



## AGENDA

Meeting of the Ross  
Advisory Design Review (ADR) Group  
May 21, 2024 at 6:00 PM

Town Hall  
31 Sir Francis Drake Boulevard  
Ross, CA 94957

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

Join Zoom Meeting: <https://us02web.zoom.us/j/88984479108> or  
Call +1 (669) 444-9171 and enter Meeting ID: 88984479108#

Submit public comment remotely by:

1. Emailing [designreview@townofross.org](mailto:designreview@townofross.org) prior to the meeting; or
2. Selecting the "Raise Hand" icon in the Zoom meeting or pressing \*9 if calling in to the meeting. Comments shall be limited to 3 minutes.

**1. Commencement. Call to Order.**

**2. Open Time for Public Comments.**

Limit 3 minutes per speaker for items not on tonight's agenda.

**3. Approval of Minutes.** 

Meeting on April 16, 2024

**4. Planning Projects/Applications.**

- a. **Property Address:** 9 Thomas Court   
**Property Owner:** Leland and Kristin Clemons  
**Applicant:** Jochum Architects  
**Parcel Number:** 073-232-36  
**Zoning:** R-1: B-10

**General Plan:** ML (Medium Low Density)  
**Flood Zone:** X (Moderate Risk)

**Project Summary:** The applicant requests a recommendation to the Town Council for Design Review, and a Demolition Permit. The project includes removing the existing board lap siding and replacing it with cedar shingles with wood trim. The project also proposes to replace the existing windows with new insulated windows, and a new garage door. A demolition permit is required to alter more than twenty-five percent of the exterior wall coverings of a residence.

**b. Property Address:** 40 Upper Road [📍](#)  
**Property Owner:** Pamela Sher  
**Applicant:** Hsiaochien Chuang  
**Parcel Number:** 073-071-08  
**Zoning:** R-1:B-A  
**General Plan:** VL (Very Low Density)  
**Flood Zone:** X (Moderate Risk)

**Project Summary:** The applicant requests a recommendation to the Town Council for Design Review, a Hillside Lot Permit, and a Variance. The project proposes to rehabilitate the existing side yard landscaping to include a new infinity swimming pool, raised wooden deck, pool equipment enclosure, terraced patios and stairs, retaining walls, plantings for screening, and exterior light fixtures. A variance is required to construct the new pool, wooden deck and retaining walls over 6-feet within the side yard setback.

**c. Property Address:** 51 Sir Francis Drake [📍](#)  
**Property Owner:** Noah Berry  
**Applicant:** James Coy Architect  
**Parcel Number:** 073-161-25  
**Zoning:** R-1:B-20  
**General Plan:** L (Low Density)  
**Flood Zone:** AE (Floodway)

**Project Summary:** The applicant requests a recommendation to the Town Council for Design Review. The project includes an interior renovation and a new rear addition to the existing 1,734 square-foot home. The project proposes to add a new laundry room, bedroom, and primary bedroom suite with a total of 632 square-feet of new floor area. Design Review is required for additions exceeding two hundred square feet of new floor area. All exterior materials for the rear addition will match the existing house.

**5. Conceptual Advisory Design Review (No items)**

**6. Information, Discussion and New Agenda Items.**

**7. Adjournment.**

**Next scheduled regular meeting date and time: June 11, 2024, at 6:00 PM.**

*Staff reports and project plans are available for review at the Town of Ross website at [www.townofross.org/meetings](http://www.townofross.org/meetings). The ADR Group invites interested parties to submit written comments in advance of the meeting. Written comments may be submitted via email to [designreview@townofross.org](mailto:designreview@townofross.org). Comments received by the ADR Group are public record.*

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (415) 453-1453, extension 105 or [cmartel@townofross.org](mailto:cmartel@townofross.org). Notification at least 48 hours prior to the meeting will enable the town to make reasonable accommodation to help insure accessibility to this meeting.*