

Peter Breen
Mayor

Barbara Thornton
Vice Mayor



PLANNING DEPARTMENT
PUBLIC WORKS DEPARTMENT

Paul Chignell
Councilmember

Wayne Cooper
Councilmember

Jeff Kroot
Councilmember

Ford Greene
711 Sir Francis Drake Boulevard
San Anselmo, CA 94960

August 19, 2005

Subject: Construction work done without a building permit
711 Sir Francis Drake Boulevard, Assessor's Parcel #00 6-083-08

Dear Mr. Greene:

The town recently received a notice from the Marin Municipal Water District of a complaint that a toilet had been installed in one of the buildings in the rear. They visited the site and confirmed that a toilet had been installed and notified the town. Our records do not indicate any permit being issued for this toilet installation.

While researching our records, it was discovered that a Report of Residential Building Records dated 10/11/01 reported additional unpermitted work at this property. A living unit apparently has been installed in the basement without permits and does not comply with the requirements for habitable space. The report requested corrections be made or to abandon the use as habitable space. Since no permits were obtained for the demolition or to correct the construction, it is assumed the space is still in use and is still deficient.

You are requested to begin the process of applying for and obtaining the proper permits within fourteen (14) calendar days of the date listed on this notice. If you do not take immediate steps to bring this matter into compliance with the state and local codes, the Town of San Anselmo may begin formal abatement proceedings leading to a public hearing and sanctions imposed by the Town Council.

No permits authorizing any construction at this address will be issued in the future until this permit is obtained. If you have any questions on the process or this notice, please contact Building Administration at 258-4634.

Thank you,

E. Keith Angerman
E. Keith Angerman, P.E.
Building Official

Attachment: Report of Residential Building Records dated 10

Cc: Debbie Stutsman, Town Administrator w/attachment
Rabi Elias, Public Works Director w/attachment
Lisa Wight, Planning Director w/attachment

525 SANANSELMO AVENUE • SAN ANSELMO
415.258.4616 • FAX 415.454.4683 • EMAILS: planning@ci.san-anselmo.ca.gov

8/10/05

Tanya Sandberg w/permWD
called ~ 9am 245-1535

Said they got complaint about
illegal H2O hookup on roof
of 711 SFD. Short matter,
readier out (Annoyance).
She found toilet near V by.
couldn't tell about waste but
had reported by owner. Was about
✓ set out