



August 10, 2021

Bruce and Lindsay Rollin  
1400 Sunset Drive  
Petaluma, CA 94952

Re: **Notice of Project Status**  
**File No.** MNS20-0004  
**Site Address:** 1400 Sunset Drive, Petaluma, CA 94952  
**APN:** 019-080-012

The Permit and Resource Management Department (Permit Sonoma) has conducted further review of your application for a Minor Subdivision of 4.0 acres resulting in two lots of 2.5 and 1.5 acres in size.

On April 12, 2021, Permit Sonoma sent you correspondence stating that your application was incomplete, providing comments and requesting additional submittal items, i.e., Revised Tentative Map, Fire Safe and Vegetation Management Plan, Stormwater Control Plan, Biological Resources Assessment, etc. Please note, we are still waiting for the comments in the April 12, 2021, letter to be addressed.

In addition to the items discussed in the April 12, 2021, correspondence (attached), Permit Sonoma has identified the following key issues that will need to be resolved before the application can be processed further:

#### **Issue #1 – Off-site Access - Width of Sunset Drive**

This proposal accesses the public road system using a road under City of Petaluma jurisdiction (Sunset Drive). The Tentative Parcel Map for the proposal indicates the current width of Sunset Drive is 17.16 feet. Off-site access to the proposed minor subdivision needs to comply with Sonoma County Code Chapter 13 (Fire Safety) Article V (Fire Safe Standards) Division B related to Emergency Access Sec. 13-34. Our County Fire Marshal has requested you provide documentation demonstrating the width of Sunset Drive.

Please note, we have not received official comments from the City of Petaluma regarding this proposal however, if the City of Petaluma determines that improvements to the roadway are necessary, you may be required to obtain a City of Petaluma Encroachment Permit before making any improvements, including driveway or private roadway intersection, within City road right of way.

#### **Issue #2 – On-site Access - Width of Private Road**

The Tentative Parcel Map for this proposal indicates that access to proposed Parcel 2 will be via the existing access to the property. The Tentative Parcel Map indicates the width of the current driveway is 14.92 feet which is insufficient for emergency access. On-site access to the proposed minor subdivision needs to comply with Sonoma County Code Chapter 25 (Subdivisions) Article IV (Design Standards Generally) related to Private Roads.

*Sec. 25-40(j)(4), requires "Private roads—Projects with a density of one unit /acre or less for which an applicant requires and [Project Review and Advisory Committee] PRAC approves private road status shall be developed in accordance with the following: (4) Rights-of-way shall be a minimum of twenty feet (20') unless altered by PRAC.*

Based on comments from the County Fire Marshal and Survey staff (included below), it appears that there is not sufficient access to the subdivision as proposed.

*"After review of the referral and having a look at the potential access off sunset including the new onsite access, the County Surveyor and myself have the same conclusion. The preexisting subdivision in the city limits, the creation of the new lot and the existing lots which have access is over baring to the access in an emergency. There is still additional development potential on all existing lots as an example ADU's. The existing road Sunset Drive is less than the required 20 feet in width and the applicant is proposing a reduced with road of less than 20 feet which will not be supported for onsite access.*

*-Steve Mosiurchak and Keri Ryneerson"*

### **Issue #3 – Well & Septic for Proposed Lot 2**

Proposed Lot 2 (1.5 acres) still needs adequate evidence of septic capability, i.e., a current Septic Design Application reviewed and approved by Well & Septic. A new well on proposed Parcel 2 is highly likely to have sufficient yield to support the residence. Please update the Tentative Parcel Map for the proposal by identifying the proposed location for the new well on proposed Parcel 2. Please also submit a septic findings report.

If you have any questions please contact me at (707) 565-1926 or [alison.hodgkin@sonoma-county.org](mailto:alison.hodgkin@sonoma-county.org).

Sincerely,

*Alison Hodgkin*

Alison Hodgkin  
Project Planner

c: File No. MNS20-0004  
Steven LaFranchi, Surveyor

Enclosed: April 12, 2021, Project Status Letter



April 12, 2021

Bruce and Lindsay Rollin  
1400 Sunset Drive  
Petaluma, CA 94952

SENT VIA EMAIL [rollinbruce@sbcglobal.net](mailto:rollinbruce@sbcglobal.net)

Re: **Notice of Project Status**

File No. MNS20-0004  
Site Address: 1400 Sunset Drive, Petaluma  
APN: 019-080-012  
Zoning: AR B6 2, NONE

Pursuant to Government Code Section 65943, the Permit and Resource Management Department must notify you that your application is either complete or incomplete. Your request for a Minor Subdivision of 4.0 acres resulting in two lots of 2.5 acres and 1.5 acres in size was accepted on March 10, 2021 and has been determined to be incomplete. Your application cannot be processed further until the required items are provided.

**Required Submittal Items**

1. **Revised Tentative Map.** Please revise the tentative map to address the following items:
  - a. Staff highly recommends that a building envelope be proposed for Parcel 2 for potential environmental considerations. The building envelope should be shown on the tentative map and be locatable.
  - b. The Survey division has requested the following changes to the tentative map:
    - i. Fix label conflicts; and
    - ii. Add a location map.

Please be aware that further development on the property shall comply with future Building Code and fire safety laws, including the California Fire Code with local amendments as adopted in Sonoma County Code Chapter 13. In the future, if this property is re-designated as State Responsibility Area or Very High Fire Severity Zones by the California Board of Forestry and Fire Protection Regulations, then future development may also have to comply with fire safety laws adopted by the California Board of Forestry and Fire Protection. 14 California Code Section §1270 et seq.

2. **Fire Safe and Vegetation Management Plan.** See the enclosed requirements.
3. **Stormwater Low Impact Development Requirements.** The property is located within the County's MS4 Phase II boundary. Projects within this boundary that create or replace more than 5,000 square feet of impervious surface are subject to the regulations under the Bay Area Storm Water Management Agencies Association (BAS MMA) [post-construction manual](#). A Preliminary Stormwater Control Plan (SCP) must be submitted for review by the Grading and Storm Water Section; otherwise, the applicant must demonstrate that the proposed and reasonably foreseeable improvements are not subject to the Phase II LID regulations.



Please see the enclosed Phase II BASMAA Post-Construction Manual and Determination Worksheet for assistance. For questions about this requirement, please contact Yoash Tilles at [Yoash.Tilles@sonoma-county.org](mailto:Yoash.Tilles@sonoma-county.org) and copy me.

4. **Environmental Review Fee.** Staff has determined that this project will require a higher level of environmental review than initially determined at the time of application intake. Please see the attached invoice for the difference between the original fee (\$3,239) and the updated fee (\$4,774). Payment can be submitted [online](#) by following the enclosed instructions. Please also complete and sign an At-Cost form, which is necessary for the updated environmental review fee.

### Environmental Review

The following are items that will be needed to begin the environmental review process. However, additional information may be needed to complete environmental review or to address any issues that are identified. It is our intention to work closely with your project team to resolve any environmental issues as soon as possible.

1. **Biological Resources Assessment.** The project could have a significant impact on biological resources as a result of the project. A Biological Resources Assessment (BRA) should be prepared by a qualified biologist. The BRA should analyze the project's potential to impact special-status species, including but not limited to American Badger and Burrowing Owl, or protected habitat (e.g. wetlands) to a degree sufficient to evaluate the project under the California Environmental Quality Act (CEQA).
2. **Cultural Resources Study.** The Northwest Information Center has indicated that the project area has the possibility of containing unrecorded archaeological sites, and recommends that a cultural resources study be prepared.
3. **Water Quality Sample.** The project site is located within the West Petaluma Nitrate Area. Please provide water quality results of water collected from the existing well, tested by a State-certified laboratory, for Total Dissolved Solids, Electrical Conductivity, and Nitrate.

Please submit all the required information and revisions at your earliest convenience. Additional items may be requested as the project moves through the review process. Your cooperation and prompt attention to complete this application would be greatly appreciated. If you have any questions, need some clarification or additional time to compile the information, please contact me at (707) 565-1903 or [Katrina.braehmer@sonoma-county.org](mailto:Katrina.braehmer@sonoma-county.org).

Sincerely,



Katrina Braehmer  
Project Planner

c: File No. MNS20-0004  
Steven LaFranchi, Surveyor

Enclosed: Fire Safe and Vegetation Management Plan Requirements  
Phase II BASMAA Post-Construction Manual and Determination worksheet  
Revised Invoice and Instructions to Pay Online  
At-Cost Form



**Sonoma County Permit and Resource Management Department**  
2550 Ventura Avenue Santa Rosa CA 95403-2859 (707) 565-1900  
[www.PermitSonoma.org](http://www.PermitSonoma.org)

