

MEMORANDUM

Date: July 9, 2015

To: Wanda Williams, Zoning Administrator

From: Lezanne Jeffs

Re: Application 141236, APN 061-252-01
615 St Augustine Way, Paradise Park

Agenda Date: July 17, 2015

Agenda Item #: 2

Time: after 9:00 a.m.

Project Description: Proposal to construct a second story addition with a deck and a new two-story staircase at an existing one-story single-family dwelling within the Paradise Park Planned Unit Development and in the R-1-6 (Single-Family Residential) zone district. Requires a Residential Development Permit with Design Review to allow for an increase in height from 18 feet to a maximum of 23 feet (141236) and a Soils Report Review (REV151030).

Location: Property located on the southeast side of Saint Augustine Avenue (615 Saint Augustine Avenue) at the intersection with Keystone Way.

Discussion

The above project was presented to the Zoning Administrator at a public hearing held on June 5, 2015. At that hearing the neighboring property owners, who own the dwelling at 584 Keystone Way (APN 061-252-03) stated that they believed that the approval of the project by the Paradise Park Masonic Club (PPMC) Board had not been obtained in accordance with the by-laws for the community because they had not been noticed of the proposed development. They also questioned the validity of the submitted documentation from the PPMC that indicated approval of the project. In addition, the neighbors expressed concerns regarding the impact of the proposed development on a leach-line that serves their septic system, which they stated was located across on the subject parcel, running parallel with Keystone Way.

The Santa Cruz county Environmental Health Services Agency has no records or previous permit history for this leach-line. At the hearing Jim Safranek from Environmental Health stated that a full septic site evaluation had been carried out for the proposed development and that the project, as presented, was in conformance with all County Environmental Health requirements based upon the information available at the time of the review. However, Mr. Safranek said that, due to the new information presented at the hearing it was likely that a revised location for the expansion area to serve the Simas' property may be required to be approved should the currently approved leach-field expansion area encroach within required setbacks from the leach-field that serves APN 061-252-03. He also noted that, because of the small size of the subject parcel, APN 061-252-01, this revised expansion area would probably be required to be located within the right-of-way for either Keystone Way or St. Augustine Avenue.

Testimony was also heard from Michelle Green, who was the signatory on the submitted approval letter from the PPMC Board. Ms. Green stated that the project had been properly approved and that she had authority to sign on behalf of the PPMC Board. A packet of additional paperwork documenting this approval was submitted to staff for review (Attachment 1).

Based upon the project plans and the testimony presented at the hearing, the Zoning Administrator made the determination that she had no problem with the second story and noted that the location of the proposed addition and staircase should not impact the existing septic system that serves 584 Keystone Way. However, the Zoning Administrator continued application 141194 until the next available hearing on July 17, 2015, to allow the applicant additional time to work with the neighbors and with the PPMC Board to resolve any concerns regarding the location of a future leach-field expansion area for the Simas' property. In addition, the Zoning Administrator required that, prior to the next hearing, approval of the project by the PPMC Board be confirmed.

Following the hearing the applicant, prepared a revised plan to show the location of the previously unrecognized septic system that serves 584 Keystone Way and also two alternate, revised locations for a potential septic expansion area for the Simas' property that would not impact the neighbors' existing system. This revised plan together with the original plans for the proposed addition were reviewed and approved by the PPMC Board on June 20, 2015. Letters signifying the approval of the project by the PPMC Board and acceptance of the leach-field expansion areas, together with a copy of the revised plan are included with this memorandum (Attachment 2). The revised location for the expansion areas has also been reviewed and approved by the County Environmental Health Services Agency.

Conclusion

As proposed and conditioned, the project is consistent with all applicable codes and policies of 74-783-PUD, the Zoning Ordinance and General Plan. Further, the plans for the project, together with the revised plan dated June 2015 to show alternative septic expansion area locations, have been shown to have been lawfully approved by the PPMC board. A complete list of findings and evidence related to the proposed project is included as Exhibit "B" ("Findings") of the original staff report for this project.

Staff Recommendation

Staff therefore recommends that the you make a determination that the proposal is exempt from further Environmental Review under the California Environmental Quality Act and approve Application Number **141236**, based on the findings and conditions contained within the staff report.

PARADISE PARK MASONIC CLUB

211 Paradise Park
Santa Cruz, CA 95060
Phone 831-423-1530 Fax 831-423-2806

July 6, 2015

County of Santa Cruz
Planning Department
Lezanne Jeffs
701 Ocean Street, 4th Floor
Santa Cruz, CA 95060

COPY

RE: 615 St. Augustine, Santa Cruz
Sharon Simas, addition of second story

Dear Ms. Jeffs:

The Board of Directors of Paradise Park Masonic Club met on June 20, 2015 and reviewed the original plans for Sharon Simas' second story addition as well as a new site plan for that addition dated June 15, 2015. The site plan conformed to the hearing judge's request that the neighbor's leach line be indicated on the plans as well as the two possible sites for an Alternative Septic System.

After reviewing the Simas documents, the Board of Directors voted to approve the plans for her second story addition.

The Board is aware that the selection of the Simas' Alternative Septic System from the two systems indicated on the plans will be made by the Santa Cruz, Environmental Health Department at a later date.

Sincerely,


Lois Keithley, President
PPMC Board of Directors

PARADISE PARK MASONIC CLUB

211 Paradise Park

Santa Cruz, CA 95060

831-423-1530 Fax 831-423-2806

June 26, 2015

COPY

**County of Santa Cruz
Planning Department
Lezanne Jeffs
701 Ocean Street, 4th Floor
Santa Cruz, CA 95060**

**RE: 615 St. Augustine, Santa Cruz
Sharon Simas, addition of second story**

Dear Ms. Jeffs:

The Board of Directors of Paradise Park Masonic Club recognizes that there may be a need for Sharon Simas to change her plans which show the initial Alternative Septic System (Plan A) on the Keystone Way side of her property so that they indicate a different location for the Alternative Septic System (Plan B) under St. Augustine over into to the PPMC Corporate Yard.

Once a determination is reached by the Santa Cruz Environmental Health Department and if a change from the Initial Alternative Septic System (Plan A) is required, the Paradise Park Masonic Club Board of Directors has agreed to allow Sharon Simas to make USE of the necessary PPMC property for the Alternative Septic System (Plan B). This USE of property does not imply ownership, but authorizes USE for perpetuity of the required system.

I have attached the plan that indicates the specific location of the PPMC land offered as Plan B. It is highlighted in yellow.

The Board of Directors met on June 20, 2015 and approved this action. A copy of this document along with the site plan showing Plan B dated June 15, 2015 will be placed in Sharon Simas' permanent file for future reference.

Sincerely,

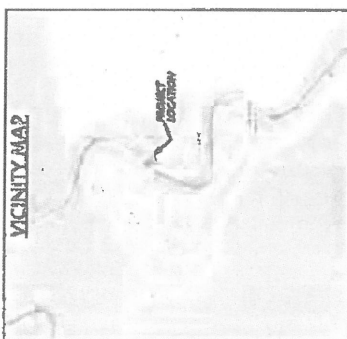

Lois Keithley, President

PPMC Board of Directors

**CC: Sharon Simas
Member File**

A.P.N. 061-252-01
PROJECT DESCRIPTION:
ADD 2ND FLOOR LIVING ROOM

316 ST. AUGUSTINE AVE SANTA CRUZ, CALIFORNIA 95062



A1)	COVER SHEET, SITE PLAN, VICINITY MAP
A2)	EXISTING & PROPOSED FLOOR PLANS, AREA CALCULATIONS

A17	COVER SHEET, SITE
A20	EXISTING & PROPOSED AREA CALCULATIONS
A37	EXISTING & PROPOSED
A43	SHADOW PLAN
A51	CROSS SECTIONS

[illegible]

SITE PLAN

DATE: 10/14/07
PAGE: 10/14/07
PAGE: 10/14/07

100

JUN 15 2015

[Handwritten signature]

REFERENCES

[illegible]

SAN LORENZO RIVER

COVERED BRIDGE

COVERED BRIDGE

KEYSTONE AVENUE

148'5" - 192000

TOPICS

PROJECT DESCRIPTION:
ADD 2ND FLOOR LIVING ROOM

RECOVERING PALLADIUM FROM
WASTEWATER EFFLUENT

POWDER MILL CREEK

ATTACHMENT 1

Paradise Park Masonic Club

Building and Plans Committee Checklist for Remodeling or for New Construction

Park Address 615 St. Augustine Member's Name Sharon Simas

Please print

please print

Instructions to the Building Committee Chair: Please complete and sign this Checklist and send it, along with your Committee's written recommendations for approval or denial of the project, to the manager. The manager will not consider plans unless this Checklist accompanies them.

	Yes	No
• Has the member submitted three complete sets of plans?	X	
• Do the plans show all structures meeting <u>side</u> setback requirements?	X	
• Do the plans show all structures meeting <u>front</u> setback requirements?	X	
• Do the plans show all structures meeting <u>rear</u> setback requirements?	X	
• Do the plans show all structures meeting height requirements?		X
• Do the plans show all structures meeting the minimum separation between structures requirements?	X	
• Do the plans show the location of major trees as required by Tree Rules?	X	
• Do the plans show the location of existing and proposed septic system and leach lines?	X	
• Will new leach lines extend into the common areas of the club (e.g., the streets)? If yes, the Member must complete a Septic System Maintenance Agreement. The Manager will not review plans unless this is on file at the office.		X
• Has the Member signed the Acceptance page from the Remodeling and New Construction Rules? The Manager will not review plans unless this is on file at the club office.	X	
• Will the project exacerbate an existing hazardous condition or create a new one? If yes, explain on an attached sheet.		X
• Will the project negatively impact neighbors or the Club? If yes? Explain on an attached sheet.		X
• Will the project require tree removal or trimming? If yes, the member must first submit a request to the Tree Committee. The Manager will not review plans until the Tree Committee recommendation is on file at the club office.		X
• Do the plans show the total square footage of all structures comprising a maximum of 45% of the lot size?	X	
• Do all the structures on adjacent allotments meet all setback requirements? If no, the plans must show such structures' locations, dimensions and distance from the subject allotment.	X	

Comments: _____

Building Committee Chair Signature _____ Date _____

[Signature] 7-12-14
Manager Signature Date

Paradise Park Masonic club

Summary of the construction approval process:

Guidelines for Members

The manager will not review plans until all necessary committee recommendations are on file in Paradise Parks office.

1. Obtain from the office a construction information package.
2. Review all materials in the package.
3. Sign the member acceptance page from the remodeling and new construction rules.
4. Submit the signed acceptance page, together with three sets of construction plans to the office.
5. Do plans require tree removal or trimming? If yes, get a copy of the tree rules and submit a tree removal application to the office.
6. Do plans require septic system leach lines to go into the street? If yes, sign a septic system maintenance agreement.
7. If a variance is required from the county, a letter must be sent to each of the four closest neighbors advising them of your project.
8. The office will send your three sets of plans, together with your signed member acceptance letter to the building and plans committee for its review.
9. The building committee will contact you, if necessary. You and the committee should work together to resolve problems and concerns.
10. After written committee approval, plans will go to the manager for his approval.
11. After manager's approval, two sets of plans will be stamped, signed and returned to you and the other will remain in our office. You may now apply for a County permit.
12. Always refer to the Remodeling and New Construction rules for answers to questions about building requirements, contractors and variances.
13. Always check with the County of Santa Cruz for answers to questions about permit requirements.

Paradise Park Masonic club

Remodeling and New Construction Rules

I. General Statement of Purpose

These rules are designed to provide for general welfare of members of the club by:

- Encouraging an orderly and uniform process for construction approval;
- Identifying, eliminating or mitigating hazardous conditions;
- ensuring that all work meets Planned Unit Development Permit requirements and other county and club mandates;
- Ensuring that all contractors are licensed and insured.

You must comply with these rules, if you plan any projects that require a County permit. Such projects include, but are not necessarily limited to: new construction, addition to existing structures, new roof, new electrical circuits, new plumbing, etc.

II. General Requirements

1. You may not begin construction until your plans have been approved and stamped by the manager and permits have been issued by the County of Santa Cruz.
2. You are encouraged to submit preliminary plans to the County to determine whether a permit is required. You may not request a County permit, unless and until the manager has first approved those plans. Demolition permit may be required and is usually included with the building permit.
3. Your plans must show (see sample plans pg ?? ??):
 - a. The footprint of the existing structure or structures on your allotment;
 - b. Front, side and rear setbacks of the existing structure or structures;
 - c. The location of existing structures on joining allotments if those structures are (1) closer than 5 feet from your allotment line, or (2) closer than 6 feet from any structure on your allotment;
 - d. The height of the existing structure or structures on your allotment;
 - e. The height, setbacks and footprint of the proposed new structure;
 - f. The location of existing and proposed leach lines and septic systems;
 - g. The location of major trees. (. For details, see the Tree Rules).
4. It is your responsibility to determine if your project requires County permits and, if it does, to obtain those approvals and permits in conformity with these Rules.
5. Once a County permit has been obtained, it must be posted on site so it is able to be viewed from the street.

III. Plan submissions and review process

1. If you are building a new structure, or if you are enlarging an existing structure, you must submit to the club office three complete sets of construction plans.

2. The Office Will Forward Your Plans to the Building Committee for its review and recommendations.

The scope of the Committee's review shall include:

- Ensuring that the plans include all features and dimensions as required by the County Rules and P.U.D (see attached).
- Ensuring that the plans show the structure meeting all height, setback and lot coverage requirements as defined by the County and the Planned Unit Development Permit;
- Identifying any health or safety concerns, including fire, drainage, subsidence, landslide, or damage to trees or road;

The committee and adjacent neighbors are encouraged to resolve problems and concerns during the committee's review phase.

3. The Committee will either approve or disapprove the plans. The Committee may approve plans only if (1) the plans show the structure meeting all requirements of the Rules, including setbacks, height, and lot coverage and (2) a majority of the committee's members find that any negative health, safety or other impact that the plans show is not great enough to warrant plan rejection. If rejected, the Committee shall state its reason in writing. If the Committee and a member cannot resolve differences, the manager will make the final determination. If the Committee approves the plans it shall return the approved plans, together with a completed checklist for remodeling or new construction, to the club office for review by the manager. All committee approvals must be obtained before the manager will review plans. If leach lines will extend into the common areas of the club, the member must first sign a Septic System Maintenance Agreement before plans will be reviewed by the manager.
4. If the manager approves the plans, one set will be stamped and signed for PPMC, and two sets will be stamped and signed for the applicant. Approved copies will then be returned to the member for submission to the County. Even if the only work you plan is interior work with no enlargement of the structure and written proof that no County permit is required, you must describe to the club in writing the nature and extent of your project before you begin work.
5. Before the Board will approve your plans the Office must send a letter to your 4 closest neighbors advising them of your project.

IV. Setback, Height Restrictions and Other Requirements

1. In addition to other requirements, the plans you submit for your new or remodeled structure or structures must meet the requirements of the County Planned Unit Development Permit

applicable to the Paradise Park Masonic Club. Those requirements are:

- a. Side setback: at least 5 feet.
- b. Rear setback: at least 10 feet.
- c. Front setback: at least 10 feet.
- d. Height: 18 feet as defined by the County of Santa Cruz.
- e. Minimum distance between your proposed structure or structures and structures on adjoining allotment: 6 feet.
- f. The plans must show that after your remodel or additions are completed, the total combined square footage of the footprint of all structures, plus all non-permeable surfaces, cannot exceed 45% of the total square footage of your allotment.
- g. Remodels of existing nonconforming dwellings in the Paradise Park PUD that do not change their nonconformity are allowed. In effect, members may remodel their existing dwellings (without increasing the nonconformity) without meeting county site standards. If their dwelling is destroyed or they wish to demolish and reconstruct the dwelling, they must meet the site standards.

V. Contractors

1. If your project requires a County permit, this section must be complied with.
2. After you have secured both Club approval and necessary County permits, but before you commence any work, you must submit to the Club:
 - a. The names of all contractors who will perform work for you.
 - b. A copy of current, valid, Certificates of Insurance for each contractor showing general liability and workers compensation insurance coverage in effect and adding Paradise Park Masonic club as an additional insured.
 - c. Development Permit Requirements. No structure, or any portion thereof, is permitted within any setback areas. A setback is measured from your allotment boundary line.
 - d. A copy of a current, valid Contractor's License issued by the State of California for each contractor.
 - e. No contractors shall begin work until all of these documents have been furnished to the club.
 - f. Only a person holding a current, valid contractor license issued by the State of California, and who meets the insurance coverage requirements of these Rules, may perform work within Paradise Park Masonic club unless the member acts as his or hers own contractor. See number four below.
3. Contractors must at all times conspicuously post at the jobsite the Job Card issued by the County.

4. If the member is acting as a contractor, then the member shall, prior to the start of construction, inform the club in writing that the member shall be acting as a contractor or doing work him or herself. If the member hires people to perform work in connection with the project, and if those people are not licensed contractors who are insured, then the member must present to the Club evidence of a current general liability, or homeowners' insurance policy, and of a workers' compensation policy, that provides coverage in the event such persons are injured while working on the project.[Members acting as general contractors are strongly advised to consult with their insurance advisor about insurance coverage for their project].
5. In case of discrepancy between this section and the County Code, the County Code provisions shall apply.

VI. Variance requests

1. If your remodel is subject to the requirements of these rules, or if you are building a new structure, you must meet all set back and height requirements. Unless you obtain a variance from the County of Santa Cruz, the club cannot and will not approve plans that do not meet all requirements of these rules. The Club is not permitted to, nor will it, approve variance requests. Only the County has that authority.
2. If you wish to apply for a variance, you must:
 - a. Submit to the Club, in addition to other requirements, three sets of plans showing how the structure or structures will look if you receive a variance. These plans must show all dimensions as required in the rules.
 - b. You must provide the club with a written explanation of the exact nature of the variance you are seeking, and why you are seeking it.
3. After the Club has approved your conforming plans (the three sets of plans that conform to and comply with these rules) and after you have complied with all other requirements of these rules, you may then apply for a variance with the County.
4. If you apply for a variance with the County, the variance you apply for must be the same as the variance description information you furnished to the Club. In addition, you must:
 - a. Notify the Club Office in writing that you have submitted a variance application to the County within three days of the submission of such application. At the same time, you must provide the Club Office with the name of the person shown on the County variance request application.
 - b. Notify the Club in writing, immediately upon being notified by the County, of

- c. The date, time and place of your variance request hearing. This gives the Club, or your neighbors, an opportunity to oppose or favor your variance request.

VII. Acceptance by the Member

The manager will not review or approve plans, and no construction shall begin, until the member first submits a signed Acceptance by Member form to the Club Office indicating that member's acceptance of these rules and a promise to abide by them.

Acceptance by Member

I hereby declare that I have read, reviewed, and understand the Paradise Park Masonic Club Remodeling and New Construction Rules. I promise to abide by these rules and all other applicable requirements, including the County Code and the Planned Unit Development Permit. In addition, I hereby authorize the Santa Cruz County agency or agencies responsible for maintaining building permit information to release any information on permits I have applied for, or have been issued, to Paradise Park Masonic Club, Inc.

Sharon Simas

Member's Printed Name

615 S. Augustine

Member's Park Address.

Sharon Simas

Member's Signature

5/3/14

Date

[Instructions to member: after completing this page, tear it off and bring it to the Club Office together with your three sets of plans. The manager will not review your plans unless this signed Acceptance accompanies them]

PARADISE PARK BUILDING COMMITTEE PERMIT QUESTIONS.

DATE: 5/3/14

NAME OF PERSON ASKING QUESTION: Shera Simes

CONTACT PHONE NUMBER: (209) 598-1781 (209) 477-1781 831-466-9311

CONTACT E-MAIL AND/OR FAX NUMBER: Shera.simes@sbccglobal.net

ADDRESS IN THE PARK: 615 S. Augustine

QUESTION ASKED TO PARK:

Approval to exceed height limitation of 18'
by an additional approximate 5', at highest
level.

Please refer to attached letter for details of
request.

SEE ATTACHED DOCUMENTS IF ANY.

ANSWER:

YES NEED PARK APPROVAL AND COUNTY PERMIT APPROVALS ☒

OR

ANSWER: NO PERMIT NEEDED FROM PARK

APPLICANT MUST STILL CONFIRM WITH COUNTY THAT NO COUNTY
PERMITS ARE NEEDED AND BRING BACK TO THE PARK WRITTEN
CONFIRMATION THAT COUNTY DID NOT REQUIRE PERMIT.

WRITTEN CONFIRMATION OF NO PERMIT FROM COUNTY MUST HAVE COUNTY
BUSINESS CARD OF PERSON AT COUNTY CONFIRMING NO PERMIT
NEEDED.

PARADISE PARK DOES NOT MAKE THE DETERMINATION IF THE COUNTY
REQUIRES A ZONING, BUILDING OR ANY OTHER TYPE OF PERMIT. IF
THE APPLICANT NEEDS A PERMIT FROM THE COUNTY THE COUNTY
WILL MAKE THAT DETERMINATION.

PERSON AT PARK OFFICE ANSWERING QUESTION AND FILLING FORM. _____



County of Santa Cruz

PLANNING DEPARTMENT
701 OCEAN STREET, 4TH FLOOR, SANTA CRUZ, CA 95060
(831) 454-2580 FAX: (831) 454-2131 TDD: (831) 454-2123

For Residential and Non-Residential Projects:

Is Your Project In a Common Interest Ownership Development?

Assessor's Parcel Number _____

Application # _____

Check the applicable item below.

1. NOT APPLICABLE/OUTSIDE:
I certify that the above-referenced parcel is NOT within a Common Interest Ownership Development/Homeowner's Association that requires review and approval of development and building plans.
- ✓ 2. WITHIN PARADISE PARK, PASATIEMPO, SAND DOLLAR BEACH OR HIDDEN GLEN HOA:
The above referenced parcel is in the Paradise Park, Sand Dollar Beach, Hidden Glen or Pasatiempo HOA. I understand that prior to approval of permits the Planning Department must receive a copy of the plans bearing the Homeowner's Association stamp of approval and authorized signature.
3. WITHIN ANOTHER HOA OR COMMON INTEREST DEVELOPMENT:
The above-referenced parcel is within a Common Interest Ownership Development/Homeowner's Association other than one of those listed under No. 2 above. I hereby certify that the governing body of the Common Interest Ownership Development/HOA has been informed in writing about this project and the project is consistent with any applicable CC&Rs.

I certify that the above information is true and correct. I understand that providing false information on this form may delay issuance of my permit or invalidate my permit if it has already been issued, and may result in enforcement action by the County, including posting a Stop-Work notice.

Sharon Simas
Owner or Agent's Signature

5/3/14
Date

Sharon Simas
Print Name

The County of Santa Cruz does not imply or guarantee that completion of this form ensures that the work to be performed complies with all the CC&Rs that may be associated with the subject property.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) DATE
PRODUCER NAME OF INSURANCE COMPANY		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURED NAME BUSINESS NAME ADDRESS		INSURERS AFFORDING COVERAGE INSURER A: INSURER B: INSURER C: INSURER D: INSURER E:
		NAIC #

COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR ADD'L LTR INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	POLICY NUMBER	DATE	DATE	EACH OCCURRENCE	\$ 500,000
					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 50,000
					MED EXP (Any one person)	\$ 5,000
					PERSONAL & ADV INJURY	\$ 5,000,000
					GENERAL AGGREGATE	\$ 1,000,000
					PRODUCTS - COMPROP AGG	\$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
					OTHER THAN AUTO ONLY: EA ACC	\$
					AGG	\$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE	\$
					AGGREGATE	\$
						\$
						\$
						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	POLICY NUMBER	DATE	DATE	<input checked="" type="checkbox"/> WORKERS COMPENSATION LIMITS <input type="checkbox"/> OTHER	
	E.L. EACH ACCIDENT				\$ 1,000,000	
	E.L. DISEASE - EA EMPLOYEE				\$ 1,000,000	
	E.L. DISEASE - POLICY LIMIT				\$ 1,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER IS NAMED AS ADDITIONAL INSURED.

CERTIFICATE HOLDER

As Additional Insured
 Paradise Park Masonic Club
 211 Paradise Park
 Santa Cruz, CA 95060

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
 SIGNATURE

MEMBER MUST apply to County of S.C.
FOR HEIGHT VARIANCE THEN

PARADISE PARK MASONIC CLUB Bring approved
HEIGHT VARIANCE TO

Re: General Construction Permit in Paradise Park

PPMC FOR OUR
RECORDS.

To: Planning Department, County of Santa Cruz

Paradise Park has stamped its approval of the general construction application of
SHARON SIMAS for general construction to the structure located at
615 ST AUGUSTINE in Paradise Park (see stamp below). This approval is for
general construction only. If any structural repair or replacement is involved in the project,
three sets of plans must be submitted to Paradise Park Masonic Club before approval will
be granted.

PPMC
Needs
Contractors
INS. &
Hold Permit

Please contact the Manager if you have any questions or need further information.

Terry Douglas 7-12-14
Terry Douglas, Manager

MB Chair 7-12-14
Michael Bates, Building Committee Chair

Member must comply with all

County Ordinances

Member Description of Project

ADD 2ND STORY TO (430 SQFT)
EXISTING 1101 SQFT
1ST FLOOR. PROJECT
ALSO PROPOSES TO
EXCEED HEIGHT MAX
OF 18 FEET TO APPROX
23 FEET.

Juan 5-8-14
Member signature

These plans are approved by the Paradise Park
Board of Directors, subject to the local building
codes and County Permits.
The member is advised that approval by the Board
of Directors does not constitute a Building Permit
however, and it is the member's responsibility
to determine if a building permit is required.

Signed: MB Chair Date: 7-12-14
CHAIRPERSON PPMC BUILDING
COMMITTEE

Signed: [Signature] Date: 7-12-14
MANAGER OF PPMC
2 SIGNATURES REQUIRED

PPMC Stamp here

SAMPLE

KU ER

? ALLOTMENT SIZE

ALLOTMENT
LINE PER
BODS
LATEST
OPINION

EXIST & PROPOSED
DECK
SIZE

EXIST.
HOUSE
(NO WORK) ?

HOUSE
NEXT
DOOR

FRONT
YARD

14' ?

SAMPLE SITE PLAN N.T.S.

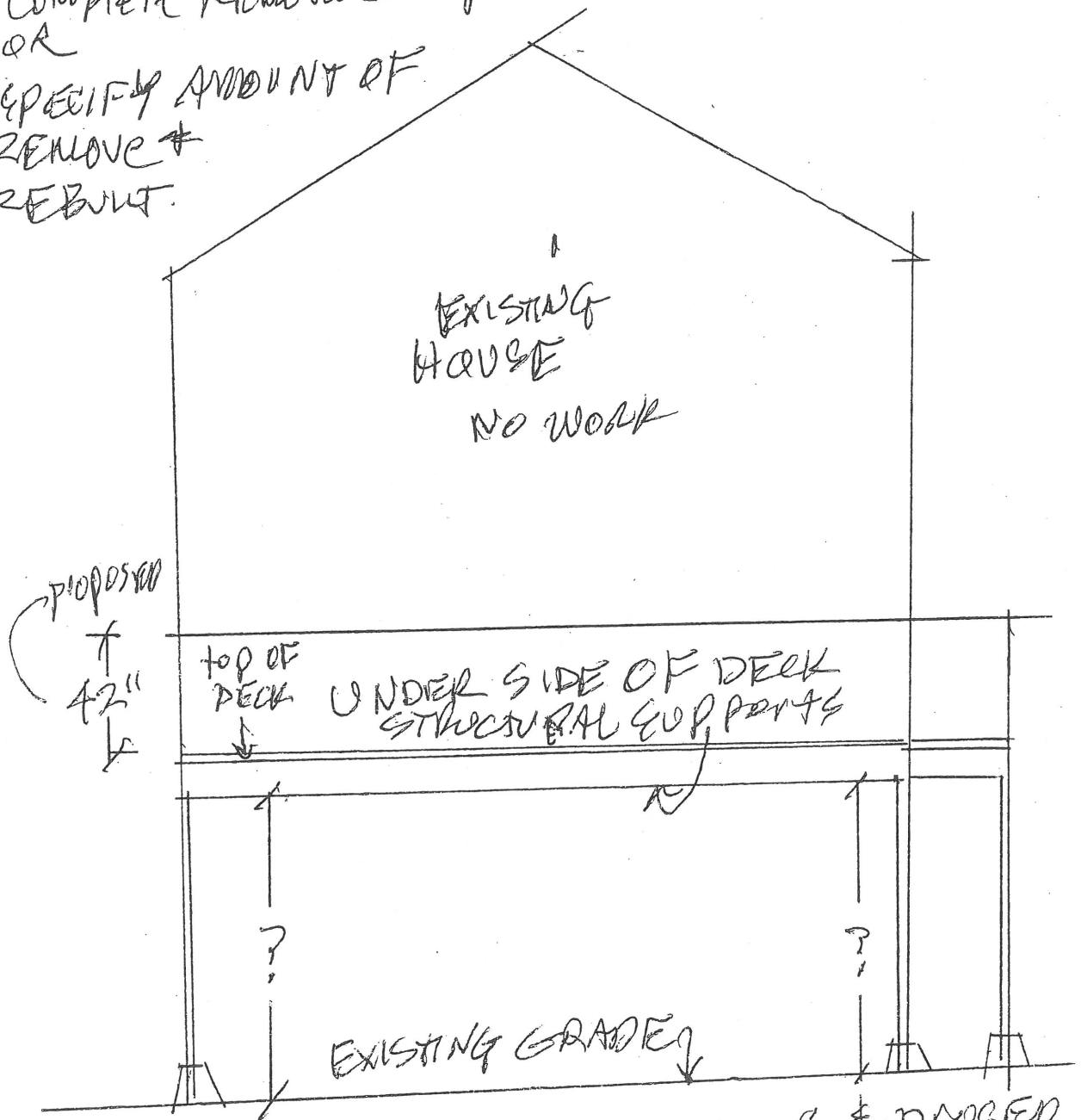
SAMPLE EXISTING MEASUREMENTS NEEDED

NOT AN
ACTUAL
SITE PLAN

ATTACHMENT 2

SAMPLE

- ① CORRECT ACCURATE SITE PLAN & MEASUREMENTS
- ② NT. OF DECK (EXIST) & PROPOSED
- ③ SCOPE OF WORK
 - (A) COMPLETE REMOVAL & REPLACEMENT
OR
 - (B) SPECIFY AMOUNT OF
REMOVE &
REBUILT.

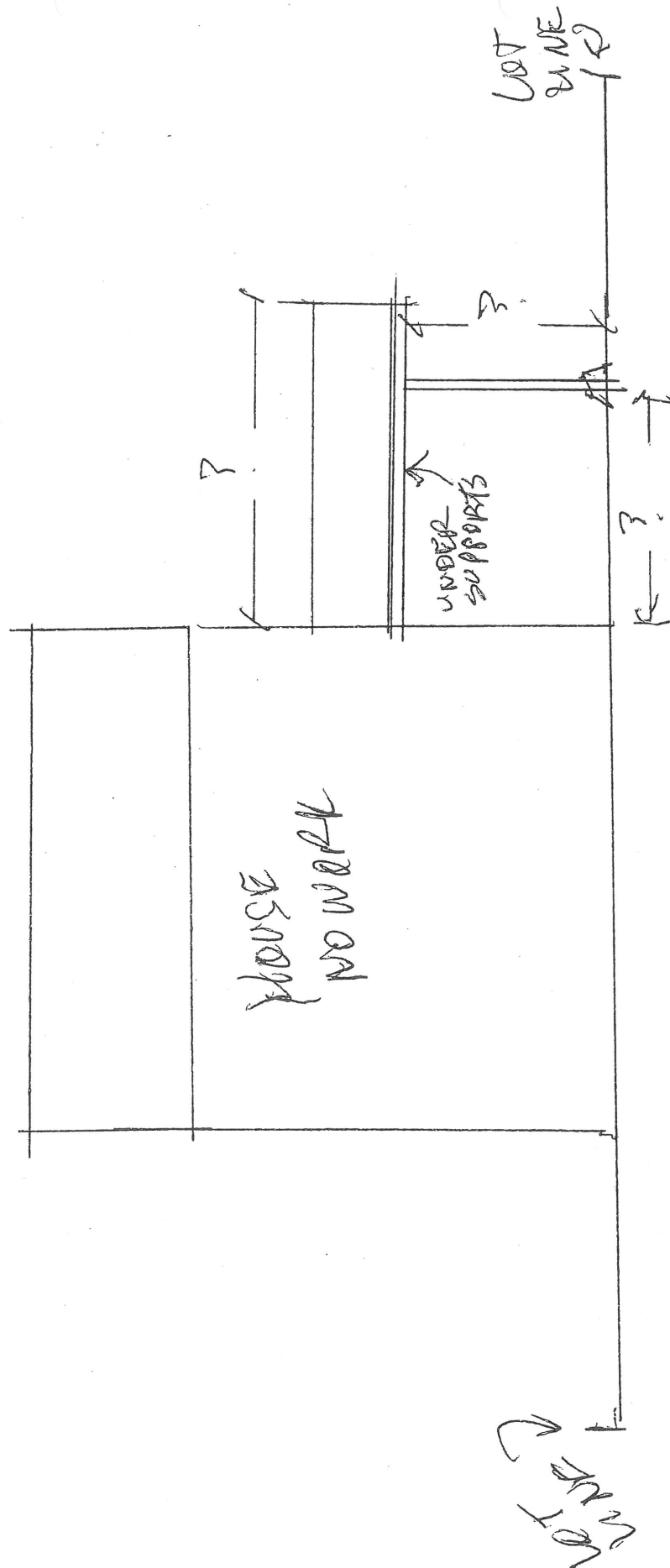


N.T.S.

ELEVATION OF EXISTING & PROPOSED
DECK
SAMPLE ELEVATIONS
NEEDED OF
NOT ACTUAL DRAWING

(ONE IN
THE
SAME)

5. 2. 3.



sample only

CONTRACTOR HOLD HARMLESS AGREEMENT

The parties to this "Hold Harmless Agreement" ("Agreement") are Paradise Park Masonic Club, Inc. ("PPMC") and ("Contractor").

In exchange for PPMC authorizing Contractor to work in PPMC, Contractor agrees as follows:

1) Contractor acknowledges that Contractor is an independent contractor, and not an employee of PPMC. Contractor shall have discretion as to the manner and means of accomplishing the work that is the subject of the contract. In so doing, Contractor shall assume the risk of injury to Contractor and to Contractor's employees and subcontractors as a result of the work being performed.

2) At all times when Contractor performs work in PPMC, Contractor shall maintain a valid Contracting License in good standing with all applicable agencies.

3) At all times when Contractor performs work in PPMC, Contractor shall maintain Worker's Compensation Insurance, and General Liability Insurance in an amount not less than \$1,000,000.00, with PPMC named as an additional insured.

4) Contractor shall defend, indemnify and hold PPMC and its directors, officers, members, employees and agents harmless from and against any and all actions, demands, fines, damages, injuries, judgments, awards, and claims asserted by any person or entity (including, without limitation, Contractor or Contractor's employees) against PPMC or any of its directors, officers, members, employees or agents, arising out of any act, omission, or incident caused by Contractor, or any of Contractor's employees or subcontractors, or any subcontractor's employees.

Dated:

Contractor

Printed Name & Title:

1/18/2014 10:32 AM


PPMC, by Terry Douglas, Manager

MEMBER HOLD HARMLESS AGREEMENT

The parties to this "Hold Harmless Agreement" ("Agreement") are Paradise Park Masonic Club, Inc. ("PPMC") and ("Member").

In exchange for PPMC authorizing Member to do construction work in PPMC, Member agrees as follows:

1) Member acknowledges that Member is an independent contractor, and not an employee of PPMC. Member shall have discretion as to the manner and means of accomplishing the work that is the subject of the contract. In so doing, Member shall assume the risk of injury to Member and to Member's employees and subcontractors as a result of the work being performed.

2) At all times when Member performs work in PPMC, Member shall maintain a valid Contracting License in good standing with all applicable agencies.

3) At all times when Member performs work in PPMC, Member shall maintain Worker's Compensation Insurance, and General Liability Insurance in an amount not less than \$1,000,000.00, with PPMC named as an additional insured.

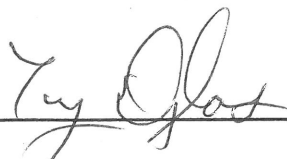
4) Member shall defend, indemnify and hold PPMC and its directors, officers, members, employees and agents harmless from and against any and all actions, demands, fines, damages, injuries, judgments, awards, and claims asserted by any person or entity (including, without limitation, Member or Member's employees) against PPMC or any of its directors, officers, members, employees or agents, arising out of any act, omission, or incident caused by Member, or any of Member's employees or subcontractors, or any subcontractor's employees.

Dated:

Member

Printed Name

1/18/2014 10:34 AM

 7-12-14
PPMC, by Terry Douglas, Manager