



City of Sonoma Planning Commission

AGENDA

Regular Meeting of September 10, 2015 -- 6:30 PM
Community Meeting Room, 177 First Street West
Sonoma, CA 95476

Meeting Length: No new items will be heard by the Planning Commission after 10:30 PM, unless the Commission, by majority vote, specifically decides to continue reviewing items. If an item is not heard due to the length of the meeting, the Commission will attempt to schedule a special meeting for the following week. If a special meeting is necessary, potential dates will be established at the close of this meeting, and a date set as soon as possible thereafter.

CALL TO ORDER – Chair, Bill Willers

Commissioners: Michael Coleman
 James Cribb
 Robert Felder
 Mark Heneveld
 Chip Roberson
 Ron Wellander
 Robert McDonald (Alternate)

*Be Courteous - **TURN OFF** your cell phones and pagers while the meeting is in session.*

PLEDGE OF ALLEGIANCE

COMMENTS FROM THE PUBLIC: Presentations by audience members on items not appearing on the agenda.

MINUTES: Minutes from the meeting of July 9, 2015.

CORRESPONDENCE

ITEM #1 – CONSENT CALENDAR

REQUEST:

RECOMMENDED ACTION:

These items will be acted upon in one motion unless removed from the Consent Calendar for discussion by Commissioners or any interested party.

Request for a one-year extension to the Planning approvals allowing an 11-unit apartment development at 840 West Napa (Applicant: Mike Rabbitt).

Grant one-year extension.

ITEM #2 – PUBLIC HEARING

Project Location:

RECOMMENDED ACTION:

REQUEST:

Consideration of a Use Permit to allow café seating for Crisp Bake Shop.

720 West Napa Street

Approve with conditions.

Applicant/Property Owner:

Moaya Scheiman/Maria Lounibos

General Plan Designation:

Commercial (C)

CEQA Status:

Categorically Exempt

Staff: Rob Gjestland

Zoning:

Planning Area:

West Napa/Sonoma Corridor

Base: Commercial (C)

Overlay: None

ITEM #3 – PUBLIC HEARING

Project Location:

RECOMMENDED ACTION:

REQUEST:

Consideration of an Exception to the fence height standards for an overheight fence within the street side yard setback of a residential property.

826 Lasuen Street

Approve with conditions.

General Plan Designation:

Low Density Residential (LR)

CEQA Status:

Categorically Exempt

Applicant/Property Owner:

Josef Cuneo

Zoning:

Planning Area: Northwest Area

Base: Low Density Residential (R-L)

Overlay: None

Staff: Wendy Atkins

ITEM #4 – PUBLIC HEARING

REQUEST:

Consideration of an Exception to the fence height standards for an entry arbor and an Exception to the setback standards for a shed.

Applicant/Property Owner:

Tommy DeHennis/Diann Sorenson

Staff: David Goodison

Project Location:

639 Third Street West

General Plan Designation:

Low Density Residential (LR)

Zoning:

Planning Area: Central-East Area

Base: Low Density Residential (R-L)

Overlay: None

RECOMMENDED ACTION:

Approve with conditions.

CEQA Status:

Categorically Exempt

ITEM #5 – PUBLIC HEARING

REQUEST:

Consideration of a Use Permit to convert an office building into a 2-bedroom vacation rental.

Applicant/Property Owner:

835 Broadway LLC

Staff: David Goodison

Project Location:

835 Broadway

General Plan Designation:

Mixed Use (MU)

Zoning:

Planning Area: Broadway Corridor

Base: Mixed Use (MX)

Overlay: Historic (/H)

RECOMMENDED ACTION:

Approve with conditions.

CEQA Status:

Categorically Exempt

ITEM #6 – PUBLIC HEARING

REQUEST:

Consideration of a Tentative Map to subdivide the two parcels into three parcels.

Applicant/Property Owner:

Newcomb Holdings LLC

Staff: Rob Gjestland

Project Location:

226 and 230 Newcomb Street

General Plan Designation:

Rural Residential (RR)

Zoning:

Planning Area: Southwest Area

Base: Rural Residential (R-R)

Overlay: None

RECOMMENDED ACTION:

Approve with conditions.

ITEM #7 – DISCUSSION

ISSUE:

Review of procedures and conditions of approval related to tree protection.

Staff: David Goodison

RECOMMENDED ACTION:

Discuss and provide direction.

CEQA Status:

Not Applicable

ISSUES UPDATE

COMMENTS FROM THE COMMISSION

ADJOURNMENT

I do hereby certify that a copy of the foregoing agenda was posted on the City Hall bulletin board on September 4, 2015.

CRISTINA MORRIS, ADMINISTRATIVE ASSISTANT

Rights of Appeal: Any decision of the Planning Commission may be appealed to the City Council. Appeals must be filed with the City Clerk within fifteen (15) calendar days following the Planning Commission's decision, unless the fifteenth day falls on a weekend or a holiday, in which case the appeal period ends at the close of the next working day at City Hall. Appeals must be made in writing and must clearly state the reason for the appeal. Appeals will be set for hearing before the City Council on the earliest available agenda. A fee is charged for appeals.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Monday before each regularly scheduled meeting at City Hall, located at No. 1 The Plaza, Sonoma CA, (707) 938-3681. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Planning Commission regarding any item on this agenda after the agenda has been distributed will be made available for inspection at the Administrative Assistant office, No. 1 The Plaza, Sonoma CA during regular business hours.

If you challenge the action of the Planning Commission in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on the agenda, or in written correspondence delivered to the Administrative Assistant, at or prior to the public hearing.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (707) 933-2216. Notification 48-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

MEMO

To: Planning Commission
From: Associate Planner Atkins
Subject: Request of Mike Rabbitt for an extension of the Planning approvals allowing an 11-unit apartment development Street (Rabbitt Apartments) at 840 West Napa.

Background

On October 9, 2015, the Planning Commission approved a Use Permit to construct an 11-unit apartment development at 840 West Napa Street (Rabbitt Apartments).

Since that time, the applicants have gained approvals from the Design Review & Historic Preservation Commission for building elevations, exterior colors, materials, and lighting. The applicant is requesting additional time to complete the final building plans and financing for the project. Because the Planning approvals are initially valid for only one year, the applicants are requesting an extension in order to exercise the permits (under Section of 19.56.040.A of the Development Code, a permit is not deemed “exercised” until a building permit is obtained). This would be the first extension given to the project, a request that is typically granted in cases where steps have been taken to implement the approval.

Attachments

1. *Extension Request*
2. *Location Map*
3. *Planning Commission Approved Site Plan*

cc: Michael Rabbitt
894 35th Avenue
San Francisco, CA 94121



RECEIVED

AUG 10 2015

H.J. RABBITT & SONS CITY OF SONOMA

894 35th Avenue, San Francisco, CA 94121 • P: 415-999-9115 • F: 415-752-7987
info@rabbittconstruction.com • License #B402965

Aug 6, 2015

To Whom it may concern:

Please extend our use permit for 840 West Napa,
St. Sonoma for 1 year as we are still working on
final building plans and financing.

Thank you
Nabe Rabbitt
415-999-9115

Vicinity Map



Project Summary

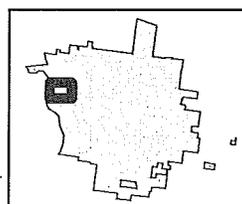
<i>Project Name:</i>	840 West Napa Street Apartments
<i>Property Address:</i>	840 West Napa Street
<i>Applicant:</i>	The Lodge at Sonoma
<i>Property Owner:</i>	Victor Conforti, Architect
<i>General Plan Land Use:</i>	Commercial/Medium Density
<i>Zoning - Base:</i>	Commercial/Medium Density
<i>Zoning - Overlay:</i>	None
<i>Summary:</i>	Review of 840 West Napa Street Apartments, an 11-unit residential apartment development, including consideration of environmental review and a Use Permit.

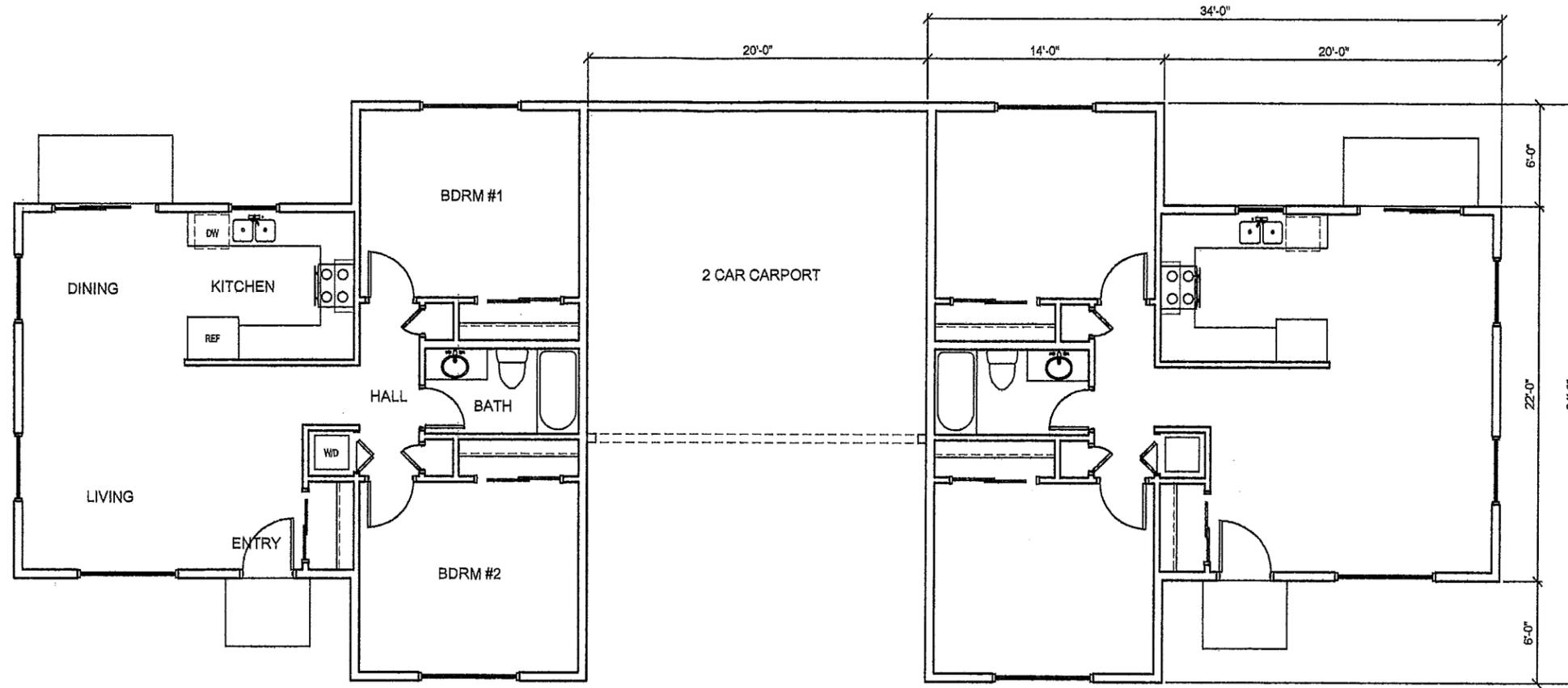
0 95 190 380 Feet

1 inch = 200 feet

Zoning Designations

- R-HS Hillside Residential (1 D.U./10 acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Density Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture





FLOOR PLANS

818 SF

1/4" = 1'-0"

REVISIONS	BY

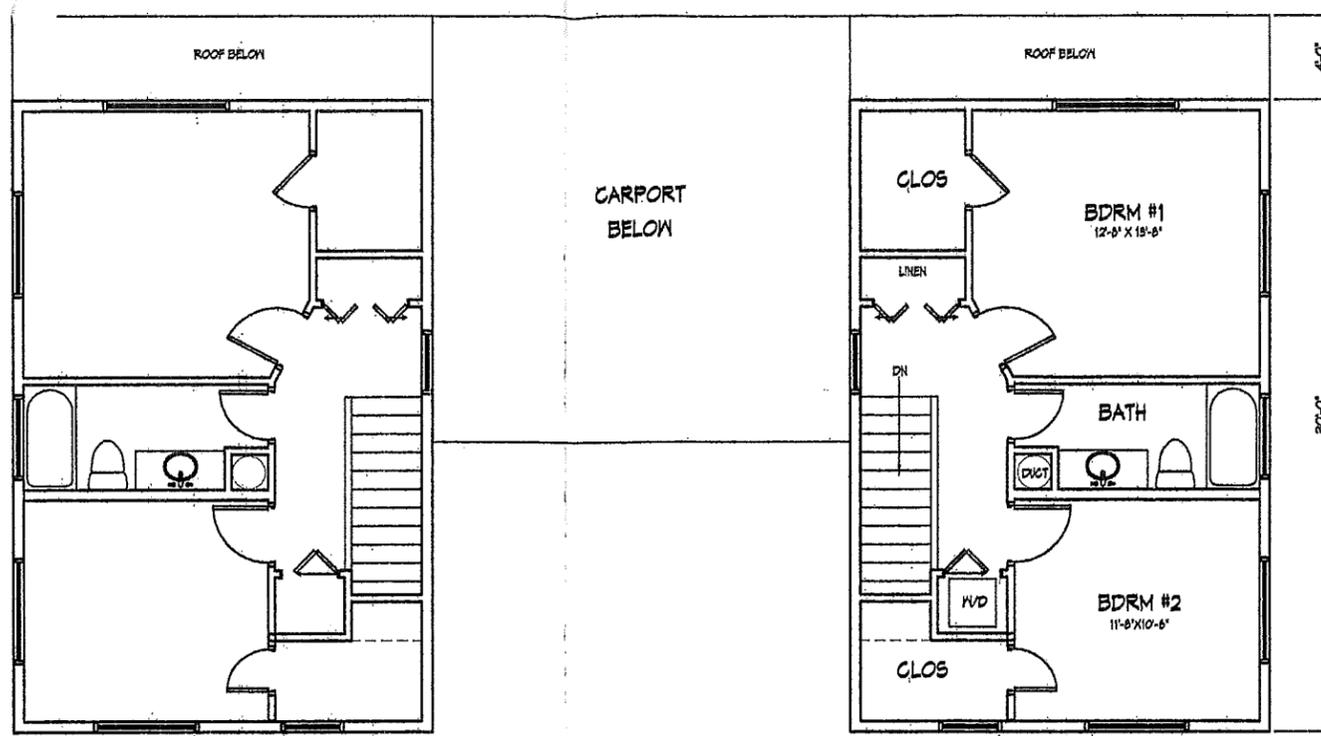
VICTOR CONFORTI - ARCHITECT
 755 BROADWAY, SONOMA, CA 95476 - (707) 996-7923

1 STORY FLOOR PLAN



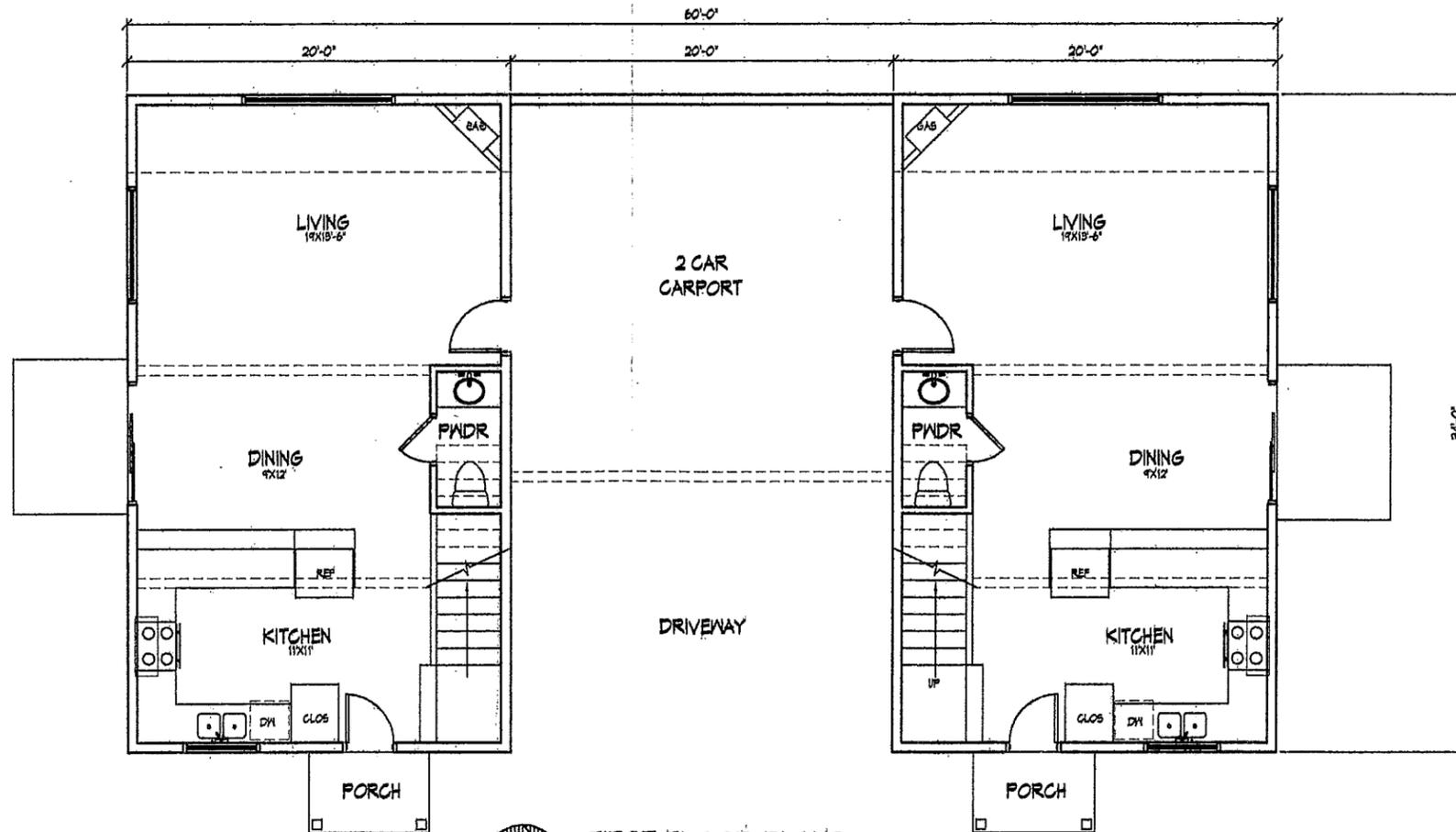
MULTI-FAMILY APARTMENTS
 840 WEST NAPA STREET
 SONOMA CALIFORNIA 95476

Date	8-19-2014
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Of	Sheets



SECOND FLOOR PLANS

600 SF 1/4" = 1'-0"



FIRST FLOOR PLANS

600 SF 1/4" = 1'-0"

REVISIONS BY

NO.	DESCRIPTION	DATE	BY

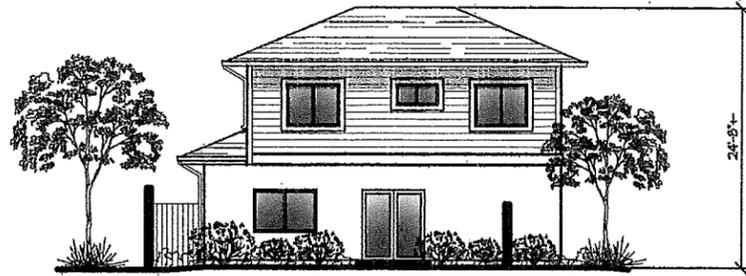
VICTOR CONFORTI - ARCHITECT
755 BROADWAY, SONOMA, CA 95476 - (707) 986-7923

2 STORY
FLOOR PLANS

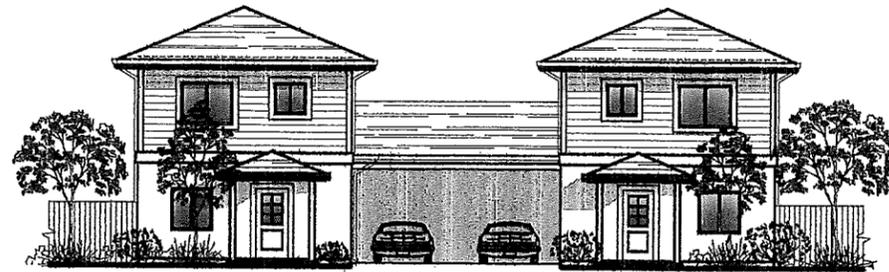


MULTI-FAMILY APARTMENTS
840 WEST NAPA STREET
SONOMA CALIFORNIA 95476

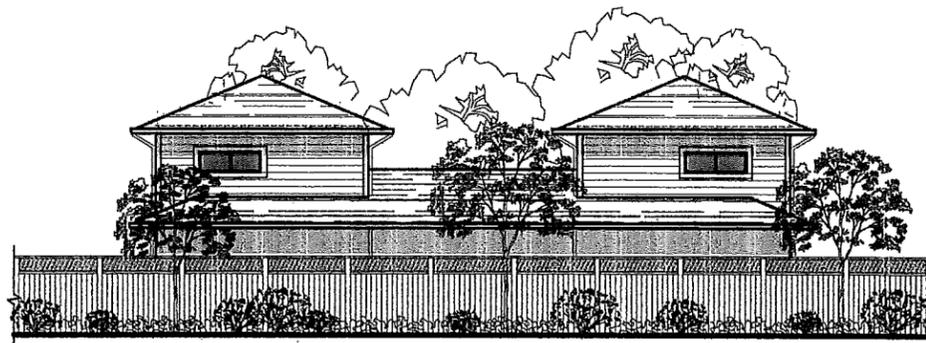
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Of Sheets



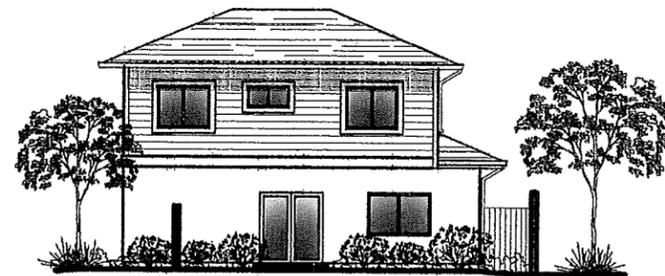
NORTH SIDE YARD ELEVATION
1/8" = 1'-0"



FRONT WEST ELEVATION
1/8" = 1'-0"



REAR EAST ELEVATION
1/8" = 1'-0"



SOUTH SIDE YARD ELEVATION
1/8" = 1'-0"

REVISIONS	BY

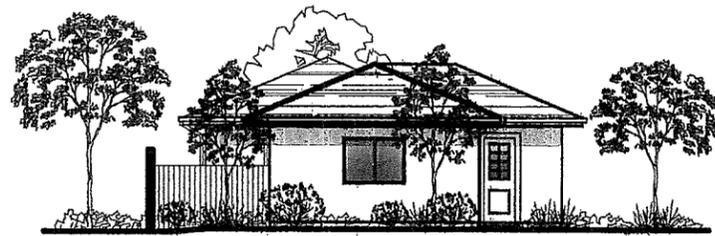
VICTOR CONFORTI - ARCHITECT
755 BROADWAY, SONOMA, CA 95476 - (707) 996-7923

**2 STORY
EXTERIOR
ELEVATIONS**



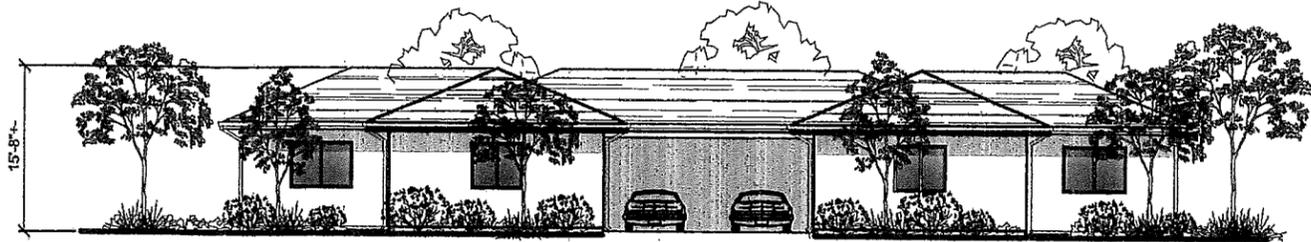
MULTI-FAMILY APARTMENTS
840 WEST NAPA STREET
SONOMA CALIFORNIA 95476

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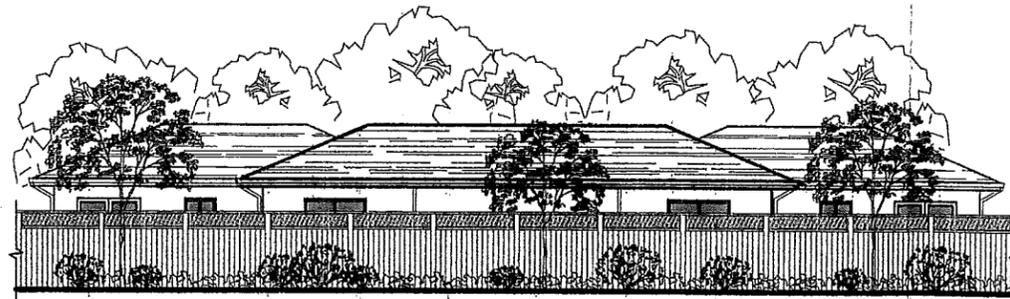
SOUTH ELEVATION

1/8" = 1'-0"



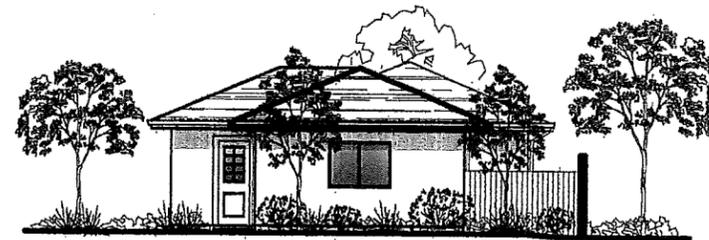
FRONT EAST ELEVATION

1/8" = 1'-0"



REAR WEST ELEVATION

1/8" = 1'-0"



NORTH SIDE ELEVATION

1/8" = 1'-0"

REVISIONS	BY

VICTOR CONFORTI - ARCHITECT
755 BROADWAY, SONOMA, CA 95476 - (707) 996-7923

ONE STORY UNIT
ELEVATIONS



MULTI-FAMILY APARTMENTS
840 WEST NAPA STREET
SONOMA CALIFORNIA 95476

Date 8-10-2014
Scale AS NOTED
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Of Sheets

MEMO

To: Planning Commission
From: Senior Planner Gjestland
Re: Application of Moaya Scheiman for a Use Permit amendment to allow café seating for Crisp Bake Shop at 720 West Napa Street

Site Description

The property is a ±10,000-square foot parcel located on the north side of West Napa Street near Seventh Street West. The property is currently developed with a ±4,000-square foot, multi-tenant commercial building and ten parking spaces.

Background

In December 1991, the Planning Commission approved a Use Permit for Artisan Bakers to operate a retail bakery at 720-750 West Napa Street, which ultimately occupied the entire building. The 1991 approval limited the use to take-out only, prohibiting customer seating or table service. Artisan Bakers ultimately relocated to a facility on Eight Street and uses within the building changed and now include an insurance office, a wine shipping company, and Crisp Bake Shop which took over the eastern tenant space where Artisan Bakers had maintained as a small retail shop for some time after relocating their bulk production elsewhere. It is staff's recollection that Artisan's small bake shop had a limited amount of seating, despite the Use Permit limitation, which was subsequently carried forward by Crisp Bake Shop. In fact, the tenant-improvement plans approved by the City in 2012 for Crisp Bake Shop clearly show a small café/dining area with seating. Crisp Bakery is now requesting approval to formally recognize and allow this seating.

Project Description

The applicant is requesting a Use Permit amendment to allow café seating for the Crisp Bake Shop. Seating would consist of 18 indoor seats and 6 outdoor seats. This matter came to the attention of Planning Staff through an ABC referral for a license that would allow on premises sale of beer and wine to customers. As previously noted, a limited amount of seating has been provided at this location for several years, including when Artisan Bakers previously occupied the space, though their Use Permit did not allow this element. As set forth in the attached project narrative, the request is to recognize existing seating levels at the bake shop.

Issues

In general, staff does not have significant concerns with the proposal. The amount of seating is low, the seating level is inherently limited by the small physical space, and seating has been pro-

vided at this location for several years without generating any discernable impacts, parking or otherwise. The applicant emphasizes that only 11% of their gross sales are for seated or dine in patrons, which demonstrate that seating is not a significant customer draw and incidental to the bakery's larger operation.

Recommendation

Staff recommends approval of the Use Permit amendment, subject to the attached conditions.

Attachments

1. *Findings of Project Approval*
2. *Draft Conditions of Approval*
3. *Vicinity Map*
4. *Project Narrative*
5. *Site & Floor Plan*

cc: Moaya Scheiman (via email)
Crisp Bakery
720 West Napa Street
Sonoma, CA 95476

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Use Permit Amendment for Café Seating at Crisp Bake Shop
720 West Napa Street

September 10, 2015

Based on substantial evidence in the record and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

Use Permit Findings

1. The proposed use is consistent with the General Plan;
2. The proposed use is allowed with a conditional Use Permit within the applicable zoning district and complies with all applicable standards and regulations of this Development Code;
3. The location, size, design, and operating characteristics of the proposed use are compatible with the existing and future land uses in the vicinity; and
4. The proposed use will not impair the architectural integrity and character of the zoning district in which it is to be located.

City of Sonoma Planning Commission

CONDITIONS OF PROJECT APPROVAL

Use Permit Amendment for Café Seating at Crisp Bake Shop
720 West Napa Street

September 10, 2015

1. The bakery shall operate in substantial conformance with the project narrative and approved site plan and floor plan, except as modified by these conditions and the following:
 - a. Café seating shall be limited to 18 indoor seats and 6 outdoor seats.

<i>Enforcement Responsibility:</i>	<i>Planning Department</i>
<i>Timing:</i>	<i>Ongoing</i>

Vicinity Map

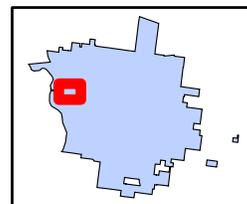


Zoning Designations

- R-HS Hillside Residential (1 D.U./10 acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Density Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture

Project Summary

<i>Project Name:</i>	Crisp Bake Shop Café Seating
<i>Property Address:</i>	720 West Napa Street
<i>Applicant:</i>	Moaya Scheiman
<i>Property Owner:</i>	Maria Lounibos
<i>General Plan Land Use:</i>	Commercial
<i>Zoning - Base:</i>	Commercial
<i>Zoning - Overlay:</i>	None
<i>Summary:</i>	Consideration of a Use Permit amendment to allow café seating for Crisp Bake Shop.



1 inch = 200 feet

Narrative for conditional use permits re: Crisp Bake Shop / type 45 llc

Background

Crisp Bake Shop has submitted an application to ABC for a wine and beer license for the premises at 720 w Napa Street in the town of Sonoma.

During the process of the due diligence with the City regarding our application, it has come to our attention that the use permit that had been in place when we took over the space from the previous owners was not properly permitted for the use.. We have been asked to write a narrative to attain a proper use permit for our space in order to continue to serve our community.

Details

We (Crisp Bake Shop) have been in business for nearly 4 years at this address, and have had previously submitted our plans-and as we understood it , gone through the proper channels for all permits and approvals for our seating by the Sonoma City Planning Department, at the time of our remodel of the previous incarnation Artesian Bakery . It comes as a surprise to us that what had been approved- is not actually permitted. The previous tenants had been operating with more seating, for many years, before we took over the space.

Attached is a print out of our sales (at the time of this draft) for this year (Jan 1st- July 24, 2015) showing the relationship of our 'to go' vs our 'dine in' gross sales via our sales tax calculations. The Sales tax gross vs our to go sales number reflects 11% 'seated' "dine in" sales , illustrating the very small part of our traffic that dines in- the math further tells us that with an average sale -per person -of between 12-15 dollars, our daily seating is between 15- 30 people in total on any given day. We turn away a very large amount of business each year, as we are unable to accommodate the baking of any more pastry than we already produce, and there is no physical way to increase that production given the limitations of the space in terms of dry storage and refrigeration. (note- the average is deceiving in that weekends have heavier traffic but that is compensated by the fact that the other businesses in our lot are not in operation on the weekend freeing more spaces for our use, with no impact to our neighbors)

We are seeking a wine and beer license- not to increase customer traffic into our shop, but to get better value from our existing customer base and to fill a demand that has been conveyed to us by the same. We are a "mom and pop" small batch handmade locavore bake shop, whose bulk of business is off premise sales i.e. Weddings and Events (over 120 such a year) as well as servicing other business such as bed & breakfasts and catering chefs.

It should also be noted that when we took over the space formerly known as Artisan's Bakery, Sonoma Springs Brewery company was operating next door to us and had a use permit for whatever amount of seating they had petitioned for , they have vacated the building and those seats should be available to

AUG 04 2015

us. The new tenants are a package delivery company that has little or no parking impact with just the two owners there and the other business on the premise is an insurance company who also is not a foot traffic business but an office and again 2 people there. This shift in density has taken place and our business has not changed and can and will not increase beyond what has been seen in this neighborhood since we arrived. If anything it has decreased since the Brewery moved away.

We are not seeking to change anything that we have already been doing for the last few years that which, we were under the impression of, as were the city planners- was correct usage.

We employ up to 10 part time workers at any given time, but at no time are they all in the shop at once- peak numbers would be 5 and other times we run as small as 3 at a time, none of the workers park near or in our lot.

We are surrounded by commercial businesses –

To the West is a massage school and an eye doctor who both share a lot in common.

To the South is the Public Library and Catalina Spa and a Nail Salon all with ample private parking adjacent to their buildings.

To the east are professional buildings, the Radio Station and Papa Murphy's, all of who have parking lots. And like them, our overflow parking -when applicable finds ample street parking on 7th street west that has no residential impact

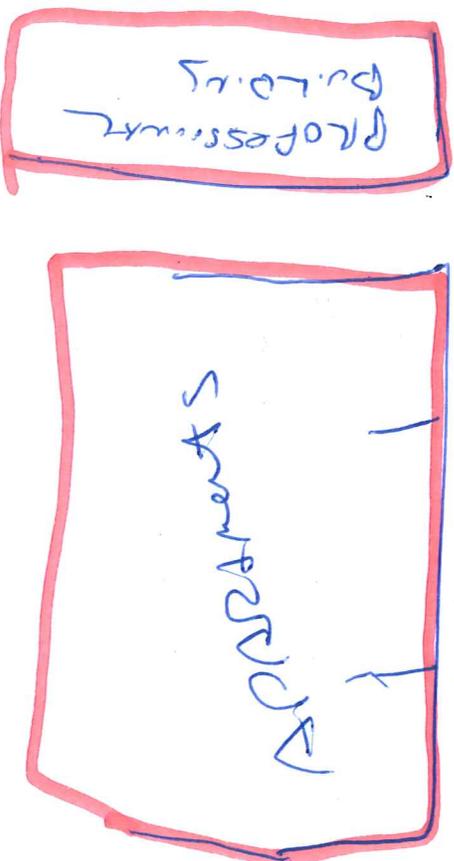
To the North – are residential apartments, who while having a fenced border between us (on the back of both properties) have no street parking issues in common, as they have parking lots with both assigned and guest parking as well as west Spain frontage for overflow.

Our own parking lot has 11 parking spaces dedicated to our building.

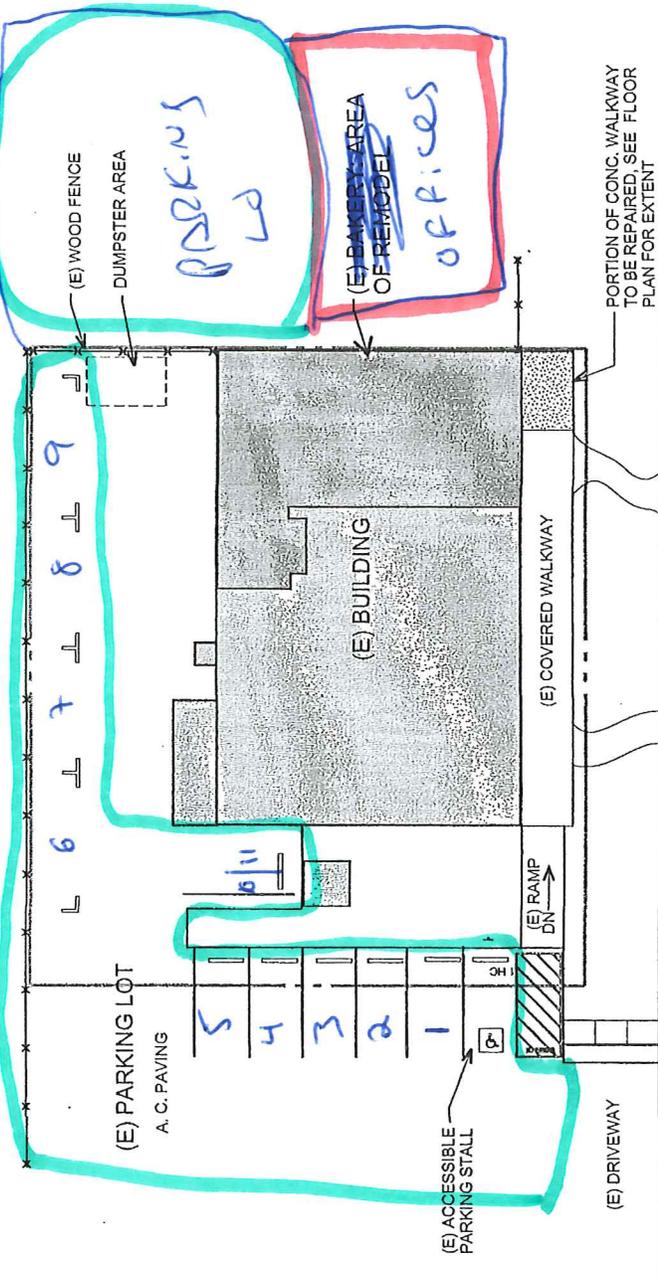
We would like to note : That our recent application for an on premise beer and wine license, which has triggered this confusion, is not meant to increase the volume of our traffic, but rather ,to enhance our per check average from our in house existing customer. The weight of WINE AND BEER related sales will not be the bulk nor focus of our business, rather it is meant to take the average in house check and add 10-15 dollars to it, not a lot of revenue in the big scheme of what we do, but every inch of profit a small business can squeeze out of its square footage gives it a better chance of survival in the hostile climate for small family businesses competing with the big chains here in town.

Because of the limitations of our style of cuisine- mostly Cookies, morning pastry and sandwiches -and our hours – 7:30am – 4:30 pm Wednesday- Saturday and 7:30- 2pm Sunday-Tuesday – we don't see how we would be increasing our existing load on the neighborhood that we have been serving for the nearly past 4 years and that Artisan had been for a decade before that.

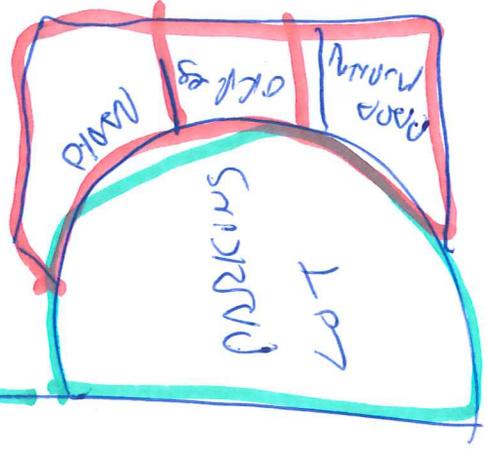
AUG 06 2015



30'-50' FIELD



STREET PARKINGS



WEST NAPA STREET

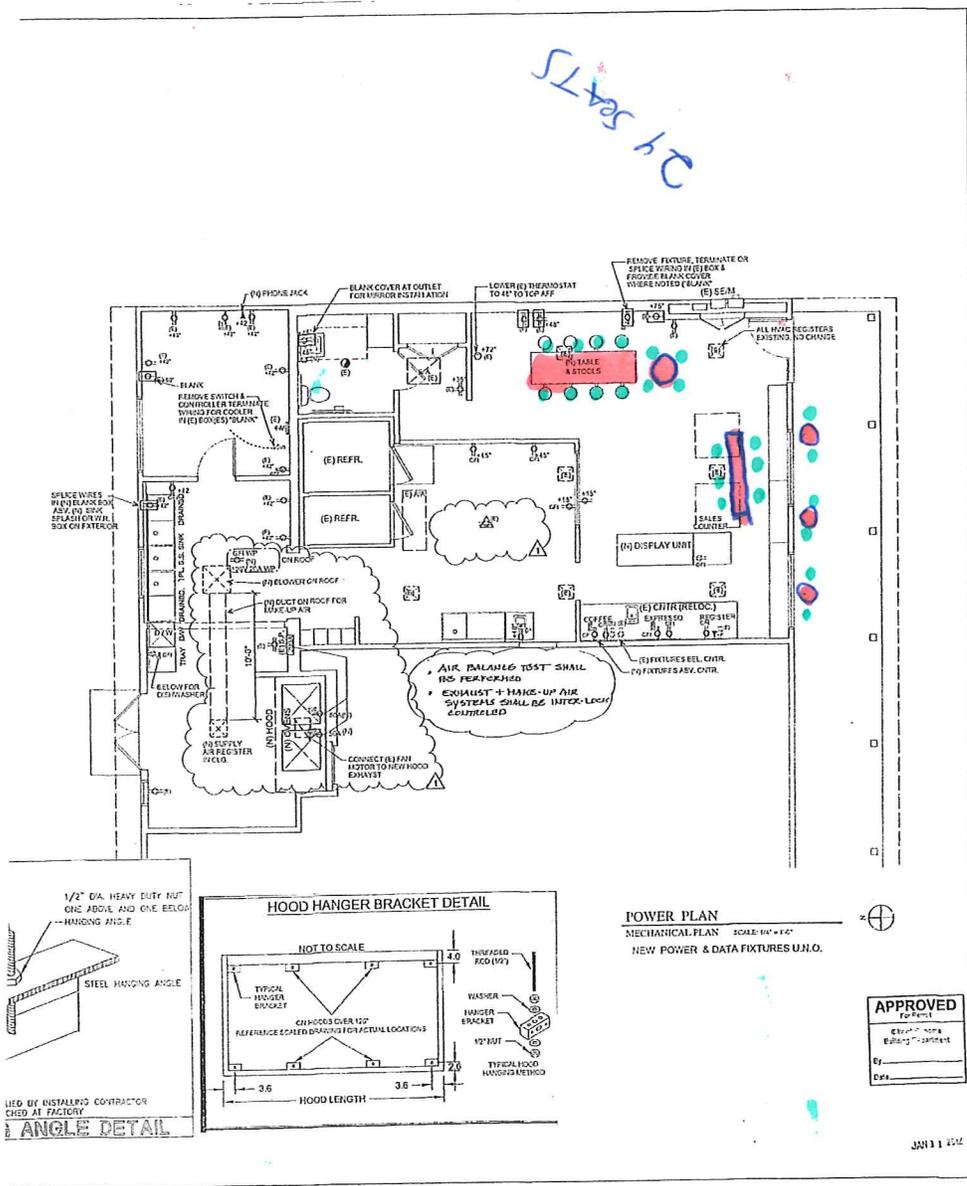
(E) ACCESSIBLE PATH OF TRAVEL TO PUBLIC R.O.W.



SITE PLAN

AUG 08 2015

24 SEATS



POWER PLAN AND MECHANICAL PLAN

PROPOSED TENANT IMPROVEMENT FOR THE
CRISP BAKE SHOP
700 West Napa Street
Sonoma, California

E1.1

Agenda Item Title: Application for an Exception from the fence height standards to allow an over-height fence within the street-side yard setback of the property.

Applicant/Owner: Josef Cuneo

Site Address/Location: 826 Lasuen Street

Staff Contact: Wendy Atkins, Associate Planner
Staff Report Prepared: 09/02/15

PROJECT SUMMARY

Description: Application of Josef Cuneo for an Exception from the fence height standards to allow an over-height fence within the street-side yard setback of the property at 826 Lasuen.

General Plan Designation: Low Density Residential (LR)

Zoning: **Base:** Low Density Residential (R-L) **Overlay:** None

Site Characteristics: The property is a ±7,100-square foot lot located at the northeast corner of Lasuen Street and Robinson Road. The property is currently developed with a single-family home.

Surrounding Land Use/Zoning: **North:** Single-family home /Low Density Residential
South: Single-family home/Low Density Residential
East: Single-family home/Low Density Residential
West: Single-family home/Low Density Residential

Environmental Review:

<input checked="" type="checkbox"/> Categorical Exemption	<input type="checkbox"/> Approved/Certified
<input type="checkbox"/> Negative Declaration	<input checked="" type="checkbox"/> No Action Required
<input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Action Required
<input type="checkbox"/> Not Applicable	

Staff Recommendation: Staff recommends approval, subject to conditions.

PROJECT ANALYSIS

BACKGROUND

In January 2015, a complaint was filed with the City regarding the height of fencing constructed on the subject property. Upon investigation, in July 2015, staff found that the existing fence exceeded the height limitations set forth in the City of Sonoma Development Code. In July 2015, a code enforcement letter was sent to the property owner identifying the violation and outlining options to address the matter. As a result, the property owner filed an application for an exception to the fence height standards in order to legalize the fencing as constructed.

DETAILED PROJECT DESCRIPTION

The applicant is requesting an exception from the fence height standards in order to legalize an existing 8-foot tall fence (7 feet of solid material and 1 foot of lattice) located within the required 20-foot street-side yard setback area of the property. The fence is comprised of wood and is setback ten feet from the street-side property line, with a length of 58 feet. The existing setback area provides for landscaping in the form of four trees. According to the applicant, the purpose of the fence is to provide privacy from Robinson Road.

GENERAL PLAN CONSISTENCY (**Not Applicable to this Project**)

The property is designated Low Density Residential by the General Plan, which permits single-family homes and related accessory structures. The proposal does not raise any issues in terms of consistency with the goals and policies of the *City of Sonoma 2020 General Plan*.

DEVELOPMENT CODE CONSISTENCY (**Not Applicable to this Project**)

Fence Height Requirements: A 20-foot front/street side yard setback is required in the R-L zoning district. Fencing within required front/street side yards is limited to a maximum height of 3.5 feet unless the Planning Commission approves an Exception from the fence height standards. In order to approve an Exception, the Planning Commission must make the following findings:

1. *The fence will be compatible with the design, appearance, and physical characteristics of the site and other existing structures in the surrounding neighborhood;*

Staff did not observe additional over height fences within a one-block radius of the subject property (along Lasuen Street and Robinson Road). However, there are three properties in the neighborhood that make use of hedges taller than 3.5 feet within the required front and street yard setbacks. In addition, the applicant has provided a list of properties elsewhere in the larger neighborhood that feature over-height fences.

Although the fence would be taller than any other fence located within the front or side setback area in the immediate neighborhood, the fence is setback ten feet from the street-side property line and landscape screen exists on the site in the form of four trees. In staff's view, the proposed fence is generally compatible with design, appearance, and the neighborhood conditions. However, as discussed below, staff has some concern about the height of the fence.

2. *The height, orientation, and location of the fence is in proper relation to the physical characteristics of the site and surrounding properties;*

The fence is setback 10-feet from the street-side property line, encroaching 5-feet into the required 20-foot street-side setback. In staff's view, this setback is sufficient (it meets or exceeds the

setback the Planning Commission has typically required in similar Exception requests) and it provides sufficient area for landscape plantings adjacent to sidewalk.

3. *The fence is a planned architectural feature and does not dominate the site or overwhelm adjacent properties, structures, or passersby;*

The fence design has an attractive appearance and it represents a substantial improvement over the previous fence, even though it is taller and more substantial. However, staff is concerned that an 8-foot tall fence may appear to dominate the site, especially given the existing ± 1.5 foot grade difference between the sidewalk and the fence. The length of the fence at 58 feet contributes to this issue, but in staff's view the trees that have been planted help break down the scale of the fence. In light of the length of the fence and the grade difference, staff suggests that its height be reduced to 6.5 feet (including a 1-foot trellis).

4. *The fence will be of sound construction and located so as not to cause a safety hazard.*

The fence is of sound construction. It does not appear that the fence would create a safety issue by obstructing vehicle or pedestrian sight lines at the corner.

In summary, it is staff's view that the findings needed to support a fence height Exception can be made, subject to a requirement that the height of the fence be reduced by 1.5 feet.

CONSISTENCY WITH OTHER CITY ORDINANCES/POLICIES (**Not Applicable to this Project**)

ENVIRONMENTAL REVIEW (**Not Applicable to this Project**)

Pursuant to Section of 15303 of the State CEQA Guidelines, the construction of accessory structures, including a fence, is Categorically Exempt from the provisions of CEQA (Class 3 – New Construction or Conversion of Small Structures).

DISCUSSION OF PROJECT ISSUES

As a corner lot, the property is subject to more restrictive setback requirements than a typical interior lot. In certain cases, these constraints provide a basis for allowing a fence height exception. The applicant has proposed a traditional fence design, set back 10 feet from the sidewalk, and has provided landscaping screening. It should be noted that the design of the new fence and the new landscaping is a vast improvement to the fencing and landscaping that previously existed on the site. However, depending on various factors such as the amount of setback from the property line, height and type of fencing, and vegetative screening, fences within street side setbacks have the potential to appear overwhelming from the public right of way. In staff's view, the issue raised by the application is the height of the fence within the street-side yard setback. As discussed above, staff does not feel that the fencing meets the required findings in that it appears to dominate the site due to its height and length. That said, because the property is a corner lot, it is staff's view that a scaled back design could be supported. As a result, staff is recommending that the fence be reduced to a maximum height of 6.5 feet.

RECOMMENDATION

Staff recommends approval subject to the attached conditions including the requirement to reduce the height of the fence to 6.5 feet.

Attachments

1. *Findings of Project Approval*
2. *Draft Conditions of Approval*
3. *Vicinity Map*
4. *Project Narrative*
5. *Site Plan*
6. *Pictures of existing conditions*
7. *Pictures of examples of nearby properties with similar fences*

cc: Josef Cuneo, via email

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Cuneo Fence Height Exception – 826 Lasuen Street

September 10, 2015

Based on substantial evidence in the record and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

Findings for an Exception to the Fence Height Standards

1. The fence will be compatible with the design, appearance, and physical characteristics of the site and other existing structures in the surrounding neighborhood;
2. The height, orientation, and location of the fence is in proper relation to the physical characteristics of the site and surrounding properties;
3. The fence is a planned architectural feature and does not dominate the site or overwhelm adjacent properties, structures, or passersby; and
4. The fence will be of sound construction and located so as not to cause a safety hazard.

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Cuneo Fence Height Exception – 826 Lasuen Street

September 10, 2015

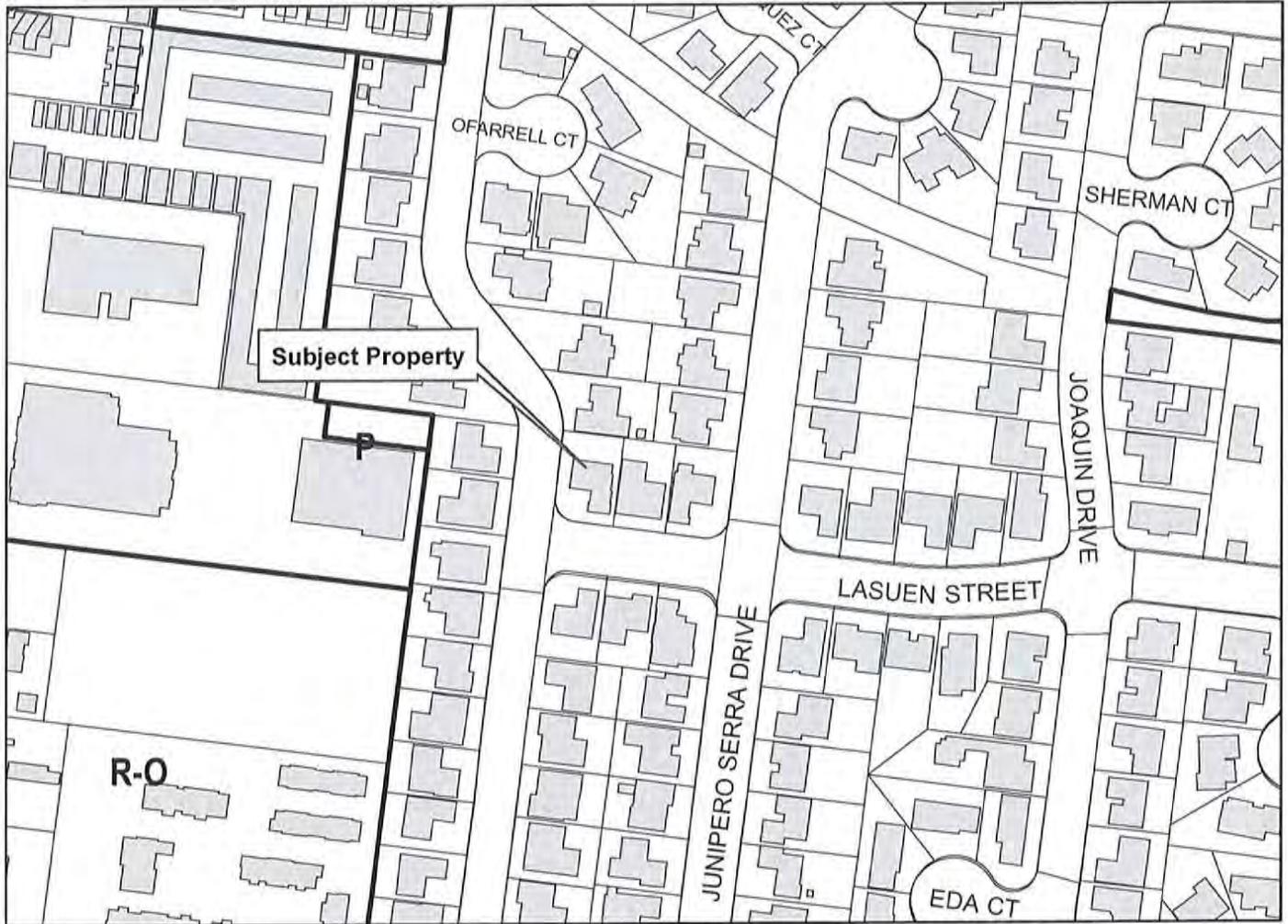
1. The project shall be constructed in conformance with the approved site plan and picture of existing conditions except as modified by these conditions.

Enforcement Responsibility: Planning, Building and Public Works
Timing: Ongoing

2. The fence shall be altered so that its height does not exceed 6.5 feet, including a 1-foot trellis.

Enforcement Responsibility: Planning, Building and Public Works
Timing: Ongoing

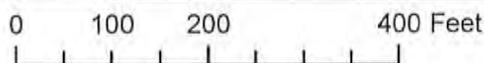
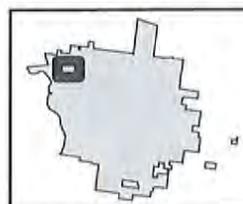
Vicinity Map



Zoning Designations

<i>Project Summary</i>	
<i>Project Name:</i>	Cuneco Exception
<i>Property Address:</i>	826 Lasuen Street
<i>Applicant:</i>	Josef Cuneco
<i>Property Owner:</i>	Same
<i>General Plan Land Use:</i>	Low Density
<i>Zoning - Base:</i>	Low Density
<i>Zoning - Overlay:</i>	N/A
<i>Summary:</i> Consideration of an Exception to the fence height standards for an overheight fence.	

- R-HS Hillside Residential (1 D.U./10 acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Density Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture



1 inch = 200 feet

826 Lasuen St
Sonoma CA

Project Narrative:

I propose to leave the current fence located on the western portion of 826 Lasuen as is.

Reasoning:

The previous/original fence was of a similar height and located in the same location.

Don't believe that it obstructs traffic at the intersection of Lasuen and Robinson Rd.

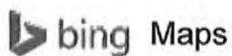
There are several other similar non-conforming fences in the neighborhood.

Lowering the fence to 3.5 ft could reduce the safety of the residents in the property.

RECEIVED

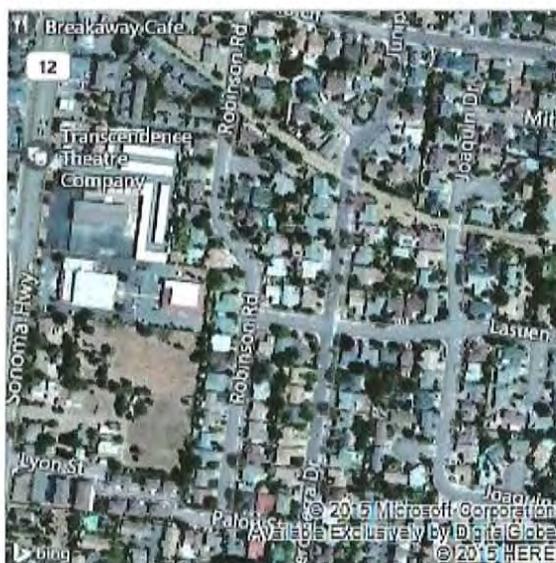
AUG 24 2015

CITY OF SONOMA



My Notes

On the go? Use m.bing.com to find maps, directions, businesses, and more



AUG 24 2015

CITY OF SONOMA

IMAGE OF FENCE LOCATION/HEIGHT BEFORE IMPROVEMENT IN DECEMBER 2014



Google ~~19235 Robinson Rd~~



Sonoma, California

Street View - May 2011

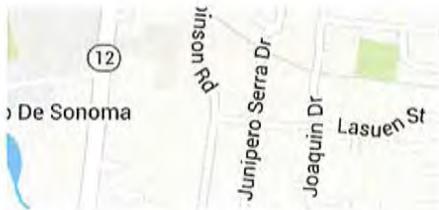


Image capture: May 2011 © 2015 Google

AUG 05 2015



Google 19229 Robinson Rd



Sonoma, California

Street View - May 2011

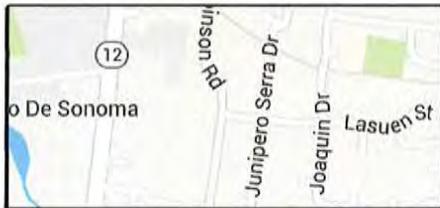


Image capture: May 2011 © 2015 Google

AUG 06 2015



Google 826 Lasuen St



Imagery ©2015 Google, Map data ©2015 Google 10 ft

AUG 05 2015

SOME EXAMPLES OF NEARBY PROPERTIES
WITH SIMILAR NON-CONFORMING FENCES

590 LASUEN
668 LASUEN
751 LASUEN
789 LASUEN
505 FANO
600 JAQUIN
721 VASQUEZ
807 MELROSÉ
800 MELROSÉ
19140 ROBINSON
910 ARQUELLO
865 O'FAIRRELL
827 PALOU
495 CLAUDIA
592 JAQUIN

751 LASUEN



AUG 05 2015

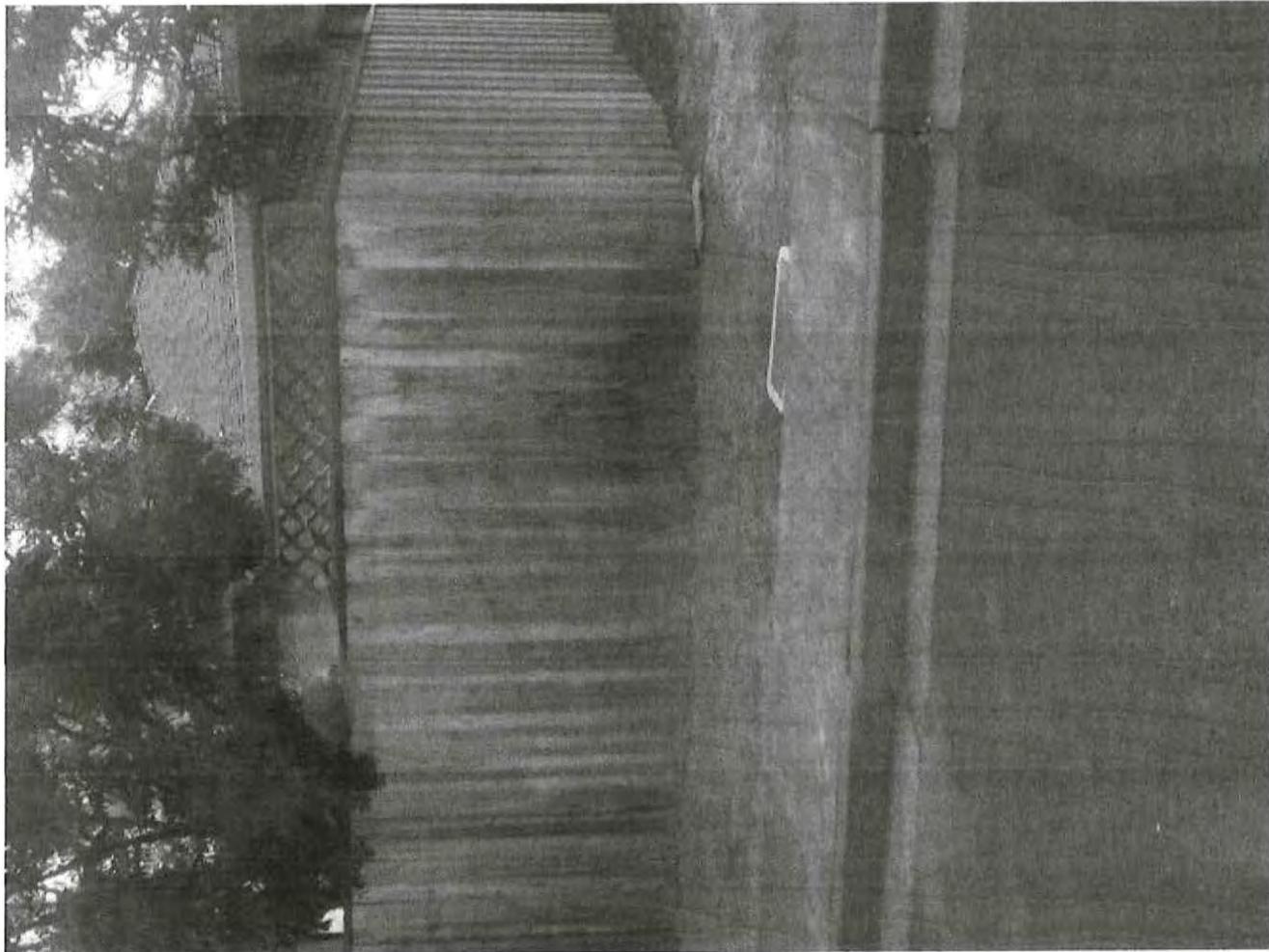
789 LASUEN

AUG 05 2015



602 LASUEN

AUG 05 2015

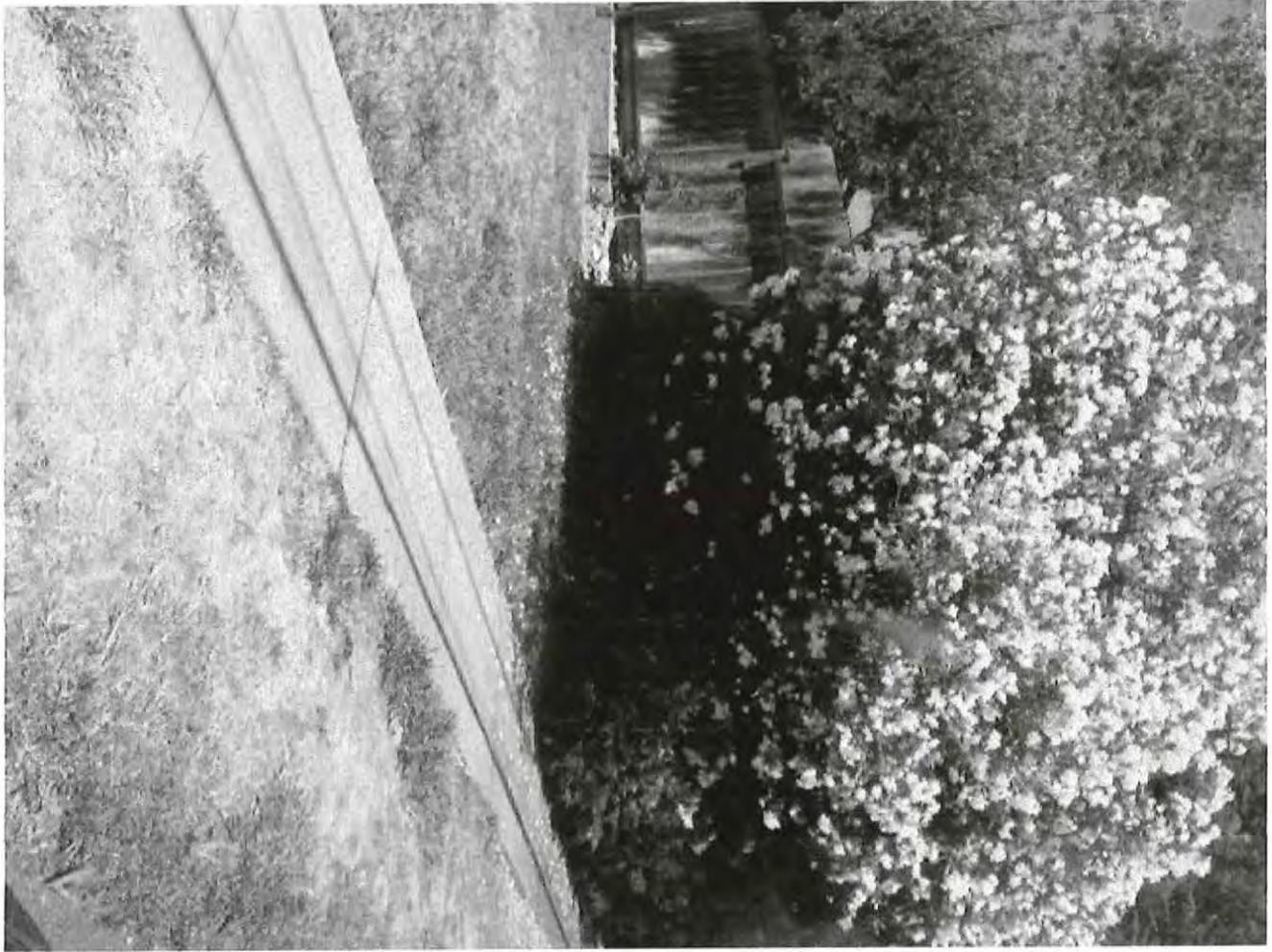


600 JAGGUM IV

AUG 05 2015



505 FAWO



AUG 05 2015

712 VASQUEZ

AUG 06 2015

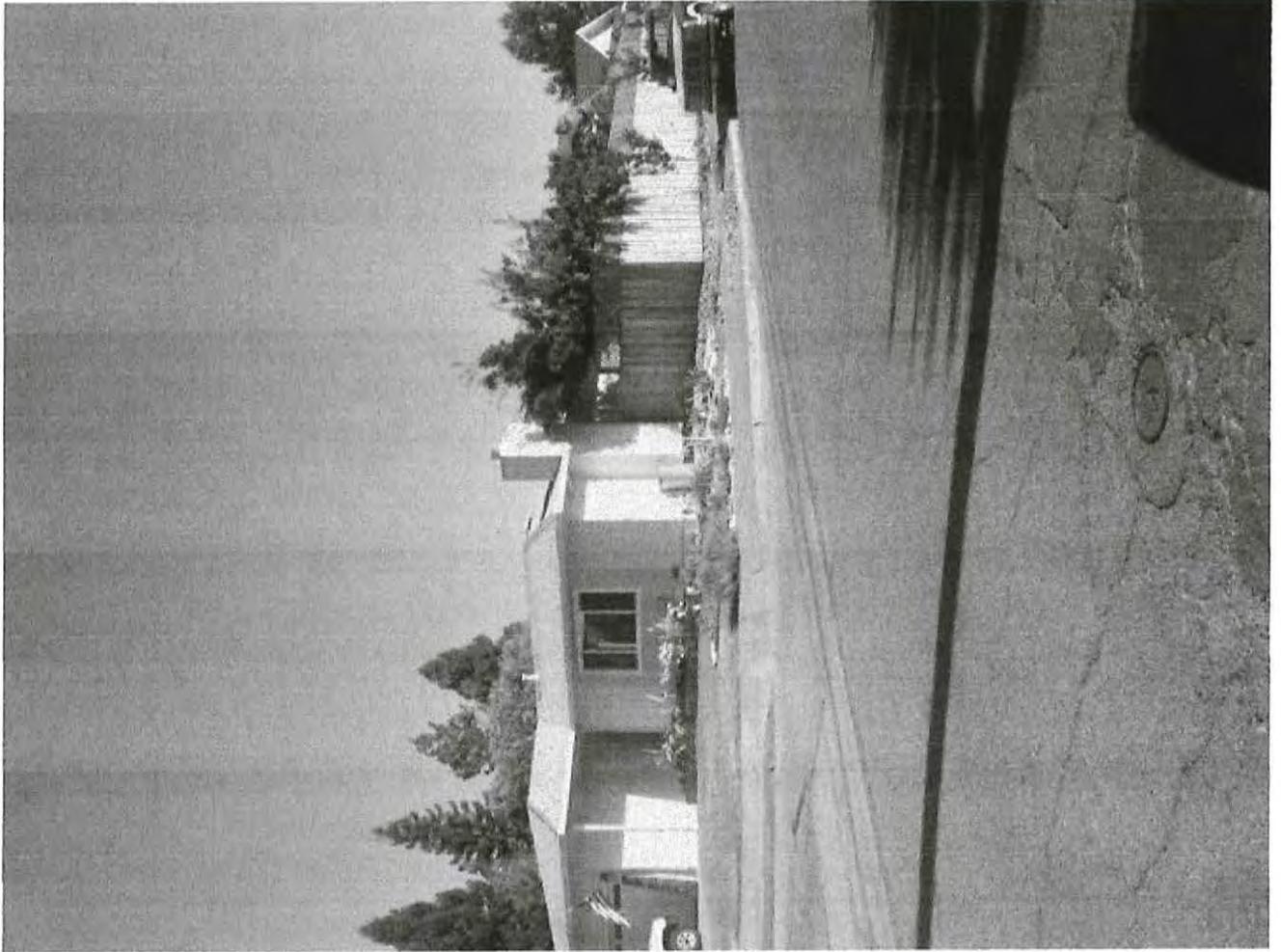


807 MELROSE

AUG 06 2015



800 MELROSE



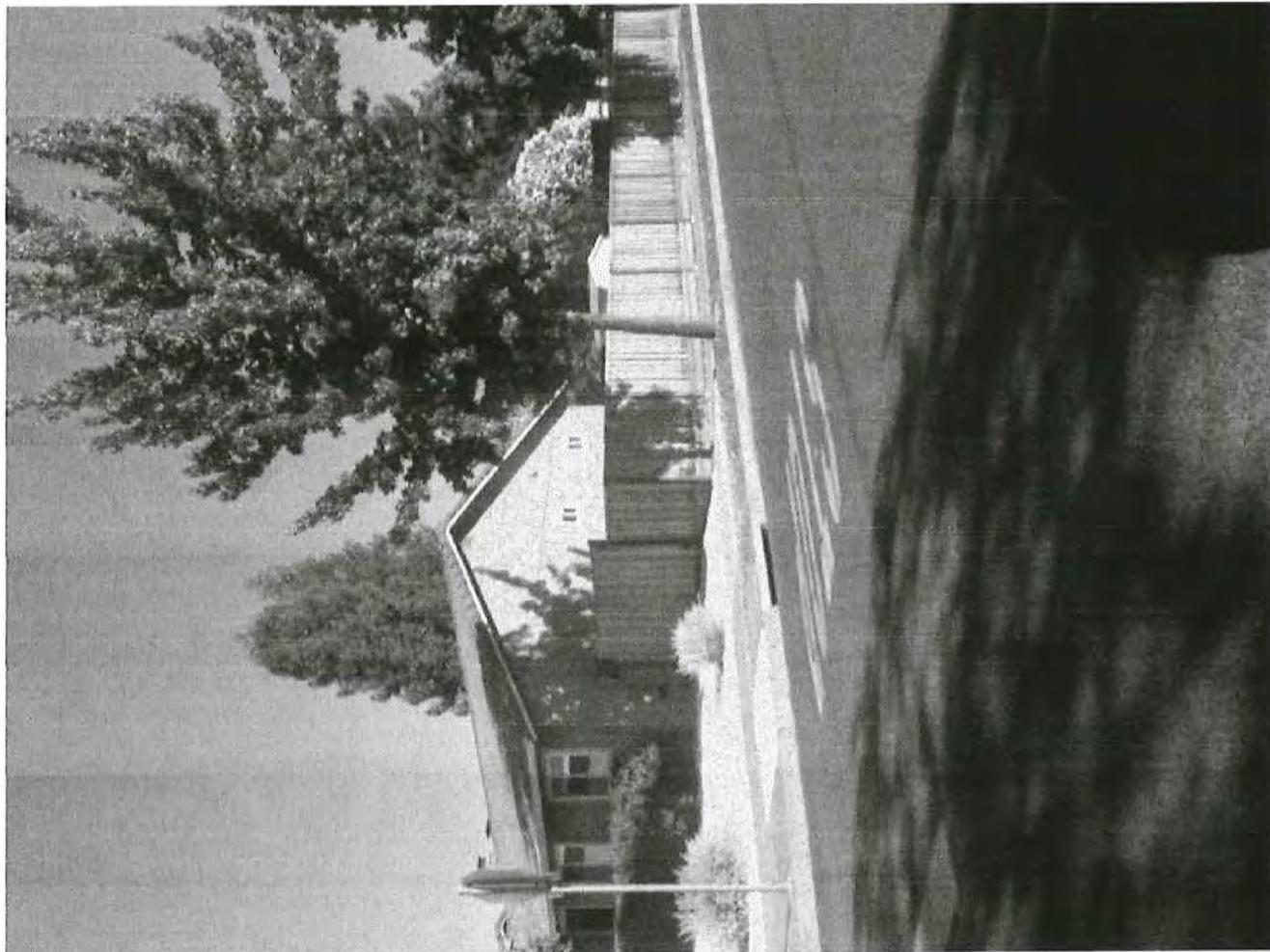
AUG 05 2015

19140 ROBINSON



2015 05 05

910 ARGUELLO



AUG 05 2015

865 OFARRELL

AUG 06 2015

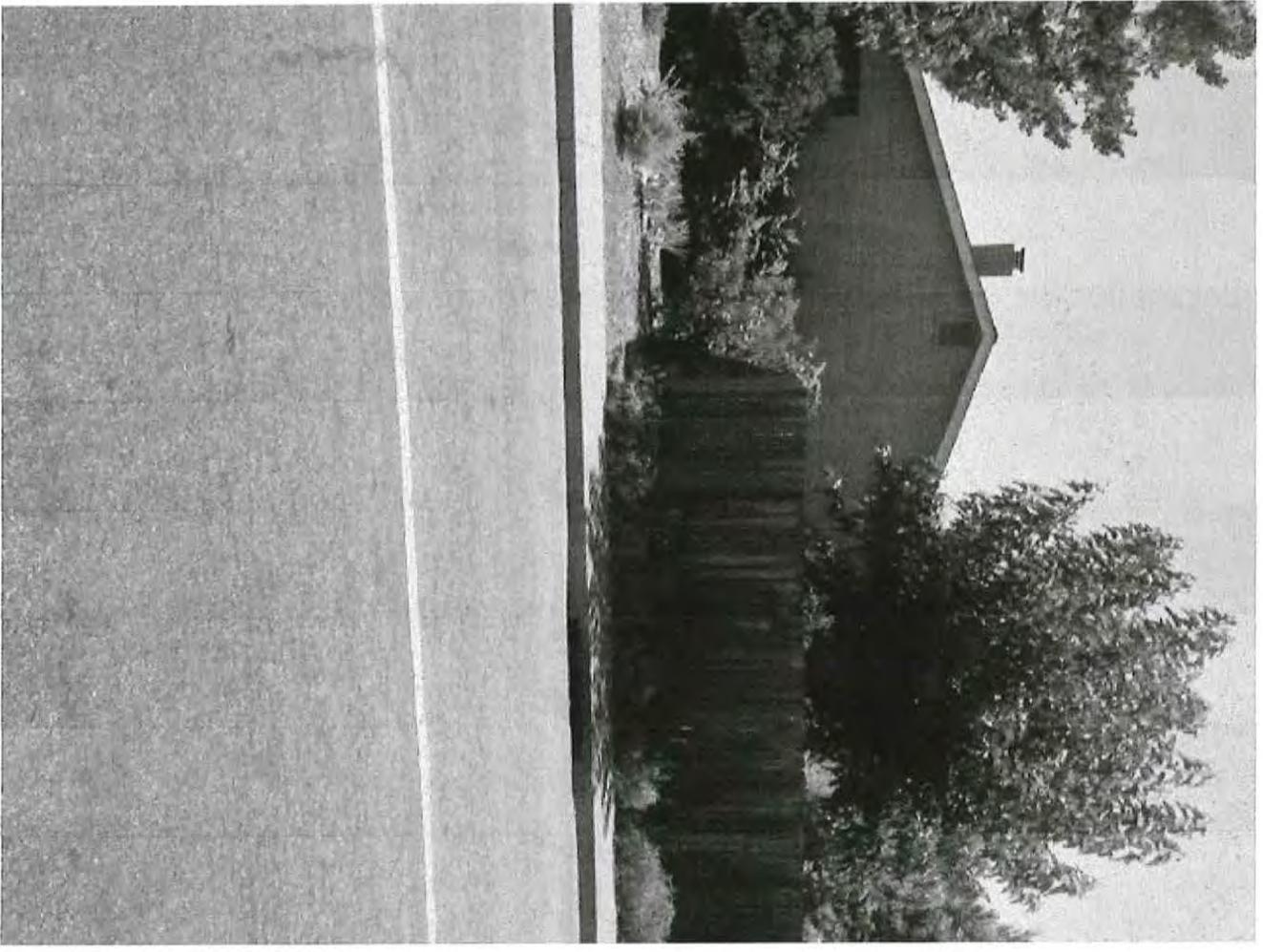


827 PALOU



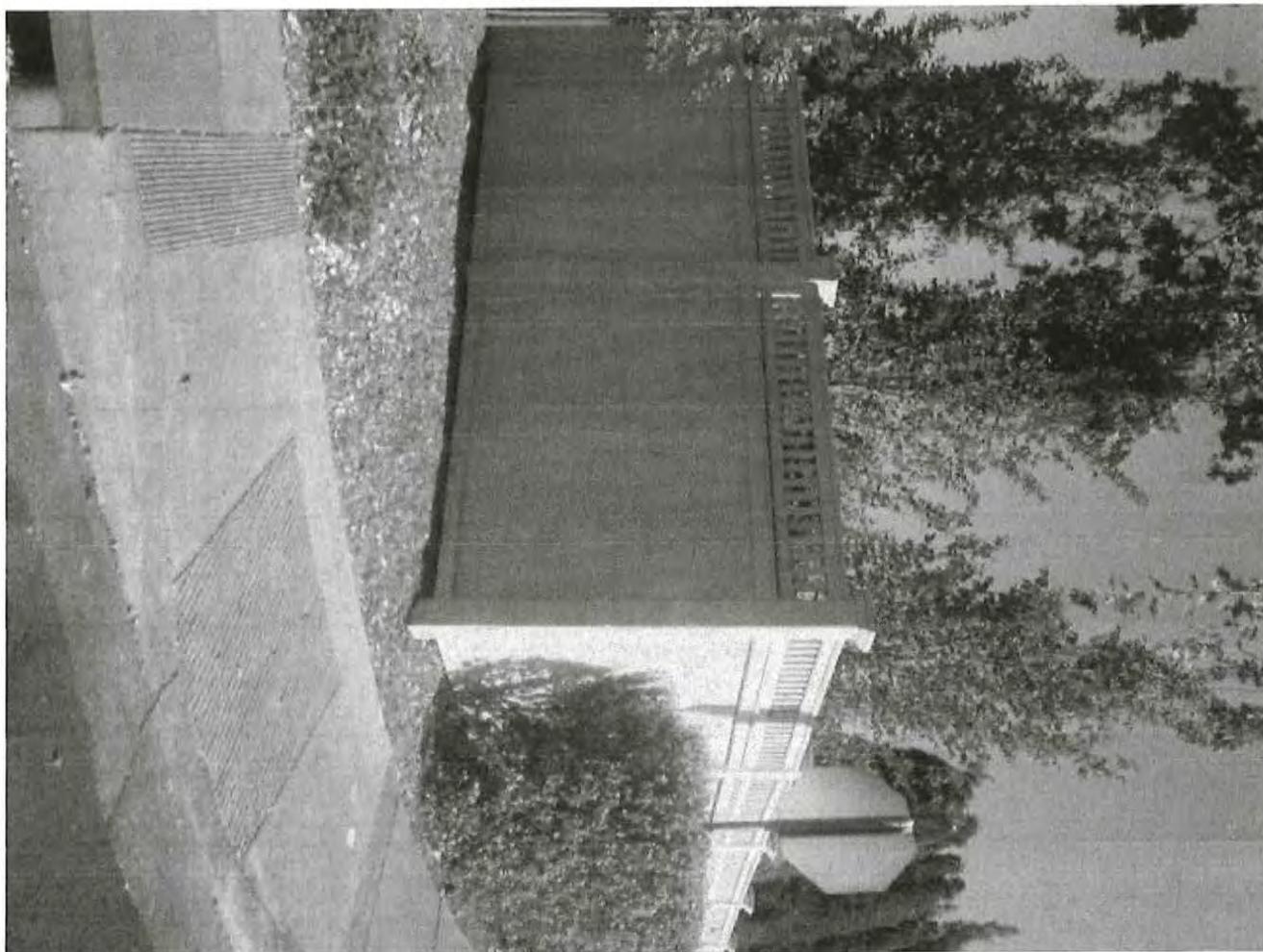
AUG 05 2015

495 CLAUDIA



MAR 05 2015

256 E SPAIN



Agenda Item Title: Application for an exception from the fence height standards to allow a seven-foot tall fence within required street-side setback area.

Applicant/Owner: Tommy DeHennis/Diann Sorenson

Site Address/Location: 639 Third Street West

Staff Contact: David Goodison, Planning Director
Staff Report Prepared: 09/02/15

PROJECT SUMMARY

Description: Application for: 1) Exceptions to the fence design standards and, 2) setback exceptions to allow an accessory structure to encroach into a street-side and side yard setback at 639 Third Street West.

General Plan Designation: Low Density Residential

Zoning: **Base:** Low Density Residential (R-L) **Overlay:** None

Site Characteristics: The property is a ±7,200 square foot lot located at the corner of Third Street West and Vigna Street. The property is currently developed with a one-story residence.

Surrounding Land Use/Zoning: **North:** Single-family home/Low Density Residential (R-L)
South: Single-family home/Low Density Residential (R-L)
East: Shopping Center/Commercial (C)
West: Single-family home/Low Density Residential (R-L)

Environmental Review:

<input checked="" type="checkbox"/> Categorical Exemption	<input type="checkbox"/> Approved/Certified
<input type="checkbox"/> Negative Declaration	<input checked="" type="checkbox"/> No Action Required
<input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Action Required
<input type="checkbox"/> Not Applicable	

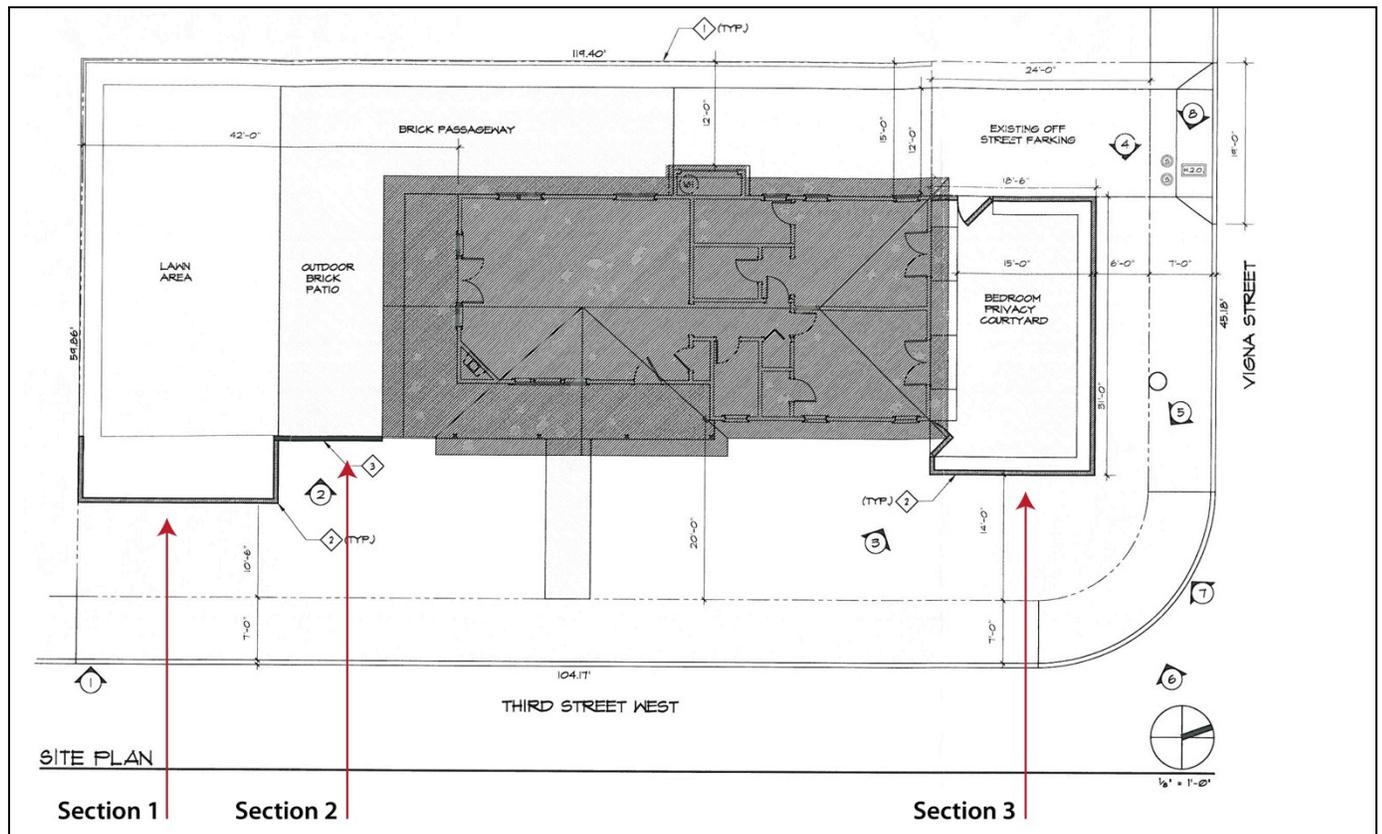
Staff Recommendation: 1) Approve fence design Exceptions; 2) Commission discretion regarding accessory structure Exception.

PROJECT ANALYSIS

BACKGROUND

Although the subject property is a corner lot developed with a single-family residence oriented toward Third Street West, but with its driveway on Vigna Street. In 2013, on appeal to the City Council, the property owner received approval to legalize fences over-height fences on the property, as follows:

- 1) A 22-foot segment of fence on the south side of the property (facing Third Street West) that extends 9.5 feet into the normal setback.
- 2) A 12-foot segment of fence with a setback of approximately 17.5 feet that connects Section 1 to the residence.
- 3) A fenced courtyard, with dimensions of 18.5 feet x 31 feet, located on the north side of the property, adjoining both Third Street West and Vigna Street. The fencing in this area extends 6 feet into the normal setback on the east and 14 feet into the normal setback on the north.



Recently, the property owner began constructing a decorative property-line fence and arbor, but this work was suspended when they learned that the arbor required a fence height Exception. Since the property owner was also contemplating the construction of an accessory structure for which setback Exceptions were desired, staff encouraged the property owner to combine these requests into a single application to the Planning Commission.

DETAILED PROJECT DESCRIPTION

As detailed in the attached project narrative, there are three issues under discussion:

1. The property owner would like to construct an entry arbor on the Third Street frontage of the property. As proposed, the arbor would have a width of 6 feet and depth of 3 feet. The side posts are proposed with a height of 8.5 feet, with the upper cross-pieces having a maximum height of ten feet. Because the normal limit on fence height within a front or street-side setback is 3.5 feet, this feature requires a fence height Exception.
2. The property owner property is constructing a decorative fence along the street frontages of the property. This fence has a height of 3.5 feet, which is consistent with the normal standard. However, at street intersection, the City fence regulations require the following: “30 inches if solid; otherwise the maximum height normally allowed, if the fence material is 75% open (e.g., lattice).” The fence design, which matches the design of the front porch, is only 70% open, so it falls slightly short of the 75% requirement. This portion of the fence has not yet been installed (except for the posts). While a different design could be used in this area, in the interest of design consistency the applicant is requesting approval of the 70% open pickets.
3. The applicant seeks to construct an accessory structure, described as a garden shed/exercise room, which would require setback Exceptions as proposed. The structure would be 12’ in width, with a depth of 10’. It would have a sloped roof with a height of 12 feet in the rear (on the east) and 10’ in the front, facing Third Street West. While detailed drawings have not been provided, the applicant states in the project narrative that it would match the house in terms of colors, materials, and design. The applicant is requesting a 4-foot setback on the south (side) property line, which falls 1’ short of the normal requirement, and a 14-foot setback on the east, which falls 4’ short of the normal 20’ front/street-side setback requirement.

These elements are shown on the attached site plan and depicted in the other materials provided by the applicant.

GENERAL PLAN CONSISTENCY (**Not Applicable to this Project**)

The property is designated Low Density Residential by the General Plan, which permits single-family homes and related accessory structures. The proposal does not raise any issues in terms of consistency with regard to General Plan goals and policies.

DEVELOPMENT CODE CONSISTENCY (**Not Applicable to this Project**)

The provisions of the Development Code relevant to this application are 1) those related to fence height and design, and 2) the standard Exception provisions, which are applicable to requests involving setbacks.

Fence Height/Design Requirements: A 20-foot front/street side yard setback is required within the R-L zoning district. Fences within required front/street side yards are limited to a maximum height of 3.5 feet, unless the Planning Commission approves an exception from the fence height standards. No provision is made for arbor entries, so a fence height Exception is required for such features. In addition, the Development Code also specifies that fences at the intersections of streets, alley, and driveways “... within traffic safety sight areas” may not exceed 30 inches, unless they designed with 75% transparency. In order to approve an Exception to the fence design standards, the Planning Commission must make the following findings:

1. *The fence will be compatible with the design, appearance, and physical characteristics of the site and other existing structures in the surrounding neighborhood;*

The arbor is a decorative structure that is similar in nature to others in the area, including the neighboring residence to the south. The front-yard fence is a white picket fence that matches the front porch.

2. *The height, orientation, and location of the fence/wall is in proper relation to the physical characteristics of the site and surrounding properties;*

In staff's view, neither the arbor nor the fence at the corner of the property raise any issues in this regard.

3. *The fence/wall is a planned architectural feature and does not dominate the site or overwhelm adjacent properties, structures, or passersby;*

Both the arbor and the fence are constructed of wood and employ a traditional design. The arbor is proposed to have a maximum height of ten feet, which is rather tall. For example, the arbors on the neighboring property to the south have a maximum height of 8'-9". The Planning Commission may wish to consider requiring a reduced height for the arbor, but this direction is not included in the draft conditions of approval.

4. *The fence/wall will be of sound construction and located so as not to cause a safety hazard.*

Both the fence and the arbor will be of sound construction. The arbor does not present any safety issues. The transparency requirement for fences at street corners is intended as a safety measure, but in staff's view, the slight reduction in transparency—70% versus 75%—does not raise any safety concerns.

To summarize, it is staff's view that the required findings for Exceptions to the fence design standards may be made. However, the Planning Commission may wish to consider reducing the height of the arbor.

Setback Exception for Accessory Structure: Pursuant to Development Code Section 19.48.050.A.1, the Planning Commission may grant exceptions from setback standards, provided that the following findings can be made:

1. *The adjustment authorized by the Exception is consistent with the General Plan, any applicable Specific Plan, and the overall objectives of this Development Code.*

The residential accessory use associated with the setback exception request is consistent with the property's Low Density Residential land use designation and zoning.

2. *An exception to the normal standards of the Development Code is justified by environmental features or site conditions; historic development patterns of the property or neighborhood; or the interest in promoting creativity and personal expression in site planning and development.*

The exception request relates to site conditions. The subject property is a corner lot and is relatively narrow, conditions that result in a limited backyard area. These conditions led to the approval of the

fence height Exceptions, which were aimed at creating additional private yard area. Those same conditions could provide the basis for making this finding with respect to the proposed setback Exceptions. That said, the proposed garden shed/exercise room would be a relative small structure and while this diminishes potential compatibility issues, it also means that it can be placed on the property in a variety of locations in compliance with setback requirements. In addition, the Planning Commission is sometimes reluctant to use a previous Exception approval (in this case the fence height Exception) to justify a subsequent Exception request.

3. *Granting the Exception will not be detrimental to the public health, safety, or welfare, or injurious to the property or improvements in the vicinity and in the same zoning district.*

It is staff's understanding (although we have not received confirmation) that the residents on the south, who would be most affected by the proposal, have no objections to the proposed accessory structure. It should also be noted, however, that there will be general views of the structure as it is proposed to encroach four feet into the normally-required 20-foot setback. Views of the structure would be mitigated by the fence and by an existing tree located in the front yard in the vicinity of the proposed structure. Staff would also note that the structure would have a maximum height of 12 feet and slope down to a 10-foot height on the east (street-facing elevation).

In general it is staff's view that the findings may be made. The side-yard setback Exception request is for four feet rather than five, a minimal change given the relatively small size of the proposed structure. As viewed from the street, the structure would slope down to a height of ten feet and it would be screened by the fence and the tree. However, front yard setback Exceptions are unusual and staff suggests that the structure be aligned with the front porch of the existing residence, which would result in a setback of approximately 17 feet. This is a small change, but in staff's view it helps justify finding #2 (site conditions) and it would further serve to ensure that the structure is not visually obtrusive.

CONSISTENCY WITH OTHER CITY ORDINANCES/POLICIES (**Not Applicable to this Project**)

ENVIRONMENTAL REVIEW (**Not Applicable to this Project**)

Pursuant to Section of 15303 of the State CEQA Guidelines, construction of accessory structures, including fences, are categorically exempt from the provisions of CEQA (Class 3 – New Construction).

DISCUSSION OF PROJECT ISSUES

The primary issue in the review of this application is conformance with the findings required for the approval of the Exceptions. With respect to the fence standards, the proposed arbor is a feature associated with any number of residences in Sonoma and the proposed design is traditional. As noted, it is relatively tall, so the Planning Commission may wish to require a slightly reduced height. The fence segment at the corner of the property is proposed at a 70% transparency, rather than 75%, but this minimal difference does not raise any safety issues and will allow for a consistent design. The garden shed/exercise room is a relative small structure that would be screened by an existing fence and tree. However, staff recommends that it not be setback any closer than the front porch of the residence in order to assure visual compatibility.

RECOMMENDATION

Staff recommends that the Planning Commission approve the Exception requests, subject to the attached conditions.

Attachments

1. *Draft Findings and Conditions of Project Approval*
2. *Location map*
3. *Project narrative*
4. *Site Plan*
5. *Additional design details and supplemental photographs*

cc: Tommy DeHennis/Diann Sorenson
639 Third Street West
Sonoma, CA 95476

George and Patti Bradley
653 Third Street West
Sonoma, CA 95476

Janet Wedekind
313 Vigna Street
Sonoma, CA 95476

DRAFT

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Sorenson Fence Design/Accessory Building Exceptions – 639 Third Street West

September 10, 2015

Based on substantial evidence in the record and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

Findings for an Exception to the Fence Design Standards

1. The fence will be compatible with the design, appearance, and physical characteristics of the site and other existing structures in the surrounding neighborhood;
2. The height, orientation, and location of the fence is in proper relation to the physical characteristics of the site and surrounding properties;
3. The fence is a planned architectural feature and does not dominate the site or overwhelm adjacent properties, structures, or passersby; and
4. The fence will be of sound construction and located so as not to cause a safety hazard.

Findings for Setback Exception Approval:

1. The adjustment authorized by the Exception is consistent with the General Plan, any applicable Specific Plan, and the overall objectives of this Development Code;
2. An exception to the normal standards of the Development Code is justified by environmental features or site conditions; historic development patterns of the property or neighborhood; or the interest in promoting creativity and personal expression in site planning and development; and
3. Granting the Exception will not be detrimental to the public health, safety, or welfare, or injurious to the property or improvements in the vicinity and in the same zoning district.

DRAFT

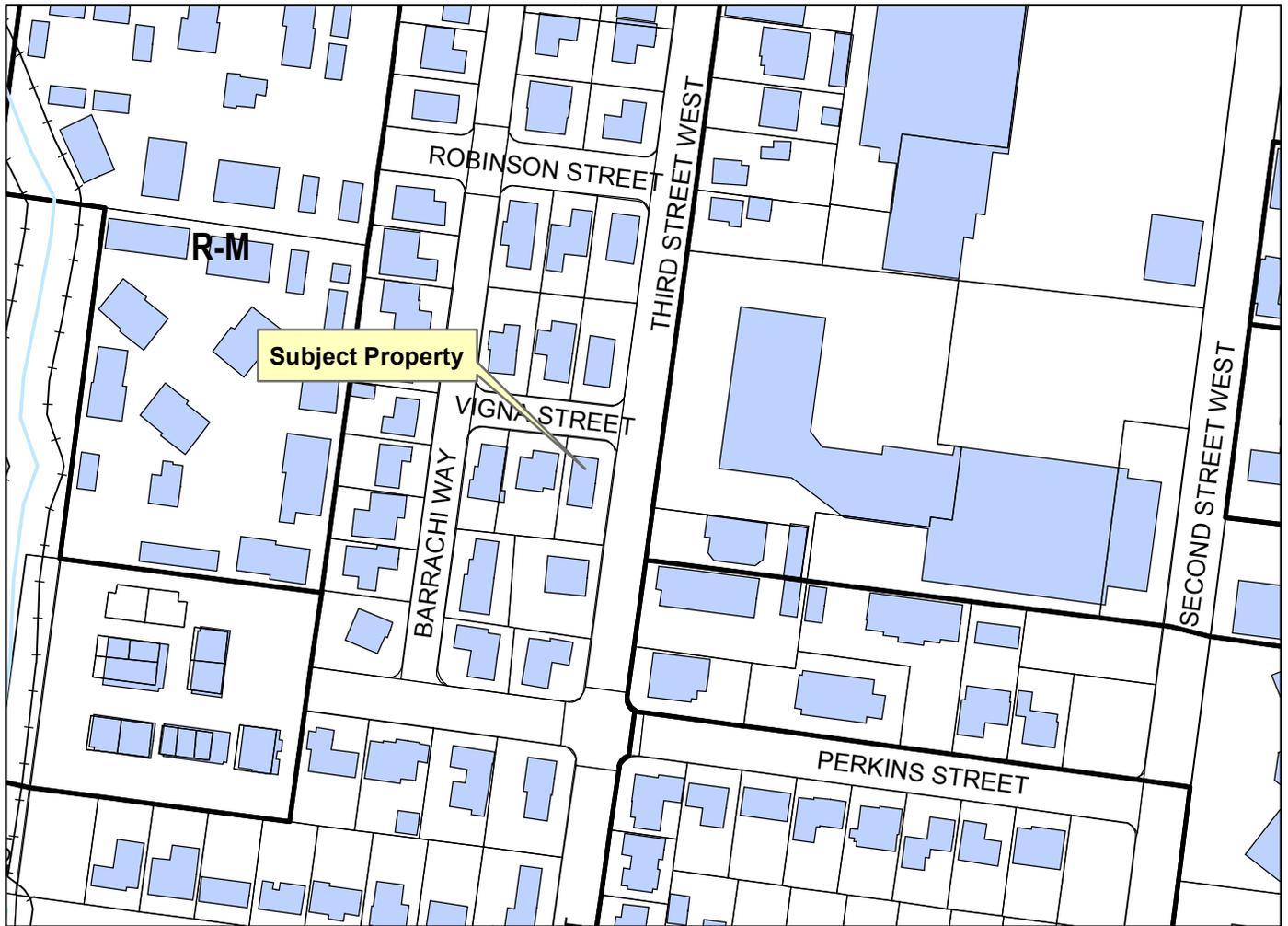
City of Sonoma Planning Commission
CONDITIONS OF APPROVAL
Sorenson Fence Design/Accessory Building Exceptions – 639 Third Street West

September 10, 2015

1. All elements of the project shall be constructed in conformance with the approved site plan, design details, and project narrative, subject to the following modifications and requirements:
 - a. A building permit shall be obtained for the garden shed/exercise room.
 - b. The garden shed/exercise room shall be aligned with the front porch of the residence and in no case shall have a setback of less than 17 feet from the eastern property line.
 - c. Planning staff shall review the building permit for the garden shed/exercise room to ensure that it complies with the design directions set forth in the project narrative, including colors, materials, and siding.

Enforcement Responsibility: Planning Department; Building Department.
Timing: Prior to the issuance of any Building Permit.

Vicinity Map



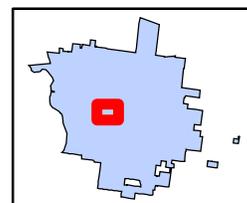
Zoning Designations

- R-HS Hillside Residential (1 D.U./10acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Denisty Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture

Project Summary

<i>Project Name:</i>	Sorenson Exception
<i>Property Address:</i>	639 Third Street West
<i>Applicant:</i>	Tommy DeHennis
<i>Property Owner:</i>	Diann Sorenson
<i>General Plan Land Use:</i>	Low Density
<i>Zoning - Base:</i>	Low Density
<i>Zoning - Overlay:</i>	N/A
<i>Summary:</i>	

Consideration of an Exception to the fence height standards for an entry arbor and Exception to the setback standards for a shed.



1 inch = 200 feet

Project Narrative for 639 Third Street West

1. Fence Transparency: We are asking the Planning Commission to allow 70% picket spacing at the fence corner, instead of 75%. Any more open is a hazard according to state contractor safety guidelines dictating less than 4" spacing between pockets. Any shorter than 42", especially at a handicap access point, is also a hazard according to state contractor safety guidelines for railing heights. We can meet openness guidelines with hog-wire instead of pickets at the corner, but that, or a lower section of fencing, seems like a step in the wrong direction.
2. Arbor: We are asking for approval of a traditional wooden arbor that will match the design of the fence. It is proposed with a width of 6 feet and posts having a height of 8.5 feet, with a maximum height of 10 feet.
3. Garden Shed: We are requesting an Exception to the setback guidelines, with the support and encouragement of our adjacent neighbors, George and Patti Bradley, to locate a Garden Shed slightly closer to the front and side setbacks than typical, in order to appropriately locate the Garden Shed within the rear yard, screened by the existing fencing and vegetation. We are asking for approval of a 10' X 12' (interior floor space) Garden Shed with exceptions to the lot line setbacks (4' vs. 5', not including roof overhangs). The front (Third St. West) setback we are requesting is 14', which would place the shed 4' behind the existing screening front fence that is 10' behind the sidewalk. The neighbor-side setback (south) we are requesting is approximately 3' - 4', centering the shed within the width of the rear yard. The Garden Shed will materially match the house, including:

Wood siding and battens.

Paint and trim colors.

Roofing materials.

Front (west-facing) French doors and windows to match the house side; (south-facing)

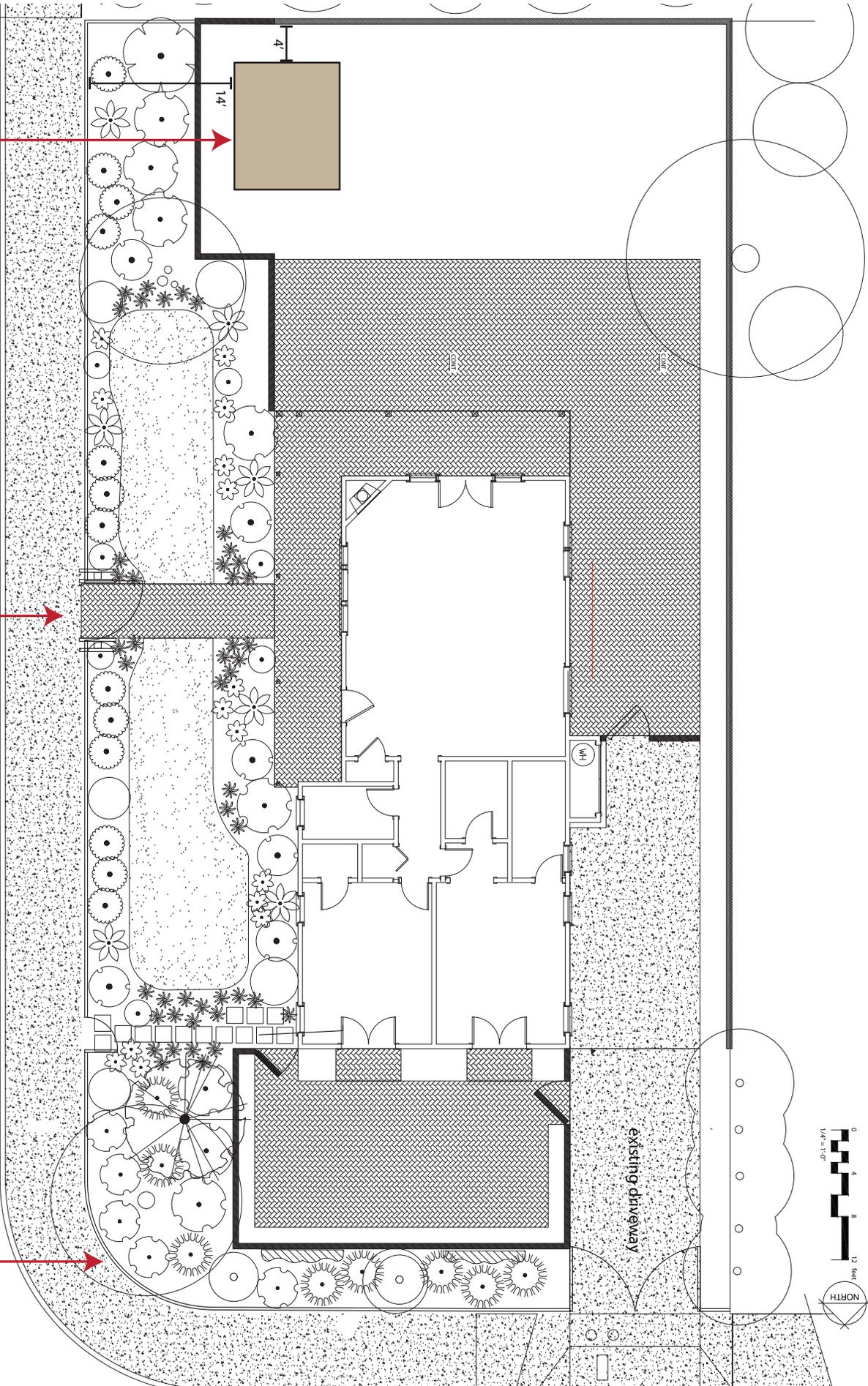
French doors and windows, each opening onto our back yard.

The Garden Shed will feature a sloped roof, sloping towards Third St. West at its lowest point. The roof height we are requesting is 12' at the maximum, sloping to 10' at the minimum fronting 3rd St. West. The eaves would extend into the above setbacks by an additional 2'.

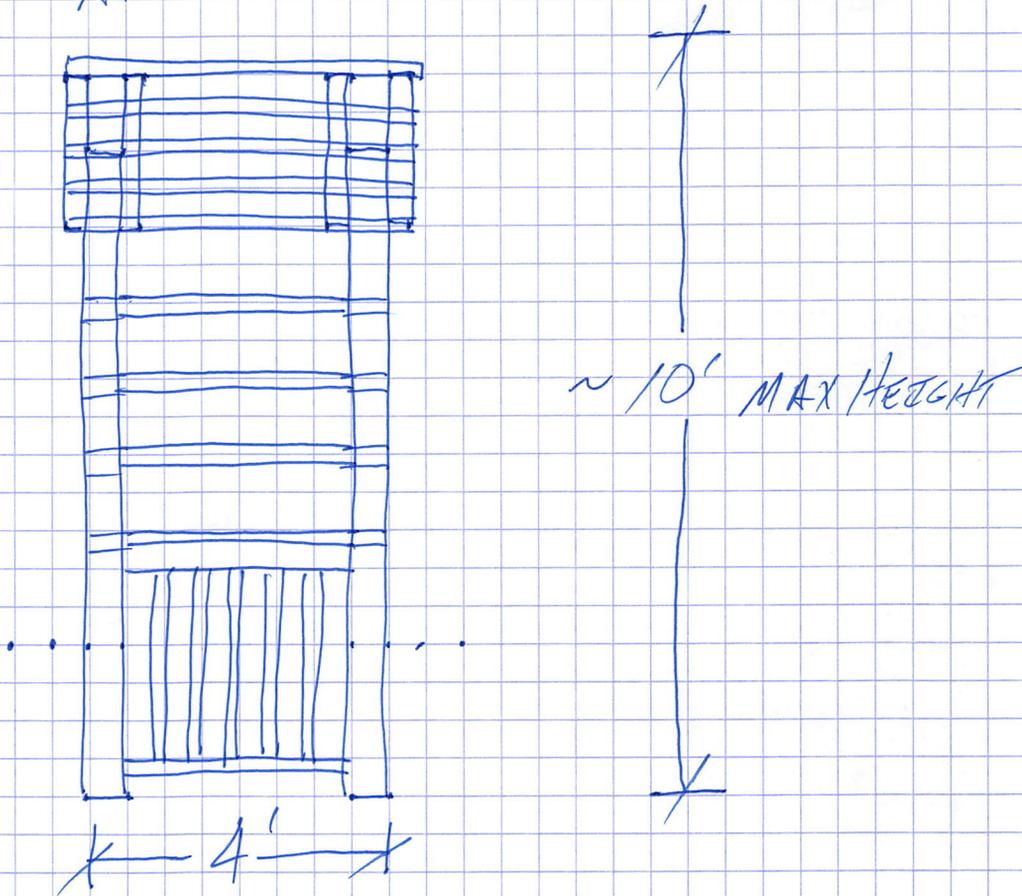
Accessory Building

Arbor

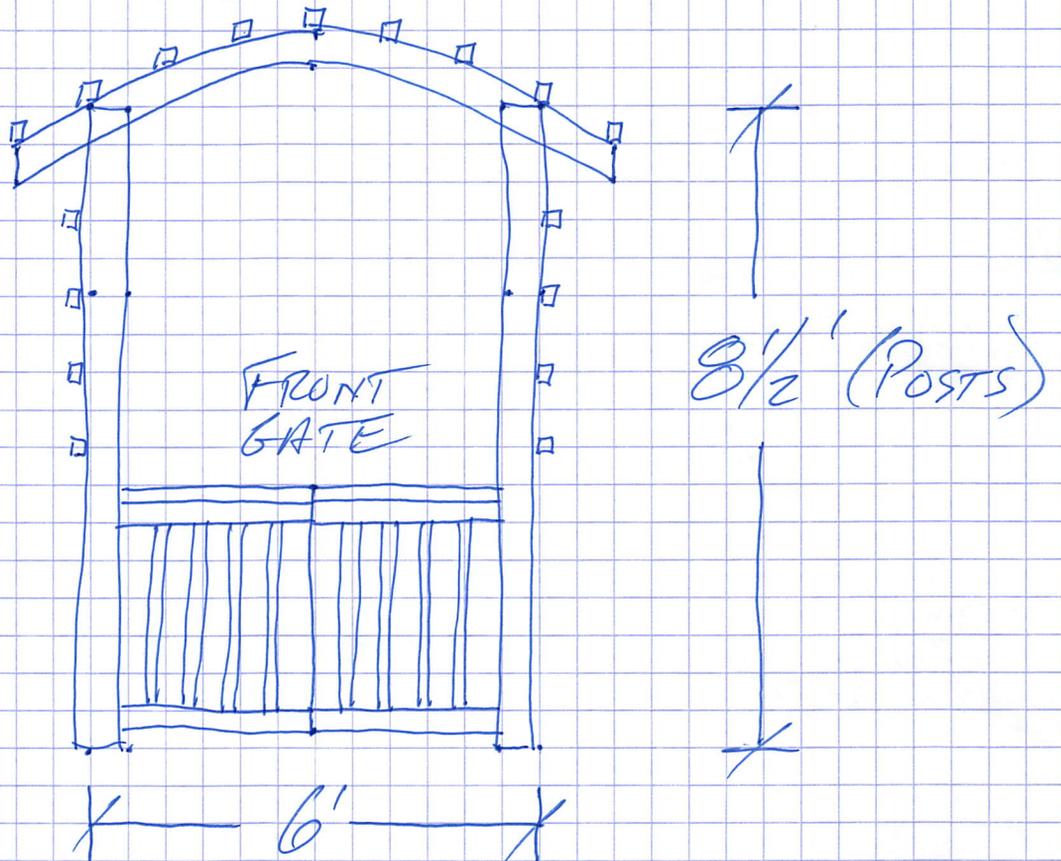
Site Distance Area



639 3RD STREET WEST
ARBOR - SIDE

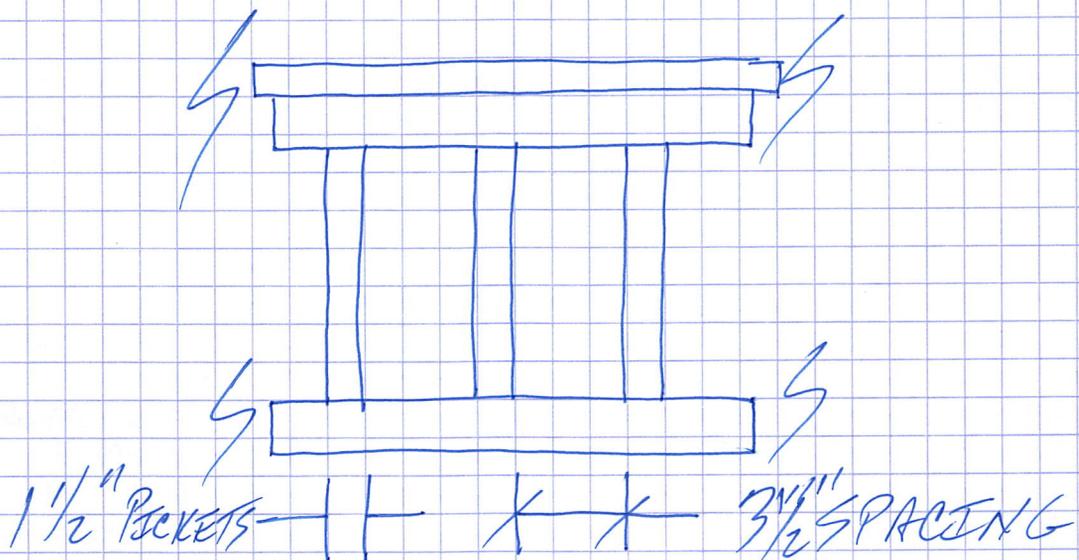


ARBOR - FRONT



639 3RD STREET WEST

FENCE DETAIL

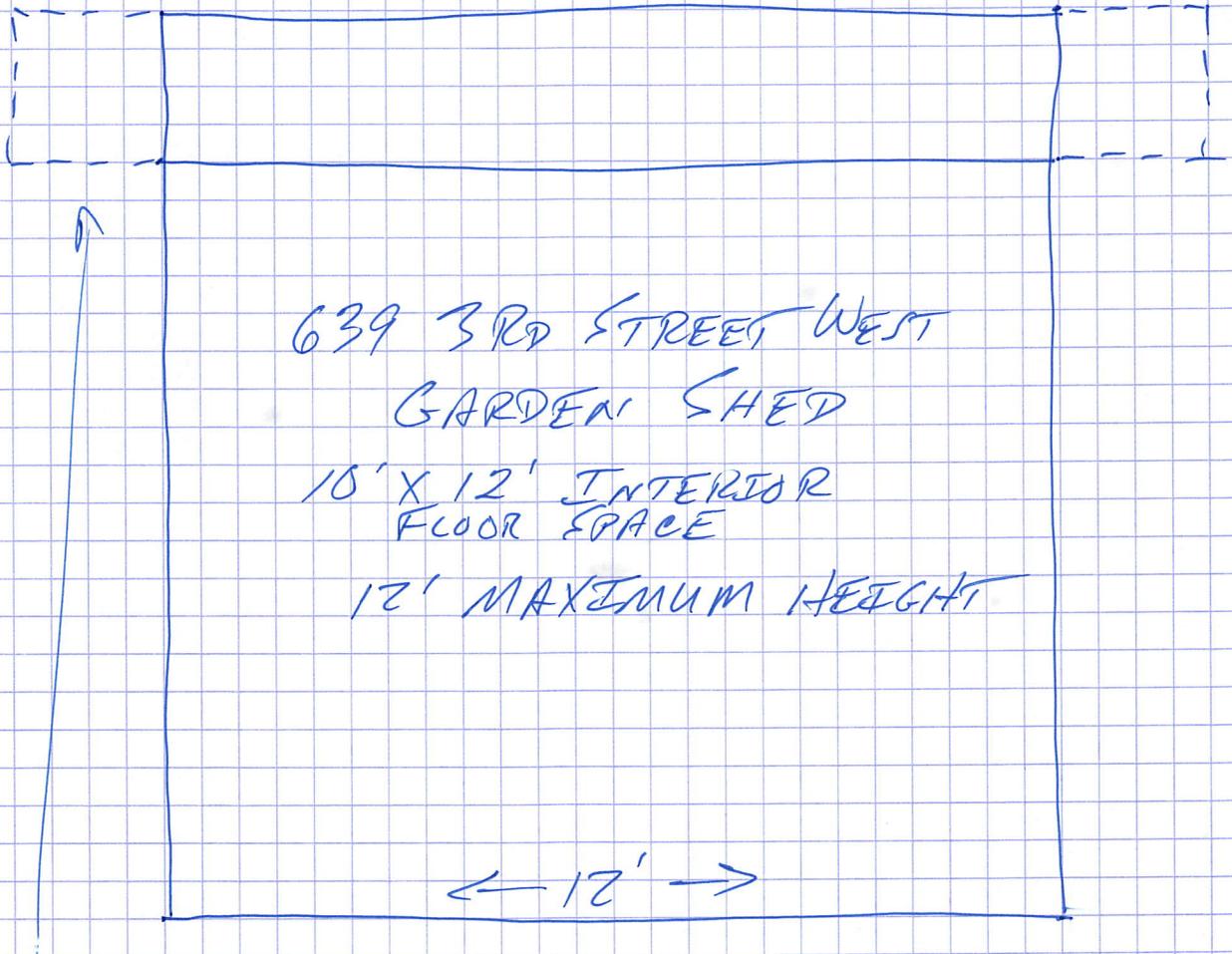


$\frac{3.5 \text{ OPEN SPACE}}{5.0 \text{ PICKET SPACING}}$
= 70% OPEN SPACE
TO MATCH EXISTING
PORCH RAILINGS

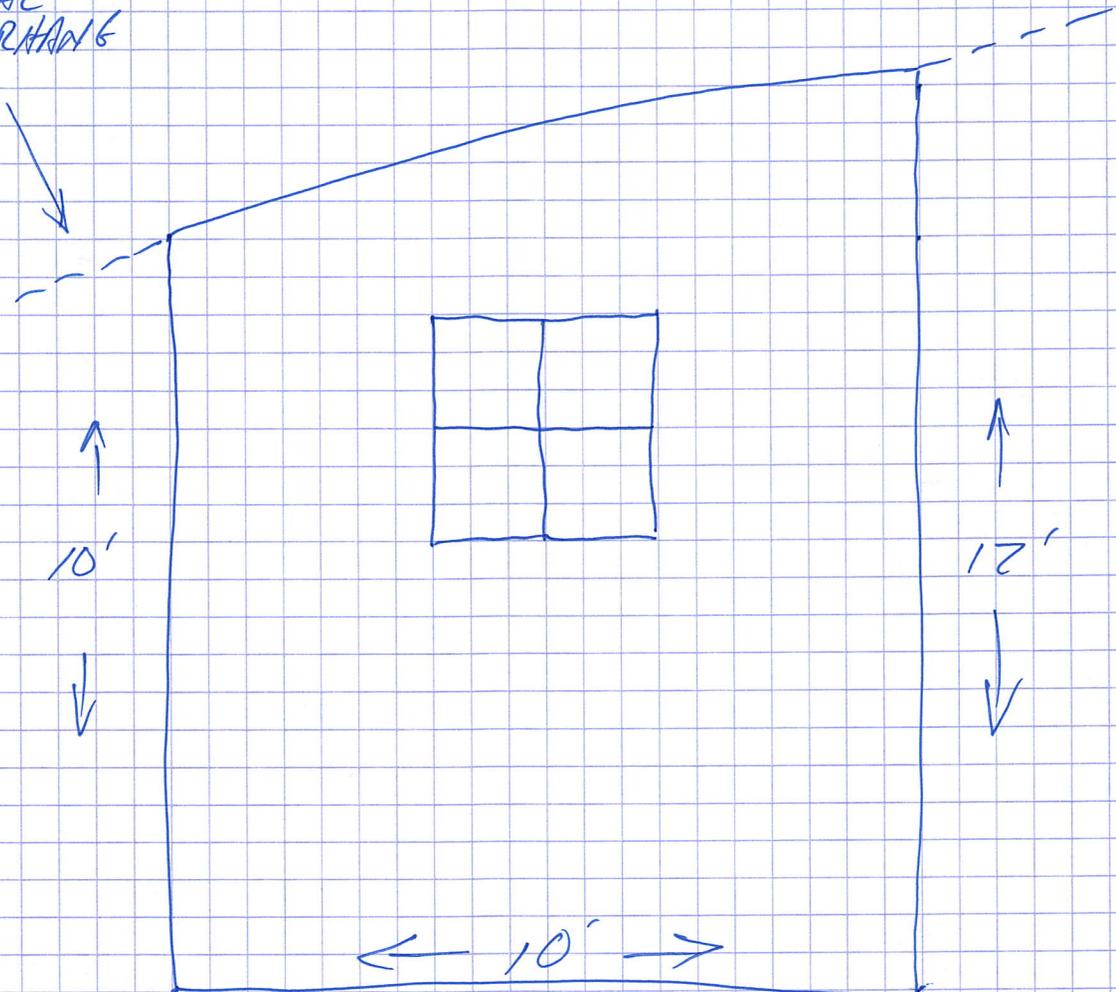
PLANNED

$\frac{4.5 \text{ OPEN SPACE}}{6.0 \text{ PICKET SPACING}}$
= 75% OPEN SPACE,
IF REQUIRED,
16' EACH DIRECTION
AT CORNER

CORNER
OPTION

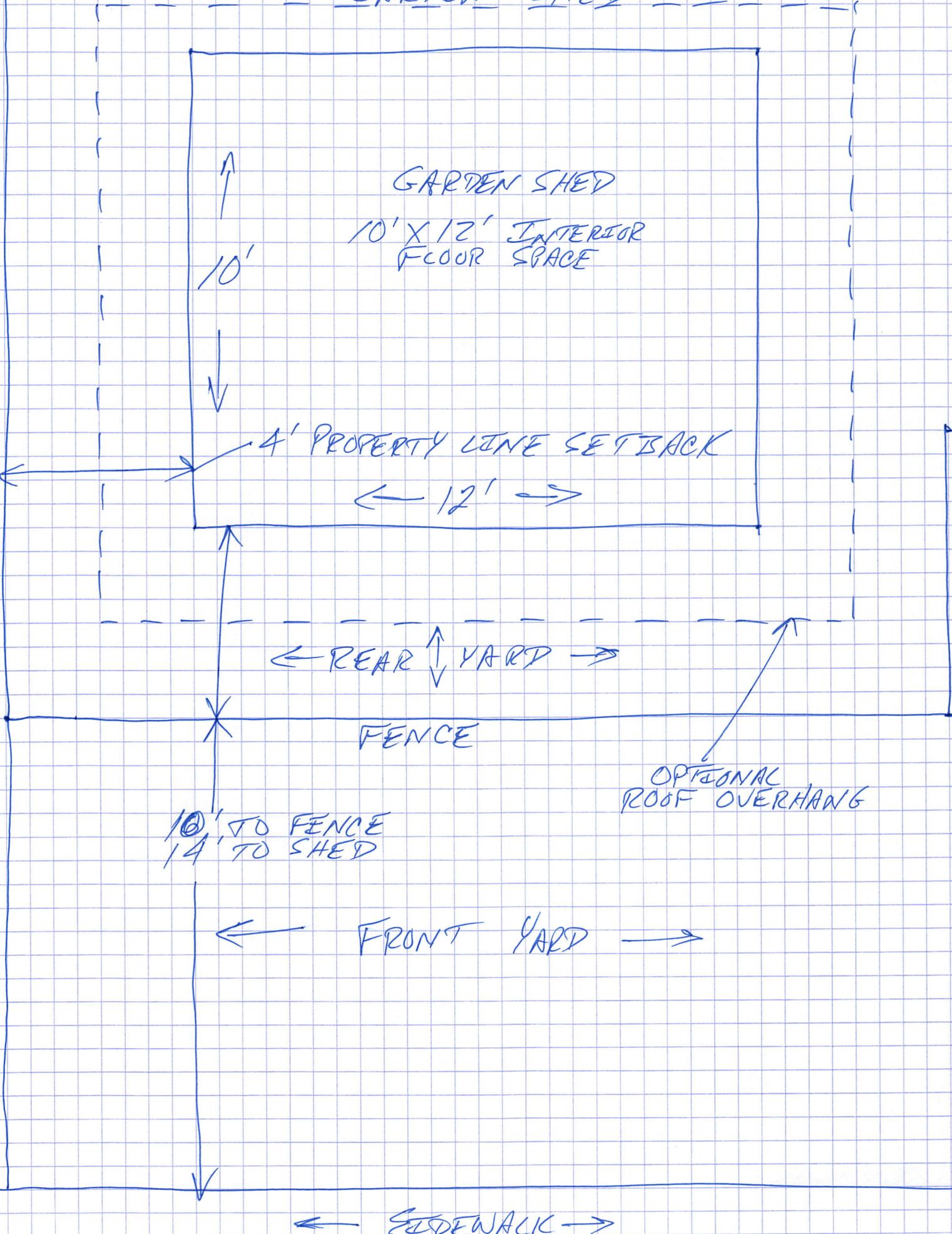


OPTIONAL ROOF OVERHANG



639 3RD STREET WEST

GARDEN SHED



GARDEN SHED

10' X 12' INTERIOR
FLOOR SPACE

↑
10'
↓

← 4' PROPERTY LINE SETBACK

← 12' →

← REAR YARD →

FENCE

OPTIONAL
ROOF OVERHANG

10' TO FENCE
14' TO SHED

← FRONT YARD →

← SIDEWALK →





Agenda Item Title: Application for a Use Permit to convert an office building for use as a vacation rental.

Applicant/Owner: 835 Broadway, LLC

Site Address/Location: 835 Broadway

Staff Contact: David Goodison, Planning Director
Staff Report Prepared: 09/03/15

PROJECT SUMMARY

Description: Application of 835 Broadway, LLC for a Use Permit to convert a one-story office (formerly a residence) into a vacation rental at 835 Broadway.

General Plan Designation: Mixed Use (MU)

Planning Area: Broadway Corridor

Zoning: **Base:** Mixed Use (MX) **Overlay:** Historic (/H)

Site Characteristics: The subject property is a ±6,000-square foot parcel located on the west side of Broadway, mid-block between West MacArthur Street and Chase Street. The property is developed with a 1,340-square foot residence that has been used as an office for many years. A driveway on the south provides access to a small parking lot behind the building.

Surrounding Land Use/Zoning: **North:** Single-family Residence/Mixed Use
South: Office/Mixed Use
East: Multi-family/Office/Vacation Rental (across Broadway)/ Mixed Use
West: Duplex/Mixed Use

Environmental Review:

<input checked="" type="checkbox"/> Categorical Exemption	<input type="checkbox"/> Approved/Certified
<input type="checkbox"/> Negative Declaration	<input checked="" type="checkbox"/> No Action Required
<input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Action Required
<input type="checkbox"/> Not Applicable	

Staff Recommendation: Approve subject to conditions.

PROJECT ANALYSIS

BACKGROUND

The subject property is a 6,000 square-foot lot developed with a one-story single-family residence constructed in 1906. For many years, this structure, which has an area of 1,340 square-feet, has been used as commercial office space. However, it has not been significantly altered to accommodate that use and retains the appearance and interior layout of a residence. Parking for the office use is provided by a small, un-striped parking lot located behind the building. Due to its age and other circumstances, including a relatively high level of architectural integrity, the property is considered to be historically-significant as a contributor to the Broadway Historic District.

DETAILED PROJECT DESCRIPTION

The applicants are requesting approval to change the use of the building to that of a two-bedroom vacation rental. The floor plan would not change significantly, except that the kitchen area would be relocated to accommodate the addition of an ADA-accessible bathroom. Exterior changes would be minimal. At the front of the building, the porch stairs would be rebuilt and the floor of the porch would be raised slightly to match the interior floor level. At the back of the building, an ADA-lift would be installed adjacent to the south side of the back porch. The residence would be managed as a single vacation rental, meaning that the two bedrooms would not be rented separately. According to the project manager, an experienced and local manager would be used.

GENERAL PLAN CONSISTENCY (**Not Applicable to this Project**)

The property is designated Mixed Use by the General Plan. The Mixed Use land use designation is intended to accommodate uses that provide a transition between commercial and residential districts, to promote a pedestrian presence in adjacent commercial areas, and to provide neighborhood commercial services to adjacent residential areas. Vacation rentals are allowed in the corresponding Mixed Use zone with a Use Permit. The following goals and policies of the General Plan are applicable to the project:

Local Economy Element, Policy 1.5: Promote and accommodate year-round tourism that is consistent with the historic, small-town character of Sonoma.

In staff's view, the proposal does not raise any significant issues in terms of compatibility with the goals and policies of the 2020 General Plan. Because the building has been used as office for many years, the proposal would have no impact on the City's housing stock.

DEVELOPMENT CODE CONSISTENCY (**Not Applicable to this Project**)

Use: The property is zoned Mixed Use (MX), which allows for a variety of residential and commercial uses, including vacation rentals, subject to review and approval of a Use Permit by the Planning Commission.

Development Standards: The proposed use would convert an existing building within a mixed-use building, with no expansion of building area. As a result, the project does not raise any issues in terms of compliance with building setback, FAR, lot coverage, open space, and building height standards.

On-Site Parking: One parking space is required for each bedroom within a vacation rental. Accordingly, two on-site parking spaces would be required for the proposed vacation rental. The parking lot behind the building is currently un-striped, but staff has verified that it is large enough to accommodate two parking spaces, including one ADA-accessible space. The proposed conditions of approval would require that the parking lot be striped.

Vacation Rental Standards: The applicable standards set forth under Section 19.50.110 of the Development Code have been included as conditions of approval. These include requirements related to fire and life safety, maintaining a business license, payment of Transient Occupancy (TOT) taxes, and limitations on signs. Note: no more than two vacation rental units are allowed on a parcel. The proposal complies with this limitation.

**CONSISTENCY WITH OTHER
CITY ORDINANCES/POLICIES** (Not Applicable to this Project)

ENVIRONMENTAL REVIEW (Not Applicable to this Project)

Pursuant to Section of 15303 of the State CEQA Guidelines, conversion of an existing small structure from one use to another is considered Categorically Exempt from the provisions of CEQA (Class 3 – Conversion of Small Structures).

DISCUSSION OF PROJECT ISSUES

Historic Preservation. The former residence is historically-significant. Accordingly, an analysis of the proposed exterior changes by a qualified expert in cultural resources was required. This analysis (attached) evaluates the proposed changes to the building exterior and finds that they would not diminish its integrity or significance.

Compatibility. Unless managed properly, vacation rentals can cause compatibility issues with neighboring residential properties due to late-night noise. This is a consideration, as there are adjoining residential uses on the north and west. A mitigating factor in this regard is that there are no outdoor activity areas on the north or the west, with the exception of the rear porch, which is quite small. To further address any issues in this regard, the conditions of approval would require that the manager's contact information be provided to the Planning Department and shared with neighbors upon request.

RECOMMENDATION

Staff recommends approval of the Use Permit subject to the attached conditions.

Attachments

1. *Findings of Project Approval*
2. *Draft Conditions of Approval*
3. *Location map*
4. *Project Narrative*
5. *Evaluation of Exterior Changes with Respect to Historic Significance*
6. *Neighborhood Plan/Site Plan/Floor Plan/Elevations*

cc: 835 Broadway, LLC
Attn. Allan Grosh
463 Second Street East
Sonoma, CA 95476

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Grosh Vacation Rental Use Permit – 835 Broadway
September 10, 2015

Based on substantial evidence in the record, including but not limited to the staff report, and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

Use Permit Approval

1. That the proposed use is consistent with the General Plan and any Specific Plan;
2. That the proposed use is allowed with a conditional Use Permit within the applicable zoning district and complies with all applicable standards and regulations of the Development Code (except for approved Variances and Exceptions).
3. The location, size, design, and operating characteristics of the proposed use are compatible with the existing and future land uses in the vicinity; and
4. The proposed use will not impair the architectural integrity and character of the zoning district in which it is to be located.

City of Sonoma Planning Commission
CONDITIONS OF PROJECT APPROVAL
Grosh Vacation Rental Use Permit – 835 Broadway
September 10, 2015

1. The vacation rental unit shall be operated in conformance with the project narratives except as modified by these conditions and the following:
 - a. The vacation rental shall be managed as a single unit. The separate rental of bedrooms shall be prohibited.
 - b. This permit does not constitute an approval for a Special Event Venue as defined under Section 19.92.020 of the Development Code
 - c. Outside activities/noise shall cease by 10 p.m.
 - d. The manager's contact information, including phone number, shall be maintained with the Planning Department and shared with neighbors upon request.

Enforcement Responsibility: Planning, Building and Public Works
Timing: Ongoing

2. A minimum of two on-site parking spaces shall be striped and maintained, including one ADA-accessible space.

Enforcement Responsibility: Planning, Building, and Public Works
Timing: Ongoing

3. The applicant/property owner shall obtain and maintain a business license from the City for the vacation rental use, and shall register with the City to pay associated Transient Occupancy Taxes (TOT) and Tourism Improvement District (TID) fees for the vacation rental unit.

Enforcement Responsibility: Planning Department; Finance Department
Timing: Prior to operating the vacation rentals and ongoing

4. Fire and life safety requirements administered by the Fire Department and the Building Division shall be implemented. Minimum requirements shall include approved smoke detectors in each lodging room, installation of an approved fire extinguisher in the structure, and the inclusion of an evacuation plan posted in each lodging room.

Enforcement Responsibility: Building Department; Fire Department
Timing: Prior to operating the vacation rentals and ongoing

5. The vacation rental unit shall comply with the annual fire and life safety certification procedures of the Fire Department.

Enforcement Responsibility: Fire Department
Timing: Ongoing

6. Any exterior building modifications that go beyond maintenance and/or in-kind replacement of exterior materials and require a building permit shall be subject to review and approval by the DRHPC. Repainting (new color scheme) and significant landscape alterations shall also be subject to review and approval by the DRHPC. Exterior building modifications subject to DRHPC review shall demonstrate conformance with the Secretary of Interior's Standards for the Treatment of Historic Properties.

Enforcement Responsibility: Planning Department; DRHPC
Timing: Prior to the issuance of a building permit

7. Any signage proposed in association with the vacation rental unit shall be subject to review and approval by Planning Department staff or the Design Review & Historic Preservation Commission as applicable.

Enforcement Responsibility: Planning Department; DRHPC
Timing: Prior to installation of any signage for the vacation rentals

8. All Building Department requirements shall be met, including applicable Building Code requirements related to compliance with CALGreen standards, the change in use/occupancy of the structures, and ADA requirements (i.e. disabled access, disabled parking, accessible path of travel, bathrooms, etc.).

Enforcement Responsibility: *Building Department*
Timing: *Prior to construction; Prior to operating the vacation rentals*

9. The applicant shall pay any required increased water fees applicable to the changes in use in accordance with the latest adopted rate schedule.

Enforcement Responsibility: *Public Works Department; Water Operations Supervisor; City Engineer*
Timing: *Prior to finaling any building permit; Prior to operating the vacation rentals*

10. The applicant shall receive any necessary approvals/clearances from the Sonoma County Environmental Health Division and Sanitation Division of Sonoma County Planning & Management Resource Department before the bed and breakfast inn becomes operational.

Enforcement Responsibility: *Building Department*
Timing: *Prior to Issuance of Occupancy Permit*

Vicinity Map

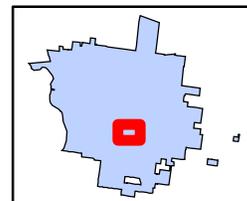


Zoning Designations

- R-HS Hillside Residential (1 D.U./10acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Denisty Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture

Project Summary

<i>Project Name:</i>	835 Broadway LLC Vacation Rental
<i>Property Address:</i>	835 Broadway
<i>Applicant:</i>	835 Broadway LLC
<i>Property Owner:</i>	835 Broadway LLC
<i>General Plan Land Use:</i>	Mixed Use
<i>Zoning - Base:</i>	Mixed Use
<i>Zoning - Overlay:</i>	Historic
<i>Summary:</i>	Consideration of a Use Permit to convert the office building into a 2-bedroom vacation rental.



1 inch = 200 feet

RECEIVED

Project Narrative – Conditional Use Permit Application
835 Broadway

AUG 10 2015

CITY OF SONOMA

The Applicant, 835 Broadway, LLC is applying for a conditional Use permit that will allow it to convert the existing structure into a Vacation Rental in compliance with SMC 19.54.040.

The subject property was built as a 1 story wood frame residential home in 1906 within the historic overlay. It has 60 feet of frontage on the Broadway corridor. The property includes parking for four cars in the rear, serviced by a driveway from street level (Broadway). The building has had a history of use as a commercial office. The property has been fully rented since the current owners bought it in 2006. However, changes in the Sonoma commercial real estate market have restricted the owner's ability to charge appropriate rents. The need for small office buildings has diminished because the trend toward virtual office space has increased dramatically. More and smaller business people are opting to work remotely rather than take on office space

At the same time, the tourist trade has continued to grow in Sonoma fueled by several factors including an improving economy, the lack of adequate hotel space and most importantly the rise of sites such as VRBO and Airbnb that fuel independent vacation rentals. This has resulted in an increase in conversions of former small office buildings into vacation rentals with their much higher rental streams. Current trends indicate that the owners should be able to at least double current revenues by converting the building to a vacation rental.

Our plan is to convert our office building into a vacation rental with two master bedrooms with en suite bathrooms, a full kitchen, lounging areas, parking for 4 cars and full required ADA compliance. Except for a hydraulic lift on the north side of the building for ADA access purposes, hardly within view from the street because of existing landscaping, no changes would be made to the exterior of the building which would still have the appearance of an historic cottage. We propose commencing construction in October with completion anticipated for the beginning of February. This would allow the owners to capture the high season of spring, summer and fall.

We have had several discussions with the Planning and Building departments to assure that we understand the requirements and are in compliance.

We have also employed the services of Tom Origer & Associates, Historical Research associates. They have concluded that what we are proposing will not compromise the historical relevance of the property.

The property would be managed by an experienced property manager residing within 4 blocks of the property.

Conny Furb.

835 BROADWAY LLC

ALAN J. GROSS, MANAGER



Google earth

feet
meters

200

90



Google earth

Tom Origer & Associates

Archaeology / Historical Research

August 13, 2015

Allan J. Grosh
463 Second Street East
Sonoma, California 95476

Dear Mr. Grosh:

At your request, we completed a review of planned changes to the house at 835 Broadway Avenue in Sonoma. The property is a contributor to the Broadway Street Historic District, which is considered eligible for inclusion in the National Register of Historic Places. Proposed alterations to a National Register-eligible property are reviewed to ensure that they do not adversely affect its National Register status.

Our assessment of project plans was informed by *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings* (hereafter, *Standards and Guidelines*). The *Standards and Guidelines* have been adopted by many local agencies for use in determining the proper treatment for buildings considered historically significant. The *Standards* focus on maintaining historical integrity by reusing materials, when possible, or materials in-kind, when reuse is not possible; using existing space rather than build additional space, when feasible; and being mindful of the overall historic character of a structure in terms of material, size, space, and setting. The *Standards* "are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility." Below are the *Standards for Rehabilitating Historic Buildings*, and a discussion of how they apply to the house at 835 Broadway Avenue, Sonoma.

Standards for Rehabilitating Historic Buildings

- A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

- Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Discussion

835 Broadway was the home of Mr. Manuel, a blacksmith, and has a National Register status code of 2D2. This status is given to properties which are both listed in the California Register and considered contributors to a district determined eligible for National Register listing through the Section 106 process. In this case, 835 Broadway is a contributor to the Broadway Street Historic District of Sonoma, California.

The 2002 primary record states:

"The Broadway Street Historic District appears eligible for the National Register of Historic Places at the local level of significance under Criteria A and C, for its association with the development of the town during its tourism and post gold-rush period and for its design and concentration of architectural styles" (Galvin 2002: 1)

Plans and styles of construction of the houses in the district, including 835 Broadway, are noted as reflecting the activity and development of the city between 1880 and 1930. Features of 835 Broadway considered to contribute to the character of the district include the side-driveway, mature landscaping, large set-back, and low fence as well as the overall architectural style of the house (Galvin 2002:1).

The house was constructed in 1906 in the Pyramidal Bungalow style with a moderately pitched, hipped roof, boxed eaves and horizontal wood drop-siding. The front facade is symmetrical with a full hipped porch supported by turned posts. The front door is flanked by a double hung wood sash window on the left, and a larger fixed window on the right. Prior to recording in 1979 the original wood railing and steps of the front porch were replaced with solid walls and brickwork (Galvin & Calpo 2002:1, Patri 1979:1).

Proposed Exterior Changes to the Property Include:

- Construction of an exterior, ADA-compliant platform lift.

With regard to accessibility, the National Park Service *Preservation Brief 32* provides guidance.

"Platform lifts can be used when there is inadequate space for a ramp. However, such lifts should be installed in unobtrusive locations and under cover to minimize maintenance if at all possible" (Jester and Park 1993:4).

The proposed lift will be sited on the northeast corner of the house, and will be accessed from the front of the house via the existing concrete walk, which will be extended by an approximately five-foot-square concrete landing. The lift will require removal of a portion of the railing on the north side of the front porch and removal of hedges along the north side of the house. While the proposed lift is on the side of the house and will be somewhat visible from the front, it will be partially shielded by existing landscaping and will have limited visual affect on the property. This is in keeping with the *Standards*, however we suggest that hedges be maintained so as to minimize the appearance of the lift from the street and sidewalk.

- Addition of a layer of concrete to raise the front porch to the level of the interior floor.

The porch floor itself is likely not original and therefore not highly significant to the character of the house. This change will be unobtrusive and is in keeping with the *Standards*.

- Rebuilding of steps and porch railing to accommodate the new height of the porch.

The 1979 primary record notes that the front steps and porch railing were originally of wood and had been replaced with brick. The proposed changes would replace the existing brick steps and railing with the same material and/or in kind materials to maintain the present look and feel, however, wood railing would be more appropriate to the original style of the house. The proposed changes are in keeping with the *Standards*, but we suggest replacing the present railing with wood in a style conforming to the period of construction.

Summary

Changes have been proposed to the exterior of the house located at 835 Broadway in Sonoma, California. We have reviewed the plans in terms of compliance with *The Secretary of the Interior's Standards for the Treatment of Historic Properties* and found that, overall, they do not detract from the historic character or setting of the property. We suggest that the proposed lift be constructed in such a way as to be reversible in the future. That is, as much as possible, leave original historic fabric in place. Also, landscaping should be maintained so as to minimize visibility of the lift. We suggest that historic photographs or other documentation showing the original porch railing be located and that the present rails be replaced with wood rails conforming to the original style.

Please contact me if you have any questions or need additional information.

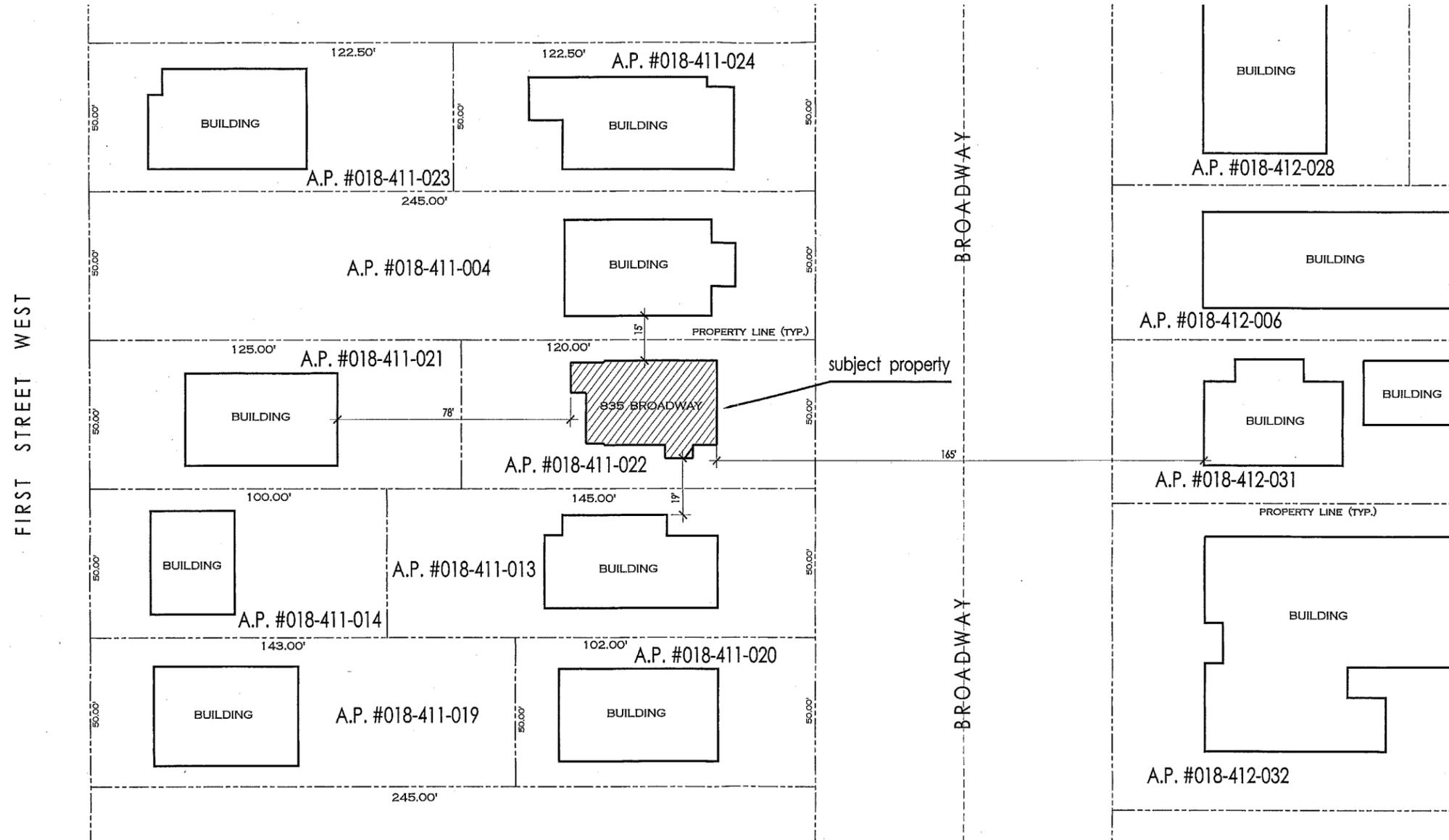
Sincerely,



Vicki Beard
Senior Associate

References

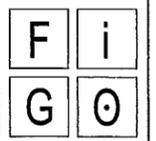
- Galvin, A.
2002 Primary Record P-49-004563 for Broadway Street Historic District, Sonoma, California. Document on file, Northwest Information Center, Rohnert Park, California.
- Galvin, A. and J. Calpo
2002 Primary Record P-49-004609 for Broadway Street Historic District Contributor at 835 Broadway Street, Sonoma, California. Document on file, Northwest Information Center, Rohnert Park, California.
- Jester, T. and S. Park
1993 *Preservation Brief 32: Making Historic Properties Accessible*. Electronic Document, <http://www.nps.gov/tps/how-to-preserve/briefs/32-accessibility.htm>, accessed August 12, 2015.
- Patri, J.
1979 Historic Resources Inventory form completed for 853 Broadway, 843 Broadway and 835 Broadway, Sonoma, California. Document on file, Northwest Information Center, Rohnert Park, California.
- Weeks, K. and A. Grimmer
1995 *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings*. National Park Service, Washington, D.C.



NEIGHBORHOOD PLAN
N.T.S.

dimensions to houses shown are +-

Revisions:



CONSTRUCTION DRAWINGS
 FRED O'DONNELL
 822 BROADWAY
 P.O. BOX 898
 SONOMA, CA 95476
 707.996.0103 WORK
 707.996.0112 FAX
 FIGODRAWINGS@GMAIL.COM
 WWW.FIGODRAWINGS.COM

GROSH BUILDING
 Vacation Rental Conversion / Remodel
 835 Broadway
 Sonoma, California

Date: AUGUST 2015
 Scale: 1" = 20'-0"

Neighborhood Plan

1

CONDITIONAL USE PERMIT DRAWINGS
Vacation Rental Conversion / Remodel

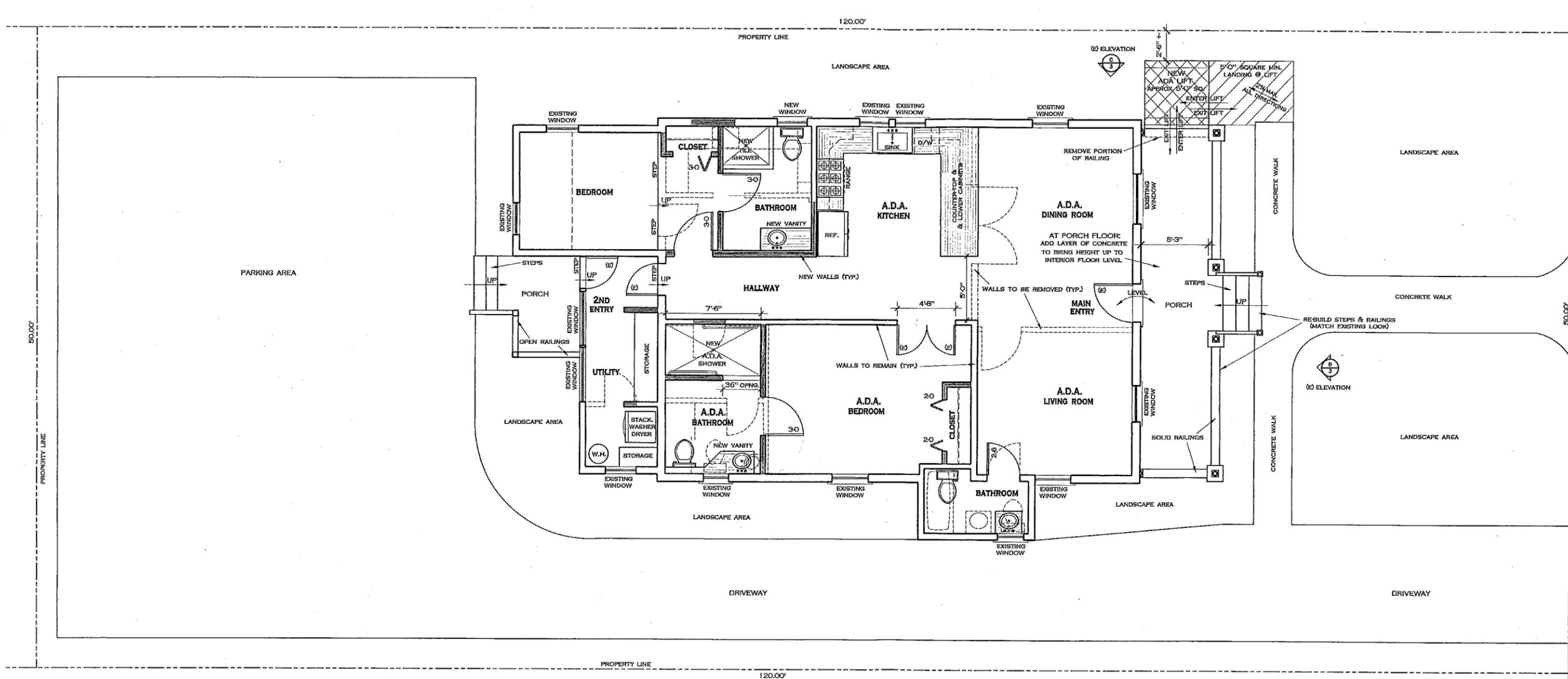
proposed

Revisions:

F i
G O

CONSTRUCTION DRAWINGS

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822 BROADWAY
P.O. BOX 898
SONOMA, CA. 95476
707.996.0103 WORK
707.996.0112 FAX
FIGODRAWINGS@GMAIL.COM
WWW.FIGODRAWINGS.COM



PROPOSED FLOOR PLAN & SITE PLAN

SEE EXISTING FLOOR PLAN FOR EXISTING CONDITIONS

1/4" = 1'-0"

EXISTING SPACE CONDITIONED 1,349 SQ. FT.

NO ADDED SQUARE FOOTAGE ON THIS PERMIT

Zoning:
'MX' MIXED USE
BROADWAY PLANNING AREA
SET-BACKS: FRONT 20'; REAR 15'; SIDES 5' MIN., 15' COMBINED
HEIGHT LIMIT: 30'-0" MAXIMUM
FLOOR AREA RATIO = 1.00 MAX. (6,000 SQ. FT. ALLOWED)
COVERAGE = 60% MAX. (3,600 SQ. FT. ALLOWED)

PLAN LEGEND

- EXISTING WALL TO REMAIN
- - - EXISTING WALL TO BE REMOVED
- ▬ NEW WALL
- (E) OR (N) EXISTING OR NEW CONSTRUCTION

A.P. #018-411-022 6,000 SQ. FT. (.13 ACRES) BUILT IN 1906

GROSH BUILDING
Vacation Rental Conversion / Remodel
835 Broadway
Sonoma, California

Date: AUGUST 2015

Scale: AS NOTED

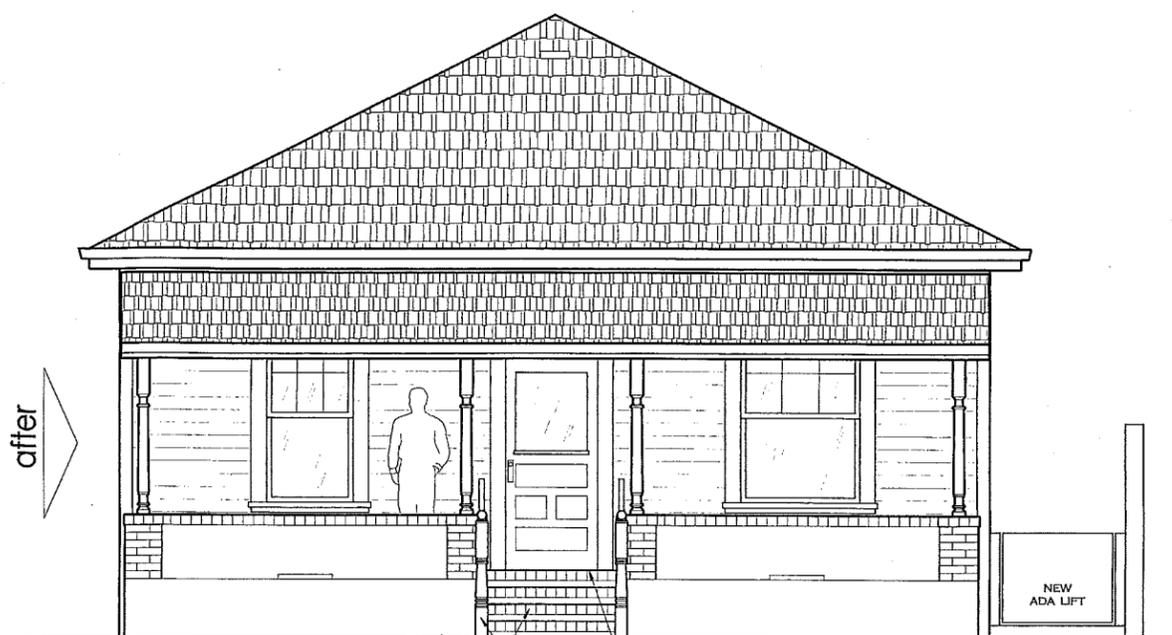
Proposed
Floor & Site
Plan

2

AUG 10 2015

existing conditions

proposed



before

after

A EXISTING FRONT ELEVATION
VIEW FACING BROADWAY 3/8" = 1'-0"

B PROPOSED FRONT ELEVATION
VIEW FACING BROADWAY 3/8" = 1'-0"

REBUILD STEPS & RAILINGS (MATCH EXISTING LOOK)
AT PORCH FLOOR: ADD LAYER OF CONCRETE TO BRING HEIGHT UP TO INTERIOR FLOOR LEVEL

NO CHANGES TO THIS ELEVATION (UNLESS NOTED ABOVE)

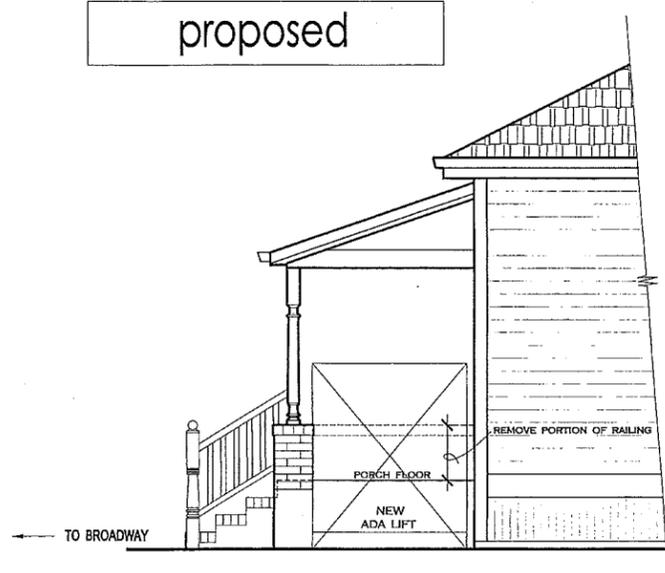
ENTER LIFT THIS SIDE

CONDITIONAL USE PERMIT DRAWINGS
Vacation Rental Conversion / Remodel

proposed

existing conditions

existing conditions



after

before

before

after

NO CHANGES TO THIS ELEVATION

C PROPOSED NORTH ELEVATION
PARTIAL ELEVATION / FRONT PORTION OF BUILDING 3/8" = 1'-0"

D EXISTING NORTH ELEVATION
PARTIAL ELEVATION / FRONT PORTION OF BUILDING 3/8" = 1'-0"

E EXISTING SOUTH ELEVATION
PARTIAL ELEVATION / FRONT PORTION OF BUILDING 3/8" = 1'-0"

Revisions:

F i
G O
CONSTRUCTION DRAWINGS
FRED O'DONNELL
822 BROADWAY
P.O. BOX 898
SONOMA, CA. 95476
707.996.0103 WORK
707.996.0112 FAX
FIGODRAWINGS@GMAIL.COM
WWW.FIGODRAWINGS.COM

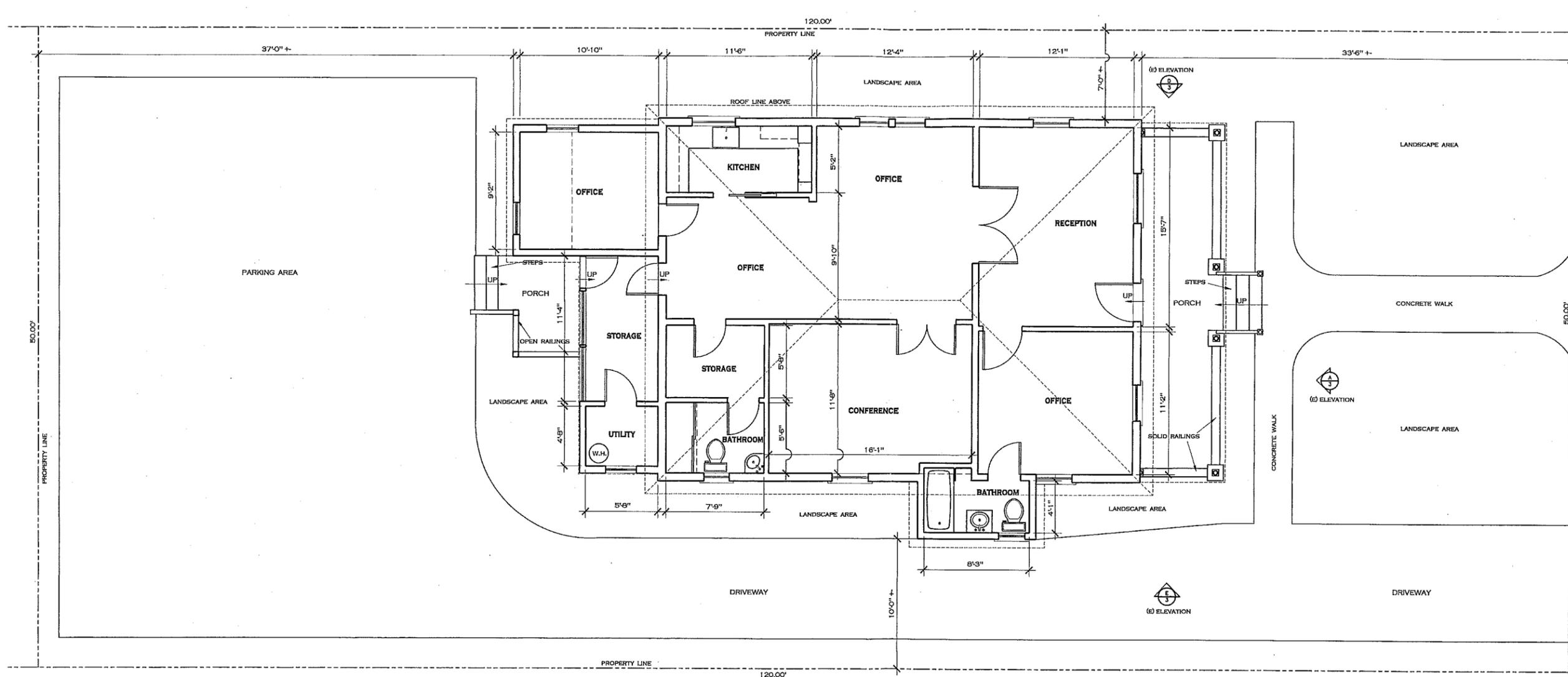
GROSH BUILDING
Vacation Rental Conversion / Remodel
835 Broadway
Sonoma, California

Date: AUGUST 2015
Scale: AS NOTED

Proposed & Existing Elevations

existing conditions

CONDITIONAL USE PERMIT DRAWINGS
Vacation Rental Conversion / Remodel



EXISTING BUILDING FLOOR PLAN & SITE PLAN

DIMENSIONS SHOWN ARE +/-

1/4" = 1'-0"

EXISTING SPACE	CONDITIONED	1,340 SQ. FT.
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Zoning:
 'MX' MIXED USE
 BROADWAY PLANNING AREA
 SET-BACKS: FRONT 20'; REAR 15'; SIDES 5' MIN., 15' COMBINED
 HEIGHT LIMIT: 30'-0" MAXIMUM
 FLOOR AREA RATIO = 1.00 MAX. (6,000 SQ. FT. ALLOWED)
 COVERAGE = 60% MAX. (3,600 SQ. FT. ALLOWED)

ACTUAL F.A.R. = 22%
 ACTUAL COVERAGE = 22%

A.P. #018-411-022 6,000 SQ. FT. (.13 ACRES) BUILT IN 1906

Revisions:

F	i
G	O

CONSTRUCTION DRAWINGS
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GROSH BUILDING
 Vacation Rental Conversion / Remodel
 835 Broadway
 Sonoma, California

Date: AUGUST 2016
 Scale: AS NOTED

Existing Floor
& Site Plan

4

AUG 10 2015

Agenda Item Title: Application for a Tentative Map to subdivide two parcels into three lots.
Applicant/Owner: Newcomb Holdings, LLC
Site Address/Location: 226 and 230 Newcomb Street (APN 128-131-047 and -049)
Staff Contact: Rob Gjestland, Senior Planner
Staff Report Prepared: 9/4/15

PROJECT SUMMARY

Description: Application of Newcomb Holdings LLC for a Tentative Map to subdivide the two parcels at 226 and 230 Newcomb Street into three lots.

General Plan Designation: Rural Residential (RR)

Planning Area: Southwest Area

Zoning: **Base:** Rural Residential (R-R) **Overlay:** None

Site Characteristics: The project site is comprised of two parcels on the north side of Newcomb Street with a combined area of 60,795 square feet (1.4 acres). Both properties are vacant and lack curb, gutter and sidewalk at the frontage. The site is dominated by non-native grasses and supports numerous trees, many along the west boundary.

Surrounding Land Use/Zoning:
North: Single-family homes (one with a second unit)/Rural Residential
South: Single-family home and Park (across Newcomb Street)/Medium Density Residential & Park
East: Single-family homes/Rural Residential
West: Single-family homes (one with a second unit)/Sonoma Residential

Environmental Review:

<input checked="" type="checkbox"/> Categorical Exemption	<input type="checkbox"/> Approved/Certified
<input type="checkbox"/> Negative Declaration	<input checked="" type="checkbox"/> No Action Required
<input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Action Required
<input type="checkbox"/> Not Applicable	

Staff Recommendation: Approve, subject to conditions.

PROJECT ANALYSIS

BACKGROUND

Through the course of 2014 and 2015 the City reviewed and approved building permit applications for the construction of single-family homes on the three existing properties at 220, 226, and 230 Newcomb Street, in conjunction with associated grading, drainage, and site improvements. The site/project was recently purchased by a new development group who are now proposing a subdivision of the two parcels at 226 and 230 Newcomb Street in order to create an additional internal lot.

DETAILED PROJECT DESCRIPTION

The project involves subdividing the two parcels at 226 and 230 Newcomb Street into three lots, as follows:

Lot No.	Area (Square Feet)	Dimensions
1	20,044	111' x 180'
2	20,610	93' x 223'
3	20,143	131' x 142'

Each of the three lots would have the potential to be developed with a single-family home and residential accessory structures subject to the Rural Residential (R-R) zoning regulations. While there are currently approved plans for residences that could be applied to Lots 1 and 3, staff would emphasize that the building footprint shown for Lot 2 is purely representational at this point (refer to Site Plan, Sheet C1.0). The properties would be served by a single, private driveway designed with an emergency vehicle turn around. Appropriate access, drainage, and utility easements would be provided. Ultimately, the subdivision would allow for the development of three single-family homes on individual lots of approximately 20,000 square feet each (the project narrative indicates that pools and pool houses are also planned). Further details can be found in the attached application submittal.

GENERAL PLAN CONSISTENCY (**Not Applicable to this Project**)

The project site is designated Rural Residential by the General Plan. The Rural Residential land use designation is intended to preserve areas of lower density, large lot development within city limits, especially adjacent to hillsides and in established low density neighborhoods. The Rural Residential allows a density of up to 2 residential units per acre (excluding second units) and a minimum lot size of 20,000 square feet is required. The following General Plan goals and policies apply to the project:

- *Housing Element, Policy 3.1:* Maintain sustainable neighborhoods with quality housing, infrastructure, and open space that fosters neighborhood character and the health of residents.
- *Environmental Resources Element, Policy 2.6:* Preserve existing trees and plant new trees.
- *Circulation Element, Policy 1.2:* Eliminate gaps and obstructions in the sidewalk system.

In general, the proposed subdivision is consistent with the intent of the Rural Residential land use designation, the applicable density and lot size requirements, and the goals and policies of the *City of Sonoma 2020 General Plan*. As normally required, the project would involve construction of frontage improvements (i.e., curb, gutter, and sidewalk) along the Newcomb Street frontage of the property. However, because the additional lot would be an internal parcel (Lot 2), its relationship to adjoining development must be evaluated, and tree preservation also warrants consideration (refer to “Discussion of Project Issues” below).

DEVELOPMENT CODE CONSISTENCY (**Not Applicable to this Project**)

Use: The property is zoned Rural Residential (R-R). Single-family homes and related accessory structures are permitted uses in the R-R zoning district. Ultimately, the subdivision would allow for the development of three single-family homes on individual lots (pools and pool houses are also planned). The proposed subdivision is consistent with the property's zoning in terms of use.

Density: The maximum density allowed within the R-R zone is two dwelling units per acre. Based on the size of the resultant lots (all roughly 20,000 square feet in area), each lot could be developed with one primary residence.

Lot Size: The minimum lot size in the R-R zone is 20,000 square feet. The three resultant parcels would meet this requirement. As proposed, Lot 1 would have an area of 20,044 square feet, Lot 2 would have an area of 20,610 square feet, and Lot 3 would have an area of 20,143 square feet.

Lot Width & Depth: The minimum lot width in the R-R zone is 75 feet and the minimum lot depth is 100 feet. All three parcels exceed these dimensional standards as noted in the table above.

Site Design & Architectural Review: The current application is specific to subdividing the two subject parcels into three lots. Single-family development outside the Historic Overlay Zone involving less than five units is normally exempt from site design and architectural review per SMC 19.54.080B.1. However, if deemed necessary, the Planning Commission may apply a design review requirement for development of the additional lot given its interior position (refer to "Discussion of Project Issues").

CONSISTENCY WITH OTHER CITY ORDINANCES/POLICIES (**Not Applicable to this Project**)

Tree Ordinance: Tree protection and tree replacement are addressed in the draft conditions of approval, consistent with the provisions of the Tree Ordinance (see also "Discussion of Project Issues" below).

ENVIRONMENTAL REVIEW (**Not Applicable to this Project**)

Pursuant to Section of 15332 of the State CEQA Guidelines, infill development projects on sites less than five acres within city limits are Categorically Exempt from the provisions of CEQA, provided they would not have any significant environmental effects and are consistent with planning policies (Class 32 – In-Fill Development Projects).

DISCUSSION OF PROJECT ISSUES

Compatibility: Beyond what is already approved and can be built at 220, 226 and 230 Newcomb Street, the proposed subdivision would create one additional residential lot. Because this new internal lot would adjoin the rear of four properties within the Holden Subdivision (on the west) and two properties to the north, its development would change the setting behind these properties. That said, the new lot conforms to applicable lot size, lot dimension and density standards. In addition, the zoning regulations for the Rural Residential zone require substantial setbacks (15-foot side yard and 30-foot rear yard setbacks) and a relatively low FAR and coverage (0.20 and 25% respectively). The row of trees along the west boundary would also continue to provide significant natural screening. In consideration of these factors, staff feels that development of the additional lot would be generally compatible with its surroundings. However, if the Planning Commission has concerns about compatibility, a requirement for site design and architectural review by the Design Review & Historic Preservation Commission can be applied.

Tree Preservation: While the parcels at 226 and 230 Newcomb are currently permitted for development, the proposal to subdivide these properties allows the Planning Commission to consider tree preservation matters that would otherwise not be applicable. A substantial 20"-DBH oak is located on Lot 3, which warrants preservation in staff's view. In addition, trees along the west project boundary should also be preserved, as they provide natural screening for properties within the adjoining Holden Subdivision to the west. The applicant indicates they intend to preserve most trees on the site and have engaged an arborist (Horticultural Associates) to guide tree preservation efforts. That said, staff has included a draft condition of approval that would require preparation of an Arborist Report and Tree Preservation Plan by the project arborist to ensure the preservation of large stature trees and screening trees.

Access: The additional lot created by the subdivision would be accessed by a 20-foot wide private driveway culminating in a turnaround. In essence, this access configuration represents what has already been approved for development of 220, 226 and 230 Newcomb Street but with an additional driveway stub into the new parcel (Lot 2) and appropriate easements. The Fire Marshall has reviewed the proposed plan and has no additional comments or requirements.

Drainage and Stormwater Requirements: Stormwater runoff from the new parcel (Lot 2) would be conveyed to the south via existing and proposed swales and a new storm drain that would ultimately connect to existing underground storm drainage infrastructure in Newcomb Street. In general, this approach is consistent with the site improvement and drainage plans already approved for development of 220, 226, and 230 Newcomb Street. However, an updated drainage plan for the subdivision will be required as well as a Stormwater Pollution Prevention Plan (SWPPP). Complying with this State-issued permit will require that the developer install, maintain and inspect sediment and erosion controls on the site for the duration of the project to prevent erosion on the site and sedimentation of the creeks, storm drains, and streets that convey stormwater away from the site. These requirements are incorporated in the draft conditions of approval.

RECOMMENDATION

Staff recommends approval of the Tentative Map, subject to the attached conditions of approval.

Attachments

1. Findings
2. Draft Conditions of Approval
3. Location map
4. Project Narrative
5. Architectural Concepts
6. Existing Site Plan for Approved Development
7. Proposed Site Plan & Tentative Map

cc: William Utnehmer (via email)
Newcomb Holdings LLC
P.O. Box 2101
Sonoma, CA 95476

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Coralie Grace Minor Subdivision
226 and 230 Newcomb Street (APN 128-131-047 and 128-131-049)

September 10, 2015

Based on substantial evidence in the record, including but not limited to the staff report, and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

1. That the proposed subdivision, together with the provisions for its design and improvement, is consistent with the 2020 General Plan land use designation requirements and the applicable provisions of the Development Code.
2. That the tentative map complies with the requirements of the Article VI (Subdivisions) of the Development Code.
3. That the site is physically suited to the type and density of the proposed development, regulated by the conditions of project approval.

City of Sonoma Planning Commission
CONDITIONS OF PROJECT APPROVAL

Coralie Grace Minor Subdivision
226 and 230 Newcomb Street (APN 128-131-047 and 128-131-049)

September 10, 2015

1. The following are required by the City of Sonoma and other affected agencies prior to the approval of the Parcel Map.
 - a. A Parcel Map shall be prepared and submitted to the City Engineer and Planning Director for review and approval along with the following supporting data: a current (within the most recent three months) Preliminary Title Report, any necessary easements or agreements, closure calculations and copies of records used to prepare survey (such as deeds and easements, filed maps, etc.). Upon approval and acceptance by the City, the map will be released to the Applicant's title company for filing at the office of the Sonoma County Recorder. The Applicant shall provide the number and types of copies to the City as directed by the City Engineer.
 - b. All required public sidewalk, street, storm drainage, water, sewer, access and public utility easements shall be dedicated to the City of Sonoma or to other affected agencies of jurisdiction, as required and shown on the Parcel Map.
 - c. Three-quarter inch iron pipe monuments shall be set at all tract corners and at all lot corners, unless otherwise approved by the City Engineer. Street centerline monuments shall be set as directed by the City Engineer. Prior to recordation of the map, applicant's Surveyor shall certify that all monuments have been set to the satisfaction of the City Engineer.
 - d. The applicant shall show proof of payment of all outstanding engineering plan check fees within thirty (30) days of notice for payment and prior to Parcel Map recordation, whichever occurs first.

Enforcement Responsibility: *Planning Director; City Engineer*
Timing: *Prior to acceptance of the Parcel Map*

2. A grading and drainage plan and an erosion and sediment control plan shall be prepared by a registered civil engineer and submitted to the City Engineer for review and approval. The required plan shall be approved prior to the issuance of a grading permit and commencement of grading/construction activities. The erosion control measures specified in the approved plan shall be implemented during construction prior to the first rains or October 1st. Grade differences between lots will not be permitted unless separated by properly designed concrete or masonry retaining walls. This requirement may be modified or waived at the discretion of the City Engineer. An NPDES permit shall be required and the plans shall conform to the City of Sonoma Grading Ordinance (Chapter 14.20 of the Municipal Code). Applicable erosion control measures shall be identified on the erosion control plan and shall be implemented throughout the construction phase of the project: soil stabilization techniques such as hydroseeding and short-term biodegradable erosion control blankets or wattles, silt fences and/or some kind of inlet protection at downstream storm drain inlets, post-construction inspection of all facilities for accumulated sediment, and post-construction clearing of all drainage structures of debris and sediment.

Enforcement Responsibility: *City Engineer; Public Works Department*
Timing: *Prior to acceptance of the Parcel Map and issuance of a grading permit*

3. The following improvements shall be required and shown on the improvement plans and are subject to the review of the City Engineer, Planning Director and Fire Marshall. Public improvements shall meet City standards. The improvement plans shall be prepared by a registered civil engineer and approved by the City Engineer prior to recording of the Parcel Map. All drainage improvements shall be designed in accordance with the Sonoma County Water Agency "Flood Control Design Criteria." Plans for sanitary sewer facilities shall be submitted to the Sonoma County Water Agency (and a copy of submittal packet to the City Engineer) for review and approval.
 - a. The project site frontage on Newcomb Street shall be improved with curb, gutter, sidewalk, and planter strip as required by the City Engineer. In addition, paving upgrades to centerline of Newcomb Street in front of the project

site may be required. The new driveway serving the development shall be constructed in conformance with the City's standard specifications and meet ADA requirements.

- b. Construction of a private road/driveway with emergency vehicle turnaround within a private access easement.. The private road/driveway shall have a minimum surfaced width of 20 feet.
- c. Storm drains and related facilities as required by the City Engineer, including off-site storm drain improvements as necessary to connect on-site drainage systems to existing storm drain infrastructure in Newcomb Street.
- d. Grading plans shall be included in the improvement plans and are subject to the review and approval of the City Engineer, Planning Director and the Building Official.
- e. Sewer mains, laterals and appurtenances, including off-site sewer mains and facilities as required by the Sonoma County Water Agency; water conservation measures installed and/or applicable mitigation fees paid as determined by the Sonoma County Water Agency. The sanitation design for the project shall be in compliance with the Sonoma County Water Agency's "Design and Construction Standards for Sanitation Facilities" and "Sanitation Code."
- f. Water service to each lot or unit. Water meters for all lots shall be located on the Newcomb Street frontage and water laterals shall be appropriately sized for domestic and fire sprinkler service. Verification of adequate water pressure shall be provided to the City Engineer and the Fire Marshall.
- g. Fire hydrants in the number and at the locations specified by the Fire Marshall. Fire hydrants shall be operational prior to beginning combustible construction.
- h. The private road/driveway structural section shall be designed to City standards and in accordance with the recommendations in the Soils Report. In addition, the private road/driveway shall be designed to support a 40,000 lb. load for emergency vehicle access. Documentation demonstrating compliance with this requirement shall be required
- i. Private underground utility services, including gas, electricity, cable TV and telephone, to all residential lots/units in the subdivision. Any overhead utilities along the property frontage shall be undergrounded in accordance with Section 19.62.100 of the Municipal Code.
- j. Street trees as required by the Planning Director and the Public Works Director. All street trees shall be planted concurrently with completion of site improvements and shall be consistent with the City's Tree Planting Program, including the District Tree List. The developer shall provide for irrigation of the trees.
- k. Parking and drives shall be surfaced with an all-weather surface material as approved by the City Engineer and the Building Official. In all cases, driveways shall be paved a minimum of 20 feet from the edge of the sidewalk
- l. The address numbers/range shall be posted at the public street and on the individual structures in a manner visible from the public street and/or private road/driveway. Type and location of posting are subject to the review and approval of the Fire Marshall.
- m. All public sidewalk, street, storm drainage, water, sewer, access and public utility easements shall be dedicated to the City of Sonoma or to other affected agencies of jurisdiction, as required
- n. The applicant shall show proof of payment of all outstanding engineering plan check fees within thirty (30) days of notice for payment and prior to the approval of the improvement plans, whichever occurs first.
- o. All grading, including all swales, etc., shall be performed between April 1st and October 15th of any year, unless otherwise approved by the City Engineer.

Enforcement Responsibility: City Engineer; Public Works Department; Building Department; Planning Department; Fire Department; SCWA

Timing: Prior to the approval of the Parcel Map and issuance of the grading and encroachment permits

4. Prior to approval of the Parcel Map, the Applicant shall install improvements in accordance with the City-approved Improvement Plans.

Enforcement Responsibility: City Engineer; Public Works Department; Building Department

Timing: Prior to approval of the Parcel Map

5. The applicant shall obtain an encroachment permit from the City of Sonoma for all work within the Newcomb Street right-of-way.

Enforcement Responsibility: City Engineer; Public Works Department; Building Department

Timing: Prior to any work within the Newcomb Street right-of-way

6. The applicant shall be required to pay for all inspections prior to the acceptance of public improvements, or within 30 days of receipt of invoice; all plan checking fees at the time of the plan checks; and any other fees charged by the City of Sonoma, the Sonoma County Water Agency or other affected agencies with reviewing authority over this project, except those fees from which any designated affordable units are specifically exempted.

Enforcement Responsibility: Public Works Department; Building Department; City Engineer; Affected agency

Timing: Prior to the acceptance of public improvements, or plan check, or within 30 days of receipt of invoice, as specified above

7. No structures of any kind shall be constructed within the public easements dedicated for public use, except for structures for which the easements are intended.

Enforcement Responsibility: City Engineer; Public Works Department; Planning Department

Timing: Prior to the issuance of any grading/building permit; Ongoing

8. The project applicant/developer shall comply with all Phase II NPDES requirements. A Notice of Intent (NOI) and Storm Water Pollution Prevention Plan (SWPPP) shall be prepared and submitted to the State Water Resource Control Board (SWRCB) Division of Water Quality.

Enforcement Responsibility: SWRCB; City Engineer; Public Works Department; Stormwater Coordinator

Timing: Prior to the issuance of any grading/building permit; Ongoing through construction

9. A soils and geotechnical investigation and report, prepared by a licensed civil engineer, shall be required prior to the issuance of a grading permit and/or approval of the improvement plans, as determined by the City Engineer. Recommendations identified in the geotechnical investigation and report shall be incorporated into the construction plans for the project and into the building permits.

Enforcement Responsibility: City Engineer; Building Department

Timing: Prior to issuance of a grading/building permit or recording of the Parcel Map

10. Provisions shall be made to provide for temporary parking of construction related vehicles and equipment on or adjacent to the project site, and not in the adjacent neighborhoods, to be approved by the City of Sonoma Building, Planning, and Public Works Department. The contractors shall be required to maintain traffic flow on all affected roadways adjacent to the project site during non-working hours, and to minimize traffic restrictions during construction. The contractors shall notify all appropriate City of Sonoma and Sonoma County emergency service providers of planned construction schedules and roadways affected by construction in writing at least 48 hours in advance of any construction activity that could involve road closure or any significant constraint to emergency vehicle movement through the project area or the adjacent neighborhoods.

Enforcement Responsibility: Building, Planning & Public Works Departments; Police & Fire Departments

Timing: Ongoing during construction

11. Any septic systems on the site shall be removed or closed in place, consistent with the permit requirements of the Sonoma County Department of Environmental Health. Said septic system(s) shall be shown on the grading plans with details for removal.

Enforcement Responsibility: Sonoma County Department of Environmental Health; City Engineer
Timing: Prior to issuance of the Grading and Improvement Plans

12. Any wells on the site shall be abandoned in accordance with permit requirements of the Sonoma County Department of Environmental Health; or equipped with a back-flow prevention device as approved by the City Engineer. Wells that will remain shall be plumbed to irrigation system only and not for domestic use.

Enforcement Responsibility: City Engineer; Public Works Department
Timing: Prior to approval of the Grading Plans and Improvement Plans

13. The following agencies must be contacted by the applicant to determine permit or other regulatory requirements of the agency prior to issuance of a building permit, including the payment of applicable fees:

- a. Sonoma County Water Agency. [For sewer connections and modifications and interceptor requirements]
- b. Sonoma County Department of Public Health [For closure and removal of septic tanks]
- c. Sonoma County Department of Environmental Health [For abandonment of wells]
- d. Sonoma Valley Unified School District [For school impact fees]

Enforcement Responsibility: Building Department; Public Works Department
Timing: Prior to the issuance of any grading/building permit

14. A sewer clearance shall be provided to the City of Sonoma Building Division verifying that all applicable sewer fees have been paid prior to the issuance of any building permit. **Note: Substantial fees may apply for new sewer connections and/or the use of additional ESDs from an existing sewer connection. The applicant is encouraged to check with the Sonoma County Water Agency immediately to determine whether such fees apply.**

Enforcement Responsibility: Building Department
Timing: Prior to the issuance of any building permit

15. All Building Department requirements shall be met in future development of the parcels, including Building Code requirements related to compliance with CALGreen standards. Building permits shall be required.

Enforcement Responsibility: Building Department
Timing: Prior to residential construction

16. All Fire Department requirements shall be met, including turn radius requirements for emergency vehicle access and any code modifications effective prior to the date of issuance of any building permit. Automatic fire sprinkler systems shall be provided in all residential buildings. To ensure adequate emergency vehicle access, parking shall be prohibited on both sides of the private drive and within the EVA turnaround through installation of “No Parking Fire Lane” signs, red-curbings, or other markings/measures as prescribed by the SVFRA. An approved all-weather emergency vehicle access road to within 150 feet of all portions of all structures shall be provided prior to beginning combustible construction.

Enforcement Responsibility: Fire Department/SVFRA; Public Works Department; Planning Department
Timing: Prior to approval of improvements plans and issuance of any building permits

17. The following dust control measures shall be implemented as necessary during the construction phase of the project: 1) all exposed soil areas (i.e. building sites, unpaved access roads, parking or staging areas) shall be watered at least twice daily or as required by the City’s construction inspector; 2) exposed soil stockpiles shall be enclosed, covered, or watered twice daily; and 3) the portion of Newcomb Street providing construction vehicle access to the project site shall be swept daily, if visible soil material is deposited onto the road.

Enforcement Responsibility: Building Inspector; Public Works Inspector
Timing: Ongoing during construction

18. A use and maintenance agreement shall be required and recorded with the County of Sonoma on all properties that will use of the shared private driveway. The agreement shall specify standards to be used to maintain the private driveway, EVA turnaround, and any associated signs, red-curbings or other pavement markings.

Enforcement Responsibility: Planning Department; City Engineer
Timing: Prior to the recordation of the Parcel map

19. The project shall be constructed in accordance with the following requirements related to tree preservation, mitigation and replacement:

a. Prior to any tree removal or grading/earth-moving activities, the project arborist shall prepare an Arborist Report and Tree Preservation Plan (TPP) for the subdivision site in consultation with the project engineer. The TPP shall emphasize the preservation of large trees, native trees, and screening trees on the site and shall be subject to review and approval by City. The TPP shall be used as a guiding document for proposed improvements and future development on the lots. Any development that conflicts with the recommendations of the TPP, shall be subject to review by the Tree Committee. All costs associated with preparation of the TPP shall be borne by the applicant.

a. Trees removed from the project site shall be replaced on-site at a ratio of 2:1 with a minimum size of 15 gallons.

b. Any street trees along the Newcomb Street frontage shall be consistent with the City's Tree Planting Program, including the District Tree List

Enforcement Responsibility: Planning Department; Public Works; City Engineer
Timing: Prior to any tree removal or approval of improvements plans

20. If historic or prehistoric artifacts or sites are observed during future grading or underground excavation, all work in the vicinity of the find shall stop until the discovery area can be evaluated by an archaeologist. Depending on the extent and cultural composition of the discovered materials, data recovery may be necessary and it may be advisable to have subsequent excavation monitored by an archaeologist who should be ready to record, recover, and/or protect significant cultural materials from further damage. Artifacts that are typically found associated with prehistoric sites include humanly modified stone, shell, bone or other cultural materials such as charcoal, ash and burned rock indicative of food procurement or processing activities. Prehistoric domestic features include hearths, firepits, or house floor depressions whereas typical mortuary features are represented by human skeletal remains. Historic resources potentially include all by-products of human land use greater than 50 years of age, including alignments of stone, foundation elements from previous structures, minor earthworks, and surface scatters and subsurface deposits of domestic type debris.

Enforcement Responsibility: Planning Department; Building Department; Public Works Department
Timing: Throughout project construction

21. If paleontological resources are identified during grading/earth-moving activities, all work in the immediate area will cease until a qualified paleontologist has evaluated the finds in accordance with the standard guidelines established by the Society of Vertebrate Paleontology. If the paleontological resources are considered to be significant, a data recovery program will be implemented in accordance with the guidelines established by the Society of Vertebrate Paleontology.

Enforcement Responsibility: Planning Department; Building Department; Public Works Department
Timing: Throughout project construction

22. If human remains are encountered during grading/earth-moving activities, all work shall stop in the immediate vicinity of the discovered remains and the County Coroner and a qualified archaeologist shall be notified immediately so that an evaluation can be performed. If the remains are deemed to be Native American and prehistoric, the Native American Heritage Commission shall be contacted by the Coroner so that a "Most Likely Descendant" can be designated and further recommendations regarding treatment of the remains is provided.

Enforcement Responsibility: Planning Department; Building Department; County Coroner
Timing: Throughout project construction

23. All applicable stormwater requirements shall be met and implemented on site prior to final occupancy.

Enforcement Responsibility: Stormwater Coordinator; City Engineer

Timing: Throughout construction and prior to final occupancy

24. The non-conforming wire fence and gate currently located along the Newcomb Street frontage shall be removed in conjunction with development of the properties. Any replacement fencing shall comply with the maximum fence height standards applicable to required front yard setback areas (i.e., a maximum height of 3.5 feet).

Enforcement Responsibility: Planning Department; Building Department

Timing: Prior to final occupancy

Vicinity Map

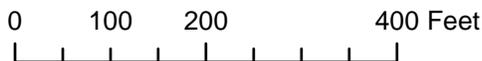
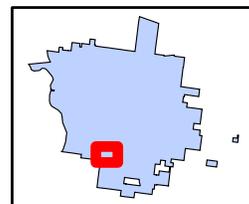


Zoning Designations

- R-HS Hillside Residential (1 D.U./10 acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Density Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture

Project Summary

<i>Project Name:</i>	Coralie Grace Subdivision
<i>Property Address:</i>	226 and 230 Newcomb Street
<i>Applicant:</i>	Newcomb Holdings, LLC
<i>Property Owner:</i>	Newcomb Holdings, LLC
<i>General Plan Land Use:</i>	Rural Residential
<i>Zoning - Base:</i>	Rural Residential
<i>Zoning - Overlay:</i>	None
<i>Summary:</i>	Consideration of a Tentative Map to subdivide two parcels into three lots.



1 inch = 200 feet

PROJECT NARRATIVE
TENTATIVE MAP – MINOR SUBDIVISION
226 and 230 Newcomb Street
Sonoma, California 95476

This is a proposal for a tentative map for a minor subdivision of two parcels into three parcels for development of individual single-family homes. The subject parcels represent an infill site comprised of two over-sized vacant lots totaling 61,246 square feet within the Rural Residential zoning, which allow a minimum lot size of 20,000 square feet.

The property is located on the north side of Newcomb Street, between First Street West and Fryer Creek Drive directly across from Carter Park. The general neighborhood is predominantly improved with single-family homes of approximately 1,700 to 2,500 square feet situated on 4,800 to 7,500 square foot lots developed within the last twenty-five years. The subject block of Newcomb Street itself, however, and several immediately adjacent properties have homes on larger lots.

This subdivision will allow the development of three single-family homes on individual lots of approximately 20,000 square feet each. Each home will be a modestly sized approximately 2,500 square foot two-story house with a pool and pool house designed in a contemporary “Sonoma” country architectural style and thoughtful, environmentally conscious landscaping. This project is nicely scaled to provide a desirable country aesthetic oriented to its outdoor open setting comfortably situated in its neighborhood.

As an infill parcel, this project is probably a “text book case” of perfect consistency with the general plan in that it is well integrated into its setting and helps the City achieve its objectives of providing infill residential development near activity centers thereby minimizing vehicle trips and additional infrastructure costs. Developments with this country-like setting are otherwise typically found outside the boundaries of the City limits. This project reinforces the historic, small-town characteristics of Sonoma with high quality design and construction incorporating open space while promoting a sense of neighborhood.

Development of this in-fill project is highly suitable and desirable for Sonoma families in that it is located across the street from Carter Park, near the Fryer Creek bike path and walking distance to the Plaza and High School. This project will nurture a sense of neighborhood with its open front yard and porches oriented to the sidewalk.

The development team is comprised of a highly experienced team of environmental award winning builders dedicated to building high quality homes with attractive design and

environmental integrity. The project will incorporate many of the existing trees on the site and incorporate an attractive landscape plan sensitively designed.

The project will be served by a single privately maintained cul-de-sac type driveway with emergency vehicle access and turn around. The project has abundant parking and no negative impact on traffic. The driveway entry will provide an appealing and tasteful welcome to the homes. While the two homes fronting Newcomb Street will share similar architectural qualities, they will be unique in their finishes and maintain an appealing individual look.

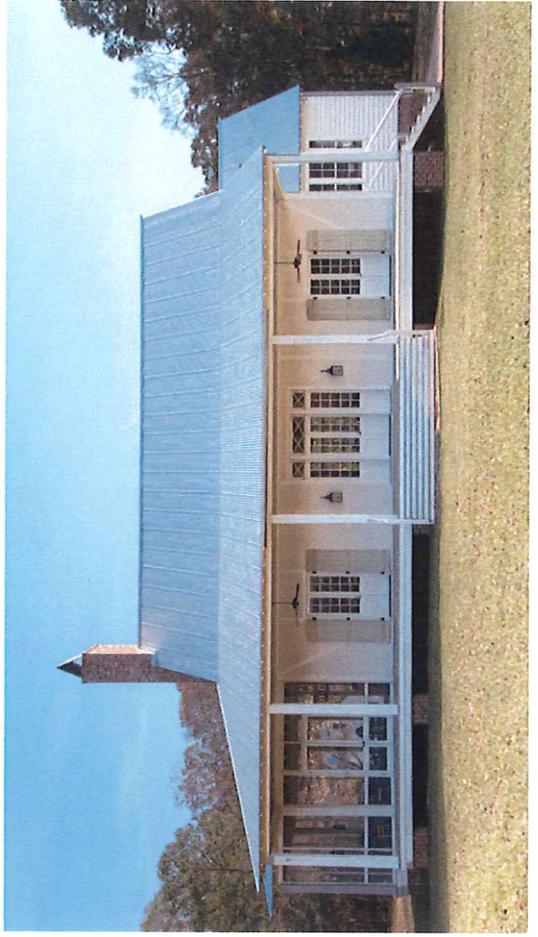
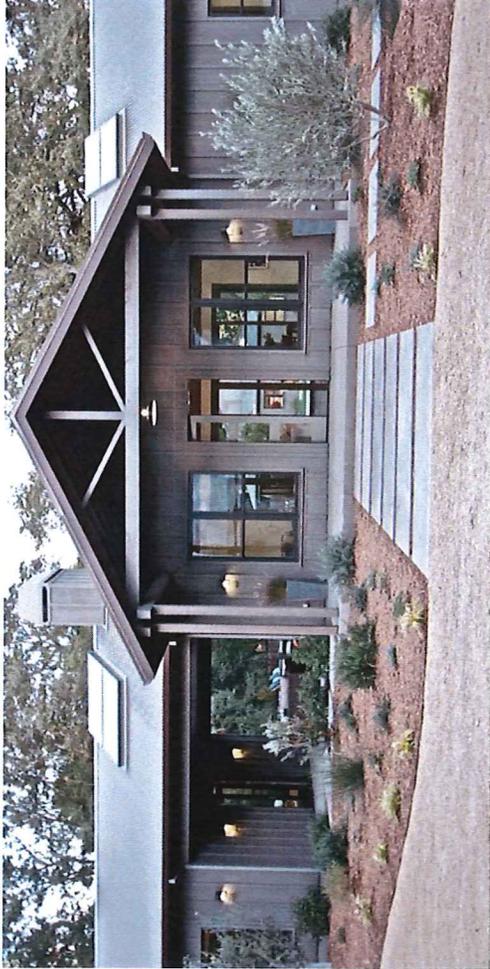
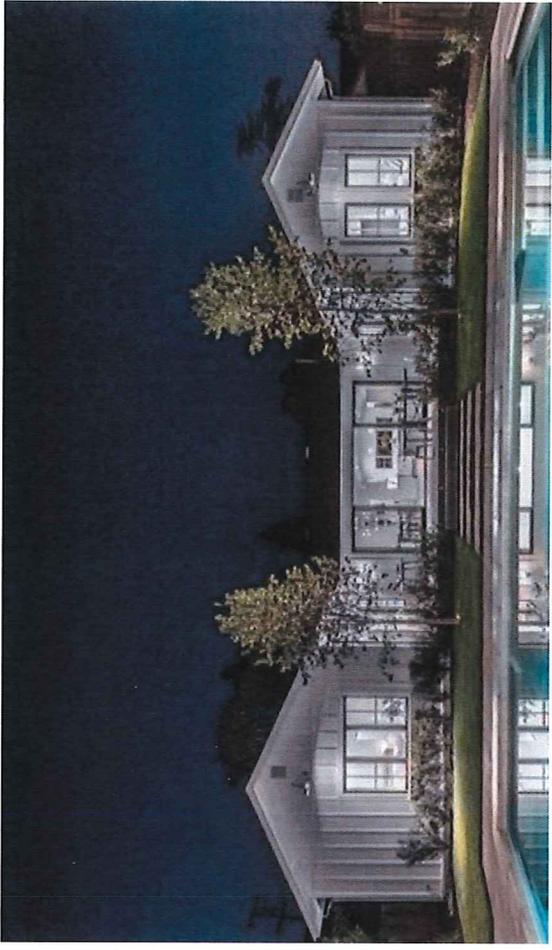
The negative impacts of construction on neighboring property owners will be sensitively minimized implementing best practices mitigation plans to eliminate dust, soil erosion, storm water runoff, etc. An arborist has been retained to protect trees and their root systems as well as design the planting of additional trees to attract and maintain wildlife habitat.

The project is designed to gently fit within the surrounding land uses and setting with its small scale, outdoor orientation on large lots, country aesthetic and inviting front porches to the sidewalks. The project can be expected to have a positive impact on property values in the neighborhood.

Attachments:

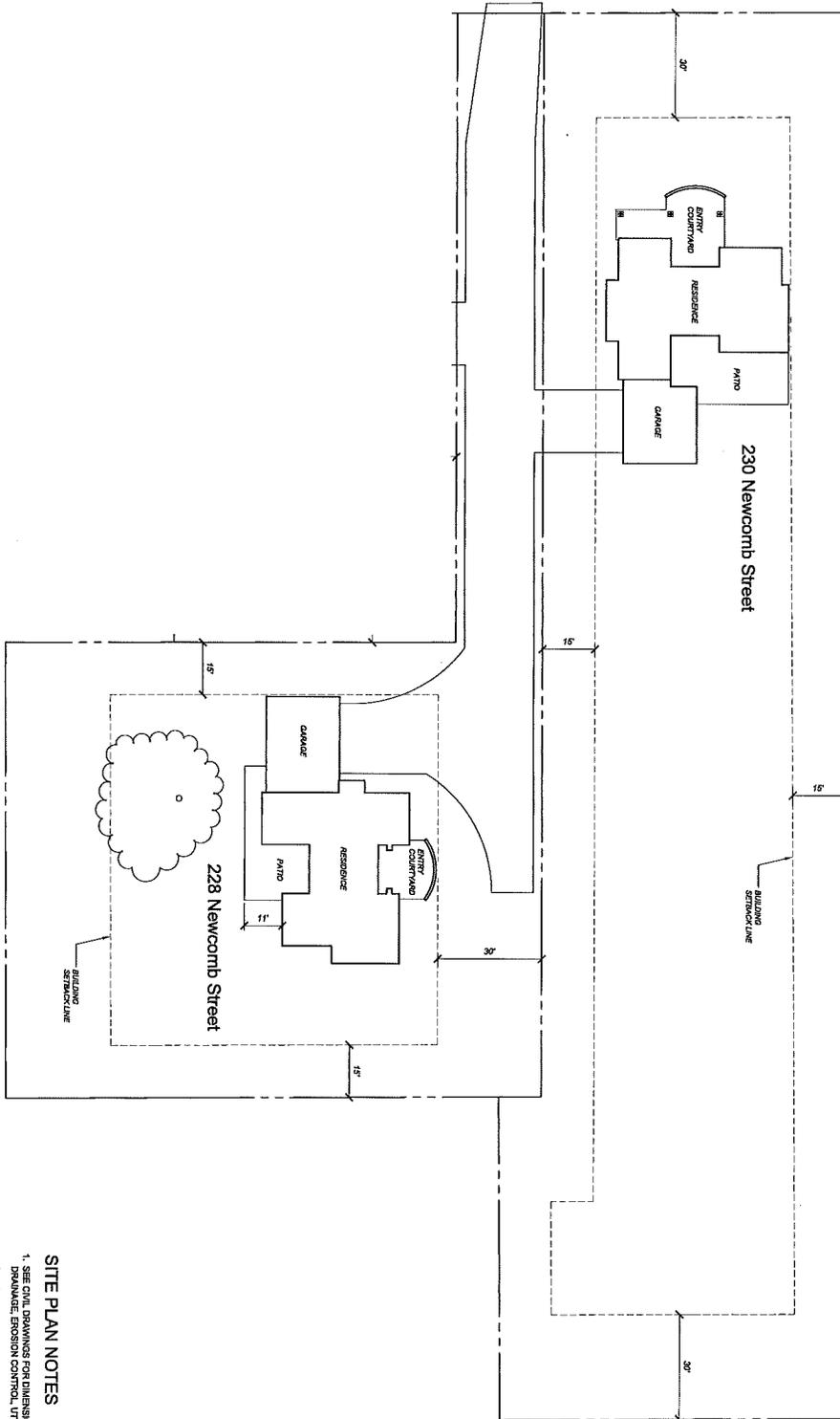
- Site plan
- Renderings
- Aerial View
- Landscape Plan
- Concept / influences

ARCHITECTURAL AESTHETIC CONCEPT



NEWCOMB STREET

Existing Two Parcels



SITE PLAN NOTES

1. SEE CIVIL DRAWINGS FOR DIMENSIONS, GRADING, DRAINAGE, EROSION CONTROL, UTILITY & RELATED INFO
2. SEE SOILS REPORT FOR SITEWORK RECOMMENDATIONS & INFORMATION.



SITE PLAN 1/16" = 1'-0"

SITE PLAN

220 NEWCOMB STREET RESIDENCE
 220 Newcomb Street
 Sonoma, CA



TFA

TIERNEY/FIGUEIREDO
 817 RUSSELL AVE., SUITE H SANTA ROSA, CA 95403
 707.576.1557 FAX 576.1555
 tfa@sonic.net email http://www.tfarch.com/ web
ARCHITECTS AIA

REV	DATE	BY

A1.1

JOB #	1401
DATE	03/13/14
SCALE	AS NOTED
DRAWN	TW
CHECKED	RF
CAD FILE	

CORALIE GRACE SUBDIVISION TENTATIVE MAP

226-230 Newcomb Street
Sonoma, California

APN 128-131-047 & -049

PROJECT INFORMATION SHEET INDEX
C1.0 SITE PLAN
C2.0 TENTATIVE MAP

BUILDING DENSITY:

SUBDIVISION: 2.1 BLDG PER AC
TOTAL PROJECT: 2.3 BLDG PER AC

LOT NO.	LOT COVERAGE:	FLOOR AREA RATIO:	PAVED AREAS:
1	0.35	0.10	0.21
2	0.16	0.10	0.02
3	0.25	0.11	0.11

LOT COVERAGE IS THE RATIO OF ALL HARDSCAPE OF A LOT TO THE LOT SIZE.

FLOOR AREA RATIO IS THE RATIO OF ANTICIPATED INTERIOR FOOTPRINT OF THE BUILDING TO THE LOT SIZE. (OUTDOOR AREAS NOT INCLUDED)

THE PAVED AREA RATIO IS VEHICULAR TRAVEL WAYS ONLY

NOTES:

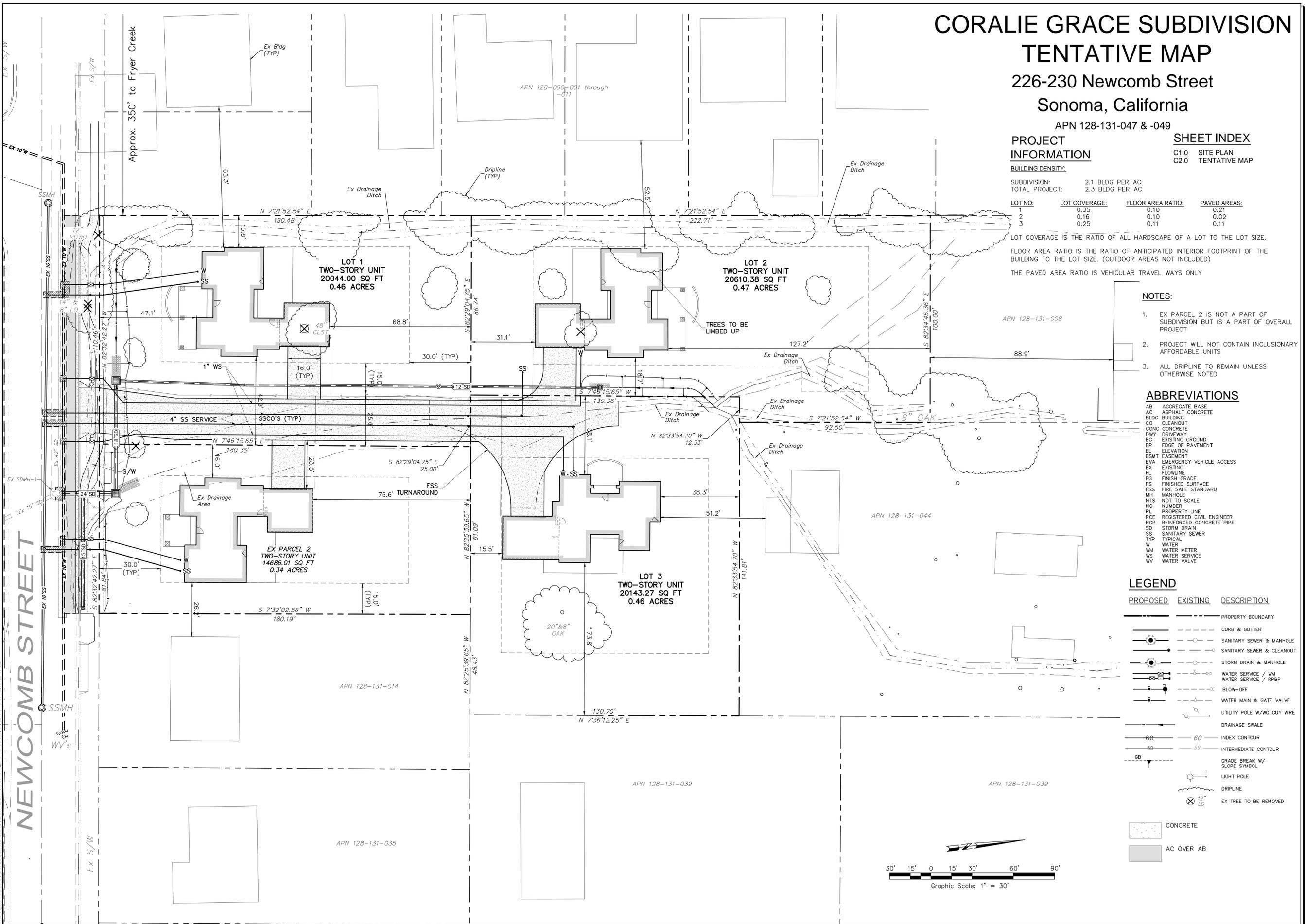
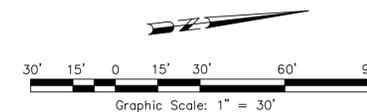
- EX PARCEL 2 IS NOT A PART OF SUBDIVISION BUT IS A PART OF OVERALL PROJECT
- PROJECT WILL NOT CONTAIN INCLUSIONARY AFFORDABLE UNITS
- ALL DRIPLINE TO REMAIN UNLESS OTHERWISE NOTED

ABBREVIATIONS

AB	AGGREGATE BASE
AC	ASPHALT CONCRETE
BLDG	BUILDING
CO	CLEANOUT
CONC	CONCRETE
DWY	DRIVEWAY
EG	EXISTING GROUND
EP	EDGE OF PAVEMENT
EL	ELEVATION
ESMT	EASEMENT
EVA	EMERGENCY VEHICLE ACCESS
EX	EXISTING
FL	FLOWLINE
FG	FINISH GRADE
FS	FINISHED SURFACE
FSS	FIRE SAFE STANDARD
MH	MANHOLE
NTS	NOT TO SCALE
NO	NUMBER
PL	PROPERTY LINE
RCE	REGISTERED CIVIL ENGINEER
RCP	REINFORCED CONCRETE PIPE
SD	STORM DRAIN
SS	SANITARY SEWER
TYP	TYPICAL
W	WATER
WM	WATER METER
WS	WATER SERVICE
WV	WATER VALVE

LEGEND

PROPOSED	EXISTING	DESCRIPTION
		PROPERTY BOUNDARY
		CURB & GUTTER
		SANITARY SEWER & MANHOLE
		SANITARY SEWER & CLEANOUT
		STORM DRAIN & MANHOLE
		WATER SERVICE / WM
		WATER SERVICE / RPPB
		BLOW-OFF
		WATER MAIN & GATE VALVE
		UTILITY POLE W/WO GUY WIRE
		DRAINAGE SWALE
		INDEX CONTOUR
		INTERMEDIATE CONTOUR
		GRADE BREAK W/ SLOPE SYMBOL
		LIGHT POLE
		DRIPLINE
		EX TREE TO BE REMOVED
		CONCRETE
		AC OVER AB



Revisions

No.	Date	Description	Approved

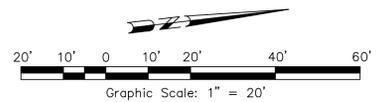
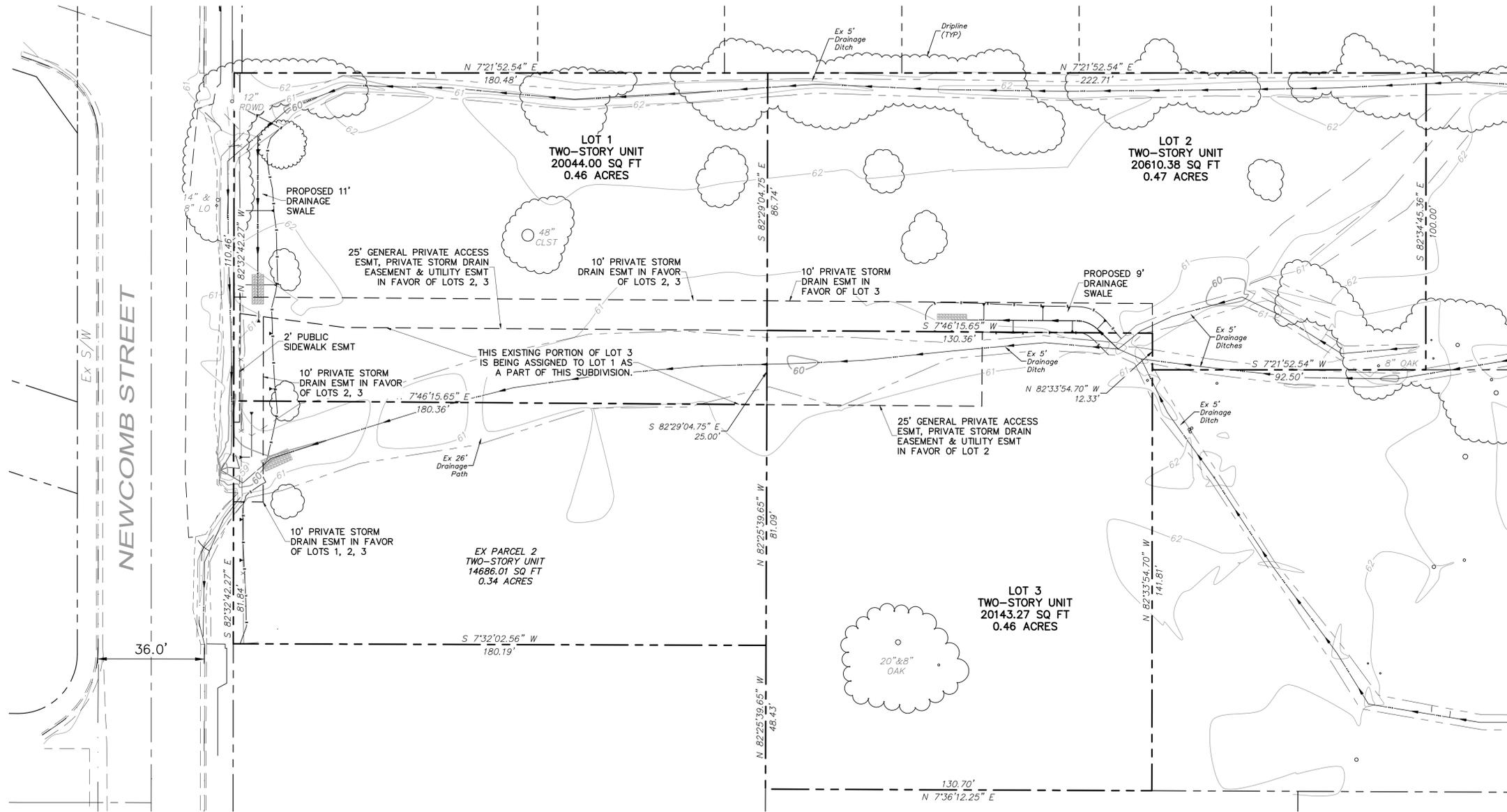
adobe associates, inc.
civil engineering | land surveying | wastewater
1220 N. Dutton Ave., Santa Rosa, CA 95401
P: (707) 541-2300 F: (707) 541-2301
Website: www.adobeinc.com

David R. Brown, RCE 41833
My license expires 3/31/2016

CORALIE GRACE SUBDIVISION
SITE PLAN
226-230 Newcomb Street
Sonoma, California
APN 128-131-047 & 049

SCALE: AS NOTED
Date: August 13, 2015
Design by: AMI
Drawn by: GPW
Checked by: LJ

Sheet
C1.0
of 2 Sheets
Job 15166



**OWNER /
SUBDIVIDER**

WILLIAM UTNEHMER
P.O. BOX 2101
SONOMA, CALIFORNIA 95476

**ENGINEER /
SURVEYOR**

DAVID R. BROWN
RCE 41833
ADOBE ASSOCIATES, INC.
1220 N DUTTON AVENUE
SANTA ROSA, CALIFORNIA 95401
PHONE: (707) 541-2300
FAX: (707) 541-2301

**SITE
INFORMATION**

SUBDIVISION AREA:
60,798 SF = 1.40 ACRES
AVERAGE LOT SIZE:
20,266 SF = 0.47 ACRES
SMALLEST LOT SIZE:
20,044 SF = 0.46 ACRES
LARGEST LOT SIZE:
20,610 SF = 0.47 ACRES

NOTES:

- EX PARCEL 2 IS NOT A PART OF SUBDIVISION BUT IS A PART OF OVERALL PROJECT
- PROJECT IS LOCATED WITHIN 0.2% ANNUAL CHANCE FLOOD HAZARD ZONE X, PANEL 06097C0937E

No.	Date	Description	Approved

adobe associates, inc.
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Exp. 3/31/2016
STATE OF CALIFORNIA
REGISTERED CIVIL ENGINEER

David R. Brown, RCE 41833
My license expires 3/31/2016

**CORALIE GRACE SUBDIVISION
TENTATIVE MAP**
226-230 Newcomb Street
Sonoma, California
APN 128-131-047 & 049

SCALE: AS NOTED
Date: August 13, 2015
Design by: AMI
Drawn by: CPW
Checked by: LJ

Sheet
C2.0
of 2 Sheets
Job 15166

File: I:\2015 PROJECTS\15166\ADOBE-DESIGN\TENTATIVE MAP\15166-C2.0_TENTATIVE_MAP.dwg, 8/12/2015 11:54:47 PM, James.serran

M E M O

To: Planning Commission
From: Planning Director Goodison
Re: Review of the conditions of approval related to Tree Protection

At its meeting of July 9, 2015, the Planning Commission reviewed an item related to the unauthorized removal of trees designated for preservation in conjunction with a minor subdivision on Fifth Street East. In the discussion of this item staff suggested that it would be useful to review the standard conditions of approval related to tree protection and discuss possible changes or additions to improve their effectiveness. As a starting point, the conditions of approval for the Fifth Street East minor subdivision are as follows:

The project shall be constructed in accordance with the following requirements related to tree preservation, mitigation, and replacement:

- a. Trees removed from the site shall be replaced at a 2:1 ratio with 15-gallon trees or a lesser ratio if 24-inch box size replacement trees are used.
- b. The developer shall adhere to the tree protection measures included within the arborist report.
- c. Any replacement trees planted along the property frontages shall be consistent with the City's Street Tree Planting Program, including the District Tree List.
- d. The driveway shall be relocated away from the drip line of the large valley oak growing along the north boundary near Fifth Street East as shown on the approved site plan. Special protection measures, including the use of CU Structural Material, identified in the arborist report shall be applied. The project arborist, Sherby Sanborn, shall review the grading and improvement plans for compliance with tree protection measures and shall be on site during construction activities occurring in proximity to the tree.

Enforcement Responsibility: Planning Division; Design Review Commission

Timing: Prior to the issuance of any occupancy permit

In this particular project, the most significant tree was actually offsite and protection measures for that tree are highlighted in subsection "d" of the conditions. These measures were followed and the tree was successfully preserved. Onsite trees did not fare as well, however, as a number of trees designated for preservation were removed without authorization. While mistakes or misconduct can never be entirely prevented, in reviewing the standard conditions of approval related to tree protection, staff has identified some recommended changes that should improve their effectiveness. The recommended changes are as follows:

- #1. The project shall be constructed in accordance with the following requirements related to tree preservation, mitigation and replacement:

- a. Adhere to the recommendations and tree protection measures set forth in the Tree Protection Plan prepared by the project arborist (dated XXX).
- b. Conduct tree removal activities outside of the nesting season (February 15 and August 15).
- c. For the replanting program require a minimum of a 1:1 ratio and a 15-gallon box size for each six inches of tree diameter removed. [This is the minimum standard, which may be adjusted by the Planning Commission depending the specific circumstances of the project.]
- d. The tree protection measures specified by the project arborist shall be incorporated into grading and improvement plans, as applicable. Written confirmation to this effect shall be provided by the project arborist. [This concept is not new, but it needs to be applied consistently. The requirement for written confirmation is new.]
- e. Tree fencing and any other required protective measures shall remain in place until their removal is authorized by the project arborist. [New.]
- f. The project arborist shall be on-hand during initial grading and trenching to monitor compliance with tree protection measures. [Not new, optional, depending on project circumstances.]

Enforcement Responsibility: Planning Department, Public Works Department, Design Review and Historic Preservation Commission

Timing: Prior to the approval of improvement plans/on-going through project construction.

#2. The project arborist shall attend a pre-construction meeting with the project contractor to review the tree protection and monitoring requirements as outlined in the approved arborist report and set forth in the improvement plans. The project arborist shall certify in writing that this meeting has occurred and that tree fencing and any other required protective measures are in place. [New.]

Enforcement Responsibility: Planning Department

Timing: Prior to the issuance of a grading permit

The Planning Commission and staff spend significant time and effort attempting to protect trees as part of the planning process and these revisions to project conditions of approval will help ensure that those efforts are not wasted.

Recommendation

Discuss and provide direction to direction to staff.