



**PLANNING DIVISION TRANSMITTAL**

**TO:** Department of Public Works (DPW), Land Development Division

**FROM:** Joshua Bertain, Assistant Planner

**DATE:** June 23, 2022

**RE:** Aston Design Review  
325 Melrose Ave., Mill Valley, CA  
Assessor's Parcel 048-031-03  
Project ID P3661

**APPLICANT:** Julie Johnson  
1A Gate 5 Rd., Sausalito, CA 94965

**CONTACT:** Julie Johnson  
(415) 246-6194  
[julie@dnmarchitecture.com](mailto:julie@dnmarchitecture.com)

**DECISIONMAKER FOR THIS APPLICATION:** Agency Director (Administrative)

**PROJECT SUMMARY**

The applicant requests Design Review approval to construct a new deck that would be located above a carport and attached to an existing residence located in an unincorporated area of Mill Valley. The proposed deck would not change the existing floor area ratio of 28.8 percent on the 8,002 square foot lot. The proposed deck would reach a maximum height of 10 feet above the surrounding grade, and the sides of the deck would have the following setbacks: 3 feet, 6 inches from the western front property line; 8 feet from the northern side property line; 16 feet, 11 inches from the southern side property line; and more than 100 feet from the eastern rear property line. Various site improvements would also be entailed in the proposed development, including a small addition to the existing residence, new walkways at grade, and a new fence.

Design Review approval is required pursuant to Section 22.42.020.B because the proposed deck projects into the front yard setback established by the governing R1 zoning district.

Zoning: R1 (Residential Single Family)  
Countywide Plan Designation: SF6 (Low-Density Residential)  
Community Plan (if applicable): Tamalpais

For more information on this application, please visit the Planning Division's website at: <http://www.marincounty.org/depts/cd/divisions/planning/projects>. Project plans and other documents related to the application are available on the project's webpage, where you can subscribe to receive email notifications and updates.

## **AGENCY RESPONSE**

In your response to this transmittal, please provide the following information:

1. Indicate whether the application materials contain enough information for you to determine whether the applicant can readily comply with your agency's standards.
2. If the application does not contain enough information for you to determine whether the project can readily comply with your agency's standards, please list the information that you will need to make this determination.
3. If the application contains sufficient information for your review, please indicate whether the project is feasible as proposed or needs substantial modifications to comply with your agency's standards.
4. If the project needs to be substantially modified to comply with your agency's standards, please describe the scope of those modifications.

In your response, please indicate whether you would like to impose requirements on the project. We will forward your comments to the applicants/owners so they are aware of your agency's requirements. In some cases, we may incorporate your agency's discretionary requirements into conditions of approval. Please note that conditions of approval for discretionary planning permits may be overturned on appeal to the Planning Commission or Board of Supervisors. We will send you a copy of the final decision if the project is approved.

If you wish to recommend that the application be deemed incomplete, you must provide your request for additional information by **July 13, 2022**. Otherwise, please provide your comments on the merits of this application by **July 23, 2022**.

Please contact me at (415) 473-3171 or [jbertain@marincounty.org](mailto:jbertain@marincounty.org) if you have any questions. Thank you.