TOWN OF
SAN ANSELMO
EST. 1907

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

Town Council
Agenda

Tuesday, January 23, 2024 **7:00 PM**

Meeting held In-Person and via Zoom:

https://us02web.zoom.us/j/84174826921

Or Telephone: +1 669 900 6833 | Webinar ID: 841 7482 6921

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 is No Special Presentation.

1. Consent Agenda:

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

1.1 Approval of the Draft Minutes of the Regular Meeting of January 9, 2024.
Staff Report (DOC)
Attachment 1- Draft Minutes of the Regular January 9, 2024 meeting (DOC)

1.2 Adopt an Ordinance Amending Title 10 (Planning and Zoning) of the San Anselmo Municipal Code.
Staff Report (PDF)
Attachment 1 - Ordinance (PDF)

1.3 Revenue and Expenditure Reports, December 2023
Staff Report (PDF)
Attachment 1 Budget Comparison Report Subcategory December 2023 (PDF)
Attachment 2 Budget Comparison Report Department December 2023 (PDF)

1.4 Recreation Financial Report
Staff Report (DOC)
Attachment 1- December 2023 Financial Report (PDF)

1.5 Consider canceling the regular Town Council meetings scheduled for July 9, August 13, November 26 and December 24 for the year 2024.
Staff Report (PDF)

1.6 Receive and File the Climate Action Quarterly Progress Report
Staff Report (DOC)

1.7 Receive and file the 2021 San Anselmo Greenhouse Gas (GHG) Inventory Report.
Staff Report (DOC)
Attachment 1 - 2021 GHG Inventory Report (PDF)

1.8
Consider the request from San Anselmo Open Space Committee (SAOSC) for the Council to authorize a donation of $202,559 to the Marin Open Space Trust (MOST) for their acquisition of Upper Hawthorne Canyon property in San Anselmo.

Staff Report (PDF)

2. Council Business Items:

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

2.1 Live on the Avenue 2023 Recap & Review. The proposed project 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 effect on the environment. (Cal. Code Regs. tit. 14, § 15061).
Staff Report (DOC)
Presentation (PDF)
Live on the Avenue Presentation - Revised (PDF)

2.2 Consider the Appointment of Two Council Members to the Memorial Park Master Plan Subcommittee. The Town finds this project to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves repair of existing public facilities involving negligible or no expansion of use. (14 Cal. Code Regs. § 15301).
Staff Report (DOC)

2.3 For the Council to Review the List of Town Council Committee Assignments and Make Appointments for 2024. Making Council appointments to local committees is not a "project" under the California Environmental Quality Act (CEQA), because it does not involve an activity that has the potential to cause a direct or seasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code 21065).
Staff Report (DOC)
Attachment 1- Table of TC Current Appointments Final (DOCX)

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 February 13, 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 23, 2024

AGENDA TITLE: Approval of the Draft Minutes of the Regular Town Council Meeting of the January 9, 2024

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For Council to consider the approval of the Draft Minutes of the Regular Town Council meeting of January 9, 2024.

ATTACHMENT:

Attachment 1- January 9, 2024 Draft Minutes

San Anselmo Draft Council Minutes
Regular Meeting
Town Council Chambers and via Zoom
Tuesday, January 9, 2024

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

COUNCILMEMBERS PRESENT: Steve Burdo
Eileen Burke, Mayor
Brian Colbert
Alexis Fineman (attending remotely)
Tarrell Kullaway

STAFF MEMBERS PRESENT: Dave Donery, Town Manager
Emily Longfellow, Assistant Town Attorney
Serge Avila, Town Clerk
Heidi Scoble, Planning Director
Lindsey Klein, Senior Planner
Jeff Zuba, Finance Director
Sean Condry, Public Works Director

Councilmember Fineman reported she would be attending remotely due to emergency circumstances.

M/s, Colbert/Burdo, Motion to approve Councilmember Fineman's remote attendance due to emergency circumstances.
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

Mayor Burke read a statement regarding meeting decorum and standards of conduct.

Open Time for Public Expression

Bob discussed a proposal to address the problem of children riding bikes with throttles. He stated current laws should be enforced.

Sara supported Mayor Burke's statement regarding meeting decorum.

Mr. Gene Eng, San Francisco Boulevard, stated he opposed the proposal to build 90 units near Sorich Park and the sale of the Public Works Corporation Yard. He is not opposed to more affordable housing but it must be sensible.

Ms. Kim Friedman expressed concern about kids doing "wheelies" on ebikes on the main streets. She thanked the Town and the Chamber of Commerce for the Menorah Lighting Event.

Mr. Ken Mayer, Fern Lane, asked the Council for help in the follow-up of his appeal of his Accessory Dwelling Unit (ADU) project.

Ms. Margaret Tunney, Hawthorne Avenue, was concerned about close calls on ebikes- she is afraid she is going to hurt one of the kids.

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

to staff; miscellaneous items

Councilmember Burdo reported he spent some time reflecting where they are as a Town and where they are going; there is a Ross Valley Fire Department meeting scheduled for this Friday; he will be attending the League of California Cities Conference this month; attended an event at Kol Shofar Synagogue; he asked staff for a presentation and update from a PG&E representative at a future meeting; the Council agreed to this request.

Councilmember Colbert reported he attended the Gala at Cedars; a Transportation Authority of Marin (TAM) meeting; was elected as President of Marin Transit.

Vice Mayor Kullaway reported that San Rafael has finished its project to provide protected bikeways between the two Towns; there are several legislative bills being considered regarding ebikes.

Councilmember Fineman reported she has no updates but reminded everyone that there are numerous new laws taking effect in January including AB 214 (all gender restrooms) and AB 413 (no parking zones within 20' of a crosswalk).

Mayor Burke reported the issue regarding whether or not to remain in the Flood Zone 9 District will be on the March ballot; with the help of staff she will be launching a new project called Save the San Anselmo Volunteer Effort; she had a ham in the oven when the power went out on Christmas Day but she was saved by her sister; she placed a poll on NextDoor regarding limiting the age for ebike use.

Public Works Director Condry gave an update on legislation passed by the Council last year including the landscape equipment ordinance.

1. Consent Agenda

1.1 Approved the Draft Minutes of the Special Meeting- December 6, 2023

1.2 Approved the Draft Minutes of the Regular Meeting of December 12, 2023

1.3 Received and Filed the Report on Checks Issued, December 2023

1.4 Received and Filed the 2023-25 Work Plan Priorities Progress Report

1.5 Approve a Resolution No. 2024-4525 authorizing staff to submit an application for the CalRecycle payment program

Mayor Burke opened the meeting to public comments

There were no comments.

Mayor Burke closed the meeting to public comments.

Councilmember Colbert referred to item #1.4 and thanked staff for the update.

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

Public Hearing

2.1 Adopt an Ordinance Amending Title 10 (Planning and Zoning) of the San Anselmo Municipal Code

Senior Planner Klein presented the staff report and gave a PowerPoint presentation. There were no questions from the Council.

Mayor Burke opened the meeting to public comments.

Mr. Ken Mayer, Fern Lane, discussed the Accessory Dwelling Unit law with respect to the definition of "attached". The State is silent about this issue. He asked for flexibility.

Mayor Burke closed the meeting to public comments.

Councilmember Colbert stated the Council has reviewed this several times and this is simply "clean up".

M/s, Colbert/Burdo, Motion to adopt Ordinance No. 1184 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 Requirement, 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.
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

2.2 Discussion on Rent Stabilization.

Town Manager Donery, Finance Director Zuba, and Planning Director Scoble presented the staff report and a PowerPoint presentation. Staff answered questions from the Council regarding the role of the Planning Commission in the appeals process; if utilities are factored in; if each tenant has to have a contract with the utility companies; the cost of an appeal and if a fixed cost is possible.

Mayor Burke opened the meeting to public comments.

Mr. Beneto Chico discussed the meaning and regulation of private property. Proponents should demonstrate that the proposal will improve the situation. This issue should be placed on a ballot.

Ms. Sara Shapiro stated the ordinance should cap rent raises at 60% of CPI or 5%, whichever is lower. Individuals are being forced out of his or her homes.

Ms. Missy Crow asked if the issue regarding the cost and difficulty in obtaining property insurance had been taken into consideration.

Chris, Tunstead Avenue, stated smaller apartment buildings and duplexes should be not excluded.

Mr. Kurt Reese, Co-Chair of the Marin Chapter of Democratic Socialists of America, stated the rental cap is the heart and soul of the ordinance. He urged the Council to pass a cap of 60% of CPI or 5%, whichever is less.

Ms. Katy Hogan stated landlords have cost of living increases every year including insurance and utilities that are far greater than the amount proposed in the draft. There are benefits available for rental assistance.

Mr. Michael Sexton, Director of Marinresidents.org., stated the organization is concerned about housing affordability and the ability of seniors to stay in his or her home. Tenant protections are regulated State-wide by AB 1482 and the extra provisions proposed would have negative consequences for so many people. Extra rent control does not solve housing affordability.

Mr. Jack Warner stated he did not have sympathy for landlords but rent control is bad policy. More housing should be developed through increased densities and height limits.

Ms. Susie Dershowitz, Senior Staff Attorney at Public Advocates, urged the Council to pass a strong rent stabilization ordinance that did not exempt smaller buildings.

Mr. John Bourne stated there is an element to rent control that is a zero sum game. He is concerned about protecting people who live in the community.

Mr. John Knight strongly supported rent stabilization and stated 5% or 60% of CPI was a fair standard.

Ms. Amy Knaff stated she built an accessory dwelling unit (ADU) for rental purposes which was a costly endeavor. She wants to stay in her home and noted that not all landlords are alike. The issue should be voted on by the residents.

Ms. Wendy Todd supported rent stabilization.

Mr. Todd Greenberg, downtown Fairfax, stated mandates often have severe repercussions and they need to think about the whole equation. He encouraged incentivizing lower cost housing as opposed to limiting, prohibiting, and adding costs

Mr. Tim Ecke, Fairfax, stated as a landlord he does not have a problem with a cap on rents. He supported putting the issue on a ballot.

Maury stated he is not sure why a triplex would not be included. He might have to move when he retires in May.

Ms. Margaret Tunney stated the proposed provisions are punitive and this issue should go on a ballot. There should be more government assistance for renters.

Ms. Joey Davis stated this should not freak you out if you are a great landlord.

Mr. Colin Dylan supported the rent cap and keeping people in Town. There should be a way to support “mom and pop” landlords.

Mr. Steve DeMartini stated there is current legislation and he opposed another layer of bureaucracy. The issue should go on a ballot.

Mr. Jake Shumato had questions about how this would work in terms of a Rent Board, fees, hiring consultants, a capital expense pass-through, etc. More housing is needed in the community.

Ms. Fran Farmer stated the entire Town should vote on this issue.

Ms. Maddie Hirschfield, North Bay Labor Council, supported the proposal and 60% of CPI or 5%, whichever is lower.

Ms. Lucy Hollingsworth discussed her work with rental assistance and supported the proposal

Mr. Johnson Reynolds supported the proposal and 60% of CPI or 5%, whichever is lower.

Kate supported the proposal and 60% of the CPI. It should apply to all units.

Maddie state income inequality is the highest it has been since 1928 and there are people in society in vulnerable positions.

Mr. Romeo Marietto, Marin Association of Realtors, stated a healthy community needs a mix of housing opportunities. Setting a cap that is too low or an appeals process that is too burdensome can make it difficult for people who want to provide a rental home.

Mr. Victor Turken stated this is an attempt to fix a messed up housing policy that makes it difficult to develop. He urged the Council to allow the citizens to vote on this issue.

Angie suggested regulating the corporate and not the “mom and pop” units. Many homeowners who rent out units are senior citizens or disabled individuals to help make ends meet. Not all renters are low-wage workers.

The Council took a 5-minutes break at 9:15 p.m.

The Council Reconvened in the Council Chambers at 9:24 p.m.

Mayor Burke closed the meeting to public comments.

Vice Mayor Kullaway stated she would like to see 60% of CPI or 5%, whichever is less. She would like to see the Planning Commission doing appeals as a pilot with a less onerous appeals fee. This should not apply to single-family homes but owner-occupied duplexes should be included. She would like to discuss utility meters. The Council should make a decision tonight.

Councilmember Fineman stated the Council regulates property rights all the time. She is in favor of rent control but noted there is a difference between the “mom and pop” landlords and the corporate owned properties. She thought that 3% and above made sense. The appeals fee should be discussed more. She would like to see policy language regarding utility metering and discuss what issue should or should not go on a ballot.

Councilmember Colbert stated this issue should be placed on a ballot with a robust, community process about what should be on that ballot.

Councilmember Burdo stated he would like to adopt a policy on the Council level that helps everybody and that everybody is good with. This issue should not be viewed solely from an economic lens. A good starting point for discussion would be a rent cap of 60% of CPI or 5%, whichever is less. He is open for debate about applicability but is leaning toward triplexes and up. The appeal fee should be lower. The base rent should be the June date.

Mayor Burke stated this is an appropriate issue for the ballot. She would like to hammer something out now. Landlords would lose money or tread water if the cap was 60% of the CPI or 5%. Being a landlord is a business and a rate of return is expected. There should be an annual increase, perhaps 5%, plus a percentage of the CPI with a cap. She is thinking about applying this to three or more units since it would carve out “mom and pop” landlords

Mayor Burke asked for a poll on a rental cap that could be agreed upon.

Councilmember Colbert reiterated that this needs to go on a ballot. He was fine with the current State cap.

Councilmember Fineman stated she favored a lower cap that kicks in on a larger property size. It is helpful to think about scale. This should apply to three units and above.

Vice Mayor Kullaway agreed with Councilmember Fineman.

Councilmember Burdo agreed this policy should apply to three units and above.

Mayor Burke asked who was in favor of a flat 5%. This strikes the right balance and was something most people could live with.

Councilmember Fineman stated it was too high for many renters and should be lower.

Councilmember Burdo agreed that 5% was too high and suggested 4%.

Vice Mayor Kullaway reiterated her support of 5% or 60% of the CPI, whichever is lower. She could move to flat but definitely not 5%.

Councilmember Burdo suggested 75% of CPI or 5%, whichever is lower.

Vice Mayor Kullaway stated she could support that.

Mayor Burke stated it misses the reasonable rate of return.

Mayor Burke stated there was a consensus that they would not change the State law related to less than three units.

Mayor Burke was in favor of going back to June with respect to the base rent.

Mayor Burke suggested a flat rate with respect to the cost of the appeals process. It should not be cost prohibitive.

Vice Mayor Kullaway stated it should be based on the number of units.

Mayor Burke asked about the ballot issue.

Councilmember Burdo stated the Council often takes ‘three to two” votes. He thinks they can come up with a policy that would not be challenged.

Town Manager Donery stated staff would bring options back for Council review. There seems to be a consensus on the base rent and applicability (triplexes and above). Staff will look at cost options for the submission of a Fair Rate of Return application and the Appeal process. He asked about the utilities policy and Councilmember Burdo stated he would send him some language.

The meeting was adjourned 10:56 p.m.

Respectfully submitted,
Toni DeFrancis / Recording Secretary

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.2

MEETING DATE: January 23, 2024

AGENDA TITLE: Adopt Ordinance of the Town of San Anselmo Amending to Title 10 (Planning and Zoning) of the San Anselmo Municipal Code and Make the Associated CEQA Findings.

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

RECOMMENDATION: Adopt the attached Ordinance entitled, "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."

BACKGROUND/DISCUSSION

On January 9, 2024, the Town Council conducted a public hearing for consideration of proposed amendments to the Zoning Ordinance to ensure compliance with State housing law and California Government Code Section 65860 and to improve clarity, consistency, and usability of the standards within the Title 10 (Planning and Zoning). Following the hearing, the five members of the Town Council voted unanimously to conduct the first reading of the proposed Ordinance (see **Attachment 1**). The purpose of this consent calendar agenda item is to conduct a second reading to adopt the attached Ordinance to allow text amendments to Title 10 (Planning and Zoning).

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 AND CLIMATE ACTION PLAN 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.

The proposed amendments would provide enhanced consistency with Climate Action Plan 2030 Measure T-9 (Smart Growth Development), which calls for adoption of zoning regulations that allow for infill, higher density, and mixed-use development near transit and within walking distance to shopping, schools, and services.

ATTACHMENTS

Attachment 1 – Ordinance

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 January 23, 2024 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:
RECUSED:

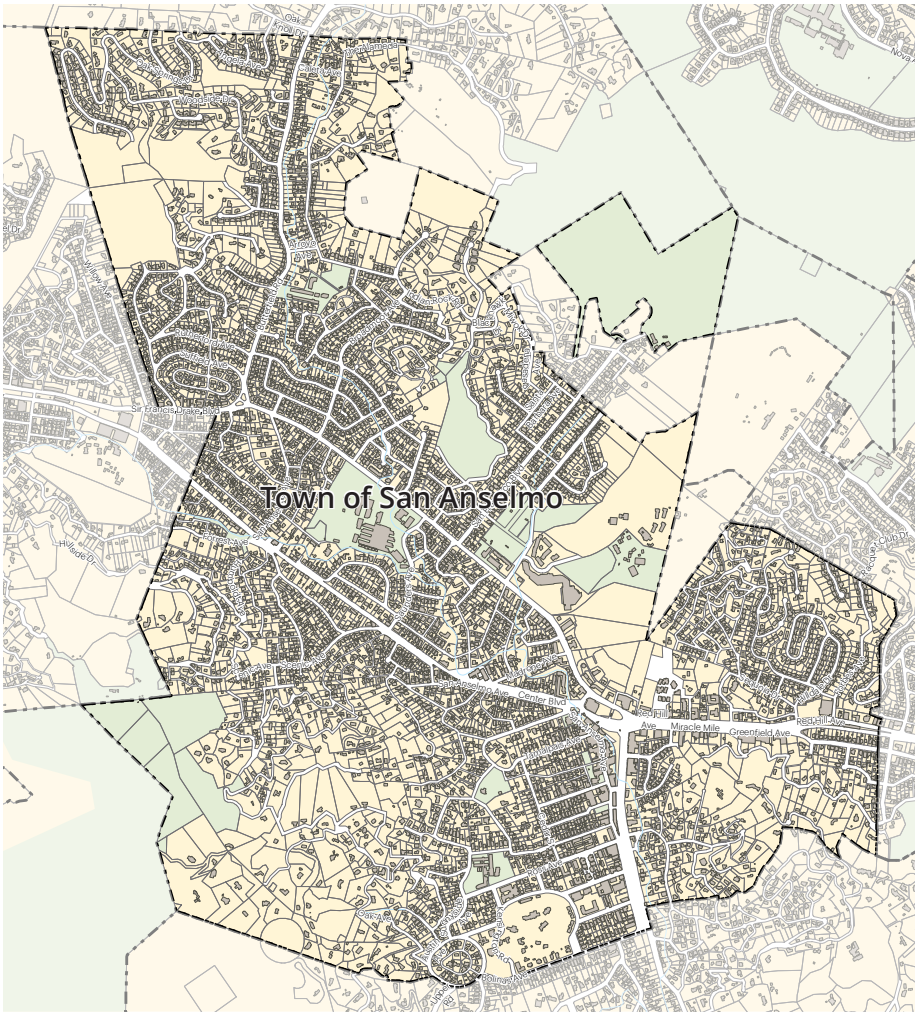
APPROVED:_____
Eileen Burke, Mayor

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"









Title 10, Chapter 20: Objective Design and Development Standards

Prepared for Town of San Anselmo

Amended January 2024

OPTICOS

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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)

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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.

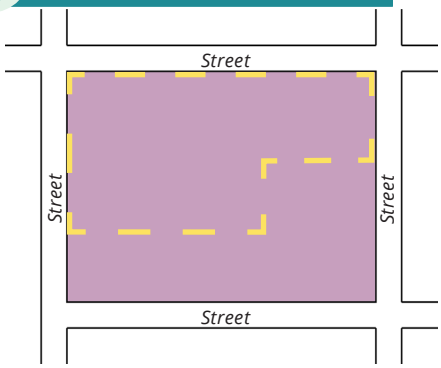
   B. Table A (Applicability of Development Site Requirements) identifies the requirements for projects which include a portion of a parcel, an entire parcel, or multiple parcels.

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)

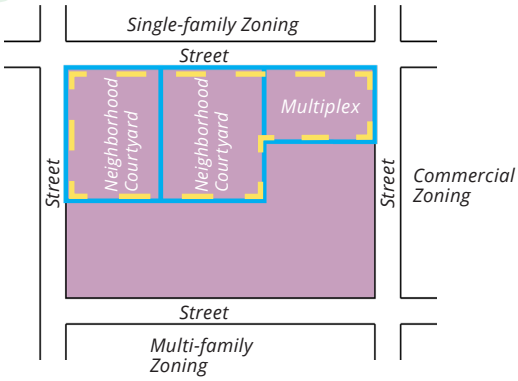
Figure 10-20.030.020.1 Example of Applying Development Sites on Existing Right of Way Network

1 Identify Zone(s)



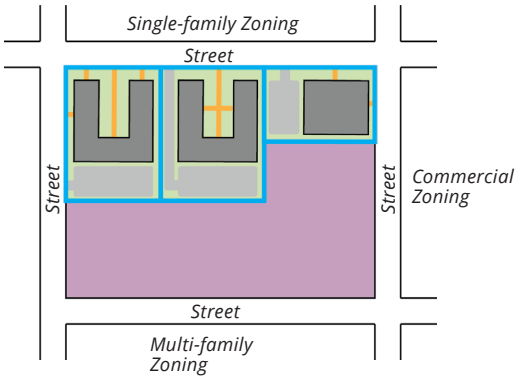
- See Form-Based Zone Map.
- See Article 3 (Zones) for development site requirements.

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

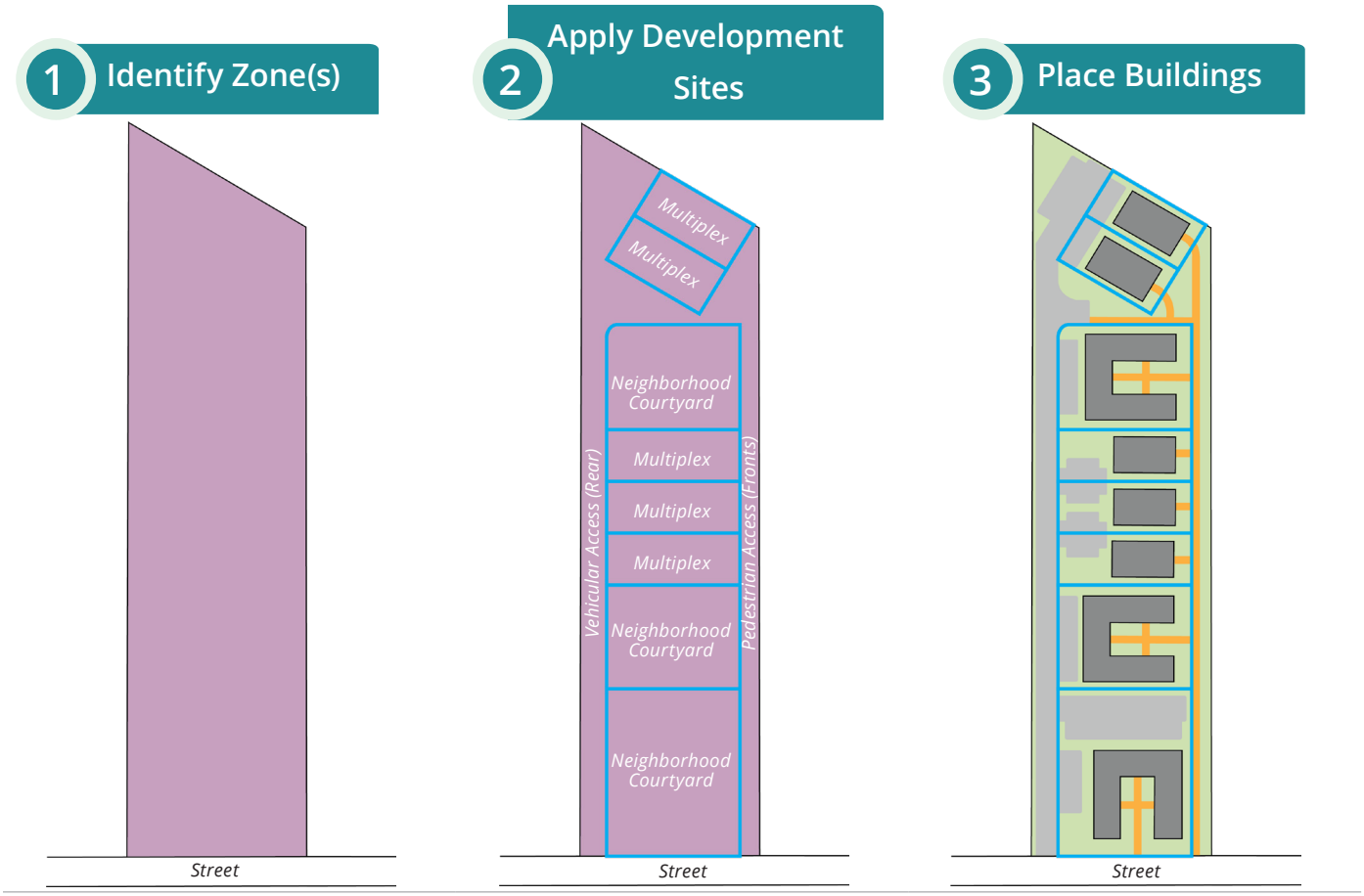


- Place each primary building on its development site in compliance with the required setbacks and other standards of the zone (see Article 3).
- Each building is required to front onto the adjacent street or civic space.
- Select and apply frontage types to each building/unit entry (see Subsection 8 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 | Primary Building | Vehicle Access & Parking | Landscaping
Development Site Line | Example Zone | Pedestrian Circulation

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

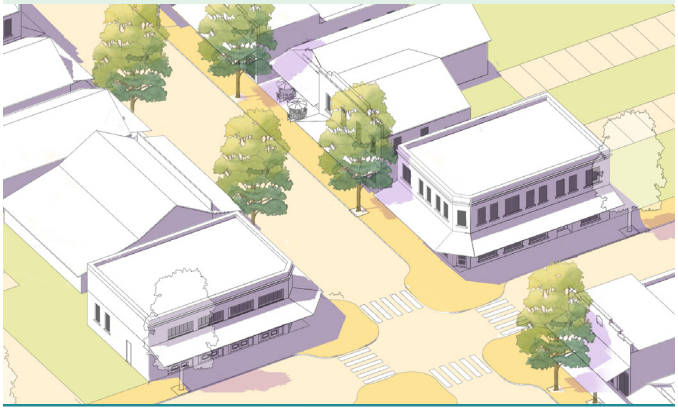
Less Urban

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.

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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

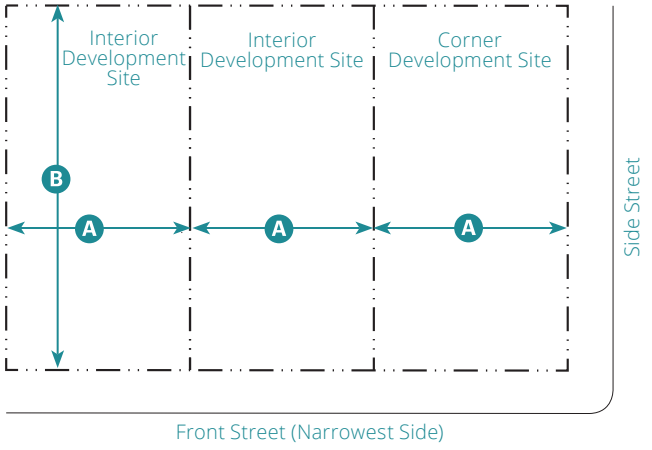
A walkable neighborhood environment of small-to-medium footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.

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	

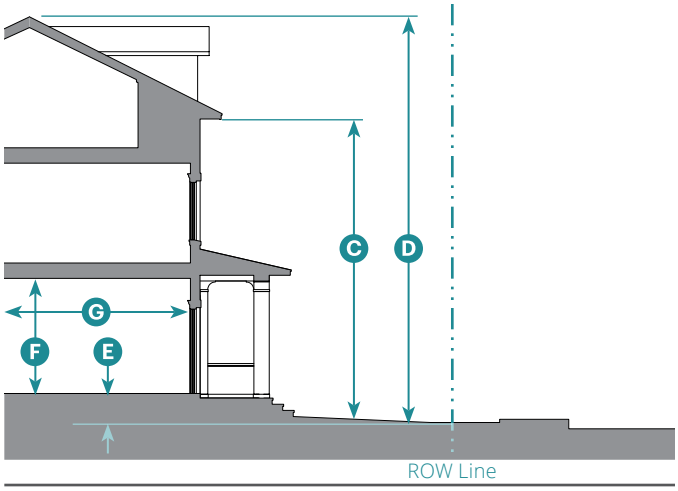
2. Sub-Zone(s)

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

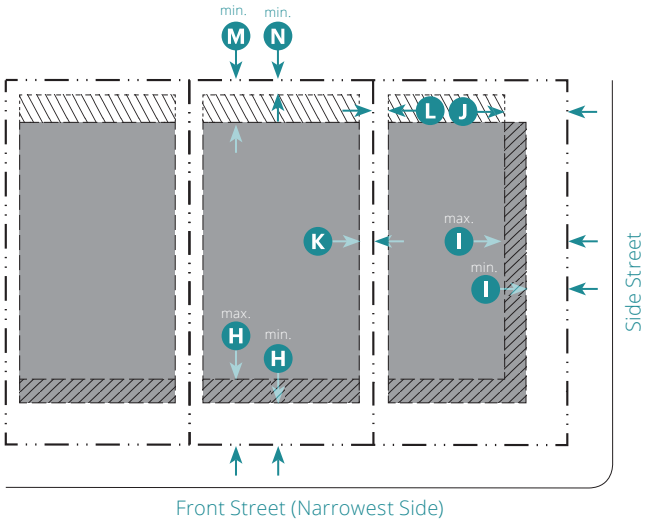
4. Building Form		
Height		
Primary Building[5]		
Stories	2.5 max.	
To Highest Eave/Parapet	24' max.	C
Overall	30' max.	D
Ground Floor Finish Level		E
Residential	6" min.[6]	
Non-Residential	6" max.	
Ground Floor Ceiling		F
Residential	9' min.	
Non-Residential	12' min.	
Accessory Structure(s)[7]	**2 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

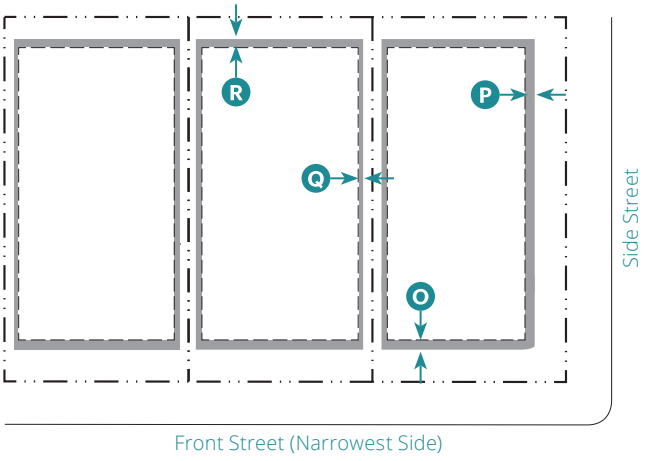
Building Facade		
Facade Zone	**Front St.**	**Side St.**
Façade Zone Defined by Primary Building/Frontage (See Subsection 10-20.12.030.2)	65% min.	55% min.

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).

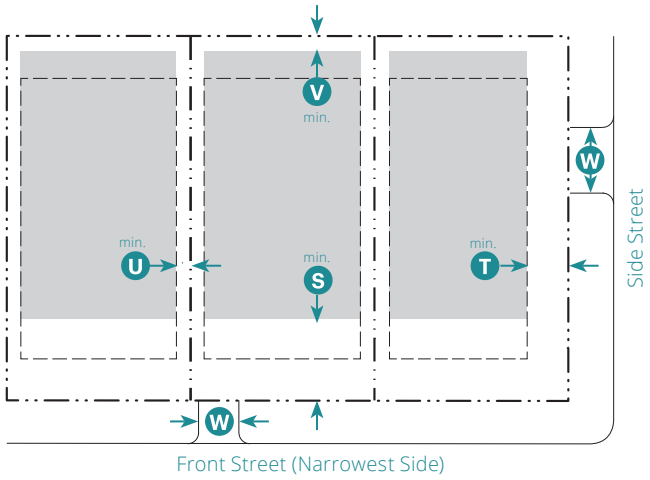
[11] No encroachment allowed for Accessory Structures.

[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

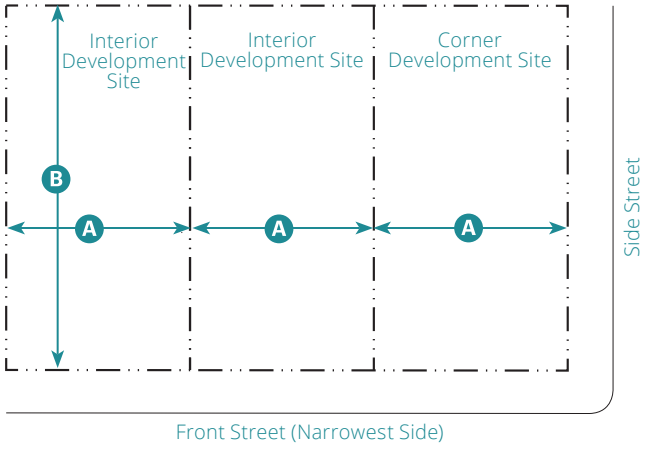
A walkable neighborhood environment with medium-to-large footprint, moderate-intensity housing choices, including mixed-use buildings with neighborhood-serving retail and services.

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	

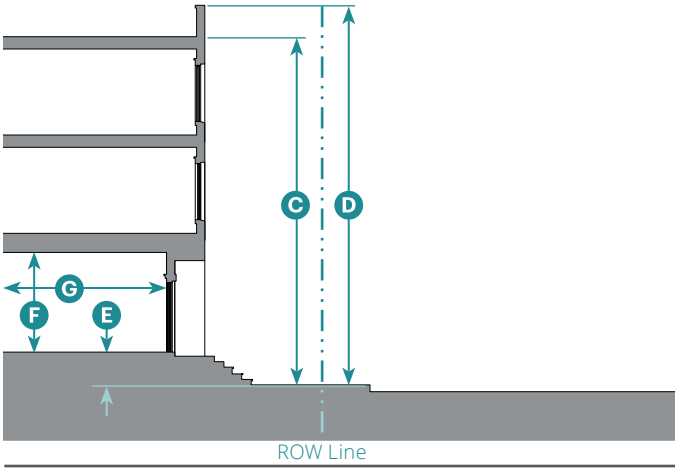
2. Sub-Zone(s)

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

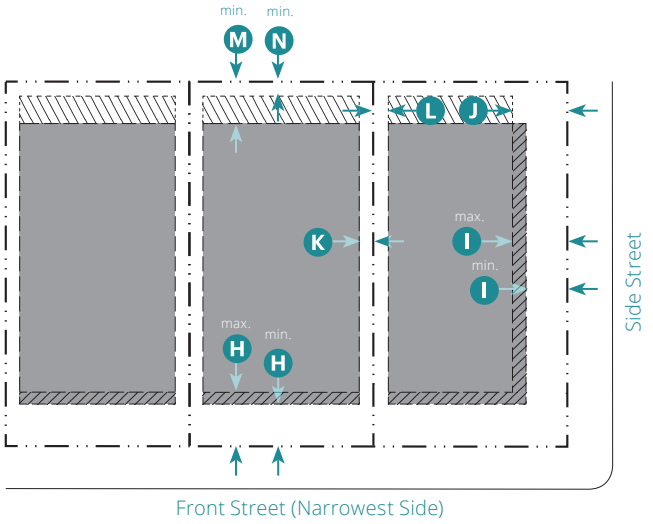
4. Building Form		
Height		
Primary Building[5]		
Stories	3 max.	
To Highest Eave/Parapet	26' max.	C
Overall	35' max.	D
Ground Floor Finish Level		E
Residential	6" min.[6]	
Non-Residential	6" max.	
Ground Floor Ceiling		F
Residential	9' min.	
Non-Residential	12' min.	
Accessory Structure(s)[7]	**1 max.**	
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

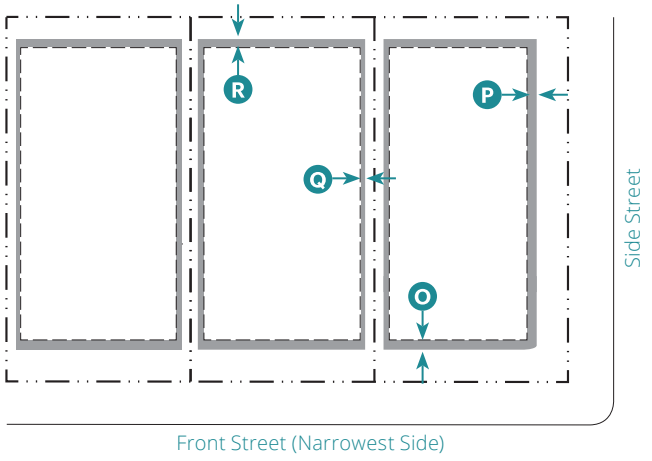
Setback (Distance from ROW/ Development Site Line)[9]		
Front (Facade Zone)		H
Interior Development Site	10' min.; 15' max.	
Corner Development Site	10' min.; 15' max.	
Side Street (Facade Zone)		
Primary Building	10' min.; 15' max.	I
Accessory Structure(s)	15' min.	J
Side		
Primary Building	5' min.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

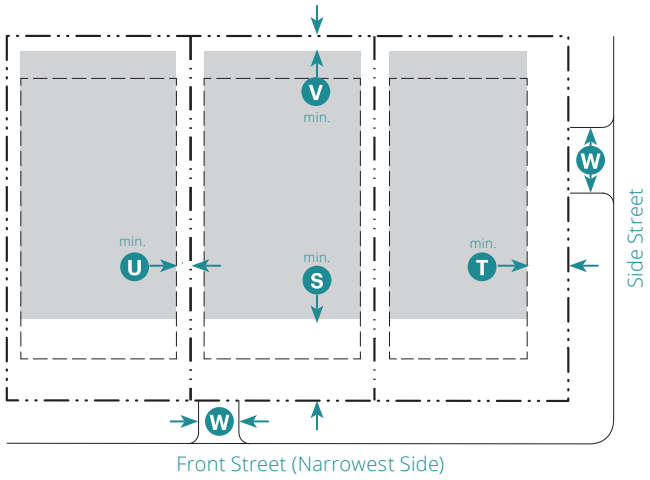
[10] No encroachment allowed for Accessory Structures

[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.

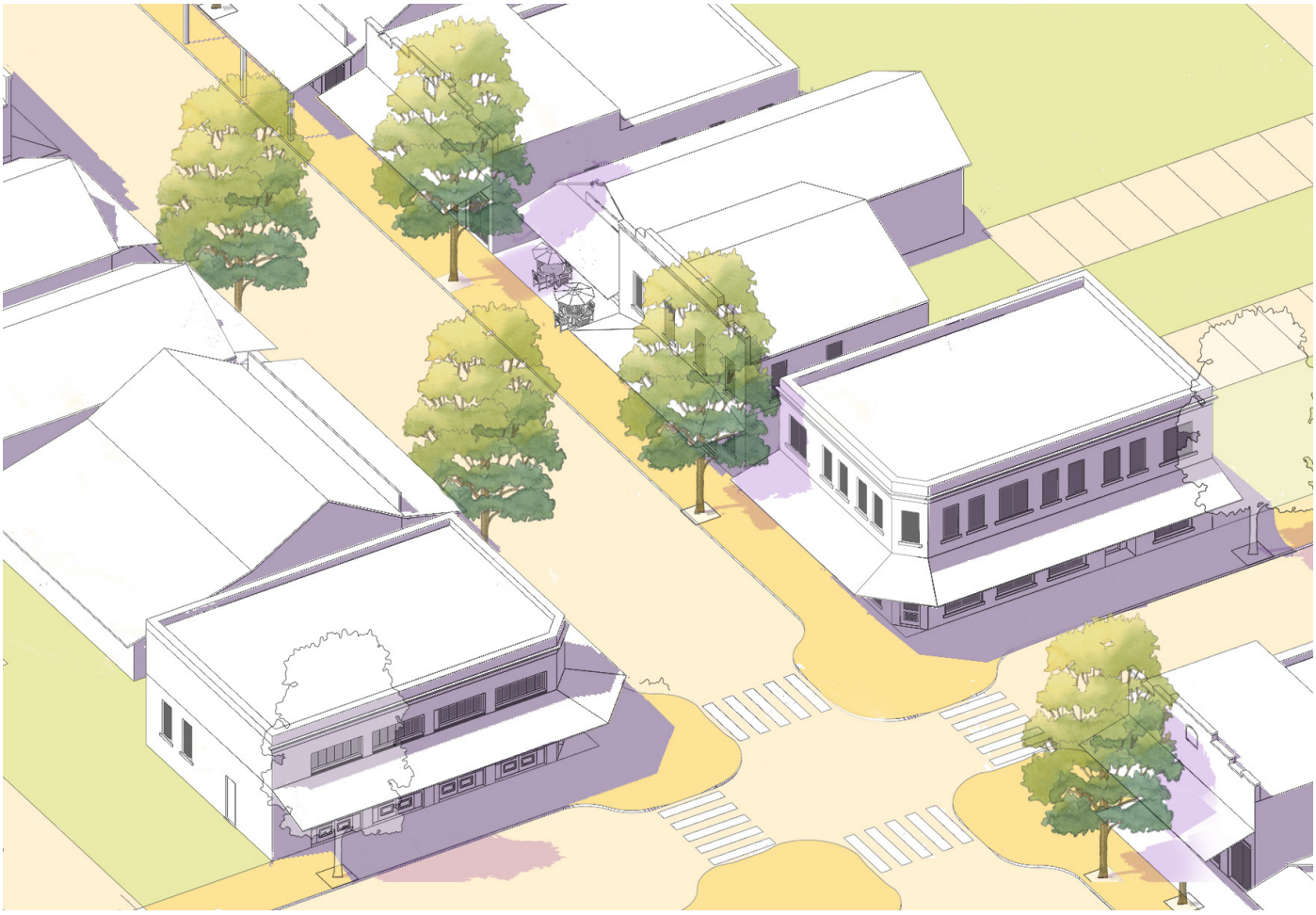
[14] See Subsection 10-20.05.040.3 for additional standards.

[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

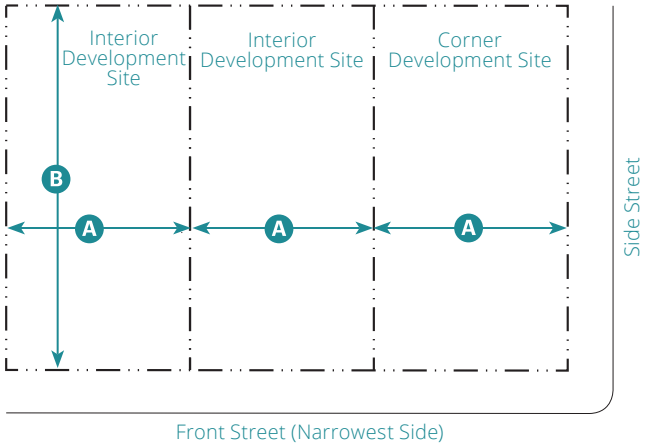
A walkable district of small-to-medium footprint, moderate intensity, mixed-use buildings and housing choices, supporting neighborhood-serving ground floor retail, food and services.

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)	

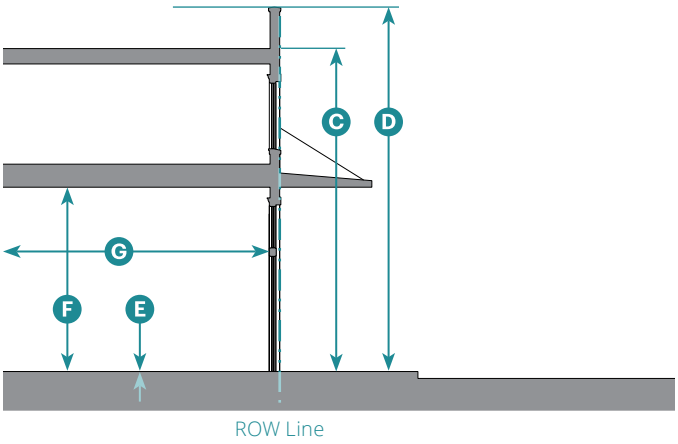
2. Sub-Zone(s)

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

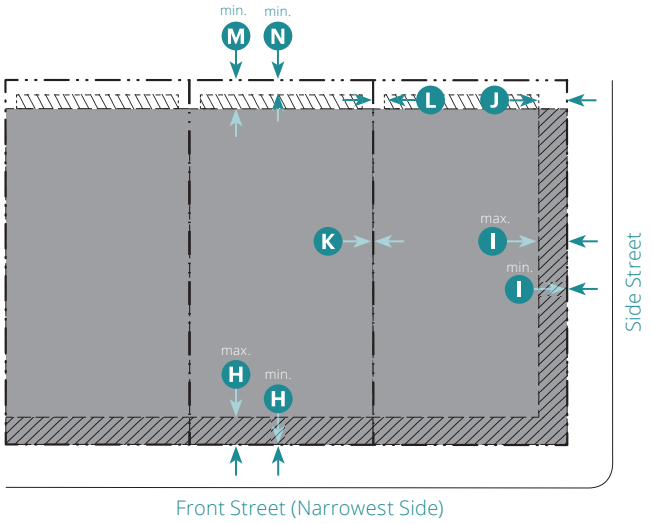
[5] See Article 6 (Specific to Building Types) for refinements to massing and height standards.

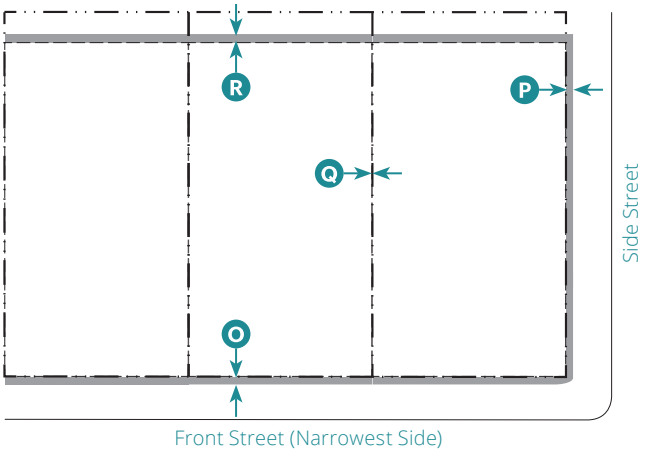
[6] Common entries may be set at grade in compliance with local and federal accessibility standards.

[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).

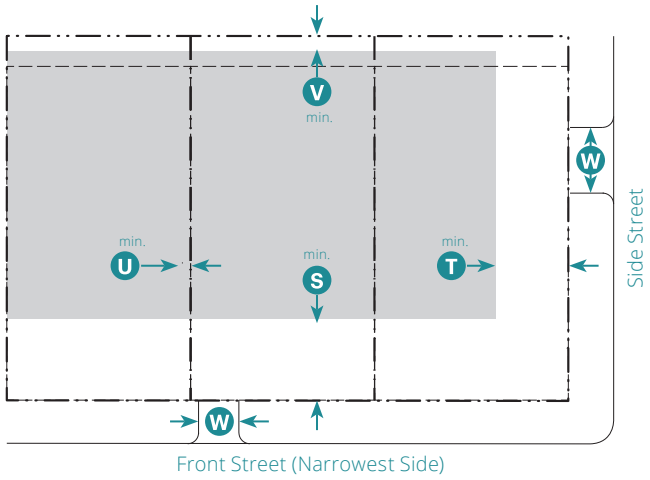
Encroachments into Public Right of Ways (ROW)

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.

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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)

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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).

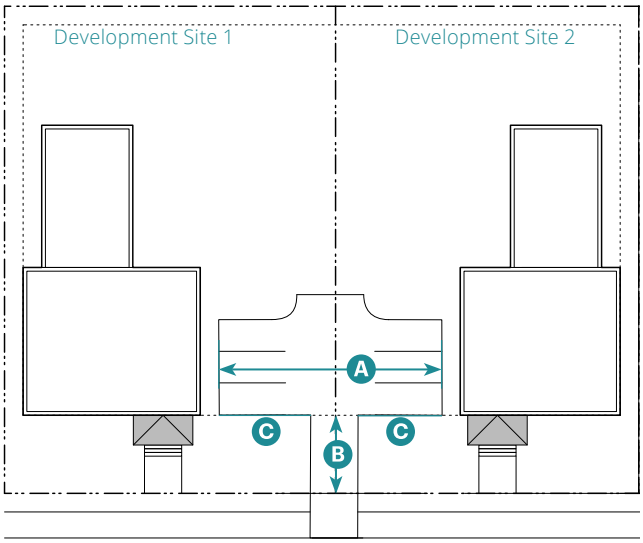
(5) Stacked Parking System. Parking spaces are arranged in a system that provides two to three spaces in the horizontal area of one space. This type of system is within a podium parking garage.

(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.

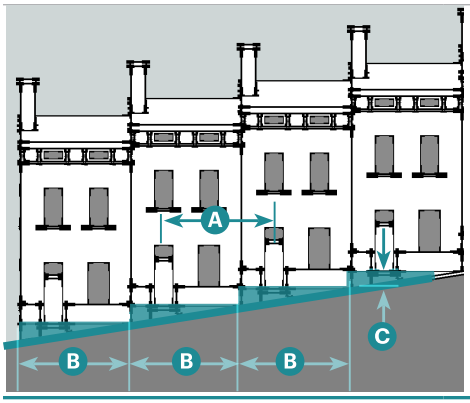
      (1) Figure 1 (Site Grading for Small-to-Medium Detached and Attached Building Forms) and Figure 2 (Site Grading for Large or Attached Building Forms) in this Section illustrate allowed and non-allowed site grading methods.

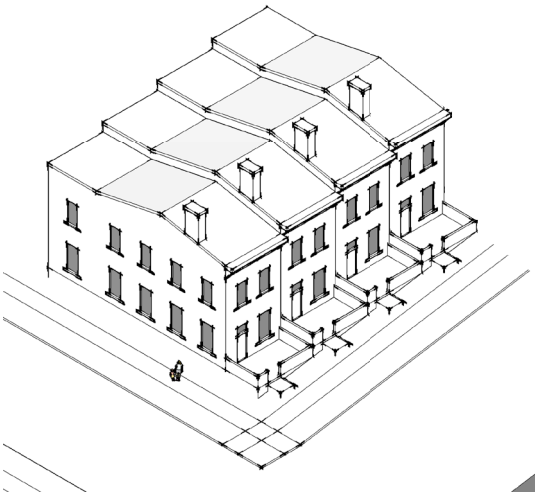
   B. **Exposed Basements.** Basements do not count toward the maximum stories allowed in the zone if exposed less than half of the basement's story height below the average adjacent finished grade.

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.

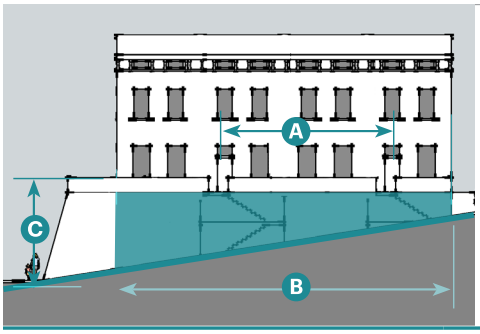
Allowed. Grading that results in each new modified building stepping and reflecting the topography of the parcel or development sites, and that connects each building with the adjacent street and public realm.

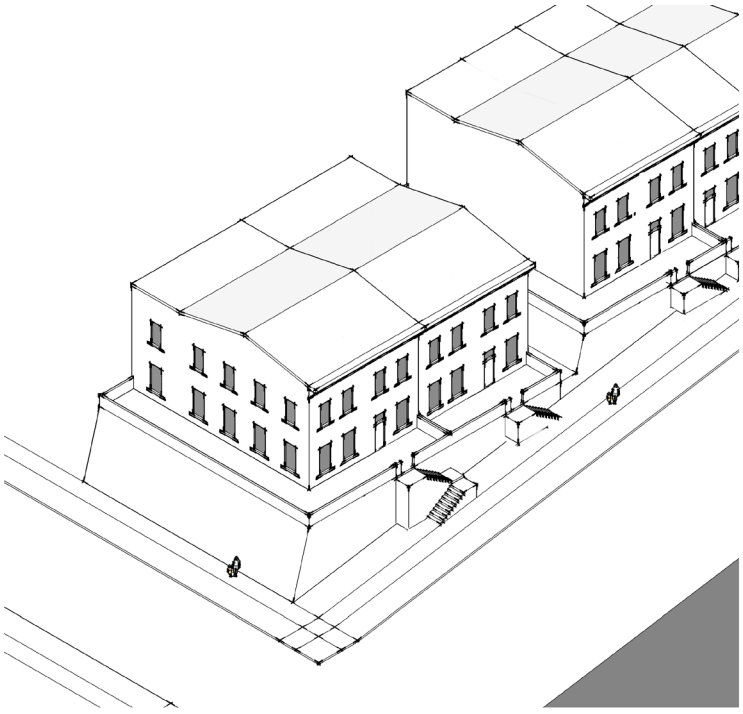




Distance between building entries on slopes greater than 6% shall not exceed 50'.	A
Building footprint width steps with slope.	B
Finished grade of terraced development site is less than 4 feet from the adjacent street/right-of-way.	C

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.



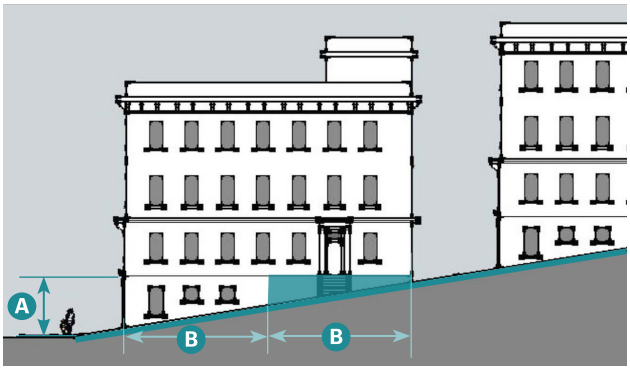


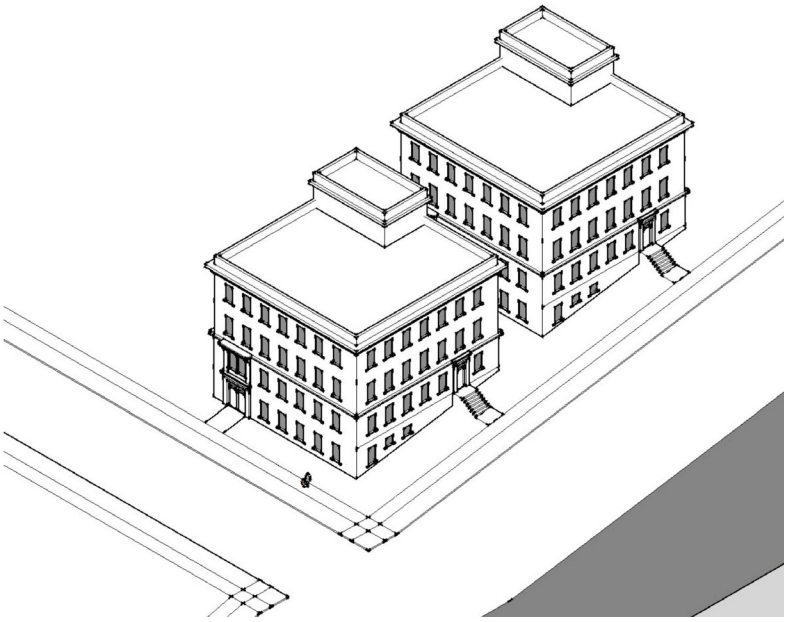
Distance between building entries on slopes greater than 6% exceeds 50'.	A
Building footprint width does not step with slope.	B
Finished grade of terraced development site is more than 4 feet from the adjacent street/right-of-way.	C

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.

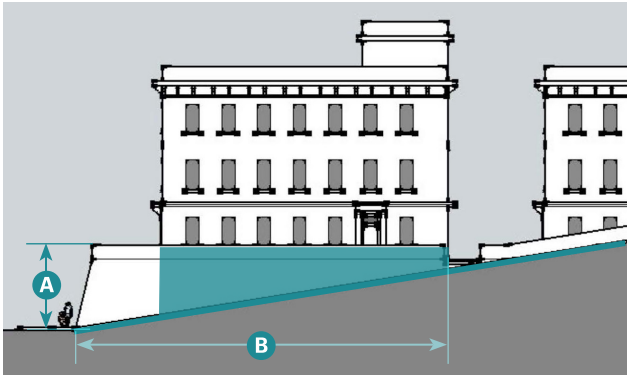
Allowed. Grading that results in each new or modified building fronting on the adjacent street(s), and that connects the building facades to the adjacent street and public realm, and avoids large blank retaining walls.

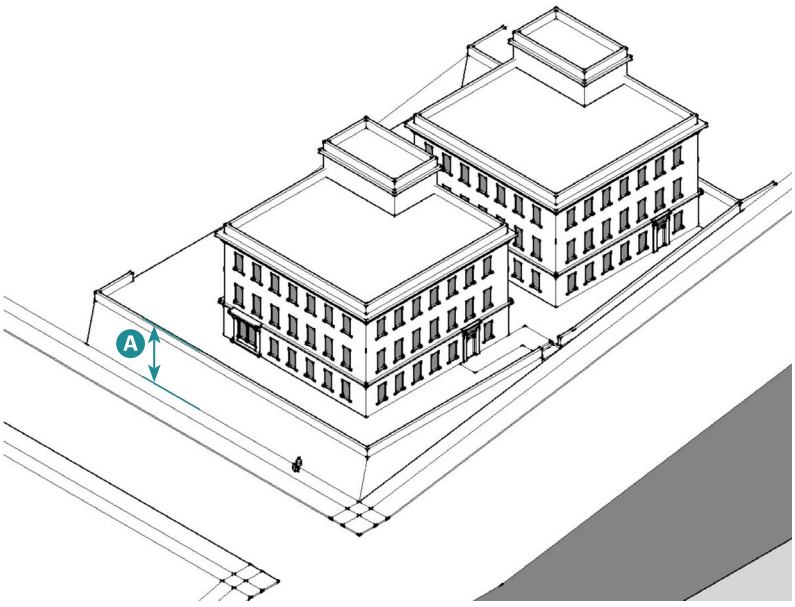




Slope is used to express the ground floor.	A
Building footprint steps with slope through a partial ground story.	B

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.

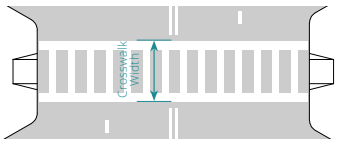
   C. Planting and landscape selection shall be in compliance with Title 9, Chapter 22 (Water Efficient Landscaping).

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

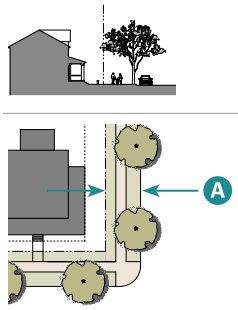
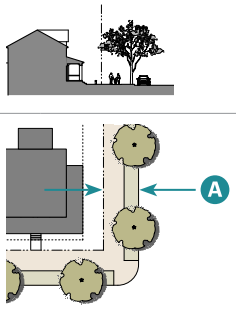
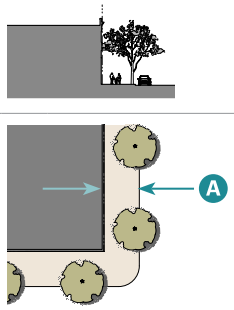
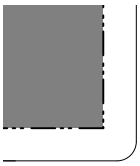
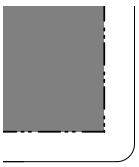
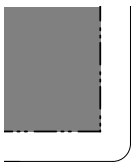
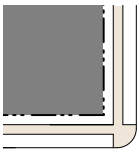
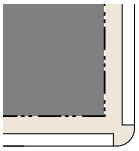
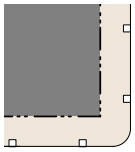
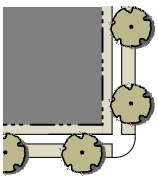
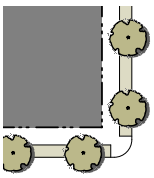
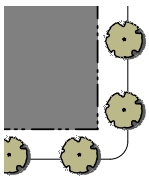
Table B (Public Frontage Types Overview) provides an overview of the allowed public frontage types in or abutting each zone.

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

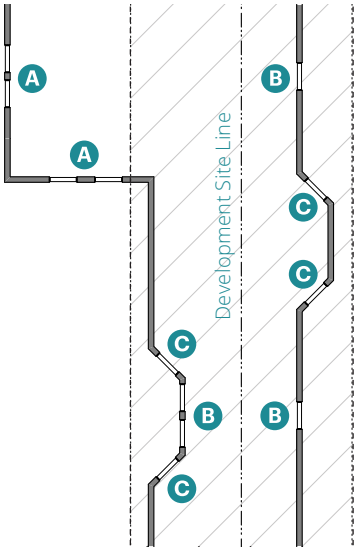
         (b) More than six feet from interior side development site lines

   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

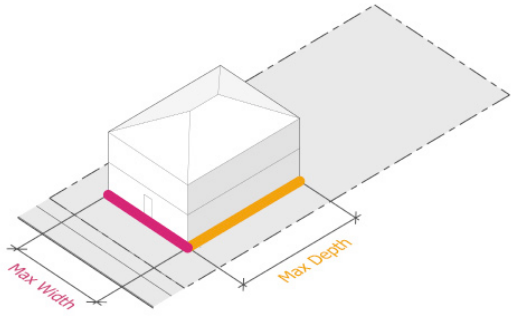
1. Building types are used to articulate size, scale, and intensity according to the intent of each zone.
2. Building types are categorized into two groups: House-Scale Buildings and Block-Scale Buildings. See Figure 1 (Example of House-Scale and Block-Scale Buildings) for examples.
    A. **House-Scale 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.

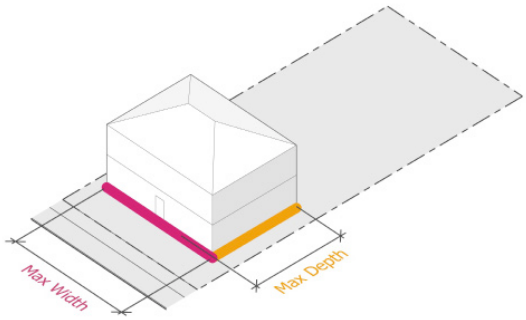
Figure 10-20.06.020.1 Example of House-Scale and Block-Scale Buildings

House-Scale Buildings

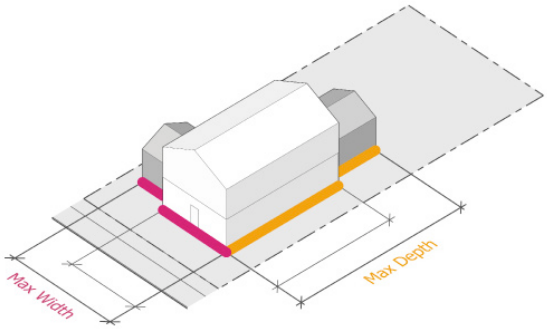
Main body only



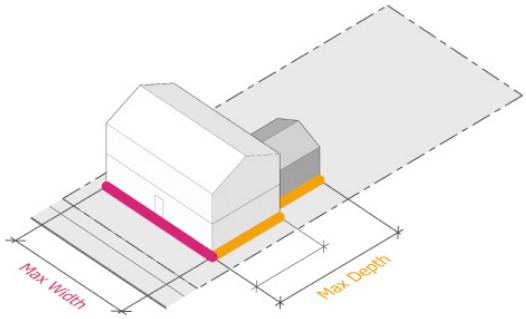
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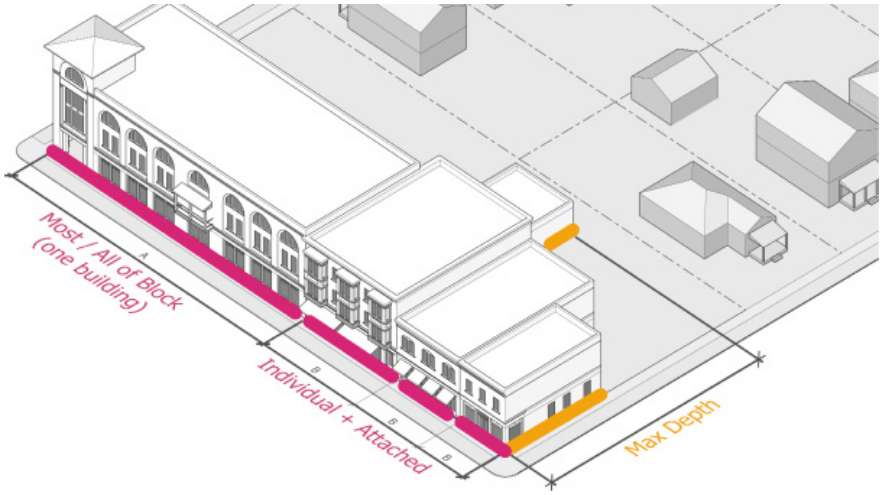
Main body with side and rear wings



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

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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

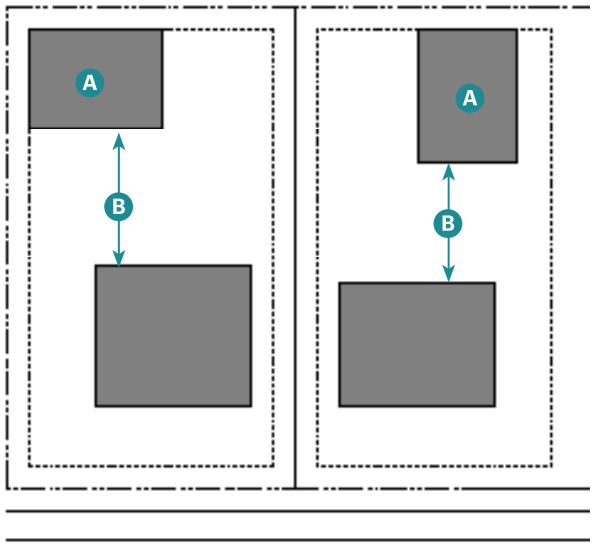
2. Number of Units

Units per Building	1 max.
Ancillary Buildings per Dev't Site	1 max.

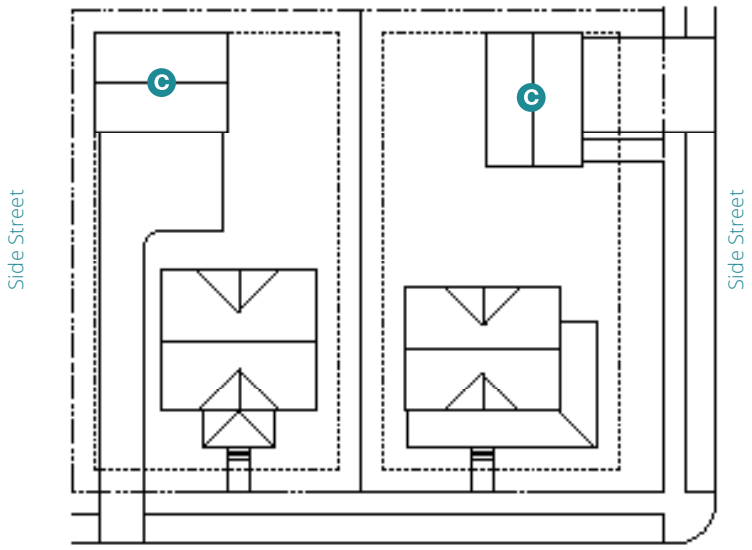
Not allowed on the development site of a Cottage Court

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

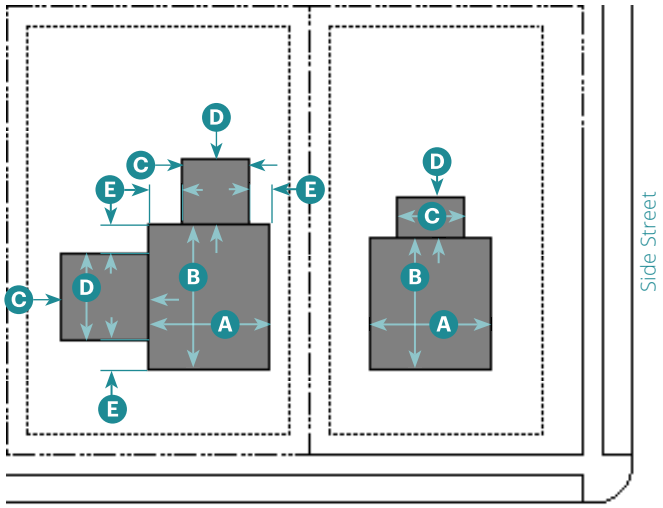
1. Description
A small-to-medium-sized, detached, House-Scale Building with one unit, small-to-medium setbacks, a rear setback, and located within a low-intensity, walkable neighborhood.

2. Number of Units	
Units per Building	1 max.
Buildings per Development Site	1 max.[1]

[1] Not including ADU

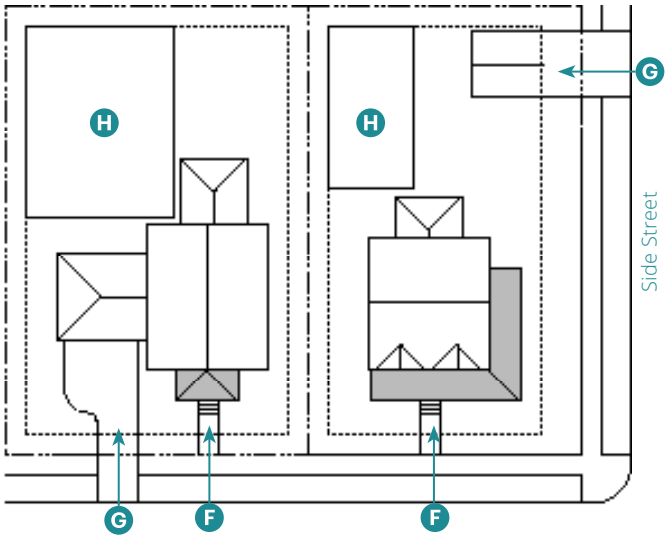
General Note: Photos on this page are illustrative, not regulatory.

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

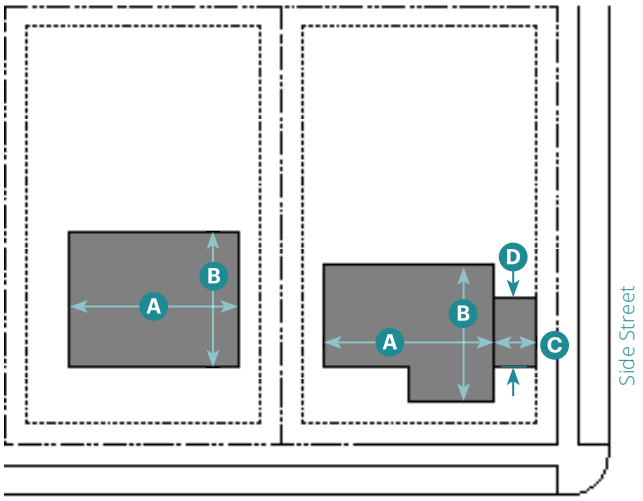
A small-to-medium-sized, detached, House-Scale Building with small-to-medium setbacks and a rear setback. The building consists of two side-by-side units, both facing the street and within a single Building massing. The type has the appearance of a medium-to-large, single-unit house and is scaled to 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

Key

ROW/ Dev't Site Line

Building Setback Line

Building

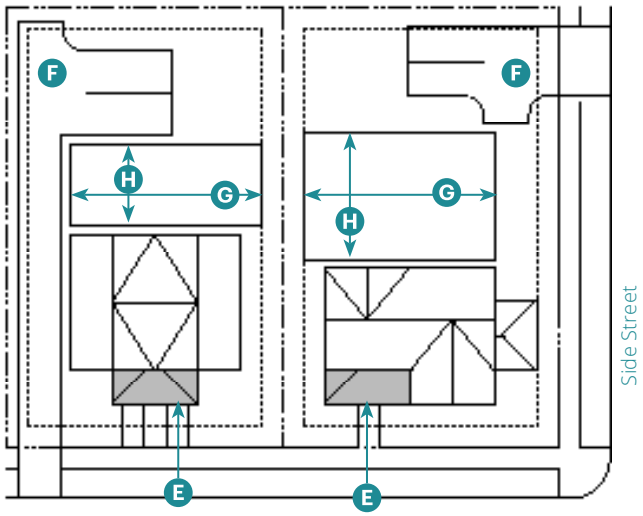
3. Building Size and Massing		
Height		
Stories	2.5 max.	
Main Body[1]		
Width	48' max.	A
Depth	36' max.	B
Wing(s)[1,2]		
Width	15' max.	C
Depth	24' max.	D
Separation between Wings on Same Facade	15' min.	
Offset from Main Body	5' min.	
Massing Types		
Sloped Roof Bar	Subsection 10-20.06.150.2.B	
Sloped 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.

Alley access required if alley exists



Front Street

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

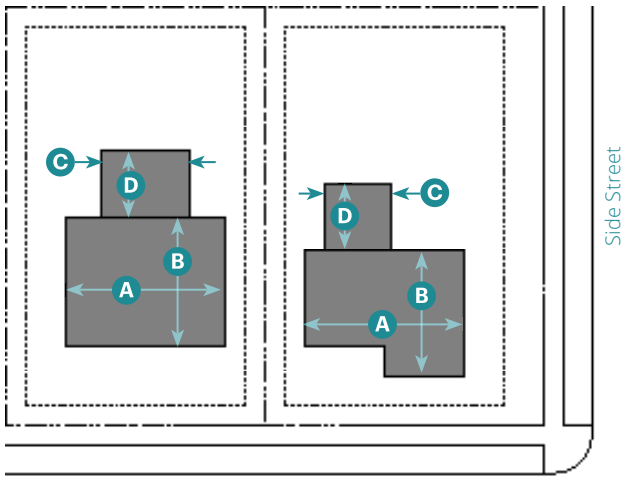
A small-to-medium-sized, detached, House-Scale Building with small-to-medium setbacks and a rear setback. The building consists of two stacked units, both facing the street and within a single building massing. The type has the appearance of a medium-to-large, single-unit house and is scaled to fit within lower-intensity neighborhoods.

2. Number of Units

Units per Building	2 max.
Buildings per Development Site	1 max.

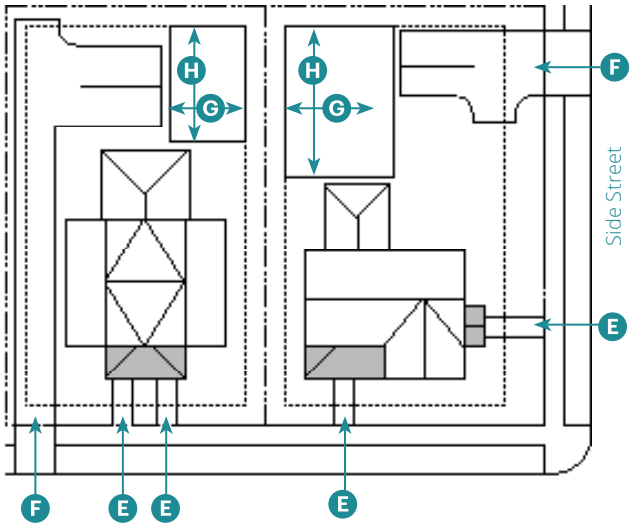
General Note: Photos on this page are illustrative, not regulatory.

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

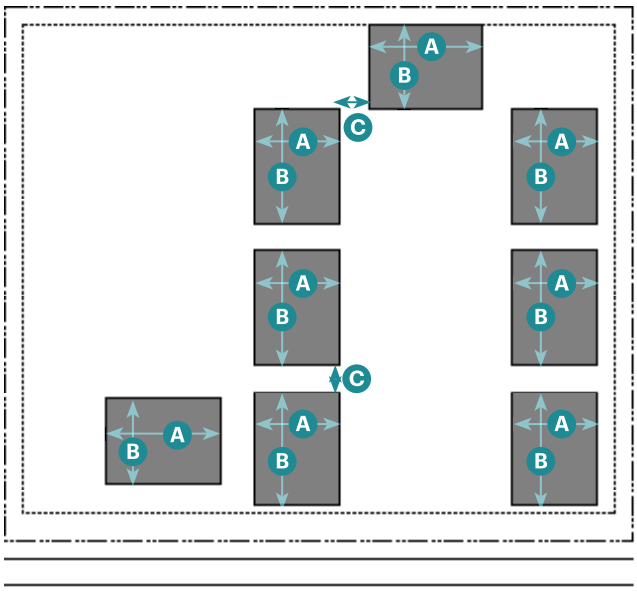
2. Number of Units	
Units per Building	1 max.
Buildings per Development Site	3 min.; 9 max.[1]

[1] In the N.S zone, the rearmost Cottage may contain up to 2 units, for a total of 10 units.

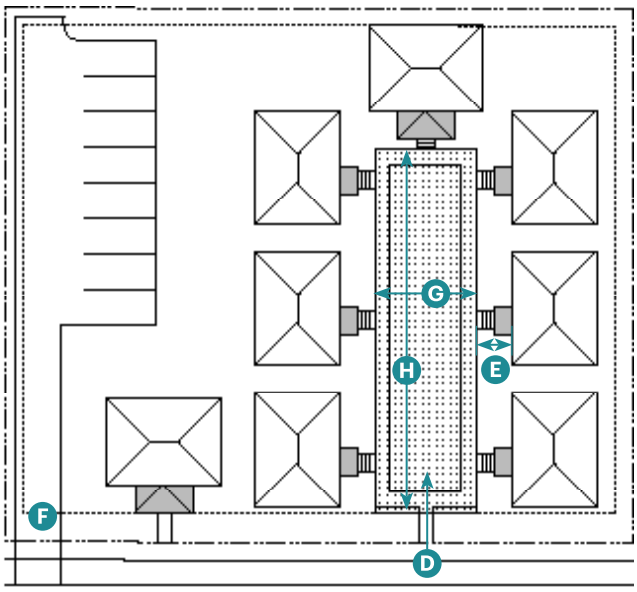
3. Building Size and Massing	
Stories	1.5 max.
To Highest Eave/parapet	18' max.

General Note: Photos on this page are illustrative, not regulatory.

Alley access required if alley exists



Alley access required if alley exists



Key

ROW/ Dev't Site Line

Building Setback Line

Building

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Common Open Space

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

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

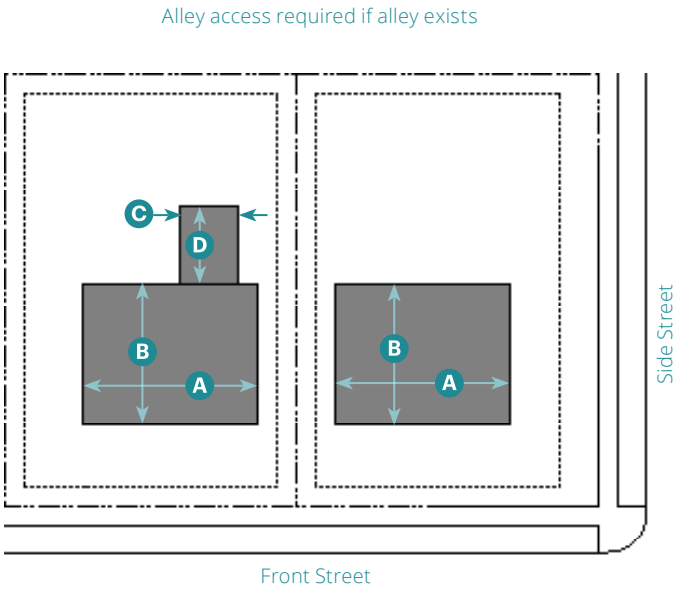
1. Description

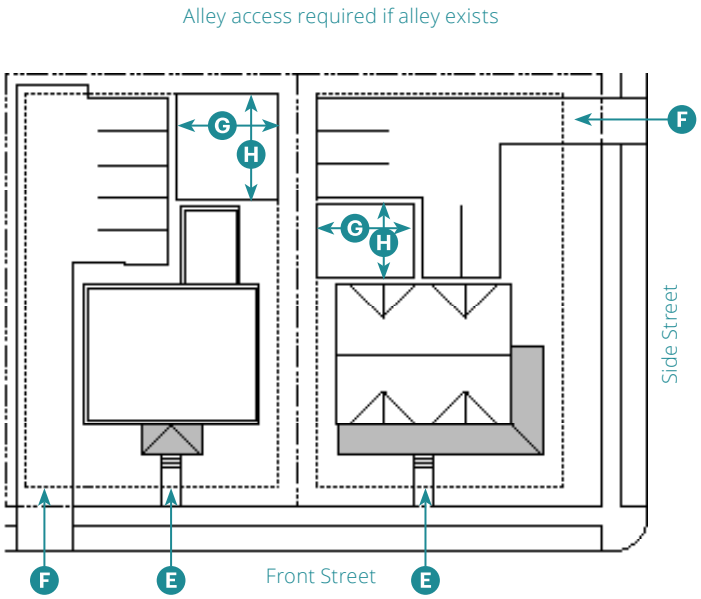
A small-to-medium-sized, detached, House-Scale Building that consists of three to four side-by-side and/or stacked units, typically with one shared entry or individual entries along the front. The type has the appearance of a medium-sized, single-unit house and is scaled to fit within low- to moderate-intensity 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.





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



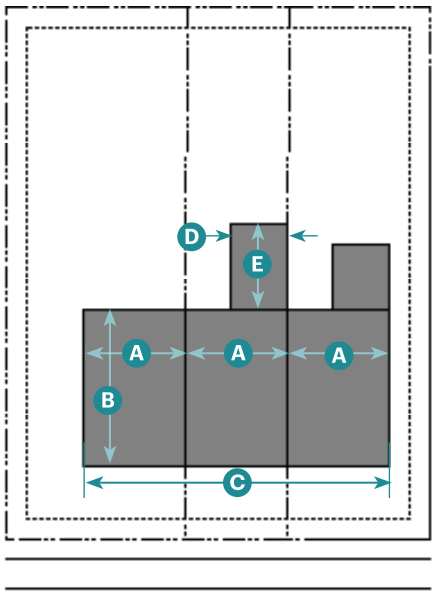
Example of Neighborhood Townhouse

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.

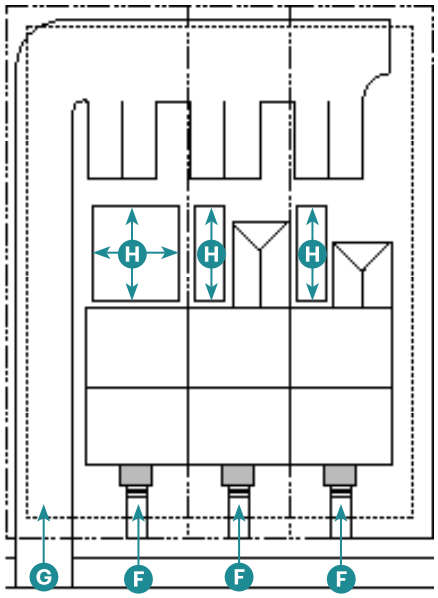
General Note: Photos on this page are illustrative, not regulatory.

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

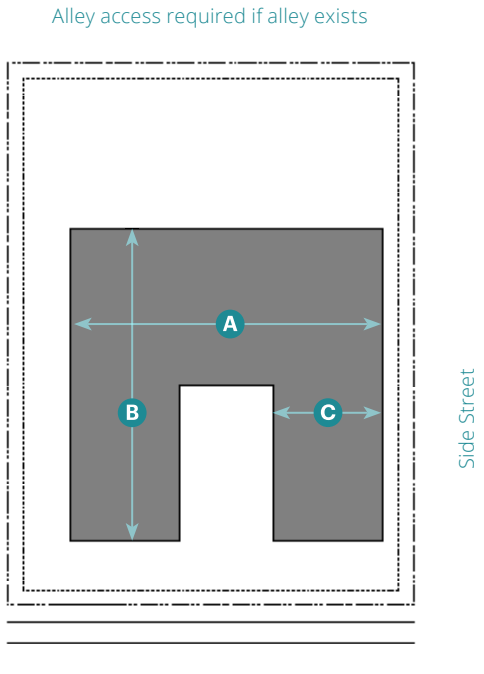
A detached, House-Scale Building that consists of up to 16 multiple attached and/or stacked units, accessed from a shared courtyard. The shared court is common open space and takes the place of a rear setback. The type is typically integrated as a small portion of lower-intensity neighborhoods or more consistently into moderate-intensity neighborhoods.

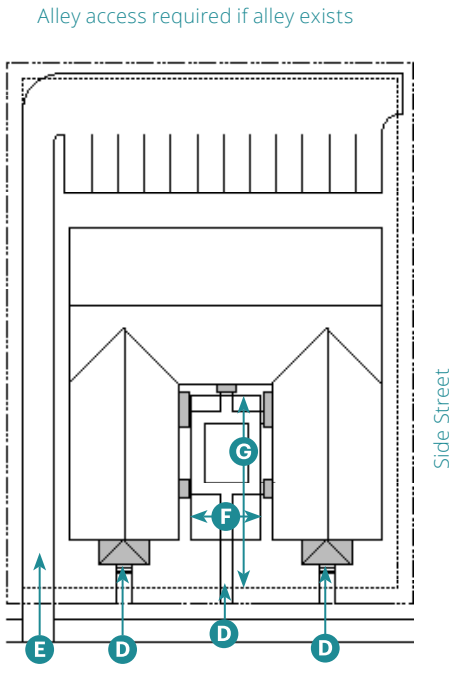
Synonym: Courtyard Apartment

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

Key

ROW/ Dev't Site Line

Building Setback Line

Frontage

Common Open Space

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

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.

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10-20.06.120 Pocket Neighborhood



Example of Pocket Neighborhood



Example of Pocket Neighborhood



Example of Pocket Neighborhood

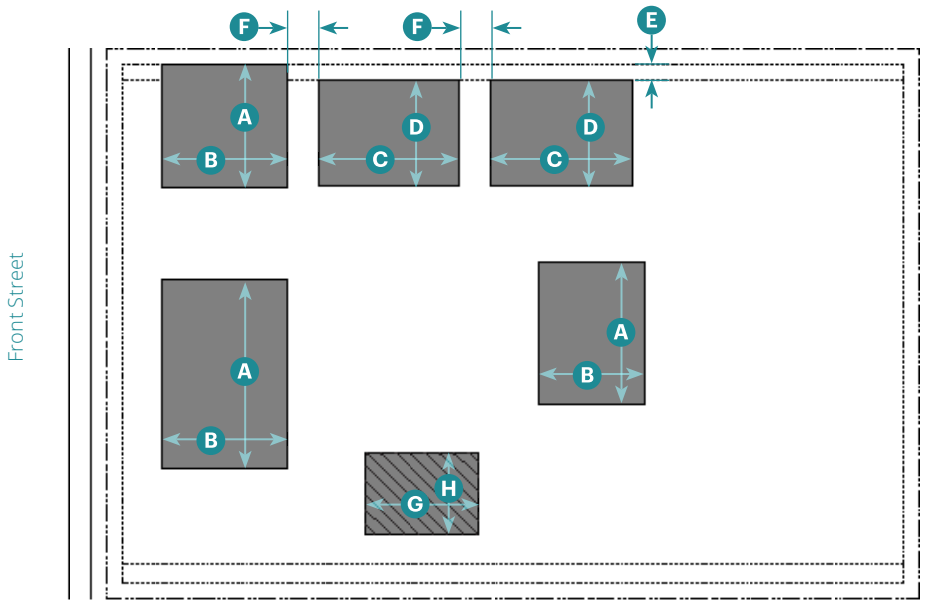
1. Description

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

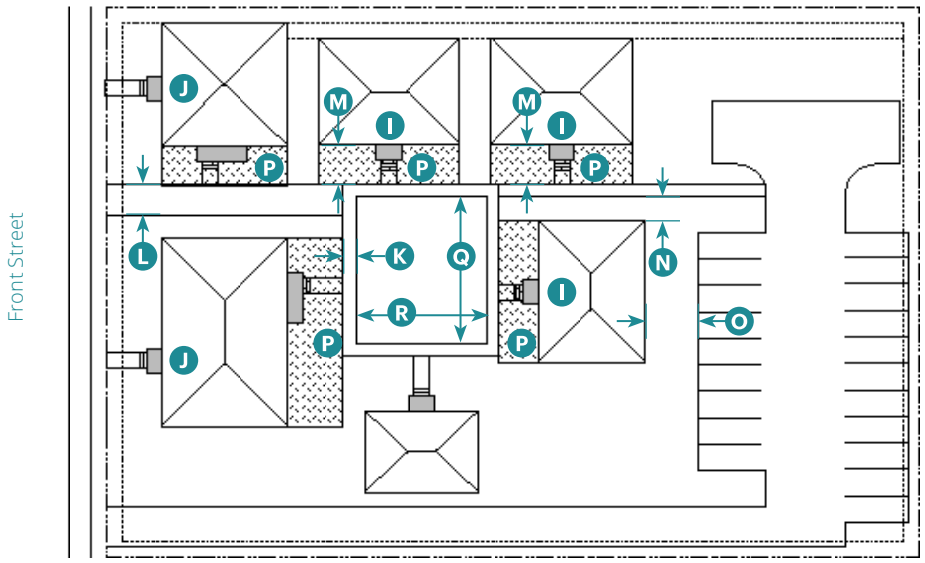
Building Setback Line

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.

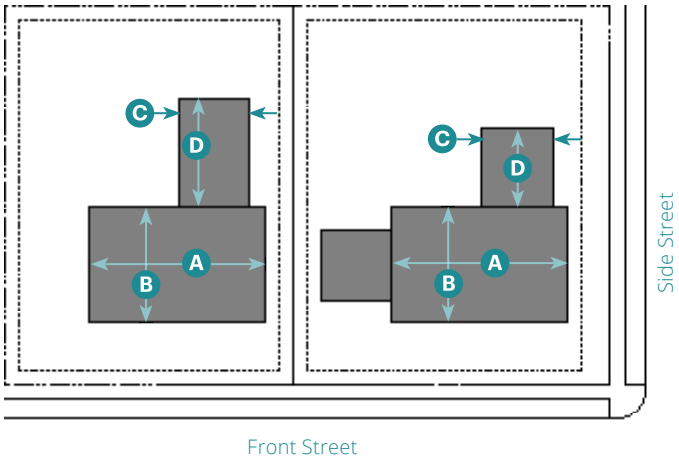
Synonym: Mansion Apartment

2. Number of Units

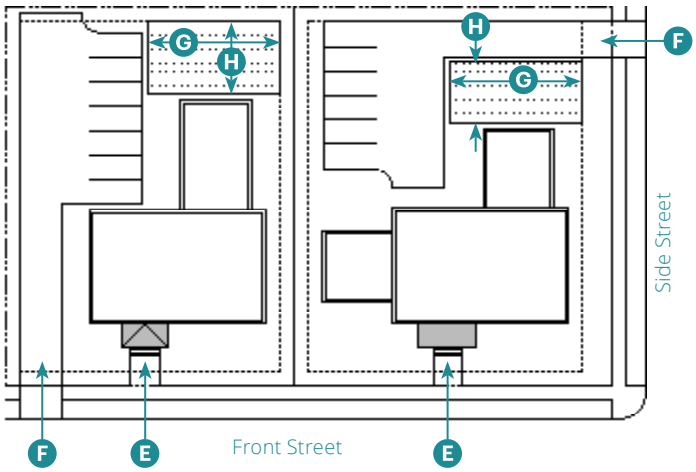
	N.S	MS.S
Units per Building	8 max.	12 max.
Buildings per Development Site	1 max.	

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

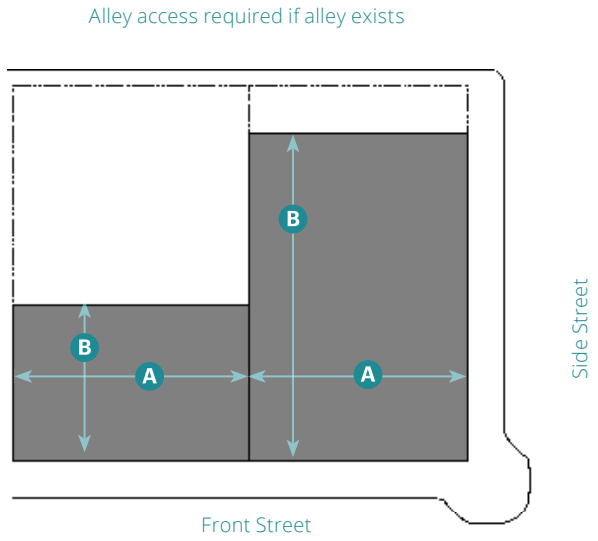
A small-to-large-sized, Block-Scale Building, typically attached, but may be detached. The type is intended to provide a vertical mix of uses with ground-floor retail, office, or service uses and upper-floor service or residential uses. The type makes up the primary component of neighborhood and downtown main streets, therefore being a key component to providing walkability.

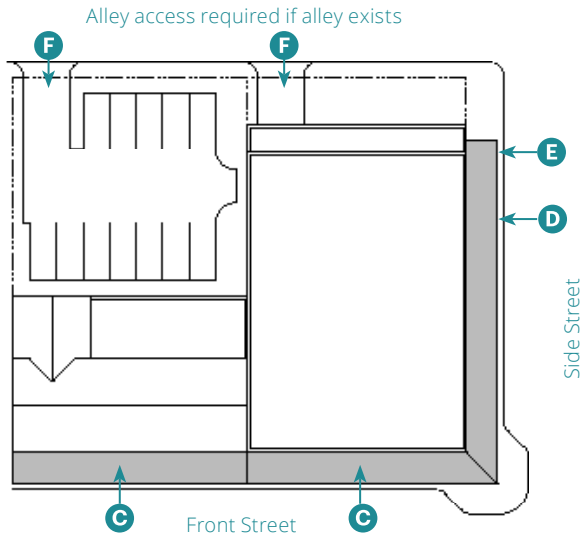
2. Number of Units

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'.

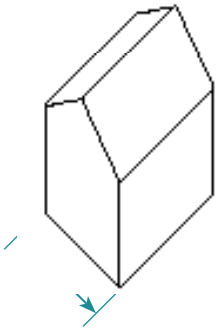
   B. Each façade shall contain at least 2 bays and no more than 9 bays.

   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

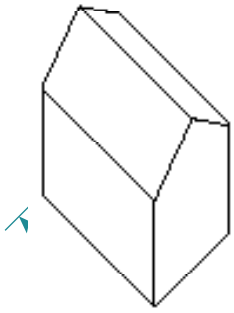


This massing type is a simple rectilinear form that is deeper than it is long. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of the building type (A)

B. Sloped Roof Bar



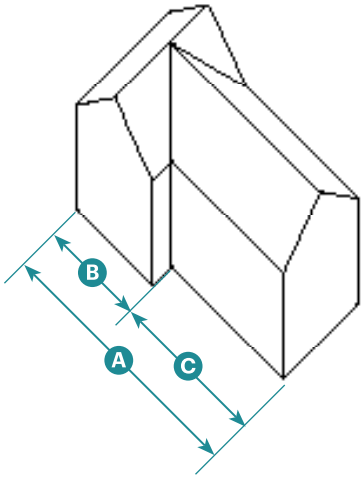
This massing type is a simple rectilinear form that is longer than it is deep. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of the building type (A)

2. Main Body Massing Types (Continued)

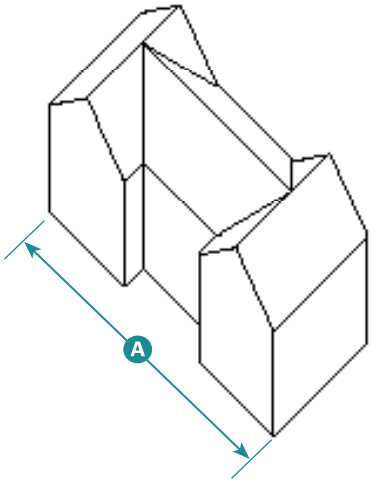
C. Sloped Roof L



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

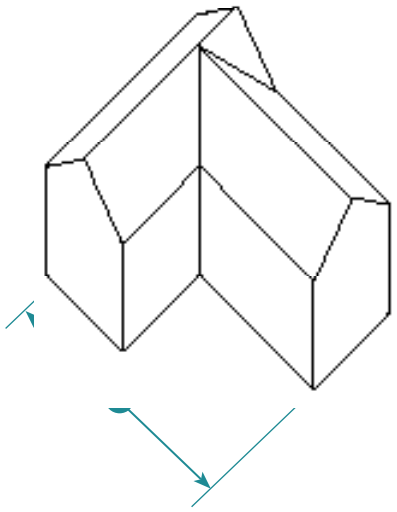


This massing type divides the façade into three parts, with the middle part set back slightly to create a shallow open space. The roof is sloped and may be either hipped, gabled, or shed.

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)

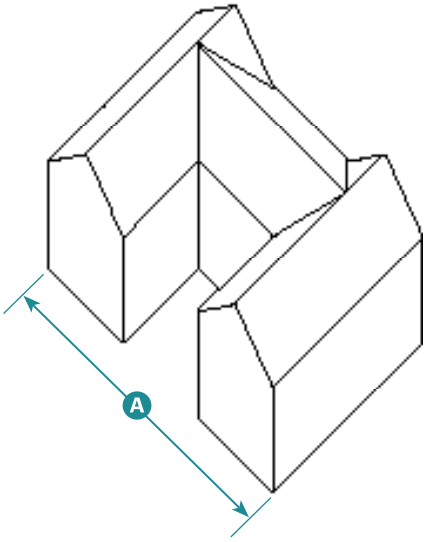
E. Sloped L Courtyard



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

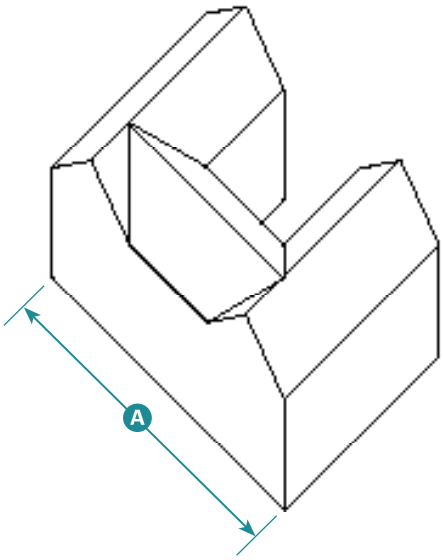


This massing type divides the façade into three parts, with the middle part set back substantially to create a deep open space. The roof is sloped and may be either hipped, gabled, or shed.

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

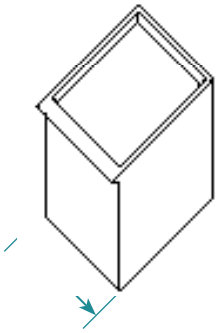


This massing type divides the rear façade into three parts, with the middle part set back substantially to create a deep courtyard not visible from the street. The roof is sloped and may be either hipped, gabled, or shed.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A

H. Flat Roof Box

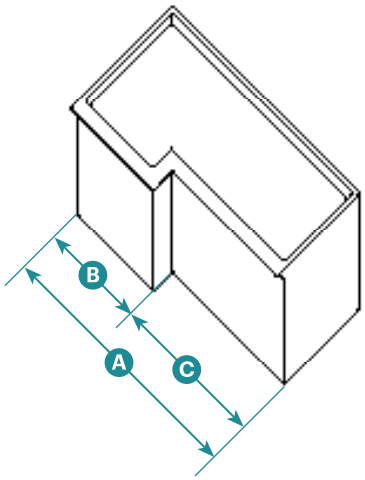


This massing type is a simple rectilinear form with a flat roof.

Main Body

Main Body Width	Max. allowed by Subsection 3 of this building type	A

I. Flat Roof L



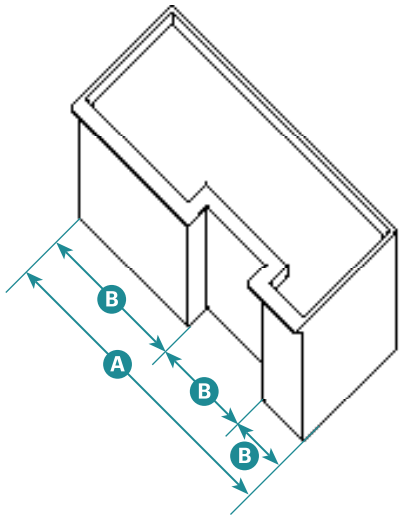
This massing type divides the façade into two parts, with one part projecting and one part set back to create a shallow forecourt. The roof is flat.

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)

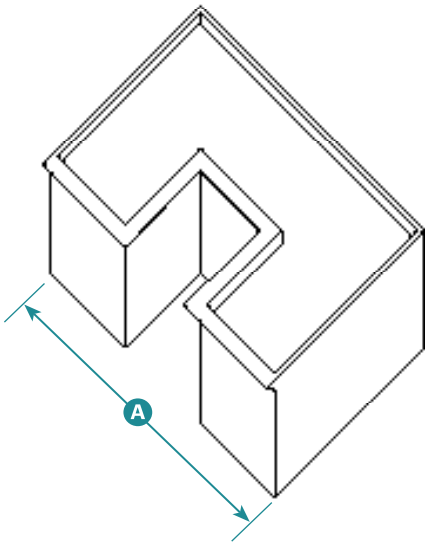
J. Flat Roof T



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

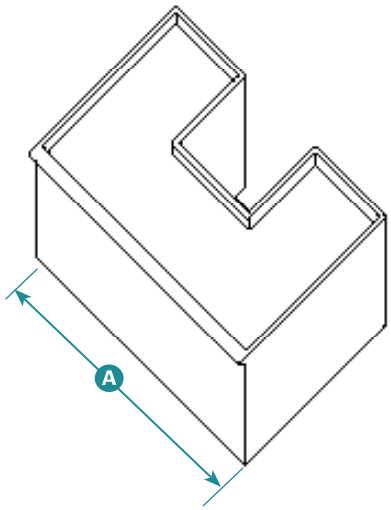


This massing type divides the façade into three parts, with the middle part set back substantially to create a deep open space. The roof is flat.

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

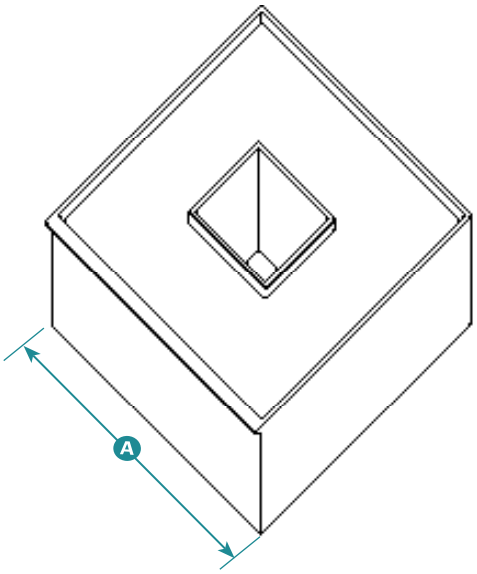


This massing type divides the rear façade into three parts, with the middle part set back substantially to create a deep courtyard not visible from the street. The roof is flat.

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)

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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

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10-20.07.040 Porch Projecting



Example of a Projecting Porch



Example of a Projecting Porch

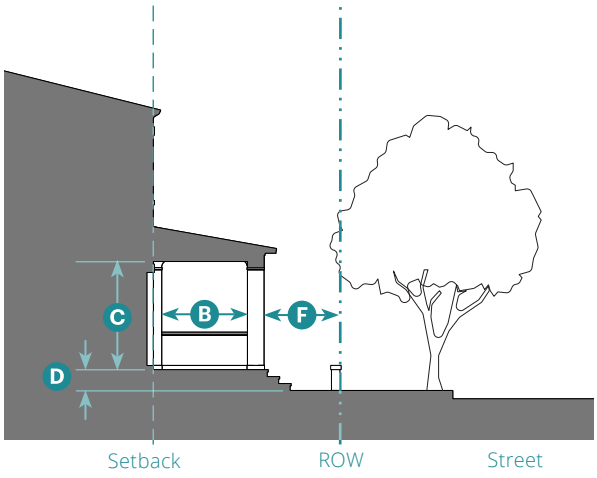


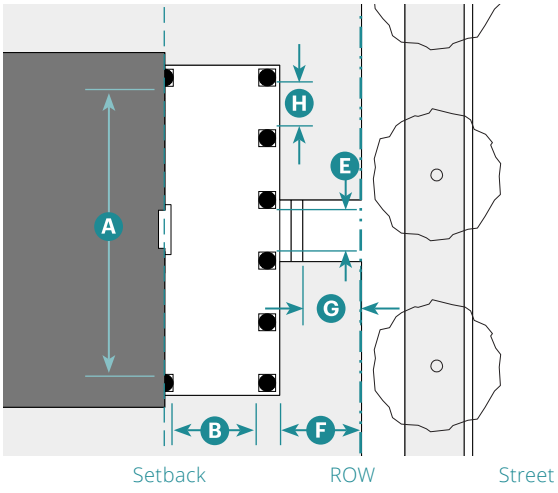
Example of a Projecting Porch

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

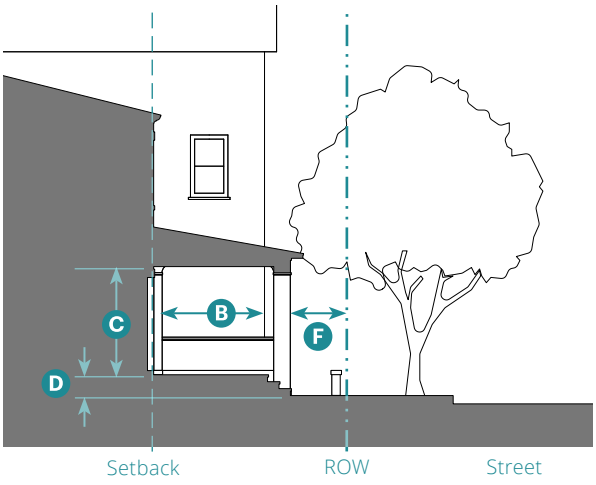


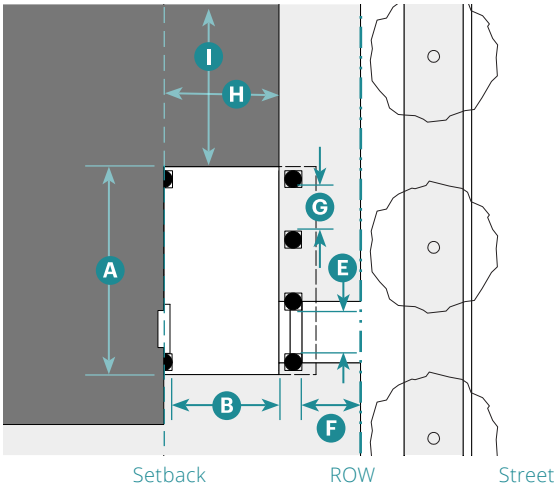
Example of an Engaged Porch

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.

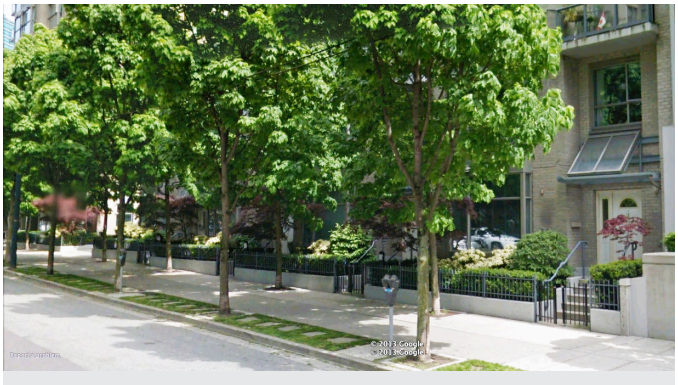
10-20.07.060 Dooryard



Example of a residential Dooryard



Example of a commercial Dooryard

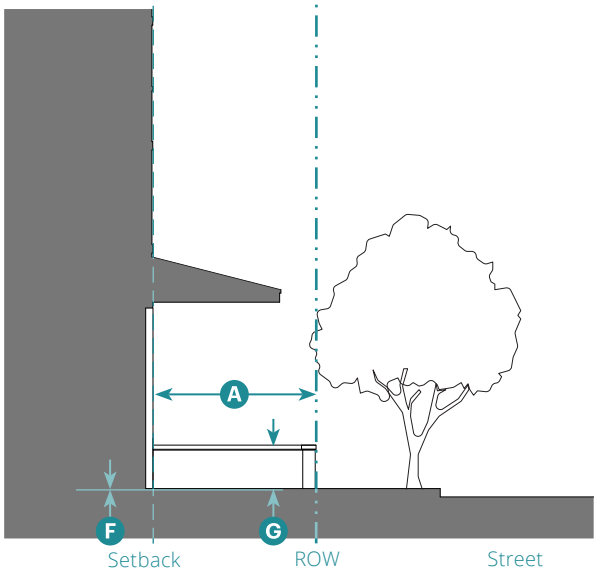


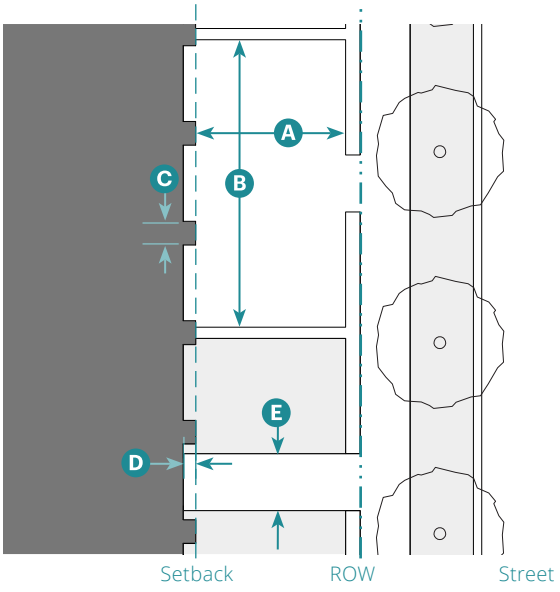
Example of a residential Dooryard

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

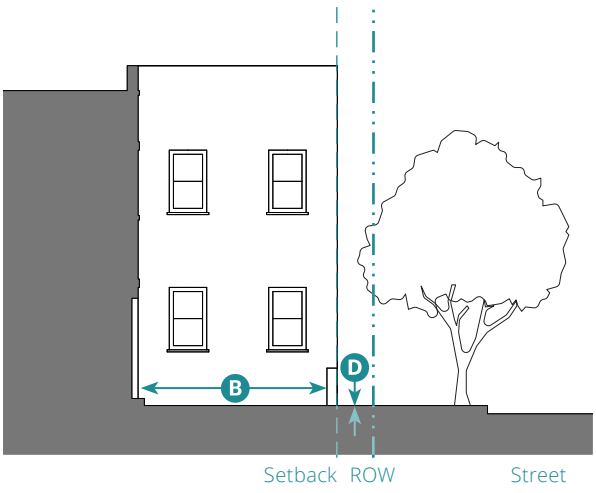


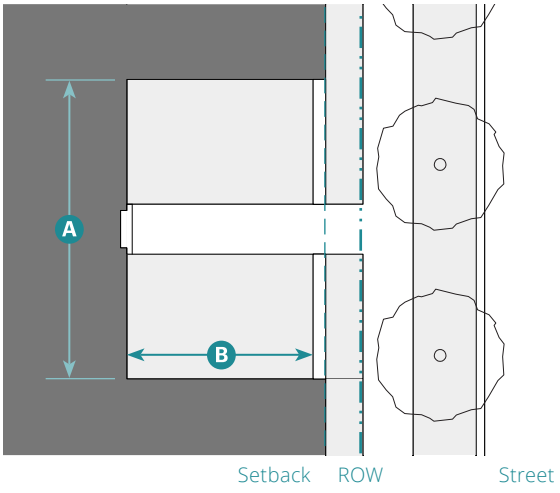
Example of Forecourt

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.





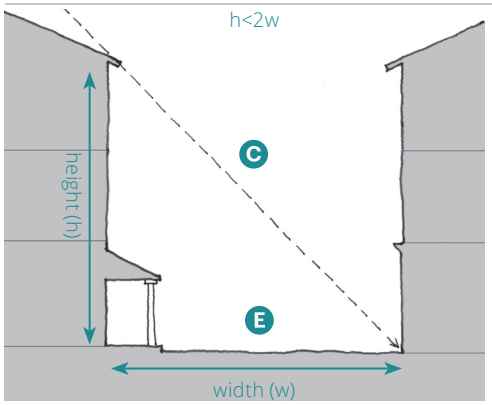
Key

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

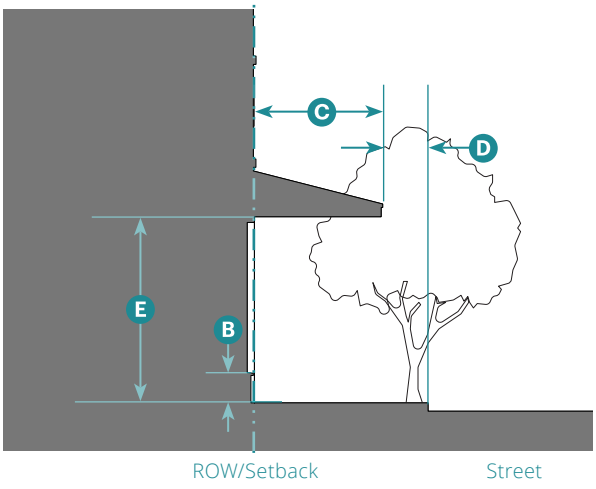


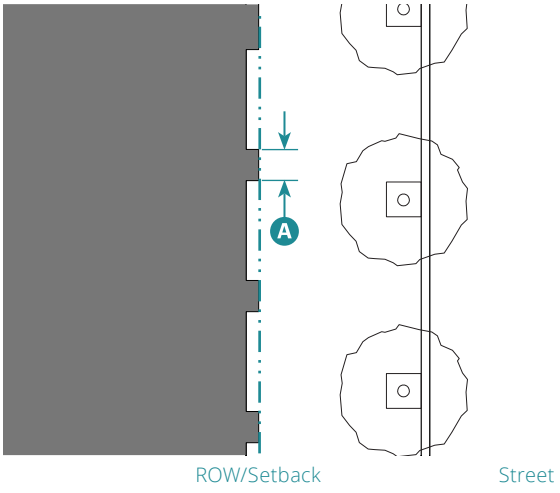
Example of a Maker Shopfront

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

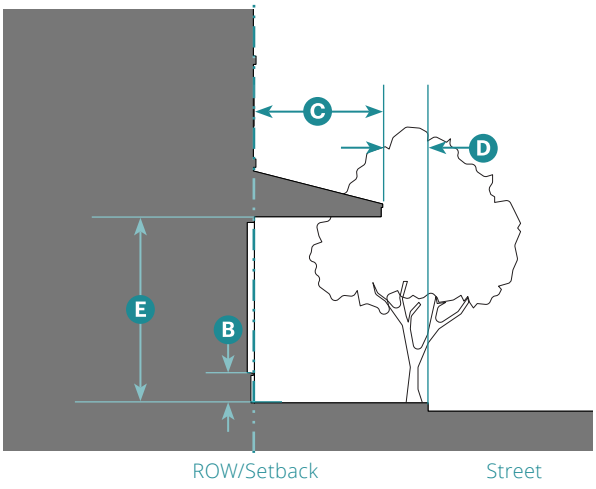


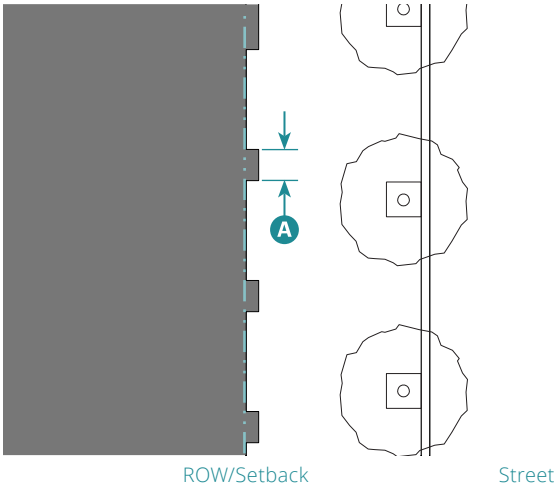
Example of a Shopfront

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

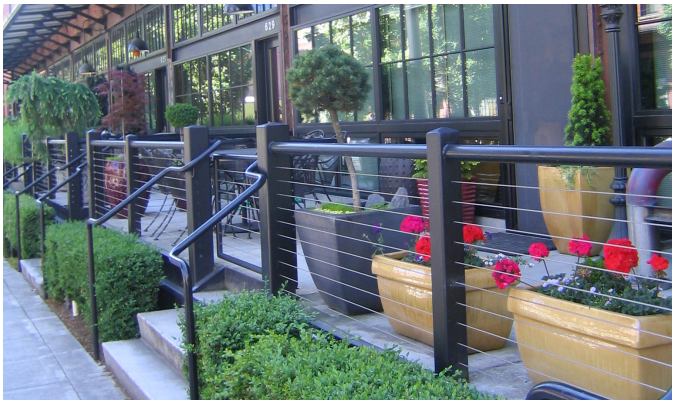
2. Size		
Distance between Glazing	2' max.	A
Ground Floor Glazing between Sidewalk and Finished Ceiling Height	75% min.	
Depth of Recessed Entries	5' max.	
Shopfront Base	6" min.; 24" max.	B
3. Awning		
Depth	5' min.	C
Setback from Curb	2' min.	D
Height, Clear	8' min.	E

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

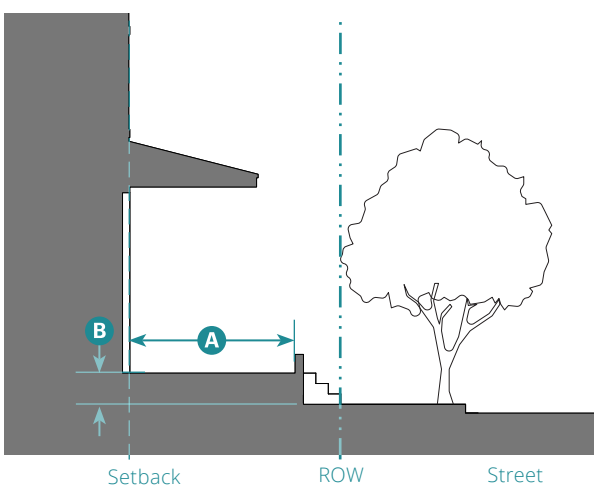


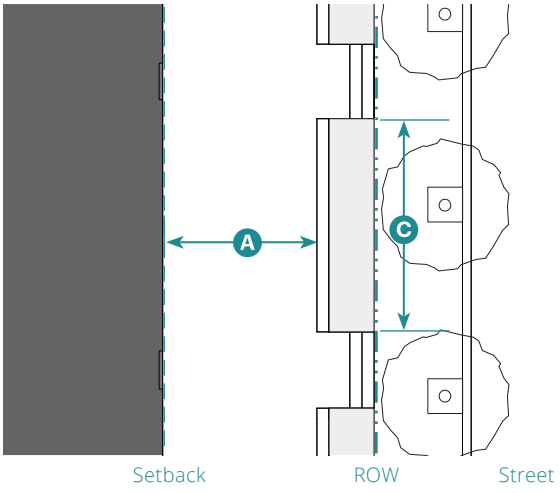
Example of a residential Terrace along a courtyard

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

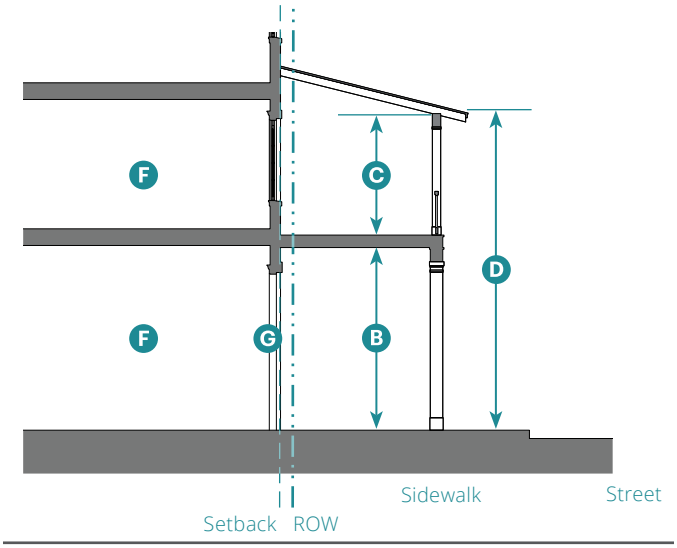


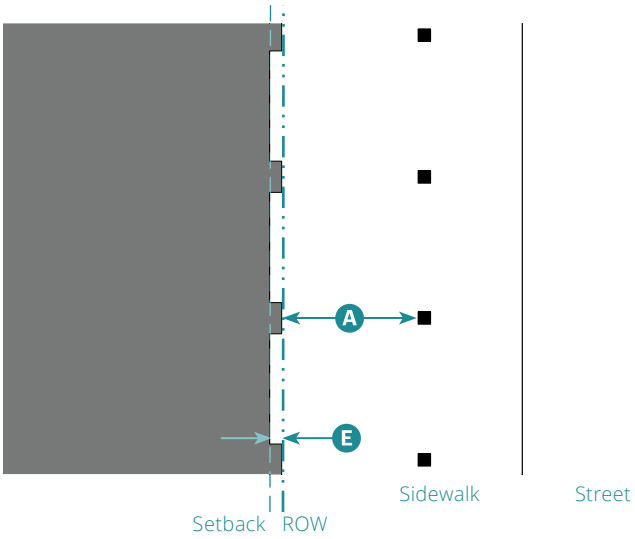
Example of a Gallery with shopfronts

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.	

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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.

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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

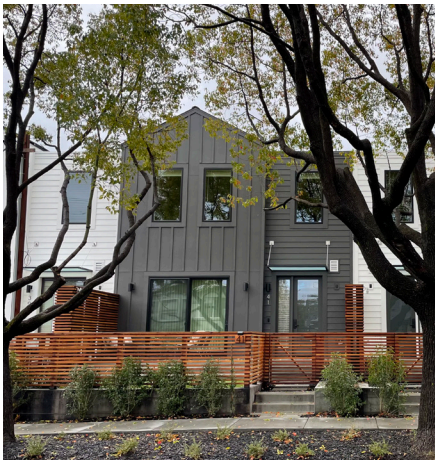
The following graphic is intended as a summary guide. Please refer to San Anselmo's written permit procedures and application standards for all necessary information.

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

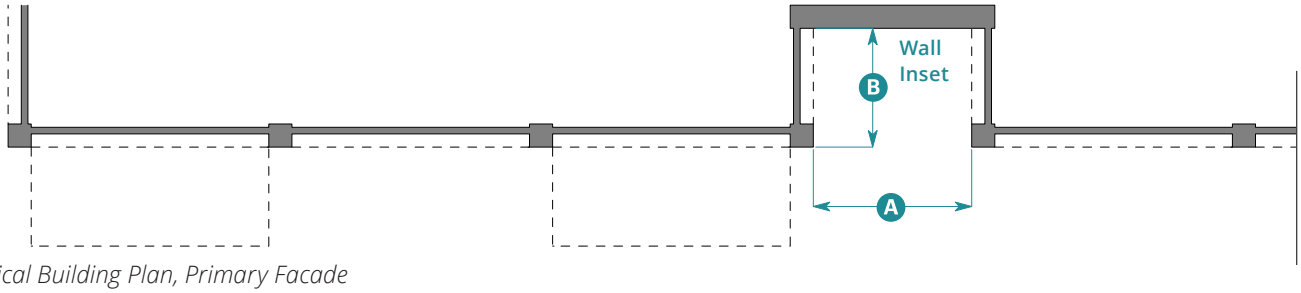
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



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

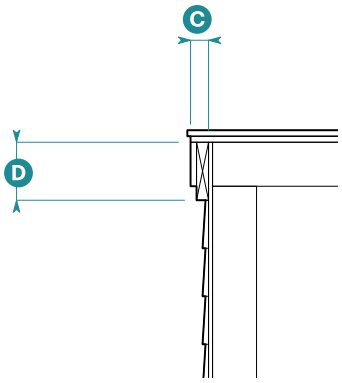


Prototypical Building Elevation

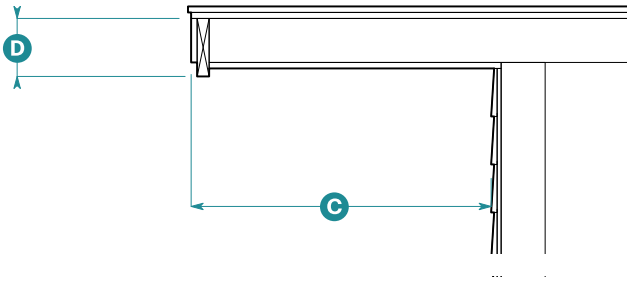
3. Wall	
Wall Inset	
A wall inset from the primary facade is required for buildings greater than 75' in width.	
Wall inset shall be continuous for the full height of the building.	
Roof and wall projections may encroach into wall inset.	

3. Wall (Continued)		
Wall Inset Dimensions		
Width	8'0" min.; 12'0" max.	A
Depth	6'0" min.	B

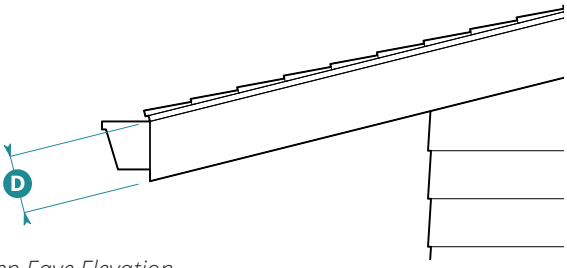
4. Base
No base is required for this style.



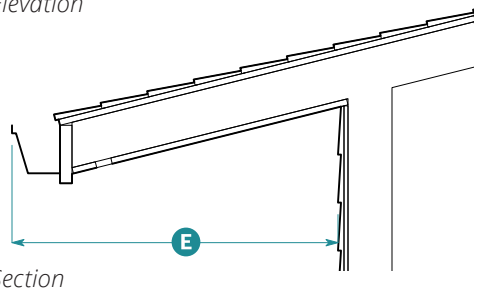
Flush Profile Rake Section



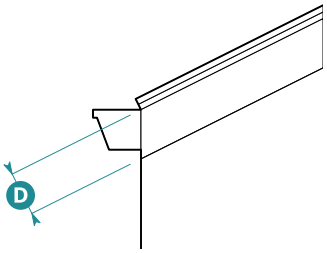
Projecting Profile Rake Section



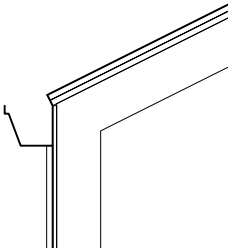
Open Eave Elevation



Open Eave Section



Closed Eave Elevation



Closed Eave Section

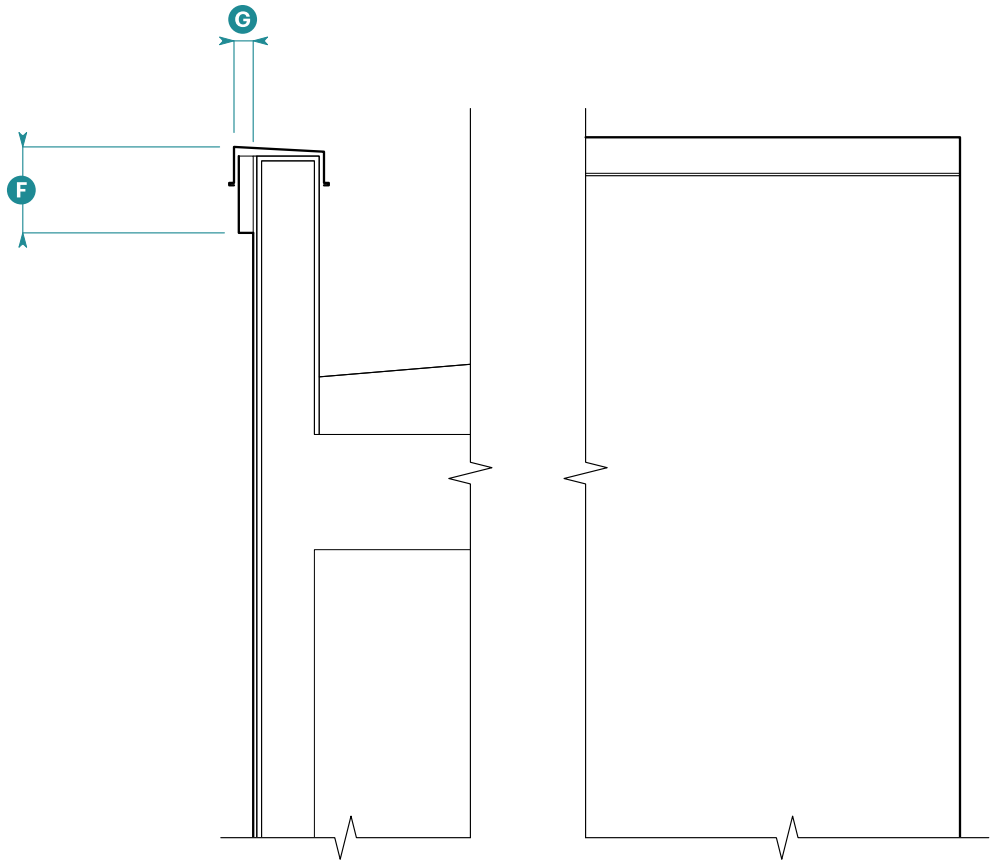
5. Building Roof		
Building Roof Standards	**Buildings with Half-Story Heights**	**Buildings with Full-Story Heights**
Roof Form		
Type	Shed	Flat
Pitch	2:12 min.; 6:12 max.	N/A
Applicable Subsections		
6. Rake	A	A
7. Eave	A	N/A
8. Parapet	N/A	A

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*

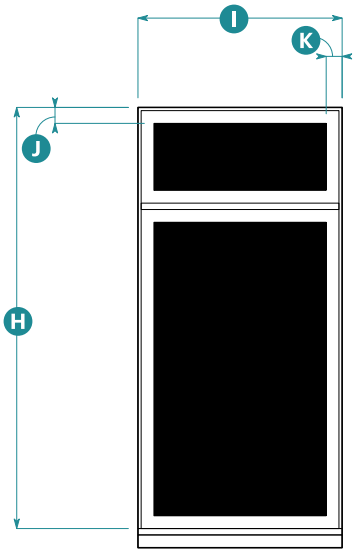
8. Parapet		
Height		
Projection	0" min.; 6" max.	F
Horizontal Projection		
Overall	0" min.; 3" max.	G

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.	

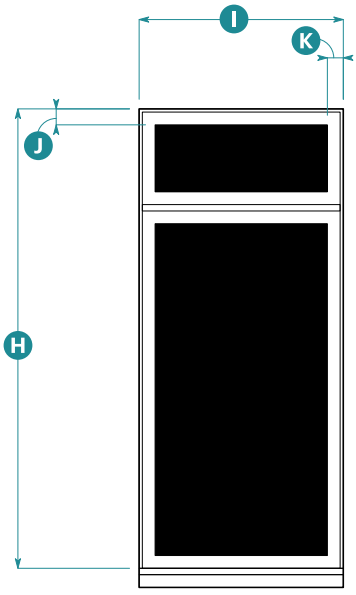
"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

[1] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.

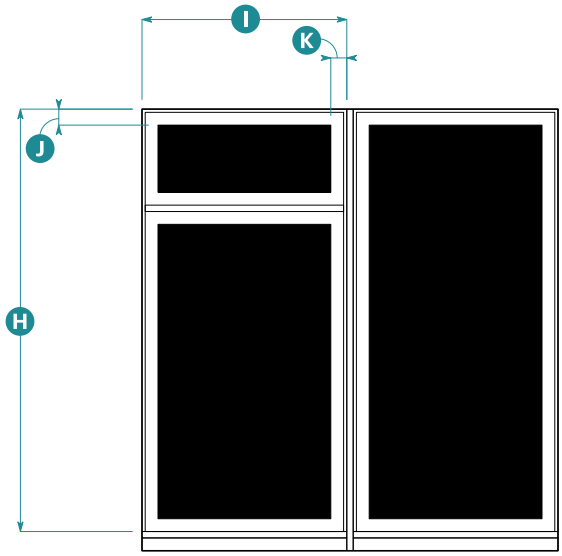
[2] Trim required for windows only on buildings or parts of buildings with lap siding.



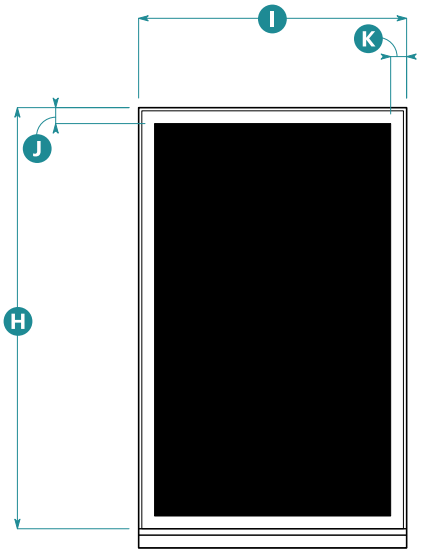
Upper Floor Typical Window Elevation



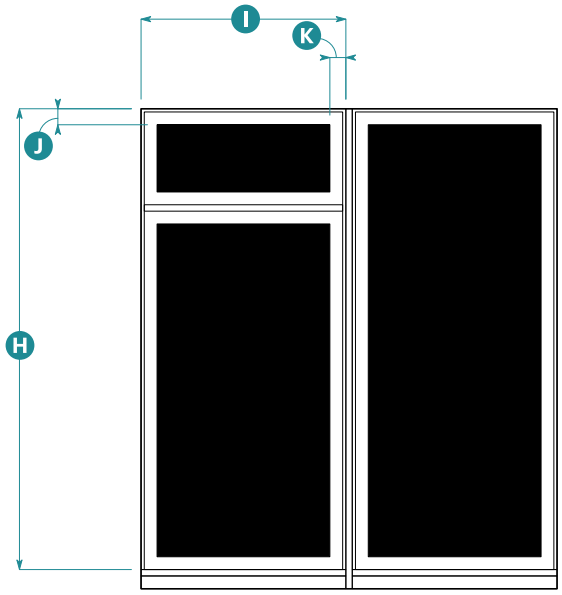
Ground Floor Typical Window Elevation



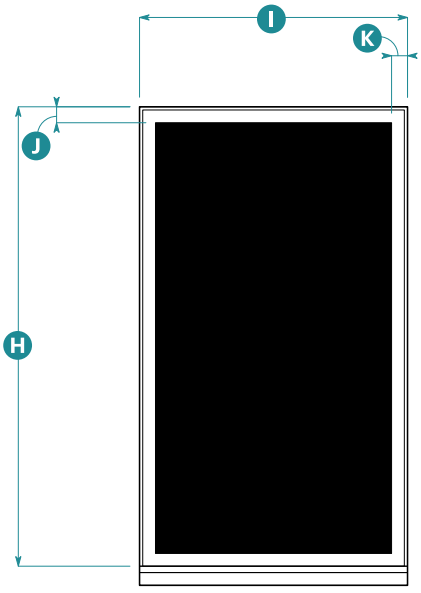
Upper Floor Ganged Window Elevation



Upper Floor Picture Window Elevation



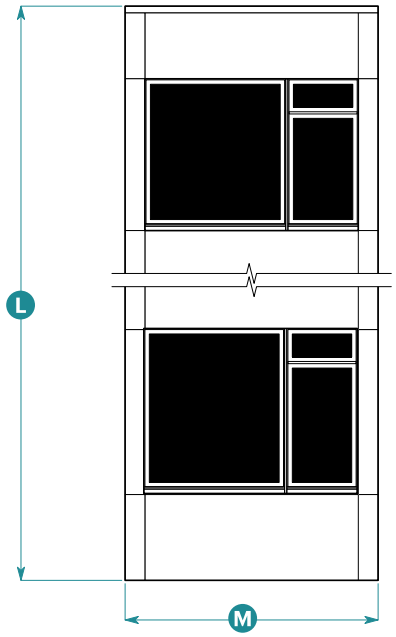
Ground Floor Ganged Window Elevation



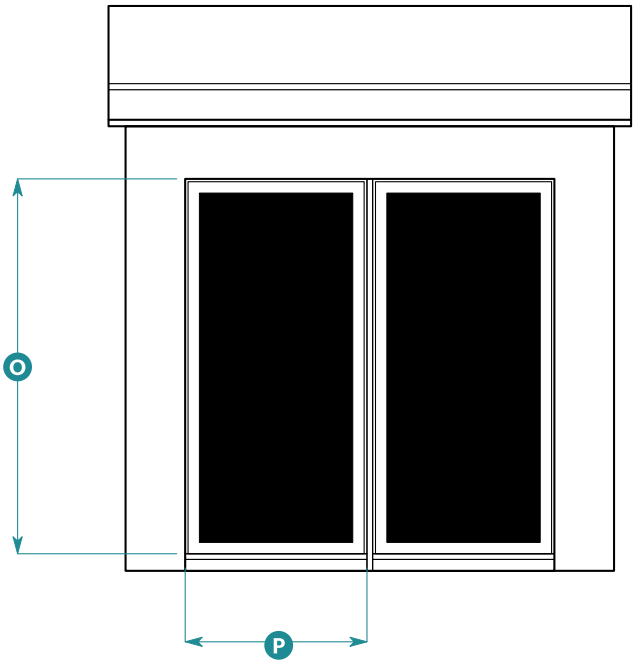
Ground Floor Picture Window Elevation



Bay Window Plan



Bay Window Elevation

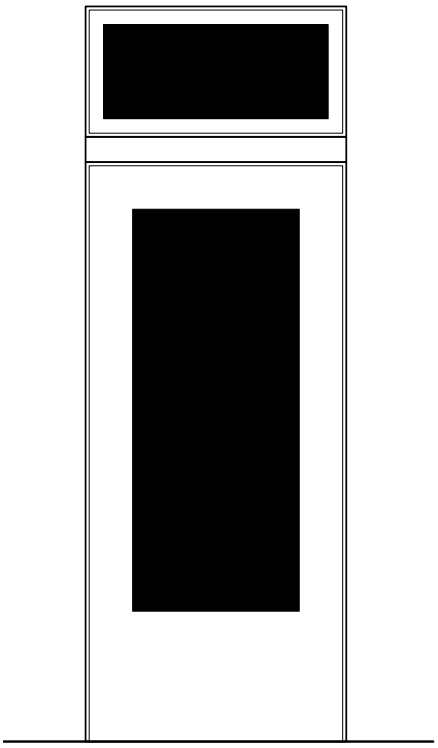


Dormer Elevation

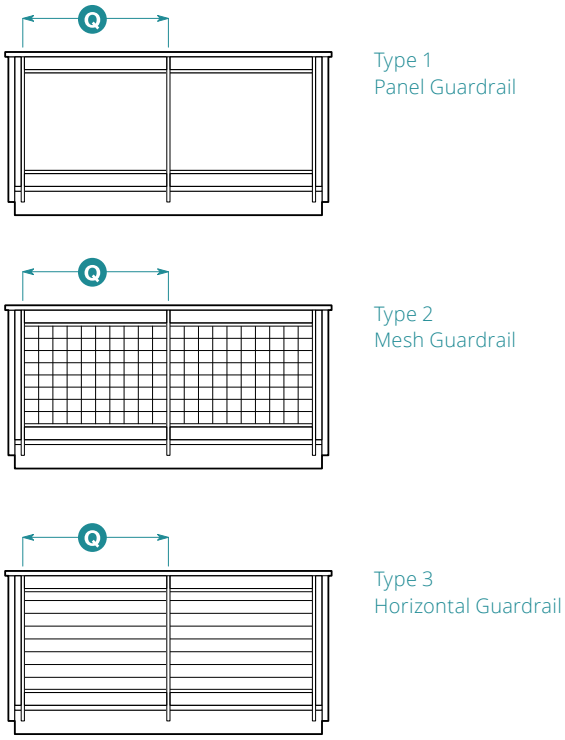
10. Bay Windows		
Form		
Type	Square	
Size		
Height[3]		L
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	M
Depth	1'0" min.; 3'0" max.	N
Additional Standards		
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



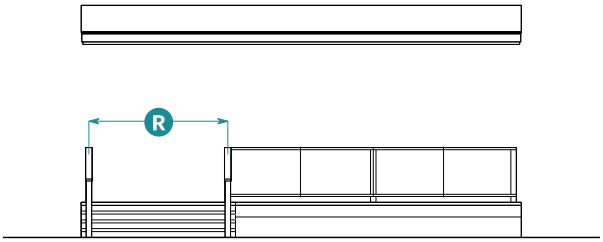
Balcony Front Elevation

12. Entry Doors	
Surround[4]	
Head Width	4" min.
Jamb Width	4" min.
Additional Elements	
Transom	Allowed
Pediment	Not Allowed

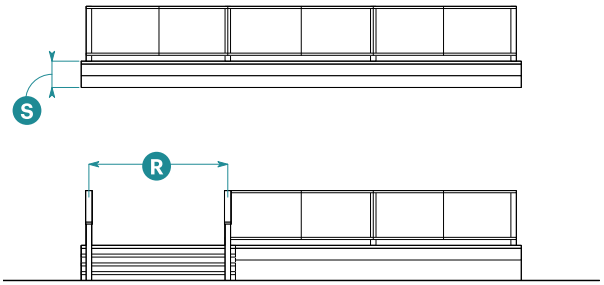
[4] Surround required for doors only on buildings or parts of buildings with lap siding.

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

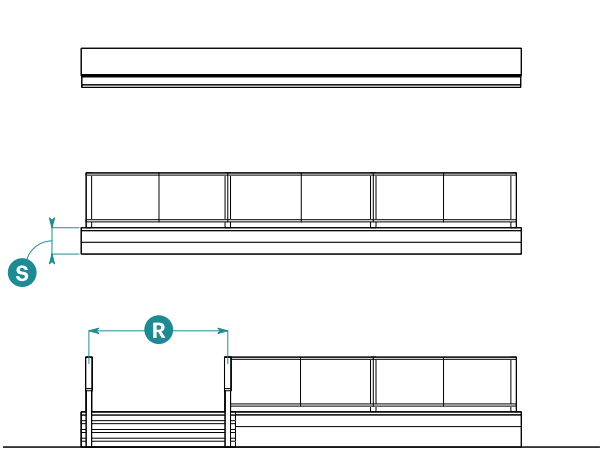
Faux composite wood printed with simulated wood grain is prohibited



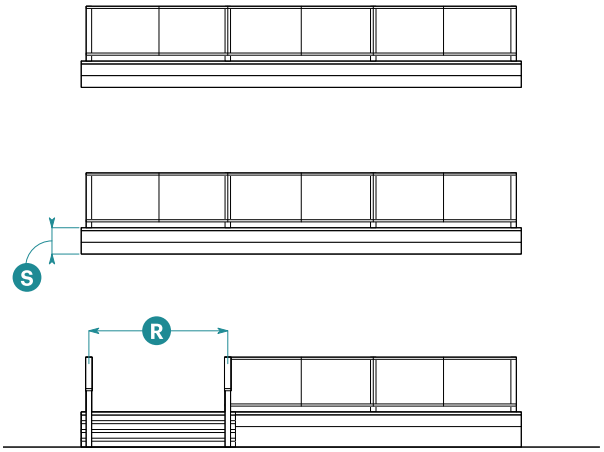
One-Story Porch



One-Story Porch with Deck Above

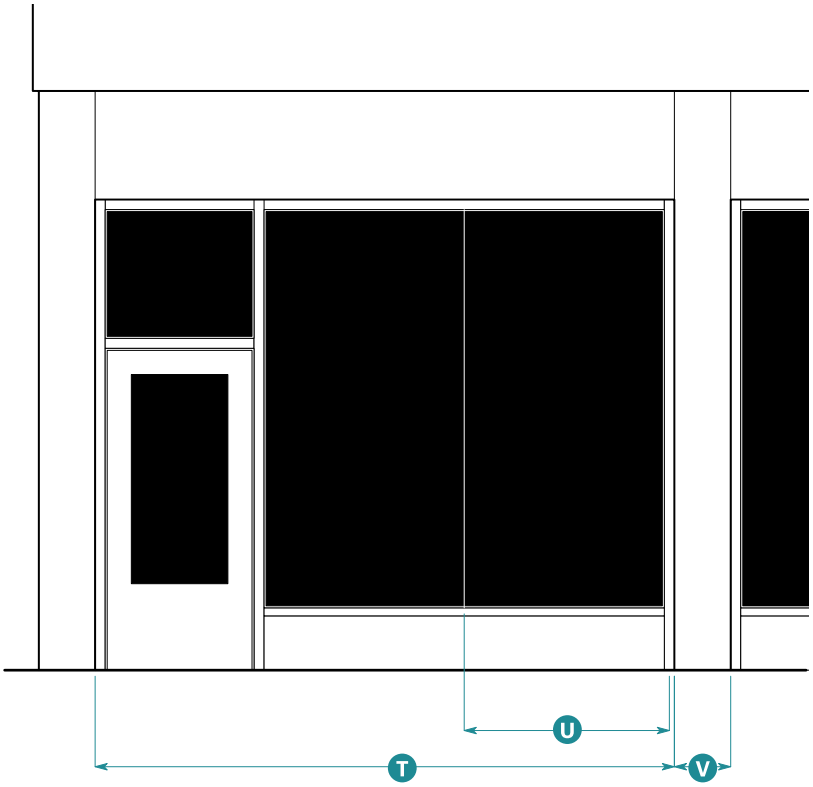


Two-Story Porch

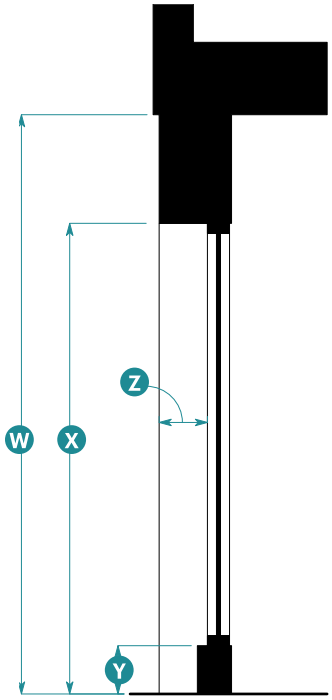


Two-Story Porch with Deck Above

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.

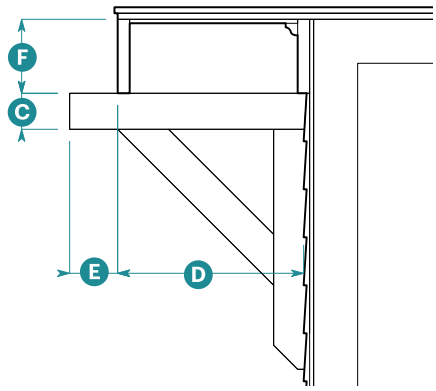
4. Base		
Height	1'0" min.; 1/2 story max.	B

Elements of Craftsman Style – Mixed-Use Prototype

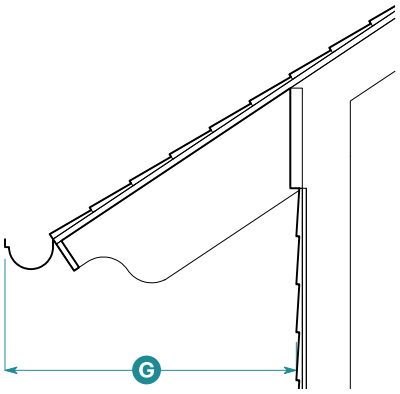
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



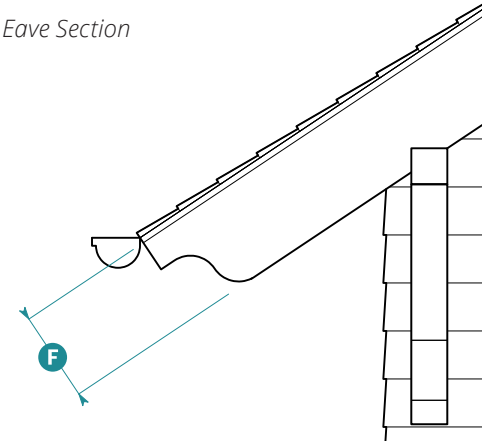
Prototypical Building Elevation



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

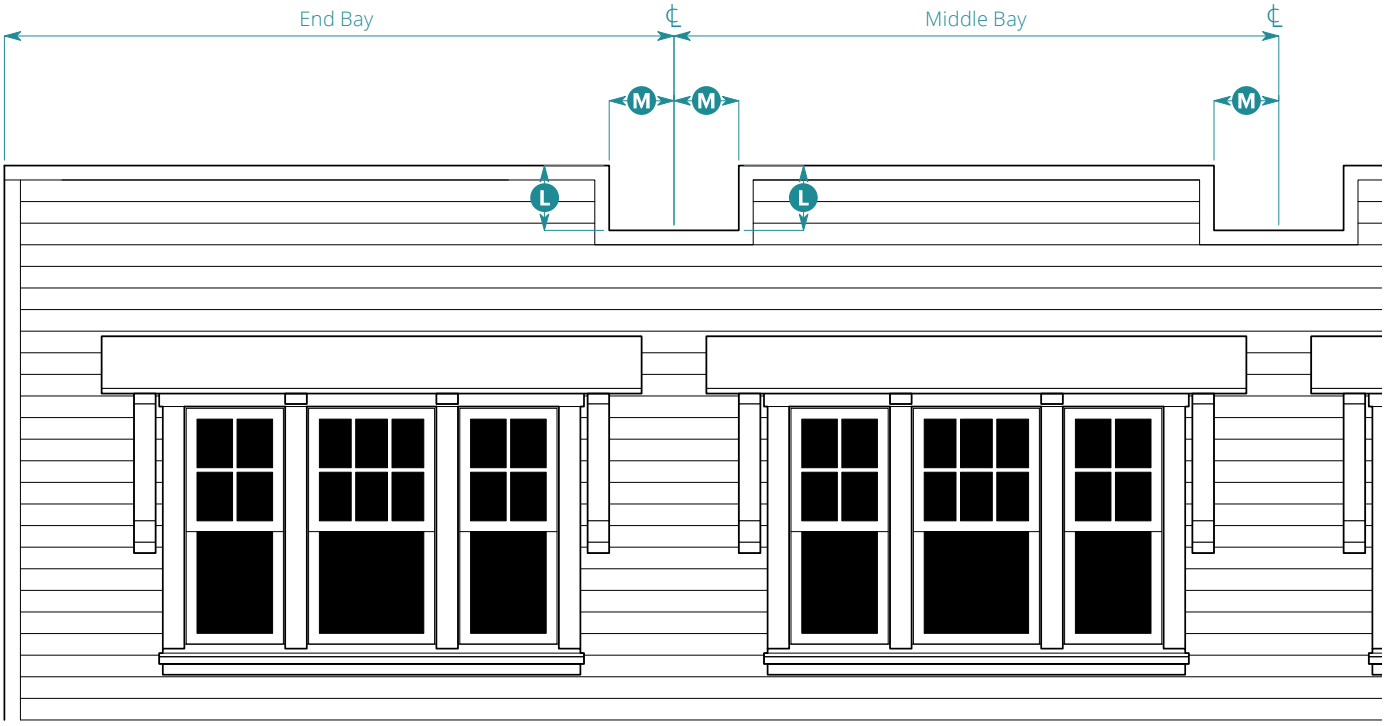
6. Rake		
Height		
Bracket Bracing Member	4" min.	C
Horizontal Projection		
Projection to Fascia	1'8" min. 3'0" max;	D
Bracket Projection Beyond Fascia	No min.; 1'0" max.	E

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

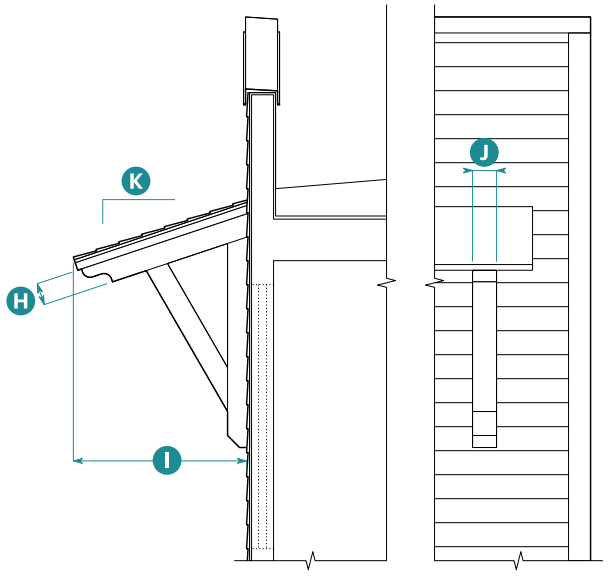
[3] Horizontal projection includes gutter.

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.



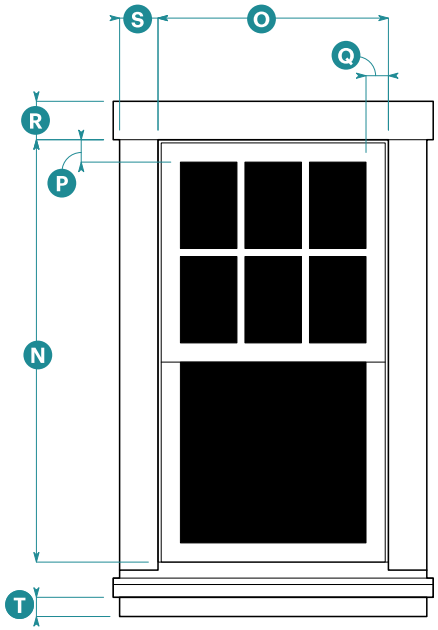
Parapet Section *Parapet Elevation*

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.		

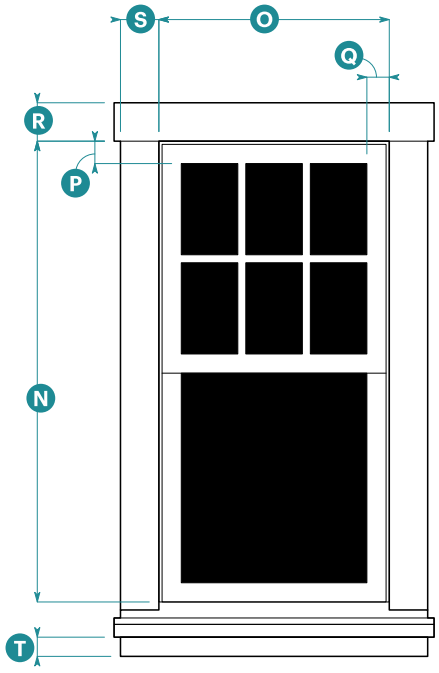
"Typical" refers to a regular recurring window (i.e., size or lite pattern) on a facade.

[5] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.

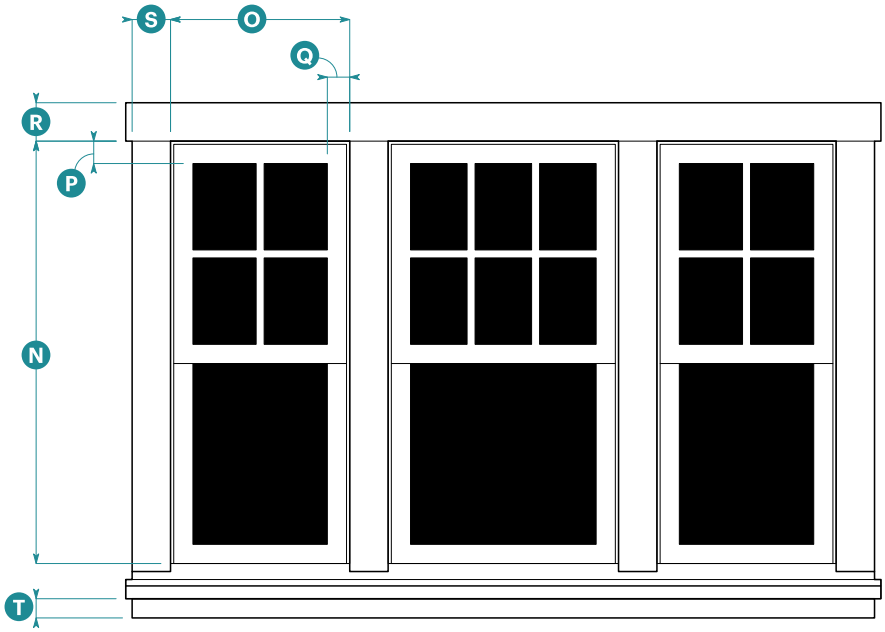
[6] Jamb shall be narrower than header



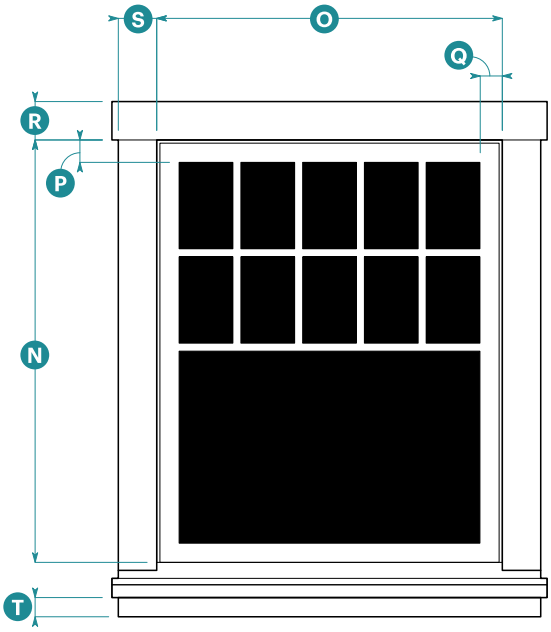
Upper Floor Typical Window Elevation
6 over 1



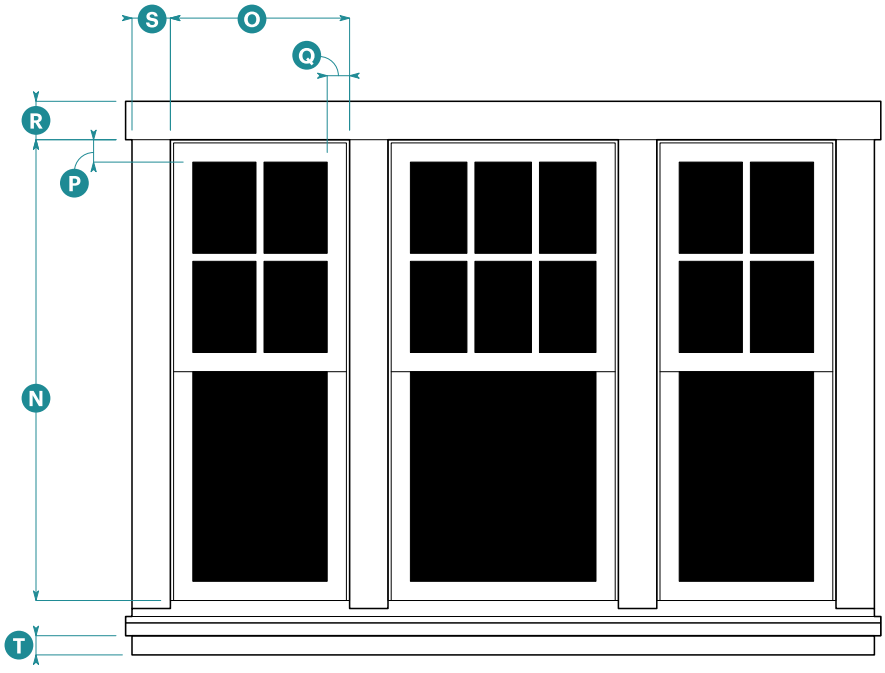
Ground Floor Typical Window Elevation
6 over 1



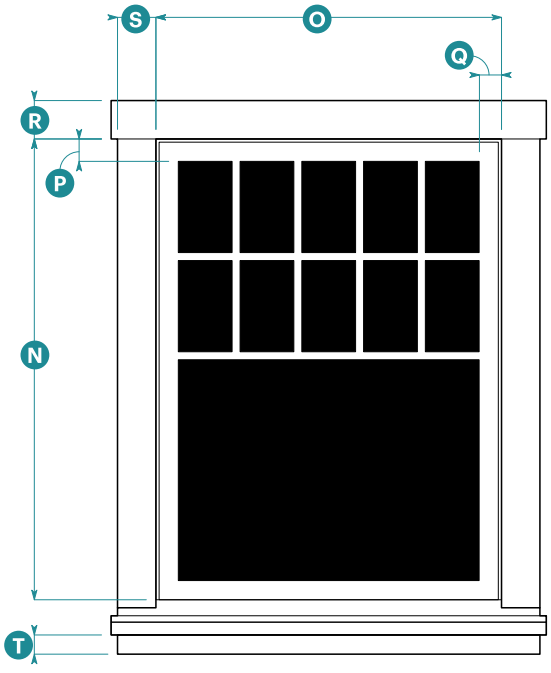
Upper Floor Ganged Window Elevation
4 over 1 and 6 over 1



Upper Floor Picture Window Elevation
10 over 1



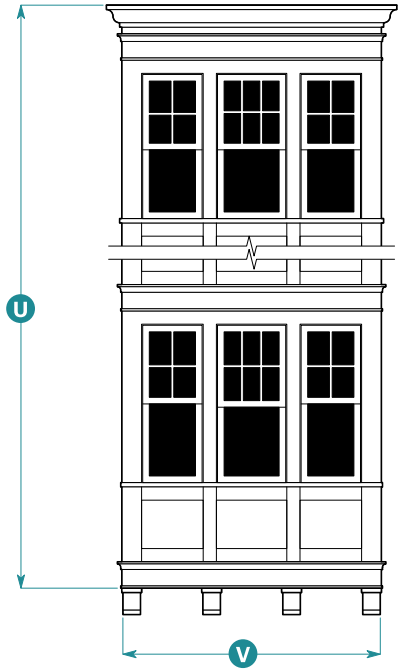
Ground Floor Ganged Window Elevation
4 over 1 and 6 over 1



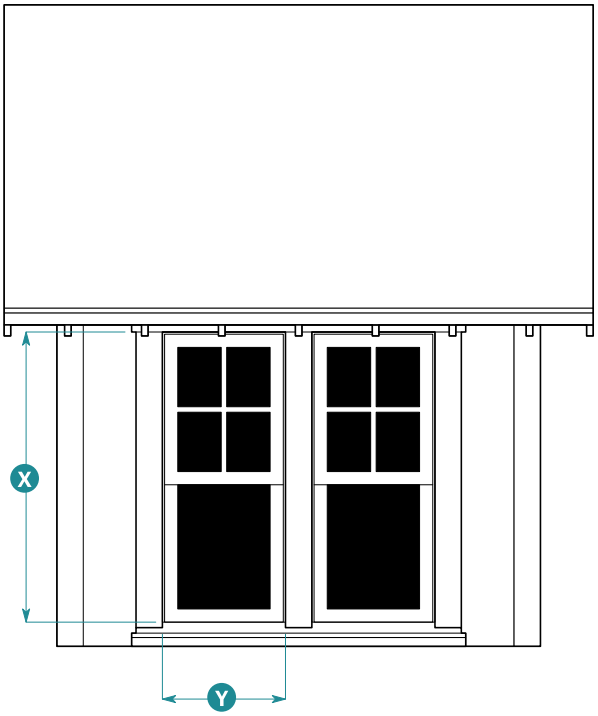
Ground Floor Picture Window Elevation
10 over 1



Bay Window Plan



Bay Window Elevation

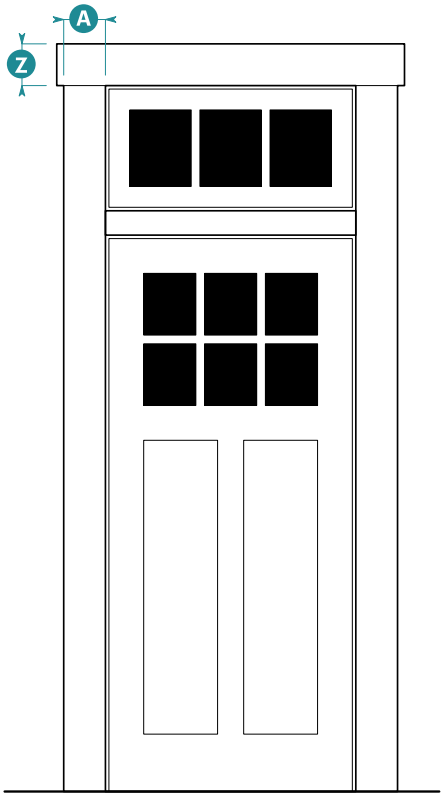


Dormer Elevation

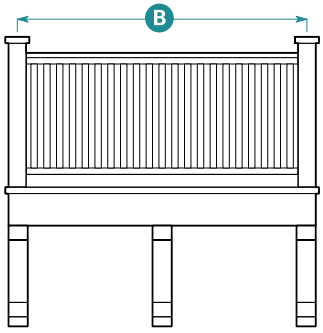
10. Bay Windows		
Form		
Type	Square	
Size		
Height		U
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	V
Depth	1'0" min.; 3'0" max.	W
Cornice Types		
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

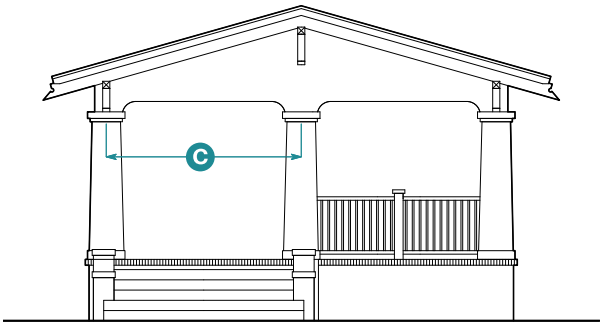


Balcony Front Elevation

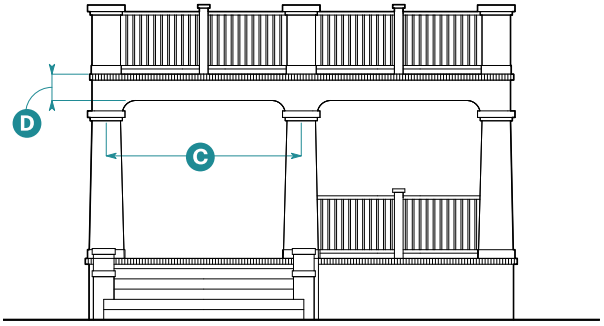
12. Entry Doors		
Door		
Number of Panels	2 min.	
Surround[7]		
Head Width	6" min.	Z
Jamb Width	4" min.	A
Additional Elements		
Transom	Allowed	
Pediment	Not Allowed	

[7] Jamb shall be narrower than header

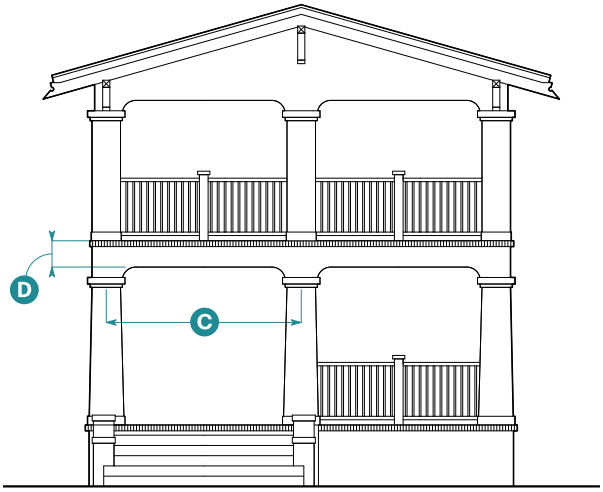
13. Balconies		
Allowed Materials		
Post, Baluster, Handrail, and Fascia	Metal, composite wood, wood	
Size		
Overall Balcony Width	10'0" max.	
Width Between Posts	3' min.	B



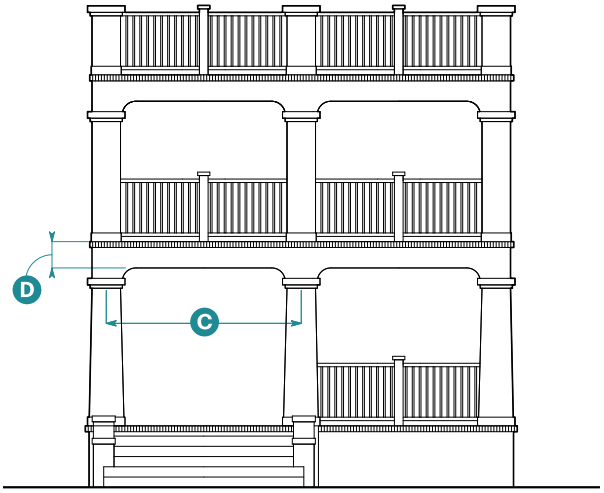
One-Story Porch



One-Story Porch with Deck Above



Two-Story Porch

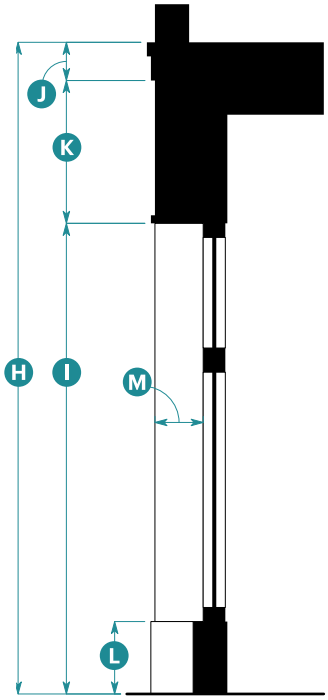


Two-Story Porch with Deck Above

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.



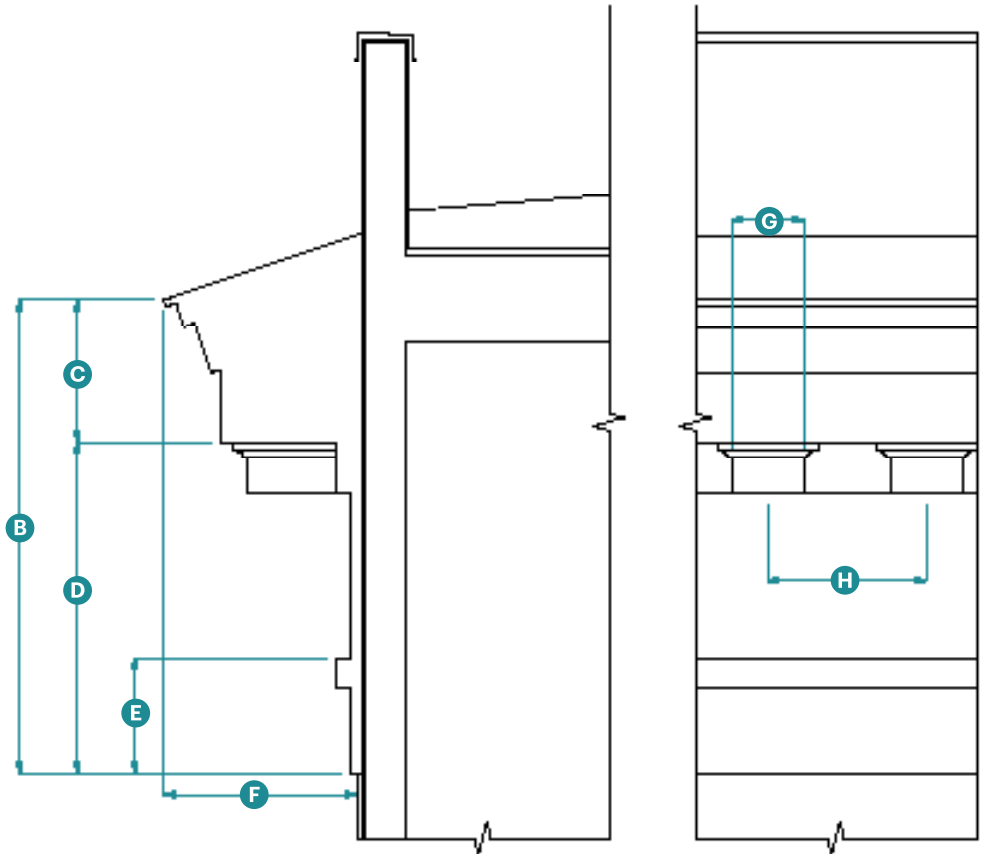
Prototypical Building Elevation

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

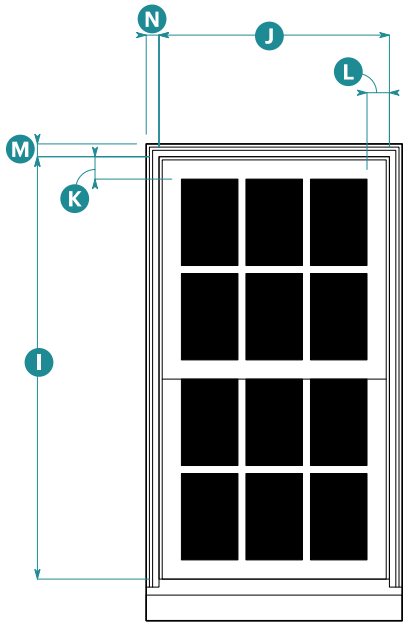
Height		
Overall	5'6" min.	B
Cornice	1'8" min.	C
Fascia		
Overall	3'6" min.	D
Lower Band	1'2" min.	E
Horizontal Projection [1]		
Overall	2'6" min.	F
Continuous cornice required on all street facing facades.		
Required Ornament		
Type	Dentils	
Width	10" min.	G
Spacing	2'0" max. on center	H
Placement	Below cornice at top of fascia	

[1] Horizontal projection includes gutter.

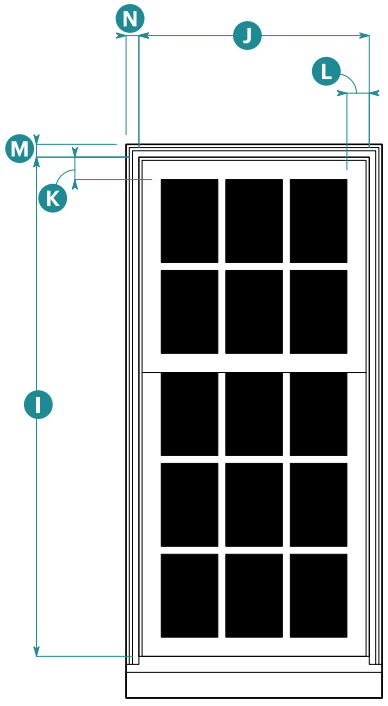
9. Windows		
Opening		
Proportion, Height (I) to Width (J) [2]		
Ground Floor	2.0 min.	
Upper Floor	1.75 min.	
Typical Sizes, Width (J) x Height (I)		
Ground Floor, Typical	3'0" x 6'6"	
Ground Floor, Picture	4'6" x 6'6"	
Upper Floor, Typical	3'0" x 5'6"	
Upper Floor, Picture	4'6" x 5'6"	
Privacy	2'0" 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.

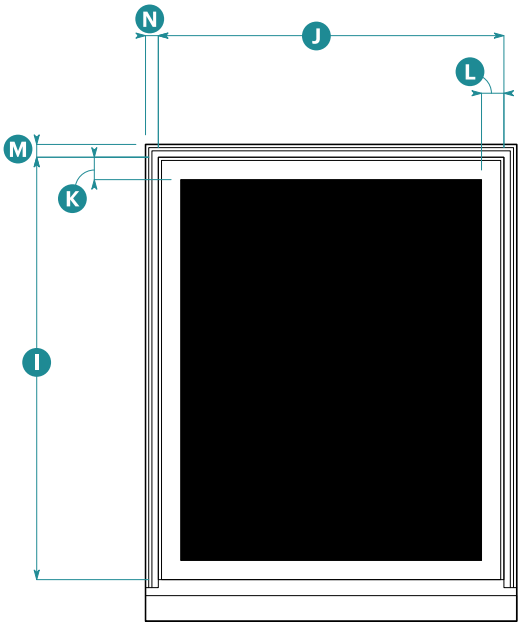
[2] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.



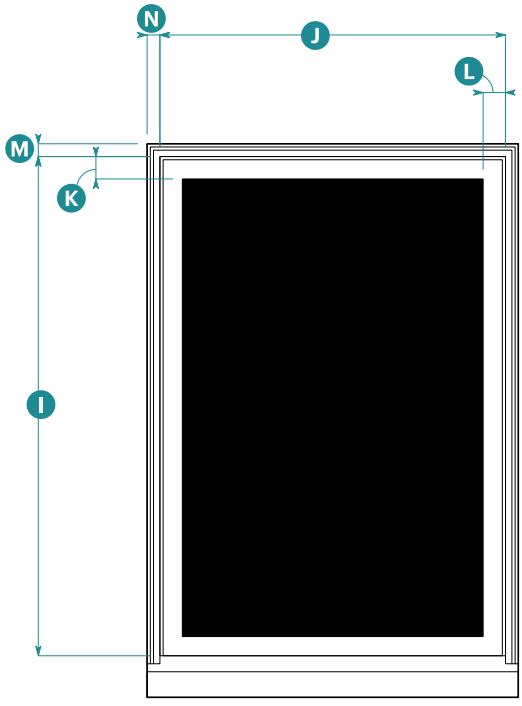
Upper Floor Typical Window Elevation
6 over 6



Ground Floor Typical Window Elevation
6 over 9



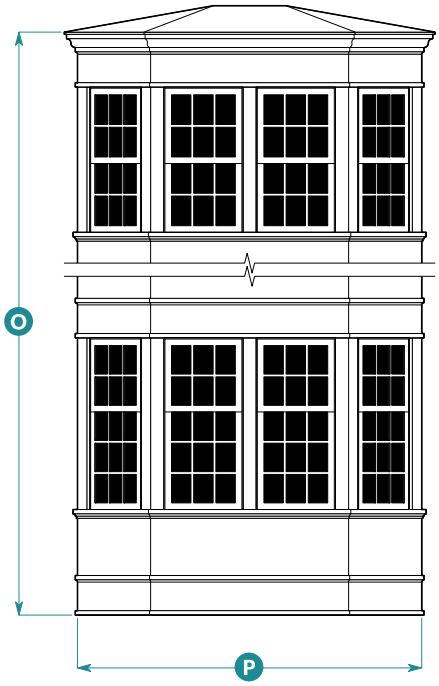
Upper Floor Picture Window Elevation



Ground Floor Picture Window Elevation



Bay Window Plan

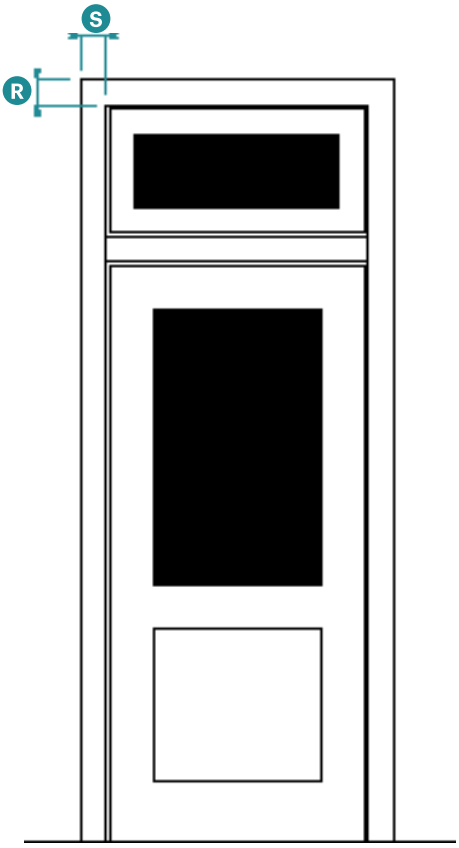


Bay Window Elevation

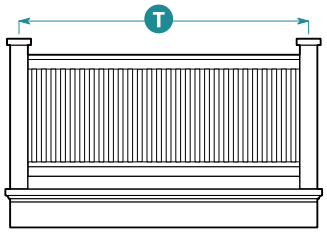
10. Bay Windows		
Form		
Type	Chamfered	
Interior Angle	30 degrees min.; 55 degrees max.	
Number of Faces	3 or 5	
Size		
Height		O
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
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.

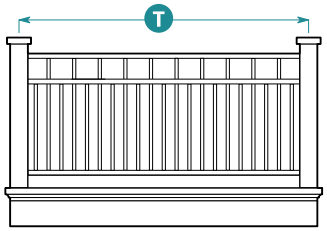
11. Dormers
Because this style does not allow sloped roofs, dormers shall not be used.



Entry Door Elevation



Type 1
Square Guardrail

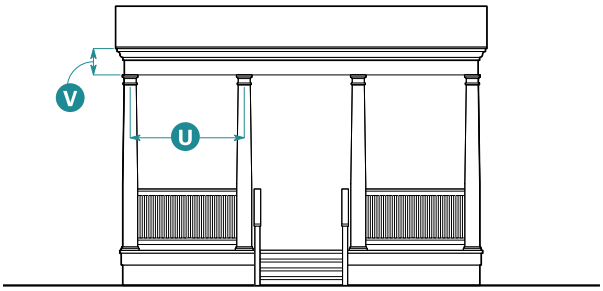


Type 2
Decorative Metal Guardrail

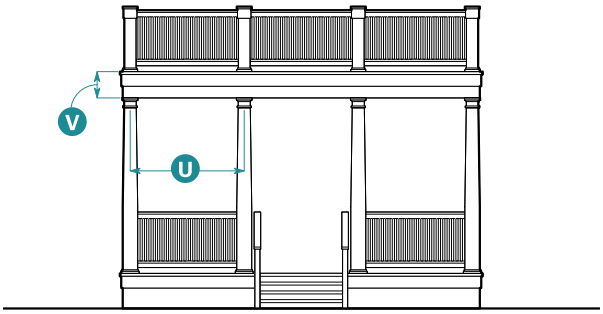
Balcony Front Elevation

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	

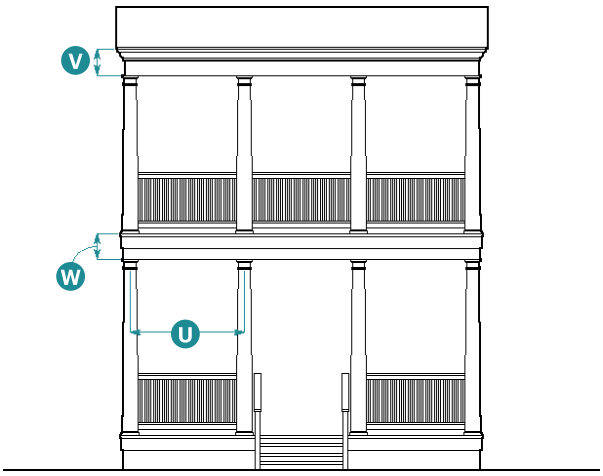
13. Balconies		
Allowed Materials		
Type 1 - Square Guardrail		
Post, Baluster, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Type 2 - Decorative Metal Guardrail		
Post, Handrail, Fascia, and Brackets	Metal, composite wood, wood	
Baluster	Metal	
Size		
Overall Balcony Width	10'0" max.	
Width Between Posts	3' min.	T



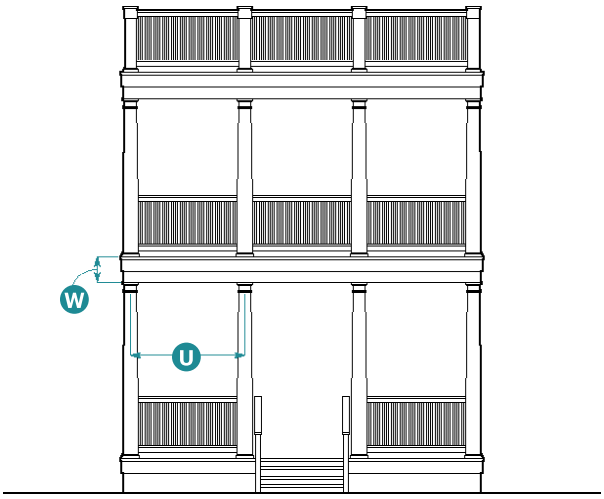
One-Story Porch



One-Story Porch with Deck Above

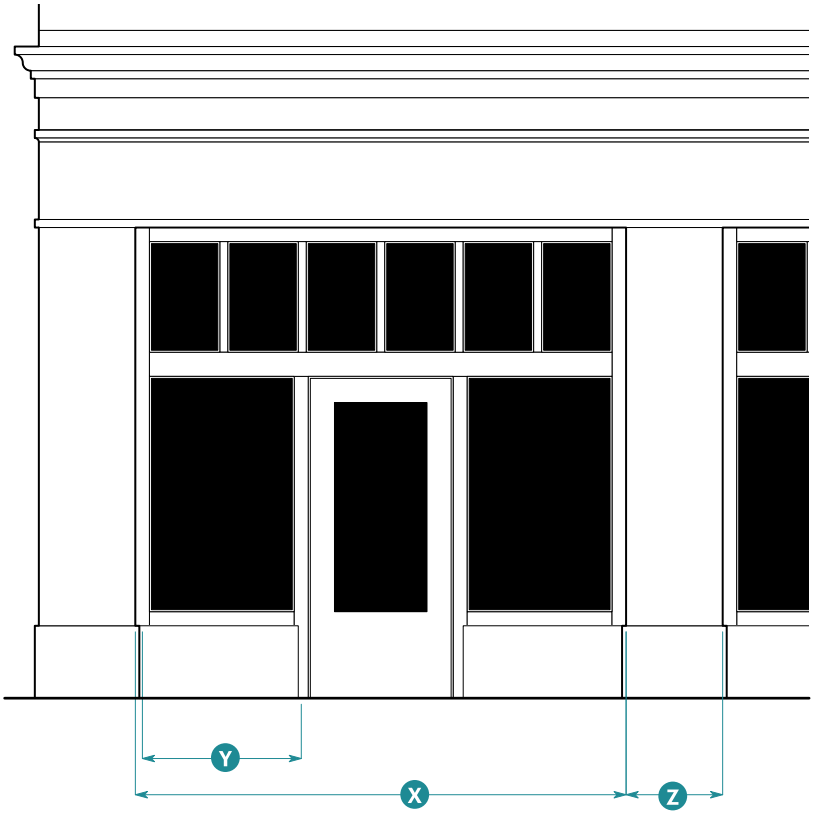


Two-Story Porch

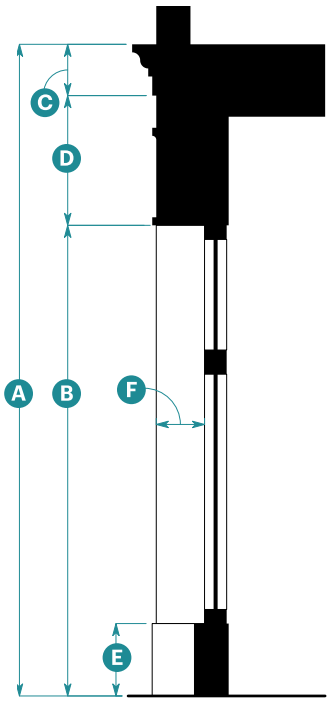


Two-Story Porch with Deck Above

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

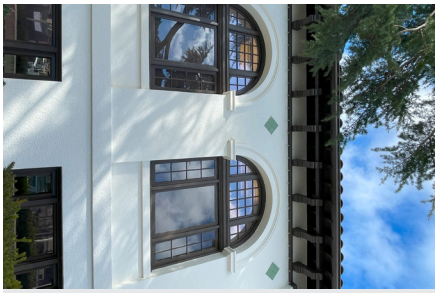


Storefront Section

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

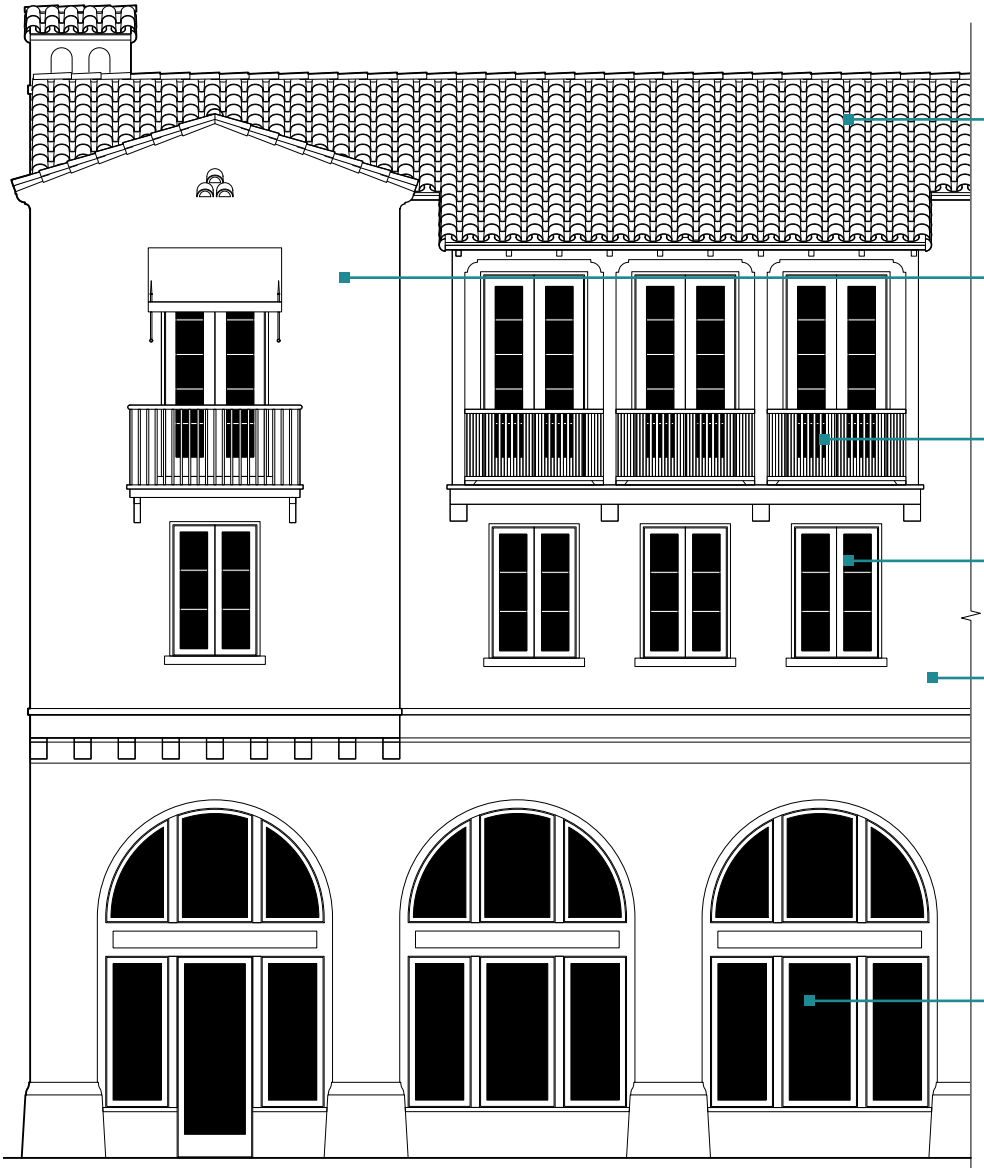
No wall standards apply to this style. See Subsection 16 (Materials) for materials standards.

4. Base

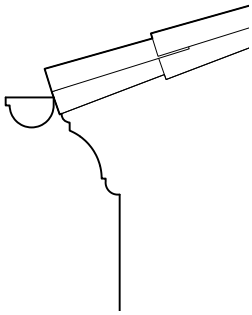
None required

Elements of Mediterranean Style – Mixed-Use Prototype

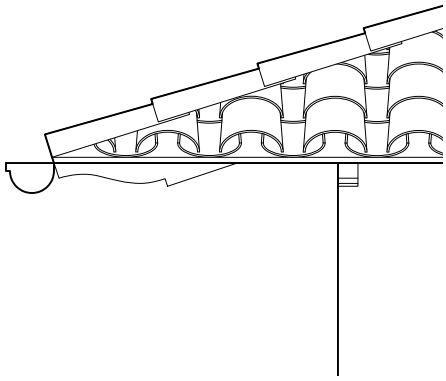
Note: The image below is intended to provide a reference for architectural elements and is illustrative, not regulatory. It is not an exhaustive list of applicable standards.



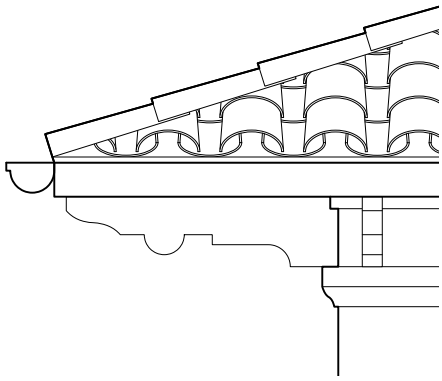
Prototypical Building Elevation



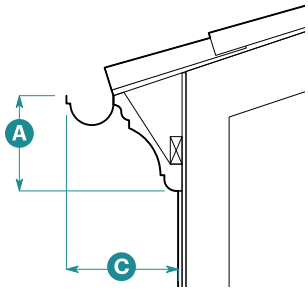
Closed Eave Elevation



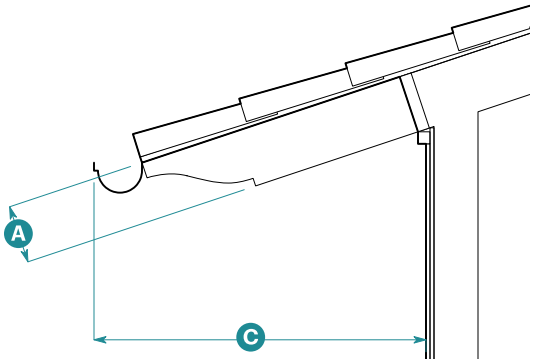
Open Eave Elevation



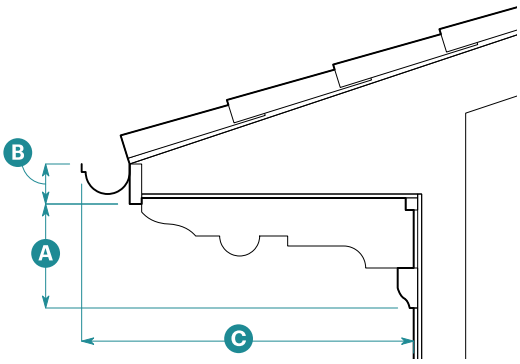
Returned Eave Elevation



Closed Eave Section



Open Eave Section



Returned Eave Section

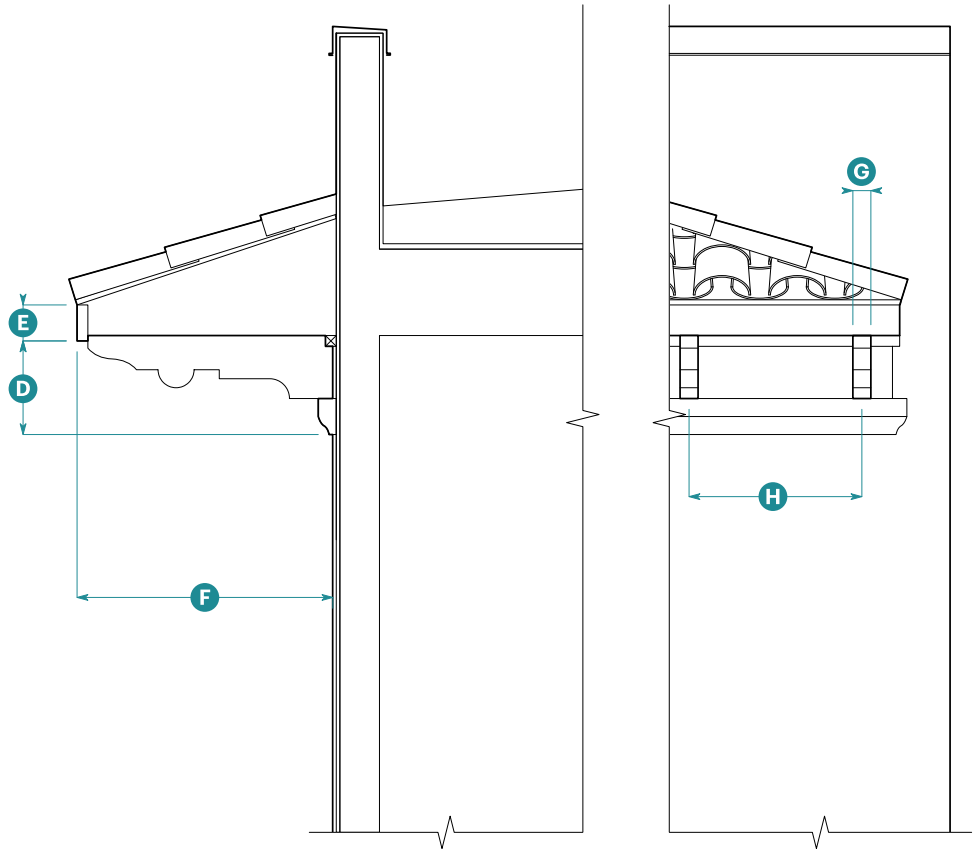
5. Building Roof		
Building Roof Standards	**Sloped Roof**	**Flat Roof**
Applicable Subsections		
Subsection 6 (Rake)	A	N/A
Subsection 7 (Eave)	A	N/A
Subsection 8 (Parapet)	N/A	A
Form		
Pitch	4:12 min.; 6:12 max.	N/A

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

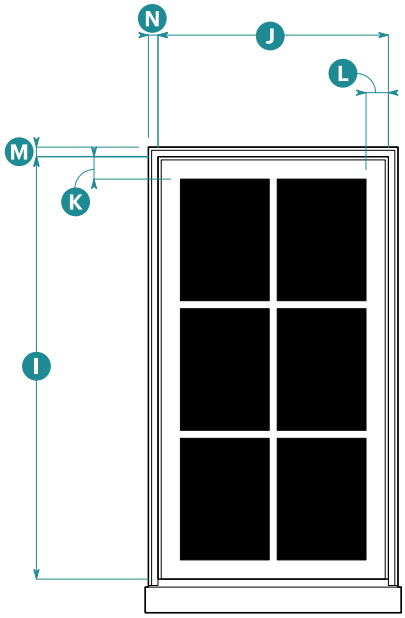
8. Parapet		
Height		
Supporting Element	1'8" min.	D
Fascia	6" min.	E
Horizontal Projection [2]		
Overall	2'0" min.	F
Continuous cornice required on all street facing facades.		
Required Ornament		
Type	Brackets	
Width	3" min.	G
Spacing	24" max. on center	H
Placement	Below fascia	

[2] Horizontal projection includes gutter.

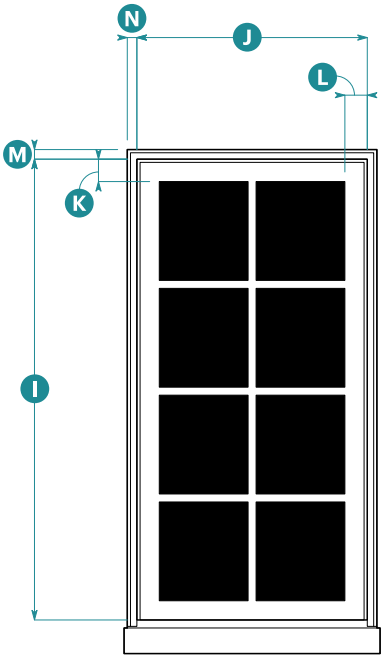
9. Windows		
Opening		
Proportion, Height (I) to Width (J) [3]		
Ground Floor	2.0 min.	
Upper Floor	1.75 min.	
Dormer	See Subsection 11 (Dormers) for standards.	
Typical Sizes, Width (J) x Height (I)		
Ground Floor, Typical	3'0" x 6'0"	
Ground Floor, Ganged	2'4" x 6'0"	
Ground Floor, Picture	4'6" x 6'0"	
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.

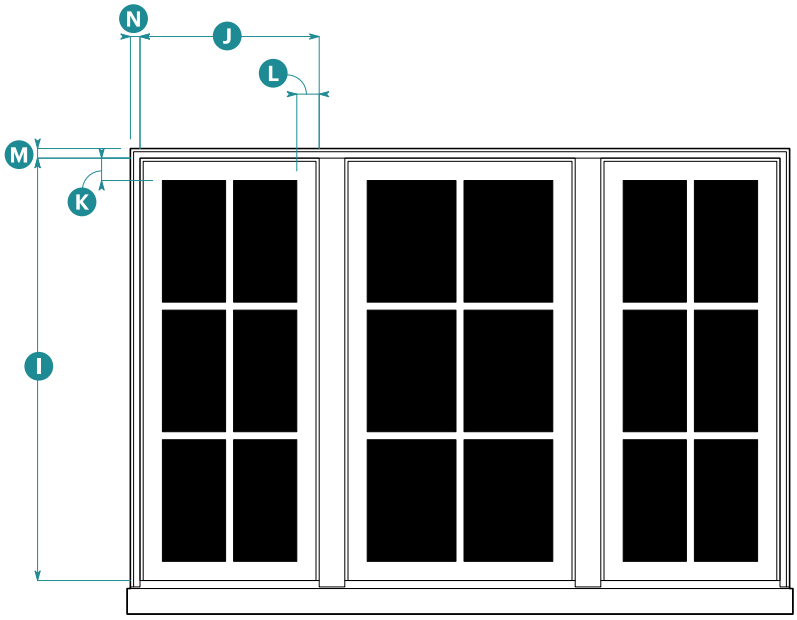
[3] Picture windows shall be wider than typical windows and equal in height to windows on the same floor.



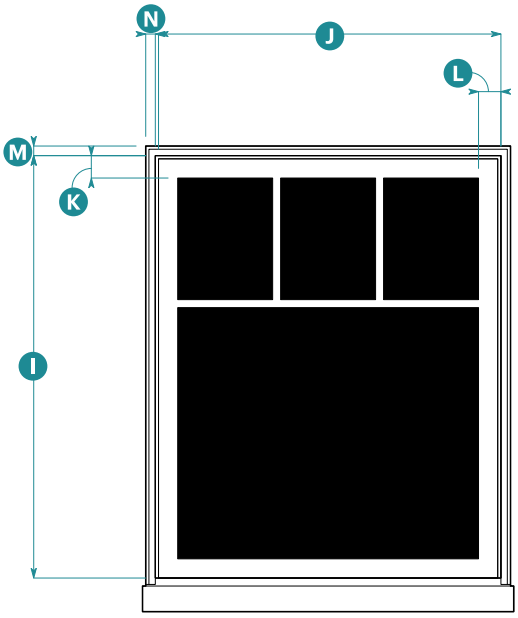
Upper Floor Typical Window Elevation
6 parts



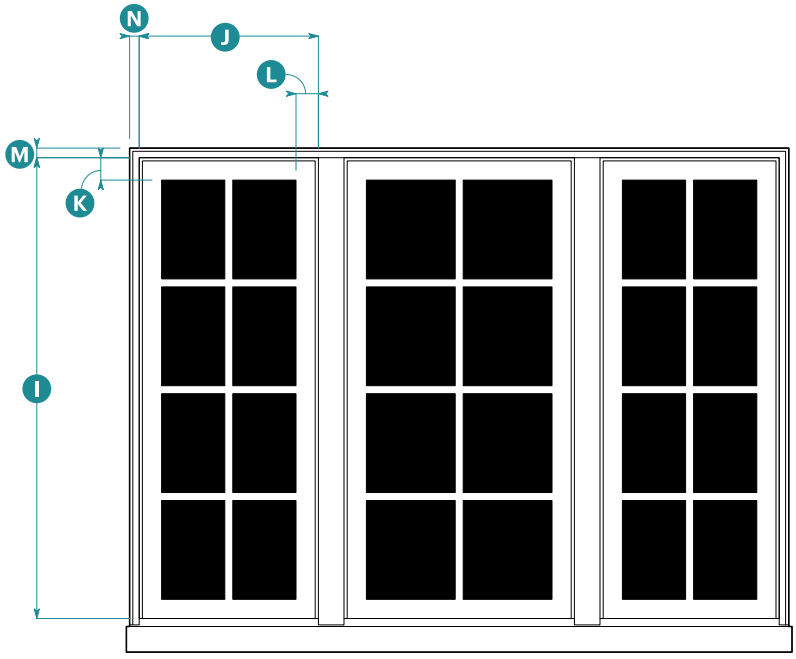
Ground Floor Typical Window Elevation
8 parts



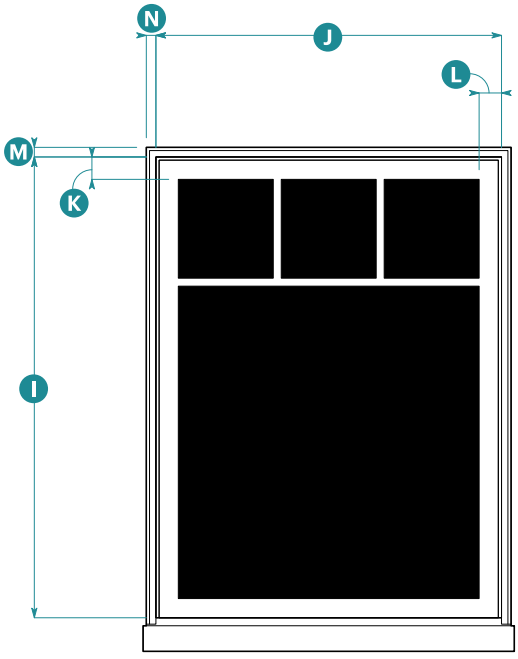
Upper Floor Ganged Window Elevation
6 parts



Upper Floor Picture Window Elevation



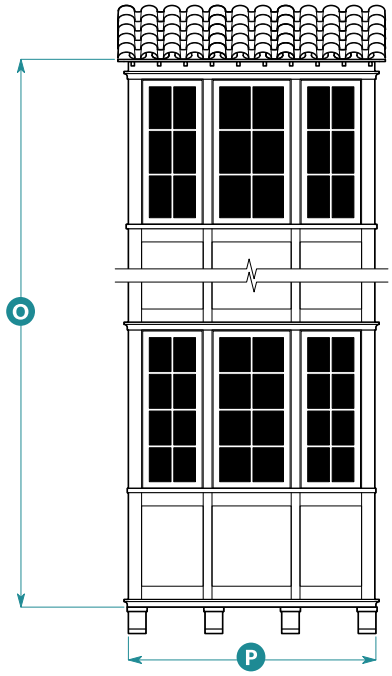
Ground Floor Ganged Window Elevation
8 parts



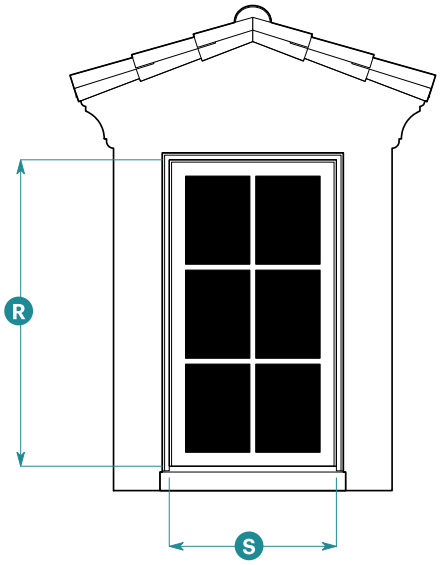
Ground Floor Picture Window Elevation



Bay Window Plan



Bay Window Elevation

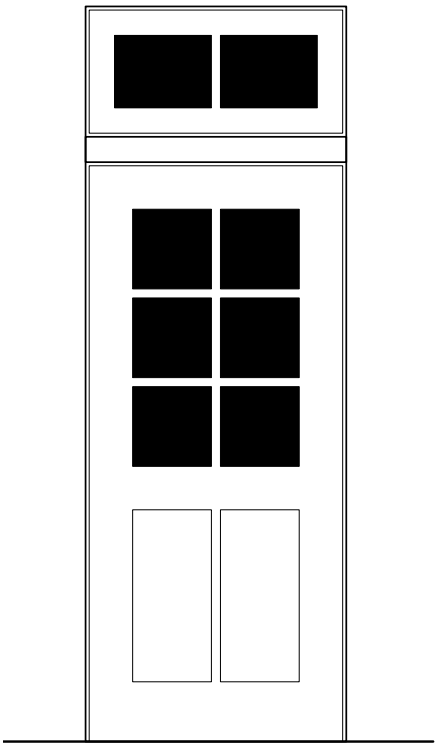


Dormer Elevation

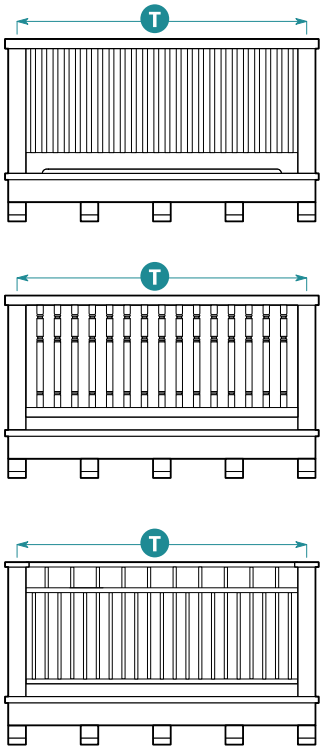
10. Bay Windows		
Form		
Type	Square	
Size		
Height		O
On buildings with heights up to 3 stories	2 stories max.	
On buildings with heights above 3 stories	2 stories plus 1 additional story for each building story over 3 max.	
Width	6'0" min.; 12'0" max.	P
Depth	1'0" min.; 3'0" max.	Q
Cornice Types		
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

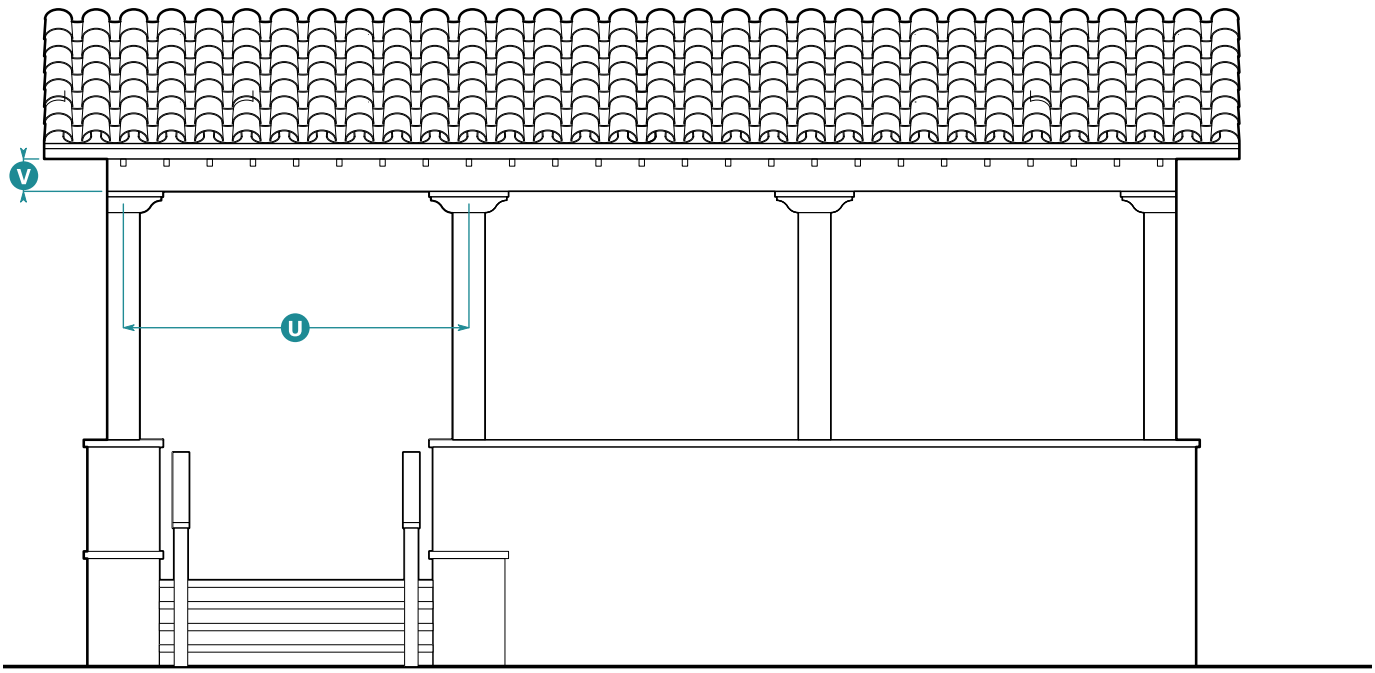
Type 2
Turned Guardrail

Type 3
Decorative Metal Guardrail

Balcony Front Elevation

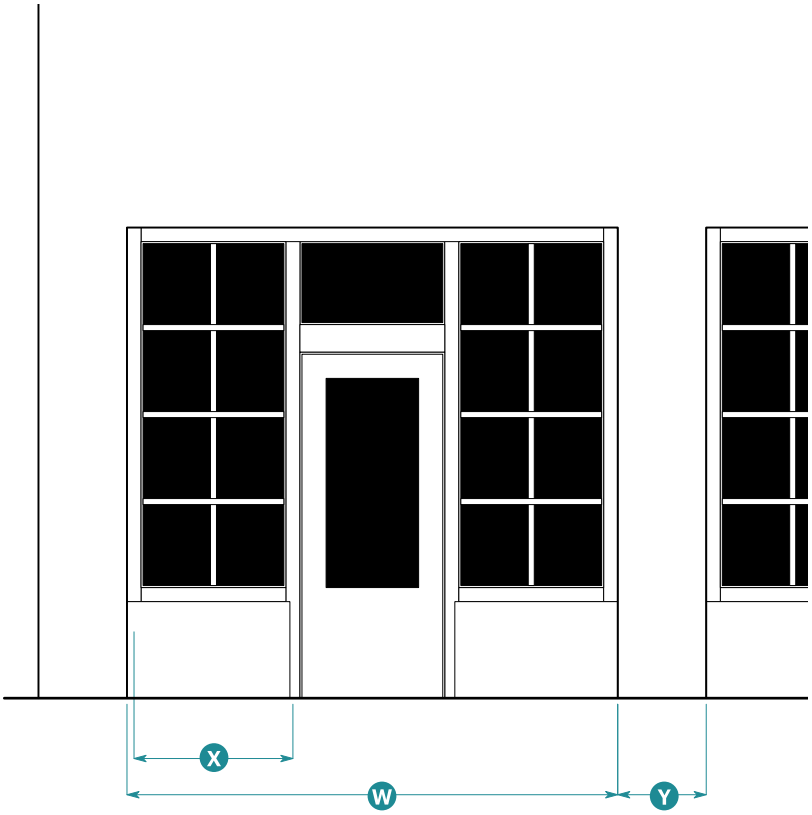
12. Entry Doors	
Door	
Number of Panels	2 min.
Surround	
None required	
Additional Elements	
Transom	Allowed
Pediment	Not Allowed

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

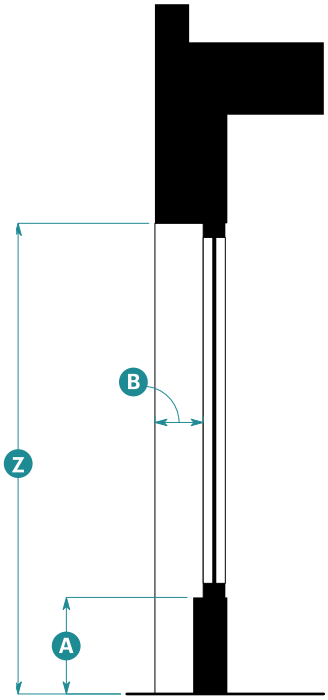


Porch Elevation

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).

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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.

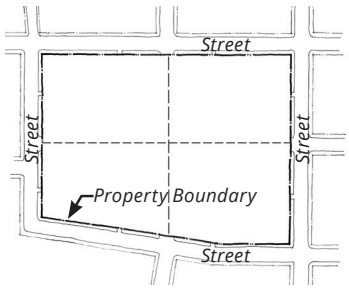
5. **External Connectivity**

   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)

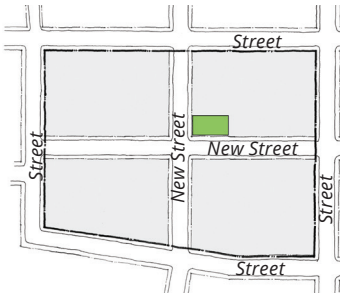
1 Blocks

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

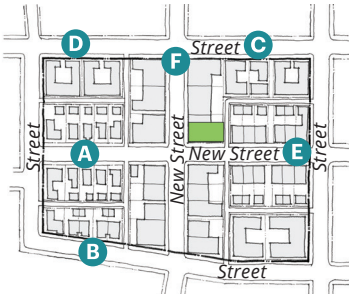
For each block, select at least two building types from the allowable building types in Subsection 3 of each zone and introduce development sites[1] within each block based on the required development site width and depth.



[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

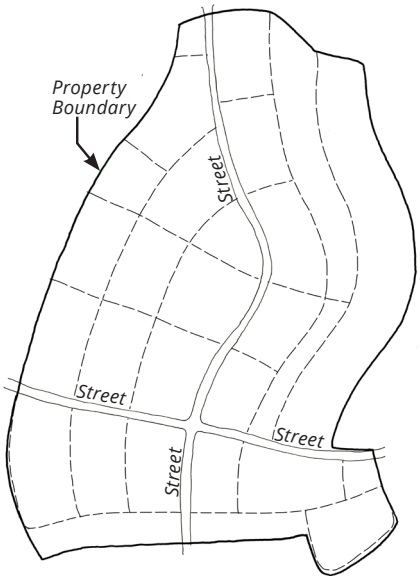
Divide development area to create smaller blocks and a network of interconnected streets, see Table A (Block Size Standards).

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.

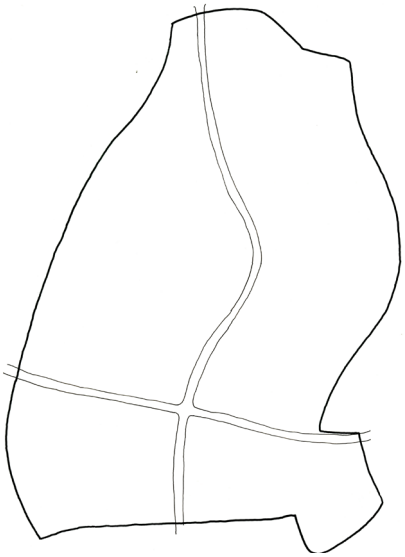
3 Alleys

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.

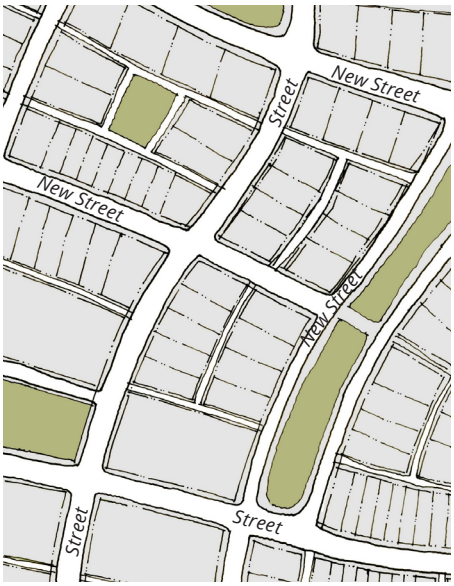
5 Development Sites

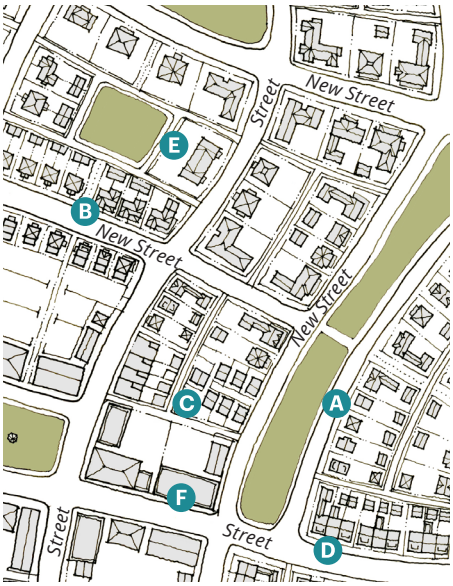
For each block, select at least two building types from the allowable building types in Subsection 3 of each zone and introduce development sites[1] within each block based on the required development site width and depth.

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).

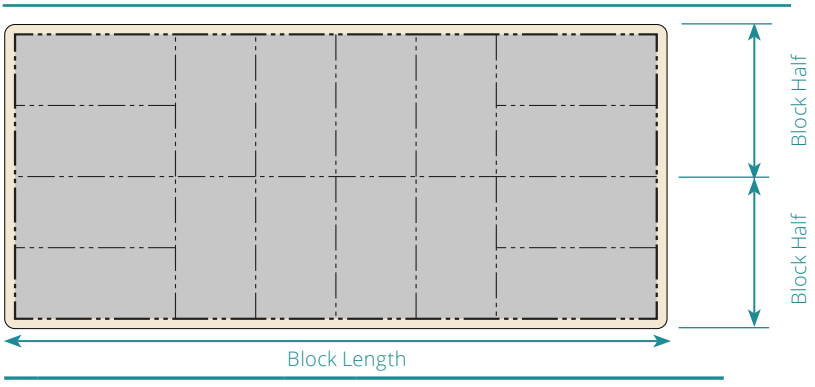
E. Blocks may be uniquely shaped in compliance with the standards in Table A (Block Size Standards), and the allowed adjustments in Table 10-20.11.030.A (Adjustments to Standards for Development Sites Less Than 6% Slope) and Table 11.030.B (Adjustments to Standards for Development Sites Over 6% Slope).

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;

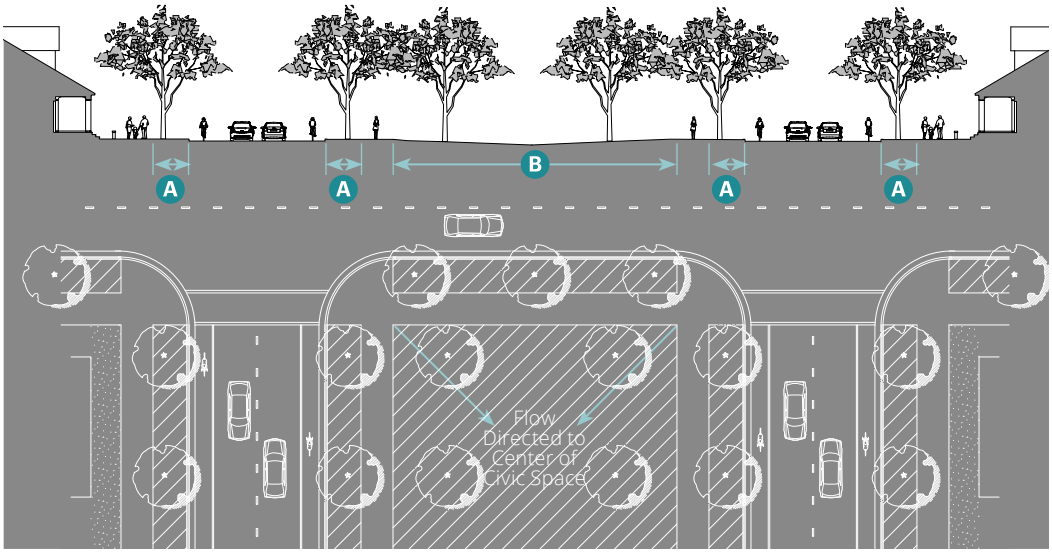
(c) Pond or other water body; and/or

(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

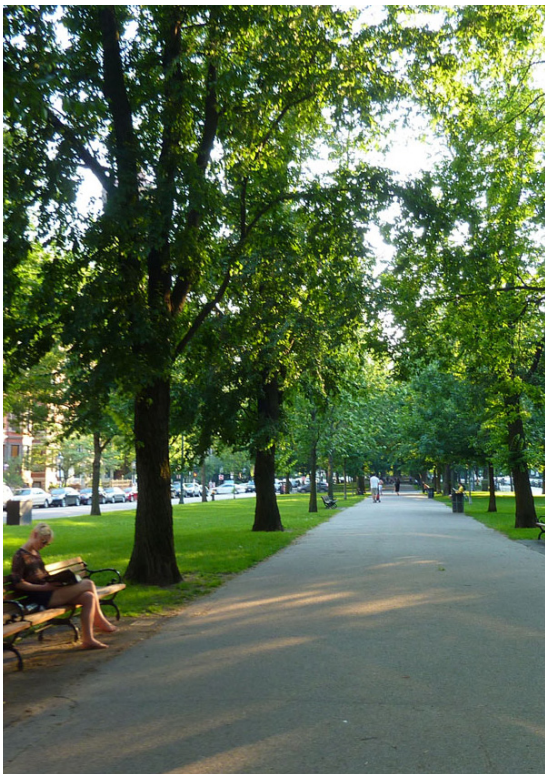
1. The WNP shall identify open spaces and civic space types in compliance with the following standards and the standards of Table A (Civic Space Types Overview).
2. When hillsides are within the development, the hillside ridge(s) shall be the location for civic and open space.
3. Required civic and open 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.

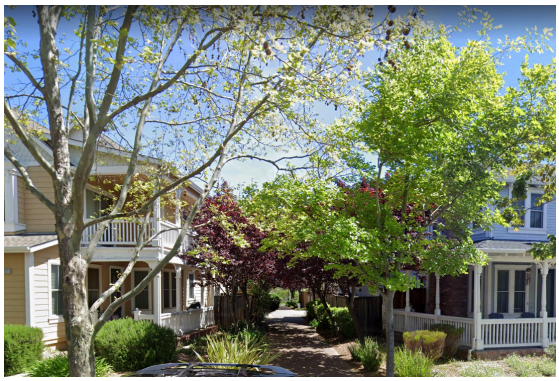
2. General Character
Informal or Formal, urban
Combination of planted areas and hardscape
Spatially defined by building frontages and adjacent street trees
Walkways along edges or across space

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

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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).

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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).

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Figure 10-20.11.020.1: Process for Developments Eligible for SB 35 Streamlining with 150 units or Fewer (Government Code §65913.4)

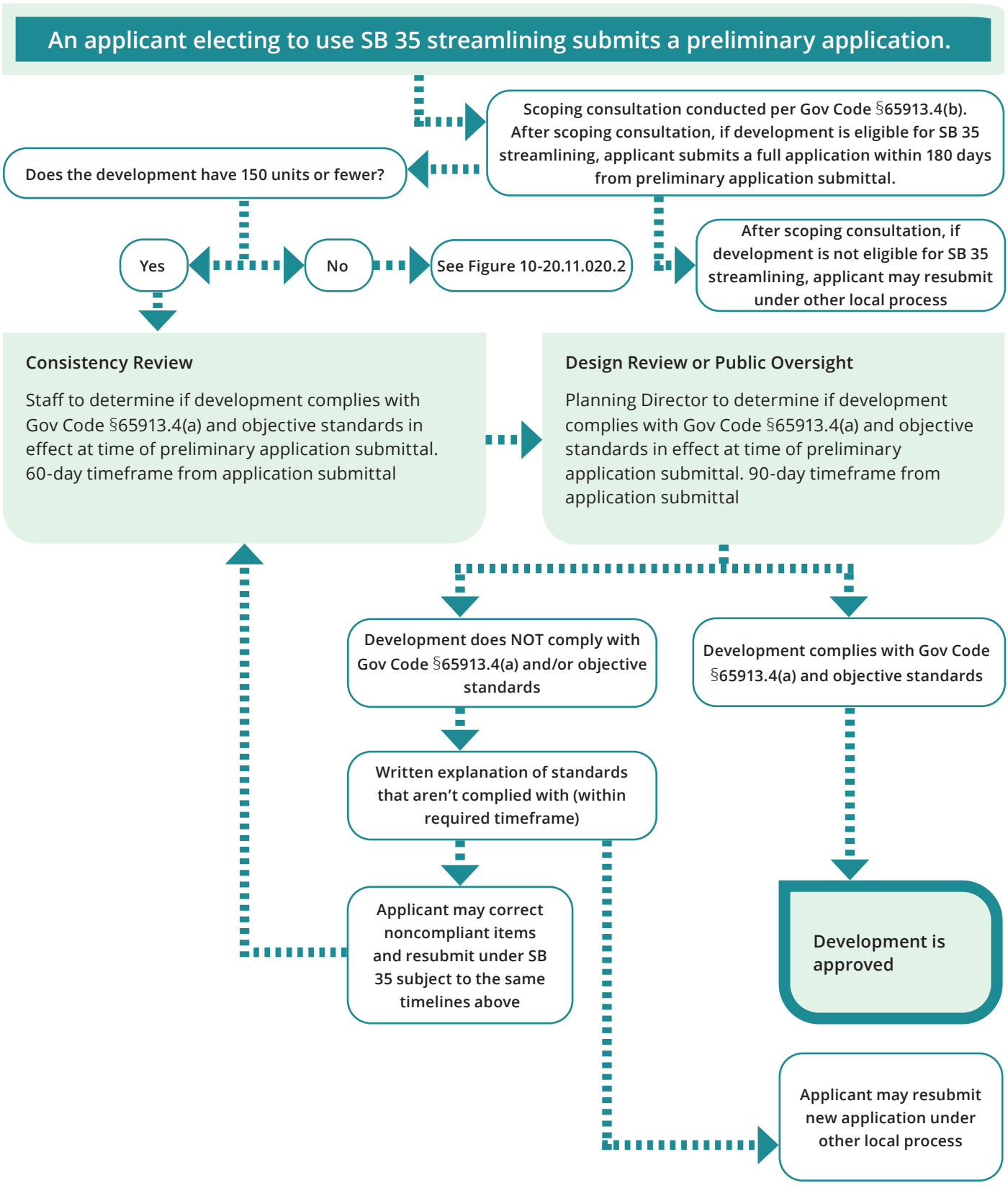


Figure 10-20.11.020.2: Process for Developments Eligible for SB 35 Streamlining with 151 units or More (Government Code §65913.4)

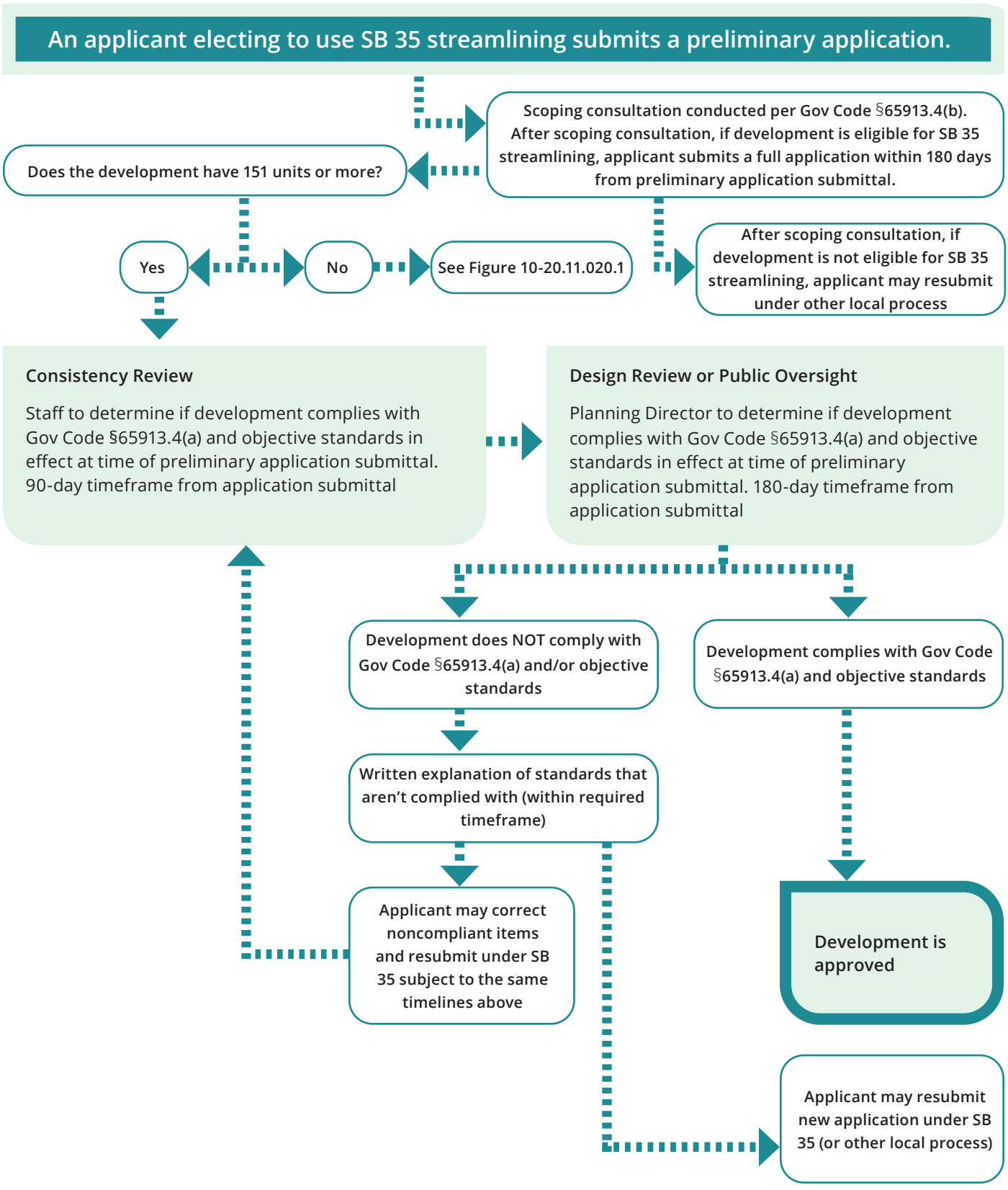
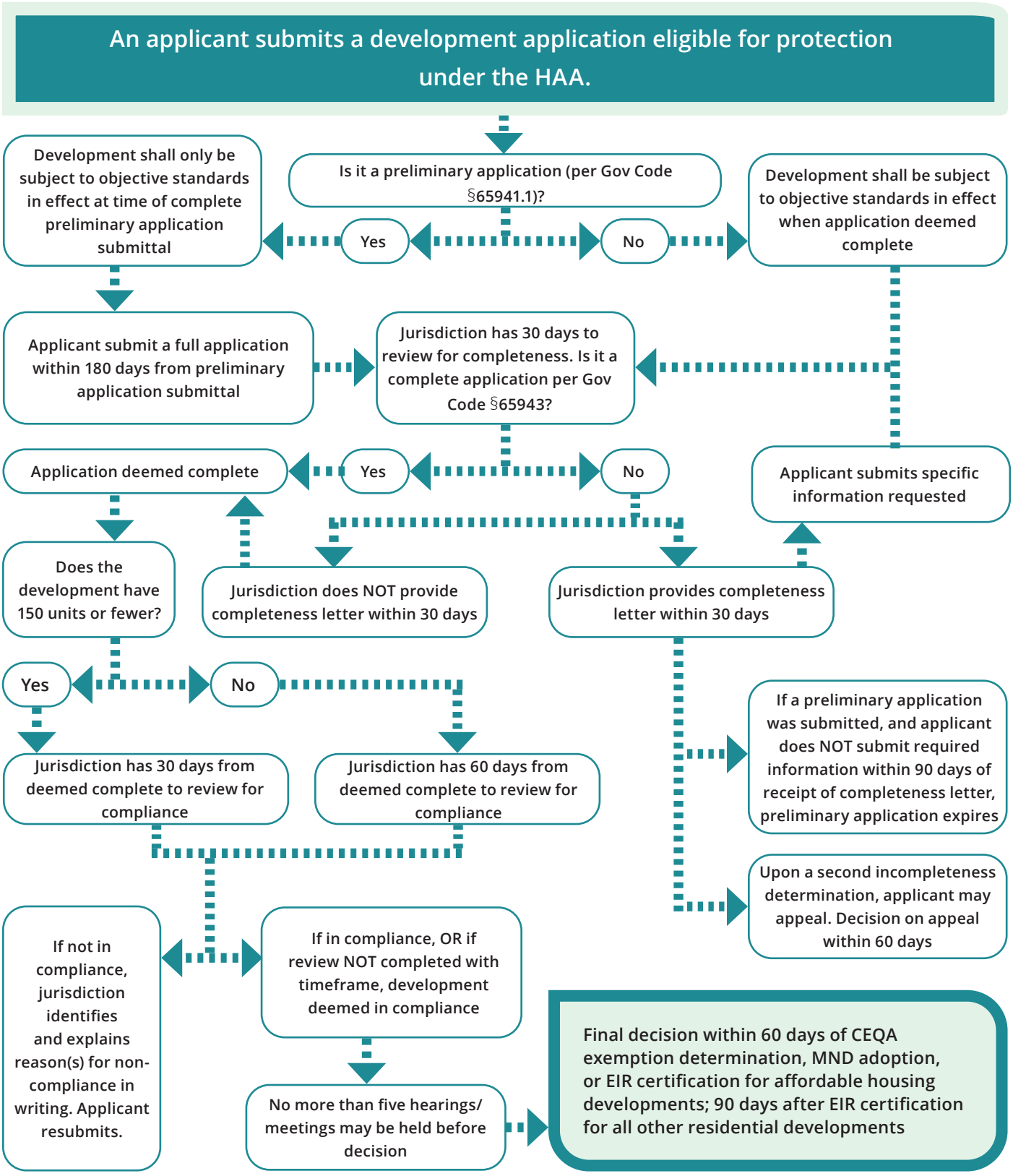


Figure 10-20.11.020.3: Process for Developments Eligible for Housing Accountability Act (HAA) Protection (Government Code §65589.5)



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

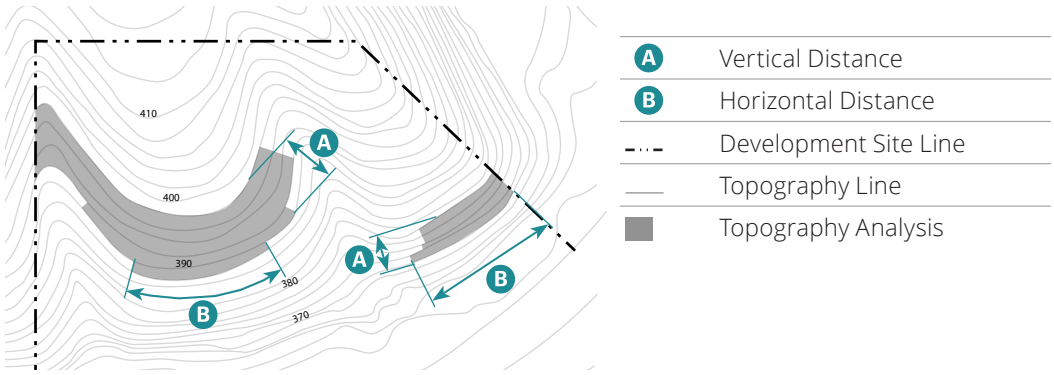
1. **Sloped and Steeply Sloped Development Sites**

   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.

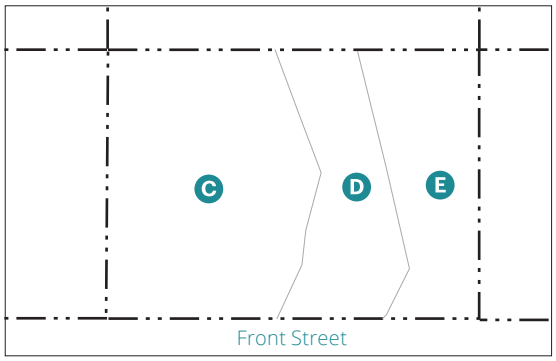
(e) Fifth, calculate the square footage of slopes between 10 and 14 percent. Determine the square footage of each area as well as the sum of these areas for the total site.

(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.

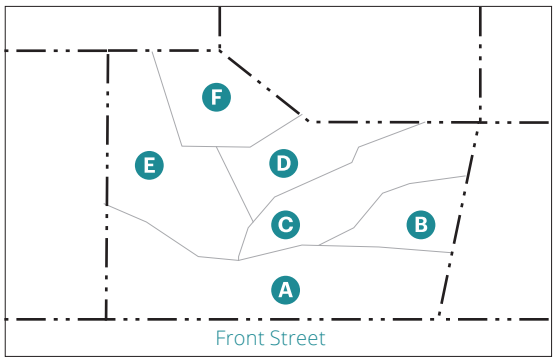
(4) **Sloping Development Site Building Height.** Development sites with slopes of six percent or more shall measure the maximum height of structures as set forth in the zone and measured vertically from ground level beginning at the front setback line, or if no setback is required, starting at the center 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).

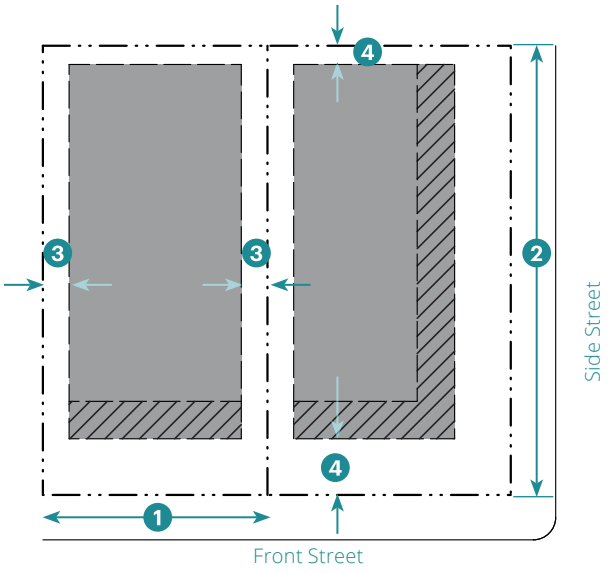
(2) Subtract the horizontal length between each side setback and the adjacent side development site line from the total width of the development site. The result is the net buildable width of the development site (e.g., 40 feet).

(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.

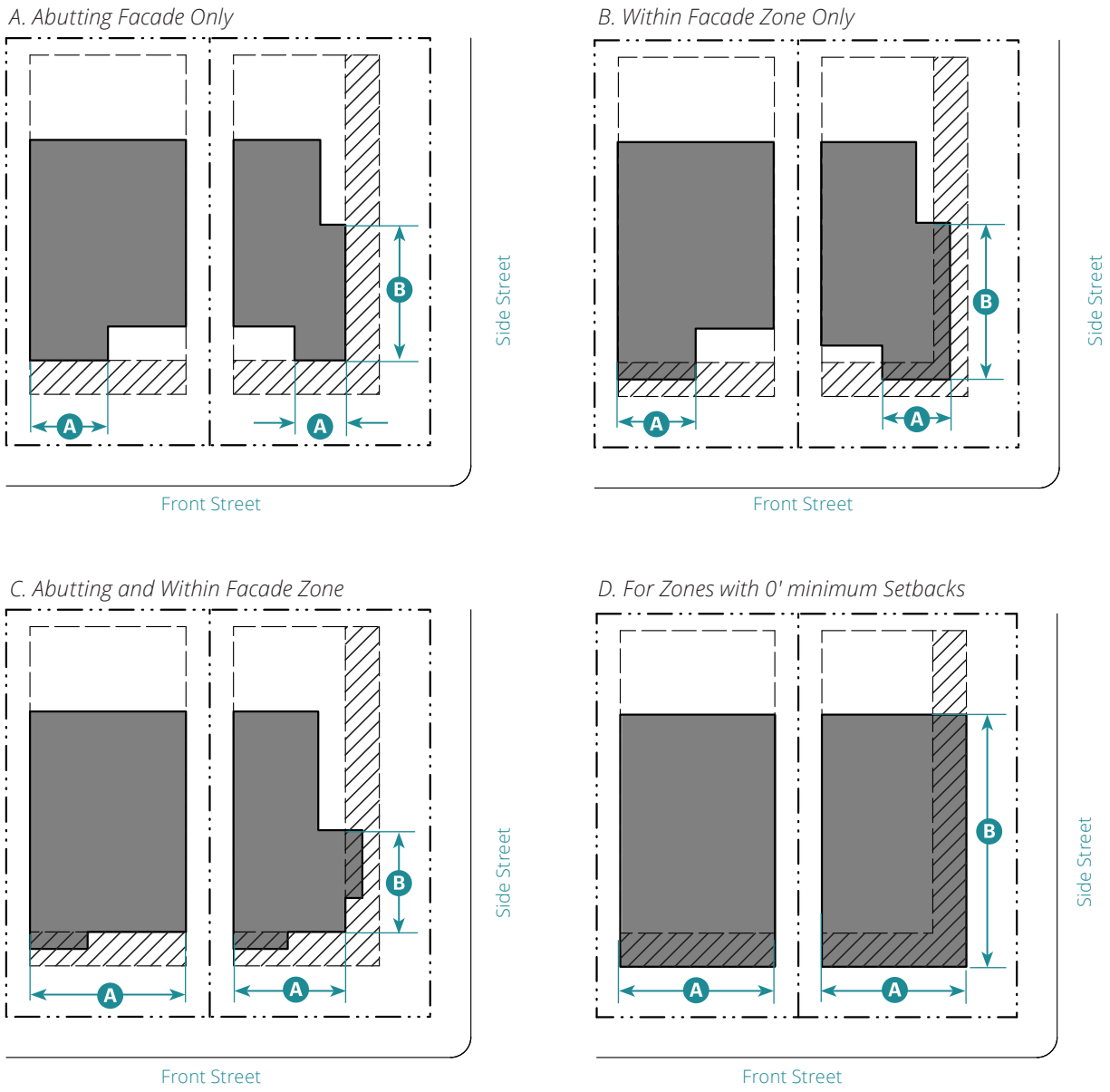
Figure 10-20.12.030.4: Determining the Required Amount Subject to the Facade Zone



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.

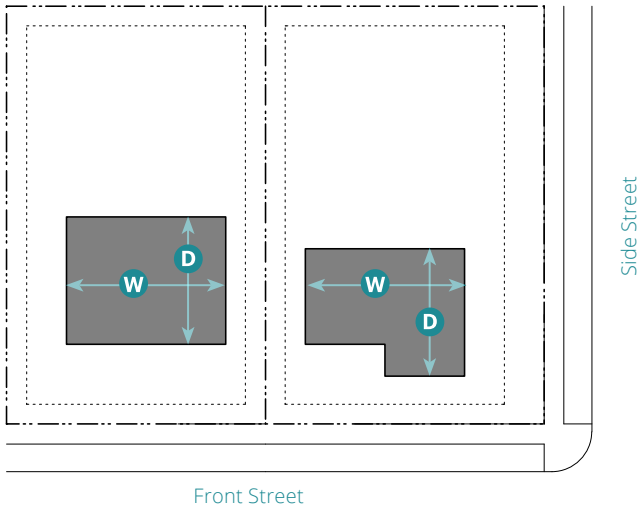


Figure 10-20.12.030.6: Main Body

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.

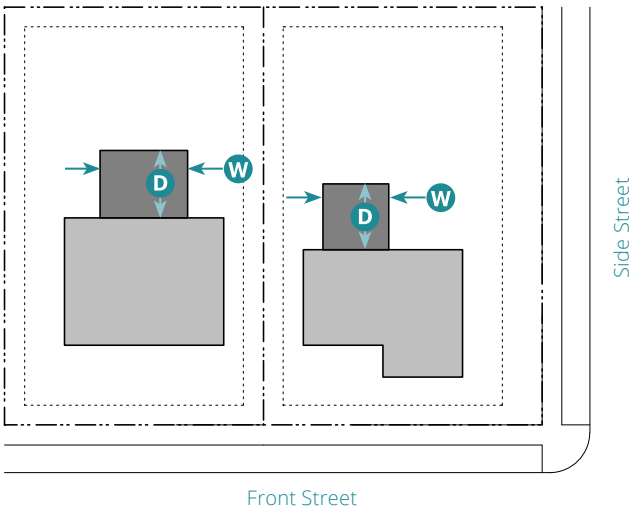


Figure 10-20.12.030.7: Wings and Ancillary Structures

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.

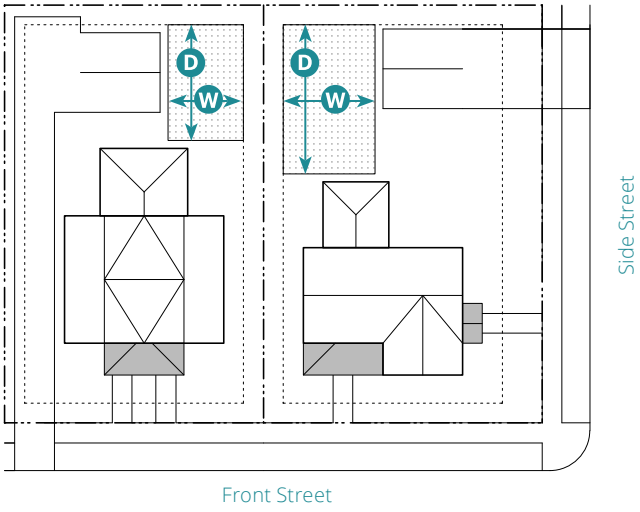


Figure 10-20.12.030.8: Open Space(s)

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.

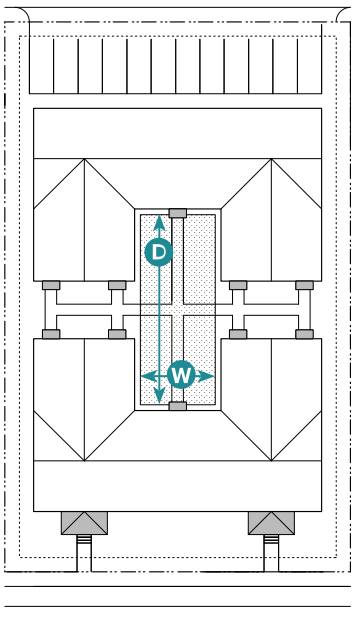


Figure 10-20.12.030.9: Courtyard(s)

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.

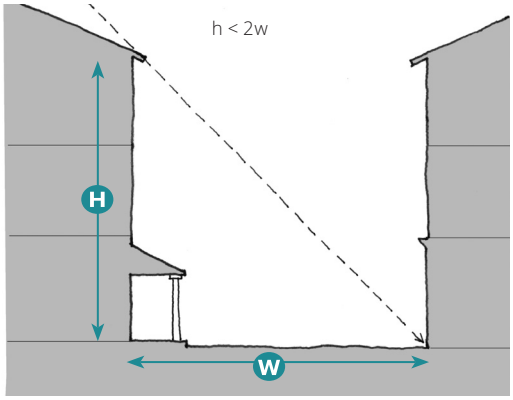


Figure 10-20.12.030.10: Width-to-Height Ratio

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

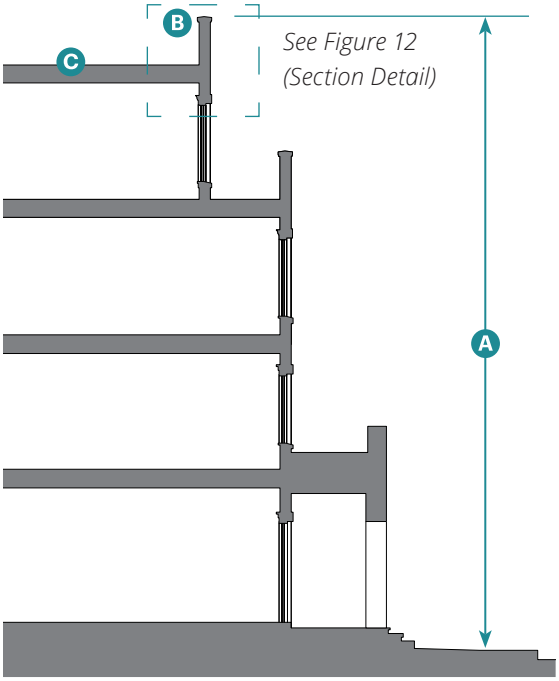
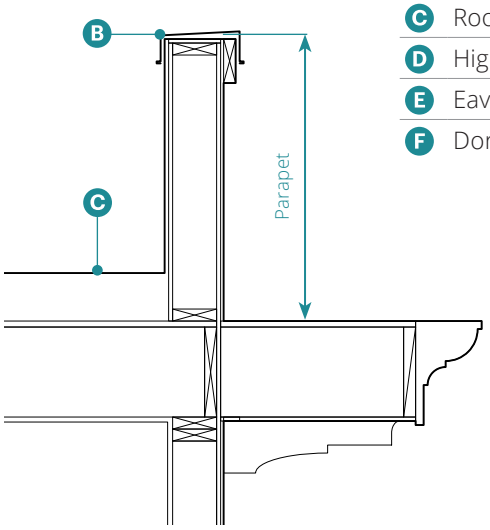


Figure 10-20.12.030.12: Section Detail of Top of Parapet and Flat Roof



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

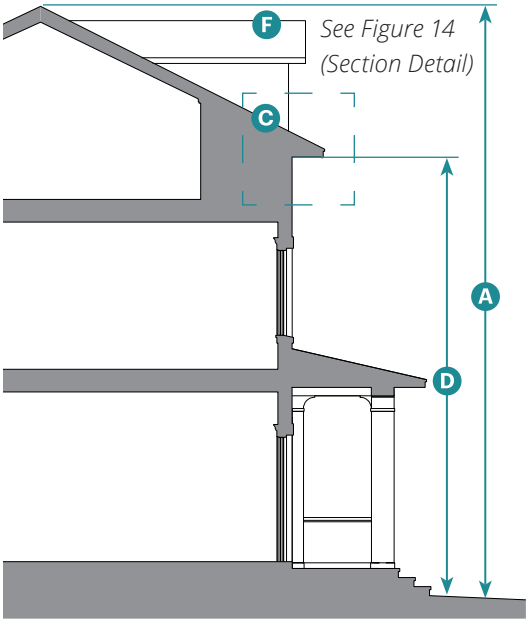
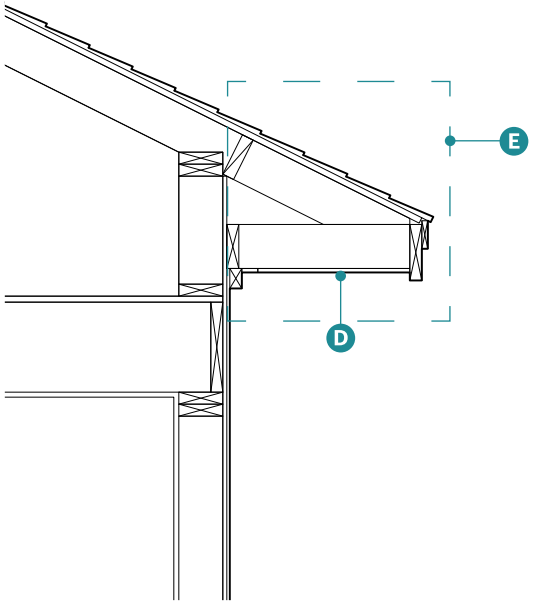


Figure 10-20.12.030.14: Section Detail of Highest Eave for Pitched Roof



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).

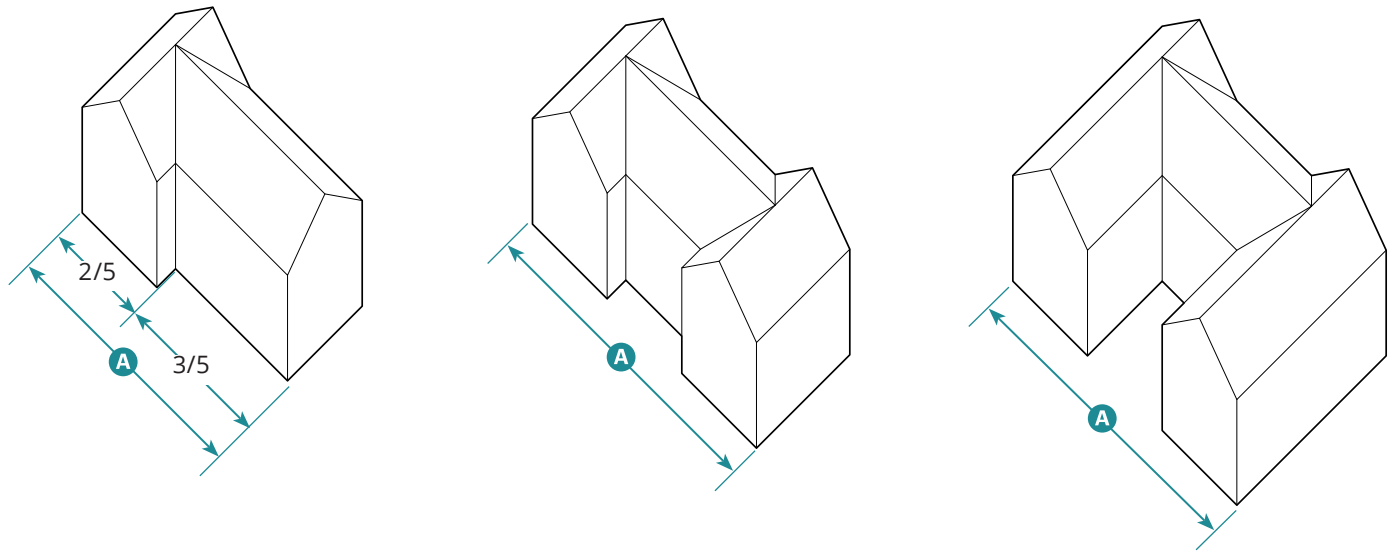
(2) Within each volume/facade of the main body massing, identify and apply a number of bays within the allowed range. See Figure 10-20.12.030.15B (Identify the Required Number or Range of Bays).

(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

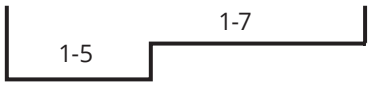


Key

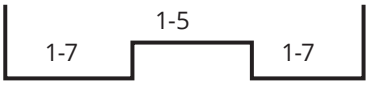
A Required Massing Proportions and Number of Bays

B. Identify the Allowed Range of Bays by Volume/Facade for Selected Massing Type

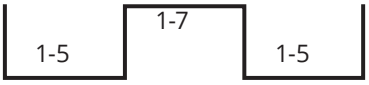
Sloped Roof L: 1-5 Bays + 1-7 Bays



Sloped Roof Forecourt: 1-7 Bays + 1-5 Bays + 1-7 Bays

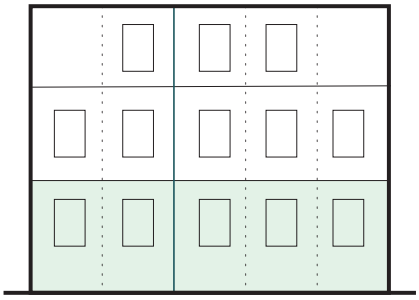


Gabled Courtyard: 1-5 Bays + 1-7 Bays + 1-5 Bays

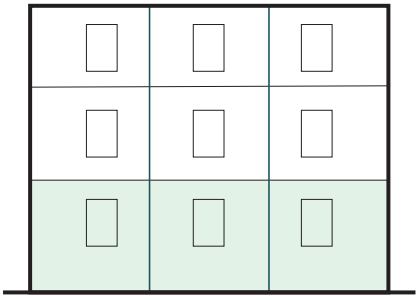


C. Examples of Bay Compositions in Compliance with Required Massing Proportions

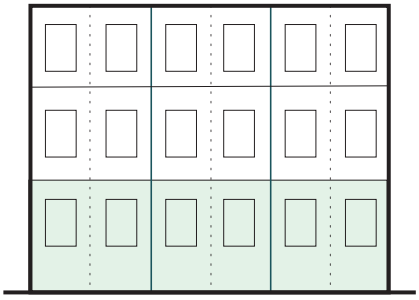
5-Bay Composition (2 + 3)



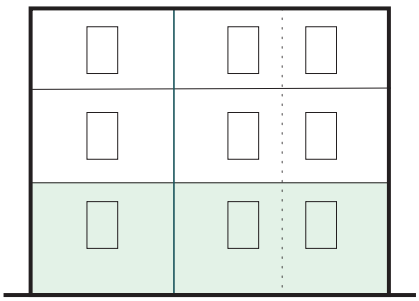
3-Bay Composition (1 + 1 + 1)



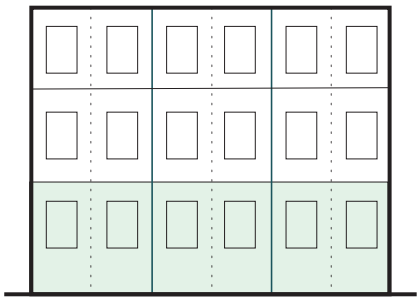
6-Bay Composition (2 + 2 + 2)



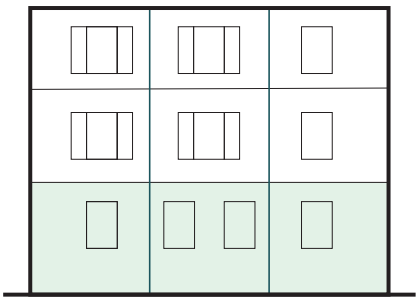
3-Bay Composition (1 + 2)



6-Bay Composition (2 + 2 + 2)



3-Bay Composition (1 + 1 + 1)



Key

☐ Ground Floor

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.3

MEETING DATE: December 12, 2023

AGENDA TITLE: Revenue and Expenditure Reports, December 2023

FROM: Jeff Zuba, Finance & Admin Services Director

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

SUMMARY

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

BACKGROUND

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

DISCUSSION/ANALYSIS

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

Revenues

Overall, through the December 2023 reporting period end, the Town's General Fund revenue has increased its base relative to the prior year by $0.406M. As it's the beginning of the fiscal year the revenue numbers are low since most of the Town's revenue is collected at specific times. All activity is either flat year-over-year or nets

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

Category	DEC YTD FY24	DEC YTD FY23	$ Change	% Change
Property Tax	8,802,196.84	8,189,058.59	613,138.25	7.49%
Sales Tax	500,589.11	550,655.98	(50,066.87)	-9.09%
Property Transfer Tax	47,094.83	48,792.69	(1,697.86)	-3.48%
Franchise Taxes	297,567.54	285,244.75	12,322.79	4.32%
Licenses & Permits	468,736.73	629,275.08	(160,538.35)	-25.51%
Fines	51,313.60	37,568.81	13,744.79	36.59%
Cash & Investment Interest	19,496.92	21,447.69	(1,950.77)	-9.10%
Intergovernmental	36,270.76	78,084.24	(41,813.48)	-53.55%
Other Fees	176,655.40	171,397.46	5,257.94	3.07%
Transfers In	192,189.17	173,867.86	18,321.31	10.54%
Total	**10,592,110.90**	**10,185,393.15**	**406,717.75**	**3.99%**

As shown above, the Town's overall revenue base increased by $0.406M as its

- Property Taxes - The Town receives disbursements from the County of Marin for property taxes in December, April, and June. The increase compared to the prior period of $0.186M is due to a timing delay in the County of Marin issuing the 2022-2023 excess Education Revenue Augmentation Fund (ERAF) payment to the Town. This payment is normally received in August however it was received in October. That is outside of 60 days of year-end so was not recorded back into 2022-23. The remaining increase of $0.427M is due to the 5.5% growth in assessed and net taxable value the Town experienced in 2023-24.
- Sales Tax decreased by $0.050M compared to the prior period due to a decrease in consumer activity and the costs of goods. The Town receives disbursements monthly from the State for Sales Tax.
- License & Permits decreased by $0.160M compared to the prior period due to declining construction activity around the Town and timing of business license collections.
- Intergovernmental decreased by $0.041M compared to the prior period due to timing of collections for the Prop 172 .5% sales tax.

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

Expenditures

Overall, through the December 2023 reporting period end, the Town's General Fund expenditures have increased by $0.934M compared to the prior year. This is primarily from increases in compensation, outside services, debt service, and other expenditures. All other activity is either flat year-over-year or nets correspondingly to an immaterial change—all of which are within management's expectations.

Category	DEC YTD FY24	DEC YTD FY23	$ Change	% Change
Compensation	2,046,582.08	1,753,811.96	292,770.12	16.69%
Retirement	143,269.81	116,580.98	26,688.83	22.89%
Training	17,715.91	23,069.69	(5,353.78)	-23.21%
Outside Services	6,227,677.07	5,950,157.85	277,519.22	4.66%
Maintenance	148,414.13	35,355.49	113,058.64	319.78%
Utilities	48,743.55	12,716.43	36,027.12	283.31%
Supplies	118,746.83	58,451.44	60,295.39	103.15%
Debt Service	498,269.00	405,926.80	92,342.20	22.75%
Other Expenditure	1,068,176.88	913,382.71	154,794.17	16.95%
Transfers Out	699,500.00	813,517.00	(114,017.00)	-14.02%
Total	**11,017,095.26**	**10,082,970.35**	**934,124.91**	**9.26%**

As shown above, the Town's expenditures base overall increased by $0.934M of which is driven by compensation, outside services, debt service, and other expenditures:

- Compensation (Salaries & Wages and Benefits) increased by $0.292M compared to the prior fiscal year primarily due to the 4.5% cost of living adjustment effective July 1, 2023, step adjustments, and increase in health insurance premiums.
- Outside Services increased by $0.277M compared to the previous fiscal year due to changes in payments for Public Safety JPA's and construction project activity.
- Debt Service increased by $0.092M compared to the previous fiscal year due to the repayment of the 2021 Pension Obligation Bonds noted above. The bond payments are due in August and February.
- Other Expenditures increased by $0.154M compared to the previous fiscal year due to the increase in insurance premiums for property, liability, and cyber security as well as a slight increase in internal service charges for technology and building maintenance.
- Transfers Out decreased by $0.114M compared to the prior fiscal year due to the municipal lease on Fire Station 19 ending in the previous fiscal year and no transfer being made to that fund ($0.158M) offset by a transfer in into the special event fund of $0.029M to help cover costs of those events.

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

FISCAL IMPACT

None

GENERAL PLAN CONSISTENCY

Not applicable

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Council's discussion and approval of this report is not a "project" under the California Environmental Quality Act, because it does not involve an activity which has

the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

ATTACHMENTS

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

Attachment #2: Expenditure Report by department, December 2023

Town of San Anselmo
2023-2024 Rev & Exp Report
as of 12/31/2023

	2022-2023 Revised Budget	2022-2023 Audited Actuals	2022-2023 YTD Actuals	% of Audited Actuals	2023-2024 Adopted Budget	2023-2024 Revised Budget	2023-2024 YTD Actuals	Actual / Budget
Fund: 01 - GENERAL FUND								
Revenue								
400 - PROPERTY TAX GENERAL	9,030,734.00	9,316,564.27	4,982,893.40	53.48 %	9,609,527.00	9,609,527.00	5,311,021.97	55.27 %
401 - PENSION	2,592,646.00	2,913,414.27	1,373,997.56	47.16 %	2,756,290.00	2,756,290.00	1,457,341.88	52.87 %
402 - PROPERTY TAX OTHER	3,760,449.00	3,537,673.91	1,880,960.32	53.17 %	3,875,006.00	3,875,006.00	2,080,927.82	53.70 %
410 - OTHER TAXES	1,610,000.00	1,579,452.60	550,655.98	34.86 %	1,545,000.00	1,545,000.00	500,589.11	32.40 %
411 - FRANCHISE TAXES	775,000.00	900,545.14	285,244.75	31.67 %	848,000.00	848,000.00	297,567.54	35.09 %
420 - BUSINESS LICENSE	260,000.00	299,090.84	81,141.27	27.13 %	290,000.00	290,000.00	26,784.73	9.24 %
421 - PARKING	24,500.00	2,080.10	710.50	34.16 %	0.00	0.00	0.00	0.00 %
422 - CONSTRUCTION	1,075,000.00	1,074,971.84	547,423.31	50.92 %	1,016,000.00	1,016,000.00	441,952.00	43.50 %
430 - VEHICLE CODE	10,000.00	10,268.23	4,807.91	46.82 %	10,000.00	10,000.00	703.76	7.04 %
431 - LIBRARY	0.00	4,050.62	716.92	17.70 %	1,250.00	1,250.00	655.21	52.42 %
432 - PARKING	50,000.00	73,714.66	32,043.98	43.47 %	115,000.00	115,000.00	49,954.63	43.44 %
440 - USE OF MONEY AND PROPERTY	70,000.00	121,574.14	21,447.69	17.64 %	75,000.00	75,000.00	19,496.92	26.00 %
450 - STATE REVENUE	127,500.00	185,570.89	78,084.24	42.08 %	137,500.00	137,500.00	36,270.76	26.38 %
460 - FEDERAL REVENUE	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %
470 - LOCAL AGENCY REVENUE	0.00	66,000.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %
480 - FEES FOR SERVICES	171,000.00	151,507.01	89,143.35	58.84 %	178,250.00	178,250.00	89,823.61	50.39 %
490 - MISCELLANEOUS REVENUE	100,070.00	162,016.07	82,254.11	50.77 %	102,772.00	102,772.00	86,831.79	84.49 %
519 - TRANSFERS IN	384,447.00	356,096.38	173,867.86	48.83 %	384,030.00	384,030.00	192,189.17	50.05 %
520 - SOURCE OF PROCEEDS	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %
Total Revenue:	**20,041,346.00**	**20,754,590.97**	**10,185,393.15**	**49.08 %**	**20,943,625.00**	**20,943,625.00**	**10,592,110.90**	**50.57 %**
Expense								
600 - SALARIES AND WAGES	3,072,145.00	2,837,609.24	1,377,337.35	48.54 %	3,336,127.00	3,336,127.00	1,614,660.85	48.40 %
601 - RETIREMENT	535,751.00	240,972.70	116,580.98	48.38 %	561,590.00	561,590.00	143,269.81	25.51 %
602 - EMPLOYEE BENEFITS	884,105.50	634,244.72	331,043.87	52.19 %	890,116.00	890,116.00	386,844.30	43.46 %
604 - RETIREE BENEFITS	156,390.00	156,390.00	45,430.74	29.05 %	164,779.00	164,779.00	45,076.93	27.36 %
610 - TRAINING	43,200.00	54,360.77	23,069.69	42.44 %	55,750.00	55,750.00	17,715.91	31.78 %
611 - OUTSIDE SERVICES	12,461,732.37	12,342,729.85	5,950,157.85	48.21 %	12,885,864.00	12,885,864.00	6,227,677.07	48.33 %
613 - PUBLICATION / DUES	15,845.50	9,189.26	4,536.76	49.37 %	25,272.00	25,272.00	3,753.00	14.85 %
614 - MAINTENANCE	21,792.50	26,704.73	21,806.38	81.66 %	83,235.00	83,235.00	55,516.84	66.70 %
615 - BUILDING MAINTENANCE	98,643.00	64,029.70	13,400.14	20.93 %	50,000.00	50,000.00	89,061.37	178.12 %
616 - VEHICLE MAINTENANCE	6,515.00	14,686.62	148.97	1.01 %	2,000.00	2,000.00	3,835.92	191.80 %
617 - UTILITIES	0.00	43,034.42	12,716.43	29.55 %	0.00	0.00	48,743.55	0.00 %
618 - HIRING	1,000.00	4,279.64	11,272.00	263.39 %	1,000.00	1,000.00	2,242.59	224.26 %
619 - MISCELLANEOUS	19,000.00	11,208.45	4,305.95	38.42 %	50,000.00	50,000.00	5,000.00	10.00 %
620 - OFFICE SUPPLIES	36,665.00	25,478.83	11,118.21	43.64 %	0.00	0.00	11,485.23	0.00 %
622 - DEPARTMENT SUPPLIES	46,355.00	131,309.00	36,521.07	27.81 %	152,450.00	152,450.00	92,055.62	60.38 %
623 - BOOKS / MAGAZINES / VIDEOS	24,074.00	22,973.10	10,812.16	47.06 %	27,500.00	27,500.00	15,205.98	55.29 %
629 - MISCELLANEOUS	1,185,641.00	1,212,247.26	893,135.70	73.68 %	1,371,875.00	1,371,875.00	1,057,181.29	77.06 %
630 - EQUIPMENT	0.00	132.30	132.30	100.00 %	500.00	500.00	0.00	0.00 %
631 - CAPITAL OUTLAY - CONSTRUCTION	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %
640 - PRINCIPAL	285,000.00	285,000.00	285,000.00	100.00 %	410,000.00	410,000.00	410,000.00	100.00 %
641 - INTEREST	248,976.00	209,248.63	120,926.80	57.79 %	176,067.00	176,067.00	88,268.81	50.13 %
670 - TRANSFERS OUT	1,503,517.00	1,503,517.00	813,517.00	54.11 %	699,500.00	699,500.00	699,500.00	100.00 %
Total Expense:	**20,646,347.87**	**19,829,346.22**	**10,082,970.35**	**50.85 %**	**20,943,625.00**	**20,943,625.00**	**11,017,095.07**	**52.60 %**
Total Fund: 01 - GENERAL FUND:	**-605,001.87**	**925,244.75**	**102,422.80**		**0.00**	**0.00**	**-424,984.17**	
Report Total:	**-605,001.87**	**925,244.75**	**102,422.80**		**0.00**	**0.00**	**-424,984.17**	

Town of San Anselmo
2023-2024 Rev & Exp Report
as of 12/31/2023

	2022-2023 Revised Budget	2022-2023 Audited Actuals	2022-2023 YTD Actuals	% of Audited Actuals	2023-2024 Adopted Budget	2023-2024 Revised Budget	2023-2024 YTD Actuals	% of Actual / Budget
Fund: 01 - GENERAL FUND								
Expense								
00 - UNDESIGNATED	1,503,517.00	1,503,517.00	813,517.00	54.11 %	699,500.00	699,500.00	699,500.00	100.00 %
11 - TOWN COUNCIL	101,030.00	71,934.21	38,011.23	52.84 %	63,255.00	63,255.00	13,639.98	21.56 %
12 - ADMINISTRATION	1,450,835.00	1,312,278.74	615,115.07	46.87 %	1,566,544.00	1,566,544.00	733,504.07	46.82 %
16 - LEGAL SERVICES	385,000.00	300,254.80	116,273.50	38.72 %	425,000.00	425,000.00	122,048.50	28.72 %
18 - PLANNING	958,759.00	721,747.55	279,154.31	38.68 %	1,053,901.00	1,053,901.00	277,424.11	26.32 %
21 - NON-DEPARTMENTAL	1,414,224.50	1,096,425.45	885,372.77	80.75 %	1,654,808.00	1,654,808.00	1,088,335.39	65.77 %
30 - POLICE	4,938,129.00	4,938,129.00	2,469,064.50	50.00 %	5,184,636.00	5,184,636.00	2,602,196.52	50.19 %
32 - ROSS VALLEY FIRE SERVICE	4,869,951.00	4,829,687.31	2,395,164.48	49.59 %	5,088,722.00	5,088,722.00	2,538,115.05	49.88 %
40 - DEBT SERVICE	530,476.00	495,548.63	407,226.80	82.18 %	587,567.00	587,567.00	499,568.81	85.02 %
41 - ENGINEERING AND INSPECTION	1,760,519.00	1,502,810.96	709,954.80	47.24 %	1,684,804.00	1,684,804.00	785,283.28	46.61 %
42 - STREETS	1,078,724.00	1,231,738.52	494,971.38	40.18 %	1,145,909.00	1,145,909.00	660,228.16	57.62 %
71 - LIBRARY	781,632.87	792,973.27	404,465.91	51.01 %	847,839.00	847,839.00	465,183.08	54.87 %
81 - PARKS	579,146.00	737,234.96	302,910.37	41.09 %	614,458.00	614,458.00	386,032.38	62.82 %
82 - RECREATION/GENERAL FUND	294,404.50	295,065.82	151,768.23	51.44 %	326,682.00	326,682.00	146,035.74	44.70 %
Total Expense:	**20,646,347.87**	**19,829,346.22**	**10,082,970.35**	**50.85 %**	**20,943,625.00**	**20,943,625.00**	**11,017,095.07**	**52.60 %**
Total Fund: 01 - GENERAL FUND:	**20,646,347.87**	**19,829,346.22**	**10,082,970.35**	**50.85 %**	**20,943,625.00**	**20,943,625.00**	**11,017,095.07**	**52.60 %**
Report Total:	**20,646,347.87**	**19,829,346.22**	**10,082,970.35**	**50.85 %**	**20,943,625.00**	**20,943,625.00**	**11,017,095.07**	**52.60 %**

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.4

MEETING DATE: January 23, 2024

AGENDA TITLE: Financial Report on Recreation Fund

FROM: Dannielle Mauk, Director of Community Services

RECOMMENDATION: The Town Council review the Recreation Fund revenue and expenditure report for the period ending December 31, 2023.

BACKGROUND

The Recreation Department offers a wide variety of fee-based programs throughout the fiscal year including sports programs and leagues, youth, and adult classes, childcare and camps. Additional revenue is generated through facility rentals and administrative fees.

DISCUSSION/ANALYSIS

As of December 31, 2023, 50% of the fiscal year has elapsed and the Recreation Fund is listed at 59% of projected revenues and 44% of projected expenditures.

In past years, revenue was deposited when customers registered. Our new Civic Rec software automatically defers the revenue deposit until the date of service. This makes it difficult to make a true comparison with previous years. We also included $300,000 from the Recreation reserve fund for much needed capital project improvement projects to our program areas. This is reflected both in the unbalanced budget and expenditures.

Enrollment for recreation programs is strong. Families are enjoying our programs, and we are working on adding additional programs. Enrollment will be reflected in both the increased revenues and expenditures each month.

For historical comparison purposes, staff has developed the following table:

FY		Revenue				Expenditures				Rev Over/(Under) Exp	
		Budget	Actual	%		Budget	Actual	%		$$	%

2023-24		**1,984,971**	**1,165,353**	**59%**		**2,284,971**	**1,016,660**	**44%**		**148,674**	**7%**
2022-23		1,875,414	1,254,191	67%		1,848,926	926,582	50%		327,608	17%
2021-22		1,348,625	1,149,575	85%		1,460,003	807,680	55%		341,895	25%
2020-21		1,408,125	453,172	32%		1,550,947	598,115	39%		(144,943)	(10%)
2019-20		1,627,269	1,019,123	63%		1,669,863	936,738	56%		82,386	5%
2018-19		1,510,604	965,057	64%		1,591,144	766,490	48%		198,567	13%
2017-18		1,514,000	865,164	57%		1,644,385	724,746	44%		140,418	9.3%
2016-17		1,384,325	807,239	58%		1,500,570	724,967	48%		82,273	5.9%

ATTACHMENT

Revenue & Expenditure Report FY 2023-24: Recreation Fund as of 12/31/2023.

Town of San Anselmo

Budget Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 12/31/2023

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 00 - UNDESIGNATED						
670 - TRANSFERS OUT	31,590.00	31,590.00	0.00	31,590.00	0.00	100.00 %
Department: 00 - UNDESIGNATED Total:	**31,590.00**	**31,590.00**	**0.00**	**31,590.00**	**0.00**	**100.00 %**
Department: 61 - SPORTS						
480 - FEES FOR SERVICES	612,600.00	612,600.00	8,567.50	353,843.00	-258,757.00	57.76 %
600 - SALARIES AND WAGES	25,000.00	25,000.00	0.00	19,757.00	5,243.00	79.03 %
602 - EMPLOYEE BENEFITS	1,913.00	1,913.00	0.00	1,511.44	401.56	79.01 %
611 - OUTSIDE SERVICES	232,100.00	232,100.00	8,849.34	97,300.91	134,799.09	41.92 %
629 - MISCELLANEOUS	58,750.00	58,750.00	360.00	23,319.80	35,430.20	39.69 %
Department: 61 - SPORTS Surplus (Deficit):	**294,837.00**	**294,837.00**	**-641.84**	**211,953.85**	**-82,883.15**	**71.89 %**
Department: 62 - CULTURE						
480 - FEES FOR SERVICES	112,971.00	112,971.00	8,311.00	79,625.00	-33,346.00	70.48 %
611 - OUTSIDE SERVICES	79,066.00	79,066.00	7,070.00	49,920.31	29,145.69	63.14 %
629 - MISCELLANEOUS	1,000.00	1,000.00	22.45	22.45	977.55	2.25 %
Department: 62 - CULTURE Surplus (Deficit):	**32,905.00**	**32,905.00**	**1,218.55**	**29,682.24**	**-3,222.76**	**90.21 %**
Department: 63 - CHILD CARE						
480 - FEES FOR SERVICES	1,224,500.00	1,224,500.00	57,794.00	701,610.33	-522,889.67	57.30 %
600 - SALARIES AND WAGES	444,674.00	444,674.00	25,009.23	186,389.01	258,284.99	41.92 %
601 - RETIREMENT	21,350.00	21,350.00	1,516.47	8,426.35	12,923.65	39.47 %
602 - EMPLOYEE BENEFITS	88,772.00	88,772.00	6,289.13	41,156.09	47,615.91	46.36 %
611 - OUTSIDE SERVICES	374,620.00	374,620.00	60,732.05	235,429.50	139,190.50	62.84 %
629 - MISCELLANEOUS	29,000.00	29,000.00	2,433.69	13,866.35	15,133.65	47.82 %
Department: 63 - CHILD CARE Surplus (Deficit):	**266,084.00**	**266,084.00**	**-38,186.57**	**216,343.03**	**-49,740.97**	**81.31 %**
Department: 64 - EVENTS AND OTHER						
480 - FEES FOR SERVICES	18,900.00	18,900.00	515.00	19,181.00	281.00	101.49 %
611 - OUTSIDE SERVICES	1,000.00	1,000.00	0.00	130.79	869.21	13.08 %
Department: 64 - EVENTS AND OTHER Surplus (Deficit):	**17,900.00**	**17,900.00**	**515.00**	**19,050.21**	**1,150.21**	**106.43 %**
Department: 65 - PROGRAM ADMINISTRATION						
480 - FEES FOR SERVICES	16,000.00	16,000.00	372.00	11,073.68	-4,926.32	69.21 %
600 - SALARIES AND WAGES	294,957.00	294,957.00	29,619.26	175,837.59	119,119.41	59.61 %
601 - RETIREMENT	29,037.00	29,037.00	3,082.59	18,082.73	10,954.27	62.27 %
602 - EMPLOYEE BENEFITS	61,799.00	61,799.00	8,861.50	44,434.02	17,364.98	71.90 %
610 - TRAINING	7,000.00	7,000.00	432.67	2,409.41	4,590.59	34.42 %
611 - OUTSIDE SERVICES	142,026.00	142,026.00	6,343.86	28,557.48	113,468.52	20.11 %
613 - PUBLICATION / DUES	800.00	800.00	0.00	170.00	630.00	21.25 %
614 - MAINTENANCE	1,000.00	1,000.00	0.00	117.83	882.17	11.78 %
615 - BUILDING MAINTENANCE	500.00	500.00	0.00	150.00	350.00	30.00 %
617 - UTILITIES	16,500.00	16,500.00	0.00	4,236.38	12,263.62	25.68 %
618 - HIRING	800.00	800.00	565.43	615.58	184.42	76.95 %
619 - MISCELLANEOUS	1,000.00	1,000.00	0.00	31.79	968.21	3.18 %
620 - OFFICE SUPPLIES	35,717.00	35,717.00	832.42	12,700.14	23,016.86	35.56 %
622 - DEPARTMENT SUPPLIES	5,000.00	5,000.00	72.08	388.11	4,611.89	7.76 %
631 - CAPITAL OUTLAY - CONSTRUCTION	300,000.00	300,000.00	9,133.05	20,108.45	279,891.55	6.70 %
Department: 65 - PROGRAM ADMINISTRATION Surplus (Deficit):	**-880,136.00**	**-880,136.00**	**-58,570.86**	**-296,765.83**	**583,370.17**	**33.72 %**
Report Surplus (Deficit):	**-300,000.00**	**-300,000.00**	**-95,665.72**	**148,673.50**	**448,673.50**	**-49.56 %**

Town of San Anselmo

Budget Report
Group Summary
For Fiscal: 2023-2024 Period Ending: 12/31/2023

Account Type		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 21 - RECREATION							
Revenue		1,984,971.00	1,984,971.00	75,559.50	1,165,333.01	-819,637.99	58.71 %
Expense		2,284,971.00	2,284,971.00	171,225.22	1,016,659.51	1,268,311.49	44.49 %
	Fund: 21 - RECREATION Surplus (Deficit):	**-300,000.00**	**-300,000.00**	**-95,665.72**	**148,673.50**	**448,673.50**	**-49.56 %**
	Report Surplus (Deficit):	**-300,000.00**	**-300,000.00**	**-95,665.72**	**148,673.50**	**448,673.50**	**-49.56 %**

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.5

MEETING DATE: January 23, 2024

AGENDA TITLE: Consider canceling the regular Town Council meetings scheduled for July 9, August 13, November 26 and December 24, 2024

FROM: Serge Avila, Chief Town Clerk

RECOMMENDATION: For Council to consider canceling the meetings associated with summer vacations and holidays for the year 2024.

BACKGROUND

For the past several years, the Council has directed staff to cancel two of the Town Council meetings scheduled during the summer months. The rationale was that the summer is typically a slow time for Town business, particularly since many residents are away on vacation and items of general interest are often delayed until September when regular activities resume.

Staff is also proposing the cancellation of the second November meeting due to Thanksgiving holiday and the second December meeting as has been past practice.

DISCUSSION/ANALYSIS

Staff is recommending holding one meeting each month in July, August, November and December as has been past practice. The July meeting will be held on Tuesday, July 23, 2024 the August meeting will be held on Tuesday, August 27, 2024, the November meeting will be held on Tuesday, November 12, 2024 and the December meeting will be held on Tuesday, December 10, 2024.

FISCAL IMPACT

There would be no direct fiscal impact to the town to approve this item.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The proposed project 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 effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.6

MEETING DATE: January 23, 2024

AGENDA TITLE: Receive Climate Action Quarterly Progress Report

FROM: Sean Youra, Climate Action Coordinator

RECOMMENDATION: Receive the climate action progress report.

BACKGROUND

The quarterly climate action report details progress made by staff in implementing the Town's Climate Action Plan (CAP).

DISCUSSION

This report details progress made in implementing the CAP since the last report provided to Council on October 24, 2023. The table on the next page details actions taken by staff during the past quarter to implement the CAP and reduce greenhouse gas (GHG) emissions. The applicable measures from the CAP along with the estimated GHG emissions reduction that would result from achieving the targets for each of the applicable measures are provided for reference for each action taken.

Action	CAP Measure	Estimated GHG Emissions Reduction in 2030 (in MTCO2e)
Continued to implement the landscape equipment ordinance and promote the rebate program through the Town's Landscape Equipment webpage and newsletters. Public Works staff have continued to process and approve rebate applications with 51 total applications approved thus far. Approximately $3,600 in rebate funds still remain.	T-10: Electric Landscape Equipment	24 **Note:** The estimated emissions reduction in the CAP for this measure is based on achieving a target of 100% of leaf blowers in the Town being electric by 2030. If all landscape equipment used in the Town are electric by 2030, the estimated emissions reduction would be 516 MTCO2e.
Submitted a combined MCE and TAM rebate reservation form for installing a dual-port Level 2 EV charger at Ross Valley Fire Station 19 and a dual-port Level 2 EV charger at the Corporation Yard for staff use. A total of $13,000 in rebates for each site have been reserved that will be issued to the Town upon completion of each project.	T-1: Zero Emission Vehicles	5,242
	I-3: Identify and Secure Funding Sources	N/A
Participated in the pre-proposal conference and site walk for the RFP for the San Anselmo Resilience Hub project, which had 12 interested proposers in attendance. The Sage Energy consultants published an addendum to the RFP to answer proposer questions about the project. The consultants will review and score each proposal received and then an interview will be scheduled with the top-ranked firms. Staff continued to research potential funding opportunities for the project as well.	R-4: Innovative Technologies	N/A
	R-5: Solar Energy Systems for Municipal Buildings	N/A
	A-1: Preparation and Response	N/A

Action	CAP Measure	Estimated GHG Emissions Reduction in 2030 (in MTCO2e)
Continued to work on the draft Fleet Zero-Emissions Vehicle (ZEV) policy in collaboration with Public Works that is compliant with the Advanced Clean Fleets regulation adopted by the California Air Resources Board and aligned with the recommended strategies in the Marin EV Acceleration Strategy and the Town's Climate Action Plan.	T-1: Zero Emission Vehicles	5,242
	T-2: Bicycling	211
	T-11: Zero and Low Emission Town Vehicles	13
	T-12: Low Carbon Fuels	1
Continued to serve on the Marin Countywide Building Electrification Plan Steering Committee to develop a building electrification plan/roadmap in collaboration with community stakeholders. The third and final stakeholder workshop was completed and the Steering Committee has now begun drafting the building electrification plan. The current goal is to publish the building electrification plan by the end of March after receiving feedback from stakeholders including jurisdiction staff that would have some responsibility for the implementation of the plan.	R-3: Building and Appliance Electrification	46
	O-2: Community Engagement	N/A
Developed a new home electrification pilot program in partnership with Carbon Free Homes. Carbon Free Homes acquired ReadySetReplace, who staff were previously working with on the initial water heater electrification pilot program. The new MOU that was signed with Carbon Free Homes will allow us to expand the program offering for homeowners in Fairfax and San Anselmo to cover whole home electrification. Both the campaign webpage and the Town's Green Building & Electrification webpage have been updated to reflect the new program. Staff has been promoting the program through the Town newsletter and social media, as well as organizing in-person educational workshops. The program will address some of the pain points associated with electrifying homes from finding qualified contractors to reducing the upfront cost to install electric appliances.	R-3: Building and Appliance Electrification	46
	E-1: Energy Efficiency Programs	3,077
	O-2: Community Engagement	N/A

Action	CAP Measure	Estimated GHG Emissions Reduction in 2030 (in MTCO2e)
Promoted the Resilient Neighborhoods climate action workshops, the County's green home improvement webinar series, and the Carbon Free Homes electrification event in the Town newsletter.	O-1: Community Education	N/A
	O-2: Community Engagement	N/A
Continued to implement SB 1383, the State organic waste diversion law, in collaboration with Zero Waste Marin (ZWM), Marin Sanitary Service (MSS), and Marin Climate & Energy Partnership (MCEP) members. ZWM helped San Anselmo and other Marin jurisdictions meet their organic waste product procurement target for 2023 through a contract with Agromin, which produces compost and mulch. ZWM also applied for the new funding cycle of the CalRecycle SB 1383 Local Assistance Grant on behalf of Marin jurisdictions, which will support outreach and education, compost infrastructure, inspection and compliance software, management of the edible food recovery program, and continuing to meet each jurisdiction's organic waste product procurement targets. Staff posted the Town's franchise agreement with MSS on the Town website and sent to CalRecycle to ensure compliance with AB 2048.	W-1: Commercial Organic Waste	216
	W-2: Residential Organic Waste	508
	S-2: Habitat Restoration and Soil Regeneration	N/A
Presented a resolution to contract with EcoGreen Solutions to upgrade the lighting in Town-owned facilities to LEDs as part of PG&E's Energy Efficiency Retrofit Loan Program and to authorize the Town Manager to execute the PG&E On-Bill Financing agreement, which was approved by the Council. New LED lighting was installed in the Town Hall, police station, library, corp yard, Isabel Cook Community Center, and Memorial Park. The estimated cost savings from reduced energy usage over the life of the loan is $239,975.	E-7: Municipal Energy Efficiency Audit and Retrofits	19
Reviewed and provided feedback on the gas station ordinance to prohibit new and expanded gas stations in the Town. Helped present the ordinance to the Planning Commission and	T-1: Zero Emission Vehicles	5,242

Action	CAP Measure	Estimated GHG Emissions Reduction in 2030 (in MTCO2e)
Climate Action Commission. The ordinance was subsequently adopted by the Council.		
Reviewed and provided feedback on the 2021 GHG inventory report prepared by Christine O'Rourke. Prepared the report for Council review.	I-2: Update GHG Emissions Inventories	N/A

In addition, staff is continuing to:

- Serve as a staff liaison to the Climate Action Commission (CAC), provide updates on CAP implementation during the CAC meetings, and provide feedback on CAC proposed initiatives.
- Identify new climate action funding opportunities and manage existing grant funds (Applicable to CAP Measure I-3: Identify and Secure Funding Sources).
- Educate community members about sustainability-related incentives, programs, events, and regulations through the Town's newsletter, social media, website, flyers, etc. (Applicable to CAP Measure O-1: Community Education, and Measure O-2: Community Engagement).
- Coordinate with MCEP members to discuss and develop plans, policies, programs, and strategies that can assist in CAP implementation across all Marin jurisdictions.
- Monitor CAP implementation progress and prioritize projects to meet the CAP goals.
- Stay abreast of new climate-related state and federal regulations, technological innovations, and opportunities to further the Town's climate action efforts.

FISCAL IMPACT

None

GENERAL PLAN CONSISTENCY

Not applicable

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

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

ATTACHMENTS

None

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.7

MEETING DATE: January 23, 2024

AGENDA TITLE: Receive 2021 San Anselmo GHG Inventory Report

FROM: Sean Youra, Climate Action Coordinator

RECOMMENDATION: Receive and accept the 2021 San Anselmo GHG Inventory report.

BACKGROUND

Each year, greenhouse gas (GHG) inventory reports are completed for all Marin Climate & Energy Partnership (MCEP) member jurisdictions including San Anselmo. These reports are prepared by Christine O'Rourke, Sustainability Coordinator for MCEP, with review and feedback from staff. Annual GHG inventories help the Town to monitor its progress in meeting its local GHG reduction goal to reduce emissions 45 percent below 1990 levels by 2030 and meeting the statewide goal to reduce emissions 40 percent below 1990 levels by 2030. The inventories calculate individual GHGs (e.g., carbon dioxide, methane, and nitrous oxide) and convert each GHG emission to a standard metric, known as "carbon dioxide equivalents" or CO2e, to provide an apple-to-apples comparison among the various emissions. GHG emissions are reported as metric tons of carbon dioxide equivalents, or MTCO2e.

The inventories include emissions generated from the community that are categorized into seven sectors:

- Built Environment – Electricity
- Built Environment – Natural Gas
- Transportation
- Off-Road Vehicles and Equipment
- Waste
- Water
- Wastewater

Consumption-based emissions such as from air travel and the production of goods produced outside the Town are not included in the inventories.

DISCUSSION

The latest San Anselmo GHG inventory report for which data is available for the year 2021 is attached (Attachment 1). The GHG inventory report shows that emissions decreased by 35 percent in 2021 compared to 2005 emissions levels, and 24 percent compared to 1990 levels. San Anselmo still needs to reduce emissions by 14,895 MTCO2e to meet its local target for 2030 and 11,247 MTCO2e to meet the State target for 2030. Table 2 in the report shows the emissions from each sector from 2005 through 2021. San Anselmo has been making steady progress in reducing emissions with an average two percent reduction per year over the past couple of years.

The largest emissions reductions have occurred in the Built Environment – Electricity sector and Transportation sector. Emissions from purchased electricity consumption have declined 83 percent since 2005 largely due to the lower carbon intensity of electricity as PG&E electricity was 91 percent GHG-free in 2021 and MCE Light Green electricity was 92 percent GHG-free in 2021. Reductions in transportation emissions have largely resulted from the steadily increasing proportion of registered zero-emissions vehicles (ZEVs) in San Anselmo with about 7.3 percent of registered light-duty vehicles being ZEVs in 2021. The transportation sector continues to be the largest sector in terms of total emissions in San Anselmo, accounting for 57 percent of emissions, followed by the Built Environment – Natural Gas sector at 33 percent of total emissions.

To meet both the Town and State GHG reduction targets for 2030, the Town will need to prioritize actions that reduce emissions from both the Transportation and Built Environment – Natural Gas sectors.

FISCAL IMPACT

None

GENERAL PLAN CONSISTENCY

Not applicable

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Council's acceptance of the 2021 GHG inventory report is not a "project" under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment (Cal. Pub. Res. Code § 21065).

This report is consistent with the following measures of the adopted CAP:

- **I-2: Update GHG Emissions Inventories:** Update the greenhouse gas emissions inventory for community emissions annually and every five years for government operations.

ATTACHMENTS

Attachment 1 – 2021 GHG Inventory Report

TOWN OF SAN ANSELMO

COMMUNITY GREENHOUSE GAS EMISSIONS INVENTORY FOR THE YEAR 2021







October 2023

Prepared by the
Marin Climate & Energy Partnership

MARIN CLIMATE & ENERGY PARTNERSHIP

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APPENDIX A-1

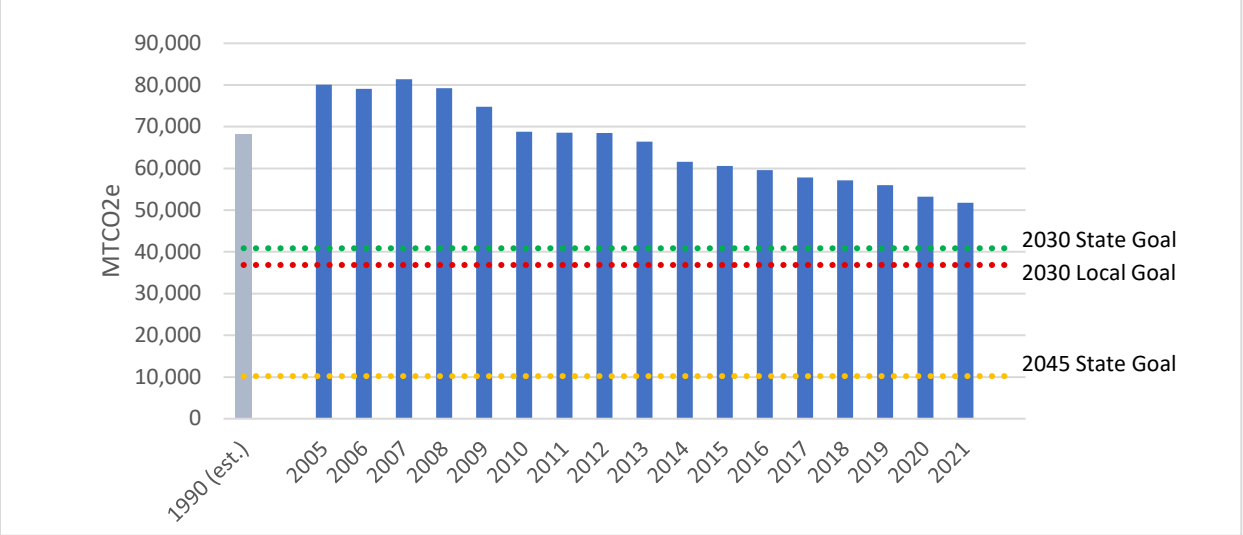
EXECUTIVE SUMMARY

The Takeaway: San Anselmo needs to accelerate emissions reductions. Though community emissions are down 35% from 2005, the community still needs to reduce emissions another 19% to meet its local goal by 2030.

San Anselmo publishes annual community greenhouse gas (GHG) emissions estimates through the Marin Climate & Energy Partnership (MCEP). Annual inventories help the Town to monitor its progress in meeting its local GHG reduction goal to reduce community emissions to 54% below 2005 emissions by 2030 (45% below 1990 levels) and carbon neutrality by 2045 as well as the statewide goal to reduce emissions 40% below 1990 levels by 2030. In addition to the community inventories, MCEP periodically prepares inventories for government operations emissions. Municipal emissions accounted for less than 1% of community emissions when the municipal inventory was last conducted for year 2016.

This report reviews emissions generated from the community from 2005 through 2021, the most recent year data is available. The inventory shows that the San Anselmo community has reduced emissions 35% since 2005. Emissions dropped from about 80,119 metric tons carbon dioxide equivalents ($MTCO_2e$) in 2005 to 51,750 $MTCO_2e$ in 2021, which is equivalent to 24% below 1990 levels. The community emissions trend and targets are shown below in Figure 1. San Anselmo needs to reduce emissions another 14,895 $MTCO_2e$ to meet the Town's Climate Action Plan target for 2030 and another 41,535 $MTCO_2e$ to meet the State's net zero emissions target for 2045, which includes a GHG mitigation target of 85% below 1990 levels.

FIGURE 1: SAN ANSELMO GHG EMISSIONS AND TARGETS



Recognizing the need for a collaborative approach to greenhouse gas reductions, City, Town and county leaders launched the Marin Climate and Energy Partnership (MCEP) in 2007. The Town of San Anselmo is a member of MCEP and works with representatives from the County of Marin and the other Marin cities and towns to address and streamline the implementation of a variety of greenhouse gas reduction measures. Funding for this inventory was provided by the Marin County Energy Watch Partnership, which administers public goods charges collected by PG&E.

Community inventories are available on the MCEP website at marinclimate.org and are used to update the Marin Sustainability Tracker.

INTRODUCTION

PURPOSE OF INVENTORY

The objective of this greenhouse gas emissions inventory is to identify the sources and quantify the amounts of greenhouse gas emissions generated by the activities of the San Anselmo community in 2021. This inventory provides a comparison to 2005 and estimated 1990 emissions and identifies the sectors where significant reductions in greenhouse gas emissions have occurred. In some instances, previous year emissions were updated with new data and/or recalculated to ensure the same methodology was employed for all inventory years.

GENERAL METHODOLOGY

This inventory uses the national standard for the accounting and reporting of community-wide greenhouse gas emissions, the U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions, version 1.2 (July 2019). Quantification methodologies, emission factors, and activity and source data are detailed in the appendix.

Community emissions are categorized according to seven sectors:

- Built Environment - Electricity
- Built Environment – Natural Gas
- Transportation
- Off-Road Vehicles and Equipment
- Waste
- Water
- Wastewater

CALCULATING EMISSIONS

Emissions are quantified by multiplying the measurable activity data – e.g., kilowatt hours of electricity, therms of natural gas, gallons of diesel or gasoline, etc. – by emissions factors specific to the greenhouse gas-generating source. Most emissions factors are the same from year to year. Emission factors for electricity, however, change from year to year due to the specific sources that are used to produce electricity. For example, electricity that is produced from coal generates more greenhouse gases than electricity that is generated from natural gas and therefore has a higher emissions factor. Electricity that is produced solely from renewable energy sources such as solar and wind has an emissions factor of zero.

This inventory calculates individual greenhouse gases – i.e., carbon dioxide, methane and nitrous oxide – and converts each greenhouse gas emission to a standard metric, known as “carbon dioxide equivalents” or CO_2e, to provide an apple-to-apples comparison among the various emissions. Table 1 shows the greenhouse gases identified in this inventory and their global warming potential (GWP), a measure of the amount of warming each gas causes

when compared to a similar amount of carbon dioxide over 100 years. Methane, for example, is 28 times as potent as carbon dioxide over 100 years; therefore, one metric ton of methane is equivalent to 28 metric tons of carbon dioxide. Greenhouse gas emissions are reported in this inventory as metric tons of carbon dioxide equivalents, or $MTCO_2e$.

TABLE 1: GREENHOUSE GASES

Gas	Chemical Formula	Emission Source	Global Warming Potential
Carbon Dioxide	CO_2	Combustion of natural gas, gasoline, diesel, and other fuels	1
Methane	CH_4	Combustion, anaerobic decomposition of organic waste in landfills and wastewater treatment	28
Nitrous Oxide	N_2O	Combustion, wastewater treatment	265

Source: IPCC Fifth Assessment Report (2014), 100-year values

Types of Emissions

Emissions from each of the greenhouse gases can come in a number of forms:

- **Stationary or mobile combustion** resulting from the on-site combustion of fuels (natural gas, diesel, gasoline, etc.) to generate heat or electricity, or to power vehicles and equipment.
- **Purchased electricity** resulting from the generation of power from utilities outside the jurisdictional boundary.
- **Fugitive emissions** resulting from the unintentional release of greenhouse gases into the atmosphere, such as methane from waste decomposition.
- **Process emissions** from physical or chemical processing of a material, such as wastewater treatment.

Understanding Totals

The totals listed in the tables and discussed in the report are a summation of emissions using available estimation methods. Each inventoried sector may have additional emissions sources associated with them that were unaccounted for due to a lack of data or robust quantification methods. For example, consumption-based greenhouse gas emissions associated with air travel and the production of goods outside the community's boundary are not included in the inventory. Additionally, the community inventory does not include refrigerants released into the atmosphere from the use of air conditioning in cars and buildings.

COMMUNITY INVENTORY

COMMUNITY INVENTORY SUMMARY

In 2005, activities in San Anselmo resulted in approximately 80,119 metric tons of CO_2e.[1] In 2021, those activities resulted in approximately 51,750 metric tons of CO_2e, a reduction of 35% from 2005 levels, which is equivalent to 24% below 1990 levels.

The community inventory tracks emissions in seven sectors:

- The **Built Environment – Electricity** sector represents emissions generated from the use of electricity in San Anselmo homes and commercial, industrial, and governmental buildings and facilities.
- The **Built Environment – Natural Gas** sector represents emissions generated from the use of natural gas in San Anselmo homes and commercial, industrial, and governmental buildings and facilities. Propane used as a primary heating source is also included, although it represents less than 1% of emissions in this sector.
- The **Transportation** sector includes tailpipe emissions from passenger vehicle trips originating and ending in San Anselmo, as well as a share of tailpipe emissions generated by medium and heavy-duty vehicles travelling on Marin County roads. The sector also includes emissions from Marin Transit and Golden Gate Transit buses as these vehicles travel within San Anselmo's boundaries. Electricity used to power electric vehicles is embedded in electricity consumption reported in the Built Environment - Electricity sector.
- The **Waste** sector represents fugitive methane emissions that are generated over time as organic material decomposes in the landfill. Although most methane is captured or flared off at the landfill, approximately 25% escapes into the atmosphere.
- The **Off-Road** sector represents emissions from the combustion of gasoline and diesel fuel from the operation of off-road vehicles and equipment used for construction and landscape maintenance.
- The **Water** sector represents emissions from energy used to pump, treat, and convey potable water from the water source to the San Anselmo water users.
- The **Wastewater** sector represents stationary, process and fugitive greenhouse gases that are created during the treatment of wastewater generated by the community as well as emissions created from electricity used to convey and treat wastewater.

Table 2 shows how emissions in each sector have changed since 2005. The greatest reductions have occurred in the Transportation sector (13,495 $MTCO_2e$), followed by the Built Environment – Electricity sector (9,221 $MTCO_2e$) and the Built Environment – Natural Gas sector (2,678 $MTCO_2e$). The likely reasons for the largest emissions decreases are described in the remainder of this report.

[1] Baseline and historical emissions are recalculated in the annual inventory to integrate new data and improved calculation methodologies and to ensure consistent comparison across each year. For this reason, emission levels may differ from levels reported in previous inventories.

TABLE 2: EMISSIONS SUMMARY BY SECTOR ($MTCO_2E$), 2005 THROUGH 2021

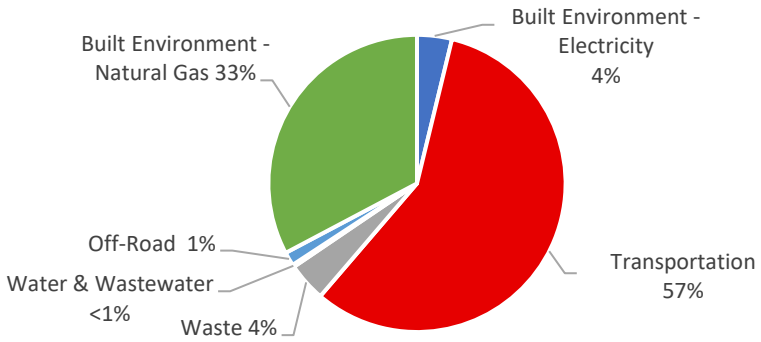
Year	Built Environment - Electricity	Built Environment – Natural Gas	Transportation	Waste	Off-Road	Water	Wastewater	Total	% Change from 2005	% Change from 1990[2]
1990 (est.)[1]								67,505		
2005	11,185	19,621	43,244	4,101	1,174	510	284	80,119		
2006	10,485	20,300	42,278	4,063	1,227	446	274	79,072	-1%	
2007	14,266	19,329	41,776	3,653	1,453	599	344	81,420	2%	
2008	14,311	20,108	39,705	3,041	1,191	552	351	79,260	-1%	
2009	12,819	19,568	37,939	2,617	1,004	555	310	74,812	-7%	
2010	9,698	19,801	35,247	2,566	897	318	254	68,781	-14%	
2011	8,906	20,692	35,158	2,504	871	225	235	68,591	-14%	
2012	9,264	19,428	35,821	2,602	855	243	251	68,464	-15%	
2013	8,457	19,028	34,948	2,635	846	283	246	66,444	-17%	
2014	7,555	15,823	34,226	2,665	841	255	212	61,576	-23%	
2015	7,193	16,121	33,314	2,764	833	200	208	60,632	-24%	
2016	5,895	16,840	32,465	3,253	821	149	190	59,613	-26%	
2017	3,134	17,926	32,370	3,398	806	43	142	57,820	-28%	
2018	3,287	17,922	31,966	3,019	786	15	127	57,121	-29%	
2019	3,345	18,090	30,833	2,875	762	16	107	56,027	-30%	-18%
2020	2,264	17,231	30,250	2,645	726	20	106	53,243	-34%	-21%
2021	1,965	16,943	29,749	2,193	770	24	106	51,750	-35%	-24%
Change from 2005	-9,221	-2,678	-13,495	-1,908	-404	-486	-178	-28,369		
% Change from 2005	-82%	-14%	-31%	-47%	-34%	-95%	-63%	-35%		

[1] *Per California Air Resources Board guidance, 1990 levels are estimated at 15% below 2005 levels.*

[2] *In 2019, San Anselmo adopted a Climate Action Plan that established a goal to reduce emissions 45% below 1990 levels by 2030. This column will track that progress over time.*

Figure 2 shows the relative contribution of emissions from these sectors in 2021. Transportation emissions represent the largest share of communitywide emissions (57%), while the use of natural gas and propane in the Built Environment accounts for one-third of emissions.

FIGURE 2: EMISSIONS BY SECTOR, 2021

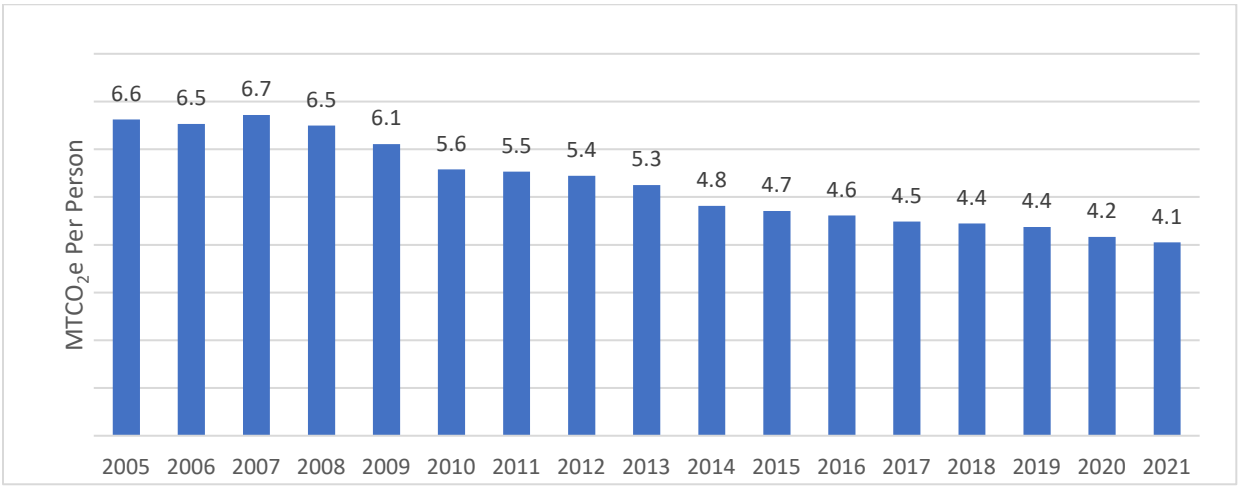


Per Capita Emissions

Per capita emissions can be a useful metric for measuring progress in reducing greenhouse gases and for comparing one community's emissions with neighboring cities and against regional and national averages. That said, due to differences in emission inventory methods, it can be difficult to produce directly comparable per capita emissions numbers. Per capita emission rates may be compared among Marin jurisdictions, although some jurisdictions may have higher rates due to the presence of commercial and industrial uses.

Dividing the total communitywide GHG emissions by residents yields a result of 6.6 metric tons CO_2e per capita in 2005. Per capita emissions decreased 39% between 2005 and 2021, falling to 4.1 metric tons per person. Figure 3 shows the trend in per capita emissions over time. It is important to understand that this number is not the same as the carbon footprint of the average individual living in San Anselmo, which would include consumption-based emissions resulting from air travel, the manufacturing and distribution of products and food, etc.

FIGURE 3: EMISSIONS PER CAPITA



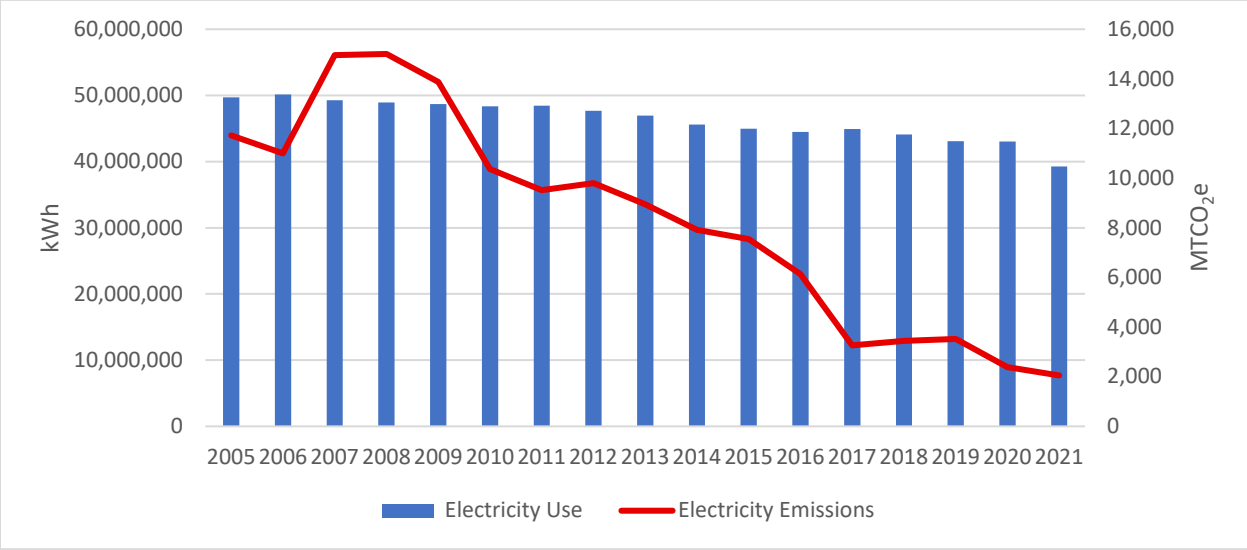
Significant Sources of Emissions

The following sections provide a year-by-year analysis of the changes in source GHG emissions in the Built Environment, Transportation, Waste, Water, and Wastewater sectors. Whenever possible, each section discusses the change in emissions from previous years and the likely influence of state and local programs or policies and external factors on reducing emissions.

Built Environment - Electricity

Purchased electricity use in homes and businesses in San Anselmo decreased 21% between 2005 and 2021.[2] Greenhouse gas emissions from electricity consumption decreased 83% since 2005, as shown in Figure 4. This is primarily due to the lower carbon intensity of electricity. PG&E has been steadily increasing the amount of renewable energy in its electricity mix. In 2021, PG&E electricity came from a mix of renewable (48%), large hydroelectric (4%), nuclear (39%), and natural gas (9%) energy sources and was 91% GHG-free.[3] MCE Light Green electricity came primarily from renewable (61%) and hydroelectric (37%) sources and was 92% GHG-free.[4] In 2021, about 5.2% of MCE electricity purchased by San Anselmo customers was 100% renewable Deep Green electricity, including electricty purchased by the Town government.

FIGURE 4: ELECTRICITY USE AND EMISSIONS



[2] Due to California Public Utility Commission data privacy rules, PG&E-generated electricity usage by commercial customers was not reported in 2021. This artificially reduces the total amount of electricity purchased by the community, but most likely does not significantly affect the overall GHG emissions due to the high GHG-free content of PG&E electricity in 2021.

[3] PG&E 2021 Power Content Label, 2021 Power Content Label submitted by Pacific Gas and Electric Company (ca.gov). Nuclear and large hydro sources are considered GHG-free.

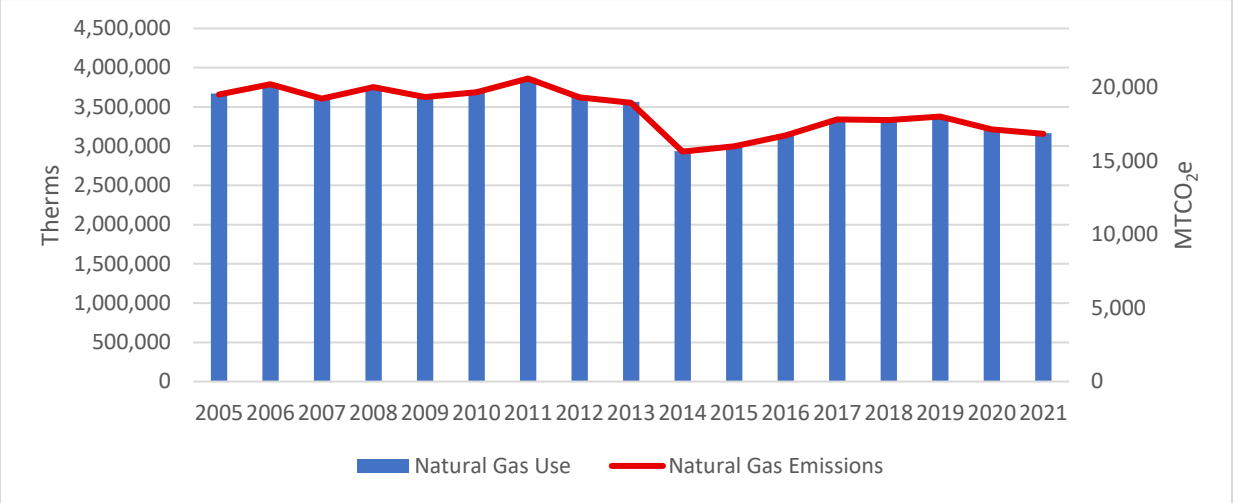
[4] MCE 2021 Power Content Label, 2021 Power Content Label submitted by MCE (ca.gov).

Built Environment - Natural Gas

Natural gas is used in residential, commercial, and industrial buildings to provide space and water heating and power appliances. Use of natural gas is highly variable depending on the weather conditions. This variability has led natural gas use consumption in San Anselmo to fluctuate from year to year, from a high of 3.8 million therms in 2011 to a low of 2.9 million therms in 2014. Reduction in energy use may also be attributed to energy efficiency programs and rebates, local green building ordinances, and State building codes.

Natural gas consumption declined 2% between 2020 and 2021 and was 14% below the 2005 level in 2021. Unlike electricity emissions which reflect the power content mix, natural gas emissions track the amount of natural gas consumed (Figure 5).

FIGURE 5: NATURAL GAS USE AND EMISSIONS



Transportation

Transportation activities accounted for approximately 57% of San Anselmo's emissions in 2021. According to the transportation model and annual data the Town uses to calculate passenger and commercial vehicle miles, vehicle miles traveled (VMT) have decreased approximately 14% since 2005 and were increased 1% between 2020 and 2021.

Transportation emissions decreased 31% since 2005 due to the reduction in VMT as well as more fuel-efficient and alternatively fueled cars (Figure 6). As shown in Figure 7, most transportation emissions come from passenger vehicles, accounting for 86% of transportation emissions in 2021. Marin County continues to be a leader in zero emission vehicles (ZEVs) – second only to Santa Clara County – with 12,369 ZEVs in Marin at the end of 2021, or about 5.8% of registered automobiles.[5] ZEVs include battery electric cars, plug-in hybrid electric cars, hydrogen fuel cell cars, and zero-emission motorcycles. San Anselmo had 875 ZEVs by the end of 2021 or 7.3% of registered light-duty vehicles.[6]

[5] This includes 8,370 Battery Electric Vehicles (BEVs), 3,943 Plug-In Hybrid Electric Vehicles (PHEVs), and 56 Fuel Cell Electric Vehicles (FCEV).

[6] 583 EVs, 290 PHEVs, and 2 FCEVs.

While it is difficult to pinpoint exactly how each land use and transportation policy affects emissions, the Town has undertaken many efforts to reduce transportation emissions. The Town encourages workforce housing through its Housing Element and has made improvements to the transportation network to make it easier for residents to bicycle, walk, and take public transportation. The Town has also promoted electric vehicle adoption by installing publicly available EV charging stations and adopting green building codes that require more EV charging stations to be installed for new construction and remodels of existing buildings than State requirements.

FIGURE 6: VEHICLE MILES TRAVELED AND TRANSPORTATION EMISSIONS

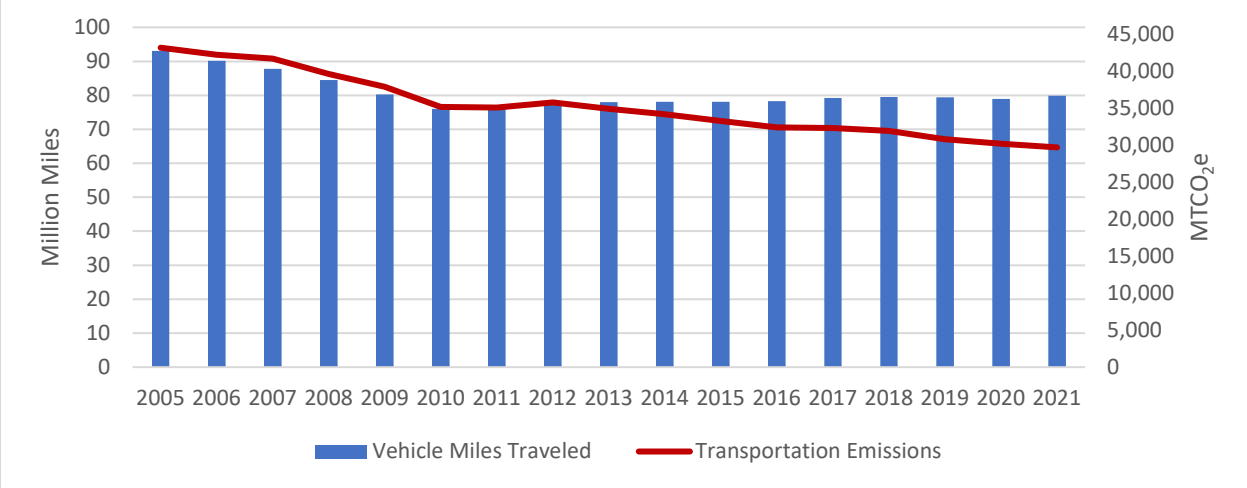
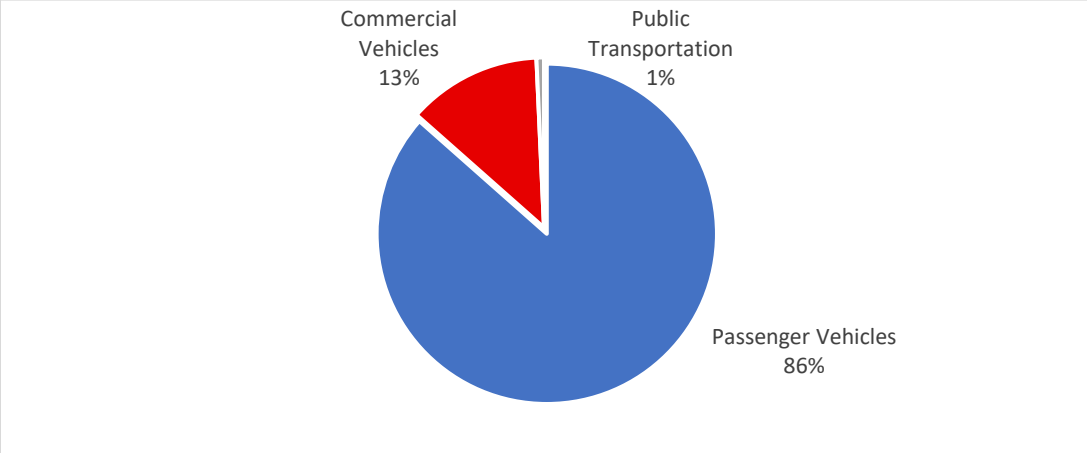


FIGURE 7: TRANSPORTATION EMISSIONS BY VEHICLE CATEGORY, 2021

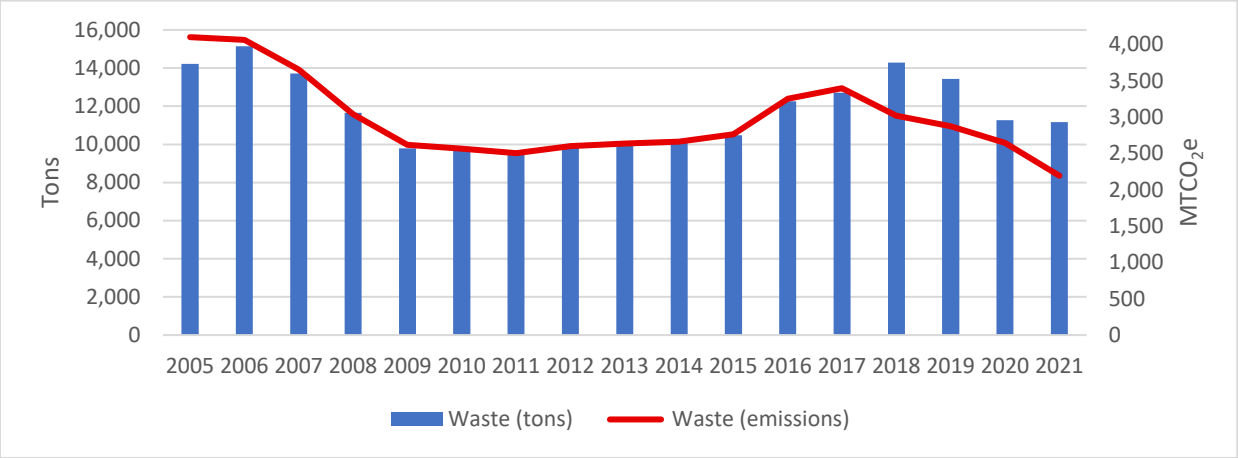


Note: Public transportation represents emissions from Marin Transit and Golden Gate Transit fixed-route buses.

Waste Disposal

Landfilled waste generated by the San Anselmo community decreased 1% between 2020 and 2021 as shown in Figure 8 (based on countywide disposal data). Total landfilled waste (including alternative daily cover)[7] was 21% below the 2005 baseline in 2021. Emissions from waste disposal decreased 47% due to the lower organic content of disposed waste and material used for alternative daily cover. Marin Sanitary Service and the Town continue to provide outreach and education to residents and businesses on proper waste sorting and the Town continues to install more public multi-stream waste receptacles.

FIGURE 8: DISPOSED WASTE AND EMISSIONS

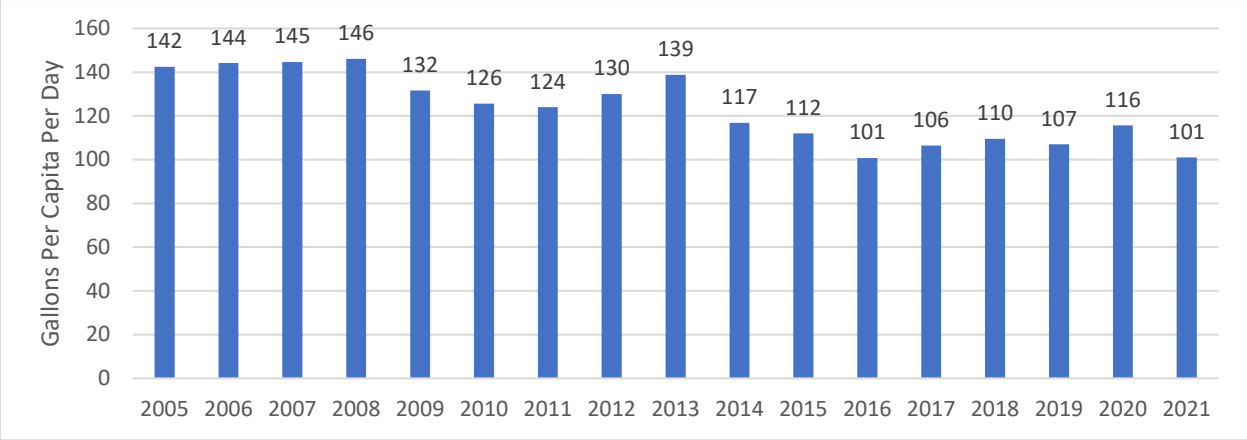


Water Use

Per capita water use declined 29% since 2005, as shown in Figure 9 (based on Marin Water district-wide data). Emissions, which are based on an estimate of energy used to pump, treat, and convey water from the water source to the Town limits, dropped 95% between 2005 and 2021 (see Figure 10). The additional reduction is due to the lower carbon intensity of electricity. Marin Water began purchasing MCE Deep Green electricity in mid-2017. The Sonoma County Water Agency (SCWA), which supplied approximately 38% of Marin Water's water in 2021, uses renewable and carbon-free sources for its electricity needs; a small amount of emissions comes from stationary and mobile combustion of fuels used in SCWA's operations.

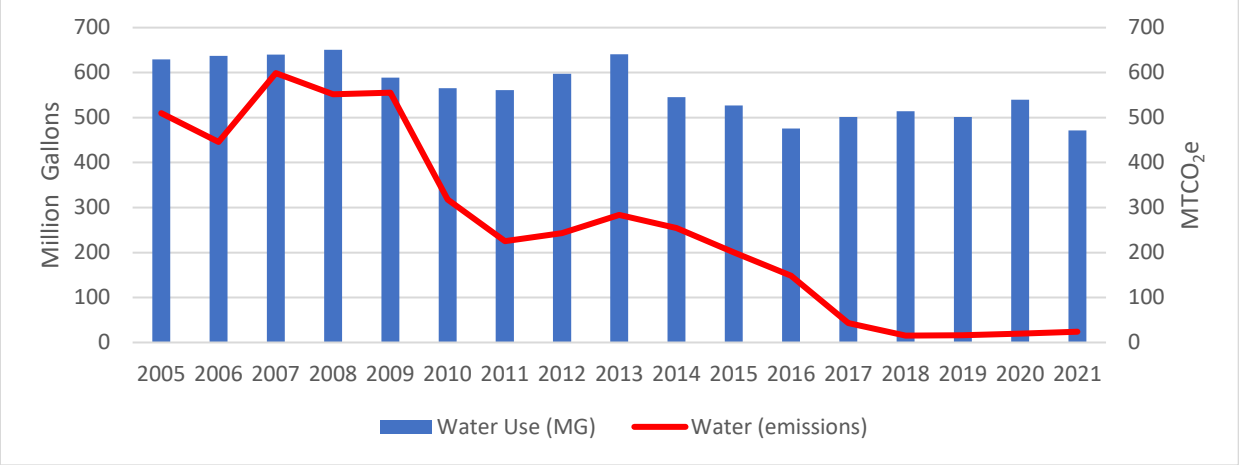
[7] Alternative daily cover is cover material other than earthen material placed on the surface of the active face of a municipal solid waste landfill at the end of each operating day to control vectors, fires, odors, blowing litter, and scavenging.

FIGURE 9: PER CAPITA WATER USE



Source: Marin Water

FIGURE 10: WATER CONSUMPTION AND EMISSIONS



Marin Water provides rebates and programs to reduce water use. Rebates are available to replace fixtures with high-efficiency clothes washers and to purchase cisterns and rain barrels. Marin Water provides free home and landscape water-use evaluations as well as free high-efficiency showerheads and faucet aerators.

WASTEWATER

The Central Marin Sanitation Agency (CMSA), located in San Rafael, has two anaerobic digesters that process primary sludge, thickened waste-activated sludge, and organic waste to produce biogas. The biogas is used to generate heat and renewable electricity via the cogeneration system. CMSA normally produces 100% of the facility's power needs, and, at times, exports renewable energy to the grid, which is procured by MCE. As a result, emissions from the use of energy in the wastewater treatment process have essentially been eliminated.

Greenhouse gas emissions are also created from the wastewater treatment process itself. These emissions have increased 10% since 2005 as San Anselmo's population has increased. Overall, wastewater emissions have declined 63% since 2005.

APPENDIX: COMMUNITY INVENTORY

Community GHG Emissions Summary Table

Jurisdiction: Town of San Anselmo
Population: 12,772 (CA Department of Finance)
Number of Households: 5,250 (CA Department of Finance)

Inventory Year: 2021
Date Prepared: October 9, 2023
Reporting Framework: Communitywide Activities

ID	Emissions Type	Source or Activity	Included, Required Activities	Included, Optional Activities	Excluded (IE, NA, NO or NE)	Notes	Emissions ($MTCO_2e$)
1.0	Built Environment						
1.1	Use of fuel in residential and commercial stationary combustion equipment	Both	●				16,943
1.2	Industrial stationary sources	Source			NE		
1.3	Power generation in the community	Source			NO		
1.4	Use of electricity in the community	Activity	●			Includes transmission and distribution losses	1,965
1.5	District heating/cooling facilities in the community	Source			NE		
1.6	Use of district heating/cooling facilities in the community	Activity			NE		
1.7	Industrial process emissions in the community	Source			NO		
1.8	Refrigerant leakage in the community	Source			NE		
2.0	Transportation and Other Mobile Sources						
2.1	On-road passenger vehicles operating within the community boundary	Source			IE	Obtained data for preferred activity-based method instead	
2.2	On-road passenger vehicles associated with community land uses	Activity	●				25,740
2.3	On-road freight and service vehicles operating within the community boundary	Source			IE	Obtained data for preferred activity-based method instead	
2.4	On-road freight and service vehicles associated with community land uses	Activity	●				3,795
2.5	On-road transit vehicles associated with community land uses	Activity		●			213
2.6	Transit rail vehicles operating with the community boundary	Source			NO		
2.7	Use of transit rail travel by the community	Activity			NE		

2.8	Inter-city passenger rail vehicles operating within the community boundary	Source			NO		
2.9	Freight rail vehicles operating within the community boundary	Source			NO		
2.10	Marine vessels operating within the community boundary	Source			NE		
2.11	Use of ferries by the community	Activity			NE		
2.12	Off-road surface vehicles and other mobile equipment operating within the community boundary	Source		●			770
2.13	Use of air travel by the community	Activity			NE		
3.0	Solid Waste						
3.1	Operation of solid waste disposal facilities in the community	Source			NE		
3.2	Generation and disposal of solid waste by the community	Activity	●			Includes alternative daily cover	2,193
4.0	Water and Wastewater						
4.1	Operation of water delivery facilities in the community	Source			IE	Energy use is included in 1.1 and 1.4	
4.2	Use of energy associated with use of potable water by the community	Activity	●				24
4.3	Use of energy associated with generation of wastewater by the community	Activity	●				0
4.4	Process emissions from operation of wastewater treatment facilities located in the community	Source			NO		
4.5	Process emissions associated with generation of wastewater by the community	Activity	●				105
4.6	Use of septic systems in the community	Source			NE		
5.0	Agriculture						
5.1	Domesticated animal production	Source			NE		
5.2	Manure decomposition and treatment	Source			NE		
6.0	Upstream Impacts of Communitywide Activities						
6.1	Upstream impacts of fuels used in stationary applications by the community	Activity			NE		
6.2	Upstream and transmission and distribution (T&D) impacts of purchased electricity used by the community	Activity			IE	Transmission and distribution losses included in 1.4	
6.3	Upstream impacts of fuels used by water and wastewater facilities for water used and wastewater generated within the community boundary	Activity			IE		
6.4	Upstream impacts of select materials (concrete, food, paper, carpets, etc.) sued by the whole community.	Activity			NE		

Legend

IE – Included Elsewhere: Emissions for this activity are estimated and presented in another category of the inventory. The category where these emissions are included should be noted in the explanation.

NE – Not Estimated: Emissions occur but have not been estimate or reported (e.g., data unavailable, effort required not justifiable).
NA – Not Applicable: The activity occurs but does not cause emissions; explanation should be provided.
NO – Not Occurring: The source or activity does not occur or exist within the community.

Community Emissions Data Sources and Calculation Methodologies

Sector/ID	Emissions Source	Source and/or Activity Data	Emission Factor and Methodology
1.0 Built Environment			
1.1 Stationary Combustion	Stationary Combustion (CO_2, CH_4 & N_2O)	Known fuel use (meter readings by PG&E) and estimated fuel use (American Community Survey 5-Year Estimates, and U.S. Energy Information Administration Household Site Fuel Consumption data).	Default CO_2, CH_4 & N_2O emission factors by fuel type (U.S. Community Protocol v. 1.1, Appendix C, Tables B.1 and B.3). U.S. Community Protocol v. 1.1, Appendix C, Method BE.1.1 and BE.1.2.
1.4 Electricity Use	Electricity Use (CO_2, CH_4 & N_2O)	Known electricity use (meter readings by PG&E and MCE) and estimated direct access electricity consumption. Commercial PG&E electricity consumption failed the CPUC 15/15 rule and was estimated in this report using alternative sources.	Verified utility-specific emission factors (PG&E and MCE) and eGrid subregion default emission factors. U.S. Community Protocol v. 1.1, Appendix C, Method BE.2.1.
	Electric Power Transmission and Distribution Losses (CO_2, CH_4 & N_2O)	Estimated electricity grid loss for Western region from eGrid.	U.S. Community Protocol v. 1.1, Appendix C, Method BE.4.1.
2.0 Transportation and Other Mobile Sources			
2.2 On-Road Passenger Vehicle Operation	On-Road Mobile Combustion (CO_2)	Estimated passenger vehicle miles traveled associated with origin and destination land uses (Metropolitan Transportation Commission, CAPVMT Data Portal 2.0 (mtcanalytics.org)).	CO_2 for on-road passenger vehicles quantified in the EMFAC2021 v.1.0.2 model. Passenger vehicle emissions calculated according to U.S. Community Protocol v. 1.1, Appendix D, Method TR.1.A.
	On-Road Mobile Combustion (CH_4 & N_2O)	Estimated vehicle miles traveled associated with origin and destination land uses (Metropolitan Transportation Commission, CAPVMT Data Portal 2.0 (mtcanalytics.org)).	CH_4 and N_2O for on-road passenger vehicles quantified in the EMFAC2021 v.1.0.2 model. Passenger vehicle emissions calculated according to U.S. Community Protocol v. 1.1, Appendix D, Method TR.1.A.
2.4 On-Road Freight and Service Truck Freight Operation	On-Road Mobile Combustion (CO_2)	Estimated commercial vehicle miles traveled within the boundary (Metropolitan Transportation Commission utilizing Plan Bay Area 2050).	CO_2 for on-road commercial vehicles quantified in the EMFAC2021 v.1.0.2 model. Emissions allocated utilizing LEHD data according to U.S. Community Protocol v. 1.1, Appendix D, Method TR.2.A.
	On-Road Mobile Combustion (CH_4 & N_2O)	Estimated commercial vehicle miles traveled within the boundary (Metropolitan Transportation Commission utilizing Plan Bay Area 2050).	CH_4 and N_2O for on-road commercial vehicles quantified in the EMFAC2021 v.1.0.2 model. Emissions allocated utilizing LEHD data according to U.S. Community Protocol v. 1.1, Appendix D, Method TR.2.A.
2.5 On-Road Transit Operation	On-Road Mobile Combustion (CO_2)	Estimated vehicle miles traveled within the boundary (Marin Transit and Golden Gate Transit) and estimated diesel fuel efficiency for transit fleet (Golden Gate Transit). Fuel type provided by Marin Transit and Golden Gate Transit.	Renewable diesel emission factor provided by NEXGEN. U.S. Community Protocol v. 1.1, Appendix D, Method TR.4.A.
	On-Road Mobile Combustion (CH_4 & N_2O)	Estimated vehicle miles traveled within the boundary (Marin Transit and Golden Gate Transit) and estimated diesel fuel efficiency for transit fleet (Golden Gate Transit). Fuel type provided by Marin Transit and Golden Gate Transit.	Renewable diesel emission factor provided by NEXGEN. U.S. Community Protocol v. 1.1, Appendix D, Method TR.4.B.

2.12 Off-Road Vehicles and Equipment	Off-Road Mobile Combustion (CO_2)	Estimated fuel use from OFFROAD 2021 v.1.0.1 for Lawn and Garden and Construction equipment. All categories are allocated by share of countywide households.	CO_2 emissions calculated according U.S. Community Protocol v. 1.1, Appendix D, Method TR.8. Emission factors provided in Table TR.1.6.
	Off-Road Mobile Combustion (CH_4 & N_2O)	Estimated fuel use from OFFROAD 2021 v.1.0.1 for Lawn and Garden and Construction equipment. All categories are allocated by share of countywide households.	CH_4 and N_2O emissions calculated according to U.S. Community Protocol v. 1.1, Appendix D, Method TR.8. Emission factors provided in the Local Government Operations Protocol Table G.11 and G.14.
3.0 Solid Waste			
3.2 Solid Waste Generation and Disposal	Fugitive Emissions from Landfilled Waste (CH_4)	Estimated landfilled tons based on reporting to CalRecycle by Marin County Solid and Hazardous Waste JPA and allocated to jurisdiction based on share of countywide population. Waste characterization based on the Statewide Waste Characterization Study (2008, 2014, 2018, and 2021) and Alternative Daily Cover by Jurisdiction of Origin and Material Type as reported to CalRecycle.	Emission factors calculated utilizing U.S. Community Protocol for Accounting and Report of Greenhouse Gas Emissions, Version 1.1, July 2013, Appendix E, Method SW.4.
4.0 Water and Wastewater			
4.2 Water Supply & Conveyance, Treatment and Distribution	Electricity Use (CO_2)	Water consumption data provided by Marin Municipal Water District (MMWD). Electricity consumption data provided by MMWD. Sonoma County Water Agency (SCWA) delivery amount provided by SCWA.	Verified utility-specific emission factors (PG&E, MCE and SCWA). Emissions calculated according to U.S. Community Protocol v. 1.1, Appendix F, Method WW.14.
	Electricity Use (CH_4 & N_2O)	Water consumption data provided by Marin Municipal Water District (MMWD). Electricity consumption data provided by MMWD.	eGrid subregion default emission factors. Emissions calculated according to U.S. Community Protocol v. 1.1, Appendix F, Method WW.14.
4.5 Treatment of Wastewater	Stationary Emissions from Combustion of Digester Gas (CH_4)	Known amount of digester gas produced per day and known percent of methane in digester gas provided by Central Marin Sanitation Agency.	Emissions calculated according to U.S. Community Protocol v. 1.1, Appendix F, Method WW.1.a.
	Stationary Emissions from Combustion of Digester Gas (N_2O)	Known amount of digester gas produced per day and known percent of methane in digester gas provided by Central Marin Sanitation Agency.	Emissions calculated according to U.S. Community Protocol v. 1.1, Appendix F, Method WW.2.a.
	Process Emissions from Wastewater Treatment Plant without Nitrification or Denitrification	Estimated population served by wastewater treatment plant provided by Central Marin Sanitation Agency.	Emissions calculated according to U.S. Community Protocol v. 1.1, Appendix F, Method WW.8.

	Fugitive Emissions from Effluent Discharge (N_2O)	Estimated population served by wastewater treatment plant provided by Central Marin Sanitation Agency. Assumed significant industrial or commercial input.	Emissions calculated according to U.S. Community Protocol v. 1.1, Appendix F, Method WW.12(alt).

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.8

MEETING DATE: January 23, 2024

AGENDA TITLE: Consider the request from San Anselmo Open Space Committee (SAOSC) for the Council to authorize a donation of $202,559 to the Marin Open Space Trust (MOST) for their acquisition of Upper Hawthorne Canyon property in San Anselmo

FROM: Administration

RECOMMENDATION: That the Town Council consider the request from the San Anselmo Open Space Committee (SAOSC) for the Council to authorize a donation of $202,559 to Marin Open Space Trust (MOST) for their acquisition of the Upper Hawthorne Canyon property in San Anselmo.

BACKGROUND

In addition to other work, the San Anselmo Open Space Committee advocates for the acquisition of parcels that can be added to the area's inventory of open space lands when there is clear public benefit to the residents of San Anselmo.

The Town receives an annual allocation from the Marin County, Open Space, and Sustainable Agriculture Transaction and Use Tax ("Measure A"). This funding has averaged between $90,00 and $115,000 annually since the tax's inception in 2013. The Town Council has made it a practice to allocate 70% of these funds toward Memorial Park improvements and 30% towards use in acquiring open space lands or other allowable uses such as the development and maintenance of open space trails. To date, the only funds spent of the designated open space funding was in 2014 when $55,494 allocated as the Town's contribution towards the Marin Open Space Trust's (MOST) purchase of the Sky Ranch property. The balance of the Measure A open space funding is $202,559.

DISCUSSION/ANALYSIS

The Town Council met in closed session in September, October and November 2023 to consider a proposed memorandum of understanding ("MOU") with MOST. MOST proposed to acquire the Upper Hawthorne Canyon property from a private owner and to

transfer the property to the Town upon the close of escrow. At the direction of the Town Council, throughout the fall, staff conducted due diligence and negotiated the terms of the MOU with MOST. On November 14, 2023, the Council authorized the Town Manager to execute the revised MOU. Under the revised MOU, in addition to funding the purchase of the property, MOST agreed to grant the Town $50,000 for stewardship of the property and to share the cost of drainage improvements up to $50,000.

After MOST signed the MOU, it continued its effort to complete fundraising for the acquisition to ensure it can close escrow by February 15, 2024. A substantial portion of the purchase price will come from the balance of Measure A open space funding. Accordingly, the SAOSC is requesting the Council to authorize a donation of $202,559 to MOST for its acquisition of the Upper Hawthorne Canyon property.

At a future meeting the Town Council will consider adoption of a resolution accepting the property from MOST.

CEQA AND CONSISTENCY WITH CLIMATE ACTION PLAN 2030

The proposed funding allocation is not 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).

FISCAL IMPACT

Approving this request would draw down the Town’s Measure A funding for open space use to $0.

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.1

MEETING DATE: 1/23/24

AGENDA TITLE: Live on the Avenue 2023 Recap & Review

FROM: Mattie O'Grady – Recreation Manager
Kelley Warner – Community Engagement Coordinator

RECOMMENDATION: That Council receive and file the summarized information regarding the 2023 Live on the Avenue Town event series.

BACKGROUND

The Live on the Avenue event series closed its fourth year in October 2023. What began many years ago as Friday Picnics on the Plaza, has grown beyond what could have been originally imagined. This grassroots community event is produced by the Town with support from private sponsorships as well as Town and Chamber dollars.

Tonight, we will be providing an executive summary, including a brief recap of the event specifics and operations, as well as key takeaways and learnings from both the Community Survey and Business Survey.

FISCAL IMPACT

Staff will return on February 13th to present the complete 2024 Live on The Avenue event application and budget.

GENERAL PLAN CONSISTENCY

N/A

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The proposed project 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 effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

ATTACHMENTS

Attachment 1- Live on The Avenue 2023 Recap Presentation



TOWN OF SAN ANSELMO
EST. 1907

SAN ANSELMO CHAMBER OF COMMERCE

2023 Event Series Review & Survey Results

2023 Recap

Fridays + Saturdays June 9th – September 30th

Street Closures 4:30-9:30pm / Music Sets 5:30-8:30pm

- 34 Evenings of Street Closures
- 74 Individual Bands/Entertainers
- 4 Youth Bands
- 4 Library Family Concerts
- 2 Corn Hole Tournaments
- 3 California Film Institute Movies (2 Nights)
- American Graffiti's 50th Anniversary
- Imagination Park's 10th Anniversary
- Beatles in the Park (Arts Commission)





The Marketing Campaign

April 2023 – Letter distributed to downtown businesses on San Anselmo Avenue from Woodland Avenue to Bridge Street; staff walked into each business & emailed

April 2023 – Town Council approval meeting with staff report details

May 2023 –New event website created and built out with information including: music line-up, Google calendar, sponsors, and road closure information

June 2023

- Posters distributed to Merchants
- Banners up at: Town Hall, the Hub Shed and Creek Park
- Rockstar Music Sponsor panels installed at Creek Park stage
- Light post banners on San Anselmo Avenue
- Banner over Tunstead Avenue town entrance
- Social media postings (weekly on Instagram & Facebook) – 2,200 followers

June-September 2023

- Weekly Town Manager newsletter insertion (5,700 subscribers) – included road closure and parking info.
- Social media postings (weekly on Instagram & Facebook) Weekly Recreation email blasts (12,500 subscribers)
- Weekly Live on the Avenue newsletter emailed (5,700 subscribers)

September 2023 – Community Survey – 430 responses

- Publicized September 15, 2023 – closed October 23, 2023
- Town manager weekly newsletter
- Town website- spotlight
- Live on the Avenue website
- Instagram, NextDoor (10,000 with 21 neighborhoods)
- Recreation email blast
- A-frame signs at Creek Park and Town Hall with QR code to survey
- Chamber newsletter

September – Oct/Nov 2023 – Business Survey –23 responses

- Emailed to businesses on San Anselmo Avenue + side streets – from Ross Ave to Bridge St
- 125 emails on distribution list
- Quarterly business newsletter – September (1140 subscribers)
- Special edition newsletter for Goblin's Bootacular – included survey
- Relaunched: Chamber pushed out email

2023 Budget Review





2023 Community Survey Results

2023 Community Survey Recap

- **430 community member responses** (only one response allowed/email)
- **64% said their overall impression of the event was "Excellent"** + 26% checked "Very Good"
- **95% indicated they would definitely return next year**
- 70 respondents gave their email address to be contacted about donating or sponsoring some aspect of the future series
- 152 respondents gave their email address to receive the Town Manager's weekly newsletter



American Graffiti Night



Level of Satisfaction with Specific Aspects of the Series

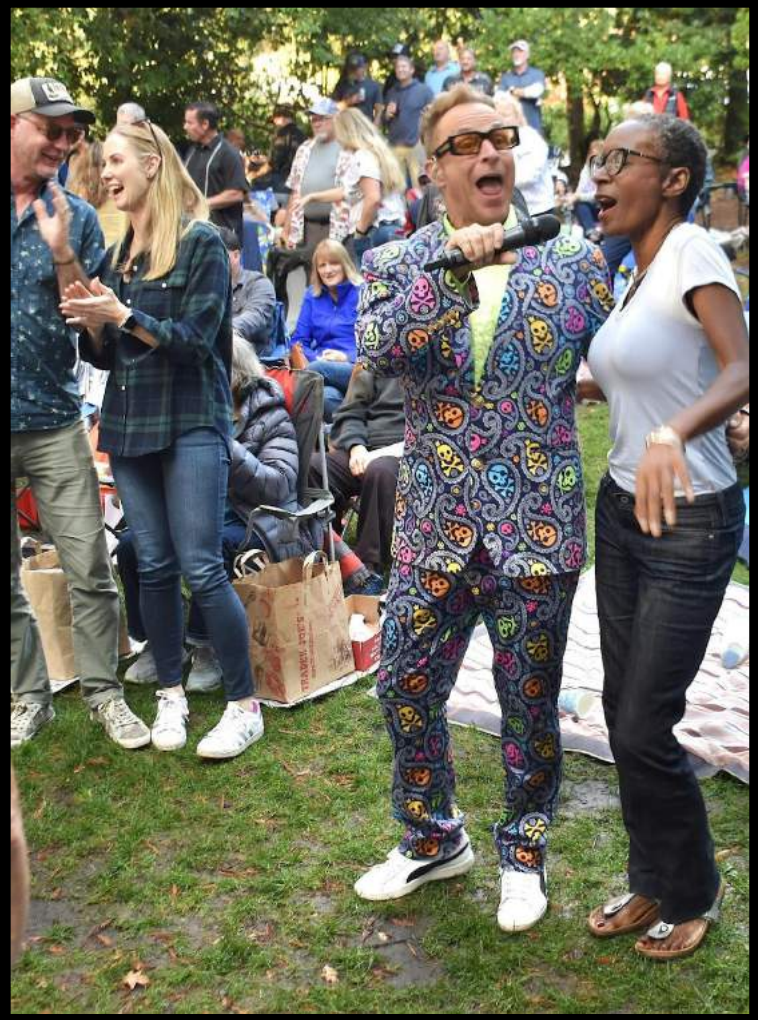
Timing of the Music

(5:30 – 8:30pm)
92% were satisfied - with 66% responding they were very satisfied

Street Closures

(4:30 soft, 5:30 – 9:30pm)
92% were satisfied – with 72% responding they were very satisfied

Number of Concerts Offered
(more than 16 weekends)
93% were satisfied – with 73% responding they were very satisfied



Open-ended Question: Which elements of the event series did you like the MOST?

68% said	→	The Live Music!
31 % said	→	The Avenue Closed to Vehicles
22% said	→	Community Gathering
18% said	→	KidZone
17% said	→	Food & Drink Tents
14% said	→	Family Friendly Vibe
13% said	→	Kid Entertainment



Open-ended Question: What if anything did you DISLIKE about the series?

25% said	→	**Nothing! We loved it.**
11% said	→	Need more food options
10% said	→	DJ on the Avenue in Kids Zone
7% said	→	Creek Park Plaza Closed
5% said	→	Season is too short
5% said	→	Kids running wild
4% said	→	Crowded, especially 10th Anniversary IP
3% said	→	Want band volume managed
3% said	→	Bikes riding down the closed Avenue

When you came to Live on the Avenue – what did you DO?

88% → Enjoyed **strolling** up and down the Ave

83% → Listened to **music** at **Creek Park**

81% → Visited downtown **restaurants**

78% → Listened to **music** at **Town Hall Plaza**

75% → Met up with **friends and/or family**

65% → Visited **stores** that were **open**

47% → Watched their kids **playing** on the Ave

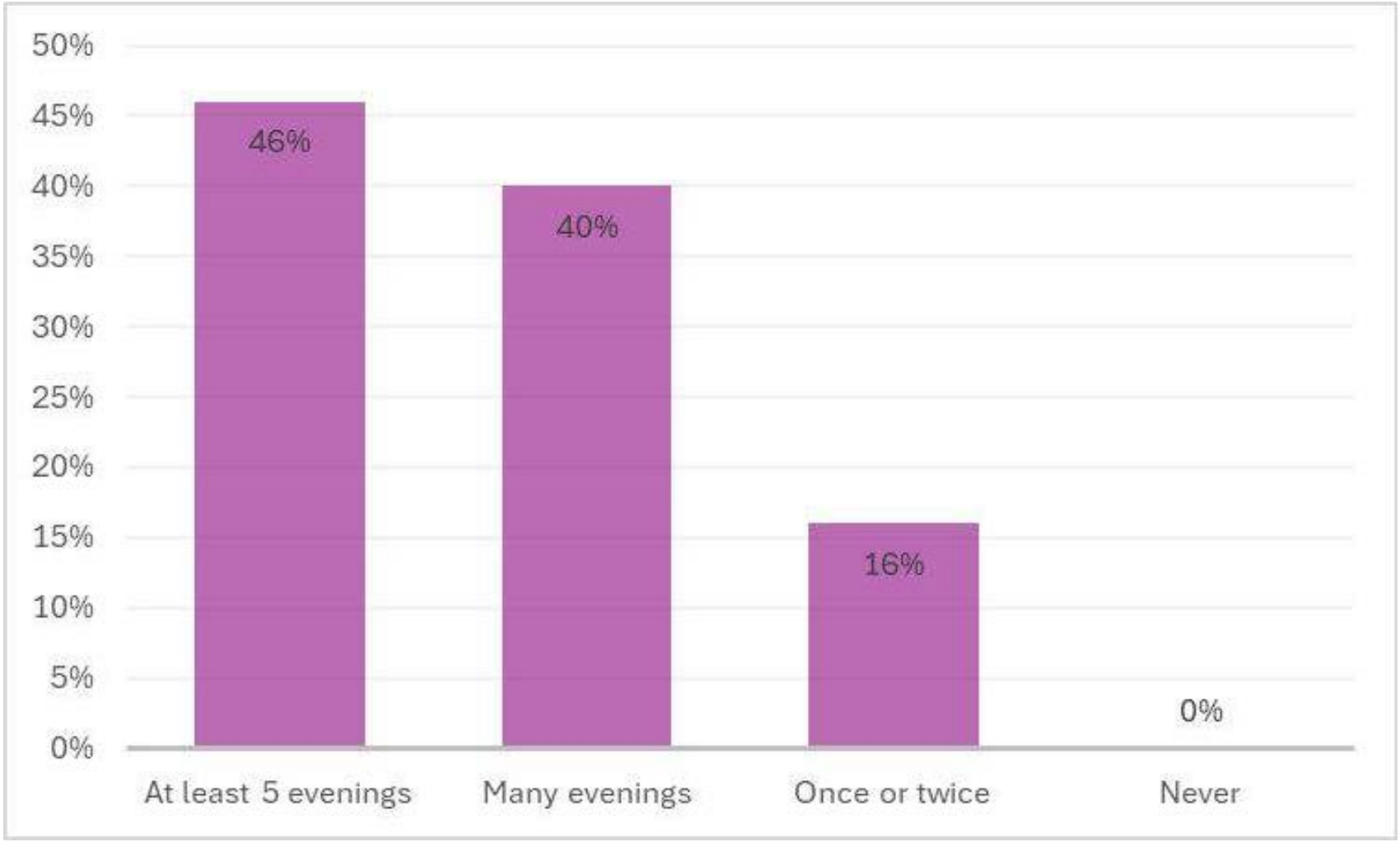
39% → Said their kids enjoyed the **Kids Zone**

21% → Enjoyed the Friday Family **Library programs**

19% → Attended one or both of the CAFilm **Movie Nights**



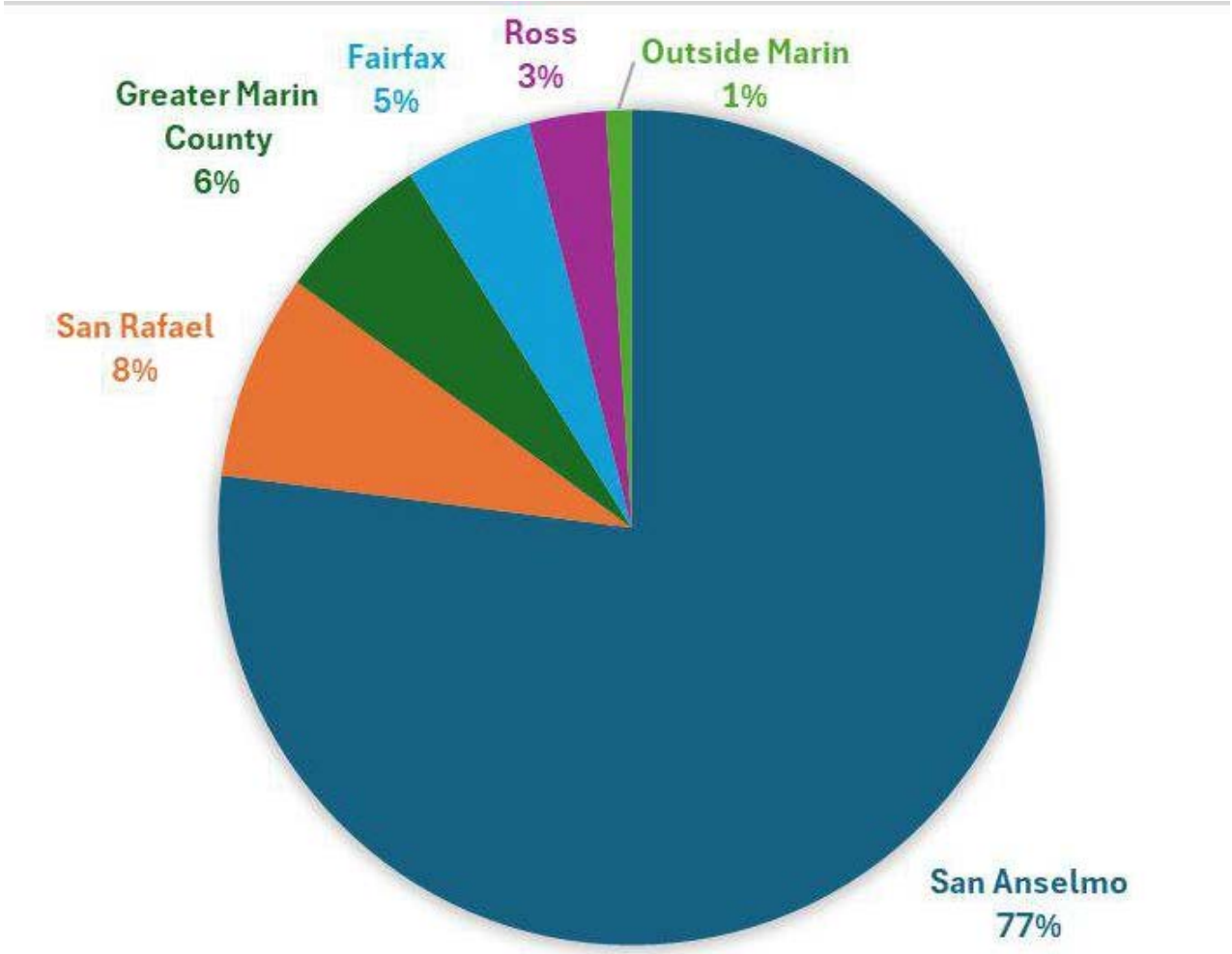
Question: How often did you attend Live on the Avenue festivities?



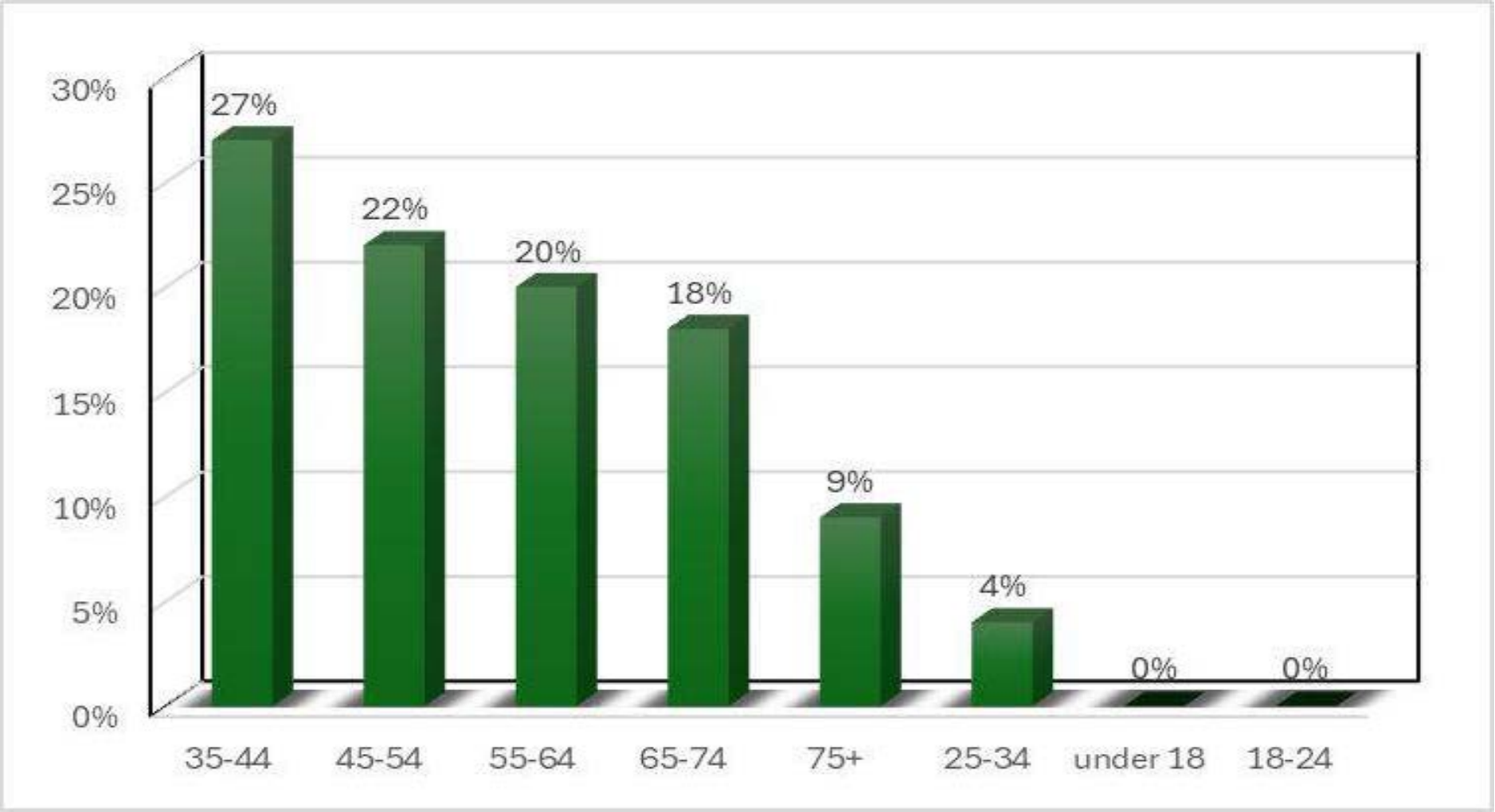
Demographic Information



Question: Which town/city do you reside in?



Age of the Survey Respondent



LIVE ON THE AVENUE

TOWN OF SAN ANSELMO
EST. 1907

SAN ANSELMO CHAMBER OF COMMERCE



2023 Business Survey Results

2023 Business Survey Demographics

- 23 businesses responded:
  - 52% are retail businesses
  - 30% are restaurant or food/beverage purveyors
  - 9% are beauty related
  - 9% other
- 78% have businesses within the event area
- 29% were sponsors of the 2023 series



Impressions & Impact on Business

- 52% said their overall impression of the event was “Excellent”
  + 29% said “Very Good” & 13% said “Good”

- 48% said they kept their business open during the event hours
  (24% kept open most evenings)

- 48% said they experienced an increase in revenue attributed to Live on the Avenue, 33% said they did not
  - 77% said the event had a positive impact on increasing their business visibility
  - 50% said their location saw an increase in business during the series
  - 54% said they saw a lasting effect (business increased on days after the event)



Level of Satisfaction with Specific Aspects of the Series

Timing of the Music

(5:30 – 8:30pm)
70% were satisfied - with 48% responding they were very satisfied

Street Closures

(4:30 soft, 5:30 – 9:30pm)
74% were satisfied – with 48% responding they were very satisfied

Number of Concerts Offered
(more than 16 weekends)
78% were satisfied – with 48% responding they were very satisfied



LIVE ON THE AVENUE

TOWN OF SAN ANSELMO
EST. 1907

SAN ANSELMO CHAMBER OF COMMERCE



New Additions & Learnings

2023 New Additions

- Earlier street closures + earlier music sets
- New signage – parking, banners, stage, street closure, traffic calming
- Increased bike parking with new racks
- Formalized a sponsorship packet with identifying levels
- Launched a Friends + Family Donation Program
- CAFilm partnership - 2 inaugural movie nights
- More takeaway food + beverage options
- More storefronts open
- Hired High Rock Security
- Hired NorthBay Conservation Corps – 3 nights
- Hired a professional photographer
- Expansion into June and eliminated October





2023 Learnings

- Community & Business Surveys confirm majority satisfaction of street closure timing 4:30-9:30pm
- Community & Business Surveys confirm majority satisfaction of music timing 5:30-8:30pm
- Continue making car, bike & pedestrian safety a top priority
- Security services are invaluable in keeping our community safe
- Sanitation services are necessary
- Series will need continual funding and support
- More quick, takeaway food options still requested by the community





2023 Learnings Cont.

- Encourage more stores to stay open
- Reconfiguration of sponsorship packet
- More promotion for Friends & Family program
- North Bay Conservation Corps is not cost effective due to installation of new garbage and recycling receptacles.
- Family Movie nights were successful, and people want more.
- Important that the Town maintains control of the event as it continues to grow in popularity
- Created a Community Vendor application for non-profits to table at the event.





Utilization of Placer AI Data – 2023 Metrics

Fridays + Saturdays from 4:00-9:00pm
500-700 San Anselmo Avenue

Metrics

Jun 9 - Sep 30, 2023

Metrics

Live on the Avenue
500-700 San Anselmo Avenue, San Anselm...

Visits	47K	Avg. Dwell Time	102 min
Visits / sq ft	N/A	Panel Visits	555
Size - sq ft	N/A	Visits YoY	+5.5%
Visitors	31.2K	Visits Yo2Y	+67.2%
Visit Frequency	1.51	Visits Yo3Y	+150.4%

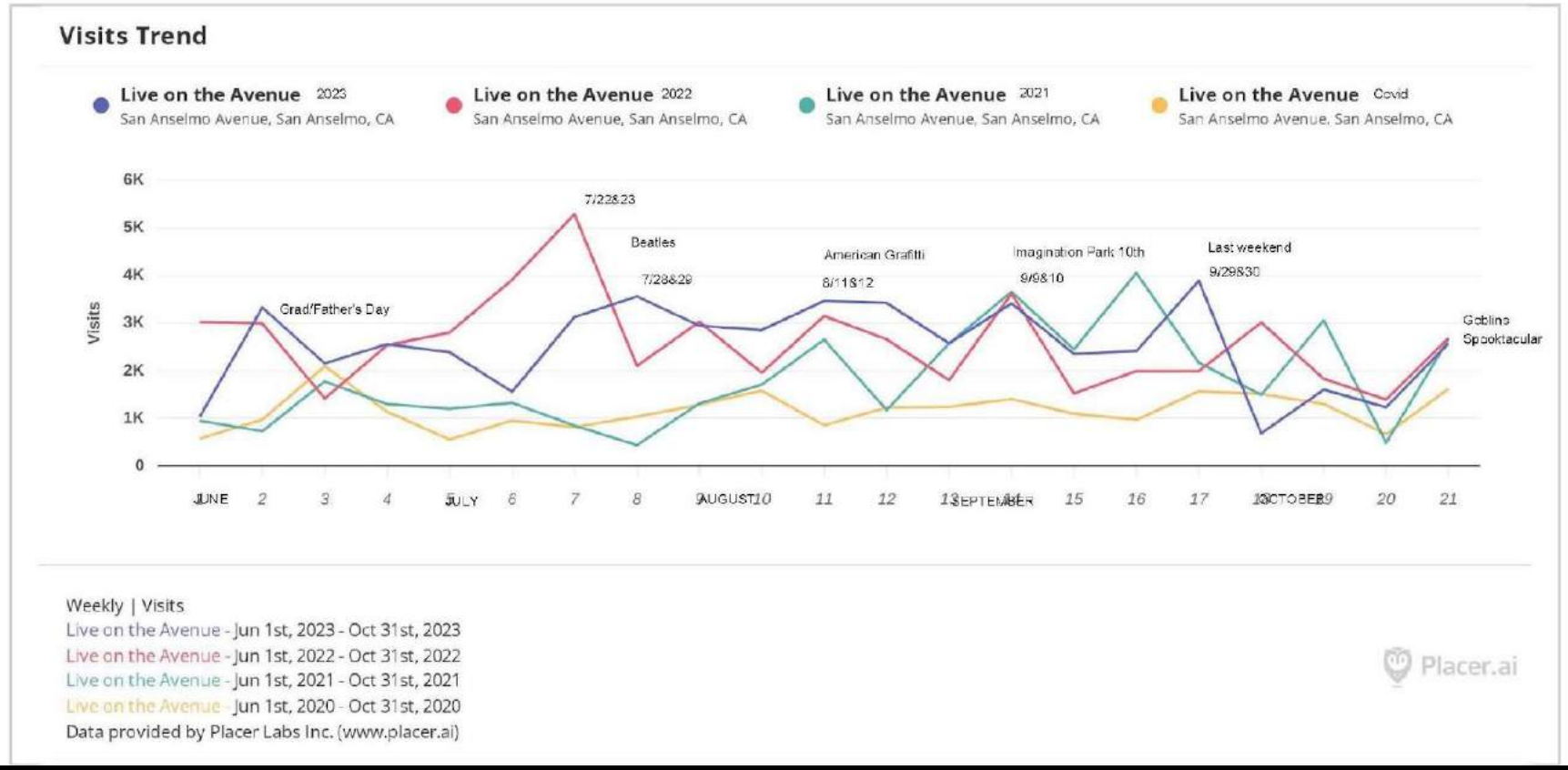
Jun 9th, 2023 - Sep 30th, 2023
Data provided by Placer Labs Inc. (www.placer.ai)

Placer.ai

Placer AI Data Cont. – Metrics by Year

Visits Trend

Time Compare



2020-2023

June 1st – October 31st

Fridays + Saturdays from 4:00-9:00pm

500-700 San Anselmo Avenue

Gratitude & Appreciation to our 2023 Sponsors!

ROCKSTAR SPONSOR 2023

WALKING MIRRORS MUSIC

Connecting to Community Through Live Music

PREMIER SPONSORS

Analysis Strategy Staging
Marketing Negotiating Closing

Eric Gelman
Coldwell Banker Realty | DRE 01417335

WINK OPTICS
MILL VALLEY • SAN ANSELMO

SPOTLIGHT SPONSORS

THE BAAN THAI CUISINE

CREEKSIDE PIZZA & TAPROOM

AltusEquity
WE ARE INVESTED

Stacy Nelson &Associates
LEADERSHIP SEARCH PARTNERS

SCOOBY-DOO TO BRAZIL APPRECIATION SOCIETY

ORGANIC ARTISAN ENERGY BAR JAMBAR

JAY SIEGAN PRESENTS

SUPPORTING SPONSORS

be courageous

cucina

TOWN BOOKS

LONGWAY

LUDWIG'S

TAM REALTY

Gratitude & Appreciation to our 2023 Friends & Family Donors!

Hometown Heroes
$1,000+

- The Richard Burns Family
- Palo, Violet, Jane & Nish. San Anselmo: Ross for Less!

Local Legends
$500-$999

- Elder Groebe Dumont Family
- The Donery Family
- Warner Family
- Harry and Patty
- Kathy & Jeff Lovold
- Chris Anderson

Music Makers
$250-$499

- Timboe Family
- Vik & Julia Wise
- The Mihan Family
- Brad & Annelise Bauer
- Maggie, Bruce and Erika

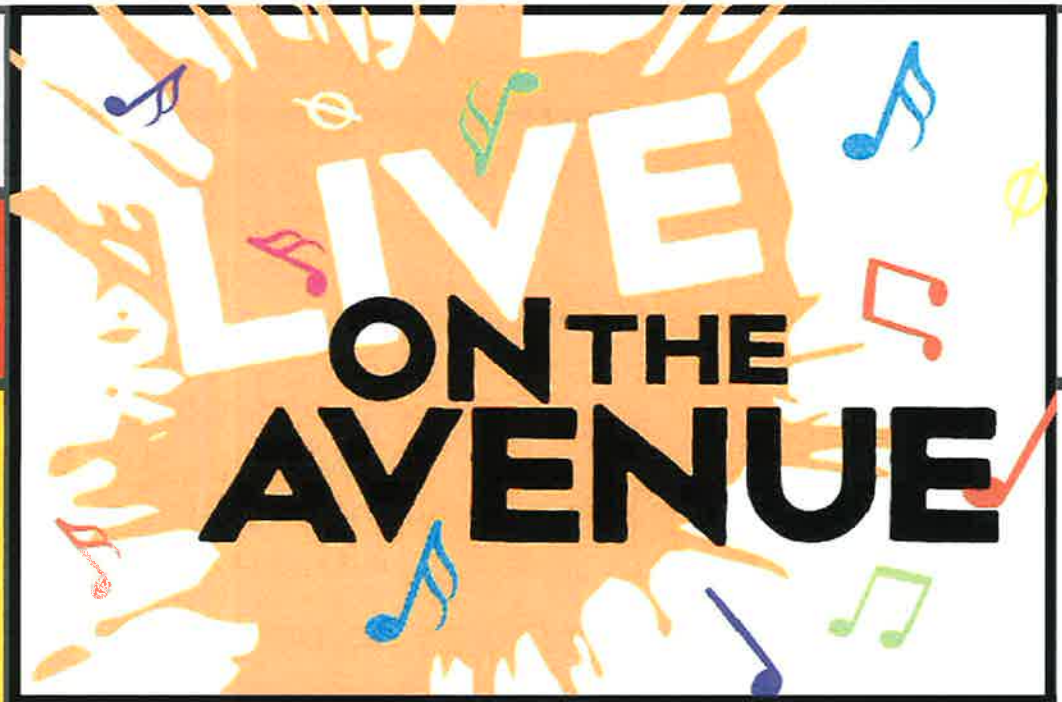
LIVE ON THE AVENUE

TOWN OF SAN ANSELMO
EST. 1907

SAN ANSELMO CHAMBER OF COMMERCE



Comments & Questions?



TOWN OF
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2023 Budget Review

Fundraising Contributions

$77,703 – Sponsorships

$8,695 – Friends & Family Donations

Town Contributions

$23,433

Restrooms, Good & Clean, Security, and Conservation Corps

Chamber Contributions

$3,137

Lights, Banner, Cookies, American Graffiti Night



LIVE ON THE AVENUE

TOWN OF SAN ANSELMO EST 1907

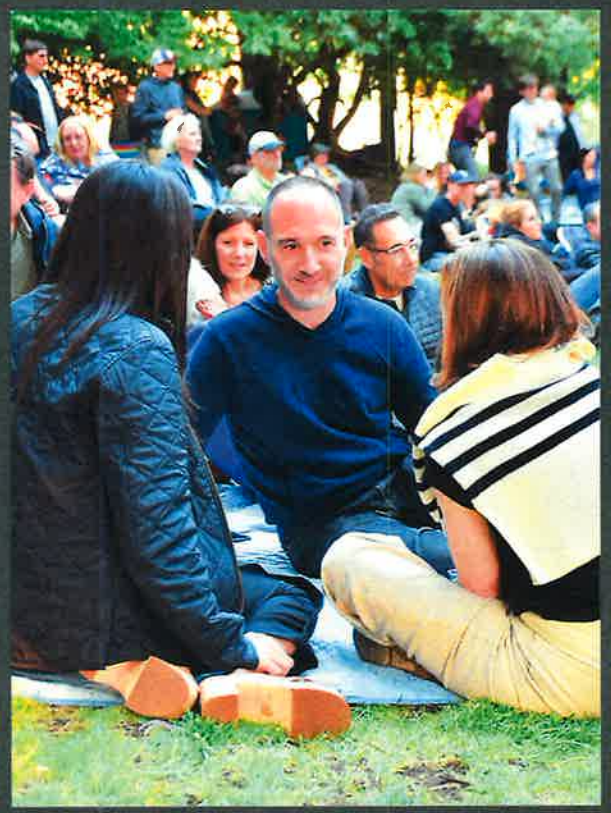
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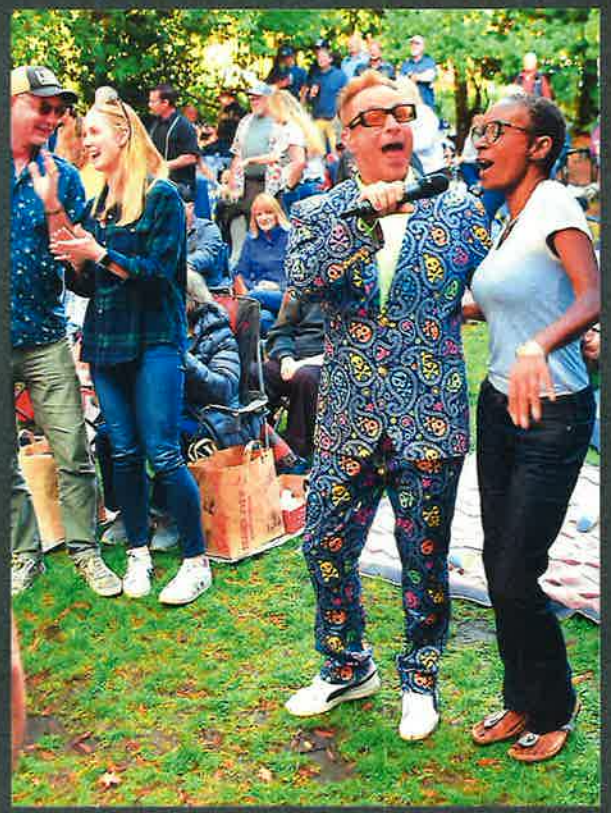
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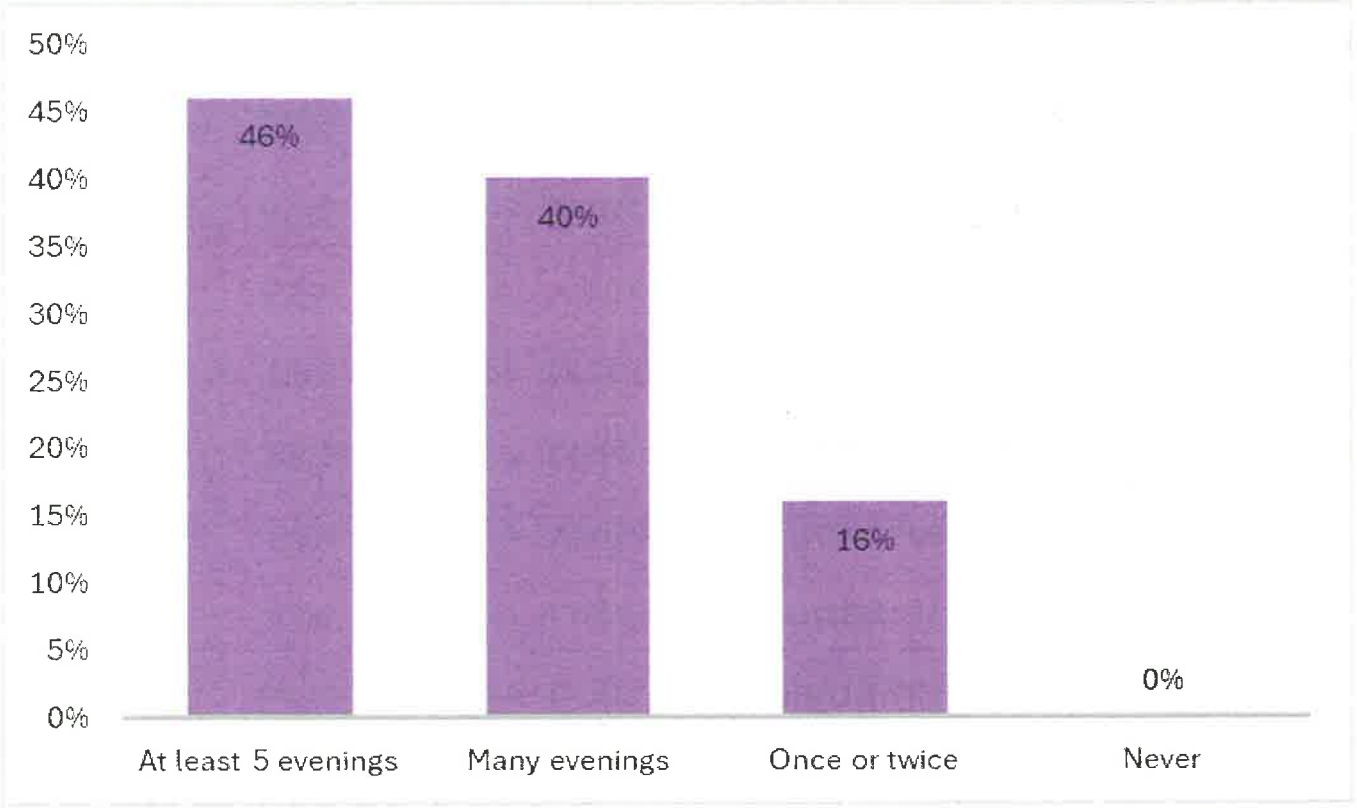
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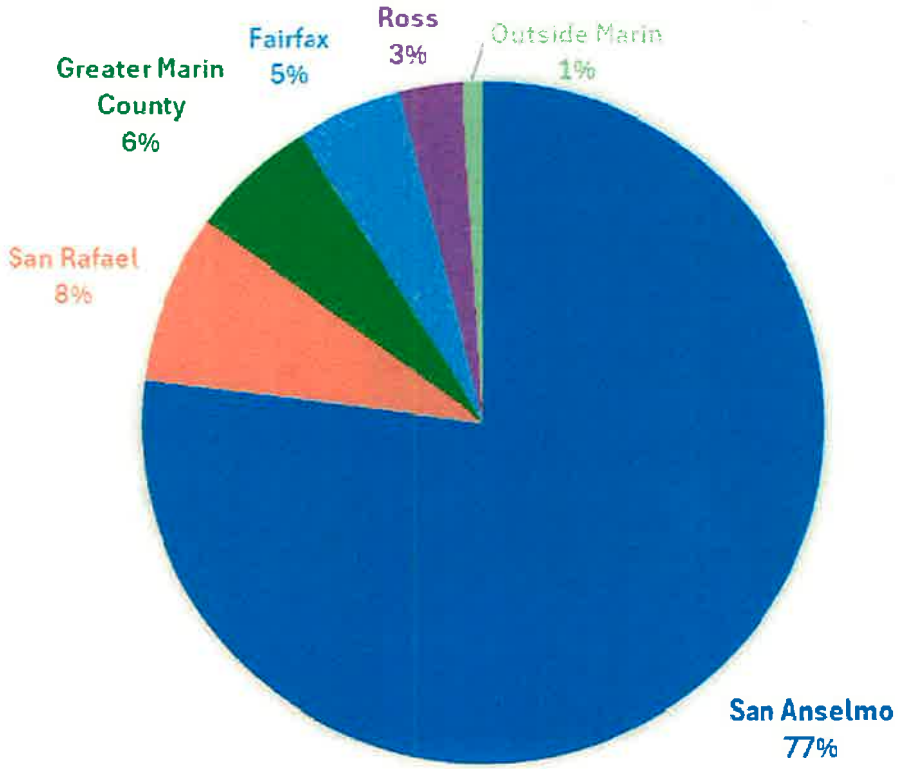
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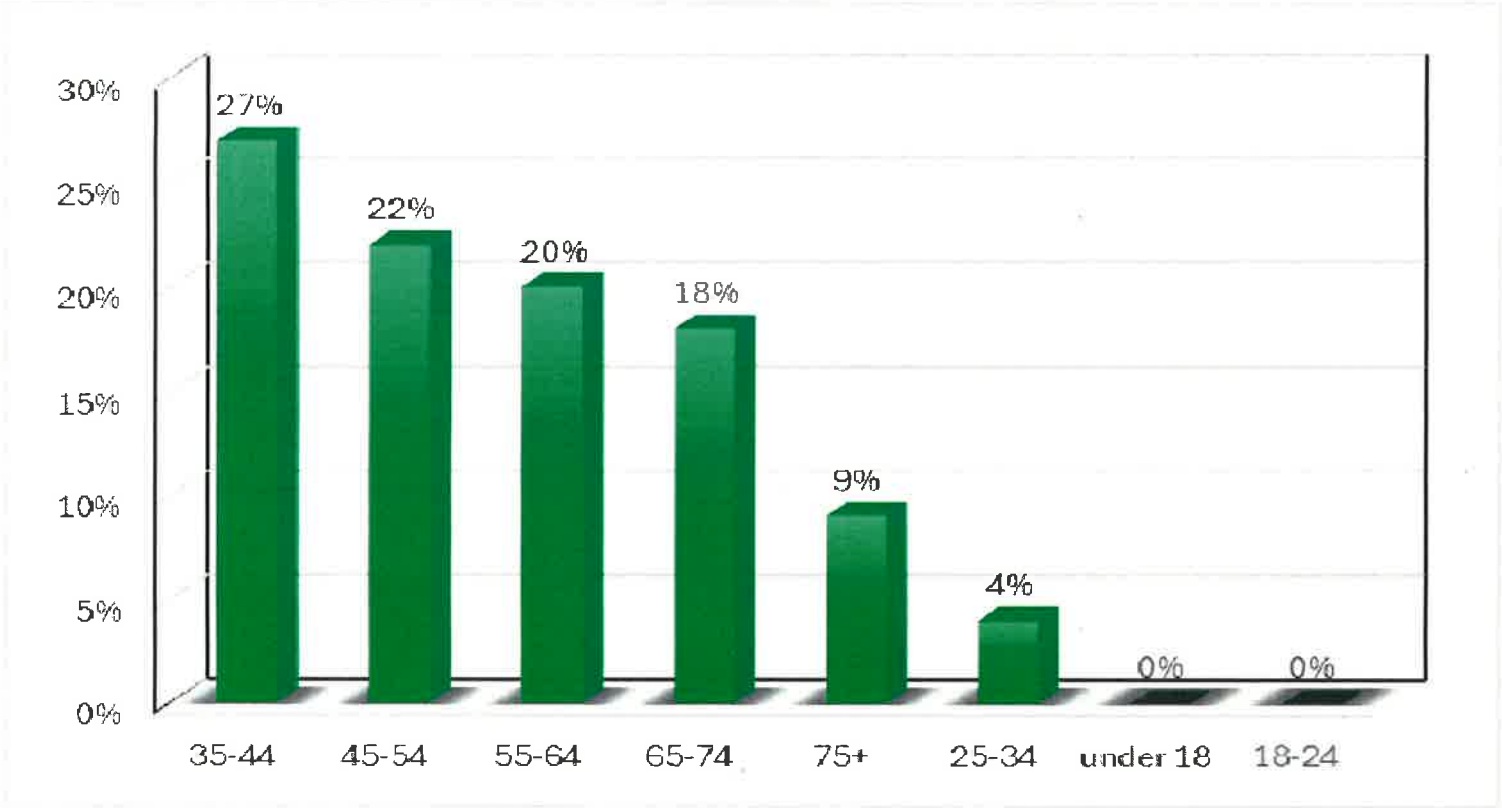
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LIVE ON THE AVENUE

TOWN OF SAN ANSELMO
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- 48% said they kept their business open during the event hours
  (24% kept open most evenings)
- 48% said they experienced an increase in revenue attributed to Live on the Avenue, 33% said they did not
  - 77% said the event had a positive impact on increasing their business visibility
  - 50% said their location saw an increase in business during the series
  - 54% said they saw a lasting effect (business increased on days after the event)



Level of Satisfaction with Specific Aspects of the Series

Timing of the Music

(5:30 – 8:30pm)
70% were satisfied - with 48% responding they were very satisfied

Street Closures

(4:30 soft, 5:30 – 9:30pm)
74% were satisfied – with 48% responding they were very satisfied

Number of Concerts Offered
(more than 16 weekends)
78% were satisfied – with 48% responding they were very satisfied



LIVE ON THE AVENUE

TOWN OF SAN ANSELMO EST. 1907

SAN ANSELMO CHAMBER OF COMMERCE



New Additions & Learnings

2023 New Additions

- Earlier street closures + earlier music sets
- New signage – parking, banners, stage, street closure, traffic calming
- Increased bike parking with new racks
- Formalized a sponsorship packet with identifying levels
- Launched a Friends + Family Donation Program
- CAFilm partnership - 2 inaugural movie nights
- More takeaway food + beverage options
- More storefronts open
- Hired High Rock Security
- Hired NorthBay Conservation Corps – 3 nights
- Hired a professional photographer
- Expansion into June and eliminated October





2023 Learnings

- Community & Business Surveys confirm majority satisfaction of street closure timing 4:30-9:30pm
- Community & Business Surveys confirm majority satisfaction of music timing 5:30-8:30pm
- Continue making car, bike & pedestrian safety a top priority
- Security services are invaluable in keeping our community safe
- Sanitation services are necessary
- Series will need continual funding and support
- More quick, takeaway food options still requested by the community

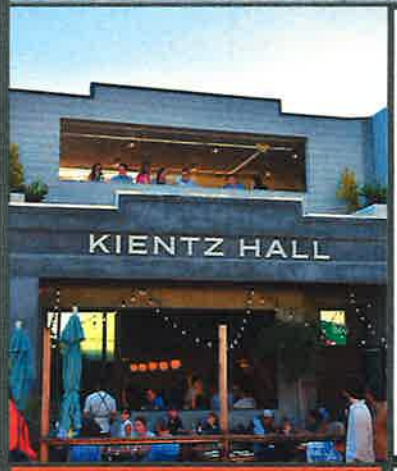




2023 Learnings Cont.

- Encourage more stores to stay open
- Reconfiguration of sponsorship packet
- More promotion for Friends & Family program
- North Bay Conservation Corps is not cost effective due to installation of new garbage and recycling receptacles.
- Family Movie nights were successful, and people want more.
- Important that the Town maintains control of the event as it continues to grow in popularity
- Created a Community Vendor application for non-profits to table at the event.







Utilization of Placer AI Data – 2023 Metrics

Fridays + Saturdays from 4:00-9:00pm
500-700 San Anselmo Avenue

Metrics
Jun 9 - Sep 30, 2023

Metrics

Live on the Avenue
500-700 San Anselmo Avenue, San Anselm..

Visits	47K	Avg. Dwell Time	102 min
Visits / sq ft	N/A	Panel Visits	555
Size - sq ft	N/A	Visits YoY	+5.5%
Visitors	31.2K	Visits Yo2Y	+67.2%
Visit Frequency	1.51	Visits Yo3Y	+150.4%

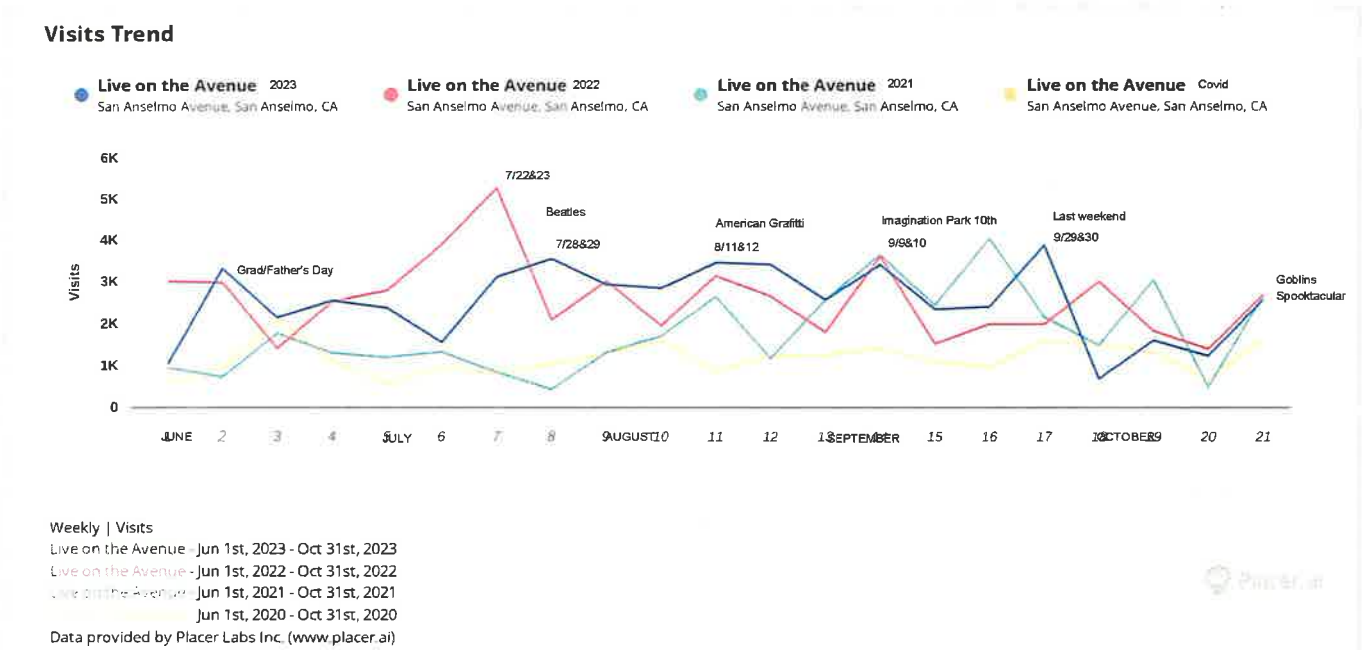
Jun 9th, 2023 - Sep 30th, 2023
Data provided by Placer Labs Inc. (www.placer.ai)

Placer.ai

Placer AI Data Cont. – Metrics by Year

Visits Trend

Time Compare



Weekly | Visits
Live on the Avenue - Jun 1st, 2023 - Oct 31st, 2023
Live on the Avenue - Jun 1st, 2022 - Oct 31st, 2022
Jun 1st, 2021 - Oct 31st, 2021
Jun 1st, 2020 - Oct 31st, 2020
Data provided by Placer Labs Inc. (www.placer.ai)

2020-2023

June 1st – October 31st

Fridays + Saturdays from 4:00-9:00pm

500-700 San Anselmo Avenue

Gratitude & Appreciation to our 2023 Sponsors!

ROCKSTAR SPONSOR 2023

WALKING MIRRORS MUSIC

Connecting to Community Through Live Music

PREMIER SPONSORS

Analysis Strategy Staging
Marketing Negotiating Closing
Eric Gelman
Coldwell Banker Realty | DRE 01417335

WINK OPTICS
MILL VALLEY • SAN ANSELMO

SPOTLIGHT SPONSORS

THE BAAN THAI CUISINE

CREEKSIDE PIZZA & TAPROOM

AltusEquity

Stacy Nelson &Associates

SCOOBY-DOO TO BRAZIL APPRECIATION SOCIETY

ORGANIC JAMBAR

JAY SIEGAN PRESENTS

SUPPORTING SPONSORS

be courageous

cucina

TOWN BOOKS

LONGWAY

LUDWIG'S

TAM REALTY

Gratitude & Appreciation to our 2023 Friends & Family Donors!

Hometown Heroes $1,000+

- The Richard Burns Family
- Palo, Violet, Jane & Nish. San Anselmo: Ross for Less!

Local Legends $500-$999

- Elder Groebe Dumont Family
- The Donery Family
- Warner Family
- Harry and Patty
- Kathy & Jeff Lovold
- Chris Anderson

Music Makers $250-$499

- Timboe Family
- Vik & Julia Wise
- The Mihan Family
- Brad & Annelise Bauer
- Maggie, Bruce and Erika

LIVE ON THE AVENUE

TOWN OF SAN ANSELMO EST. 1907

SAN ANSELMO CHAMBER OF COMMERCE



Comments & Questions?

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.2

MEETING DATE: January 23, 2024

AGENDA TITLE: Memorial Park Master Plan Subcommittee

FROM: Dannielle Mauk, Director of Community Services

RECOMMENDATION: That the Town Council consider the appointment of two Council members to the Memorial Park Master Plan Subcommittee.

BACKGROUND

In 2017, the Town Council adopted a long-term master plan for Memorial Park. The development of this plan included a series of public meetings designed to engage the public to help create a vision for how the park could be improved.

Memorial Park will turn 100 years old in 2026 and the Town has repaired many components of the park. The replacement of the athletic fields, the rehabilitation of the playgrounds and skatepark, and the widening of the path to accommodate bicyclists and pedestrians are major steps in the right direction towards restoring the Town's jewel of a park. In addition, the Town just completed repairing the dilapidated parking lot, bringing it up to State code requirements for accessibility while installing new sidewalks, a stormwater bioretention facility, and purple pipe for future grey or black water.

DISCUSSION/ANALYSIS

At their January 16, 2023, the Parks and Recreation Commission recommended the Town Council consider the appointment of two Council members to a Memorial Park Master Plan Subcommittee. The focus of this subcommittee would be review the master plan and to explore, through a community process, opportunities to redesign the south side of the park between the snack shack on Sunny Hills Drive. Much of this area has been deteriorating and many improvements are needed.

The existing master plan for this area includes replacing the four existing tennis courts adjacent to Sunny Hills Drive, the addition of an expanded parking lot with a drop off/pick up area, a relocated skate park, a new picnic area and concession building, a new storage building, restroom, and basketball court.

To assist with the task of providing opportunities for the community to participate in the process to review and potential amend the plan for the south side of the park, the Commission recommends assembling a Memorial Park Master Plan Subcommittee (MPMPSC). This subcommittee would consist of two Council members and two Parks & Recreation Commissioners. The charge of this subcommittee would be to ensure opportunities for the greater community to become aware of and involved in the review and amendment process. This process will include a community survey and public meetings designed to engage the community to determine desired existing and potential uses on the southside of the park.

The goal of this work is to create an updated plan for the project area and incorporate the update into the Memorial Park Master Plan through an amendment process. The amendment process would take place as part of the Council's review and potential approval of the updated plan.

FISCAL IMPACT

A Project Management Team (PMT) would be developed consisting of Town staff and a landscape architect. The PMT will be charged with providing professional guidance to the process along with support to the subcommittee. The cost of a landscape architect and a project engineer needed to develop a conceptual design and preliminary cost estimates would be funded through the existing Measure J allocation approved in May.

It is important to note that improving the components on the south side of the park would exceed available funds and would require a fundraising effort of some kind.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

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

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.3

MEETING DATE: January 23, 2024

AGENDA TITLE: Review the list of Town Council committee assignments and make appointments for 2024

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For the Town Council review the list of Council committee assignments and make appointments for 2023

BACKGROUND

Town Councilmembers serve on a variety of committees, some of which are internal to the Town and some of which are regional. It has been the Council's practice to review the list of appointments each year and make new appointments as desired or needed.

DISCUSSION/ANALYSIS

The following is a list of the current assignments:

Committee Name	Meeting Day & Time	How Often	Purpose & Budget	Council member	Council member	Alternate
1. Infrastructure and Fiscal Monitoring Committee (formerly Financial Advisory/Capital Programs)	Thursday 6:30pm	Quarterly	Ensure town finances are open/transparent	Fineman	Kullaway	N/A
2. Chamber of Commerce	Third Tuesday Mornings	Monthly	Promote economic growth of the community by connecting local	Colbert	N/A	N/A

			business, sharing resources, and addressing economic challenges			
3. Economic Development Committee	Second Tuesday 8:45 am	Quarterly	Encourage economic development in San Anselmo	Colbert	Kullaway	N/A
4. Flood Committee	Wednesday/ Thursday 6:30pm/7:00 pm	As needed	Ensure flooding issues in San Anselmo are addressed	Burke	Burdo	N/A
5. Memorial Park Community Advisory Committee		As Needed	Oversee volunteers for special projects to update Memorial Park	Burdo	Burke	N/A
6. Racial Equity Committee	First Tuesday 6:30pm	Monthly	Address racial equity and social justice issues and ensure Town policies are equitably enforced	Fineman	Burdo	Colbert
7. Reimagine Creek Park Community Advisory Committee	September Between 5:30pm-7:00pm	As needed	Negotiate reopening of plaza and determine plans for future	Colbert	Fineman	Burdo
8. Climate Action Commission	Fourth Monday 7:00 pm	Quarterly	Support adaptation planning and promote strategies to cope with the impacts of climate change	Vacant	Vacant	N/A
9. Newly to be formed: Memorial Park Master Plan & Review Comm.	TBD	TBD	To assist with and provide opportunities for the community to participate in the review process for the southside of the park, the Commission recommends assembling a Memorial Park Master Plan Review Committee (MPMPRC). The Committee would	VACANT	VACANT	N/A

			consist of two Councilmembers, two Parks & Recreation Commissioners, the Director of Public Works, the Assistant Public Works Director, the Director of Community Services, and the Recreation Senior Supervisor. The committee would consist of 8 members who would ensure opportunities for the greater community to become aware of and involved in the review process. The review process will include a community survey and public meetings designed to engage the community to determine desired existing and potential uses of the southside of the park			

County/Regional Committees:

10. ABAG General Assembly	Varied	Semi-annually	Strengthen cooperation and collaboration across local governments **Budget:** $3,334,592 [1]	Burdo	N/A	Vacant
11. CDBG Upper Ross Valley	App. 4 times a year Evenings on Zoom scheduled per poll	Semi-annually	Decide Community Development Block Grant funding for local projects **Budget:** $135-2.5 Mill Annually [2]	Burke	N/A	N/A
12. Central Marin Police Authority	Second Thursday 6:00pm	Quarterly	Administration and oversight of the CMPA **Budget:** $14,888,412 [3]	Kullaway	Burdo	Colbert Burke Fineman Colbert
13. Flood Control	Varied 6:30 pm	1-2 times/year	Reduce frequency/severity	Burdo	N/A	Kullaway

District Zone 9		as needed	of flooding in Ross Valley Watershed **Budget:** $8,491,982 [4]			
14. League of California Cities, North Bay	Mostly Social	Quarterly	Promote cooperative advocacy through exchange of ideas and information **Budget:** [5]	Burdo	N/A	Colbert
15. MCCMC Climate Action Committee			Policy body to guide work done county-wide on climate change **Budget:** [6]	Fineman	N/A	Kullaway
16. MCCMC Disaster Preparedness Committee	As Needed	As Needed	Assess disaster preparedness activities and programs and coordinate best practices between jurisdictions **Budget:** [7]	Burdo	N/A	Fineman
17. MCCMC Homeless Committee	As Needed	As Needed	Reduce issues around homelessness **Budget:** [8]	Burdo	N/A	N/A
18. MCCMC Legislative Committee	Fourth Monday 8:00 am	Monthly	Discuss pending federal and state legislation affecting cities and make recommendations on actions to be taken **Budget:** [9]	Fineman	N/A	Currently Vacant
19. Marin Clean Energy Authority (Form 700)	First Thursday 7:00 pm	Monthly	Promote an equitable, clean, affordable, and reliable energy economy **Budget:** $656,370,000 [10]	Fineman	N/A	Kullaway
20. Marin Emergency Radio Authority (MERA) (Form 700)	Fourth Wednesday 3:30 pm	Monthly	Oversight of the operation of the MERA radio system **Budget:** $2,769,401 [11]	Burdo	N/A	1st: Condry 2nd: Donery
21. Marin Wildfire Prevention Authority (Form 700)	Third Thursday 3:00 pm	Monthly	Coordinate wildfire preparation and adaptation to limit loss of life and property damage, while protecting environmental diversity	Fineman	Burdo	N/A

			Budget: $19,896,878 [12]			
22. Refuse & Recycling Subcommittee			Negotiate refuse contract(s) with Marin Sanitary Service and address refuse/recycling issues **Budget:** [13]	Burdo	Burke	N/A
23. Ross Valley Fire Board (Form 700)	Second Wednesday 6:30 pm	Monthly	Oversee and management and operations of Ross Valley fire department **Budget:** $13,616,107 [14]	Colbert	Burdo	Fineman
24. Ross Valley School District	Tuesdays 7:00pm	1-2 times per month	Oversee educational affairs and policies of Ross Valley schools **Budget:** $25,821,372 [15]	Colbert	N/A	N/A
25. Ross Valley Yellow Bus JEPA	Varied Between 5:30 and 6:00pm	As Needed	Provide enhanced public oversight and transparency regarding school-related traffic relief in Ross Valley through policy guidance and advice to Marin Transit **Budget:** $1,227,840 [16]	Burdo	N/A	Colbert Staff: Donery
26. Safe Routes to Schools	10:00 am	Monthly	Identify safety issues and develop plans to address issues, including infrastructure and enforcement strategies **Budget:** [17]	Colbert	N/A	Vacant
27. Transportation Authority of Marin (TAM) (Form 700)	Fourth Thursday 6:00 pm *Board of Commissioners*	Monthly	Address Marin's transportation needs **Budget:** $50,279,477 [19]	Colbert	N/A	Burke

FISCAL IMPACT
There will be no fiscal impact.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY
The proposed project 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 effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

ATTACHMENTS

Attachment 1- Table of Current Town Council Committee Appointments

Town of San Anselmo
Current Town Council Committee Appointments

Committee Name	Meeting Day & Time	How Often	Purpose & Budget	Council member	How long in committee	Council member	How long in committee	Alternate	How long in committee
Town Committee/Entity Liaisons:									
1. Infrastructure and Fiscal Monitoring Committee (formerly Financial Advisory/Capital Programs)	Thursday 6:30pm	Quarterly	Ensure town finances are open/transparent	Fineman Colbert	Jan. 2021 Dec. 2017- Jan. 2023	Kullaway Burke	Jan. 2023 Jan. 2021-Jan. 2023	N/A	N/A
2. Chamber of Commerce	Third Tuesday Mornings	Monthly	Promote economic growth of the community by connecting local business, sharing resources, and addressing economic challenges	Colbert	Dec. 2017	N/A	N/A	N/A	N/A
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8. Climate Action Commission	Fourth Monday 7:00 pm	Quarterly	Support adaptation planning and promote strategies to cope with the impacts of climate change	Vacant	N/A	Vacant	N/A	N/A	N/A

9. Newly to be formed: Memorial Park Master Plan & Review Comm.	TBD	TBD	To assist with and provide opportunities for the community to participate in the review process for the southside of the park, the Commission recommends assembling a Memorial Park Master Plan Review Committee (MPMPRC). The Committee would consist of two Councilmembers, two Parks & Recreation Commissioners, the Director of Public Works, the Assistant Public Works Director, the Director of Community Services, and the Recreation Senior Supervisor. The committee would consist of 8 members who would ensure opportunities for the greater community to become aware of and involved in the review process. The review process will include a community survey and public meetings designed to engage the community to determine desired existing and potential uses of the southside of the park	VACANT	N/A	VACANT	N/A	N/A	N/A

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13. Flood Control District Zone 9	Varied 6:30 pm	1-2 times/year, as needed	Reduce frequency/severity of flooding in Ross Valley Watershed **Budget:** $8,491,982 [4]	Burdo	Jan. 2023	N/A	N/A	Kullaway	Jan. 2023
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Budget Sources

[1] Source: https://abag.ca.gov/sites/default/files/documents/2023-08/2023-24%20ABAG%20Budget%20and%20Work%20Plan-Approved.pdf

[2] Source:

[3] Source: https://www.centralmarinpolice.org/DocumentCenter/View/1564/budget-23-24

[4] Source: https://storage.googleapis.com/proudcity/marinwatershedprogramca/uploads/2022/07/Flood-Zone-9-Proposed-Baseline-Budget-FY-2022-23.pdf

[5] Source:

[6] Source:

[7] Source:

[8] Source:

[9] Source:

[10] Source: https://www.mcecleanenergy.org/wp-content/uploads/2022/04/MCE-Proposed-Budget-FY-22-23_04082022.pdf

[11] Source: https://meraonline.org/wp-content/uploads/2023/07/MERA_GB_07-26-23_Item-A2_A_June-2023-Operating.pdf

[12] Source: https://assets-global.website-files.com/6107823cbe8db485b50aa8f8/637bd9f1462460a1366e1f51_MWPA-AnnualReport_11212022_WEB.pdf

[13] Source:

[14] Source: https://rossvalleyfire.org/document-library/file/financial/budgets/2023-24%20RVFD%20Adopted%20Budget.pdf

[15] Source: https://go.boarddocs.com/ca/rova/Board.nsf/files/CF9NMK609BE1/$file/RVSD%20Budget%202022-23%20DRAFT.pdf

[16] Source: https://marin.granicus.com/MetaViewer.php?view_id=&event_id=3008&meta_id=1197924

[17] Source:

[18] Source: https://saferoutespartnership.org/sites/default/files/srts_funding_final.pdf

[19] Source: https://www.tam.ca.gov/wp-content/uploads/2023/06/FY2023-24-TAM-Final-Annual-Budget.pdf