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2360 CORBY AVE  
UPE 02-0143



**COUNTY OF SONOMA**  
**PERMIT AND RESOURCE MANAGEMENT DEPARTMENT**

2550 Ventura Avenue, Santa Rosa, CA 95403  
(707) 565-1900 FAX (707) 565-1103

**Application Fees / Invoice for: UPE02-0143**

**Project Address:** 2360 CORBY AVE ROS  
**Cross Street:** HEARN

**APN:** 043-064-004

**Description:** REQUEST FOR LARGE RESIDENTIAL CARE FACILITY

**Status:** STARTED  
**Printed:** October 18, 2002  
**Initialized by:** KATHERIAU  
**Activity Type:** C-USE 201

**Owner:** LEAVY JOE AND SARAH  
2360 CORBY AVE  
SANTA ROSA CA  
95407  
707 579 5483

**Applicant:** LEAVY JOE AND SARAH  
2360 CORBY AVE  
SANTA ROSA CA  
95407  
707 579 5483

**Fees:**

Item#	Description	Account Code	Tot Fee	Prev. Pmts	Cur. Pmts
119	CO FIRE MARSHAL REVIEW	649103-3661	154.00	.00	.00
334	EH REVIEW PUB SEW & WAT	025015-3355	104.00	.00	.00
615	PUBLIC ROAD REVIEW	025015-3140	256.00	.00	.00
710	DRAINAGE REVIEW REFERRAL	025015-3140	269.00	.00	.00
1054	ENV REV ARCH LAB REFERRL	025015-3811	45.00	.00	.00
1055	ENV REV NO SPEC STUDIES	025015-3811	797.00	.00	.00
1131	USE PERMIT LEVEL II	025015-3823	3,803.00	.00	.00
			<b>\$5,428.00</b>	<b>\$0.00</b>	

**Total Fees:** \$5,428.00  
**Total Paid:** \$0.00

**Balance Due:** \$5,428.00

When validated below, this is your receipt.

62

FROM : Panasonic FAX SYSTEM

PHONE NO. :

Oct. 03 2002 12:44PM P2

# Planning Application

PJR-001

File#: UPE02-0143

### Type of Application:

- Admin Cert. Compliance
- Ag./Timber Preserve
- Cert. of Compliance
- Cert. of Modification
- Coastal Permit
- Design Review Admin.
- Design Review Comm./Ind.
- Design Review Residential
- Design Review Signs
- General Plan Amendment
- Lot Line Adjustment
- Major Subdivision
- Minor Subdivision
- Mobile Home Zoning Permit
- Ordinance Interpretation
- Second Unit Permit
- Specific/Area Plan Amendment
- Use Permit
- Variance
- Zone Change
- Zoning Permit
- Other: \_\_\_\_\_

### Applicant (Contact Person):

Name: JOE LEAVY Sr.  
 Mailing Address: 2309 VIGGO DR.  
SANTA ROSA CA 95407  
 City/Town: Santa Rosa State/Zip: CA 95407  
 Phone: 707-579-5483 Fax: 707-575-0852  
 Signature: [Signature] Date: 10-18-02

### Owner, if other than Applicant:

Name: Sarah L Leavy  
 Mailing Address: 2309 Viggo Dr.  
Santa Rosa, Ca 95403  
 City/Town: Santa Rosa State/Zip: CA 95403  
 Phone: 707-579-5483 Fax: 707-575-0852  
 Signature: [Signature] Date: 10-18-02

### Other Persons to be Notified: (Specify: Agent, Lender, Architect or Engineer)

Name	Name	Name
Mailing Address	Mailing Address	Mailing Address
City/Town State/Zip	City/Town State/Zip	City/Town State/Zip
Title	Title	Title
Phone Fax	Phone Fax	Phone Fax

### Project Information:

Address(es): THE POTTERS PLACE - 2360 Corby Ave SANTA ROSA  
043-004-004 City/Town: Santa Rosa  
 Assessor's Parcel Number(s):   Acreage: 1.09 Acres  
 Project Description: Residential Care Facility - Large

Site Served by Public Water?  yes  no Site Served by Public Sewer?  yes  no Number of new lots proposed:  

U DO NOT WRITE BELOW THIS LINE - To Be Completed by PMMO Staff U

Planning Area: 5 Supervisorial District: 3 Current Zoning: PB R-15D/A General Plan Land Use: UR-15  
 Specific Plan: Santa Rosa Area Plan S.P. Land Use:   Needs CEQA Review?  yes  no

### Commercial/Industrial Uses: (Enter numbers where applicable)

Bldg. sq. ft. Existing:   Proposed:  ; Existing Employees:   New Employees:  

### Residential Uses: (Enter numbers where applicable)

New Single Family Homes:   New Multi-Family Units:   New Second Units:    
 New Manufactured Homes:   New Units For Sale:   New Units For Rent:   Density Bonus Units:  

Violation?  yes  no; Application resolve planning violation?  yes  no; Penalty applicable?  yes  no; Civil Penalty Factor: NA

Previous Files: None

Application accepted by   Date  

Santa Rosa  
 URBAN  
 Service Area  
 Sonoma County Permit and Resource Management Department  
 2550 Ventura Avenue • Santa Rosa, CA • 95403-2828 • (707) 566-1800 • Fax (707) 566-1103  
 L:\M\OUT\BP\RP\PJ\01.VFD  
 10/01/01  
 URBAN  
 @ KAVZ YAES



# COUNTY OF SONOMA PERMIT AND RESOURCE MANAGEMENT DEPARTMENT

2550 Ventura Avenue, Santa Rosa, CA 95403-2929  
(707) 565-1900 FAX (707) 565-1103

## USE PERMIT - SUPPLEMENTAL APPLICATION INFORMATION

### Existing site characteristics:

Existing use of property: \_\_\_\_\_ Acreage: 1.09

Proximity to creeks, waterways and impoundment areas: NO

Vegetation on site: NO

General topography: \_\_\_\_\_

Surrounding uses to North: Apartment houses South: DMV Service Station - Motel Storage  
East: Freeway West: Appl. Building, Med. Church

New buildings proposed (size, height, type): \_\_\_\_\_

Number of employees (total): 0

Operating days: SUNDAY - SATURDAY Hours of operation: 24 HOURS A DAY

Number of vehicles per day: APPROXIMATELY 5

Water source: CITY OF SR Sewage disposal: CITY OF SR

Provider, if applicable: \_\_\_\_\_ Provider, if applicable: \_\_\_\_\_

Noise generated: \_\_\_\_\_

Grading required - Cut Max: \_\_\_\_\_ Fill Max: \_\_\_\_\_  
Fill area: \_\_\_\_\_ Approx. total yds: \_\_\_\_\_

Vegetation to be removed: NONE

Will proposal required annexation to a district in order to obtain public services?  
Yes \_\_\_\_\_ No

Are there currently any hazardous materials (chemicals, oils, gasoline, etc.) stored, used, or processed on this site? Yes \_\_\_\_\_ No

Were there any hazardous materials used, stored, or processed on this site any time in the past? Yes \_\_\_\_\_ No

Will the use, storage, or processing of hazardous materials occur on this site in the future if this project is authorized? Yes \_\_\_\_\_ No

Additional information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# COUNTY OF SONOMA PERMIT AND RESOURCE MANAGEMENT DEPARTMENT

2550 Ventura Avenue, Santa Rosa, CA 95403  
(707) 565-1900 FAX (707) 565-1103

## Indemnification Agreement

"As part of this application, applicant agrees to indemnify, release and hold harmless the County, its agents, officers, attorneys, employees, boards and commissions from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application or the adoption of the environmental document which accompanies it. This indemnification shall include but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in conjunction with the approval of this application, whether or not there is concurrent passive or active negligence on the part of the County. If, for any reason any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect."

JOE W. LEAVY<sup>SR</sup> and Sarah L. Leavy

Applicant

Property Owner (If other than applicant)

OCTOBER 7, 2002

Date

UPE02-0143

File No.

**Note:** The purpose of the Indemnification Agreement is to allow the County to be held harmless in terms of potential legal costs and liabilities in conjunction with permit processing and approval.

# The Potter's Place

## Proposal Statement

### **Current Use**

The property is currently unoccupied following being used as a single family dwelling. We will not alter the actual site only enhance the property and provide a clean and sober living program to the residents of the County of Sonoma.

### **Proposed Kind of Use**

The Potter's Place is a transitional home which assist residents to prepare for a full return to society, while maintaining a clean and sober lifestyle. Residents stay three to eighteen months, during which time they return to full-time work, continue their recovery program and develop the necessary skills to be successful upon completion.

### **Magnitude/Production Capacity**

When at capacity The Potter's Place is planned to accommodate 21 individuals. The Potter's Place will positively impact the community with it's goals to assist individuals to become productive citizens. Each client within our program is required to actively seek and maintain employment, attend a narcotics/alcohol program and maintain a clean and sober lifestyle. Clients coming into our program will have a minimum 90 days clean and sober time. Attached is a list of the house rules to assist you in further understanding The Potter's Place positive commitment to the community.

### **Intensity/Frequency**

The Potter's Place is an alternative for individuals who want a positive solution and can respond to a supportive environment. The Potter's Place is a 24- hour a day living environment for residents meeting our admission criteria. The premises are primarily unoccupied from the hours of 9am - 4pm. These hours are subject to changed depending on the needs of the clients. There will be no more than four vehicles in the driveway at any one time. Ample space for parking of additional vehicles will be provided in the rear of the property.

# The Potter's Place

## Program Description

### Residential Treatment

Services in a residential treatment facility and rehabilitation program are provided under the supervision of a certified drug and alcohol administrator. Clients include individuals who require management of their substance abuse and dependence treatment.

The program provides:

- comprehensive, intensive and short-term services
- individual and group substance abuse counseling to patients and their families

Other scheduled rehabilitation activities, including education, vocation and recreation are provided to residents in need of such services. Our inpatient services are provided in a highly structured residential environment. Clients are individuals who are dependent and unable to participate in or comply with treatment outside a 24-hour care seven days a week, individual and group counseling, relapse prevention, and alcohol dependence tutorial/educational services for the client and significant others.

A drug-free residential program provides drug free substance abuse treatment and living accommodations to substance abusers and substance depended persons. The intensity of the services is based on client need and stage of recovery.

Services include:

- assessment and evaluation
- individual, group and family counseling
- relapse prevention
- rehabilitation support services
- medical referral if necessary.

Depending on the needs of the client cycles range from 6 to 24 months; system-wide the average length of stay is 6 months.

Case management or coordination of services is provided as well as residential care, alcoholism counseling and social skills development. Clients would be expected to be discharge to independent living, clean and sober living or a supportive living arrangement.

## **Final Phase**

### **Life Skills**

Survival of the fittest...only the strong survive are statements we hear throughout our lives. The Poters Place will work with each resident to strengthen their "life skills" and equip them with the necessary resources and skills to survive. Instruction will be given in the following areas:

- **Hygiene**
- **Resume Writing**
- **Budgeting -- opening and managing a checking account**
- **Grocery Shopping -- menu planning**
- **Job Search**

# The Potter's Place Weekly Schedule

## Residential Treatment Program

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:00am	Wake-up	Wake-up	Wake-up	Wake-up	Wake-up	Free Time	Free Time
7:30am	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Wake-up	Wake-up
8:15am	Group	Group	Group	Group	Group	Breakfast	Breakfast
9:15am	Chores	Chores	Chores	Chores	Chores	Clean-up	Chores
10:30	Relapse Prevention Planning	Life Skills	Individual or Aftercare Phase I	Parenting Self-Esteem Anger Management Stress Management	Relapse Prevention Planning	Clean-up	Family Visits or Group Recreation
11:30	Homework	Homework	Homework	Homework	Homework	Free Time	Free Time
12 Noon	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
1:30pm	Individual or Aftercare Phase I	Individual or Group	Parenting Self-Esteem Anger Management Stress Management	Individual or Aftercare Phase II	Individual	Entry or Exit Group	Entry or Exit Group
3:30pm	Managing Transition	Parenting Self-Esteem Anger Management Stress Management	Life Skills	Resident Staff Meeting	Physical Activity	Free Time	Free Time
5:30	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner
6:30	Parenting Self-Esteem Anger Management Stress Management	Recovery – The Process	Group	Recovery – The Process	Group	Physical Activity	Sponsor Night
8:00pm	AA	Group	AA	Group	AA	NA	Free Time
10:00pm	Bedtime	Bedtime	Bedtime	Bedtime	Bedtime	Bedtime	Bedtime
11:00pm	Lights Out	Lights Out	Lights Out	Lights Out	Lights Out	Lights Out	Lights Out

**Total Hours Per Week of Individual/Group/Education Sessions, Recovery or Treatment Planning = 84 hours**

# The Potter's Place

## Program Staffing Plan

Employee Name and Title	Date Employed	AOD Program Experience	Scheduled Work Hours Per Month	Date of Last TB Test	Expiration Date of CPR Certification	Expiration Date of First Aid Certification
Ruth Penn - Director	TBD	5 years	8am - 5pm	Provided upon licensure	Provided upon licensure	Provided upon licensure
Michael Crawford - Administrator Certified Alcohol/Drug Counselor	TBD	15 years	8am - 5pm	Provided upon licensure	Provided upon licensure	Provided upon licensure
Counselor - First Shift x 2	TBD		7:30 - 4:00			
Counselor - Second Shift x 2	TBD		4:00 - 12:00			
Counselor - Third Shift	TBD		12:00 - 7:30			
Licensed Clinical Social Worker	TBD		As needed			

Actual hours, first aid/CPR certification and TB test will be provided upon licensure.

# The Potter's Place

## Outline of Activities and Services to be Provided by the Program

On a daily basis, the staff provides a safe, structured and nurturing environment to the residents in our care. The residents learn responsibility by having assigned chores and doing their own laundry, as well as the majority of the cooking, where they must be cognizant of the nutritional value of different foods. Assigned chores such as cooking, living room, bathrooms, garbage are rotated among the residents. They are required to clean their room daily.

Our program is designed to aid residents with their behavioral needs, self-esteem issues, assertion, and independent living skills.. Each resident is assigned their own individual counselor on the unit and the staff facilitate daily required groups to discuss behaviors, expectations, and problems which have occurred throughout the day. Once a week, we provide a formal group counseling session and residents may call informal problem solving chats at any time which are facilitated by the staff member on duty.

A highly specific **Behavior Modification** program, with debits and credit points issued to the residents is the behavior management treatment choice for The Potters Place. It provides consistency, objectivity, and fairness to both the residents and staff. With the credit points that residents earn, they may elect to purchase such privileges as television, computer time, snacks, going outside, passes off site with their relatives or friends.

Recreational outings, such as trips to the YMCA, nature outings, bowling, swimming, and fishing, are available primarily on the weekends and during the summer months.

Our programming allows us the flexibility to adapt to the needs of each of the residents. If the resident is going to independent living after their placement, we will work on those skills. Our program is designed to help residents return to the community and their families as healthy members of society.

We have redesigned the independent living program to include "hands on" experience, such as looking at apartments, applying for jobs, mock interviews, developing knowledge of community resources, and what to look for in purchasing a car. We will be having speakers once monthly who have had a wide variety of life experiences and are in a variety of professions, a monthly discussion group pertaining to issues such as domestic violence, rape, gender discrimination, and traditional and non-traditional gender roles. Empowerment will be a primary concept, taught to the residents in day to day living experiences and by participating in decision making processes concerning the unit with the staff.







**COUNTY OF SONOMA**  
**PERMIT AND RESOURCE MANAGEMENT DEPARTMENT**

2550 Ventura Avenue, Santa Rosa, CA 95403-2829  
(707) 565-1900 FAX (707) 565-1103

December 27, 2002

Joe and Sarah Leavy  
2309 Viggo Drive  
Santa Rosa, CA 95407

**Subject: Sonoma County Planning Application UPE02-0143 - Leavy Care Facility;  
2360 Corby Avenue, Santa Rosa**

Mr. And Mrs. Leavy:

Staff has completed an initial review of your Use Permit application for a large residential care facility at 2360 Corby Avenue and deemed the application incomplete for the following reasons:

- a) The Plan Set is incomplete. The site plan needs to show all existing and proposed improvements including but not limited to curb, gutter, sidewalks, driveways, any other hardscape, landscaping, patios, type of fencing and the uses of the out-buildings. Provide visitor and employee parking and a minimum of one parking space for each resident. In addition, a complete set of floor plans and elevations, showing existing and proposed, are required (if no alterations are occurring to the building exterior then photographs of the four elevations are adequate). Provide four sets of full size plans (24"x30" or 11"x17" if scale is sufficient) for review by the County divisions and potentially for the Design Review Committee if there are exterior changes. Show all uses, setbacks to property lines for all buildings, dimensions of parking and roadways, and setbacks between buildings and internal roadways.
- b) Provide preliminary landscape plans for review by the staff. Landscape plans can be incorporated into the site plan if it can be shown clearly. Trees should be native species and a minimum size of 15 gallons.
- c) Provide a color board with exterior paint chips and exterior materials samples for review by the Design Review Committee if any exterior changes are proposed. Board(s) should be card stock and no larger than 8.5x11.
- d) Incorporate permanent stormwater controls into the site design. Direct drainage from parking areas, roads and buildings into landscape swales to allow for filtration and percolation of minor contaminants before they enter an existing creek, watercourse or water body. In addition, cover all outdoor trash enclosures to prevent rain water infiltration into trash containers.
- e) Provide a complete description of the business operations: daily activities, number of personnel per shift, residential guidelines, etc. Please review the attached example of another similar program in the county and use as a guideline on what to include in your program description. Be as thorough as possible.

**UPE02-0143 Incomplete Letter**

**Page 2**

- f) Provide information on any on-site contamination that occurred as a result of the previous illegal truck terminal use that operated on the property.
- g) This project is located within the Santa Rosa Urban Services Area. Provide a "will-serve" letter from the City of Santa Rosa to confirm that water and sewer connections will be provided for this proposed use.
- h) Provide a copy of the State licensing requirements for this type of group residential use and a brief history of your experience operating a facility of this type.

An environmental analysis has not been commenced and further documentation, reports or maps for that analysis may be required. If you have any questions or want to discuss any of these items, please contact me at (707) 565-1352. Thank you for your cooperation.

Sincerely,



Steve Padovan, AICP  
Planner III

attachment



# COUNTY OF SONOMA

## PERMIT AND RESOURCE MANAGEMENT DEPARTMENT

2550 Ventura Avenue, Santa Rosa, CA 95403  
(707) 565-1900 FAX (707) 565-1103

To: Interested Agencies

November 1, 2002

The following application has been filed with the Sonoma County Permit and Resource Management Department.

**UPE02-0143**

**Joe Leavy**

**2360 Corby Ave, Santa Rosa**

**A.P.N. 043-064-004**

Request for a Use Permit for a large residential care facility for 21 individuals in two phases. First phase will use existing single family dwelling to house 14 persons, both staff and clients. Second phase will expand or add to building to house 21 persons, staff and clients.

We are submitting the above application for your review and recommendation. Additional information is on file in this office.

Responses to referrals should include: (1) statement of any environmental concerns or uncertainties your agency may have with the project; (2) any comments you wish to make regarding the merits of the project; and (3) your proposed conditions and mitigations for this project. Responsible agencies under CEQA are requested to indicate whether permits will be required for this project.

Your comments will be appreciated by **November 15, 2002** and should be sent to the attention of **UPE02-0143, Steve Padovan ([spadovan@sonoma-county.org](mailto:spadovan@sonoma-county.org))**.

Please send a copy of your comments to the applicant(s) or their representatives.

**Please check the appropriate box and return or reply by e-mail to the address above.**

**No comments**       **Comments attached**       **Comments to be forwarded**  
 **Please send meeting/hearing notices regarding this project.**

- |   |   |
|---|---|
| <input type="checkbox"/> County Surveyor  | <input type="checkbox"/> County Communications - George Waters        |
| <input checked="" type="checkbox"/> Health  | <input checked="" type="checkbox"/> Fire Marshal                      |
| <input type="checkbox"/> E/H Consumer Prot. - Jerry Meshulam                      | <input type="checkbox"/> Fire District -                              |
| <input type="checkbox"/> Sanitation   | <input type="checkbox"/> School District -                            |
| <input checked="" type="checkbox"/> Land Develop-Road                             | <input type="checkbox"/> Santa Rosa School District                   |
| <input checked="" type="checkbox"/> Public Works-Roads                            | <input type="checkbox"/> Water District -                             |
| <input type="checkbox"/> Ag Commissioner  | <input type="checkbox"/> State Coastal Commission                     |
| <input checked="" type="checkbox"/> Flood & Drainage Review                       | <input type="checkbox"/> Caltrans (State)                             |
| <input type="checkbox"/> PRAC Planner   | <input type="checkbox"/> State Fish & Game                            |
| <input type="checkbox"/> General Plan Staff                                       | <input type="checkbox"/> State Department of Forestry                 |
| <input checked="" type="checkbox"/> Northwest Information Center, S.S.U.          | <input type="checkbox"/> State Department of Health                   |
| <input type="checkbox"/> Milo Baker Chapter Conservation Committee                | <input type="checkbox"/> State Parks and Recreation                   |
| <input type="checkbox"/> Public Works - Transit                                   | <input type="checkbox"/> Regional Water Quality Control               |
| <input checked="" type="checkbox"/> Building Inspection                           | <input type="checkbox"/> Regional Air Pollution Control               |
| <input type="checkbox"/> Army Corps of Engineers                                  | <input type="checkbox"/> Regional Parks Department                    |
| <input type="checkbox"/> P.G. & E.  | <input checked="" type="checkbox"/> City of Santa Rosa Planning Dept. |
| <input type="checkbox"/> Pacific Bell   | <input checked="" type="checkbox"/> Treasurer/Special Assessment      |
| <input type="checkbox"/> Sheriff - Crime Prevention                               | <input checked="" type="checkbox"/> Assessor                          |
| <input checked="" type="checkbox"/> LAFCO   | <input type="checkbox"/> Landmarks Commission                         |
| <input type="checkbox"/> ALUC/CLUP - Bob Gaiser                                   | <input type="checkbox"/> Other:                                       |
| <input checked="" type="checkbox"/> Board of Supervisors - Supervisor Mike Reilly | <input type="checkbox"/> Other:                                       |

## "Standard Subdivision Conditions"

### Recommended "Building" Conditions of Approval:

1. A grading permit shall be obtained from the Permit and Resource Management Department prior to the start of any earthwork, unless exempted under Appendix Chapter 33 of the 1998 California Building Code. The grading plan, prepared by a civil engineer who is registered by the state, shall be submitted for review and approval by the Permit and Resource Management Department prior to grading permit issuance. Any structures to be constructed as part of the required grading, such as retaining or sound walls, shall require separate building applications and permits.
2. Prior to submission of the final subdivision map, the subdivider shall file with the Permit and Resource Management Department a preliminary soil report, prepared by a civil engineer who is registered by the state, based upon adequate test borings or excavations at the subdivision.
3. If any changes to plans, drawings, documents or specifications required pursuant to any conditions here-in specified occur, these changes shall be brought to the appropriate department for review and approval prior to any construction or improvements. Also, these changes shall be reviewed by all departments involved in the initial approval of the subject plans, drawings, documents or specifications that are proposed for change.

## "Standard Use Permit Condition"

### Recommended "Building" Condition of Approval:

1. The applicant shall apply for and obtain building related permits from PRMD for the proposed project. The necessary applications appear to be, but may not be limited to, site review, building permit and grading permit.

Or, if no grading permit appears to be needed:

1. The applicant shall apply for and obtain building related permits from PRMD for the proposed project. The necessary applications appear to be, but may not be limited to, site review and building permits

*for remodel and new building  
conversion of occupancy*

Date: November 25, 2002  
Attention: Steve Padovan  
Submitted by: John Kottage

FILE #: UPE02-0143  
NAME: Joe Leavy  
ADDRESS: 2360 Corby Avenue, Santa Rosa

APN: 043-064-004

**TRANSPORTATION AND PUBLIC WORKS:**

"The conditions below have been satisfied" BY \_\_\_\_\_ DATE \_\_\_\_\_

2. The Developer shall offer right-of-way to the County of Sonoma, free of encumbrances, and of sufficient width:
  - a. As necessary to create public right-of-way a total of **30** feet wide on the Developer's side of the road, as measured from the existing pavement centerline, for the full length of the property's frontage on **CORBY AVENUE**. This condition shall be void if the existing right-of-way meets or exceeds the minimum requirement(s) described above.
7. Right-of-Way shall be dedicated using a Grant Deed. The Developer shall have prepared a Grant Deed, together with the required descriptions and shall submit them to the County Surveyor for review and approval. A copy of the recorded Grant Deed shall be submitted to the Land Development Section of the Permit and Resource Management Department prior to clearance of these conditions.
9. The Developer shall construct or install improvements described as follows:
  - b. Supplement the width of the following existing road on the Developer's side to create the improved roadway described below. The improvements shall extend for the full frontage of the Developer's property. The road width shall be measured from the existing roadway centerline to either the new edge of shoulder or the new face of curb on: **CORBY AVENUE**, and shall include:
    - 1) 1-12 foot wide paved travel lane(s).
    - 4) 1-8 foot wide parking lane.
    - 6) Standard concrete curb and gutter on the developer's side of the road.
    - 7) 4 foot wide sidewalk, including facilities for persons with disabilities, along the developer's side of the road.

The improvements may vary depending upon the location and condition of the existing improvements. Depending on the existing conditions, the improvements may consist of widening, reconstruction, overlay, etc, all as necessary to create the required widths and structural section(s).

Note: The two (2) foot wide gutter pan may be used as part of the shoulder or parking lane, but shall not be considered part of the travel lane.

10. The structural section of all road improvements shall be designed using a soils investigation which provides the basement soil's R value and Expansion Pressure test results. A copy of the soils report shall also be submitted with the first set of improvement plan check prints. The Traffic Index (TI) to be used for the pavement design of **CORBY AVENUE**, is 8.
12. The Developer shall mill, repair and overlay the existing pavement as necessary to make a smooth transition between the existing pavement and the new pavement.

15. The Developer shall have designed and constructed storm drainage facilities in accordance with Sonoma County Water Agency design standards. Drainage facilities shall be reviewed and cleared by the Drainage Review Section of the Permit and Resource Management Department.
16. The Developer shall implement the requirements of the National Pollutant Discharge Elimination System (NPDES) Program and shall submit a copy of the Notice of Intent to the Permit and Resource Management Department PRIOR to approval of this application.
19. Sidewalk warps shall be constructed to provide a clear 4 foot walkway in areas where mailboxes, utility poles and pole guy wires are to be installed.
30. To allow for the smooth and safe movement of passenger vehicles entering and exiting the public road that provides access to the property, the Developer shall construct a ramp-type driveway approach with a throat width of at least 12 feet. The curb opening necessary to accommodate the curb face transition shall extend three (3) feet beyond the throat width, on both sides of the driveway. **Location: Any frontage location used as access to the property other than the driveway fronting the existing garage.** The driveway improvements shall be in place prior to occupancy or commencement of the new activity.
33. To allow for the smooth and safe movement of passenger vehicles and occasional trucks entering and exiting the public road that provides access to the property, the Developer shall construct a ramp-type driveway approach with a throat width of at least 24 feet. The curb opening necessary to accommodate the curb face transition shall extend three feet beyond the throat width, on both sides of the driveway. **Location: Driveway at existing 3-car garage.** The driveway improvements shall be in place prior to occupancy or commencement of the new activity.
44. All improvements shall be constructed in accordance with the Department of Transportation and Public Works Road policy.
46. Developer shall employ a Registered Civil Engineer, licensed in the State of California, to develop plans for the required improvements. The scale of these improvement plans shall be a minimum 1 inch equals 40 feet, and shall be submitted on 24 inch by 36 inch sheets for review. The Plans shall include roadway cross-sections, at a maximum interval between cross-sections of 50 feet.
47. Plan checking fees and Inspection fees, including those involving off-site frontage improvements, shall be paid to the Permit and Resource Management Department, prior to signature of the Improvement Plans by the Director of the Department of Transportation and Public Works.
49. Prior to any new use of an existing building that is associated with approval of this application, the Developer shall pay Traffic Mitigation fees to the County of Sonoma, as required by Section 26, Article 98 of the Sonoma County Code. Evidence of said payment shall be submitted to the Land Development Section of the Permit and Resource Management Department prior to clearance of these conditions.
51. The Developer shall submit improvement plans for all required improvements to the Permit and Resource Management Department for review and approval. Prior to the issuance of any Grading, Building or Encroachment permits, the Improvement Plans shall be signed by the Director of the Department of Transportation and Public Works.
52. Prior to construction of any improvements that are to be made within County Road Right-of-way, the Developer must obtain an Encroachment Permit from the Permit and Resource Management Department.
54. Prior to occupancy of any new building or new use of an existing building which result from this application, the Developer shall complete construction of all the required public improvements.
56. **Advisory Note:** The Sonoma County Department of Transportation and Public Works may modify these conditions if the Applicant can demonstrate that the conditions are infeasible due to unforeseen field constraints or lack of property rights, and that the goals of these conditions can be safely achieved in some other manner. However, the threshold for any modification is high, and therefore modification of conditions is not common.

Sent 12-26-02



**COUNTY OF SONOMA**  
**PERMIT AND RESOURCE MANAGEMENT DEPARTMENT**

2550 Ventura Avenue, Santa Rosa, CA 95403  
(707) 565-1900 FAX (707) 565-1103

**DRAFT HEALTH USE PERMIT CONDITIONS**

**DATE:** December 26, 2002  
**TO:** Permit and Resource Management Department, Project Review Section, Planning  
ATTN: Steve Padovan

**FROM:** Jon Tracy, R.E.H.S., Project Review Section, Health

**PROJECT TYPE:** Use Permit

**SUBJECT:** Project Address: 2360 Corby Ave, Santa Rosa  
Project#: UPE02-0143  
Name: Joe Leavy  
AP# 043-064-004  
Purpose: Request for a Use Permit for a large residential care facility for 21 individuals in two phases. First phase will use existing single family dwelling to house 14 persons, both staff and clients. Second phase will expand or add to building to house 21 persons, staff and clients.

The application has been reviewed by this Division (see x1 through x4).

- X2) Prior to a Negative Declaration, further information as indicated below is needed before we can respond to the project.
  
- D) A sound study by a qualified noise consultant addressing: Freeway noise impacts upon the proposed residential use, particularly the garage conversion to additional bedrooms.

Please feel free to contact Jon Tracy, Project Review Health Specialist at (707) 565-1883, Monday through Friday, should you have any questions on the above information.

Cc: District Specialist  
Applicant Joe Leavy  
Owner Sarah Leavy  
Other

Revised 11/00

**From:** Carole Cooper  
**To:** Padovan, Steve  
**Date:** 11/8/02 10:02AM  
**Subject:** Re: Request for Comment on UPE02-0143 Leavy Use Permit Application

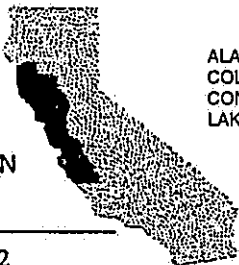
Dear Steve,

Thank you for responding to my phone call about this application. I appreciated knowing that the property is in the South Park County Sanitation District.

In terms of our review of the application, at this time, LAFCO has no comment.

Carole Cooper  
Assistant Executive Officer

CALIFORNIA  
HISTORICAL  
RESOURCES  
INFORMATION  
SYSTEM



ALAMEDA  
COLUSA  
CONTRA COSTA  
LAKE

MARIN  
MENDOCINO  
MONTEREY  
NAPA  
SAN BENITO  
SAN FRANCISCO

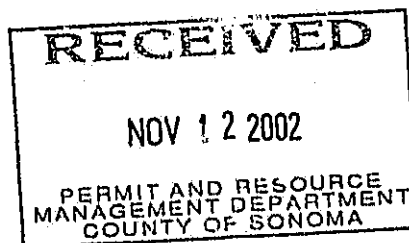
SAN MATEO  
SANTA CLARA  
SANTA CRUZ  
SOLANO  
SONOMA  
YOLO

Northwest Information Center  
Sonoma State University  
1303 Maurice Avenue  
Rohnert Park, California 94928-3609  
Tel: 707.664.0880 • Fax: 707.664.0890  
E-mail: nwic@sonoma.edu

11 November 2002

No.: 02-SO-53

Mr. Steve Padovan  
County of Sonoma  
Permit and Resource Management Dept.  
Planning Division  
2550 Ventura Avenue  
Santa Rosa, Ca. 95403



re: UPE02-0143; APN: 043-064-004

Dear Mr. Padovan:

Records at this office were reviewed to determine if this project could adversely affect historical resources. The review for possible historic buildings, however, was limited to references currently in our office. Please note that use of the term historical resources includes both archaeological sites and historic buildings.

The proposed project area contains or is adjacent to the archaeological site(s) ( ). A study is recommended prior to commencement of project activities.

The proposed project area has the possibility of containing unrecorded archaeological site(s). A study is recommended prior to commencement of project activities.

The proposed project area contains a listed historic structure ( ). See recommendations in the comment section below.

Study # identified one or more historical resources. It is recommended that a qualified archaeologist assess the status of the site and provide project specific recommendations.

Study # , identified no historical resources. Further study for historical resources is not recommended.

There is a low possibility of historical resources. Further study for historical resources is not recommended.

Review for possible historic structures was limited to the Northwest Information Centers documents and should not be considered comprehensive. Since the Office of Historic Preservation has determined that any building or structure 45 years or older maybe of historic value, if the project area contains such properties they should be evaluated by an architectural historian prior to commencement of project activities.

The guidelines for implementation of the California Register of Historical Resources (Cal Register) criteria for evaluation of historical properties has been developed by the State Office of Historical Preservation. For the purposes of CEQA, all identified archaeological sites should be evaluated using the Cal Register criteria.

Our review is based on scientific information. In addition, we recommend you contact the local tribe(s) regarding traditional, cultural, and religious values.

Comments:

If archaeological resources are encountered during the project, work in the immediate vicinity of the finds should be halted until a qualified archaeologist has evaluated the situation. If you have any questions please give us a call (707) 664-0880.

Sincerely,  
  
K. Thorne, for  
Leigh Jordan  
Coordinator



COUNTY OF SONOMA  
DEPARTMENT OF EMERGENCY SERVICES  
FIRE SERVICES o EMERGENCY MANAGEMENT o HAZARDOUS MATERIALS

VERNON A. LOSH II, DIRECTOR

To: Steve Padovan

Date: Nov. 14, 2002

FROM: Jerry Faddis, Fire Protection Plans Examiner.  
(707) 565-2410, FAX 565-1972, or [JFADDIS@SONOMA-COUNTY.ORG](mailto:JFADDIS@SONOMA-COUNTY.ORG)  
2550 Ventura Ave. Santa Rosa Ca. 95403

Subject: UPE02-0143 2360 Corby Ave. Residential Care Facility

This approval is for the proposed "use" only and should not be considered an approval for grading, construction, or installation of fire protection access, water supply, systems, or conditions requiring on site inspections.

This project shall comply with all applicable Fire and Life Safety Codes as prescribed by the Calif. Fire Code, Calif. Building Code, State Fire Marshal Regulations, So. Co. Ordinances and Standards, and Local Fire District Regulations. Residential projects are subject to the requirements of So. Co. Fire Safe Standards. Commercial projects are subject to the requirements of the So. Co. Commercial Development Guide. Residential and Commercial Guides are available at the PRMD, 2550 Ventura Ave.

An approved fire alarm system is required.

Exiting shall comply with the California Building Code.

Provide approved fire extinguishers.

Submittals for approval shall be 1/8 scale or larger and contain sufficient detail to demonstrate compliance with applicable code requirements.

Existing conditions may be approved by an on site fire inspection. Fee schedule applies.

New construction or installations will require a plan submittal with appropriate building permit and on site fire inspection/s prior to any approval.

Fees for plan reviews and field inspections are a minimum of \$154.00 (two hours) and \$77.00 per hour thereafter.

Comments: A fire inspection will be conducted for any structural alterations or additions as well as the required inspection for licensing purposes.



# COUNTY OF SONOMA

## PERMIT AND RESOURCE MANAGEMENT DEPARTMENT

2550 Ventura Avenue, Santa Rosa, CA 95403  
(707) 565-1900 FAX (707) 565-1103

To: Interested Agencies

November 1, 2002

The following application has been filed with the Sonoma County Permit and Resource Management Department.

**UPE02-0143**

**Joe Leavy**

**2360 Corby Ave, Santa Rosa**

**A.P.N. 043-064-004**

Request for a Use Permit for a large residential care facility for 21 individuals in two phases. First phase will use existing single family dwelling to house 14 persons, both staff and clients. Second phase will expand or add to building to house 21 persons, staff and clients.

We are submitting the above application for your review and recommendation. Additional information is on file in this office.

Responses to referrals should include: (1) statement of any environmental concerns or uncertainties your agency may have with the project; (2) any comments you wish to make regarding the merits of the project; and (3) your proposed conditions and mitigations for this project. Responsible agencies under CEQA are requested to indicate whether permits will be required for this project.

Your comments will be appreciated by **November 15, 2002** and should be sent to the attention of **UPE02-0143, Steve Padovan ([spadovan@sonoma-county.org](mailto:spadovan@sonoma-county.org))**.

Please send a copy of your comments to the applicant(s) or their representatives.

**Please check the appropriate box and return or reply by e-mail to the address above.**

**No comments**       **Comments attached**       **Comments to be forwarded**  
 **Please send meeting/hearing notices regarding this project.**

- |   |   |
|---|---|
| <input type="checkbox"/> County Surveyor  | <input type="checkbox"/> County Communications - George Waters        |
| <input checked="" type="checkbox"/> Health  | <input checked="" type="checkbox"/> Fire Marshal                      |
| <input type="checkbox"/> E/H Consumer Prot. - Jerry Meshulam                      | <input type="checkbox"/> Fire District -                              |
| <input type="checkbox"/> Sanitation   | <input type="checkbox"/> School District -                            |
| <input checked="" type="checkbox"/> Land Develop-Road                             | <input type="checkbox"/> Santa Rosa School District                   |
| <input checked="" type="checkbox"/> Public Works-Roads                            | <input type="checkbox"/> Water District -                             |
| <input type="checkbox"/> Ag Commissioner  | <input type="checkbox"/> State Coastal Commission                     |
| <input checked="" type="checkbox"/> Flood & Drainage Review                       | <input type="checkbox"/> Caltrans (State)                             |
| <input type="checkbox"/> PRAC Planner   | <input type="checkbox"/> State Fish & Game                            |
| <input type="checkbox"/> General Plan Staff                                       | <input type="checkbox"/> State Department of Forestry                 |
| <input checked="" type="checkbox"/> Northwest Information Center, S.S.U.          | <input type="checkbox"/> State Department of Health                   |
| <input type="checkbox"/> Milo Baker Chapter Conservation Committee                | <input type="checkbox"/> State Parks and Recreation                   |
| <input type="checkbox"/> Public Works - Transit                                   | <input type="checkbox"/> Regional Water Quality Control               |
| <input checked="" type="checkbox"/> Building Inspection                           | <input type="checkbox"/> Regional Air Pollution Control               |
| <input type="checkbox"/> Army Corps of Engineers                                  | <input type="checkbox"/> Regional Parks Department                    |
| <input type="checkbox"/> P.G. & E.  | <input checked="" type="checkbox"/> City of Santa Rosa Planning Dept. |
| <input type="checkbox"/> Pacific Bell   | <input checked="" type="checkbox"/> Treasurer/Special Assessment      |
| <input type="checkbox"/> Sheriff - Crime Prevention                               | <input checked="" type="checkbox"/> Assessor                          |
| <input checked="" type="checkbox"/> LAFCO   | <input type="checkbox"/> Landmarks Commission                         |
| <input type="checkbox"/> ALUC/CLUP - Bob Gaiser                                   | <input type="checkbox"/> Other:                                       |
| <input checked="" type="checkbox"/> Board of Supervisors - Supervisor Mike Reilly | <input type="checkbox"/> Other:                                       |

# THE POTTER'S PLACE OF RECOVERY

A Non-Profit Corporation  
An Opportunity for Change

January 27, 2003

Steve Padovan  
County of Sonoma  
Permit and Resource Management Department  
2550 Ventura Avenue  
Santa Rosa, CA 95403

Dear Steve:

This letter is a rescission of our request for a use permit. In accordance with HSC Section 11834.23 we have applied to the Department of Alcohol and Drug for a license for six or fewer residents and a use permit is not required.

**Facilities providing services to six or fewer people are exempt from local land use, zoning ordinances and other restrictions. Under HSC Section 11834.23, the smaller facility (six or fewer residents) operator can be treated no differently than would a family occupying a single-family home. Whether or not unrelated persons are living together, an alcoholism or drug abuse recovery or treatment facility which serves six or fewer persons shall be considered a residential use of property.**

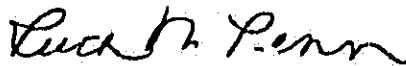
Please forward the refund in the amount of \$5600.00 to:

Joe Leavy  
2209 Viggo Way  
Santa Rosa, CA 95407

We will contact your office at a later date if we make a decision to increase the number of residents, or change the use of the facility.

Steve, thank you very much for your assistance in the processing of our request. If you have any questions you may reach me at 916-730-4938.

Sincerely,



Ruth N. Penn  
Director

2360 - Corby Avenue, Santa Rosa, CA 95403 — 707-974-4245



**COUNTY OF SONOMA**  
**PERMIT AND RESOURCE MANAGEMENT DEPARTMENT**

2550 Ventura Avenue, Santa Rosa, CA 95403-2829  
(707) 565-1900 FAX (707) 565-1103

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January 28, 2003

Joe Leavy  
2309 Viggo Way  
Santa Rosa, CA 95407

**Subject: UPE02-0143 - 2360 Corby Avenue - Withdrawal of Application**

Dear Mr. Leavy:

Thank you for the letter from Ruth Penn dated January 27, 2003 requesting the withdrawal of Use Permit UPE02-0143, a proposal for a large residential care facility for up to 14 persons at 2360 Corby Avenue. This file will be closed. It is our understanding that you will be opening a facility for up to six persons which is permitted by California State Law without the requirement of a Use Permit. Please keep in mind that the new proposal must still comply with all zoning regulations with regard to parking, setbacks, lot coverage, etc. in addition to all applicable building codes.

You are eligible to receive a refund from PRMD for the unused portion of your Use Permit fees; (e.g. legal posting, preparation of reports, hearings). Unfortunately, several departments did review the project and provide conditions of approval. Those fees will be retained. In addition, Project Review staff spent approximately four (4) hours reviewing the case file and visiting the site. A refund request application is attached. Please sign and return to PRMD, to my attention.

If you have any other questions, please contact me at 565-1352. It has been a pleasure working with you.

Sincerely,

Steve Padovan  
Planner III

cc: Ruth Penn  
file

attachment: PRMD Refund Request Sheet