



DEPARTMENT OF PUBLIC WORKS
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LAND USE	445-7205
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LAND USE DIVISION INTEROFFICE MEMORANDUM

TO: Michael Kein, Planner, Planning & Building Department

FROM: Erin Cearley, Senior Engineering Technician *EC*

DATE: 02/25/2026

RE: WALSH, APN 306-371-017, APPS# PLN-2025-19417 CDP

ROAD: Irving Drive (3J141), a County maintained road is a 50 foot wide right of way with a cul-de-sac at the end. The road near the location of the project is paved out with two travel lanes, two parking lanes, and an asphalt curb on the south side of the road. The cul-de-sac is paved with no curbing. There are no pedestrian or drainage facilities in the project vicinity and parcel sizes are larger, indicating a non-urbanizing area.

SITE PLAN: The project is proposing to take access off the cul-de sac end of Irving Drive. The Department has received a revised site plan that proposes a paved 25 feet long rural driveway approach. The building setbacks are shown incorrectly at the culdesac area, and should be taken from the edge of the right of way line, not the property line.

RETAINING WALLS: Any proposed retaining walls shall be outside the County road right of way. In addition, all fencing shall meet the visibility ordinance as stated in County code.

The following conditions are recommended: Our review of this project is limited to what is shown on the submitted plot plan. If other facilities not shown on the plot plan will be constructed, contact this Department immediately for approval **before** construction. This Department has regulations regarding facilities such as retaining walls, fence site visibility, drainage culverts, and parking lanes within the County right of way. This Department has included general statements for facilities that may not be included in the plot plan.

- (1) Applicant must apply for and obtain an encroachment permit for the construction of a residential driveway on Irving Drive. [reference: County Code §411-11 (a)(b)]
- (2) The permit will require the residential driveway entrance to be surfaced with asphalt concrete or Portland cement concrete. The driveway shall intersect the County road at a 90° angle. The driveway grade shall not exceed 2% in the first 20 feet. [reference: County Code §313-109.1.3.2.5 and §411-51 (b)(3)]

(3) Site visibility must be maintained at the driveway entrance(s) and at the intersection of the two County maintained roads. [reference: County Code §341-1 et seq.]

(4) All retaining walls shall be constructed on the property. **NO retaining walls shall be constructed in the County right of way.**

(5) Applicant shall be responsible to correct any involved drainage problems within the County road right of way to the satisfaction of this Department.

(7) **FENCES/GATES:** Pursuant to County Code §411-11 (j) and California Streets & Highways Code Sections 1481 & 1482, fences are not allowed within the public right of way of County maintained roads. Prior to constructing any fences along (or near) the right of way line, the applicant is advised to consult with the Department of Public Works Encroachment Permit Office at 707.445.7205.

It is important to note that fences constructed outside of the public right of way are still subject to the County's visibility Ordinance (County Code §341-1). Fences and gates on private property may need to be setback further to comply with the County Visibility Ordinance.

Fences and gates taller than 6 feet may require a building permit. The applicant is advised to consult with the Planning and Building Department – Building Division at 707.445.7245 prior to constructing any fences or gates.

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