element is written specifically to meet the requirements of the Regional Housing Needs Allocation and, therefore, does not conflict with it.

Analysis Methodology and Thresholds of Significance

This Initial Study covered the major plans and regulations that either govern or are meant to complement the Town of San Anselmo HEU. For land use, this mainly includes zoning regulations governing land use and development density. See the table below for a summary of housing opportunity site location and density changes across the nine zoning districts represented.

Table 3.2. Housing Opportunity Site Inventory by Zoning District

Zoning District	Parcel count *% of total*	Land Area (acres) *% of total*	Housing unit count		Density (housing units/acre)	
			Existing	Potential new *% of total*	Current limit	Proposed limit
C-2 Downtown Commercial	10 6.62%	2.28 5.04%	1	44 5.51%	20	20
C-3 General Commercial	70 46.45%	22.02 48.66%	44	425 53.26%	20	30
C-L Limited Commercial	12 7.95%	3.36 7.42%	2	64 8.02%	20	30
PPD Preliminary Planned Development	1 0.66%	5.33 11.78%	0	112 14.04%	Varies	30
SPD Specific Planned Development	5 2.9%	1.75 3.87%	2	33 4.14%	Varies	30
R-1	38 25.21%	7.52 16.62%	36	78 9.77%	6	6

Zoning District	Parcel count *% of total*	Land Area (acres) *% of total*	Housing unit count		Density (housing units/acre)	
			Existing	Potential new *% of total*	Current limit	Proposed limit
Single Family Residential						
R-1-H Single Family Residential – Very Low Density	1 0.66%	0.28 0.62%	0	5 0.63%	1	30
R-2 Medium Density Residential	13 8.61%	2.7 5.97%	19	34 4.26%	12	30
R-3 High Density Residential	1 0.66%	0.15 0.03%	0	3 0.38%	20	30
Total	**151**	**45.26**	**104**	**798**		

The total of 798 potential new units indicated in the preceding table plus the 37 pipeline projects totaling 54 units, have been either entitled or being reviewed by the building permit process exceeds the 833 units proposed in the HEU by 54 units. This recognizes that not all potential units are expected to be created during the HEU timeframe due to property owner preference or other factors. This Initial Study focuses on impacts of 833 potential units.

Of the 151 parcels proposed as housing opportunity sites, 148 or 95% already have been improved with either a building and/or infrastructure improvements, such as parking lots. Of the remaining three vacant parcels, two are vegetated with grass and one is wooded. Thus, the proposed housing opportunity sites primarily involve parcels that have already been altered through development.

The primary proposed change is an increase in allowable housing unit density (measured in units per acre) on the designated housing opportunity sites. The extent of increase varies among the zoning districts in which the housing opportunity sites are located. In all cases, the

proposed density increase can be readily accommodated within existing dimensional regulations that define maximum permissible building envelope. A two-story height limit applies to all parcels. Residential zone parcels are further restricted by a maximum site coverage of 35% and setbacks. Commercial zone parcels allow up to 100% lot coverage, but this is reduced by required setbacks at adjoining residential zones, and by maximum floor area ratios (gross building floor area divided by parcel area) of 1.0 in C-3 and C-L zones and 2.0 on C-2 and PPD zones. Accommodating the proposed Housing Element program would not require exceeding these envelopes.

Over two-thirds of the potential new housing units on proposed housing opportunity sites are in commercial and SPD zones along San Anselmo's major streets. This approach is advocated in Objective 3 of San Anselmo's General Plan. By transforming commercial corridors into neighborhoods (with continued presence of community-serving commercial services), this approach offers potential to expand and connect areas of strong neighborhood character. It would not physically divide neighborhoods.

The proposed housing sites and density increase are consistent with current development policy by zoning district:

- **C-2:** Housing is currently allowed subject to a Conditional Use Permit in the C-2 Zoning District and has a density of 20 dwelling units per acre and a 2.0 existing maximum floor area ratio. The HEU would include a Zoning Code amendment to allow residential units as a permitted use. The proposed Zoning Code for the C-2 Zoning District would be compatible with the surrounding development patterns and would create negligible impacts.
- **C-3:** Housing is currently allowed subject to a Conditional Use Permit in the C-3 Zoning District and has a density of 20 dwelling units per acre with a 1.0 existing maximum floor area ratio. The HEU would include a Zoning Code Amendment to allow residential units as a permitted use, increase the density from 20 dwelling units/acre to 30 dwelling units/acre, increase the maximum floor area ratio to 2.0, and increase the height of a structure from 30-feet to 35-feet. The proposed Zoning Code Amendments for the C-3 Zoning District would be compatible with the surrounding development patterns and would create negligible impacts.
- **C-L**: Housing is currently allowed subject to a Conditional Use Permit in the C-L Zoning District and has a density of 20 dwelling units per acre with a 1.0 existing maximum floor area ratio. The HEU would include a Zoning Code Amendment to allow residential units as a permitted use, increase the density from 20 dwelling units/acre to 30 dwelling units/acre, increase the maximum floor area ratio to 2.0, and increase the height of a structure from 30-feet to 35-feet. The proposed Zoning Code Amendments for the C-L Zoning District

would be compatible with the surrounding development patterns and would create negligible impacts.

- **R-1:** Housing is a permitted use in the R-1 Zoning District with densities up to 6 dwelling units/acre. Proposed density is limited to adding a second unit per parcel and is consistent with the provisions of San Anselmo's existing policy on Ministerial Housing Units (Zoning code Chapter 4). San Anselmo's General Plan indicates there is already many examples of second units on R-1 parcels.
- **R-1-H:** Housing is a permitted use in the R-1 Zoning District with densities up to 1 dwelling unit/acre. Proposed density is limited to adding a second unit per parcel and is consistent with the provisions of San Anselmo's existing policy on Ministerial Housing Units (Zoning code Chapter 4). San Anselmo's General Plan indicates there is already many examples of second units on R-1-H parcels.
- **R-2**: Housing is a permitted use in the R-2 Zoning District with densities up to 12 dwelling units/acre. The building typologies allowed by zoning – single family, duplex and triplex – are adequate to accommodate the proposed housing densities on the proposed parcels. The HEU would include a Zoning Code Amendment to allow 50% of the parcels to be developed with lot/building coverage.
- **R-3:** Housing is a permitted use in the R-3 Zoning District with densities up to 20 dwelling units/acre. Only one housing opportunity parcel falls in this zoning district, and the three proposed units can be accommodated with single family, duplex and/or triplex building typologies typical of the R-1 and R-2 zones at nearby parcels. The HEU would include a Zoning Code Amendments to allow densities up to 30 dwelling units/acre.
- **PPD and SPD:** Proposed densities of up to 30 units per acre would be consistent with surrounding development patterns and zoning. Development of housing on the former school site on Sunny Hills Drive is supported by Objective 20 of San Anselmo's General Plan. Site-specific town review of proposals for the six housing opportunity sites in these zones will provide further opportunity for review and mitigation of any impacts.

Based on the regulations reviewed, no significant impacts were identified.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Physically divide an established community?	☐	☐	☐	☒
Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?	☐	☐	☒	☐

Conclusion

No significant impacts were identified and no need for mitigation has been identified.

Mitigation Measures

Since the HEU aligns with other local codes, laws, and plans and will not cause physical barriers between established communities, mitigation is not required.

3.12 Mineral Resources

Environmental and Regulatory Setting

The conservation of mineral resources and reclamation of mining lands in California is managed by the State Mining and Geology Board.

According to the California Department of Conservation, Division of Mine Reclamation *Mine Online Database*, Nicasio Rock Quarry, Redwood/ Silveria Quarry, and Dutra Materials are the only sites in Marin County designated the State Mining and Geology Board as containing mineral deposits of regional significance. [xiv] A search on the Division of Mine Reclamation database yielded nine (9) mining sites in Marin County that are regulated under the Surface Mining and Reclamation Act of 1975 (SMARA) in California. [xv]

None of these mineral and mining sites are located within the Town of San Anselmo. These sites are more than 5 miles away from the project site.

Impacts to Mineral Resources

The project site is not on or adjacent to the mining sites within Marin County. The project would not result in a loss of availability of a known mineral resource that would be of value to the region and to the residents of California.

The project site is not located in an area of San Anselmo or Marin County with known mineral resources or mining sites. Therefore, the project would not result in the loss of availability of a mineral resource recovery site.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the State?	☐	☐	☐	☒

Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	☐	☐	☐	☒

Conclusion

The project would not result in the loss of availability of a known mineral resource.

Mitigation Measures

Since there are no mineral deposits of regional significance located within a 5-mile boundary of the Town of San Anselmo boundaries, mitigation is not required.

3.13 Noise

Environmental and Regulatory Setting

Noise is generally considered unwanted sound that is typically louder than background sounds. The absolute loudness, or volume, of sound is generally measured in decibels (dB). For the analysis of noise, planners and regulators typically use A-weighted decibels (dBA), which is an expression of sound that gives a higher value to frequencies that can be perceived by the human ear.

According to the San Anselmo Municipal Code, a noise disturbance of 5 dBA that is declared a public nuisance is considered a violation, Section 4-7.404. Factors that influence whether a noise is, in fact, a public nuisance, include, per Section 4-7.401:

- The level of the noise;
- Whether the nature of the noise is usual or unusual;
- Whether the origin of the noise is natural or unnatural;
- The level of the background noise, if any;
- The proximity of the noise to residential sleeping facilities;
- The nature and zoning of the area within which the noise emanates;
- The density of the inhabitation of the area within which the noise emanates;
- The time of the day or night the noise occurs;
- The duration of the noise;
- Whether the noise is recurrent, intermittent, or constant; and
- Whether the noise is produced by a commercial or noncommercial activity.

Analysis Methodology and Thresholds of Significance

Is there generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project more than standards established in the local general plan or noise ordinance, or applicable standards of other agencies?

The development of an average of 110 units per year over the course of 8 years will create an increased level of noise from construction activity, with the necessary use of heavy vehicles and machinery.

Building codes are in place for the management of construction and demolition noise. For instance, Section 4-7.203 makes it “unlawful to operate any powered equipment if the

operation of such equipment emits a noise level of…eighty (80) dBA" when measured at the loudest point fifty (50) feet away from the equipment.

There are additional restrictions on when construction and demolition activity may occur and the type of impact tools (jackhammers) that may be used. Existing policies are expected to be sufficient to keep the noise impact at a less than significant level.

Noise will also increase somewhat due to additional vehicle traffic from ongoing construction and new residents. A transportation study for this Housing Element is pending; its findings will be integrated into this analysis as they become available.

Is there generation of excessive ground borne vibration or ground borne noise levels?

There will be somewhat increased noise and vibration from large construction vehicles, but this is not expected to be a significant impact. Construction noise is temporary in nature.

For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

The closest airfield is the San Rafael Airport, 2.5 miles northeast from the San Anselmo boundary. New residential development that occurs because of this Housing Element is not expected to expose those residents or workers to excessive noise levels from aviation sources.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the	☐	☐	☒	☐

local general plan or noise ordinance, or applicable standards of other agencies?				
Generation of excessive ground borne vibration or ground borne noise levels?	☐	☐	☒	☐
For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☒

Conclusion

Town of San Anselmo General Plan includes a goal to reduce noise levels throughout the community in general with special efforts aimed at major circulation arteries. To implement this, they have set the following policies.

1. Promulgate information to all residents of the need for and methods of obtaining reduced noise levels.
2. Adopt, budget for, and enforce an effective noise ordinance and other ordinances relating to noise reduction.
3. The Town shall cooperate in the establishment of a countywide program of noise abatement when it has been developed.
4. The Town will work actively with the California Highway Patrol to police noise levels on moving vehicles.

As these established policies will mitigate potential noise impacts of the HEU, additional mitigation measures are not required.

Mitigation Measures

Noise levels will not significantly increase because of the HEU, and established policies will address related impacts, therefore mitigation is required.

This page intentionally left blank

3.14 Population and Housing

Environmental and Regulatory Setting

San Anselmo's Housing Element is the primary guiding policy on population and housing. It incorporates population and housing objectives of the town's General Plan as well as regional housing goals established by California's Regional Housing Needs Assessment (RHNA) policy. The Housing Element identifies rezoning and redevelopment strategies needed to reach the housing capacity required by the assessment.

Analysis Methodology and Thresholds of Significance

Because the proposed housing program comes from San Anselmo's proposed Housing Element, its impacts are inherently planned and anticipated. Notably, the proposed housing opportunity sites and their development potential do represent a significant increase in rate of housing development and population growth compared to past decades. The 2015-2023 Housing Element, for instance, anticipated population growth from 12,600 in 2020 to 13,000 in 2030, an increase of 400 people. The proposed housing element anticipates at least 833 new housing units by 2030. If these are occupied by households averaging 2.34 people in size (San Anselmo's 2010 average cited in 2015-2023 Housing Element), the resulting population increase could total approximately 1,500 people. Household sizes are trending lower, in part to larger numbers of seniors as a portion of the population, but nevertheless the 2020-2030 population growth could exceed three times the 400 people predicted in 2015. Recent trends toward more construction of multifamily housing, noted in the current General Plan and anticipated in the proposed Housing Element, provide means to accommodate this population growth with efficient use of land and other resources, and limited impacts on established neighborhoods.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	☐	☐	☐	☒
Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☒

Conclusion

No significant impacts were identified and no need for mitigation has been identified.

Mitigation Measures

No need for mitigation measures beyond the HEU itself has been identified.

3.15 Public Services

Environmental and Regulatory Setting

The State of California has laws that establish regulatory requirements for development projects that will increase the demand put on public services. The projects generated by the HEU will be subject to the regulations related to public service impacts.

Laws in the State of California can be complex and confusing. This list is not provided as legal guidance, nor is it comprehensive. This information is providing information about common options that are available for local governments regarding the use of Public Lands.

State Regulations

Assembly Bills (AB) 2926, 1600, and 2751. To assist in providing facilities to serve students generated from new development projects, the State enacted Assembly Bill (AB) 2926 in 1986, which allows school districts to collect impact fees from developers of new residential, commercial, and industrial developments. Development impact fees are also referenced in the 1987 Leroy Greene Lease Purchase Act, which requires school districts to contribute a matching share of the costs for the construction, modernization, or reconstruction of school facilities. Subsequent legislation has modified the fee structure and general guidelines.

In 1987, the provisions of AB 2926 have been expanded and revised by AB 1600, which limits the ability of a school district to levy School Fees unless (i) there is a need for the School Fee revenues generated, and (ii) there is a nexus or relationship between the need for School Fee revenues and the type of development project on which the school fee is imposed. (The requirements of AB 1600 were clarified with the passage in 2006 of AB 2751, which codifies the findings of Shapell Industries vs. Milpitas Unified School District.)

Assembly Bills (AB) 1486 and California Education Code 17388. Provide guidance on surplus school properties. While AB 1486 provides that surplus school properties be used to meet the needs of HEU, AB 17388 which is part of the Education Code suggests that these properties be used to meet the local needs for parkland.

Senate Bill 50 and California Education Code Section 17620. Senate Bill (SB) 50, the Leroy F. Greene School Facilities Act of 1998, was signed into law on August 27, 1998. These Assembly Bills provide a program for funding school facilities largely based on matching funds.

The Quimby Act. Adopted in 1975, the Quimby Act allows public agencies to develop parkland and recreational facilities. The fee is imposed on developers as a condition of public agency approval of a tentative map or land subdivision process. In 2013, AB 1359 was subsequently passed to provide that where the city or county is proposing to use the fees to provide parks must have fewer than three acres of park area per 1,000 members. Additional requirements include: The city or county must hold a public hearing before using the fees in another neighborhood; The city or county must find it reasonably foreseeable that the new subdivision's residents will use the park facilities in the other neighborhood; And finally, the city or county must use the fees in areas consistent with the city or county's local Quimby Act ordinance and General Plan. Municipalities may also enter into a joint or shared use agreement with other municipalities or the County to provide additional park and recreation access.

Local requirements

The Town of San Anselmo does not have any Quimby Act regulations, or any similar laws related to Public Services.

Non-government

Finally, the National Recreation and Parks Administration (NRPA) have suggested guidelines for park land acquisitions. NRPA is a non-government agency and is the leading not-for-profit organization dedicated to building strong, vibrant, and resilient communities through the power of parks and recreation. Under guidance from NRPA, 10 acres of parkland for every 1,000 people is recommended. However, these are suggested guidelines and NRPA advocates that each municipality knows the ideal park land metric to meet their individual scenarios.

Analysis Methodology and Thresholds of Significance

Fire Services

The Ross Valley Fire Department provides consolidated fire protection and related services for Ross, San Anselmo, Sleepy Hollow and Fairfax. There are three fire stations in this service area. Additionally, the San Anselmo Fire Department provides permit review and inspections. These are situations that are not expected and can put increase pressure on staff resources.

Police Services

Central Marin Police provide services for the Town of San Anselmo through a mutual aid Joint Powers Agreement (JPA). Central Marin Police authority has a compliment of 58 sworn officers and serves a population of 35,000 people. This equates to one officer for every 603 people in Marin County.

Schools and libraries

Two public school districts serve students living in San Anselmo. The Ross Valley School District include Brookside, Hidden Valley, Manor, Wade Thomas elementary schools, and White Hill. Middle school. –High school students attend the Tamalpais Union High School District. Archie Williams, high school is located within the Town of San Anselmo.

The San Anselmo library is the only public library in the project area.

Parks

San Anselmo Parks Department oversees parkland in six parks. Total municipal park land in the San Anselmo is a little less than 80 acres according to the Marin County Parks and Recreation Plan. This is consistent with the Town's General Plan projections of 4 acres of parkland for every 1,000 people in the population.

The HEU is developed to accommodate an increase of approximately 1,500 new people to the Town over the next 8-year housing cycle. This may result in an average growth rate of 2% over the 6th cycle.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times, or other performance objectives for any of the public services:	☐	☐	☒	☐

Fire protection?	☐	☐	☒	☐
Police protection?	☐	☐	☒	☐
Schools?	☐	☐	☒	☐
Parks?	☐	☐	☒	☐
Other public facilities?	☐	☐	☒	☐

Conclusion

The HEU may add approximately 1,500 or more people to the Town of San Anselmo. The Town has processes in place to address increases in population and the decisions to add facilities and deliver new services are addressed through the annual budgeting process.

Mitigation Measures

To offset growth rates, municipalities, counties, and States have processes in place to manage annual increases in population based on specific demographic information that is collected as communities change. Therefore, no mitigation is required.

3.16 Recreation

Environmental and Regulatory Setting

Every person deserves access to high-quality, well-maintained parks and recreation options. While there are no federal, or local rules or regulations on how much parkland should be available per resident, the National Parks and Recreation Association (NRPA) does provide guidelines and metrics for parks and recreation facilities as these amenities are seen as increasingly valuable amenities to our communities. More specifically, NRPA Park Metrics provides a variety of scenarios including optimum parkland per resident information and site-specific facility planning.

The NRPA Metric database is the most comprehensive source of data standards and insights for providing parks and recreation services and facilities in America today. Park and recreation professionals advocate for the use of this benchmark data to gain more funding support, improve operations and better serve their communities.

According to the NRPA Park Metrics files, the "typical" park and recreation agency:

- Has 9.9 acres of parkland for every 1,000 residents
- Has 8.1 full-time equivalents (FTEs) on staff for every 10,000 residents
- Has annual operating expenses of $81.19 on a per capita basis
- Recovers 25.9 percent of its operating expenditures from non-tax revenues

No two park and recreation agencies are the same. While these medians mark national trends, these numbers are *not* recommended for all communities. Cities, towns and municipal agencies that provide parks and recreation amenities may set benchmarks that represent their specific situation.

The State of California Quimby Act of 1975 authorizes cities and counties to pass ordinances requiring developers to set aside land, donate conservation easements, or pay fees for park improvements. The Quimby Act sets a standard park space to population ratio of 3 acres of park space per 1,000 persons. Cities with an existing ratio of higher than three acres per 1,000 persons can set a standard of up to 5 acres per 1,000 persons for new development.

The Town Parks, Recreation and Public Facilities Element of San Anselmo's General Plan cites a standard of four acres of parkland per 1,000 residents as a benchmark. According to the General Plan, San Anselmo has about 56 acres of parkland today (including Sorich Ranch Park). For the 2021 population of approximately 12,700, this results in approximately 4.4 acres of

parkland per 1,000 residents. With a population increase of up to 1,500 resulting from the Housing Element (see section 3.14, Population and Housing), available parkland would drop slightly below the four-acre threshold, between 3.9-4.0 acres per 1,000 residents. In response, San Anselmo may want to consider increasing parkland area and/or the capacity to use existing park facilities.

In San Anselmo, there are six Town-managed parks with a variety of facilities.

- Creek Park
- Faude Park
- Lansdale Park
- Memorial Park, Elders' Garden, & Millennium Playground
- Robson-Harrington Park
- Sorich Ranch Park

San Anselmo's park and recreational opportunities are supplemented regional park amenities provided by Marin County, State of California and National Park Service. Town provides an ever-changing array of recreational programs and opportunities for the public on its parkland. Programming and facilities could potentially be expanded to address increased resident demand.

To improve the resident to parkland ratio to mitigate population growth, the Town of San Anselmo could add parkland in a variety of ways. One such method is to require new developments of specific size to provide recreational amenities back to the community. This can be done by having the developer build private recreation facilities that will be maintained by the community (a homeowner's association for example). Developers can also provide park land and/or amenities to the community. In lieu of providing land, depending on the number of new units, the developer may provide funding for improvements to existing park land. If these elements cannot be successfully negotiated or the new land being developed is very small, the Town of San Anselmo may elect to collect a fee that will be put to the purchase of new community park land or use the fees to make improvements to existing parks in the area.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	☐	☐	☒	☐
Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	☐	☐	☒	☐

Conclusion

The Housing Element Update will bring more residents and as a result, the demand for park land and recreational opportunities will likely increase. While growth and population increases are directly related to how well the economic conditions are, the need for Park land and recreational opportunities are likely to increase with the implementation of this update. As the General Plan assesses and responds to park and recreation needs over time, this established process will address any modification that may be needed, and no separate mitigation is justified at this stage.

Mitigation Measures

No mitigation is required.

This page intentionally left blank

3.17 Transportation

This section was completed by the Town of San Anselmo using the consulting services of Parisi Transportation Consulting. The findings in this area suggest a Less Than Significant Impact to the Town of San Anselmo's transportation network. What is presented here is a shortened version of the overall analysis. To review the full findings and discussion completed by the Parisi Transportation Consulting, please refer to the full document located in Appendix B.

Environmental and Regulatory Setting

The Town of San Anselmo is in the San Francisco Bay Area in Marin County, situated in a series of small valleys and bordered by moderate to steep hillsides. This section describes attributes that provide and influence transportation patterns within the Town and between the Town and other vicinities.

Though there are no freeways within the Town limits, Red Hill Avenue and Sir Francis Drake Boulevard are major arterial streets that connect the Town to U.S. Highway 101 to the east, providing access to San Francisco and other major activity centers in the Bay Area. Sir Francis Drake Boulevard and Center Boulevard connect San Anselmo with the Town of Fairfax to the west. These roadways converge near downtown in a complex system of roadway intersections referred to as the Hub. Due to the topography, some local residential streets are steep, narrow, and winding.

The Town has limited bicycle facilities on some roadways consisting of Class II and Class III bikeways (on-street bike lanes and travel lanes shared with motor vehicles, respectively). The General Plan's Circulation Element includes objectives to identify areas which should be linked by bicycle and pedestrian paths in order to provide a viable active transportation system.[xxiv] Public transit service in San Anselmo is provided by Marin Transit and Golden Gate Transit. As of fall 2022, Marin Transit operates four standard routes and an express route with hourly service frequencies during weekday morning and afternoon peak periods, and an afternoon school route, while Golden Gate Transit operates one route with 30-minute service frequencies during weekday morning and afternoon peak periods. Routes operated by both agencies all pass through the Hub and/or downtown area along the major arterial streets, providing access to Fairfax, Ross, San Rafael, other Marin County destinations, and San Francisco.

In terms of land use patterns, the built environment is most appropriately characterized as suburban, without significant dense urban residential or retail centers. The Town is an

established residential community comprised of mostly detached single family dwellings with some multifamily dwellings. Land development availability is largely limited to infill sites, with some larger parcels situated on higher slopes and ridge tops as designated in the General Plan.[xxv] Neighborhood, downtown, and general commercial areas are concentrated along the major roadways in conjunction with public transit access.

Lastly, on February 28, 2023, the Town of San Anselmo Town Council adopted a Threshold of Significance Policy (see Appendix C).

Analysis Methodology and Thresholds of Significance

Table 3.3 provides a summary of the San Anselmo Housing Element Update CEQA determination for each of the criteria that could constitute potential transportation environmental impacts. A discussion of each finding is provided in Appendix B and consistent with the Town adopted Threshold of Significance Policy in Appendix C.

Table 3.3. CEQA Checklist Impact Determination

Impact	Question	CEQA Determination
TRA-1	Would the project conflict with a program, plan, ordinance, or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?	Less Than Significant Impact
TRA-2	Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?	Less Than Significant Impact
TRA-3	Would the project substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g. farm equipment)?	Less Than Significant Impact
TRA-4	Would the project result in inadequate emergency access?	Less Than Significant Impact

Source: Parisi Transportation Consulting, 2022

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Conflict with a program, plan, ordinance, or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?	☐	☐	☒	☐
Conflict or be inconsistent with CEQA Guidelines § 15064.3, subdivision (b)?	☐	☐	☒	☐
Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	☐	☐	☒	☐
Result in inadequate emergency access?	☐	☐	☒	☐

Conclusion

As adequate emergency access is included as part of the Town requirements for individual projects, which will be reviewed by local officials as part of design review, the Project has a less than significant impact with respect to emergency access.

Mitigation Measures

No mitigation is required.

This page intentionally left blank

3.18 Tribal Cultural Resources

Environmental and Regulatory Setting

In 2015, CEQA was amended by AB 52, which governs analysis of tribal cultural resources and imposes consultation requirements with Native American Tribes who request such consultation. A project that "may cause a substantial adverse change in the significance of a tribal cultural resource is a project that may have a significant effect on the environment. (Pub. Res. Code, § 21084.2.) To assist in the determination of a significant environmental effect, a lead agency is required to consult with any California Native America tribe that requests consultation and is traditionally and culturally affiliated with the area of the project. If a Native American Tribe wishes to participate in consultation, it must respond to the lead agency within 30 days of a formal notification.

Tribal cultural resources are defined as: 1) sites, features, places, cultural landscapes, sacred places, and objects with cultural value to a tribe that are listed, or determined to be eligible for listing, in the national or state register of historical resources; or 2) listed in a local historical register of historic resources. (Pub. Res. Code, § 21074.) If a lead agency determines that a project may cause a substantial adverse change to a tribal cultural resource, measures must be considered to mitigate the impact. (Pub. Res. Code, § 20184.3(b)(2).)

Here, no known tribal cultural resources have been identified in the project area. On February 14, 2022, the Town mailed formal notification letters to tribes affiliated with the Coast Miwok communities (listed below) offering consultation regarding the HEU along with a description of the project. These communities are listed with the Native American Heritage Commission (NAHC). The Town did not receive a request for consultation within the 30 day time limit. Should any tribal cultural resources be found with relation to any particular project under the UHE, further analysis and notifications would occur per AB 52.

The Town of San Anselmo prepared and mailed AB 52 notifications letters to tribes affiliated with the Coast Miwok communities. These communities are listed with the Native American Heritage Commission (NAHC). While no consultation is expected, the process is on-going, and a detailed summary of the outcome will be provided in the Tribal and Cultural Resources Section planned for the Environmental Impact Report (EIR). No other follow-up action is anticipated.

Coast Miwok-affiliated Tribes:
Federated Indians of Graton Rancheria
6400 Redwood Drive, Ste 300
Rohnert Park, CA 94928
Phone: (707) 566 – 2288
Fax: (707) 566-2291
gbuvelot@gratonrancheria.com

Guidiville Indian Rancheria
Donald Duncan, Chairperson
P.O. Box 339
Talmage, CA, 95481
Phone: (707) 462 – 3682
Fax: (707) 462-9183
admin@guidiville.net

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code § 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:	☐	☐	☐	☒
Listed or eligible for listing in the California Register of Historical Resources, or in a local register of	☐	☐	☐	☒

historical resources as defined in Public Resources Code section 5020.1(k), or				
A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code § 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code § 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.	☐	☐	☐	☒

Conclusion

No known tribal cultural resources have been identified in the project area. The Town did not receive any requests for consultation in response to its formal notification letters. Should any tribal cultural resources be found with relation to any particular project under the HEU, further analysis and notifications would occur per AB 52.

Mitigation Measures

No resources in the location of the 151 sites are known at the present time. No mitigation is required.

This page intentionally left blank

3.19 Utilities and Service Systems

This section describes the utilities and service systems and public services that could be affected by this HEU. Water supply and distribution systems, wastewater collection and treatment systems, solid waste collection and disposal, stormwater conditions, electricity, natural gas and telecommunication impacts are described here to support the environmental impact analysis.

Environmental and Regulatory Setting

Water Service

In California, water service is provided by towns, cities, counties, special districts, and private utilities. Most service providers get their water from surface water, groundwater or a combination of both, and serve a wide range of connections, from just a few connections to thousands. Water rights, water contract agreements, groundwater pumping limitations, and the infrastructure required to treat, pump, and deliver water are the factors that limit the amount of water available to service providers.

Water supply to San Anselmo is provided by the Marin Municipal Water District (MMWD). The water supply is reservoir based. According to the Water Resources Plan 2040 prepared in 2017 by the consultant firm Woodard and Curran, the MMWD has adequate capacity. The report demonstrates that the district's current supply portfolio is sufficient to meet demands in each of the reliability threats modeled except the Six-Year Severe Drought. It should be noted that the probability of the Six-Year Severe Drought occurring is low. Should this type of drought occur, shortages would not be expected until the fifth year of the drought, which provides time to re-assess and move forward implementation of resiliency options after the Water Resources Plan 2040 MMWD 1-3 drought starts. Further, use of supplies in emergency storage, combined with mandatory conservation / rationing, would allow the district to manage supplies through the Six-Year Severe Drought condition without shortfalls.

This report also notes that since the district's current supply portfolio is sufficient to meet demands under most conditions evaluated, there is no immediate need to invest in infrastructure to secure additional resiliency at this time. However, to continue strengthening the district's water supply resiliency, it is recommended that the district expand its existing water efficiency programs. Currently MMWD serves approximately 191,000 customers and capacity is well over anticipated needs.

Locally, as the HEU advances into the construction phase, and housing occurs incrementally throughout the Town, upgrades to local pipes and infrastructure may be required. These

upgrades and improvements to the efficiency and delivery of these resources would be subject to individual environment review and all future upgrades would be reviewed at the time of building permit review and would be completed to the satisfaction of the Town of San Anselmo Development Review authority and the Town of San Anselmo Engineer.

Wastewater Generation

The Ross Valley Sanitary District (RVSD) manages wastewater treatment and the related infrastructure within the Town of San Anselmo. The RVSD was established in 1899 and is believed to be California's oldest sanitary district. The RVSD serves the communities of Sleepy Hollow, Fairfax, San Anselmo, Ross, Larkspur, Kentfield, and Greenbrae, serves Murray Park by contract, and conveys wastewater to the Central Marin Sanitation Agency (CMSA) wastewater treatment plant.

The RVSD is responsible for approximately 194 miles of gravity sewer lines, also known as mains. These mains range in diameter from 4 inches to 42 inches in size. The sanitary system is serviced through 4313 manholes and 1250 rod holes distributed throughout the system. Where gravity flow is not practical, the RVSD pumps wastewater through 19 pump stations and lift stations and 8.4 miles of sewer force mains to convey flows to the Central Marin Sanitation Agency (CMSA) wastewater treatment plant in San Rafael. The CMSA was established in 1979 as a joint powers' agency comprised of the RVSD, the San Rafael Sanitation District, and Sanitary District No. 2 of Marin County serving the Town of Corte Madera and some surrounding areas.

There are also about 200 miles of privately-owned sewer service laterals that convey wastewater to the RVSD's system.

According to the 2019 Sewer System Management Plan and the 2021 Infrastructure Asset Management Plan Update the overall system is fully functional and operating at a level that is compatible with the existing community needs.

It should be noted that portions of the Town of San Anselmo are serviced by existing force mains. These service areas are primarily north and east of San Anselmo Creek. All residential developments will be reviewed incrementally as new plans are proposed. The precise connections and pipes required will be scrutinized at the time of submittal for construction permits. Should any new lines, connections or upgrades be required, these improvements will be subject to environmental review. Line modifications and connection into the existing force main must be designed to all applicable provisions of the local building code and to the satisfaction of the Town and the District.

Stormwater

Storm water is defined by US EPA as the runoff generated when precipitation from rain and snowmelt events flows over land or impervious surfaces without percolating into the ground. Storm water is often considered a nuisance because it mobilizes pollutants such as motor oil and trash. In most cases, storm water flows directly to water bodies through sewer systems, contributing a major source of pollution to rivers, lakes, and the ocean. Storm water discharges in California are regulated through National Pollutant Discharge Elimination System (NPDES) permits. However, storm water may also act as a resource and recharge groundwater when properly managed.

New use will require stormwater infrastructure to meet new demand. Since the Town is largely proposing opportunities that provide for redevelopment, the new development will be in areas that are currently served by stormwater drainage systems. The addition of new housing on some of these older developed lot areas may provide opportunities to implement the most modern-day stormwater infrastructure design. Redevelopment may reduce impervious surface areas in some areas and allow more infiltration thus reducing overall stormwater runoff.

Electricity, Natural Gas and Telecommunications

Electric Power In 2018, California produced approximately 194,842 gigawatt-hours of electricity and imported approximately 90,646 gigawatt-hours (CEC 2019). Generally, electric power is generated by power plants or renewable energy resources such as hydropower, geothermal, biomass, and solar energy. Energy is transferred through electricity substations, transformers, and power lines that relay the energy from the producer to the consumer. California is part of the western transmission system that helps keep electricity flowing reliably and safely throughout the western United States. On a more local scale, balancing authorities help to ensure that demand and supply are regionally balanced. California has eight balancing authorities:

- Balancing Authority of Northern California
- California Independent System Operator
- Imperial Irrigation District
- Los Angeles Department of Water & Power
- PacifiCorp West
- NV Energy
- Turlock Irrigation District
- Western Area Lower Colorado

The California Independent System Operator operates in all 58 California counties and operates the flow of electricity through three main investor-owned utilities (Pacific Gas and Electric Company, Southern California Edison, and San Diego Gas and Electric Company) in addition to several other municipal operators.

Natural Gas Natural gas consists of many different compounds such as methane and natural gas liquids (ethane, propane, butanes, and pentanes). It is formed through the decomposition of historic animals and plants that have been converted to hydrocarbon fuels by high pressure and temperatures deep under the earth's surface.

In 2018 California withdrew approximately 202,616 million cubic feet from gas, oil, and shale gas wells within its boundaries. Out of the 30.59 trillion cubic feet of natural gas used in the United States in 2018, California was the second largest consumer, using approximately 7.1 percent of natural gas used in the U.S. (EIA 2019).

Nearly 90 percent of California's natural gas supply comes from out-of-state imports; approximately 45 percent of the natural gas burned in California is used for electricity generation, 21 percent is consumed in the residential sector, 25 percent in the industrial sector, and 9 percent in the commercial sector. Natural gas facilities in the State provide residents with electricity, heat buildings, fuel vehicles, and provide many other uses. Natural gas is generally delivered to residents and users through pipelines and tanks in the form of compressed natural gas. These facilities are located throughout the State.

Telecommunication The California Public Utilities Commission develops and implements policies for the telecommunication industry to achieve the following goals:

- Ensure fair, affordable universal access to necessary services.
- Develop clear rules of the game and regulatory tools to allow flexibility without compromising due process.
- Remove barriers that prevent a fully competitive market.
- Reduce or eliminate burdensome regulations.

In California, telecommunication facilities are being shifted to wireless facilities such as small cells and distributed antenna systems. Many of these facilities are proposed for installation in public rights-of-way. U.S. Code Title 47, Section 332 (47 USC 332) maintains local authority over local decisions regarding the placement, construction, and modification of personal wireless telecommunication facilities.

Electricity is provided to the Town of San Anselmo by Marin Clean Energy. Pacific Gas and Electric is the provider of natural gas resources and telecommunications services are typically provided by major suppliers including AT&T, Verizon, T Mobile and are the discretion of the end user. While the HEU does create new user demand and long-term operating concerns, the review of these service providers' current capacity and long-range plans indicate that the update will not cause concerns for long term use or operations. No capacity issues are identified in this initial study and each of the companies is consistently looking to provide more efficient ways to increase capacity and deliver services in a more environmentally sustainable manner.

Each of these elements will be more closely evaluated in the development of the Environmental Impact Report.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Require or result in the relocation or construction of new or expanded water, wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	☐	☐	☐	☒
Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry and multiple dry years?	☐	☐	☐	☒
Result in a determination by the wastewater treatment provider, which serves or may serve the project that it has adequate capacity to serve the	☐	☐	☐	☒

project's projected demand in addition to the provider's existing commitments?				
Generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?	☐	☐	☐	☒
Comply with federal, State, and local management and reduction statutes and regulations related to solid waste?	☐	☐	☐	☒

Conclusion

The HEU will require more resources and capacity. Based on the current systems in place, local conditions may be impacted, and site-specific improvements may be necessary. However, the expansion and construction of new facilities to support this growth can be adequately addressed through established services management systems, therefore no mitigation measures are needed.

Mitigation Measures

Current existing services providers have the capacity to meet the broad needs of the HEU for the Town of San Anselmo. Additional housing proposed in the Housing Element is not causing extreme stress or impacting existing utilities systems that will demand major system upgrades. However, individual projects will need to be evaluated independently for any site-specific upgrades, including infrastructure improvement requirements and environmental impacts.

3.20 Wildfire

Environmental and Regulatory Setting

The State of California is required by law to map the areas of significant fire hazards based on fuels, terrain, weather, and other fire hazards. These areas, designated as Fire Hazard Severity Zones (FHSZ), mandate certain site and building selection, design, and construction practices to reduce risk associated with wildfires. [xvi]

Parts of California sensitive to fire hazards are often a part of the wild-land urban interface (WUI), where development and wildland vegetation meet. [xvii] To help protect lives and property from the disastrous effects of wildfire, the National Fire Plan identifies communities within these WUI. The Town of San Anselmo is listed on the California Communities at Risk List. [xviii]The project site is located within an already developed portion of San Anselmo with predominantly residential and commercial development within the adjacent areas.

The Town of San Anselmo is designated as a Local Responsibility Area (LRA) by the California Department of Forestry and Fire Protection (CalFIRE) which means that the local government, not the State, have financial responsibility for wildland fire protection in this area. According to the CalFIRE, FHSZ maps in Marin County, the project is not located within a Very-High Fire Hazard Severity Zone for wildland fires. [xix]

The Town has adopted a Local Hazard Mitigation Plan. Additionally, the Town has a Fire Code to address WUI compliant construction materials and vegetation management.



Figure 3.8 Fire Hazard Severity Zones in areas of state responsibility for fire control

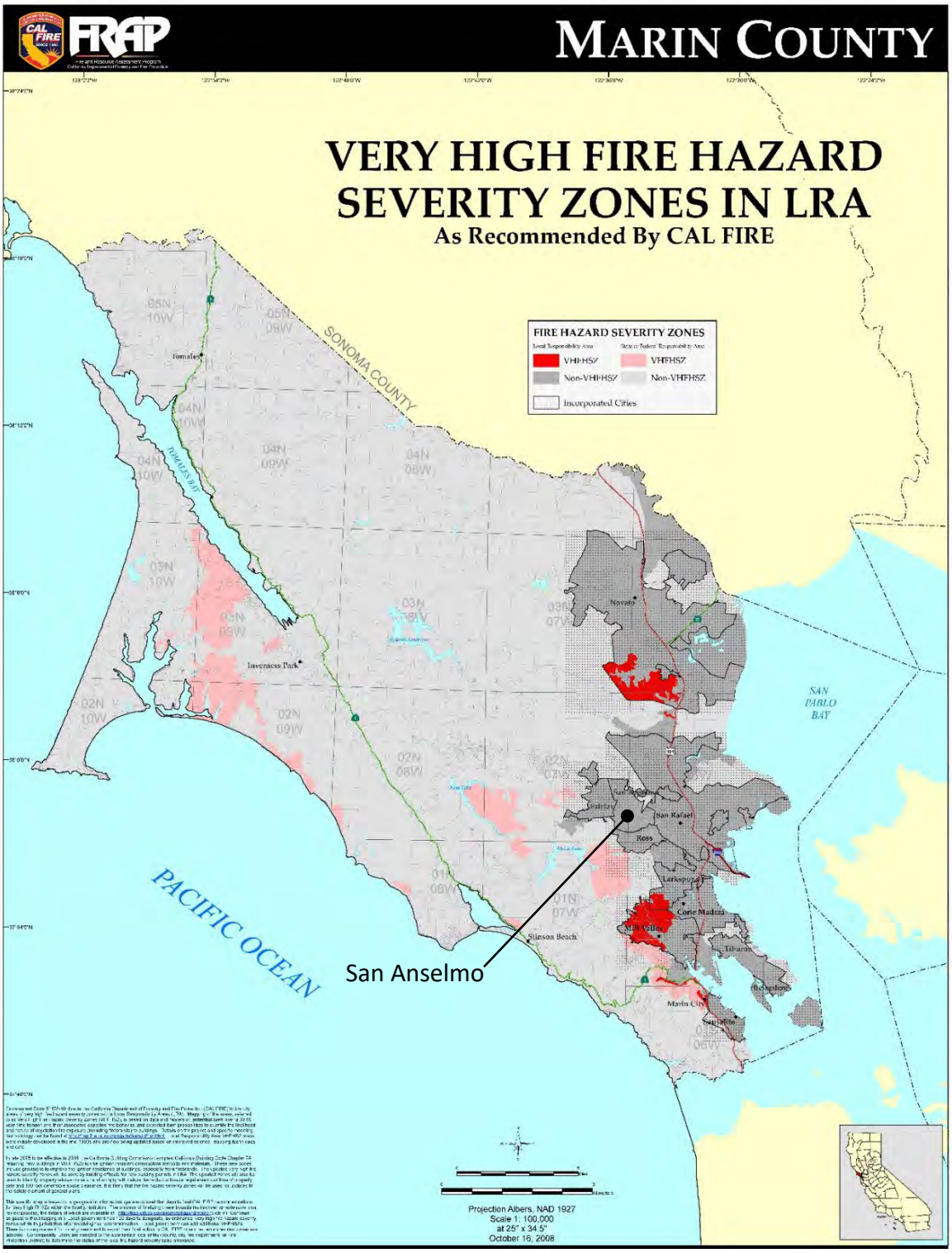


Figure 3.9 Fire Hazard Severity Zones in areas of local responsibility for fire control

Analysis Methodology and Thresholds of Significance

The Town of San Anselmo has several policies in its latest General Plan that are geared towards mitigating wildfire potential within fire hazard areas. They include those under Objective 13 and 14 which are meant to ensure that existing and future development have adequate water supplies to protect structures from fires and are sited, designed, and constructed in such a way as to reduce the potential for fires. [xx]

The Ross Valley Fire Department provides firefighting and emergency response services for the Town of San Anselmo. Fire Station 19, located at 777 San Anselmo Avenue in downtown San Anselmo and within the project site, serves the Town. It is also the administrative headquarters of the Ross Valley Fire Department. [xxi] Due to the proximity of the fire station's location to the project site, swift emergency response times in the case of a fire emergency are anticipated.

Checklist and Discussion of Impacts

Issues	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Substantially impair an adopted emergency response plan or emergency evacuation plan?	☐	☐	☒	☐
Due to slope, prevailing winds, and other factors, wildfire risks exacerbate and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?	☐	☐	☒	☐
Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?	☐	☐	☒	☐
Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a	☐	☐	☐	☒

result of runoff, post-fire slope instability, or drainage changes?				

The action is not anticipated to impair any adopted emergency response plan or emergency evacuation plan. Fire prevention plans including the State of California's Fire Hazard Planning Technical Advisory and the Marin County Fire Department's Community Wildfire Protection Plan have been referenced to determine the impact of the action. The increased density and housing developments will not change the role of major roads like Sir Frances Drake Boulevard, Red Hill Avenue, and Center Boulevard as designated evacuation routes. Impacts from additional parking and the added capacity of drivers to these roads are still to be determined based on the findings from the transportation analysis. Therefore, the action will have a less than significant impact.

The action of increasing density within the project sites is not anticipated to significantly expose occupants to pollutant concentrations from wildfire or uncontrollable spread of wildfire. As the site comprise of multiple parcels spread across various elevation, angles of prevailing wind, and street grids within the vicinity of Downtown San Anselmo, the degree of impact to occupants living in these higher density developments may vary. An assessment of air quality impacts and wildfire risks to those living in higher elevations and/or upper floors of a multi-story development will be conducted in the air quality analysis. Overall, the impacts of the project action have a less than significant to project occupants.

The action of increasing density within the project sites may involve upgrades to existing electric, storm sewer, water and other utilities to accommodate the increased demand on the associated infrastructure. While capacity may increase with higher density development, the fire risk may be lowered when compared to low-density, single-family development. This is because the high-density development will likely be built on previously developed land and tap into existing associated infrastructure as opposed to being built on undeveloped land further from the urban core and closer to more fire-sensitive areas.

The project sites are located within a developed river valley environment where impervious surface is the predominant surface type and primarily located outside of the Town's Wildland Urban Interface. As the increase in density will take place on mostly developed land, it is not anticipated that occupants will be at greater risk of natural hazards such as flooding, landslides, and post-fire slope instability. Therefore, the action is anticipated to have no impact.

Conclusion

The project would not exacerbate the risk of residents and structures to wildfire and the Town has current Fire Codes and building regulations to address any impact related to construction.

Mitigation Measures

No mitigation is required.

LIST OF PREPARERS

Ben Carlson, Project Director
Laura Connelly, PLA, Project Manager
Leila Bahrami
Benjamin Cromie
Olivia Foster
Hung Truong
Kyle Wire
Parisi Transportation Consulting

LIST OF REVIEWERS

Emily Longfellow, Assistant Town Attorney
Heidi Scoble, Planning Director

This page is intentionally left blank

4.0 Supporting Documentation

APPENDIX A: Acronyms and Abbreviations

BAAQMD - Bay Area Air Quality Management District
BMP - Best Management Practices
CAA - Clean Air Act
CAAQS - California Ambient Air Quality Standards
CARB - California Air Resources Board
CalFIRE - California Department of Forestry and Fire Protection
CCAA - California Clean Air Act
CDFW - California Department of Fish and Wildlife
CESA - California Endangered Species Act
CEQA - California Environmental Quality Act
CHPlanning – CHPlanning, Ltd.
CO - Carbon Monoxide
COG - Council of Governments
CMSA - Central Marin Sanitation Agency
CRHR - California Register for Historical Resources
EQ Zapp - California Earthquake Hazards Zone Application
CUPA - Certified Unified Program Agency
dB - decibels
dBA - A-weighted decibels, an expression of sound that gives a higher value to frequencies that can be perceived by the human ear.
Department of Toxic Substances Control (DTSC)
DPM - Diesel Particulate Emissions
DUA – Dwelling Units per Acre
EIR - Environmental Impact Report
EPA - Environmental Protection Agency
ESA - Endangered Species Act
EVSE - Electric Vehicle Supply Equipment
EV - Electric Vehicles
FESA - Federal Endangered Species Act
FHSZ - Fire Hazard Severity Zones
FMMP - Farmland Mapping and Monitoring Program
FTEs - Full-Time Equivalents
GIS - Geographical Information System
HCD - Housing and Community Development

HEU - Housing Element Update
HL – Houseal Levigne
HMD - Hazardous Materials Division
IPaC - Information for Planning and Consultation
IS/ND - Initial Study leading to a Negative Declaration
Km - Kilometer
LRA - Local Responsibility Area (LRA)
Local Hazard Mitigation Plan (LHMP)
µg/m3 - Micrograms per Cubic Meter
MBTA - Migratory Bird Treaty Act
MMWD – Marin Municipal Water District
M – Miles
MND - Mitigated Negative Declaration
Native American Heritage Commission (NAHC)
National Pollutant Discharge Elimination System (NPDES)
National Parks and Recreation Association (NRPA)
National Resources Conservation Service (NRCS)
OAK - Oakland Airport
O3 - Ozone
PG&E - Pacific Gas and Electric
PM 10 - Particulate Matter 10
PM 2.5 - Particulate Matter 2.5
Ppm - Parts per Million
RCRA - Resource Conservation and Recovery Act
RHNA - Regional Housing Needs Allocation
R-HO - Residential Housing Opportunities District
ROG - Reactive Organic Gas
SHMA - Seismic Hazards Mapping Act
SPD – Special Planned District
SFBAAB - San Francisco Bay Area Air Basin
SFO - San Francisco Airport
SMARA - Surface Mining and Reclamation Act of 1975
SO2 - Sulfur Dioxide
SIP - State Implementation Plans
TOD - Transportation-Oriented Development
The Town - Town of San Anselmo
U.S. - United States
VMT - Vehicle Miles Traveled

ZEV – Zero Emission Vehicles

Zoning Category Abbreviations

C-1 Neighborhood Commercial
C-2 Downtown Commercial
C-3 General Commercial District.
C-L Limited Commercial District.
R-1 Single Family Residential
R-1-C Low Density Residential Conservation
R-1-H Very Low Density Residential
R-2 Medium Density Residential District.
R-3 High Density Residential District.
Preliminary or Specific Planned Development (PPD) or (SPD) District

Memo

To: Laura Connelly and Ben Carlson, CHPlanning

CC: Jackie Wells, Houseal Lavigne
Heidi Scoble and David Donery, Town of San Anselmo

From: Jimmy Jessup, Parisi Transportation Consulting

Date: December 16, 2022

Subject: San Anselmo Housing Element Update CEQA Impact Analysis

This memorandum summarizes the potential transportation-related impacts associated with the Town of San Anselmo ("Town") Draft Housing Element 2023-2031 Update ("Project").[xxii] The Project includes 833 housing units distributed over four income categories, consisting of single-family dwelling units and multi-family housing developments.

This analysis utilizes the sample environmental significance criteria checklist form included in the California Environmental Quality Act (CEQA) guidelines that may be used to foster agency review.[xxiii] The Project would result in a significant transportation impact if it would:

- Conflict with a program, plan, ordinance, or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities
- Conflict or be inconsistent with CEQA Guidelines Section 15063.4, Subdivision (b) regarding vehicle miles traveled (VMT)
- Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment), or
- Result in inadequate emergency access

The Project is determined to result in a less than significant impact against these four checklist items. This analysis determines that the home-based VMT per resident associated with implementation of the Housing Element Update is below the threshold of significance and would result in a less than significant transportation impact.

ENVIRONMENTAL SETTING

The Town of San Anselmo is located in the San Francisco Bay Area in Marin County, situated in a series of small valleys and bordered by moderate to steep hillsides. This section describes attributes that provide and influence transportation patterns within the Town and between the Town and other vicinities.

Though there are no freeways within the Town limits, Red Hill Avenue and Sir Francis Drake Boulevard are major arterial streets that connect the Town to U.S. Highway 101 to the east, providing access to San Francisco and other major activity centers in the Bay Area. Sir Francis Drake Boulevard and Center Boulevard connect San Anselmo with the Town of Fairfax to the west. These roadways converge near downtown in a complex system of roadway intersections referred to as the Hub. Due to the topography, some local residential streets are steep, narrow, and winding.

The Town has limited bicycle facilities on some roadways consisting of Class II and Class III bikeways (on-street bike lanes and travel lanes shared with motor vehicles, respectively). The General Plan's Circulation Element includes objectives to identify areas which should be linked by bicycle and pedestrian paths in order to provide a viable active transportation system.[xxiv] Public transit service in San Anselmo is provided by Marin Transit and Golden Gate Transit. As of fall 2022, Marin Transit operates four standard routes and an express route with hourly service frequencies during weekday morning and afternoon peak periods, and an afternoon school route, while Golden Gate Transit operates one route with 30-minute service frequencies during weekday morning and afternoon peak periods. Routes operated by both agencies all pass through the Hub and/or downtown area along the major arterial streets, providing access to Fairfax, Ross, San Rafael, other Marin County destinations, and San Francisco.

In terms of land use patterns, the built environment is most appropriately characterized as suburban, without significant dense urban residential or retail centers. The Town is an established residential community comprised of mostly detached single family dwellings with some multifamily dwellings. Land development availability is largely limited to infill sites, with some larger parcels situated on higher slopes and ridge tops as designated in the General Plan.[xxv] Neighborhood, downtown, and general commercial areas are concentrated along the major roadways in conjunction with public transit access.

CEQA IMPACT ANALYSIS RESULTS

Table 1 provides a summary of the San Anselmo Housing Element Update CEQA determination for each of the criteria that could constitute potential transportation environmental impacts. A discussion of each finding follows.

Table 1. CEQA Checklist Impact Determination

Impact	Question	CEQA Determination
TRA-1	Would the project conflict with a program, plan, ordinance, or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?	Less Than Significant Impact
TRA-2	Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?	Less Than Significant Impact
TRA-3	Would the project substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g. farm equipment)?	Less Than Significant Impact
TRA-4	Would the project result in inadequate emergency access?	Less Than Significant Impact

Source: Parisi Transportation Consulting, 2022

TRA-1: WOULD THE PROJECT CONFLICT WITH A PROGRAM, PLAN, ORDINANCE, OR POLICY ADDRESSING THE CIRCULATION SYSTEM, INCLUDING TRANSIT, ROADWAY, BICYCLE, AND PEDESTRIAN FACILITIES?

Transportation aspects of land use projects are shaped by adopted plans and policies at various levels of government and agencies. These plans and policies are consulted as part of the Housing Element Update to evaluate against applied principles and efforts to mitigate environmental effects. Discussion of this Project with respect to the framework established by federal, State, regional, and local plans and policies for purpose of mitigating significant environmental effects is presented in this section. This section includes rationale behind the conclusion that the proposed Project does not conflict with any described plans and policies and presents no CEQA impact. Policies and plans addressing the transportation aspects of this Project include:

- State: Senate Bill 743: Signed into law in 2013, Senate Bill 743 mandated a change in CEQA guidelines to utilize VMT as opposed to vehicle flow or traffic congestion as a more appropriate metric for assessing impacts associated with projects, in line with goals of helping to achieve climate commitments, improving health and safety, and

prioritizing co-located land uses. This Project ensures compliance with this technical advisory by following the California Office of Planning and Research (OPR) *Technical Advisory* guidelines in its VMT analysis.

- Regional: Plan Bay Area 2050 (2021): In 2021, the Metropolitan Transportation Commission (MTC) and Association of Bay Area Governments (ABAG) adopted Plan Bay Area 2050 as the official regional long-range transportation and land use plan for the Bay Area.[xxvi] Strategies in this plan include encouraging land use patterns that foster shared transportation modes, lessen the share of single-occupancy work commutes, and reduce greenhouse gas emissions. The Project's focus on multifamily housing sites with transit access, affordability, and overall housing unit share in existing low-VMT areas is in line with the emission reduction objectives of Plan Bay Area 2050.
- Regional: TAM Congestion Management Program (2021): The Transportation Authority of Marin is the congestion management agency for Marin County and develops and updates its mandated short-range Congestion Management Program (CMP) every two years to describe strategies to assess and monitor the performance of the county's transportation system, address congestion and improve performance of a multimodal system among local jurisdictions.[xxvii] Major developments that generate a net increase of more than 100 PM peak hour vehicle trips are subject to a CMP analysis and traffic impact study. Future projects within the Housing Element Update that generate more than 100 PM peak hour vehicle trips would be obliged to comply with these requirements.
- Local: San Anselmo General Plan Circulation Element (1988): The San Anselmo General Plan is a comprehensive long-range guide for future development of the Town. The Circulation Element relates closely to the Land Use Element and describes standards and proposals for provision of the Town roadway network, traffic, and other transportation facilities. The Circulation Element includes goals for development of a circulation system that balances system user needs, maintains safe roadways, improve traffic circulation, expands the bikeway network and pedestrian pathways, and encourages and supports vehicle trip reduction. Development of Housing Element Update housing units would result in increased use of the circulation system, and

integration of driveway entrances, curb cuts, and upgrades to facilities would be subject to applicable design standards and guidelines related to roadways, bikeways, and sidewalks. Required VMT assessment of future multifamily housing developments, associated transportation demand management plans, and facilitation of housing unit development in areas of existing low VMT is consistent with policies in the General Plan.

Impact Conclusion

The Project would not conflict with any programs, plans, ordinances, or policies related to the transportation network. The impact of the Project is therefore determined to be less than significant.

Mitigation Measure

No mitigation is required.

TRA-2: WOULD THE PROJECT CONFLICT OR BE INCONSISTENT WITH CEQA GUIDELINES SECTION 15064.3, SUBDIVISION (B)?

In December 2018, OPR published a *Technical Advisory on Evaluating Transportation Impacts in CEQA* ("*Technical Advisory*").[xxviii] These guidelines direct lead agencies how to evaluate project transportation impacts based on Vehicle Miles Traveled (VMT), as required by Senate Bill 743. The use of VMT as a performance measure allows for the evaluation of fuel consumption by motor vehicles for distances traveled and impacts associated with greenhouse gas (GHG) emissions.

VMT Impact Analysis Methods

The VMT impact analysis has been performed in accordance with guidance from OPR, and accounts for the latest Housing Element Update site list of housing units approved by the Housing Element Advisory Committee as of December 1, 2022. VMT generated by potential housing units was determined by using outputs from the Transportation Authority of Marin (TAM) Demand Model.

The base travel forecasting model structure was developed by the Metropolitan Transportation Commission (MTC) and was further refined to represent a more detailed reflection of the circulation network and land use patterns in Marin County. The model utilizes socioeconomic inputs aggregated into geographic areas called transportation analysis zones (TAZ) to derive VMT estimates and are further processed into micro-analysis zones (MAZ) to provide finer understanding of travel patterns at a more granular level.

This study was performed at the MAZ level of geography in order to leverage most detailed data on housing unit VMT generation. The 833 housing units from the most recent Housing Element Update, which consist of pipeline projects, Accessory Dwelling Units (ADUs), and other developments on identified opportunity sites, were assigned to the MAZ associated with each unit's parcel. VMT was derived for each housing unit utilizing the TAM Demand Model output according to the metric applied by the jurisdiction for impact analysis. For residential land uses in San Anselmo, VMT is expressed as home-based VMT per resident. The existing average home-based VMT per resident for each MAZ in which Project housing units are associated, along with the proposed number of housing units planned for each MAZ, is displayed in Table 2.

Table 2. Existing VMT/Resident and Project Housing Units by Micro Analysis Zone (MAZ)

MAZ	Existing VMT/Resident	Housing Units
810.019	12.9	164
810.024	8.9	7
810.371	9.5	9
810.373	13.6	4
810.382	9.1	15
811.065	9.2	10
811.320	14.7	1
811.331	13.3	1
811.352	17.6	1
811.417	13.2	29
811.418	11.2	27
811.419	8.4	52
811.423	16.5	44
811.491	12.1	1
811.563	8.5	70
811.635	10.5	1

MAZ	Existing VMT/Resident	Housing Units
812.256	13.6	1
812.431	17.4	1
812.619	11.8	1
812.636	9.2	3
812.741	10.5	5
812.744	7.7	10
813.037	20.5	1
813.321	12.2	1
813.322	7.7	1
813.456	15.3	1
813.642	9.1	118
813.643	20.3	63
813.644	11.4	1
813.647	9.5	62
813.653	13.3	7
813.854	17.2	1

811.703	9.7	3	813.856	12.4	1
811.747	6.8	56	813.863	13.1	8
811.750	8.7	31	813.869	12.1	28
811.751	7.6	10	813.999	7.8	15
811.764	13.0	1	814.076	13.0	1
812.038	13.2	1	814.358	17.6	2
812.137	17.7	1	814.437	14.7	2

Source: TAMDM, Parisi Transportation Consulting, 2022. Note: MAZ 810.019 does not have existing housing units; existing VMT/resident was determined by applying weighted average of neighboring MAZs.

VMT Thresholds of Significance

CEQA Guidelines Section 15064.3, subdivision (b),[xxix] gives lead agencies the ability to set and apply the most appropriate significance thresholds and methodologies for evaluating VMT impacts. VMT screening thresholds and thresholds of significance specific to San Anselmo for assessment of land use projects have been recommended in a separate draft memo issued December 8, 2022, and these thresholds are applied to the analysis.[xxx]

As the Housing Element Update is a programmatic update of the San Anselmo General Plan and includes multiple opportunity sites, the Project itself does not meet any VMT screening thresholds and is subject to a detailed VMT analysis, with the following threshold of significance:

- Residential projects: a proposed project that exceeds a project generated level of 15 percent below existing County average home-based VMT per resident may indicate a significant transportation impact.

This analysis compares VMT generated by the Project against existing 2015 baseline year VMT for Marin County, which is calculated as 15.8 daily home-based VMT per resident. The Baseline Scenario threshold of significance for determining VMT impacts is 15% below Town average, or 13.4 daily home-based VMT per resident.

VMT Impacts

As displayed in Table 3, in the Project would generate daily home-based VMT per resident of 11.1, which represents a reduction of 29.6% from the County average of 15.8. This figure is

below the threshold of significance (13.4), and hence indicates that development of Housing Element Update housing units would result in a less than significant transportation impact. This result is due to most housing opportunity sites being located near complementary land uses near downtown and with access to alternative means of transportation. These attributes reduce vehicle trips and trip length, both of which reduce VMT. The majority of proposed housing units are associated with MAZs that exhibit VMT well below the Marin County average, as seen in Table 2.

Table 3. Housing Unit Element Generated Home-Based VMT per Resident

Analysis Scenario	Home-based VMT per resident	Change from County Average	Below Threshold of Significance?
Marin County Average	15.8	-	-
Threshold of Significance	13.4	-15.0%	-
Project Generated	11.2	-28.8%	Yes

Source: TAMDM, Parisi Transportation Consulting, 2022. Note: Adopted threshold of Significance is equivalent to 15% below County average.

Cumulative Impacts

The OPR *Technical Advisory* describes technical considerations in assessing cumulative VMT impacts accounting for the project's influence in context of effects of other past, present, and future developments. If a project's transportation impact analysis determines that a VMT efficiency metric such as VMT per resident falls below the threshold of significance, and if the project is aligned with long-term environmental goals, it should be concluded that the project "would have no cumulative impact distinct from the project impact." This study determines that the Project VMT is below the threshold of significance, which would lead to a reduction in GHG emissions and is aligned with long-term environmental goals. Hence, the cumulative VMT impacts of the Project are less than significant.

Impact Conclusion

The Project generated VMT per resident is below the threshold of significance, hence the impact would be less than significant without mitigation.

Mitigation Measure

No mitigation is required.

TRA-3: WOULD THE PROJECT SUBSTANTIALLY INCREASE HAZARDS DUE TO A GEOMETRIC DESIGN FEATURE (E.G., SHARP CURVES OR DANGEROUS INTERSECTIONS) OR INCOMPATIBLE USES (E.G. FARM EQUIPMENT)?

The Project does not include specific transportation network design considerations that may potentially increase sharp curves or other geometric hazards. Off-site transportation network alterations because of specific housing development projects would be considered as part of the project planning process. Other improvements to the circulation network undertaken by the Town would be implemented over time and in accordance with adopted design standards and guidelines.

All housing units proposed as part of the Housing Element Update are intended for residences within single-family or multifamily dwellings and are near existing residential land uses. Vehicle trips generated by these units would be primarily personal vehicle trips and do not introduce or present an incompatible transportation mode use.

Impact Conclusion

As the Project is not incompatible with surrounding land uses, there are no off-site road geometric design alterations, and potential hazards associated with circulation patterns will be addressed by individual projects, the Project would result in a less-than-significant impact.

Mitigation Measure

No mitigation is required.

TRA 4: WOULD THE PROJECT RESULT IN INADEQUATE EMERGENCY ACCESS?

Sir Francis Drake Boulevard and Red Hill Avenue are designated as evacuation routes for use in the event of an emergency which shall be maintained in usable conditions at all times. During progressing fire or flood events, public response authorities monitor developing conditions when deciding to issue instructions regarding evacuation. Individual developments associated with the Project would be required to be assessed for impact to emergency vehicle access and designed in accordance with all applicable design standards for emergency access within and around the site. Requirements include considerations for very high severity fire hazard zone developments, minimum lane width of the internal on-site drive aisles to allow for passing of emergency vehicles within multifamily developments, and fire safety plan review and approval. Potential impacts to roadway emergency access during construction would be addressed through the construction traffic control plan and reviewed and approved by appropriate Town departments.

Impact Conclusion

As adequate emergency access is included as part of the Town requirements for individual projects, which will be reviewed by local officials as part of design review, the Project has a less than significant impact with respect to emergency access.

Mitigation Measure

No mitigation is required.

This page intentionally left blank

Memo

To: Heidi Scoble and David Donery, Town of San Anselmo

From: Jimmy Jessup, Parisi Transportation Consulting

Date: January 10, 2023, updated March 3, 2023

Subject: Recommended VMT Significance Thresholds for Land Use Projects in the Town of San Anselmo

This memorandum offers recommendations for performing vehicle miles traveled (VMT) impact analyses for land use projects within the Town of San Anselmo ("Town"). The results are based on consideration of guidance from the California Office of Planning and Research (OPR), Transportation Authority of Marin (TAM), Association of Bay Area Governments (ABAG) and Metropolitan Transportation Commission (MTC), while accounting for the specific local geography, land use patterns, and circulation network contexts of the Town. This memo update incorporates changes to the original memo resulting from the February 28, 2023 Town Council meeting.

This memo recommends that the first step in determining if a project would result in a significant VMT impact is to perform a comparison against five VMT screening thresholds. If a project does not meet any of these VMT screening thresholds, a detailed VMT impact assessment should be performed, utilizing the recommended thresholds of significance to determine potential impacts. Determination of a project's potential impact should account for VMT reduction associated with applicable VMT mitigation measures.

VMT OVERVIEW

Vehicle miles traveled (VMT) is a measurement of miles traveled by vehicles for a specified time period and refers to the amount and distance of automobile travel. VMT is calculated based on the sum of individual vehicle trips generated and their associated trip lengths. The use of VMT as a performance measure allows for the evaluation of fuel consumption by motor vehicles for distances traveled and impacts associated with greenhouse gas (GHG) emissions.

VMT is a versatile measurement, which can be assessed for travel associated with specific location-based trips or full travel tours, can be measured as a total value or on a per-capita basis, and can be tailored to relate to land use types of corresponding development. VMT is often estimated for a typical weekday to measure transportation impacts. Increase in VMT for gasoline-powered vehicles would cause an increase in the GHG emissions from vehicles making these trips.

Parisi
TRANSPORTATION CONSULTING

Senate Bill 743, signed into law in 2013, mandated a change in California Environmental Quality Act (CEQA) guidelines to utilize VMT, as opposed to vehicle flow or traffic congestion, as a more appropriate metric for assessing impacts associated with projects, in line with goals of helping to achieve climate commitments, improving health and safety, and prioritizing co-located land uses. The State of California gives the lead agency discretion in selecting an appropriate methodology and significance threshold for VMT impacts.[1] In December 2018, OPR published its *Technical Advisory on Evaluating Transportation Impacts in CEQA* ("Technical Advisory").[2] These guidelines direct lead agencies on how to evaluate project transportation impacts on the basis of VMT, as required by Senate Bill 743.

San Anselmo has not yet set VMT significance thresholds for CEQA analysis. In developing thresholds of significance that are generally consistent with OPR recommendations, the Town should account for local geographic and land use considerations. A series of modules and technical assistance documents were prepared by ABAG and MTC for Marin County jurisdictions containing considerations for VMT metrics, impact thresholds, and mitigations for VMT assessments conducted within Marin County.[3] TAM has made available a memo that includes suggestions for VMT thresholds of significance to be incorporated into its travel demand forecasting model for use by local lead agencies.[4] These materials, along with guidance from the OPR *Technical Advisory*, were utilized to develop VMT threshold recommendations appropriate for the Town of San Anselmo to assess potential impact significance of future land use projects.

DETERMINING POTENTIAL CEQA TRANSPORTATION IMPACTS

RECOMMENDED SCREENING THRESHOLDS

Lead agencies may adopt screening thresholds that facilitate rapid identification of projects which are expected to cause a less-than-significant VMT impact without conducting a detailed VMT study. If projects meet any of the screening criteria, they are considered to be "screened-out," and it is presumed that VMT impacts for the project would be less-than-significant. In these cases, a detailed VMT analysis is not required for transportation CEQA analysis purposes. The following recommendations for San Anselmo VMT screening thresholds are aligned with OPR, ABAG, and MTC guidance:

---

[1] CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, *Guidelines for Implementation of the California Environmental Quality Act*, Article 5, §15064.3(b). December 28, 2018.
[2] California Governor's Office of Planning and Research, *Technical Advisory on Evaluating Transportation Impacts in CEQA*. Issued December 2018. https://opr.ca.gov/docs/20190122-743_Technical_Advisory.pdf. Accessed Nov 14, 2022.
[3]. Association of Bay Area Governments and Metropolitan Transportation Commission, *Marin County VMT Policy Adoption Technical Assistance (SB743)*. https://abag.ca.gov/technical-assistance/marin-county-vmt-policy-adoption-technical-assistance-sb743. Accessed December 5, 2022.
[4] Transportation Authority of Marin, *2015 & 2040 TAMDM Marin County VMT Estimates*. Issued November 2, 2020.

1. Projects near transit stations: projects within ½ mile of high-quality transit (either a rail station, or a bus stop with service at least every 15 minutes during the AM and PM peak periods)
2. Projects located in low-VMT generating areas: residential and office projects located in areas with average VMT less than 15 percent below the existing County average
3. Small projects: projects that generate fewer than 110 vehicle trips per day
4. Affordable residential development: projects containing at least 50 percent affordable residential development
5. Local-serving retail projects: projects consisting of less than 30,000 square feet of development and determined by the Town to be local-serving
6. Housing for senior residents: senior housing development projects

In addition, projects would not meet screening threshold 1 or 2 above if any of the following VMT generating indicators are true about the project:

- Project has a Floor to Area Ratio (FAR) of less than 0.75
- Project provides more parking than is required by municipal code
- Project replaces existing affordable housing units with a smaller number of market rate units

VMT METRICS

VMT can be measured and displayed using a wide variety of metrics. A jurisdiction has responsibility to select VMT metrics that reflect geographic and travel pattern characteristics in a manner that provides a consistent comparison across land use applications. The process of selecting VMT metrics involves consideration of such options as VMT generated by a project versus a project's effect on VMT, total VMT versus partial VMT, and absolute VMT versus per capita VMT. Selecting thresholds of significance based on chosen VMT metrics involves consideration of additional factors, such as comparative geographic areas, baseline year and reduction targets.

VMT metric selection requires consideration of San Anselmo's existing attributes and land development patterns. The Town has a population of over 12,000 residents and is primarily comprised of residential-zoned areas without major employment centers. Neighborhood, downtown, and general commercial areas are concentrated along major roadways in conjunction with public transit access. The built environment is most appropriately characterized as suburban, without significant dense urban residential or retail centers. San Anselmo exhibits slightly lower VMT per capita than Marin County as a whole.

individual project. Vehicle trip reduction calculations for San Anselmo land use projects should be developed and performed in line with CAPCOA guidelines.

Large-scale or comprehensive planning projects at the Town level have two primary avenues for reducing VMT, either through aspects related to the built environment such as land use mix, density, and transportation infrastructure or policy, or through programs that reduce VMT of individual projects, such as a transportation demand management (TDM) program. Often, the ability of individual projects to reduce VMT is limited to TDM measures. In San Anselmo, which hosts a public transit network with moderate service frequencies and relatively dispersed residences, VMT reduction can be achieved principally through increasing the number of housing units developed in existing low-VMT areas of Town or through comprehensive parking policies.

It is understood that reducing VMT through TDM programs in a largely suburban and rural setting such as San Anselmo presents challenges. Because TDM measures (e.g., subsidizing transit passes, providing secure bike parking facilities, reducing private parking provision, etc.) are more effective in areas where varied land uses are closely located and alternative means of transportation to personal vehicles are readily available, the application of TDM programs in San Anselmo may not be as effective as those in more dense and urban settings. The CAPCOA *Handbook* notes that TDM measures in suburban settings such as San Anselmo are generally expected to result in net VMT reduction of 10 percent or less.

In cases where the travel catchment of residents is limited and the region or county is substantially larger than the geography over which most workers would be expected to live, it can be appropriate to refer to a smaller geography than the full Bay Area region that better characterizes localized travel patterns for the purpose of assessing VMT impacts. Geographic areas that contain urbanized land use patterns, high residential unit density and access to high quality public transit corridors will not serve as appropriate comparisons for travel patterns, trip length, trip generation, or VMT reduction targets for projects in San Anselmo. Because San Anselmo shares a similar built environment and travel network with the rest of Marin County, it is recommended that VMT impact assessments for land use projects compare VMT metrics against Marin County's average VMT per capita rather than against Bay Area region VMT per capita.

VMT impacts of land use projects other than residential or office types should be determined on a case-by-case basis. In the *Technical Advisory*, OPR suggests that retail projects should be evaluated based on net increase in total VMT. Similarly, education, religious, recreational, and other projects should be evaluated to determine if the project largely attracts trips from local or regional origins.

The following numeric thresholds of significance for land use projects in San Anselmo are recommended:

1. Residential projects: a proposed project that exceeds a project generated level of 15 percent below existing County average home-based VMT per resident may indicate a significant transportation impact
2. Office projects: a proposed project that exceeds a project generated level of 15 percent below existing County average work-based VMT per employee may indicate a significant transportation impact
3. Other projects: a proposed project that results in a net increase in daily VMT may indicate a significant transportation impact.

VMT MITIGATION MEASURES

Projects that do not meet VMT screening thresholds and are assessed to exhibit VMT above the VMT thresholds of significance would require implementation of mitigation measures to reduce VMT. The California Air Pollution Control Officer Association (CAPCOA) describes various VMT mitigation options for development projects with associated levels of demonstrated effectiveness. [5] These measures should be assessed within the context of regional VMT impacts and complexity of underlying factors influencing VMT generation in San Anselmo and for the

[5] California Air Pollution Control Officers Association, *Handbook for Analyzing Greenhouse Gas Emission Reductions, Assessing Climate Vulnerabilities, and Advancing Health and Equity*. Issued Dec 2021.

Large projects have potential to impact overall vehicle travel patterns and influence vehicle trip generation and trip length of circulation network users. In these cases, measuring a project's effect on VMT is informative. However, projects of small and medium size will exert a minor influence to overall VMT exhibited within a region. As projects in San Anselmo would be appropriately represented by a simpler measurement matching the scale of anticipated development, it is recommended that application of a metric based on project generated VMT as opposed to the project's effect on VMT will be sufficient to represent future impacts.

Whereas "total VMT" seeks to represent all trips and associated trip lengths made by a vehicle user to and from numerous destinations throughout a day, "partial VMT" only reflects trips and trip lengths to or from a particular location such as home or work. Total VMT forecasting employs a tour-based model, which relies on availability of a wide range of data and assumptions regarding vehicle trips between remote sites. Conversely, partial VMT estimates leverage most readily available and commonly utilized inputs without introducing unnecessary complexity. In order to allow for the most straightforward VMT comparison with existing development patterns in a manner that scales across projects of varying sizes, it is recommended that VMT should be expressed as partial VMT as opposed to total VMT for residential and office projects.

Lastly, measuring VMT as an efficiency metric per capita as opposed to absolute VMT offers understandable values, accounts for consistency as population or employment numbers evolve, and results in the most straightforward set of metrics, and reflects guidance from TAM.

Thus, the following VMT metrics for land use projects in San Anselmo are recommended:

- Residential projects: project generated home-based VMT per resident
- Office projects: project generated home-based work VMT per employee

Home-based VMT per resident reflects the total miles traveled from trips beginning or ending at a residence in the Town, including trips to and from all destinations such as work, school, retail, etc. Home-based work VMT per employee is equal to miles traveled on trips between places of employment within the Town and employee residences.

RECOMMENDED THRESHOLDS OF SIGNIFICANCE

The VMT metrics described above determine how VMT can be measured and expressed consistently. From these metrics, thresholds of significance must be selected for use in VMT impact assessments to determine if a project would result in a significant environmental impact.

Several VMT reduction levels are described in the OPR *Technical Advisory* that may appropriately reflect if a project would result in a significant environmental impact. Though other options are available, achieving 15 percent lower per capita VMT than existing development is seen as both generally achievable and sufficiently contributing to emission reduction goals.

APPENDIX D: List of General Plan and Zoning Code Amendments

General Plan Amendment List

1. Land Use Designation Map Amendments to reflect Housing Element Opportunity Sites

2. Repeal and replace Housing Element

3. Amendments to Land Use Element
    a. Introduction- Typographical and/or grammatical correction
    b. Existing Land Use- Typographical and/or grammatical correction
    c. Issues, Objectives, and Policies Issues: Residential Densities Objective 3-
        i. Policy 3.1- Typographical and/or grammatical corrections
        ii. Policy 3.2- Typographical and/or grammatical corrections
        iii. Policy 3.3- Add the term "affordable" and remove the term "opportunity."
        iv. Policy 3.4- Add the term "affordable" and remove the term "opportunity."
    d. Issues, Objectives, and Policies Issues: Protection of Hillside and Ridge Properties Objective 9-
        i. Policy 9.8- Typographical and/or grammatical correction
        ii.
    e. Issues, Objectives, and Policies Issues: Protection of Hillside and Ridge Properties Objective 10-
        i. Policy 10.1- Typographical and/or grammatical correction
    f. Issues, Objectives, and Policies Issues: Preservation of Neighborhood Character, Images, and Quality of Life- Objective 11-
        i. Policy 11.3- grammatical error correction
    g. Issues, Objectives, and Policies Issues: Maintenance of Adequate Water Services and Fire Flow in Hillside and Ridge Areas- Objective 13-
        i. Policy 14.1- Typo
    h. Issues, Objectives, and Policies Issues: Maintenance of Adequate Water Services and Fire Flow in Hillside and Ridge Areas- Objective 14-
        i. Policy 14.1- Typo
    i. Issues, Objectives, and Policies Issues: Reuse of Surplus School District Land- Objective 18-
        i. Policy 18.3- grammatical correction
    j. Land Use Categories
        i. Very Low Density- grammatical correction

ii. Single-Family Residential-Conservation (1 Unit/Gross Acre or Less)- grammatical correction
iii. Single-Family Residential (1-6 Units/Gross Acre)- grammatical correction and amendments
iv. Medium Density Residential (5-12 Units/Gross Acre)- Amendments
v. High Density Residential (13-30 Units/Gross Acre- Amendments
vi. Downtown Mixed Residential (6-30 Units/Gross Acre- Grammatical corrections and amendments
vii. Affordable Housing Overlay (13-40 Units/Gross Acre- Grammatical corrections and amendments. Changed land use category from Housing Opportunity Areas/Apartments to Affordable Housing Overlay
viii. Commercial- Typographical corrections
ix. Central Commercial- Typographical and/or grammatical corrections
x. General Commercial- Grammatical corrections and amendments. Reference height increase from 30 to 35 feet tall.
xi. Limited Commercial- Typographical and/or grammatical corrections and amendments. Reference height increase from 30 to 35 feet tall.
xii. Neighborhood Commercial/Mixed Residential- Typographical and/or grammatical corrections and amendments. Reference floor area increase to address Government Code Section 65589.5(h)(2).
xiii. Professional- Typographical and/or grammatical corrections
xiv. Parks and Open Space- Grammatical correction
xv. Public Facilities- Amendment to add possibility of residential uses on Town land.

k. Implementation- Grammatical corrections
l. Code Revisions
    i. Zoning Code and Map- Grammatical corrections and amendments to change the reference to the Housing Opportunity section to Affordable Housing Overlay.
m. Future Planning
    i. Affordable Housing Overlay Areas Map- Amendments related to change from Housing Opportunity Area Map description to Affordable Housing Overlay.
    ii. Historic Preservation Ordinance

Zoning Code Amendment List

1. Article 2. Designation and Establishment of Districts
    a) Repeal and Replace Section 10-3.201

2. Article 3. Land Use Regulations

a) Repeal and Replace Section 10-3.302 Land Use Regulations Table

i. New Uses

These uses were added for one of the following reasons: to conform with State law requirements, to respond to recurring or common requests from community members, or to reflect modern planning and land use best practices.

1. Service Organizations and Clubs
2. Low Barrier Navigation Centers
3. Farmers Markets
4. Mini-Storage
5. Temporary Uses and Events
6. Wireless Telecommunications Facilities
7. Mail Services
8. Offices, Ancillary
9. Research and Development

ii. Renamed Uses

These uses were renamed to use modern terminology, match the naming convention of other similar uses, or clarify the intention of the use.

1. Churches renamed as Religious Institutions
2. Day Care, Large Family Day Care Home renamed as Day Care Homes, Large Family
3. Day Care, Small Family Day Care Home renamed as Day Care Homes, Small Family
4. Rental Libraries renamed as Libraries and Museums
5. Amusement, Places of and Entertainment, Places of renamed as:
   a. Indoor Entertainment Facilities
   b. Theaters and Meeting Halls
6. Parks, Public renamed as Parks and Playgrounds, Public
7. Residential, Multi-Family divided and renamed as: Residential, Multi-Family (2 to 4 units) and Residential, Multi-Family (5+ units)
8. Building Supplies and Lumber when within a Building renamed as Building Material Stores
9. Wireless Sales renamed as Cell Phone & Wireless Stores
10. Nursery, Garden renamed as Nurseries
11. Wholesale Distribution renamed as Wholesale and Distribution

12. Professional, Medical Clinics renamed as Medical Services, Clinic, Urgent Care
13. Hospitals renamed as Medical Services, Hospitals
14. Professional, Veterinary Clinics renamed as Medical Services, Veterinary Clinics and Hospitals
15. Transportation Services, Bus Depots renamed as Transportation Services, Transit Stop

iii. Combined Uses

Many uses were combined with other similar uses to create one overarching use, reducing duplication, removing outdated terminology, and streamlining use definitions. In some instances, the uses were combined under a new name. In other cases, an outdated or duplicative use was added under the name of an existing use and the definition for the overarching use was revised to clarify that outdated/ duplicative use falls within the overarching use.

1. Day Care Centers includes:
   a. Day Care Centers
   b. Nursery School
   c. Preschool
2. Elementary and Secondary Schools includes:
   a. Schools, Public
   b. Schools, Private
   c. Schools, Religious
3. Schools, Specialized Education and Training includes:
   a. Schools, Private
   b. Schools, Religious
4. Recreation, Places of added to Fitness Center and Parks and Playgrounds, Public (previously named Parks, Public)
5. Other Residential Care Facilities includes:
   a. Foster Family Homes
   b. All other types of miscellaneous residential care facilities were added for the Housing Element Update (see the definition for description of what those facilities include).
6. Residential Care Facilities, Large includes:
   a. Residential Care Facility, Large
   b. Residential Care Facility for Persons with Chronic Life-Threatening Illness, Large

c. Residential Care Facility for the Elderly, Large

7. Residential Care Facilities, Small includes:
   a. Residential Care Facilities, Small
   b. Residential Care Facility for Persons with Chronic Life-Threatening Illness, Small
   c. Residential Care Facility for the Elderly, Small
8. Grocery Store includes:
   a. Food Stores (6:00 a.m.-11:00 p.m. only)
   b. Food Stores, Before 6:00 a.m. and After 11:00 p.m.
   c. Butcher Shops
   d. Dairy Products Store

Note: The timing limitations associated with the old Food Stores use terms were moved to the definition of Grocery Store.

9. Drinking Establishments includes:
   a. Bars
   b. Alcohol, On-Sale
10. Restaurants includes:
   a. Bakery
   b. Bakery Goods Store
   c. Delicatessens
   d. Restaurants
   e. Restaurants, Cafes
   f. Restaurants, Take-Out

Note: This definition does not include an allowance for a restaurant serving alcohol. Staff have created a separate new use to allow for restaurant use that includes alcohol and/or live entertainment.

11. Restaurants, With Alcohol and/or Entertainment includes:
   a. Restaurants
   b. Alcohol, On-Sale
12. Auto, Vehicle, and Parts Sales and Rentals includes:
   a. Automotive, Rental
   b. Automotive, Sales
   c. Motorcycle, Sales
13. Banks and Financial Services, Retail includes:
   a. Banks
   b. Savings & Loan Institution
   c. Financial/Real Estate Services
14. Retail Stores, General Merchandise includes:

a. Animal Grooming Supplies
b. Audio/video Sales and Services
c. Bakery Goods Store (No on-site baking)
d. Bicycle, Sales and Repair
e. Candy Shops
f. Cigar Stores
g. Clothing Stores
h. Computers, Sales and Repair
i. Florists
j. Furniture Stores
k. Hardware Stores
l. Jewelry Stores
m. Leather Goods Stores
n. Musical Instruments Sales and Service
o. Paint Stores
p. Pet Stores
q. Pharmacy
r. Photographic Equipment Sales and Service
s. Professional, Optician
t. Sporting Goods Stores
u. Stationery Stores
v. Toy Stores
w. Wall Paper Stores

15. Personal Services includes:
    a. Animal Grooming
    b. Barber Shops
    c. Beauty Parlors
    d. Beauty Support Services
    e. Shoe Repair
    f. Tool Repair, Commercial
    g. Travel Bureaus
16. Repair and Maintenance, Consumer Products includes:
    a. Appliances, Repair and Domestic
    b. Audio/video Sales and Services
    c. Bicycle, Sales and Repair
    d. Business Machine Sales and Repair
    e. Computers, Sales & Repair
17. Service Stations includes:

a. Automotive, Gasoline, Full and Self-Service
b. Automotive, Gasoline, Service Station, Full and Self Service
c. Automotive, Gasoline with Convenience Market
d. Automotive, Wash

18. Vehicle Repair and Maintenance includes:
    a. Automotive, Service and Repair
    b. Motorcycle, Services and Repairs
19. Business Support Services includes:
    a. Business Support Services
    b. Business Machine Sales and Repair
    c. Blueprinting Shops
    d. Computers, Sales and Repair
    e. Mail Services
    f. Printing Shops
    g. Tool Repair, Commercial
20. Offices includes:
    a. Financial/Real Estate Services
    b. Professional, Offices
    c. Professional, Real Estate
    d. Studios
21. Medical Services, Doctor Offices includes:
    a. Professional, Dental
    b. Professional, Medical
    c. Professional, Optometrist
22. Medical Services, Extended Care includes:
    a. Alcoholism and/or Drug Treatment Facility Small
    b. Alcoholism and/or Drug Treatment Facility, Large
    c. Convalescent Homes
    d. Drug Stores, Including Drug and/or Alcoholism Treatment Facility, Small
    e. Drug Stores, Including Drug and/or Alcoholism Treatment Facility, Large
    f. Pediatric Day Health and Respite Care Facility
23. Laundry, Dry-Cleaning, and Laundromats includes:
    a. Dry Cleaners
    b. Dry Cleaners, Self-Service
    c. Laundries
    d. Laundry, Self-Serve

iv. Removed Uses

These uses were removed because they were outdated terms or uses.

1. Manufacturing, Light
2. Variety Stores
3. Wholesale Warehouses

3. Article 4. Development Standards

a) Repeal and Replace Section 10-3.402 Development Standards Table

- **i.** Modify Density in the R-3, C-L, C-3 Zoning Districts from 20 units/acre to 30 units/acre
- **ii.** New Minimum density requirements in the R-2, R-3, P, C-1, C-2, C-L, and C-3 Zoning Districts
- **iii.** Modify Lot Coverage in the R-2 Zoning District from 35% to 50%
- **iv.** Modify Floor Area Ratio Maximum in the C-1, C-L, and C-3 Zoning District to comply with state law.
- **v.** Modify the maximum story height of a building in the C-L and C-3 Zoning Districts from 2 stories to 3 stories
- **vi.** Modify the maximum height of a building in the C-L and C-3 Zoning Districts from 30-feet to 35-feet.
- **vii.** Amended and added new footnotes

4. Article 5. Parking and Loading Regulations

a) Repeal and replace Section 10-3.502
   - **i.** Modified parking requirements in the residential and commercial

b) Repeal and replace Section 10-3.512- Loading space: Requirements

c) Repeal and replace Section 10-3.516- Electric vehicle parking

d) Add Section 10-3.518 Bicycle racks

e) Add Section 10-3.519- Existing Structures and Uses

f) Add Section 10-3.520- Expansion or intensification in Use

g) Add Section 10-3.521 Parking calculation

h) Add Section 10-3.521- Joint use parking

5. Article 13. Conditional Use Permit

a) Repeal and replace Article 13. Conditional Use Permit

6. Article 17. Definitions

a) Repeal and replace Article 17. Definitions
   - **i.** Amend definition of Accessory Use

ii. Amend definition of Ally
iii. Amend definition of Services, Retail
iv. Amend definition of Bed and Breakfast Inn
v. Amend definition of Convalescent homes
vi. Amend definition of Day Care Center
vii. Amend definition of Day Care Home, Large Family
viii. Amend definition of Day Care Home, Small Family
ix. Amend definition of Duplex
x. Amend definition of Emergency Shelter
xi. Amend definition of Fitness Center(s)
xii. Amend definition of Hotel
xiii. Amend definition of Mail Service
xiv. Amend definition of Parking Garages, Commercial
xv. Amend definition of Parking Lot, Commercial
xvi. Amend definition of Restaurants
xvii. Amend definition of Restaurants, fast food.
xviii. Amend definition of Service Stations
xix. Amend definition of Temporary Use
xx. Amend definition of Transitional Housing
xxi. Amend definition of Transportation Services
xxii. Amend definition of Triplex
xxiii. Amend definition of Wholesale and Distribution
xxiv. New definition for Alcoholic Beverage Sales, Off-Premises
xxv. New definition for Ancillary
xxvi. New definition for Animal Boarding
xxvii. New definition of Auto, Vehicle, and Parts Sales and Rentals
xxviii. New definition for Automated Teller Machines
xxix. New definition for Building Material Store
xxx. New definition for Business Support Services
xxxi. New definition for Cell Phone and Wireless Stores
xxxii. New definition for Department Store
xxxiii. New definition for Drinking Establishment
xxxiv. New definition for Drug and/or Alcoholism Treatment Facility, Large
xxxv. New definition for Drug and/or Alcoholism Treatment Facility, Small
xxxvi. New definition of Elementary and Secondary Schools
xxxvii. New definition of Farmers Market
xxxviii. New definition of Fitness Centers, Classes as a Primary Use
xxxix. New definition of Grocery Stores

xl. New definition of Indoor Entertainment Facilities
xli. New definition of Laundry, Dry Cleaning and Laundromats
xlii. New definition of Libraries and Museums
xliii. New definition of Light Manufacturing
xliv. New definition of Live-Work
xlv. New definition of Live-work, Ground Floor Commercial
xlvi. New definition of Low-Barrier Navigation Center
xlvii. New definition of Medical Services, Clinics and/or urgent care
xlviii. New definition of Medical Services, Doctor Offices
xlix. New definition Medical Services, Extended Care
l. New definition of Medical Services, Hospitals
li. New definition of Medical Services, Veterinary Clinics and Hospitals
lii. New definition of Mini-Storage
liii. New definition of Nurseries
liv. New definition of Offices
lv. New definition of Other Residential Care Facilities
lvi. New definition of Outdoor Sales and Rental, Ancillary
lvii. New definition of Parks and Playgrounds, Public
lviii. New definition of Personal Services
lix. New definition of Religious Institution
lx. New definition of Repair and Maintenance, Consumer Products
lxi. New definition of Research and Development
lxii. New definition of Residential Care Facilities, Large
lxiii. New definition of Residential Care Facilities, Small
lxiv. New definition for Residential, Multi-Family (2-4 Units)
lxv. New definition for Residential, Multi-Family (5+ Units)
lxvi. New definition for Restaurants, with Alcohol and/or Entertainment
lxvii. New definition for Retail Stores, General Merchandise
lxviii. New definition of Schools, Specialized Education and Training
lxix. New definition of Service Organizations and Clubs
lxx. New definition of Storage, Ancillary
lxxi. New definition of Theaters and Meeting Halls
lxxii. New definition of Vehicle Repair and Maintenance
lxxiii. New definition of Wireless Telecommunications Facilities.
lxxiv. Remove definition for Child day care facility
lxxv. Remove definition of Family daycare home
lxxvi. Remove definition of Drug treatment and/or alcoholism
lxxvii. Remove definition of Mini-warehouse

lxxviii. Remove definition of Nursery
lxxix. Remove definition of Office, Medical
lxxx. Remove definition of Office, professional
lxxxi. Remove definition of Places of Entertainment
lxxxii. Remove definition of Professional dental
lxxxiii. Remove definition of Professional, Medical
lxxxiv. Remove definition of Professional, medical, day treatment center
lxxxv. Remove definition of Professional, optician
lxxxvi. Remove definition of Professional, optometrist
lxxxvii. Remove definition of Professional, real estate
lxxxviii. Remove definition of Professional, veterinary
lxxxix. Remove definition of Residential Care facility for the elderly, large
xc. Remove definition of Residential Care facility for the elderly, small
xci. Remove definition of Residential care facility for persons with chronic life-threatening illness, large
xcii. Remove definition of Residential care facility for persons with chronic life-threatening illness, small
xciii. Remove definition of Residential, multi-family
xciv. Remove definition of School, preschool
xcv. Remove definition of School, private
xcvi. Remove definition of School, public
xcvii. Remove definition of School, religious
xcviii. Remove definition of Small family daycare home

7. Title 10, Chapter 12, Emergency Shelter

a) Repeal and replace Chapter 12 Emergency Shelter

8. Title 10, Chapter 20 Objective Development Design Standards for Residential Development.

a) Repeal and replace Chapter 20 Objective Development Design Standards for Residential Development

9. Chapter 6, Article 1, Accessory Dwelling Units and Junior Accessory Dwelling Units Purpose, Definitions, Permit Requirement and Exemption

a) Amend Section 1-6.302- Definitions to add a definition for “Attached accessory dwelling unit.”

This page intentionally left blank

APPENDIX E: Footnotes

[i] California State Parks, S. of C. (n.d.). California Historical Resources. CA State Parks. Retrieved December 1, 2022, from https://ohp.parks.ca.gov/ListedResources/?view=county&criteria=21

[ii] U.S. Department of the Interior. (2022, September). Maps | National Park Service. National Parks Service. Retrieved December 1, 2022, from https://www.nps.gov/maps/full.html?mapId=7ad17cc9-b808-4ff8-a2f9-a99909164466

[iii] HartMarin. (2010). (tech.). Initial Study of Environmental Impact Part 1 - Campus Plan 2010 A Master Plan Amendment. San Francisco Theological Seminary. Retrieved December 2, 2022, from https://www.townofsananselmo.org/DocumentCenter/View/23517/092811---Volume-II---Initial-Study-as-Single-PDF?bidId=.

[iv] Town of San Anselmo. 2019. General Plan 2019 Update. Retrieved from: https://www.townofsananselmo.org/DocumentCenter/View/5210/General-Plan-includes-Feb-2019-amendment.

[v] Town of San Anselmo. 2009. Resolution No. 3856. Retrieved from: https://www.townofsananselmo.org/DocumentCenter/View/8986.

[vi] California Department of Conservation, California Geological Survey. 2022. Alquist-Priolo Earthquake Fault Zones. Retrieved from: https://www.conservation.ca.gov/cgs/alquist-priolo#.

[vii] California Department of Conservation, California Geological Survey. 2021. EQ Zapp: California Earthquake Hazards Zone Application. Updated: September 23, 2021. Retrieved from: https://www.conservation.ca.gov/cgs/geohazards/eq-zapp.

[viii] California Department of Conservation, California Geological Survey. 2021. Seismic Hazards Mapping Act. Retrieved from: https://www.conservation.ca.gov/cgs/hazards/seismic-hazards-mapping-act.

[ix] Town of San Anselmo. 2009. Resolution No. 3856. Retrieved from: https://www.townofsananselmo.org/DocumentCenter/View/8986.

[x] Town of San Anselmo. 2019. General Plan 2019 Update. Retrieved from: https://www.townofsananselmo.org/DocumentCenter/View/5210/General-Plan-includes-Feb-2019-amendment.

[xi] United States Department of Agriculture, Natural Resources Conservation Service. 2022. Custom Soil Resources Report for Marin County, California – Town of San Anselmo. Retrieved from: https://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx

[xii] ousing Elements | California Department of Housing and Community Development. (2019). Ca.gov. https://www.hcd.ca.gov/planning-and-community-development/housing-elements

[xiii] Olmstead, Z. (2020). AB 686 Summary of Requirements in Housing Element Law. https://www.hcd.ca.gov/community-development/housing-element/housing-element-

memos/docs/ab686_summaryhousingelementfinal_04222020.pdf#:~:text=AB%20686%20creates%20new%20requirements%20for%20all%20state,Law%2C%20which%20is%20the%20focus%20of%20this%20document.
f

[xiv] California Department of Conservation, Division of Mine Reclamation. 2022. Mines Online – Interactive Map. Retrieved from: https://maps.conservation.ca.gov/mol/index.html.

[xv] California Department of Conservation, Division of Mine Reclamation (DMR). 2022. DMR All Mines. Updated April 11, 2022. Retrieved from: https://www.arcgis.com/home/item.html?id=6d7115673f0347d5863d69e77ccde7d4.

[xvi] California Department of Forestry and Fire Protection (CalFIRE). 2022. Fire Hazard Severity Zones. Retrieved from: https://osfm.fire.ca.gov/divisions/community-wildfire-preparedness-and-mitigation/wildfire-preparedness/fire-hazard-severity-zones/.

[xvii] Radeloff et al. 2005, 2018. Rapid Growth of the US Wildland-Urban Interface Raises Wildfire Risk. PROCEEDINGS OF THE NATIONAL ACADEMY OF SCIENCES USA, 115(13):3314-3319 (2018). Retrieved from: https://www.pnas.org/doi/10.1073 /pnas.1718850115.

[xviii] Marin County Fire Department. 2016. Community Wildfire Protection Plan. Retrieved from: http://marin.granicus.com/DocumentViewer.php?file=marin_82830f19a8619aed25972c29dc554830.pdf

[xix] CalFIRE. 2022. Fire Hazard Severity Zones. Retrieved from: https://osfm.fire.ca.gov/divisions/community-wildfire-preparedness-and-mitigation/wildfire-preparedness/fire-hazard-severity-zones/.

[xx] Town of San Anselmo. 2019. General Plan 2019 Update. Retrieved from: https://www.townofsananselmo.org/DocumentCenter/View/5210/General-Plan-includes-Feb-2019-amendment.

[xxi] Ross Valley Fire Department. 2022. Fire Stations. Retrieved from: https://www.rossvalleyfire.org/about/fire-stations.

[xxii] Town of San Anselmo Draft Housing Element (2023-2031), draft issued for review on December 12, 2022. https://www.townofsananselmo.org/1517/Housing-Element-Update. Accessed December 14, 2022.

[xxiii] CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, Guidelines for Implementation of the California Environmental Quality Act, Appendix G. December 28, 2018

[xxiv] Town of San Anselmo, *General Plan Circulation Element*. Adopted December, 1988, with subsequent amendments.

[xxv] Town of San Anselmo *General Plan Land Use Element.* Adopted December 1998, with subsequent amendments.

[xxvi] Metropolitan Transportation Commission and Association of Bay Area Governments, *Plan Bay Area 2050, A Vision for the Future*. Adopted October, 2021.

[xxvii] Transportation Authority of Marin, *2021 Congestion Management Program Final Draft Report.* Issued September 2021.

[xxviii] California Governor's Office of Planning and Research, *Technical Advisory on Evaluating Transportation Impacts in CEQA*. Issued December 2018. https://opr.ca.gov/docs/20190122-743_Technical_Advisory.pdf. Accessed Nov 14, 2022.

[xxix] CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, *Guidelines for Implementation of the California Environmental Quality Act*, Article 5, §15064.3(b). December 28, 2018.

[xxx] Parisi Transportation Consulting, Draft Memo: *Recommended VMT Significance Thresholds for Land Use Projects in the Town of San Anselmo*. December 9, 2022.

Print Form

Attachment 6

Notice of Determination 21-2023-176 Appendix D

To:

☒ Office of Planning and Research

U.S. Mail: P.O. Box 3044, Sacramento, CA 95812-3044

Street Address: 1400 Tenth St., Rm 113, Sacramento, CA 95814

☒ County Clerk
County of: Marin
Address: 3501 Civic Center Dr., Suite 234
San Rafael, CA 94903

From:
Public Agency: Town of San Anselmo
Address: 525 San Anselmo Avenue
San Anselmo, CA 94960
Contact: Heidi Scoble, Planning Director
Phone: 415-258-4636

Lead Agency (if different from above):
Address:
Contact:
Phone:

FILED
JUL 27 2023
SHELLY SCOTT
MARIN COUNTY CLERK
BY: _____, Deputy

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse): SCH2023060315

Project Title: San Anselmo Housing Element Update 2023-2031

Project Applicant: Town of San Anselmo

Project Location (include county): San Anselmo, Marin County

Project Description:
The purpose of the Initial Study/Negative Declaration is to assess and analyze the proposed 2023-2031 Housing Element update and any impacts related to the potential construction of 833 state mandated RHNA units in San Anselmo. The project description and analysis includes General Plan and Zoning Map amendments, as well as amendments to the Zoning Code to address and facilitate the State mandated new housing units.

This is to advise that the Town of San Anselmo Town Council (☒ Lead Agency or ☐ Responsible Agency) has approved the above described project on 07/25/2023 (date) and has made the following determinations regarding the above described project.

1. The project [☐ will ☒ will not] have a significant effect on the environment.
2. ☐ An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
   ☒ A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [☐ were ☒ were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [☐ was ☒ was not] adopted for this project.
5. A statement of Overriding Considerations [☐ was ☒ was not] adopted for this project.
6. Findings [☒ were ☐ were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:
Town of San Anselmo Town Hall, 525 San Anselmo Avenue, San Anselmo, CA and on line at:
https://www.townofsananselmo.org/1517/Housing-Element-Update

Signature (Public Agency): _____ Title: Planning Director

Date: 7/26/2023 Date Received for filing at OPR: June 9, 2023

Authority cited: Sections 21083, Public Resources Code.
Reference Section 21000-21174, Public Resources Code.

Revised 2011

POSTED 7/27/23 TO 8/26/23

TOWN OF SAN ANSELMO

096333

VENDOR: 00766 Marin County Clerk's Office 07/26/2023 Chk #: 96333

DATE	INVOICE #	DESCRIPTION	AMOUNT
7/26/2023	INV0010413	07.26.2023 - FISH & WILDLIFE CEQA FILING/RECORDING	2,764.00
7/26/2023	INV0010413	07.26.2023 - FISH & WILDLIFE CEQA FILING/RECORDING	50.00

CHECK TOTAL 2,814.00

TOWN OF SAN ANSELMO

096333

VENDOR: 00766 Marin County Clerk's Office 07/26/2023 Chk #: 96333

DATE	INVOICE #	DESCRIPTION	GL #	AMOUNT
7/26/2023	INV0010413	07.26.2023 - FISH & WILDLIFE CEQA FILING/RECORDING	01.18.61150	50.00
7/26/2023	INV0010413	07.26.2023 - FISH & WILDLIFE CEQA FILING/RECORDING	01.18.61150	2,764.00

CHECK TOTAL 2,814.00

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.2

MEETING DATE: January 9, 2024

AGENDA TITLE: Discussion on Rent Stabilization

FROM: Administration, Planning, Town Attorney

RECOMMENDATION: Consider the possible format and details of a potential ordinance concerning rent stabilization and provide direction to staff.

BACKGROUND

During the fall of 2023, the Town conducted public meetings and a Council discussion regarding the potential of implementing local rent regulations. During public engagement meetings, one geared towards tenants and the other towards landlords, the public received information and provided feedback regarding the concepts of rent stabilization and eviction protections. At its October 24, 2023, meeting, the Council decided to transition from exploring these topics to preparing and considering specific terms and regulations.

As per the Council's direction, staff has prepared a draft rent stabilization ordinance that reflects the Council's feedback. The ordinance has some details left unspecified or blank, as the Council will need to provide direction on these details. With respect to eviction protections, the Council asked that staff return to a subsequent meeting for a separate discussion.

DISCUSSION

General Overview

To enhance understanding and provide context, staff has provided details regarding the elements of a Rent Stabilization program. Presented below is a glossary that defines key terms related to residential rent stabilization regulations and that reflect the identified elements that were the focus of the community forums:

Rent Cap: The term “rent cap” refers to the maximum amount of rent a property owner may charge for residential property. Rent caps can be imposed on both the State and local level.

The California Tenant Protection Act of 2019, known also as AB 1482, is a State law that limits what rent may be charged on certain residential properties, or “caps” the maximum amount of rent. Under AB 1482, property owners cannot raise rent more than 10% total or 5% plus the percentage change in the cost of living – whichever is lower – over a 12-month period. Rent may be increased a maximum of two times per year but may not exceed the total cap. Property owners may increase the rent to market rate upon vacancy of the unit.

Local jurisdictions may impose their own stricter rent caps on residential properties that received a certificate of occupancy before 1995. Due to Costa Hawkins, no local rent cap may be stricter than the Tenant Protection Act limitations for post-1995 units.

Base Rent: The term “base rent” refers to the reference point from which the lawful rent shall be determined and adjusted. For tenancies commencing on or after the effective date determined by the Town Council, the Base Rent shall be the initial rental rate charged upon the initial occupancy. For tenancies commencing before the effective date, the Base Rent is the initial rental rate in effect on the date the tenancy commenced. The “initial rental rate” means only the amount of rent actually paid by the tenant for the initial term of the tenancy.

Fair Return/Appeals Process: Constitutional takings case law requires that property owners receive a “fair return” on property. Generally, under typical circumstances, the allowable rent increases both under the Tenant Protection Act and local rent caps will provide this fair and reasonable return. However, to account for individual circumstances, local rent stabilization ordinances contain a fair return appeals process by which a property owner may apply for an increased allowable rent beyond that allowed under a local ordinance. Note that property owners may not exceed the State rent cap under the Tenant Protection Act, if applicable.

Rent control ordinances throughout the State differ widely as to who/what body decides a fair return request, whether this decision is appealable, and if so, to whom/what body. As explained in more detail below, the draft ordinance provided for the Council’s consideration includes: an appeal to the Planning Director or designee; a list of factors when deciding the fair return request; allows the Director to request supporting documentation; deadlines for service on the tenant of the rental increase request; and an opportunity for the tenant to respond. The decision may be appealed to the Planning Commission whose decision will be the final decision of the Town. Further relief would be brought through the courts.

Applicability: “Applicability” refers to what type of units are governed by a law. Both State and local rent stabilization ordinances can apply to different types of housing units, such as a single-family home, accessory dwelling unit (ADU), condominium,

duplex, 3-plex building, 4-plex building, multi-unit apartment building, etc. For a more complete discussion on the applicability of State laws, please refer to the slide presentation the October 24, 2023 Town Council meeting linked here.

Existing State Renter Protections

Two State laws are of particular note when considering rent protections. The *Costa-Hawkins Rental Housing Act (1995)* introduced three limitations. First, it exempts certain types of rental units from local rent stabilization (most notably single-family homes and owner-occupied condominiums). Second, the law prohibits rent control on units built after the February 1, 1995, the effective date of the Act. Third, it prohibits "vacancy control, which refers to regulating the amount a landlord may charge for a new lease of a vacant unit. As such, when a unit becomes vacant, a property is not restricted in the amount of rent charged in a new lease and may increase it to market rate.

The *Tenant Protection Act (AB 1492 - 2019)* imposes a State-wide rent cap of five percent (5%) plus inflation (local Consumer Price Index), or a maximum of ten percent (10%), whichever is lower. The current inflation rate has resulted in a ceiling of 10%. The property owner is limited to increases rent within this cap a maximum of two times per year. Among the notable features of this law are that it applies to units that are at least fifteen years old on a rolling basis, and it applies to duplexes where the owner is occupying one of the two units and to single family homes and condominiums if those units are not owned by a real estate trust or a corporation. In this respect, it expands its reach beyond what local ordinances are allowed under the Costa-Hawkins Act. The Act sunsets on January 1, 2030.

ANALYSIS

When considering a Rent Stabilization ordinance, staff suggests the Council consider and provide further direction on several topics, including:

1. Establishing a Rent Cap
2. Determining "Base Rent"
3. Fair Right of Return/Appeals process
4. Determining Applicability (types of units to be included in an ordinance
5. Consider Council adoption of a Rent Stabilization ordinance or placing a measure on the ballot for decision in the November 2024 General Election

1. Establishing an Annual Rent Increase Ceiling

Perhaps the most significant component of a rent stabilization ordinance is the establishment of a rent increase ceiling (or rent cap) – the most rent can increase in a given period. Most ordinances in California define the ceiling using a formula based on a consumer price index (##% of CPI) or a fixed number, whichever is lower. The challenge is to determine a rent increase ceiling that the tenant can afford while ensuring that the landlord realizes a fair rate of return. Many ordinances set the

percentage of CPI within the range of 50-75% and the fixed number in the range of 3-7%.

Locally, the Town of Fairfax has established a rent cap at .75% of the annual CPI. The original ordinance had a cap of .60% of the CPI but the Fairfax Town Council has made the noted adjustment following community feedback they received. In Larkspur, the City Council has established a rent cap of 5% plus the annual CPI with a cap not to exceed 7%.

Both of these local examples are being challenged and will be put to the voters in November of 2024. If voted down, the rent cap would revert to the State cap contain in the Tenant Protection Act, AB 1482 (explained above).

Should it desire to consider an ordinance, the Council must decide what is a fair rent increase ceiling for both the tenant and the landlord. Many speakers have suggested that the Council establish 60% of CPI or 5%, whichever is lower.

Rent stabilization ordinances establish a ceiling (or rent cap) by which the rent of a residential unit may be increased in a given period of time. The ordinances identify under what circumstances the rent increase might be allowed to exceed the ceiling – usually relating to the incurrence of capital improvement and other extraordinary costs. Local jurisdictions that control land use are allowed to create rent stabilization regulations as a form of police power, meaning that the local jurisdiction has determined that rent stabilization is needed to protect the health and welfare of the community. Rent stabilization is perceived as a tool to protect tenants from displacement. Creating a ceiling gives tenants greater certainty about their cost of living as it relates to housing.

Case law requires that owners of rental property are entitled to a “fair rate of return.” In effect, landlords are entitled to cover their costs plus make a profit.[1] Please note that a just and reasonable return does not mean that a property owner is entitled to the current fair market rental value of property. Rather, this term in case law refers to a rental rate that is high enough to encourage and reward efficient management, discourage the flight of capital, maintain adequate services, and enable operators to maintain and support their credit status, but not so high as to defeat the purpose of controlling excessive rents. Accordingly, any ceiling placed on annual rent increases must be sufficient to ensure a fair rate of return, and also the local ordinance should include a fair return appeal process to account for individual circumstances.

Annual Rent Cap in San Anselmo

At its meeting on October 24, 2023, the Council directed staff to return with options for a rent cap. Several Councilmembers were in favor of considering a cap of .75% of CPI while another advocated for a fixed cap of 5 or 6%.

[1] A fair and reasonable return has also been defined as providing that the property owner is entitled to maintain his/her/their net operating income for the property.

For the purposes of discussion, staff has prepared the following information for a discussion of a potential rent cap in San Anselmo. The 30-year average CPI stands at 2.8%, the resulting rent cap, when calculated, would be 2.1%. (see Table 1)

Table 1

Consumer Price Index for All Urban Consumers (CPI-U)
12-Month Percent Change

Series Id: CUURS49BSA0
Not Seasonally Adjusted
Series Title: All items in San Francisco-Oakland-Hayward, CA, all urban
Area: San Francisco-Oakland-Hayward, CA
Item: All items
Base Period: 1982-84=100
Years: 1993 to 2023

Year	Annual	75% of CPI
1993	2.7	2.0%
1994	1.6	1.2%
1995	2.0	1.5%
1996	2.3	1.7%
1997	3.4	2.6%
1998	3.2	2.4%
1999	4.2	3.2%
2000	4.5	3.4%
2001	5.4	4.1%
2002	1.6	1.2%
2003	1.8	1.4%
2004	1.2	0.9%
2005	2.0	1.5%
2006	3.2	2.4%
2007	3.3	2.5%
2008	3.1	2.3%
2009	0.7	0.5%
2010	1.4	1.1%
2011	2.6	2.0%
2012	2.7	2.0%
2013	2.2	1.7%
2014	2.8	2.1%
2015	2.6	2.0%
2016	3.0	2.3%
2017	3.2	2.4%
2018	3.9	2.9%
2019	3.3	2.5%
2020	1.7	1.3%
2021	3.2	2.4%
2022	5.6	4.2%
2023		
Average	2.8	2.1%

To facilitate discussion, staff provided examples of potential yearly rent increases using a monthly base rent of $2,500. These examples explored various scenarios based on rent ordinances in other jurisdictions and State law. Specifically, staff examined a 5-year rent increase scenario, projecting increases in reverse order, utilizing the 2022 CPI as the increase for 2025, the 2021 CPI for 2026, and so forth to illustrate fluctuations in CPI rather than using an average. Table 2 shows how the base rent would be affected by each of the following rent cap formulas.

Table 2

Base Monthly Rent Example	75% of CPI [1]	CPI [2]	4% [3]	5%+CPI, Max 7% [4]	5%+CPI, Max 10% [5]
2025	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
2026	2,605.00	2,640.00	2,600.00	2,675.00	2,750.00
2027	2,667.52	2,724.48	2,704.00	2,862.25	2,975.50
2028	2,702.20	2,770.80	2,812.16	3,054.02	3,174.86
2029	2,769.75	2,862.23	2,924.65	3,267.80	3,438.37
	2,850.08	2,973.86	3,041.63	3,496.55	3,744.39

1. *Draft Resolution Attachment 1*
2. *Consumer Price Index – All Urban Consumers Bay Area*
3. *City of Oxnard and Ojai Rent Cap*
4. *City of Larkspur Rent Cap*
5. *AB1482 Rent Cap*

2. Establishing "Base Rent"

As part of a Rent Stabilization ordinance, the Council will need establish a "base rent" As noted above, the term "base rent" refers to the reference point from which the lawful rent shall be determined and adjusted. For tenancies commencing on or after the effective date determined by the Town Council, the Base Rent shall be the initial rental rate charged upon the initial occupancy. For tenancies commencing before the effective date, the Base Rent is the initial rental rate in effect on the date the tenancy commenced. The "initial rental rate" means only the amount of rent actually paid by the tenant for the initial term of the tenancy.

The Town Council may choose to make the Base Rent effective on the day that the ordinance goes into effect, or choose to set "Base Rent" on a date prior to the enactment of the ordinance.

3. Fair Right of Return/Appeals Process

As part of the Rent Stabilization policies, staff is suggesting provisions for property owner(s) to petition for a fair rate of return that justifies exceeding the local rent cap and for property owners and/or tenants to appeal a fair rate of return decision.

Similar to the City of Larkspur and using the City of Ojai appeals model[2], staff is recommending a proposed fair rate of return petition process that would charge the Planning Director, or designee, to provide a formal decision within 60-days of the appeals application and based on the following factors:

1. Changes in the Consumer Price Index for All Urban Consumers in the San Francisco Oakland-Hayward, CA Area published by the Bureau of Labor Statistics.
2. The length of time since the last determination on a fair return petition, or the last rent increase if no previous rent increase application has been made.
3. The completion of any capital improvements or rehabilitation work related to the residential real property specified in the fair return petition, and the cost thereof, including materials, labor, construction interest, permit fees, and other items deemed

[2] The appeals model is also similar to other jurisdictions throughout California such as Antioch and Palm Springs.

appropriate.

4. Changes in property taxes or other taxes related to the subject residential real property.
5. Changes in the rent paid by the owner for the lease of the residential real property.
6. Changes in the utility charges for the subject residential property paid by the owner, and the extent, if any, of reimbursement from the tenants.
7. Changes in reasonable operating and maintenance expenses.
8. The need for repairs caused by circumstances other than ordinary wear and tear.
9. The amount and quality of services provided by the owner to the affected tenant(s).

The Planning Director, or designee may be allowed to consult with experts to help facilitate the final decision. The final costs associated with the petition would be borne by the property owner based on a cost recovery/time and materials basis.

Once a fair rate of return petition is decided, the final decision would be sent to the property owner and tenant(s). The property owner or tenant may appeal the initial decision to the Planning Commission within 30-calendar days. The Planning Commission would conduct a public hearing to review the petition de novo within 60-calendar days of receiving the appeal. The Planning Commission would render a decision in writing within 30-calendar days of closing the appeal hearing and may reverse, uphold, or modify the original decision. The Planning Commission would be the final administrative decision of the Town (no right of review by the Town Council) and judicial review may be sought after the Planning Commission's decision.

Staff is recommending the above based on efficiencies related to process, the objective factors, and reasonable appeals process to an impartial decision-making body. However, as an alternative, the Council could direct staff to return with a revised fair rate of return and appeals process that could include the following:

1. Allow the Council to be the final administrative decision maker related to the recommended fair rate of return appeal process.
2. Replace the Planning Director, or designee with the Town Manager or designee.
3. Establish a Rent Control Board that would establish by policy the fair rate of return criteria, designate a "Hearing Examiner" to conduct a hearing on the petition and render a decision with the Hearing Examiner decision being appealed to the Rent Control Board for the final decision. Similar to the City of Larkspur, the Rent Control Board could be comprised of two rental property owners, two tenants, and one person who is neither a tenant nor rental property owner and appointed by the Council.

<u>Rent Cap, Notice, and Exemption Provisions.</u>

Beside the fair return appeal process provisions, the draft Ordinance contains other factors common to rent stability ordinances. For example, certain properties are exempted consistent with State law. It also provides a section for the annual allowable rent provides that this annual rate is presumptively a fair and reasonable return on property. Additionally, a rent increase pursuant to a fair return appeal will be ineffective if the property owner: fails to comply with the remainder of the Ordinance (e.g., required notices); maintains the in violation of codes including health and safety requirements; or

fails to make repairs ordered by the Town or a court. Finally, property owners would pay a fee to cover the Town's costs. This fee would be established by the Town Council resolution at a future date.

4. Applicability in San Anselmo

The current US Census Bureau Quickfacts data from 2017-2021 states that there are 4,995 units (AKA Households) located in San Anselmo. The households are comprised of single-family residences, duplexes, triplexes, and multifamily units. Of those units, approximately 3,436.56 units, or 68.8%, are owner-occupied and the remaining 1,558.44 units, or 31.2% are renter occupied. Other data sources available, such as RentCafe.com, Zumper, and City-Data.com shows that the number of rental units is fluid and ranges from 31% to 34%. The increase in units may be attributed to previous owner-occupied units coming onto the market.

Upon review of the Marin County Assessor's Office data and as of the writing of this staff report, there appears to be 338 parcels totaling 1,276 units that may be eligible for rent stabilization policies (single family units have not been counted). Of those units, it appears that 106 parcels or 206 units would be exempted under the Tenants Protection Act because they are owner occupied units located within a commercial zoning district or an owner-occupied duplex. Thus, 232 parcels totaling 1,070 units (2 or more units on a single parcel) are remaining. Furthermore, as presented at the June 21, 2023, Town Council meeting, 117 parcels have three or more units totaling 839 units and 84 parcels have more four units or more units that total 733 units.

5. Adopt Ordinance or Place Measure on the November 2024 General Election Ballot

In addition to receiving direction on the above listed items, staff seeks direction regarding the Council's preference on whether a draft ordinance be brought back to the Council for consideration and potential adoption or to prepare a ballot measure for the November 2024 General Election.

RECOMMENDATION

Staff requests the Council provide direction to staff on the following items:

1. The establishment of an annual rent cap
2. The establishment of "base rent"
3. A determination regarding the process for how increases that exceed the cap will be processed and how they can be appealed
4. A determination on the types of housing units to be included a potential ordinance
5. Whether to direct staff to bring a draft ordinance back to the Council for consideration or direct staff to prepare a ballot measure for the November 2024 General Election.

Alternatively, the Council could direct staff to return to a future meeting with additional information for further discussion.

FISCAL IMPACT

None.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Conducting a discussion regarding potential residential rent stabilization 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: DRAFT Rent Stabilization Ordinance
Attachment 2: Link to staff report and attachments from October 24, 2023 Town Council meeting

DRAFT RENT STABILIZATION CHAPTER

X.XX.XXX Definitions.

A. "Base Rent" shall mean the reference point from which the lawful rent shall be determined and adjusted in accordance with this Chapter. For tenancies commencing on or after the effective date of this Chapter, the Base Rent shall be the initial rental rate charged upon the initial occupancy. For tenancies commencing before the effective date of this Chapter, the Base Rent is the initial rental rate in effect on the date the tenancy commenced. For purposes of this Section "initial rental rate" means only the amount of rent actually paid by the tenant for the initial term of the tenancy.

B. "Fair return petition" shall mean a petition made by an owner of residential real property for a rent increase in excess of that provided in Section XXX of this Chapter in order to obtain a fair and reasonable return on property.

C. "Reasonable rate of return" shall have the meaning assigned to the term by California and federal courts in precedential published opinions regarding rent stabilization ordinances for residential tenancies. Generally, within the context of a rent stabilization ordinance, the term refers to a rate of just and reasonable return on an owner's property that is high enough to encourage and reward efficient management, discourage the flight of capital, maintain adequate services, and enable operators to maintain and support an owner's credit status, but not so high as to defeat the purpose of curtailing excessive rents and rental increases.

D. "Rent" shall mean all periodic payments and all nonmonetary consideration, including, but not limited to, the fair market value of goods and services rendered to or for the benefit of the owner under an agreement concerning the use or occupancy of residential real property, including, but not limited to, all payment and consideration demanded or paid for parking, pets, furniture and subletting.

X.XX.XXX Stabilization of Rent.

A. Upon the effective date of this Chapter, no owner of residential real property shall charge rent in an amount that exceeds the sum of the Base Rent plus any lawful rent increases implemented pursuant to this Chapter.

B. Annual Allowable Rent Increase. The annual allowable rent increase shall be _____whichever is lower and is limited to one rent increase in any twelve (12) month period unless otherwise approved pursuant to a fair return petition under this this Chapter.

X.XX.XX Reasonable Rate of Return. This Chapter allows for an annual increase in rent of _____whichever is lower. Such an increase is found and determined to provide a fair and reasonable return on property. Notwithstanding the

foregoing, any owner of residential real property who contends that the annual allowable rent increase prevents the owner from receiving a fair and reasonable return on property may file a fair return petition to increase the amount of rent pursuant to the provisions in this Chapter.

X.XX.XXX Fair Return Petition for Rent Increase.

A. An owner of residential real property may petition for a rent increase in excess of the annual allowable rent increase in order to obtain a fair and reasonable return on the owner's property.

B. A fair return petition shall be on a form prescribed by the Planning Director or designee. Within five (5) calendar days of submitting a fair return petition to the Town, the owner shall send a copy of the petition to the applicable tenant(s) by first class U.S. mail and promptly provide proof of such mailing to the Town. The tenant(s) will then have thirty (30) calendar days from the date of mailing a copy of the petition to reply or provide additional materials to the Town in response to the fair return petition. All fair return petitions pertaining to tenants in the same building will be consolidating for hearing.

C. There is a rebuttable presumption that the rent increase in the annual allowable rent increase pursuant to Section X.XX.XXX(B) of this Chapter provides owners with a fair and reasonable return on property. The owner has the burden of proof to rebut this presumption and show that a further increase in rent is necessary to provide a fair and reasonable return on property. The owner shall provide at his/her/their sole cost and expense, all documentation reasonably requested by the Planning Director or designee to establish that the requested increase in rent is necessary to provide a fair and reasonable return on property including, but not limited to, an independent financial report and verified financial data.

D. The owner shall be responsible for all costs associated with the Town's review of the fair return petition. Upon receipt of a fair return petition, the Planning Director or designee shall determine the anticipated costs of review and whether any expert(s) will be necessary or appropriate for a proper analysis of the fair return petition. If the Planning Director or designee so determines, the Town Manager or designee may determine the anticipated costs of employing such expert(s), and the and the fair return petition shall not be further processed until the owner has paid to the Town said estimated costs. The Town shall provide the owner with an invoice of all costs incurred after the review of the fair return petition. Any unused portion of this advance payment shall be refunded to the owner. If additional funds are required, payment of such funds shall be required before the owner receives the determination on the fair return petition from the Town.

E. In reviewing a fair return petition, the Planning Director or designee shall consider relevant factors including but not limited to the following:

1. Changes in the Consumer Price Index for All Urban Consumers in the San Francisco Oakland-Hayward, CA Area published by the Bureau of Labor Statistics.

2. The length of time since the last determination on a fair return petition, or the last rent increase if no previous rent increase application has been made.

3. The completion of any capital improvements or rehabilitation work related to the residential real property specified in the fair return petition, and the cost thereof, including materials, labor, construction interest, permit fees, and other items deemed appropriate.

4. Changes in property taxes or other taxes related to the subject residential real property.

5. Changes in the rent paid by the owner for the lease of the residential real property.

6. Changes in the utility charges for the subject residential property paid by the owner, and the extent, if any, of reimbursement from the tenants.

7. Changes in reasonable operating and maintenance expenses.

8. The need for repairs caused by circumstances other than ordinary wear and tear.

9. The amount and quality of services provided by the owner to the affected tenant(s).

F. A fair return petition shall be decided by the Planning Director or designee within sixty (60) calendar days from the date said petition has been deemed complete, including proof of service to tenant(s). The decision shall be emailed and sent by first class U.S. mail with proof of mailing to the property owner; the property owner's designated representative(s) for the fair return petition, if any; the applicable tenant(s); and the designated representative of the tenant(s), if any.

G. The property owner and/or affected tenant(s) may appeal the fair return petition decision of the Planning Director or designee to the Planning Commission within thirty (30) calendar days of the mailing of the Planning Director or designee decision. The Planning Commission shall review the petition de novo pursuant to this Section. The Planning Commission may reverse, uphold, or modify the Planning Director's or designee's decision. The Planning Commission shall consider an appeal within sixty (60) calendar days of receiving such appeal, and shall make a final decision in writing within thirty (30) calendar days of the closing of the appeal hearing. The appellant shall pay a fee as established by Town Council resolution. Notwithstanding any provision contained in this Code, the decision of the Planning Commission shall be the final administrative decision of the Town with no right of review by the Town Council.

X.XX.XXX Exemptions.

A. The provisions of this Chapter regulating the amount of rent that a residential real property owner may charge shall not apply to residential real property that has a certificate of occupancy issued after February 1, 1995, pursuant to the Costa-Hawkins Rental Housing Act (Cal. Civil Code sections 1954.50-1954.535) and any other provisions of the Costa-Hawkins Rental Housing Act or other law addressing exemptions.

B. The provisions of this Chapter regulating the amount of Tent that a

residential real property owner may charge shall not apply to the following, pursuant to the Tenant Protection Act of 2019, (Cal. Civil Code, Section 1947.12(d):

1. Housing restricted by deed, regulatory restriction contained in an agreement with a government agency, or other recorded document as affordable housing for persons and families of very low, low, or moderate income, as defined in Cal. Health and Safety Code section 50093 or comparable federal statutes.

2. Dormitories owned and operated by an institution of higher education or a kindergarten and grades 1 to 12, inclusive, school.

3. Residential real property that is alienable, separate from the title to any other dwelling unit, provided that both of the following apply:

a. The owner is not any of the following:

i. A real estate investment trust, as defined in Section 856 of the Internal Revenue Code.

ii. A corporation.

iii. A limited liability company in which at least one member is a corporation.

b. At the time the tenancy is created:

i. The tenants have been provided written notice that the residential real property is exempt from this section using the following statement:

"This property is not subject to the rent limits imposed by Town Anselmo Municipal Code Chapter XXX, and the owner is not any of the following: 1) a real estate investment trust, as defined by Section 856 of the Internal Revenue Code; 2) a corporation; or 3) a limited liability company in which at least one member is a corporation."

ii. For a tenancy existing before the effective date of this Chapter, the notice required under Subsection (i) above may, but is not required to, be provided in the rental agreement.

iii. For a tenancy commenced or renewed on or after the effective date of this Chapter, the notice required under Subsection (1) above must be provided in the rental agreement.

iv. A property containing two separate dwelling units within a single structure in which the owner occupied one of the units as the owner's principal place of residence at the beginning of the tenancy so long as the owner continues in occupancy, and neither unit is an accessory dwelling unit or a junior accessory dwelling unit.

C. The provisions of this Chapter regulating the amount of rent that a residential real property owner may charge shall not apply to the following:

1. A unit in a hotel, motel, inn, tourist home, or rooming and boarding house which is rented primarily to transient guests for a period of less than 30 days, and other transient occupancies as defined in Cal. Civil Code section 1940(b).

2. A unit in an institutional facility, including a hospital, medical care facility, residential care facility, asylum, group home for seniors or the disabled; a rental unit in a transitional housing program that assists homeless persons as defined in Cal. Civil Code, Section 1954.12; a convent or monastery owned and operated by a religious organization; and a fraternity or sorority house affiliated with a college or university.

3. A unit that the owner or the owner's immediate family occupied as their principal place of residence at the beginning of the tenancy so long as the owner or the owner's immediate family continues in occupancy.

4. A unit permitted as an Accessory Dwelling Unit (ADU) or Junior Accessory Dwelling Unit (JADU).

X.XX.XXX Rent Increase Ineffective. No rent increase shall be effective if the owner:

A. Fails to substantially comply with all provisions of this Chapter, including but not limited to the failure to provide notices as required by this Chapter;

B. Fails to maintain the residential real property in compliance with Cal. Civil Code sections 1941.1 *et seq*. and Cal. Health and Safety Code sections 17920.3 and 17920.10; or

C. Fails to make repairs ordered by the Town or court of competent jurisdiction.

X.XX.XXX Notice Requirements.

A. An owner of any residential real property subject to this Chapter shall, on or before the date of commencement of a tenancy, give the tenant a written notice that must include the following information:

1. The existence and scope of this Chapter XX of the Town Municipal Code; and

2. The tenant's right to respond to any fair return petition filed with the Town by the owner pursuant to this Chapter.

B. No rent increase shall take effect until the requirements of this Chapter have been met and a notice to increase rent has been given to the tenant(s). As part of any notice to increase rent, an owner must include the following:

1. Notice of the existence of this Chapter XXX of the Town Code; and

2. The tenant's right to respond to any fair return petition filed with the Town by the owner, and the right to appeal the decision on a fair return petition pursuant to the Planning Commission.

C. When the owner and tenant have entered into a written lease, the owner must give notices to the tenant in the language used in the lease. When the owner and tenant have not entered into a written lease, the owner must give notices to the tenant in the language that the owner and tenant used to negotiate the terms of the tenancy. Notwithstanding the foregoing, the owner must give notices to the tenant in the primary language spoken by the tenant, if known to the owner.

X.XX.XXX Violations.

A. It shall be unlawful for any person or legal entity to violate or fail to comply with any provision of this Chapter, including charging increased rent in violation of this Chapter or a determination by the Planning Director or designee, or the Planning Commission, as applicable.

B. The Town may enforce the provisions of this Chapter using the criminal, civil, and administrative remedies set forth in Title 1 Chapter 2 of this Code in addition to any other legal remedy available to the Town under state or federal law. Any violation of any provision of this chapter may be subject to the criminal, civil, and administrative penalties set forth in Title 1 Chapter 2 of this Code. All remedies are cumulative.

X.XX.XXX Fees Established.

Owners of residential real property subject to this Chapter shall pay a rent stabilization ordinance implementation fee, and any related registration, appeal, or application fees as may be established by Town Council resolution. The rent stabilization program fee is to fund the Town's costs to implement and enforce the provisions of this Chapter.

Attachment 2:

Link to staff report and attachments from October 24, 2023 Town Council meeting

Link to Video Recording

Serge Avila

From: Dan Thomas <dtsananselmo@gmail.com>
Sent: Tuesday, November 14, 2023 8:26 AM
To: Town Council
Subject: Proposed Rent and Tenant Regulations

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

I am **OPPOSED** to any new regulations regarding rent control, or tenants.

More rules will **NOT** *create* more housing! New rules will create a divisive town. The state already has a Tenant Protection Act.

If this issue is important, the spring primary election is fast approaching and you should ***let the citizens decide.***

Dan Thomas

San Anselmo resident

Serge Avila

From: Laura Wellman <wellmancolors@gmail.com>
Sent: Saturday, November 4, 2023 11:20 AM
To: Town Council
Subject: rent stabilization supporter

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

Dear City Council Members,

I appreciate that some of you are in support of strong rent stabilization and just cause eviction policies, and hope that all of you ultimately decide this is a matter of equity and justice. Including smaller rental buildings in this is also extremely important.

I have been a renter (and voter) in San Anselmo for 6 years. My rent has gone from $1350 a month to $2066.

Thanks for your time,

Laura Wellman
20 Tamalpais Ave
San Anselmo, CA

Serge Avila

From: Kristen Gregoriev <kgregoriev@gmail.com>
Sent: Friday, November 3, 2023 3:06 PM
To: Town Council
Subject: Proposed Rent & Tenant Regulations

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

I am **OPPOSED** to any new regulations regarding rent control, or tenants.

The State of California already has many reasonable regulations in already place. I'm NOT in favor of adding another layer of complexity for the Town to deal with, which may expose them to expensive legal challenges.

More rules will **NOT** *create* more housing!

In fact, I believe loss of control of their units, whether a room in their own living space, a JADU, an ADU, a cottage or even a whole house will make many people reluctant to rent to anyone.

If this issue so important, the spring primary election is fast approaching and you should ***let the citizens decide.***

I have spoken with many people at Town Books, where I volunteer and my neighborhood Fernwood Drive Road Association and most people are horrified that we are marching the same road that has been so divisive in Fairfax.

Kristen Gregoriev

415-453-1775 Best Number-home!

628-877-9470 Cell

kgregoriev@gmail.com

Serge Avila

From: Anita Mitchell <anitajmitchell@yahoo.com>
Sent: Friday, November 3, 2023 11:54 AM
To: Town Council
Cc: Rental Policies
Subject: Rent Control

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

Dear San Anselmo Council Members,

This is an urgent request to reconsider imposing rent control, beyond California's Tenant Protection Act (AB 1482), and enacting a Just Cause Eviction Ordinance, beyond California's SB-567 bill. Also, we feel that due to the enormous fiscal, legal, and emotional impact this would have on tenants and landlords alike, it should be put on the ballot for constituents to vote on, rather than be decided by the town council.

Since 2002 we own a duplex in San Anselmo, where we live in the main part of the house and rent out our downstairs studio apartment. While we agree that affordable housing is a challenge in Marin County, and California at large, we do not believe a more stringent rent control and/or Just Cause Eviction Ordinance would solve that, particularly in a small town like San Anselmo, where the majority of landlords are "mom and pop landlords" like us, for the following reasons;

- Rentals will be taken off the market, as small landlords do not want to deal with/cannot afford the legal and financial liabilities.

- The rentals that do remain will increase their rents as allowed to ensure that the financial means are available in case of litigation. This is in stark contrast to the current situation where many small landlords do not raise their rents for many years, in order to keep a good tenant. (our current tenant has been with us for 6+ years and we have not increased her rent once! Even after an extensive bathroom and living room remodel).

- Existing tenants have low incentive to move, taking advantage of the "below market rate rents", while new renters, who are often younger workers just starting out, end up paying "the rent control premium".

There a several other implications/points to consider, such as:

- The minimal rent increases may not provide the homeowners with sufficient funds to maintain the rental unit properly, and keep up with inflation and rising property taxes, resulting in less well-kept properties which will decrease home values in the entire neighborhood.

- Homeowners lose most of the control of their properties – again, please realize that most of us are just mom and pop landlords who often live on the same property with the tenants.

- Homeowners have to give their tenants up to a year's notice if they want to sell the home, and even then a tenant may choose to stay, bringing down the value of the property, and in turn, the prices of all homes in the area.

- For many mom and pop landlords renting out a space on their property is the only way they can afford to live here, and it is part of their retirement income/planning. We are a vital part of what makes this town such a special place to live in, and by implementing these severe ordinances you may lose us to potential big (international) corporations buying up rental homes, with no vested interest in the town's character and culture.

- There have been very few rental litigation cases in San Anselmo, less than 1% of all rental properties – why do we need these stringent policies?

In summary, we feel that the 2019 California Tenant Protection Act (AB 1482), and the 2023 SB-567 bill provide ample protections for tenants, therefore making any further amendments unnecessary, for the above stated reasons.

Lastly, please put this very important issue on the ballot to be voted on, and let's not make the same mistake as the Town Council in Fairfax.

Thank you for your consideration.

Sincerely,

Derek & Anita Mitchell

1417 Sir Francis Drake Blvd.

San Anselmo

415-577-3677

Serge Avila

From: Maria Kennedy <justmaria1016@gmail.com>
Sent: Monday, October 30, 2023 3:50 PM
To: Town Council

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

Dear Council members,

an acquaintance was recently told by a SA Council member that most of the letters and e-mails she receives support adding new rent control measures to existing California ordinances.
I'm writing to say that I much prefer a vote of current residents before any new ordinances are passed.
Perhaps a working committee of residents could decide, with lots of time for public input, what specific measures could help local workers and local fixed income seniors stay in their rentals.
It's hard to support building new housing when all parties admit 80% of new units will go to high income parties, who will in turn, require MORE local workers, teachers and service providers .....who will then need MORE local housing!
Let's try to fill the current needs for Ross Valley residents before encouraging more building and more traffic. Not a day has gone by in the last year when Marin traffic has not been horrendous during commute or school hours -or pretty much any time of day.

Sincerely

Maria Kennedy
65 Oak Knoll Drive
San Anselmo

Sent from my iPhone

Serge Avila

From: Rental Policies
Sent: Sunday, October 29, 2023 10:47 AM
To: Serge Avila
Subject: Fwd: Rent Control in San Anselmo

Follow Up Flag: Follow up
Flag Status: Flagged

Get Outlook for iOS

From: ConnieBorter <connieborter@hotmail.com>
Sent: Sunday, October 29, 2023 10:46:11 AM
To: Town Council <towncouncil@townofsananselmo.org>
Cc: Rental Policies <rentalpolicies@townofsananselmo.org>
Subject: Rent Control in San Anselmo

CAUTION: External Sender

Hello,
My name is Connie Borter and I live at 26 Elm Ave. in San Anselmo. I was at the town council meeting last Tuesday night and I waited for two hours. When one of the town council members told us not to say anything they hadn't already heard I left. So I am sending an email instead.
I am asking for rent control to be established in San Anselmo as soon as possible. I am asking that there be a strong effective rent cap. I am asking that the rent control effectively covers all rental units including small studio units and one bedrooms in apartment buildings. People should not have to move because of rent increases.
One of my main concerns is the cooperate landlord businesses.They only see profit. Cooperate apartment rentals should not be building portfolios on the backs of working San Anselmo residents.
Please help the renters of San Anselmo. There are so many!

Sincerely,
Connie Borter
26 Elm Ave
San Anselmo, Ca.
94960
707 623 4282

Sent from my iPhone

Serge Avila

From: ConnieBorter <connieborter@hotmail.com>
Sent: Sunday, October 29, 2023 10:46 AM
To: Town Council
Cc: Rental Policies
Subject: Rent Control in San Anselmo

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

Hello,
My name is Connie Borter and I live at 26 Elm Ave. in San Anselmo. I was at the town council meeting last Tuesday night and I waited for two hours. When one of the town council members told us not to say anything they hadn't already heard I left. So I am sending an email instead.
I am asking for rent control to be established in San Anselmo as soon as possible. I am asking that there be a strong effective rent cap. I am asking that the rent control effectively covers all rental units including small studio units and one bedrooms in apartment buildings. People should not have to move because of rent increases.
One of my main concerns is the cooperate landlord businesses.They only see profit. Cooperate apartment rentals should not be building portfolios on the backs of working San Anselmo residents.
Please help the renters of San Anselmo. There are so many!

Sincerely,
Connie Borter
26 Elm Ave
San Anselmo, Ca.
94960
707 623 4282

Sent from my iPhone

Serge Avila

From: Chris Hulls <crhulls@gmail.com>
Sent: Saturday, October 28, 2023 6:20 PM
To: Town Council
Subject: Rent control - please listen to the people

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

Please put rent control to the people instead of making a unilateral undemocratic mandate.

I will rally in opposition against politicians who do not listen to their constituents. Please respect the voters who elected you.

Chris hulls

Serge Avila

From: Matt Storms <mstorms@keegancoppin.com>
Sent: Friday, October 27, 2023 2:57 PM
To: Town Council
Cc: Dave Donery
Subject: possible rent control ordinance

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

Hello everyone,
I trust everyone has recognized and appreciates the community backlash and embarrassment suffered by the elected officials of Larkspur and Fairfax. It is poor public policy and further demonstrates some lack of understanding of the economics of real estate.

There is absolutely no need to further micro regulate arguably one of the most regulated markets in the state.

Rents appear to be trending down. https://www.apartmentlist.com/rent-report/ca/san-francisco

It makes no economic sense, nor is it "equitable" for groups that have chosen to invest in real estate to artificially limit what they can collect in terms of gross revenue while not simultaneously protecting them from expenses that increase annually at the normal inflation rate, or in some cases, more than inflation. Insurance costs is perfect example. The only logical solution if you chose to pursue such overreaching market manipulation is to consider artificially reducing expenses, like property taxes for the effected property owners. Obviously, that can't be done and therein lies the problem with such a poor public policy decision. To put more simply, it's just bad economics.

And from what I can see and read, the TC is relying on anecdotal evidence from various citizens (not necessarily residents) and special interest groups to formulate your opinion. I haven't seen any empirical evidence that a problem exists. For an example, let's see a 10-year summary of unlawful detainers in San Anselmo. The blip in the market related to Covid has corrected.

The matter of fact is that the state (not yet) and federal constitutions do not provide affordable housing as a right. If that is the road you want to pursue, then please focus your efforts on government owned, socialized housing, or at least wait until ACA10 makes its way through the legislature. Don't break the backs of local folks and investment groups that have decided to invest their hard-earned money in real estate.

Although the town attorney will certainly suggest that nobody needs to recuse themselves, I would like to suggest that any TC members that are renters or own residential investment properties in town recuse themselves from any sort of related vote. Even better, you should stop this process in its tracks and propose a ballet initiative if you are really committed to such aggressive market manipulation.

Matt Storms
21 Mountain View
415-999-216

Serge Avila

From: Rental Policies
Sent: Thursday, October 26, 2023 6:05 PM
To: Serge Avila; Dave Donery
Subject: Fwd: Should be put out to vote!

Follow Up Flag: Follow up
Flag Status: Flagged

Get Outlook for iOS

From: BILL GOODWIN <wgappraise@comcast.net>
Sent: Thursday, October 26, 2023 6:03:28 PM
To: Rental Policies <rentalpolicies@townofsananselmo.org>
Subject: Should be put out to vote!

CAUTION: External Sender

Hello Town of San Anselmo,

As a resident and a small building investor in San Anselmo for over 30 years, I am respectfully requesting that you seriously consider putting any rent control & just cause eviction policy out to the voters and not have a few elected officials decide the fate of this policy. Please learn from Fairfax and Larkspur who, after passing such legislations, have had to deal with referendums that will require the issue to go to the ballot box after all. Why risk the same fate? Simply do the right thing out of the gate and put it out to voters to decide. I am not personally against rent control or just cause evictions, but I firmly believe it is an issue that every single San Anselmo resident should be able to have a voice and opinion on through the voting process. I trust and hope you do the right thing for this town and allow the people of San Anselmo to decide the fate of this proposed policy.

Kind regards,

Bill Goodwin

William P. Goodwin & Associates, LLC
Real Estate Appraisal and Consulting
Post Office Box 703
San Anselmo, CA 94979
Office Phone (415) 458-8610
Cell Phone (415) 810-3147
wgappraise@comcast.net
williamgoodwinappraisal.com

Serge Avila

From: Eric Gower <eric@breakawaymatcha.com>
Sent: Thursday, October 26, 2023 1:22 PM
To: Town Council
Subject: rent control in San Anselmo

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

It's completely outrageous that three of five people on your council have decided to NOT let the citizens of San Anselmo vote on this issue. Really, it's a terrible way to govern. I will pull my unit off the market in a heartbeat if this passes. One less nice place for someone to live.

Eric Gower

--



Eric Gower, founder
Breakaway Matcha

Serge Avila

From: VICTOR TURKAN <vturkan@aol.com>
Sent: Thursday, October 26, 2023 10:49 AM
To: Town Council
Subject: Rent Control

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

Hello,

I am absolutely stunned how three council members could decide housing policy for SA's 12,693 residents. This issue needs to be decided by OUR citizens not THREE council members. Look what has occurred at Fairfax and Larkspur, the people will now get the opportunity to vote and decide what's best. Please reconsider and let the PEOPLE vote.

Thank you

Victor

Sent from my iPhone

Serge Avila

From: Stephen and Patricia Cook <steveandpat@sbcglobal.net>
Sent: Thursday, October 26, 2023 8:26 AM
To: Town Council
Subject: rent control

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

dear council members
i am neither a landlord nor a renter, just someone who has been a san anselmo home owner for more than 50 years.
i am opposed to any rent control other than what is already called for by the state and i believe that if you proceed with plans to impose more strict rent controls suggested by a small (by san anselmo standards) but very active group currently urging such action in marin towns, it will bring rancor and ultimately an expensive special election. please think hard before proceeding down this path.
stephen cook
84 melville ave
san anselmo
ca 94960

Serge Avila

From: Trista Macaulay <tristamacaulay@yahoo.com>
Sent: Thursday, October 26, 2023 8:13 AM
To: Town Council
Subject: San Anselmo Rent Control Should Be On The Ballot

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Sender

Dear San Anselmo Town Council,

I am appalled to learn that the town council is even entertaining stringent rent control laws without hearing from the people of San Anselmo. As property owners in San Anselmo, I can tell you that we will never rent should these laws be put into place. This will lead to less available rentals, not more. This only hurts San Anselmo's rental market.
I urge the Town Council to add this to the March 2024 ballot and let the people decide.

Respectfully,
Trista and Peter Macaulay
68 Hawthorne Ave.
San Anselmo

.....

Trista Macaulay
415.706.6947

Serge Avila

From: Margot Van Riper <margotvanriper@comcast.net>
Sent: Wednesday, December 6, 2023 1:11 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council -

I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.

Kind regards -

Margot Van Riper

Serge Avila

From: Cynthia Greenberg <cynthiagreenberg@icloud.com>
Sent: Wednesday, December 6, 2023 2:31 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Sent from my iPhone

Serge Avila

From: Sheri Oakes <osheri@gmail.com>
Sent: Friday, December 8, 2023 1:56 PM
To: Town Council
Subject: Rent Control

CAUTION: External Sender

Hello,

I am a single-family homeowner and I am NOT okay with Mayor Burdo's plan to implement (without a vote of San Anselmo residents) the same Fairfax-Style extra rent control regulations.

We already have enough statewide rent control and do not need additional rights taken away from homeowners.

Like me, a lot of homeowners would not be willing to put a place on the rental market knowing that we have no rights or protections for our property.

Sincerely,
Sheri Van Zandt

Serge Avila

From: Joan Kaul <joankaul@gmail.com>
Sent: Friday, December 8, 2023 11:33 AM
To: Town Council
Cc: Joan Kaul
Subject: RENT CONTROL

CAUTION: External Sender

MATMSG:TO:towncouncil@townofsananselmo.org;SUB:I am concerned about Rent Control;BODY:Dear Town Council, I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.;;



Sent from my iPhone

Serge Avila

From: Daniel Eckhard <teledan@comcast.net>
Sent: Thursday, December 7, 2023 11:16 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.
Daniel Eckhard

Sent from my iPhone

Serge Avila

From: Pat Sandoval <pattisan2000@yahoo.com>
Sent: Thursday, December 7, 2023 4:21 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Don't ruin another city.

Patricia Alioto

Serge Avila

From: Chris Alioto <calioto@aliotosgarage.com>
Sent: Thursday, December 7, 2023 4:20 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.
Dont ruin another city.
Chris
The content of this email is confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

Serge Avila

From: Lisa Davis <norcalsunrise@gmail.com>
Sent: Sunday, December 10, 2023 11:51 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Lisa Kleinecke

Serge Avila

From: Wayne Leighty <wayneleighty@gmail.com>
Sent: Saturday, December 9, 2023 5:18 PM
To: Town Council
Cc: Heidi Reifenstein
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,

I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters - far out weighs any perceived benefit.

These regulations in fact do not increase housing affordability, which has been identified as the primary motivation. I believe you will find the evidence shows:
1) Stability in rent improves only for an initial few renters in controlled units, who are mostly NOT the low-income renters the policy is intended to help.
2) Overall housing costs INCREASE further as the availability of housing is constricted as owners lose incentive or are prohibited from maintaining and updating quality affordable housing.
3) Overall movements in our communities become rigid as keeping controlled rent becomes a consideration, which inhibits the good weaving of our community fabric in family, play and work.

As homeowners in San Anselmo with interest in providing affordable housing with ADU and JADU, and landowners in Fairfax with interest in developing affordable housing in accordance with with SB9... we have now put plans on hold pending the outcome of potential further rent control by San Anselmo.

Please think this through before you bring this to the voters.

Thank you,

Wayne Leighty
707-787-5956

Sent from my iPhone

Serge Avila

From: Tracy Genovese <tngenovese@gmail.com>
Sent: Saturday, December 9, 2023 11:17 AM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Serge Avila

From: gieseker ann <omgannieg@gmail.com>
Sent: Friday, December 8, 2023 4:32 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Annie G

Serge Avila

From: stephen gieseker <sfgies@gmail.com>
Sent: Friday, December 8, 2023 4:30 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
••••• And please do not move this forward without letting us vote.
Thank you.

Serge Avila

From: LAURA PHILLIPS <spikeyp@me.com>
Sent: Wednesday, December 6, 2023 8:20 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
Fairfax made an enormous mistake- initiating some of the most onerous rent control regulations that exist, without even allowing the tax paying citizens of Fairfax to vote and have their own voices heard. We actually moved to San Anselmo from Berkeley. We intentionally did not rent a vacant unit that we owned in Berkeley because of the burden that rent control puts on the "mom and pop" landlord. We moved out of Berkeley specifically because of their rent control laws- the same ones that Fairfax is unjustly attempting to enact.
I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters. Potential renters will simply pull available units off the market- the opposite of what San Anselmo wants and needs!
Thank you.

Laura

Sent from my iPhone

Serge Avila

From: edgar celis <ecelis@hotmail.com>
Sent: Wednesday, December 6, 2023 7:49 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Sent from my iPhone

Serge Avila

From: Angelo Cosentino <angelocosentino@yahoo.com>
Sent: Wednesday, December 6, 2023 5:11 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,

I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.

Thank you.

Angelo

Angelo Cosentino
Compass | SF | Marin
(415) 298-9171
angelo.cosentino@compass.com

find a home, get the inside scoop
www.angelocosentino.com

BRE# 01224460

Message sent from Angelo's iPhone

Serge Avila

From: molloy510@gmail.com
Sent: Wednesday, December 6, 2023 4:55 PM
To: Town Council
Subject: Rent control

CAUTION: External Sender

Thank you for your service to our town.
I am writing to express my support for rent control in San Anselmo. I am a homeowner in San Anselmo and value the diversity that comes from varied forms of housing. Rental housing is critical to the diversity and vitality of our town. Protecting tenants promotes long term residents who care for our community.
I appreciate you putting this issue up for debate and I support a vote in favor of rent control.
Thank you
Rose Molloy
Meadowcroft Drive

Sent from my iPhone

Serge Avila

From: John Rushworth <johnnyrush1234@gmail.com>
Sent: Wednesday, December 6, 2023 3:57 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.
P.S. - I went to the town meeting on this issue. I was quite surprised to see the meeting started late and we all had to wait for town council. Also very rude to eat in front of all the attendees. We were also very hungry. I guess we could've brought our own food if we knew we were gonna all have dinner together.

Sent from my iPhone

Serge Avila

From: Steve's Email <steve.potter@comcast.net>
Sent: Monday, December 11, 2023 10:35 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Serge Avila

From: Drew Sullins <dsullins01@yahoo.com>
Sent: Monday, December 11, 2023 6:11 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Sent from my iPhone

Serge Avila

From: Lynnette Kling <lk@findamarinhome.com>
Sent: Thursday, December 14, 2023 10:29 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Lynnette Kling
415 847-2576

Serge Avila

From: Larry Martinez <lmartinez@calmtg.com>
Sent: Thursday, December 14, 2023 11:05 AM
To: Town Council
Subject: Rent control

CAUTION: External Sender

towncouncil@townofsananselmo.org
I am concerned about Rent Control
Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Larry Martinez
128 Oak Knoll Ave.
San Anselmo
415.308.4466

Serge Avila

From: Jeff Potter <jeffapotter@comcast.net>
Sent: Tuesday, December 12, 2023 12:42 PM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,

My name is Jeff Potter and I am a life-long resident and landlord in the town San Anselmo. I'm emailing you today to urge you not pass the proposed added rent control.

My brother and I built a duplex on Ross Ave about 33 years ago. Over the years we have had amazing tenants, and we have rewarded them by not raising their rent very often. When our lower unit tenants moved out in 2019 we chose to update the space, spending almost $50,000. We then adjusted the rent to match the current market value and haven't raised the rent on the new tenants who moved in in August, 2020. Separately, our upstairs tenant has been with us for 30 years and in 1994 his rent was $1,700 a month. We chose to keep his rent low because he is an exceptional tenant and takes great care of our house. However, since California passed the rent control law in 2019, we now raise his rent every year. He currently over $2,000 a month below the market rate Even though his rent is more than $2,000 under the market rate, we can only raise his rent 5% plus the cost of living, per the new California law.

I retired from the San Francisco Plumber's Union 2 years ago and depend on this rental income to make ends meet, especially as food prices, gas, etc, have been increasing exponentially. Recently, I received a water bill from MMWD for $900. For reference, my usual bill for this time of the year is about $300. This is just another example of why I don't agree with the proposed rent control ordinance. How can MMWD raise my water bill over 100% when I can't even raise the rent at my property, which is more than $2,000 a month below market rate? I anticipate that it's going to take my family and I 10 years to get the upstairs tenant to market rate, and at this rate, who knows what market rate will be then? The way I see it, my only option will be to raise the rent on both tenants every year or even sell the property that has been in my family for 30+ years. I would prefer not to raise the rent on our lower tenant, as they are currently at market rate. They are a young couple with 2 children that go to Wade Thomas Elementary. This does not seem fair to me, especially since I can't raise the rent on my upstairs tenant more than 5% even though his rate is far below the proposed standard.

On top of all this, just-cause eviction is unclear to me. For example, if I needed to evict 1 of my tenants so my daughter (who is a struggling school teacher and needs a place to live) can

move in or if I wanted to sell my personal house and relocate to one of these units, am I going to have to spend thousands of dollars in lawyers fees just to move into my own house which I have spent a life time building and maintaining?

In over 30 years, my family and I have never taken advantage of any of our renters. We always try to do the best thing for our tenants. The bottom line is added rent control will be a financial burden to my family, and I am sure many others in San Anselmo. I am truly sorry that the big corporations are taking advantage of renters, but I cannot support this and I urge you not let this happen in San Anselmo.

Thank you.

Jeff Potter

Serge Avila

From: Ana Paula Kennel <apkennel@icloud.com>
Sent: Tuesday, December 19, 2023 9:50 PM
To: Town Council
Cc: apkennel0115@gmail.com
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

The "Kennel's"

Sent from my iPhone

Serge Avila

From: paulkdeuter1@gmail.com
Sent: Monday, December 18, 2023 8:12 AM
To: Town Council
Subject: I am concerned about Rent Control

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Sent from my iPhone

From: Katie Hogan
To: Town Council
Subject: I am concerned about Rent Control
Date: Monday, January 8, 2024 09:11:35

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you, Catherine Hogan

Sent from my iPhone
Catherine Hogan, Broker Assoc
Madison Company, Realtors
Cell # 415-259-8184
DRE #00597940

From: Mary Nahorniak
To: Town Council
Subject: Please pass renter protections ASAP
Date: Monday, January 8, 2024 12:46:31

CAUTION: External Sender

Dear council members,

Thank you for your proactive effort to protect renters in San Anselmo. I've been a town resident for two years, and you have heard from me previously on this and other issues. I'm strongly in favor of protections that keep renters in their homes. The housing crisis in Marin and in California at large is multi-pronged and goes back decades, but this is a tangible action we can take right now, right here, to protect all kinds of folks who make our community vibrant, including teachers, firefighters, and other key people in our workforce. We also know that people of color are more likely to be renters, and this protects them and keeps them in their homes in our county, which severely lags on diversity.

I am asking for the renter protections to be passed by the council ASAP, and not be taken to a ballot measure, and to do three things:

- Adopt a strong rental cap that will keep San Anselmo tenants in their homes: 60% of inflation (CPI) or 5%, whichever is less.
- Apply the ordinance to as many renters as possible. Don't cut out small apartment buildings – this would leave over half of our neighbors without any local protections.
- Pass the ordinance directly through council, don't kick the can down the road and put it on the November ballot. The group that will have more money to spend on a campaign is the landlords.

Thank you,
Mary Nahorniak
Oak Ave.

From: shawna perloff
To: Town Council
Subject: We need rent stabilization
Date: Monday, January 8, 2024 09:39:00

CAUTION: External Sender

Hello and thank you for reading my story.

I have lived in San Anselmo for over 20 years now. I was a homeowner, then got a divorce and have been raising my daughter pretty much on my own every since. My goal has always been to stay where I am in support of my daughter so that we didn't have to move out of the area she has been living with her friends and school and all that she knows.

San Anselmo and surrounding area should not just be for the rich and double income homes who can afford this beautiful area. The fact that rent continues to increase yearly almost to a level that makes it unaffordable or house poor is a shame. When landlords care more about the money versus even updating your apartment is a shame and letting them continue to increase rents making honest, stabile, loyal tenants have to move because they can't afford to live any longer is a shame and honestly criminal in some cases. Or should be.

I hope to keep Marin affordable and culturally diverse and it seems to just get harder and harder to live here as rent's continue to increase just because they can and everyone trying to match the other landlords rents so they continue to skyrocket.

This World is crazy enough and life is hard enough, let's make not having to struggle to stay in our homes a non issue. It should NOT be this stressful every time your lease is up for renew and hoping it's not more than you can afford and sending people packing who are otherwise incredible community members.

Please, let's stop this need to get as much as you can from renters and do our part as a community and as leaders of this community to protect those just trying to get by day to day without the worry of can they stay in their homes. It's shameful and not what this World needs. We can and should do better!

Thank You for reading.
Shawna Perloff

From: Justin Rick
To: Town Council
Subject: Rent Control
Date: Monday, January 8, 2024 07:21:07

CAUTION: External Sender

Hello San Anselmo Town Council,

As a former rental in the area, and now homeowner I wanted to voice my concern with the extra rent control measures that are being discussed.
From a RENTER perspective, this eliminates supply, which makes it harder to find a home, and once one is found, drives the price up from simple supply and demand.
As a homeowner additional rent control lowers property values, and lessons the ability for one to move out, and rent their home out (which provides additional rental housing.)
The Fairfax town council has let the Democratic Socialists of America ruin their credibility with what they allowed last year, please don't let this happen to our town.
Increasing supply is how you create affordable housing, not additional laws that will hurt everyone.

Justin Rick
32 Greensburgh Ln, San Anselmo, CA 94960

Maraby Tanguay

From: Curt Ries <curtries@gmail.com>
Sent: Sunday, January 7, 2024 15:14
To: Town Council; Steve Burdo; Alexis Fineman; Tarrell Kullaway; Brian Colbert; eileenburke@mindspring.com
Cc: Dave Donery; Planning; Jeff Zuba; Kyle Amsler; MAC Frost; maddygparnall@gmail.com; louiedcat@earthlink.net; sachabean@gmail.com; Cameronray.it@gmail.com; sarachap4; wendy t; jwatkins@pixar.com; lmh@lisamhamilton.com; djavid@plantoplace.com
Subject: Joint Renter/Homeowner Letter on Rent Stabilization & Just Cause Eviction Policies

CAUTION: External Sender

To the San Anselmo Town Council:

Thank you for your careful consideration of rent stabilization and just cause eviction policies over the last six months. We are writing to you today to express our positions on the issues facing the council regarding these policies. We speak as San Anselmo renters and homeowners (all cc'd), volunteers on the San Anselmo rent control campaign, and on behalf of the over 800 San Anselmo residents who have signed the campaign's petition explicitly calling on the town council to pass rent control and just cause eviction policies.

We would like to commend town staff for preparing such a thorough and approachable staff report for the 1/9/24 meeting. We will be commenting on their suggested topics below to communicate our positions on these issues.

1. Establishing a Rent Cap
We ask you to pass a rent cap set at 60% CPI or 5%, whichever is less. This cap will provide town renters with real housing security, while enabling landlords to receive a fair return on their investment. A strong rental cap tied to a percentage of inflation is essential to preventing displacement and ensuring working-class tenants, low-income tenants, senior tenants, and tenants with disabilities can afford regular rent increases.

2. Determining "Base Rent"
We ask you to set the base rent to those paid on June 21st, 2023, the first time rent stabilization was officially agendized by the town council. This "rollback" of the base rent is an important step to ensure that landlords are not allowed to preemptively jack up rents in anticipation of the council establishing a rent cap. We have already confirmed at least one instance of this taking place to tenants on Ash Ave, where the landlord explicitly admitted to raising rents because the council was considering rent stabilization.

3. Fair Right of Return/Appeals process
We support the proposal set forth in the staff report of the Planning Director or their designee reviewing petitions and with appeals directed to the Planning Commission.

4. Determining Applicability
We ask you to apply San Anselmo's rent stabilization ordinance to as many rental units as possible given the limitations set by the Costa-Hawkins Rental Housing Act. Specifically, we ask the council to make sure the ordinance covers renters in duplexes, triplexes, fourplexes, and all multi-unit apartment buildings, including those that are owner-occupied. All renters deserve fair and stable rents, regardless of the size of their building or whether their landlord happens to be their neighbor. Exempting renters living in smaller buildings would carve out between 31-53% of all tenants households in San Anselmo, according to data from the most recent staff report.

5. Consider Council adoption of a Rent Stabilization ordinance or placing a measure on the ballot for decision in the November 2024 General Election

We ask you to adopt a rent stabilization directly through the town council and not place a measure on the ballot. San Anselmo tenants need rent stabilization and just cause eviction protections as quickly as possible to stay in our homes. Waiting for the November election would be an unacceptable delay. Furthermore, it is the responsibility of the town council as our elected officials to take action to stabilize rents for the several thousand San Anselmo tenants who are facing some of the highest rents in the country. The over 800 town residents who have signed our petition (roughly 60% renters and 40% homeowners) have called on the council, as their elected representatives, to pass this ordinance, not to kick the can down the road via a ballot measure.

Thank you for working to keep San Anselmo's tenant families in our homes.

Sincerely,

Curt Ries, San Anselmo renter
Kyle Amsler, San Anselmo renter
Pamela Odetto, San Anselmo renter
Madeline Parnall, San Anselmo renter
Daniel and Michelle Brogowski, San Anselmo renters
Sacha Badame, San Anselmo renter
Cameron Ray, San Anselmo renter
Sara Chappelle, San Anselmo renter
Wendy Todd, San Anselmo homeowner
Jason Watkins, San Anselmo homeowner
Lisa Hamilton, San Anselmo homeowner
David Javid, San Anselmo homeowner

From:	Simon-Weisberg, Leah
To:	Dave Donery; Planning; Jeff Zuba; Town Council
Subject:	Clarification on error in staff report
Date:	Friday, January 5, 2024 08:57:50
Attachments:	Outlook-uhdxhl3f.png

CAUTION: External Sender

January 5, 2024

Dear San Anselmo Town Manager, Planning Director, Finance Director, and Town Council:

My name is Leah Simon-Weisberg, Professor of Housing Law at University of California, College of the Law, San Francisco; Executive Director of California Center for Movement Legal Services, and Chair of the Elected Berkeley Rent Board. For over two decades, I have been consulting with municipal and county jurisdictions throughout California that have been considering rent stabilization and just cause eviction ordinances. Thank you for your work to advance these important anti-displacement measures for your town.

Upon reviewing your recent staff report for the upcoming 1/9/24 town council meeting, I came across this passage, under the section, "Existing State Renter Protections:"

"The Costa Hawkins Rental Housing Act (1995) introduced three limitations. First, it exempts certain types of rental units from local rent stabilization (most notably single-family homes, and
owner-occupied condominiums ***and duplexes****)."*

Please note that the Costa Hawkins Rental Housing Act does not exempt duplexes of any kind from local rent stabilization. The act exempts all single-family homes and condominiums from local rent stabilization laws, but all duplexes, whether owner-occupied or not, may be covered by local rent stabilization. In fact, almost all California jurisdictions with local rent stabilization ordinances cover owner-occupied duplexes, including San Francisco, Los Angeles, West Hollywood, Oakland, Richmond, Concord, Antioch, East Palo Alto, Hayward, Maywood, Cudahy, Santa Ana, Mountainview, and your neighbor, Fairfax.

Please let me know if you have any questions. I would be happy to speak with staff or council members to provide additional policy and/or legal expertise relating to rent stabilization and just cause eviction ordinances as you continue with this process.

Thank you,

Leah Simon-Weisberg
323-842-8614

Leah Simon-Weisberg| Chair, Elected Rent Stabilization Board
City of Berkeley | Rent Stabilization Board

2125 Milvia St., Berkeley, CA 94704
Ofc: (510) 981-4949 | Mobile (323) 842-8614

Email: Lsimon-Weisberg@@cityofberkeley.info | www.cityofberkeley.info/rent

From: Royce Truex
To: Town Council
Subject: Rent Control
Date: Monday, January 8, 2024 12:46:28

CAUTION: External Sender

Dear Council members,

I don't live in San Anselmo but I believe strongly in rent control. I hope that you pass an ordinance at this meeting and not put it on the ballot.

I hope that you adopt a strong rental cap that includes as many renters as possible.

Thank you,

Royce Truex

From: Wong, Wendy
To: Town Council
Subject: TOWN COUCIL MEETING PUBLIC COMMENT (JANUARY 9, 2024, 7PM)
Date: Monday, January 8, 2024 10:02:12

CAUTION: External Sender

Dear San Anselmo Town Council:

The current California 10% maximum rent control increase is far higher than what most renters ever receive in an annual pay raise. This has caused the current unhoused situation we see all over California. How is someone supposed to afford a place to live, when wages can't keep up with rental housing costs? Preventative measures, such as a local rent control in San Anselmo, can help keep people housed and allow them to save some of those hard earned wages, so that they don't end up in a dire financial situation where they fear becoming unhoused. We must be proactive and come up with solutions that will truly help because the current model is unsustainable.

The model where what renters pay provides the owner of a property all the income needed to maintain that property is no longer feasible. We must deal with the reality that everyone is being squeezed financially over the most basic thing, housing, that we all need for stability in our lives. Providing rent stabilization and tenant protections for **ALL** renters would be a step in the right direction. A registry to track all rental properties in San Anselmo that is audited annually would provide accountability. Creating a town rental board that can come up with ways to provide financial assistance to help small rental property owners with their property expenses, would provide the balance needed to deal with this overwhelming situation that we are all in. We must work together to find a new model that can work.

Thank you for your time, and Happy New Year!

Warm Regards,

Wendy
Wong

San Anselmo Resident

From: Roger B
To: Town Council
Subject: Against Rent Control in San Anselmo
Date: Monday, January 8, 2024 12:34:59

CAUTION: External Sender

Hello Town Council,

By adding additional rent control, the San Anselmo Town Council will force out the small landlords due to legal complexities and costs while larger landlords will control the market due to economies of scale.

The government has not been able to solve rising home costs yet they want to force small landlords to solve the problem at the landlord's cost. In addition,rent control does not build new housing.

Landlords are local people too. Small landlords bear the cost of mortgages, the rising expenses of insurance, roofs, painting, plumbing and all the repairs and costs that come with property ownership. I made a financial plan for my retirement which included income from a rental in my home but the burden of excess regulation which demonizes landlords will change my mind.

I guess the San Anselmo Council will be telling United Market what prices to charge for food and toilet paper. And the Council will be controlling what All Autos charges for car repairs. And, of course, the restaurants, hair salons and coffee shops will need the Council to overlook their prices too.

The town forcing more control punishes the small landlords, a group that actually provides housing. It is easy to attack a small minority.

Regards,

Roger Bettini

From: Stacey Counts
To: Town Council
Subject: San Anselmo Rent Stabilization
Date: Monday, January 8, 2024 12:46:50

CAUTION: External Sender

Hello,
I support rent stabilization for all rental units in San Anselmo, large and small buildings.
Thank you,
Stacey Counts

Sent from my iPhone

From: Larissa Daniels
To: Town Council
Subject: My concern about Extra Rent control.
Date: Sunday, January 7, 2024 10:52:26

CAUTION: External Sender

Dear Town Council.

Please do not punish us mom and pop landlord with an onerous rent cap of .75% CPI.
MMWD has raised their rates close to 20%, PG&E raised rates 20% and plan on another 17% this spring. Insurance if you can get it has sky rocketed. Property taxes continue to increase. Garbage was just approved a 4.8% increase.
Why is the Town, City and State allowed to raise rates above 0.75% CPI but landlords can not? If CPI is 4.2% that gives me a rent cap or 3.15% far less than the increases I just mentioned above. At the last meeting one of the council members mentioned a 7% cap. I feel this is far more reasonable.

Currently my rents barley cover the mortgage, property tax, home insurance, flood insurance and utilities. If I can not keep up with the utility/insurance/ property tax rate hikes I will be forced to sell along with may other mom and pop landlords.

Please also know I am over 60 years old and was hoping to get above water and use this as a supplement to my Social Security income. I am not lucky enough to have an pension.

When I do sell my property it will most likely be bought out by a large company or a family that will do an Ellis Act so that the owner and their family can move in loosing more rental housing in San Anselmo.

Please reconsider the 0.75% CPI rental cap or put this to a vote. Please do not go down the extremely expensive road Fairfax has.
I work very hard for the money I have to pay in taxes that will be used by the Town Council. Please use the Town's money wisely.

Please put this on the ballot for the residents of San Anselmo to decide.

Regards,

Larissa Daniels

From: Lynn Gray
To: Town Council
Subject: I am very concerned about Rent Control
Date: Monday, January 8, 2024 10:57:26

CAUTION: External Sender

Dear Town Council,

I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.

I am a property owner and also a real estate agent & I can tell you first hand that the additional measures that the Fairfax town council has imposed has already negatively impacted property values as well as increasing rent. (I own property in both SA and Fairfax.)

Thank you.

Lynn Gray

415.235.3532
License #01754131

From: Jonathan Knight
To: Town Council
Subject: Rent stabilization and protections
Date: Monday, January 8, 2024 13:04:16

CAUTION: External Sender

Good Afternoon and Happy New Year,
I'm writing to once again urge the council to adopt a strong rental increase cap and eviction protections. People in our community continue to become unhoused as rents increase. This is something that should come from strong leadership of the council. The opponents would like to see this on a ballot, but we know they are well funded and can flood the zone with signs and ads to beat any protections. Once they defeat it on the ballot it will be decades before any policy protecting renters would be possible. Let's build momentum for a fair Marin and keep renters of all income levels housed and included in our community.

--

Jonathan Knight
157 Meadowcroft Dr, San Anselmo, CA 94960

From:	Curt Ries
To:	Town Council; Steve Burdo; Alexis Fineman; Tarrell Kullaway; Brian Colbert; eileenburke@mindspring.com
Cc:	Dave Donery; Planning; Jeff Zuba; Kyle Amsler; MAC Frost; maddygparnall@gmail.com; louiedcat@earthlink.net; sachabean@gmail.com; Cameronray.it@gmail.com; sarachap4; wendy t; jwatkins@pixar.com; lmh@lisamhamilton.com; djavid@plantoplace.com
Subject:	Joint Renter/Homeowner Letter on Rent Stabilization & Just Cause Eviction Policies
Date:	Sunday, January 7, 2024 15:14:00

CAUTION: External Sender

To the San Anselmo Town Council:

Thank you for your careful consideration of rent stabilization and just cause eviction policies over the last six months. We are writing to you today to express our positions on the issues facing the council regarding these policies. We speak as San Anselmo renters and homeowners (all cc'd), volunteers on the San Anselmo rent control campaign, and on behalf of the over 800 San Anselmo residents who have signed the campaign's petition explicitly calling on the town council to pass rent control and just cause eviction policies.

We would like to commend town staff for preparing such a thorough and approachable staff report for the 1/9/24 meeting. We will be commenting on their suggested topics below to communicate our positions on these issues.

1. Establishing a Rent Cap

We ask you to pass a rent cap set at 60% CPI or 5%, whichever is less. This cap will provide town renters with real housing security, while enabling landlords to receive a fair return on their investment. A strong rental cap tied to a percentage of inflation is essential to preventing displacement and ensuring working-class tenants, low-income tenants, senior tenants, and tenants with disabilities can afford regular rent increases.

2. Determining "Base Rent"

We ask you to set the base rent to those paid on June 21st, 2023, the first time rent stabilization was officially agendized by the town council. This "rollback" of the base rent is an important step to ensure that landlords are not allowed to preemptively jack up rents in anticipation of the council establishing a rent cap. We have already confirmed at least one instance of this taking place to tenants on Ash Ave, where the landlord explicitly admitted to raising rents because the council was considering rent stabilization.

3. Fair Right of Return/Appeals process

We support the proposal set forth in the staff report of the Planning Director or their designee reviewing petitions and with appeals directed to the Planning Commission.

4. Determining Applicability

We ask you to apply San Anselmo's rent stabilization ordinance to as many rental units as possible given the limitations set by the Costa-Hawkins Rental Housing Act. Specifically,

we ask the council to make sure the ordinance covers renters in duplexes, triplexes, fourplexes, and all multi-unit apartment buildings, including those that are owner-occupied. All renters deserve fair and stable rents, regardless of the size of their building or whether their landlord happens to be their neighbor. Exempting renters living in smaller buildings would carve out between 31-53% of all tenants households in San Anselmo, according to data from the most recent staff report.

5. Consider Council adoption of a Rent Stabilization ordinance or placing a measure on the ballot for decision in the November 2024 General Election

We ask you to adopt a rent stabilization directly through the town council and not place a measure on the ballot. San Anselmo tenants need rent stabilization and just cause eviction protections as quickly as possible to stay in our homes. Waiting for the November election would be an unacceptable delay. Furthermore, it is the responsibility of the town council as our elected officials to take action to stabilize rents for the several thousand San Anselmo tenants who are facing some of the highest rents in the country. The over 800 town residents who have signed our petition (roughly 60% renters and 40% homeowners) have called on the council, as their elected representatives, to pass this ordinance, not to kick the can down the road via a ballot measure.

Thank you for working to keep San Anselmo's tenant families in our homes.

Sincerely,

Curt Ries, San Anselmo renter
Kyle Amsler, San Anselmo renter
Pamela Odetto, San Anselmo renter
Madeline Parnall, San Anselmo renter
Daniel and Michelle Brogowski, San Anselmo renters
Sacha Badame, San Anselmo renter
Cameron Ray, San Anselmo renter
Sara Chappelle, San Anselmo renter
Wendy Todd, San Anselmo homeowner
Jason Watkins, San Anselmo homeowner
Lisa Hamilton, San Anselmo homeowner
David Javid, San Anselmo homeowner

From: Barbara O"Toole
To: Town Council
Subject: Rent Control
Date: Monday, January 8, 2024 15:48:33

CAUTION: External Sender

Dear Town Council,

No, no, no. Do not impose extra rent control on the citizens of San Anselmo. We do not want or need it. Nor do we need the divisiveness that occurred in Fairfax.

Thank you,
Barbara O'Toole
461 Scenic Ave
San Anselmo

From: Tim Hagerty
To: Town Council
Subject: January 9th: Rent Control Town Council Vote
Date: Monday, January 8, 2024 13:50:24

CAUTION: External Sender

Good morning Esteemed members of the Won Council,

I wanted to write my opinion on your upcoming rent control vote and requesting that additional measures for the town of San Anselmo above and beyond the controls set forth by the State of California are not only not needed, but place an additional burden on the current homeowners within San Anselmo.

Already in California, where statewide rent control aims to protect renters, further rent control in residential communities can inadvertently harm homeowners, particularly seniors and young families. These measures may limit home resale values and reduce rental income, crucial for many homeowners' financial stability. Reduced income can lead to less property maintenance, decreasing property values, and affecting the community's economic health. This scenario can be especially challenging for seniors relying on property assets for retirement and young homeowners offsetting mortgages with rental income. Thus, while aiming to assist tenants, such rent control can unintentionally disadvantage the very groups it seeks to support.

Moreover, the larger question remains on why this burden is being considered and will it truly aid in making rent and home ownership more affordable. I also request that you consider the variability in home sale prices over the last few years and how should a single home landlord help weather this variability being restricted in a market driven price point.

Thank you,
Tim Hagerty
Owner: 49 Bennit Avenue, San Anselmo, CA

From: Kathrin Smith
To: Town Council
Subject: Please adopt rent control in San Anselmo!
Date: Monday, January 8, 2024 13:16:51

CAUTION: External Sender

Hello Town Councilmembers,

Happy New Year!

Regarding tomorrow night's Council meeting, I am a San Anselmo renter and I have spoken at a few of the rent control meetings. However, I cannot be there in person or zoom this time because I am ill.

My biggest concern right now is that you may be considering putting this issue on the ballot. If that decision is made, I feel like it would be almost impossible for tenants to win on this issue. The real estate interests in this town have the financial means to cover San Anselmo in signs opposing our request.
Signs like "RENT CONTROL HURTS US ALL". What does that even mean??
But an uninformed voter may just vote to oppose rent control based on the number of signs they see all over town. The renters don't have the financial means to compete in this type of campaigning. **Please pass the ordinance directly through Council. If it goes to the ballot, renters are sure to lose. And we will all be back next year fighting the same fight.**

Please do the right thing and
Adopt a strong rental cap that will keep San Anselmo tenants in their homes.
Apply the ordinance to as many renters as possible. Don't cut out small apartment buildings – this would leave *over half* of our neighbors without any local protections. **I LIVE IN A SMALL APT BUILDING AND JUST HAD MY RENT RAISED $200 a MONTH!! That was just $40 short of the 10% maximum that the State currently allows. That is a lot of money for a SENIOR on a fixed income.**

Thank you for reading my letter prior to the meeting.

Take good care,
Kathrin Smith

From: Lauren Hamblet
To: Town Council
Subject: I am concerned about Rent Control in San Anselmo
Date: Monday, January 8, 2024 16:48:51

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Also, these regulations do nothing to increase housing affordability, the main concern of our town. Please think this through before you bring this to the voters.
Thank you.

Thank you,

Lauren Hamblet
Coldwell Banker Global Luxury
(415) 233-1659

From: lapetitecanette@gmail.com
To: Town Council
Subject: Supporting Rent Control
Date: Tuesday, January 9, 2024 10:33:16

CAUTION: External Sender

Good morning,

I'm writing to express my support for rent control protections in San Anselmo. In 2018, my family and I lost our home of nearly a decade due to an unconscionable rent increase by the building's new owners. We had to leave behind our son's playmates, our little community garden plot, all of our beloved neighbors and community…simply because we aren't rich. It was a depressing and dehumanizing experience I wouldn't wish on my worst enemy.

We were incredibly fortunate to move to San Anselmo and find a new home and wonderful landlord, but we know not all renters here are so lucky. We also know all of it can change in an instant. I urge the Town Council to enact rent control measures more robust than those under state law, to better protect all the renters who call San Anselmo home.

Thank you for taking the time to read this, and thank you for all your hard work in service of our town.

Warmly,
Amber

From: glennkamp
To: Town Council
Subject: Rent control
Date: Monday, January 8, 2024 22:08:12

CAUTION: External Sender

Dear council members,

Thank you for looking so deeply into this issue. As a 12 year renter here in San Anselmo, I appreciate the listening you've done on both sides of the topic.

My hope is that you will adopt a strong rental cap, as my current property owner - Mission Rock Residential out of Colorado - has made it clear that they will continue to raise our rents the maximum allowed (currently 9 percent) each year.

Blessings to each of you,
Glenn Berkenkamp

100 Sycamore Ave. #11
San Anselmo

From: Bonnie Eastman
To: Town Council
Subject: Rent control
Date: Monday, January 8, 2024 21:23:42

CAUTION: External Sender

Please don’t go down the same road as Fairfax!!!!

Sent from my iPhone

From: Ford Greene
To: Serge Avila
Subject: Rent Control
Date: Tuesday, January 9, 2024 06:58:12

CAUTION: External Sender

Dear All:

As you may have heard, in a fluke bike crash I have fractured the acetabulum on both sides of my pelvis, will continue to be hospitalized for a month or so and will be unable to bear weight on either leg for at least 60 days and thus unable to access my office or personally attend public meetings.

Please note my comment is in favor of a public vote on the issue.

Dear All:

As you may have heard, in a fluke bike crash I have fractured the acetabulum on both sides of my pelvis, will continue to be hospitalized for a month or so and will be unable to bear weight on either leg for at least 60 days and thus unable to access my office or personally attend public meetings.

I advocate for a public vote on the issue.

Both Fairfax and Larkspur sought to bypass a public vote. Thereafter, the citizens of both Fairfax and Larkspur employed the public referendum and/or initiative process to override the insensitivity and disregard of its wishes to vote on the issue. Please don't become the third municipality in Marin to make the same mistake. Look at the effectiveness of people power in San Anselmo vis-a-vis Flood Zone 9 as an example of what the disregard by local government may invite.

Ford Greene

Queen of the Valley Medical Center Acute Rehabilitation Unit
Room 1216 B
1000 Trancas Street
Napa, CA 94558
Sent from my iPhone

From: Andrea Harris
To: Town Council; marynahorniak@gmail.com
Subject: Renters Protection Meeting Jan.9th 2024
Date: Monday, January 8, 2024 19:49:14

CAUTION: External Sender

Dear San Anselmo Council Members

My name is Andrea Harris and I and the concerned citizen.
As you are aware there has been public hearings and deliberations for months in support of the rental stabilization Act I too am in favor of adopting this ordinance for many reasons but one of the main reasons I speak in favor of this ordinance for rental stabilization is the importance of keeping our neighbors in their homes. There are families struggling to make ends meet and some are just a paycheck or two from homelessness and this ordinance will help prevent evictions of those family. This ordinance will also make a difference and impact the families who are single mothers who work everyday at minimum wage whose children go without meals and adequate clothing because most of their money goes to rent.
Let us make a difference and pass this ordinance we ask that this ordinance have a cap of 60% annually of this Consumer Price Index or 5% whichever is less. Time is of the essence so let's not delay adopt the renters stabilization ordinance today.
Thank you
Andrea Harris
andreaharris081267@gmail.com
415 305 3800

From: Bonnie Hayes
To: Town Council
Subject: I am concerned about Rent Control
Date: Tuesday, January 9, 2024 11:18:34

CAUTION: External Sender

Dear Town Council,
I am concerned about having extra rent control enacted in our town. I am a senior and live in an ADU on my property; the person who rents my house is an attorney and I'm on a fixed income. I do not think it's fair for me to have to pay relocation fees if I need him to move out for some reason. These regulations won't help the affordability crisis! Doing this only freezes the market more and many people will opt out of renting under these terms. I believe that the negative financial consequences to all residents - homeowners, housing providers and renters, far out weighs any perceived benefit. Please think this through before you bring this to the voters.

Thank you.

Bonnie Hayes
415-717-5386

Sent from my iPhone, please excuse auto correct mishaps!

Sent from my cell phone…

From: Peter Hively
To: Town Council
Subject: My concern about Extra Rent control.
Date: Tuesday, January 9, 2024 08:01:08

CAUTION: External Sender

Please, do not pass any local extra rent control measure without putting it to a town wide vote.

Please do not allow yourselves to be unduly influenced by the DSA or other activists, many of whom do not live here in San Anselmo, over your constituents who elected you to represent us. The town of Fairfax made this mistake, pushing extra rent control and just cause eviction rules through without a vote, and with insufficient public notice and outreach which has caused a huge upset in the community, and are now having to put it to a vote after the fact.

We already have statewide rent control, which can be enforced at the state level.

https://www.eastbaytimes.com/2024/01/08/bay-areas-biggest-corporate-landlord-to-pay-3-7-million-over-rent-gouging-case/

Thank you,

Peter Hively
San Anselmo

From: Gita Honey
To: Town Council
Subject: My concern about Extra Rent control.
Date: Tuesday, January 9, 2024 10:57:01

CAUTION: External Sender

Hello,

As I have expressed my opinions against extra rent control that the town of San Anselmo is considering in one of the previous meetings, I reiterated them again here.
We already have statewide rent control and we don't need any more.
Extra rent control will increase the new rents which will make it difficult to enter the rental market for new tenants.
It will cost the town to administer it and that cost of course will be passed on to property owners - not tenants.
The proposed limited increase does not keep up with real inflation.
Property taxes keep going up with all the additional bonds but landlords cannot raise the rent accordingly.
Does the Council have a real idea of how much it costs to maintain and improve a rental property? When a tenant calls for a minor plumbing issue, a licensed plumber charges $175 per hour at the minimum. A licensed electrician, $185 to $220 an hour. I got three estimates to paint the exterior of my building. They ranged from $18,000 to $22,000. And it has to be painted every 8 to 10 years. Roto Rooter is $225 an hour to unclog a toilet into which tenant threw excessive paper and did not flush during the drought.

As it stands now, tenants have recourse through Legal Aid if a landlord increases the rent deemed to be excessive. Why add on extra, onerous and destructive burdens on the landlords.
If the town council thinks extra rent control is necessary, they should to put it on the ballot.
Don't copy Fairfax. It will be on the ballot in November. In the meantime, Fairfax is just incurring unnecessary costs which of course is passed on to ALL property owners.

Margarit Honey

From: Robert Keast
To: Town Council
Subject: Rent control
Date: Tuesday, January 9, 2024 10:05:13

CAUTION: External Sender

I have understand the desire to even things up between landlords and tenants. But making it financially burdensome to rent space will just dry up rentals in the long run. Most landlords in San Anselmo are fair minded people that frequently depend on the rental income to make ends meet. The financial burden placed on landlords with the Berkeley-style rent control with drive the good landlords into bankruptcy, and the "bad" landlords will skirt around it. Please reconsider what you are doing. I hear a lot about DSA, and after checking it out I really hope this agenda is not at the bottom of these rent control proposals.

Bob Keast
7 Santa Barbara Avenue

Sent from my iPhone

From: Caty McKenna
To: Town Council
Subject: In support of rent control ordinance
Date: Tuesday, January 9, 2024 11:47:51

CAUTION: External Sender

Dear Town Council,

I am writing on behalf of myself, my spouse Stian Rasmussen, and many other San Anselmo friends and neighbors in support of the proposed affordable housing ordinance. My husband and I grew up here, moved away for young adulthood, and found buying a home an impossibility upon our desired return to the area. We returned to San Anselmo for many reasons: to live near grandparents and other family who provide free childcare, to raise our child among dear old friends, and to make a home in the beautiful community we know and love so well.

We desperately searched for a rental home we could afford after leaving our rent-controlled SF apartment in 2018, and the search was nearly fruitless. We finally found a rental for our family of three for just under $4000/month, with a nearly $11,000 deposit, a month-to-month lease, and a host of existing issues that we knew would never be addressed by the landlord. We are highly responsible tenants who have made many improvements to our building and backyard. We have gone above and beyond to assist our landlord with many issues not related to our property. We are "dream tenants" who could be evicted at nearly any time or have our rent raised to an (even more) inflated and prohibitively expensive amount.

I understand that many homeowners are afraid of the notion of rent control, and fear that tenants will take advantage of them. All we want is the right to live with some personal agency and dignity, without the fear and anxiety of our homes being taken away on a whim. Existing homeowners seem to think that buying property decades ago bought them the keys to the city, and that they have the right to make all decisions in the community for the rest of time. We need more housing, we need fair housing, and we need to end the notion that rent control pits landlord against tenant. The only solution to our housing crisis is to move forward with the affordable housing ordinance and to provide consideration for the elderly, ill, and us middle- and lower-income earners who work in your schools, stores, etc. and equally deserve housing.

Thank you,
Caty McKenna and Stian Rasmussen
San Anselmo home renters

Caty McKenna
Studio Manager, Neon Stian Inc.

From: Office Pate
To: Town Council
Subject: My concern about Extra Rent control.
Date: Monday, January 8, 2024 22:37:03

CAUTION: External Sender

I am opposed to additional rent control in San Anselmo. If a landlord was considering a lower initial entry rate, he may be deterred by additional regulation by the city, when the state already has rate increases legislated. This may also deter potential landlords from adding rental units to the rental pool.
While inflation continues to rise, it would limit a landlords ability to increase rents based on actual expenses, increase regulation and compliance, and make it a less hospitable rental environment. It could also impact a landlords ability to provide upgrades and improvements as a rental unit ages
Please consider less regulation and allow landlords to be fair in their treatment of tenants, and continue in a favorable market.
When there are not enough rental units already, it seems counter intuitive to introduce additional red tape in a tight market. Adopt policy's that encourage landlords to provide more rentals, rather than less.
Respectively, Leslie Schweitzer

Sent from my iPhone

From: Jeremy Peterman
To: Town Council
Subject: Rent control ordinance
Date: Tuesday, January 9, 2024 09:48:10

CAUTION: External Sender

Hello,

I'm emailing as a citizen of San Anselmo. I don't have much at stake in terms of the rent control proposal (I'm not a landlord or renter, nor plan to be one). But I do think something of this magnitude should be taken to the voters. Thank you for your consideration.

Best,
Jeremy Peterman

From: MICHAEL SEXTON
To: Town Council
Subject: The Extra Rent Control Crisis
Date: Monday, January 8, 2024 20:49:44

CAUTION: External Sender

San Anselmo Town Council
As a Director of MarinResidents.org, I am deeply concerned about housing affordability, the ability of our seniors to stay in their homes and the ability of young families and renters to afford to live here.
San Anselmo already has rent control. Like in Fairfax and the rest of Marin, Tenant Protections are regulated statewide, by AB 1482. Passed in 2019, this regulation has informed the way housing providers and tenants interact, mostly to the benefit of both.
Extra rent control, like what is proposed for San Anselmo, has many negative consequences for so many, that outweigh any benefits for a select group :

Studies indicate that extra rent control:

- Does nothing to increase housing affordability,
- Decreases the supply of rental units.
- Limits the income of senior housing providers and homeowners depending on rental income.
- Lessens the option for young families of buying a home with a rental unit.
- Dings property values for all homeowners in the community.
- Increases rents for new renters and renters wanting to transition.

These are the real world economic consequences coming for the residents of San Anselmo which are backed by economists and years of peer reviewed studies.
This dark path is not the way to housing affordability. San Anselmo and the surrounding area should not just be for the rich and double income homes who can afford this beautiful area. Bringing the burden of extra rent control and the premium it adds to new rents, makes this area unaffordable to many working families.
It would also be a shame to limit the ability of a housing provider to maintain the property and have it fall into disrepair, because they were not able to both cover the mortgage, put food on the table and charge what is appropriate to keep good tenants.
Our goal should be to help make Marin affordable and culturally diverse by making it easier for housing providers and homeowners to provide additional spaces for rent. Instead, it just gets harder for new people to move here as rent control starts limiting rental options. This area will increasingly be only for the wealthy as new rents skyrocket due to extra rent controls.
The best way to bring down rental prices is to bring down barriers to renting out space.
This world is crazy enough and life is hard enough. Let's make it easier, not more burdensome for housing providers to stay in their homes or make a reasonable return on their greatest investment, save for their retirement and provide a decent, wonderful

living space for great tenants and their families.
Let’s not create the burden of extra rent control so that working families in San Anselmo can enjoy more rental options, cheaper rents and potentially help them on the pathway to home ownership with a rental unit of their own.
Thank you.
Michael Sexton
Director - Marin Residents
MarinResidents.org and FairfaxResidents.org
michael@marinresidents.org

From: VICTOR TURKAN
To: Town Council
Subject: Rent Control
Date: Tuesday, January 9, 2024 11:57:36

CAUTION: External Sender

Hello-

A few points about Rent Control:

- Rent Control regulations will not increase housing affordability or bring new housing to SA.

- Rentals will be removed from an already tight rental market. Check Craigslist and other sites.

- The town will have a system of Have and Have Nots, existing renters will have lower rents and new renters will pay a higher rent to offset losses due to higher expenses. An example, some insurance providers are raising rates up to 20% or worse canceling policies. MWWD rates have gone up too. These are real costs.

- A council should not decide how 12,693 residents could be affected by Rent Control policies which include Just Cause Evictions.

- Look what has happened with Fairfax and Larkspur? Those councils didn't listen and the Rent Control issue will now be decided by the voters. Please allow SA voters to decide. What is the fear? We live in a democracy.

- What is the perceived benefit of Rent Control? It seems one group receives the benefit. This doesn't seem very equitable to me.

- There are state renter protections:
AB 1482 and SB 567,
Which provide adequate tenant protections. Why not just use them?

- We need new affordable housing built in SA.

I hope this council does the right thing by
allowing the town voters to decide what is best. What is the fear of allowing the SA voters to decide? Obviously, Fairfax and Larkspur had some reservations on allowing a vote and now those town's voters WILL decide. I believe this council should not decide this issue and let the VOTERS decide.

Thank you

Victor Turkan,
San Anselmo

From: Margot Van Riper
To: Town Council
Subject: Issue of extra rent control in San Anslemo
Date: Tuesday, January 9, 2024 10:42:28

CAUTION: External Sender

Town Council –

I strongly believe that any local measure that imposes extra rent control should be put on the ballot. Let the voters of San Anselmo decide on this contentious issue.

Fairfax's Town Council made the error of pushing extra rent control, egged on by outside activists, and it has torn their town apart. They are now having it to put in on the ballot. Their measure is shortsighted and will not result in a solution for any of the parties involved. Please do not follow their misguided lead.

The state of California has rent control in place already, and I personally know many tenants who benefit. Let's not make this into an issue that tears our town apart too.

Kind regards,

Margot Van Riper
San Anselmo

From:	Savannah Wheeler
To:	Town Council
Cc:	Caroline Peattie; Julia Howard-Gibbon
Subject:	FHANC Comment- Rent Stabilization and Eviction Protections
Date:	Tuesday, January 9, 2024 15:06:12
Attachments:	01.09.24_Rent Stabilization_San Anselmo_FHANC_Comment.pdf

CAUTION: External Sender

Dear San Anselmo Town Council,

Please see Fair Housing Advocates of Northern California's attached comment regarding rent stabilization and eviction protections. Thank you for your consideration.

Best regards,
Savannah Wheeler

--
Savannah Wheeler
Staff Attorney/Housing Counselor
Fair Housing Advocates of Northern California
1314 Lincoln Avenue, Suite A
San Rafael, CA 94901
(628) 226-3219
savannah@fairhousingnorcal.org
pronouns: she/her

CONFIDENTIALITY NOTICE: The information in this e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may concern confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, and have received this communication in error, please contact the sender by reply e-mail and destroy all copies of the original message. Thank you.

Fair Housing Advocates of Northern California

1314 Lincoln Ave., Ste. A, San Rafael, CA 94901 ▼ (415) 457-5025 ▼ TDD: (800) 735-2922
www.fairhousingnorcal.org ▼ fhanc@fairhousingnorcal.org

SENT VIA EMAIL ONLY: towncouncil@townofsananselmo.org

January 9, 2024

Town Council
Town of San Anselmo
525 San Anselmo Ave
San Anselmo, CA 94960

RE: Rent Stabilization and Just Cause for Evictions

Dear Esteemed Officials and Town Staff:

Fair Housing Advocates of Northern California (FHANC) is a private nonprofit organization dedicated to assisting individuals experiencing housing discrimination and educating the community, including tenants, housing providers, and government employees, as to their rights and responsibilities under federal and state fair housing laws. The mission of FHANC is to ensure equal housing opportunity and to educate the community on the value of diversity in housing.

We appreciate the Council's consideration of these important anti-displacement measures to help address Marin's affordable housing crisis, and we urge you commit to enacting rent stabilization and just cause eviction ordinances.

FHANC wholeheartedly supports rent control and rent stabilization in the town of San Anselmo and urges the Town Council to adopt these ordinances as part of an integrated approach. FHANC believes this is a crucial step to preserving affordable housing for the most vulnerable populations in the county who are protected under federal and state fair housing law.

It is essential to pair Rent Stabilization with Just Cause to prevent landlords from evicting tenants in order to raise rents or from raising rents so much that tenants are forced to leave. Together, Rent Control and Just Cause are an essential cornerstone of protecting renters from displacement, harassment, uninhabitable living conditions and discrimination. Unaffordable rent hikes and no-cause evictions disproportionately impact protected classes; these are fair housing issues that are causing displacement. Rent Control and Just Cause protections have existed in select cities across the country for many decades and have a strong track record of success.

Even though the State of California provides some protections for many renters under the

Tenant Protection Act of 2019 (AB 1482), these protections do not go far enough, and Local Rent Control and Just Cause protections are essential to prevent displacement and affirmatively further fair housing.

Rent Stabilization and Just Cause Eviction Protections are Key to Affirmatively Furthering Fair Housing

Enacting rent stabilization and just cause eviction ordinances would constitute a key step toward meeting San Anselmo's duty to affirmatively further fair housing (AFFH). AB 686, enacted in 2018, requires cities to affirmatively further fair housing by taking meaningful action to "overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity" for communities of color, persons with disabilities, and others protected by California law.[1]

Residents of color in Marin County are more likely to be renters than homeowners, and those who can least afford single family homes in the County are African American and Latinx households.[2] FHANC's data has highlighted how Covid has exacerbated economic disparities in the region, where 95% of our clients unable to pay housing costs due to Covid are people of color. The forces of displacement also have a disproportionate impact on people with disabilities, who are often on fixed incomes, voucher holders, and other members of protected classes under California law. There is a dire need for strong tenant protection policies to prevent further displacement and segregation.

The burden of unaffordability is borne by tenants who are harmed by the current lack of affordable housing, and that many devote half or more of their monthly income towards their rent in order to live in San Anselmo and the County. At worst, they are forced out of the County altogether or face homelessness. We continue to see those tenants at our agency. For those who choose to stay near the jobs, schools, or support systems that sustain them, the choice is sometimes living in a car or couch-surfing. For families with children or people with disabilities (including senior citizens), staying housed becomes exponentially more difficult.

FHANC's complaint-based investigations and systemic investigations during the last several years have uncovered discriminatory practices in Marin County, such as offering fewer units, quoting higher rents, refusing to rent and/or falsely denying the availability of units, and stating more burdensome qualification requirements for Latinos, African-Americans, families with children, and persons with disabilities. Some clients who received no-cause termination notices or excessive rent increases felt that the issuance of the notice was due to discriminatory reasons, particularly if they were the only family, or African-American, or Latino at the complex who received such a notice. As housing providers are permitted to give significant rent increases – in many cases forcing the tenants to move out – members of protected classes increasingly feel as though they have been discriminated against.

[1] *See* https://www.nhlp.org/wp-content/uploads/AB-686-Fact-Sheet-Feb.-2019.pdf
[2] *See* https://www.marincounty.org/-/media/files/departments/cd/housing/fair-housing/2020-ai/2020ai_english.pdf?la=en

Implementing a Rent Control or Rent Stabilization ordinance would provide responsible tenants with assurances that they can have a stable home and will not be subject to unfair rent increases. ***We must do more to keep people housed in San Anselmo and Marin County and to affirmatively further fair housing.***

Adopting rent stabilization and expanded just cause eviction protections are necessary and fundamental steps to preserving and promoting diversity in the San Anselmo community, allowing San Anselmo to make progress toward meeting its requirement to affirmatively further fair housing. We urge the Town to move forward expeditiously in adopting such ordinances to address the urgent needs of San Anselmo residents. Thank you for your leadership.

Sincerely,



Savannah Wheeler
Staff Attorney/Housing Counselor
Fair Housing Advocates of Northern California

From: Denise Padgett
To: Town Council
Subject: Public Comment for Rent Stabilization 1/9/24 SA Town Council Mtg
Date: Tuesday, January 9, 2024 14:49:09

CAUTION: External Sender

Dear Council Members,

As a tenant in a small fourplex apartment building in San Anselmo for the last 7yrs I would like to enter a public comment in support of San Anselmo adopting a broadly inclusive rent stabilization policy with a strong rental cap set at 60% of CPI or 5%, whichever is lower, and to ask that small apartment buildings (duplexes, triplexes, fourplexes, etc) are included in that ordinance.

I am a caucasian female who's worked the last 15 years for Sutter Health's California Pacific Medical Center in San Francisco, and when my african american/filipino husband and I learned we were pregnant with our first child we looked to move to a safe and healthy community where our daughter would thrive, and thrive she has in San Anselmo where she graduated from the town's Parkside Preschool, and now attends Wade Thomas Elementary and the town's Robson Aftercare program.

Even with my husband and I working full time the high rents of the Bay Area and in San Anselmo cause us to struggle to make ends meet, and if our landlord decided to raise our rent or evict us for any reason we would not have the means to stay in town and would have to pull our daughter from her school and friends, and would be threatened with homelessness.

We are unable to attend the town council meeting tonight in person, but beg you to consider that San Anselmo tenants living in smaller buildings deserve basic protections from sudden rent increases and arbitrary evictions, especially if the town would like to preserve and grow much needed diversity in the area.

It is shameful that fair rent stabilization policies exist in San Francisco and all the counties surrounding us, yet San Anselmo and Marin County seem to reinforce the bias that many investigative reports and documentaries have asserted that Marin policies purposefully keep out people of color and working class families. San Anselmo needs to send a message that yes, working families, seniors, and people with disabilities are welcome here and deserve to stay in their homes and not be displaced.

Thank you for your consideration,
Denise Padgett and Markus Brown-Lauron
1107 San Anselmo Ave Apt 1
415.603.8630

Maraby Tanguay

From: pamela waterstone <pamelawaterstone@att.net>
Sent: Tuesday, January 9, 2024 16:22
To: Town Council
Subject: Rent Control

CAUTION: External Sender

Dear San Anselmo Town Council Members,

Thank you for considering rent stabilization in the Town of San Anselmo. I am a long-time San Anselmo resident and even longer in the County (I owned homes for many years). However, due to being laid off and a divorce in 2010, I haven't been able to afford a home of my own since that time. I have rented one apartment in SA since 2010. I paid $1600/mo from 4/2010 – 4/2016, $1750/mo from 5/2016-9/2017, $1850/mo from 10/2017-10/2018, $1925/mo from 11/2018-9/2022, $2094/mo from 10/2022-9/2023, and $2277/mo from 10/2023-present.

As you can see, rents are being raised and in increasingly more substantial amounts. I had previously planned my retirement and felt confident about being able to stay in Marin until I died, but no longer have that confidence. Given my age (65+), the pandemic, and just how fast the costs for everything have risen, I am back to working (which for now is fine but my health is already somewhat problematic and I can't earn what I used to) and so I am hoping you will do your part to help hard-working people like me stay in Marin by doing the following:

1. Pass Rent Stabilization

2. Pass a strong rent cap (60% of inflation)

3. Include as many tenants as possible by not excluding small buildings.

Thank you for your consideration.

Pam Waterstone

January 8, 2024

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

SENT VIA EMAIL TO TOWNCOUNCIL@TOWNOFSANANSELMO.ORG

Re: Rent Stabilization and Just Cause for Evictions

Dear Esteemed Officials:

We represent a coalition of Marin non-profits working alongside and on behalf of thousands of Marin residents, especially the Latino immigrant community, BIPOC, older adults, persons with disabilities, and other lower-income residents disproportionately impacted by the current housing crisis.

We are encouraged that this Council are considering important anti-displacement measures that will help keep San Anselmo tenants in their homes by closing gaps in housing laws that allows for pre-textual, no cause evictions. Market conditions[1] and significant rent increases[2] are displacing long-term San Anselmo residents. 51% of renters in San Anselmo are considered rent burdened or paying more than 30% of their income on housing costs.[3] 20% of those cost-burdened households are older adults.[4] 10% of rental units are disproportionately occupied by Latino or BIPOC residents when compared to home ownership.[5] Since July of 2023, Legal Aid of Marin opened 12 housing cases for San Anselmo residents.[6] 8 of those cases are older adults facing eviction. So far, 4 of those older adults were forced to leave their home of many years. Had anti-displacement policies been in place, these tenants may have been able to stay in their homes or, at the very least, given enough time and money for a "soft landing."

San Anselmo took thoughtful and bold steps during the pandemic to address the housing crisis that is acutely effecting San Anselmo's most vulnerable populations. But for low-income residents, the financial impact from the pandemic is far from over. We urge this council build on this work by enacting ordinances that keep low-income San Anselmo residents in their homes and community.

[1] Buyers bet big on Marin multifamily market (therealdeal.com)
[2] Average Rental Price in San Anselmo, CA & Market Trends | Zillow Rental Manager; Current allowable rent increases are 10% pursuant to AB 1482.
[3] B25070: FINANCIAL CHARACTERISTICS - Census Bureau Table
[4] B25072: Age of Householder by Gross Rent – Census Bureau Table
[5] S2502: Demographic Characteristcs for Occupied Housing Units
[6] Legal Aid of Marin can serve tenants who earn under 200% of the poverty line, or less than $29,160 for a household of 1.

The State Rent Cap is Not Enough

In the words of the esteemed author of AB 1482, former Assemblyman Chui, "This is the best we could do and we know it is not enough." An annual 10% rent increase on the average 2 bedroom rental in Marin is not sustainable for San Anselmo's low-income tenants, who are disproportionately represented by people of color, older adults, and persons with disabilities. The Town's staff report provides an excellent picture (see "Table 2" of the San Anselmo staff report) of what low-income San Anselmo residents, many of whom are already rent-burdened, face for their future housing costs. With no action at all by the council, tenants face an increase of over $1,200 per month in rental costs in just 5 years. This will only serve to exacerbate the displacement of log-term residents happening now.

The State's Just Cause Protections are Not Enough to Protect San Anselmo Renters

Long-term tenants – especially older adults and persons with disabilities, when forced out of their homes through no fault of their own, face a drastically changed rental market, with rents 2 to 3 times higher than what they had previously paid and very little inventory. Most displaced renters are forced to move out of the community, out of Marin[7], and some even into their cars or into homelessness.[8] The loss of these residents is devastating to our community as older adults are now the fastest growing homeless population in Marin. However, capping rent increases is only a part of the solution. Without stronger just cause laws, owners can easily evict tenants to circumvent rent stabilization.

AB 1482 gave long-term tenants just-cause protections. However, it's clear that AB 1482 does not go far enough. AB 1482 states the allowable reasons for eviction - including reasons that are no fault of the tenant. AB 1482 further provides relocation costs for no-fault evictions in the amount of one months rent and a required 60 day notice period. For long-term renters who are already paying below market rents, a one months rent relocation payment is not nearly enough to get into a new home. Nor is 60 days nearly enough time in the current housing crisis to find an affordable unit.

Tenant's Need Higher Relocation Payments And Longer Notice Periords When Evicted Through No Fault of Their Own

No-fault just cause evictions continue to be used, and abused, by owners to remove long-term, low-income tenants so that rents can be increased above the state rent cap. San Anselmo must go further to protect these renters - close current loopholes and bring tenant protections current with today's economic environment.

As an example, a 82 year old client with Legal Aid of Marin lived in their rental home for 30 years, paying $800 per month. She lived on social security, which she had taken 20 years prior. At the time she began to collect social security, she knew money would be tight but doable. When she was evicted due to an owner move-in, she was given 60 days to move and $800 to find a new unit. After months of looking with the support of a housing navigation worker, she managed to find a unit for $1100. That would leave her $100 per month for food and medicine. Having no family to rely upon, she had no choice and took the unit, but continues to worry about how long she will be able to maintain it. She considers herself one of the lucky ones. The owner never did move into the unit our client was evicted from.

The notice period and relocation payments allowed by current law does not reflect current market conditions. As Marin's RHNA numbers reflect, not enough housing has been built to accommodate the population, thus vacancy rates are extremely low. Waitlists for affordable housing, if open at all, are years-long. A longer

[7] B07413: GEOGRAPHICAL MOBILITY IN THE... - Census Bureau Table – 404 renters moved out of San Anselmo in 2021

[8] Latest Homeless Count Reflects Pandemic's Toll (marincounty.org)

notice period and higher relocation payment is critical to address current needs of low-income tenants when forced to move. This is especially true for older adults. With an ever-increasing aging population in Marin, seniors on fixed-incomes make up a disproportionate number of our clients and a disproportionate number of residents entering homelessness.

Conclusion

Low-income tenants do not have time to wait for an election and they certainly do not have time to wait for Marin to "build" its way out of this housing crisis. They need this Council to act now to stop the displacement.

Thank you for your leadership.

Sincerely,

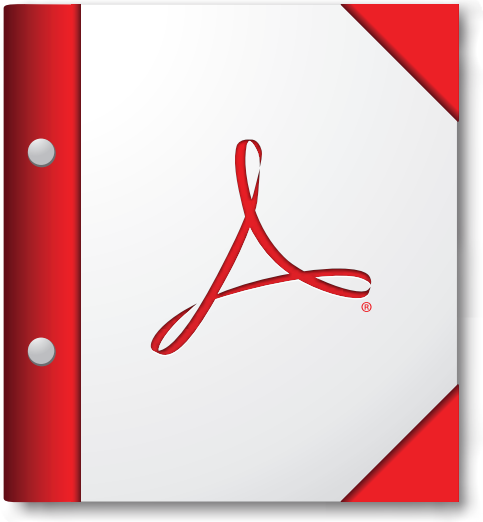
Legal Aid of Marin

Community Action Marin

Fair Housing Advocates of Northern California

Marin Environmental Housing Collaborative

Canal Alliance



For the best experience, open this PDF portfolio in Acrobat X or Adobe Reader X, or later.

Get Adobe Reader Now!



For the best experience, open this PDF portfolio in Acrobat X or Adobe Reader X, or later.

Get Adobe Reader Now!



For the best experience, open this PDF portfolio in Acrobat X or Adobe Reader X, or later.

Get Adobe Reader Now!



For the best experience, open this PDF portfolio in Acrobat X or Adobe Reader X, or later.

Get Adobe Reader Now!