

TOWN OF SAN ANSELMO
SPECIAL TOWN COUNCIL AGENDA
August 5, 1997
Town Hall - Council Chambers
525 San Anselmo Avenue, San Anselmo

-Tc 8-5-

6:30 p.m.

Closed session regarding labor negotiations, San Anselmo Police Officers Association, pursuant to Government Code Section 54957.6; regarding pending litigation, pursuant to Government Code Section 54956.9(c), Susan Nelson v Town of San Anselmo.

7:30 p.m.

1. Appeal of Planning Commission approval of a Variance and Design Review request for the property known as 61 Sais Avenue in San Anselmo (APN 6-074-30). Approved project includes raising the first floor above grade and addition of a second story both within 12' of the front property line. Appellants include the owners/residents of the following properties: 55 Sais, 58 Sais, 29 Nokomis and 31 Nokomis.
2. Adopt Urgency Interim Ordinance which extends the time period of Urgency Interim Ordinance No. 985 enacting a moratorium prohibiting the construction or installation of wireless communication facilities pending review and conformance of appropriate guidelines to the planning and zoning policies.
3. Discussion of a possible utility district for undergrounding of utility wires.
4. Proposed 1997-98 Budget & Work Plan. Public hearing on:
Non-Departmental (Includes Community Investments)
Library
Engineering & Inspection
Street Maintenance
Capital Reconstruction
Gas Tax Fund
Measure G (Adopted in May 1997)
Insurance
5. Appoint Council subcommittee regarding potential Hawthorne Canyon open space.
6. Adjourn.

I certify that this agenda was posted on the Public Notice Bulletin Board on August 1, 1997.

Debbie Stutsman

Debbie Stutsman, Town Clerk




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**TOWN OF SAN ANSELMO
TOWN COUNCIL STAFF REPORT**

For the meeting of August 5, 1997

To: Town Council

From: Ann Chaney, Planning Director 
via Chip Griffin, Assistant Planner

Subject: Appeal of Planning Commission decision - 61 Sais Avenue
Project applicant: Niz Brown
Appeals filed as a class by the owners of: 29 Nokomis (Pey), 31 Nokomis (Field), 55 Sais (Marksbury), and 58 Sais (Buchignani)

Recommendation

That the Town Council uphold the Planning Commission's conditional approval of Design Review-9717 and Variance-9717.

Background & Discussion

This item was continued from the previous Council meeting held July 22, 1997 in order for the applicant, neighbors and the Town to discuss the following issues:

1. A drainage solution to include direction from the Public Works Director;
2. The proposed front windows; and
3. The proposed 5 and 12 roof pitch.

Drainage

On Thursday, July 31, Town representatives, (Bush and Griffin) met with neighbors (Hall and Marksbury) applicant's contractor and architect (Brown and Barber) and a third party engineer (Buchignani). The discussion was focussed on a drainage solution. An agreement was made regarding drainage along Sais Avenue that includes roof leaders and re-construction of curb, gutter and sidewalk.

Secondly, a two-part agreement was reached regarding stormwater that cannot drain to the street. The first part of the rear solution is for the applicant to lead drainage by trench or pipe to a trench (similar to a french drain) to be constructed in the backyard lawn.

If this solution fails, a back up plan to convey water from adjacent properties (Marksbury, Pey and Hall) through to Nokomis and ultimately, the creek. This plan is to be a document signed by

all parties and recorded. The recorded agreement will include a Deed Restriction to all title owners binding them to pay a fair share of the costs involved should the onsite drainage solution fail or be insufficient. A conceptual document should be available at the meeting.

Front Windows

At this time, the applicant has not decided on a final proposed window scheme for the front. The Commission nor the Council, except for some comments opposing the loss of the third window, gave no direction (in the motion) regarding the front fenestration.

Roof Pitch

The roof pitch was discussed briefly, the applicant proposes a 5 and 12 roof pitch, the neighbors want a 4 and 12 roof pitch. Staff was told there would be no change in the proposed roof pitch. The proposed building height is now 25'8" from average grade; a 30' maximum building height is allowed by the Development Regulations. It is staff's opinion that the marginal mass and height of the 5 and 12 is minimal and will not be a significant impact.

Attachments

1. Draft Resolution
2. Town Council Minutes, 7/22/97.

DRAFT

**TOWN OF SAN ANSELMO
RESOLUTION NO. _____**

**A RESOLUTION OF THE SAN ANSELMO TOWN COUNCIL
SUSTAINING A PLANNING COMMISSION DECISION TO
APPROVE DESIGN REVIEW 9717 AND VARIANCE 9717 FOR
IMPROVEMENTS TO PROPERTY AT 61 SAIS AVENUE (A/P 6-
074-30)**

WHEREAS, On June 6, 1994, the Planning Commission approved a Variance raising the height of the existing house six feet (6') at 61 Sais Avenue;

WHEREAS, The owner/applicant, John Geoghegan, never built the improvement allowing the planning entitlement to expire;

WHEREAS, Geoghegan re-applied for the same project on March 25, 1997, and was subsequently heard May, 5, 1997;

WHEREAS, The request was continued to allow notification of a required Design Review and for the applicant to consider objections from neighboring property owners;

WHEREAS, Niz Brown assumed the property from Geoghegan and submitted a new application for a Design Review and Variance on May 21, 1997 to improve the existing dwelling at 61 Sais Avenue, improvements include raising the first floor above natural grade, addition of a second story and changing the architectural style of the house which includes a pitched roof, new windows, entrance and siding;

WHEREAS, Brown's request was heard and approved by the Planning Commission on June 2, 1997 with the following conditions:

1. That the request for Design Review be granted to construct second story addition and associated improvements in accordance with the plans date stamped May 21, 1997, received by the Town of San Anselmo Planning Department with the following revision(s):
 - a) A maximum 20' wide curbcut shall provide exclusive access to the lot. A landscaped divider shall be integrated between main and rear garage driveways; and
 - b) The second story, rear facing windows shall be raised to allow natural light and to preserve the privacy between 61 Sais and 29 Nokomis.

DRAFT

2. A Flood Elevation Certificate shall be provided to the Public Works Director prior to issuance of building permits. If any revisions are required as result of said certificate, applicant shall make those revisions and reapply or resubmit revisions at their cost. If revision significantly alters the proposed design herein, the revision may require further Planning Commission approval.
3. Applicant shall apply for and pay all appropriate fees for building permits, plan checks and inspections.
4. This permit and each condition contained herein shall be binding upon applicant and any transferor, or successor in interest.
5. If construction is not commenced within one year from the date of final action, the permit becomes null and void. However, this discretionary action may be renewed by the Planning Director for a maximum period of one (1) year provided the applicant places such a request in writing to the Planning Director showing good cause prior to the expiration of the discretionary action.

WHEREAS, The approval was appealed by neighboring property owners, Marksbury, Field/Hall, Pey and Buchignani on June 11, 1997 because of several impacts due to the proposed height of the roof and drainage issues; and

WHEREAS, On July 31, 1997, the applicant's representative, the appellants and Town representatives met to discuss the issues concerning drainage and roof height, the following revisions were agreed to by all parties:

X
X
X

* * * *

NOW, THEREFORE BE IT RESOLVED that the Town Council of San Anselmo upholds the Planning Commission decision of Design Review 9771 and Variance 9717, subject to the following revised conditions:

1. That the request for Design Review be granted to construct second story addition and associated improvements in accordance with the plans date stamped August 1, 1997, received by the Town of San Anselmo Planning Department

DRAFT

2. A Flood Elevation Certificate shall be provided to the Public Works Director prior to issuance of building permits. If any revisions are required as result of said certificate, applicant shall make those revisions and reapply or resubmit revisions at their cost. If revision significantly alters the proposed design herein, the revision may require further Planning Commission approval.
3. Applicant shall apply for and pay all appropriate fees for building permits, plan checks and inspections.
4. This permit and each condition contained herein shall be binding upon applicant and any transferor, or successor in interest.
5. If construction is not commenced within one year from the date of final action, the permit becomes null and void. However, this discretionary action may be renewed by the Planning Director for a maximum period of one (1) year provided the applicant places such a request in writing to the Planning Director showing good cause prior to the expiration of the discretionary action.

* * * *

PASSED AND ADOPTED by the San Anselmo Town Council at a regularly scheduled meeting held on the 5th day of August 1997, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

DRAFT

Jeff Kroot, Mayor

ATTEST:

Debbie Stutsman, Town Clerk

Louise Mathews, Foothill Road, said she is interested in the number of residents who are participating in this project. Tonight the indication is that just two homeowners are participating. She is concerned with the cost of the project and asked if the residents have taken the lowest bid.

Public Works Director Bush said the neighbors have not gotten a bid yet; this is a cost estimate.

Chignell said this is the kind of project that Measure G was intended to do. He believes this project is consistent with the Town's policy for participation on these types of projects. He supports the staff recommendation.

Hodgens asked Bush where this is in relation to the slide on Sequoia. Bush said it is down the road from the street failure. She asked how much was spent on the previous Knoll Road paving done by neighbors.

Jean Adam, Knoll Road, said thirteen property owners put in between \$1,000 - \$1500 each.

Breen said this is what Measure G money is all about. It makes good sense for the neighborhood to cooperatively fix this problem. He is strongly supportive of this project.

Bush said the staff recommendation is subject to an indemnification agreement to be signed by the property owners.

M/s Chignell/Hodgens, to approve the application for financial assistance pursuant to the established policies and procedures for contributing to private drainage projects.
Ayes: All. Absent: Overberger.

5. APPEAL OF A PLANNING COMMISSION APPROVAL OF A VARIANCE AND DESIGN REVIEW REQUEST FOR THE PROPERTY KNOWN AS 61 SAIS AVENUE IN SAN ANSELMO (APN 6-074030). APPROVED PROJECT INCLUDES RAISING THE FIRST FLOOR ABOVE GRADE AND ADDITION OF A SECOND STORY WITHIN 12' OF THE FRONT PROPERTY LINE. APPELLANTS INCLUDE THE OWNERS/RESIDENTS OF THE FOLLOWING PROPERTIES: 55 SAIS, 58 SAIS, 29 NOKOMIS AND 31 NOKOMIS.

Planning Director Chaney presented her staff report and gave a history of the project. In approving this project, the Planning Commission required that the maximum width of the driveway should be 20 feet with a landscaped area between the two driveways. They also required that rear windows be raised for the privacy of the neighbors behind. The appeal is based on potential loss of light, view and privacy. The lot coverage would be 33.5%, within that allowed by code.

Kroot asked about the raised height of the home. Chaney said it is the present substandard basement that is causing the additional height.

Kroot asked about drainage problems addressed by an appellant. Chaney said the neighbors want the applicant to participate in some drainage work.

Jane Hall, 31 Nokomis, said they have a flood in their backyard every winter. They are looking for an engineer to look at the property at 61 Sais to see what the drainage problem is. She is also concerned with the height of the building.

Gene Marksbury, 55 Sais, said he is mainly concerned with the height of the structure. Regarding drainage, they have water in their yard but it hasn't been destructive.

Mark Buchignani, 58 Sais, said they are concerned with the windows in the front of the new structure looking straight into their home. The new building height will cut down on their view.

Howard Bobbin, 37 Sais, said he is here because other neighbors have asked for similar additions and were turned down.

Jane Hall, 31 Nokomis, presented a letter from her neighbors at 29 Nokomis, the Peys. The second unit on this property is just four feet from their property line. She summarized concerns of the Peys.

Michael Barber, Architect for Ms Brown, said they have put in transom windows in the rear to address the neighbor's concerns. Instead of going with a 4/12 roof, they've lowered the building one foot. Regarding drainage, there is a cast iron pipe that is plugged that provides a lot of drainage. This pipe will be removed and replaced with a trench for handling water.

Joe Brown, Contractor, said the only increase is really the height of the hip roof. They've lowered the house two feet from the first plan.

Niz Brown, applicant, added that transom windows were also added to mitigate the privacy issue.

Hodgens asked about the three windows in the rear; she feels they looked better than just two.

Michael Barber, Architect, explained the dispersion trench that they plan to put in for drainage.

Joe Brown, Contractor, said they haven't lived there to know what the drainage problem is.

The public hearing was closed.

Kroot said he is impressed that the applicant has taken the neighbor's concerns into consideration. The height impact has been lessened. They do plan to do some drainage work and plan to cooperate with the neighbors to fix it. The new design appears to be a big improvement.

Chignell recognized Ms Brown for her work in accommodating the concerns of the neighborhood. He would be willing to meet with neighbors and the applicant if it would help. The drainage improvements should be codified into the approval to ensure they get done. Perhaps the Public Works Director could assist with drainage improvements.

Hodgens said she feels the house has lost visual appeal by losing one of the three windows. She would support moving forward tonight.

Kroot said the only remaining issues are the front windows and the slope of the roof. The drainage plan should be subject to review and approval of the Public Works Director regarding the dispersion pipe. He would like to see the applicant work with neighbors.

Breen said he would like the item continued to August 5 to ensure that everyone is happy with the project. Chignell agreed.

Ms Brown said this has already been delayed several weeks and the summer is moving ahead. She would like the conditions of approval to reflect these comments.

Chignell suggested that the Public Works Director may have some professional expertise to add to the drainage question. The additional two weeks would give the neighbors time to absorb the changes presented.

Public Works Director Bush suggested that in the conditions for the project a drainage plan be required and reviewed by the neighbors' engineer. Perhaps even the long term drainage problem could be addressed.

Kroot said he would be willing to vote tonight.

Mr. Marksbury said they want to sell this home once constructed. What is the difference between a 4/12 roof and 5/12 roof?

Kroot said he doesn't feel the drainage can be solved in two weeks and Public Works Director Bush isn't the one to solve it.

Hodgens said drainage isn't mentioned on the appeal. Chaney said it was in some of the appeal letters, but was not part of the Planning Commission process.

M/s, Breen/Chignell to continue to August 5, in order to schedule a meeting between the two groups to resolve pending issues, including the Public Works Director. Ayes by roll call: All. Absent: Overberger.

Planning Director Chaney said no work can be done in the meantime because they don't have their approvals. She suggested setting up a time tonight.

6. APPEAL OF PLANNING COMMISSION DENIAL OF A TWO LOT LAND DIVISION AND ZONE CHANGE AT 109 SPAULDING, GEORGE MARTINIS, APPLICANT (TM-9703, Z-9701).

Planning Director Chaney presented her staff report. The land in question is designated as Open Space/Parks. The proposal is to split the property into two lots. There are no plans at present to build homes. If approved, this would have to come back for a general plan amendment and revised environmental document. The open space designation may have been appropriate and used because of geologic considerations. Ms Chaney gave a history of the property including a catastrophic slide in 1965. Experts feel that the project is possible but that it is at risk for another slide. Staff is uncomfortable supporting this and so was the Planning Commission.

Chignell asked if Mr. Nelson, Geotechnical Engineer, is present. Chaney said he is not present but feels his report stands on its own. Chignell feels it is impossible to decide on this if the geotechnical expert is not here.

Hodgens asked if the geotechnical reports are up-to-date enough if they are from 1995 when we've experienced two wet winters since then. Chaney said the reports are considered satisfactory.

Kroot asked if the Planning Commission had tried to consider just one lot instead of two. Chaney said it was discussed but not at length.

Scott Hochstrasser, Land Use Planner for George Martinis, gave a history of the property and the confusion over the zoning. He questioned whether a general plan amendment is needed at all for one house. He doesn't know why this property was ever given an Open Space designation. He asked the Council to reject the Planning Commission denial. From the minutes it is apparent that they were concerned about the geotechnical aspects and didn't want a general plan amendment. He outlined the actions the Council would have to take to make this project happen.

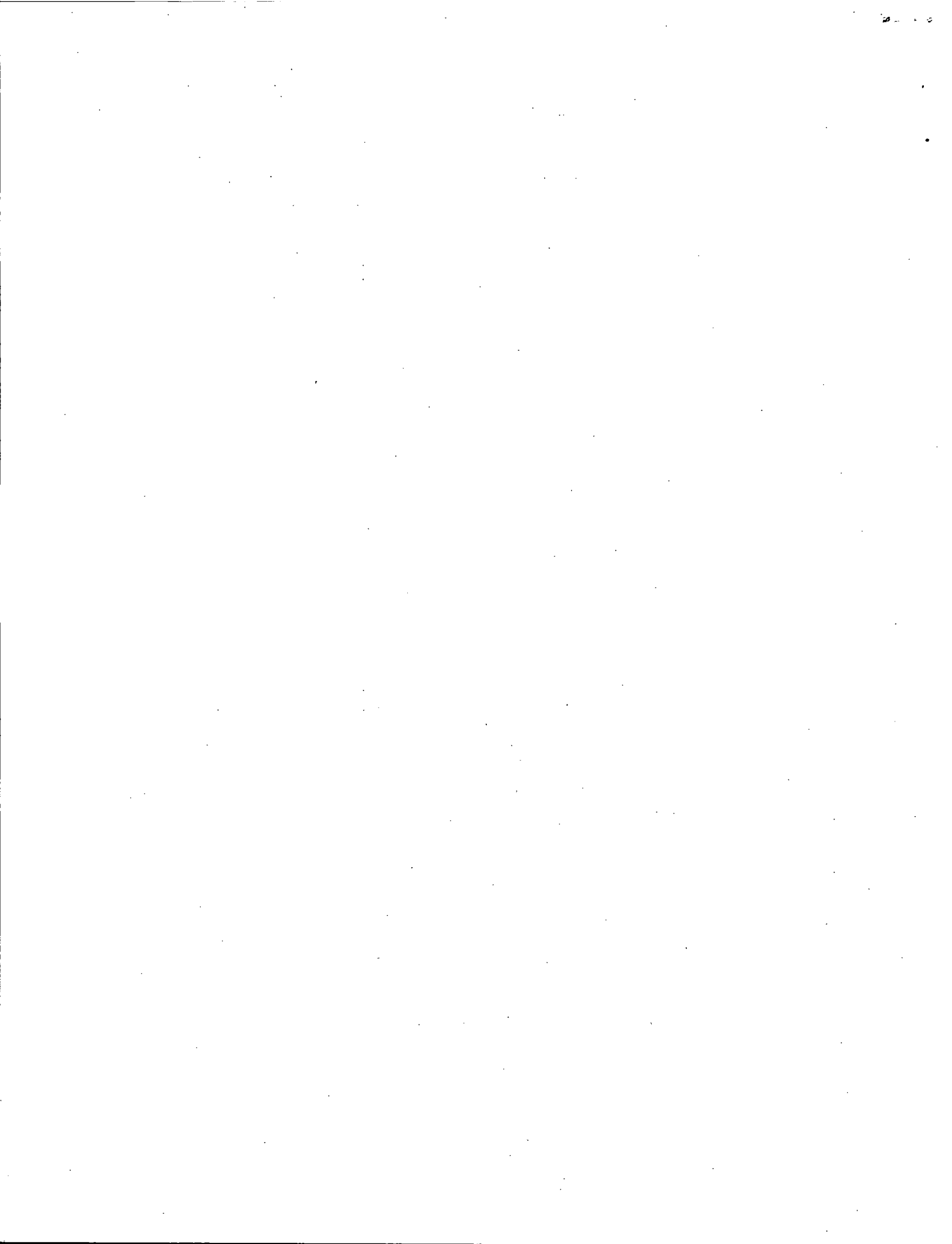
Planning Director Chaney said Mr. Hochstrasser and his client do not feel that a general plan amendment is needed and she doesn't agree with that.

Robert Pyke, Geotechnical Engineer, said he was engaged to give a second opinion. He believes that the engineers involved can agree on reasonable mitigations for this site. This work, however, would not do anything to improve the scarp at the 1965 slide; however, it would improve the position of the properties below the property.

Chignell asked Bush if he'd looked at the roadway and if improvements can be mandated. Bush said he asked for substantial paving and curb and gutter improvements.

Chignell asked if it is incongruent to have this open space sandwiched into this area so close to the business district. Chaney said it is logical for this property but would seem illogical in other circumstances.

Russ Johnson, Chevron Station, said he was involved in 1965 when the hillside slid. More dirt comes off the property every year. It doesn't make sense to build a home under the slide.



July 25, 1997

**TOWN OF SAN ANSELMO
TOWN COUNCIL STAFF REPORT**

For the meeting of August 5, 1997

To: Town Council

From: Ann Chaney, Planning Director

Subject: **Wireless Communication Facility – Extension of Urgency Interim Ordinance**

Adopt the attached urgency interim ordinance that would extend the previously adopted Ordinance No. 985 for 10 months and 15 days. Said ordinance imposes a moratorium on further processing of wireless communications facilities with certain exemptions.

BACKGROUND

California Government Code Section 65858 establishes the time frame for adopting urgency ordinances. The ordinance adopted on June 24, 1997 will be in force and effect for only 45 days unless or until extended. The attached ordinance extends that ordinance for an additional 10 months and 15 days.

Section 65858 states that a written report describing the measures taken to alleviate the condition which led to the adoption of the ordinance must be provided with any extension. In response to this, staff has been in contact with County of Marin staff which is in the process of revising their communications ordinance. Contained in that ordinance will be a section on standards and criteria for wireless communications facilities. Because it is in the best interest of both the town and the wireless communication facilities companies to have a uniform set of standards, the town is awaiting the release of this County draft document. According to County staff, said document will be released in late August 1997, for review by the Countywide Planning Agency which includes town representation.

In addition, staff has received a memo from the Fire Chief requesting that the urgency ordinance be amended to exempt wireless communication facilities associated with safety agencies. Such amendment would be as follows (underlining represents new language):

SECTION 4. EXEMPTION

The following shall be exempt from the provisions of this urgency interim ordinance:

- 1) Installation of personal communications service (PCS) facilities for which applications are currently pending before the Town of San Anselmo; and
- 2) Any facility or equipment used by police, fire suppression and/or paramedic personnel to preserve public health safety and welfare.

Attachments

Draft Urgency Interim Ordinance
Memo from Ron Zeise, Fire Chief, dated July 17, 1997

URGENCY INTERIM ORDINANCE NO. _____

**AN ORDINANCE OF THE TOWN OF SAN ANSELMO
PROHIBITING THE CONSTRUCTION OR INSTALLATION
OF WIRELESS COMMUNICATION FACILITIES
PENDING REVIEW AND CONFORMANCE OF APPROPRIATE
GUIDELINES TO THE PLANNING AND ZONING POLICIES
OF THE TOWN OF SAN ANSELMO**

WHEREAS, the Town Council adopted Urgency Interim Ordinance No. 985 on June 24, 1997, which prohibits any person from constructing or installing any further wireless communication facilities, except for personal communications service (PCS) facilities for which applications are currently pending before the Town of San Anselmo.

WHEREAS, the Town Council adopted "Findings and Declaration of Purpose" as part of that Ordinance.

WHEREAS, according to the provisions of California Government Code 65858, regarding urgency measures, said ordinance shall be of no further force and effect 45 days from its date of adoption, but may be extended for up to 22 months and 15 days.

WHEREAS, the fire chief of the Ross Valley Fire Service, has requested that the urgency ordinance exempt communications facilities from this ordinance relative to police, fire suppression and/or paramedic personnel to preserve public health safety and welfare.

THEREFORE, THE TOWN COUNCIL DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1.

That the Urgency Interim Ordinance No. 985, adopted June 24, 1997, is hereby extended as provided in California Government Code Section 65858 of the Government Code for a period of 10 months and 15 days, except that Section 4 shall be revised as follows:

SECTION 4. EXEMPTION

The following shall be exempt from the provisions of this urgency interim ordinance:

permissive

may ? 2
as determined by the TC

1) Installation of personal communications service (PCS) facilities for which applications are currently pending before the Town of San Anselmo; and

2) Any facility or equipment used by police, fire suppression and/or paramedic personnel to preserve public health safety and welfare.

SECTION 2: EFFECTIVE DATE

This Ordinance shall take effect immediately, and shall be of no further force and effect 10 months and 15 days from the date of adoption, unless and until extended as set forth in California Government Code Section 65858 by further action of the Town Council of the Town of San Anselmo.

I hereby certify that Urgency Interim Ordinance No. ____ was duly passed and adopted at a special meeting of the Town Council held on August 5, 1997, by the following vote:

Ayes:

Noes:

Absent:

Jeff Kroot, Mayor

ATTEST:

Debbie Stutsman, Town Clerk

MEMO

To: Ann Chaney, Planning Director
From: Ron Zeise, Fire Chief
Subject: ANTENNA ORDINANCE LANGUAGE
Date: July 17, 1997

There are a couple of points that I would like you to ponder as you draft the ordinance(s) regarding the moratorium on antennas within the Town of San Anselmo.

First, please consider language that will protect the replacement and/or installation of antennas used in support of public safety.

This ordinance shall apply to every owner of real property within the Town, but shall not apply to any facility or equipment used by police, fire suppression and/or paramedic personnel to preserve public health safety and welfare.

Second, we now have an "emergency radio station" frequency assigned to us by the FCC. This is the project started by Peter Breen while he was mayor of the Town of San Anselmo. The station is on the am radio band (1610 kHz). Additionally, we now have the temporary license to begin the antenna site testing. The standard antenna for the operation of this station is between 40 and 50 feet. Currently, the site testing is to be carried out at the Town of San Anselmo Fire Station at 150 Butterfield Road. Will this ordinance or any future ordinances limit our ability to provide for this 10 watt emergency broadcast system?

cc: Beth Pollard, Town Administrator



July 29, 1997

MEMORANDUM

For the Town Council meeting of August 5, 1997

To: Town Council
From: Ann Chaney, Planning Director
Subject: **Consideration of Downtown Utility Underground District**

For information and discussion purposes only.

BACKGROUND

Utilities along San Anselmo Avenue are currently undergrounded from Magnolia Avenue to Ross Avenue, but not undergrounded between Magnolia Avenue and Bridge Avenue. When staff realized that the San Anselmo Avenue repaving work would likely be delayed until summer 1998, because of needed repairs to the sanitary sewer, we began investigating the utility underground question.

As of July 1997, the Town has \$704,848 allotted to it through what is known as "Rule 20A" (refer to attached letter from Pat Geoffrey, PG&E). Although we do not know the exact cost of this undergrounding project, the engineers indicate this amount is more than adequate. Therefore, staff initiated preliminary dialogue with PG&E and Pacific Bell by walking the affected portion of the street with them about a month ago. The purpose of the "meeting" was to get an idea of the scope of the project in the event we did pursue it, get to know the various utility company representatives, and find out what steps the Town needed to take for the undergrounding to happen.

PG&E and Pacific Bell staffs made it clear that they are working on a lot of fairly large undergrounding projects this year in Marin County (e.g., San Rafael, Novato, Mill Valley) and that we would need to get into the queue. However, if we do a good job of coordinating our responsibilities, they seemed confident the work could be done before the repaving project.

TOWN ACTION

In order to initiate an undergrounding project, the Town Council would have to hold a noticed public hearing and adopt a resolution establishing the "Underground Utility District." That action is needed before PG&E, which would be the lead utility on this project, could start engineering drawings.

WHAT'S ACTUALLY INVOLVED?

Basically, with Rule 20A monies, PG&E will underground the existing overhead utilities, bring them up to the property line, and extend them up to 100', if necessary, onto the property. Rule 20A monies only pay for the undergrounding and will not cover the cost of the actual conversion from an overhead service connection to an underground connection. This cost must be borne by the individual property owners. Although staff and PG&E cannot estimate this cost for the owners, PG&E can advise them of the most efficient and cost effective location on their building which can be conveyed to the owner's electrician. The PG&E service representative for this area has already expressed an interest in meeting with individual property owners and merchants to discuss the particulars of their utility change over. Property owners will also be required to obtain electrical permits from the Town. Staff recommends that cost of these permits (about \$60 each) be waived.

As an aside, staff talked with George Girvin about the undergrounding. He believes it is an essential part of the revitalization effort.

NEXT STEP

Staff would like to begin talking with property owners and merchants about the possibility of undergrounding utilities and what it might mean to them. We would also like to schedule a public hearing for the end of August, first part of September, at which time the Council would consider establishing an underground utility district.

As soon as we know the estimated cost of this project, we will inform the Council. Staff is aware that you may wish to apply the remaining money to other projects.

Attachment

July 16, 1997 letter from Pat Geoffrey, PG&E

Pls copy to TC + Wayne + Ann

Pacific Gas and Electric Company

999 Third Street
San Rafael, CA 94901

Wayne/Ann - Pls. advise as to
the \$ being proposed for
SA Ave. Thx-

July 16, 1997

Beth



Ms. Beth Pollard
Town Administrator
Town of San Anselmo
525 San Anselmo Avenue
San Anselmo, CA 94960

Dear Ms. Pollard:

Transmitted here is your 1997 Rule 20A allocation and annual summary of available electric underground conversion funds.

The total dollar amount allocated in 1997 is \$57,905,815. The total dollar amount includes a minor adjustment made to a component of the allocation calculation. The adjustment was negligible or non-existent for most communities.

The City of San Anselmo's allocation for 1997 is \$107,575. The following is a summary of your current Rule 20A accounting:

Balance of available funds, year-end 1996	\$597,273
<u>Plus</u> 1997 allocation	\$107,575
<u>Less</u> committed project funds	-0-
New balance of available funds	\$704,848

We recommend that you routinely review your balance of available funds to ensure that those funds are committed to active projects in the reasonably near future. Otherwise, a future reallocation, as provided for in Rule 20A, could result in the forfeiture of those uncommitted funds.

- For a conversion project under construction, our estimated cost was utilized in calculating "committed project funds." Projects started on or after January 1, 1982, are adjusted for actual cost upon completion in accordance with CPUC Decision 83-02-065.

If you have any questions regarding this notification, please call Coy Wiggins at (415) 257-3174.

Sincerely,

Pat Geoffrey
Capital Investment Director

cc: Rodney J. Strub - Engineering & Planning Manager
Annette Hope - OM&C Manager

RECEIVED
JUL 21 1997

Town of San Anselmo

