TOWN OF FAIRFAX STAFF REPORT

Department of Planning and Building Services

TO: Fairfax Planning Commission

DATE: August 15, 2024

FROM: Kara Spencer, Associate Planner **LOCATION:** 28 Baywood Court; APN: 002-201-43

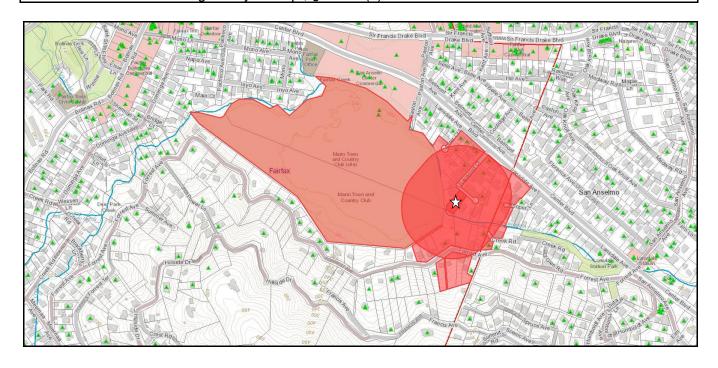
ZONING: RD 5.5-7 Residential Zone

PROJECT: Construction of an approximately 120 square foot storage shed

ACTION: Conditional Use Permit (CUP); Application No. 24-09

APPLICANT: Chris Harges
OWNER: Chris Harges

CEQA STATUS: Categorically exempt, § 15303(e)



28 BAYWOOD COURT

PROJECT DESCRIPTION

The project proposes the construction of an approximately 120 square foot wooden storage shed without utilities. The foundation would be supported by hand dug piers. The sloped roof would range in height from approximately ten feet on its eastern side to a maximum of approximately 12 feet on its western side. The walls would be clad in plywood board and batten painted a medium dark green. Asphalt shingles are proposed for the roof. An approximately 6'-6" high, ten foot wide, three panel section (two fixed-stationary and one mobile) vinyl sliding door would provide ingress/egress. One fixed, four foot high by three foot wide vinyl window is proposed for the eastern side. One fixed, three foot high by six foot wide vinyl window is proposed for the western side.

The proposed shed would be located in the backyard of the property approximately 26 feet from the top of the San Anselmo Creek bank at an elevation of approximately five feet above the top of the bank in an area with a one percent annual chance of flooding. It would maintain an approximately 108 foot setback from the front property boundary, an approximately 22 foot setback from the rear property boundary, an approximately 11 foot setback from the western side property boundary, and an approximately 53 foot setback from the eastern side property boundary. It would be approximately 57 feet from the single-family residence at 30 Baywood Court and approximately 63 feet from the single-family residence at 26 Baywood Court. Refer to Attachment A for photos of the proposed shed site and surroundings.

BACKGROUND

The approximately 9,020 square foot property is mostly level but drops down at the rear by approximately ten feet to a relatively flat area, then drops down another approximately five/five and a half feet to another flat area that abuts the top of the San Anselmo Creek bank for a total slope of approximately 16 (15.5) percent. It is developed with an approximately 2,012 square foot single-family house that was originally constructed in 1951 and expanded and remodeled in the early 2000s. The three bedroom, three bathroom house has an approximately 274 square foot attached single car garage. There is an existing approximately 88 square foot detached shed with utilities located in the backyard. The backyard also has a large heritage oak tree.

The project property is located within the RD 5.5-7 Residential Zone, High-Density District (RD 5.5-7 Zone). It is not within a Wildland Urban Interface (WUI) Zone according to the Ross Valley Fire Department "Town of Fairfax Wildland-Urban Interface Zones" Map. Nor is it within a quarter mile of a known Northern Spotted Owl (NSO) nesting site according to NSO nesting data from the Marin Audubon Society. A portion of the backyard is located within an AE flood zone with a one percent or less annual chance of flooding.

DISCUSSION

As indicated in Table 1, the existing property meets the front-yard setback, the rear-yard setback, the combined front/rear-yard setback, and the individual five foot side-yard setbacks, FAR, lot coverage, and building height requirements. The existing legal, non-conforming house does not meet the 20 foot combined side-yard setback. All setbacks are measured from a property boundary to the portion of the structure closest to that property boundary.

Table 1: 28 Baywood Court Property Compliance with Zoning Standards

	Front Setback ¹	Rear Setback	Combined Front/Rear Setback	Side Setbacks ⁶	Combined Side Setbacks ⁶	FAR	Lot Coverage	Height
Required/ Permitted	6 ft.	10 ft.	35 ft.	5 ft. & 5 ft.	20 ft.	0.40	0.35	28.5 ft., 2 stories
Existing	15 ft.	35 ft. ²	50 ft. ⁴	6 ft. & 11 ft.	17 ft.	0.23	0.29	22.5 ft., 2 stories
Proposed	No change	22 ft. ³	37 ft.⁵	No change	No change	No change	0.30	No change

- 1. Measured to house.
- 2. Measured to existing 88 sf shed with utilities.
- 3. Measured to proposed 120 sf shed.
- 4. Measured to house and 88 sf shed.
- 5. Measured to existing house and proposed 120 sf shed.
- 6. Measured to existing, legal, non-conforming house.

Table 2 below demonstrates the proposed shed's compliance with all applicable setback, FAR, lot coverage, and building height requirements. Town Code Section 17.040.040(A) requires accessory buildings to be 20 feet from the top of the San Anselmo Creek bank or two times the average depth of the creek bank, whichever is greater. The average depth of the creek bank behind the property is approximately five feet. Therefore, the shed must be a minimum of 20 feet from the top of the creek bank, as this distance is greater than two times the average depth $(2 \times 5 \text{ ft} = 10 \text{ft})$. The proposed 26 foot distance of the shed from the top of the San Anselmo Creek bank would not encroach into the required creek setback.

Table 2: Proposed Shed Compliance with Zoning Standards

	San Anselmo Creek Setback	Front Setback	Rear Setback	Combined Front/Rear Setback	Side Setbacks	Combined Side Setbacks	FAR	Lot Coverage	Height
Required/ Permitted	20 ft.	10 ft. ¹	10 ft. ¹	35 ft.	5 ft. & 5 ft.	20 ft.	0.40	0.35	15 ft., 1 story
Proposed	26 ft.	108 ft.	22 ft.	130 ft.	11 ft. & 53 ft.	64 ft.	0.23	0.30	12 ft., 1 story

^{1.}Town Code Section 170.040.020 requires accessory buildings to maintain ten foot front and rear setbacks.

No trees would be removed to construct the shed, but it's proposed location is within the dripline of a heritage oak tree. According to an arborist report prepared May 29, 2024 by ISA Certified Arborist, Sadie Julin of ArborScience, LLC., the project is highly unlikely to affect the tree in any measurable way (refer to Attachment C, Arborist Report). This is because there is an existing approximately ten foot tall retaining wall that prevents any significant tree roots from extending into the area where the shed is proposed; the shed foundation would be supported by hand dug piers; and, all construction materials would be hand carried along existing pathways avoiding any potential soil compaction or damage to any large roots.

Required Discretionary Approvals

Town Code § 17.084.050 specifies that any physical improvement on a property in the RD 5.5-7 zone that does not meet the minimum size or width requirements based on its slope requires approval of either a Conditional Use Permit (CUP) or a Hill Area Residential Development (HRD) Permit. Based on the approximate 16 percent slope of the project site, it would need to be 8,000 square feet in area and 68 feet wide to conform to the size and width requirements of Town Code § 17.084.050(C). At approximately 59 feet wide the property does not meet the minimum width required by the Town Code. The project does not require any excavation and would result in minimal site disturbance. Therefore, the HRD permit is not applicable and the proposed project requires the approval of a CUP.

Conditional Use Permit Required Findings [Town Code Section 17.032.060]

The following determinations and findings are required to approve a Conditional Use Permit:

- (A) The location, size, design, and operating characteristics of the use conform to the General Plan and the land use designations for the project site and to the objective zoning standards and objective design standards that apply to the proposed use at the proposed location;
- (B) The approval of the use permit shall not constitute a grant of special privilege and shall not contravene the doctrines of equity and equal treatment;
- (C) The development and use of property, as approved under the use permit, shall not create a public nuisance arising from the emission of odor, dust, gas, noise, vibration, smoke, heat, or glare at a level exceeding ambient conditions or applicable performance standards, or cause significant adverse physical or environmental effects to abutting or adjoining properties and the

- surrounding neighborhood, or create undue or excessive burdens in the use and enjoyment thereof, any or all of which effects are substantially beyond that which might occur without approval or issuance of the use permit;
- (D) Approval of the use permit is not contrary to those objectives, goals or objective standards pertinent to the particular use and location and contained or set forth in the General Plan, this title, any master plan, development plan or other plan or policy, officially adopted by the town; and
- (E) Approval of the use permit will result in equal or better development of the premises than would otherwise be the case, and that the approval is in the public interest and for the protection or enhancement of the community.

Determinations and Findings in Support of the CUP

(A) The proposed location, size, design, and operating characteristics of the shed conform to the General Plan and the General Plan land use designation for the project site.

The proposed storage shed would be located adjacent to an existing approximately ten foot tall retaining wall in the backyard of the residential property at 28 Baywood Court. It would be elevated approximately five feet above the top of the San Anselmo Creek bank and approximately 26 linear feet from the top of the San Anselmo Creek bank in an area with a one percent annual chance of flooding. Consistent with Land Use Policy LU-4.1.2¹, the proposed shed would comply with all federal, state, and local regulations pertaining to development in flood zones because it would only be used for storage and not habitable space; and it would be located out of the required 20 foot setback from the top of San Anselmo Creek at an elevation approximately five feet above the creek.

The proposed structure would have a standard shed design with a sloped roof, ranging from ten to 12 feet in height, board and batten siding painted medium dark green, and 120 square feet of area supported on a post and pier foundation. Painting the shed medium dark green, limiting its height to a maximum of 12 feet and its size to 120 square feet, and locating it adjacent to the approximately ten foot tall retaining wall would minimize its visual mass and help it blend in with the surrounding natural landscape in the San Anselmo Creek corridor, consistent with General Plan Land Use Policy LU-1.2.3².

The proposed siting, size, height, and paint color of the shed also ensure it would be compatible with the existing house and shed on the property consistent with General Plan Land Use Policy LU-7.2.1³. The construction of the proposed shed would not require any grading or tree removal and the existing grade and natural features would be preserved, consistent with General Plan Land Use Policy LU-7.2.2⁴.

The proposed shed would be an accessory storage use for a single-family residential property consistent with the General Plan residential land use designation for the site.

^{1.} Policy LU-4.1.2: New and renewed development shall comply with all federal, state, and local regulations pertaining to development in flood zones.

^{2.} Policy LU-1.2.3: New and renewed development shall be designed and located so as to minimize the visual mass. The Town will require exterior materials and colors that blend the exterior appearance of structures with the surrounding natural landscape, allowing for architectural diversity.

^{3.} Policy LU-7.2.1: New and renewed development shall be compatible with the general design and scale of structures in the vicinity.

^{4.} Policy LU-7.2.2: To the extent feasible natural features including the existing grade, mature trees, and vegetation shall be preserved for new and renewed development.

As documented above in Table 2, the proposed shed would comply with all applicable objective setback, FAR, lot coverage, and building height standards of the Fairfax Zoning Ordinance. Please note that objective design standards do not apply to the proposed shed (Town Code Section 17.020.030).

- (B) An accessory storage shed is a permitted use in the RD 5.5-7 zone [Town Code Section 17.084.040(B)]. Many other properties in the Bush Tract Subdivision and throughout Fairfax have two storage sheds. The proposed shed would conform with all applicable zoning standards, the General Plan and the General Plan land use designation for the site. Therefore, approval of the Conditional Use Permit shall not constitute a grant of special privilege and shall not contravene the doctrines of equity or equal treatment.
- (C) The addition of an approximately 120 square foot, 12 foot tall storage shed with no utilities to the backyard of the project property would not create a public nuisance or cause significant adverse physical or environmental effects on abutting or adjoining properties or the surrounding neighborhood. The proposed shed would be located approximately 57 feet from the single-family house at 30 Baywood Court and approximately 63 feet from the single-family house at 26 Baywood Court. It would be elevated approximately five feet above the top of the San Anselmo Creek bank and approximately 26 linear feet from the top of the San Anselmo Creek bank.
- (D) Refer to the response to paragraph (A) above; the proposed storage shed is not contrary to the objectives, goals or standards set forth in either the 2023 2031 Fairfax General Plan or Title 17, the Fairfax Zoning Ordinance.
- (E) The addition of the proposed storage shed to the backyard of 28 Baywood Court would provide the property owner with a protected place to store various items, enabling the owners to keep the property organized and secure, which is in the private and public interest.

OTHER DEPARTMENT/AGENCY COMMENTS/CONDITIONS OF APPROVAL

No comments or conditions were received from the Ross Valley Fire Department (RVFD), Marin Municipal Water District (MMWD), Ross Valley Sanitary District (RVSD) or the Town of Fairfax Police, Building, or Public Works Departments.

RECOMMENDATION

Move to approve application No. 24-09 by adopting attached Resolution No. 2024-12 setting forth the findings and the conditions for the project approval.

ATTACHMENTS

Attachment A – Resolution No. 2024-12

Attachment B – Arborist Report

Attachment C – Photos of the Proposed Shed Site and Surroundings

Attachment D – Shed Elevations and Proposed Site Plan

RESOLUTION NO. 2024-12

A Resolution of the Fairfax Planning Commission Approving Application No. 24-09 for a Conditional Use Permit for the Construction of an Approximately 120 Square-Foot Shed at 28 Baywood Court

WHEREAS, the Town of Fairfax received an application from Chris Harges to construct an approximately 120 square foot shed without utilities on his property at 28 Baywood Court; and

WHEREAS, the Planning Commission held a duly noticed Public Hearing on August 15, 2024 at which time the Planning Commission determined that the project complies with the 2010-2030 Fairfax General Plan and with the Fairfax Zoning Ordinance; and

WHEREAS, based on the plans and other documentary evidence in the record the Planning Commission determined that the applicant met the burden of proof required to support the findings necessary to approve the Conditional Use Permit; and

WHEREAS, The project is exempt from the California Environmental Quality Act per Categorical Exemption § 15303(e); and

WHEREAS, the Planning Commission made the following findings:

The project is consistent with the 2010-2030 Fairfax General Plan as follows:

Policy LU-1.2.3: New and renewed development shall be designed and located so as to minimize the visual mass. The Town will require exterior materials and colors that blend the exterior appearance of structures with the surrounding natural landscape, allowing for architectural diversity.

Policy LU-4.1.2: New and renewed development shall comply with all federal, state, and local regulations pertaining to development in flood zones.

Policy LU-7.2.1: New and renewed development shall be compatible with the general design and scale of structures in the vicinity.

Policy LU-7.2.2: To the extent feasible natural features including the existing grade, mature trees, and vegetation shall be preserved for new and renewed development.

Conditional Use Permit Findings (Town Code § 17.032.060)

(A) Locating the proposed shed adjacent to an approximately ten foot tall retaining wall, painting it medium dark green, and limiting its height to 12 feet and its size to 120 square feet, would minimize the shed's visual mass and help it blend in with the surrounding natural landscape in the San Anselmo Creek corridor, consistent with General Plan Land Use Policy LU-1.2.3. Consistent with Land Use Policy LU-4.1.2, the proposed shed would comply with all federal, state, and local regulations pertaining to development in flood zones because it would only be used for storage and not habitable space; and it would be located out of the required 20 foot setback from the top of San Anselmo Creek at an elevation approximately five feet above the creek. The proposed siting, size, height, and paint color of the shed also ensure it would be compatible with the existing house and shed on the property consistent with General Plan Land Use Policy LU-7.2.1. The construction of the proposed shed would not require any grading or tree removal and the existing grade and natural features would be preserved, consistent with General Plan Land Use Policy LU-7.2.2. The proposed shed would be an accessory storage

use for a single-family residential property consistent with the General Plan residential land use designation for the site. It would comply with all applicable objective setback, FAR, lot coverage, and building height standards of the Fairfax Zoning Ordinance. Per Town Code Section 17.020.030 objective design standards do not apply to the proposed shed. Therefore, the location, size, design, and storage use of the shed conform to the General Plan and the land use designations for the project site and to the applicable objective zoning standards of the Fairfax Zoning Ordinance.

- (B) The approval of the Conditional Use Permit shall not constitute a grant of special privilege, nor contravene the doctrines of equity or equal treatment because an accessory storage shed is a permitted use in the RD 5.5-7 zone; many other properties in the Bush Tract Subdivision and throughout Fairfax have two storage sheds; and, the proposed shed would conform with all applicable zoning standards, the General Plan and the General Plan land use designation for the site.
- (C) The proposed shed would be located approximately 57 feet from the single-family house at 30 Baywood Court and approximately 63 feet from the single-family house at 26 Baywood Court. It would be elevated approximately five feet above the top of the San Anselmo Creek bank and approximately 26 linear feet from the top of the San Anselmo Creek bank. Therefore, the addition of an approximately 120 square foot, 12 foot tall storage shed with no utilities to the backyard of 28 Baywood Court would not create a public nuisance or cause significant adverse physical or environmental effects on abutting or adjoining properties or the surrounding neighborhood.
- (D) Refer to the response to paragraph (A) above; the proposed storage shed is not contrary to the objectives, goals or standards set forth in either the 2023 2031 Fairfax General Plan or Title 17, the Fairfax Zoning Ordinance.
- (E) The addition of the proposed storage shed to the backyard of 28 Baywood Court would provide the property owner with a protected place to store various items, enabling the owners to keep the property organized and secure, which is in the private and public interest.

WHEREAS, the Planning Commission approved the project subject to the applicant's compliance with the following conditions:

- 1. The project is approved per the plans prepared by Chris Harges, dated received by the Town of Fairfax on June 27, 2024 and August 8, 2024.
- 2. During the construction process the following shall be required:
 - a. All construction-related vehicles shall be situated off the travel lane of the adjacent public right(s)-of-way at all times. This condition may be waived by the Building Official on a case-by-case basis with prior notification from the project sponsor.
 - b. Any proposed temporary closures of a public right-of-way shall require prior approval by the Fairfax Police Department and any necessary traffic control, signage or public notification shall be the responsibility of the applicant or his/her assigns. Any violation of this provision will result in a stop work order being placed on the property and issuance of a citation.
- 3. The Building Official shall field check the completed project to verify compliance with the approved plans and building code requirements.
- 4. The roadways shall be kept free of dust, gravel, and other construction materials by sweeping them, daily, if necessary.

- 5. Any changes, modifications, additions, or alterations made to the approved set of plans will require a modification of Application No. 24-09. Modifications that do not significantly change the project, the project design or the approved discretionary permits may be approved by either the Planning Commission or the Planning Director. Any construction based on job plans that have been altered without the benefit of an approved modification of Application 24-09 will result in the job being immediately stopped and red tagged.
- Any damages to the public portions of Baywood Court or other public roadway used to access the site resulting from construction-related activities shall be the responsibility of the property owner.
- 7. The applicant and their heirs, successors, and assigns shall, at their sole cost and expense, defend with counsel selected by the Town of Fairfax, indemnify, protect, release, and hold harmless the Town of Fairfax and any agency or instrumentality thereof, including its agents, officers, commissions, and employees (the "Indemnitees") from any and all claims, actions, or proceedings arising out of or in any way relating to the processing and/or approval of the project as described herein, the purpose of which is to attack, set aside, void, or annul the approval of the project, and/or any environmental determination that accompanies it, by the Planning Commission, Town Council, Planning Director, or any other department or agency of the Town. This indemnification shall include, but not be limited to, suits, damages, judgments, costs, expenses, liens, levies, attorney fees or expert witness fees that may be asserted or incurred by any person or entity, including the applicant, third parties and the Indemnitees, arising out of or in connection with the approval of this project, whether or not there is concurrent, passive, or active negligence on the part of the Indemnitees. Nothing herein shall prohibit the Town from participating in the defense of any claim, action, or proceeding. The parties shall use best efforts, acting in good faith, to select mutually agreeable defense counsel. If the parties cannot reach agreement, the Town may select its own legal counsel and the applicant agrees to pay directly, or timely reimburse on a monthly basis, the Town for all such court costs, attorney fees, and time referenced herein, provided, however, that the applicant's duty in this regard shall be subject to the Town's promptly notifying the applicant of any said claim, action, or proceeding.
- 8. The applicant shall comply with all applicable local, county, state, and federal laws and regulations. Local ordinances which must be complied with include but are not limited to the following: the Noise Ordinance, Chapter 8.20, Polystyrene Foam, Degradable and Recyclable Food Packaging, Chapter 8.16, Garbage and Rubbish Disposal, Chapter 8.08, Urban Runoff Pollution Prevention, Chapter 8.32, and the Americans with Disabilities Act.
- 9. In accordance with Town Code §8.20.060(C)(1) and (2), the operation of any tools or equipment used in construction or demolition work or in property maintenance work between the hours of 6:00 PM and 8:00 AM Monday through Friday, or on weekends and holidays between 4:00 PM and 9:00 AM is prohibited.
- 10. Conditions placed upon the project by outside agencies may be eliminated or amended with that agency's written notification to the Planning Department prior to issuance of the building permit.

NOW, THEREFORE BE IT RESOLVED, the Planning Commission of the Town of Fairfax hereby finds and determines as follows:

The approval of the Conditional Use Permit is in compliance with the Fairfax Town Code and the Fairfax Zoning Ordinance, Town Code Title 17; and

The foregoing resolution was adopted at Town, on the 15 th day of August 2024 by	t a regular meeting of the Planning Commission held in said the following vote:
AYES: NOES: ABSTAIN: ABSENT:	
Attest:	Chair Robert Jansen

Jeffrey Beiswenger, Director of Planning and Building Services

Construction of the project can occur without causing significant impacts on neighboring residences and the environment.

ARBORIST REPORT

Valley Oak Assessment 28 Baywood Court Fairfax, CA (APN: 002-201-43)

Prepared for:
Chris Harges
28 Baywood Court
Fairfax, CA 94930
chrisharges@gmail.com

Prepared by:
Sadie Julin
ISA Certified Arborist
ISA Tree Risk Assessment Qualified
ARBORSCIENCE, LLC

May 29, 2024

Chris Harges hired ARBORSCIENCE, LLC to evaluate a valley oak (*Quercus lobata*) growing on his property at 28 Baywood Court in Fairfax. The purpose of this inspection was to evaluate tree in relation to the proposed construction of a shed in his backyard. I inspected the tree in the company of Mr. Harges on May 29, 2024, and reviewed project plans prepared by Mr. Harges dated April 29, 2024.

SCOPE OF WORK AND LIMITATIONS

This assessment is based on the circumstances and observations, as they existed at the time of the site inspection. Opinions in this assessment are given based on observations made and using generally accepted professional judgment, however, because trees are living organisms and subject to change, damage and disease, the results, observations, recommendations, and analysis as set out in this assessment are valid only at the date any such observations and analysis took place and no guarantee, warranty, representation or opinion is offered or made by Arborscience as to the length of the validity of the results, observations, recommendations and analysis contained within this assessment. As a result the client shall not rely upon this Assessment, save and except for representing the circumstances and observations, analysis and recommendations that were made as at the date of such inspections. We recommend that the tree(s) discussed in this assessment be re-assessed periodically.

SITE DESCRIPTION AND CONTEXT

The home at 28 Baywood Court was built in Fairfax in 1951 on a sloping (15%), 0.25-acre parcel (APN: 002-201-43). The San Anselmo Creek runs just behind the property. The subject tree is circled on the aerial photograph, right.

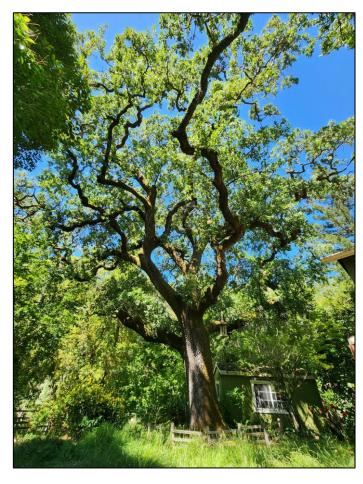
The Town of Fairfax designates native oaks with diameters of 8" or greater at 4.5' above grade as "Heritage Trees". Permits are required to remove or alter any tree in the Town.



The subject tree is a heritage sized valley oak that measures 40.5" in diameter at 4.5' above grade. This tree has good vigor and no signs of lower trunk decay or major limb decay. It has a full canopy of healthy dark-green leaves and is generally in excellent condition. I noted several small dead twigs that measure <2" diameter which overhang the home and backyard, as well as several 3-6" diameter dead limbs that overhang the creek. Overall this tree is healthy and presents a low failure risk.

The landscaping around the tree consists of a low wooden fence that encircles the tree, fescue bunch grass, and a hardscaped walkway.

It is rooted approximately 16' from the existing retaining wall. This concrete wall extends vertically down approximately 10' from the upper yard to the lower yard.



While part of the lower yard and proposed shed are within the dripline of the tree, the significant drop in elevation at the retaining wall means that it is unlikely that any significant roots extend into the area of the proposed shed.

Based upon my discussion with Mr. Harges about the shed design and construction methods, I understand that the foundation will be supported by hand-dug piers, enabling him to avoid damaging any large roots that might exist in the lower yard. I also understand that all materials and tools will be hand-carried in along the existing hardscaped pathways, eliminating the issue of soil compaction or root damage due to construction access. The proposed project is highly unlikely to to affect the tree in any measurable way.

Sincerely, ARBORSCIENCE, LLC

Sadie Julii-

Sadie Julin

ISA Certified Arborist #WE-14171A ISA Tree Risk Assessment Qualified



Proposed location for shed looking northwest.



Looking towards proposed shed location from area below that abuts the creek.



View of site from creek bed. Top of creek bank is 5' above bed. Retaining wall is 6' above grade.



Proposed location for shed looking northeast.



Looking northeast from area below proposed shed location.



View of backyard with heritage oak, 88 sf shed, and back of house.

Use Permit Application

28 Baywood Court, Parcel No: 002-201-43, Zone RD-5.5-7

Preparer and Homeowner: Chris Harges, 415-717-3844, chrisharges@gmail.com

Plan Revised Date: April 26, 2024

