



Agenda Item No. 14c.

Staff Report

Date: April 1, 2015

To: Mayor Elizabeth Brekhus and Councilmembers

From: Elise Semonian, Senior Planner

Subject: Chendo, Hillside Lot Permit, Hillside Lot Setback Variance, Design Review, Second Unit, 83 Laurel Grove, File 1992

Recommendation

Council approve the project subject to the findings and conditions attached.

Project Summary

Owner: John and Kary Chendo
Design Professional: Charles Theobald, Architect
Location: 83 Laurel Grove Avenue
A.P. Number: 72-092-16
Zoning: R-1:B-A (Single Family Residence, 1 acre min. lot size)
General Plan: Low Density (.1-1 units per acre)
Flood Zone: Zone X (outside 1-percent annual chance floodplain)

Application for design review, Hillside Lot permit, variance and second unit exception. The project includes: 1.) remodel and two-story addition to the residence, partially within the required Hillside Lot Ordinance side yard setback (45 feet required, 30 feet proposed); 2.) new pool to the south of the residence, in a location where a pool was previously located; 3.) 340 feet of landscape retaining walls up to 5 feet tall; 4.) grading including 200 cubic yards of cut and 10 cubic yards of fill; 5.) new patio and sauna area; and 6.) 935 square foot, two story, second unit south of the residence, with a maximum roof ridge height of 21 feet. An exception is required for the second unit (one story permitted). A tree removal permit is requested to remove one 12" diameter oak and a 12" diameter loquat tree.

Lot Area	98,881 square feet	
Existing Floor Area Ratio	4,337 sq. ft.	4.4%
Proposed Floor Area Ratio	5,842 sq. ft.	5.5% (15% permitted*)

Existing Lot Coverage	3,175 sq. ft.	3.2%	
Proposed Lot Coverage	4,226 sq. ft.	4.3%	(15% permitted)
Existing Impervious Surfaces	13,544 sq. ft.	13.7%	
Proposed Impervious Surfaces	13,544 sq. ft.	13.7%	

*Under standard zoning regulations. Proposed project is also within maximum floor area permitted under Hillside Lot Ordinance.

Background, project description and discussion

The applicants request approval for an addition to their primary residence, landscape improvements, and a new second unit/pool house. The site is over two acres in size and slopes gently up from Laurel Grove to Winding Way. The existing development is set back far from Laurel Grove and there is a wide separation between development on this site and adjacent sites.

The applicants propose an addition to the residence as described on plan Sheet A0.0. The materials would match the existing residence. Gray siding and trim color is proposed.

The area of the site adjacent to Winding Way is steeply sloping and is within Slope Stability Hazard Zone 3, so the project is subject to the more restrictive provisions of the Hillside Lot Ordinance (HLO). If the applicant could give away the upper ¼ of the site, the project would be subject to (and would comply with) all standard single-family development regulations. The current town engineer has not determined the average slope of the site. Staff estimates the slope to be lower than 35% based on a 2002 slope calculation and staff slope estimates, including MarinMap's contour method calculation. The floor area proposed is well within the floor area permitted under the HLO for a slope exceeding 35%. Under the HLO, a 45-foot side yard setback is required for the main residence. The existing residence and proposed addition are within this HLO side yard setback (30-foot setback proposed). Staff believes findings may be made for the setback variance requested since the site is not a typical steeply sloping hillside lot and the applicants are proposing to develop on the most level area of the site where a 25-foot side yard setback would be required under standard zoning regulations.

The project was reviewed by the Advisory Design Review Group (ADR) in February 2015. Some changes were recommended by the design professionals (see minutes attached). But, overall, the project was well received by ADR and no neighbors have expressed any concern about the project. A copy of the elevations reviewed by ADR are attached. The applicants made changes to the project in response to ADR's concerns. ADR has not reviewed these changes. Staff believes the applicant has responded to the concerns raised by ADR.

The project includes a new detached studio. The applicants are proposing to include a kitchen in the studio so that it may be a second housing unit. The detached structure complies with all development regulations for a pool or guesthouse. However, the town has more restrictive regulations for second units and the structure needs exceptions from the second unit size limit (700 sq. ft. permitted, 935 sq. ft. proposed), height limit (18 feet permitted, 21 feet proposed),

and number of stories (single story permitted, second story loft proposed). Staff believes the Council can make all the findings for the second unit exceptions, as set forth below. The design of the structure is compatible with the residence, the structure is far from adjacent residences, complies with the required setbacks, and there is adequate area for additional landscape screening, if it is found to be necessary.

The project will result in an attractive upgrade of the residence and site and staff supports the project as proposed.

Fiscal, resource and timeline impacts

If approved, the project would be subject to one-time fees for a building permit, and associated impact fees, which are based in part on the valuation of the work proposed. The improved project site may be reassessed at a higher value by the Marin County Assessor, leading to an increase in the Town's property tax revenues. The Town currently serves the site and there would be no operating or funding impacts associated with the project.

Alternative actions

1. Continue the project for modifications; or
2. Make findings to deny the application.

Environmental review (if applicable)

The project is categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guideline Sections 15303 (one single-family residence) and Section 15301 (existing facilities, as an addition to an existing single-family residence in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmentally sensitive). No exception set forth in Section 15300.2 of the CEQA Guidelines applies to the project including, but not limited to, Subsection (a), which relates to impacts on environmental resources; (b), which relates to cumulative impacts; Subsection (c), which relates to unusual circumstances; or Subsection (f), which relates to historical resources.

Attachments

1. Findings and Conditions of Approval
2. Town Council Minute history
3. Information provided by the applicant

Attachment 1

Recommended Town Council Action, Findings and Conditions

Staff recommends that the Town Council, after carefully reviewing the facts and the arguments presented after a public hearing, site visits, review of story poles installed at the site, staff reports, correspondence, and other information contained in the project file, approve the project as proposed with the following Findings and subject to the following Conditions of Approval:

A. Findings

1. **CEQA** The project is categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guideline Sections 15303 (one single-family residence and second unit) and Section 15301 (existing facilities, as an addition to an existing single-family residence in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmentally sensitive). No exception set forth in Section 15300.2 of the CEQA Guidelines (including but not limited to Subsection (a), which relates to impacts on environmental resources; (b), which relates to cumulative impacts; Subsection (c), which relates to unusual circumstances; or Subsection (f), which relates to historical resources, applies to the project.

2. Design Review

a) ***The project is consistent with the purposes of the Design Review chapter as outlined in Ross Municipal Code Section 18.41.010:***

(1) *To preserve and enhance the “small town” feel and the serene, quiet character of its neighborhoods are special qualities to the town. The existing scale and quality of architecture, the low density of development, the open and tree-covered hills, winding creeks and graciously landscaped streets and yards contribute to this ambience and to the beauty of a community in which the man-made and natural environment co-exist in harmony and to sustain the beauty of the town’s environment.*

(2) *Provide excellence of design for all new development which harmonizes style, intensity and type of construction with the natural environment and respects the unique needs and features of each site and area. Promote high-quality design that enhances the community, is consistent with the scale and quality of existing development and is harmoniously integrated with the natural environment;*

(3) *Preserve and enhance the historical “small town,” low-density character and identity that is unique to the Town of Ross, and maintain the serene, quiet character of the town’s neighborhoods through maintaining historic design character and scale, preserving natural features, minimizing overbuilding of existing lots and retaining densities consistent with existing development in Ross and in the surrounding area;*

(4) *Preserve lands which are unique environmental resources including scenic resources (ridgelines, hillsides and trees), vegetation and wildlife habitat, creeks, threatened and endangered species habitat, open space and areas necessary to protect community health*

and safety. Ensure that site design and intensity recognize site constraints and resources, preserve natural landforms and existing vegetation, and prevent excessive and unsightly hillside grading;

(5) Enhance important community entryways, local travel corridors and the area in which the project is located;

(6) Promote and implement the design goals, policies and criteria of the Ross general plan;

(7) Discourage the development of individual buildings which dominate the townscape or attract attention through color, mass or inappropriate architectural expression;

(8) Preserve buildings and areas with historic or aesthetic value and maintain the historic character and scale. Ensure that new construction respects and is compatible with historic character and architecture both within the site and neighborhood;

(9) Upgrade the appearance, quality and condition of existing improvements in conjunction with new development or remodeling of a site.

(10) Preserve natural hydrology and drainage patterns and reduce stormwater runoff associated with development to reduce flooding, streambank erosion, sediment in stormwater drainage systems and creeks, and minimize damage to public and private facilities. Ensure that existing site features that naturally aid in stormwater management are protected and enhanced. Recognize that every site is in a watershed and stormwater management is important on both small and large sites to improve stormwater quality and reduce overall runoff.

The project maintains the scale and character of the existing development. The proposed materials and colors will integrate the residence with its setting and the neighborhood. The project would maintain the existing drainage pattern and impervious surfaces. A drainage plan in compliance with the Town Stormwater Management Ordinance will be required prior to building permit issuance.

b) The project is in substantial compliance with the design criteria of Ross Municipal Code Section 18.41.100.

(1) Preservation of Natural Areas and Existing Site Conditions.

(a) The existing landscape should be preserved in its natural state by keeping the removal of trees, vegetation, rocks and soil to a minimum. Development should minimize the amount of native vegetation clearing, grading, cutting and filling and maximize the retention and preservation of natural elevations, ridgelines and natural features, including lands too steep for development, geologically unstable areas, wooded canyons, areas containing significant native flora and fauna, rock outcroppings, view sites, watersheds and watercourses, considering zones of defensible space appropriate to prevent the spread of fire.

The proposed development area has been previously disturbed with development.

(b) Sites should be kept in harmony with the general appearance of neighboring landscape. All disturbed areas should be finished to a natural-appearing

configuration and planted or seeded to prevent erosion.

The general appearance of the existing landscaping will be maintained. Conditions of approval require screening landscaping removed for fire safety to be replaced with equivalent fire safe landscaping.

(c) Lot coverage and building footprints should be minimized where feasible, and development clustered, to minimize site disturbance area and preserve large areas of undisturbed space. Environmentally sensitive areas, such as areas along streams, forested areas, and steep slopes shall be a priority for preservation and open space.

Lot coverage and building footprints are maintained and are well under the 15% permitted for the site.

(2) Relationship Between Structure and Site. There should be a balanced and harmonious relationship among structures on the site, between structures and the site itself, and between structures on the site and on neighboring properties. All new buildings or additions constructed on sloping land should be designed to relate to the natural land forms and step with the slope in order to minimize building mass, bulk and height and to integrate the structure with the site.

The proposed addition and pool house will be on the level area of the site.

(3) Minimizing Bulk and Mass.

(a) New structures and additions should avoid monumental or excessively large size out of character with their setting or with other dwellings in the neighborhood. Buildings should be compatible with others in the neighborhood and not attract attention to themselves.

(b) To avoid monotony or an impression of bulk, large expanses of any one material on a single plane should be avoided, and large single-plane retaining walls should be avoided. Vertical and horizontal elements should be used to add architectural variety and to break up building plans. The development of dwellings or dwelling groups should not create excessive mass, bulk or repetition of design features.

The house and second unit mass are broken up by vertical and horizontal elements and do not have excessive mass.

(4) Materials and Colors.

(a) Buildings should use materials and colors that minimize visual impacts, blend with the existing land forms and vegetative cover, are compatible with structures in the neighborhood and do not attract attention to the structures. Colors and materials should be compatible with those in the surrounding area. High-quality building materials should be used.

(b) Natural materials such as wood and stone are preferred, and manufactured materials such as concrete, stucco or metal should be used in moderation to avoid visual conflicts with the natural setting of the structure.

(c) *Soft and muted colors in the earthtone and woodtone range are preferred and generally should predominate.*

The proposed gray color pallet will help the structures recede into its setting.

(5) *Drives, Parking and Circulation.*

(a) *Good access, circulation and off-street parking should be provided consistent with the natural features of the site. Walkways, driveways, curb cuts and off-street parking should allow smooth traffic flow and provide for safe ingress and egress to a site.*

(b) *Access ways and parking areas should be in scale with the design of buildings and structures on the site. They should be sited to minimize physical impacts on adjacent properties related to noise, light and emissions and be visually compatible with development on the site and on neighboring properties. Off-street parking should be screened from view. The area devoted to driveways, parking pads and parking facilities should be minimized through careful site planning.*

(c) *Incorporate natural drainage ways and vegetated channels, rather than the standard concrete curb and gutter configuration to decrease flow velocity and allow for stormwater infiltration, percolation and absorption.*

The project would maintain the access to the site.

(6) *Exterior Lighting. Exterior lighting should not create glare, hazard or annoyance to adjacent property owners or passersby. Lighting should be shielded and directed downward, with the location of lights coordinated with the approved landscape plan. Lamps should be low wattage and should be incandescent.*

Minimal landscape lighting is proposed.

(7) *Fences and Screening. Fences and walls should be designed and located to be architecturally compatible with the design of the building. They should be aesthetically attractive and not create a "walled-in" feeling or a harsh, solid expanse when viewed from adjacent vantage points. Front yard fences and walls should be set back sufficient distance from the property line to allow for installation of a landscape buffer to soften the visual appearance.*

No new fencing is proposed.

(8) *Views. Views of the hills and ridgelines from public streets and parks should be preserved where possible through appropriate siting of improvements and through selection of an appropriate building design including height, architectural style, roof pitch and number of stories.*

The project will not impact views from public streets and parks.

(9) *Natural Environment.*

(a) *The high-quality and fragile natural environment should be preserved and maintained through protecting scenic resources (ridgelines, hillsides, trees and tree groves), vegetation and wildlife habitat, creeks, drainageways threatened and endangered species habitat, open space and areas necessary to protect community health and safety.*

(b) Development in upland areas shall maintain a setback from creeks or drainageways. The setback shall be maximized to protect the natural resource value of riparian areas and to protect residents from geologic and other hazards.

(c) Development in low-lying areas shall maintain a setback from creeks or drainageways consistent with the existing development pattern and intensity in the area and on the site, the riparian value along the site, geologic stability, and the development alternatives available on the site. The setback should be maximized to protect the natural resource value of the riparian area and to protect residents from geologic and flood hazards.

(d) The filling and development of land areas within the one-hundred-year flood plain is discouraged. Modification of natural channels of creeks is discouraged. Any modification shall retain and protect creekside vegetation in its natural state as much as possible. Reseeding or replanting with native plants of the habitat and removal of broom and other aggressive exotic plants should occur as soon as possible if vegetation removal or soil disturbance occurs.

(e) Safe and adequate drainage capacity should be provided for all watercourses.

The project development is not near a watercourse and is not in a flood zone.

(10) Landscaping.

(a) Attractive, fire-resistant, native species are preferred. Landscaping should be integrated into the architectural scheme to accent and enhance the appearance of the development. Trees on the site, along public or private streets and within twenty feet of common property lines, should be protected and preserved in site planning. Replacement trees should be provided for trees removed or affected by development. Native trees should be replaced with the same or similar species. Landscaping should include planting of additional street trees as necessary.

(b) Landscaping should include appropriate plantings to soften or screen the appearance of structures as seen from off-site locations and to screen architectural and mechanical elements such as foundations, retaining walls, condensers and transformers.

(c) Landscape plans should include appropriate plantings to repair, reseed and/or replant disturbed areas to prevent erosion.

(d) Landscape plans should create and maintain defensible spaces around buildings and structures as appropriate to prevent the spread of wildfire.

(e) Wherever possible, residential development should be designed to preserve, protect and restore native site vegetation and habitat. In addition, where possible and appropriate, invasive vegetation should be removed.

The existing site landscape is proposed to be retained. The project conditions require new screening landscape where necessary, and to replace any landscaping lost to fire safety clearance requirements.

(11) Health and Safety. Project design should minimize the potential for loss of

life, injury or damage to property due to natural and other hazards. New construction must, at a minimum, adhere to the fire safety standards in the Building and Fire Code and use measures such as fire-preventive site design, landscaping and building materials, and fire-suppression techniques and resources. Development on hillside areas should adhere to the wildland urban interface building standards in Chapter 7A of the California Building Code. New development in areas of geologic hazard must not be endangered by nor contribute to hazardous conditions on the site or on adjoining properties.

The project must comply with the current Fire and Building Codes.

(12) Visual Focus.

(a) Where visibility exists from roadways and public vantage points, the primary residence should be the most prominent structure on a site. Accessory structures, including but not limited to garages, pool cabanas, accessory dwellings, parking pads, pools and tennis courts, should be sited to minimize their observed presence on the site, taking into consideration runoff impacts from driveways and impervious surfaces. Front yards and street side yards on corner lots should remain free of structures unless they can be sited where they will not visually detract from the public view of the residence.

(b) Accessory structures should generally be single-story units unless a clearly superior design results from a multilevel structure. Accessory structures should generally be small in floor area. The number of accessory structures should be minimized to avoid a feeling of overbuilding a site. Both the number and size of accessory structures may be regulated in order to minimize the overbuilding of existing lots and attain compliance with these criteria.

The residence will remain the primary structure on the site.

(13) Privacy. Building placement and window size and placement should be selected with consideration given to protecting the privacy of surrounding properties. Decks, balconies and other outdoor areas should be sited to minimize noise to protect the privacy and quietude of surrounding properties. Landscaping should be provided to protect privacy between properties.

The proposed structures are far from adjacent development and privacy is not a concern.

(14) Consideration of Existing Nonconforming Situations. Proposed work should be evaluated in relationship to existing nonconforming situations, and where determined to be feasible and reasonable, consideration should be given to eliminating nonconforming situations as a condition of project approval.

The proposed addition and unit would conform with standard development regulations. It would not be reasonable to require the remaining nonconforming development (garage) to be brought into conformance with standard development regulations.

(15) Relationship of Project to Entire Site.

(a) Development review should be a broad, overall site review, rather than with a narrow focus oriented only at the portion of the project specifically triggering design

review. All information on site development submitted in support of an application constitutes the approved design review project and, once approved, may not be changed by current or future property owners without town approval.

(b) Proposed work should be viewed in relationship to existing on-site conditions. Pre-existing site conditions should be brought into further compliance with the purpose and design criteria of this chapter as a condition of project approval whenever reasonable and feasible.

The development of the site is appropriate, when viewed as a whole.

(16) Relationship to Development Standards in Zoning District. The town council may impose more restrictive development standards than the standards contained in the zoning district in which the project is located in order to meet these criteria.

Based on the scale of the residence there is no need to impose more restrictive development standards to meet the design criteria. The proposed floor area is in keeping with the size of other development in the neighborhood.

(17) Project Reducing Housing Stock. Projects reducing the number of housing units in the town, whether involving the demolition of a single unit with no replacement unit or the demolition of multiple units with fewer replacement units, are discouraged; nonetheless, such projects may be approved if the council makes findings that the project is consistent with the neighborhood and town character and that the project is consistent with the Ross general plan.

The project does not reduce housing stock.

(18) Maximum Floor Area. Regardless of a residentially zoned parcel's lot area, a guideline maximum of ten thousand square feet of total floor area is recommended. Development above guideline floor area levels may be permitted if the town council finds that such development intensity is appropriate and consistent with this section, the Ross municipal Code and the Ross general plan. Factors which would support such a finding include, but are not limited to: excellence of design, site planning which minimizes environmental impacts and compatibility with the character of the surrounding area.

The proposed floor area is less than 10,000 square feet.

(19) Setbacks. All development shall maintain a setback from creeks, waterways and drainageways. The setback shall be maximized to protect the natural resource value of riparian areas and to protect residents from geologic and other hazards. A minimum fifty-foot setback from the top of bank is recommended for all new buildings. At least twenty-five feet from the top of bank should be provided for all improvements, when feasible. The area along the top of bank of a creek or waterway should be maintained in a natural state or restored to a natural condition, when feasible.

No creek is near the development.

(20) Low Impact Development for Stormwater Management. Development plans should strive to replicate natural, predevelopment hydrology. To the maximum extent

possible, the post-development stormwater runoff rates from the site should be no greater than pre-project rates. Development should include plans to manage stormwater runoff to maintain the natural drainage patterns and infiltrate runoff to the maximum extent practical given the site's soil characteristics, slope, and other relevant factors. An applicant may be required to provide a full justification and demonstrate why the use of Low Impact Development (LID) design approaches is not possible before proposing to use conventional structural stormwater management measures which channel stormwater away from the development site.

(a) Maximize Permeability and Reduce Impervious Surfaces. Use permeable materials for driveways, parking areas, patios and paths. Reduce building footprints by using more than one floor level. Pre-existing impervious surfaces should be reduced. The width and length of streets, turnaround areas, and driveways should be limited as much as possible, while conforming with traffic and safety concerns and requirements. Common driveways are encouraged. Projects should include appropriate subsurface conditions and plan for future maintenance to maintain the infiltration performance.

(b) Disperse Runoff On Site. Use drainage as a design element and design the landscaping to function as part of the stormwater management system. Discharge runoff from downspouts to landscaped areas. Include vegetative and landscaping controls, such as vegetated depressions, bioretention areas, or rain gardens, to decrease the velocity of runoff and allow for stormwater infiltration on-site. Avoid connecting impervious areas directly to the storm drain system.

(c) Include Small-Scale Stormwater Controls and Storage Facilities. As appropriate based on the scale of the development, projects should incorporate small-scale controls to store stormwater runoff for reuse or slow release, including vegetated swales, rooftop gardens or "green roofs", catch-basins retro-fitted with below-grade storage culverts, rain barrels, cisterns and dry wells. Such facilities may be necessary to meet minimum stormwater peak flow management standards, such as the no net increase standard. Facilities should be designed to minimize mosquito production.

A drainage plan that complies with the Ross Municipal Code stormwater ordinances will be required.

c) The project is consistent with the Ross general plan and zoning ordinance.

(1) Ross General Plan Policy (RGP) 1.1 Protection of Environmental Resources. Protect environmental resources, such as hillsides, ridgelines, creeks, drainage ways, trees and tree groves, threatened and endangered species habitat, riparian vegetation, cultural places, and other resources. These resources are unique in the planning area because of their scarcity, scientific value, aesthetic quality and cultural significance.

The site is previously disturbed.

(2) RGP 1.2 Tree Canopy Preservation. Protect and expand the tree canopy of Ross to enhance the beauty of the natural landscape. Recognize that the tree canopy is critical to provide shade, reduce ambient temperatures, improve the uptake of carbon dioxide, prevent

erosion and excess stormwater runoff, provide habitat for wildlife and birds, and protect the ecosystem of the under-story vegetation.

The project retains mature tree canopies. Certain trees may need to be removed for fire safety.

(3) *RGP 1.3 Tree Maintenance and Replacement. Assure proper tree maintenance and replacement.*

See (2) above.

(4) *RGP 1.4 Natural Areas Retention. Maximize the amount of land retained in its natural state. Wherever possible, residential development should be designed to preserve, protect and restore native site vegetation and habitat. In addition, where possible and appropriate, invasive vegetation should be removed.*

The site retains land in its natural state.

(5) *RGP 2.1 Sustainable Practices. Support measures to reduce resource consumption and improve energy efficiency through all elements of the Ross General Plan and Town regulations and practices, including:*

(a) *Require large houses to limit the energy usage to that of a more moderately sized house as established in design guidelines.*

(b) *Choose the most sustainable portion of a site for development and leaving more of a site in its natural condition to reduce land impacts on the natural environment.*

(c) *Use green materials and resources.*

(d) *Conserve water, especially in landscaping.*

(e) *Increase the use of renewable energy sources, including solar energy.*

(f) *Recycle building materials.*

Town regulations require the construction materials to be recycled. The house will be more energy efficient than existing development. The landscaping is required to comply with Marin Municipal Water District (MMWD) water conserving landscape requirements, unless exempt.

(6) *RGP 2.2 Incorporation of Resource Conservation Measures. To the extent consistent with other design considerations, public and private projects should be designed to be efficient and innovative in their use of materials, site construction, and water irrigation standards for new landscaping to minimize resource consumption, including energy and water.*

See (5) above.

(7) *RGP 2.3 Reduction in the Use of Chemicals and Non-Natural Substances. Support efforts to use chemical-free and toxic-free building materials, reduce waste and recycle building waste and residential garbage. Encourage landscape designs that minimize pesticide and herbicide use.*

It is unknown if materials are chemical-free or toxic free. Construction and demolition debris must be recycled under existing Town regulations. Proposed landscaping may not minimize pesticide and herbicide use.

(8) *RGP 2.4 Footprints of Buildings. Utilize smaller footprints to minimize the built area of a site and to allow the maximum amount of landscaped and/or permeable surfaces.*

The project largely maintains the landscaped areas of the site.

(9) *RGP 3.1 Building and Site Design. Design all structures and improvements to respect existing natural topographic contours. Open areas and buildings shall be located to protect land forms and natural site features, including cultural places and resources, wherever possible. Where feasible, site development must avoid intact or previously disturbed cultural resources during excavation and grading.*

The project largely maintains existing topographic contours and discovery of cultural resources is unlikely.

(10) *RGP 3.2 Landscape Design. Where appropriate, encourage landscape designs that incorporate existing native vegetation, enhance the cohesiveness of the Town's lush, organic landscape and integrate new planting with existing site features. Plans shall recognize the importance of open space on a lot and shall address the look and feel of the space between structures so as to avoid overbuilding.*

The applicant proposes to maintain the existing landscaping.

(11) *RGP 3.3 Buildings on Sloping Land. New buildings and additions to existing residential buildings constructed on sloping land should be designed to relate to the current landforms with the goal of integrating the building with the site (e.g., step with the slope). Low retaining walls are encouraged where their use would minimize uphill cutting, and large single-plane retaining walls should be avoided. Cut and fill areas and on/off-hauling should be minimized, especially in locations of limited or difficult access. Special care should be taken to final grade all disturbed areas to a natural appearing configuration and to direct stormwater runoff to areas where water can naturally infiltrate the soil.*

Cut and fill is minimized by renovation of the existing structure and landscaping areas that have been previously disturbed by development.

(12) *RGP 3.4 Bulk, Mass and Scale. Minimize the perception of building bulk and mass so that homes are not out of scale, visually or structurally, with neighboring residences and their setting. Consider building bulk and mass during the design review process, and when applying requirements and guidelines addressing Floor Area Ratio (FAR), maximum home floor area and other development standards. Building heights should stay in scale with surrounding vegetation and buildings.*

The proposed residence will not be significantly different than the existing structure.

(13) *RGP 3.5 View Protection. Preserve views and access to views of hillsides, ridgelines, Mt. Tamalpais and Bald Hill from the public right-of-way and public property. Ensure that the design look and feel along major thoroughfares maintains the “greenness” of the Town.*

The project is not along major thoroughfare and does not impair views of hillsides and ridgelines.

(14) *RGP 3.6 Windows, Roofs, and Skylights. Window and skylight size, placement and design should be selected to maximize the privacy between adjacent properties. To the extent consistent with other design considerations, the placement and size of windows and skylights should minimize light pollution and/or glare.*

The development is far from adjacent residences and privacy is not a concern.

(15) *RGP 3.7 Materials and Colors. Buildings should be designed using high-quality materials and colors appropriate to their neighborhood and natural setting.*

See 5(b)(4) above.

(16) *RGP 3.8 Driveways and Parking Areas. Driveways and parking areas should be designed to minimize visibility from the street and to provide safe access, minimal grading and/or retaining walls, and to protect water quality. Permeable materials should be used to increase water infiltration. Driveways and parking areas should be graded to minimize stormwater runoff.*

The existing driveway will be maintained.

(17) *RGP 4.1 Historic Heritage. Maintain the historic feel of Ross by preserving and maintaining historic buildings, resources and areas with recognized historic or aesthetic value that serve as significant reminders of the past.*

The original site residence will be maintained. The addition is compatible with the design of the original residence.

(18) *RGP 4.2 Design Compatibility with Historic Resources. Require new construction to harmonize with existing historic buildings and resources, and ensure a compatibility of landscaping with Ross’ historic character.*

The design is compatible with the character of existing development.

(19) *RGP 4.4 Preservation of Existing Housing Supply. Discourage the demolition or combining of existing residential units that will reduce the supply of housing in Ross.*

The project will not eliminate any housing units and creates a housing unit.

(20) *RGP 4.5 Archaeological Resources. Implement measures to preserve and protect archaeological resources. Whenever possible, identify archaeological resources and potential impacts on such resources. Provide information and direction to property owners in order to make them aware of these resources. Require archaeological surveys, conducted by an archaeologist who appears on the Northwest Information Center’s list of archaeologists qualified to do historic preservation fieldwork in Marin County, in areas of documented*

archaeological sensitivity. Develop design review standards for projects that may potentially impact cultural resources.

The discovery of cultural resources is unlikely since little grading is proposed and the area is not known to have archaeological resources.

(21) *RGP 5.2 Geologic Review Procedures. At the time a development is proposed, Ross geologic and slope stability maps should be reviewed to assess potential geologic hazards. In addition, suitability for development must be based on site-specific geotechnical investigations.*

The project involves little site disturbance.

(22) *RGP 5.3 Fire Resistant Design. Buildings should be designed to be fire defensive. Designs should minimize risk of fire by a combination of factors including, but not limited to, the use of fire-resistant building materials, fire sprinklers, noncombustible roofing and defensible landscaping space.*

The structures are required to have sprinklers. Defensible landscaping is required.

(23) *RGP 5.4 Maintenance and Landscaping for Fire Safety. Ensure that appropriate fire safety and landscaping practices are used to minimize fire danger, especially in steeper areas. Due to the high fire hazard in the steeper areas of Town, special planting and maintenance programs will be required to reduce fire hazards in the hills and wildland areas, including removal of invasive non-native vegetation such as broom, acacia and eucalyptus.*

An effective firebreak around the structure is required.

(24) *RGP 5.5 Fire Safety in New Development. New construction will adhere to all safety standards contained in the Building and Fire Code. Hazards to life and property shall be minimized by such measures as fire preventive site design, fire resistant landscaping and building materials, and the use of fire suppression techniques and resources.*

See (22) above.

(25) *RGP 5.12 Access for Emergency Vehicles. New construction shall be denied unless designed to provide adequate access for emergency vehicles, particularly fire fighting equipment.*

The project maintains emergency vehicle access.

(26) *RGP 6.4 Runoff and Drainage. Stormwater runoff should be maintained in its natural path. Water should not be concentrated and flow onto adjacent property. Instead, runoff should be directed toward storm drains or, preferably to other areas where it can be retained, detained, and/or absorbed into the ground.*

The project must comply with the Town stormwater ordinance.

(27) *RGP 6.5 Permeable Surfaces. To the greatest extent possible, development should use permeable surfaces and other techniques to minimize runoff into underground drain systems and to allow water to percolate into the ground. Landscaped areas should be designed to provide potential runoff absorption and infiltration.*

The project must comply with the Town stormwater ordinance.

(28) RGP 6.6 Creek and Drainageway Setbacks, Maintenance and Restoration. Keep development away from creeks and drainageways. Setbacks from creeks shall be maximized to protect riparian areas and to protect residents from flooding and other hazards. Encourage restoration of runoff areas, to include but not be limited to such actions as sloping banks, providing native Creek access vegetation, protecting habitat, etc., and work with property owners to identify means of keeping debris from blocking drainageways.

Work is not proposed near riparian areas.

3. Variance

a) Special Circumstances. That there are special circumstances or conditions applicable to the land, building or use referred to in the application. There are special circumstances applicable to the property, including size, shape, topography, location or surroundings, the strict application of the zoning ordinance deprives such property of privileges enjoyed by other property in the vicinity and under identical zoning classification.

b) Substantial Property Rights. That the granting of the application is necessary for the preservation and enjoyment of substantial property rights.

c) Public Welfare. That the granting of the application will not materially affect adversely the health or safety of persons residing or working in the neighborhood of the property of the applicant and will not be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood.

The upper portion of the site, which is not near the proposed development, is steeply sloping and in slope stability hazard zone 3. This upper portion of the site brings the remainder of the site within the provisions of the Hillside Lot Ordinance. A larger 45 foot side yard setback is required for the primary house structure. Granting the variance will allow the property owner to develop the most stable portion of the site and the area that has already been disturbed by development. The proposed development is no closer to the property line than the line of existing development. The project exceeds the setback required under standard development regulations. The proposed development is far from neighboring property and will not be detrimental to adjacent sites.

4. Hillside Lot Permit

a) The project complies with the stated purposes of the Hillside Lot Chapter as follows:

(1) Ensure that development is consistent with the goals, policies and criteria of the general plan;

(2) Protect and preserve public and private open space as a limited and valuable resource;

(3) Preserve significant features of the natural environment including watersheds, watercourses, canyons, knolls, ridgelines and rock outcroppings and minimize disturbance to the natural terrain;

(4) *Protect steep slopes, creeks, significant native vegetation, wildlife and other environmental resources;*

(5) *Limit development to a level consistent with available public services and road access that can be reasonably provided to and within the parcel;*

(6) *Ensure that development will not create or increase fire, flood, slide or other hazards to public health and safety;*

(7) *Protect the public health, safety and general welfare and the property of people in the vicinity of steep hillside building sites;*

(8) *Ensure that development will not create or increase the potential of major financial loss to the town or any other governmental entity through claim or litigation related to physical development of the site.*

(9) *Reduce the visual impacts of construction on hillsides and encourage building designs compatible with hillside areas.*

The project development is proposed in an area of existing development and previously disturbed area. The project will result in a structure that is more compliant with current safety codes. The proposed residence and second unit are designed with gray tones that will recede into the hillside setting.

b) *The project complies with the development regulations of Ross Municipal Code Section 18.39.090, or that the Town Council has considered and approved a variance; and*

See staff report and findings above.

c) *The project substantially conforms to the hillside development guidelines in Ross Municipal Code Section 18.39.090.*

(1) *Maximum Floor area. The maximum floor area for lots having thirty percent or greater overall natural slope shall be limited based on the lot slope and lot size using the following formula: Maximum floor area = $(0.15 - 0.002S)A - 0.005 (A^2/43,560)$ with A = lot area in square feet, up to a maximum of 3 acres S = slope of the lot, up to a maximum of 55%*

The slope of the site may be under 35%. The proposed floor area would comply with a more conservative slope calculation.

(2) *Building setbacks. Minimum yards shall be provided as follows. Building sq. ft. 0-3500 sq. ft. in size: Front 25/Side 25/ Rear 50. Building over 3,501 square feet: Front 25/Side 45/Rear 70.*

A setback variance has been granted to allow the residence to encroach into the north side yard setback. The project complies with the hillside lot front and rear yard setback requirements.

(3) *Grading and retaining walls. Grading, cutting and filling and retaining walls should be minimized for hillside development by using building techniques which reflect the natural topography of the site. Applicants should balance cut and fill on site. Graded slopes shall not exceed 2:1. Individual retaining walls shall not exceed a height of six feet. Terraced retaining walls should be at least three feet apart to allow for screening vegetation. The aggregate height of retaining walls should not exceed eighteen feet for any particular slope.*

Upslope walls up to four feet in height may be constructed of pressure-treated timber. All walls up to six feet in height may be constructed of reinforced concrete block. All other walls shall be constructed of reinforced concrete. Visible concrete and concrete block walls should have an appropriate architectural finish.

The project involves cut for landscape improvements. New landscape retaining walls are proposed. They will be visible only to residents of the site and comply with the provisions above.

(4) Architecture.

(a) Architectural design should complement the form of the natural landscape.

(b) Designs should be well-articulated to minimize the appearance of bulk.

(c) Materials and colors should be of subdued tones to blend with the natural landscape.

(d) Building design and the placement of driveways should conform to the natural contours of the site.

(e) The town council may consider limiting floor area to account for tall wall heights and other volumes that exaggerate the height, bulk and mass of a building but are not included in floor area.

(f) Decks, particularly elevated decks, should enhance the appearance of a house and be of a scale and style which are compatible with the house, adjacent development, and the surroundings. The town council may limit deck and patio area based on considerations of aesthetics, potential for noise, bulk and mass, privacy of adjacent sites, and visibility. The maximum guideline area of decks over 18 inches in height (including car decks) is 25% of the maximum permitted floor area for the site under this chapter.

See discussion of materials, above. Limited deck area is proposed.

(5) Landscape Architecture.

(a) Native shrubs and trees should be retained on hillside terrain wherever possible to help reduce erosion and preserve the character of the hillside environment. Newly introduced landscaping shall blend with the site setting.

(b) Drought and fire-resistant plantings are recommended.

(c) Native vegetation and trees shall be protected from damage during construction.

(d) An irrigation system shall be required to establish new hillside landscaping.

(e) Landscaping should preserve the penetration of sunlight to neighboring properties.

(f) *Small patios, terraces and pathways are allowed. They should be porous in nature wherever possible.*

(g) *Fences and walls enclosing a parcel are not recommended. All fences and walls are subject to review as part of the landscaping plan or design review as mandated.*

(h) *Railings should be transparent and compatible with the architectural design.*

See discussion under Design Review, above. Transparent railings are proposed.

(6) *Views.*

(a) *Hillside development should minimize the obstruction of views from surrounding properties and public vantage points, with particular care taken to protect primary views.*

(b) *No building shall be located on a ridge.*

The development will not obstruct views from surrounding property or public vantage points.

(7) *Public Safety.*

(a) *Class A roofing assembly is required.*

(b) *The fire official shall ensure the adequacy of the water supply for fire fighting purposes by requiring water mains and the upgrade of fire hydrants as necessary.*

(c) *Sprinkler systems shall be provided as required by the fire official.*

(d) *Clearance of brush or vegetative growth from structures and driveways shall be in accordance with the California Fire Code and approved by the fire official.*

(e) *Defensible spaces around each building and structure shall be created in accordance with the vegetation clearance requirements prescribed in California Public Resource Code 4291 and California Government Code 51182.*

(f) *Development shall adhere to the wildland urban interface building standards in Chapter 7A of the California Building Code.*

See conditions of approval and discussion above. Project is required to comply with current building and fire codes.

(8) *Geology.*

(a) *All newly created slopes shall be planted or otherwise protected from the effects of storm runoff and erosion within thirty days after completion of grading.*

(b) *Development shall avoid unstable areas on the site, such as slides, severe creep areas and debris flows. Locating improvements in such areas shall be grounds for project denial. Projects plans should include repair of all unstable areas on the site, such as slides, severe creep areas and debris flows, both in the immediate area of the proposed development and elsewhere on the site including any roadways traversing undeveloped areas as required by the town or project engineers.*

(c) All slide repair work shall be accomplished under a building permit and the direction of a registered civil engineer specializing in soils engineering or a certified engineering geologist. At the conclusion of work, the engineer or geologist shall submit written confirmation to the town that all work accomplished under his jurisdiction is acceptable.

(d) Erosion control measures shall be required for all development. Erosion control plans shall comply with the County of Marin stormwater regulations and shall meet the National Pollutant Discharge Elimination System (NPDES) permit requirements for Marin County.

The project limits development to previously disturbed areas. Conditions of approval require erosion control during construction.

(9) Hydrology.

(a) Residences and accessory structures shall not traverse, encroach or impede a natural watercourse or drainage swale.

(b) Site drainage shall be designed by a licensed engineer. The plan shall be designed to produce no net increase in peak runoff from the site compared to pre-project conditions. Site plans should include techniques for low impact development for stormwater management (see design review guideline 18.41.100(t)).

The project does not impair a watercourse or drainage swale and conditions of approval require a licensed engineer to design a drainage plan in conformance with the Town's Stormwater Ordinances.

The project involves maintaining and improving the quality of an existing residence, which preserves native vegetation. Town regulations require building materials to be recycled and limit construction days and hours. A drainage plan is required. Adequate parking will be maintained with the project. The project will have no impact on public views. The project will maintain impervious surfaces at the site. The project is in an area with acceptable noise levels. The project must meet the Cal Green Building Code requirements, including Title 24 Energy Conservation measures.

5. Tree Permit

Approve the removal of trees associated with construction of the addition, second unit and landscape improvements as proposed on the plans as necessary due proximity to existing and proposed structures and to allow the economic enjoyment of the property. Many native trees will remain on site so that the removal will not adversely impact the subject property or neighboring properties; nor result in significant erosion or the diversion of increased flows of surface water.

6. Second Unit Exceptions

The town council grants an exception to the development standards regulating residential second unit height and size as set forth in Ross Municipal Code Sections 18.42.050(b) and 18.42.050(f). The design of the second unit complies with the design review criteria and standards of Section 18.41.100 (see findings above) and the town council makes the following

findings: 1.) the height, size and stories proposed will not create a significant adverse impact on any adjacent property, the surrounding neighborhood, or the general public good since the unit is set back 25 feet from the side property line and is far from adjacent residential development. There is adequate room for additional landscape screening of the unit, if it is found to be necessary; 2.) The lot and the arrangement of existing and proposed physical improvements on the lot can accommodate the exception without adversely affecting the views, privacy, or access to light and air of neighboring properties; 3.) the modifications to site drainage shall be designed by a licensed engineer and shall result in no net increase to the rate or volume of peak runoff from the site compared to pre-project conditions. Any new mechanical pumps or equipment shall not create noise that is audible off site; 4.) The fire chief has confirmed that there is adequate water supply for firefighting purposes for the site, or that the project includes measures to provide adequate water supply for firefighting purposes.

B. Conditions of Approval, 83 Laurel Grove Avenue

The following conditions of approval shall be reproduced on the cover sheet of the plans submitted for a building permit.

1. Except as otherwise provided in these conditions, the project shall substantially conform with the plans for the residence approved by the Town Council on April 9, 2015. Plans submitted for the building permit shall reflect any modifications required by the Town Council and these conditions.

2. The pool equipment venting shall be directed away from adjacent property as much as feasible (for example, vents or louvres directed on site) and the shed insulated for noise as much as possible.

3. A new, detached, second unit is approved and shall be identified as 83A Laurel Grove. The unit shall comply with all requirements of the Ross Valley Sanitary District and Marin Municipal Water District prior to project final. The applicants are permitted to eliminate the kitchen and maintain the studio as a pool house structure, which would also comply with all development regulations.

4. The Landscaping shall be installed in substantial conformance with the approved landscape plan prior to project final. The Town staff reserves the right to require modifications to the landscape to protect mature trees and to comply with MMWD water conserving landscape requirements or fire code clearance requirements. The Town Council reserves the right to require additional landscape screening for up to three (3) years from project final. The applicant may be required to provide additional screening if fire clearance requirements require removal of necessary screening landscaping. Staff may require additional screening landscaping of the second unit prior to project final if it is found to be necessary to screen the structure from adjacent site views.

5. No changes from the approved plans, before or after project final, including changes to the materials and material colors, shall be permitted without prior Town approval. Red-lined plans showing any proposed changes shall be submitted to the Town for review and approval prior to any change. The applicant is advised that changes made to the design during construction may delay the completion of the project and will not extend the permitted construction period.

6. Exterior lighting of landscaping by any means shall not be permitted if it creates glare, hazard or annoyance for adjacent property owners. Lighting expressly designed to light exterior walls or fences that is visible from adjacent properties or public right-of-ways is prohibited. No up lighting is permitted. Interior and exterior lighting fixtures shall be selected to enable maximum "cut-off" appropriate for the light source so as to strictly control the direction and pattern of light and eliminate spill light to neighboring properties or a glowing night time character.

7. Applicants shall comply with all requirements of PG&E prior to project final.

8. The applicant shall comply with all requirements of the Marin Municipal

Water District (MMWD) for water service prior to project final including compliance with all indoor and outdoor requirements of District Code Title 13 – Water Conservation. Indoor plumbing fixtures must meet specific efficiency requirements. Landscape plans shall be submitted, and reviewed to confirm compliance or exemption. The Code requires a landscape plan, an irrigation plan, and a grading plan. Any questions regarding District Code Title 13 - Water Conservation should be directed to the Water Conservation Department at (415) 945-1497. Should backflow protection be required, said protection shall be installed as a condition of water service. Questions regarding backflow requirements should be directed to the Backflow Prevention Program Coordinator at (415) 945-1559. For questions contact Joseph Eischens, Engineering Technician, at (415) 945-1531. Letter or email confirming compliance with MMWD's requirements shall be submitted to the building department prior to project final.

9. Applicants shall comply with the requirements of the Ross Valley Sanitary District No. 1 in their letter dated February 26, 2015. A letter or email confirming compliance shall be submitted to the building department prior to project final.

10. The applicant and contractor should note the Town of Ross working Hours are limited to Monday to Friday 8:00 a.m. to 5:00 p.m. Construction is not permitted at any time on Saturday and Sunday or the following holidays: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day. If the holiday falls on a Sunday, the following Monday shall be considered the holiday. If the holiday falls on a Saturday, the Friday immediately preceding shall be considered the holiday. Exceptions: 1.) Work done solely in the interior of a building or structure which does not create any noise which is audible from the exterior; or 2.) Work actually physically performed solely by the owner of the property, on Saturday between the hours of 10:00 a.m. and 4:00 p.m. and not at any time on Sundays or the holidays listed above. (RMC Sec. 9.20.035 and 9.20.060).

11. The applicants and/or owners shall defend, indemnify, and hold the Town harmless along with the Town Council and Town boards, commissions, agents, officers, employees, and consultants from any claim, action, or proceeding ("action") against the Town, its boards, commissions, agents, officers, employees, and consultants attacking or seeking to set aside, declare void, or annul the approval(s) of the project or alleging any other liability or damages based upon, caused by, or related to the approval of the project. The Town shall promptly notify the applicants and/or owners of any action. The Town, in its sole discretion, may tender the defense of the action to the applicants and/or owners or the Town may defend the action with its attorneys with all attorneys fees and litigation costs incurred by the Town in either case paid for by the applicant and/or owners.

MINUTES
Meeting of the
Ross Advisory Design Review Group

Tuesday, February 24, 2015

1. 7:00 p.m. Commencement

Chris Neumann, Chair, called the meeting to order and the Advisory Design Review Group (ADR) members introduced themselves. Jim Kemp, Peter Nelson, Mark Kruttschnitt, Eric Soifer, Joey Buckingham, Dan Winey and Norman Hardy were present. Elise Semonian was present for staff.

2. Open Time for Public Comments

No one wished to comment during public open time.

 3. 83 Laurel Grove Avenue, Addition, Pool, Landscaping, Pool House

Owner: John and Kary Chendo
Design Professional: Charles Theobald, Architect
Location: 83 Laurel Grove Avenue
A.P. Number: 72-092-16
Zoning: R-1:B-A (Single Family Residence, 1 acre min. lot size)
General Plan: Low Density (.1-1 units per acre)
Flood Zone: Zone X (outside 1-percent annual chance floodplain)

Review of plans that would require Town Council design review approval. The applicants propose 1.) a two-story addition to the residence; 2.) new pool to the south of the residence, in a location where a pool was previously located; 3.) landscape retaining walls; and 4.) new 640 square foot pool house south of the residence, with a maximum roof ridge height of 18.75 feet.

Lot Area	98,881 square feet	
Existing Floor Area Ratio	4,292 sq. ft.	4.3%
Proposed Floor Area Ratio	5,424 sq. ft.	5.5% (15% permitted)
Existing Lot Coverage	3,175 sq. ft.	7.2%
Proposed Lot Coverage	4,232 sq. ft.	9.0% (15% permitted)
Existing Impervious Surfaces	13,844 sq. ft.	14.0%
Proposed Impervious Surfaces	13,844 sq. ft.	14.0%

Charles Theobald, project architect, and Scott Tseckares, landscape architect, were present and described the site plan, architecture, materials and colors. Applicants John and Kary Chendo were also present. They are working with a fire consultant to address fire code requirements for access and water supply.

Neighbors Ben and Patti Shimek and her husband were present.

Jim Kemp commented the back of the proposed pool house, which appears to be a second unit, was not well represented with story poles. He wanted to make sure the closest neighbor was aware of the structure. He noted the elevations were mislabeled. It was difficult to understand the bridge area on the site. He asked about the retaining walls and area up to 10 feet tall. The project architect described the bridge and materials. The landscape architect indicated the tall wall area is where the stairs come down from the upper yard.

The applicants indicated they do not intend to rent out the pool house. However, they could consider setting it up as a second unit. Chris Neumann indicated the Town is encouraging second units. Staff agreed to provide them with information on the water and sewer connection fees for a second unit.

Dan Winey questioned the window repetition, which is not found on the original house. He believed the panes on the new doors were oversized, out of scale and proportion to other windows, and did not work with the existing architecture. The project architect explained the family has a modern aesthetic and they would like a clear view of the back yard. The doors are a sliding pocket door system that can be fully recessed and open. He indicated that most of the modern systems do not have traditional window details. Dan Winey noted that they have an opportunity to unify the house, which has gone through so many additions. He believed the design, which has different roofs, siding, windows and details, should be simplified from a composition standpoint.

Jim Kemp asked about the materials for the doors. He would be comfortable if there was continuity in materials and colors and if the details are right.

Josefa Buckingham liked the modern touch in the private area where they enjoy the pool. The project maintains the street view of the original residence. She liked the idea of steel doors, if cost is not a concern. The design cleans up the back part of the house. No one is impacted, since no one can see it. She suggested unifying the details.

Eric Soifer questioned the landscape in the area surrounding the pool house. It appears all the bay tree screening will be removed. He asked if they would plant anything in the lower retaining wall area. The landscape architect indicated some plants will remain and some bays will have to be removed.

Peter Nelson asked about the oak trees in the front. The landscape architect indicated they would get an arborist to review them and they are hoping to keep the front yard relatively the same.

The applicant indicated he spoke with the neighbor to the east, on Winding Way. Norman Hardie, neighbor on Winding Way, liked the plans and thought it was a great improvement.

The ADR Group noted that they cannot tell the details at the plan scale level and wanted to review a material sample board. The applicant presented small samples of the proposed deep

gray siding and darker trim color. Downspouts would be painted and a deep gray asphalt shingle roof is proposed.

4. Consideration of any staff questions regarding pending administrative approvals

Staff asked the ADR Group for comments on exterior material changes proposed to 40 Fernhill, a project recently approved by the Council. The stucco and full timber siding is in bad shape and the contractor indicates that 60-70% will need to be removed. The patches are difficult to waterproof and flash. The project architect was present with the property owners. The architect presented existing and approved plans and photos representing the design intent. They are considering options for simplifying the timber details and would prefer to reduce the number of horizontal boards to have a more vertical layout. Some members of ADR Group preferred Alternative B, which maintains some of the horizontal details. They suggested bringing some of the horizontal details to the rear side of the building. Staff indicated that she would be comfortable approving Alternative B at a staff level, which largely maintained details on the house, but believed the other alternatives may require design review by Council, since the exterior change would be more significant.

5. Approval of December 16, 2014 Minutes

No minutes were approved. Staff will email the December 2014 draft to ADR Group members for review.

6. Introduction of ADR Members and Selection of Chair and Vice Chair

Chris Neumann nominated Mark Kruttschnitt to be Chair. The motion carried unanimously. Eric Soifer was elected Vice Chair.

The group discussed scheduling and process issues:

- Staff should require material boards and more detailed plans.
- Staff has prepared a schedule so that meetings would be limited to five members. Staff will poll members monthly to determine who can attend the meeting. Staff would like the Council to stagger the membership so that eight positions do not expire the same year. Some members expressed concern with the large number of ADR members.
- Staff will require full size plans.

Norman Hardie commented that building fees were excessive and possibly a seizure of personal property.

In response to a question by Norman Hardie, the group discussed the purpose of ADR. Peter Nelson indicated that it gives an opportunity to resolve neighbor concerns prior to a Council meeting. ADR sometimes suggests modifications that project architects recommend, but have been unable to get their clients to support. Dan Winey believed ADR leads to better projects by protecting the integrity of the community design by looking at the merits of a project and applying the design guidelines. Jim Kemp noted the process has evolved from primarily design professionals and now includes diverse opinions. Norman Hardie confirmed the group has no approval authority. Chris Neumann noted there are no architects on the Town Council and the group is useful to provide design guidance for Council, since there is no planning commission.

They can also be solution oriented, since they do not have the pressure of approving or denying projects.

To encourage applicants to return for review of revised designs, the group will vote on whether they believe a project should return for additional review. The group and others present discussed the pros and cons of having projects go through two meetings and bringing preliminary designs to ADR. Staff indicated that applicants are not inclined to return for a second review due to the \$1,800 fee. They suggested the Town consider permitting two reviews for a single ADR application fee. Applicants will be encouraged to provide more details and material boards so that additional review is not recommended. Eric Soifer suggested creating a design language or guidelines for ADR projects to ensure uniform style and details. The downside of reviewing detailed plans is that applicants may be wed to a fully detailed and engineered design and less likely to revise it. There was concern with projects that revise after ADR and then move forward to the Council with completely different plans that have not been reviewed by ADR. In this case, staff may review revised plans with one or two members.

7. ADR discussion regarding Town Hall landscape improvements, including railings, signs and lighting

Dan Winey indicated that Ross Property Owner Association is willing to consider helping the Town with some of the improvements based on ADR's priorities, design ideas, and a cost estimate. He offered to prepare a drawing to review with ADR. The ADR would like to consider prioritizing projects and make a recommendation to the Council. Some members noted the Town Hall improvements do not reflect the quality the Town expects of applicants. The following public improvements were suggested:

- **Handrail Detail - Town Hall -**
 - The ADR would like the new handrail to match the existing handrail.
- **Lighting - Town Hall**
 - Replace solar lights with low wattage lights.
- **Stone Detail - Town Hall**
 - ADR is concerned with the new stair and curb detail of the new hardscape. There was discussion of raising the new hardscape to match the existing elevation of the top stair, eliminating the steps.
- **Bear relocation**
 - There was discussion of relocating the Ross Bear to where the new town hall sign is located.
- **Bulletin Boards - Various Locations**
 - Various bulletin boards around town need to be rebuilt or replaced.
- **Signs - Town Hall and Down Town**
 - Town hall sign. Directional signs. Street number for Town hall.
- **Lagunitas Bridge**
 - Run electrical to the bridge for winter lights. Consider real greenery during the holidays. Consider replacing silver bolts on black metal guardrail with black bolts.
- **Bridge Globes**
 - Replace plastic globes with shatterproof glass globes.

- Hide steep post light supports and cradle globes with a simple cast concrete collar, to match the color and finish of existing concrete.
- **Bus Stops - Sir Francis Drake Blvd at Lagunitas**
 - Metal Marin Transit shelters will be installed but can be unbolted from concrete in the future and replaced. Funding recognized as an issue.

Jim Kemp asked about the status of the Town Hall landscape plan. When it was considered by ADR he said it should be appropriate for the redwood setting, like azaleas and rhododendrons. Peter Nelson indicated he expressed that concern to the Council and asked them to prioritize tree preservation over the landscaping. The Council went forward with the proposed plan with the recommendation of an arborist that indicated the landscaping would not harm the trees.

Dan Winey would like to review the design of the new Winship Bridge.

Beach Kuhl welcomed additional public input since there is generally little input from the public at meetings.

8. 38 Fernhill, New House, Pool, Guest House – *The application was withdrawn.*

9. Adjournment

The meeting adjourned at 9:30 p.m.

consultants from any claim, action, or proceeding against the Town, its boards, commissions, agents, officers, employees, and consultants attacking or seeking to set aside, declare void, or annul the approval(s) of the project or because of any claimed liability based upon or caused by the approval of the project. The Town shall promptly notify the applicants and/or owners of any such claim, action, or proceeding, tendering the defense to the applicants and/or owners. The Town shall assist in the defense; however, nothing contained in this condition shall prohibit the Town from participating in the defense of any such claim, action, or proceeding so long as the Town agrees to bear its own attorney's fees and costs and participates in the defense in good faith.

- 18. Variance No. 1567 and Design Review No. 471**
Trisha and Eric Ashworth, 83 Laurel Grove Avenue, A.P. No. 72-092-03, R-1:B-A (Single Family Residence, One Acre Minimum.) Variance and design review to allow the following: 1.) construction of a 470 square foot two-car detached garage on the foundation of a previously-existing garage; and 2.) construction of a 200 square foot shop structure on the foundation of a previously-existing accessory structure within the north side yard setback (25 feet required, 20 feet proposed.)

Lot area	96,570 square feet	
Existing Floor Area Ratio	3.8%	
Proposed Floor Area Ratio	4.5%	(15% permitted)
Existing Lot Coverage	2.2%	
Proposed Lot Coverage	2.9%	(15% permitted)

Gary Broad, Town Manager, summarized the staff report and recommended that the Council approve the application subject to the findings and conditions in the staff report.

Mayor Byrnes opened the public hearing on this item, and seeing no one wishing to speak, he closed the public hearing and brought the matter back to Council for action.

Mayor Byrnes asked for a motion.

Mayor Byrnes moved and Council Member Hunter seconded, to approve the application with one condition that the color of the shingles and roof match the house. Motion carried unanimously by Council.

Conditions

- 1. The colors and materials of the proposed structures must match those of the main residence and are subject to the review and approval of the Planning Department.*
- 2. Prior to the issuance of a building permit, evidence that the lot line adjustment approved by the Town Council in 1989 has been recorded shall be submitted for the review and approval of the Planning Department.*
- 3. Prior to the issuance of a building permit, revised garage and shop elevations shall be submitted for the review and approval of the Planning Department. Submitted elevations shall incorporate revised windows which are both smaller than those*

proposed in submitted plans and in better keeping with the fenestration of the main residence.

4. **ALL WINDOWS MUST SUBSTANTIALLY RESEMBLE REAL WOOD TRUE DIVIDED LIGHT WINDOWS AND ARE SUBJECT TO PLANNING DEPARTMENT APPROVAL PRIOR TO THE ISSUANCE OF A BUILDING PERMIT.**
5. Prior to the issuance of a building permit a landscape plan focused on screening the proposed garage and shop from off-site vantage points shall be submitted for the review and approval of the Planning Department. To the greatest extent possible, the submitted plan shall incorporate native plants.
6. No new hardscape, nor any other site work, is allowed between the accessory structures proposed here and the adjacent watercourse excepting those areas where a setback of at least 25 feet from the top-of-bank of the watercourse can be maintained.
7. **THE GARAGE APPROVED HERE MEETS THE ZONING REQUIREMENT FOR TWO COVERED PARKING SPACES. AS SUCH, IT MUST BE USED FOR AUTOMOTIVE PARKING AND CAN NOT BE CONVERTED TO ANY OTHER USE.**
8. **ANY PERSON ENGAGING IN BUSINESS WITHIN THE TOWN OF ROSS MUST FIRST OBTAIN A BUSINESS LICENSE FROM THE TOWN AND PAY THE BUSINESS LICENSE FEE.** Prior to the issuance of a building permit, the owner or general contractor shall submit a complete list of contractors, subcontractors, architects, engineers and any other people providing project services within the Town, including names, addresses and phone numbers. All such people shall file for a business license. A final list shall be submitted to the Town prior to project final.
9. Any exterior lighting shall not create glare, hazard or annoyance to adjacent property owners. Lighting shall be shielded and directed downward.
10. This project shall comply with the following requirements of the Department of Public Safety: 1.) The property must be cleared of all dead or dying flammable materials; and 2.) A local alarm is required.
11. Any portable toilets shall be placed off of the street and out of public view. Project development shall comply with the requirements of the Ross Valley Sanitary District.
12. This project is subject to the conditions of the Town of Ross Construction Completion Ordinance. If construction is not completed by the construction completion date provided for in that ordinance, the owner will be subject to automatic penalties with no further notice.
13. **NO CHANGES FROM THE APPROVED PLANS SHALL BE PERMITTED WITHOUT PRIOR TOWN APPROVAL.** Red-lined plans showing any proposed changes shall be submitted to the Town Planner prior to the issuance of any building permits.
14. **FAILURE TO SECURE REQUIRED BUILDING PERMITS AND/OR BEGIN CONSTRUCTION BY OCTOBER 19, 2006 WILL CAUSE THE APPROVAL TO LAPSE WITHOUT FURTHER NOTICE.**
15. The project owners and contractors shall be responsible for maintaining all roadways and right-of-ways free of their construction-related debris. All construction debris, including dirt and mud, shall be cleaned and cleared immediately.
16. The Town Council reserves the right to require additional landscape screening for up to two (2) years from project final.

17. The applicants and/or owners shall defend, indemnify, and hold the Town harmless along with its boards, commissions, agents, officers, employees, and consultants from any claim, action, or proceeding against the Town, its boards, commissions, agents, officers, employees, and consultants attacking or seeking to set aside, declare void, or annul the approval(s) of the project or because of any claimed liability based upon or caused by the approval of the project. The Town shall promptly notify the applicants and/or owners of any such claim, action, or proceeding, tendering the defense to the applicants and/or owners. The Town shall assist in the defense; however, nothing contained in this condition shall prohibit the Town from participating in the defense of any such claim, action, or proceeding so long as the Town agrees to bear its own attorney's fees and costs and participates in the defense in good faith.

19. Variance No. 1568 and Design Review No. 472

Noah Berry, 51 Sir Francis Drake, A.P. No. 73-161-25, R-1:B-20 (Single Family Residence, 20,000 Square Foot Minimum.) Variance and design review to allow the following: 1.) replacement of an existing solid wood fence with a new 6 foot tall solid wood fence on the front yard property line adjacent to Sir Francis Drake Boulevard and running west from the front yard property line to the southeast corner of the residence; 2.) construction of a new 6 foot tall solid wood fence running along the front yard property line adjacent to Sir Francis Drake Boulevard for a distance of 50 feet beginning at the property's southeast corner; 3.) replacement of an existing gravel drive with a new asphalt drive and parking pad within the front yard setback (25 feet required, 0 feet proposed); and 4.) installation of a new steel garage door to convert the existing carport into a garage within the front yard setback (25 feet required, 21 feet proposed.)

The existing residence is nonconforming in front and side yard setbacks. The existing carport is nonconforming in front yard setback.

Gary Broad, Town Manager, summarized the staff report and recommended that the Council approve the application subject to the findings and conditions of approval included in the staff report.

Mayor Byrnes asked staff the distance of the fence to the pavement on Sir Francis Drake to the eastern end. Associate Planner Cahill responded that it is 6.5 feet.

Noah Berry, applicant, explained that they are replacing an existing grape stake fence, not constructing a new fence. He expressed concern for a 3- to 5-foot setback for further installation of landscaping, which would be inconsistent with the neighbor's fence and would deprive him use of the front yard. He then provided photographs depicting the landscaping and his neighbor's fence for their consideration.

Mayor Byrnes opened the public hearing on this item.

Tim Coffin, neighbor, agreed that adding an additional setback to the fence would provide a visual disruption in the line that is currently present. He further had no objection to the project.

July 13, 1989

pass with Mayor Brekhus and Councilwoman Flemming voting against.

Mr. Wais asked if the item could be continued to the August meeting when a full Council would be in attendance.

After consideration, Mayor Brekhus moved that this item be continued to the August meeting. This was seconded by Councilwoman Flemming and passed with three affirmative votes. Councilman Barry voted against.

20.

Lot Line Adjustment - Leroy Page, 83 Laurel Grove, AP No. 72-092-03, Acre Zone. Request is to allow a Lot Line Adjustment between the lands of Page, AP #72-092-03, and lands of Morrissey, AP #72-092-09. The proposed exchange of 1275 square feet of land will bring the applicant's carport within his property lines, and allow for the required setback.

Councilman Barry moved approval, seconded by Councilwoman Flemming and passed unanimously.

21.

Review of Use Permit No. 112 Granted July 14, 1988, to Bernard and Susan Alpert, AP #73-181-21, 12 Upper Ames, Ross, Acre Zone. This Use Permit was granted for the construction and use of a 1284 sq. ft. guest/pool house. Additional construction which was approved but did not require variances nor use permits included the construction of 586 sq. ft. addition to the house. The approved plan called for removal of a 720 sq. ft. barn and 980 sq. ft. deck. A landscaping plan which included a pool, terraces, fences, and plantings was also approved.

Lot Area	59,677 sq. ft.
Present Lot Coverage	8.4%
Proposed Lot Coverage	7.6%
Present Floor Area Ratio	10%
Proposed Floor Area Ratio	10.3%
(15% allowed)	

Mayor Brekhus explained that the issue before the Council was to determine whether the use permit should be continued or revoked based on the findings whether use would be detrimental to the public welfare.

George Girvin, architect for Doctor Alpert, explained that they had been under construction for six weeks. He stated that the lower three eucalyptus trees could be removed and they would be evaluating the removal of the three upper trees. Adjoining neighbor, Mr. Robert Luckiesh, explained that when the original plans were presented to him, he understood that all six trees would be removed so that adequate screening trees and shrubs could be planted between the two properties. He said he did not see the plans that demonstrated the trees would be selectively removed.

Mrs. Patrick Simonelli of Upper Ames Avenue disagreed with Mr. Luckiesh and said she was outraged at his request.

Mr. Luckiesh said he could not grow any effective planting unless the trees were removed and he felt the proposed black

03 LAUREL GROVE AVE



Town of Ross

Planning Department

Post Office Box 320, Ross, CA 94957

Phone (415) 453-1453, Ext. 121 Fax (415) 453-1950

Web www.townofross.org Email esemonian@townofross.org

Staff Use Only

Rec'd Date: _____

Fees Paid: _____

~~ADVISORY DESIGN REVIEW GROUP APPLICATION~~

CONTACT INFO.

Parcel Address 83 Laurel Grove Avenues, Ross, CA

Assessor's Parcel Number 072-092-16

Owner(s) of Parcel John and Kary Chendo

Mailing Address (PO Box in Ross) PO Box 803

City Ross State CA ZIP 94957

Day Phone 415-955-4758 Evening Phone 415-999-4830

Email john.chendo@gmail.com / kchendo@gmail.com

Architect (Or applicant if not owner) Charles Theobald

Mailing Address 248 Bolinas Road

City Fairfax State CA ZIP 94930

Phone 415-637-7428

Email star7arch@gmail.com

Existing and Proposed Conditions

Gross Lot Size	<u>98,881</u> sq. ft.	Lot Area	<u>98,881</u> sq. ft.
Existing Lot Coverage	<u>3,175</u> sq. ft.	Proposed Lot Coverage	<u>4232</u> sq. ft.
Existing Floor Area	<u>4292</u> sq. ft.	Proposed Floor Area	<u>5424</u> sq. ft.
Existing Lot Coverage	<u>3.2%</u> %	Proposed Lot Coverage	<u>4.3%</u> %
Existing Floor Area Ratio	<u>4.3%</u> %	Proposed Floor Area Ratio	<u>5.5%</u> %
Coverage Removed	<u>120</u> sq. ft.	Coverage Added	<u>1177</u> sq. ft.
Floor Area Removed	<u>85</u> sq. ft.	Floor Area Added	<u>658</u> sq. ft.
Net Change- Coverage	<u>1057</u> sq. ft.	Net Change- Floor Area	<u>573</u> sq. ft.
Existing Impervious Areas	<u>13844</u> sq. ft.	Proposed Impervious Areas	<u>13844</u> sq. ft.
Existing Impervious Areas	<u>14%</u> %	Proposed Impervious Areas	<u>14%</u> %

see plans



Alternative Materials and Methods Report

83 Laurel Grove Avenue
Ross, CA

Prepared for:
John Chendo
83 Laurel Grove Avenue
Ross, CA

March 19, 2015

Introduction

This Alternative Materials and Methods Report (AMMR) was prepared for submission to the Ross Valley Fire Department as allowed by Section 104.9 of the 2013 California Fire Code (CFC). Under the current conditions, the fire department access to the buildings on the property is limited, and not in compliance with the requirements of CFC Section 503. This report describes an alternative method that was discussed with the Ross Valley Fire Department during a site visit on February 17, 2015.

Description of the Property, Fire Apparatus Access, and Water Supply Access

83 Laurel Grove Avenue is an existing single-family dwelling that is scheduled for renovation and remodeling. The existing garage will not be renovated or remodeled as part of this construction.

Access to the building is via a hard surface driveway with an entrance on Laurel Grove Avenue. Portions of the driveway are narrower than 14 feet that restricts fire department apparatus access to the house and detached garage. In addition, the distance from the point where access is limited to all portions of the building exceeds 150 feet.

A fire hydrant is located on Laurel Grove Avenue in front of the adjacent property (81 Laurel Grove Avenue). The distance from the hydrant to the entrance to the property driveway is approximately 75 feet.

Fire Code Requirement for Fire Department Access

Section 503 of the California Fire Code addresses the requirement for fire apparatus access road(s). The fire access road shall be extended to a point where all portions of the first floor of the building are within 150 feet of the road (503.1.1). There is an exception to this requirement that must conform to three criteria. The exception allows the local fire code official to increase the 150 foot distance. It should be noted that the use of the increase is a decision of the fire code official and is not automatically granted based upon compliance with the three criteria.

1. The building must be equipped throughout with an approved automatic sprinkler system (Section 903.3.1.3).
2. The fire apparatus road cannot be installed because of topography, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
3. There are two or less Group R-3 or U occupancies on the property.

Justification for the Alternative Method

The residence at 83 Laurel Grove Avenue is an existing structure where the fire apparatus access was acceptable at the time of the original construction. If the building were to remain as is, compliance with the current fire access requirements of the fire code would not apply. With the proposed renovation project, the latest version of the fire code, as modified by the Ross Valley Fire Department would apply to the project. As such, the distance from the fire apparatus location to all portions the building would not meet the 150-foot limitation indicated in the CFC Section 503. To meet that limitation, a new driveway would be necessary. Due to topographical issues, this is not feasible. The new driveway would still have an incline that is not acceptable for fire apparatus use.

The exception to CFC Section 503 is applicable. The local fire official may authorize an increased distance, to any length, the official deems reasonable. To assist the fire department with a granted increase in length, the property owner will relocate the gate and supporting mechanisms to provide a larger opening at the gate pillars. The road and clear space of the lower driveway will be widened to provide a minimum 14-foot clear space with a 12-foot wide hard surface road. New stairs will be installed to provide fire fighters easier access to the upper portion of the driveway (and a shorter travel distance versus following the path of the driveway). An NFPA 13R sprinkler system with additional coverage of the attic and crawl space will be installed.

Opinion and Recommendation

It is the opinion of ESH Consultants that the above noted changes will provide reasonable access to the building by the fire department. In addition, the installation of the NFPA 13R sprinkler system will provide a higher degree of life safety and potential reduction in fire spread. The installation of the sprinkler system will result in a better life safety situation than the current design.

ESH Consultants recommends that the Ross Valley Fire Department approve this AMMR request.



Prepared by: Elliot L. Gittleman, PE
Fire Protection Engineer
CA registration FP 1341, Exp. 9/30/2016

Rob Bastianon
Fire inspector
Ross Valley Fire Department
777 San Anselmo Ave.
San Anselmo, CA 94960

4-9-15

RE: Vegetation Management Plan for the Town of Ross, Design Review.

Project location:
83 Laurel Grove Rd.
Ross, CA

This parcel is currently under San Anselmo planning department's design review. This Vegetation Management Plan outlines the steps to be taken as part of the project construction, as well as regular maintenances, to insure that the parcel adheres to the requirements of the Fire Protection Standard 220 as adopted and defined by the Ross Valley Fire Department for Wildland-Urban Interface areas.

Vegetation Management Plan

Preconstruction and on-going maintenance

Prior to construction, all scrub-growth and flammable leaf litter will be removed from the construction area within a 100' radius. Existing vegetation will be pruned to eliminate all dead growth and prune any limbs that may exist lower than 6' on trees taller than 18'. This distance is to be maintained through regular, quarterly, landscape maintenance. All tree limbs lower than 15' that exist above any road or driveway are to be eliminated and this condition is to be maintained. All vegetation within 10 feet of roadways is to be trimmed and maintained for defensible space. Trees will be planted so that a separation of 10 feet will be maintained between crowns at maturity. Plantings within the Defensible Space Zone shall be spaced so that shrubs are to be clumped into islands no greater than 18 feet in diameter. The distance between such clumps is to be no less than two times the crown height of the plantings. Regular, quarterly, landscape maintenance is to insure that these parameters are maintained. All shrubs shall be spaced so that no continuity exists between ground fuels and tree crowns.

To the best of our knowledge, no plants listed on the Ross Valley Fire Department's "Fire prone species" list exist on the site.

Proposed landscape plantings

The remodeled landscape will maintain existing garden plantings where possible as well as transplant existing plantings and introduce new ornamental plants and screen plantings to augment the beauty and usefulness of this private property.

The landscape planting list will be developed through careful consideration of the "Fire Scape" list provided by the University of California Cooperative Extension's Brochure "Pyrophytic vs. Fire Resistant Plants" (Hortscript, February 1996). Additional criteria for plant selection have been the existing site conditions, wise-water plant choices, drought tolerance, and aesthetic considerations. The plantings are to be irrigated with an automatic irrigation system to insure adequate soil and plant moisture. The planting areas will be mulched using a chipped bark. No "Monkey Hair" will be used.

Primary landscape screening will be made up of *Arbutus unedo* and *Myrica californica*. Both *Arbutus unedo* and *Myrica californica* are species listed in the above referenced brochure, "Pyrophytic vs. Fire Resistant Plants" under either "Firescape Plant Selection" and/or "Fire-resistant Privacy Screen Plants." *Myrica californica* is also a California natives and offer the wildlife benefits associated with native plants.

Hazard Assessment Matrix

The following calculations have been made regarding the Hazard Assessment Matrix for the project:

Aspect	SW	5
Slope	21-30%	6
Fuel 0-30	Specimen Garden	1
Fuel 31-100	Pyrophoric Hardwods	4
Total hazard points		16

This hazard number denotes a Defensible Space Zone (DSZ) of 50'X50'X50'X100'.

Please consider the solution described herein to accommodate the desires of the town, the neighbors, the owner and foremost, the necessary fire safety of the area.

If you have any questions, please feel free contact me.

Sincerely,

Scott Tseckares
(415) 847-6124 (mobile)



Ross Valley Sanitary District

2960 Kerner Blvd., San Rafael, CA 94901
Tel. (415)259-2949 Fax (415)460-2149

Feb 26, 2015

Elise Semonian, Senior Planner
Town of Ross
PO Box 320
Ross, CA 94957

SUBJECT: 83 LAUREL GROVE AVENUE, ROSS; APN: 072-292-16

Dear Ms. Semonian:

We are in receipt of your transmittal letter received Feb 13, 2015 concerning the above-referenced project. **The District requires that, prior to the issuance of a building permit, the property owner contact the District and apply for a District permit.**

Sanitary District No. 1 will place a hold on said property once the building permit is issued. This hold prevents the new building from being released for occupancy until the District's permit and sewer requirements are fulfilled. It is the owner's responsibility to obtain a sewer connection permit from this office and meet all District requirements pertaining to the private side sewer/lateral.

In addition, please see the attached Section 610 from our Sanitary Code with respect to Swimming Pools.

Requirements for discharge of contents of a swimming pool into our sanitary sewer system include the following:

- Permit and inspection. (See attached. The \$250 permit fee for inspection will apply for discharging contents of a swimming pool.)
- Compliance with the Sanitary Code and District Standard Specifications and Drawings.
- Pipe not larger than two inches.
- Head not to exceed 20 feet.
- Discharge rate for pumping not to exceed 100 gpm.
- Equipped with separator to preclude any possibility of backflow of sewage.
- No surface or subsurface drainage, rainwater, stormwater, etc. shall be permitted to enter any sanitary sewer by any device or method whatsoever.

Please note, the District will only allow temporary discharges of contents of swimming pools. No permanent connections for discharge to the sanitary sewer system will be acceptable.

Board Members:

Thomas Gaffney, President
Michael Boorstein, Secretary
Mary Sylla, Treasurer
Pamela Meigs
Frank Egger

General Manager:

Greg Norby

Serving the Communities of:

<i>Fairfax</i>	<i>Larkspur</i>
<i>Greenbrae</i>	<i>Ross</i>
<i>Kentfield</i>	<i>San Anselmo</i>
<i>Kent Woodlands</i>	<i>Sleepy Hollow</i>

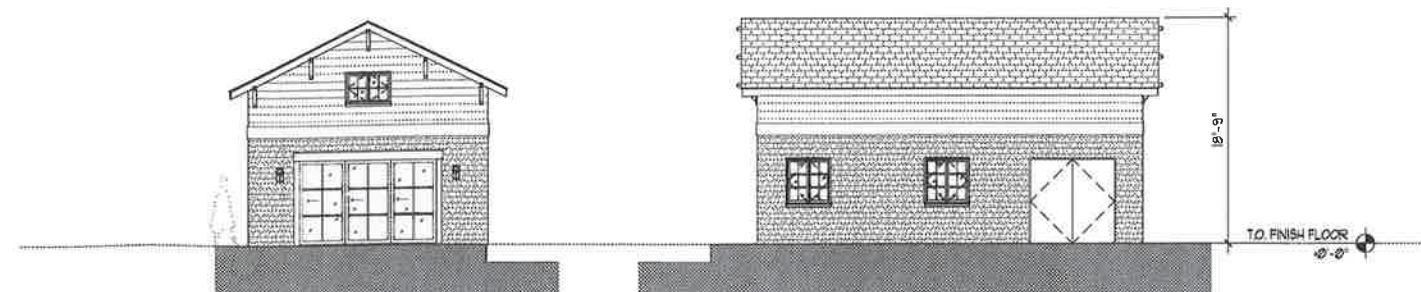
If you need further information regarding this matter, please contact the office.

Sincerely,

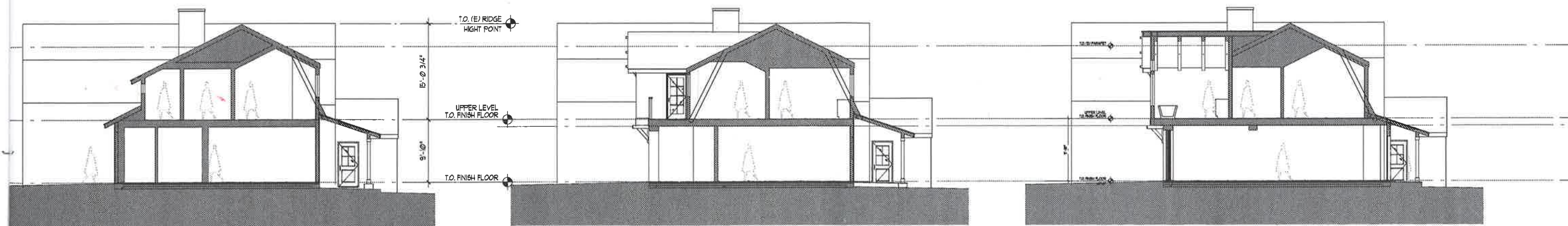
A handwritten signature in blue ink, reading "Randall Y. Ishii". The signature is written in a cursive style with a horizontal line underneath the name.

Randell Y. Ishii, M.S., P.E.
District Engineer

ADR
PLAN



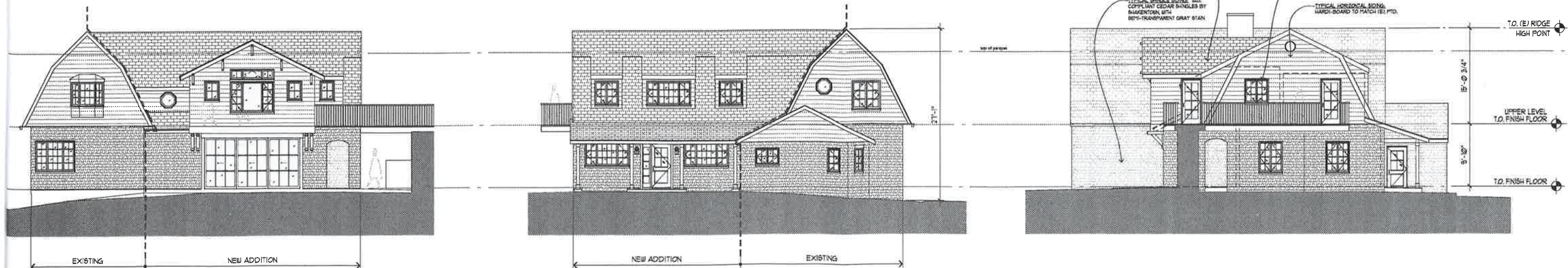
7 POOL HOUSE ELEVATION
A3.1 1/8" = 1'-0"



6 BUILDING SECTION C
A3.1 1/8" = 1'-0"

5 BUILDING SECTION B
A3.1 1/8" = 1'-0"

4 BUILDING SECTION A
A3.1 1/8" = 1'-0"



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Fair
415-6

Chendo Residence

DATE

PRO
ELEV.