



**Staff Report**

**Date:** September 8, 2016

**To:** Mayor Kathleen Hoertkorn and Council Members

**From:** Heidi Scoble, Planning Manager

**Subject:** Kalafatas Demolition Permit, Design Review, Nonconformity Permit, Use Permit, and Tree Permit at 20 Glenwood Avenue, File No. 2016-034

**Recommendation**

Town Council approval of Resolution 1967 conditionally approving a Demolition Permit, Design Review, a Nonconformity Permit, a Use Permit, and a Tree Permit to allow the remodel and structural alterations to an existing legal nonconforming single family residence, the demolition of two sheds and guest house, and the new construction of a two-story guest house/cabana, in addition to on-site landscape and hardscape improvements, such as the re-grading of the site, the relocation of the existing swimming pool, the removal of two trees, and the installation of new landscaping at 20 Glenwood Avenue, APN 073-131-17.

**Project Summary**

Owner: Hildene VT, LLC  
 Design Professional: Ken Linsteadt Architects  
 Location: 20 Glenwood Avenue  
 A.P. Number: 073-131-17  
 Zoning: R1-BA (Single Family Residence, 1 acre minimum lot size)  
 General Plan: Very Low Density (.1-1/Acre)  
 Flood Zone: Zone X (outside of 1-percent annual chance floodplain)

PROJECT DATA			
	Zoning Requirements	Existing	Proposed
Lot Area	1 Acre	87,848 square feet	No change
Floor Area (FAR)	15%	12,616 sq. ft. (14.4%)	12,417 sq. ft. (14.1%)
Lot Coverage	15%	7,678 sq. ft. (8.7%)	6,515 sq. ft. (7.3%)
Impervious Surface		25,194 sq. ft. (28.6%)	23,895 sq. ft. (27.2%)

## **Project Description**

The applicant is requesting a Demolition Permit, Design Review, a Nonconformity Permit, a Use Permit, and a Tree Permit to allow for the remodel of an existing single family residence that would include the demolition of a previously approved 1,844 square foot addition, the interior remodel of the residence, and structural alterations to the existing roof structure. The existing residence is considered to be a legal nonconforming three-story building and have a legal nonconforming roof height as the roof height exceeds the 30-foot maximum height limitations. Although the project would include structural alterations to the legal nonconforming three story residence, including a minor expansion of the roofline (similar to the project at 100 Winding Way), the modifications to the residence would not increase the existing roof height of the residence.

The project would also include the demolition of a 53 square foot mechanical shed, a 289 square foot non-habitable pool equipment shed, and a 532 square foot guest cottage, in addition to the new construction of a 2,227 square foot two-story guest house/cabana. The guest house would include two bedrooms, two bathrooms, a kitchen, a gym, and a pool cabana. Other site improvements would include the demolition and new construction of the swimming pool and pool deck, as well as landscape and hardscape improvements. The Tree Removal Permit would allow the removal of two Redwood (34 inch and 26 inch) trees.

The proposed improvements require the following permits.

- **A Demolition Permit is required pursuant to Ross Municipal Code (RMC) Section 18.50.020** because the project would result in demolition of more than 25% of existing walls and exterior wall coverings of the main residence, in addition to the demolition of the existing detached shed and guest house.
- **Design Review is required pursuant to Ross Municipal Code (RMC) Section 18.41.020** because the proposed improvements would result in demolition of more than 25% of existing walls and exterior wall coverings, adding more than 200 square feet of floor area, and adding more than 1,000 square feet of new impervious surfaces.
- **A Non-Conformity Permit is required pursuant to Ross Municipal Code (RMC) Section 18.52.030** to allow for structural alterations to a nonconforming three-story residence that has a nonconforming roof height.
- **A Use Permit is required pursuant to RMC Chapter 18.16.030.b** to allow for the use of a guest house in a single family residential zoning district.
- **A Tree Removal Permit is required pursuant to Ross Municipal Code (RMC) Section 12-24.080** to allow for the removal of two significant trees (12" in diameter or greater) on improved land.

## **Background and Discussion**

The project site is known as the Buck Residence that was constructed circa 1902. Since its original construction, the residence has been significantly modified throughout the years, with the most recent substantial modification occurring in 1995. On March 10, 1994, the Town Council approved a Variance and Design Review that resulted in approval of a 4,204 square foot floor area addition, substantial interior and exterior modifications to the residence, including the creation of a three-story building and a height of 39-feet, where 30-feet is permitted. The Town Council also approved the residence to be constructed one foot into the 25-foot side yard setback.

On April 12, 1995, the Town Council approved Design Review for the construction of a 6-foot tall stone wall along the frontage of Glenwood Avenue. The project was approved to be setback a minimum of 2 feet from the property line with landscaping planted between the wall and the property line. Additionally, a condition of approval was required that landscaping shall be permanently retained between the wall and the roadway to soften the appearance of the wall. To ensure the previous approvals are adhered to, condition of approval 7 has been added to the resolution to require the applicant to submit a final landscape plan prior to issuance of any grading or building permit that shows the planting of landscaping to soften the appearance of the wall.

The site has an average slope of approximately 13.3% and access to the site is from Glenwood Avenue. Including the basement, the existing height of the residence is approximately 45-feet tall at its highest point.

## **Advisory Design Group Review**

On June 28, 2016, the Advisory Design Review (ADR) Group conducted Conceptual Design Review. The ADR Group members unanimously supported the project based on the improved design of the residence and designing a project that is in keeping with the mass and scale of the site. The ADR Group provided a recommendation to approve the project and requested the project applicants to consider the following:

- Consider incorporating a stone base along the north elevation to reduce the weight and tall appearance of the cabana.
- Consider incorporating renewable resources into the project.
- Consider alternatives to paving.
- Consider reducing the height of the cabana.

The ADR Group also requested that the formal submittal of the project include a preliminary grading plan, a construction management and traffic plan that identifies construction impacts, and providing information on how many haul trips it would take to accommodate the project grading.

The ADR Group also stated that they supported the Nonconformity Permit to allow the continuation of the legal nonconforming roof line along the north elevation.

Since the ADR Group meeting, the project has been redesigned to incorporate the ADR Group comments as follows:

1. Added a 36-inch high stone base on the east and north elevations of the guest house.
2. Considering at the building permit level to explore solar thermal and/or solar electric panels mounted to the main residence, installation of high efficiency mechanical and HVAC systems, installation of a rain water collection system, installation of a grey-water system, and the drilling of an on-site well for landscape irrigation.
3. The project has been designed with a stormwater detention basin system consistent with the Marin County Stormwater Pollution Prevention Program to ensure no net increase in run-off from the site.
4. The overall height of the guest house has been reduced by 18 inches. Trellises have also been added to the guest house east elevations to break up the mass and appearance of the building. Furthermore, the stone base to be installed would also break up the mass and bulk appearance of the building.

### **Key Issues**

#### ***Design Review***

The overall purpose of Design Review is to provide excellence in design consistent with the same quality of the existing development, to preserve and enhance the historical “small town,” low-density character and identity that is unique to the Town of Ross, to discourage the development of individual buildings which dominate the townscape or attract attention through color, mass or inappropriate architectural expression, and to upgrade the appearance, quality and condition of existing improvements in conjunction with new development or remodeling of a site. Accordingly, pursuant to Section 18.41.100 of the Ross Municipal Code, a series of Design Review criteria and standards have been developed to guide development.

The applicant has stated that the purpose and intent of the design is to return the residence and the property to its original character and charm by simplifying the architectural lines and reducing the overall massing and footprint. The new design would provide a more expansive open landscape area along Ross Creek by consolidating the structures to the center of the lot while enriching the existing mature landscaping by stitching in new layers of plantings. The proposed location of the guest house is also in keeping with the concept of creating an expansive landscape area by moving and clustering the guest house so that it is in closer proximity of the main residence and pool.

In reviewing the project, the following design review criteria and standards are most relevant to the project:

1. 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. When nonconforming floor area is proposed to be retained with site redevelopment, the Council may consider the volume and mass of the replacement floor area and limit the volume and mass where necessary to meet the intent of these standards.

2. 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.
3. 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.
4. 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.
5. Soft and muted colors in the earthtone and woodtone range are preferred and generally should predominate.
6. 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.

Upon review of the project, and as supported by the ADR Group, staff suggests the project is consistent with the Design review criteria and standards as follows:

1. The project would maintain the bucolic appearance of the grounds and appearance to neighboring properties.
2. The project would reduce the mass and scale of the main residence by demolishing a circa 1995 addition that was constructed onto the main residence. The project would demolish the existing detached guest cottage and relocate and construct a new guest house closer to the main residence and swimming pool in order to create a wider landscaped buffer between the neighboring properties.
3. The exterior modifications to the main residence would be in keeping with the architectural style and materials of the existing residence.
4. The guest house would be cut into the site reducing its overall building mass, bulk, and height by taking advantage of the naturally sloping site.
5. The guest house is designed to be accessory to the main residence and grounds relative to the conditions of the existing project site.
6. The guest house is designed with sufficient architectural articulation to avoid the appearance of being excessively large and/or out of character with the site.

7. The project is designed within high quality, long lasting materials and colors, such as stone, cedar board and batten siding, and copper chimney covers, gutters and downspouts, that would blend into the site and further minimize the visual impacts of the project.
8. The project would maintain its previously approved driveway access and circulation.
9. The project would be sufficiently setback from any creeks and drainage ways to ensure protection of any natural resource area of the riparian area.
10. The project would not reduce the Town's housing stock.

In summary and as supported above, staff suggests the project is consistent with the intent of the Town's Design Review criteria, standards, findings, and conditions of approval.

### ***Nonconformity Permit***

The applicant is requesting a Nonconformity permit to allow the continuance of a three story residence and to allow the project to maintain its existing roof height. In order for a Nonconformity Permit to be approved, the project must be determined to be consistent with the findings in Section 18.52.040(f).

As depicted in the proposed elevation shown on Sheets A3.10, A3.11, A3.12, and A3.13, the applicant is proposing a redesign of the roof structure and a remodel of the existing third floor. Although the project would maintain the existing roof height of the residence, through the Nonconformity Permit request, the applicant is proposing to modify the roof lines to create consistency in design, as well as creating consistent internal ceiling heights. The roof modifications would occur entirely within the footprint of the existing residence and would be consistent with the design review criteria and standards. Staff suggests the Nonconformity Permit findings can be achieved as the project would meet the intent and purpose of the regulations as follows:

1. The project positively affects the historical, architectural, cultural and aesthetic value of the main residence by designing a project that would be more in keeping with the character of the original architectural design and massing of the original residence.
2. The project's nonconforming roof extension within the footprint of the main residence would not be visible from any public vantage points (similar to the criteria used to support the nonconforming roof extension for 100 Winding Way).
3. The project would be in keeping with the Design review criteria and standards as described in the Design Review section of the staff report.
4. The project would not exceed the maximum floor area allowed for the R1-BA zoning district.
5. The project would be required to comply with the Town's Municipal Code and California Building Code to ensure the public health, safety, and welfare to properties or improvements in the vicinity.
6. The project is located within a flood zone and therefore not required to comply with the Town's Flood Damage Prevention regulations of Chapter 15.36.
7. The project is designed with adequate on-site parking.

### ***Guest house***

A guest house is a conditionally permitted use within a single family residential zoning district. Although a guest house may have the appearance of a second residential unit, the difference between the two is that a guest house may only be used by family members/guests of the main residence and may not be rented pursuant to Section 18.12.170 of the Ross Municipal Code.

A Use Permit is required for the construction of a guest house. In order to grant a Use Permit for the guest house, the Town Council must find that the guest house would not be detrimental to the health, safety, morals, comfort, convenience, or general welfare of persons residing or working in the neighborhood of the use and will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in the neighborhood. Additionally, in granting the Use Permit, the Town Council may impose conditions of approval to ensure the protection to the public welfare and property or improvements.

The project would include the demolition of an existing guest house and the new construction of a guest house/cabana. An issue that needs to be addressed is whether the Town should allow the kitchen to be installed as proposed. The Town Council recently took action to approve a guest house at 187 Lagunitas Road (June 2016) with the provision that no kitchen facilities would be allowed. Consistent with The Town Council's past decision regarding the approval of guest houses, staff is recommending a condition of approval (number 6 of draft Resolution 1967) that would allow a small refrigerator and a wet bar (sink that would have a maximum dimension of 12 inches by 12 inches and cabinets not exceeding 6 feet in aggregate).

Another issue that needs to be addressed is whether the guest house/cabana would ever be allowed to be rented. Section 18.12.170 of the zoning regulations strictly prohibits the rental of a guest house. Staff is recommending condition of approval (number 5 of draft Resolution 1967) that would the prohibit the long term and short term rental of the guest house/cabana.

In summary, Staff suggests the findings to support the guest house/cabana can be supported as follows:

1. The new guest house would be sufficiently located to neither negatively impact surrounding neighbors relative to privacy and noise, nor create any light and air impacts with the construction of the two-story guest house.
2. A grading permit would be issued from the Department of Public Works and a building permit would be issued from the Building Department to ensure compliance with the Town's regulations and building code compliance to ensure public, health, and safety.
3. The guest house/cabana would be found to be compatible with the project site and the neighborhood as the project would be compatible with the design theme and aesthetic of the existing residence, and the overall mass and scape of the neighborhood. A condition of approval would require additional landscape screening for up to three years after the construction of the guest house to ensure the adjacent properties in the neighborhood are sufficiently screened from the guest house. The Town would only require additional

landscape screening if the contiguous neighbor can demonstrate through pre-project existing condition pictures that their privacy is being negatively impacted as a result of the project.

4. A condition of approval would require that no kitchen facilities to be approved. A small refrigerator and wet bar would be permitted.
5. A condition of approval would prohibit the short term or long term rental of the guest house/cabana.

### ***Impervious Surfaces***

The project was originally thought to have been proposing to add 9,556 square feet of new impervious surfaces as a result of changing the existing gravel driveway. However, the project Engineer, Glenn Dearth with LTD Engineering has stated that the existing driveway was constructed with a 1-inch thick pea gravel with a hard aggregate base that appears to have been treated with concrete or an additive to increase its strength, thus rendering the driveway surface impervious. As such, the project would actually lead to a decrease in impervious surfaces by approximately 1,299 square feet since the proposed asphalt material would replace the existing impervious gravel material. Therefore, the project would be consistent with the Town's Design review criteria and standard relative to maximizing permeability and a reduction in impervious surfaces by reducing the pre-existing impervious surfaces. Additionally, the project has been design with a drainage and stormwater plan to ensure the project's post-development stormwater runoff rates would be no greater than the pre-project rates as suggested by the Town's design review criteria and standards. Therefore, based on the existing conditions of the site and as designed, the project would be consistent with the intent and purpose of the Town's stormwater management policies.

### **Public Comment**

Public Notices were mailed to property owners within 500 feet of the project site. Apart from four Neighbor Acknowledgement Forms supporting the project, staff has not received comments as of the distribution of this report.

### **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 the reasonable expected cost of providing the associated services and facilities related to the development. 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. Lastly, there would be no operating or funding impacts associated with the project as the project applicant would be required to pay the necessary fees for Town staff's review of future building permit plan check and inspection fees.

### **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 Section 15301 – *additions to existing structures*, because it involves an addition to an existing single family residence and existing garage. The project is also categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guideline Section 15303(e), Class 3 – New construction or Conversion of Small Structures, because the project consists of the new construction of a detached accessory structure for a pool house. No exception set forth in Section 15301.2 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. Resolution 1967
2. Project History
3. Project plans
4. Advisory Design Review Group Minutes dated June 28, 2016
5. Geotechnical Investigation prepared by Murray Engineers Inc. dated August 2016
6. Arborist Report prepared by Urban Forestry Associates, Inc. dated June 15, 2016
7. Historic Opinion letter prepared by Mark Hulbert, Preservation Architecture, dated June 9, 2016
8. Draft Construction Management Plan dated August 20, 2016
9. Neighborhood Acknowledgement Forms/Letters of Support
  - a. 36 Glenwood Avenue
  - b. 41 Glenwood Avenue
  - c. 1 Upper Road
  - d. 2 Glenwood Avenue
  - e. 2 upper Road
  - f. 198 Lagunitas Road

# ATTACHMENT 1

## TOWN OF ROSS

### RESOLUTION NO. 1967

#### **A RESOLUTION OF THE TOWN OF ROSS APPROVING A DEMOLITION PERMIT, DESIGN REVIEW, A NONCONFORMITY PERMIT, A USE PERMIT, AND A TREE REMOVAL PERMIT TO ALLOW THE REMODEL TO AN EXISTING LEGAL NONCONFORMING THREE STORY SINGLE FAMILY RESIDENCE AND THE NEW CONTRUCTION OF A TWO-STORY GUEST HOUSE AT 20 GLENWOOD AVENUE, APN 073-131-17**

**WHEREAS**, Ken Linstead Architects, on behalf of property owner Hildene VT, LLC, has submitted an application for a Demolition Permit, Design Review, a Nonconformity Permit, a Use Permit, and a Tree Permit to allow the remodel and structural alterations to an existing legal nonconforming single family residence, the demolition of an existing shed and guest house, and the new construction of a two-story guest house/cabana, in addition to on-site landscape and hardscape improvements, such as the re-grading of the site, the relocation of the existing swimming pool, the removal of two (23 inch and 36 inch) redwood trees, and the installation of new landscaping at 20 Glenwood Avenue, APN 073-131-17; and

**WHEREAS**, the project was determined to be categorically exempt from further environmental review pursuant to the California Environmental Quality Act (CEQA) Guideline Section 15301 – *additions to existing structures*, and Section 15303, *New Construction and Conversion of Small Structures*, because the project involves an addition to an existing single family residence and new construction of a detached accessory structure where there is no potential for impacts. No exception set forth in Section 15301.2 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; and

**WHEREAS**, on September 8, 2016, the Town Council held a duly noticed public hearing to consider the proposed project; and

**WHEREAS**, the Town Council has carefully reviewed and considered the staff reports, correspondence, and other information contained in the project file, and has received public comment; and

**NOW, THEREFORE, BE IT RESOLVED** the Town Council of the Town of Ross hereby incorporates the recitals above; makes the findings set forth in Exhibit "A", and approves a Demolition Permit, Design Review, a Nonconformity Permit, a Use Permit, and Tree Permit to allow the project, subject to the Conditions of Approval attached as Exhibit "B".

The foregoing resolution was duly and regularly adopted by the Ross Town Council at its regular meeting held on the 8<sup>th</sup> day of September 2016, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Kathleen Hoertkorn, Mayor

**ATTEST:**

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Linda Lopez, Town Clerk

**EXHIBIT "A"**  
**FINDINGS**  
**20 GLENWOOD AVENUE**  
**APN 073-131-17**

**A. Findings**

**I. Demolition Permit (RMC § 18.50.060) - Approval of a Demolition Permit for removal of existing single family residence is based on the findings outlined in Ross Municipal Code Section 18.50.060 as described below:**

**a) The demolition would not remove from the neighborhood or town, nor adversely affect, a building of historical, architectural, cultural or aesthetic value. The demolition will not adversely affect nor diminish the character or qualities of the site, the neighborhood or the community.**

The Demolition Permit is required to allow the partial demolition of the existing residence and the demolition of the detached guest house, shed, and swimming pool to allow the remodel of the main residence, new construction of a two story guest house, and the regrading of the site to allow for new landscape and hardscape improvements. The remodel of the main residence would remove approximately 1,844 square feet of floor area that was associated with an addition that was approved by the Town Council in 1994. The demolition related to the project would not negatively affect the aesthetic value of the existing residence as the entire scope of the project would result in a remodel of an existing residence that would maintain a similar mass, bulk, scale, and architectural vernacular of the existing residence. Lastly, because the architecture and integrity of the existing residence has been significantly altered since its original construction in the early 1900's, therefore as referenced in the opinion of Mark Hulbert, qualified architectural historian, dated June 9, 2016, no historic resource exists.

**b) The proposed redevelopment of the site protects the attributes, integrity, historical character and design scale of the neighborhood and preserves the "small town" qualities and feeling of the town.**

The project would retain an enhanced design character, mass and bulk, and materials of the existing residence, therefore preserving the small town quality and feeling of the town. Additionally, due to the location, topography, parcel size, parcel orientation, and established vegetation adjacent to the Glenwood Avenue public right-of-way, visibility of the project site is limited from public vantage points and from adjacent properties.

**c) The project is consistent with the Ross General Plan and Zoning Ordinance.**

With the exception of the existing nonconforming height, the project is consistent with the R-1:BA zoning district. The project would eliminate an existing legal nonconforming side yard

setback by demolishing the existing guest house and reconstructing the guest house to meet the conforming setbacks requirements of the R-1:BA zoning district. The requisite findings to support the Nonconformity Permit to allow the structural alterations to the nonconforming roof height can be achieved as supported below in the Nonconformity Permit findings, therefore the project is found to be consistent with the Ross General Plan and Zoning Ordinance.

- d) The project will not, under the circumstances of the particular case, be detrimental to the health, safety or general welfare of persons residing or working in the neighborhood and will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood.**

The project would be required to comply with the Town's Building Code and Fire Code requirements, therefore ensuring the health, safety, and general welfare of the residence residing or working in the neighborhood.

**II. In accordance with Ross Municipal Code Section 18.41.070, Design Review is approved based on the following findings:**

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

The project would meet the purpose of the Design Review chapter through its high quality design and materials. The project is designed with a similar architectural style and materials of the existing residence. As the project is not readily seen from public vantage points, the project would not impact the "small town" character of the Town because the project is designed to maintain the overall mass, bulk, and style of the existing development pattern of the property and because the project site is not readily visible from any public vantage point. Additionally, the project would not impact any unique environmental resources due to the location of the project site relative to any sensitive wildlife habitat, species, and/or creeks. Lastly, the project would be designed to address drainage and stormwater and would be required to construct those improvements as part of the building permit process.

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

As supported in the Staff Report dated September 8, 2018, the project would be consistent with the design review criteria and standards relative to having a nominal impact on the existing site conditions by providing an architectural design that is consistent and compatible with the architecture, materials, and colors of the existing residence. Lastly, the project would address health and safety through the issuance of a building permit to ensure compliance with the building, public works, and fire code regulations.

- c) The project is consistent with the Ross General Plan and zoning ordinance.**

With the exception of the nonconforming height and being three stories, the scope of the

project is consistent with the allowed structures and uses that may be permitted within the Very Low Density land use designation of the General Plan and the zoning regulations. Additionally, the project findings to support the nonconforming three story residence and height can be achieved, therefore the project is found to be consistent with the Ross General Plan and Zoning Ordinance.

**III. Non-conformity Permit (RMC § 18.52.040) – Approval of a non-conformity Permit to allow reconstruction of the existing residence in its existing nonconforming location is based on the following findings:**

**a) The nonconforming structure was in existence at the time the ordinance that now prohibits the structure was passed. The structure must have been lawful when constructed.**

The Town records are unclear as to the height of the existing residence when it was originally constructed in the early 1900's. However, on March 10, 1994, the Town Council approved a significant remodel to the residence that resulted in a three-story residence and a nonconforming height of 39 feet, where 30 feet is permitted. A Variance was granted to permit the height to exceed the 30-foot requirement and to allow three stories, where only two stories are permitted. Therefore, the existing structure is consistent with this finding.

**b) The town council can make the findings required to approve any required demolition permit for the structure.**

See the demolition findings above.

**c) The project substantially conforms to relevant design review criteria and standards in Section 18.41.100.**

See the Design Review Findings above.

**d) Total floor area does not exceed the greater of: a) the total floor area of the existing conforming and/or legal nonconforming structure(s); or b) the maximum floor area permitted for the lot under current zoning regulations.**

The project is designed to be below the maximum floor area requirements for a property located in the R-1:BA zoning district.

**e) Granting the permit will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.**

The project would allow for an overall improvement to the exterior and interior improvement to the existing residence, in addition to the detached guest house and relocated swimming pool. The project would also be required to comply with the Town's Building Code and Fire

Code requirements, therefore ensuring the health, safety, and general welfare of the residence residing or working in the neighborhood.

**f) The project will comply with the Flood Damage Prevention regulations in Chapter 15.36.**

The project site is located within Zone X (outside 1-percent annual chance floodplain) flood zones. Flood insurance is not required for this property. Any improvements to the existing residence would be required to comply with applicable building codes relative to flood zones, as well as any other Federal Emergency Management Agency requirements.

**g) The fire chief has confirmed that the site has adequate access and water supply for firefighting purposes, or that the project includes alternate measures approved by the fire chief.**

The project has been reviewed by the Ross Valley Fire Department (RVFD). The RVFD has stated that the project can be approved subject to the installation of fire sprinklers, smoke detectors, and carbon monoxide detectors.

**h) The applicant has agreed in writing to the indemnification provision in Section 18.40.180.**

Indemnification requirements have been included as conditions of approval.

**i) The site has adequate parking.**

The project would provide for a minimum of 5 on-site vehicle parking spaces, where 4 parking spaces are required by the zoning regulations. Additionally, two parking spaces would be covered, where one covered parking space is required. The project is also designed with three designated uncovered parking spaces. The site is also able to provide additional parking with the driveway.

**IV. In accordance with Ross Municipal Code Section 18.44.030, a Use Permit is approved based on the following finding:**

**The establishment, maintenance, or conducting of the use for which the use permit is sought will not, under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort, convenience, or general welfare of persons residing or working in the neighborhood of the use and will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in the neighborhood.**

A Use Permit is required for the construction of a guest house. The project would include the demolition of an existing guest house and the new construction of a guest house. The new guest house would be sufficiently located to neither negatively impact surrounding neighbors

relative to privacy and noise, nor create any light and air impacts with the construction of the two-story guest house. Furthermore, a grading permit would be issued from the Department of Public Works and a building permit would be issued from the Building Department to ensure compliance with the Town's regulations and building code compliance to ensure public, health, and safety. Lastly, the project would be found to be compatible with the project site and the neighborhood as the project would be compatible with the design theme and aesthetic of the existing residence, and the overall mass and scape of the neighborhood.

**V. In accordance with Ross Municipal Code Section 12.24.080, a Tree Removal permit is approved based on the following findings:**

1. The alteration or removal is necessary to allow the economic enjoyment of the property, such as construction of improvements because some of the trees are located over the most feasible development area; and
2. The alteration or removal would not adversely impact the subject property or neighboring properties because a large number of trees will remain; and
3. Tree removal would not result in significant erosion or the diversion of increased flows of surface water because engineered fill would be placed where stumps are removed; and
4. The alteration or removal is necessary due to the Ross Valley Fire Department's requirements for improved on-site circulation. The Ross Valley Fire Department has also approved a Vegetation Management Plan that includes tree removal that is required to comply with state mandated defensible space criteria.

**EXHIBIT "B"**  
**Conditions of Approval**  
**20 GLENWOOD AVENUE**  
**APN 073-131-17**

1. This approval authorizes a Demolition Permit, Design Review, a Nonconformity Permit, a Use Permit, and a Tree Permit to allow for the remodel of an existing single family residence that would include the demolition of a previous addition, the interior remodel of the residence, and structural alterations to the existing legal nonconforming roof height. The modifications to the residence would not increase the existing roof height of the residence. The project would also include the demolition of two existing sheds, and the existing guest cottage, in addition to the new construction of a 2,230 square foot two story guest house/cabana. The guest house would include two bedrooms, two bathrooms, a kitchen, a gym, and a pool cabana. Other site improvements would include the demolition and new construction of the swimming pool and pool deck, as well as landscape and hardscape improvements. The Tree Removal Permit would allow the removal of two Redwood (34 inch and 26 inch) trees at 20 Glenwood Avenue, Assessor's Parcel Number 073-131-17.
2. The building permit shall substantially conform to the plans entitled, "20 Glenwood Ave", consisting of 29 sheets prepared by Ken Lindsteadt Architects date stamp received August 8 2016. The building permit shall also conform to the approved materials listed on Sheets A3.10 through A3.13, and A4.10 of the project plans.
3. Except as otherwise provided in these conditions, the project shall comply with the plans submitted for Town Council approval. Plans submitted for the building permit shall reflect any modifications required by the Town Council and these conditions.
4. The Town staff reserves the right to require additional landscape screening for up to three (3) years from project final to ensure adequate screening for the properties that are directly contiguous to the project site. The Town staff will only require additional landscape screening if the contiguous neighbor can demonstrate through pre-project existing condition pictures that their privacy is being negatively impacted as a result of the project.
5. The guest house/cabana is approved to be ancillary to the primary residence and shall not be permitted to be used as either a permanent or short rental unit.
6. No cooking facilities shall be installed in the guest house (including, but not limited to a microwave) and any refrigerator shall not be larger than 3.6 cubic feet. A wet bar may be permitted. A wet bar is defined as an area that includes a bar sink not exceeding a maximum dimension of 12-inches by 12-inches and adjoining cabinets and counters not exceeding an aggregate length of six feet. Electrical service in a wetbar area shall be limited to general purpose receptacles. The maximum size of the trap arm and drain for the bar sink shall not

exceed 1.5 inches. Dedicated electrical circuits, gas lines, gas stubouts, and additional plumbing stubouts are prohibited as part of the wet bar area. Wet bars are not considered food preparation facilities.

7. BEFORE ISSUANCE OF ANY GRADING OR BUILDING PERMIT, the applicant shall submit a final landscape plan that includes planting along the Glenwood Avenue frontage to soften the appearance of the existing stone wall consistent with the April 12, 1995 Town Council approval of the 6-foot tall stone wall along the frontage of Glenwood Avenue that required landscaping to be permanently retained between the wall and the roadway.
8. 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.
9. The project shall comply with the Fire Code and all requirement of the Ross Valley Fire Department (RVFD).
10. BEFORE FINAL INSPECTION, the applicant shall call for a Community Development Agency staff inspection of approved landscaping, building materials and colors, lighting and compliance with conditions of project approval at least five business days before the anticipated completion of the project. Failure to pass inspection will result in withholding of the Final Inspection approval and imposition of hourly fees for subsequent re-inspections.
11. A Tree Permit shall not be issued until the project grading or building permit is issued.
12. The project shall comply with the following conditions of the Town of Ross Building Department and Public Works Department:
  - a. 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. Applicant shall provide the names of the owner, architects, engineers and any other people providing project services within the Town, including names, addresses, e-mail, 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.
  - b. A registered Architect or Engineer's stamp and signature must be placed on all plan pages.
  - c. The building department may require the applicant to submit a deposit prior to building permit issuance to cover the anticipated cost for any Town consultants, such as the town hydrologist, review of the project. Any additional costs incurred by the Town, including costs to inspect or review the project, shall be paid as incurred and prior to project final.

- d. The applicant shall submit an erosion control plan with the building permit application for review by the building official/director of public works. The Plan shall include signed statement by the soils engineer that erosion control is in accordance with Marin County Stormwater Pollution Prevention Program (MCSTOPP) standards. The erosion control plan shall demonstrate protection of disturbed soil from rain and surface runoff and demonstrate sediment controls as a “back-up” system (i.e., temporary seeding and mulching or straw matting).
- e. No grading shall be permitted during the rainy season between October 15 and April 15 unless permitted in writing by the Building Official/Director of Public Works. Grading is considered to be any movement of earthen materials necessary for the completion of the project. This includes, but is not limited to cutting, filling, excavation for foundations, and the drilling of pier holes. It does not include the boring or test excavations necessary for a soils engineering investigation. All temporary and permanent erosion control measures shall be in place prior to October 1.
- f. The drainage design shall comply with the Town’s stormwater ordinance (Ross Municipal Code Chapter 15.54). A drainage plan and hydrologic/hydraulic analysis shall be submitted with the building permit application for review and approval by the building official/public works director, who may consult with the town hydrologist at the applicants’ expense (a deposit may be required). The plan shall be designed, at a minimum, to produce no net increase in peak runoff from the site compared to pre-project conditions (no net increase standard). As far as practically feasible, the plan shall be designed to produce a net decrease in peak runoff from the site compared to pre-project conditions. Applicants are encouraged to submit a drainage plan designed to produce peak runoff from the site that is the same or less than estimated natural, predevelopment conditions which existed at the site prior to installation of impermeable surfaces and other landscape changes (natural predevelopment rate standard). Construction of the drainage system shall be supervised, inspected and accepted by a professional engineer and certified as-built drawings of the constructed facilities and a letter of certification shall be provided to the Town building department prior to project final.
- g. An encroachment permit is required from the Department of Public Works prior to any work within a public right-of-way.
- h. The plans submitted for a building permit shall include a detailed construction and traffic management plan for review and approval of the building official, in consultation with the town planner and police chief. The plan shall include as a minimum: tree protection, management of worker vehicle parking, location of portable toilets, areas for material storage, traffic control, method of hauling and haul routes, size of vehicles, and washout areas.

- i. The applicant shall submit a schedule that outlines the scheduling of the site development to the building official. The schedule should clearly show completion of all site grading activities prior to the winter storm season and include implementation of an erosion control plan. The construction schedule shall detail how the project will be completed within the construction completion date provided for in the construction completion chapter of the Ross Municipal Code (Chapter 15.50).
- j. A preconstruction meeting with the property owner, project contractor, project architect, project arborist, representatives of the Town Planning, Building/Public Works and Ross Valley Fire Department and the Town building inspector is required prior to issuance of the building permit to review conditions of approval for the project and the construction management plan.
- k. A copy of the building permit shall be posted at the site and emergency contact information shall be up to date at all times.
- l. The Building Official and other Town staff shall have the right to enter the property at all times during construction to review or inspect construction, progress, compliance with the approved plans and applicable codes.
- m. Inspections shall not be provided unless the Town-approved building permit plans are available on site.
- n. 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).
- o. Failure to comply in any respect with the conditions or approved plans constitutes grounds for Town staff to immediately stop work related to the noncompliance until the matter is resolved. (Ross Municipal Code Section 18.39.100). The violations may be subject to additional penalties as provided in the Ross Municipal Code and State law. If a stop work order is issued, the Town may retain an independent site monitor at the expense of the property owner prior to allowing any further grading and/or construction activities at the site.
- p. Materials shall not be stored in the public right-of-way. The project owners and contractors shall be responsible for maintaining all roadways and rights-of-way free of

their construction-related debris. All construction debris, including dirt and mud, shall be cleaned and cleared immediately. All loads carried to and from the site shall be securely covered, and the public right-of-way must be kept free of dirt and debris at all times. Dust control using reclaimed water shall be required as necessary on the site or apply (non-toxic) soil stabilizers on all unpaved access roads, parking areas and staging areas at site. Cover stockpiles of debris, soil, sand or other materials that can be blown by the wind.

- q. Applicants shall comply with all requirements of all utilities including, the Marin Municipal Water District, Ross Valley Sanitary District, and PG&E prior to project final. Letters confirming compliance shall be submitted to the building department prior to project final.
- r. All electric, communication and television service laterals shall be placed underground unless otherwise approved by the director of public works pursuant to Ross Municipal Code Section 15.25.120.
- s. The project shall comply with building permit submittal requirements as determined by the Building Department and identify such in the plans submitted for building permit.
- t. The applicant shall work with the Public Works Department to repair any road damage caused by construction. Applicant is advised that, absent a clear video evidence to the contrary, road damage must be repaired to the satisfaction of the Town prior to project final. Damage assessment shall be at the sole discretion of the Town, and neighborhood input will be considered in making that assessment.
- u. Final inspection and written approval of the applicable work by Town Building, Planning and Fire Department staff shall mark the date of construction completion.
- v. The Public Works Department may require submittal of a grading security in the form of a Certificate of Deposit (CD) or cash to cover grading, drainage, and erosion control. Contact the Department of Public Works for details.
- w. PRIOR TO ISSUANCE OF A GRADING PERMIT OR BUILDING PERMIT, the applicant shall submit an erosion control plan with the building permit application for review by the building official/director of public works. The plan shall include a signed statement by the soils engineer that erosion control is in accordance with Marin County Stormwater Pollution Prevention Program (MCSTOPPPP) standards. The erosion control plan shall demonstrate protection of disturbed soil from rain and surface runoff and demonstrate sediments controls as a "back-up" system. (Temporary seeding and mulching or straw matting are effective controls).
- x. BEFORE FINAL INSPECTION, the Soils Engineer shall provide a letter to the Department of Public Works certifying that all grading and drainage has been constructed according to plans filed with the grading permit and his/her recommendations. Any changes in the

approved grading and drainage plans shall be certified by the Soils Engineer and approved by the Department of Public Works. No modifications to the approved plans shall be made without approval of the Soils Engineer and the Department of Public Works.

- i. The existing vegetation shall not be disturbed until landscaping is installed or erosion control measures, such as straw matting, hydroseeding, etc, are implemented.
- ii. All construction materials, debris and equipment shall be stored on site. If that is not physically possible, an encroachment permit shall be obtained from the Department of Public Works prior to placing any construction materials, debris, debris boxes or unlicensed equipment in the right-of-way.
- iii. The applicant shall provide a hard copy and a CD of an as-built set of drawings, and a certification from all the design professionals to the building department certifying that all construction was in accordance with the as-built plans and his/her recommendations.

1. 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.

# ATTACHMENT 2

entrance to the upper level of an existing residence. Variance to allow the construction of a replacement one-car garage adding an additional 70 square feet of floor area within the side yard setback (10 feet required, 1 foot existing and proposed.) The new garage will be 4 feet higher than the existing garage.

Lot Area	7,275 sq. ft.
Present Lot Coverage	21.8%
Proposed Lot Coverage	23.8% (20% permitted)
Present Floor Area Ratio	37.5%
Proposed Floor Area Ratio	39.6% (20% permitted)

The existing residence and garage are nonconforming in side yard setbacks.

VARIANCE NO. 1125. Mayor Goodman said that the new stairway provides an additional emergency exit from the house. Councilmember Barry moved approval with the findings in the staff report and the following conditions:

1. A local alarm shall be provided as required by the Ross Building Department. A street number must be posted (minimum 4 inches on contrasting background) subject to the approval of the Public Safety Department.
2. Any new exterior lighting shall not create glare, hazard or annoyance to adjacent property owners. Lighting shall be shielded and directed downward.
3. The town Council reserves the right to require additional landscape screening between the garage and deck/landing/stairs and adjacent parcels for up to one year from project completion.
4. The attic area of the garage shall be used for storage only and shall never be modified to create additional usable floor area. The garage shall not be converted to uses other than vehicular parking and storage.
5. The deck/landing/stairway floor area may not be traded-off to allow additional on-site development. Town Council approval shall be required for any future roofing over the deck and landing.

This was seconded by Councilmember Reid and passed unanimously.

22.

DESIGN REVIEW.

Barry and Diana Levinson, 20 Glenwood Avenue , AP 73-131-17, R-1:B-A (Single Family Residence, One acre minimum)

Design review to allow the construction of a 6 foot tall stone wall across the front of the property. The wall will be setback a minimum of 2 feet from the property line with landscaping planted between the wall and property line.

Lot Area	87,846 sq. ft.
Present Lot Coverage	9.5%
Proposed Lot Coverage	9.5% (15% permitted)
Present Floor Area Ratio	14.0%
Proposed Floor Area Ratio	14.0% (15% permitted)

1125  
April 19, 1975  
\*

The existing residence is nonconforming in height, number of stories and side yard setback.

Councilmember Reid moved approval with the findings in the staff report and the following conditions:

1. The Town Council reserves the right to require landscape screening for up to two years from landscaping installation.
2. Landscaping shall be permanently retained between the wall and the roadway to soften the appearance of the wall.
3. A street number shall be posted subject to Ross Public Safety Department approval (minimum 4 inches on contrasting background.)
4. Required protective fencing around redwood trees and the large valley oak shall be replaced immediately, subject to approval of the Town Arborist.
5. Any overlay material under tree canopies from construction activity shall be pulled back and the area restored to its natural grade for a minimum of a 10-foot radius from each tree, subject to the approval of the Town Arborist.
6. The wall shall be constructed using drilled piers -- final construction details shall be subject to Town staff approval in consultation with the Town Arborist.

This was seconded by Councilmember Scott and passed unanimously.

23. VARIANCE.

David Ross, 29 Makin Grade, AP 72-061-02, R-1:B-5A (Single Family Residence, One acre minimum). Request is to allow: Variance to allow the construction of a retaining wall up to 10 feet in height within 6 feet of the rear yard property line and 18 feet from the side property line (6 foot maximum height permitted.) A 3 foot 6 inch high railing will be constructed on top of the wall. A 10 X 40 foot lap pool is proposed within the rear yard setback (11 feet proposed, 40 feet required) with an at-grade terrace adjacent to the pool between the pool and the existing residence.

This project will not affect existing floor area ratios or lot coverage.

Mr. Ross explained that he asked for a continuance so that Mr. & Mrs. Farmer, the adjoining neighbors, could be present. He gave a short history of the parcel and referred to pictures showing the views between the two properties. He said that the site is unstable and the existing retaining wall needs to be replaced. Mr. Ross presented a chart showing the surroundings properties that have been granted variance approval for swimming pools.

Town Planner Broad stated that he had not seen the plans as submitted by Mr. Ross at this hearing so he was unable to comment. He added that his report addressed the impact of

Lot Area	15,624 sq. ft.
Present Lot Coverage	18.6%
Proposed Lot Coverage	19.1% (20% permitted)
Present Floor Area Ratio	24.4%
Proposed Floor Area Ratio	29.5% (20% permitted)

VARIANCE NO. 1077 AND DESIGN REVIEW 24. Mr. Albert stated that as indicated by the Council at the last meeting, he had reduced the size of the project and removed the nonconforming garage. Several members of the Council felt this was a great improvement.

After a short discussion, Councilmember Scott moved approval with the following conditions:

1. The Town Council reserves the right to require additional landscaping for one year from project final. A landscape plan shall be submitted for staff review and approval prior to building final. The plan shall include landscaping between site development and Ivy Drive, landscaping within areas to the front of the residence and deck, and landscaping areas formerly containing buildings and the lower driveway. Landscaping shall include native replacement trees, minimum 15 gallon size.
2. A soils report shall be submitted for staff review and approval as part of the building permit submittal.
3. Drainage improvements shall be provided as required by Town staff.
4. The hydrant at 24 Walnut Avenue must be upgraded to steamer type (one 4 1/2" and two 2 1/2" outlets.) (An arrangement may be made with the owner of 24 Walnut for sharing this cost.)
5. A smoke detector shall be provided as required by the Building Department.
6. Fencing shall be provided around the trees throughout demolition and construction activity. Building permit plans shall be subject to staff approval in consultation with the Town Arborist to ensure tree protection. Any recommendations of the Town Arborist to protect trees adjacent to the proposed driveway and parking area, including increasing the distance between trees and the driveway and parking area, shall be followed.
7. New exterior lighting shall not create glare, hazard or annoyance to adjacent property owners or passersby. Lighting shall be shielded and directed downward.
8. The approved site plans and elevations shall not be changed without Town approval.

This was seconded by Councilmember Reid and passed unanimously.

b. Barry and Diana Levinson, 20 Glenwood Avenue, AP 73-131-08, R-1:B-A (Single Family Residence, One acre minimum). Request is to allow: Design review to allow additions and alterations to an existing residence including: 1) the addition of bays and deck areas to the main level; 2) the construction of a new upper level master bedroom area including north and south elevation dormer additions; 3) a two story addition to the rear including a guest room, pool house and decking; and 4) the addition of a rear three-car garage addition below the existing lower level of the residence. The garage addition will create a three story structure (two permitted) 39 feet in height (30 feet permitted.) The additions will add a total of 4,204 square feet of interior floor area and 1,662 square feet of deck floor area.

March 10, 1994

3/10/94

x

A variance application has been filed to allow the northeast corner of the residence to encroach into the side yard setback (24 feet proposed, 24 feet existing, 25 feet required.)

An existing 400 square foot garage near the north property line which is nonconforming in setback will be relocated to a conforming location south of the residence and remodeled into a 564 square foot studio.

Lot Area	87,846 sq. ft.	
Present Lot Coverage	6.9%	
Proposed Lot Coverage	9.5%	(15% permitted)
Present Floor Area Ratio	9.8%	
Proposed Floor Area Ratio	14.0%	(15% permitted)

VARIANCE NO. 1078. DESIGN REVIEW NO. 25. This application has been revised from the earlier submittal.

Mr. Mitch Wiener represented the applicant and stated that since the last meeting, the project had been redesigned. They worked with Professor Kenneth Cardwell and historical architects, Carey & Co, in an effort to preserve the existing ambiance of the home. He said they had met with all neighbors and there was no objection to the project. One neighbor had objected to placement of the studio and he was withdrawing that request at this time.

Councilmember Goodman noted that a swimming pool was not noted on the plans and Mr. Wiener responded that the landscaping plans were not submitted with the original file but all neighbors have seen the location of the pool.

Councilmember Goodman noted a letter of March 10, 1994, received from Mr. & Mrs. Tozzi concerning landscaping and the small triangular shaped piece of property that is delineated on Walter & Wager blueprints, bordering Glenwood Avenue. This was deeded by Mrs. Buck to the Levinson property enabling enough property for at least two subdividable lots; however, it was agreed that the property would be maintained by Mrs. Buck and used for the planting of privacy trees.

Mrs. Levinson stated that she agreed to these requests. Mr. John Gray of One Upper Road spoke in favor of the plans.

Councilmember Reid moved approval with the following conditions:

1. Applicants must comply with the long-standing agreements of the properties as noted in Mr. & Mrs. Tozzi's letter of March 10, 1994.
2. A landscape plan shall be submitted for staff review and approval prior to building final. Particular attention shall be given to areas visible from Glenwood Avenue and areas disturbed by the driveway relocation. The Town Council reserves the right to require additional landscaping for one year from the installation of landscaping.
3. A 24-hour monitored alarm system and a heat-rise in the stairwell off the underground garage shall be provided, subject to the approval of the Ross Public Safety Department.
4. Revised plans shall be submitted to the Town Planner prior to the issuance of building permits which comply with the recommendations of Carey and

- 5. New exterior lighting shall not create glare, hazard or annoyance to adjacent property owners or passersby. Lighting shall be shielded and directed downward.
- 6. This project shall comply with the recommendations of Bartlett Trees regarding preservation and protection of trees proximate to development.
- 7. Studio is to remain in the same location as existing garage.

Mr. Broad noted that the swimming pool is not subject to design review.

This was seconded by Councilmember Scott and passed unanimously.

Mayor Brekhus clarified that nothing in this approval would interfere with the long-standing agreement as noted in Mr. & Mrs. Tozzi's letter.

c. Phillip and Beverly Paisley, 31 Baywood Avenue, AP 72-071-03, R-1:B-20 (Single Family Residence, 20,000 sq. ft. minimum). Request is to allow: Variance to allow a 5 X 9 foot dining room extension for an existing residence within the front yard setback (17 feet proposed, 25 feet required, 0 feet existing.) The extension will be built on an existing exterior deck over existing lower floor storage. The addition will be approximately 32 feet in height (30 feet permitted.)

Lot Area 23,699 sq. ft.

Present Lot Coverage 7.1%  
Proposed Lot Coverage 7.1% (15% permitted)

Present Floor Area Ratio 11.9%  
Proposed Floor Area Ratio 11.9% (15% permitted)

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

DESIGN REVIEW NO. 1079. Mr. Paisley presented the plans and Town Planner Broad said that the project would not increase the FAR.

After a brief discussion, Councilmember Reid moved approval with the condition that new exterior lighting shall not create glare, hazard or annoyance to adjacent property owners or passersby. Lighting shall be shielded and directed downward. This was seconded by Councilmember Scott who asked that the applicant check with Public Safety concerning the location of the Bay tree close to their home. Mayor Brekhus called for a vote and the motion passed unanimously.

(d) Donlon and Agnes Gabrielsen, 2 Glenwood Avenue, AP 73-131-14, R-1:B-A (Single Family Residence, One acre minimum). Request is to allow: Variance and design review to allow the reconstruction of 1,850 square feet of existing gymnasium, kitchen and locker rooms as a recreation building. An additional 2,450 square feet of existing gymnasium building will be removed.

3-10-94

This 3.8 acre parcel complies with zoning regulations related to both floor area and lot coverage (15% permitted.) The existing main residence is nonconforming in height. The proposed recreation building complies with zoning regulations.

VARIANCE NO. 1080 AND DESIGN REVIEW 26.

Architect Philip Copeland stated that Mr. & Mrs. Gabrielsen wished to give the gym a face lift. He said that all windows would be rectangular.

Mrs. Garril Page of Shady Lane noted that the shingles would be the same as those used on the Old School House.

Public Works Director Elias informed the Council that the drainage pipe under the pedestrian entrance from

COUNCIL SITTING AS A COUNCIL TO CONSIDER:

MAYOR BREKHUS CALLED FOR A RECESS AT 8:30 P.M. AND THE MEETING RECONVENED AT 8:40 P.M. WITH EVERYONE IN ATTENDANCE.

15. Construction Completion Extension Request.

Alyssa J. Taubman and Robert Rothman, 23 Garden Road, AP No. 072-154-02.

Building Permit No. 13258. Issued: 3/29/93. Time Expires: 12/29/93. Request Extension to: 12/29/96.

Councilmember Barry noted that if the Council were to give three-year extensions, there would be no point in having a construction completion ordinance. He then moved approval of a six-month extension. Councilmember Reid asked if he would reconsider his motion and make the extension for nine months. Councilmember Barry agreed. This was seconded by Councilmember Reid and passed unanimously.

16. Use Permit.

a. Sonia Badalamenti, Legal Owner; Terri Henderson, Tenant, 27 Ross Common, Suite 3 C, 72-273-12, Local Commercial District. Request is to allow a therapeutic bodywork/massage therapy replacing existing similar operation. One employee with 2 - 5 clients per day. Hours of operation will be Monday through Saturday, within the hours of 9 a.m. to 7 p.m.

Councilmember Reid moved approval with the condition that the applicant apply for a business license, seconded by Councilmember Barry and passed unanimously.

b. Barry and Diana Levinson, application for use permit demolition permit, design review and variance, 20 Glenwood Avenue, AP 73-131-08, R-1:B-A (Single Family Residence, One acre minimum). Request is to allow: Design review to allow the alteration and remodel of an existing residence. The alterations will include interior and exterior modifications adding 337 square feet of floor area to the existing main floor, 213 square feet to the second floor and 214 square feet to the lower floor. A demolition permit has been filed to allow the removal and reconstruction of portions of the residence including the existing attic.

A covered walkway will connect the residence to a new 2,150 square foot guest house/pool house and garage. A use permit has been filed to allow 1,299 square foot of this structure to be used as a guest house.

A variance application has been filed to allow the structure to exceed 30 feet in height (32 feet proposed) and to allow the encroachment of the northeast corner of the residence within the side yard setback (24 feet proposed, 24 feet existing, 25 feet required.) The existing garage is nonconforming in side yard setback.

Use Permit  
#178

1/13/94

January 13, 1994  
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Lot Area	87,846 sq. ft.
Present Lot Coverage	6.9%
Proposed Lot Coverage	10.4% (15% permitted)
Present Floor Area Ratio	9.8%
Proposed Floor Area Ratio	14.1% (15% permitted)

Town Planner Broad stated that after talking to the architect, it was determined that a demolition permit is not required for this application.

Mitch Wiener, Contractor, stated that they hired a new architect, Mr. Kenneth Cardswell from U.C. Berkeley. Mr. Broad informed the Council that the project proponents agreed to allow the Town to retain Carey and Co., historic architects, at their expense. They submitted a report on the architectural value of the existing residence and on the appropriateness of the proposed modifications to the residence and site. Several of the Councilmembers were concerned with the location of the swimming pool, garage, guest house, etc., and the type of roof. Councilmember Scott expressed concern over fire safety and shingled homes. Mrs. Levinsohn said that the plans drawn up by the architect were not what they had in mind; there was a lack of communication with the architect and new plans would be submitted. She stated that they would never demolish the structure but wished to maintain the charm of the existing home. After a short discussion, this matter was continued.

17. VARIANCES & DESIGN REVIEW.

- a. Steen Moller, owner; Tami Gendel, realtor; 69 Wellington Avenue, AP 72-072-09, R-1:B-10 (Single Family Residence, 10,000 sq. ft. minimum). Request is to allow: Amendment to the approved conditions of approval for Variance No. 897 approved by the Ross Town Council on August 11, 1988. The conditions of approval required that the deck and hot tub at the south side of the property be removed. This application requests that this condition of approval be deleted to permit the deck and hot tub, which have never been removed, to remain.

This matter was withdrawn by the applicant. Councilmember Goodman asked why the hot tub and deck had not been removed, when it was made a condition of approval. He felt it should be put on the agenda as a "Show Cause."

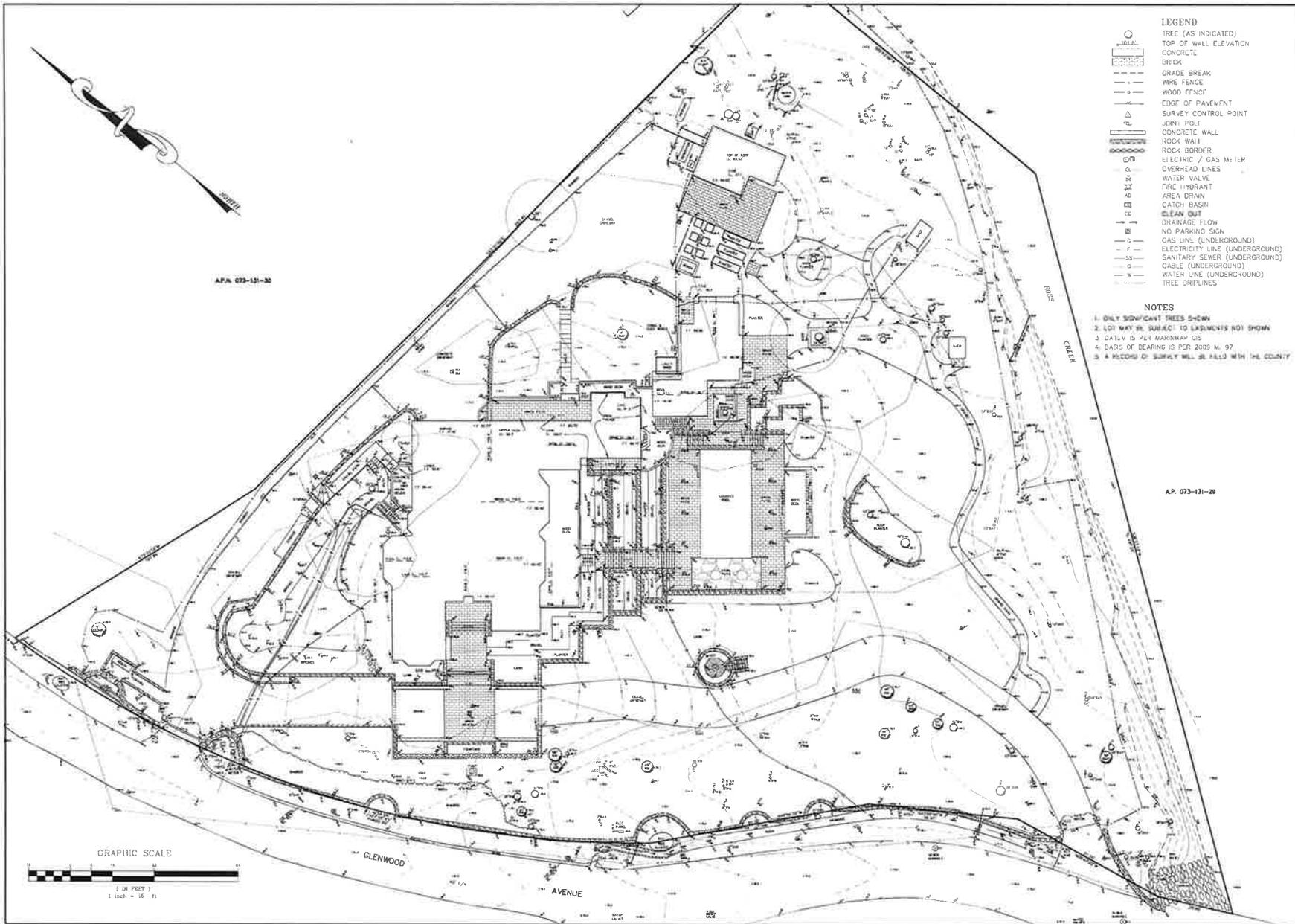
In response to a question, Public Works Director Elias said that a final had been given on this property but such noncompliance of conditions would not happen again because the Town Planner now accompanies the building inspector on final inspections to assure that all conditions are met.

Mr. Broad said that the new owners are in escrow and plan to remove the deck and hot tub. He informed the Council that the realtor had put a stop payment on the check submitted for planning fee.

Mavor Brekhus directed Mr. Broad to contact and



# ATTACHMENT 3



- LEGEND**
- TREE (AS INDICATED)
  - TOP OF WALL ELEVATION
  - ▨ CONCRETE
  - ▧ BRICK
  - GRADE BREAK
  - WIRE FENCE
  - WOOD FENCE
  - EDGE OF PAVEMENT
  - △ SURVEY CONTROL POINT
  - JOINT POLE
  - CONCRETE WALL
  - ROCK WALL
  - ROCK BORDER
  - ELECTRIC / GAS METER
  - OVERHEAD LINES
  - WATER VALVE
  - FIRE HYDRANT
  - AREA DRAIN
  - CATCH BASIN
  - CLEAN OUT
  - DRAINAGE FLOW
  - NO PARKING SIGN
  - GAS LINE (UNDERGROUND)
  - ELECTRICITY LINE (UNDERGROUND)
  - SANITARY SEWER (UNDERGROUND)
  - CABLE (UNDERGROUND)
  - WATER LINE (UNDERGROUND)
  - TREE DRIFLINES

- NOTES**
1. ONLY SIGNIFICANT TREES SHOWN
  2. LOT MAY BE SUBJECT TO EASEMENTS NOT SHOWN
  3. DATALINE PER AERIALMAP GIS
  4. BASIS OF BEARING IS PER 2005 M. 97
  5. A RECORD OF SURVEY WILL BE FILED WITH THE COUNTY

**LAWRENCE DOYLE**  
 LAND SURVEYOR  
 CIVIL ENGINEER  
 100 HILBURN LANE  
 MILL VALLEY, CA 94641  
 415 288 5585 F 415 288 5413

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 THE DRAWING IS  
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 LAWRENCE P. DOYLE  
 LAND SURVEYOR  
 CIVIL ENGINEER  
 AND MAY NOT  
 BE REPRODUCED  
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 OUT PERM-5509

20 GLENWOOD AVENUE  
 ROSS, CALIFORNIA  
 A.P.N. 073-131-17

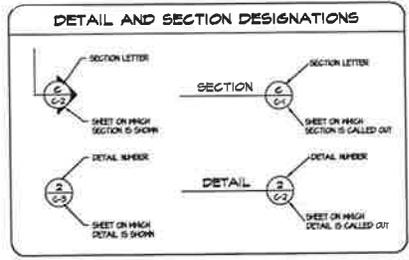
TOPOGRAPHIC  
 SURVEY

ISSUED BY	DATE	ISSUE
	3/22/16	

**S-1**  
 DRAWING NUMBER: 2016-09  
 SHEET 1 OF 1



LEGEND			
	ASPHALT PAVING (IMPERVIOUS)		PROPERTY LINE
	CONCRETE PAVING (IMPERVIOUS)		EASEMENT LINE
	NEW FLAGSTONE PAVING (IMPERVIOUS)		EX WOODEN RET WALL
	NEW CONCRETE PAVERS (SEMI-PERVIOUS)		DRAINAGE DITCH BIO-SHALE
	NEW WOOD DECK (PERVIOUS)		UNDISTURBED SOIL
	PERVIOUS PAVING		COMPACTED FILL MATERIAL
	PLANTED, LANDSCAPED AREA		GEOTEXTILE
	GRAVEL OR DECOMPOSED GRANITE (PERVIOUS)		EROSION CONTROL BLANKET
	EROSION CONTROL BLANKET		TURF REINFORCING MAT
	AREA DRAIN		STRAIN MATTIE
	DRAINAGE INLET		RUNOFF FLOW DIRECTION
	ROOF LEADER		SHALE FLOW DIRECTION
	FIRE HYDRANT		STORM-WATER LEVEL SPREADER
	JOINT POLE		POP-UP DRAINAGE EMITTER
	6AS METER		SUBDRAIN END CAP
	WATER METER		SUBDRAIN OR STORM-WATER CLEANOUT
	EX TREE		SUBDRAIN OUTLET
	EX TREE DRIFLINE		HIDDEN FOUNDATION OR RETAINING WALL
	REMOVE EX TREE		TREE PROTECTION FENCING
	EX NEH		CONC RETAINING WALL
	EX NEH		SUBDRAIN (PERFORATED PIPE)
	EX NEH		STORM DRAIN PIPE
	EX NEH		ELECTRICAL OVERHEAD LINE
	EX NEH		ELECTRICAL UNDERGROUND
	EX NEH		COMMUNICATION OVERHEAD LINE
	EX NEH		COMMUNICATION UNDERGROUND
	EX NEH		JOINT TRENCH
	EX NEH		SANITARY SEWER
	EX NEH		WATER LINE
	EX NEH		GAS LINE
	EX NEH		EDGE OF ROAD
	EX NEH		ROOF EAVE
	EX NEH		EX FENCE
	EX NEH		NEW WIRE FENCE
	EX NEH		NEW WOOD FENCE
	EX NEH		EXISTING GRADE ELEVATION CONTOUR
	EX NEH		FINISHED GRADE ELEVATION CONTOUR
	EX NEH		FINISHED GRADE ELEVATION
	EX NEH		STORM-WATER RUNOFF DISPERSAL AREA



### ESTIMATED EARTHWORK QUANTITIES

EXCAVATION	124 CY
FILL	593 CY
IMPORT	404 CY
MAX EXCAVATION DEPTH	3 FT
MAX FILL DEPTH	6 FT
DISTURBED AREA	0.31 AC

### EARTHWORK NOTES:

- QUANTITIES ARE "IN-PLACE" ESTIMATES AND DO NOT INCLUDE AN ALLOWANCE FOR SHRINK OR SWELL. ESTIMATES ARE FOR PERMITTING PURPOSES ONLY. CONTRACTOR IS RESPONSIBLE FOR INDEPENDENTLY DETERMINING QUANTITIES FOR CONSTRUCTION PURPOSES.

### UTILITY CONNECTION NOTES:

- ALL UTILITY SERVICES PROVIDED BY EXTENDING EXISTING SERVICE LINES FROM THE EXISTING HOUSE. NO NEW OR UPGRADED SERVICE CONNECTIONS ARE PLANNED.
- UTILITY SERVICES TO THE PROJECT SITE ARE PROVIDED BY:
  - WATER: MARIN MUNICIPAL WATER DISTRICT;
  - SEWER: ROSS VALLEY SANITARY DISTRICT NO. 1
  - ELECTRIC POWER: PACIFIC GAS AND ELECTRIC (PG&E)
  - GAS: PACIFIC GAS AND ELECTRIC (PG&E)
  - TELEPHONE: AT&T
  - CABLE: COMCAST
- CONDUCT A VIDEO INSPECTION OF THE EXISTING SEWER LATERAL. REPAIR OR REPLACE THE LATERAL IF THE INSPECTION RESULTS SHOW THAT THE PIPE IS NOT IN SATISFACTORY CONDITION OR IF THE LATERAL DOES NOT COMPLY WITH CURRENT ROSS VALLEY SANITARY DISTRICT NO. 1 STANDARDS.

### GENERAL NOTES:

- SITE SURVEY AND TOPOGRAPHIC MAP PREPARED BY LAWRENCE DOTY, LAND SURVEYOR, CIVIL ENGINEER, 100 HELMS LANE, MILL VALLEY, CA, 94541, (415) 368-3505. DATUM IS PER MARINMAP 615. BASIS OF BEARING IS PER 2004 N. 91. DATED 5-13-2016.
- THE LOCATION OF EXISTING UNDERGROUND UTILITIES OR IMPROVEMENTS HAS NOT BEEN VERIFIED BY THE ENGINEER AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF INFORMATION SHOWN ON THE DRAWINGS. THE CONSTRUCTION CONTRACTOR MUST NOTIFY UTILITY COMPANIES AT LEAST TWO WORKING DAYS BEFORE EXCAVATION AND REQUEST FIELD LOCATION OF ALL UNDERGROUND UTILITIES. CALL UNDERGROUND SERVICE ALERT (USA) AT 811 OR 800-221-2800. ANY UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE COMPLETELY RESTORED TO THE SATISFACTION OF THE LOCAL UTILITY ENGINEER, AT THE SOLE EXPENSE OF THE CONTRACTOR. ANY PROPERTY DAMAGE OR DAMAGE TO CONSTRUCTED FACILITIES SHALL BE REPAIRED TO THE SATISFACTION OF THE ENGINEER AND OWNER AT THE SOLE EXPENSE OF THE CONTRACTOR.

### INDEX OF DRAWINGS

DRAWING NO.	DESCRIPTION
C-1	COVER SHEET
C-2	SITE PLAN
C-3	CONCEPTUAL GRADINGS AND DRAINAGE PLAN
C-4	DETAILS

### ABBREVIATIONS

AB	AGGREGATE BASE
AC	ASPHALT CONCRETE
ADA	AREA DRAIN
ADA	AMERICANS WITH DISABILITIES ACT
APN	ASSESSOR'S PARCEL NUMBER
APPROX	APPROXIMATE
ASTM	AM. SOCIETY OF TESTING MATERIALS
BH	BENCH MARK
CMF	CORRUGATED METAL PIPE
CO	CLEANOUT
COM	COMMUNICATION
COMM/CH	COMMUNICATION OVERHEAD
COMM/UG	COMMUNICATION UNDERGROUND
CONC	CONCRETE
CY	CUBIC YARDS
DI	DRAINAGE INLET
DIA	DIAMETER
E	ELECTRICAL
EOH	ELECTRICAL OVERHEAD
EAG	ELECTRICAL UNDERGROUND
ES	EXISTING GROUND
EL	or ELEV. ELEVATION
EX	EXISTING
FD	FLOOR DRAIN
FF	FINISHED FLOOR ELEVATION
FL	FLOW LINE
FG	FINISHED GRADE ELEVATION
FT	FEET OF FOOT
G	NATURAL GAS
GALV	GALVANIZED
GH	GAS METER
GPM	GALLONS PER MINUTE
H	HEIGHT OF EXPOSED WALL FACE
HD	HOSE BIB
HDFE	HIGH DENSITY POLYETHYLENE PIPE
HP	HIGH POINT
INV	INVERT ELEVATION
JP	JOINT UTILITY POLE
JT	JOINT UTILITY TRENCH
LFFF	LOWER LEVEL FINISHED FLOOR ELEV.
LFFF	LOW POINT FINISHED FLOOR ELEV.
MAX	MAXIMUM
MH	MANHOLE
MN	MANHOLE
MFLP	MAIN LEVEL FINISHED FLOOR ELEV.
MHND	MARIN MUNICIPAL WATER DISTRICT OVERHEAD
OH	OVERHEAD
PG&E	PACIFIC GAS AND ELECTRIC
PVC	POLYVINYL CHLORIDE PIPE
R	RADIUS
RL	ELEV. AT RH COVER OR DI GRATE
RE	ROOF LEADER
ROW	RIGHT-OF-WAY
S	SLOPE
SCH	SCHEDULE
SH	SHOULDER
SDH	STORM DRAIN MANHOLE
SS	SANITARY SEWER
SDMH	SANITARY SEWER MANHOLE
SOR	STANDARD DIMENSION RATIO
TC	TOP OF CURB ELEVATION
TH	TOP OF WALL ELEVATION
TYP	TYPICAL
UCS	UNIFORM CONSTRUCTION STANDARDS, MARIN COUNTY
ULFF	UPPER LEVEL FINISHED FLOOR ELEV.
VB	VALVE BOX
W	WATER
WM	WATER METER
WV	WATER VALVE

### STORMWATER PLAN SUMMARY

	EXISTING SITE	PROPOSED SITE DEVELOPMENT PLAN
IMPERVIOUS SURFACES	14,394 SF	23,045 SF
SEMI-PERVIOUS SURFACES	0 SF	0 SF
LANDSCAPE (PERVIOUS)	73,504 SF	63,446 SF
TOTAL LOT AREA	81,843 SF	81,843 SF

### NOTES:

- IMPERVIOUS SURFACES INCLUDE ROOF, DRIVEWAY, WALKWAYS, PATIOS AND POOL FOR DRAINAGE PURPOSES. IMPERVIOUS AREA INCLUDES ROOF EAVE OVERHANG AREA.

### EROSION CONTROL PLAN

AN APPROVED EROSION CONTROL PLAN IS REQUIRED FOR ALL PROJECTS INVOLVING EXCAVATION, DRILLING, OTHER EARTHWORK OR EXPOSED BARE SOIL BETWEEN OCTOBER 15 AND APRIL 15. THE PLAN MUST BE SUBMITTED TO THE TOWN ENGINEER AND APPROVED PRIOR TO STARTING WORK. REGULARLY MONITOR EROSION CONTROL MEASURES BETWEEN OCTOBER 15 AND APRIL 15. PROMPTLY REPAIR OR REPLACE ANY DAMAGED OR INEFFECTIVE EROSION CONTROL MEASURES AS REQUIRED BY THE EROSION CONTROL PLAN. A SIGNED COPY OF THE EROSION CONTROL PLAN MUST BE POSTED AT THE WORK SITE.

### DRAINAGE CONSTRUCTION REVIEW

THE CONTRACTOR SHALL CONTACT THE ENGINEER AND REQUEST REVIEW OF ALL SUBSURFACE DRAINAGE PIPING AND STORMWATER DRAINAGE PIPING AT LEAST 2 DAYS BEFORE PLACING BACKFILL MATERIAL.

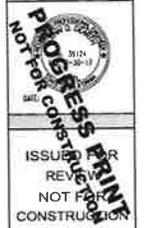
### GREEN BUILDING STANDARDS

- THE GRADINGS AND DRAINAGE PLAN SHOWN ON THE DRAWINGS COMPLIES WITH CALIFORNIA GREEN BUILDING CODE STANDARDS SECTION 4.106.3 REQUIRING MANAGEMENT OF SURFACE WATER FLOWS TO KEEP WATER FROM ENTERING BUILDINGS.
- THE CONTRACTOR IS RESPONSIBLE FOR MANAGING STORMWATER DRAINAGE DURING CONSTRUCTION TO PREVENT FLOODING OF ADJACENT PROPERTY, PREVENT EROSION AND RETAIN RUNOFF ON THE SITE AS REQUIRED BY CALIFORNIA GREEN BUILDING CODE STANDARDS SECTION 4.106.2.

### RETAINING WALL AND FOUNDATION ELEVATIONS

BUILDING FOOTING, GRADE BEAM AND FOUNDATION WALL ELEVATIONS ARE SHOWN ON THE ARCHITECTURAL AND STRUCTURAL DRAWINGS. RETAINING WALL ELEVATIONS SHOWN ON THIS GRADING PLAN ARE BASED ON SURVEYED SITE TOPOGRAPHY. CONTACT THE ENGINEER IF ACTUAL SITE ELEVATIONS DIFFER FROM THE TOPOGRAPHY SHOWN ON THE GRADING PLAN. CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL FOUNDATION AND RETAINING WALL ELEVATIONS WITH THE GRADING PLAN, ARCHITECTURAL PLANS, STRUCTURAL PLANS AND LANDSCAPE PLANS. CONTACT THE ENGINEER AND ARCHITECT TO RESOLVE ANY CONFLICTS BETWEEN WALL ELEVATIONS, FOUNDATION ELEVATIONS OR THE SITE TOPOGRAPHY.

LTD Engineering, Inc.  
1050 Northgate Drive, Suite 315  
San Rafael, CA 94903  
Tel: 415.446.7402 Fax: 415.446.7419  
gbl@ltdengineering.com



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APN 073-191-17  
ROSS, CALIFORNIA 94957

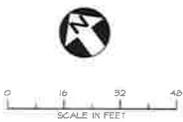
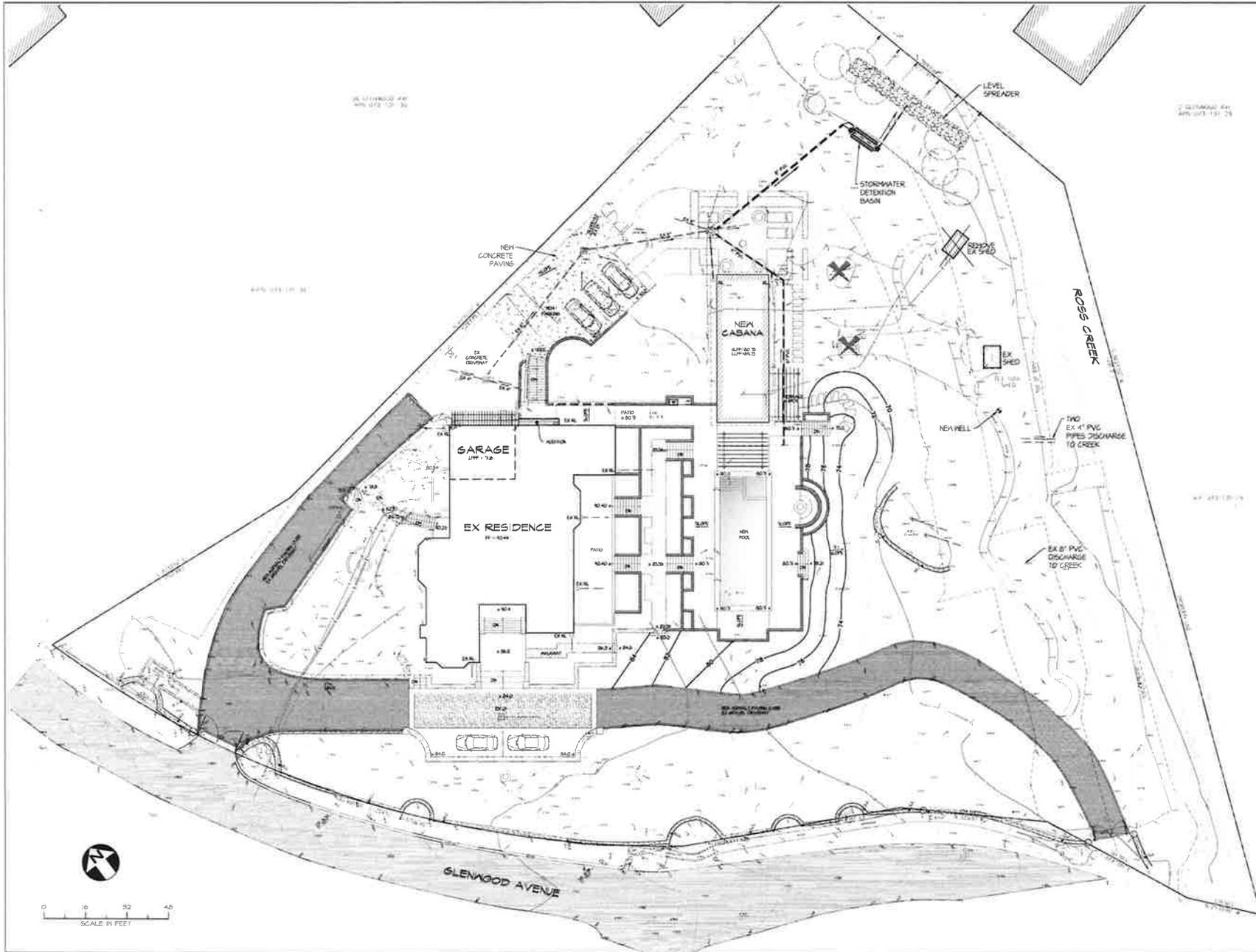
### REVISIONS

NO.	DATE	DESCRIPTION
1	08/08/2016	TOWN CONC.

DESIGNED BY: A. DEARIN  
DRAWN BY: E. HUNTER  
APPROVED BY: NA  
SCALE: NA  
DATE: 08/08/2016  
PROJECT NO: 46200

**COVER SHEET**

REVISION: 0  
SHEET NO: 1 of 4  
DRAWING: C-1



LTD Engineering, Inc.  
1050 Northgate Drive, Suite 315  
San Rafael, CA 94903  
Tel: 415.462.7222 Fax: 415.462.1419  
www.ltd-engineering.com

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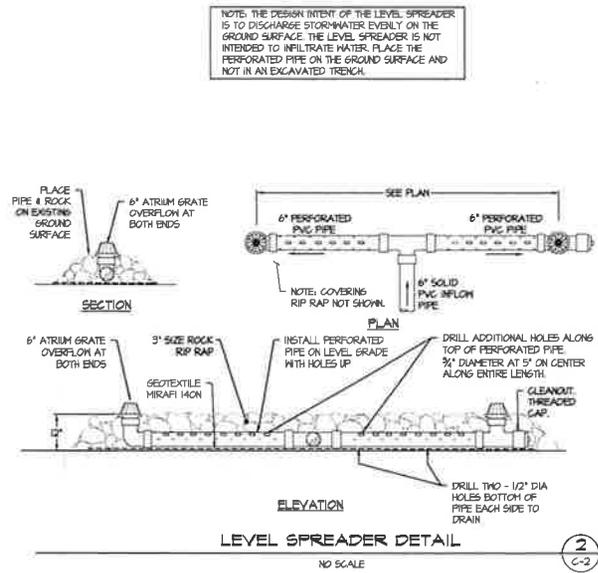
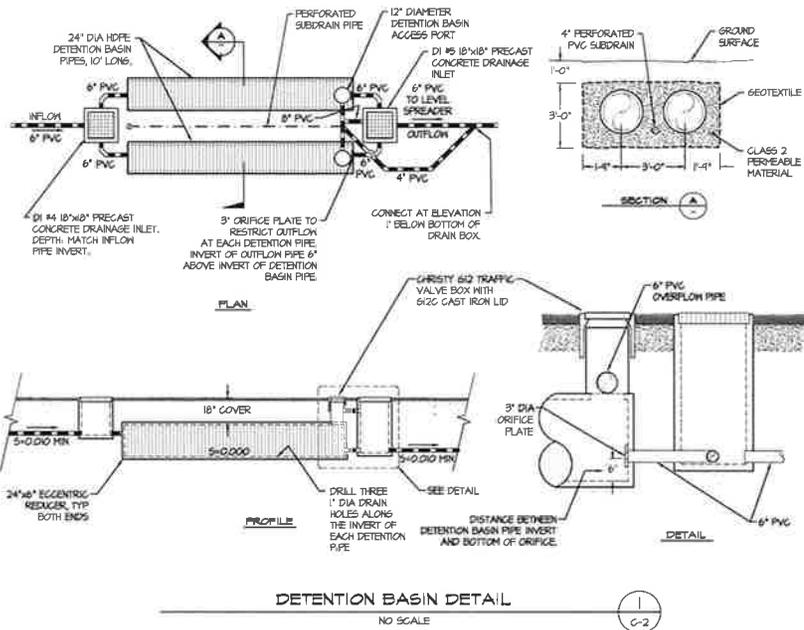
NO.	DATE	DESCRIPTION
1	07/26/17	TOWN COUNCIL
2		
3		
4		

DESIGNED BY: S. DEARTH  
DRAWN BY: E. HAYDEN  
APPROVED BY:  
SCALE: 1" = 10'  
DATE: PROJECT NO.  
1/2/2016 46280

**SITE PLAN**

REVISION: 0  
SHEET NO: 2 of 4  
DRAWING: C-2





NOTE: THE DESIGN INTENT OF THE LEVEL SPREADER IS TO DISCHARGE STORMWATER EVENLY ON THE GROUND SURFACE. THE LEVEL SPREADER IS NOT INTENDED TO INFILTRATE WATER. PLACE THE PERFORATED PIPE ON THE GROUND SURFACE AND NOT IN AN EXCAVATED TRENCH.

**STORMWATER DRAINAGE PLAN**

1. THE CONCEPTUAL STORMWATER DRAINAGE PLAN IS DESIGNED TO COMPLY WITH THE TOWN REQUIREMENTS FOR ON-SITE STORMWATER MANAGEMENT AND CONTROL OF STORMWATER RUNOFF TO MINIMIZE OFF-SITE IMPACTS AND IMPROVE STORMWATER QUALITY.
2. THE EXISTING DEVELOPMENT ON THE SITE TOTALS 14,339 SQUARE FEET (SQ FT) OF IMPERVIOUS AREA. THIS INCLUDES ROOF AREA, IMPERVIOUS PATIOS, IMPERVIOUS WALKWAYS AND PART OF THE DRIVEWAY. THE TOTAL LOT AREA IS 87,843 SQ FT. THE EXISTING IMPERVIOUS AREA AMOUNTS TO 16 PERCENT OF THE TOTAL LOT AREA.
3. THE PROPOSED DEVELOPMENT PLAN ADDS 9,556 SQ FT OF NEW IMPERVIOUS AREA, GIVING A TOTAL OF 23,895 SQ FT OF IMPERVIOUS AREA. THE PROPOSED TOTAL IMPERVIOUS AREA AMOUNTS TO 27 PERCENT OF THE LOT AREA.
4. THE EXISTING STORMWATER DRAINAGE SYSTEM WILL BE MODIFIED TO ACCOMMODATE THE PROPOSED SITE IMPROVEMENTS. THE EXISTING SYSTEM CONNECTS ROOF LEADERS AND DRAINAGE INLETS TO PIPES THAT DISCHARGE TO ROSS CREEK. THE MODIFIED DRAINAGE SYSTEM WILL DISCHARGE TO THE GROUND SURFACE WHERE WATER WILL FLOW OVERLAND TO THE CREEK.
5. RUNOFF FROM APPROXIMATELY 14,000 SQ FT OF THE PROPOSED NEW IMPERVIOUS AREA WILL BE COLLECTED IN A PIPED DRAINAGE SYSTEM AND DIRECTED TO AN ON-SITE STORMWATER DETENTION BASIN. OUTFLOW FROM THE DETENTION BASIN WILL BE DIRECTED TO A LEVEL SPREADER WHERE IT WILL BE DISPERSED ON-SITE AND ALLOWED TO FLOW OVERLAND TOWARD ROSS CREEK.
6. THE INCREASE IN STORMWATER RUNOFF DUE TO CONSTRUCTION OF ADDITIONAL IMPERVIOUS SURFACES WILL BE MITIGATED BY INSTALLING AN UNDERGROUND DETENTION BASIN. A PIPED STORMWATER DRAINAGE SYSTEM WILL BE USED TO CONNECT ROOF LEADERS AND AREA DRAINS TO THE DETENTION BASIN LOCATED NEAR THE NORTHEAST CORNER OF THE SITE.
7. THE DETENTION BASIN WILL REGULATE PEAK FLOW RESULTING FROM THE INCREASED IMPERVIOUS AREA AND PREVENT AN INCREASE IN THE PEAK FLOW DISCHARGED OFF-SITE TOWARD ROSS CREEK. THE BASIN WILL BE DESIGNED TO REGULATE THE 10-YEAR STORM AND AVOID AND INCREASE IN THE PEAK FLOW. THE BASIN WILL HAVE SUFFICIENT HYDRAULIC CAPACITY FOR THE 100-YEAR STORM.

8. RUNOFF FROM THE REMAINING APPROXIMATELY 10,000 SQ FT OF EXISTING IMPERVIOUS AREA WILL BE COLLECTED IN THE EXISTING PIPED DRAINAGE SYSTEM AND DISCHARGED ON SITE.
9. AREA DRAINS IN LANDSCAPE AND HARDSCAPE AREAS ARE LIMITED TO LOCATIONS WHERE THEY ARE NECESSARY TO PREVENT WATER PONDING THAT COULD DAMAGE THE HOUSE. WHEREVER POSSIBLE, RUNOFF FROM HARDSCAPE AREAS WILL BE ALLOWED TO SHEET FLOW TOWARD LANDSCAPED AREAS WHERE IT CAN INFILTRATE OR SLOWLY FLOW TOWARD THE CREEK.
10. A FOUNDATION DRAINAGE AND RETAINING WALL BACK DRAINAGE SYSTEM WILL BE CONSTRUCTED USING PERFORATED PVC PIPE. THE SYSTEM WILL OUTLET TO THE GROUND SURFACE AT A SUITABLE LOCATION. PERMANENT EROSION CONTROL WILL BE INSTALLED AT THE OUTLET LOCATION.

**EXCAVATION & GRADING PLAN**

1. SITE GRADING WILL BE COMPLETED IN CONFORMANCE WITH THE PROJECT GEOTECHNICAL REPORT AND THE APPROVED SITE GRADING PLAN. SITE GRADING WILL BE LIMITED TO MINOR EXCAVATION WITHIN THE FOOTPRINT OF THE NEW CABANA AND POOL. FILL WILL BE LIMITED TO PART OF THE POOL DECK AND THE LANDSCAPE AREA AT THE EAST SIDE OF THE NEW POOL.
2. MATERIAL WILL BE IMPORTED TO THE SITE TO FILL THE LANDSCAPE AND POOL DECK AREAS.

**EROSION CONTROL**

1. EROSION CONTROL MEASURES WILL BE INCORPORATED INTO THE PROJECT DURING CONSTRUCTION AND IMPLEMENTED BY THE CONSTRUCTION CONTRACTOR. STRAW WATTLES WILL BE PLACED AROUND THE DOWN-SLOPE PERIMETER OF THE DISTURBED AREA. EXCAVATED AREAS AND SOIL STOCKPILES WILL BE COVERED WITH PLASTIC TARPIS TO MINIMIZE EROSION. AREAS DISTURBED DURING CONSTRUCTION WILL BE RESTORED BY SEEDING AND INSTALLATION OF EROSION CONTROL BLANKET AND STRAW WATTLES.
2. PERMANENT EROSION CONTROL WILL BE PROVIDED BY LANDSCAPING THE ENTIRE DISTURBED AREA AT THE COMPLETION OF THE WORK IN ACCORDANCE WITH THE LANDSCAPING PLAN.

**STORMWATER POLLUTION PREVENTION**

1. SPECIFICATIONS WILL BE INCLUDED ON THE PROJECT DRAWINGS OUTLINING CONSTRUCTION PRACTICES THAT MUST BE FOLLOWED TO PREVENT STORMWATER POLLUTION. CONSTRUCTION WORKERS WILL BE ADVISED OF REQUIRED CONSTRUCTION MEASURES FOR AVOIDING STORMWATER POLLUTION. THESE MEASURES WILL INCLUDE PROCEDURES FOR MATERIAL STORAGE, USE AND DISPOSAL OF HAZARDOUS MATERIALS (PAINT, SOLVENTS, ADHESIVES, ETC.), WASTE DISPOSAL PROCEDURES, CONCRETE WASHOUT REQUIREMENTS AND OTHER CONSTRUCTION PRACTICES.

**UTILITY PLAN**

1. ALL UTILITY SERVICES WILL BE PROVIDED BY EXTENSION FROM THE EXISTING HOUSE. NO NEW CONNECTIONS TO SERVICE MAINS ARE PLANNED.
2. WATER: THE EXISTING WATER METER AND SERVICE CONNECTION WILL SUPPLY WATER TO THE NEW CABANA AND POOL. NO NEW SERVICE CONNECTION OR UPGRADE OF THE EXISTING CONNECTION IS PLANNED.
3. ELECTRIC POWER: THE EXISTING ELECTRIC METER AND SERVICE CONNECTION WILL SUPPLY POWER TO THE NEW CABANA AND POOL. NO NEW SERVICE CONNECTION OR UPGRADE OF THE EXISTING CONNECTION IS PLANNED.
4. COMMUNICATION: THE EXISTING PHONE AND CABLE TV SERVICE TO THE HOUSE WILL BE EXTENDED TO SERVE THE NEW CABANA. NO NEW SERVICE CONNECTION OR UPGRADE OF THE EXISTING CONNECTION IS PLANNED.
5. NATURAL GAS: THE EXISTING GAS METER AND SERVICE CONNECTION WILL SUPPLY GAS TO THE NEW CABANA, POOL AND FIRE PIT. NO NEW SERVICE CONNECTION OR UPGRADE OF THE EXISTING CONNECTION IS PLANNED.
6. SANITARY SEWER: THE EXISTING SEWER LATERAL FOR THE RESIDENCE WAS INSPECTED WHEN THE HOME WAS RECENTLY PURCHASED. NO REPAIR OR REPLACEMENT IS REQUIRED. THE NEW CABANA WILL BE SERVED BY THE EXISTING LATERAL. NO NEW LATERAL OR UPGRADE OF THE EXISTING LATERAL IS PLANNED.

**RETAINING WALL CONSTRUCTION NOTES**

1. ALL RETAINING WALLS WILL BE REINFORCED CONCRETE CONSTRUCTION SUPPORTED BY SPREAD FOOTINGS OR DRILLED PIERS AS DETERMINED BY THE PROJECT GEOTECHNICAL ENGINEER AND STRUCTURAL ENGINEER.

LTD Engineering, Inc.  
1050 Northgate Drive, Suite 315  
San Rafael, CA 94903  
Tel: 415.446.7402 Fax: 415.446.7419  
general@ltdengineering.com

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APN 073-131-17  
20 GLENWOOD AVENUE  
ROSS, CALIFORNIA 94067

REVISIONS	
NO.	DESCRIPTION
1	BASED TOWN COUNCIL

DESIGNED BY:	A. DEWITT
DRAWN BY:	E. HAYDEN
APPROVED BY:	
SCALE:	AS SHOWN
DATE:	PROJECT NO.
ISSUE:	48200

<b>DETAILS</b>	
REVISION	0
SHEET NO.	4 of 4
DRAWING	C-4





17/04/2006 09:00:00 Ken Linstead Architects 10 GLEN PROPOSED ILLUSTRATIVE SITE PLAN.dwg Aug 13, 2016 11:25



1 PROPOSED SITE PLAN

SCALE: 1/16" = 1' 0"



**KL**  
**Ken Linstead**  
**ARCHITECTS**  
 4153 JUNE STREET  
 SAN FRANCISCO, CA 94119

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**20 GLENWOOD AVENUE**  
 ROSS, CA 94065  
 APN: 073 131 17

NO.	DATE	BY	DESCRIPTION

PROPOSED ILLUSTRATIVE SITE PLAN  
 SCALE: 1/16" = 1' 0"  
**A1.10**





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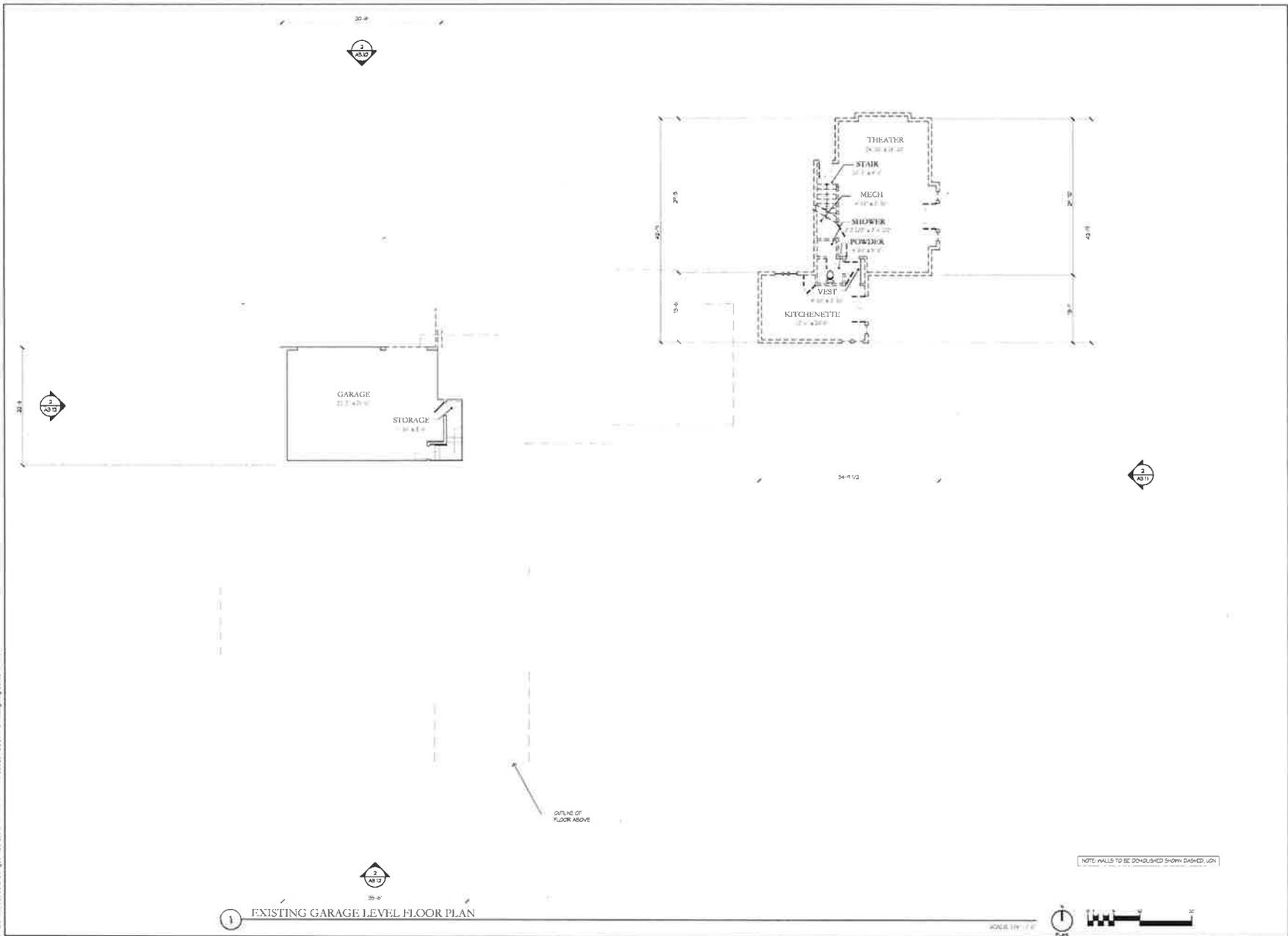
20 GLENWOOD AVENUE  
 ROSS, CA 94057  
 APN: 073 434 47

REVISION	DATE	BY	CHKD

EXISTING GARAGE LEVEL FLOOR PLAN

SCALE: 1/8" = 1' 0"

A1.20



P:\Unshared\2020\2020-07-14\20-GW-EXISTING-GARAGE-LEVEL-FLOOR-PLAN.dwg 20/07/2020 10:10:10 AM

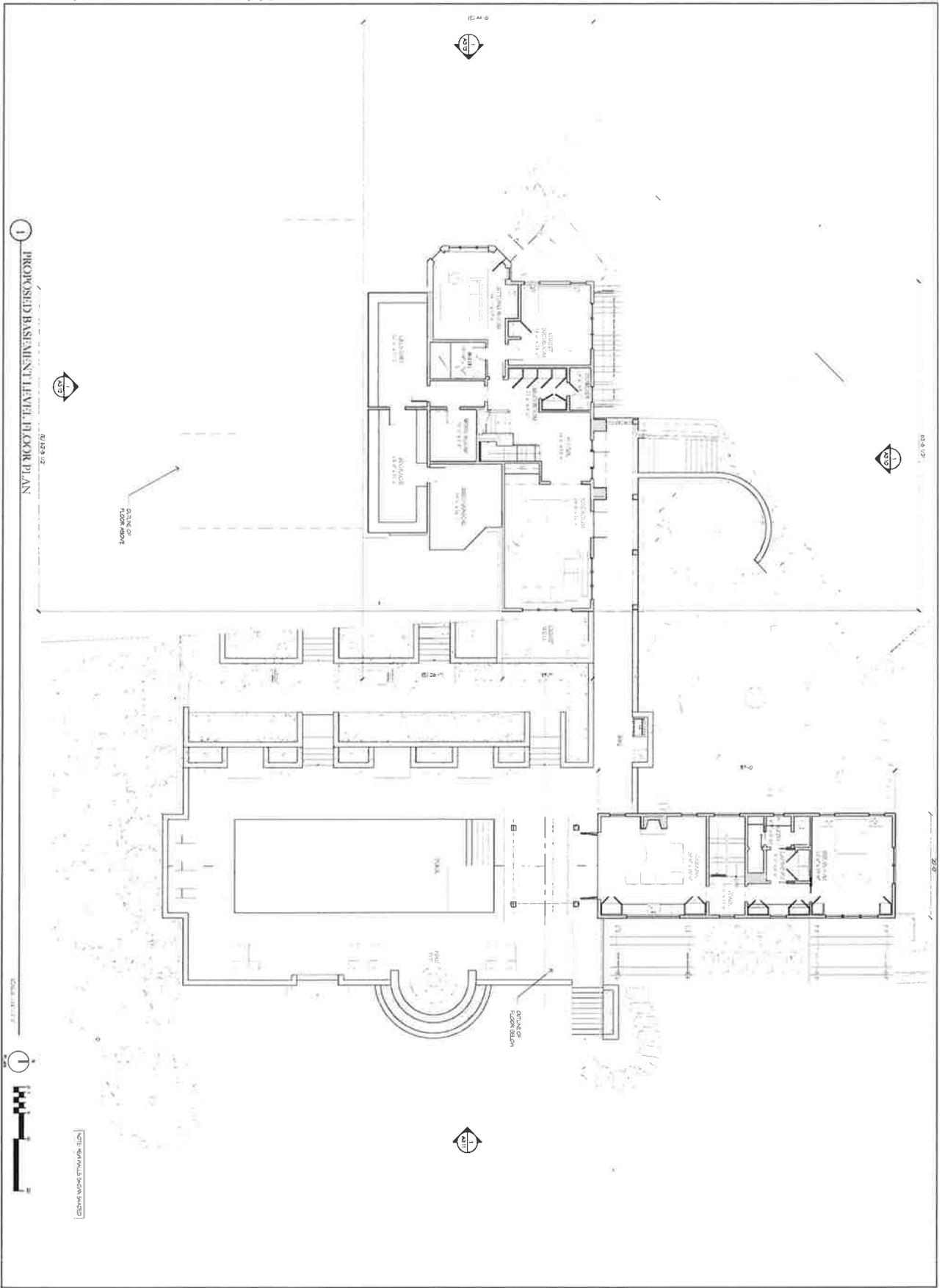












**A2.11**

SCALE: 1/8" = 1'-0"

PROPOSED  
BASEMENT LEVEL  
FLOOR PLAN

**20 GLENWOOD AVENUE**  
ROSS, CA 94957

APPROVED FOR CONSTRUCTION BY  
THE CITY OF GLENWOOD  
ON 08/04/16 AT 10:00 AM  
BY: [Signature]

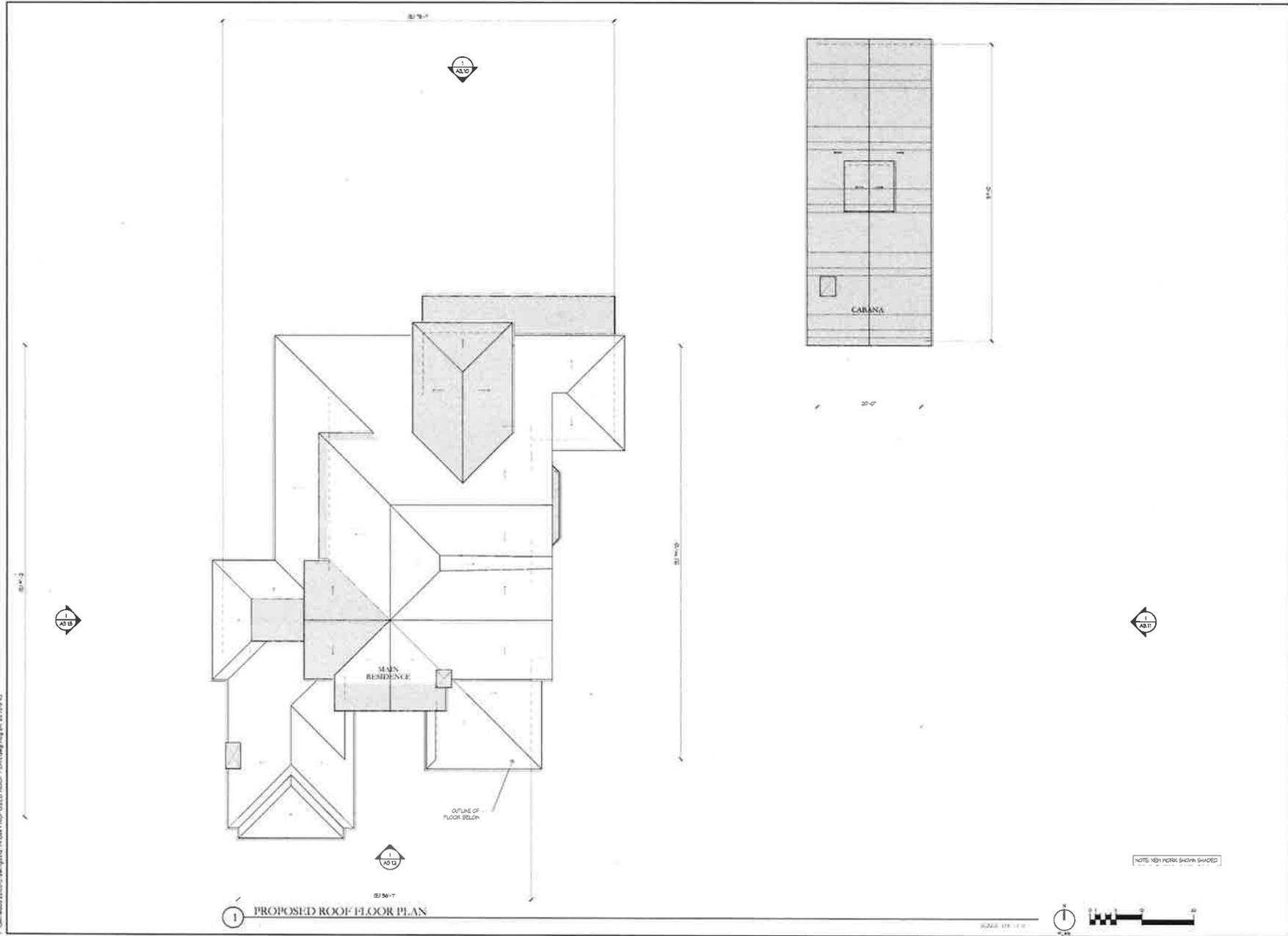
**Ken Linstedt**  
ARCHITECTS  
1435 251 008  
1435 251 109  
San Francisco, CA 94109







17th Street Wood 2020.02.25 - 11:45 AM PROPOSED ROOF FLOOR PLAN (REV) Aug 04, 2014 (p. 45)



**KL**  
 Ken Linstead  
 ARCHITECTS  
 415.351.1013  
 415.351.1019  
 1462 Pine Street  
 San Francisco, CA 94109

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**20 GLENWOOD AVENUE**  
 ROSS, CA 94057  
 APN: 073 131 17

DRAWN BY:	
DATE:	08/04/14
SCALE:	AS SHOWN
PROJECT:	20 GLENWOOD AVENUE
CLIENT:	
ARCHITECT:	
ENGINEER:	
PLUMBER:	
ELECTRICIAN:	
Mechanical:	
Structural:	
Other:	

PROPOSED ROOF PLAN  
 SCALE: 1/8" = 1'-0"  
**A2.14**















## ATTACHMENT 4

**MINUTES**  
Meeting of the  
Ross Advisory Design Review Group

Tuesday, June 28, 2016

**1. 6:04 p.m. Commencement**

Mark Fritz, called the meeting to order. Joey Buckingham, Peter Nelson, and Dan Winey were present. Heidi Scoble was present representing staff. John Keikepher, representing the RPOA, was also present.

**2. Open Time for Public Comments- *None***

**3. Approval of minutes- *Approved***

**4. Old Business- *None***

**5. New Business**

**a. Kalafatas Residence (Application No. 2016-028) – 20 Glenwood Avenue**

Property owner Dan Kalafatas began the applicant's presentation by expressing his gratitude to the ADR Group and the talent working on the project.

Project Architect, Ken Lindstead, provided a presentation that explained the goals of the project. The goals expressed included redesigning the disjointed architectural conditions that were constructed in the 1990's, maintain the existing architectural colors and materials that are reflective of the original bungalow architecture, maximizing the garden and consolidate the existing detached accessory structures.

Janelle Hobart, project landscape architect, described that the project landscaping would return the site to more of a natural design instead of the existing English Landscaping.

Eric Soiffer, resident at 36 Glenwood stated that the owners of the property supported the project.

The ADR Group members unanimously supported the project based on the improved design of the residence and designing a project that is in keeping with the mass and scale of the site. The ADR Group provided a recommendation to approve the project and requested the project applicants to consider the following:

- Consider incorporating a stone base along the north elevation to reduce the weight and tall appearance of the cabana.

- Consider incorporating renewable resources into the project.
- Consider alternatives to paving.
- Consider reducing the height of the cabana.

The ADR Group also requested that the formal submittal of the project include a preliminary grading plan, a construction management and traffic plan that identifies construction impacts, and providing information on how many haul trips it would take to accommodate the project grading.

The ADR Group also stated that they supported the Nonconformity Permit to allow the continuation of the legal nonconforming roof line along the north elevation.

#### **6. Communications- *None***

#### **7. Adjournment**

The meeting adjourned at 8:15 p.m.

# ATTACHMENT 5

**GEOTECHNICAL INVESTIGATION  
PROPOSED RESIDENCE IMPROVEMENTS,  
CABAÑA & SWIMMING POOL  
MULLIN/KALAFATAS PROPERTY  
20 GLENWOOD AVENUE  
ROSS, CALIFORNIA**

**THIS REPORT HAS BEEN PREPARED FOR  
HADLEY MULLIN & DAN KALAFATAS  
P.O. BOX 33  
ROSS, CALIFORNIA 94957**

**AUGUST 2016**





August 9, 2016  
Project No. 2543-1R1

**Hadley Mullin & Dan Kalafatas**  
P.O. Box 33  
Ross, California 94957

**RE: GEOTECHNICAL INVESTIGATION,  
PROPOSED RESIDENCE IMPROVEMENTS,  
CABAÑA & SWIMMING POOL,  
MULLIN/KALAFATAS PROPERTY,  
20 GLENWOOD AVENUE,  
ROSS, CALIFORNIA**

Dear Ms. Mullin & Mr. Kalafatas:

We are pleased to present the results of our geotechnical investigation relating to design and construction of the proposed improvements to your residence and the proposed cabaña and swimming pool to be constructed on your property. This report summarizes the results of our field, laboratory, and engineering work, and presents geotechnical recommendations and design criteria for the proposed construction.

The conclusions and recommendations presented in this report are contingent upon our review and approval of the project plans and our observation and testing of the geotechnical aspects of the construction.

If you have any questions concerning our investigation, please call.

Sincerely,  
**MURRAY ENGINEERS, INC.**

Mark F. Baumann, C.E.G. 1787  
Principal Engineering Geologist

William P. Carter, P.E.  
Associate Engineer



GM:KK:MB:WC

Copies: Addressee (1)  
Ken Linsteadt Architects (3)  
Attn: Mr. Randy Simonson  
GFDS Engineers, Inc. (email)  
Attn: Mr. David Kallmeyer, P.E.  
LTD Engineering, Inc. (email)  
Attn: Mr. Glenn Dearth, P.E.  
CDK Builders, Inc. (email)  
Attn: Mr. Gary Suhrke

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**GEOTECHNICAL INVESTIGATION  
PROPOSED RESIDENCE IMPROVEMENTS,  
CABAÑA & SWIMMING POOL  
MULLIN/KALAFATAS PROPERTY  
20 GKENWOOD AVENUE  
ROSS, CALIFORNIA**

**INTRODUCTION**

This report presents the results of our geotechnical investigation relating to the design and construction of the proposed improvements to the existing residence and the proposed cabaña and swimming pool on the Mullin/Kalafatas property at 20 Glenwood Avenue in Ross, California. The project location is indicated on the Vicinity Map, Figure A-1. The purpose of our investigation was to explore the subsurface conditions on the site in the area of the proposed improvements and to provide geotechnical design criteria and recommendations for the project.

**Project Description**

The site is developed with a two-story residence with a partial basement, a cabaña, a swimming pool and a cottage. Based on our review of the proposed improvement plans, the project will include an extensive remodel of the existing residence; demolition of the cabaña, swimming pool, and cottage; and the construction of a new cabaña and swimming pool along the downhill side of the residence. The residence remodel will include demolishing a 1995 addition at the eastern corner of the residence and constructing a basement-level light well in the same area, as well as reconfiguring interior walls and porches along the northeast and southeast sides of the residence. The new cabaña will be a two-story structure located in the area of the existing cabaña and the new swimming pool will be located in the area of the existing swimming pool; however, the grade in the area of the pool will be raised by several feet. The upper level of the cabaña will be at the level of the pool and the southwestern portion of the lower level will extend under the northeast end of the pool decking to accommodate a below-grade pool equipment room. We anticipate that structural loads will be relatively light and typical of single-family residential construction. Site improvements will include a new pool patio, new terraced retaining walls and exterior stairs leading from the residence down to the pool area, a new retaining wall supporting planned fill along the downhill side of the pool, a trellis along the pool side of the cabaña, site retaining walls near the garage entrance, resurfacing the existing driveway with asphalt, a concrete slab near the garage, and stone paving on concrete near the front entry. The layout of the existing and proposed improvements is shown on Figure A-2, Site Plan.



### Scope of Services

We performed the following services in accordance with our agreement dated May 2, 2016 (executed on May 11, 2016):

- Reviewed geologic and seismic conditions in the area and evaluated geologic hazards that could potentially impact the site and the proposed improvements
- Performed a site reconnaissance to evaluate the geotechnical site conditions
- Explored the subsurface conditions by advancing, sampling, and logging four exploratory borings in the area of the proposed improvements
- Performed laboratory testing and analyses on selected soil and bedrock samples for soil classification and to evaluate engineering properties of the subsurface materials
- Performed geotechnical engineering analyses to develop geotechnical engineering design criteria for the proposed improvements
- Prepared this report presenting a summary of our investigation and our geotechnical conclusions and recommendations

### GEOLOGIC & SEISMIC CONDITIONS

#### Geologic Overview

The property is located near the northeastern base of Mt. Tamalpais, a prominent peak in the California Coast Ranges geomorphic province. The site is situated on a subdued, gently sloping knoll above Ross Creek, which flows along the east side of the property. According to the U.S. Geological Survey's topographic map of the area, the site is located at an elevation of approximately 80 feet above mean sea level (see Figure A-1). According to the geologic map of the area (Smith and Rice, 1976), the higher elevations in the central and western portion of the property are underlain by colluvium, which is described as unconsolidated soil material and bedrock fragments accumulated on or at the base of slopes by natural erosional processes. The lower elevations in the eastern portion of the property near Ross Creek are underlain by stream-laid alluvial deposits, which are described as unconsolidated clay, silt, sand, and gravel. At depth, these surficial soil deposits are underlain by Franciscan sandstone and shale bedrock. The Franciscan sandstone and shale bedrock also underlies the higher hills to the west of the site. No landslides are mapped on the property; however, the higher hills to the west of the site are blanketed with landslides. The pertinent portion of the geologic map is included on Figure A-3, Vicinity Geologic Map.

According to relative slope stability map of the area (Smith and others, 1976), given the relatively gentle slopes across the property and the low topographic position, the property is located in an area that is considered to be relatively stable; while the higher hills to the west are considered potentially relatively unstable. The pertinent portion of the slope stability map is included on Figure A-4, Vicinity Relative Slope Stability Map.

According to the local liquefaction susceptibility maps (Association of Bay Area Governments, 2016), the house site is located in an area with a low susceptibility to earthquake-induced liquefaction. The central portion of the property above Ross Creek has a moderate susceptibility, and the creek channel has a very high susceptibility.

### Seismicity

Geologists and seismologists recognize the San Francisco Bay Area as one of the most active seismic regions in the United States. There are three major faults that trend in a northwest direction through the Bay Area, which have generated about 12 earthquakes per century large enough to cause significant structural damage. The faults along which these earthquakes occur are part of the San Andreas fault system that extends for at least 700 miles along the California Coast, and include the active San Andreas, Hayward, and Calaveras faults, as well as several other potentially active faults. The San Andreas fault is located in Bolinas Bay approximately 7 miles southwest of the site, the Hayward fault is located in San Pablo Bay approximately 11 miles northeast of the site, and the Calaveras fault is located approximately 30 miles northeast of the site.

Seismologic and geologic experts convened by the U. S. Geological Survey, California Geological Survey, and the Southern California Earthquake Center conclude that there is a 63 percent probability for at least one "large" earthquake of magnitude 6.7 or larger in the Bay Area before the year 2038. The northern portion of the San Andreas fault is estimated to have a 21 percent probability of producing a magnitude 6.7 or larger earthquake by the year 2038 (Working Group on California Earthquake Probabilities, 2008).

## SITE EXPLORATION & RECONNAISSANCE

### Exploration Program

An initial site visit was performed by our principal engineering geologist on February 12, 2016 as part of a pre-purchase evaluation. Subsequently, on May 25, 2016, one of our project engineers performed a site reconnaissance to evaluate the site conditions in relation to the currently proposed improvements. Our subsurface exploration was performed on May 27, 2016 and included the excavation, logging, and sampling of four exploratory borings to depths ranging from approximately 11 to 16 feet in the area of the proposed improvements at the locations shown on Figure' A-2. The boring locations were approximately determined by measuring distance from known points on the site plan using a tape measure and should be considered accurate only to the degree implied by the mapping technique used.

The borings were advanced using portable Minuteman drilling and sampling equipment. Soil samples were collected with split-spoon samplers that were driven with a 140-pound hammer repeatedly dropped from a height of 30 inches with a rope and cathead winch attached to a sampling tripod. The split-spoon samplers included 3-inch and 2.5-inch outside diameter (O.D.) samplers, and a 2-inch O.D. standard penetration test sampler. The sampler types used are indicated on the logs at the appropriate depths. The number of hammer blows required to drive the samplers were recorded in 6-inch increments for the length of the 24-inch long sampler barrels. The associated blow count data, which is the sum of the second and third 6-inch increments, is presented on the boring logs as sampling resistance in blows per foot. The field blow counts for the 2.5-inch and 3-inch O.D. samplers have been adjusted to standard penetration test blow counts based on sampler diameter; however, the blow count data has not been adjusted for other factors such as hammer efficiency. The logs of the borings are presented in Appendix B as Figures B-1 through B-4. Also included in Appendix B are Figure B-5, Key to Boring Logs; Figure B-6, Unified Soil Classification System; and Figure B-7, Key to Bedrock Descriptions.

Our staff geologist logged the borings in general accordance with the Unified Soil Classification System and Key to Bedrock Descriptions. The boring logs show our interpretation of the subsurface conditions at the location and on the date indicated and it is not warranted that these conditions are representative of the subsurface conditions at other locations and times. In addition, the stratification lines shown on the logs represent approximate boundaries between the soil materials; however, the transitions may be gradual. Soil samples recovered from the borings were retained for laboratory testing and for review by our project engineer and associate engineer.

### **Site Description**

The approximately 2-acre, roughly triangular-shaped property is located on the downhill side of Glenwood Avenue in a developed semi-rural residential neighborhood. The site is bounded by Glenwood Avenue to the west, Ross Creek to the east and southeast, and by a developed residential property to the north. The site is developed with a single-family residence, detached cottage, and swimming pool located in the central portion of the property. The property slopes down from west to east toward Ross Creek at relatively gentle average gradients of approximately 7:1 to 8:1 (horizontal to vertical), with localized flat areas; as well as steeper slopes in isolated fill areas and along the eastern margins of the site, with gradients as steep as approximately 2.5:1 to 2:1. It appears the natural site topography was altered slightly to construct a level pad for the swimming pool and relatively thin wedge of fill is located along the downhill sides of the pool. Several retaining walls are located around the residence, including terraced retaining walls between the pool and the residence.

The site is accessed by a gravel driveway with two entrances off Glenwood Avenue. The main driveway enters the northwest corner of the property and extends along the northern property boundary toward the garage at the northeast corner of the residence and the cottage. The secondary driveway enters the southwestern corner of the property and extends along the western property boundary in front of the residence to connect with the main driveway. The remaining portions of the property are vegetated with lawn areas, planters, and young to mature trees. The eastern portion of the property along Ross creek is densely vegetated with native mature trees and shrubs.

We understand the residence was originally constructed in 1902 and then added on to and substantially renovated in the early 1990s. We assume that a geotechnical report was prepared prior to the construction of the additions and the remodel; however, it was not available for our review. This work appears to have included a complete foundation replacement and the construction of an addition at the eastern corner of the residence, the basement-level garage below the northern corner of the residence, the cabaña, the cottage, and the swimming pool. Based on observations within the crawlspace, the residence appears to be supported on a perimeter spread footing foundation with interior strip footings and isolated footings supporting raised floors. The garage, which is cut into the hillside, has concrete retaining walls on three sides and a slab floor. It is likely that the cabaña and cottage are supported on spread footing foundations similar to the residence. The swimming pool is located on a cut and fill pad. Cuts on the uphill side of the pool area are supported by a series of terraced retaining walls. The fill slope along the downhill side of the pool area is approximately 5 to 6 feet high and has gentle to moderate gradients (see Figure A-2 for approximate fill slope location and limits). The residence and associated improvements appear in good condition with no obvious signs of significant foundation movement or distress.

In general, drainage across the property is characterized as uncontrolled sheet flow to the east into Ross Creek. The residence is equipped with roof gutters and downspouts that discharge to underground pipes. Several area drains and catch basins are located around the residence and associated improvements. We did not determine the routing or discharge location(s) of the existing drainage system; however, a recent topographic survey of the property notes at least one outfall pipe on the slope below the gravel path that extends along the east side of the property. Portions of the existing site improvements are shown on the Site Plan, Figure A-2.

#### **Subsurface Conditions**

We advanced four exploratory borings on the site in the area of the proposed improvements. In general, the borings encountered approximately 1 to 3 feet of sandy clay fill underlain by alluvium or colluvium, older colluvium or alluvium, and bedrock. The locations of the

borings are shown on Figure A-2, a general description of the subsurface conditions is presented below, and detailed boring logs are presented in Appendix B.

Boring B-1, located above one of the terraced walls along the west side of the pool, encountered approximately 3 feet of fill that appears to be associated with backfill of the terraced retaining walls. The fill is underlain by approximately 12 inches of very stiff sandy clay colluvium, a soil material deposited on or at the base of a slope. The fill and colluvium are underlain by older colluvium, which consists of medium dense to dense clayey sand to sandy clay. Shale bedrock was encountered beneath the older colluvium at a depth of 9.5 feet. The bedrock persisted to the bottom of the boring at a depth of 11.1 feet where practical sampling refusal, characterized by more than 50 blows for any 6-inch sampling interval, was encountered.

Atterberg limits testing on a sample of surficial sandy clay fill from Boring B-1 yielded a plasticity index of 16 percent and a liquid limit of 33 percent, indicating that this material has a moderate potential for expansion (see Figure C-1, Liquid & Plastic Limits Test Report).

Borings B-2 and B-3 were located near the existing cabaña, in the area of the proposed cabaña. These borings encountered 18 to 24 inches of stiff to very stiff sandy clay fill that appears to be associated with the construction of the cabaña or original site development. The fill in this area is underlain by approximately 2.5 to 4 feet of stiff to very stiff clayey silt alluvium, a stream-laid deposit. The alluvium is underlain by 5 to 6 feet of older colluvium consisting of stiff sandy clay and, in Boring B-3; the older colluvium is underlain by approximately 2.5 feet of older alluvium consisting of medium dense clayey sand. Shale bedrock was encountered in Boring B-2 at a depth of 9 feet and in Boring B-3 at a depth of 14.5 feet. Sampling refusal was encountered in the bedrock in Borings B-2 and B-3 at depths of 12.8 and 15.8 feet, respectively.

Boring B-4, located in front of the residence in the upper portion of the property, encountered older colluvium at the ground surface to a depth of approximately 10.8 feet. Sampling refusal was encountered in shale bedrock beneath the older colluvium at a depth of 11 feet.

#### **Groundwater**

No free groundwater was encountered in the exploratory borings at the time of drilling. We note that fluctuations in the level of groundwater can occur due to variations in rainfall, landscaping, and other factors that may not have been evident at the time our measurements were made.

## CONCLUSIONS

In our opinion, the proposed site development is feasible from a geotechnical perspective provided that the recommendations presented in this report are implemented in the design and construction of the project. In our opinion, the primary geotechnical constraints to the proposed improvements are the potential for settlement of the existing fill that underlies portions of the site, differential compaction (and a slight potential for liquefaction, if saturated during an earthquake) of the shallow alluvial soil in the area of the cabaña, and the potential for strong ground shaking during a moderate to large earthquake on the San Andreas Fault or one of the nearby active faults.

Based on our subsurface exploration, Boring B-1, located in the area of the proposed retaining walls along the uphill side of the proposed pool, and Borings B-2 and B-3, located in the area of the proposed cabaña, encountered thin layers of relatively weak fill. In our opinion, the fill may be prone to long-term settlement and should not be relied on for support of the proposed structures. In our opinion, the underlying alluvium and older colluvium should provide adequate support for the foundations of the proposed improvements.

### Geologic Hazards

As part of our investigation, we evaluated the potential for geologic hazards to impact the site and the proposed improvements. The results of our review are presented below:

- ⊕ Landsliding – Based on our investigation, we did not observe evidence of active shallow landsliding on or adjacent to the subject property. In our opinion, because of the relatively gentle slopes across the site, the potential for landsliding to occur within the area of the proposed improvements is low. However, due to the presence of localized moderately steep slopes and thin layers of fill, the occurrence of a new shallow landslide cannot be excluded. A new shallow landslide involving fill and/or colluvium/alluvium could be triggered by excessive precipitation, erosion, and/or strong ground shaking associated with an earthquake. In our opinion, a new shallow landslide should not pose a significant hazard to the structural integrity of the proposed improvements, provided that the improvements are designed and constructed in accordance with the recommendations of this report.

It should be noted that although our knowledge of the causes and mechanisms of landslides has greatly increased in recent years, it is not yet possible to predict with certainty exactly when and where all landslides will occur. At some time over the span of thousands of years, most hillsides will experience landslide movement as mountains are reduced to plains. Therefore, an unknown level of risk is always

present to structures located in hilly terrain. Owners of property located in these areas must be aware of and be willing to accept this risk.

- ⊕ Fault Rupture – Based on our review of published maps, no known active or potentially active faults cross the subject property. Therefore, in our opinion the potential for fault rupture to occur at the site is low.
- ⊕ Ground Shaking - As noted in the Seismicity section above, moderate to large earthquakes are probable along several active faults in the greater Bay Area. Therefore, strong to very strong ground shaking should be expected at some time during the design life of the proposed improvements. In our opinion, the improvements should be designed in accordance with current earthquake resistant standards, including the 2013 California Building Code (CBC) guidelines and the design parameters presented in this report. It should be clearly understood that these guidelines and parameters will not prevent damage to structures; rather they are intended to prevent catastrophic collapse.
- ⊕ Differential Compaction - During moderate and large earthquakes, soft or loose, natural or fill soils can settle, often unevenly across a site. In our opinion, the fill encountered at the site and the relatively weak alluvium encountered in the area of the proposed cabaña may be subject to differential compaction during a seismic event. In our opinion, differential compaction of these materials should not have a significant impact on the structural integrity of the proposed improvements provided that they are supported on foundations that are designed and constructed in accordance with the recommendations presented in this report.
- ⊕ Liquefaction – Liquefaction is a soil softening response, by which an increase in the excess pore water pressure results in partial to full loss of soil shear strength. In order for liquefaction to occur, the following four factors are required: 1) saturated soil or soil situated below the groundwater table; 2) undrained loading (strong ground shaking), such as by earthquake; 3) contractive soil response during shear loading, which is often the case for a soil which is initially in a loose or uncompacted state; and 4) susceptible soil type; such as clean, uniformly graded sands, non-plastic silts, or gravels. Structures situated above temporarily liquefied soils may sink or tilt, potentially resulting in significant structural damage. Although we did not encounter high groundwater, portions of the silty alluvium encountered in the area of the proposed cabaña may be subject to liquefaction, if saturated due to a temporarily high groundwater condition or excess surface water infiltration in conjunction with a moderate to large earthquake. Nonetheless, in our opinion, the potential for liquefaction of these soils to impact the overall structural integrity of the proposed

improvements should be low, provided the proposed improvements are designed and constructed in accordance with the recommendations presented in this report.

### RECOMMENDATIONS

We recommend that the proposed lower-level light well at the eastern corner of the residence be supported on a mat slab or spread footing foundation. To substantially mitigate the potential for distress to the cabaña related to differential settlement of the underlying weak fill and shallow alluvium, we recommend the proposed structure and attached trellises be supported on drilled piers. As an alternative, the cabaña may be supported on relatively rigid mat slab or a relatively rigid grid of spread footings. In our opinion, drilled piers will offer better long-term performance; however, a mat slab foundation or grid footing foundation can be expected to perform reasonably well under static conditions, but will have an increased risk of minor differential movement during strong ground shaking associated with an earthquake. We anticipate that such differential foundation movement, if it were to occur, would not have a significant impact on the structural integrity of the cabaña, but may result in out of level floors. If piers or a grid of spread footings are utilized, we recommend that the cabaña slab floor be designed as a structural slab supported on the piers or footings. If a mat slab foundation is utilized, it can serve as the cabaña floor slab.

The proposed swimming pool may overlies variable amounts of existing fill and new fill associated with backfill of the existing pool and raising the grade of the pool pad. It should be anticipated that a conventional swimming pool shell bearing in fill could experience slight differential settlement. To substantially mitigate the potential for differential settlement of the pool, we recommend that the pool be designed and constructed with a pier-supported shell. As an alternative, the pool may be designed and constructed as a conventional shell bearing on engineered fill, provided that the fill is composed of well-compacted select granular fill, which will be less susceptible to long-term settlement than fill material derived from on-site excavations. It should be clearly understood that a conventional shell supported in the engineered fill may experience differential settlement, which could cause slight unevenness and/or cracking at the pool coping/pool patio interface. To mitigate the potential for the shell to crack as a result of differential settlement, the shell could be designed with added rigidity.

The proposed site retaining walls along the downhill sides of the pool area and between the pool and the residence should be supported on drilled piers. Site retaining walls near the garage along the northeast side of the residence may be supported on either drilled piers or spread footings.

Exterior hardscape for patios, walkways, and driveways may be constructed as free-floating slabs-on-grade supported over compacted aggregate baserock; however, where slabs overlie fill areas, including slabs around the proposed swimming pool, there will be a potential for differential slab movement. If differential movement of the pool patio slabs is unacceptable, we recommend that these slabs be designed and constructed as structural slabs supported on drilled piers (or potentially spanning between the pool shell, if supported on piers, and the pier-supported retaining walls).

Detailed foundation, grading, and drainage recommendations and geotechnical design criteria are presented below. We should review the proposed layout and design, prior to completion of the final plans, to verify that the following recommendations are appropriate.

### **2013 CBC EARTHQUAKE DESIGN PARAMETERS**

We have developed site-specific earthquake design parameters based on the procedures described in Chapter 16, Section 1613 of the 2013 California Building Code (California Building Standards Commission, 2013). These procedures utilize State standardized spectral acceleration values for maximum considered earthquake ground motion taking into account historical seismicity, available paleoseismic data, and activity rates along known fault traces, as well as site-specified soil and bedrock response characteristics. Contour maps of Class B bedrock horizontal spectral acceleration values for the State of California are included as figures in Chapter 16 of the 2013 CBC, representing both short (0.2 seconds) and long (1.0 second) periods of spectral response and taking into account 5 percent of critical damping. The U.S. Geological Survey (2014) has prepared an online seismic design value application tool that allows for site-specific adjustments of these acceleration values for different subsurface conditions, which are defined by site classes. Based on our subsurface exploration and given representative latitude of 37.96310 and longitude of -122.56903 obtained from Google Earth, in accordance with guidelines presented in the 2013 CBC, the following seismic design parameters will apply for this site:

- Site Class C – Soil Profile Name: Very Dense Soil and Soft Rock (Table 1613.5.2)
- Mapped Spectral Accelerations for 0.2 second Period:  $S_s = 1.500g$  (Site Class B)
- Mapped Spectral Accelerations for a 1-second Period:  $S_1 = 0.620g$  (Site Class B)
- Design Spectral Accelerations for 0.2 second Period:  $S_{DS} = 1.000g$  (Site Class C)
- Design Spectral Accelerations for a 1-second Period:  $S_{D1} = 0.537g$  (Site Class C)

## FOUNDATIONS

### **Drilled Piers**

As noted above, drilled piers may be used for the proposed cabaña, swimming pool, and site retaining walls. Drilled piers should be designed as reinforced, cast-in-place concrete friction piers gaining support in the underlying older colluvium, older alluvium, and/or bedrock. Drilled piers for the cabaña and the swimming pool should be at least 16 inches in diameter and should extend through the surficial fill and alluvial soil and should be embedded at least 8 feet into the underlying older colluvium and/or older alluvium, and at least 2 feet into the bedrock. Based on our subsurface exploration, we anticipate pier depths of between approximately 12 to 16 feet below existing grade for the cabaña and bottom of the pool excavation. Drilled piers for site retaining walls should be at least 16 inches in diameter and should extend through any existing or proposed fill and be embedded at least 8 feet into the underlying older colluvium, older alluvium, and/or bedrock. The depth of the retaining wall piers will depend on the location of the individual walls and the depth of any non-supportive soil encountered below the base of the wall. Please note that these are recommended *minimum* pier dimensions and that other structural criterion, such as the need to resist lateral creep forces, may force the pier design depths to be greater. In general, drilled piers should be spaced no closer than three pier-diameters, center-to-center.

The piers should be designed to resist dead plus live loads using an allowable skin friction value of 400 pounds per square foot for the length of the pier in the older colluvium, older alluvium, and/or bedrock with a one-third increase for transient loads, including wind and seismic forces. Any portion of the piers in the surficial fill, alluvium, and colluvium, and any point-bearing resistance should be neglected for support of vertical loads.

Piers located on or within 10 feet of the crest of a descending slope that is steeper than 5:1 (horizontal to vertical), such as may be the case for portions of the walls along the downhill side of the pool area, should be designed to resist lateral creep of the near surface soils acting on the upper 5 feet of the pier. Active loads from soil creep should be calculated on the basis of an equivalent fluid weight of 75 pounds per cubic foot (pcf) taken over 2 pier diameters. Soil creep on the upper portion of piers in level or gently sloping areas should be negligible.

Active loads from soil creep and other lateral loads may be resisted by passive earth pressure based upon an equivalent fluid pressure of 350 pounds per cubic foot acting on 2 times the projected area for the portion of the pier in competent older colluvium, older alluvium, and/or bedrock. Any passive resistance corresponding to the creep zone described above should be neglected.

Piers should be provided with steel reinforcing cages for their full depth. The project structural design engineer should determine pier reinforcing based on the preceding design criteria and structural requirements.

The bottoms of the pier excavations should be substantially free of loose cuttings and soil slough prior to the installation of reinforcing steel and the placement of concrete. In addition, any accumulated water in the pier excavations should be displaced using the tremie method when placing concrete. Our representative should observe pier drilling, to establish that piers are bearing in competent materials and that the pier excavations are properly prepared. Concrete should be cast as soon as practical after pier drilling to limit the potential for delays due to the possibility of soil caving. The foundation contractor should be prepared to provide steel casing if caving soils are encountered.

The foundation contractor should be advised that hard bedrock may be encountered during pier drilling and drilling refusal using lightweight equipment, such as a backhoe-mounted auger, will generally not be considered acceptable and appropriately powerful drilling equipment should be utilized. Drilling refusal, if it occurs, should be evaluated by this office prior to placing steel and concrete.

Grade beams should be incorporated between piers at the cabaña as required by the project structural design engineer. Perimeter grade beams should extend at least 6 inches below slab subgrade grade to help reduce the potential for infiltration of surface runoff under the structure. Grade beam reinforcing should be determined by the project structural design engineer based on structural requirements.

It is our engineering judgment that the thirty-year differential movement due to static loads is not expected to exceed approximately ½-inch across any 20-foot span of the pier supported improvements.

#### **Mat Slabs**

If the cabaña is supported on a mat slab, the slab should be at least 8 inches thick bearing on engineered fill. If the light well is supported on a mat slab, it should be at least 8 inches thick and it should bear on older colluvium or engineered fill. Any existing fill exposed at mat slab subgrade in the area of the cabaña should be removed and replaced as engineered fill. The mat slab bearing on engineered fill or the older colluvium may be designed for allowable bearing pressures of 1,500 pounds per square foot for combined dead plus live loads with a one-third increase allowed for transient loads, including wind or seismic forces. The mat should be designed to simply span a distance of approximately 10 feet under full dead loads and cantilever 5 feet at the corners and perimeter with limited deflection. In our

opinion, seismic loads can be omitted from the structural analysis of the 10-foot simple spans and 5-foot cantilever corner sections of the mat.

If the structural engineer will utilize a modulus of subgrade reaction in the mat design, we estimate that the modulus of vertical subgrade reaction for a 1-foot square plate (based on Terzaghi's method - Figure 6 of the Navy Design Manual, Chapter 5, NAVFAC DM 7.1) for the engineered fill or older colluvium to be approximately 30 pounds per cubic inch (pci, pounds per square inch per inch). We caution that the structural engineer should consider the dimensions of the loaded area and the various column and line loadings/spacings in developing the modulus of subgrade reaction in accordance with the guidance presented in the Navy design manual or Section 9.6 of Foundation Analysis and Design, 5th Edition (Bowles, 1996).

Lateral loads may be resisted by friction between the mat and the supporting subgrade utilizing a frictional resistance of 0.30 for concrete formed on engineered fill or older colluvium. In addition, lateral resistance may be provided by passive pressures acting against the lower two-thirds of the lower level cabaña retaining wall and the light well retaining wall using an equivalent fluid pressure of 250 pounds per cubic foot.

The mat foundation should be reinforced with a grid of steel reinforcing bars. Actual mat slab thickness and reinforcing should be established by the project structural design engineer based on the preceding recommendations, anticipated loading, and other structural requirements

We recommend that the mat slab be underlain by at least 4 inches of ½- to ¾-inch clean, crushed rock to serve as a capillary break between the subgrade soil and the base of the slab. To limit slab dampness from soil moisture vapors, a vapor retarder consisting of a highly durable membrane not less than 15 mils thick (such as Stego Wrap Vapor Retarder by Stego Industries, LLC or equivalent) should be placed above the crushed rock. Please note that these recommendations do not comprise a specification for waterproofing. For greater protection against concrete dampness, we recommend that a waterproofing consultant be retained to provide waterproofing specifications and details.

Where foundation stem walls will exceed 3 feet in height (as measured from top of mat slab to top of wall), we recommend that they be provided with a perimeter subdrain system designed in accordance with the recommendations presented in the Retaining Wall Drainage section of this report. Where required, the perforated pipe for the perimeter subdrain system should be located at or slightly below the mat slab foundation subgrade.

Our representative should observe the mat slab excavation upon its completion and prior to placement of the slab subdrainage system to evaluate the condition of the subgrade material and evaluate whether the conditions are consistent with those anticipated from our borings. It may be necessary to remove and replace non-supportive soils beneath portions of the mat slab, if encountered during construction.

Based on our engineering judgment, we estimate thirty-year differential foundation movement due to static loads should not exceed approximately 1-inch across a typical 20-foot span of a mat slab foundation.

### **Spread Footings**

If the cabaña is supported on a spread footing foundation, the foundation should be designed as a series of rigid continuous footings laid out in a grid pattern. Grid footings should have a minimum width of 15 inches and should extend at least 30 inches below the lowest adjacent exterior grade and be embedded at least 6 inches into native soil. Alternately, the existing fill in the area of the cabaña should be removed and replaced as engineered fill and the footings should be embedded at least 18 inches into the engineered fill. In order to provide for a stiffer foundation system, continuous footings should be spaced at no more than about 20 feet on center in each direction and should be designed to simply span a distance of 10 feet under full dead loads and cantilever 5 feet at the corners and perimeters. Isolated spread footings should not be used. If the light well is supported on a spread footing foundation, the footings should have a minimum width of 15 inches and should be embedded at least 18 inches into older colluvium or engineered fill. If spread footings are used for the site retaining walls near the garage, they should have a minimum width of 15 inches and should be embedded at least 18 inches into older colluvium or engineered fill.

Footings may be designed for allowable bearing pressures of 1,500 pounds per square foot for dead plus live loads, with a one-third increase allowed for total loads including wind or seismic forces. The weight of the footings can be neglected for design purposes. Lateral loads may be resisted by friction between the footings and the supporting alluvium/colluvium using a frictional resistance of 0.3. In addition to the above, lateral resistance may be provided by passive pressures acting against foundations poured neat in the footing excavations. We recommend that an allowable passive pressure based on an equivalent fluid pressure of 250 pounds per cubic foot be used in design.

The footing excavations should be free of all loose soil, prior to placing reinforcing steel and concrete. Our representative should observe the footing excavations prior to placing concrete forms and reinforcing steel to see that they are founded in competent bearing materials and have been properly cleaned. In addition, it may be necessary to remove and

replace non-supportive soils beneath portions of the footings, if encountered during construction.

Based on our engineering judgment, we estimate thirty-year differential foundation movement due to static loads should not exceed approximately 1-inch across a typical 20-foot span of spread footing foundations.

### **RETAINING WALLS**

Building and site retaining walls and should be supported on foundations designed in accordance with the recommendations provided previously. Waterproofing or damp-proofing of retaining walls should be included in areas where wall moisture would be undesirable, such as at living space or where wall finishes could be impacted by moisture. The project architect or a waterproofing consultant should provide detailed recommendations for waterproofing or damp proofing, as necessary

#### **Lateral Earth Pressures**

Retaining walls should be designed to resist lateral earth pressure from the adjoining natural soils, backfill, and surcharge loads. Assuming that the backfill behind the walls will be level (e.g., not sloping upward) and that adequate drainage will be incorporated as recommended below, we recommend that unrestrained retaining walls with level backfill be designed to resist an equivalent fluid pressure of 45 pcf plus one-third of any surcharge loads. Where walls will be restrained from movement at the top, they should be designed to resist an equivalent fluid pressure of 45 pounds per cubic foot (pcf) plus a uniform lateral pressure of  $8H$  pounds per square foot (psf), where  $H$  is the height of the retained soil in feet. Restrained walls should also be designed to resist an additional uniform pressure equal to one-half of any surcharge loads applied at the surface.

Where backfill behind the wall will be sloping upward from the wall, we recommend that the equivalent fluid pressures given above be increased by 3 pcf for each 4-degree increase in slope inclination.

In accordance with the 2013 CBC, where applicable retaining walls should also be designed to resist lateral earth pressure from seismic loading. We recommend that the seismic loading be based on a uniform pressure of  $10H$  pounds per square foot (psf)/foot of wall height, where  $H$  is the height of the retained soil in feet. In our opinion, site retaining walls that are less than 6 feet high do not need to be designed for seismic loading. The allowable passive pressures provided for retaining wall foundations may be increased by one-third for short-term seismic forces.

### Retaining Wall Drainage

We recommend that retaining walls include a subsurface drainage system to mitigate the buildup of water pressure from surface water infiltration and other possible sources of water. Retaining wall subdrains should consist of a minimum 4-inch diameter, perforated rigid pipe, Schedule 40 or SDR 35 (or equivalent) with the perforations facing down, resting on about a 2- to 3-inch thick layer of crushed rock at the base of site retaining walls or in a minimum 8-inch deep by 12-inch wide trench excavated below subgrade elevation at the perimeter retaining walls that are incorporated into building foundations. Subdrain pipes should be bedded and backfilled with ½- to ¾-inch clean crushed rock separated from the native soil with a geotextile filter fabric, such as TC Mirafi 140N or equivalent. The crushed rock backfill should extend vertically to within 18 inches of the finished grade and laterally at least 12 inches from the rear face of the wall. The crushed rock should be compacted with a jumping jack or vibratory plate compactor in lifts not exceeding 12 inches in loose thickness. The upper 18 inches of backfill should consist of native soil, which should be compacted in accordance with the Compaction section of this report to mitigate infiltration of surface water into the subdrain systems.

As an alternative to crushed rock, Miradrain, Enkadrain, or other geosynthetic drainage panels approved by this office may be used for retaining wall drainage. If used, the drainage panels should extend from a depth of 18 inches below finish grade to the base of the retaining wall. An approximate 2-foot section of crushed rock wrapped in filter fabric should be placed around the drainpipe, as discussed previously, or a pre-fabricated collection system, such as manufactured by Hydroduct, may be used in areas with lateral space constraints. Geosynthetic drainage panels should be installed in strict compliance with manufacturer's recommendations with filter fabric against the crushed rock and soil backfill.

Subdrain pipes should be sloped at a minimum of 1.5 percent and should be connected to rigid, solid (non-perforated) discharge pipes to convey any collected water to a suitable discharge location downslope from walls. The subdrain pipes should be provided with cleanout risers at their up-gradient ends and at most sharp directional changes to facilitate maintenance. All surface drainage pipes, including those connected to downspouts and area drains should be kept completely separate from the retaining wall drainage systems.

### Retaining Wall Backfill

Backfill placed behind retaining walls should be compacted in accordance with the recommendations provided in the Compaction section of this report, using light compaction equipment. If heavy compaction equipment is used, the walls should be temporarily braced. Please refer also to the Earthwork section of this report for important recommendations regarding retaining wall backfill.

**SWIMMING POOL**

As noted above, the swimming pool will overlies variable amounts of existing and new fill. To substantially mitigate the potential for differential movement of the pool shell, we recommend that the proposed pool be supported on drilled piers designed and constructed in accordance with the recommendations presented above. If minor differential movement of the pool shell is acceptable, the pool may be designed as a conventional shell.

If the pool is designed with a conventional shell bearing in fill, the fill should be composed of a select fill such as Class 2 aggregate baserock or other highly durable, granular fill approved by this office. The fill should be placed and compacted in accordance with the Compaction section of this report. We suggest that the pool designer consider increasing the structural rigidity of the pool to reduce the potential for gunite cracking as a result of differential movement of the shell.

If the pool is designed with a conventional shell, the shell should include one or more pressure relief valves be placed in the bottom of the pool to limit potential damage from hydrostatic (buoyant) pressure, a condition that could result if the pool were empty and the water level outside of the pool were temporarily high. Four inches of clean 1/2- to 3/4-inch crushed rock should be placed beneath the pool to allow water to flow to the pressure relief valve(s). The crushed rock may be considered the equivalent thickness as the upper 4 inches of compacted aggregate baserock recommended above. Filter fabric, such as Mirafi 140N, should be placed on the pool subgrade prior to placement of the crushed rock

The pool sidewalls should be designed to resist a lateral earth equivalent fluid pressure of 65 pounds per cubic foot plus an additional uniform pressure equivalent to one-half of any surcharge loads applied at the surface.

**CONCRETE SLABS**

We anticipate concrete slabs will be used for the cabaña floor, the floor of the light well, and exterior flatwork. As noted above, if the cabaña will be supported on a mat slab, the mat slab will serve as the floor slab. Alternately, the cabaña floor should be constructed as a structural slab on drilled piers or the grid of spread footings. Similarly, if the light well will be supported on a mat slab, the mat will serve as the light well floor. Alternately, the light well slab may be constructed as a slab-on-grade. To significantly reduce the potential for differential movement of slabs around the pool, these slabs should be designed and constructed as structural slabs. Alternately, if minor differential movement of these slabs is acceptable, they may be designed and constructed as slabs-on-grade. Other exterior slabs, such as those for the driveway, patios, and walkways may be designed and constructed as slabs-on-grade.

**Structural Slabs**

Structural slabs for the cabaña floor and pool patio decking be supported on foundations designed in accordance with the recommendations provided above. To reduce the potential for slab surface moisture at the cabaña, we recommend that the cabaña floor slab be underlain by a vapor retarder consisting of a highly durable membrane not less than 15 mils thick (such as Stego Wrap Vapor Barrier by Stego Industries, LLC or equivalent), underlain by a capillary break consisting of 4 inches of ½- to ¾-inch crushed rock. Please note that these recommendations do not comprise a specification for “waterproofing.” For greater protection against concrete slab dampness, a concrete slab waterproofing system should be considered. The project architect or a waterproofing consultant should provide project-specific waterproofing design and details.

**Slabs-on-Grade**

We recommend that slabs-on-grade for the driveway be underlain by at least 10 inches of Class 2 aggregate baserock. If slabs-on-grade are used around the swimming pool, to reduce the potential for slab movement, we recommend that they be underlain by at least 12 inches of baserock. Other exterior slabs for patios and walkways should be underlain by at least 6 inches of baserock. Prior to placement of the baserock, the subgrade soils should be scarified to a depth of approximately 6 inches, moisture conditioned to near the materials optimum moisture content, and compacted in accordance with the Compaction section of this letter report.

If the light well slab is constructed as a slab-on-grade, we recommend that it be underlain by a subdrain consisting of at least 6 inches of ½- ¾-inch crushed rock separated from the subgrade soil by filter fabric. The light well subdrain should be integral with the light well retaining wall subdrain.

In general, exterior and interior slabs-on-grade should be designed as “free-floating” slabs, structurally isolated from adjacent foundations. We recommend that exterior slabs be provided with control joints at spacing of not more than about 10 feet. The project structural engineer should determine slab reinforcement based on anticipated use and loading.

**ASPHATIC CONCRETE**

At a minimum, we recommend that the new asphalt driveway surface be at least 2.5 inches thick and that it be underlain by at least 8 inches of imported Class 2 aggregate baserock (R-value of 78). Prior to placement of the select granular fill, the subgrade soils should be scarified to a depth of approximately 6 inches, moisture conditioned to near the materials optimum moisture content, and compacted in accordance with the Compaction section of this report. If soft subgrade conditions are encountered at subgrade elevation along the

driveway, it may be advisable to increase the thickness of the baserock or place a geotextile strength fabric between the subgrade soil and the baserock.

### **EARTHWORK**

A moderate amount of earthwork is anticipated as part of the proposed construction, including backfill of the existing swimming pool, excavations for the cabaña and light well, regrading the pool area, retaining wall backdrain installation and backfill, subgrade preparation beneath flatwork, and backfill of utility trenches. Any proposed earthwork should be performed in accordance with the following recommendations.

#### **Clearing & Site Preparation**

Initially, the proposed improvement areas should be cleared of obstructions, including existing foundations, swimming pool shell, flatwork, utilities, and trees not designated to remain. Holes or depressions resulting from the removal of underground obstructions below proposed subgrade levels, such as existing foundations and pool shell, should be backfilled with engineered fill, placed and compacted in accordance with the recommendations provided below. After clearing, the proposed improvement areas should be adequately stripped to remove surface vegetation and organic-laden topsoil. The stripped material should be used as engineered fill; however, it may be stockpiled and used for landscaping purposes.

#### **Material for Fill**

The on-site soils below the stripped layer having an organic content of less than 3 percent organic material by volume (ASTM D 2974) should be suitable for use as engineered fill provided the material is of low plasticity and non-expansive. As noted above, if the swimming pool is designed as a conventional shell, fill in this area should be composed of select granular fill, such as Class 2 aggregate baserock. In general, fill material should have an organic content of less than 3 percent organic material by volume (ASTM D 2974). Fill material should not contain rocks or pieces larger than 6 inches in greatest dimension, and should contain no more than 15 percent larger than 2.5 inches. Any required imported fill should be predominantly granular material or low plasticity material with a plasticity index of less than approximately 15 percent. Any proposed fill for import should be approved by Murray Engineers, Inc. prior to importing to the site. Our approval process may require index testing to evaluate the plasticity of the soil; therefore, it is important that we receive samples of any proposed import material at least 3 days prior to planned importing.

#### **Compaction**

Prior to placing engineered fill, the subgrade soil should be scarified and compacted to provide a firm surface to support the fill. Fill material should be spread and compacted in uniform lifts, no thicker than approximately 8-inches in uncompacted thickness. The fill

material should be moisture conditioned or dried to approximate the materials optimum moisture content, and compacted to the specifications listed in Table 1 below. The relative compaction and moisture content specified in Table 1 is relative to ASTM D 1557 (latest edition). Compacted lifts should be firm and non-yielding under the weight of compaction equipment prior to the placement of successive lifts.

**Table 1 Compaction Specifications**

<b>Fill Element</b>	<b>Relative Compaction*</b>	<b>Moisture Content*</b>
General fill for raising of site grades (fill up to 4 feet thick)	90 percent	Near optimum
Pool area fill or fill greater than 4 feet thick	95 percent	Near optimum
Upper 6 inches of subgrade beneath flatwork	90 percent	Near optimum
Upper 6 inches of subgrade beneath asphalt pavement	95 percent	Near optimum
Aggregate baserock under flatwork and pavement	95 percent	Near optimum
½- to ¾-inch Crushed Rock - Compact with at least 3 passes of a vibratory plate with lift-thickness ≤ 12 inches.	see note at left	Not critical
Backfill of utility trenches using on-site soil	90 percent	Near optimum

\*Relative to ASTM D 1557, latest edition.

### **Keying & Benching**

Unretained fill placed on slopes that are flatter than 5:1 should be supported on level benches bearing in competent soil, as determined by this office in the field during construction. Unretained fill placed on slopes that are steeper than 5:1 should be keyed and benched into competent soil to provide a firm, stable surface on which to support the fill. Keying and benching should be performed in general accordance with the attached Figure A-5, Schematic Fill Slope Detail.

Prior to fill placement on slopes steeper than 5:1, a construction keyway should be excavated at the toe of the fill. The keyway should be a minimum of 8 feet wide or of a width equal to half the height of the fill slope, whichever is greater. The keyway should be excavated a minimum of 2 feet into competent soil, as measured on the downhill side of the excavation. The depth to supportive material should be determined by this office in the field during construction. The base of the keyway excavation should have a nominal slope of approximately 2 percent dipping toward the back (uphill side) of the key. Subsequent construction benches should be excavated to remove any non-supportive surficial soil and should also have a nominal slope of approximately 2 percent dipping in the uphill direction. Our representative should observe the completed keyway and bench excavations to confirm that they are founded in materials with sufficient supporting capacity.

**Fill Subdrainage**

In general, fills exceeding approximately 5 feet in depth may need subdrainage. The need for subdrainage should be determined by this office in the field during construction. If required, subdrains should consist of a 4-inch diameter, rigid, heavy-duty, perforated pipe (Schedule 40, SDR 35 or equivalent), approved by the soil engineer, embedded in 1/2- to 3/4-inch clean crushed rock placed along the upslope side of keyways and benches for the full height of the keyway or bench cut. The crushed rock should be separated from the fill and the native material by a geotextile filter fabric. The perforated subdrain pipe should be placed with the perforations down on a 2- to 3-inch bed of drain rock. Subdrain pipes should be provided with clean-out risers at their up-gradient ends and at all sharp changes in direction. Subdrain systems should be provided with a minimum 1 percent gradient and should discharge onto an energy dissipater at an appropriate downhill location.

**Final Slopes**

In general, any proposed cut slopes in the surficial soil and any proposed fill slopes should have gradients no steeper than approximately 2:1 (horizontal to vertical). In general, new fill slopes should be over-filled and then cut back to proposed final slope gradients. All graded surfaces or areas disturbed by construction should be revegetated prior to the onset of the rainy season following construction to mitigate excessive soil erosion. If vegetation is not established, other erosion control provision should be employed. Ground cover, once established should be properly maintained to provide long-term erosion control.

**Temporary Slopes & Trench Excavations**

The contractor should be responsible for all temporary slopes and trenches excavated at the site and design and construction of any required safety cuts or shoring. Safety cuts and shoring should be provided in accordance with all applicable local, state, and federal safety regulations, including the current OSHA excavation and trench safety standards. Because of the potential for variable soil conditions, field modifications of temporary cut slopes may be required. Unstable materials encountered on the slopes during the excavation should be trimmed off, even if this requires cutting the slope back at flatter inclinations.

**SITE DRAINAGE**

Control of surface drainage is critical for the development of properties in hilly areas. Roof run-off, rain, and irrigation water should not be allowed to pond adjacent to the proposed cabaña and existing residence, associated structures, exterior slabs, or pavement areas. The proposed cabaña should be provided with roof gutters and downspouts. Downspout drainage should preferably be collected in closed pipe systems and routed to a suitable discharge outlet. Splash blocks may be acceptable from a geotechnical perspective provided that the discharge will not create ponding or excessive erosion. The finished grades around the cabaña should be designed to drain surface water away from the proposed buildings,

slabs, and yard areas to suitable discharge points. Where such surface gradients are difficult to achieve, we recommend that area drains or surface drainage swales be installed to collect surface water and convey it away from the structure.

Surface runoff should be prevented from flowing over the top of any artificial slope. The ground surface at the top of the slope should be graded to slope away from the slope or a berm or lined drainage swale should be provided at the top of the slope. In addition, retaining walls at the bases of descending slopes should be provided with lined drainage swales along their uphill side to collect surface water from above. All collected water should be conveyed away from the development area by buried closed conduit and discharged onto energy dissipaters at appropriate downslope locations. If a below-grade infiltration system is proposed, it should be designed to discharge collected run-off into competent soils and to avoid saturation of the surficial soil.

We recommend that annual maintenance of the surface drainage systems be performed. This maintenance should include inspection and testing to make sure that roof gutters and downspouts are in good working order and do not leak; inspection and flushing of area drains to make sure that they are free of debris and are in good working order; and inspection of surface drainage outfall locations to verify that introduced water flows freely through the discharge pipes and that no excessive erosion has occurred. If erosion is detected, this office should be contacted to evaluate its extent and to provide mitigation recommendations, if needed.

## **REQUIRED FUTURE SERVICES**

### **Plan Review**

To better note conformance of the final design documents with the recommendations contained in this report, and to better comply with the requirements of the City building department, Murray Engineers, Inc. must review the completed project plans prior to construction. The plans should be made available for our review as soon as possible after completion so that we can better assist in keeping your project schedule on track. We recommend that the following project-specific note be added to the architectural, structural, and civil plans:

- ⊕ The geotechnical aspects of the construction, including drilled pier foundations, mat slab excavations, footing excavations, the swimming pool excavation, retaining wall backdrains and backfill, subgrade preparation beneath flatwork, compaction of engineered fill, utility trench backfill, and installation of surface drainage controls, should be performed in accordance with the recommendations of the geotechnical report prepared by Murray Engineers, Inc., dated August 9, 2016. Murray Engineers,

Inc. should be provided at least 48 hours advance notification (650-559-9980) of any geotechnical aspects of the construction and should be present to observe and test the earthwork, foundation, and drainage installation phases of the project.

#### **Construction Observation Services**

Murray Engineers, Inc. should observe and test the earthwork and foundation phases of construction in order to a) confirm that subsurface conditions exposed during construction are substantially the same as those interpolated from our limited subsurface exploration, on which the analysis and design were based; b) observe compliance with the geotechnical design concepts, specifications and recommendations; and c) allow design changes in the event that subsurface conditions differ from those anticipated. The recommendations in this report are based on limited subsurface information. The nature and extent of variation across the site may not become evident until construction. If variations are encountered during the course of the construction, it may be necessary to re-evaluate the preceding recommendations.

#### **LIMITATIONS**

This report has been prepared for the sole use Hadley Mullin and Dan Kalafatas, specifically for developing geotechnical design criteria and recommendations for the proposed improvements, as discussed above, at 20 Glenwood Avenue, in Ross, California. The opinions presented in this report are based upon information obtained from borings at widely separated locations, site reconnaissance, review of field data made available to us, and upon local experience and engineering judgment. The conclusions and recommendations presented in this report have been formulated in accordance with generally accepted geotechnical engineering practices that exist in the San Francisco Bay Area at the time this report was prepared. Further, our recommendations are based on the assumption that soil and geologic conditions at or between borings do not deviate substantially from those encountered. It should be clearly understood that geotechnical conditions may become apparent during the course of construction that were not apparent at the time our investigation was performed. No other warranty, expressed or implied, is made or should be inferred. We are not responsible for data provided by others.

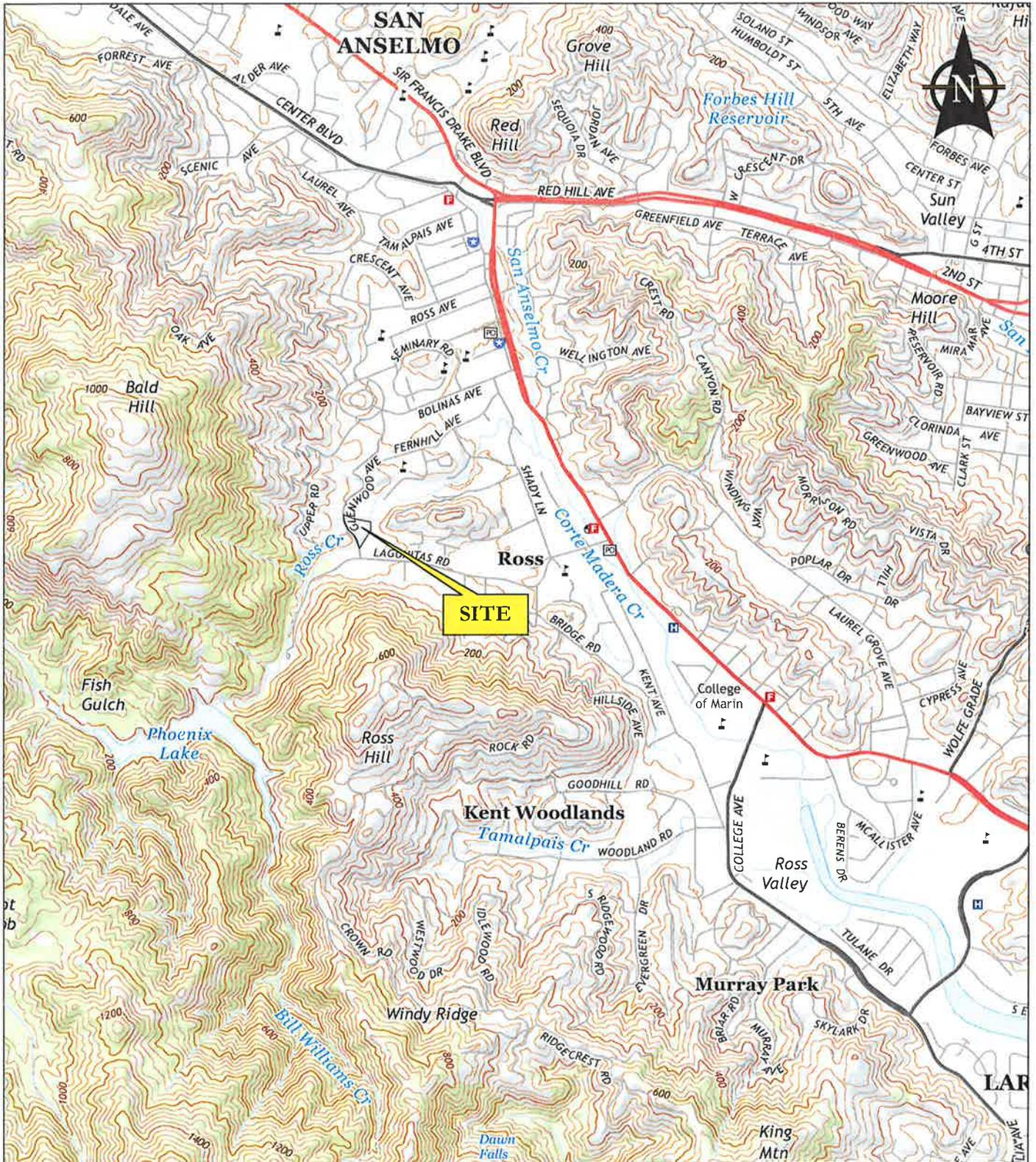
The recommendations provided in this report are based on the assumption that we will be retained to provide the Future Services described above in order to evaluate compliance with our recommendations. If we are not retained for these services, Murray Engineers, Inc. cannot assume any responsibility for any potential claims that may arise during or after construction as a result of misuse or misinterpretation of this report by others. Furthermore, if another geotechnical consultant is retained for follow-up service to this report, Murray Engineers, Inc. will at that time cease to be the Engineer-of-Record.

The opinions presented in this report are valid as of the present date for the property evaluated. Changes in the condition of a property can occur with the passage of time, whether due to natural processes or the works of man, on this or adjacent properties. In addition, changes in applicable standards of practice can occur, whether from legislation or the broadening of knowledge. Also, the opinions presented in this report may be invalidated, wholly or partially, by changes outside of our control. Therefore, this report is subject to review and should not be relied upon after a period of three years. In addition, this report should not be used and is not applicable for any property other than that evaluated.

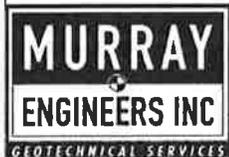


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Base: USGS Topographic Map, San Rafael Quadrangle, 7.5 Minute Series, 2015 | Scale: 1 inch = 2,000 feet



MULLIN/KALAFATAS PROPERTY  
 20 GLENWOOD AVENUE  
 ROSS, CALIFORNIA

VICINITY MAP

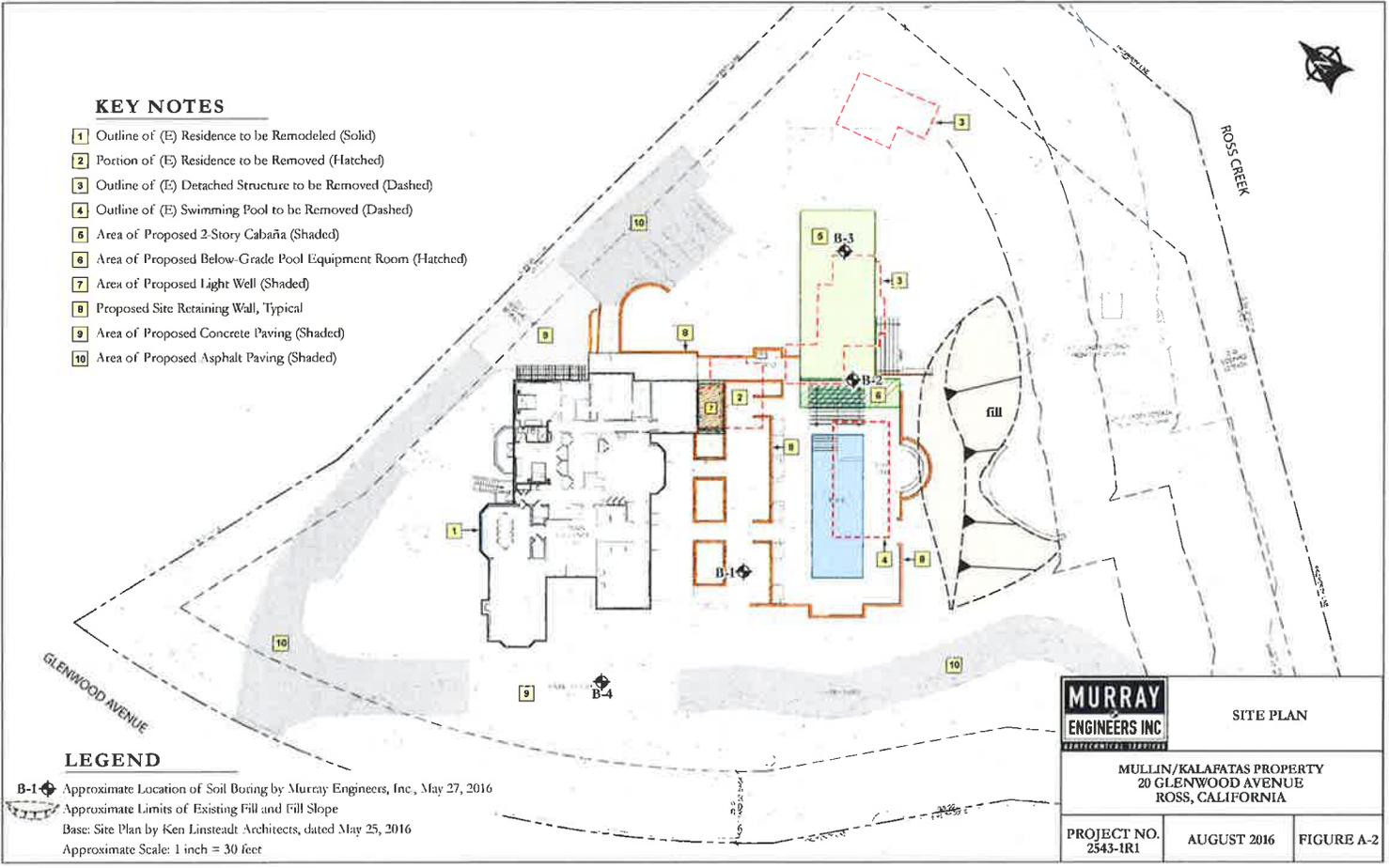
PROJECT NO. 2543-1R1

AUGUST 2016

FIGURE A-1

**KEY NOTES**

- 1 Outline of (E) Residence to be Remodeled (Solid)
- 2 Portion of (E) Residence to be Removed (Hatched)
- 3 Outline of (E) Detached Structure to be Removed (Dashed)
- 4 Outline of (E) Swimming Pool to be Removed (Dashed)
- 6 Area of Proposed 2-Story Cabaña (Shaded)
- 8 Area of Proposed Below-Grade Pool Equipment Room (Hatched)
- 7 Area of Proposed Light Well (Shaded)
- 8 Proposed Site Retaining Wall, Typical
- 9 Area of Proposed Concrete Paving (Shaded)
- 10 Area of Proposed Asphalt Paving (Shaded)



**LEGEND**

- B-1 Approximate Location of Soil Boring by Murray Engineers, Inc., May 27, 2016
- Approximate Limits of Existing Fill and Fill Slope
- Base: Site Plan by Ken Linsteadt Architects, dated May 25, 2016
- Approximate Scale: 1 inch = 30 feet

<b>MURRAY ENGINEERS INC</b>		SITE PLAN
MULLIN/KALAFATAS PROPERTY 20 GLENWOOD AVENUE ROSS, CALIFORNIA		
PROJECT NO. 2543-1R1	AUGUST 2016	FIGURE A-2



**LEGEND**

<b>Qaf</b> Artificial Fill	<b>Qc</b> Colluvium	Debris Flow Landslide
<b>Qa</b> Alluvium	<b>Ks</b> Sandstone & Shale	Block Slump Landslides

Base: Geology of the Upper Ross Valley and the Western Part of the San Rafael Area Marin County, California, Smith, and Rice, 1976. Approximate Scale: 1 inch = 1,000 feet



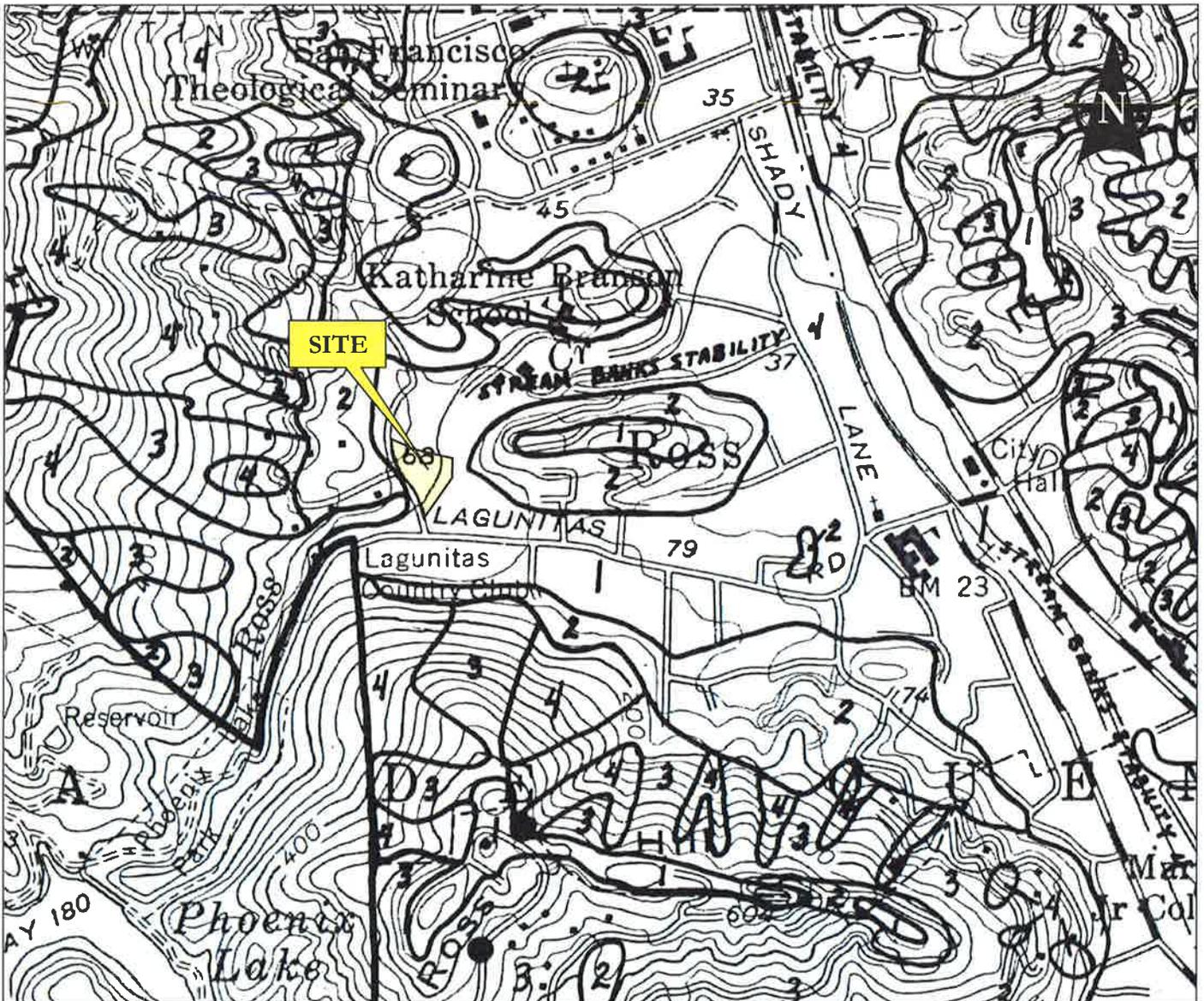
**MULLIN/KALAFATAS PROPERTY**  
 20 GLENWOOD AVENUE  
 ROSS, CALIFORNIA

**VICINITY  
 GEOLOGIC MAP**

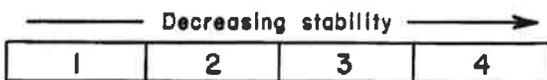
PROJECT NO. 2543-1R1

AUGUST 2016

FIGURE A-3



### Legend & Selected Map Symbols



- Localities where there is an apparent threat of boulders or other loose rock masses tumbling down steep slopes.
- Boundary of study area

- Zone 1:** The most stable category. This zone includes resistant rock that is either exposed or is covered only by shallow colluvium or soil.
- Zone 2:** Includes narrow ridge and spur crests that are underlain by relatively competent bedrock, but are flanked by steep, potentially unstable slopes.
- Zone 3:** Areas where the steepness of the slopes approaches the stability limits of the underlying geological materials.
- Zone 4:** The least stable category. This includes most landslide deposits in upslope areas, whether presently active or not, and slopes on which there is substantial evidence of downslope creep of the surface materials.

Base: Interpretation of the Relative Stability of Upland Slopes in the Upper Ross Valley and the Western Part of the San Rafael Area Marin County, California, Smith, Rice and Strand, 1976 Approximate Scale: 1 inch = 1,000 feet



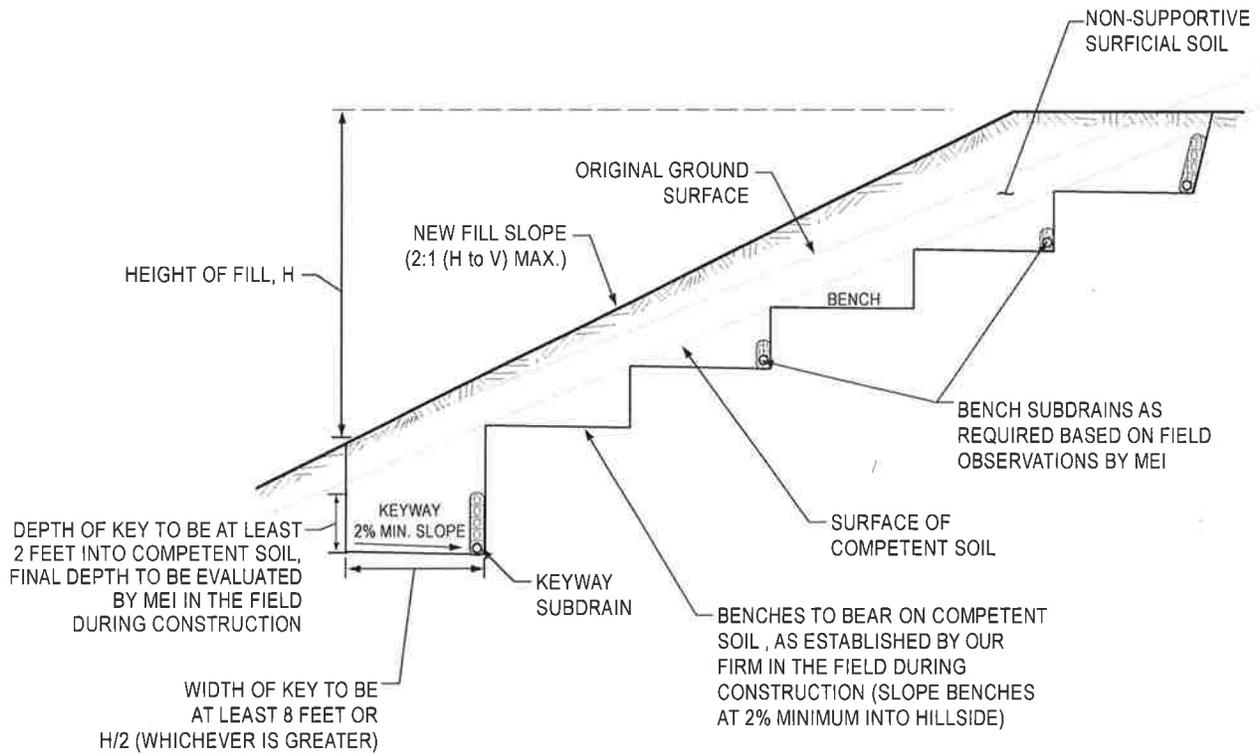
MULLIN/KALAFATAS PROPERTY  
20 GLENWOOD AVENUE  
ROSS, CALIFORNIA

VICINITY RELATIVE  
SLOPE STABILITY MAP

PROJECT NO. 2543-1R1

AUGUST 2016

FIGURE A-4



**MURRAY**  
**ENGINEERS INC**  
GEOTECHNICAL SERVICES

MULLIN/KALAFATAS PROPERTY  
 20 GLENWOOD AVENUE  
 ROSS, CALIFORNIA

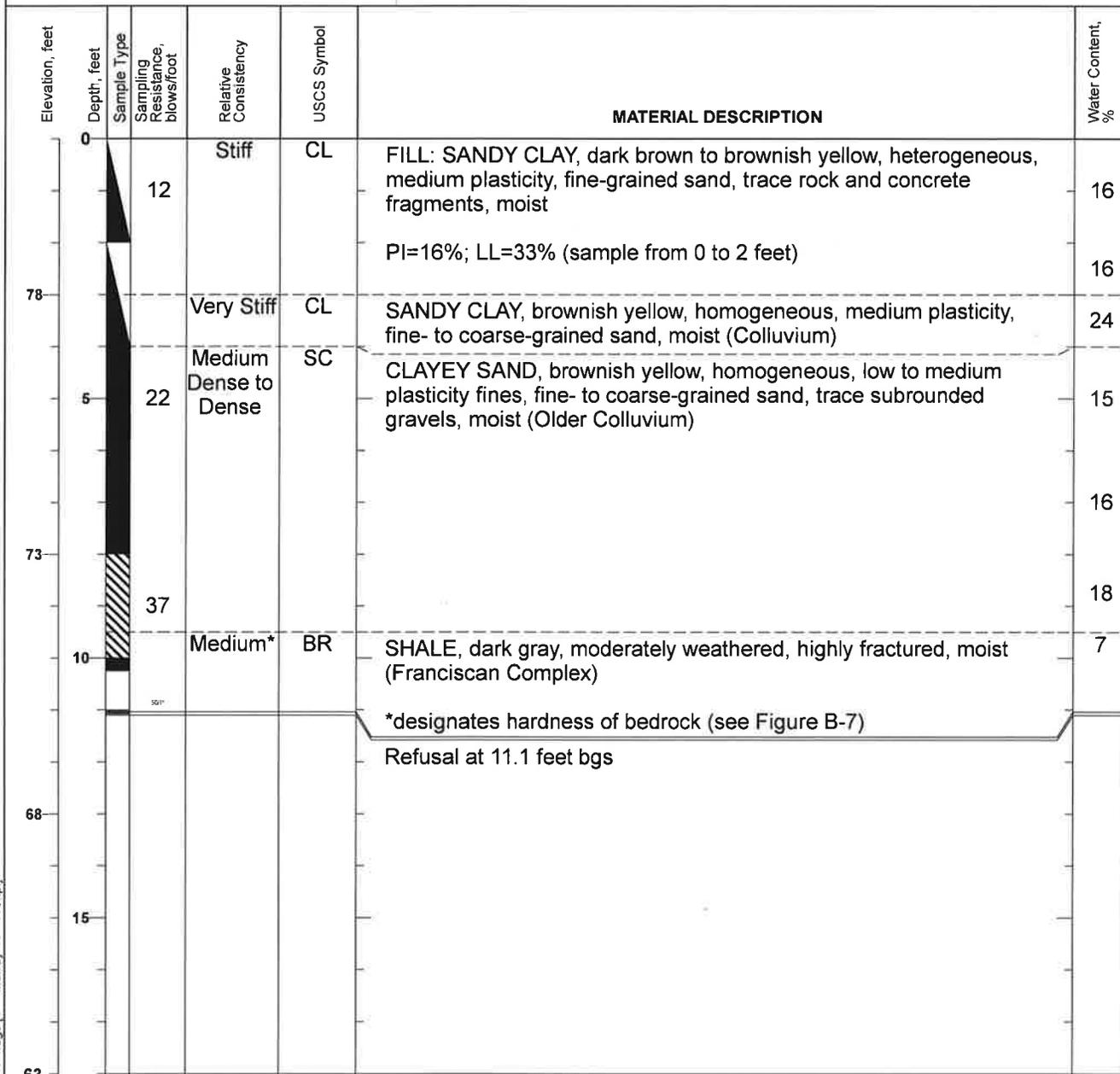
SCHEMATIC FILL  
 SLOPE DETAIL

PROJECT NO. 2543-1R1

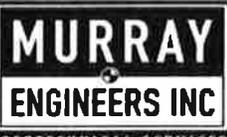
AUGUST 2016

FIGURE A-5

Date(s) Drilled <b>May 27, 2016</b>	Logged By <b>GM</b>	Checked By <b>KK/WC</b>
Drilling Method <b>Continuous Flight Auger</b>	Drill Bit Size/Type <b>3.5 inch rock bit</b>	Total Depth of Borehole <b>11.1 feet bgs</b>
Drill Rig Type <b>Minuteman</b>	Drilling Contractor <b>Access Soil Drilling, Inc.</b>	Approximate Surface Elevation <b>81 feet</b>
Groundwater Level and Date Measured <b>Not Encountered ATD</b>	Sampling Method(s) <b>3" OD, 2.5" OD, &amp; 2" OD SPT Split Spoon Samplers</b>	Hammer Data <b>140 lb, 30 in drop, rope &amp; cathead</b>
Borehole Backfill <b>Cuttings</b>	Location <b>West of proposed pool</b>	



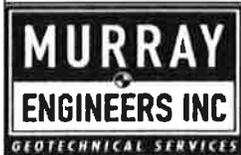
M:\BORINGS\Mullin-Kalafatas - 2543-1.bgs [123 Murray '18 - WC.tpl]

	<b>MULLIN/KALAFATAS PROPERTY</b> <b>20 GLENWOOD AVENUE</b> <b>ROSS, CALIFORNIA</b>		<b>LOG OF BORING B-1</b>
	<b>PROJECT NO. 2543-1R1</b>	<b>AUGUST 2016</b>	<b>FIGURE B-1</b>

Date(s) Drilled <b>May 27, 2016</b>	Logged By <b>GM</b>	Checked By <b>KK/WC</b>
Drilling Method <b>Continuous Flight Auger</b>	Drill Bit Size/Type <b>3.5 inch rock bit</b>	Total Depth of Borehole <b>12.8 feet bgs</b>
Drill Rig Type <b>Minuteman</b>	Drilling Contractor <b>Access Soil Drilling, Inc.</b>	Approximate Surface Elevation <b>69 feet</b>
Groundwater Level and Date Measured <b>Not Encountered ATD</b>	Sampling Method(s) <b>3" OD, 2.5" OD, &amp; 2" OD SPT Split Spoon Samplers</b>	Hammer Data <b>140 lb, 30 in drop, rope &amp; cathead</b>
Borehole Backfill <b>Cuttings</b>	Location <b>Northeast side of proposed pool</b>	

Elevation, feet	Depth, feet	Sample Type	Sampling Resistance, blows/foot	Relative Consistency	USCS Symbol	MATERIAL DESCRIPTION	Water Content, %
0				Very Stiff	CL	FILL: SANDY CLAY, dark brown to brownish yellow, heterogeneous, medium plasticity, fine-grained sand, trace rock concrete fragments, moist	12
	20			Very Stiff	ML	CLAYEY SILT, dark brown, homogeneous, low plasticity, slightly moist (Alluvium)	16
66							14
	5		10	Stiff to Very Stiff	CL	SANDY CLAY, brown to dark yellowish brown, homogeneous, medium plasticity, fine-grained sand, trace subangular to rounded gravels, slightly moist to moist (Older Colluvium)	14
							17
61							18
	10		101	Soft to Medium*	BR	SHALE, dark grayish brown, moderately to severely weathered, highly fractured, moist (Franciscan Complex)  *designates hardness of bedrock (see Figure B-7)	8
							9
			50/3*				12
56						Refusal at 12.8 feet bgs	
	15						
51							

M:\BORINGS\Mullin-Kalafatas - 2543-1.bgs [123 Murray] 18 - WC.tpl



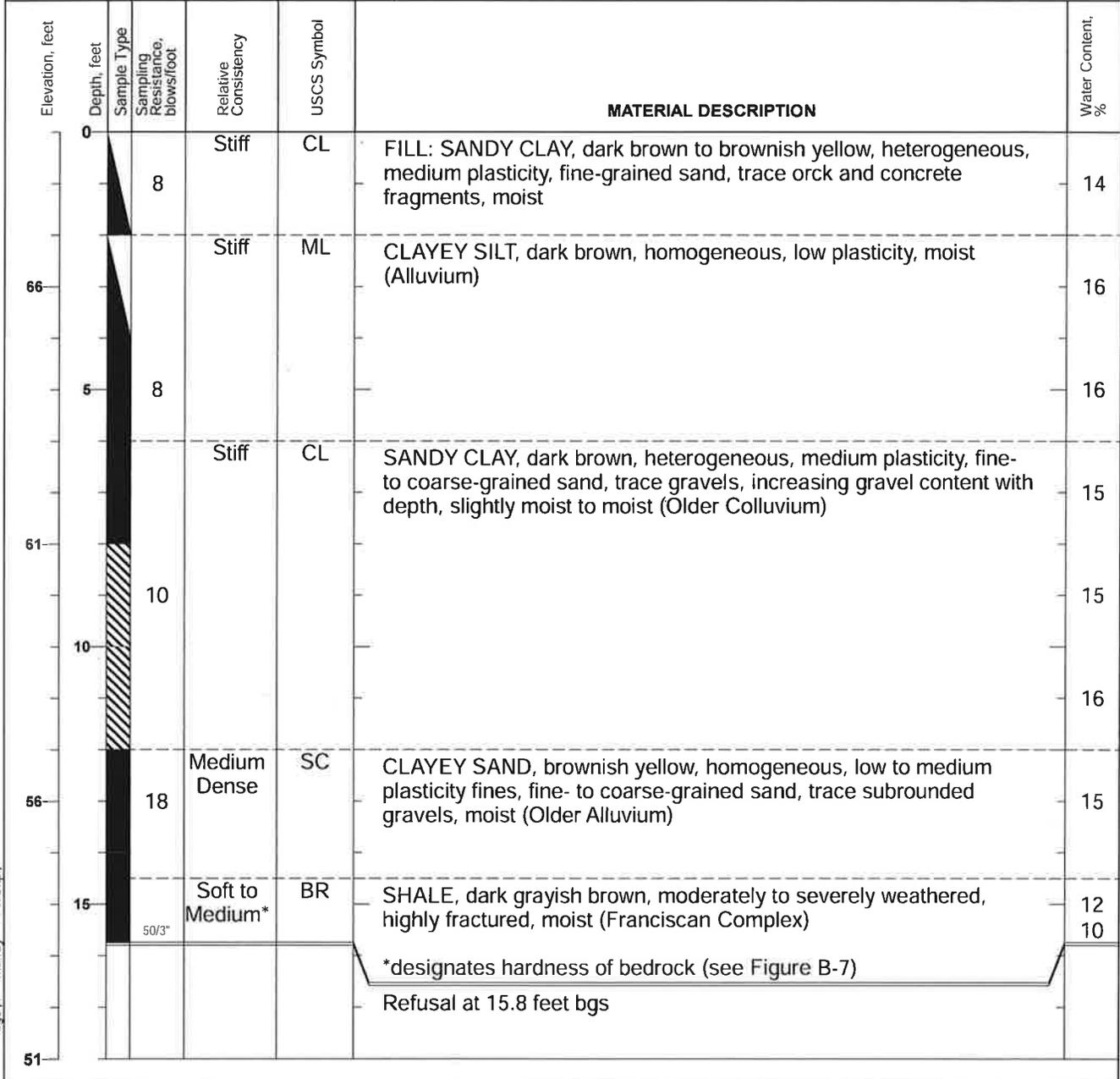
**MULLIN/KALAFATAS PROPERTY**  
**20 GLENWOOD AVENUE**  
**ROSS, CALIFORNIA**

**PROJECT NO. 2543-1R1**      **AUGUST 2016**

**LOG OF BORING B-2**

**FIGURE B-2**

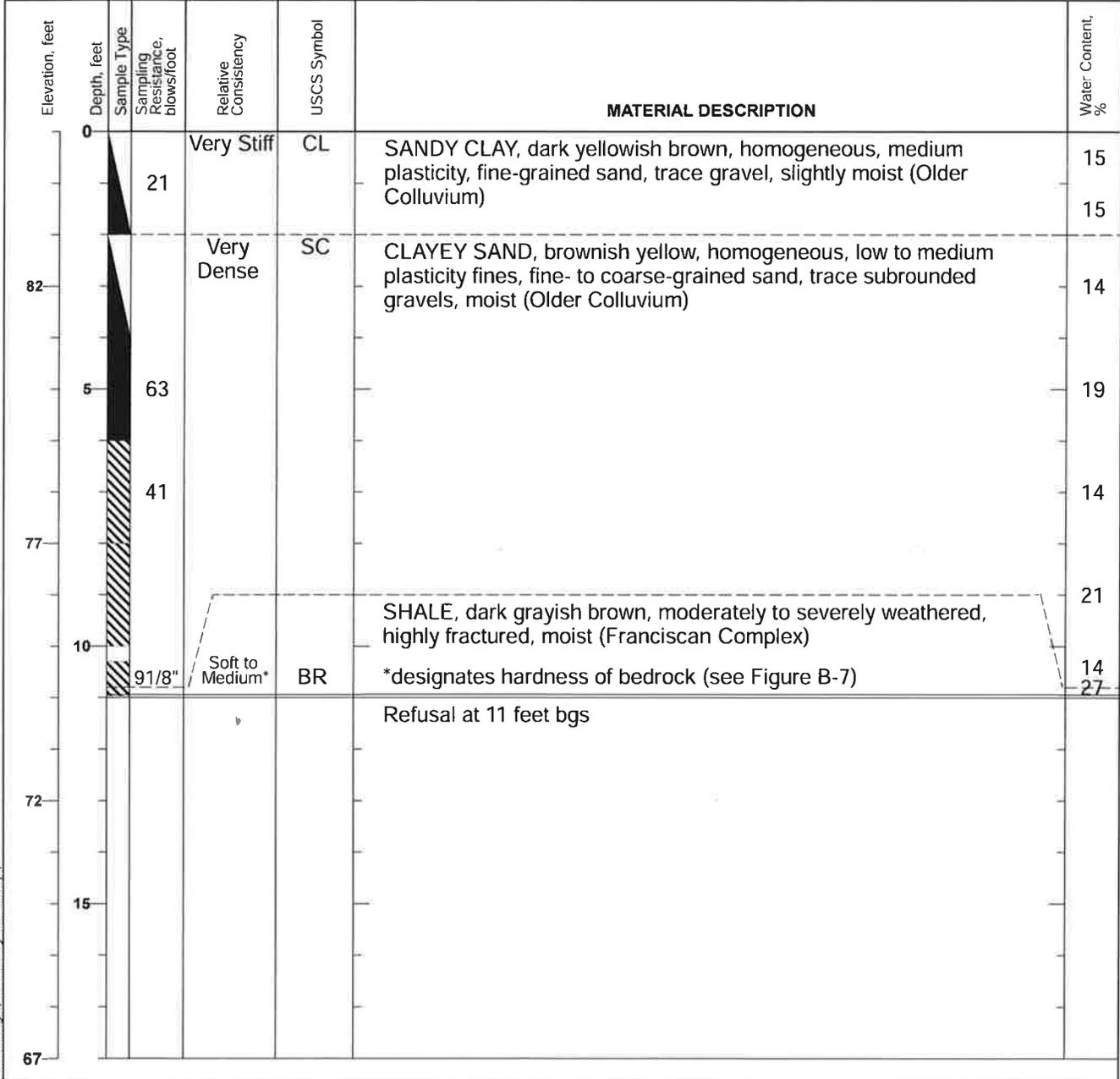
Date(s) Drilled <b>May 27, 2016</b>	Logged By <b>GM</b>	Checked By <b>KKWC</b>
Drilling Method <b>Continuous Flight Auger</b>	Drill Bit Size/Type <b>3.5 inch rock bit</b>	Total Depth of Borehole <b>15.8 feet bgs</b>
Drill Rig Type <b>Minuteman</b>	Drilling Contractor <b>Access Soil Drilling, Inc.</b>	Approximate Surface Elevation <b>69 feet</b>
Groundwater Level and Date Measured <b>Not Encountered ATD</b>	Sampling Method(s) <b>3" OD, 2.5" OD, &amp; 2" OD SPT Split Spoon Samplers</b>	Hammer Data <b>140 lb, 30 in drop, rope &amp; cathead</b>
Borehole Backfill <b>Cuttings</b>	Location <b>Northeast side of proposed detached cabana</b>	



M:\BORINGS\Mullin-Kalafatas - 2543-1.bgs [123 Murray 18 - WC.tpl]

	<b>MULLIN/KALAFATAS PROPERTY</b> <b>20 GLENWOOD AVENUE</b> <b>ROSS, CALIFORNIA</b>		<b>LOG OF BORING B-3</b>
	<b>PROJECT NO. 2543-1R1</b>	<b>AUGUST 2016</b>	<b>FIGURE B-3</b>

Date(s) Drilled <b>May 27, 2016</b>	Logged By <b>GM</b>	Checked By <b>KK/WC</b>
Drilling Method <b>Continuous Flight Auger</b>	Drill Bit Size/Type <b>3.5 inch soil bit</b>	Total Depth of Borehole <b>11 feet bgs</b>
Drill Rig Type <b>Minuteman</b>	Drilling Contractor <b>Access Soil Drilling, Inc.</b>	Approximate Surface Elevation <b>85 feet</b>
Groundwater Level and Date Measured <b>Not Encountered ATD</b>	Sampling Method(s) <b>3" OD, 2.5" OD, &amp; 2" OD SPT Split Spoon Samplers</b>	Hammer Data <b>140 lb, 30 in drop, rope &amp; cathead</b>
Borehole Backfill <b>Cuttings</b>	Location <b>Proposed front entry addition</b>	



M:\BORINGS\Mullin-Kalafatas - 2543-1.bgs [123 Murray\_18 - WC.tpl]

	<b>MULLIN/KALAFATAS PROPERTY</b> <b>20 GLENWOOD AVENUE</b> <b>ROSS, CALIFORNIA</b>		<b>LOG OF BORING B-4</b>
	<b>PROJECT NO. 2543-1R1</b>	<b>AUGUST 2016</b>	<b>FIGURE B-4</b>

Elevation, feet	Depth, feet	Sample Type	Sampling Resistance, blows/foot	Relative Consistency	USCS Symbol	MATERIAL DESCRIPTION	Water Content, %	Torvane Shear Strength (TSF)	Pocket Pen Comp. Strength, TSF
-----------------	-------------	-------------	---------------------------------	----------------------	-------------	----------------------	------------------	------------------------------	--------------------------------

1 2 3 4 5 6 7 8 9 10

**COLUMN DESCRIPTIONS**

- 1 **Elevation, feet:** Elevation (MSL, feet)
- 2 **Depth, feet:** Depth in feet below the ground surface.
- 3 **Sample Type:** Type of soil sample collected at the depth interval shown.
- 4 **Sampling Resistance, blows/foot:** Number of blows required to advance the sampler 12 inches or the distance shown. Blow counts for the 3.0-inch O.D. and 2.5-inch O.D. samplers have been corrected for sampler size to SPT values using conversion factors of 0.65 and 0.77, respectively.
- 5 **Relative Consistency:** Relative consistency of the subsurface material.
- 6 **USCS Symbol:** USCS symbol of the subsurface material.
- 7 **MATERIAL DESCRIPTION:** Description of material encountered. May include consistency, moisture, color, and other descriptive text.
- 8 **Water Content, %:** Water content of the soil sample, expressed as percentage of dry weight of sample.
- 9 **Torvane Shear Strength (TSF):** Approximate shear strength in tons per square foot.
- 10 **Pocket Pen Comp. Strength, TSF:** Approximate unconfined compressive strength in tons per square foot.

**FIELD AND LABORATORY TEST ABBREVIATIONS**

- CHEM:** Chemical tests to assess corrosivity
- COMP:** Compaction test
- CONS:** One-dimensional consolidation test
- LL:** Liquid Limit, percent
- PI:** Plasticity Index, percent
- SA:** Sieve analysis (percent passing No. 200 Sieve)
- UC:** Unconfined compressive strength test, Qu, in ksf
- WA:** Wash sieve (percent passing No. 200 Sieve)

**TYPICAL MATERIAL GRAPHIC SYMBOLS**

<ul style="list-style-type: none"> <li> Sandstone</li> <li> Well graded GRAVEL (GW)</li> <li> Poorly graded GRAVEL (GP)</li> <li> Well graded GRAVEL with Silt (GW-GM)</li> <li> Well graded GRAVEL with Clay (GW-GC)</li> <li> Poorly graded GRAVEL with Silt (GP-GM)</li> <li> Poorly graded GRAVEL with Clay (GP-GC)</li> <li> Silty GRAVEL (GM)</li> <li> Clayey GRAVEL (GC)</li> <li> Well graded SAND (SW)</li> <li> Poorly graded SAND (SP)</li> </ul>	<ul style="list-style-type: none"> <li> Well graded SAND with Silt (SW-SM)</li> <li> Well graded SAND with Clay (SW-SC)</li> <li> Poorly graded SAND with Silt (SP-SM)</li> <li> Poorly graded SAND with Clay (SP-SC)</li> <li> Silty SAND (SM)</li> <li> Clayey SAND (SC)</li> <li> SILT, SILT w/SAND, SANDY SILT (ML)</li> <li> Lean CLAY, CLAY w/SAND, SANDY CLAY (CL)</li> <li> SILT, SILT w/SAND, SANDY SILT (MH)</li> <li> Fat CLAY, CLAY w/SAND, SANDY CLAY (CH)</li> <li> SILT, SILT with SAND, SANDY SILT (ML-MH)</li> </ul>	<ul style="list-style-type: none"> <li> Lean-Fat CLAY, CLAY w/SAND, SANDY CLAY (CL-CH)</li> <li> SILTY CLAY (CL-ML)</li> <li> Lean CLAY/PEAT (CL-OL)</li> <li> Fat CLAY/SILT (CH-MH)</li> <li> Fat CLAY/PEAT (CH-OH)</li> <li> Silty SAND to Sandy SILT (SM-ML)</li> <li> Silty SAND to Sandy SILT (SM-MH)</li> <li> Clayey SAND to Sandy CLAY (SC-CL)</li> <li> Clayey SAND to Sandy CLAY (SC-CH)</li> <li> SILT to CLAY (CL/ML)</li> <li> Silty to Clayey SAND (SC/SM)</li> </ul>
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**TYPICAL SAMPLER GRAPHIC SYMBOLS**

<ul style="list-style-type: none"> <li> 2 inch-OD Unlined Split Spoon (SPT)</li> <li> 2.5 inch-OD Unlined Split Spoon</li> <li> 3 inch-OD Unlined Split Spoon</li> </ul>	<ul style="list-style-type: none"> <li> Shelby Tube (thin-walled, fixed head)</li> <li> Grab Sample</li> <li> Bulk Sample</li> </ul>	<ul style="list-style-type: none"> <li> Pitcher Sample</li> <li> Other Sampler</li> </ul>
--	--	---

**OTHER GRAPHIC SYMBOLS**

- Water level (at time of drilling, ATD)
- Water level (after waiting a given time)
- Minor change in material properties within a stratum
- Inferred or gradational contact between strata
- Queried contact between strata

**GENERAL NOTES**

1. Soil classifications are based on the Unified Soil Classification System. Descriptions and stratum lines are interpretive, and actual lithologic changes may be gradual. Field descriptions may have been modified to reflect results of lab tests.
2. Descriptions on these logs apply only at the specific boring locations and at the time the borings were advanced. They are not warranted to be representative of subsurface conditions at other locations or times.

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	<p><b>MULLIN/KALAFATAS PROPERTY</b>  <b>20 GLENWOOD AVENUE</b>  <b>ROSS, CALIFORNIA</b></p>	<p><b>KEY TO BORING LOGS</b></p>
	<p><b>PROJECT NO. 2543-1R1</b></p>	<p><b>AUGUST 2016</b></p>



## WEATHERING

### *Fresh*

Rock fresh, crystals bright, few joints may show slight staining. Rock rings under hammer if crystalline.

### *Very Slight*

Rock generally fresh, joints stained, some joints may show thin clay coatings, crystals in broken face show bright. Rock rings under hammer if crystalline.

### *Slight*

Rock generally fresh, joints stained, and discoloration extends into rock up to 1 inch. Joints may contain clay. In granitoid rocks some occasional feldspar crystals are dull and discolored. Crystalline rocks ring under hammer.

### *Moderate*

Significant portions of rock show discoloration and weathering effects. In granitoid rocks, most feldspars are dull and discolored; some are clayey. Rock has dull sound under hammer and shows significant loss of strength as compared with fresh rock.

### *Moderately Severe*

All rock excepts quartz discolored or stained. In granitoid rocks, all feldspars dull and discolored and majority show kaolinization. Rock shows severe loss of strength and can be excavated with geologist's pick. Rock goes "clunk" when struck.

### *Severe*

All rock except quartz discolored or stained. Rock "fabric" clear and evident, but reduced in strength to strong soil. In granitoid rocks, all feldspars kaolinized to some extent. Some fragments of strong rock usually left.

### *Very Severe*

All rock except quartz discolored and stained. Rock "fabric" discernible, but mass effectively reduced to "soil" with only fragments of strong rock remaining.

### *Complete*

Rock reduced to "soil". Rock fabric not discernible or discernible only in small scattered locations. Quartz may be present as dikes or stringers.

## HARDNESS

### *Very Hard*

Cannot be scratched with knife or sharp pick. Hand specimens requires several hard blows of geologist's hammer.

### *Hard*

Can be scratched with knife or pick only with difficulty. Hard blow of hammer required to detach hand specimen.

### *Moderately Hard*

Can be scratched with knife or pick. Gouges or grooves to 1/4 inch deep can be excavated by hard blow of point of a geologist's pick. Hard specimen can be detached by moderate blow.

### *Medium*

Can be grooved or gouged 1/16 inch deep by firm pressure on knife or pick point. Can be excavated in small chips to pieces about 1 inch maximum size by hard blows of the point of geologist's pick.

### *Soft*

Can be gouged or grooved readily with knife or pick point. Can be excavated in chips to pieces several inches in size by moderate blows of a pick point. Small thin pieces can be broken by finger pressure.

### *Very Soft*

Can be carved with knife. Can be excavated readily with point of pick. Pieces 1 inch or more in thickness can be broken with finger pressure. Can be scratched readily by fingernail.

## JOINT BEDDING & FOLIATION SPACING

Spacing	Joints	Bedding & Foliation
Less than 2 in.	Very Close	Very Thin
2 in to 1 ft.	Close	Thin
1 ft. to 3 ft.	Moderately Close	Medium
3 ft. to 10 ft.	Wide	Thick
More than 10 ft.	Very Wide	Very Thick

## ROCK QUALITY DESIGNATOR (RQD)

RQD, as a percentage	Descriptor
Exceeding 90	Excellent
90 to 75	Good
75 to 50	Fair
50 to 25	Poor
Less than 25	Very Poor



**MULLIN/KALAFATAS PROPERTY**  
**20 GLENWOOD AVENUE**  
**ROSS, CALIFORNIA**

**KEY TO BEDROCK**  
**DESCRIPTIONS**

**PROJECT NO. 2543-1R1**

**AUGUST 2016**

**FIGURE B-7**

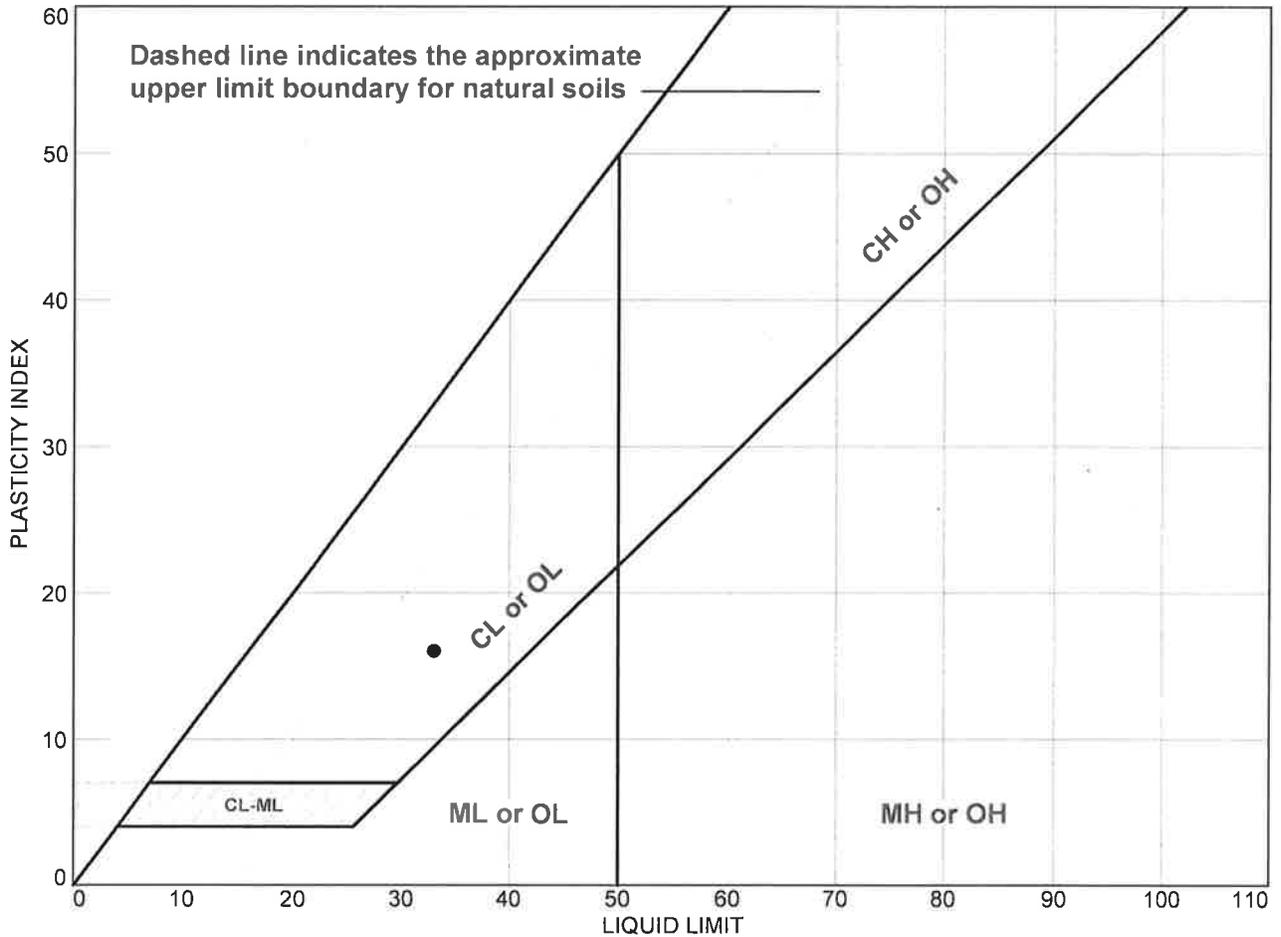
**APPENDIX C**  
**LABORATORY TESTS**

Samples from the subsurface exploration were selected for tests to establish the physical and engineering properties of the soils. The tests performed are briefly described below.

Natural moisture content was evaluated on most samples recovered from the borings. The samples were initially trimmed to obtain wet weight measurements and subsequently dried in accordance with ASTM D2216. After drying, the weight of each sample was obtained to determine the moisture content representative of field conditions and time the samples were collected. The results are presented on the boring logs at the appropriate sample depths.

The Atterberg limits were determined on one sample in accordance with ASTM D 4318. The Atterberg limits are the moisture content within which the soil is workable or plastic. The results are presented in Figure C-1 and on the boring logs at the appropriate sample depth.

# LIQUID & PLASTIC LIMITS TEST REPORT



SOIL DATA								
SYMBOL	SOURCE	SAMPLE NO.	DEPTH	NATURAL WATER CONTENT (%)	PLASTIC LIMIT (%)	LIQUID LIMIT (%)	PLASTICITY INDEX (%)	USCS
●	Boring B-1	1	0-2 ft	16.3	17	33	16	CL



MULLIN/KALAFATAS PROPERTY  
20 GLENWOOD AVENUE  
ROSS, CALIFORNIA

LIQUID & PLASTIC  
LIMITS TEST REPORT

PROJECT NO. 2543-1R1

AUGUST 2016

FIGURE C-1

# ATTACHMENT 6

Client:

Dan Kalafatas and Hadley Mullin



## URBAN FORESTRY ASSOCIATES, INC.

8 Willow Street San Rafael, CA 94901  
(415) 454-4212 info@urbanforestryassociates.com

### ARBORIST REPORT

*For*

*20 Glenwood Ave., Ross, 94957*

#### PURPOSE

Urban Forestry Associates (UFA) was hired to assess various trees for health and structural stability on the Kalafatas property prior to planned home remodel and addition. Ray Moritz and Zach Vought of UFA performed a site inspection on February 19th, 2016 to assess only the trees included in this report. Assessing subject trees location in relation to preliminary building envelopes was the extent of UFA's development plan review. There is a supplementary tree locations map to accompany this report.

#### SCOPE OF WORK AND LIMITATIONS

All risk assessments included in this report were performed at Level 2, Basic Risk Assessment<sup>1</sup>. Development plans were not assessed for potential impacts to trees during construction. Urban Forestry Associates has no personal or monetary interest in the outcome of this investigation. All observations regarding trees in this report were made by UFA, independently, based on our education and experience. All determinations of health condition, structural condition, or hazard potential of a tree or trees at issue are based on our best professional judgment. The health and hazard assessments in this report are limited by the visual nature of the assessment. Defects may be obscured by soil, brush, vines, aerial foliage, branches, multiple trunks or other trees. Even structurally sound, healthy trees are wind thrown during severe storms. Consequently, a conclusion that a tree does not require corrective surgery or removal is not a guarantee of no risk, hazard, or sound health.

#### OBSERVATIONS

- All diameter measurements were taken at DBH<sup>2</sup> unless indicated otherwise.
- There is a supplementary Arborist's Map to accompany this report.

##### Tree 1

Species            coast live oak (*Quercus agrifolia*)

Size                23.3 "Significant tree" per Town of Ross Tree Ordinance

Location          Within the footprint of proposed home addition.

Condition        Fair to good health.

The canopy is dense, a sign of good vigor.

Rating the structure of this tree is somewhat limited due to an inability to inspect large structural roots thoroughly as the tree is growing in an enclosed planter. 100% of the root system is covered in hardscape or landscape features. The structural stability of this tree is suspect due to the amount of disturbance that has occurred within the root zone. More importantly, several

<sup>1</sup> "A Level 2, or basic assessment is the standard assessment performed by arborists in response to most private client requests for tree risk assessments. It consists of a detailed visual inspection of a tree and its surrounding site and synthesis of the information collected. A basic assessment requires that you walk completely around the tree- looking at the site buttress roots trunk and branches. Look at the tree from some distance away, as well as close, up, to consider crown shape and surroundings" (ISA Tree Risk Assessment Manual 2013).

<sup>2</sup> DBH is diameter in inches measured at breast height, 4.5' above grade.

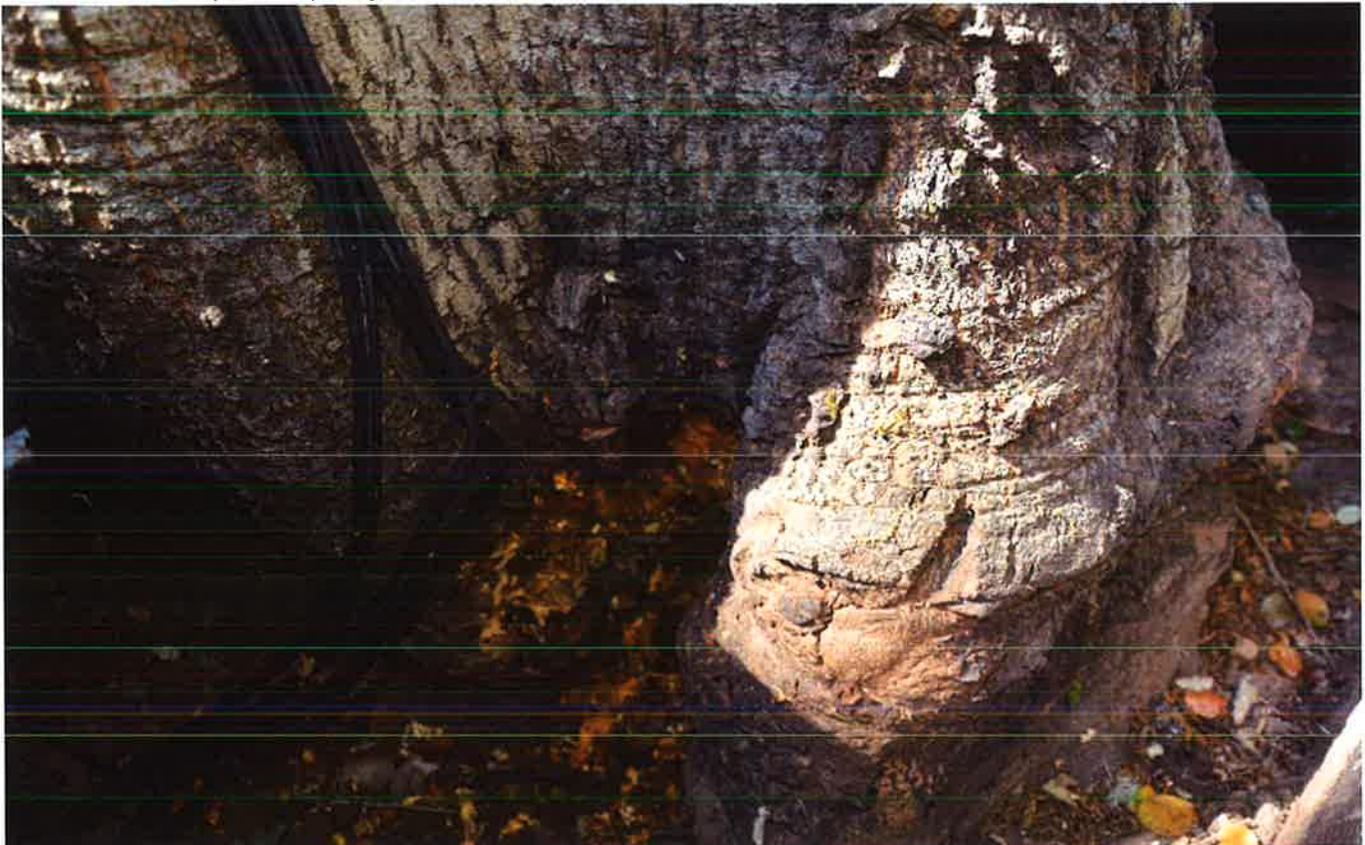
areas of decay were observed in the tree base and roots, extending through vascular tissue to heart wood. The decay is active, and consistent with that of oak root disease (Armillaria<sup>3</sup> species decay fungus).

**Targets** Swimming pool patio and existing brick patio area.

**Conclusion** Despite the appearance of the canopy, the subject tree is an unacceptable risk due to active decay in the tree base and supportive roots, increasing the probability of whole tree failure, even during normal weather. The planter significantly hindered thorough inspection of the tree base, so decay could be more extensive than currently visible from above ground observation. It is very possible decay entered the tree from wounds inflicted during past construction. Although the canopy is full and vigorous, indicating good health and vigor, the structural stability of the tree is highly suspect due to the presence of Armillaria. Given the target zone of the tree, the consequences of failure would be significant to severe, leading to an overall risk rating of High.

**Recom'd** Whole tree removal for total risk abatement.

Note: Regardless of risk rating, the subject tree is located in the middle of the proposed home addition footprint, requiring its removal if development plans are approved.



**Figure 1. Decay in the base of Tree 1**

<sup>3</sup> Armillaria root disease compromises tree health and structure by breaking down wood tissues (usually in large roots and or lower main stem). It is one of the most common decay fungi affecting California oaks. Depending on host susceptibility and site conditions, the fungus can cause slow or rapid decline of health and or structural stability of affected trees. For these reasons, the disease has serious implications for tree risk assessment, especially for trees with targets of value.

**Tree 2**

Species coast redwood (*Sequoia sempervirens*)

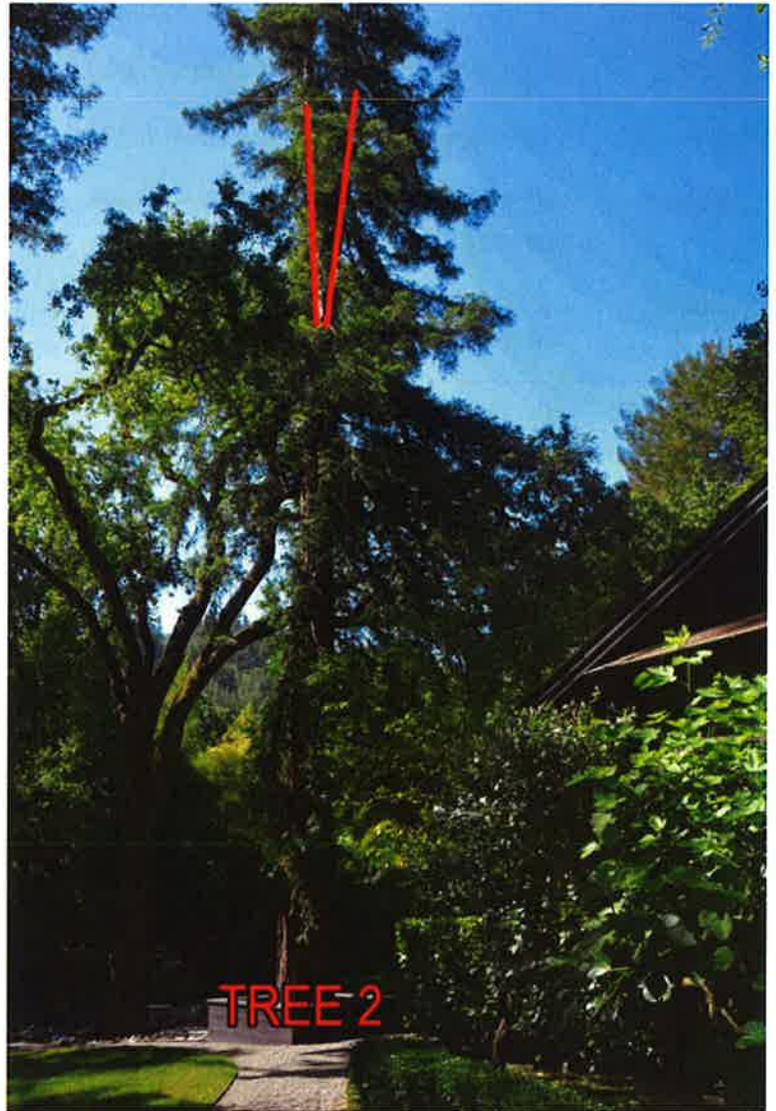
Size 36.2 "Significant tree" per Town of Ross Tree Ordinance

Height 102'

Location Within the footprint of proposed development.



**Figure 3. Narrow attachment of co-dominant stems Tree 2**



**Figure 2. Codominant stems of Tree 2**

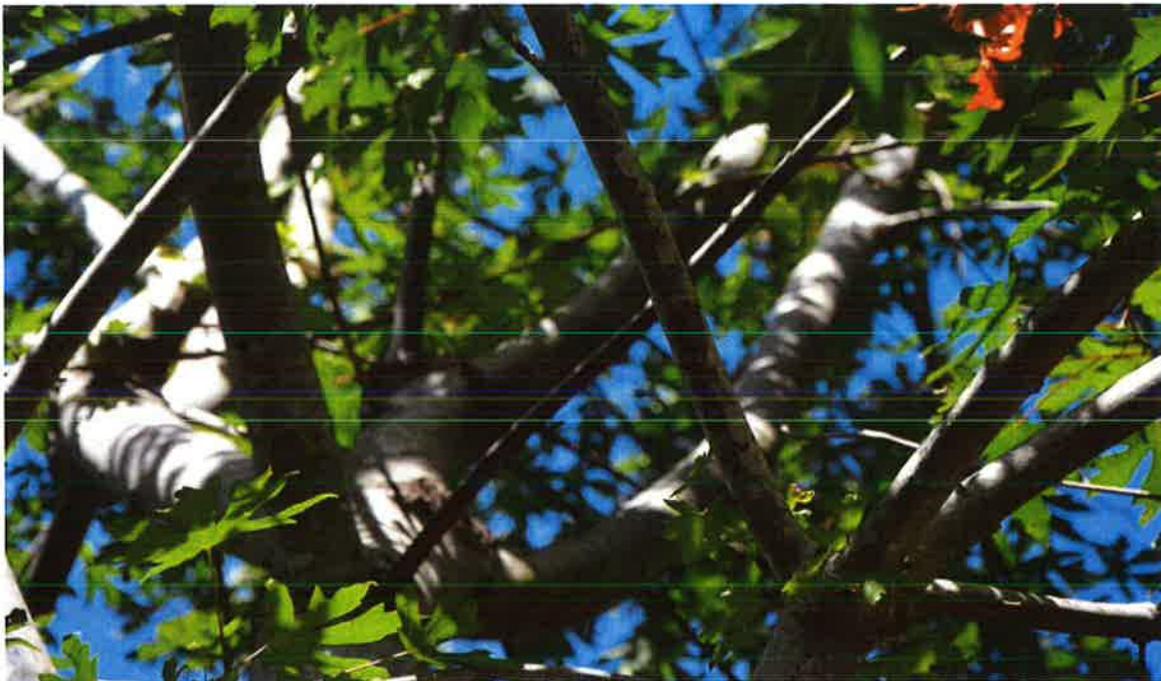
Condition	Fair health and poor structure. The top half of the tree is composed of two codominant stems with an acute angle of attachment and included bark. The bark inclusion is significant (~4 feet long). Each of the stems has forked stems near the top of the tree, also with narrow angles of attachment and bark inclusion.
Targets	The proposed home edition and walking path and existing brick patio.
Conclusion	It is common for coast redwood to develop multiple tops and codominant stems. Codominant stems with included bark are a significant structural defect increasing the potential for failure due to lack of sound wood where they meet at the attachment. This type of defect can be corrected with pruning if caught when the stems are small, but in this case the stems have reached a diameter where excessively large pruning wound would be created by such treatment. For total risk abatement the tree could be removed, which would eliminate the conflict with the adjacent mature valley oak. Additionally, this tree is not a significant contributor to sound, light or noise attenuation for neighboring properties.
Recom'd	Whole tree removal for total risk abatement.

**Tree 3**

- Species coast redwood (*Sequoia sempervirens*)
- Size 23.6 "Significant tree" per Town of Ross Tree Ordinance
- Location Within the footprint of proposed landscape improvements. It is growing in an existing rock planter adjacent to the lawn.
- Condition Fair health and structure.  
The canopy is slightly sparse, an indication of less than favorable vigor.
- Conclusion The subject tree is not providing significant sound, light or noise attenuation for neighboring properties and is not performing particularly well in its current location. There is a reported desire to remove this tree to improve the landscape composition on the property. Removing this tree will not have a marked impact on the surrounding community or lot given the number of trees on the property.

**Tree 4**

- Species big leaf maple (*Acer macrophyllum*)
- Size 7.6
- Location Northern part of property adjacent to the existing driveway.
- Condition Fair to good health and fair structure.  
It is a relatively small tree, approximately 20' tall.  
It was topped in the past causing multiple stems to arise from the topping cut.



**Figure 4. Close up of topping cuts in Tree 4**

- Conclusion Prior poor pruning has reduced the structural condition and aesthetics of this tree, decreasing its suitability of long term preservation. Additionally, there is a reported desire to remove this tree to improve the landscape composition on the property. Removing this tree will not have a

marked impact on the surrounding community or lot given the number of trees on the property as it is not providing significant privacy, sound or light attenuation from adjacent properties.

**Tree 5**

Species

apple (*Malus spp.*)

Size

12.8 "Significant tree" per Town of Ross Tree Ordinance

Location

Growing adjacent to the front gravel driveway in a recessed seating area.

Condition

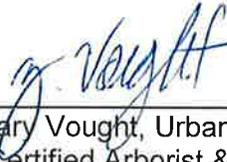
Good health and fair structure.  
It is a mature fruit bearing tree.

Conclusion

There is a reported desire to transplant this tree by hand digging moving it to a suitable location on the property. Apple is rated as moderately tolerant of transplanting so the prospects of a successful operation are good, given the tree displays good health and vigor.

Transplanting should be performed by a qualified tree care or landscaping company versed in transplanting procedures. As much of the root ball should be retained as possible digging to a depth of 24 inches. Any roots encountered during hand digging should be cut cleanly with sharp tools.

Fall (after leaf drop) is the generally accepted window for best results with deciduous tree when the tree is subject to reduced risk of moisture loss.



---

Zachary Vought, Urban Forester  
ISA Certified Arborist & TRAQ  
WE-9995A

# ATTACHMENT 7

# PRESERVATION ARCHITECTURE

June 9, 2016

Ken Linsteadt  
Ken Linsteadt Architects  
1462 Pine Street  
San Francisco, CA 94109

re: 20 Glenwood Avenue, Ross

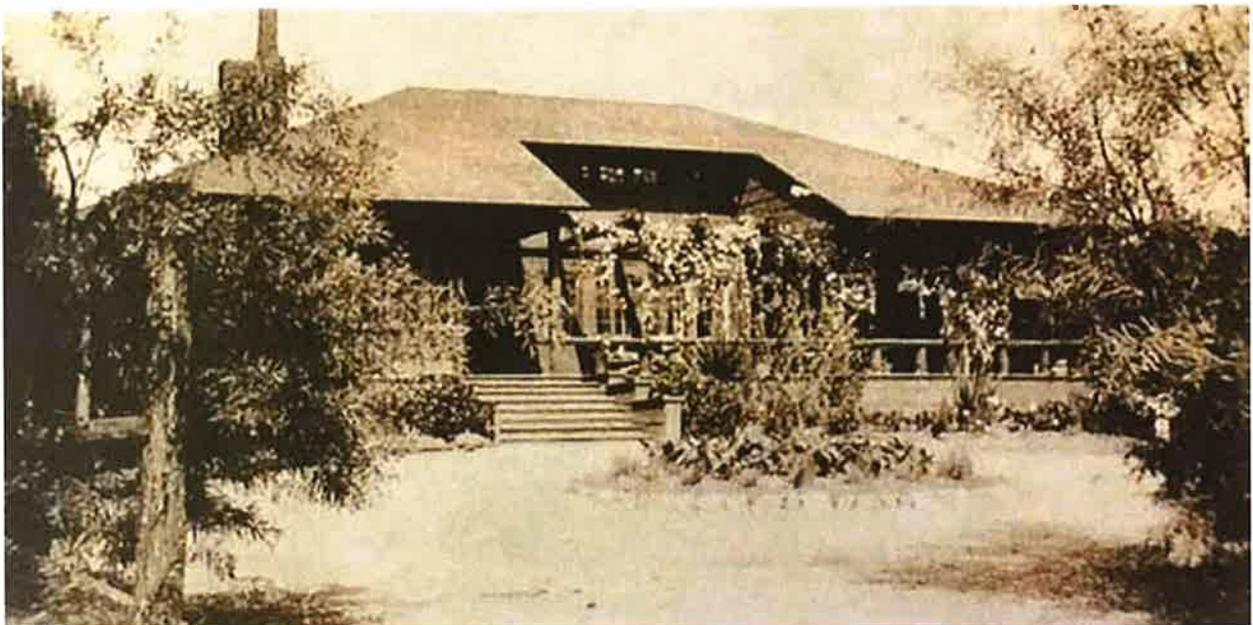
Ken:

As requested, the purpose of this correspondence is to generally review and comment on the status of the existing residence at 20 Glenwood relative to its historic resource potential. This effort is based on a review of the planning files related to the subject property, which contain a range of documents, including:

- A set of undated historic photos (labeled "from Ross Historical Society," selectively included herein);
- Records associated with a 1994 project that added to and altered the subject house, including drawings (also selectively included herein) and correspondence.

Though no site visit was made, this effort is also based on a set of current existing conditions photos and plans provided.

Based on the planning records, the original house at 20 Glenwood Ave. was constructed c1900 and, based on the historic photos, in the Bungalow style. The early history of the house is not known. In 1994, this house was substantially altered and added to. That project included a second floor in the form of a large multi-gabled addition, along with large rear and side additions, as well as frontward additions and alterations, including not only the upper story but an enclosed porch, new windows and doors, and a front bay extension. In hindsight, it is evident that the 1994 project dominated the pre-existing building, and which is easily and clearly illustrated by a comparison of the 1994 drawings against historic photos.



20 Glenwood, undated view of original/early building front (west)

These comparisons illustrate that, even as the side and rear elevations were dramatically altered in the 1990s by the upper and rearward additions, the front was also heavily changed by the addition of the upper story plus frontward alterations, by appearances leaving just a couple of roof fragments from the original/early house in place at the front (also understanding that there had been previous front alterations and additions).

This effort is not a historic resource evaluation and is not intended as a design judgment, but is simply an acknowledgement of the extent of physical and visible change. Based thereon, conclusions are easily drawn, as it is not possible to intervene to the extent of the 1990s work and yet retain original and early building character.

Thus, at this juncture, in my professional opinion, no historic resource potentially exists at this property.

Signed:

A handwritten signature in black ink, appearing to read "Mark Hulbert", with a long horizontal flourish extending to the right.

Mark Hulbert  
Preservation Architect

# ATTACHMENT 8



GENERAL BUILDING CONTRACTOR  
LICENSE NO. B 644649

## **CONSTRUCTION MANAGEMENT PLAN 20 GLENWOOD AVE**

8/20/2016

### Work Hours:

Monday – Friday

8:00 am– 5:00 pm

No construction permitted on Saturdays & Sundays

No work on the following holidays:

New Year's Day

Martin Luther King Day

Presidents Day

Memorial Day

4<sup>th</sup> of July

Labor Day

Veterans Day

Thanksgiving Day

Christmas Day

### Parking / Traffic Controls:

Do not arrive to site before 8:00 am

Maintain onsite parking

All construction vehicles shall park onsite or in legal parking areas off site

Construction employees shall carpool to reduce traffic

Construction vehicles shall obey all traffic / parking regulations

No parking in front of neighbors' driveways, walkways, public thoroughfares or crosswalks

SPECIALIZING IN QUALITY

P.O. BOX 130299 • SAN RAFAEL, CALIFORNIA 94915 • 415-497-6317 • gary@cdkbuilders.com



GENERAL BUILDING CONTRACTOR  
LICENSE NO. B-644649

Flagman onsite to insure traffic controls / safety measures

No temporary parking / idling on neighboring streets waiting to get onsite

Access gates to remain open during construction hours

Stagger sub-contractor arrivals / departures to minimize traffic congestion

Stagger deliveries to minimize traffic congestion

Arrange deliveries after 9:00 when possible to reduce traffic congestion

Project Cut & Fill:

Project calls for 409 cubic yards of import. Approximately 41 - 10 yard trucks.

Arrange trucks to deliver between 9 am to 1 pm to miss school hours whenever possible

Traffic routes:

S.F.D. to Bolinas to Glenwood

S.F.D. to Lagunitas to Glenwood

**Site Management Controls:**

Maintain clear access to jobsite during construction hours

Have onsite coordinator to resolve any issues and neighbors' concerns

Encourage neighbors to call / meet with any concerns or questions

Notify neighbors of site delivery schedules, road closures and delays

No pet's onsite

No radios onsite

Maintain site in a neat and orderly manner



Smoking in designated areas only;

No smoking in structure

No smoking within 20 ft of property line

No smoking on street or within sight line of gates

All materials onsite shall be stored as to minimize impact to neighbors

Materials shall be stored onsite in a neat manner

Temporary toilets shall be onsite / out of view and cleaned regularly

Hazardous materials shall not be stored onsite

Flammable liquids shall be stored in an appropriate container

Provide / maintain all temp fencing and erosion controls per plans

Provide / maintain "drive off" area per plans

Provide / maintain tire wash station for vehicles to reduce debris on roads

Maintain / sweep road daily

Cover all loads entering / leaving site

Provide phone number for neighbors to call with concerns

Maintain all perimeter plantings during construction

Workers shall NOT arrive before 8:00 am

Workers shall NOT arrive early, park or "hang out" in the area before work

Contact Information:

Contractor

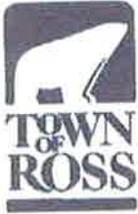
Office

Cell

Email



# ATTACHMENT 9



**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

**NEIGHBOR ACKNOWLEDGEMENT FORM**

*Written acknowledgement of the proposed development is required from the owners, lessees, and occupants of all abutting property, including property across any street, lane or roadway.*

**Project Address and Assessor's Parcel No.** 20 Glenwood Avenue, Ross, CA 94957  
Assessor's Parcel No. 073-131-17

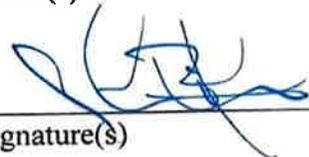
**Owner(s) of Parcel** Dan Kalafatas & Hadley Mullin

**Architect (Or applicant if not owner)** Ken Linsteadt Architects

*I am a neighbor of the project site identified above. The applicant has reviewed the project plans with me and I understand the scope of work. My signature below indicates that I am aware of the project and does not constitute approval or disapproval of the project.*

*Note: the information on this form will become part of the public record for this project and providing personal information is optional.*

John Pritzker  
Neighbor Name(s)

  
Neighbor Signature(s)

6/1/16  
Date

36 Glenwood  
Neighbor Address

415 939-4322  
Neighbor Phone Number and Email

Alternate Format Information

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**JOHN A. PRITZKER**

PIER 5, THE EMBARCADERO  
SAN FRANCISCO, CALIFORNIA 94111

TELEPHONE: 415.694.5811

FAX: 415.694.5812

E-MAIL: JP@GEOLO.COM

August 17, 2016

Town of Ross  
Town Council  
31 Sir Francis Drake Blvd.  
Ross, CA 94957

RE: 20 Glenwood Avenue, Ross, CA

To Whom It May Concern:

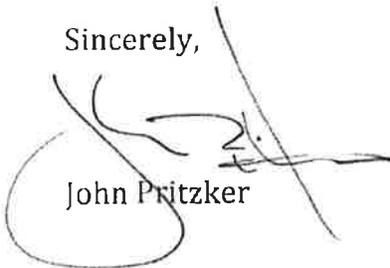
As the owner of the property at 36 Glenwood Avenue adjacent to 20 Glenwood Avenue, I would like to submit this letter of support for the renovation project Hadley Mullin and Dan Kalafatas are planning.

Dan and Hadley began reaching out to my property manager, Eric Soifer, in early April to introduce the scope of their planned project. Since, that time they have proactively reviewed their plans with us and addressed any privacy screening concerns. As a result, small section of screening along our shared property line has been added to their plans.

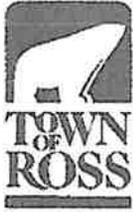
We also appreciated the invitation to join other neighbors at their home to review their plans in an open a forum. Most of all we are pleased to have a family care for this neighboring property with the goal for long-term stewardship.

Please feel free to contact me through my property manager, Eric Soifer, if you have any questions. Eric can be reached at 415-939-4322 or by email at [eric@pritzsf.com](mailto:eric@pritzsf.com).

Sincerely,



John Pritzker



**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

**NEIGHBOR ACKNOWLEDGEMENT FORM**

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**Project Address and Assessor's Parcel No.** 20 Glenwood Avenue, Ross, CA 94957  
Assessor's Parcel No. 073-131-17

**Owner(s) of Parcel** Dan Kalafatas & Hadley Mullin

**Architect (Or applicant if not owner)** Ken Linsteadt Architects

*I am a neighbor of the project site identified above. The applicant has reviewed the project plans with me and I understand the scope of work. My signature below indicates that I am aware of the project and does not constitute approval or disapproval of the project.*

*Note: the information on this form will become part of the public record for this project and providing personal information is optional.*

**ROBERT A. DICKINSON / CATHERINE PEDNEAULT**  
Neighbor Name(s)

Robert Dickinson Catherine Pedneault  
Neighbor Signature(s) 6/8/2016  
Date

**41 GLENWOOD AVENUE, ROSS**  
Neighbor Address

bob.dickinson@hotmail.com  
**(415) 456-8885** cat.pedneault@hotmail.com  
Neighbor Phone Number and Email

Alternate Format Information

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June 17, 2016

Town Council  
Advisory Design Review Group  
Town of Ross  
P.O. Box 320  
Ross, California 94957

RE: Proposed 20 Glenwood Construction Project

Dear Town Leadership:

We support Dan Kalafatas and Hadley Mullin's proposed construction project at 20 Glenwood Avenue in Ross with complete confidence and without any reservation, subject to our mutual understanding below.

We shared the attached Management Construction Plan developed by Glenwood residents dated February 2008 that directed the major construction projects at 36 Glenwood, 49 Glenwood, and 2 Glenwood. Dan has assured us that every effort will be made on the 20 Glenwood project to comply with this plan, with the following exceptions:

- Section B3 (Construction Management): No Traffic Management Coordinator will be required given the modest size of our project. This role will be played by the Site Foreman who will be named and whose number will be circulated.
- Section C4 (Neighbor Relations): Contractor will notify on an exception basis when a delivery may cause traffic delays.
- Section H: Creek Protection doesn't apply.

As for weekend work, we support such activity as long as it complies with the Municipal Code section 9.20.035 (1): "Work done solely in the interior of a building or structure, the performance of which does not create any noise which is audible from the exterior of the building."

Dan and Hadley have been very gracious about introducing themselves and sharing their plans. We welcome them to Glenwood Avenue and look forward to a successful construction project.

Sincerely,



Robert A. Dickinson



Catherine Pedneault

41 Glenwood Avenue  
Ross, California 94957  
(415) 456-8885

Attachment: Management Construction Plan, 2/2008

# VAN ACKER CONSTRUCTION ASSOCIATES INC.

---

33 REED BLVD., MILL VALLEY, CA 94941  
415 383 5589 FAX 415 383 5597  
MAIN OFFICE

## **JOB SITE RULES FOR SUBCONTRACTORS, SUPPLIERS & CONSULTANTS**

**36 GLENWOOD, ROSS, CA 94957**

### **A. Working Hours**

1. Arrival to the job site and working hours will be Monday through Friday between 8:00am and 5:00pm (per regulation 9.20.035)
2. No work of any kind will be allowed on Saturdays and Sundays (per regulation 9.20.035)
3. Work will not be performed on holidays (as defined by 9.20.060): New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day

### **B. Construction Traffic**

1. Limited onsite construction parking will be provided. Van Acker will strongly encourage carpooling.
2. Driveway blockage, crosswalk blockage, and driving over plantings on other private property will not be permitted
3. Van Acker will assign an on-site Traffic Management Coordinator
4. Large trucks (all trucks larger than a standard pickup or delivery truck) may only enter and leave the site between 9am and 3:30pm
5. No vehicles will be allowed to idle or park for any period of time on Glenwood or the neighboring streets. Vehicles shall not leave Sir Francis Drake until at a time when they will arrive at the site during working hours
6. Traffic management personnel will assist with the arrival or departure of large trucks
7. The entrance gates will remain open during working hours, whenever feasible
8. The North entrance to 36 Glenwood will be the primary entrance and exit for trucks related to heavy construction on the main house (excluding steel), such as those involved in demolition, the hauling away of debris and materials to be recycled, cut and fill, and foundation work and pouring, whenever feasible
9. Prior to significant on-site work being performed, the South entrance gates will be moved further back and the entrance from the road will be widened
10. The Traffic Management Coordinator will split the traffic, wherever possible, between Bolinas Avenue for the entrance and exit of vehicles using the North driveway and Lagunitas Avenue for the entrance and exit of vehicles using the South driveway

### **C. Neighbor Relations**

1. Van Acker Construction will have a telephone number available to the Glenwood road neighbors and other concerned individuals. This phone will be answered by a Van Acker employee during working hours and a 24-hr. pager or cell phone service will be available during non-working hours
2. Subcontractors will provide to Van Acker a phone number will be answered by a Subcontractor employee during working hours and a 24-hr. pager or cell phone service shall be available during non-working hours
3. Van Acker's Project Management and Site Supervision team will meet with the neighbors on a regular basis to proactively identify and address any concerns that arise
4. Van Acker will notify neighbors of the site's delivery schedule on a regular basis

**J. Recycling**

1. All applicable materials will be recycled whenever possible
2. Stone and granite debris will be reused on-site or resold
3. Van Acker will provide separate on-site bins for recycling and trash, or will use an off-site company to sort the items into recyclable and non-recyclable items

**K. General Job Site Conditions**

1. Job site and entrances shall be maintained in a neat and orderly manner
2. No smoking
3. No alcoholic beverages on-site
4. No firearms
5. No radios
6. No pets

**L. Temporary Facilities and Storage On Site**

1. Limited onsite storage will be provided for Van Acker and Subcontractor use
2. Van Acker will provide toilet facilities to be housed away from Glenwood Avenue



**Town of Ross**

**Planning Department**

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

Web [www.townofross.org](http://www.townofross.org)

Email [esemonian@townofross.org](mailto:esemonian@townofross.org)

**NEIGHBOR ACKNOWLEDGEMENT FORM**

*Written acknowledgement of the proposed development is required from the owners, lessees, and occupants of all abutting property, including property across any street, lane or roadway.*

Project Address and Assessor's Parcel No. 20 Glenwood Avenue, Ross, CA 94957  
Assessor's Parcel No. 073-131-17

Owner(s) of Parcel Dan Kalafatas & Hadley Mullin

Architect (Or applicant if not owner) Ken Linsteadt Architects

*I am a neighbor of the project site identified above. The applicant has reviewed the project plans with me and I understand the scope of work. My signature below indicates that I am aware of the project and does not constitute approval or disapproval of the project.*

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Alan Grujic + Kailey Lewis  
Neighbor Name(s)

Alan Grujic  
Neighbor Signature(s)

June 9, 2016  
Date

1 UPPER ROAD, ROSS, CA 94957  
Neighbor Address

415-992-2645, alan.grujic@coherion.com  
Neighbor Phone Number and Email

Alternate Format Information

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June 17, 2016

**Town of Ross  
Advisory Design Review Group**

To Whom It May Concern:

I recently met with Dan Kalafatas and Hadley Mullin, the owners of 20 Glenwood, regarding their proposed construction plans. I am their neighbor across the road at 1 Upper Road, Ross.

I would like to kindly submit this letter of support for their project. I know 20 Glenwood reasonably well, having considered purchasing the property about 7 or 8 years ago.

I believe that the owners' project would substantially improve the property and be appropriate to their needs. Furthermore, it is my view that the design would be consistent with the overall objectives and design criteria of the Town.

As a fellow homeowner in Ross, I support this project on its merits.

Please feel free to contact me if you have any questions, or if I can be of any further assistance. My mobile number is 415-992-2645 and my e-mail address is [alan.grujic@coherion.com](mailto:alan.grujic@coherion.com).

Sincerely,

A handwritten signature in black ink that reads "Alan Grujic". The signature is written in a cursive style with a large, stylized initial 'A'.

Alan Grujic



### Town of Ross

Planning Department

Post Office Box 320, Ross, CA 94957

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

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Architect (Or applicant if not owner) Ken Linstead Architects

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Betsy + Edward McDermott  
Neighbor Name(s)

Betsy + Edward H. Mullin 6/9/16  
Neighbor Signature(s) Date

2 Glenwood Ave. Ross, CA 94957  
Neighbor Address

415-456-1432 mcdermott+betsy@yahoo.com  
Neighbor Phone Number and Email

#### Alternate Format Information

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Edward & Betsy McDermott  
2 Glenwood Avenue / PO Box 1788  
Ross, CA 94957

August 22, 2016

Ross Town Council  
31 Sir Francis Drake Boulevard  
Ross, CA 94957

RE: 20 Glenwood Avenue

To Whom It May Concern,

As the owners of 2 Glenwood Avenue, directly adjacent to 20 Glenwood Avenue, we would like to submit this letter in enthusiastic support of the renovation project proposed by Hadley Mullin and Dan Kalafatas next door.

Dan and Hadley began reaching out to us in February re the scope of their planned project. Since that time, we have had several opportunities to review their proposed plans with them as well as with their architect, Ken Linsteadt, and his colleagues. Dan and Hadley have been extremely conscientious in soliciting any feedback from us and other neighbors and proactively addressing any potential concerns.

We are enthusiastic supporters of Hadley and Dan's proposed renovation. We believe their plans represent an extremely elegant and thoughtful proposal to update an older Ross home for modern family living while still preserving much of its character. With the planned screening between our two properties, we believe there will be no negative impact on us as neighbors.

Most of all, we are thrilled to have a young family next door, making this type of investment in their home and caring for a beautiful property for many years to come.

Please feel free to contact either of us should you have any questions or concerns. Ed can be reached at 415-518-7540 or ed@springtidelp.com.

Sincerely,

Handwritten signatures of Edward and Betsy McDermott. The signature on the left is "Edward H. McDermott" and the signature on the right is "Betsy McDermott".

Edward & Betsy McDermott



# 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](http://www.townofross.org) Email [esemonian@townofross.org](mailto:esemonian@townofross.org)

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Project Address and Assessor's Parcel No. 20 Glenwood Avenue, Ross, CA 94957  
 Assessor's Parcel No. 073-131-17

Owner(s) of Parcel Dan Kalafatas & Hadley Mullin

Architect (Or applicant if not owner) Ken Linsteadt Architects

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JEFF MEZZETTA  
Neighbor Name(s)

[Signature]  
Neighbor Signature(s)

6-10-16  
Date

2 UPPER RD  
Neighbor Address

415 526-3484 Jeff@Mezzetta.com  
Neighbor Phone Number and Email

#### Alternate Format Information

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August 12, 2016

Town of Ross  
Town Council

RE: 20 Glenwood Avenue, Ross

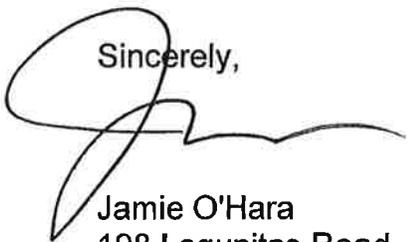
To Whom It May Concern:

My name is Jamie O'Hara and my wife, Cynthia Weldon, and our two children have lived at 198 Lagunitas Road for 9 years. I would like to kindly submit this letter of support for the renovation project Hadley Mullin and Dan Kalafatas are planning for 20 Glenwood Avenue.

Hadley and Dan have shared their plans with us and have been very gracious in responding to our questions. Having reviewed the plans in detail, we wholeheartedly endorse the project. We respect the fact that they are honoring the historic look and feel of the property and feel this helps preserve the special nature of the neighborhood. We are grateful that a young, local family has purchased the property as opposed to a developer who many not respect the design aesthetic of the town.

Please feel free to contact me if you have any questions, or if I can be of any further assistance. My mobile number is 415-652-0477 and my email address is [jamieohara@me.com](mailto:jamieohara@me.com).

Sincerely,

A handwritten signature in black ink, appearing to read 'Jamie O'Hara', with a large, stylized initial 'J'.

Jamie O'Hara  
198 Lagunitas Road  
Ross, CA 94957