



**STAFF REPORT TO THE MARIN COUNTY  
DEPUTY ZONING ADMINISTRATOR  
Bartolini Garcia Coastal Permit and Design Review Amendment**

**Recommendation: Approve with conditions**  
**Hearing Date: May 27, 2021**

Application No(s):	P3100	Owner(s):	Nicole Bartolini and Josh Garcia
Agenda Item:	1	Assessor's Parcel No(s):	112-141-13 ( <i>previously 112-141-03 &amp; -04</i> )
Last Date for Action:	June 26, 2021	Property Address:	A vacant property along Vision Rd, Inverness
		Project Planner:	Sabrina Cardoza
		Signature:	<i>Sabrina Cardoza</i>
Countywide Plan Designation:		C-SF3 (Coastal, Single-Family, 1 unit per 1-5 acres)	
Community Plan Area:		Inverness Ridge Community Plan	
Zoning District:		C-RSP-0.5 (Coastal, Residential, Single-family, Planned, 1 unit per 2 acres)	
Environmental Determination:		Exempt per CEQA Guidelines section 15303, Class 3	

**PROJECT SUMMARY**

On March 29, 2021, the applicants and property owners, Nicole Bartolini and Josh Garcia, submitted a Planning Application requesting Coastal and Design Review approval to amend the Leahy Gaunt Family Trust Coastal Permit and Design Review (P2356), which was originally approved on October 24, 2019 via resolution of the Deputy Zoning Administrator number 19-116.

The proposed amendments include the construction of a 1,232 square-foot single-family residence on a vacant lot in Inverness. The proposed development would result in a building area of 1,402 square feet, a floor area of 1,232 square feet, and a floor area ratio of three percent on the 38,862 square-foot lot. The proposed building would reach a maximum height of 24 feet, 5 5/8 inches above surrounding grade and the exterior walls would have the following setbacks: nine feet, eight inches from the southern front property line; 96 feet, three inches from the western side property line; 64 feet from the northeastern eastern side property line; and over 100 feet from the northern rear property line. Various site improvements would also be entailed in the proposed development, including a new septic system, driveway, various retaining walls, and a propane tank.

The Leahy Gaunt Family Trust Coastal Permit and Design Review (P2356) approved the construction of a new 1,628 square-foot single family residence and 120 square-foot detached

accessory structure (shed) on the subject property. The development is approved to have a building area of 1,748 square feet and a floor area of 1,628 square feet, resulting in a floor area ratio of four percent on the 38,862 square-foot lot. The residence is approved to reach a maximum height of 19 feet, 9 inches above natural grade and is approved to be located 16 feet from the southern front property line; 79 feet from the eastern side property line; 104 feet from the western side property line; and more than 100 feet from the northern rear property line. Various approved site improvements include a septic system, driveway, various retaining walls, and a propane tank.

Coastal Permit approval is required pursuant to interim Marin County Code Section 22.56.0551 because the project entails improvements to a property located in a Coastal zoning district not otherwise exempt from Coastal Permit requirements. Design Review approval is required pursuant to interim Marin County Code Section 22.821 because the project site is located in a planned zoning district.

## **PROJECT SETTING**

Characteristics of the site and surrounding area are summarized below:

Lot Area: 38,862 square feet

Adjacent Land Uses: Single-family residences

Topography and Slope: Steeply sloping with an average slope of approximately 50 percent

Existing Vegetation: Dense woodland overstory and mixed native and non-native understory

Environmental Hazards: The property is located within the wildland urban interface

The property is located along Vision Road to the west of Sir Francis Drake Boulevard in Inverness. The property is currently vacant and does not currently provide improved access onto the property from Vision Road. The project site is surrounded by properties varying in size and developed primarily with single-family residences.

## **BACKGROUND**

A Coastal Permit and Design Review Application was submitted on March 29, 2021. The project was transmitted to the Department of Public Works (DPW) and the Marin County Environmental Health Services Division (EHS). An Interagency Referral dated January 15, 2021 was prepared and posted on the project website, along with the project materials, with a request for comments from public agencies with regulatory authority over the project to be submitted by April 20, 2021. Staff received written responses from DPW, EHS, and the Inverness Public Utility District. Their responses are attached. The project was deemed complete on April 29, 2021.

The applicant provided the following reports as part of the application materials:

- Letter of review by biologist James A. Estep dated February 19, 2021 of the Biological Site Assessment prepared by Stott Planning Associates and Estep Environmental Consulting, dated December 29, 2017, which affirms that the results of the previously provided biological assessment of the project site and proposed development would not result in any new potentially significant adverse biological impacts.
- Updated Geologic and Geotechnical Investigation prepared by Miller Pacific Engineering Group dated March 4, 2021, which provided an updated preliminary geotechnical evaluation of the site and affirmed previous conclusions that the project is feasible from the geotechnical standpoint.

- Geologic and Geotechnical Investigation prepared by Miller Pacific Engineering Group dated September 13, 2018, which provided a preliminary geotechnical evaluation of the site and concluded that the project is feasible from the geotechnical standpoint.
- Site Distance Study prepared by AYS Engineering Group, Inc., dated May 1, 2019, which provided an evaluation on sight distance for the driveway intersections with Vision Road and concluded that the project as proposed would result in adequate stopping site distance for all directions for both driveway lengths.

On April 27, 2021 a site visit was conducted, and a notice was posted on the project site identifying the applicant and describing the project and its location. The story poles were installed on April 23, 2021. The Community Development Agency provided a mailed public notice on May 10, 2021 identifying the applicant, describing the project and its location of a hearing date before the Deputy Zoning Administrator of May 27, 2021 in accordance with California Government Code requirements. This notice had been mailed to all property owners within 600 feet of the subject property.

## **PUBLIC COMMENT**

Marin County Planning Division staff received a letter dated April 28, 2021 from Catherine Caufield on behalf of the Inverness Association (IA). The letter discusses two concerns, including: (1) the application materials show a height of 23 feet, 7.5 inches from finished grade where height should be taken from rough grade; and (2) the IA did not receive the septic plans and the permit should be conditioned on approval by the Environmental Health Services District for a two-bedroom-sized septic system.

The property is located within an area governed by the C-RSP (Coastal, Residential, Single-family Planned) zoning district. In a project status letter to the applicant dated April 29, 2021, staff provided a preliminary merits comment regarding the project's consistency with Marin County Interim Code Section 22.57.086I.2(e), which provides:

“Building Height. No part of a building shall exceed twenty-five feet in height above natural grade, and no accessory building shall exceed fifteen feet in height above natural grade. The lowest floor level shall not exceed ten feet above natural grade at the lowest corner. Where a ridge lot is too flat to allow placement of the house down from the ridge, a height limit of one story or a maximum of eighteen feet to the top of the roof shall be imposed.”

In response to the letter from staff dated April 29, 2021, the applicant provided supplemental elevation and section drawings that include existing grade elevations. Per the supplemental materials submitted by the applicant, the proposal includes a roof elevation of 90 feet, 5 5/8 inches above the existing grade of 66 feet, which would result in a maximum height of 24 feet, 5 5/8 inches where a maximum height of 25 feet above natural grade is allowed per the governing C-RSP zoning district.

The project materials were transmitted to the Environmental Health Services Division (EHS). In response to the transmittal, the EHS staff found the project to be acceptable. The proposed septic system would occur in accordance with the requirements of the EHS standards.

## **RECOMMENDATION**

Staff recommends that the Deputy Zoning Administrator review the administrative record, conduct a public hearing, and approve the Bartolini Garcia Coastal Permit and Design Review Amendment.

Attachments:

1. Recommended resolution
2. CEQA exemption
3. Uniformly Applied Conditions of Approval 2021
4. Planning Application Review, Department of Public Works dated April 16, 2021
5. Interdepartmental Transmittal, Environmental Health Services Division dated April 7, 2021
6. Email from the Inverness Public Utility District dated April 20, 2021
7. Letter from the Inverness Association
8. Supplemental sheets A3-5, A4-6, and A5-7 received May 6, 2021
9. Project Plans