



Staff Report

Date: August 6, 2020
To: Mayor McMillan and Council Members
From: Patrick Streeter, Planning and Building Director
Subject: Advisory Design Review Group Interviews

Recommendation

Conduct interviews of nine candidates and consider appointment of four design professionals and one at-large member to the Advisory Design Review Group (ADR).

Background and Discussion

On March 9, 2017, the Council adopted Resolution 1990 to amend and establish new ADR policies and procedures. One of the changes associated with the amended policies and procedures is that the composition and the size of ADR Group members is reduced from nine active members to five members, of which four members would be design related professionals and one member would be a non-design related professional. The Council also approved a provision whereby if necessary to complete the five-member board, additional non-design related professionals may be appointed. On June 8, 2017, the Council appointed Josefa Buckingham, Dan Winey, Mark Fritts, Stephen Sutro, and Mark Kruttschnitt to the Advisory Design Review Group for a three-year term.

The June 2020 edition the Morning After included an article announcing that the Town was accepting applications for appointment to the ADR Group. On July 1, 2020, a Town-wide email was sent requesting that interested community members apply. Applications were accepted through July 31, 2020. All five incumbent ADR members applied for reappointment and five applications from new candidates were received. Dan Winey later withdrew his application in the interest of providing the opportunity for a new appointee. In total, nine ADR applications are under consideration to fill the five positions. Five applicants are design related professionals (Josefa Buckingham, Stephen Sutro, Mark Fritts, Gita Stiritz, and Laura Dewar) and four applicants are non-design related professionals (Mark Kruttschnitt, Eyal Guthmann, Megan Zoback, and Zane Morrissey).

The purpose of this agenda item is to allow the Council to conduct brief interviews of candidates. Council members will have an opportunity to discuss the interviews at the end of the meeting and provide feedback to staff. Planning staff will provide recommended appointments to the Council prior to the August 13th regular meeting. At the August 13th meeting, the Council will appoint the five members of the ADR Group, with terms set to expire in June of 2023.

Fiscal, resource and timeline impacts

No financial impact from accepting this report.

Alternative actions

N/A

Environmental review (if applicable)

N/A

Attachments

1. Interview Questions
2. ADR Group Policy, established via Resolution No. 1990 on March 9, 2017
3. ADR Applications

TOWN OF ROSS
ADVISORY DESIGN REVIEW GROUP INTERVIEW QUESTIONS

1. Briefly outline what in your professional background, work experience, education, or volunteer work would be relevant to the Advisory Design Review Group and highlight any special or unique qualifications or qualities you feel would contribute to the Advisory Design Review Group?

2. Do you have any thoughts or ideas on the Advisory Design Review Group's role as it relates to development and quality of life in the Town of Ross?

EXHIBIT "A"

ADR Group Purpose, Applicability, Composition, Process, Duties, and Responsibilities

- Purpose:** In an effort to further the tradition of architectural and environmental stewardship, the purpose of the Advisory Design Review Group is to provide professional review of design-related issues, including site planning, building massing, setbacks, light/air, etc., as well as material selection in architectural and landscape design in the discretionary review process. The overarching goal of the Advisory Design Review process is to provide an opportunity for neighbor input/feedback, provide professional design suggestions and solutions prior to Town Council review in order to produce better quality design and a more efficient discretionary review (e.g., Design Review, Nonconformity Permit, etc.) process and to provide the Town Council will a formal recommendation on the merits of the project relative to the General Plan and Zoning Ordinance.
- Applicability:** Advisory Design Review is a process is required for all applicants seeking discretionary land use permits, such as Design Review, a Demolition Permit, a Nonconformity Permit, Exceptions to Attics and Basements, a Hillside Lot Permit, and/or a Variance. Prospective applicants may also seek Conceptual Advisory Design Review to elicit preliminary design related feedback early in the process and prior to formal submittal of any discretionary land use permits.
- Duties:** The Advisory Design Review Group shall consider and make formal recommendations to the Planning Manager and Town Council on applications and matters affecting the design of buildings, structures, landscaping, and other site improvements consistent with the purpose of Chapter 18.41, Design Review, of the Ross Municipal Code in order to provide excellence of design in keeping with the Town's "small town" feel, in addition to its natural and built environs. The Advisory Design Group will also ensure all applications will be consistent with the Town's General Plan, Zoning Ordinance findings, and Design Review criteria and standards per Section 18.41.100 of the Ross Municipal Code.
- Composition:** The preferred composition of the Advisory Design Review Group shall be four architects, design professionals, or building designers, and one resident-at large; however, other residents from the Town may be appointed, if necessary to complete the five-member board.

Appointment:	The Town Council shall conduct interviews and appoint the ADR Group member. A majority vote of the Council is required for the selection of an ADR Group member.
Council Liaison:	The Town Council shall appoint a council member to act as the liaison to the ADR Group.
Town Staffing:	The Planning Manager, or designee of the Planning Manager shall attend the ADR group meetings and take minutes.
Term:	All Advisory Design Review Group members will serve a three-year term.
Meeting Attendance:	In the event an ADR Group members fails to attend either three consecutive meetings in a year, such member shall be deemed to have resigned from the ADR Group, unless such absences have been excused by action of the Town Council upon written application from that member.
Meeting Schedule:	Meet once a month
Quorum:	A simple majority of the voting members of the board shall constitute a quorum.
Submittal Requirements:	<p>Per the required Design Review requirements of the submittal checklist (includes the installation of story poles 10-days prior to the meeting and mandatory neighborhood outreach).</p> <p>For Conceptual Advisory Design Review, the minimum submittal requirements, shall include a site plan, building elevations, floor plans, cross sections, and building materials, in addition to preliminary landscaping, grading, drainage plans, and the installation of story poles.</p>
Application Processing:	Once an application is submitted for a discretionary permit, within the first 30-days of the project submittal, the Town staff will review the application for completeness consistent with the Submittal checklist. Once the application is deemed complete, staff will schedule the project on the next available ADR Group agenda.
Public Notice:	Notice sent to property owners within 300 feet of the project site a minimum of 10-days prior to the meeting.
Meeting Disclosures:	The Advisory Design Review Group members shall not participate in reviewing a project when they have a conflict of interest. A conflict of interest in any financial or personal relationship with an

applicant that would prevent an Advisory Design Review Group member from offering an unbiased opinion.

Meeting Expectations:

Chair of the Advisory Design Review Group to run meeting.

The Chair is selected annually by the members of the Advisory Design Review Group at the beginning of the year.

At the beginning of each public review item, staff will provide a brief oral report. The project applicant would then provide a brief 10 minute presentation explaining the project. The Chair of the Advisory Design Review Group would be able to allow additional time for good cause shown. After the staff and applicant presentation and/or Advisory Design Review Group questions are complete, the Chair will open the meeting for members of the public to provide testimony. After the public testimony, the Advisory Design Review Group would discuss the merits of the project and provide a formal recommendation to the Town Council regarding the on the merits of the project consistent with the requisite findings associated with the land use permits being requested, in addition to consistency with the Design Review criteria and standards of Section 18.41.100 of the Ross Municipal Code.

A majority vote of the Advisory Design Review Group is necessary to provide a recommendation to the Town Council. The vote count of the recommendation would also be forwarded to the Town Council.

Email Protocol:

To avoid possible violations of the Open Public Meetings Act (AKA Brown Act), staff advises the ADR Group do not generate group discussion emails regarding projects or participate in any back-and-forth exchange of information, viewpoints, positions or other dialogue via email or conference call among a quorum of their membership about the business of their organization. Additionally, email exchanges about project among less than a quorum which are then relayed by a participant to other members, who together would constitute a quorum, should also be avoided.

ADR Group members may receive one-way communications from members of the public and staff, including email on agenda matters. Do not reply using the "Reply all" button, as that may give rise to "serial meeting". If responding to an email from a member of the public, copy the Planning Manager and/or the staff member assigned to the project.

ADR Group members shall not use the group email as a platform to air grievances regarding projects and/or process. If an ADR Group member has a topic of concern, that concern may be addressed at a regularly scheduled meeting and a majority of the ADR Group will determine whether the topic of concern should be addressed at a future publicly agendized meeting.

Members may also be required to produce emails or documents that relate to the activities or operations of the organization in response to a public disclosure request. Staff recommends the ADR Group Members establish a separate, clearly named file within their personal email account to which they file all materials relating to the ADR Group.

TOWN OF ROSS
ADVISORY DESIGN REVIEW GROUP APPLICATIONS

Non-design Related Professionals

1. Eyal Guthmann
2. Mark Kruttschnitt (Incumbent)
3. Megan Zoback
4. Zane Morrissey

Design Related Professionals

1. Gita Stiritz
2. Josefa Buckingham (Incumbent)
3. Laura Dewar
4. Mark Fritts (Incumbent)
5. Stephen Sutro (Incumbent)

Staff Use Only

Received By:

Date:



Town of Ross

Post Office Box 320, Ross, CA 94957

Phone (415) 453-1453

Fax (415) 453-1950

Web www.townofross.org

ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by **July 31, 2020** for consideration

Name Eyal Guthmann

Residence Address [REDACTED]

Mailing Address [REDACTED]

City _____ State _____ ZIP _____

Day Phone [REDACTED] Evening Phone _____

Email [REDACTED]

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
b. If yes, how many years have you been a Town resident? 3

2. Position/Employer Staff software engineer - Dropbox Length of Employment 4

3. Do you own real property in Ross? Yes No

If yes, please list the address of the property (or parcel number, if no address):

[REDACTED]

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

Member of various community organizations focused on

sustainability and equity such as Marin's Citizens Climent Lobby

California YIMBY and similar.

in our community

5. Why are you interested in serving on the Advisory Design Review Group?
My wife and I are raising 2 young kids in Ross and I would like to do my part in ensuring our
community is forward looking and thinks how to welcome future
generation

6. How do you feel you could contribute to the Advisory Design Review Group?
providing a forward looking perspective that is thinking about
the future of Ross and how the town could evolve be a welcoming
place for future generation

7. Describe your vision for the Town of Ross in ten years.
A place where everyone is welcomed and where families can grow
together. A place that could allow kids who grew up in the town to
move back and raise the next generation

Applicant Signature



Signature of Applicant

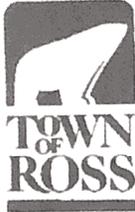
07/01/2020

Date

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ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by July 31, 2020 for consideration

Name Mark Kruttschnitt

Residence Address [REDACTED]

Mailing Address [REDACTED]

City [REDACTED] State CA ZIP [REDACTED]

Day Phone [REDACTED] Evening Phone [REDACTED]

Email [REDACTED]

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
- b. If yes, how many years have you been a Town resident? 12

2. Position/Employer RE Investor Length of Employment 20 years

3. Do you own real property in Ross? Yes No

If yes, please list the address of the property (or parcel number, if no address):

[REDACTED]

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

~~I have been on the Ross ADR for the past 8-9 years.~~

~~Outside of town~~

See Attached for questions 4-7

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

I have built a house in Ross and understand the design, approval, and construction process in Ross from the perspective of the homeowner. I have served on the ADR for over eight years and understand the process from the perspective of the Town of Ross. I have ten contiguous neighbors in Ross and both their construction projects and my own have given me a pretty good insight into the approval process from the perspective of adjacent neighbors.

I have worked in commercial real estate for over 20 years. Aside from owning and operating properties, I also work with a San Francisco-based company to buy land, obtain entitlements, and build multifamily housing. Over the last five years I have been the majority stakeholder in successfully entitled multifamily projects in both San Francisco and Oakland. As part of this process I have engaged various architecture firms and had countless meetings dealing with the trade-offs between aesthetics of proposed projects, the desires of the local neighborhoods, the goals of the politicians involved, the regulations of the various government agencies, and construction costs. My projects have been approved by the Planning Departments in both San Francisco and Oakland.

Because approximately 50% of the property line of my house in Ross is on a creek, I have been unfortunate enough to have amassed an intricate understanding of CEQA, the regulations of the Army Corps of Engineers, Department of Fish and Wildlife, and the Bay Area Regional Water Quality Control Board. This has helped me to understand the problems that our Town faces with flooding and be able to advise property owners on how they can help to mitigate flooding while making the best use of their property.

5. Why are you interested in serving on the Advisory Design Review Group?

I am interested in continuing to serve on the ADR because I believe that I add a multi-faceted perspective to proposed projects and can help the Town see the positive and negative aspects of each project. I have seen less-than-optimal projects being approved and built when the full range of issues facing the Town and applicant have not been dealt with. I have also seen very good projects being turned down or changed for the worse due to neighbor complaints. Among other things, this can lead to unaesthetic projects, residents embarking upon projects they are not completely happy with, or old homes not being renovated due to undue financial burdens placed upon homeowners.

6. How do you feel you could contribute to the Advisory Design Review Group?

I think that it is necessary to have someone who is not an architect on the ADR. I have had the pleasure to hire and work with some of the best architectural firms in the Bay Area (HKS,

Gensler, Arquitectonica, etc.) and understand their indispensable contribution to the design process and ADR. However, I also understand that there are other issues (property rights, neighbors, Town plans, livability, environment, etc.) which are often equal to or more important than architectural design. I believe that I do a good job at helping in these areas and steering the ADR to the best overall solution for the projects we discuss.

7. Describe your vision for the Town of Ross in ten years.

I think that Ross should remain a family-centered community in a mostly natural environment. I know that some homes will be preserved, some will be replaced, and others will be added on to. I think that these modifications to the housing stock of Ross can be done in a way that protects property rights of both the owners and their neighbors while enhancing the overall livability of the Town.

5. Why are you interested in serving on the Advisory Design Review Group?

6. How do you feel you could contribute to the Advisory Design Review Group?

7. Describe your vision for the Town of Ross in ten years.

Applicant Signature



Signature of Applicant

6-29-2020

Date

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Date:

ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by July 31, 2020 for consideration

Name Megan Zoback

Residence Address [REDACTED]

Mailing Address [REDACTED]

City [REDACTED] State CA ZIP [REDACTED]

Day Phone [REDACTED] Evening Phone [REDACTED]

Email [REDACTED]

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
- b. If yes, how many years have you been a Town resident? 1

2. Position/Employer Stripe Length of Employment 4 mo

3. Do you own real property in Ross? Yes No

If yes, please list the address of the property (or parcel number, if no address):

[REDACTED]

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

I am a thoughtful, structured thinker and while I have no formal training in architecture, I have a long track record of taking on new roles, figuring out what needs to be done, and getting things accomplished. I hold a BA and MBA from Stanford, and joined Uber when it was a small startup and traveled around the world getting the service up and running in new markets, navigating new environments and cultures each time. I enjoy working cross functionally, understanding stakeholders priorities and objectives and arriving at a solution that meets competing needs.

5. Why are you interested in serving on the Advisory Design Review Group?
I am passionate about real estate and design and I absolutely love the community I've found in my new home of Ross. I grew up in Palo Alto and have seen first hand what happens when a sweet small community loses its charm and want to ensure that my children (2 and 8 months) want to live in Ross when they are having their own kids, the way we so love living here now.

6. How do you feel you could contribute to the Advisory Design Review Group?
I think I can contribute fresh ideas and perspective, as well as energy and enthusiasm to the group. I have always functioned highly in group settings, and have been told I'm someone others enjoy working with. I am the first to admit when I don't have expertise in something and will happily do research and ask questions to ensure I am always thinking about things and providing my input informed by as much data and context as possible.

7. Describe your vision for the Town of Ross in ten years.
I'd love for the Town of Ross in ten years to feel a lot like the Town of Ross today. Sure, there are certainly areas the town could improve, but it's such a special place, and such a wonderful enclave I'd want to preserve that feeling, while enabling projects that keep Ross up with the times and leverage new policy and technology to ensure Ross isn't so tied to the past that it misses out on the future. A product of high quality public schools myself, it's definitely important to me that the Ross school continues to be an excellent place for children to learn.

Applicant Signature


Signature of Applicant

July 13, 2020
Date

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Information on the Advisory Design Review Group

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In addition to attending meetings, group members spend time preparing for meetings by reviewing the agenda packet and, when applicable, making site visits. Members are expected to be fully prepared to discuss and take action on agenda items. It is important that Group members attend and actively participate in meetings. Prospective applicants should consider the time commitment of serving on the Group.

To avoid the appearance of conflict, members are asked to recuse themselves from discussions regarding projects that they are involved with as design professionals.

Members provide information and advice to applicants, neighbors and Town staff regarding applications for development. The ADR Group is advisory and not a decision-making body. Decisions to approve or deny a planning application are made by the Town Council.

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ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by **July 31, 2020** for consideration

Name _____

Residence Address _____

Mailing Address _____

City _____ State _____ ZIP _____

Day Phone _____ Evening Phone _____

Email _____

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
b. If yes, how many years have you been a Town resident? _____

2. Position/Employer _____ Length of Employment _____

3. Do you own real property in Ross? Yes No

If yes, please list the address of the property (or parcel number, if no address):

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

5. Why are you interested in serving on the Advisory Design Review Group?

6. How do you feel you could contribute to the Advisory Design Review Group?

7. Describe your vision for the Town of Ross in ten years.

Applicant Signature

Signature of Applicant

Date

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Zane Morrissey
36 Poplar Ave.
PO BOX 1427
Ross, CA 94957
(415) 686-6544
zmorrissey@gmail.com

July 28th, 2020

Sent via E-Mail

ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Item #4:

I work in Virtual Production – a subset of Visual Effects that focuses on motion capture and CG environment layout. We create environments with sets, assets, and characters that allow directors to have a full range of control both during and after shooting. We work with the physical departments to ensure that all of our models are structurally feasible builds. We pay particular attention to digitally rendering reality and to making the unreal seem possible (or at least practical from a production perspective).

Item #5:

I am interested in serving on the Advisory Design Review Group for a few reasons. I have read the Ross General Plan and I want to help the Town achieve these goals. I represent the youth perspective of the Ross population – a group that I believe should have an active role in helping to move the Town toward the goals of the General Plan.

Item #6:

I believe I can lend a unique perspective to the Advisory Design Review Group – the youth perspective. Additionally, I can bring a keen eye to achieving an aesthetic goal within the limits of economy and feasibility.

Item #7:

In ten years I hope to see Ross retain the qualities that make it attractive to so many while progressing into the future. I hope we as a community continue the iconic feel of the Town while embracing sustainable and efficient building practices.

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Date:



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ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by July 31, 2020 for consideration

Name Gita Stirtz

Residence Address [REDACTED]

Mailing Address [REDACTED]

City [REDACTED] State CA ZIP [REDACTED]

Day Phone [REDACTED] Evening Phone [REDACTED]

Email [REDACTED]

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
b. If yes, how many years have you been a Town resident? 6 years 3 months
2. Position/Employer Founder & Principal/Gita Stirtz Interiors Length of Employment 2.5 years
3. Do you own real property in Ross? Yes No
If yes, please list the address of the property (or parcel number, if no address):
[REDACTED]
4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

Please see attached.

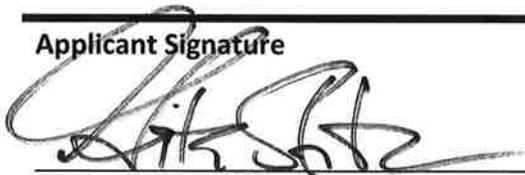
5. Why are you interested in serving on the Advisory Design Review Group?

Please see attached.

6. How do you feel you could contribute to the Advisory Design Review Group?
Please see attached.

7. Describe your vision for the Town of Ross in ten years.
Please see attached.

Applicant Signature



Signature of Applicant

7/31/20

Date

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Gita Stiritz

Town of Ross

Advisory Design Review Group Volunteer Application

Submitted July 31, 2020

Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

As Founder and Principal of Gita Stiritz Interiors, I have been working with clients in Ross and beyond to create spaces that are unique to their lifestyles and needs yet still consistent with each town's historic and natural environments. From leading the remodel of an entire home to redesigning kitchens and bathrooms to furnishing living spaces, both indoors and outdoors, and bedrooms, I am accustomed to reading and interpreting architectural drawings and building plans while I develop an ideal yet practical interior design plan. Further, having worked on non-conforming structures in Ross, I understand and continue to educate myself on variance and setback codes and am able to creatively modify plans as needed. My aesthetic can be described as warm and lively, luxurious yet approachable.

Why are you interested in serving on the Advisory Design Review Group?

The Town of Ross embodies so many special qualities that make it one of the most desirable towns to live in the Bay Area – its small-town feeling, the vibrant community, its surrounding natural beauty, and of course, the collection of beautiful homes and gardens throughout. It would be my privilege to continue to maintain and preserve these qualities while also meeting the future desires and evolving needs of local residents attempting to make their ideal home in our beautiful town. Having a detail-oriented eye for design as it relates to color, architectural details, materials and the relationship between construction and nature, I feel confident I can add value to the Advisory Design Review Group and as a result, the residents of Ross.

How do you feel you could contribute to the Advisory Design Review Group?

As a Ross resident since 2014, I have had the opportunity to work on the interior and exterior living spaces in a wide variety of homes, from turn of the century significant homes to contemporary new construction as well as my own home on Shady Lane. While each space is unique to the family who lives there, I always work with the broader environment in mind. Throughout the design process, I thoughtfully consider the relationship between new and existing elements. How will the exterior paint color live amongst the mature oak trees and the nearby neighbors' homes? How will the new windows appear on the 100+ year old facade from the valley below when looking up? How does the furniture plan fit with the home's defining architectural elements, both interior and exterior? How do the architectural details, such as the scale and detail of the columns, appear from the street front as it relates to the historical period? These types of considerations ultimately result in a seamless finished product that lives harmoniously within its existing environment.

Describe your vision for the Town of Ross in ten years.

My vision for the Town of Ross in 2030 is first and foremost, for the town to retain the same small-town charm that makes it such an attractive place to live today. Of course, the community is an integral part of that charm, and I believe Ross residents will always take great pride in living here. From a design standpoint, I believe it's important to maintain the unique qualities of the various areas around Ross – our quaint downtown and surrounding bungalows, the wide and expansive drive down Lagunitas Road with homes appropriately set back from the street, the feeling of nature when driving up to homes perched on hilltops – the list goes on. Each area within the town has its own special attributes, that collectively work together to create a town like no other. It would be my privilege and pleasure to help guide the Town and its residents as an Advisory Design Review board member. Thank you.

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ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by July 31, 2020 for consideration

Name Josefa Buckingham

Residence Address [REDACTED]

Mailing Address [REDACTED]

City [REDACTED] State CA ZIP [REDACTED]

Day Phone [REDACTED] Evening Phone [REDACTED]

Email [REDACTED]

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
- b. If yes, how many years have you been a Town resident? 28
2. Position/Employer Principal/ Self-Employed Length of Employment 28
3. Do you own real property in Ross? Yes No

If yes, please list the address of the property (or parcel number, if no address):

[REDACTED]

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

I have been on the ADR for quite a while.... I honestly can't remember how long!

(I am re-applying out of civic duty... if there are other qualified applicants you would like to give a chance, I would be fine with that!)

5. Why are you interested in serving on the Advisory Design Review Group?

I feel that I can continue to be of service to the town as I have a keen appreciation for the design principles which make this town so unique.

6. How do you feel you could contribute to the Advisory Design Review Group?

I feel that I have the architectural/ design background to sensitively analyze potential projects.

7. Describe your vision for the Town of Ross in ten years.

I would like it to look like it has always looked, just cleaner and more well-kept. I think we have to be very vigilant that the things we all found so special about this town do not disappear with over-development.

Applicant Signature


Signature of Applicant

7/3/20
Date

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EMPLOYMENT

JOSEFA BUCKINGHAM DESIGN LLC, ROSS, CA

5/92- present

Owner/Principal, sole designer of projects ranging from complete interior house renovations of 2+ year duration to smaller interior design projects, average duration, 1 year. Community facility projects include Stonetree Golf Club, Novato (2012) and various projects at Lagunitas Country Club, Ross (2009-2012). Project budgets range from \$75,000 to \$4,000,000

See www.josefabuckingham.com for details.

KILLEFER FLAMMANG PURTILL ARCHITECTS, SANTA MONICA, CA

5/90-5/92

Managed the Hart Hotel project; a renovation of a Los Angeles Skid Row hotel into a single-room occupancy (SRO) hotel for the homeless. Managed the Clark House project, a renovation of a historically significant YWCA building into a SRO. Managed the Crescent Arms Project, the renovation of an eleven-story office building into 130 units of senior housing. Responsible for as-built evaluation and documentation, design, construction documentation, and building department approval for above projects. Acted as liaison with the Los Angeles Community Redevelopment Agency. (client) All projects at this office were executed exclusively on the computer application, Power Draw. Apple Computer used our firm as a model for computer efficiency in small firms.

ELLERBE BECKET ARCHITECTS, INC, SANTA MONICA, CA

7/89-4/90

Participated as a designer for the following projects: The Tan Tock Seng Hospital in Singapore, The Queen Ann School in Los Angeles, The Los Angeles Federal Office Building, and a competition for a commercial development in Hawaii.

KOHN PEDERSON FOX CONWAY, ASSOCIATES, NEW YORK, NY

1/89-7/89

Participated as a designer/draftsperson for the corporate headquarters of MTV and its parent company, Viacom.

FRANK WILLIAMS AND ASSOCIATES, NEW YORK, NY

10/87- 1/89

Participated as a designer and draftsperson for large-scale commercial and residential Manhattan projects such as the Regent Hotel, Trump Palace, and Worldwide Plaza. Researched and assembled zoning packages for each project.

EDUCATION

UNIVERSITY OF CALIFORNIA AT BERKELEY, BERKELEY, CA

Bachelors Degree in Architecture, 1987

Extracurricular/Awards:

University of California Alumni Scholarship Recipient

Staff of Concrete, journal of the College of Environmental Design

Computer Applications in Design (CAD) training

UNIVERSITY INSTITUTE OF ARCHITECTURE, VENICE, ITALY

Selected to participate in one-year University of California Education Abroad Program, 1985-1986
Intensive study of Restoration and Architectural History. Fluency in Italian. Proficiency in French.

COMMUNITY

Member of the Ross Advisory Design Review Committee, 7+ years.

REFERENCES AVAILABLE UPON REQUEST

Staff Use Only

Received By:

Date:



Town of Ross

Post Office Box 320, Ross, CA 94957

Phone (415) 453-1453

Fax (415) 453-1950

Web www.townofross.org

ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by July 31, 2020 for consideration

Name Laura Dewar

Residence Address [REDACTED]

Mailing Address [REDACTED]

City [REDACTED] State CA ZIP [REDACTED]

Day Phone [REDACTED] Evening Phone

Email [REDACTED]

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
b. If yes, how many years have you been a Town resident? 1/2 year

2. Position/Employer former Architect Length of Employment 10 years

3. Do you own real property in Ross? Yes No
If yes, please list the address of the property (or parcel number, if no address):
[REDACTED]

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

I received a Bachelor's of Architecture from Pratt Institute. I worked
as an architect for 10 years focusing on residential projects for top
architectural firms in NYC and SF - including Foster + Partners,
Seldorf Architects, and Studio Vara.

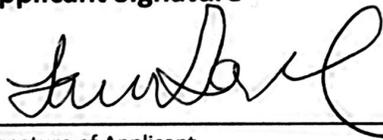
5. Why are you interested in serving on the Advisory Design Review Group?

I moved to Ross in February. I am looking for opportunities to become involved in the community. The home we purchased was new construction, and I found it interesting to see the town's design review process.

6. How do you feel you could contribute to the Advisory Design Review Group? My architectural degree and work experience are highly relevant to the work of the ADR Group. Not only do I appreciate the artistic side of residential design, I also understand the practical side of the construction process. I think I am well suited to bring the two together in the community.

7. Describe your vision for the Town of Ross in ten years. As a new resident, I am already in love with Ross. I have been learning more about the community during my 6 months here, so I would say it is too soon for me to have formed my vision of Ross in 2030. I know it will honor the historical roots of the town, but it will be married with progressive design.

Applicant Signature



Signature of Applicant

7/31/2020

Date

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For more information visit us online at www.townofross.org

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Date:



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Fax (415) 453-1950

Web www.townofross.org

ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by July 31, 2020 for consideration

Name _____

Residence Address _____

Mailing Address _____

City _____ State _____ ZIP _____

Day Phone _____ Evening Phone _____

Email _____

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
b. If yes, how many years have you been a Town resident? _____

2. Position/Employer _____ Length of Employment _____

3. Do you own real property in Ross? Yes No

If yes, please list the address of the property (or parcel number, if no address):

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

5. Why are you interested in serving on the Advisory Design Review Group?

6. How do you feel you could contribute to the Advisory Design Review Group?

7. Describe your vision for the Town of Ross in ten years.

Applicant Signature

Signature of Applicant

Date

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Information on the Advisory Design Review Group

The Advisory Design Review Group currently meets once per month on the 3rd Tuesday at 7:00 pm. Meetings are cancelled if there are no items to review. The Group may select a different date and time for meeting. However, the Town prefers weekday evening meetings to encourage public participation.

In addition to attending meetings, group members spend time preparing for meetings by reviewing the agenda packet and, when applicable, making site visits. Members are expected to be fully prepared to discuss and take action on agenda items. It is important that Group members attend and actively participate in meetings. Prospective applicants should consider the time commitment of serving on the Group.

To avoid the appearance of conflict, members are asked to recuse themselves from discussions regarding projects that they are involved with as design professionals.

Members provide information and advice to applicants, neighbors and Town staff regarding applications for development. The ADR Group is advisory and not a decision-making body. Decisions to approve or deny a planning application are made by the Town Council.

Staff Use Only

Received By:

Date:



Town of Ross

Post Office Box 320, Ross, CA 94957

Phone (415) 453-1453

Fax (415) 453-1950

Web www.townofross.org

ADVISORY DESIGN REVIEW GROUP VOLUNTEER APPLICATION

Please return by **July 31, 2020** for consideration

Name Stephen S. Sutro

Residence Address [REDACTED]

Mailing Address [REDACTED]

City [REDACTED] State CA ZIP [REDACTED]

Day Phone [REDACTED] Evening Phone [REDACTED]

Email [REDACTED]

To assist the Town Council in evaluating your application, please provide the following information (attach a separate sheet if necessary):

1. a. Are you currently a resident of the Town of Ross? Yes No
b. If yes, how many years have you been a Town resident? 7 years
2. Position/Employer Architect- self Length of Employment 15 years

3. Do you own real property in Ross? Yes No
If yes, please list the address of the property (or parcel number, if no address):

[REDACTED]

4. Please list any relevant experience, education, special training, skill, or past or present community involvement, which you feel would qualify you to serve as an Advisory Design Review Group member.

I am a licensed architect and practive high-end reisdential architecture
throughout the bay area. I reconstructed our house on Winship Avenue.
I studied architecture at UC Berkeley.

5. Why are you interested in serving on the Advisory Design Review Group?

I have served for the past few years and enjoy helping the Town maintain its beauty and architectural character.

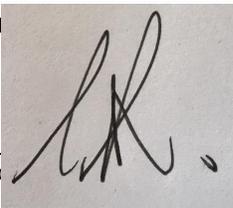
6. How do you feel you could contribute to the Advisory Design Review Group?

I am focused on quality design, quality materials, and contextually appropriate architecture. I love Ross partly because of the way the houses related to the topography, open spaces, terrain, and trees. I enjoy lending my expertise to the Town.

7. Describe your vision for the Town of Ross in ten years.

Much the same. The Town has a beautiful organic feel that I think we need to preserve.

Applicant Signature



Signature of Applicant

June 29, 2020

Date

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