

Ford Greene
Mayor

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Vice Mayor



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Barbara Thornton
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September 12, 2011

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

Subject: 711-715 Sir Francis Drake Boulevard Expired Permits and Work without Permits
AP #006-083-08
Expiration of Permit #46786, 46663, 47598

Dear Mr. Greene:

On August 16, 2011, the Town inspected your property to determine the status of the above referenced expired permits and the legal status of the unit at ground level. This inspection was performed due to a request from you to obtain an emergency roofing permit. Based on this inspection, the Town requires the items below in bold to be addressed before any permits will be issued for your property.

- 1) **Submit a planning application for a use permit for the lower level unit.** If this is approved by planning, final architectural and structural plans will need to be submitted and approved for the use of the lowest level but will not be required at this time to obtain an emergency roofing permit. If this level was previously documented as storage or commercial space, please provide this information. Additional information required from planning is attached under the title Planning.
- 2) **A reactivation of permits: 46786, 46663, 47598.** Once activated, inspections will need to be requested and corrections made, before final will be signed.
- 3) **Verify the water tanks are less than 5000 gallons.** If they are, no permit is necessary otherwise apply for a permit.
- 4) **Apply for an after the fact permit for the roof framing above the water tanks.**
- 5) **Apply for an after the fact permit for the post and beam for barn strengthening.**
- 6) **Apply for an after the fact permit for other work completed without permits.**
Additional information is on the attachment for items which may or may not have been completed with permits under the title Building.

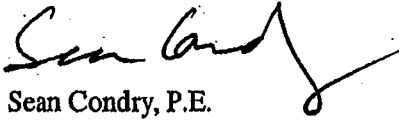
At the time of submittal for the above items you will be allowed to apply for an emergency roofing permit which should be over the counter. Some of the requirements above may be bundled into one permit application. As state above, additional planning and building items are attached along with fire requirements some of which are based on the percent of the remodel. It

Exhibit A

is recommended that you obtain the help of a designer, architect, and/or engineer who fully understands the implications of all the code requirements for the above mentioned work/permits.

If you have any questions, please email me at scondry@townofsananselmo.org or call me at 415-258-4676.

Sincerely,

A handwritten signature in black ink, appearing to read "Sean Condry", with a long horizontal flourish extending to the right.

Sean Condry, P.E.

Attachments: Additional Information and copy of building permits

Planning

1. The residential unit at the lower rear portion of the building does not comply with the San Anselmo Zoning Ordinance. The property is Zoned Limited Commercial (C-L). A residential use is allowed in the C-L Zoning District if a Conditional Use Permit is granted. The Town has no record of a Use Permit for the lower residential unit. To obtain a Conditional Use Permit the applicant must submit an application, fees and a supplemental questionnaire to the Town. Once complete, the application will be reviewed at a public hearing before the Planning Commission.
2. The property appears not to be in conformance with the Article 5. Parking and Loading Regulations Table 5A of the San Anselmo Zoning Ordinance. The ordinance requires the following minimum number of parking spaces, each being 9 feet wide by 19 feet deep:
 - Studio or 1-bedroom living unit One (1) space per unit
 - 2-bedroom living unit One and one-half (1½) spaces per unit
 - 3 or more bedroom living unit Two (2) spaces per unit
 - Other Business, Commercial, Public Utility Buildings Three (3) spaces PLUS one (1) space for each 500 gross square feet of building floor area

An application for a Planning Entitlement must show that the property meets the minimum parking requirements outlined above.

3. The Town does not have a permit for the fence along the back of the southeast property line. San Anselmo Zoning Ordinance allows fences with a maximum height of 6 feet of solid material and 2 feet of lattice, for a total of 8 feet. It appears the existing fence exceeds the maximum height. The fence will need to be reduced in height to comply or a variance granted by the Town. Furthermore, a building permit is required if the fence exceeds 6 feet in height.

Building

The following work was observed and no record of a permit found in our files:

711 SFD – Commercial (office)

- Exterior doors and windows in the rear had been replaced
- Sheetrock had been replaced in rear rooms
- Electrical was upgraded in the rear rooms (new receptacles and switches)

713A SFD – Residential

- Access to the interior was not provided – Owner said tenant was home and didn't want to disturb him
- Observed from the rear deck that there was a new rear exterior sliding door and side windows had been replaced

713B SFD – Residential (but vacant)

715 SFD – Commercial (but vacant)

- Access not provided

UNNUMBERED LIVING UNIT DOWNSTAIRS - Residential

- This unit appears to have been converted to a living unit as Permit #47529 was for work in what was described as a lower Storage Unit rather than a living unit
- Sheetrock had been installed
- There is a large deformation in a ceiling support beam. No matter what, this should be reviewed by an engineer. A post may have been removed as span seemed excessive

REAR BARNS

- New post and beam framing in building on the right
- Two large tanks installed between the two buildings
- Roof installed over the tanks between the buildings

SIDE YARD FENCE –

- All new framing on a fence about 15' tall by about 20' wide

Fire

Here is the wording from the Town Code, 3-3.810 - Amendments made to the 2010 California Fire Code, 2009 International Fire Code and 2009 International Wildland Urban Interface Code,

Section 903.2 of Chapter 9 is hereby amended to read as follows:

Section 903.2 Where Required. All Occupancies and Facilities. An automatic fire sprinkler system shall be installed in all of the following:

1. Every newly constructed building and facility.

Exceptions:

a. Free standing Group U Occupancies not more than 1,000 square feet and provided with exterior wall and opening protection as per Table 602 of the Building Code.

b. Agricultural buildings as defined in Appendix C of the Building Code and not exceeding 2,000 square feet, having clear unobstructed side yard of combustible materials, exceeding 60 feet in all directions and not exceeding 25 feet in height.

2. In all buildings which have more than fifty per cent (50%) floor area added or any "substantial remodel" as defined in this code, within any 12 month period. Exceptions may be granted by the Fire Code Official when alternate means of protection are installed as approved by the Fire Code Official.

3. In all buildings except R-3 occupancies, in excess of 3,000 sq. ft. which have more than ten per cent (10%) floor area added within any 12 month period. Exceptions may be granted by the Chief when alternate means of protection are installed as approved by the Fire Code Official.

4. A change in the use of a structure that results in a higher fire or life safety exposure when the square footage of the area changing use is more than 50% of the square footage of the building.

Section 903.3 of Chapter 9 is hereby amended by adding the following thereto:

The requirements for fire sprinklers in this code section are not meant to allow the provisions for area increase, height increase, or Fire-Resistive substitution if otherwise allowed by sections 504 and 506 of the Building Code. All automatic fire sprinkler systems shall be installed in accordance with the written standards of the Fire Code Official and the following:

a. In all residential buildings required to be sprinkled any attached garages shall also be sprinkled, and except for one and two family dwellings, in all residential occupancies the attics shall be sprinkled.

b. In all existing buildings, where fire sprinklers are required by provisions of this code, they shall be extended into all unprotected areas of the building.

c. All single family dwellings in excess of 5,000 square feet shall have automatic fire sprinkler systems designed in accordance with NFPA Standard 13 or 13R and Standards developed by the Chief.

d. All public storage facilities shall have installed an approved automatic fire sprinkler system. An approved wire mesh or other approved physical barrier shall be installed 18 inches below the sprinkler head deflector to prevent storage from being placed to within 18 inches from the bottom of the deflector