



AGENDA
REGULAR MEETING of the ROSS TOWN COUNCIL
THURSDAY, MAY 14, 2020

CORONAVIRUS (COVID-19) ADVISORY NOTICE

Pursuant to Executive Orders No. N-25-20 and N-29-20, the Town of Ross will no longer offer an in-person meeting location for the public to attend, and all Council Members and staff will be teleconferencing into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public can access the meeting which will be conducted telephonically through Zoom. The information for joining the meeting is listed below and is also posted on the Town's website at <https://www.townofross.org/towncouncil/page/town-council-meeting-211>.

Join Zoom Meeting by clicking on the following link:

<https://us02web.zoom.us/j/3321306619>

Meeting ID: 332 130 6619

Or join by phone:

(669) 900-9128

Enter Meeting ID: 332 130 6619#

If you would like to comment during the public comment portion of the Agenda, you can use the "Raise Hand" function in Zoom or you can Press *9 if you are calling in. The Mayor will select you from the meeting cue. Further detailed instructions for providing public comment live during the meeting using Zoom are available on the Town's website at https://www.townofross.org/sites/default/files/fileattachments/town_council/page/3271/zoom_participant_user_guide_042020.pdf.

The public may submit written comments in advance to the Town Clerk at llopez@townofross.org, that will be part of the public record. Comments submitted by May 13th at 4:00 p.m. will be forwarded to the Town Council and included in the public record for the meeting. Comments may be submitted during the meeting to llopez@townofross.org. All comments shall be limited to a maximum of 500 words which corresponds to approximately 3 minutes of speaking time.

Any member of the public who needs accommodations should email the Town Clerk at llopez@townofross.org, who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the Town's procedure for resolving reasonable accommodation requests.

1. **6:00 p.m. Call to Order and Roll Call.**
2. **Posting of agenda.**

3. **Town Council recognition of Elizabeth Brekhus for her service as Mayor. (Mayor)**
4. **Minutes.**
5. **Demands.**
6. **Open Time for Public Expression. (5 minutes)**
Limited to three minutes per speaker on items not on agenda.
7. **Mayor's Report. (5 minutes)**
8. **Council Committee & Liaison Reports. (5 minutes)**
9. **Staff & Community Reports. (5 minutes)**
 - a. **Town Manager**
 - b. **Ross Property Owners Association.**
10. **Consent Agenda. (5 minutes)**

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

 - a. **Town Council acceptance of FY20 Q3 Investment Report. (Chinn) **
 - b. **Town Council acceptance of FY20 Q3 Financial Summary Report. (Chinn) **
 - c. **Town Council consideration of adoption of Ordinance No. 706, an Ordinance of the Town of Ross, repealing Chapter 5.26 "Telecommunications" of the Ross Municipal Code to Terminate the Marin Telecommunications Agency (MTA). (Chinn) **
 - d. **Town Council selection of members to Town Council Committees and Town Representatives for FY 2020-21. (Mayor) **
 - e. **Town Council consideration of adoption of Resolution No. 2155 authorizing renewal of a three-year Cooperation Agreement with the County of Marin for the Community Development Block Grant (CDBG) and Home Programs. (Chinn) **

End of Consent Agenda.

Administrative Agenda.

11. **Town Council consideration of adoption of Resolution No. 2159 Ratifying Ross Emergency Order No. 1-2020 Allowing Time Limit Extensions for Projects Delayed by the Marin County COVID-19 Shelter in Place Orders. (Chinn, 5 minutes)** [!\[\]\(746d018fdf6ab02bf5fb7681133e8b29_img.jpg\)](#)
12. **Town Council consideration of adoption of Resolution No. 2156 for the summary vacation of an irrevocable offer of dedication for a 40 foot public road right of way over APN 072-101-026 (100 Winding Way) in the Town of Ross. (Simonitch, 5 minutes)** [!\[\]\(5daa6eee1904cb6b9d765700250de764_img.jpg\)](#)
13. **Town Manager update and Council discussion on Town activities in response to COVID-19. (Chinn, 10 minutes)**

End of Administrative Agenda.

Public Hearings on Planning Projects.

(Project applicants will be limited to no more than 15 minutes total for owner, architect, engineer, etc. presentations.)

14. **4 Willow Hill Road, Permit No. DRP20-0002, Design Review and Nonconformity Permit, and Town Council consideration of adoption of Resolution No. 2157. (Weintraub, 20 minutes)** [!\[\]\(79de0df6c6ddd2d4eb74f1cc5f48ec50_img.jpg\)](#)

Jack Coan & Martha Delgado, 4 Willow Hill Road, A.P. No. 073-252-14, Northern Portion of Lot: Single Family Residence/Special Building Site, 1-Acre Minimum Lot Size (R-1:B-A), Southern Portion of Lot: Single Family Residence/Special Building Site, 5-Acre Minimum Lot Size (R-1:B-5A), Very Low Density – 0.1-1 Unit/Acre (VL), Flood Zone: X (Minimal risk area outside the 1% and 0.2%-annual-chance floodplains).

Project Description: The applicant is requesting approval of a proposed upper-story addition to the existing legal nonconforming residence and the installation of a new entry gate at 4 Willow Hill Road. A Nonconformity Permit is requested in order to allow for the existing residence which is nonconforming with regards to maximum allowed building height and minimum required yard setbacks to be enlarged, extended, and structurally altered, without increasing the square feet of nonconforming floor area. Design Review is requested in order to allow for an addition exceeding 200 square feet of new floor area and a new gate greater than 48 inches in height in a yard adjacent to the street or right-of-way.

15. **49 Glenwood Avenue, Permit No. NCP19-0007, Design Review and Nonconformity Permit, and Town Council consideration of adoption of Resolution No. 2158. (Weintraub, 30 minutes)** [!\[\]\(2a133ebb0337313d16cc068f19494aa2_img.jpg\)](#)

Miguel & Briana Zelaya, 49 Glenwood Avenue, A.P. No. 073-071-05, Single Family Residence/Special Building Site, 1-Acre Minimum Lot Size (R-1:B-A), Very Low Density – 0.1-1 Unit/Acre (VL), Flood Zone: X (Minimal risk area outside the 1% and 0.2%-annual-chance floodplains).

Project Description: The applicant is requesting approval of a proposed rear addition to the existing legal nonconforming residence, relocation/reconstruction of an existing legal nonconforming accessory structure, and redevelopment of the area around an existing pool including the removal of two existing accessory structures, new pool deck, new fencing and retaining walls, and new partial driveway and uncovered vehicular parking area at 49 Glenwood Avenue. A Nonconformity Permit is requested in order to allow for the existing residence and accessory structure which are nonconforming with regards to maximum allowed floor area and minimum required side and rear yard setbacks to be enlarged, extended, reconstructed and structurally altered, without increasing the square feet of nonconforming floor area. Design Review is requested in order to allow for additions exceeding a total of 200 square feet of new floor area, the relocation/reconstruction of an accessory structure, and grading (excavation) of more than 50 cubic yards.

End of Public Hearings on Planning Projects.

16. No Action Items: (Mayor, 5 minutes)

- a. Council correspondence
- b. Future Council items

17. Adjournment.

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