

**STAFF REPORT TO THE MARIN COUNTY  
DEPUTY ZONING ADMINISTRATOR  
Bolinas Community Land Trust Coastal Development Permit  
and Tentative Map**

**Recommendation:      Approved, as Condition  
Hearing Date:          July 31, 2025**

Application No(s):	P5208	Owner(s):	Bolinas Community Land Trust
Agenda Item:	1	Assessor's Parcel No(s):	193-061-03
Last Date for Action:	August 19, 2025	Property Address:	31 Wharf Road, Bolinas, California 94924
		Project Planner:	Easton Ehlers
		Signature:	<i>Easton Ehlers</i>
Countywide Plan Designation:	C-SF5 (Low Density Residential Coastal Zone) and C-NC (Neighborhood Commercial/Mixed Use Coastal Zone)		
Community Plan Area:	Bolinas Community Plan (1975)		
Zoning District:	C-VCR (Coastal, Village Commercial/Residential District) and C-RA-B2 (Coastal, Residential, Agricultural District, combined with the Minimum Lot Size "-B2" Combining District)		
Environmental Determination:	Categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Class 1		

**PROJECT SUMMARY**

The applicant requests Coastal Development Permit and Tentative Map approvals to subdivide a 10,268-square-foot mixed-use development and the 1.9-acre (83,131-square-foot) parcel on which it would be situated, to create a common interest development for an affordable housing project in the unincorporated community of Bolinas. The common interest development includes eight (8) affordable residential condominiums and one (1) commercial condominium. The residential condominiums would comprise 8,626 square feet of the mixed-use development and would include six (6) three-bedroom units and two (2) two-bedroom units. All of the residential

condominiums would be affordable and therefore income-restricted, sold at prices affordable to households earning low to very low incomes—that is, households earning less than 80% of the adjusted Area Median Income (AMI). The one commercial condominium would comprise 1,639 square feet of the mixed-use development. The Marin County Board of Supervisors previously authorized the mixed-use development and affordable housing project (which includes the eight affordable residential units) through Resolution No. 2021-42, issued on June 8, 2021.

Coastal Development Permit approval is required pursuant to Section 20.68.030 of the Marin County Coastal Zoning Code because the project involves activities regulated by the Subdivision Map Act, which constitute a form of development that cannot be excluded or waived from the requirement to obtain such approval.

Tentative Map approval is required pursuant to Section 22.88.030 of the Marin County Development Code because the project involves the conversion of real property into a common interest development, as defined by Section 1351 of the California Civil Code.

## **PROJECT SETTING**

Characteristics of the site and surrounding area are summarized below:

*Lot Area:* 2.32 acres (Approximately 101,150 Square Feet)

*Adjacent Land Uses:* The project site, which comprises 0.32-acres (14,036 square feet) of the 2.32-acre lot, is bordered as follows: to the east, by visitor-serving commercial uses (a restaurant and hotel); to the west, by residential uses, predominantly single-family homes; to the south, by Wharf Road, a County-maintained public right-of-way, and additional commercial uses serving both visitors and residents (a restaurant and general store); and to the north, by the remaining 2 acres of the lot, which rises to a plateau and is undeveloped and heavily vegetated.

*Topography and Slope:* The lot on which the project site is located occupies a portion of the southern slope of a mesa. The southernmost portion of the lot, which fronts Wharf Road, is characterized by a low to moderate slope. The lot becomes significantly steeper toward its northern portion, culminating at the crest of the mesa. The overall average slope of the lot has been calculated to be 44 percent.

*Existing Vegetation:* The lot on which the project site is located contains distinct vegetative features that vary by location and reflect its flag-shaped configuration. The southernmost portion of the lot (the “pole” or “panhandle” of the flag), where the project site would be situated, is disturbed. It appears to have been previously developed, and is characterized by non-native grasses and remnants of ornamental landscaping. The northern portion (the “flag”) is heavily vegetated and is predominantly classified as coast live oak woodland, with a small area of common velvet grass meadow. A 0.01-acre (435-square-foot) seasonal wetland (seep) occurs in the extreme northern portion of the lot and contains wetland vegetation.

*Environmental Hazards:* The lot is located entirely within the Urban Wildland Interface (WUI), the “High” Fire Hazard Severity Zone (State Responsibility Area), and Zone 2 for ground shaking amplification. The northern portion of the lot is within the “Few Landslides” and “High Soil Expansive” zones, while the southern portion is within the “Mostly Landslides” and “Low-to-Nil Soil Expansive” zones.

*Setting:* The project site is located on the southernmost portion of a lot within the commercial and historic village core of Bolinas, an area geographically defined by a valley formed between the opposing slopes of two mesas. Wharf Road, a County-maintained public right-of-way, runs along the base of the valley, where a variety of uses—including residential (single-family residences), institutional (public library), commercial (hotel and restaurants), and open space (public park)—have developed linearly on either side of the road. The valley terminates at Bolinas Lagoon; the most significant natural feature located near the project site.

## **BACKGROUND**

On April 4, 2025, Doug Fowler of Habitat for Humanity Greater San Francisco, on behalf of the Bolinas Community Land Trust submitted to the Planning Division a Coastal Development Permit and Tentative Map to subdivide a 10,268-square-foot mixed-use development and the 1.9-acre (83,131-square-foot) parcel on which it would be situated, to create a common interest development for an affordable housing project in the unincorporated community of Bolinas. The common interest development includes eight (8) affordable residential condominiums and one (1) commercial condominium.

On June 8, 2021, the Marin County Board of Supervisors approved the mixed-use development pursuant to Resolution No. 2021-42, which authorized the construction of eight (8) affordable residential rental units and one (1) commercial rental unit. The submitted Coastal Development Permit and Tentative Map applications seek to establish an affordable common interest development through the conversion of the eight (8) affordable residential rental units into eight (8) affordable condominium units, and the conversion of the one (1) commercial rental unit into a commercial condominium unit.

On April 15, 2025, Planning Division staff transmitted the Coastal Development Permit and Tentative Map applications to the Land Development Division of the Department of Public Works (DPW), the Housing and Federal Grants Division of the Community Development Agency (CDA), the North Central Coast District Office of the California Coastal Commission (CCC), and the Bolinas Fire Protection District.

On May 2, 2025, following communications from the other divisions and a review of the application materials, Planning Division staff issued a letter to Habitat for Humanity Greater San Francisco determining that the Coastal Development Permit and Tentative Map applications were incomplete and requesting additional information to facilitate further evaluation of the project.

On May 21, 2025, Doug Fowler of Habitat for Humanity Greater San Francisco provided the requested information.

On June 20, 2025, after consultation with other divisions and a review of the revised application materials, the Planning Division deemed the application complete and scheduled the matter to be heard before the Deputy Zoning Administrator on July 31, 2025.

A public notice of the hearing with a brief description of the application was placed in the *Marin Independent Journal*, and mailed to interested parties and all owners of property within 300 feet of the project site.

## **RECOMMENDATION**

Staff recommends that the Deputy Zoning Administrator review the administrative record, conduct a public hearing, and conditionally approve the Bolinas Community Land Trust Coastal Development Permit and Tentative Map.

### Attachments:

1. Recommended resolution
2. Project plans
3. CEQA exemption
4. Agency responses

MARIN COUNTY DEPUTY ZONING ADMINISTRATOR

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION APPROVING THE BOLINAS COMMUNITY LAND TRUST COASTAL DEVELOPMENT PERMIT AND TENTATIVE MAP  
31 WHARF ROAD, BOLINAS, CALIFORNIA 94924  
ASSESSOR'S PARCEL: 193-061-03

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SECTION I: FINDINGS

1. **WHEREAS**, Doug Fowler of Habitat for Humanity Greater San Francisco, on behalf of the owners, Bolinas Community Land Trust, has submitted Coastal Development Permit and Tentative Map applications to subdivide a 10,268-square-foot mixed-use development and the 1.9-acre (83,131-square-foot) parcel on which it would be situated, to create a common interest development for an affordable housing project in the unincorporated community of Bolinas. The common interest development includes eight (8) affordable residential condominiums and one (1) commercial condominium. The residential condominiums would comprise 8,626 square feet of the mixed-use development and would include six (6) three-bedroom units and two (2) two-bedroom units. All of the residential condominiums would be affordable and therefore income-restricted, sold at prices affordable to households earning low to very low incomes—that is, households earning less than 80% of the adjusted Area Median Income (AMI). The one commercial condominium would comprise 1,639 square feet of the mixed-use development, and the Bolinas Community Land Trust (BCLT) intends to serve as the anchor tenant. The property is located at 31 Wharf Road, Bolinas, California 94924 and is further identified as Assessor's Parcel 193-061-03.

2. **WHEREAS**, on July 31, 2025, the Marin County Deputy Zoning Administrator held a duly noticed public hearing to take public testimony and consider the project.

3. **WHEREAS**, the project is Categorically Exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1 of the CEQA Guidelines.

4. **WHEREAS**, the project is consistent with the goals and policies of the Marin Countywide Plan for the following reasons:

- A. The project is consistent with the CWP woodland preservation policy (BIO-1.3) because the project would not entail the irreplaceable removal of a substantial number of mature, native trees.
- B. The project is consistent with the CWP special-status species protection policy (BIO-2.2) because the subject property does not provide habitat for special-status species of plants or animals.

- C. The project is consistent with the CWP natural transition and connection policies (BIO 2.3 and BIO 2.4) because the project would not substantially alter the margins along riparian corridors, wetlands, baylands, or woodlands.
- D. The project is consistent with the CWP stream and wetland conservation policies (BIO-3.1 and CWP BIO-4.1) because the proposed development would not encroach into any Stream Conservation Areas or Wetland Conservation Areas.
- E. The project is consistent with CWP water quality policies and would not result in substantial soil erosion or discharge of sediments or pollutants into surface runoff (WR-1.3, WR-2.2, WR-2.3) because the grading and drainage improvements would comply with the Marin County standards and best management practices required by the Department of Public Works.
- F. The project is consistent with CWP seismic hazard policies (CWP Policies EH-2.1, EH-2.3, and CD-2.8) because it would be constructed in conformance with County earthquake standards, as verified during review of the Building Permit application and the subject property is not constrained by unusual geotechnical problems, such as existing fault traces.
- G. The project is consistent with CWP fire hazard management policies (EH-4.1, EH-4.2, EH-4.5) because it would meet all fire safety requirements, as verified by the local fire protection district during review of the Building Permit application.
- H. The project is consistent with CWP aesthetic policies and programs (DES-4.1 and DES-4.e) because it would protect scenic quality and views of ridgelines and the natural environment from adverse impacts related to development.
- I. The project is consistent with CWP residential design policies and programs (DES-3.b and DES-4c) because it would fit within the context of the neighborhood, minimize the perception of mass and bulk, and comply with the Single-family Residential Design Guidelines.
- J. The project is consistent with CWP preservation of agricultural lands and resources policies and programs (AG-1.1, AG-1.5, AG-1.10), as it would not be situated on lands where agricultural production is currently ongoing, nor on lands containing soils classified by the Natural Resources Conservation Service as Prime Farmland or Farmland of Statewide Importance.

5. **WHEREAS**, the project is consistent with the mandatory findings for Coastal Development Permit approval (Marin County Coastal Zoning Code Section 22.70.070).

**A. Coastal Access. The proposed project, as conditioned, is consistent with the applicable policies contained in the Public Coastal Access section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.180 (Public Coastal Access). Where the project is located between the nearest public**

**road and the sea, a specific finding must be made that the proposed project, as conditioned, is in conformity with the public access and recreation policies of Chapter 3 of the California Coastal Act (commencing with Section 30200 of the Public Resources Code)**

The proposed project would be consistent with the applicable policies in the Public Coastal Access section of the Marin County Land Use Plan (LUP) and the applicable standards contained in Section 22.64.180 (Public Coastal Access) of the Marin County Coastal Zoning Code (CZC). The proposed project, which involves the establishment of a common interest development for an affordable housing project, to be located within a 10,268-square-foot mixed-use development previously approved by the Marin County Board of Supervisors pursuant to Resolution No. 2021-42, would not negatively affect public recreational access facilities or opportunities, as it would not be located between the shoreline and the first public road, nor would it occur near the shoreline, tidelands, submerged lands, or public trust lands (CZC Section 20.64.180(B)(1); LUP Policy C-PA-1). For similar reasons, the project would not require the acquisition or dedication of new public access from the nearest public roadway to facilitate access to the shoreline or along the coast (CZC Section 20.64.180(B)(2); LUP Policy C-PA-2). Therefore, the project is consistent with the applicable policies in the Public Coastal Access section of the Land Use Plan and the relevant standards in Section 20.64.180 of the Coastal Zoning Code.

**B. Biological Resources. The proposed project, as conditioned, is consistent with the applicable policies contained in the Biological Resources section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.050 (Biological Resources).**

The proposed project would be consistent with the applicable policies in the Biological Resources section of the Marin County Land Use Plan (LUP) and the applicable standards contained in Section 22.64.050 (Biological Resources) of the Marin County Coastal Zoning Code (CZC). In accordance with Section 22.64.050(A)(1)(a) (Initial Site Assessment Screening), County staff conducted an initial reconnaissance of the property using habitat and hydrology data available in the Marin County Geographic Information System to screen for the presence of wetlands, coastal streams, riparian vegetation, or special-status plant or animal species that would indicate the presence of an Environmentally Sensitive Habitat Area (ESHA). Based on a property reconnaissance and analysis of the record—and considering that the project would not result in any physical changes to the mixed-use development approved by Marin County Board of Supervisors Resolution No. 2021-42—staff concluded that the project complies with the applicable biological resource policies of the Land Use Plan and the biological resource standards of the Coastal Zoning Code. Neither the reconnaissance nor the analysis identified any Environmentally Sensitive Habitat Areas (ESHAs) on the site, and the project would maintain the required buffers from off-site ESHAs. In addition, a Biological Site Assessment prepared by WRA Associates was conducted for the approved mixed-use development, where the proposed common interest development would be located. The assessment evaluated the presence of ESHAs on the project site and concluded that none were present. Therefore, the project

is consistent with the applicable policies in the Biological Resources section of the Land Use Plan and the relevant standards in Section 20.64.180 of the Coastal Zoning Code.

**C. Environmental Hazards. The proposed project, as conditioned, is consistent with the applicable policies contained in the Environmental Hazards section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.060 (Environmental Hazards).**

- I. **Dune Protection.** The project is located in an inland area of the unincorporated community of Bolinas that does not contain coastal dunes or shorefront areas where dune formation would be expected.
- II. **Shoreline Protection.** The project is not located within a bluff erosion zone and is not located near the shoreline.
- III. **Geologic Hazards.** The subject property is not within a flood plain or adjacent to a mapped stream, and there are no known active faults that cross through the project site. Lastly, the project would be constructed in accordance with all applicable codes and requirements.

**D. Agriculture and Mariculture. The proposed project, as conditioned, is consistent with the applicable policies contained in the Agriculture and Mariculture sections of the Marin County Land Use Plan and the applicable agricultural and maricultural standards contained in Chapter 22.32.**

The policies of the Agriculture and Mariculture sections of the Marin County Land Use Plan (LUP), as well as the standards applicable to agricultural and maricultural activities in Chapter 22.32 (Standards for Specific Land Uses) of the Marin County Coastal Zoning Code (CZC), do not apply to the proposed development. The project does not involve the establishment or intensification of agricultural or maricultural uses, as those terms are defined in Section 20.130.030 (Definitions of Specialized Terms and Phrases) of the Coastal Zoning Code.

**E. Water Resources. The proposed project, as conditioned, is consistent with the applicable policies contained in the Water Resources section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.080 (Water Resources).**

The proposed project is consistent with the applicable policies in the Water Resources section of the Marin County Local Coastal Program (LCP) and the development standards set forth in Section 20.64.080 (Water Quality and Stormwater Runoff) of the Marin County Coastal Zoning Code (CZC). The Land Development Division of the Marin County Department of Public Works determined that the project would minimize increases in stormwater runoff volume and rate to the maximum extent practicable, thereby avoiding adverse effects to coastal waters (CZC Section 20.64.080(B)(2); LUP Policy C-WR-2).

This minimal potential for water quality impairment may be attributed to how the project preserves the natural topography and native vegetation of the site and employs sensitive site planning and design techniques (CZC Section 20.64.080(C)(1); LUP Policy C-WR-4). Nonetheless, the project will remain subject to additional review by the Land Development Division to ensure compliance with all applicable water quality and stormwater control standards prior to the issuance of related development permits. Therefore, the project is consistent with the applicable policies in the Water Resources section of the Land Use Plan and the relevant standards in Section 20.64.080 of the Coastal Zoning Code.

**F. Community Design. The proposed project, as conditioned, is consistent with the applicable policies contained in the Community Design section of the Marin County Land Use Plan and the applicable standards contained in Chapter 22.66 (Community Design).**

The proposed project is consistent with the applicable policies in the Community Design section of the Marin County Plan Use Plan (LUP) and the development standards set forth in Section 20.64.100 (Community Design) of the Marin County Coastal Zoning Code (CZC). The proposed development, which involves the establishment of an affordable common interest development within an approved mixed-use development, would harmonize with the character of the natural and built environments, as it would not require any physical changes to the mixed-use development (CZC Section 20.64.100(A)(1); LUP Policy C-DES-1). For the same reasons, the affordable common interest development would not interfere with visual resources or visually prominent ridgelines (CZC Sections 20.64.100(A)(2) and 20.64.100(A)(3); LUP Policies C-DES-2 and C-DES-3), and it would not exceed the applicable height limits for structures in the C-VCR (Coastal, Village Commercial/Residential), as established in Coastal Zoning Code Section 20.64.030, Table 5-4-a (CZC Section 20.64.100(A)(4); LUP Policy C-DES-4). The design of the affordable common interest development would not include landscaping that warrants the incorporation of native plant species, would not involve the removal of major vegetation, and would not require the installation of exterior lighting fixtures (CZC Sections 20.64.100(A)(7), 20.64.100(A)(8), 20.64.100(A)(9); LUP Policies C-DES-7, C-DES-8, and C-DES-9). All of these policy concerns were addressed through the approval of the mixed-use development (Marin County Board of Supervisors Resolution No. 2021-42). Therefore, the project is consistent with the applicable policies in the Community Design section of the Land Use Plan and the relevant standards in Section 20.64.100 of the Coastal Zoning Code.

**G. Community Development. The proposed project, as conditioned, is consistent with the applicable policies contained in the Community Development section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.110 (Community Development).**

The proposed project is consistent with the applicable policies in the Community Development section of the Marin County Plan Use Plan (LUP) and the development standards set forth in Section 20.64.110 (Community Development) of the Marin County

Coastal Zoning Code (CZC). The proposed affordable common interest development, which Local Coastal Program (LCP) considers a type of land division, would be situated within an approved mixed-use development in the commercial core of Bolinas and, therefore, located in a developed area with adequate public services that is removed from environmental or natural resources (CZC Sections 20.64.110(A)(1) and 20.70.190(B)(1); LUP Policy C-CD-1). The type and intensity of the proposed development would conform to the land use categories and density provisions of the LCP Land Use Maps and would be clustered to minimize site disturbance, landform alteration, and fuel modification (CZC Sections 20.64.110(A)(2) and 20.70.190(B)(2); LUP Policy C-CD-2). Therefore, the project is consistent with the applicable policies in the Community Development section of the Land Use Plan and the relevant standards in Section 20.64.110 of the Coastal Zoning Code.

**H. Energy. The proposed project, as conditioned, is consistent with the applicable policies contained in the Energy section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.120 (Energy).**

The proposed project is consistent with the applicable policies in the Energy section of the Marin County Plan Use Plan (LUP) and the development standards set forth in Section 20.64.120 (Energy) of the Marin County Coastal Zoning Code (CZC). The Building and Safety Division of the Marin County Community Development Agency would require the project to satisfy all of their energy-saving standards (Marin County Energy Efficiency Ordinance 3494 and Green Building Requirements) prior to the issuance of a building permit (CZC Section 20.64.120(A)(1); LUP Policy C-EN-1). Therefore, the project is consistent with the applicable policies in the Energy section of the Land Use Plan and the relevant standards in Section 20.64.112 of the Coastal Zoning Code.

**I. Housing. The proposed project, as conditioned, is consistent with the applicable policies contained in the Housing section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.130 (Housing).**

The proposed project is consistent with the applicable policies in the Housing section of the Marin County Plan Use Plan (LUP) and the development standards set forth in Section 20.64.130 (Housing) of the Marin County Coastal Zoning Code (CZC). The proposed development would not remove housing subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of lower or very low income (CZC Section 20.64.130; LUP Policy C-HS-1). Therefore, the project is consistent with the applicable policies in the Housing section of the Land Use Plan and the relevant standards in Section 20.64.130 of the Coastal Zoning Code.

**J. Public Facilities and Services. The proposed project, as conditioned, is consistent with the applicable policies contained in the Public Facilities and Services section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.140 (Public Facilities and Services).**

The proposed project is consistent with the applicable policies in the Public Facilities and Services section of the Marin County Plan Use Plan (LUP) and the development standards set forth in Section 20.64.140 (Public Facilities and Services) of the Marin County Coastal Zoning Code (CZC). The Bolinas Community Public Utility District (BCPUD) and the Land Development Division and related offices of the Department of Public Works have evaluated the proposed development and determined that it would neither affect their ability to provide adequate public services nor require a substantial expansion of those services (CZC Section 20.64.140(A)(1); LUP Policy C-PFS-1). Therefore, the project is consistent with the applicable policies in the Public Facilities and Services section of the Land Use Plan and the relevant standards in Section 20.64.140 of the Coastal Zoning Code.

**K. Transportation. The proposed project, as conditioned, is consistent with the applicable policies contained in the Transportation section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.150 (Transportation).**

The proposed project is consistent with the applicable policies in the Transportation section of the Marin County Plan Use Plan (LUP) and the development standards set forth in Section 20.64.150 (Transportation) of the Marin County Coastal Zoning Code (CZC). The proposed development would not result in significant modifications to roadway infrastructure or public parking facilities, nor would it generate any adverse effects on their functionality (CZC Section 20.64.150(A)(1); LUP Policy C-TR-1). Therefore, the project is consistent with the applicable policies in the Transportation section of the Land Use Plan and the relevant standards in Section 20.64.150 of the Coastal Zoning Code.

**L. Historical and Archaeological Resources. The proposed project, as conditioned, is consistent with the applicable policies contained in the Historical and Archaeological Resources section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.160 (Historical and Archaeological Resources).**

The proposed project is consistent with the applicable policies in the Historical and Archaeological Resources section of the Marin County Plan Use Plan (LUP) and the development standards set forth in Section 20.64.160 (Historical and Archaeological Resources) of the Marin County Coastal Zoning Code (CZC). Review of the proposed development against the Marin County Archaeological Sites Inventory indicates that the subject property is not located within an area of archaeological sensitivity, nor is it within the boundaries of any designated historic district (CZC Section 20.64.160(A)(1); LUP Policies C-HAR-2). Should archaeological or paleontological resources be uncovered during construction, all work must immediately cease, and the services of a qualified consulting archaeologist be engaged to assess the value of the resource and to develop appropriate measures pursuant Section 22.20.040 of the Marin County Development Code. Therefore, the project is consistent with the applicable policies in the Historical and Archaeological Resources section of the Land Use Plan and the relevant standards in Section 20.64.160 of the Coastal Zoning Code.

**M. Parks, Recreation, and Visitor-Serving Uses. The proposed project, as conditioned, is consistent with the applicable policies contained in the Parks, Recreation, and Visitor-Serving Uses section of the Marin County Land Use Plan and the applicable standards contained in Section 22.64.170 (Parks, Recreation, and Visitor-Serving Uses).**

The proposed project is consistent with the applicable policies in the Parks, Recreation, and Visitor-Serving Uses section of the Marin County Plan Use Plan (LUP) and the development standards set forth in Section 20.64.170 (Parks, Recreation, and Visitor-Serving Uses) of the Marin County Coastal Zoning Code (CZC). The proposed affordable common interest development would continue to facilitate a mix of residential and commercial uses within the C-VCR (Coastal, Village Commercial/Residential) district, thereby maintaining the established character of the Bolinas village commercial area and ensuring compliance with the spatial configuration requirements for such uses within this mapped area (CZC Section 20.64.170(A)(3)). Therefore, the project is consistent with the applicable policies in the Parks, Recreation, and Visitor-Serving Uses section of the Land Use Plan and the relevant standards in Section 20.64.170 of the Coastal Zoning Code.

6. **WHEREAS**, the project is consistent with the goals and policies of the Bolinas Community Plan for the following reasons:

- A. The project is located within the Bolinas Community Plan area and complies with its provisions by addressing the need for low-income housing, promoting a mix of commercial and residential uses in the downtown planning area, and preserving sensitive biological resources.

7. **WHEREAS**, the project is consistent with the mandatory findings for Tentative Map approval (Marin County Code Section 22.84.060) or Vesting Tentative Map approval (Marin County Code Section 22.84.110).

**A. A Tentative Map shall be approved if the following findings can be made for each proposed parcel as well as the entire subdivision, including any parcel designated as a remainder in compliance with Map Act Section 66424.6.**

- 1. **The proposed subdivision including design and improvements is consistent with the Marin Countywide Plan and any applicable Community Plan or Specific Plan.**

The project involves the establishment of a common interest development for an affordable housing project, to be located within a 10,268-square-foot mixed-use development previously approved by the Marin County Board of Supervisors pursuant to Resolution No. 2021-42. The establishment of the common interest development would require the conversion of eight (8) affordable residential rental units and one (1) commercial rental unit—approved as part of the previously authorized mixed-use development—into eight (8) affordable residential condominium units and one (1) commercial condominium unit. Aside from the delineation of the proposed

condominium unit boundaries, which would follow those of the existing rental units, the establishment of the common interest development is not expected to result in any changes to the design of the mixed-use development or its associated improvements, which the Marin County Board of Supervisors, pursuant to Resolution No. 2021-42, previously found to be consistent with the Marin Countywide Plan (CWP), the Marin County Local Coastal Program (LCP), and the Bolinas Community Plan. As such, the design of the common interest development and its associated improvements would remain consistent with the applicable general and specific plans for the area.

**2. The site is physically suitable for the type and proposed density of development.**

The site on which the project would be located is physically suitable for the type and proposed density of development. The site is a 10,268-square-foot mixed-use development, previously approved by the Marin County Board of Supervisors pursuant to Resolution No. 2021-42, which occupies 0.32 acres (14,036 square feet) of a 2.32-acre (101,150-square-foot) parcel located in the village area of Bolinas. The type of project, an affordable common interest development, is physically suitable for the site, as it would be entirely located within the approved mixed-use development and would not require any physical changes to the design of the development or to the 1.9-acre (101,150-square-foot) parcel on which it is located. Likewise, the proposed density of the common interest development is appropriate for the site, as the one-to-one conversion of eight (8) affordable residential rental units to eight (8) affordable residential condominium units would not increase the residential density of the site and would therefore remain consistent with Marin County Board of Supervisors Resolution No. 2021-42 and the applicable local and state statutes governing residential density.

**3. The design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage or injure fish or wildlife or their habitat.**

The design of the affordable common interest development is not likely to cause substantial environmental damage or injure fish or wildlife or their habitat. The affordable common interest development is proposed to be entirely situated within a mixed-use development, authorized by Marin County Board of Supervisors Resolution No. 2021-42, for which various special studies were conducted to assess whether the development would cause substantial environmental damage or adversely affect fish, wildlife, or their habitat. One such study, a Biological Site Assessment prepared by WRA Associates, determined that the development would not cause such damage or adverse effects. Given that the mixed-use development has been vetted for these concerns and the establishment of the affordable common interest development would not result in any physical changes to the mixed-use development, the design of the common interest development is consistent with this finding.

**4. The design of the subdivision and type of improvements is not likely to cause serious public health or safety problems.**

The design of the affordable common interest development is not likely to cause serious public health or safety problems. Marin County Board of Supervisors Resolution No. 2021-42, which approved the mixed-use development in which the affordable common interest development would be situated, determined that the mixed-use development, among other considerations, would not provide inadequate access to emergency services; would not be located in hazard-prone areas unsuitable for development; and would not expose individuals to toxic substances. The resolution further determined that the development would have adequate water supply and sanitation services; would not cause traffic or transportation safety hazards; and would not overburden other public services. Given that the proposed affordable common interest development would not result in any physical changes to the mixed-use development other than the change of housing tenure (i.e., the legal arrangement under which an individual(s) occupies a housing unit), the design of the common interest development is consistent with this finding.

- 5. The design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large for access through or use of property within the proposed subdivision. This finding may be made if the Review Authority finds that alternate easements for access or use will be provided, and that they will be substantially equivalent to ones previously acquired by the public. This finding shall apply only to easements of record, or to easements established by judgment of a court of competent jurisdiction, and no authority is hereby granted to the Review Authority to determine that the public at large has acquired easements of access through or use of property within the proposed subdivision.**

The design of the common interest development would not conflict with any easements acquired by the public at large for access through or use of the property on which the common interest development is situated.. Therefore, this finding is met.

- 6. The proposed subdivision is consistent with the Subdivision Design Standards contained in Chapter 22.82 of the Marin County Development Code (MCC), all other applicable provisions of the MCC, and any other applicable provisions of the County Code, and the Map Act.**

The proposed common interest development would comply with applicable subdivision design standards of Chapter 22.82 of the Marin County Code, as well as all other applicable provisions of the Marin County Code and the Subdivision Map Act. This is because the policies and regulations applied in the review of the mixed-use development (Marin County Board of Supervisors Resolution No. 2021-42) are substantially equivalent to the applicable subdivision design standards set forth in Chapter 22.82 of the Marin County Code, as well as other relevant provisions of the Marin County Code and the Subdivision Map Act. This is to such an extent that the common interest development—which proposes only to change the housing tenure of the approved mixed-use development from tenancy to condominium ownership—

would remain in compliance with applicable subdivision design standards, as well as other relevant provisions, including those related to density range, drainage facilities, access configuration (including roads, sidewalks, pathways, and driveways), and utility placement. Standards specific to condominium conversions are discussed in subsection 6.B.2 of this decision. As such, the project is consistent with the applicable subdivision design provisions of the Marin County Code and Subdivision Map Act.

**B. Supplemental findings. In addition to the findings required for approval of a Tentative Map by Subsection A. above (Required Findings for Approval), the following findings are also required when they are applicable to the specific subdivision proposal.**

- 1. It is in the interest of the public health and safety, and it is necessary as a prerequisite to the orderly development of the surrounding area, to require the construction of road improvements within a specified time after recordation of the Parcel Map, where road improvements are required (see Section 22.82.080 (Roads, Sidewalks, Pathways, Driveways)).**

The proposed common interest development, and by extension, the approved mixed-use development (as authorized by Marin County Board of Supervisors Resolution No. 2021-42), does not involve access improvements of such significance as to require their construction within a specified time following recordation of the Final Map. Therefore, this finding is not applicable to the project.

- 2. Any findings required by Section 22.88.030 (Condominium Conversions) for condominium conversions.**

The project does not involve a condominium conversion as there is no existing rental housing that would be converted with the project, therefore determining consistency with this finding is not applicable.

**SECTION II: ACTION**

NOW THEREFORE, BE IT RESOLVED that the project described in condition of approval 1 is authorized by the Marin County Deputy Zoning Administrator and is subject to the conditions of project approval.

This decision certifies the proposed project's conformance with the requirements of the Marin County Development Code and in no way affects the requirements of any other County, State, Federal, or local agency that regulates development. In addition to a Building Permit, additional permits and/or approvals may be required from the Department of Public Works, the appropriate Fire Protection Agency, the Environmental Health Services Division, water and sewer providers, Federal and State agencies.

**SECTION III: CONDITIONS OF PROJECT APPROVAL**

NOW, THEREFORE, BE IT RESOLVED that the Marin County Deputy Zoning Administrator hereby approves the Bolinas Community Land Trust Coastal Development Permit And Tentative Map subject to the conditions as specified below:

**CDA-Planning Division**

1. These Coastal Development Permit And Tentative Map approvals authorizes the subdivision of a 10,268-square-foot mixed-use development and the 1.9-acre (83,131-square-foot) parcel on which it would be situated, to create a common interest development for an affordable housing project in the unincorporated community of Bolinas. The common interest development shall include eight (8) affordable residential condominiums and one (1) commercial condominium. The residential condominiums shall comprise 8,626 square feet of the mixed-use development and shall include six (6) three-bedroom units and two (2) two-bedroom units. All of the residential condominiums shall be affordable and therefore income-restricted, sold at prices affordable to households earning low to very low incomes—that is, households earning less than 80% of the adjusted Area Median Income (AMI). The one commercial condominium shall comprise 1,639 square feet of the mixed-use development.
2. BEFORE RECORDATION OF THE SUBDIVISION, the applicant shall apply for and obtain Parcel Map or Final Map Plan Check approval, as applicable, from the Planning Division.
3. Plans submitted for a Parcel Map or Final Map Plan Check shall substantially conform to plans identified as Exhibit A, entitled “Downtown Bolinas Affordable Housing Project,” consisting of 25 sheets prepared by John Lum Architecture and Lea & Braze Engineers, Inc., received in final form on March 21, 2025, and on file with the Marin County Community Development Agency, except as modified by the conditions listed herein.
4. BEFORE FINAL MAP PLAN CHECK APPROVAL, the applicant shall apply for and obtain address assignments for the new condominium.
5. The project shall conform to the Planning Division’s “Uniformly Applied Standards 2025” with respect to all of the standard conditions of approval.

**SECTION IV: VESTING**

NOW THEREFORE, BE IT RESOLVED that unless conditions of approval establish a different time limit or an extension to vest has been granted, any permit or entitlement not vested within two (2) years of the date of the approval shall expire and become void. The permit shall not be deemed vested until the permit holder has actually obtained any required Building Permit or other construction permit and has substantially completed improvements in accordance with the approved permits, or has actually commenced the allowed use on the subject property, in compliance with the conditions of approval.

**SECTION V: APPEAL RIGHTS**

NOW, THEREFORE, BE IT RESOLVED that this decision is final unless appealed to the Marin County Planning Commission. A Petition for Appeal and the required fee must be submitted in the Community Development Agency, Planning Division, Room 308, Civic Center, San Rafael, no later than eight business days from the date of this decision (August 12, 2025).

**SECTION VI: ADOPTION**

ADOPTED at a regular meeting of the Deputy Zoning Administrator of the County of Marin, State of California, on the 31<sup>st</sup> day of July 2025.

---

Immanuel Bereket  
MARIN COUNTY DEPUTY ZONING ADMINISTRATOR

Attest:

---

Michelle Reed  
DZA Recording Secretary

WHEN FILED MAIL TO:

**Marin County Community Development  
Agency, Environmental Review Division  
3501 Civic Center Drive, #308  
San Rafael, Ca 94903**

**Attn: Don Allee**

THIS SPACE FOR COUNTY CLERK'S USE ONLY

## NOTICE OF CEQA EXEMPTION

July 31, 2025

- 1. Project Name:** Bolinas Community Land Trust Coastal Development Permit and Tentative Map (P5208)
- 2. Project Location:** 31 Wharf Road, Bolinas, California 94924 (Assessor's Parcels No.: 193-061-03)
- 3. Project Summary:** The project involves the subdivision of a 10,268-square-foot mixed-use development and the 1.9-acre (83,131-square-foot) parcel on which it would be situated, to create a common interest development for an affordable housing project in the unincorporated community of Bolinas. The common interest development includes eight (8) affordable residential condominiums and one (1) commercial condominium. All of the residential condominiums would be affordable and therefore income-restricted, sold at prices affordable to households earning low to very low incomes—that is, households earning less than 80% of the adjusted Area Median Income (AMI). The Marin County Board of Supervisors previously authorized the mixed-use development and affordable housing project (which includes the eight affordable residential units) through Resolution No. 2021-42, issued on June 8, 2021.
- 4. Public Agency Approving Project:** Community Development Agency
- 5. Project Sponsor:** Habitat for Humanity Greater San Francisco
- 6. CEQA Exemption Status:** State CEQA Guidelines Section 15301, Class 1

**7. Reasons for Exemption:**

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Class 1, as it involves the division of an existing multifamily residence into a common-interest ownership, with no physical changes proposed.

Project Planner:

Reviewed by:

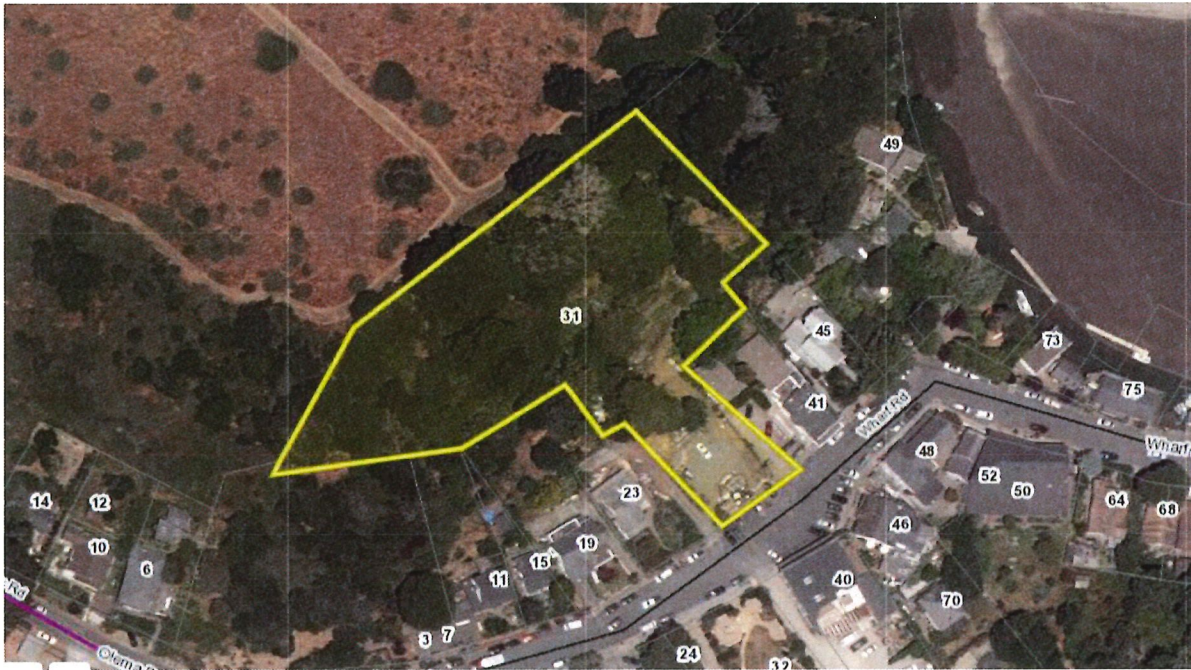
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Easton Ehlers  
Planner

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Rachel Reid  
Environmental Planning Manager

# VICINITY MAP



**PLANNING APPLICATION REVIEW**

DEPARTMENT OF PUBLIC WORKS

Inter-office Memorandum - Second Transmittal

DATE: 6/20/25

DUE: 6/20/25

TO: Easton Ehlers

FROM: Maurice Armstrong

APPROVED: \_\_\_\_\_

RE: Bolinas Community Land Trust  
Coastal Permit and Tentative Map

APN: APN 193-061-03

ADDRESS: 31 Wharf Road, Bolinas, California  
94924

**TYPE OF DOCUMENT**

\_\_\_\_\_ DESIGN REVIEW

COASTAL PERMIT

LAND DIVISION

\_\_\_\_\_ VARIANCE

\_\_\_\_\_ USE PERMIT

\_\_\_\_\_ ADU PERMIT

\_\_\_\_\_ ENVIRONMENTAL REV.

\_\_\_\_\_ OTHER:

**Department of Public Works Land Use Division has reviewed this application for content and:**

- Find it **COMPLETE**
- \_\_\_\_\_ Find it **INCOMPLETE**, please submit items listed below
- \_\_\_\_\_ Find it **NEEDS SUBSTANTIAL MODIFICATIONS TO CONFORM**

**Comments Included (Inc.) or Attached (Att.) from other DPW Divisions:**

- \_\_\_\_\_ Traffic
- \_\_\_\_\_ Flood Control
- \_\_\_\_\_ Other: \_\_\_\_\_

**Merit Comments**

**Prior to Issuance of a Building Permit:**

**Driveways:**

1. Per Marin County Code § 24.04.255, the centerline radius of driveways extending in excess of one hundred fifty feet from a public or private road shall not be less than thirty feet. Demonstrate compliance.
2. Per Marin County Code § 24.04.280, maximum gradient measured along the centerline shall not be steeper than twenty-five percent. Where a segment of a driveway has a grade exceeding eighteen percent, the length of that segment shall not exceed three hundred feet. Any two driveway segments with a grade greater than eighteen percent shall be joined by a flatter segment not exceeding fifteen percent grade and at least one hundred fifty feet in length. Demonstrate compliance.
3. Per Marin County Code § 24.04.285, the driveway vertical positions shall start at least four feet back from the edge of the adjoining road. Driveways sloping downhill from the road shall be constructed so as to prevent diversion of roadside drainage down the driveway. Demonstrate compliance.
4. Per Marin County Code § 24.04.290, driveway approaches shall be constructed in accordance with the appropriate U.C.S. drawing unless prior approval to do otherwise is obtained from the agency. Demonstrate compliance.
5. Per Marin County Code § 24.04.300, when it is required that a driveway be paved, the pavement section shall consist of a base course approved by the agency covered with a minimum thickness of two inches of A.C. or three and one half inches of P.C.C. Driveways over eighteen percent grade shall be surfaced with P.C.C. and given a broomed or otherwise roughened finish. Demonstrate compliance.

**DZA - Attachment #4**

6. Per Marin County Code § 24.04.310, all driveways within the city-centered corridor and village areas shall be paved regardless of grade. Demonstrate compliance.

**Parking:**

7. Per Marin County Code § 24.04.400, the maximum cross-slope or grade of a parking area shall not be more than eight percent. Demonstrate compliance.
8. **Grading & Drainage Plans:** Provide the following information on the drainage and grading plan:
- The plan shall also incorporate any recommendations from the Geotechnical Engineer, if such a professional is involved in the project.
  - Add a note on the plans indicating that the plan preparer shall certify to the County in writing upon the completion of work that all grading and drainage improvements were installed in accordance with the approved plans and field direction. Be aware that a DPW Engineer will need to inspect and accept work after receipt of certification letter. Certification letters shall reference building permit number or numbers for specific work being certified, the address of the property and the Assessor's Parcel Number (APN), and shall be signed and stamped by the certifying professional.
9. **Geotechnical Review and Acceptance:** The plans must be reviewed and approved by the soils engineer. Certification shall be either by the soils engineer's stamp and original signature on the plans or by a stamped and signed letter. Certification shall reference plans reviewed, specifying site, structural, and drainage plans with date of drawings, and verify that plans address any recommendations previously offered.

**Erosion & Sediment Control Plan:**

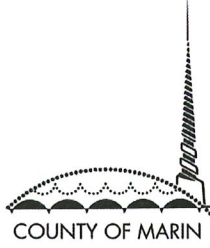
10. Per Marin County Code § 24.04.625(b)(e), provide an Erosion and Sediment Control Plan (ESCP) which shall include information required in the most recent version of the MCSTOPPP ESCP Standard Template. The template can be found in the "Construction Erosion and Sediment Control Plan Applicant Package" available at the following link: <https://www.marincounty.org/~media/files/departments/pw/mcstoppp/development/mcstoppp-erosion-and-sediment-control-plan-applicant-package.pdf?la=en>. Note the actual template begins on page 11 of the document.

**Stormwater Control Plans:**

11. Provide a Stormwater Control Plan as required by Marin County Code § 24.04.627 Permanent Stormwater Controls for New and Redevelopment. You may refer to the BASMAA Post Construction Manual which you can access at the County's website for post-construction stormwater management requirements, publications and resources at: <https://www.marincounty.org/~media/files/departments/pw/mcstoppp/development/basmaa-postconstruction-manual.pdf?la=en>
- Direction for this project is in Appendix C of the BASMAA manual, Stormwater Control Plans for Small Projects / Single Family Homes. Provide a completed Appendix C as well as an exhibit or plan sheet that identifies the stormwater control measures, drainage management areas (DMAs), and other information.**
12. **Encroachment Permit:** Wharf Road is a County-maintained road. An Encroachment Permit from DPW is required for any work within the County's road right-of-way, including, but not limited to, utility trenching, installation of new utility connections, and modifications to the driveway apron, curb and gutter. The plans shall clearly identify all proposed work, if any, in the right-of-way. If any work is proposed in the right-of-way, the selected contractor must complete and submit an Encroachment Permit Application. The contractor must receive an approved Encroachment Permit prior to beginning the encroaching work. The application form and submittal requirements are found on the County website: <https://publicworks.marincounty.org/encroachment-permits/>

13. **Construction Management Plan:** Provide a construction management plan, including at a minimum the following:
- a. Provide a site plan showing areas where grading and construction will take place, soils will be stockpiled, storage area for material delivery, parking for construction workers, and temporary facilities such as portable toilets.
  - b. Dust reduction plan.
  - c. An erosion and sediment control plan.
  - d. A traffic control plan.
  - e. Construction phasing and the timing during any given year when the various components of construction will occur, such as grading, tree and vegetation removal, loud external noise-making work, etc.

-END-



COMMUNITY DEVELOPMENT AGENCY

HOUSING AND FEDERAL GRANTS DIVISION

**TO:** Easton Ehlers, Planner

**FROM:** Aline Tanielian, Senior Planner

**DATE:** May 1, 2025

**RE:** **Bolinas Community Land Trust Coastal Development Permit and Tentative Map**  
31 Wharf Road, Bolinas CA 94924  
Assessor's Parcel 193-061-03  
Project ID P5208

**APPLICANT:** Habitat for Humanity Greater San Francisco  
300 Montgomery Street, Suite 450  
San Francisco, CA 94104

Bolinas Community Land Trust  
6 Wharf Road #8  
Bolinas, CA 94924

**CONTACT:** Doug Fowler of Habitat for Humanity Greater San Francisco  
(415) 868-9468  
[dfowler@habitatgsf.org](mailto:dfowler@habitatgsf.org)

Jeff Clapp of Bolinas Community Land Trust  
(510) 332-3532  
[jclapp@bolinaslandtrust.org](mailto:jclapp@bolinaslandtrust.org)

**Affordable Housing Compliance:**

The 31 Wharf project in Bolinas proposes the creation of nine lots (eight residential and one commercial), triggering compliance with Marin County's Inclusionary Housing requirements under Marin County Code Chapter 22.22 (Affordable Housing Regulations).

Under Condition No. 7 of Resolution 2022-88, the applicant is required to dedicate 20% of newly created lots as affordable housing or pay an in-lieu fee in accordance with Marin County Code Section 22.22.090 (Inclusionary Housing Standards). The eight residential lots, consisting of six three-bedroom units and two two-bedroom units, will be deed-restricted as affordable housing which satisfies this requirement.

**From:** [FireSubmittals](#)  
**To:** [Easton Ehlers](#); [FireSubmittals](#)  
**Cc:** [gkrakauer@bolinasfire.org](mailto:gkrakauer@bolinasfire.org)  
**Subject:** RE: Bolinas Community Land Trust Coastal Development Permit and Tentative Map (P5208) - Transmittal (Fire)  
**Date:** Friday, April 25, 2025 1:41:04 PM  
**Attachments:** [image003.png](#)  
[image004.png](#)

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Dear Easton,

The project can readily comply with our requirements, and we don't see/anticipate any required substantial modifications will be required.

Let me know if you have any questions.

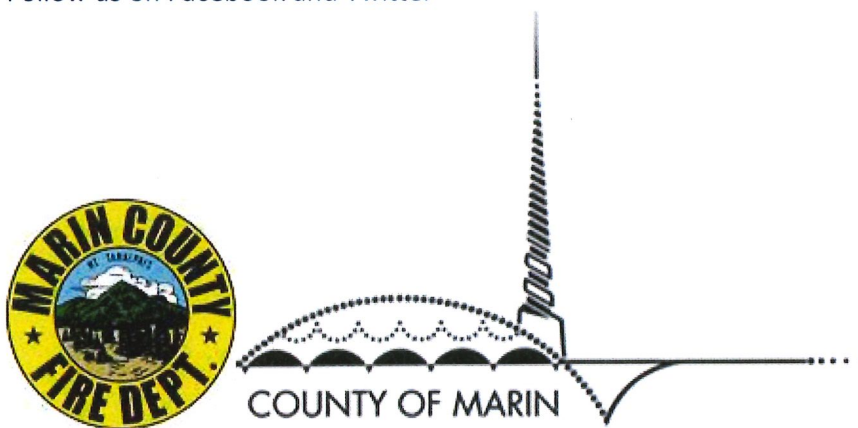
Regards,

**Scott D. Alber**, PE, EFO, CFO, FM, MIFireE  
BATTALION CHIEF/FIRE MARSHAL

Marin County Fire Department  
1600 LOS GAMOS DRIVE, SUITE 300  
SAN RAFAEL, CA 94903  
415.473.6566 T  
415.473.2969 F  
415.717.1520 M  
CRS Dial 711  
[scott.alber@marincounty.gov](mailto:scott.alber@marincounty.gov)  
<https://www.marincounty.gov/departments/fire>

**\*\*\*\*Please note my new email address [scott.alber@marincounty.gov](mailto:scott.alber@marincounty.gov)\*\*\*\***

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**From:** Easton Ehlers <[Easton.Ehlers@MarinCounty.gov](mailto:Easton.Ehlers@MarinCounty.gov)>  
**Sent:** Tuesday, April 15, 2025 5:41 PM  
**To:** FireSubmittals <[firesubmittals@MarinCounty.gov](mailto:firesubmittals@MarinCounty.gov)>  
**Cc:** [gkrakauer@bolinasfire.org](mailto:gkrakauer@bolinasfire.org)  
**Subject:** Bolinas Community Land Trust Coastal Development Permit and Tentative Map (P5208) -