

COMMUNITY DEVELOPMENT AGENCY
PLANNING DIVISION

**STAFF REPORT TO THE MARIN COUNTY
DEPUTY ZONING ADMINISTRATOR
Morning Phase LLC Coastal Development Permit and Coastal Variance**

Recommendation: Approve with Conditions
Hearing Date: June 25, 2026

Application No(s): P5982
Agenda Item: 1
Last Date for Action: June 29,
2026

Owner(s): Morning Phase LLC
Assessor's Parcel No(s): 193-114-02

Property Address: 40 Cliff Road, Bolinas
Project Planner: Megan Alton
Signature: *[Handwritten Signature]* For

Countywide Plan Designation: C-SF5 (Coastal, Single Family 2-4 units/acre)
Community Plan Area: Bolinas Community Plan
Zoning District: C-RA-B2 Coastal, Residential, Agricultural - 10,000 sq.
ft minimum lot area)
Environmental Determination: Exempt per CEQA Guidelines section 15301 class 1
and 15303 class 3

PROJECT SUMMARY

The applicant is requesting Coastal Development Permit approval to construct an 800 square foot detached residential structure (Accessory Dwelling Unit (ADU)), remove one heritage tree (Oregon ash) and construct modifications to an existing primary residence on a developed lot in Bolinas. The applicant is also requesting a Coastal Variance to install an electrical platform within the front yard setback.

The 800 square feet of proposed development (ADU) would result in a floor area ratio of 28 percent on the 4,938 square foot lot. The proposed ADU would reach a maximum height of 15 feet above surrounding grade, and the exterior walls would have the following setbacks: 18 feet, 10 ½ inches from the eastern front property line; over 75 feet from the southern side property line; 4 feet from the northern side property line; and 4 feet from the western rear property line.

The electrical platform would be 4 feet 6 inches long by 4 feet 8 inches wide. The electrical platform would be 4 feet 8 inches above grade with the total structure height being 11 feet above grade and 0 feet from the front property line.

Various site improvements would also be entailed in the proposed development, including a firepit, a bench, new exterior stairs and railings, new pavers, and a new water feature.

Construction of the ADU, modifications to the existing pre-1930s structure, and removal of one heritage tree constitute development that is not otherwise exempt from the requirement to obtain Coastal Development Permit approval pursuant to Coastal Zoning Code Sections 20.68.030, and 20.68.060(F) and (M). Coastal Variance approval is required because the electrical platform structure is proposed within the front setback pursuant to Coastal Zoning Code Section 20.70.150.

PROJECT SETTING

Characteristics of the site and surrounding area are summarized below:

Lot Area: 4,938 square feet

Adjacent Land Uses: residential

Topography and Slope: sloping from west to east

Existing Vegetation: ornamental

Environmental Hazards: Alquist-Priolo earthquake hazards zone

The irregularly shaped 4,938 square foot lot at 40 Cliff Road is long and narrow, with the long axis oriented north to south with the wide eastern side fronting on Cliff Road. The lot slopes up steeply from west to east, with Cliff Road sitting almost above the height of the existing structure on the property. The structure is located in a quasi-rural setting of small-scale residences and is set in moderate proximity to neighboring houses. The yard is surrounded by a grape stake fence. A garden shed is located at the far north end of the lot and low retaining walls run the length of the yard.

BACKGROUND

The applicant submitted a Coastal Development Permit application to the Planning Division on November 7, 2025. Upon receipt, the application was transmitted to the California Coastal Commission, Department of Public Works - Land Development Division, and the Bolinas Fire Protection District for review and comments. Responses from the agencies can be found in Attachments 3 through 5. A notice was posted on the project site on January 15, 2026. The application was deemed incomplete on December 5, 2025 and February 27, 2026. On April 1, 2026 the applicant revised the submittal to include a request for Coastal Variance approval for the proposed electrical platform. After all the required materials were received, the application was deemed complete on April 30, 2026.

The Community Development Agency provided public notice on June 9, 2026, identifying the applicant, describing the project and its location, and providing the Deputy Zoning Administrator hearing date of June 25, 2026 at which the project will be heard. The notice was mailed to all property owners within a 300-foot radius of the subject property and as well as published in the Marin Independent Journal.

The applicant has provided the following reports:

- Historic Resources Evaluation and Local Coastal Program Analysis, prepared by Left Coast Architectural History, dated November 2025
- Geotechnical Investigation, prepared by Murry Engineers Inc, dated August 10, 2022
- Supplemental letter to the Geotechnical Investigation, prepared by Murry Engineers Inc, dated December 3, 2022, and March 24, 2026

The Historic Resources Evaluation and Local Coastal Program Analysis prepared by Left Coast Architectural History estimated that the existing primary residence was built between 1924 and 1931. The architectural style of the structure is Gothic Revival style that has been altered over the years. The existing structure was found not to be of significant importance and did not appear eligible for the California Register list.

A Geotechnical Investigation was prepared by Murry Engineers Inc., dated August 10, 2022, and evaluated the soil and geologic conditions at the site to identify the relevant geotechnical design constraints as well as potential geologic hazards that may affect the proposed work. The report provided recommendations and design parameters for the geotechnical aspects of the proposed work.

As indicated above two Supplemental letters to the Geotechnical Investigation were prepared by Murry Engineers Inc. The first dated December 3, 2022, added recommendations for the basement area under the Accessory Dwelling Unit. While the supplemental letter dated March 24, 2026, was prepared to address the slope failure that occurred 230 feet north/upslope of the property along Cliff Road in January of 2026. The letter notes that the slope failure and debris flow deposit does not extend onto the property at 40 Cliff Road and should not affect the project site. The letter concluded that the proposed system of terraced retaining walls on drilled pier foundations located along the east property line, parallel to Cliff Road in front of the property, would serve to stabilize the roadway.

RECOMMENDATION

Staff recommends that the Deputy Zoning Administrator review the administrative record, conduct a public hearing, and approve the Morning Phase LLC Coastal Development Permit and Coastal Variance.

Attachments:

1. Recommended resolution
2. CEQA exemption
3. Transmittal Response from the Marin County Fire Department, November 25, 2025
4. Transmittal Response from the California Coastal Commissions, April 16, 2026
5. Transmittal Response from the Department of Public Works – Land Division, April 28, 2026
6. Public Comments
7. Project plans

MARIN COUNTY DEPUTY ZONING ADMINISTRATOR

**RESOLUTION NO. 26-101
A RESOLUTION APPROVING THE MORNING PHASE LLC COASTAL DEVELOPMENT
PERMIT AND COASTAL VARIANCE
40 CLIFF ROAD, BOLINAS
ASSESSOR'S PARCEL: 193-114-02**

SECTION I: FINDINGS

1. **WHEREAS**, Katie Nguyen, on behalf of the owners, Morning Phase LLC, has submitted a Coastal Development Permit application to construct an 800 square foot detached residential Accessory Dwelling Unit, remove one heritage tree (Oregon ash) and construct modifications to an existing primary residence on a developed lot in Bolinas. The applicant is also requesting a Coastal Variance for an electrical platform within the front yard setback.

The 800 square feet of proposed development would result in a floor area ratio of 28 percent on the 4,938 square foot lot. The proposed Accessory Dwelling Unit would reach a maximum height of 15 feet above surrounding grade and the exterior walls would have the following setbacks: 18 feet, 10 ½ inches from the eastern front property line; over 75 feet from the southern side property line; 4 feet from the northern side property line; and 4 feet from the western rear property line.

The electrical platform would be 4 feet 6 inches long by 4 feet 8 inches wide. The electrical platform would be 4 feet 8 inches above grade with the total structure height being 11 feet above grade and 0 feet from the front property line. Various site improvements would also be entailed in the proposed development, including a firepit, a bench, new exterior stairs and railings, new pavers, and a new water feature. The property is located at 40 Cliff Road, Bolinas and is further identified as Assessor's Parcel 193-114-02.

2. **WHEREAS**, on June 25, 2026, 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 and Section 15303, Class 3 of the CEQA Guidelines because it does not result in significant environmental impacts.

4. **WHEREAS**, the project is consistent with the mandatory findings for Coastal Permit approval (Marin County Local Coastal Program, Implementation Plan 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 includes a new Accessory Dwelling Unit, modifications to a pre-1930 structure, an electrical platform and associated site improvements. The proposed project

would not negatively affect public recreational access facilities or opportunities, nor would it occur near the shoreline, tidelands, submerged lands, or public trust lands (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 (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 20.64.050 (Biological Resources).

The subject property is developed with a single-family residence and is highly disturbed. According to the data on file in the Marin County Geographic Information System, the property does not contain wetlands, coastal streams, riparian vegetation, coastal dunes, or groves of trees. Additionally, staff conducted a site visit and determined a biological site assessment would not be necessary because no evidence of the presence of Environmental Sensitive Habitat Areas (ESHAs) was observed on the subject site.

The project is consistent with the LUP biological resources policies for the protection of streams, wetlands, and coastal dunes (C-BIO-1, C-BIO-2, C-BIO-3, C-BIO-7, C-BIO-8, C-BIO-14, C-BIO-23) and this finding because the proposed project would not substantially alter the margins along environmentally sensitive habitat areas.

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 20.64.060 (Environmental Hazards).

The property is developed with a single-family residence with sloping topography and is located in a residential area of Bolinas. No natural dunes exist on the project site. The proposed project is not located within a bluff erosion zone and does not impact coastal access. The project site is located within the Alquist-Priolo earthquake hazards zone for the nearby San Andreas fault. The Marin County Community Development Agency, Building and Safety Division will require seismic compliance with the California Building Code prior to the issuance of a building permit. Therefore, the project is consistent with the LUP environmental hazard policies and this finding.

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 20.32.

The proposed project includes a new Accessory Dwelling Unit, modifications to a pre-1930 structure, an electrical platform and associated site improvements on a residential lot, located amongst other residential uses. The subject property is zoned C-RA-B2 (Coastal, Residential Agriculture, minimum lot size 10,000 square feet). The purpose of the C-RA zoning district is to provide areas for residential uses within the context of small-scale agricultural and agriculturally related uses. The subject property is surrounded by single-family residences, and the project includes residential improvements. As the primary use

of the subject property is residential and as the project does not entail commercial operations related to agricultural or maricultural uses, the project would have no effect on agriculture or mariculture and is therefore consistent with this finding.

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 20.64.080 (Water Resources).

Upon review of the applicable technical studies, the Land Development Division, in coordination with the Planning Division, has determined that the project is consistent with the Water Quality, Grading, and Excavation standards articulated for the Coastal Zone (Sections 20.64.080(B) and 20.64.080(C); LUP Policies C-WR-1 through C-WR-17). The project would be required to comply with best management practices and stormwater control measures required by the Department of Public Works. Nonetheless, the project will remain subject to additional review by the Land Development Division to ensure compliance with all applicable water quality, grading, and excavation standards prior to the issuance of project building permits and during construction. Therefore, the project is consistent with the applicable policies in the Water Resources section of the LUP 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 20.66 (Community Design).

The project site is located in an area known as the Little Mesa in the unincorporated town of Bolinas. The surrounding area is developed with mostly residential uses with varying development patterns, height and architectural styles. The proposed project includes a new Accessory Dwelling Unit, modifications to a pre-1930 structure, electrical platform and associated site improvements. The proposed 800 square-foot Accessory Dwelling Unit is 4 feet or more from all property lines and would reach a maximum height of 15 feet above surrounding grade, consistent with state regulations regarding Accessory Dwelling Units. An earth-tone color pallet would be utilized for the exterior materials including vertical wood siding, dark metal window and door frames, and terracotta roof tiles, which would not distract from the natural environment. As such, the sitting, scale, and design of the proposed project, including materials and colors, would be compatible with the character of the surrounding natural and built environment.

The proposed project includes the removal of a heritage Oregon ash tree. The subject tree is in poor health and is located towards the center of the property and does not contribute to the area's scenic or visual resources. Therefore, the project would be consistent with LUP policy C-DES-8. The project would not disrupt significant views of the ocean or scenic coastal areas because it is not highly visible from public viewing areas and would be located in a developed residential neighborhood. Therefore, the project is consistent with the LUP Community Design policies (C-DES-1, C-DES-2, C-DES-3, C-DES-4, C-DES-7, C-DES-8), and this finding because the project is compatible with surrounding development, protects visual resources, conforms to the height limit for new structures, minimizes exterior lighting, and would not require the removal of a substantial number of mature, native trees.

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 20.64.110 (Community Development).

The proposed project includes a new Accessory Dwelling Unit, modifications to a pre-1930 structure, electrical platform and associated site improvements on a developed site in Bolinas. Consistent with policy C-CD-1 the project site has access to public services such as water and sanitation. The project site is not located on Tomales Bay, a beach front lot, or on public trust land (LUP policies C-CD-5, C-CD-7, C-CD-8, C-CD-9). In addition, the project does not entail the conversion of residential uses to commercial uses in a coastal village, or the installation of windbreaks along State Route 1 (LUP policies C-CD-12 through C-CD-14). 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 20.64.120 (Energy).

The proposed project would be required to satisfy all energy-saving standards as required by the County's Building and Safety Division prior to the issuance of a building permit. Therefore, the project is consistent with the LUP energy policies (LUP Policies EH-2.1, EH-2.3, and CD-2.8) and this finding because it would be constructed in conformance with County energy efficiency standards, as verified during the review of the Building Permit application.

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 20.64.130 (Housing).

The project is consistent with the LUP housing policies to address low- and moderate-income housing needs in the Coastal Zone (LUP Policies C-HS-1) because the project would not remove housing subject to a recorded covenant, ordinance, or law that restricts rents to levels of affordable to persons and families of lower or very low income or subject to any other form of rent or price control. The proposed project would result in the creation of an Accessory Dwelling Unit. Therefore, the project is consistent with the applicable policies in the housing section of the LUP 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 20.64.140 (Public Facilities and Services).

The project site is currently served and will continue to be served by the Bolinas Community Public Utility District for water and sanitation (LUP Policies C-PFS-1 and C-PFS-5). Therefore, the project is consistent with the LUP public facilities and services policies, and this finding because the project would be adequately served by existing public water and sewer services.

- 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 20.64.150 (Transportation).**

The proposed project includes a new Accessory Dwelling Unit, modifications to a pre-1930 structure, an electrical platform and associated site improvements on a developed site in Bolinas. The project site will continue to be accessed via Cliff Road which is a public right-of-way that is not maintained by the County of Marin. The roadway network in the area of the project site is not maintained by the County of Marin and requires upkeep and maintenance by the adjacent property owners.

The right-of-way for Cliff Road is approximately 30 feet wide with the paved portion of the right-of-way being approximately 10 feet wide. A recent landslide upslope of the project site has made a portion of Cliff Road impassable. A coordinated effort of local residence (Bolinas Highlands PRD Committee) has begun the process of making the necessary repairs to Cliff Road associated with the landslide. To ensure access is maintained on Cliff Road conditions of approval have been added that require geotechnical oversight by a licensed geotechnical engineer, roadway protection, and construction management. Such measures will reduce potential damage to Cliff Road and the associated right-of-way and will ensure access on Cliff Road is maintained for access as necessary.

The proposed project does not include off-site transportation elements, new roads, bicycle or pedestrian paths or associated facilities. Additionally, the project would not increase demand on public transportation or adversely impact the scenic quality of Highway One. Therefore, the project is consistent with the LUP transportation policies and this finding.

- 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 20.64.160 (Historical and Archaeological Resources).**

The project site is not located within the Bolinas designated historic district boundary as identified in the Marin County Historic Study for the Local Coastal Program. The project entails the renovation of an existing residence. The existing residence was built between 1924 and 1931 and has been modified over the years. The applicant provided a historical assessment and the LCP Historic Review Checklist for the proposed project. The historical assessment found that the proposed renovation would be consistent with its original architectural character. Therefore, the project is consistent with the LUP historical and archaeological resources policies (C-HAR- 2, C-HAR-8) and this finding because the project would not affect historical, archaeological, or paleontological resources.

- 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 20.64.170 (Parks, Recreation, and Visitor-Serving Uses).**

The project site is not located adjacent to any public park or open space, and the project does not entail any development that would encroach into existing public access points to and from surrounding public parks, recreation, or visitor-serving uses. Therefore, the

project is consistent with the LUP policies for parks, recreation, and visitor-serving uses (C-PK-1 and C-PK-3), and this finding because the project is proposed on an existing residential property that is not located within a mixed-use coastal village commercial/residential zone and does not entail any construction of development that would encroach into existing public access points to and from surrounding public parks, recreation, or visitor-serving uses.

5. **WHEREAS**, the project is consistent with the mandatory findings for Coastal Zone Variance approval pursuant to Marin County Interim Code Sections 20.70.150.

A. There are special circumstances unique to the property (e.g., location, shape, size, surroundings, or topography), so that the strict application of this Development Code denies the property owner privileges enjoyed by other property owners in the vicinity and under identical zoning districts.

The subject property is a 4,938-square-foot developed lot along Cliff Road that does not conform to the minimum lot size of 10,000 square feet established by the governing C-RA-B2 zoning district and is surrounded by properties developed with single-family residences on lots ranging in size from 5,600 square feet to over 10,000 square feet.

The shape of the subject property is an irregular triangle with approximately 141 feet of frontage along Cliff Road. The depth of the southern side of the property is 20 feet and the depth of the northern side is 61 feet. The configuration of the lot with the established C-RA-B2 setback leaves a triangular development area of approximately 17 feet by 49 feet by 45 feet.

From the paved edge of Cliff Road, the grade starts sloping downward before the edge of the front property line and continues to slope downward the entire length of the subject property. The width of the Cliff Road right-of-way is approximately 30 feet with the currently paved portion of the right-of-way being approximately 10 feet. The above-mentioned factors in combination with the zoning setback requirements create a uniquely small area for development on this property. Additionally, Pacific Gas and Electric (PG&E) has standard requirements for electrical meters and/or electrical platforms. Some of the standards include being located on the subject property, being located on a flat surface and being accessible from the street without using any stairs. There is no area outside the setbacks that would meet PG&E's requirements for the electrical platform. Therefore due to the irregular shape, steep nature and small size of the subject lot combined with PG&E's requirements for electrical service, exceptional circumstances constitute a hardship unique to this property in that relief from the front setback requirement is warranted. As such, the applicant's request to reduce the required front yard setbacks is consistent with this finding.

B. Granting the Variance may only provide relief from standards relating to height, floor area ratio, and yard setbacks, and does not grant relief from the use limitations, minimum lot size, density requirements, or any other LCP requirements, governing the subject development.

Granting the Coastal Variance would not result in a use or activity that is not allowed in the governing C-RA-B2 Zoning District. The Coastal Variance would provide relief from setback requirements in order to construct an electrical platform to service the existing residence and the proposed Accessory Dwelling Unit, in a safe manner consistent with requirement regulations.

- C. Granting the Variance does not result in special privileges inconsistent with the limitations upon other properties in the vicinity and zoning district in which the real property is located.**

Approval of the Coastal Variance would not constitute the granting of a special privilege because the shape and slope of the lot encumbers the subject property with constraints that most other properties in the surrounding area do not face. The purpose of the development standards for the C-RA-B2 zoning district is to minimize adverse effects to the surrounding area that would otherwise result from inappropriate development.

- D. Granting the Variance will not be detrimental to the public interest, health, safety, convenience, or welfare of the County, or injurious to the property or improvements in the vicinity and zoning district in which the real property is located.**

The electrical platform would not interfere with the use and enjoyment of adjacent developments, nor would it be detrimental to the public health, safety, or welfare because the proposed electrical platform would not change the residential use of the property, which is a permitted use in both the Marin County LUP and C-RA-B2 Agricultural Residential zoning district. Additionally, the proposed electrical platform would be compatible in scale with existing development and associated home utilities in the area. Relief from the front yard setback requirements would not cause a substantial detriment to the public good nor impair achieving the purposes of the zoning ordinance and would ensure that the electrical service is constructed in a manner that is consistent with regulatory requirements.

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 planning permit is an entitlement to apply for construction permits, not a guarantee that they can be obtained, and it does not establish any vested rights. 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 Morning Phase LLC Coastal Development Permit and Coastal Variance subject to the conditions as specified below:

CDA-Planning Division

1. This Coastal Development Permit and Coastal Variance authorize the following: (1) construction of an 800 square foot detached residential Accessory Dwelling Unit; (2) removal of one heritage tree (Oregon ash); (3) modifications to an existing primary residence; and (4)

installation of an electrical platform within a required front setback. The project is authorized on a developed lot in Bolinas.

The 800 square feet of authorized development (Accessory Dwelling Unit) shall result in a floor area ratio of 28 percent on the 4,938 square foot lot. The authorized Accessory Dwelling Unit shall reach a maximum height of 15 feet above surrounding grade and the exterior walls shall have the following setbacks: 18 feet, 10 ½ inches from the eastern front property line; over 75 feet from the southern side property line; 4 feet from the northern side property line; and 4 feet from the western rear property line.

The electrical platform shall be 4 feet 6 inches long by 4 feet 8 inches wide, and 4 feet 8 inches above grade with the total structure height being 11 feet above grade and 0 feet from the front property line.

One heritage tree that is in poor health (Oregon ash) is authorized for removal with the project.

2. Plans submitted for a Building Permit shall substantially conform to plans identified as Exhibit A, entitled "Bolinas Residence," consisting of 50 sheets prepared by Sutro Architects, received in final form on April 1, 2026, and on file with the Marin County Community Development Agency, except as modified by the conditions listed herein.
3. The project shall conform to the Planning Division's "Uniformly Applied Standards 2026" with respect to all of the standard conditions of approval.

Department of Public Works- Land Development Division

4. PRIOR TO THE ISSUANCE OF GRADING OR BUILDING PERMITS:

- A. Due to the documented roadway distress and landslide activity in the vicinity, the narrow one-way private access road serving the site, and the proposed construction of an ADU, retaining walls, excavation, and associated site improvements adjacent to the roadway, the following requirements shall apply:

(1) Geotechnical Engineer of Record

Prior to issuance of grading or building permits, the applicant shall retain a California-licensed Geotechnical Engineer of Record responsible for construction-phase observation, monitoring, and recommendations associated with all site development activities.

The Geotechnical Engineer shall prepare a Construction Observation and Monitoring Plan for review and approval by the Community Development Agency and Department of Public Works. The plan shall address site-specific geologic and geotechnical conditions, including roadway stability, slope stability, excavation sequencing, retaining wall construction, drainage control, construction loading, construction access, and protection of adjacent properties and infrastructure.

The Geotechnical Engineer shall remain actively involved throughout construction and shall conduct observations at all critical phases of work, including but not limited to:

- a. Site clearing and grubbing.
- b. Excavation and grading operations.
- c. Foundation and footing excavation.

- d. Installation of piles, piers, caissons, or other deep foundation elements, if proposed.
- e. Retaining wall excavation, construction, drainage installation, and backfill.
- f. Utility trenching and utility installation.
- g. Drainage improvements.
- h. Slope stabilization measures.
- i. Final grading and site stabilization.

The Geotechnical Engineer shall have authority to recommend modifications to construction sequencing, require additional stabilization measures, restrict construction loading, limit equipment access, suspend work, or implement other corrective measures necessary to protect public safety, roadway stability, slope stability, and adjacent properties.

Written observation reports documenting site visits, observations, recommendations, and corrective actions shall be maintained and provided to the County upon request.

(2) Construction Management Plan

The applicant shall submit a Construction Management Plan for review and approval by the Department of Public Works.

The plan shall address:

- (1) Construction vehicle access routes and turnaround locations.
- (2) Maximum gross vehicular weight for construction vehicles traversing Cliff Avenue, as recommended by the project Geotechnical Engineer.
- (3) Delivery schedules and procedures.
- (4) Construction worker parking locations.
- (5) Equipment staging areas.
- (6) Material storage areas.
- (7) Emergency vehicle access.
- (8) Temporary traffic control measures.
- (9) Roadway protection measures.
- (10) Communication procedures for residents and emergency responders.

The plan shall provide for flaggers, traffic control personnel, signage, and other traffic management measures as necessary to safely accommodate construction activities on the narrow one-way access road.

Emergency access shall be maintained at all times.

Construction vehicle size, weight, frequency, and hours of operation may be restricted as determined necessary by the County and/or the Geotechnical Engineer of Record.

(3) Roadway Stability and Protection

The applicant shall be responsible for protecting the private access road from damage associated with construction activities.

The applicant shall document existing roadway conditions along the full construction vehicle access route from Brighton Avenue to the project site, including pavement condition, edge conditions, drainage features, retaining structures, and any visible

settlement, cracking, sloughing, or instability. Documentation shall be provided to DPW as video footage collected less than six weeks from the date of the building permit issuance. If the start of construction is delayed beyond permit issuance by more than two months, an updated video shall be provided. Prior to final inspection, an updated video shall be provided to DPW.

The Geotechnical Engineer shall evaluate the effects of construction activities, construction traffic, equipment loading, excavation, retaining wall construction, drainage improvements, and temporary stockpiling on roadway stability.

If roadway distress, settlement, cracking, sloughing, erosion, loss of support, or other adverse impacts are observed during construction, work shall immediately cease in the affected area until the Geotechnical Engineer evaluates the condition and provides written recommendations acceptable to the County.

Any roadway damage resulting from project construction beyond normal wear and tear shall be repaired by the applicant at the applicant's sole expense.

(4) Geotechnical Certification of Improvements Adjacent to the Roadway

The Geotechnical Engineer of Record shall provide written recommendations confirming that the location and design of all proposed structures, retaining walls, foundations, excavation limits, drainage improvements, and associated site improvements have been evaluated relative to the private roadway and will not adversely affect roadway stability, lateral support, drainage patterns, maintenance access, or long-term roadway performance.

5. PRIOR TO FINAL OCCUPANCY OR FINAL PERMIT APPROVAL:

A. Final Geotechnical Certification

The Geotechnical Engineer of Record shall submit a signed and stamped certification letter confirming that:

- (1) Construction was completed in substantial conformance with approved geotechnical recommendations.
- (2) The ADU, retaining walls, foundations, drainage improvements, and associated site work were constructed in accordance with approved plans and field recommendations.
- (3) No known and unresolved geotechnical, roadway stability, or slope stability concerns remain.

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 three 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 10 business days from the date of this decision (July 10, 2026).

SECTION VI: ADOPTION

ADOPTED at a regular meeting of the Deputy Zoning Administrator of the County of Marin, State of California, on the 25th day of June 2026.



Sabrina Cardoza
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

June 9, 2026

- | | |
|--|--|
| 1. Project Name: | Morning Phase LLC Coastal Development Permit and Coastal Variance |
| 2. Project Location: | 40 Cliff Road, Bolinas |
| 3. Project Summary: | Construction of a new 800 square foot detached residential accessory dwelling unit, modifications to an existing primary residence and electrical flatform and various site improvements. |
| 4. Public Agency Approving Project: | Marin County Community Development Agency |
| 5. Project Sponsor: | Morning Phase LLC |
| 6. CEQA Exemption Status: | CEQA Guidelines section 15301, Class 1 and section 15303, Class 3 |
| 7. Reasons for Exemption: | The project entails modifications an existing primary residence and the construction of a new accessory dwelling unit on a developed lot which would not result in potentially significant impacts to the environment. |

Project Planner:

Reviewed by:

Megan Alton

Megan Alton
Senior Planner

Robin Fies for

Rachel Reid
Environmental Planning Manager

VICINITY MAP





Marin County Fire Department

1600 Los Gatos Drive Suite 300 San Rafael CA 94903
Contact our Office at (415) 473-2125

Planning/Building Division Plan Review Report

Address	City
40 Cliff RD	Bolinas

VENDOR NAME	OWNER NAME: David Salazar
Vendor:	Date/Time of Inspection: 11/25/2025 04:18 PM
Address:	Inspected by: SCOTT ALBER
Phone:	Inspection Number: MCF-2025-0000306
Email:	

YOUR INSPECTION:

Congratulations, the recent Fire Safety Inspection of your facility revealed NO VIOLATIONS.

Building Division Review:

Condition of Approval

ITEM: Project is in a State Responsibility Area (SRA) Fire Hazard Severity Zone (FHSZ)

REMARK:

This project is located in a SRA FHSZ and must meet all applicable California Building Code requirements. See CBC Chapter 7A. These code provisions are enforced by Building & Safety. Specifically, the structure is required to comply with CBC Chapter 7A-Ignition Resistant Construction. Requirements reviewed and enforced by Building & Safety.

CODE: CBC - 7A - Materials and Construction Methods for Exterior Wildfire Exposure

Condition of Approval

ITEM: Automatic Residential Fire Sprinkler System Is Required per NFPA 13D

REMARK:

An automatic residential fire sprinkler system is required to be installed in all substantially remodeled

structures (see "Substantial Remodel discussion, below) conforming to NFPA Std. 13D, and MCFD Fire Protection Standard #401, and as modified by the Fire Marshal. The plans and hydraulic calculations are deferred submittal to MCFD under separate permit after building permit issuance by Building & Safety. Contact the local water purveyor (as applicable) should an upgrade for the domestic water meter be needed. Additional sizing may be required due to available pressures and fire flow.

CODE: MCFD Standards - Standard 202 - Residential AFS Standard - This standard is promulgated pursuant to the local amendments to the currently adopted version of the California Fire Code. This standard applies to one and two family dwellings (as classified by the California Building Code) where fire sprinkler systems are required to be installed by code or specific local ordinance or as an approved Alternate Method of Compliance. The system design criteria, as set forth in this standard, are based on total building square footage. Note that all usable spaces such as attached garages, carports, attics used for storage, etc. are included when determining total building square footage.

Condition of Approval

ITEM: Vegetation Management Plan - Fuels Management Plan Required.

REMARK:

A Vegetation Management Plan (VMP) conforming to the standards of the Marin County Fire Department shall be prepared and implemented at the site. The VMP-Fuels Management Plan shall conform to MCFD Standard #220. The plan is a deferred submittal to MCFD under separate permit after building permit issuance by Building & Safety. The plan shall be implemented prior to building final.

CODE: MCFD Standards - Standard 220 - Vegetation Management Plan Standard - A Vegetation Management Plan (VMP) is the assessment of your properties fire hazard related to topography, aspect and vegetation, a proposal for mitigation of those hazards, and a prescriptive plan for future maintenance and care of the area surrounding your home. Components of your VMP may include, but not be limited to: identification of hazards, survey of vegetation, proposed modification of hazards and vegetation, reduction and/or removal of fuels, fire safe landscaping, creating defensible space, shaded fuel breaks, fire breaks, maintenance of access and egress components, and other prescriptive measures needed to mitigate the hazards of wildfire.

Condition of Approval

ITEM: Project In a Wildland-Urban Interface Area.

REMARK:

This project is located in a wildland-urban interface area (WUI) and must meet all applicable California Building Code requirements. See CBC Chapter 7A. These code provisions are enforced by Building & Safety.

CODE: CBC - 7A - Materials and Construction Methods for Exterior Wildfire Exposure

Substantial Remodel Calculations Plan Review:

✓ Acceptable as Submitted

ITEM: Existing square footage prior to remodel:

REMARK:

600 sq. ft.

✓ Acceptable as Submitted

ITEM: Additional square footage added to the structure:

REMARK:

N/A

✓ Acceptable as Submitted

ITEM: Square footage modified by the remodel:

REMARK:

600 sq. ft.

✓ Acceptable as Submitted

ITEM: Total square footage of remodel and additions:

REMARK:

600 sq. ft.

✓ Acceptable as Submitted

ITEM: Total percentage of remodel and additions to the structure:

REMARK:

$600/600 = 1$ (100%)

✓ Acceptable as Submitted

ITEM: Substantial Remodel Defined:

REMARK:

Substantial Remodel shall mean the renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure within any 36 month period. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists, and coverings (see Section 202[C]), roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for the purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings.

CODE: MCFD Ordinance - Substantial Remodel shall mean the renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure within any 36 month period.

✓ Acceptable as Submitted

ITEM: Other Information:

REMARK:

The existing residence is proposed to be completely remodeled and as such an automatic fire sprinkler system is required. Since the existing residence is required to be sprinklered, the new detached ADU is required to be sprinklered, as well.

CODE: MCFD Ordinance - Substantial Remodel shall mean the renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure within any 36 month period.
Marin County Fire Department minimum submittal requirements.

Should you have any questions on this report or require follow-up, please contact Marin County Fire Department

(415) 473 - 2125 or fireprevention@marincounty.gov

From: Honey, Julian@Coastal
To: Megan Alton
Cc: Ringuette, Oceane@Coastal; Rexing, Stephanie@Coastal
Subject: RE: Transmittal - Morning Phase LLC Coastal Development Permit and Coastal Variance
Date: Thursday, April 16, 2026 10:22:11 AM
Attachments: [image004.png](#)
[image001.png](#)

Hi Megan,

Thank you for the opportunity to comment on this project.

Following my review I have the following comments. Please let me know if you have any questions.

Setbacks-

Per 20.64.045 – Property Development and Use Standards – Section E – Setback Requirements and Exceptions – Clause 3.b. – detached accessory structures shall comply with the same setback requirements as the applicable zoning district (C-RA-B2) except as follows:

1. The minimum rear yard setback for a detached accessory structure shall equal the minimum side setback, and no less than ten feet; except that the rear setback on a through lot shall be 20 percent of the lot depth to a maximum of 25 feet.
2. The total aggregate floor area of all detached accessory structures shall not exceed 30 percent of the area contained within the boundaries of the setback required in the rear yard.

Can you please have the applicant confirm the detached accessory structure meets the setback requirements, have them provide an exemption to the setback requirement, or otherwise direct them to amend their project to comply with the setback requirements?

Plantings-

Per LUP policy C-DES-9, please direct the applicant to landscape using native species of trees and plants, and avoid using non-native, invasive trees and plants.

Hazards-

- It appears that the subject site falls within the Alquist-Priolo Earthquake Hazard Zone. In accordance with the LUP's LCP Policies on Shoreline Protection and Hazard Areas, Unit 1 Policy 4, please incorporate the following suite of hazards as conditions of approval into the project:

"1. Coastal Hazards. By acceptance of this CDP, the Permittees acknowledge and agree, on behalf of themselves and all successors and assigns, that:

a. Coastal Hazards. This site is subject to coastal hazards including but not limited to episodic and long-term shoreline/bluff retreat and coastal erosion, storms, tsunamis, tidal scour, landslides, and their interaction, all of

which may be exacerbated by sea level rise.

b. CDP Intent. The intent of this CDP is to allow for the approved project to be constructed and used consistent with the terms and conditions of this CDP for only as long as the development remains safe for occupancy, use, and access, without additional substantive measures beyond ordinary repair or maintenance to protect the development from coastal hazards.

c. No Future Armoring. No new shoreline armoring (including but not limited to seawalls, revetments, retaining walls, gabion baskets, tie backs, piers, groins, caissons/grade beam systems, etc.) shall be constructed to protect the development approved pursuant to this CDP in the event that the approved development is threatened with damage or destruction from coastal hazards in the future. Any rights to construct such armoring that may exist under Coastal Act Section 30235, the Marin County LCP, or any other applicable law, shall be waived, and no portion of the approved development is an "existing structure" for purposes of Section 30235.

d. Public Trust. This CDP does not allow encroachment onto public trust lands, and any future encroachment must be removed unless the Coastal Commission determines that the encroachment is legally permissible pursuant to the Coastal Act and authorizes it to remain. Any future encroachment would also be subject to the State Lands Commission's (or other designated trustee agency's) leasing approval.

e. Assume Risks. (1) All risks to the Permittees and to the property that is the subject of this CDP are assumed by the Permittees, including any injury and/or damage from coastal hazards in connection with this permitted development; (2) any claim of damage or liability against Marin County, its officers, agents, and employees for injury or damage from coastal hazards are unconditionally waived; (3) Marin County, its officers, agents, and employees are indemnified and held harmless by the Permittees with respect to Marin County's approval of the CDP against any and all liability, claims, demands, damages, costs (including costs and fees incurred in defense of such claims), expenses, and amounts paid in settlement arising from any injury or damage due to coastal hazards; and (4) all responsibility for any adverse effects to property caused by the permitted project is assumed by the Permittees.

2. Coastal Hazard Response. The Permittees are required to remove and/or relocate all or a portion of the development authorized by this CDP, and to restore the affected portion of the site, if any of the following occur:

a. Unsafe Conditions. Marin County or any other government agency with legal jurisdiction has issued a final order, not overturned through any appeal or writ proceedings, determining that some or all of the approved development is currently and permanently unsafe for occupancy or use due to damage or destruction from coastal hazards, and that there are no feasible measures that could make such development suitable for occupancy or use without the use of shoreline armoring.

b. Lack of Services. Essential services to the site (e.g., utilities, roads) can no longer feasibly be maintained due to coastal hazards, including due to the degradation and/or failure of nearby roadways, and/or degradation and/or failure of utilities serving the site. Marin County and any other providers shall not be required to maintain access and/or utility infrastructure to serve the approved development in such circumstances.

c. Adaptation Planning. Removal and/or relocation is required pursuant to LCP policies for sea level rise adaptation planning. Required removal and/or relocation shall require Marin County approval of a plan to accommodate same prior to any such activities. In the event that portions of the approved development fall into the bay or to the ground before they are removed and/or relocated pursuant to the above criteria, the Permittees shall remove all recoverable debris associated with the development from such areas, and lawfully dispose of the material in an approved disposal site, all subject to Marin County approval.

3. Future Permitting. All future proposed development related to this CDP shall require a new CDP or a CDP amendment.

4. Real Estate Disclosure. Disclosure documents related to any future marketing and/or sale of the site/residence, including but not limited to marketing materials, sales contracts and similar documents, shall notify potential buyers of the terms and conditions of this CDP, including explicitly the coastal hazard requirements of Special Condition 2. A copy of this CDP shall be provided in all real estate disclosures.

5. Deed Restriction. WITHIN ONE-YEAR OF ISSUANCE OF THE CDP, which deadline Marin County may extend for good cause, the Permittees shall submit for review and approval documentation demonstrating that the landowners have executed and recorded against the parcels governed by this CDP a deed restriction : (1) indicating that, pursuant to this CDP, Marin County has authorized development on the subject property, subject to terms and conditions that restrict the use and enjoyment of that property; (2) imposing the terms and conditions of this CDP as covenants, conditions and restrictions on the use and enjoyment of the property. The deed restriction shall include a legal description of all of the parcels governed by this CDP. The deed restriction shall also indicate that, in the event of an extinguishment or termination of the deed restriction for any reason, the terms and conditions of this CDP shall continue to restrict the use and enjoyment of the subject property so long as either this CDP or the development it authorizes – or any part, modification, or amendment thereof – remains in existence on or with respect to the subject property."

Thank you,

Julian Honey (He/Him/His)
Coastal Planner
North Central Coast District



From: Megan Alton <Megan.Alton@MarinCounty.gov>

Sent: Tuesday, April 7, 2026 8:56 AM

To: Honey, Julian@Coastal <julian.honey@coastal.ca.gov>

Cc: Ringuette, Oceane@Coastal <oceane.ringuette@coastal.ca.gov>; Rexing, Stephanie@Coastal <Stephanie.Rexing@coastal.ca.gov>

Subject: Transmittal - Morning Phase LLC Coastal Development Permit and Coastal Variance

Hello Julian,

Please find the attached 3rd Transmittal and materials for the Morning Phase LLC Coastal Development Permit and Coastal Variance at 40 Cliff Road, Bolinas.

New material included in this submitted include an update to the geotechnical report because of recent land movement in the area. Additionally, the applicant has applied for a Variance for an electrical flatform structure within the front setback.

Plans:  [Morning PhaseCDPVR April Plans.pdf](#)

Please note that I have requested comments regarding incompleteness by April 21, 2026.

Thank you,

Megan Alton
SENIOR PLANNER

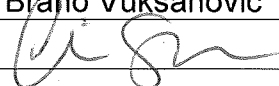
County of Marin
Community Development Agency
3501 Civic Center Drive, Suite 308
San Rafael, CA 94903
415 473 6235 T
415 473 7880 F
megan.alton@marincounty.gov

Email Disclaimer: <https://www.marincounty.gov/privacy-policy>

PLANNING APPLICATION REVIEW

DEPARTMENT OF PUBLIC WORKS

Inter-office Memorandum - Third Transmittal

DATE: 4/28/26DUE: 4/28/26TO: Megan AltonFROM: Brano VuksanovicAPPROVED: RE: Morning Phase LLC CoastalDevelopment Permit P5981APN: 193-114-02ADDRESS: 40 Cliff Rd, Bolinas**TYPE OF DOCUMENT** DESIGN REVIEW X 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:

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

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

 Traffic Flood Control Other:

Please note that comments listed under “Substantial Modifications Required to Conform” need to be addressed now otherwise, the Department of Public Works cannot support the project as presented.

Substantial Modifications Required to Conform:

1. The structure and all vertical improvements shall be located fully within private property and no portion shall be within the Cliff Road right-of-way. The right-of-way shall be kept free and clear to be used as a street, thoroughfare, or highway.

Proposed Conditions of approval Prior to Issuance of a Building permit:

2. Applicant to obtain a utility easement for the portions of the proposed water line and sewer lateral on APN 193-102-12.
3. Applicant to obtain a temporary construction access easement for proposed construction of the solidier plie retaining from the property owners of APN 193-102-12 and 193-102-13.

Merit Comments**Prior to Issuance of a Building Permit:****Driveways:**

1. Per Marin County Code § 24.04.240, where a driveway intersects a road, every attempt shall be made to intersect at ninety degrees or as close to that angle as possible. Demonstrate compliance.
2. Per Marin County Code § 24.04.250, a minimum driveway length of twenty feet should be provided from the front of the garage or parking structure to the back of sidewalk or to the edge of pavement where no sidewalks exists. Demonstrate compliance.

3. Per Marin County Code § 24.04.260(a), the minimum improved width of a driveway serving a single dwelling unit is twelve feet. Demonstrate compliance.
4. 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.
5. 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.
6. 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.
7. 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.
8. 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.
9. Per Marin County Code § 24.04.320, driveways outside the city-centered corridor and village areas need not be paved except those sections over twelve percent in grade or along any section where paving is deemed necessary by the agency to provide a safe and adequate access. Where paving is not required, the driveway shall be surfaced with at least four inches of compacted crushed rock. Demonstrate compliance.

Parking:

10. Per Marin County Code § 24.04.340(a), for detached single-family dwellings and duplexes, two parking spaces per unit are required. Where the units are more than one hundred feet from the access street or where on-street parking is restricted or nonexistent, two additional spaces may be required. Demonstrate compliance.
11. Per Marin County Code § 24.04.380(a), head-in parking spaces shall be a minimum eight and one-half feet by eighteen feet. Parallel spaces shall be a minimum eight feet by twenty feet. For constrained locations such as garages serving single-family dwellings, spaces shall be a minimum nine feet by twenty feet. Demonstrate compliance.
12. 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.
13. **Grading & Drainage Plans:** Provide the following information on the drainage and grading plans:
 - a. Plan shall show and label all existing and proposed drainage features and improvements. Improvements may include down spouts, footing and foundation drains, area drains and catch basins, piping and out fall structures or means of dispersion. Note that 2022 California Plumbing Code (CPC) §1101.12.1 requires roof areas of buildings to be drained by roof drains and gutters. Note as well that CPC §1101.6.5(2) indicates that the point of discharge shall not be less than 10 feet from the property line.
 - b. Per 2022 California Residential Code § R401.3, lots shall be graded to drain surface water away from foundation walls. The grade shall fall a minimum of 6 inches within the first 10 feet. Where lot lines, walls, slopes, or other physical barriers prohibit 6

inches of fall within 10 feet, drains or swales shall be constructed to ensure drainage away from the structure. Impervious surfaces within 10 feet of the building foundation shall be sloped a minimum 2 percent away from the building. Demonstrate compliance.

- c. The plan shall also incorporate any recommendations from the Geotechnical Engineer, if such a professional is involved in the project.
- d. The plan shall tabulate the existing and proposed areas of impervious surface for the property, and demonstrate that there will be no net increase in runoff from the developed site compared to pre-existing development.
- e. Please provide a cut and fill table on the plans showing the estimated quantities of excavation and backfill (in cubic yards) associated with the proposed work. Verify whether total earthwork exceeds 250 cubic yards.
- f. Indicate means of restoring all disturbed areas.
- g. 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.

14. Geotechnical Review and Acceptance: The plans must be reviewed and approved by the soils engineer. Certification shall be either by his/her 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.

15. Site Retaining Walls:

- a. Clarify the proposed heights for all site retaining walls. You will need to apply for a separate Building Permit for each site/driveway retaining wall greater than 4ft in height, or for any wall that is subject to a surcharge such as a sloped backfill or vehicular load. The total height shall be measured from the bottom of the footing to the top of the wall. If any walls are structurally tied to the dwelling, indicate this on the plans, as these walls will not require a separate permit.
- b. For each retaining wall, provide a cross sectional reference on the site plan which corresponds to a structural detail provided in the plan set.
- c. Submit design calculations for the retaining walls which are greater than 4ft in height, measured as described above in item a, or which are subject to a surcharge behind wall. Calculations shall be prepared, signed and stamped by the design engineer.
- d. Add a note on the plans indicating that the Design Engineer shall inspect and certify in writing to DPW that each retaining wall was constructed per approved plan and field direction. Certification letters shall reference building permit number or numbers for specific work being certified, the address and the Assessor's Parcel Number (APN) for the project, and shall be signed and stamped by the certifying professional.
- e. Please demonstrate that retaining wall locations, heights, and drainage details are consistent with the recommendations of the geotechnical report. Provide cross-sections and reference details for all retaining walls.

Erosion & Sediment Control Plan:

- 16. 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:

17. 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: <http://www.marincounty.org/depts/pw/divisions/mcstoppp/development/new-and-redevelopment-projects?panelnum=2> . **Direction for this project is in Appendix C of the BASMAA manual, Stormwater Control Plans for Small Projects / Single Family Homes.**
18. **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.
 - f. The project includes temporary construction access across adjacent parcels. Please show construction access routes, staging areas, and limits of disturbance on the plans.

-END-

From: [Andy Rothman](#)
To: [Megan Alton](#)
Subject: request for a hearing
Date: Tuesday, February 17, 2026 7:05:46 PM

hi megan

i am writing in regard to assessor's parcel 193-114-02, 40 cliff road, bolinas, morning phase llc coastal development permit (p5981)

i am concerned about the scope of this project and request that a public hearing be held so neighbors can better understand several important issues

the project description is focused on construction of an adu, but this seems to understate the scale of the plans. the building area and floor area will both be more than double the existing sizes, as will the impervious coverage. this is a significant expansion on a narrow, small lot

access to the lot is only on cliff road, which is very narrow. a section of cliff road immediately above this property collapsed recently and there is currently no access to the road.

i am concerned about road access and surface water runoff given the significant expansion of dwelling space, and the potential impact on neighboring properties and cliff road.

i would also like more information about planned use of the property. will it be used as short-term rental?

please let me know if you have additional information about these issues and when a hearing can be scheduled

many thanks

andy rothman
22 crescente avenue
bolinas

From: [Jill Moore](#)
To: [Megan Alton](#)
Subject: 40 Cliff Road Proposed project
Date: Monday, February 23, 2026 5:08:45 PM

[You don't often get email from jillmoorebo@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Dear Megan,

I am writing about the proposed project at 40 Cliff Road. I would like to propose a public hearing to understand the scale of the plan, the proposed parking, and the risk to our very fragile road that has already collapsed less than 100 feet above this project. Our road cannot support any more large machinery or construction trucks until major road work has been done and we are only at the beginning of the process of making repairs to the road.

Thanks,

Jill Moore
64 Altura Avenue

From: [oona.ratcliffe](#)
To: [Megan Alton](#)
Subject: Re: Parcel 193-114-02 Bolinas Ca (40 Cliff Road) [SENT FROM A PUBLIC FORM]
Date: Tuesday, February 24, 2026 11:15:50 AM
Attachments: [image001.png](#)

Dear Megan, Thank you so much for the call today. I wanted to reiterate in writing my concerns with regards to the project at 40 Cliff Road Parcel 193-114-02. As discussed, our primary point of concern is the easement and overhang of 40 Cliff Road primary and existing structure over our property line. In addition to this we are concerned with the ADU structure and foundation and landscaping and parking space work that is being planned for this property. We are aware looking at the plans that significant extensive work is planned for the yard, replacement and removal of trees, cement walls and earth reconfiguration and retaining walls. We are aware that weather events and erosion in the last few years have taken a large toll on the small mesa road and hill behind all of the properties on Cliff Road and we would request that the geotechnical survey be updated — it is from 2022 — to take into account recent landslide and erosion in adjacent areas and the collapse of the road just above the property site. We also have noted that there seem to be several discrepancies in the plans for the ADU, namely height and number of stories and the foundation plan. Additionally, several of our neighbors have expressed concern regarding setbacks and plans for parking spaces for the property and their proximity to the road and relation to the hillside.

I appreciate your attention to these matters and look forward to any updates you may be able to provide. .

Sincerely,

Oona

On Feb 24, 2026, at 12:12 PM, Megan Alton <Megan.Alton@MarinCounty.gov> wrote:

Hello Oona,

I would like to have a quick call to discuss with you. My phone number is below or alternatively could you provide me with your phone number.

Thank you,

Megan Alton
SENIOR PLANNER

County of Marin
Community Development Agency
3501 Civic Center Drive, Suite 308
San Rafael, CA 94903
415 473 6235 T
415 473 7880 F
megan.alton@marincounty.gov

From: Megan Alton
Sent: Tuesday, February 17, 2026 3:42 PM
To: 'oona.ratcliffe@gmail.com' <oona.ratcliffe@gmail.com>
Subject: RE: Parcel 193-114-02 Bolinas Ca (40 Cliff Road) [SENT FROM A PUBLIC FORM]

Hello Oona,

Thank you for your email.

I am out of the office this week but would like to connect with you next week to discuss this further.

Below I have included owner information as it appears on the application form.



Thank you,

Megan Alton
SENIOR PLANNER

County of Marin
Community Development Agency
3501 Civic Center Drive, Suite 308
San Rafael, CA 94903
415 473 6235 T
415 473 7880 F
megan.alton@marincounty.gov

From: No-Reply <No-Reply@MarinCounty.gov>

Sent: Monday, February 16, 2026 10:12 AM

To: Megan Alton <Megan.Alton@MarinCounty.gov>

Subject: Re: Parcel 193-114-02 Bolinas Ca (40 Cliff Road) [SENT FROM A PUBLIC FORM]

Contact Us	
Email To:	Megan.Alton@MarinCounty.gov
Hosted Page:	https://www.marincounty.gov/departments/cda/planning/projects/bolinas/morning-phase-llc-cdp-p5981
To:	Megan Alton
From:	Oona Ratcliffe
Sender's Email Address:	oona.ratcliffe@gmail.com
Subject:	Parcel 193-114-02 Bolinas Ca (40 Cliff Road)
Message:	Dear Ms. Alton, I am the owner of 87 Brighton Ave Lot number number 24. I have become aware that construction planning permits have been submitted to the county for approval of 40 Cliff Road. There is an easement agreement between my property and 40 Cliff Road and I would like to on an email list regarding any objections or meetings about the development of this property as I have not granted permission for any construction with regards to my property. I see that plans still reflect construction over property line. Also, can you please let me know who the owner of this property is as I have been contacted by an LLC and not an owner. Thank you, Oona Ratcliffe
Optionally Add an	Screenshot 2026-02-16 at 1.10.01 PM.png

Attachment:

2026-02-16 01:02PM -0500

IP: 67.244.116.228

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Email Disclaimer: <https://www.marincounty.gov/privacy-policy>

From: [Geoffrey Evans](#)
To: [Megan Alton](#)
Subject: Re: request a hearing [SENT FROM A PUBLIC FORM]
Date: Monday, March 2, 2026 5:53:28 PM

Hello Megan,
I know you'll be in contact with the llc that owns 40 cliff tomorrow and wanted to get my concerns to you before you do. I have concerns about the setback requirements but I hope the property owners adjacent to 40 have already been in contact with you about that. My main concern is the fragility of Cliff road. Our road association is working on getting the road back to usable condition. This will take at least a year and we have no idea how much the repair will cost at this point. We as home owners on this private road are responsible for its repair, but it seems we have no process for protecting the road from future damage. Since this property has no access to Brighton av. I'm concerned as to how they plan on doing their work off cliff road? There is no place on the side of the road for anything to be staged, no parking etc. There's nothing there. How would they get materials out of there? How do they plan on getting materials into the property? Where do the concrete trucks plan on pumping from? Where do all the construction trucks plan on parking? What recourse do we have for the heavy use of our road? This is an LLC that owns this property. It's probably a business that plans on this being an income property for short term rentals. The county is trying to create more affordable housing which we need. This doesn't look like it's designed for people to live in. Its design suggests a nice short term rental close to the beach. That's not what we need here. If this project goes forward and adds to the damage of our road or closes it again after we spend a year and a lot of money fixing it I can tell you there will be a lot of upset owners up here and probably litigation involved. Please help us protect our neighborhood and our road. Id also like to ask for a hearing again on this proposed project.
Thanks,
Geoffrey Evans

On Feb 13, 2026, at 4:09 PM, Megan Alton <Megan.Alton@MarinCounty.gov> wrote:

Hello Geoffrey,

<https://www.marincounty.gov/departments/cda/planning/projects/bolinas/morning-phase-llc-cdp-p5981>

Megan Alton
SENIOR PLANNER

County of Marin
Community Development Agency
3501 Civic Center Drive, Suite 308
San Rafael, CA 94903
415 473 6235 T
415 473 7880 F
megan.alton@marincounty.gov

From: No-Reply <No-Reply@MarinCounty.gov>
Sent: Thursday, February 12, 2026 7:36 AM
To: CDABuilding <CDABuilding@MarinCounty.gov>
Subject: Re: request a hearing [SENT FROM A PUBLIC FORM]

Contact Us	
Email To:	cdabuilding@marincounty.gov
Hosted Page:	https://www.marincounty.gov/departments/cda
To:	Community Development Agency
From:	Geoffrey Evans
Sender's Email Address:	geoffrey3evans@gmail.com
Subject:	request a hearing
Message:	I would like to request a hearing on the proposed adu build at 40 Cliff road in bolinas 94924. Assessor's parcel 193-114-02. I also can be reached at 415 963-1902 Thanks, Geoff
2026-02-12 07:31AM -0800 IP: 198.40.46.9	

You can [edit this submission](#) and [view all your submissions](#) easily.

From: [Grace P](#)
To: [Megan Alton](#)
Subject: Morning Phase LLC/40 Cliff Road Bolinas
Date: Monday, March 2, 2026 8:29:29 PM

You don't often get email from grace.powell@gmail.com. [Learn why this is important](#)

Dear Ms. Alton -

I write with grave concerns for the project located at 40 Cliff in Bolinas. I am a resident of the Little Mesa, currently working as a member of our Permanent Road Division relating to the private roads that traverse our neighborhood.

As you may know, in early January we suffered catastrophic failure of Cliff Ave within approximately 100 feet of this project.

First, I have concerns regarding construction access to this property. There is nowhere along Cliff Ave to unload construction materials, or parking for workers. I have serious concerns that running large trucks on this road will continue to destroy its integrity. There is nowhere for them to turn around should they even be able to access Cliff Road.

Further, much of the landscaping, fencing, decking, and parking are planned outside the parcel's boundaries and within the right of way of Cliff Ave. The plans denote approximately 9'2" of pavement, but Cliff Ave has a right of way of 30 feet extending from one parcel boundary to the other across the right of way. The parking delineated in these plans intend to take every inch up to the edge of our pavement (currently 9'2" as marked by the plans). This would critically limit our ability to design and implement repair solutions to our road now and in the future. This would limit the ability of fire trucks to access our neighborhood in an emergency. Just because our asphalt has crumbled to the current width does not mean that properties should be able to creep all the way to that edge for their own benefit.

We are currently attempting a monumental effort of assessing and repairing all the private roads within our PRD - this is not merely aesthetic, but crucial for continued access to our homes. In no way should you allow construction outside this parcel's boundaries and within our road's right of way.

Further, I cannot fathom why things like property boundaries and set backs exist if you intend to allow the taking of land for fencing, decking and other intrusive unnecessary aesthetic landscaping for the private use of one party to the detriment of all residents and any person wishing to traverse our roads.

Additionally, the owners plan "substantial" remodel to the original property, but make zero effort to conform to existing boundaries and setbacks. In fact, they go farther to take even more surrounding land for private use that does not belong to them. Under what circumstances do you condone this type of purposeful disregard for laws and regulations, and intentional taking of land for private use?

It is also worth noting that the plans show at least 3 retaining walls in an active slide area. Literally no more than 100 feet from the catastrophic failure. Our land is fragile and owners intend to significantly disturb earth right next to a slide area for enough room to include a fire pit and trailing pathways. Why not be more creative and use this area to build

parking on their own parcel, set the fence back to the property line, and create decking on their own land?

Perhaps it is more interesting to note that this is an LLC owner with no connection to the community. These owners will not even make their names known to their neighbors. They don't know the area. They don't know it's challenges. They will not care the damage they cause to the road, or if there is another slide related to construction activity. They will not live in these structures and they will not rent them to locals in need of housing. They will not care if an emergency vehicle can't access a resident in need. This is an investment property that intends to do damage to our land, and to take property that is not theirs for personal profit.

I implore you to put a stop to this absurd project and require the owners to abide by their own property boundaries. They can accomplish everything they wish by redesigning these elements to fit their private use within their own property.

Thank you,

Grace Powell

From: [Bolinas Highlands](#)
To: [Megan Alton](#)
Cc: [Hugh Davis](#)
Subject: Morning Phase LLC- 40 Cliff Rd, development concerns
Date: Tuesday, June 2, 2026 8:42:16 PM

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Dear Megan,

We, the Bolinas Highlands PRD committee (the Bolinas Little Mesa) , are writing with concerns regarding 40 Cliff Rd development.

As background, we are working hard to obtain a county loan to repair the roads on the Little Mesa after a major landslide this past January. Hugh Davis at the DPW is working with us to get engineers' reports and costs for repairs on both Altura and Cliff. We are at least a year out, probably longer, before money might be allocated for any repairs to begin.

The proposed development at 40 Cliff is only a few hundred feet from the landslide that washed out Cliff, the only access off of the Little Mesa. All traffic on and off the Little Mesa is now via a fragile 9' wide, one way road with traffic signals top and bottom.

Today engineers, hired by Hugh, were out doing road borings on both roads as a first step for repairs.

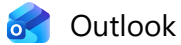
40 Cliff plans do not appear to comply with setbacks from the road right of way. Additionally, the edge of the road and road base will be disturbed during this proposed development, including retaining walls that will need to carry the weight of all traffic coming down Cliff for years to come.

We respectfully request that these plans be carefully reviewed for required road setbacks; off street parking allowance within Cliff's right of way; disturbance to the existing road; properly engineered retaining walls within the right of way to hold the weight and stability of Cliff Road; changes to drainage patterns flowing off the Little Mesa along Cliff road, and construction plans that are feasible given the very narrow one way road to access the site.

Thank you,

The Bolinas Highlands PRD Committee

- Kristina Harrigan, 41 Cresente
- Andy Rothman, 22 Cresente
- Jill Moore, 64 Altura
- Geoffrey Evans, 42 Cresente
- Fred Oliai, 76 Altura
- Sara Bettini, 50 Cresente



Fwd: comments re 40 Cliff Road, Bolinas application for a coastal development permit, P5981

From Andy Rothman <andy.rothman.sh@gmail.com>
Date Wed 6/17/2026 7:45 AM
To Michelle Levenson <Michelle.Levenson@MarinCounty.gov>

You don't often get email from andy.rothman.sh@gmail.com. [Learn why this is important](#)

hi michelle

please see below and let me know if you can help get my comments included for consideration

thank you
andy

----- Forwarded message -----

From: **Hugh Davis** <Hugh.Davis@marincounty.gov>
Date: Wed, Jun 17, 2026 at 7:21 AM
Subject: RE: comments re 40 Cliff Road, Bolinas application for a coastal development permit, P5981
To: Andy Rothman <andy.rothman.sh@gmail.com>

You can try :

Michelle.Levenson@MarinCounty.gov

From: Andy Rothman <andy.rothman.sh@gmail.com>
Sent: Tuesday, June 16, 2026 3:18 PM
To: Hugh Davis <Hugh.Davis@MarinCounty.gov>
Subject: Fwd: comments re 40 Cliff Road, Bolinas application for a coastal development permit, P5981

Hi Hugh

I know this isn't your area . . . but I just received an out of office (until June 22) notice from Megan and I want to make sure my submission is addressed at the June 25 hearing.

Can you please forward to the right person?

Thank you

Andy Rothman

----- Forwarded message -----

From: **Andy Rothman** <andy.rothman.sh@gmail.com>

Date: Tue, Jun 16, 2026 at 3:06 PM

Subject: comments re 40 Cliff Road, Bolinas application for a coastal development permit, P5981

To: Megan Alton <Megan.Alton@marincounty.gov>

Hi Megan

I'm writing regarding the permit application for new construction at 40 Cliff Road, Bolinas. I live up the hill from this project location, and normally Cliff Road is the only access road off of the Little Mesa. This is a key access point for emergency services.

Presumably everyone in the County considering this application is aware that Cliff Road washed out earlier this year and is closed to car access just above 40 Cliff. The Bolinas Highlands PRD is working with the County to get Cliff and Altura roads rebuilt. This will be a very expensive project, supervised by the County and - since Cliff and Altura are private roads - funded by tax assessments on the property owners in the PRD.

It is critical that any permit approved by the County for 40 Cliff include enforceable requirements for construction to be coordinated with and compatible with the upcoming reconstruction of Cliff Road.

I would also like the County to look closely at the parking part of the application. Cliff Road is very narrow and at this time 40 Cliff does not have any parking space on the roadside. No other homes on Cliff have parking alongside the road. If parking is approved it must be clear that there is adequate space for daily traffic and fire engines to pass.

I would also appreciate the County considering the information provided below, which is copied from a neighbor's submission to your office.

Many thanks for considering all of this.

Andy Rothman

[22 Crescente Ave, Bolinas](#)

Subject: Request for Additional Review – 40 Cliff Road Development Application

To County of Marin Planning Staff and Decision Makers:

I am writing regarding the proposed development at 40 Cliff Road in Bolinas and respectfully request additional review and clarification before approval decisions are made.

My comments are not intended to oppose development generally, but to request that the County fully evaluate several site-specific issues that appear to be incompletely addressed in the current development application, especially given recent conditions on Cliff Road and surrounding hillside instability.

1. Cliff Road Access, Roadway Easement and Construction Impacts

I request clarification regarding the following:

- The legal width and functional extent of any roadway easement;
- Whether the shoulder areas proposed to remain available for parking are located within roadway access;
- Whether PG&E access requirements overlap with parking or roadway circulation given the new electric platform proximity to road;
- Whether retaining walls, utility infrastructure, or construction staging affect roadway and access rights.

Additionally, I request evaluation of the following construction-phase impacts, including:

- Heavy vehicle loading;
- Haul traffic;
- Excavation export;
- Concrete deliveries;
- Drilling equipment;
- Temporary road occupancy;
- Conflicts with current and planned road repair and other construction in the immediate area.

2. Geologic Conditions and Expanded Slope Review

I understand 40 Cliff conducted a supplemental geotechnical review in consideration of the January 2026 slope failure, 230 ft north and upslope of 40 Cliff Road. This survey concluded that impacts of the hillside failure were isolated. The assumption stating the landslide as was a singular event need to be more extensively evaluated. Several additional failures have occurred, particularly in the years since 2022 when the first geotechnical survey was conducted for 40 Cliff Road. This was not an isolated incident and geotechnical assumptions made previously may no longer be current. Drainage paths in the area may have changed and factor-of-safety calculations may need revision. Analysis of regional instability needs to be taken into consideration, including particularly, a consideration whether all retaining walls planned have been designed for global slope stability.

I request additional review of:

- Cumulative slope failures in the immediate area;
- All additional slope movement and landslide events not reflected in the current geotechnical scope;
- Changing drainage or groundwater conditions;
- Roadway edge instability;
- And whether prior assumptions remain valid under current conditions.

And suggest that the following are provided:

- Roadway structural assessment;

- Haul route analysis and road bearing capacity;
- Construction traffic load study;
- Pavement condition survey;
- Or conflict analysis with slope-repair operations.

Also, the engineer's conclusion that proposed project terraced retaining walls on drilled piers along the east property line will serve to stabilize the roadway needs further substantiation. If roadway stabilization is being relied upon and claimed as hazard mitigation, I request the following supporting materials:

- Roadway cross sections;
- Wall design assumptions;
- Groundwater assumptions;
- Temporary excavation sequencing;
- Global slope evaluation;
- And explanation and joint assessment of how roadway repair interacts with wall installation.

Without these documents it is not possible to independently evaluate the claim that this project will provide stability to the road or greater hillside.

3. Emergency Access and Public Safety

Given the constrained road conditions and the reliance on local emergency response resources in Bolinas, I respectfully request confirmation that emergency access has been fully evaluated.

This should include:

- Fire apparatus access and maneuverability;
- Vehicle staging;
- Emergency access during construction;
- Conflicts between road repair activities, beach construction activities and construction traffic;
- Roadway obstruction risks from utility access or parking;
- And evacuation and emergency operations under degraded road conditions.

It should be noted additionally that large scale retaining wall work is planned for public beach at end of Brighton Avenue, directly impacting the export/import road pathway for 40 Cliff Road, and involving concrete trucks, large equipment, substantial parking demands resulting in significant congestion in the area.

Summary Requested additional information

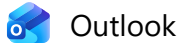
Before final approvals, I respectfully request consideration of:

- Recorded easement documentation and confirmation of project compliance;
- Roadway access and circulation analysis;

- Construction traffic and loading review;
- Expanded geotechnical review reflecting cumulative nearby failures;
- Clarification of parking legality and functionality;
- Emergency access verification, especially in relation to fire and evacuation/ambulance.

Thank you for your careful consideration and for your efforts ensuring that review reflects current and developing site conditions and long-term public safety.

Email Disclaimer: <https://www.marincounty.gov/privacy-policy>.



Fw: 40 Cliff Road, Bolinas- Development Concerns for Hearing, June 25th

From Michelle Levenson <Michelle.Levenson@MarinCounty.gov>

Date Thu 6/18/2026 10:31 AM

To Michelle Levenson <Michelle.Levenson@MarinCounty.gov>

 1 attachment (2 MB)

IMG_6397.jpeg;

From: Bolinas Highlands <admin@bolinashighlands.com>

Sent: Thursday, June 18, 2026 9:31 AM

To: Michelle Levenson <Michelle.Levenson@MarinCounty.gov>; Megan Alton <Megan.Alton@MarinCounty.gov>

Cc: Kristina Harrigan <kristina.harrigan56@gmail.com>; Andy Rothman <andy.rothman.sh@gmail.com>; Geoffrey Evans <geoffrey3evans@gmail.com>; Sara Bettini <sarabettini22@gmail.com>; Graham Green <ggreen@jsfin.com>; Fred <fred@altawinery.com>; Jill Moore <jillmoorebo@gmail.com>

Subject: Fwd: 40 Cliff Road, Bolinas- Development Concerns for Hearing, June 25th

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Hello Michelle,

We received your co tact info from Hugh Davis. Megan Alton is out of office and the hearing on this is next week. We wish to ensure our concerns are included in the hearing.

Thank you!

----- Forwarded message -----

From: **Bolinas Highlands** <admin@bolinashighlands.com>

Date: Wed, Jun 17, 2026 at 2:59 PM

Subject: 40 Cliff Road, Bolinas- Development Concerns for Hearing, June 25th

To: Megan.Alton@marincounty.gov <megan.alton@marincounty.gov>

CC: Hugh Davis <Hugh.Davis@marincounty.gov>

Dear Ms. Alton,

We are writing on behalf of the Bolinas Highlands Permanent Road Division (the "PRD"), the group of property owners working with the County to fund and oversee the repair of Cliff Road. Cliff Road is currently shut down due to a landslide 200 feet uphill from this proposed development. Cliff road adjacent to the proposed development shows deep cracks in the 9' wide asphalt. It is in a fragile, vulnerable condition, and we are concerned about the impact that the proposed construction at 40 Cliff Road (the "Property") could have on its stability.

Cliff Road serves as the sole access route for approximately 45 properties in the Bolinas Highlands (Bolinas Little Mesa) community. It is a private road, which means that any damage to it — from construction activity, equipment, or excavation — would have to be repaired entirely at the expense of the property owners, with no support available from the County or the State. Cliff Road washed out in recent storms due to a loss of lateral soil support beneath the pavement, and the road remains closed as we work through the County PRD process to fund permanent repairs. Repairs are not expected to

start until next summer, at minimum. Any further disturbance to the soil supporting the road, even temporary or incidental, could risk renewed collapse or accelerate deterioration in ways that would be very costly and difficult for our community to address.

It is with this concern for the road's structural integrity — not merely inconvenience — that we ask the County to take a close look at several aspects of the proposed Plans for 40 Cliff Road before they move forward.

Our Concerns

1. ACTUAL TOPOGRAPHY

The Plans do not appear to reflect the true topography at the Property's edge. The photographs at page A1.02 (figures 1 and 2) do not show that the existing fence sits immediately adjacent to the Cliff Road asphalt, with a steep drop-off 3 feet from road edge, (see p. A5.0).

We have attached more accurate photographs (see #1, 2 and 3 attached) showing this topography in relation to the road edge. Given the steepness of this drop-off beyond the green fence in these photographs, we are concerned that any structure or activity planned for the narrow strip between the fence and the Property's east-facing wall is not physically feasible without disturbing the slope that supports Cliff road.

2. ROAD ENCROACHMENT

The Property lines shown in the application materials appear to encroach onto Cliff Road itself — by as much as 50% in some areas (see pp. A1.10 and A1.20). Cliff Road is the only access route for the Little Mesa/Bolinas Highlands properties including for fire apparatus. This encroachment narrows the road at exactly the point where full width and clearance matter most for emergency access.

3. DEDICATED PARKING

The Plans describe two existing parking spaces (8' x 20') on Cliff Road as though they belong to the Property. Based on our review of page A1.10, these spaces sit outside both the Property boundary and the existing fence line, on what has long been road right-of-way used by the entire community. We don't believe these can fairly be counted as dedicated parking for the Property, and we'd ask the County to look closely at this characterization, since it affects how much additional area the project will need to find elsewhere along the road.

4. CONSTRUCTION PLANS

The Plans show several construction-related features — a dumpster, a temporary parking area, a vehicle clean-out station, a job site office, and a porta-potty (see p. A1.30) — that appear to extend onto Cliff Road or the slope immediately beside it. Given the grade at this part of the Property (pp. A1.10 and Site Section A1), these features would either need to sit on the road pavement itself or be cantilevered on pilings into the slope. Either approach concerns us, as both would place additional stress on the road and hillside supporting it.

5. CLIFF ROAD TRENCHING

The Plans indicate that PG&E would trench along Cliff Road, from the Property's northeast corner to the adjoining property's southeast corner where there is another high power pole. We did not see any provision in the materials for maintaining road access during this work, or for ensuring that trenching does not further destabilize the road. Given the road's current condition, we would very much like to understand what precautions are planned here.

6. INCOMPLETE GEOTECH REPORTS

The geotechnical reports submitted with the application do not appear to address how the construction process itself — demolition, vegetation removal, pier drilling, retaining wall excavation — could affect the stability of Cliff Road. **This is our most significant concern.**

The recent collapse of Cliff Road +/- 200 feet was caused by the loss of soil support beneath the pavement following heavy rainfall; we now understand firsthand how sensitive this slope is to disturbance. The Plans call for the main house to be placed on new drilled-pier foundations

bearing in bedrock (per Murray Engineering's 2022 report), which is exactly the kind of work that could disturb the soil supporting the road above. Neither the Murray report nor the Plans appear to call for any retaining structure between the road pavement and the top of the slope before this work begins, and we believe this gap deserves careful attention before any permit is issued.

CONCLUSION

Our hope in raising these points is simple: Cliff Road is fragile right now, it is the only way in or out for 45 households, and any further damage would fall entirely on the shoulders of the property owners and likely delay the work our community is already undertaking.

We would welcome the opportunity to work with the County and the applicant to address these concerns before construction begins, so that the project and the road's stability can both be protected.

It's up to the County to condition any permits on clarification of liability for any damage to the road caused by the development.

Thank you for your consideration.

Sincerely,

Bolinas Highlands PRD Committee

- Kristina Harrigan, [41 Cresente Ave, Bolinas](#)
- Andy Rothman, [22 Cresente Ave, Bolinas](#)
- Sara Betini, [50 Cresente Ave, Bolinas](#)
- Jill Moore, 64 Altura, Bolinas
- Geoff Evans, [42 Cresente, Bolinas](#)



40 Cliff, road conditions.jpeg

<https://drive.google.com/file/d/1qG9xFuDU1uGuTpaGW4V5SRavRN8tPhS2/view?usp=sharing>



road edges at 40 Cliff.jpeg

<https://drive.google.com/file/d/1k6XD8YK1KyldSCA34obfnLjdGCupDmDg/view?usp=sharing>



Stairs down from road easement parking .MOV

<https://drive.google.com/file/d/1XuYBAU5hP-IZpFSpvThljsq7xcnc9aHt/view?usp=sharing>