



2550 Ventura Avenue  
Santa Rosa, CA 95403

**p:** (707) 565-1900  
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Director

Michelle Arellano  
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Nathan Quarles  
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Steve Mosiurchak  
Fire Marshal

November 25, 2025

Brent Russell  
202 Webster St  
Petaluma, CA 94952

**Re: Notice of Project Status**

File No. CPH25-0011  
Site Address: 22094 Ruoff Drive, Jenner  
APN: 109-410-042

We have completed our initial review of the above referenced application for a Coastal Permit with Hearing for the construction of a new 20' by 30' garage for boat storage. Pursuant to Government Code Section 65943, Permit Sonoma must notify you that your application is either complete or incomplete. Your application was received on October 28, 2025, and processing has begun. Based upon the information submitted, we have determined that your application is incomplete and cannot be processed until additional information is provided. The following lists the information that will be required prior to initiating further processing of the permit including additional information that is needed to complete environmental review.

**Coastal Permit Application Requirements ([PJR-035](#))**

- 1. Site Plan.** Preparation of the required site plan by a draftsman, architect, landscape architect or engineer is strongly recommended. If the existing site is to be significantly modified by the proposed project (i.e. removal of existing buildings, extensive grading and removal of vegetation), both an existing site plan and a proposed site plan should be submitted.

The following is required to complete this submittal item:

- a. A stream runs along the rear of the property. Please include the stream on the site plan including measured setbacks from the centerline of the creek and the top of bank of the creek.
- b. Locate and identify all existing trees in the development area. Please include all trees that may be impacted by this proposal, such as those within 30' that may be subject to removal to maintain fire safe setbacks.
- c. Per the file copy site map for SEP08-0515, the driveway appears to be encumbering the septic area. The as-built plans are unclear as to where the actual dual primary field and reserve field are located. A type 1 findings report will be required to field locate the system to prove that the driveway to the garage is not impacting the primary or reserve area.

2. **Architectural Review Committee.** Construction of new structures in Timber Cove are subject to architectural review by the homeowner's association. Evidence of such approval must accompany this application.
3. **Biological Resources Assessment.** The proposed development is within 300 feet of the stream. Please prepare a biological assessment that meets the requirements of the [Local Coastal Plan](#) including the Open Space and Resource Conservation Element, and Appendix E. Additional information or surveys may be required because of the preliminary assessment.
4. **Cultural Resources Assessment.** Policy C-CH-1 of the Sonoma County Local Coastal Plan requires, "Development projects resulting in new ground disturbance, including but not limited to building, grading, or demolition projects shall provide a study prepared by a qualified professional evaluating historical, archaeological and paleontological resources, including Native American cultural and sacred sites, tribal cultural resources, artifacts, and remains. Studies will be referred to Tribes for early and frequent comment and confirmation of adequacy. If a site is likely to have archaeological, cultural or tribal resources, a field survey and an archaeological resources report that contains the results of the survey and includes appropriate mitigation measures shall be required. If the site is likely to have historic resources, a field survey and an historic resources report that contains an evaluation of whether the historic resources are significant under state and federal criteria shall be required."

The proposed project will result in new ground disturbance beyond that approved by CPN08-0001. Please prepare and submit a cultural resources assessment for review.

### **Additional Information and Key Issues for Consideration**

Staff has identified the following items that will be addressed in the analysis of the project. .

- Site Visit. A site visit needs to be scheduled with the Kashia Band of Pomo Indians. Please contact Jessica Chaves ([jessica@stewartspoint.org](mailto:jessica@stewartspoint.org)) and anthony stewartspoint.org ([anthony@stewartspoint.org](mailto:anthony@stewartspoint.org)) with the Tribal Historic Preservation Office.

### **Referral Agency Comments**

Enclosed for your review of referral agency comments/draft conditions from the California Coastal Commission, Permit Sonoma's Well and Septic Division, and Permit Sonoma's Building Division. Delays in submitting this information may impact relevant conditions or preclude referral agencies from providing draft conditions of approval necessary for project approval. We would welcome an opportunity to meet with you and your project team to discuss all items raised in this letter. Likewise, if you have any questions regarding this request or need some clarification or additional time to compile the information, please contact me at (707) 565-1931 or [Jacob.Sedgley@sonomacounty.gov](mailto:Jacob.Sedgley@sonomacounty.gov).

Sincerely,

Project Planner

c: File No. CPH25-0011  
Crystal Acker, Supervising Planner

Enclosure: Referral Agency Comments/ Draft Conditions

Date: 11/20/25  
Preparer: Bryan Waters  
Project #: CPH25-0011

**Building Division Comments:**

1. The applicant shall apply for and obtain a Building Permit from Permit Sonoma for the proposed garage. Construction inspections shall occur and the building permit finalized (or approved for occupancy) prior to occupancy or use.
2. A geotechnical investigation, in accordance with California Building Code (CBC) Chapter 18, shall be submitted with the Building Permit application, providing site specific foundation design criteria, justifying adequate setback from the adjacent slope surface, and providing other geotechnical recommendations for development.
3. If, after Building Division approval, any changes to plans, drawings, documents or specifications required pursuant to any conditions herein 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.

## Jacob Sedgley

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**From:** Henningsen, Luke@Coastal <luke.henningsen@coastal.ca.gov>  
**Sent:** Tuesday, November 18, 2025 2:51 PM  
**To:** Jacob Sedgley  
**Cc:** Kylie Martin  
**Subject:** Re: CPH25-0011 (22094 Ruoff Dr., Jenner) Referral Packet - Respond by 11/20/2025

### EXTERNAL

Hi Jacob,

Following up here with the CCC staff comments for this proposed development at 22094 Ruoff Dr., Jenner.

Given the location and type of new development, we understand that a thorough biological report will be required. This report will need to survey for wetlands, environmentally sensitive habitat areas (ESHA), special status species, nesting birds (if tree removal is proposed), and to provide recommendations accordingly for avoiding and minimizing potential negative impacts, in accordance with the Open Space & Resource Conservation Element of Sonoma's LCP Land Use Plan.

Best regards,

### Luke Henningsen, M.C.P.

Coastal Planner II  
North Central Coast District  
California Coastal Commission  
*Pronouns: he/him*



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**From:** Kylie Martin <Kylie.Martin@sonomacounty.gov>  
**Sent:** Wednesday, November 5, 2025 4:13 PM  
**Cc:** Jacob Sedgley <Jacob.Sedgley@sonomacounty.gov>  
**Subject:** CPH25-0011 (22094 Ruoff Dr., Jenner) Referral Packet - Respond by 11/20/2025

Good afternoon,

Please see the attached Completeness Referral Packet regarding the project in the subject line.

If you have any questions, please reach out to the project planner, Jacob Sedgley, at [Jacob.Sedgley@sonomacounty.gov](mailto:Jacob.Sedgley@sonomacounty.gov) or (707) 565-1931. Please respond by **November 20, 2025**.

Thank you,

**Kylie Martin**

Administrative Assistant

Permit Sonoma

2550 Ventura Avenue, Santa Rosa, CA 95403

[www.PermitsSonoma.org](http://www.PermitsSonoma.org)

Office: (707) 565-1900 | Direct: (707) 565-1223

[Kylie.Martin@sonomacounty.gov](mailto:Kylie.Martin@sonomacounty.gov)



Permit Center hours: Monday, Tuesday, Thursday, Friday 8:00 AM to 4:00 PM. Wednesday 10:30 AM to 4:00 PM.

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## Jacob Sedgley

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**From:** Leah Redon  
**Sent:** Monday, November 24, 2025 5:14 PM  
**To:** Jacob Sedgley  
**Subject:** CPH25-0011 Well & Septic Comments

Hi Jacob,

Per the file copy site map for SEP08-0515, the driveway appears to be encumbering the septic area. The as-built plans are unclear as to where the actual dual primary field and reserve field are located. A type 1 findings report will be required to field locate the system to prove that the driveway to the garage is not impacting the primary or reserve area.

Thank you,

Leah Redon  
Environmental Health Specialist I  
Permit Sonoma - Well & Septic  
Office: (707) 565-1900  
Direct: (707) 565-3746

