



AGENDA

Regular Meeting of the Ross Town Council
Thursday, February 13, 2025

Town Hall
31 Sir Francis Drake Boulevard
Ross, CA 94957

The meeting will be held in person. As a courtesy, and technology permitting, members of the public may participate remotely and provide public comment via Zoom. Please be advised that those participating in the meeting remotely via Zoom do so at their own risk. Council meetings will not be canceled due to technical difficulties. If no members of the Town Council are attending the meeting via teleconference, and a technical error or outage occurs on the teleconference feed, the Town Council will continue the meeting in person in the Ross Town Hall, 31 Sir Francis Drake Boulevard, Ross, CA.

Zoom Webinar: <https://us02web.zoom.us/j/86512972869>

Webinar ID: 865 1297 2869# or Call-in Number: +1 (669) 900-9128

Submit public comment by:

1. Emailing cmartel@townofrossca.gov 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. **6:00 p.m. Call to Order.**
 2. **Posting of agenda/changes to agenda.**
 3. **Open Time for Public Expression.**
Limited to three minutes per speaker on items not on the agenda.
 4. **Mayor's Report.**
 5. **Council Committee & Liaison Reports.**
 6. **Staff & Community Reports.**
 - a. **Town Manager**
 - b. **Ross Property Owners Association**

 Full agenda packet available online by clicking [here](#).

7. Consent Agenda.

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

- a. **Minutes: Regular Meeting, January 9, 2025** [📄](#)
- b. **Demands for January 2025. (Johnson)** [📄](#)
- c. **Town Council to Approve and Authorize the Town Manager to execute a Professional Services Agreement with Gardeners' Guild, Inc. for the not-to-exceed monthly fee of \$3,190 to provide maintenance, repair, and landscape services for Ross Common Park and Frederick Allen Park and cancel current contract with Cagwin and Dorward. (Simonitch)** [📄](#)
- d. **Town Council to accept the Investment Report for the six-month period ended December 31, 2024. (Johnson)** [📄](#)
- e. **Town Council to review and accept the fiscal year 2024-25 second quarter, six-month, Financial Summary Report. (Johnson)** [📄](#)

End of Consent Agenda.

8. 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. **200 Lagunitas Road, Design Review, a Variance and Town Council adoption of Resolution No. 2505 approving the project, subject to conditions. (Lopez-Vega)** [📄](#)
Scott and Sarah Niehaus, 200 Lagunitas Road, A.P. No. 073-131-23, Zoning: R-1: B-A, General Plan: VL (Very Low Density), Flood Zone: X (Moderate to Low Risk).

Project Summary: The applicant requests approval from the Town Council for Design Review and a Variance. The project proposes revitalizing the existing side yard landscaping with the addition of a new swimming pool and spa, pool equipment, artificial turf, a fire pit, patio, outdoor kitchen, retaining walls, plantings, and exterior light fixtures. A 6-foot-tall automatic gate with two 6-foot-6-inch stone columns and a pedestrian gate is also proposed. A variance is required to construct the pool and patio within the side yard setback. Additionally, the project will widen the existing driveway to 16 feet to comply with Ross Valley Fire Department (RVFD) regulations.

End of Public Hearings on Planning Projects - Part 1.

Administrative Agenda.

9. It is recommended that the Town Council discuss and provide direction to staff regarding the concept of changing the Town of Ross general municipal election from being held on the date of the statewide direct primary election to the November general election date on an ongoing basis. (Johnson) [📄](#)
10. Town Council to receive an update regarding the implementation of the adopted Five-Year Capital Improvement Plan (CIP) and discuss any desired changes or additions to the CIP for the upcoming fiscal year. Based on discussion, a final draft version of the CIP will be included for consideration in the fiscal year 2025-2026 (FYE26) budget discussions. (Simonitch) [📄](#)

End of Administrative Agenda.

Public Hearings on Planning Projects – Part II.

11. **21 Glenwood Avenue, Design Review, a Demolition Permit and Town Council adoption of Resolution No. 2504 approving the project, subject to conditions. (Lopez-Vega) [📄](#)**
Glenwood Ross LLC, 21 Glenwood Avenue, A.P. No. 073-121-09, Zoning: R-1: B-A, General Plan: VL (Very Low Density), Flood Zone: X (Moderate to Low Risk)

Project Summary: The applicant requests approval from the Town Council for Design Review and a Demolition Permit. The project includes both interior and exterior renovations, along with several additions: a family dining area on the main floor, a second-story addition, a basement addition, and a new pool house, totaling 2,347 square feet (SF) of new floor area. The remodel will also update the south and west facades by adding A-frames to match the existing single-family home. Additionally, all existing siding will be removed, and the house will be clad in clear-stained yellow cedar shingles. The guest house and tea house will receive new windows and a limited interior remodel. A demolition permit is required for alterations affecting more than twenty-five percent of the residence's exterior walls or wall coverings.

12. **12 Canyon Road, Design Review, a Hillside Lot Permit, a Variance and Town Council adoption of Resolution No. 2506 approving the project, subject to conditions. (Lopez-Vega) [📄](#)**
Renaud Laplanche, 12 Canyon Road, A.P. No. 072-031-52, Zoning: R-1: B-5A; General Plan: VL (Very Low Density), Flood Zone: X (Moderate to Low Risk)

Project Summary: The applicant requests approval from the Town Council for Design Review, Hillside Lot permit, and Variance. The project proposes the construction of a 40-ft x 60-ft (2,400 square-foot) sports court on a raised wooden platform adjacent to the existing pool deck. The court will feature a 7-foot concrete rebound wall on the south side of the court and a 4-foot glass railing on the west side of the court. A Variance is required to construct a concrete wall over 6 feet.

End of Public Hearings on Planning Projects – Part II.

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

14. **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 Clerk at (415) 453-1453, extension 105 or email at cmartel@townofross.org. Notification at least 48 hours prior to the meeting will enable the town to make reasonable accommodation to help insure accessibility to this meeting.