



PLANNING DEPARTMENT

525 San Anselmo Avenue, San Anselmo, California 94960
 Tel. (415)-258-4616/FAX 454-4683/email: planning@townofsananselmo.net

GENERAL PLANNING APPLICATION FORM

Job Site Address: <i>921 Sir Francis Drake Blvd.</i>	Assessor Parcel No.: <i>006-073-09</i>	Zone: <i>R-3</i>
Property Owner(s) Name: <i>Red Hill Church</i>	Phone Numbers: <i>Michael Sreedy</i> Home: Work:	Fax Number: Cell Phone: <i>415 755 7224</i> E-Mail:
Mailing Address: <i>921 Sir Francis Drake Blvd.</i>	City: <i>San Anselmo</i>	State/Zip: <i>CA 94960</i>
Applicant(s) Name (contact person): <i>Daniel + Celeste Ezell</i>	Phone Numbers: Home: <i>415-548-0654</i> Work: <i>415-383-2283</i>	Fax Number: Cell Phone: <i>415-548-0654</i> E-Mail: <i>celeste@goldengadetutoring.com</i>
Mailing Address: <i>249 Sir Francis Drake Blvd.</i>	City: <i>San Anselmo</i>	State/Zip: <i>CA 94960</i>

TYPE OF APPLICATION/FEE	ACCOUNT	FEE	COSTS
Planning Commission: Annexation, General Plan Amend, Rezoning, Design Review*, Use Permit, Variance*, Subdivision, Parcel Split, Lot Line Adjustment* Illuminated Sign Review, FAR Exception, Grading Permit	01.00.48057	\$ 1,200 ⁽¹⁾⁽²⁾	<u>\$1,200</u>
Environmental Review/Negative Declarations/ Environmental Impact Reports	01.00.48057 01.00.20312	\$ 1,920 ⁽³⁾⁽⁴⁾ Consultant cost plus 20%	
Administrative Design Review (commercial)	01.00.48057	\$ 360	
Administrative Design Review (residential)	01.00.48057	\$ 600	
Ministerial Residential Second Unit	01.00.48057	\$ 720 ⁽⁵⁾	
Administrative Variance	01.00.48057	\$ 720	
Administrative Minor Exception	01.00.48057	\$ 238	
Administrative Sign Review (conforming)	01.00.48057	\$ 119	
Administrative Lot Line Adjustment	01.00.48057	\$ 1,200	
Administrative Lot Merger	01.00.48057	\$ 238	
Administrative Temporary Outdoor Display	01.00.48057	\$ 100	
Certificate of Compliance	01.00.48057	\$ 1,200	
Peer Review	01.00.20327	Consultant cost plus 20%	
Plan Storage	01.00.20313	\$ 2 per/sheet	<u>8</u>
General Plan Maintenance Fee	01.00.48012	10% of application fee	<u>120</u>
Planning Technology Fee	01.00.48058	5% of application fee	<u>60</u>
Planning Training Fee	01.00.48059	5% of application fee	<u>60</u>
Appeal (to Planning Commission or Town Council)	01.00.48057	\$ 504	
Additional Planning Deposit and Research Fee	01.00.20312	\$ 119/hour	
TOTAL APPLICATION FEE			\$

Notes: See Planning Division Acknowledgement of Application Fees

\$1,448.00

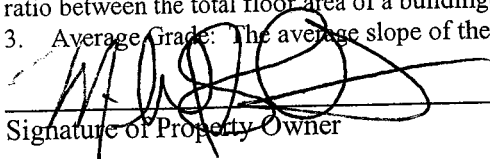
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DETAILED DESCRIPTION OF PROJECT: Golden Gate Tutoring Center will use a second floor space in Red Hill Church for tutoring, classes and a community workshop, primarily Monday-Thursday 3:45-9:00 PM with no more than 50 people at a time.

GENERAL INFORMATION:

	EXISTING	PROPOSED
Lot Size	22,500 sq. ft.	
Dwelling Size	Total: 1 st story: 2 nd story: Basement/other:	Total: 1 st story: 2 nd story: ← 1523 Basement/other:
Other Building Size	Total: 1 st story: 2 nd story: Basement/other:	Total: 1 st story: 2 nd story: Basement/other:
Parking ¹	Number of spaces & dimensions: Garage: Carport: Uncovered: 50 42	Number of spaces & dimensions: Garage: Carport: Uncovered: 50 42
Deck and Stairs	Deck: Stairs:	Deck: Stairs:
Porch		
Lot Coverage or FAR ²		
Dwelling/Building Height Above Average Grade (roof peak) ³	28 ft / 2 stories	
Number of Stories	2	
Zoning	R-3	
Flood Zone	no	

- Notes:
1. Minimum parking dimensions are 9' wide by 19' long by 7' high.
 2. **Lot Coverage** applies to flatland residential in R-1, R-2, and R-3 zones and to Professional zones. It is defined as the land area covered by all buildings and improvements with a finished height above grade of 36" or more, including all projections except for eaves which project less than 2' from the face of a building.
 3. **Floor Area Ratio (FAR)** applies to Residential zones R-1-H, R-1-C and R-1 and to all Commercial zones. It is defined as the ratio between the total floor area of a building(s) on a lot and the area of that lot in gross square feet.
 3. **Average Grade:** The average slope of the land in the building footprint only.



 Signature of Property Owner



 Signature of Applicant

4-16-14

 Date

4/16/14

 Date



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**USE PERMIT SUPPLEMENTAL QUESTIONNAIRE
(EXCERPT FOR GENERAL USE PERMITS ONLY)**

Planning Commission Review: The following applications are acted upon by the Planning Commission: 1) Any of the above applications referred by the Planning and Building Director; 2) All other use permit applications not identified above; and 3) Should a property require more than one planning application, and should any of those applications require Planning Commission review, then all planning applications associated with the property shall require Planning Commission review.

Complete the information below:

What is the most recent use of the building/tenant space prior to your occupancy? If this is an expansion of your existing use, so indicate. The second floor space was previously a residence for 1-2 interns of Red Hill Church.

PROPOSED USE: We have a very flexible business model with low overhead costs. We can operate profitably above thirty students per week. We can, therefore, operate below the threshold requiring significant structural improvements until we raise funds to make those changes to operate at a greater level. For planning purposes, we are asking for the maximum level.

Golden Gate Tutoring Center has provided academic tutoring sessions at 249 Sir Francis Drake Blvd. since April 2009. We have since added small summer camps and homeschool classes. We primarily tutor students 3:45-9PM Monday –Thursday, and we offer homeschool classes 9AM-12PM Mondays, Wednesdays & 9AM-3PM Fridays with a maximum of 10 students at a time, 70 total per week and up to 4 tutors at a time. Normal load is 1-2 students a time during operating hours. Approximately 10% of our students walk from school or ride a bike or bus to our center. 65% park, and 15% are dropped off & picked up in the lot on Bank St. or on San Anselmo Ave. Several of our students have had trouble finding parking downtown between 3-5:30 PM, and we're struggling to meet tutoring demand in our 300 square foot space.

Moving to Red Hill Church would enable us to offer camp to 3 age groups simultaneously, 2-3 small classes, and serve a maximum of 34 students at a time. This would total approximately 220 students (potentially up to 850) per week and employ 9 tutors at a time. We expect to grow the evening hourly load to about 12 staff and students and the morning load to about 43 staff and students. We expect the percentage of walkers and riders to increase because of the proximity to Drake High School and to the bus stop. We expect the drop-off percentage to increase as well since parents are likely to park and shop at Red Hill Shopping Center during their child's one-hour appointment or class. We expect the parking percentage to decrease accordingly. To further decrease car traffic, we'll install a bike rack and offer incentives for bikers, walkers and carpoolers.

Our hope is to open a small workshop with windows on the SFD Blvd side of the building. We expect no noise from that workshop to be audible from the West, South, or West of the church building.

Number of employees associated with the use who would work on-site: 2-11

	Day of Operation? (Yes or No)	Hours of Operation	Maximum no. of employees on-site at any one time	No. of vehicular trips typically expected (include deliveries/pick ups)	Number of clients/customers typically expected
Sunday	Yes	2PM-9PM	4	25	20
Monday	Yes	9AM-9PM	9	184	178
Tuesday	Yes	9AM-9PM	9	184	178
Wednesday	Yes	9AM-9PM	9	184	178
Thursday	Yes	9AM-9PM	9	184	178
Friday	Yes	9AM-9PM	4	70	20
Saturday	Yes	9AM-9PM	4	10	20

If this space in this table is inadequate for complete answers, attach this information.



Type of machines, equipment, materials used for business: (see attached)

Floor Area (square footage) of portion of the building intended for subject use:

Basement: _____ 1st Floor: _____ 2nd Floor: _____ 3rd Floor: _____

For Second Living Units in Single Family Residential Zoning Districts:

What was the date the unit was established? _____

For All Use Permit Applications:

List why the establishment, maintenance, or operation of the use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of the proposed use, or be detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the Town: _____

Note: Approval of a use permit may include the imposition of conditions of use