TOWN OF FAIRFAX
STAFF REPORT
December 7, 2016

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager GT
Linda Neal, Principal Planner

SUBJECT: Adoption of a Resolution Approving a Methodology for a Traffic Impact Study for a proposed 10-lot residential subdivision of the property known as the "Wall" Property (APN #'s 001-150-12, 001-160-09, 001-171-51 and 001-251-31)

RECOMMENDATION

Adopt the Resolution Approving a Methodology for Preparing a Traffic Impact Study for a 10-Unit Residential Subdivision of Assessor's Parcel Numbers 001-150-12, 001-160-09, 001-171-51 and 001-251-31 (aka "Wall Property").

DISCUSSION

The Council conducted a public hearing on this item at its November 2nd meeting, and heard from both the public and the applicant. The consideration of the resolution was continued to tonight's meeting, however, so that

- *the Council could review the TIP application, and the conceptual lot plan,*
- *the Town Traffic Engineer to review the lot plan and project description,*
- *the applicant's traffic engineer could revise the methodology to incorporate public/Council feedback*

On August 25, 2016 the Town received an application for a Traffic Impact Permit for a 10-lot residential subdivision of the property known as the "Wall" Property (APN #'s 001-150-12, 001-160-09, 001-171-51 and 001-251-31). The subdivision, if the required discretionary permits are approved after the environmental review process is completed, would result in the construction of 10 houses ranging in size from 3,500 to 4,500 square feet.

The application requires the review and approval of a Traffic Impact Study as required by Town Code § 17.056.050(A)(2) because staff and the Town traffic engineer believe the subdivision and development of the property will generate more than 100 average daily trips (ADT) [Town Code §§ 17.056.050(A) (1) and (A)(3)].

The first step in the process is for the Town Council to approve the methodology that will be used in preparing the traffic study (Town Code § 17.056.070(F)). The applicant's traffic engineer, W-Trans, has revised the proposed a methodology based on the Council's direction. Attached is the revised W-Trans proposal which includes: a) the project description, b) an analysis of any trips associated with potential future development of lots tangent to the portion of Ridgeway Avenue that is currently unimproved, and c) an assessment of potential impacts on emergency access, both ingress and egress, via Willow Avenue. David Parisi, the Town's

AGENDA ITEM # 19

traffic engineering consultant, has reviewed and approved the proposed methodology as well as the application and related conceptual site plan map.

At the November meeting, the community raised other issues such as construction traffic and public safety (e.g., impact to evacuation routes). These issues are typically addressed within the project's Environmental Impact Report (EIR). This Project EIR will analyze the impacts of the specific project as required by CEQA and must examine all phases of the project including planning, construction, and operations.

Once the methodology is approved, the study (paid for by the applicant) will be prepared for the Traffic Impact Permit application that has been submitted. *Approving the methodology does not constitute any approval for the project, but merely allows the applicant to proceed with the study.* The Traffic Impact Permit will require approval by the Planning Commission and the Town Council at a future meeting of each body.

FISCAL IMPACT
None at this time.

ATTACHMENT
Resolution with Methodology Letter attached as Exhibit A
Traffic Impact Permit Application
Conceptual map

RESOLUTION 16-__

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX APPROVING A METHODOLOGY FOR PREPARING A TRAFFIC IMPACT STUDY FOR A 10-UNIT RESIDENTIAL SUBDIVISION OF ASSESSOR'S PARCEL NUMBERS 001-150-12, 001-160-09, 001-171-51 AND 001-251-31, FAIRFAX, CALIFORNIA

WHEREAS, the Town of Fairfax Municipal Code Section 17.056 requires a Traffic Impact Study for the subdivision and development of multiple properties when the proposal will generate over 100 average daily trips; and

WHEREAS, the Town of Fairfax, Municipal Code Section 17.056.070(F) requires that the Town Council approve the methodology for preparing the Traffic Study; and

WHEREAS, the Applicant has submitted a preliminary traffic study methodology from W-Trans entitled Marinda Heights Traffic Study dated November 29, 2016, and attached hereto as Exhibit A; and

WHEREAS, the Town's Traffic Consultant, Parisi Transportation, Inc., has recommended approval of the methodology as described in said Study attached hereto as Exhibit A; and

WHEREAS, the Town Council has reviewed the methodology as recommended by the Town's Traffic Consultant, Parisi Transportation, Inc.;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Town Council of the Town of Fairfax that the methodology for assessing the traffic impacts of the proposed tentative parcel map and development of the site, is approved as described in the W-Trans Study dated November 29, 2016, and attached hereto as Exhibit A.

The foregoing Resolution was duly and regularly passed and adopted at a Regular meeting of the Town Council held on the 7th day of December 2016, by the following vote, to wit:

AYES:
NOES:
ABSTAIN:

_____
Mayor

ATTEST:

_____
Michele Gardner, Town Clerk

ATTACHMENT 1

November 29, 2016

Marinda Heights Traffic Study

Background

The Marinda Heights Project, as proposed, includes a ten-lot subdivision to accommodate ten single family dwellings, along with a 6.5-acre public trail/park to be created and gifted to the Town or other public agency. Access to nine of the parcels would be via a single private road to be built along the existing dirt road continuing from the end of Marinda Drive. Access to the remaining parcel would be via Ridgeway Avenue where it first borders the property and from there by private driveway. The parcels would be deed-restricted to a single dwelling; secondary dwellings would not be allowed, so are not anticipated.

Through prior discussions with Mr. David Parisi, the Town's Consulting Traffic Engineer, it was determined that the proposed homes are likely to be fairly large, and therefore would be expected to generate more trips than would be expected based on the standard trip generation rates published by the Institute of Transportation Engineers. In lieu of applying the standard rates, which would result in 95 daily trips, 8 during the morning peak hour and 10 during the evening peak hour, it was decided to increase the rate such that 120 daily trips would be assumed (12 per dwelling), including 9 during the morning peak hour and 13 during the evening peak hour. Additionally, trips associated with potential future development of lots tangent to the portion of Ridgeway Avenue that is currently unimproved will be estimated based on development assumptions to be determined in conjunction with Town staff, and added to the analysis under Future Conditions without and with the project.

Study Area and Periods

The study area will consist of the project access point as well as the following intersections and road segments. Conditions during the weekday a.m. and p.m. peak periods will be documented.

Intersections

1. Sir Francis Drake Boulevard/Oak Manor Drive
2. Sir Francis Drake Boulevard/Manor Road-Oak Tree Lane
3. Sir Francis Drake Boulevard/Marinda Drive
4. Sir Francis Drake Boulevard/Claus Drive
5. Sir Francis Drake Boulevard/Pastori Avenue

Roadways

1. Marinda Drive
2. All segments of Sir Francis Drake Boulevard between the five study intersections.

Tasks

1. A field visit of the project site and study area will be conducted. Specific attention will be paid to sight distance for both exiting and entering movements at the site's driveway and potential conflicts with other driveways. Appropriate field notes and photos will be taken.

2. Turning movement counts for the study intersections are available from the Town for both peak periods; except for Sir Francis Drake Boulevard/Pastori Avenue for which data from 2014 is available. No new data collection is included in the scope of work

3. Existing conditions will be documented based on the counts obtained and observations during the site visit. Analysis of intersection operation will be performed using the Synchro software package (provided by the

EXHIBIT A

Town), and copies of the network files will be provided to the Town as part of the traffic study submittal. Road segments will be assessed based on the adequacy of available capacity to accommodate project-generated trips given existing volumes. The impacts on the residential character of Marinda Drive will also be assessed, including potential conflicts with driveways, sight lines, and other issues that present themselves based on the sight visit.

4. Collision records for the study intersection will be reviewed for any trends or patterns, and the intersection collision rates calculated.

5. Future volumes at the study intersection as provided by the Town will be used to project operating conditions for a future year assuming planned future infrastructure improvements.

6. Project trips will be distributed to the roadway network and operating conditions at the study intersections evaluated under Existing plus Project and Future plus Project conditions.

7. Adequacy of facilities for pedestrians, bicyclists, and transit riders will be evaluated in the context of the project itself, the site's location, and the intended land dedication for public use.

8. Potential impacts on emergency access, both ingress and egress, via Willow Avenue will be assessed.

9. A draft report that provides details of the analysis and findings, together with tables, figures and calculations, will be prepared and submitted for your review.

10. Comments from Town staff will be addressed and a final report submitted.

(350-4500)

TOWN OF FAIRFAX

AUG 25 2016

RECEIVED

TOWN OF FAIRFAX

142 BOLINAS ROAD, FAIRFAX, CALIFORNIA 94930
(415) 453-1584/FAX (415) 453-1618

APPLICATION FOR TRAFFIC IMPACT PERMIT

FOR STAFF USE

Date: 8-25-16 By: S. Watson
Fee: $5,721.00 Receipt# 1-48961
Application #:
Action: Date
Appeal: Date

FORM INSTRUCTIONS

This application is pursuant to Chapter 17.30 of the Fairfax Town Code. The applicant is strongly encouraged to obtain a copy and to become familiar with the traffic impact permit process. A traffic study is necessary and the Town must approve the methodology of such study. The study is prepared under authority of the Town and ***paid for by the applicant.*** Copies of the Town Code are available at the above address for the cost of reproduction. You will be asked to provide multiple copies (15 minimum) of the study once it has been completed to the satisfaction of the Town.

FEES - Fees are set by resolution of the Town Council. See fee schedule for current application fees.

$4683.00 TRAFFIC IMPACT PERMIT + Engineering Meeting $288.00

$150 ENGINEERING DEPOSIT

This is a non-refundable fee.

PROJECT IDENTIFICATION - PLEASE PRINT LEGIBLY

Project Name: Marinda Heights

Address/Location: 99 acres at the end of Marinda Drive AKA the "Wall Property"

Assessor's Parcel Number(s): 001-171-51, 001-251-31, 001-160-09, & 001-150-12

Applicant's Name: Marshal Rothman Day phone 415-272-5999

Mailing Address: P.O. Box 2434, Mill Valley, Ca. 94942

Owner's Name, if different: Timberstone 4038T LLC Day phone 415-272-5999

Land area of project: 99 acres

Square footage of floor areas: 10 houses of 3500 to 4500 sq. ft. as currently being designed

APPLICATION FOR TIP
SUPPLEMENTAL INFORMATION SHEET

Project Name Marinda Heights

Project Address End of Marinda Drive

In order to approve your project, the Planning Commission must make findings of fact.

See attached page 5 of findings for TIP.

In the space below, please provide any information which you feel is relevant to these issues and which further explains your project.

This is in conjunction with and will be part of a Vesting Tentative Map application and Design Review application for a 10 lot subdivision and the 10 houses to be built if approved & to include a 6.5acre +/- trail parce

The property was previously known as "The Wall Property" after the family who owned it for some 50 + years.

The applicant will be requesting an EIR be prepared to include this and all other areas of concern.

PROJECT DESCRIPTION: The subdivision of a 99 acre property into 9 ten acre lots and 1 one acre lot (per zoning) for the construction of one single family home on each. The proposal will include an offer for dedication of a 6.5 +/- acre trail parcel and will include legal mechanisms restrictiing further subdivision or alterantion of any kind upon the remaining approximately 99% of the land not included within the designated building envelopes.

GENERAL INFORMATION (if applicable):

Item	Existing	Proposed
Lot size	99acres approx.	9x10ac.,1x1ac. ,1xtrail parcel remainder
Size of structure(s) or commercial space (square feet)	none	10 houses of 3500 to 4500 sq. ft.
Height and No. of stories	none	1 story as currently being designed
Lot coverage	none	1% = .99 ac.
No. of dwellings units	none	10
Parking[1] No. of spaces	none	20
Size of spaces	none	9'x19'x7'

Amount of proposed excavation and fill	Excavation = Pads/ roads existing minimal for slab foundations	Fill = None

Estimated cost of construction $ Infrastructure= $1,000,000 / Houses = $$15,000,000

Lot Coverage is defined as the land area covered by all buildings and improvements with a finished height above grade and all impervious surfaces except driveways.

[1]Minimum parking dimensions are 9' wide by 19' long by 7' high. Do not count parking spaces that do not meet the minimum standards.

Restrictions: Are there any deed restrictions, easements, etc. that affect the property, and, if so, what are they? None

For Timberstone 40 LLC

Signature of Property Owner

Signature of Applicant

8/25/2016

Date

8/25/2016

Date

Planning Department staff is available by appointment between 8:30 a.m. and 12:00 noon and 1:00 p.m. and 5:00 p.m. Monday through Thursday at 142 Bolinas Road, Fairfax, CA. (415) 453-1584

FLOOR AREA RATIO (FAR) AND LOT COVERAGE STATISTICS

The following information will be used to verify application FAR and lot coverage amounts. **Applications will not be considered complete until the following table is complete.**

	Existing	Proposed
Footprint square footage for all structures	none	40,000
Living space square footage		
First floor	none	40,000
Second floor	none	5,000
Third floor	none	none
Total	none	45,000
Accessory structure square footages	none	none
Sheds	none	none
Pool houses	none	none
Studios/offices	none	none
Second units	none	none
Miscellaneous (specify use)	none	none
Total		
Square footage of impervious surfaces		
Walkways	.none	2300 sq. ft.
Patios	none	6,000 sq. ft.
Impervious decks	none	none
Miscellaneous (specify use)	none	none
Total	none	8,300sq. ft.
Garage/carport square footages (specify type)	none	Garage 6,840 sq. ft.

* All square footage measurements must be the sum of all interior floor area measured from the exterior faces of the exterior walls for structures (Town Code § 17.008.020).

FLOOR AREA: Fairfax Town Code § 17.008.020, Definitions, defines "floor area" as the sum of all interior floor area measured from the exterior faces of the exterior walls. The "floor area" of any accessory structures on the same lot shall be included. The "floor area" of any garage in excess of 500sf in size for single-family residences and 800sf in size for duplexes shall also be included.

LOT COVERAGE: Fairfax Town Code § 17.008.020, Definitions, defines "lot coverage" as the percentage of the lot area that is occupied by the ground area of a building, any accessory building(s), as well as any impervious surface areas such as patios (other than driveways) adjacent to the building or accessory structure.

Application No: _____

Project Location: 99 acres at the end of Marinda Drive AKA the "Wall Property"

Authorization for Engineering Review

I, Marshal Rothman , Mgr. _____, as owner / applicant on the above application and property hereby authorize the Town Engineer to review the application plans and subject site and agree to reimburse the Town for any and all charges. I understand this includes the actual cost charged by the Town Engineer, plus 30% to cover the cost of staff review, coordination and general overhead. I am making a deposit of $_____ toward such charges. Should the cost of the review exceed this deposit, an additional deposit to cover overages must be made before processing the application continues or prior to the issuance of respective permits and entitlements.

Date: 8/25/2016 Signature: _____

Property Owner / Applicant: Marshal Rothman, managing partner , Timberstone 4038T LLC

Mailing Address: P.O. Box 2434

City: Mill Valley State: Ca. Zip Code: 94942

Telephone: (H) 415 272-5999 (W) 415 272-5999

Deposit Amount: _____ Receipt No.: _____

Date: 8/25/2016

APPLICATION FOR TIP
Traffic Study

See Chapter 17.30 of the Fairfax Town Code.

The TIP shall be accompanied by a traffic study that is found by the Town's traffic engineer to be complete and in compliance with professional and written standards for such reports. The Planning Commission or Town Council may request the clarification or expansion of any of the materials submitted. When a traffic study is required in conjunction with environmental review documents mandated by the California Environmental Quality Act, such study shall be prepared by or under the authority of the Town, and paid for by the applicant.

The study shall include, but not be limited to, the following information:

1. A description of the project and the existing traffic and circulation setting:

2. For the intersection and roadway segments identified below in SCOPE, an assessment of the adjusted daily traffic volumes, a.m. and p.m. peak hour traffic volumes, and a.m. and p.m. level of services analysis for each of the following conditions:

   a. existing traffic, the unadjusted traffic counts.
   b. existing daily traffic plus projected traffic.
   c. existing daily traffic plus projected traffic plus project traffic. Estimate of future levels of service may take into account only those traffic and circulation system improvements that have received all necessary approvals and funding or funding is is adequately provided for by ordinance or other means satisfactory to the Town.

3. The report shall be appended with the total listings of traffic counts and the intersection capacity worksheets.

4. The report may include a traffic impact mitigation plan (TIMP), as described in Section 17.30.080.

5. Scope. The report shall address all the intersections and roadways of the Town's principal circulation system for which the project is expected to increase the existing adjusted average daily traffic volumes of any approach or segment by one percent or by one hundred cars, whichever is less. The town shall determine the scope.

APPLICATION FOR TIP
Traffic impact mitigation plan

6. Methodology. The methodology to be used in the traffic study shall be that set forth in a resolution of the Town Council. The methodology may provide, but is not limited to, the following:

a. specific standards for individual impacted intersection for level of service or when to take traffic counts.
b. adjustment to traffic counts taken during particular seasons of the year.

The project proponent may submit with the traffic study a plan detailing measures that will mitigate the project's adverse circulation impacts. If the plan is submitted, it shall include the following:

1. The plan will provide details of mitigation measures, such mitigation measures including but not limited to any of the following types:

   a. Physical improvements to street systems, such as intersection designs, signalization, turn or deceleration lanes, and the like (e.g., bike path systems, etc.).

   b. Transportation system management programs:

   c. In lieu fees for permanent circulation improvements.

   d. Annual contributions for transit operation programs.

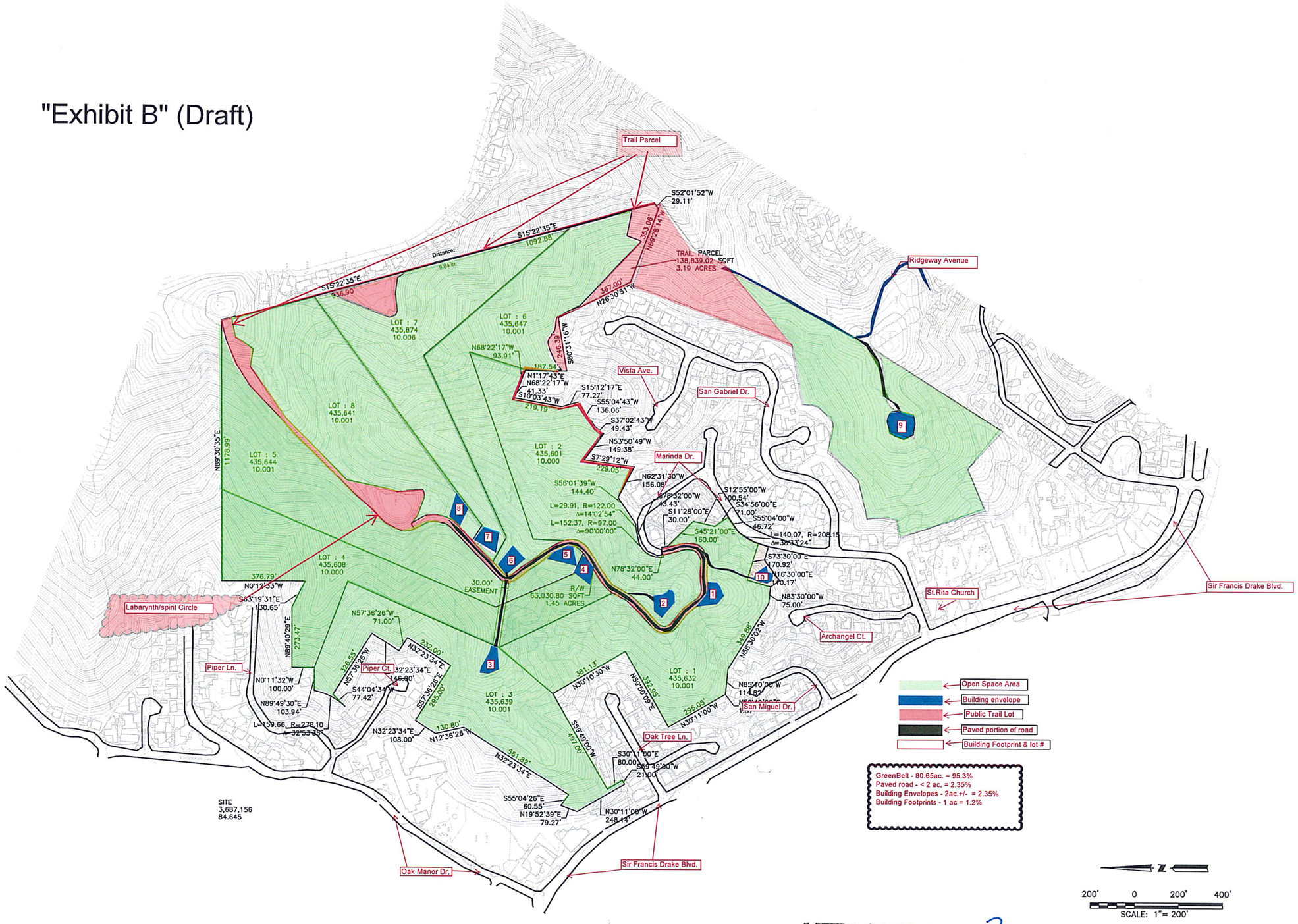
   e. Reduction in the scale of density of a project or the intensity of the proposed types of uses:

2. A time schedule for the implementation of the proposed mitigation measures;

3. The comments of other responsible agencies on any mitigation improvements proposed outside the Town.

Prior to issuance of a building, grading or occupancy permit, or approval of a tentative or final subdivision map, the project proponents must either (1) implement any approved improvement plan, or (2) provide the Town with adequate guarant6ees of its implementation in a manner acceptable to the Town. Such guarantees shall be set forth in an agreement between the Town and the applicant and supported by bonds or other securities acceptable to the Town, guaranteeing the faithful performance of the work and payment for the labor and materials. The agreement shall provide for a time limit to perform the work. Such time limit shall be as determined adequate by the Town, but shall not exceed two years. The permit may be extended by the Town for reasonable cause.

"Exhibit B" (Draft)



ATTACHMENT 3

NO.	DATE	REVISION	APP.
1			
2			
3			
4			

OBERKAMPER & ASSOCIATES
CIVIL ENGINEERS INC.
7200 REDWOOD BLVD. SUITE 308 NOVATO, CA 94945
PHONE: (415) 897-2800
WWW.OBERKAMPER.COM

PROJECT-ADDRESS&APN
LANDS OF ROTHMAN
PRELIMINARY LAYOUT
MARIN CALIFORNIA

Scale: 1"=200'
Drawn by: KDH
Designed by: LEO
Checked by: LEO
Date: JANUARY 2016

SHEET
C1
OF 1

FAIRFAX

15-163