



AGENDA

Regular Meeting of the Ross Town Council
Thursday, April 13, 2023

Town Hall
31 Sir Francis Drake Boulevard
Ross, CA 94957

The meeting will be held in person. Additionally, the Open Session beginning at 6:00 p.m. will be televised live on Zoom. Members of the public have the option of participating in-person or remotely via Zoom.

Zoom Webinar: <https://us02web.zoom.us/j/86977621743>

Webinar ID: 869 7762 1743# or Call-in Number: +1 (669) 900-9128

Submit public comment by:

1. Emailing cmartel@townofross.org prior to 4:00 P.M. the day before the meeting.
2. Attend the meeting in person and provide public comment.
3. If participating remotely, during the public comment portion of the Open Session select the "Raise Hand" icon in the Zoom meeting or press *9 if calling into the meeting.

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1. **5:15 pm. Call to Order.**
 2. **Posting of agenda/changes to agenda.**
 3. **Closed Session.**
CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2):
(One potential case)
 4. **6:00 p.m. Open Session. Council will return to open session and announce actions taken, if any.**
 5. **Proclamation recognizing Robert Smithton, Ross Citizen Extraordinaire. (McMillan)**
 6. **Introduction and swearing in of new officer – Magen Hayashi. (Pata)**
 7. **Introduction of Interim Recreation Manager – Michael Langford. (Johnson)**

8. Open Time for Public Expression.

Limited to three minutes per speaker on items not on agenda.

9. Mayor's Report.

10. Council Committee & Liaison Reports.

11. Staff & Community Reports.

a. Town Manager

b. Ross Property Owners Association

12. Consent Agenda.

The following items will be considered in a single motion, unless removed from the consent agenda:

a. Minutes: 3/9/23 [!\[\]\(db2e8a085c1cd7c8aa935c4abda15cf6_img.jpg\)](#)

b. Demands. (Johnson) [!\[\]\(b72e84cb099e4a05a70526a34c781999_img.jpg\)](#)

c. Town Council to approve and authorize Town Manager to execute a Consulting Services Agreement with Harrison Engineering Inc. to provide engineering design, regulatory permitting, and environmental services for the Bolinas Drain extension project in an amount not-to-exceed \$237,500. (Simonitch) [!\[\]\(0ce7939e91204bdd3923a7d15d9ff43a_img.jpg\)](#)

d. Town Council to authorize the Town Manager to execute Contract Amendment No. 3 for BKF Engineers in the amount of \$32,250 for additional scope of work items related to the Laurel Grove Safe Pathways Project Phase 2. (Simonitch) [!\[\]\(abb0e3fb484eee4e2a4c0f44c60e18d1_img.jpg\)](#)

End of Consent Agenda.

13. Public Hearings on Planning Projects – Part 1.

Public hearings are required for the following planning applications. Staff anticipates that these items may be acted upon quickly with no oral staff report, Council discussion, or public comment. If discussion or public comment is requested, the Council may consider the item later in the agenda.

a. 1 El Camino Bueno, Design Review and a Variance and Town Council consideration of Resolution 2296. (Lopez-Vega) [!\[\]\(4d2ad2e2d19d9e88cdda99ed3a6f5ef5_img.jpg\)](#)

David Bilsker, 1 El Camino Bueno, A.P. No. 072-162-14, Zoning: R-1:B-A, General Plan: VL (Very Low Density), Flood Zone: X (Moderate Risk).

Project Summary: The applicant requests approval for Design Review, and a Variance to allow for the construction of a new 8-foot stamped concrete wall along Sir Francis Drake. The new stamped stone pattern wall will replace the existing wood fence.

b. 2 Pomeroy Road, Design Review and Demolition and Town Council consideration of Resolution No. 2297. (Lopez-Vega) [📄](#)

Erica and David Bell, 2 Pomeroy Road, A.P. No. 072-023-15, Zoning: R-1:B-5A, General Plan: VL (Very Low Density), Flood Zone: X (Moderate Risk).

Project Summary: The applicant requests approval for Design Review, and a Demolition Permit. The project includes replacing old windows for new windows, the project also includes replacing the existing siding from T-11 to western red cedar shingles. A demolition permit is required to alter more than twenty-five percent of exterior wall coverings of a residence.

c. 50 Wellington, Design Review and Variance and Town Council consideration of Resolution No. 2298. (Lopez-Vega) [📄](#)

Elizabeth and Patrick Quigney, 50 Wellington, A.P. No. 072-154-09, Zoning: R-1: B-10, General Plan: ML (Medium Low Density), Flood Zone: X (Moderate Risk).

Project Summary

The applicant requests approval for Design Review, and a Variance. The applicant is requesting to renovate the rear yard and remove and replace landscape structures at the single-family residential property. The applicant proposes an arbor structure, a custom outdoor kitchen, and a fireplace structure. The existing impermeable stone patio will also be removed and replaced with a new permeable stone patio. New concrete walls and planters are proposed to soften the existing wood walls and provide for denser privacy planting. The project also includes replacing the existing auto gate and adding a trash enclosure. All of the improvements are proposed in the rear and side yard setback, therefore a Variance is required to allow for the construction of new landscape structures within the side and rear yard setbacks. The home is currently under renovation and the property owners would like to make the landscape improvements during the construction.

End of Public Hearings on Planning Projects – Part 1.

Administrative Agenda.

- 14. Town Council to receive a progress report on the Ross Facilities Master Plan Project, discuss alternative concept options presented and provide direction to staff on the three concepts. (Markwick) [📄](#)**

End of Administrative Agenda.

Public Hearings on Planning Projects – Part II.

15. 34 Poplar Avenue, ADU construction over existing garage and patio and Town Council consideration of Resolution No. 2299. (Lopez-Vega) [📄](#)

Jeff and Cassie Shouger, 34 Poplar Avenue, A.P. No. 073-272-05, Zoning: R-1:B-7_5, General Plan: ML (Medium Low Density), Flood Zone: AE (Floodway).

Project Description

The applicant is requesting approval to construct a new 710 square foot ADU over the existing garage and patio. The proposed ADU, will be located behind the main house over the existing garage and patio. The garage and main house are not connected, however the new ADU will be connected to the main house by an entryway. The new ADU and will have a balcony with metal guardrails, and six skylights matching the design of the primary house. Due to the location of the proposed ADU, the Accessory Dwelling Unit does not meet the four-foot side yard setback, therefore requiring an ADU Permit.

16. 28 Walnut Avenue, Demolition and Design Review and Town Council consideration of Resolution No. 2300. (Markwick) [📄](#)

John and Gabrielle Bressack Gantus, 28 Walnut Avenue, A.P. No. 073-171-03, Zoning: R-1:B-10, General Plan: ML(Medium Low Density), Flood Zone: X (Moderate Risk).

Project Summary: The applicant requests approval of Demolition and Design Review applications. The project includes remodeling and a renovation of the existing single-family home, removing the office and deck in the side yard setback, replacing the various roof structures with one coherent roof design, and demolition of the carport at Walnut Avenue. New landscaping and hardscape is also being proposed throughout the property.

End of Public Hearings on Planning Projects – Part II.

- 17. No Action Items: (Mayor)**
- a. Council correspondence**
 - b. Future Council items**

18. Adjournment.

If any of the matters discussed above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this notice or in written correspondence delivered at, or prior to, the Council meeting at which this matter will be heard. (Government Code Section 65009). In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Manager at (415) 453-1453, extension 107 or (415) 453-1950 (Fax). Notification at least 48 hours prior to the meeting will enable the town to make reasonable accommodation to help insure accessibility to this meeting.