



Staff Report

Date: April 13, 2023
To: Mayor Kuhl and Council Members
From: Alex Lopez-Vega, Assistant Planner
Subject: Shouger Residence, 34 Poplar Avenue

Recommendation

It is recommended that the Town Council adopt Resolution No. 2299 (**Attachment 1**) approving Design Review, an Accessory Dwelling Unit (ADU) Permit, and a Variance for the subject project as described below.

Property Address: 34 Poplar Avenue
A.P.N.: 073-272-05
Applicant: Tristan Warren Architects
Property Owner: Jeff and Cassie Shouger
Zoning: R-1:B-7_5
General Plan: ML (Medium Low Density)
Flood Zone: AE (Floodway)

Project Description:

The applicant is requesting approval to construct a new 710 square foot ADU over the existing garage and patio. The proposed ADU, will be located behind the main house over the existing garage and patio. The garage and main house are not connected, however the new ADU will be connected to the main house by an entryway. The new ADU will have a balcony with metal guardrails, and six skylights matching the design of the primary house. Due to the location of the proposed ADU, the Accessory Dwelling Unit does not meet the four-foot side yard setback, therefore requiring an ADU Permit. The project also proposes to add 76 square feet to the existing garage. The addition of 76 square feet to the garage requires a Variance, to exceed the allowable floor area and lot coverage. The existing home and garage already exceed the required floor area (20%) and lot coverage (20%). The existing floor area is 34% and the proposed is 35%, and the existing lot coverage is 34% and the proposed is 35%.

Project Data

	Code Standard	Existing	Proposed
Lot Area	7,500SF	7,500 SF	No Change
Floor Area (FAR)	20%	2,534 SF (34%)	2,610 (35%)
Building Coverage	20%	2,534 SF (34%)	No Change
Front Setback	25'	22' 1"	No Change
Side Setback (Left)	15'	House 10' 2" Garage 33' 5"	House 10' 2" Garage 29' 10"
Side Setback (Right)	15'	House 2' 5" Garage 2' 5"	No Change
Rear Setback	40'	House 67' 10" Garage 19'	No Change
Building Height	30'	House 28' 11"	House 28' 11" ADU 23' 4"
Parking	2 (1 Covered)	2 (1 Covered)	No Change
Impervious Surface Coverage	Minimize and/or mitigate for any increase.	4,055 SF	4,053 SF

Project plans are included as **Attachment 2**; Project Application and Materials are included as **Attachment 3**.

The proposed project is subject to the following permit approval:

- **Design Review Permit is required pursuant to RMC Section 18.41.010** for exterior remodeling resulting in additions, extensions or enlargements to existing buildings exceeding 200 square feet of new floor area; increase to the existing roof height; and construction, improvements, grading/filling or other site work within 25' of a creek, waterway or drainageway.

- **ADU Permit is required pursuant to RMC Section 18.42.065** to allow a newly constructed ADU in the required side yard setback. One of the requirements for the Town Council to grant an exception includes that the project complies with the design review criteria standards of Section 18.41.100, the adopted Design Guidelines.
- **Variance Permit is required pursuant to RMC Section 18.48.010** to exceed the allowable floor area and building coverage.

Background

The project site is a 7,500 square-foot rectangular lot on Poplar Avenue. The property is located within the Federal Emergency Management Agency (FEMA) Special Flood Hazard Area Zone AE, which is defined as an area subject to inundation by the 1- percent-annual-chance flood event (also referred to as the base flood or 100-year flood).

Advisory Design Review

Pursuant to Resolution No. 1990, Advisory Design Review is required for all applicants seeking discretionary land use permits, such as Design Review, a Demolition Permit, a Nonconformity Permit, Exceptions for Attics, a Hillside Lot Permit, and/or a Variance.

On July 11, 2022, the applicant took the project to the Advisory Design Review (ADR) group for conceptual review. Some of the ADR members indicated that the second story bulk extended too far towards Redwood Drive. One of the members also suggested the idea of considering a hip roof facing Redwood Drive to reduce the mass. As a result of the conceptual ADR meeting the applicant moved the ADU back 3’9”.

On February 15, 2023, ADR unanimously recommended that the project is consistent with the purpose of Design Review and the Design Review criteria and standards per Section 18.41.100, and, therefore, recommended approval of Design Review. Although the ADR members recommended approval, they also had some modifications suggested with their approval. During the meeting, one of the ADR members thought that the ADU mass was still too close to Redwood Dive. Also, a number of the ADR members discussed the idea of a hip roof as a way of reducing the mass of the ADU and suggested raising the plate height to allow for adequate fenestration. The consensus at the ADR hearing was that the applicant should work with one of the ADR members to make design changes based on the ADR members’ comments.

The applicant worked with ADR member Fritts and discussed additional modifications to reduce the mass. The applicant has provided a thorough project narrative that is included in **Attachment 3**. In summary, the applicant has moved the second floor ADU façade back an additional foot and widened the ADU by 9” towards the south to offset the loss of floor area. The applicant has also retained the gable roof design. The revised plans included as **Attachment 2** reflect some of the ADR suggestions.

Draft minutes of the February 15, 2023, ADR meeting are included as **Attachment 4**.

Discussion

The proposed project is subject to the following permit approvals pursuant to the Ross Municipal Code:

Design Review

Design Review is intended to guide new developments to preserve and enhance the special qualities of Ross and to sustain the beauty of the town's environment. Other specific purposes include: provide excellence of design for all new development which harmonizes style, intensity and type of construction with the natural environment and respects the unique needs and features of each site and area; preserve and enhance the historical "small town," low-density character and identity that is unique to the Town of Ross, and maintain the serene, quiet character of the town's neighborhoods; and preserve lands which are unique environmental resources including scenic resources (ridgelines, hillsides and trees), vegetation and wildlife habitat, creeks, threatened and endangered species habitat, open space and areas necessary to protect community health and safety.

The Town Council may approve, conditionally approve or deny an application for design review. The Town Council shall include conditions necessary to meet the purpose of Design Review pursuant to Chapter 18.41 and for substantial compliance with the criteria set forth in this chapter. If Council intends to approve Design Review, staff recommends that the required findings for approval be satisfied for the proposed project, as follows:

- **The project is consistent with the purpose of Design Review as outlined in Section 18.41.010. (Section 18.41.070 (b) (1))**
- **The project is in substantial compliance with the design criteria of Section 18.41.100. (Section 18.41.070 (b) (2))**
- **The project is consistent with the Ross General Plan and zoning ordinance. (Section 18.41.070 (b) (3))**

Staff recommends approval of Design Review, as summarized below and as supported by the findings in Exhibit "A" of the attached Resolution.

The project provides excellence of design consistent with the scale and quality of existing development; preserves and enhances the historical "small town," low-density character and identity that is unique to the Town of Ross; preserves lands which are unique environmental resources; enhances the area in which the project is located; and promotes and implements the design goals, policies, and criteria of the Ross General Plan. The proposed project is not monumental or excessively large size and is compatible with others in the neighborhood and does not attract attention to itself. The project proposes materials and colors that minimize visual impacts, blend with the existing landforms and vegetative cover, are compatible with structures in the neighborhood and do not attract attention to the structures. Exterior lighting is shielded and directed downward to avoid creating glare, hazard or annoyance to adjacent

property owners or passersby. Landscaping protects privacy between properties, all proposed lighting is down lit with covered bulbs. The post-project stormwater runoff rates from the site would be no greater than pre-project rates.

Exception to Accessory Dwelling Unit (ADU) Permit

Accessory dwelling units increase the overall supply of housing within established residential zoning districts or as part of new residential subdivisions, while maintaining the existing character of the neighborhood. Such units are intended to increase the supply of smaller, more affordable housing within existing residential neighborhoods and provide independent living units for prospective and current residents, including family members, students, local employees, the elderly, in-home health and childcare providers, and single adults, among others.

The Town Council may grant discretionary exceptions to the development standards regulating the number of accessory dwelling units permitted on a lot or parcel and accessory dwelling unit height, location, size and floor area as set forth in Sections 18.42.050 and 18.42.055. The Town Council shall approve, conditionally, approve, or deny the exception application in accordance with the provisions of Section 18.42.065 or Section 18.42.080.

The proposed project includes a new 710 square foot accessory dwelling unit. At its discretion, the Town Council may grant exceptions.

The Town Council may grant an exception described above if the exception complies with the design review criteria and standards of Section 18.41.100, the adopted Design Guidelines, and if the Town Council makes the following findings:

- **The exception will not create a significant adverse impact on any adjacent property, the surrounding neighborhood, or the general public good. (Section 18.42.065 (g) (1))**

Analysis: The proposed 710 square foot accessory dwelling unit is visible from the road; however, it is set back from the edge of the garage and will blend into the existing surroundings and will not create a significant adverse impact in the surrounding neighborhood.

- **The lot and the arrangement of existing and proposed physical improvements on the lot can accommodate the exception without adversely affecting the views, privacy, or access to light and air of neighboring properties. (Section 18.42.065 (g) (2))**

Analysis: The proposed new accessory dwelling unit would not affect any primary views. It is located on the property as to not impact any adjacent properties. The adjacent property to the north who would be most affected by the proposed new ADU sits on a commercial lot. Additionally, no members of the general public including owners of adjacent properties have expressed concerns or issues with respect to the project.

- **Any modifications to site drainage shall be designed by a licensed engineer and shall result in no net increase to the rate or volume of peak runoff from the site compared to**

pre-project conditions. Any new mechanical pumps or equipment shall not create noise that is audible off site. (Section 18.42.065 (g) (3))

Analysis: The project's site drainage has been designed by a licensed engineer and there is no net increase to the rate or volume of peak runoff from the site.

- **The Fire Chief has confirmed that there is adequate water supply for firefighting purposes for the site, or that the project includes measures to provide adequate water supply for firefighting purposes. (Section 18.42.065 (g) (4))**

Analysis: Adequate access and water supply exist for firefighting purposes.

Variance

Pursuant to RMC Section 18.48.010, where practical difficulties, unnecessary hardships and results inconsistent with the general purpose of the zoning ordinance may result from the strict application of certain provisions thereof, variances, exceptions and adjustments may be granted, by the Town Council in appropriate cases, after public notice and hearing as provided in the zoning ordinance. Variances shall be granted only when, because of special circumstances applicable to the property, including size, shape, topography, location or surroundings, the strict application of the zoning ordinance deprives such property of privileges enjoyed by other property in the vicinity and under identical zoning classification.

In accordance with RMC Section 18.48.010 (c), a Variance is recommended for approval to widen the garage to exceed the allowable floor area based on the following mandatory findings:

1) That there are special circumstances or conditions applicable to the land, building or use referred to in the application.

Analysis: Variances should only be granted because of special circumstances to the property, such as size, shape, topography, location or surroundings. The project proposes to build an ADU, due to the narrow size of the lot, there was nowhere feasible to place the proposed ADU. The applicant proposes to place the ADU above the garage to maintain the floor level above the floodway since this lot sits on the flood zone and also the garage sits on the least impacted side of the lot adjacent to a commercial lot. The Variance is needed to widen the garage 1% (76 SF) increase to the FAR to maintain the face of the ADU wall from eave to grade. Modifying the ADU made it architecturally desirable to modify the garage footprint to conform with the width of the ADU above.

2) That the granting of the application is necessary for the preservation and enjoyment of substantial property rights.

Analysis: The applicant would like to preserve and enjoy their rear yard, therefore the ADU is being proposed above the existing garage. The allowable FAR for R-1:B-7_5 zoning is 20% and many of the residential properties in the vicinity are older homes, similar in age to the structure

on 34 Poplar Ave., that were constructed prior to the current F.A.R requirements. Granting of the variance would not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which such property is situated.

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

Analysis: The widening of the garage will not adversely affect the health or safety of the persons residing or working in the neighborhood as the garage will only increase 76 square feet. The proposed ADU is adjacent to 32 Ross Common, a commercial lot. The applicant also consulted with the homeowners at 19 Redwood Avenue, who currently reside along the southern edge of the Shouger property line and approve of the project.

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 on 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 net funding impact associated with the project.

Alternative actions

1. Continue the item to gather further information, conduct further analysis, or revise the project; or
2. Make findings to deny the application.

Environmental Review

The project is categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 (Existing Facilities), because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

Public Comment

Public Notices were mailed to property owners within 300 feet of the project site 10 days prior to the meeting date and no comments have been received at the time of writing this report.

Attachments

1. Resolution No. 2299
2. Project Plans
3. Project Application and Materials
4. ADR Meeting Minutes, February 15, 2023

ATTACHMENT 1

TOWN OF ROSS

RESOLUTION NO. 2299

RESOLUTION OF THE TOWN OF ROSS APPROVING DESIGN REVIEW, AN ACCESSORY DWELLING UNIT (ADU), AND A VARIANCE PERMIT TO CONSTRUCT A NEW ADU WITHIN THE SIDE YARD SETBACK LOCATED AT 34 POPLAR AVENUE, A.P.N. 073-272-05

WHEREAS, applicant Tristan Warren Architects, on behalf of property owners Jeff and Cassie Shouger has submitted an application requesting approval of Design Review, and a Variance Permit to construct a new 710 square foot ADU over the existing garage and patio within the side yard setback at 34 Poplar Avenue APN 073-272-05 (herein referred to as “the Project”).

WHEREAS, the Project is determined to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 (Existing Facilities), because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination; and

WHEREAS, on April 13, 2023, the Town Council held a duly noticed public hearing to consider the 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 Design Review, an ADU Permit, and a Variance Permit 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 13th day of April 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

P. Beach Kuhl, Mayor

Cyndie Martel, Town Clerk

EXHIBIT "A"
FINDINGS
34 Poplar Avenue
A.P.N. 073-272-05

A. Findings

I. In accordance with Ross Municipal Code (RMC) Section 18.41.070, Design Review is approved based on the following mandatory findings:

a) The project is consistent with the purpose of the Design Review chapter as outlined in RMC Section 18.41.010.

As recommended by the Advisory Design Review (ADR) Group, the Project is consistent with the purpose of the Design Review chapter as outlined in RMC Section 18.41.010. It provides excellence of design consistent with the scale and quality of existing development; preserves and enhances the historical "small town," low-density character and identity that is unique to the Town of Ross; preserve lands which are unique environmental resources; enhances the area in which the Project is located; and promotes and implements the design goals, policies and criteria of the Ross general plan.

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

As recommended by the Advisory Design Review (ADR) Group, the Project is in substantial compliance with the design criteria of RMC Section 18.41.100. The site would be kept in harmony with the general appearance of neighboring landscape. Lot coverage and building footprints would be minimized, and development clustered, to minimize site disturbance area and preserve large areas of undisturbed space. New buildings constructed on sloping land are designed to relate to the natural landforms and step with the slope in order to minimize building mass, bulk and height and to integrate the structure with the site. Buildings would use materials and colors that minimize visual impacts and blend with the existing landforms and vegetative cover, including wood and stone. Good access, circulation would be provided consistent with the natural features of the site. Open fencing would be aesthetically attractive and not create a "walled-in" feeling or a harsh, solid expanse. Landscaping would be integrated into the architectural scheme to accent and enhance the appearance of the development, including attractive, fire-resistant, native species and replacement trees for trees removed by development. Landscaping would create and maintain defensible spaces around buildings and structures as appropriate to prevent the spread of wildfire. The Project would maximize permeability and reduce the overall impervious surface coverage on the property, by providing bioretention facilities to offset the new development, so that the post-development stormwater runoff rates from the site would be no greater than pre-project rates.

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

The Project is consistent with the allowed uses and general development standards associated with the Medium Low-Density land use designation of the General Plan, the Single-Family Residence and

Special Building Site zoning regulations, therefore the Project is found to be consistent with the Ross General Plan and Zoning Ordinance.

II. In accordance with Ross Municipal Code (RMC) Section 18.48.010(c), Variance is approved based on the following mandatory findings:

a) That there are special circumstances or conditions applicable to the land, building or use referred to in the application.

Variances should only be granted because of special circumstances to the property, such as size, shape, topography, location or surroundings. The project proposes to build an ADU, due to the narrow size of the lot, there was nowhere feasible to place the proposed ADU. The applicant proposes to place the ADU above the garage to maintain the floor level above the floodway since this lot sits on the flood zone and also the garage sits on the least impacted side of the lot adjacent to a commercial lot. The Variance is needed to widen the garage 1% (76 SF) increase to the FAR to maintain the face of the ADU wall from eave to grade. Modifying the ADU made it architecturally desirable to modify the garage footprint to conform with the width of the ADU above.

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

The applicant would like to preserve and enjoy their rear yard, therefore the ADU is being proposed above the existing garage. The allowable FAR for R-1:B-7_5 zoning is 20% and many of the residential properties in the vicinity are older homes, similar in age to the structure on 34 Poplar Ave., that were constructed prior to the current F.A.R requirements. Granting of the variance would not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which such property is situated.

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

The widening of the garage will not adversely affect the health or safety of the persons residing or working in the neighborhood as the garage will only increase 76 square feet. The proposed ADU is adjacent to 32 Ross Common, a commercial lot. The applicant also consulted with the homeowners at 19 Redwood Avenue, who currently reside along the southern edge of the Shouger property line and approve of the project.

III. In Accordance with RMC Section 18.42.065 Exceptions to Standards for ADUs. At its discretion, the town council may grant exceptions to the general requirements and development standards for an ADU as set forth in Section 18.42.050 and Section 18.42.055 of this code.

a) Exception to Location. The town council may grant an exception to the location standard to

allow a newly constructed ADU above an existing first floor.

The town council may grant an exception enumerated above if the exception complies with the design review criteria and standards of Section 18.41.100, the adopted Design Guidelines, and if the town council makes the following findings:

(1) The exception will not create a significant adverse impact on any adjacent property, the surrounding neighborhood, or the general public good.

(2) The lot and the arrangement of existing and proposed physical improvements on the lot can accommodate the exception without adversely affecting the views, privacy, or access to light and air of neighboring properties.

(3) Any modifications to site drainage shall be designed by a licensed engineer and shall result in no net increase to the rate or volume of peak runoff from the site compared to pre-project conditions. Any new mechanical pumps or equipment shall not create noise that is audible off site.

(4) The fire chief has confirmed that there is adequate water supply for firefighting purposes for the site, or that the project includes measures to provide adequate water supply for firefighting purposes. (Ord. 708 (part), 2020; Ord. 703 (part), 2020; Ord. 679 (part), 2017; Ord. 678 (part), 2016; Ord. 625 (part), 2011).

The ADU request is consistent with the Design Review Guidelines as stated above, the encroachment into the setback will not create a significant adverse impact on any adjacent properties and there will be no view or privacy impacts to the neighboring properties.

EXHIBIT "B"
CONDITIONS OF APPROVAL
34 POPLAR AVENUE
A.P.N. 073-272-05

1. This approval authorizes Design Review, an Accessory Dwelling Unit (ADU), and a Variance to construct a new 710 square foot ADU over the existing garage and patio within the side yard setback located at 34 Poplar Avenue, APN 073-272-05 (herein referred to as "the Project").
2. The building permit shall substantially conform to the plans entitled, "34 Poplar" and dated 2/15/2023, and reviewed and approved by the Town Council on April 13, 2023
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. 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.
5. The Project shall comply with the Fire Code and all requirement of the Ross Valley Fire Department (RVFD).
6. 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.
7. BEFORE FINAL INSPECTION, the applicant shall call for a Planning 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.
8. A Tree Permit shall not be issued until the project grading or building permit is issued.
9. 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.
- 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. The plan shall demonstrate that on-street parking associated with construction workers and deliveries are prohibited and that all project deliveries shall occur during the allowable working hours as identified in the below condition 10n.

- 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, Juneteenth, 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. Final inspection and written approval of the applicable work by Town Building, Planning and Fire Department staff shall mark the date of construction completion.
 - u. 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.
 - v. 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.
10. 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 attorney fees and litigation costs incurred by the Town in either case paid for by the applicant and/or owners.

ATTACHMENT 2



PROJECT CONDITONS OF APPROVAL

DEPARTMENT OF PUBLIC WORKS:

1. ALL WORK SHALL COMPLY WITH THE REQUIREMENTS OF THE TOWN OF ROSS SECTION 15.36 FLOOD DAMAGE PREVENTION CODE
2. A PRE-CONSTRUCTION ELEVATION CERTIFICATE (EC) SHALL BE PROVIDED PRIOR TO ISSUANCE OF THE BUILDING PERMIT VERIFYING THAT THE DESIGN FF ELEVATION IS 1.0' MINIMUM ABOVE THE 100 - YR BASE FLOOD ELEVATION. A "DURING CONSTRUCTION" EC SHALL BE PROVIDED DEMONSTRATION THAT THE FF ELEVATION WILL COMPLY WITH THE DESIGN FF ELEVATION. A "FINISHED CONSTRUCTION" EC WILL BE REQUIRED TO PERMIT FINAL.
3. PROJECT IS IN THE "FLOOD SHADOW" OF EXISTING CMU WALL LOCATED AT THE PROPERTY LINE. ALTHOUGH NEW CONSTRUCTION IS LOCATED WITHIN THE REGULATORY FLOODWAY, THE "NO RISE" CERTIFICATION IS THEREFORE WAIVED BY THE TOWN ENGINEER.



34 POPLAR ROSS, CA

PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
ADU DESIGN
DRAWINGS

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
TOWN COUNCIL
SET

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

PROJECT DIRECTORY

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GENERAL CONTRACTOR
TBD
PHONE:
FAX:
CONTACT:
EMAIL:

GREEN POINT RATER
PHONE:
FAX:
CONTACT:
EMAIL:

STRUCTURAL ENGINEER
PHONE:
FAX:
CONTACT:
EMAIL:

LANDSCAPE DESIGN
PHONE:
FAX:
CONTACT:
EMAIL:

TITLE 24
PHONE:
FAX:
CONTACT:
EMAIL:

SURVEYOR
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EMAIL: matt@lastevensinc.com

DRAWING INDEX

G-0.0 TITLE
G-0.1 GENERAL NOTES

- TOPOGRAPHIC SURVEY

A1.0 SITE PLANS
A1.1 EXISTING SITE PHOTOS
A1.2 CONSTRUCTION MANAGEMENT & STORY POLE PLAN
A1.3 PERSPECTIVES 1/3
A1.4 PERSPECTIVES 2/3
A1.5 PERSPECTIVES 3/3
A1.6 STREET WALL DIAGRAM
A2.0 EXISTING OVERALL PLAN
A2.1 PARTIAL PLAN - DEMOLITION
A2.2 PROPOSED FLOOR PLANS
A3.0 EAST ELEVATIONS
A3.1 SOUTH ELEVATIONS
A3.2 WEST ELEVATIONS
A3.3 NORTH ELEVATION
A4.0 PROPOSED SECTIONS

MEP 2.1 EXTERIOR FIXTURES

ZONING PARAMETERS TABLE

Project Item	Code Standard	Existing	Proposed
Lot Area	5000 SF	7500 SF	7500 SF (NO CHANGE)
Floor Area	20% (1,500 SF)	2534 SF (34%)	2610 SF (35%) (ADD TO GARAGE LEVEL 76 SF) ADU UPPER LEVEL 703 SF
Building Coverage	20% max.	33.8%	35% (42% WHEN INCLUDING ADU FOOTPRINT)
Front Yard Setback (Street)	25'	HOUSE 22' - 1" GARAGE N/A	HOUSE 22' - 1" GARAGE N/A
Side Yard Setback (Left)	15'	HOUSE 10' - 2" GARAGE 33' - 5"	HOUSE 10' - 2" GARAGE 29' - 10"
Side Yard Setback (Right)	15'	HOUSE 2' - 5" GARAGE 2' - 5"	HOUSE 2' - 5" GARAGE 2' - 5"
Rear Yard Setback	40'	HOUSE 67' - 10" GARAGE 19' - 0"	HOUSE 67' - 10" GARAGE 19' - 0" ADU (UPPER LEVEL) 22' - 9"
Building Height	30'	28' 11"	23' 4" (ADU), MAIN RIDGE 28'-11" (NO CHANGE)
Off-Street Parking Spaces	2 (1 of which enclosed)	1 ENCLOSED	1 ENCLOSED (NO CHANGE)
Impervious Surfaces	Minimize and/or reduce	4055 SF	4053 SF (SEE TABLE SHEET A1.0)

SHEET TITLE
TITLE

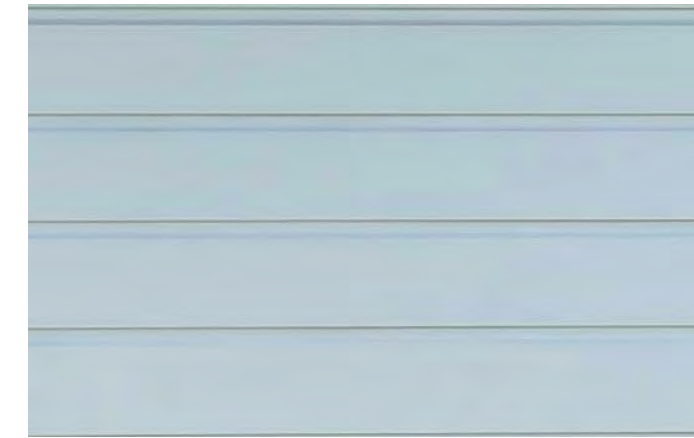
SCALE

G-0.0

PROJECT MATERIALS



DECK AT ADU ENTRY: THERMALLY MODIFIED WOOD THERMORY ASH OR EQUAL



HORIZONTAL WOOD SIDING, PTD PAINTED SHIPLAP WOOD, COLOR TO MATCH EXISTING



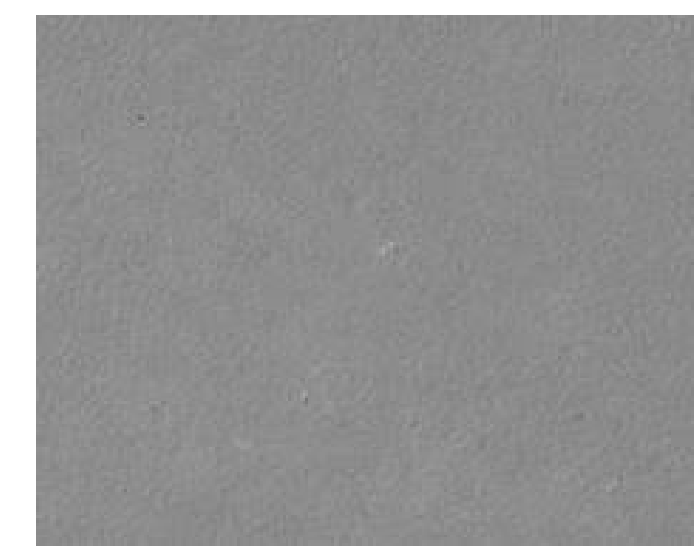
HORIZONTAL WOOD SIDING, CLEARSEALED



METAL PANEL FINISH, METAL WINDOW AND DOOR FRAMES: DARK GREY POWDER COATED ALUMINUM - TO MATCH (E) WINDOWS



GAF TIMBERLINE ASPHALT COMPOSITION SHINGLES, COLOR TO MATCH (E) SHINGLES

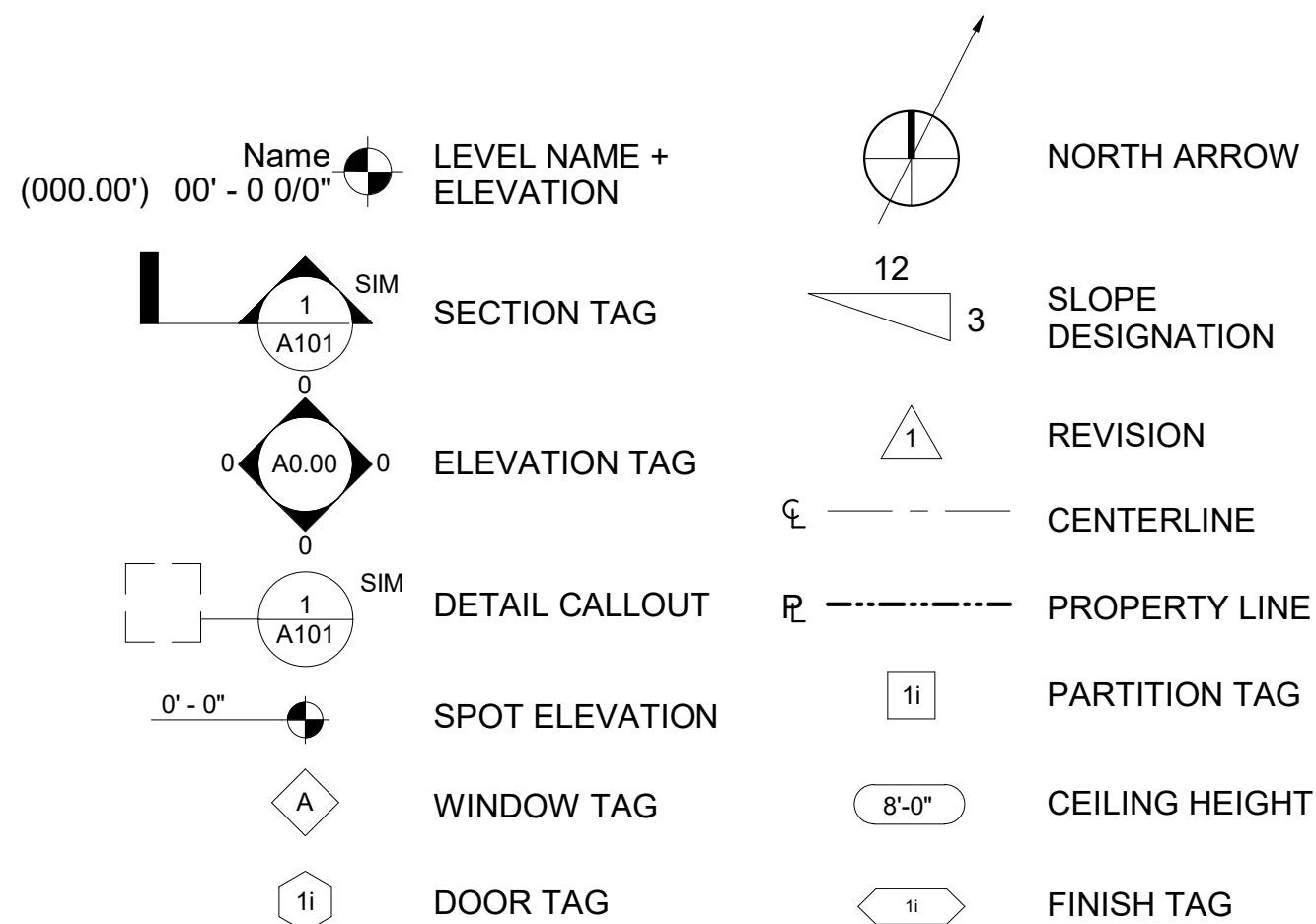


CONCRETE PAVERS W/ INTEGRAL COLOR

GENERAL NOTES

- ALL CONSTRUCTION AND INSTALLATION SHALL CONFORM TO THE FOLLOWING CODES: 2019 UNIFORM BUILDING, RESIDENTIAL, PLUMBING, MECHANICAL, ELECTRICAL CODE, AND STATE ENERGY STANDARDS.
- AND ANY OTHER GOVERNING CODES AND ORDINANCES.
- IN THE EVENT OF CONFLICT, THE MOST STRINGENT REQUIREMENTS SHALL APPLY. THE CONTRACTOR SHALL REVIEW AND VERIFY ALL DIMENSIONS OF BUILDING AND SITE AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES BEFORE PROCEEDING WITH CONSTRUCTION.
- THE GENERAL CONTRACTOR SHALL VERIFY AND ASSUME RESPONSIBILITY FOR ALL DIMENSIONS AND SITE CONDITIONS. THE GENERAL CONTRACTOR SHALL INSPECT THE EXISTING PREMISES AND TAKE NOTE OF EXISTING CONDITIONS PRIOR TO SUBMITTING PRICES. NO CLAIM SHALL BE ALLOWED FOR DIFFICULTIES ENCOUNTERED WHICH COULD HAVE REASONABLY BEEN INFERRED FROM SUCH AN EXAMINATION.
- CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION BETWEEN ARCHITECTURAL, STRUCTURAL, LANDSCAPE, CIVIL, MECHANICAL, PLUMBING, ELECTRICAL, AND FIRE PROTECTION. THIS INCLUDES REVIEWING REQUIREMENTS OF INDIVIDUAL SYSTEMS BEFORE ORDERING AND INSTALLATION OF ANY WORK. VERIFY ALL ARCHITECTURAL DETAILS AND ALL FINISH CONDITIONS (WHETHER DEPICTED IN DRAWINGS OR NOT) WITH SAME DISCIPLINES.
- ANY ERRORS, OMISSIONS, OR CONFLICTS FOUND IN THE VARIOUS PARTS OF THE CONSTRUCTION DOCUMENTS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT AND THE OWNER BEFORE PROCEEDING WITH THE WORK.
- DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS GOVERN. ALL CLEAR DIMENSIONS ARE NOT TO BE ADJUSTED WITHOUT APPROVAL OF THE ARCHITECT.
- WHEN SHOWN IN PLAN, ALL DIMENSIONS ARE TO FACE OF STUD, CONCRETE, CENTERLINE OF COLUMNS, OR CENTERLINE OF STUD WITHIN WALL ASSEMBLIES, UNLESS OTHERWISE NOTED.
- WHEN SHOWN IN SECTION OR ELEVATION, ALL DIMENSIONS ARE TO TOP OF PLATE OR TOP OF CONCRETE UNLESS OTHERWISE NOTED.
- DETAILS SHOWN ARE TYPICAL. SIMILAR DETAILS APPLY IN SIMILAR CONDITIONS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR APPLYING AND OBTAINING ALL REQUIRED INSPECTIONS TO CONFORM WITH LOCAL BUILDING AND FIRE CODES.
- PROVIDE AND INSTALL 2x FLAT WOOD BLOCKING FOR ALL BATH ACCESSORIES, HANDRAILS, CABINETS, TOWEL BARS, WALL MOUNTED FIXTURES AND ANY OTHER ITEMS ATTACHED TO WALLS.
- ALL CHANGES IN FLOOR MATERIALS OCCUR AT CENTERLINE OF DOOR OR FRAMED OPENINGS UNLESS OTHERWISE INDICATED ON THE DRAWINGS.
- INSTALL ALL FIXTURES, EQUIPMENT, AND MATERIALS PER MANUFACTURER'S RECOMMENDATIONS AND THE REQUIREMENTS OF THE CODES. ALL APPLIANCES, FIXTURES, AND EQUIPMENT ASSOCIATED WITH PLUMBING, ELECTRICAL, AND MECHANICAL SYSTEMS SHALL BE LISTED BY A NATIONALLY RECOGNIZED AND APPROVED AGENCY.
- VERIFY CLEARANCES FOR FLUES, VENTS, CHASES, SOFFITS, FIXTURES, FIREPLACES, ETC., BEFORE ANY CONSTRUCTION, ORDERING OF, OR INSTALLATION OF ANY ITEM OF WORK.
- PROVIDE FIRE-BLOCKING @ ALL CONCEALED DRAFT OPENINGS (VERTICAL & HORIZONTAL), AS PER 2019 CBC 718.2 & R302.11, FIRE-BLOCKING SHALL BE PROVIDED IN THE FOLLOWING LOCATIONS: AS PER 2019 CBC 718.2.2 & R302.11, FIRE-BLOCKING SHALL BE PROVIDED IN THE FOLLOWING LOCATIONS:
 - IN CONCEALED SPACES OF STUD WALLS AND PARTITIONS, INCLUDING FURRED SPACES, AT THE CEILING AND FLOOR LEVELS AND HORIZONTALLY AT MIN. 10-FOOT INTERVALS.
 - IN CONCEALED INTERCONNECTIONS SUCH AS SOFFITS, DROP CEILINGS & COVE CEILINGS.
 - IN CONCEALED SPACES BETWEEN STAIR STRINGERS AT THE TOP AND BOTTOM OF THE RUN.
 - IN OPENINGS AROUND VENTS, PIPES, DUCTS, CABLES, AND WIRES AT CEILING & FLR. LEVEL W/ AN APPROVED MATERIAL TO RESIST THE FREE PASAGE OF FLAME & PRODUCTS OF COMBUSTION.
- PROVIDE DRAFT-STOPPING @ ALL CONCEALED DRAFT OPENINGS (VERTICAL & HORIZONTAL). AS PER 2019 CBC 718.2 & R302.11, DRAFT-STOPS SHALL BE INSTALLED SO THE CONCEALED SPACE DOES NOT EXCEED 1,000 SQ. FT. AND IS DIVIDED IN APPROX. EQUAL AREAS. WHERE A FLOR IS ENCLOSED ABV. & BELOW, DRAFT-STOPPING SHOULD BE PROVIDED IN THE FOLLOWING CIRCUMSTANCES:
 - SUSPENDED CEILING UNDER FLOOR FRAMING
 - OPEN WEB TRUSS OR PERFORATED FLOOR FRAMING MEMBERS.
 - PRESSURE TREATED LUMBER TO BE USED IF IN DIRECT CONTACT WITH CONCRETE WALLS IF THERE IS NO PROVIDED AIRGAP.

ARCHITECTURAL SYMBOLS



PROJECT DATA

APN:	073-272-05
YEAR BUILT:	1901
ZONING:	R-1:B-7.5 : RESIDENTIAL HOUSE, ONE FAMILY
FLOOD ZONE:	
LOT SIZE:	7,500 SF (50' - 0" X 150' - 0") PER COUNTY RECORDS
SETBACKS:	
FRONTYARD MAX:	25' - 0"
SIDE YARD:	15' - 0"
SIDE YARD:	15' - 0"
REAR YARD:	40' - 0"
FAR MAX: (0.20 x LOT)	0.20 X 7,500 SF = 1,500 SF
FAR BASIC:	
(E) EXISTING TOTAL:	2,534 SF / 7,500 SF (33.8%)
(E) HOUSE	2,222 SF
(E) GARAGE	312 SF
(E) HOUSE	2,222 SF
(N) GARAGE	371 SF
(N) ADU	710 SF (EXEMPT)
(N) PROPOSED TOTAL:	3,075 SF / 7,500 SF (41%)
HEIGHT MAX:	(MAX 3 STORY) 30' - 0" (FROM AVERAGE GRADE)
EXISTING (E)	28' - 11"
PROPOSED (N)	28' - 11" (NO CHANGE)
OCCUPANCY TYPE:	R-1
CONSTRUCTION TYPE	V-B / U
SPRINKLERS:	YES
STORIES:	2 STORY
UNITS:	2 UNITS
PARKING	
REQUIRED	2
EXISTING	1
PROPOSED	1 (NO CHANGE)
(NOTE: THE PROJECT IS WITHIN 1/2 MILE OF PUBLIC TRANSIT STOP AT LAGUNITAS & SIR FRANCIS DRAKE BLVD)	

PROJECT DESCRIPTION

THE PROJECT CONSISTS OF THE ADDTION OF AN ADU. THE ADU WILL BE LOCATED ABOVE THE EXISTING GARAGE AND PATIO AND ADJACENT TO THE SINGLE FLAMIY RESIDENCE. ADU ADDTION WILL ALSO INCLUDE RECONFIGURATION OF THE GARAGE AND REAR DECK TO RPOVIDE SUPPORTING STRUCTURE AND ACCESS FOR THE ADU

APPLICABLE CODES

- 2019 CALIFORNIA BUILDING CODE VOL.S 1 AND 2
- 2019 CALIFORNIA MECHANICAL CODE
- 2019 CALIFORNIA PLUMBING CODE
- 2019 CALIFORNIA ELECTRICAL CODE
- 2019 CALIFORNIA FIRE CODE
- 2019 CALIFORNIA WILDLIFE -URBAN INTERFACE FIRE AREA
- 2019 CLAIFORNIA ENERGY CODE
- 2019 CALIFORNIA GREEN BUILDING STANDARD CODE

ALONG WITH OTHER APPLICABLE LOCAL, STATE AND FEDERAL LAWS AND REGULATIONS

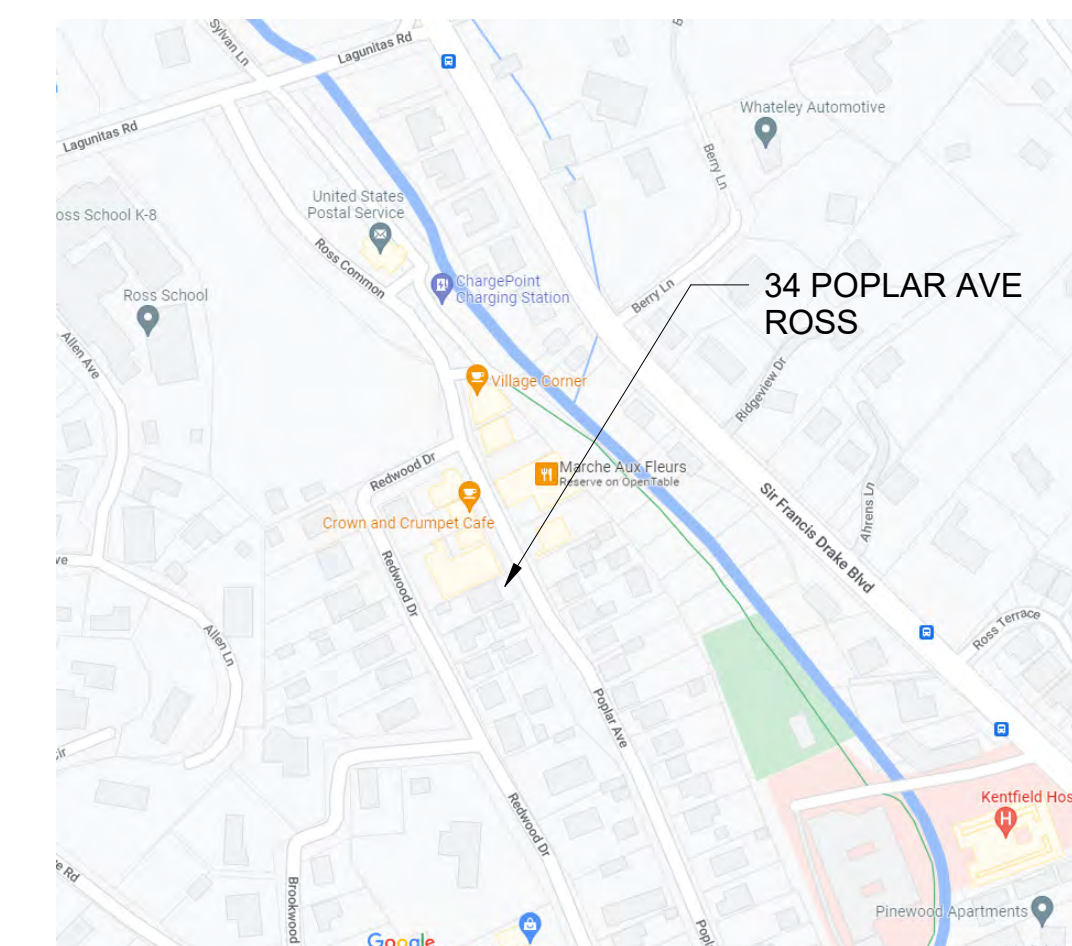
DEFERRED SUBMITTALS

- FIRE SPRINKLERS

ARCHITECTURAL ABBREVIATIONS

AB. ANCHOR BOLT	JAN. JANITOR
A.F.F. ABOVE FINISHED FLOOR	JH. JOIST HANGER
AGGR. AGGREGATE	JNT. JOINT
ALUM. ALUMINUM	JST. JOIST
ALT. ALTERNATE	KIT. KITCHENLAB
ANOD. ANODIZED	LAB. LABORATORY
APPROX. APPROXIMATE	LAM. LAMINATE
ARCH. ARCHITECTURAL	LAV. LAVATORY
BD. BOARD	LT. LIGHT
BLDG. BUILDING	MAX. MAXIMUM
BLK. BLOCK	MECH. MECHANICAL
BLK'G. BLOCKING	MEMB. MEMBRANE
BM. BEAM	MFR. MANUFACTURER
BOT. BOTTOM	MIN. MINIMUM
BTWN. BETWEEN	MISC. MISCELLANEOUS
B.U.R. BUILT UP ROOFING	M.O. MASONRY OPENING
B.W. BOTH WAYS	MTL. METAL
C.J. CONTROL JOINT	MUL. MULLION
CLG. CEILING	N. NORTH
CLKG. CAULKING	(N) NEW
CLR. CLEAR	N.I.C. NOT IN CONTRACT
C.M.U. CONCRETE MASONRY UNIT	NO. NUMBER
C.O. COLUMN	NOM. NOMINAL
CONC. CONCRETE	N.T.S. NOT TO SCALE
CONN. CONNECTION	O.C. ON CENTER
CONSTR. CONSTRUCTION	O.D. OUTSIDE DIAMETER
CONT. CONTINUOUS	OH. OVERHEAD
C.T. CERAMIC TILE	OPG. OPENING
DEG. DEGREE	OPP. OPPOSITE
DET/DTL. DETAIL	PCT. PRE-CAST
D.F. DRINKING FOUNTAIN	P.L. PROPERTY LINE
DIA. DIAGONAL	P.LAM. PLASTIC LAMINATE
DIA. DIAMETER	PLAS. PLASTER
DN. DOWN	PLYWD. PLYWOOD
DS. DOWNSPOUT	PR. PAIR
DWG. DRAWING	Q.T. QUARRY TILE
E. EAST	R. RISER
(E) EXISTING	(R) REMODELED
EA. EACH	R.D. ROOF DRAIN
E.J. EXPANSION JOINT	RE. REFER TO
E.I.F.S. EXTERIOR INSULATION AND FINISH SYSTEM	REFR. REFRIGERATOR
EL. ELEVATION	REIN. REINFORCED
ELEC. ELECTRICAL	REQD. REQUIRED
ELEV. ELEVATOR	RM. ROOM
EMER. EMERGENCY	R.O. ROUGH OPENING
ENCL. ENCLOSURE	RWL. RAINWATER LEADER
EQ. EQUAL	S. SOUTH
EQUIP. EQUIPMENT	S.A.S.M. SELF ADHERED SHEET MEMBRANE
EXT. Exterior	S.C. SOLID CORE
F.A. FIRE ALARM	SCHED. SCHEDULE
F.D. FLOOR DRAIN	SECT. SECTION
F.D.C. FIRE DEPARTMENT CONNECTION	S.F. SQUARE FOOT
FDN/FOUND. FOUNDATION	SHT. SHEET
F.E. FIRE EXTINGUISHER	SIM. SIMILAR
F.E.C. FIRE EXTINGUISHER CABINET	SNT. SEALANT
F.F. FINISH FLOOR	SPEC. SPECIFICATION
F.F.E. FINISH FLOOR ELEVATION	SQ. SQUARE
F.H.C. FIRE HOSE CABINET	S.S. STAINLESS STEEL
FIN. FINISH	STAGG. STAGGERED
FL. FLOW LINE	STD. STANDARD
FLR. FLOOR	STL. STEEL
FLUOR. FLUORESCENT	STRUC. STRUCTURAL
F.O.B. FACE OF BRICK	SUSP. SUSPENDED
F.O.C. FACE OF CONCRETE	TR. TREAD
F.S. FULL SIZE	T&B. TOP AND BOTTOM
FT. FOOT OR FEET	TER. TERRAZO
FTG. FOOTING	T&G. TONGUE AND GROOVE
FURR. FURRING	THK. THICK
GA. GAUGE	T/ TOP OF
GALV. GALVANIZED	TYP. TYPICAL
G.C. GENERAL CONTRACTOR	UNON. UNLESS OTHERWISE NOTED
GL. GLASS	VCT. VINYL COMPOSITION TILE
GLB. GLUE LAM BEAM	VER. VERIFY
GR. GRADE	V.I.F. VERIFY IN FIELD
GYP. GYPSUM	VERT. VERTICAL
GYP BD. GYPSUM BOARD	W. WEST
GSM. GALVANIZED SHEET METAL	W/ WITH
HB. HOSE BIB	W.C. WATER CLOSET
H.C. HOLLOW CORE	WD. WOOD
H/C. HANDICAPPED	W/O WITHOUT
HDWD. HARDWOOD	& AND
HDWE. HARDWARE	L. ANGLE
H.M. HOLLOW METAL	@ AT
HR. HOUR	
HT. HEIGHT	
HVAC. HEATING VENTILATION AIR CONDITIONING	
HW. HOT WATER	
I.D. INSIDE DIAMETER	
INSUL. INSULATION	
INT. INTERIOR	

VICINITY MAP



TRISTAN WARREN ARCHITECT

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PROJECT NAME
34 POPLAR

PERMIT#
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ADU DESIGN DRAWINGS

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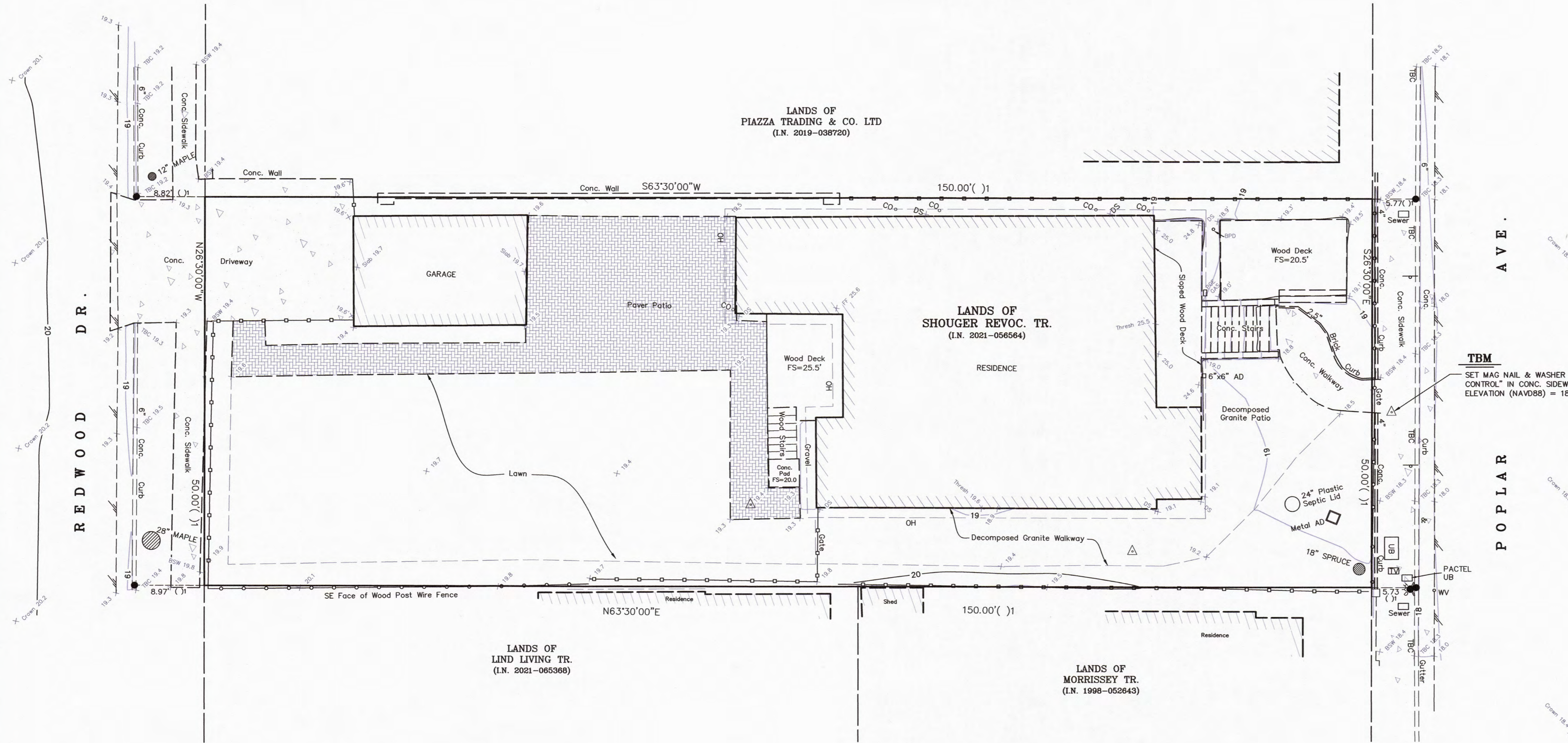
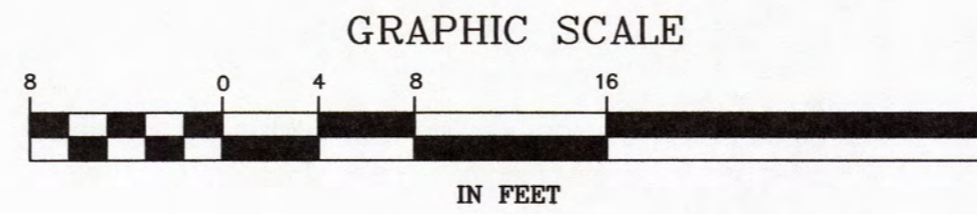
SHEET TITLE
GENERAL NOTES

SCALE
1/4" = 1'-0"

G-0.1

SURVEYOR'S NOTES:

1. Contour Interval: 1 Foot
2. Vertical Datum: North American Vertical Datum of 1988 (NAVD88)
3. Benchmark: Elevation established by GPS relative positioning from National Geodetic Survey (NGS) Continuously Operating Reference Stations (CORS). Stations used were: P224, P181, & TIBB.
4. The Base Flood Elevation of this site = 21.8 Feet (NAVD88 Datum) calculated per the Flood Insurance Study (FIS) profile which can be downloaded from the FEMA website.
5. Individual steps not accurately located.
6. Boundary lines shown hereon are based on a Record of Survey by L.A. Stevens & Associates, Inc. filed at the County of Marin Recorder's Office in Book 2020 of Maps at Page 152.
7. The fieldwork for this topographic map was conducted by L.A. Stevens & Associates, Inc. on 12/08/2022. The topographic elements shown hereon reflect the site conditions existing at that time.
8. Dashed Lines are not to be considered the location of final boundary lines. Said dashed lines are to be considered dimension lines to document the location of evidence found in the field. The only boundary lines established by this survey are shown as a thick continuous line for the parcels owned by Lands of Shouger.
9. Assessor's Parcel: 073-272-05
10. The Title Insurance Policy reviewed during the course of this survey was provided by First American Title Co., dated 08/23/2019, Policy Number: 6003768.
11. Area: 7,500 sq. ft.
12. Subsurface and environmental conditions were not surveyed or examined or considered as part of this survey. No statement is made concerning the existence of underground or overhead conditions, containers, or facilities that may affect the use or development of this property.
13. Only bond copies, with an original stamp and signature in red, may be considered to represent the work of L.A. Stevens & Associates, Inc. - Professional Land Surveyors. Any data relied upon from another format shall be checked to a bond copy mentioned above.
14. This map was prepared for the exclusive use of Shouger and/or their legal representatives for the design and construction of improvements. Use or reliance on this map by any other party is forbidden without expressed written permission by Lawrence A. Stevens whose seal and signature are shown hereon.
15. This document shall be considered a "Preliminary Check Print" without a wet signature in red ink and wet stamp of the licensee responsible for the work.



LEGEND

- Tree (Size & Type Noted)
- Found Mag Nail & 1 1/2" Brass Washer Stamped "LA STEVENS PLS 6649" in Top of Curb()1
- Spot Elevation
- FF = 101.4 Finish Floor Elevation
- FS = 101.4 Finished Surface Elevation
- ww Water Meter
- ⊕ Joint Pole
- ⊖ Single Post Sign
- △ Random Survey Control Point
- ◻ Concrete Surface
- Wood Fence
- Cyclone Fence, UNO
- Edge of Asphalt Concrete Pavement
- ⊙ Fire Hydrant
- CO 4" PVC Riser - Sewer Cleanout
- CONC Concrete
- E Electrical
- FL Flow Line
- Sewer Sewer Box
- TBM Temporary Benchmark
- TBW Top Back of Wall
- TBC Top Back of Curb
- U.N.O. Unless Noted Otherwise
- UB Utility Box
- WV MMWD Water Valve
- DS Downspout
- AD Area Drain
- BSW Back of Sidewalk
- BPD Backflow Prevention Device
- OH Building or Roof Overhang

REFERENCES:

() 2020 RS 152, filed 06/15/2020

BASIS OF BEARINGS

N63°30'00"E ()1 between Found MagNail & 1 1/2" Brass Tag Stamped "LA STEVENS PLS 6649" set as extensions of the SE'ly line of Lands of Shouger.



LAWRENCE A. STEVENS, PLS 6649

12-30-2022

No.	REVISION	BY	DATE
L.A. Stevens & Associates, Inc. Professional Land Surveyors * (415) 382-7713 7 Commercial Blvd., Suite 1 * Novato, California 94949			
SHOUGER RESIDENCE 34 POPLAR AVENUE ROSS, CALIFORNIA			BY: T.B./L.A.S. DATE: 12-30-2022 SCALE: 1/8" = 1-0' DRAWING NO. 222263fld
TOPOGRAPHIC SURVEY MAP			



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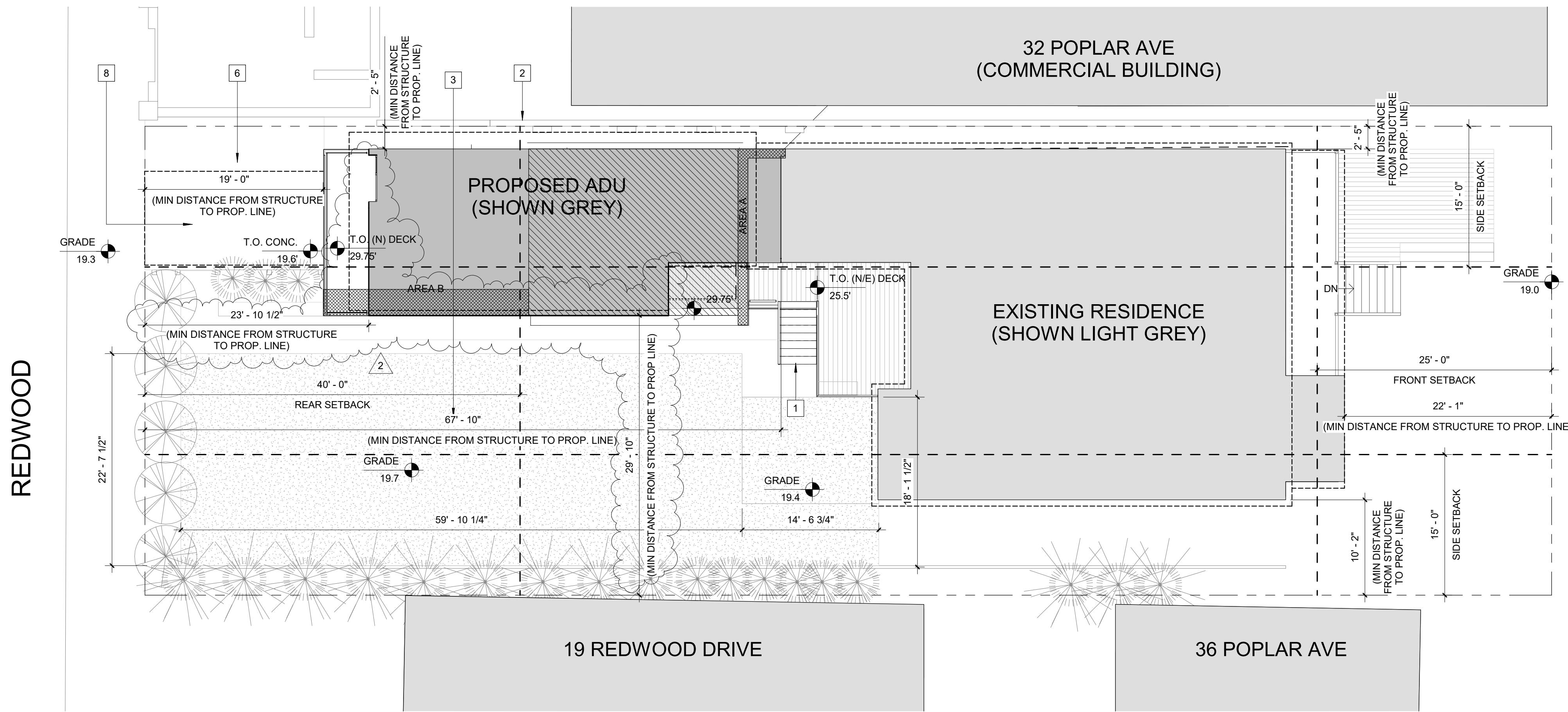
SHEET TITLE
SITE PLANS

SCALE
As indicated

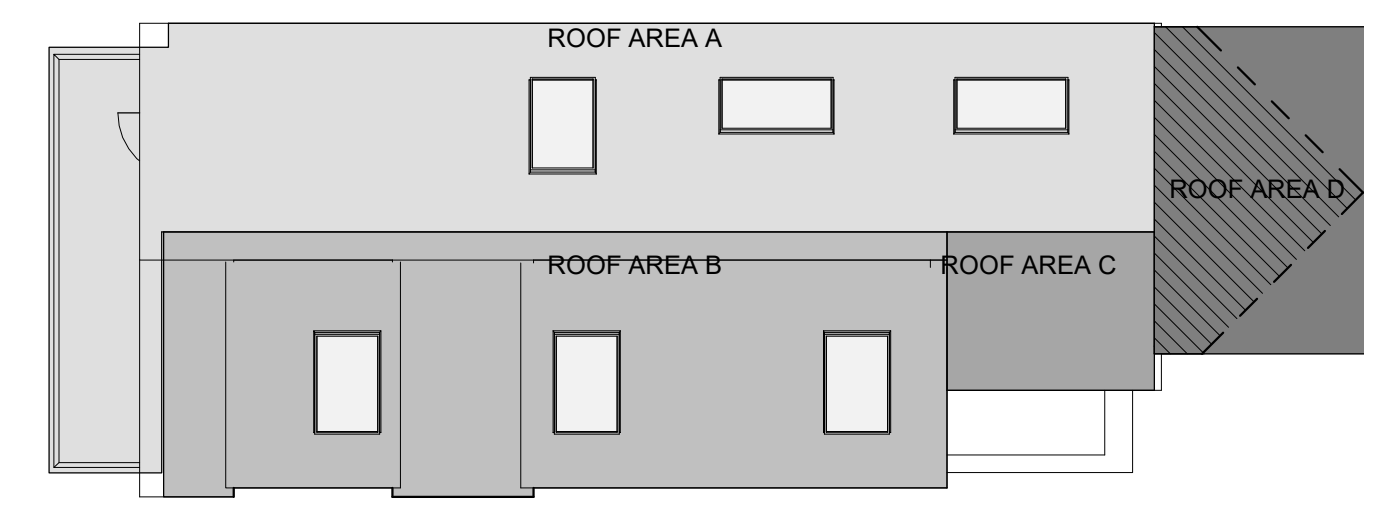
A1.0

SHEET NOTES

- | KEY | KEYNOTE |
|-----|---|
| 1 | ROOF OVERHAND TO BE DEMOLISHED |
| 2 | (E) EXISTING FENCE |
| 3 | (E) EXISTING YARD |
| 4 | (E) GARAGE WILL BE WILL BE SELECTIVELY DEMOLISHED TO REMOVE ROOF, SOUTH WALL AND GABLE SPACE ABOVE EXISTING PLATE, SHOWN SHADED |
| 5 | (E) EXISTING PATIO |
| 6 | (E) DRIVEWAY |
| 7 | (E) FLOOD WALL TO REMAIN |
| 8 | TANDEM PARKING SPACE |



PROPOSED SITE PLAN
SCALE: 1/8" = 1'-0" **2**



ROOF DRAINAGE DIAGRAM
SCALE: 1/8" = 1'-0" **3**

IMPERVIOUS SURFACE CALCULATIONS

AREA TYPE	EXISTING	PROPOSED
STRUCTURE	2,534 SF	2,593 SF
DRIVEWAY	310 SF	310 SF
SITE HARDSCAPE (PATIO & STONE PAVER WALKWAYS)	949 SF	784 SF
DECKS (INCLUDING EXTERIOR WOOD STAIRS):		
FRONT	200 SF	200 SF
REAR	163 SF	135 SF
ADU ENTRY		31 SF
TOTALS	4,055 SF	4,053 SF

SITE DRAINAGE NOTES & CALCULATIONS

NOTES:
1. SITE GRADING IS CONFINED TO AREA AT FOUNDATIONS OF ADU ADDITION AT GARAGE AND ADU ENTRY AREA. GRADE IS LEVEL AND WILL NOT BE ALTERED WITH THE EXCEPTION OF PROVIDING A POSITIVE SLOE TO DRAIN AWAY FROM THE HOUSE AT 5% FOR 10' - 0" MIN.

STORMWATER CONTROL CALCULATIONS:
1. ROOF LOADS PER C.P.C. CHAPTER 11 AND APPENDIX D:
PROPOSED NEW ROOF AREA AT STAIR: 70 SF
NEW ROOF AREA OVER (E) ROOF: 473 SF
TOTAL AREA DRAINED = 905 SF
DRAINAGE PROVIDED 7" DIA. RAINWATER LEADS

TRIBUTARY AREA FOR EACH RAINWATER LEADS (SEE DRAWING 3-1)
AREA A = 470 SF / 2 (RAINWATER LEADS) = 235 SF
AREA B = 314 SF / 2 (RAINWATER LEADS) = 157 SF
AREA C = 48 SF
AREA D = 73 SF - ADDITION TO (E) ROOF - CONNECT TO EXISTING ROOF GUTTERS & DOWNSPOUTS

3" DOWNSPOUT ALLOWABLE DRAINAGE FOR 2" RAIN/ HOUR (BASED ON SAN FRANCISCO DATA IN APPENDIX D) = 4,400 SF HORIZONTAL PROJECTED AREA

GENERAL NOTES

SEWER MAIN SHALL BE SIZED PER 2019 CPC TABLE 703.2 FOR 4 WATER CLOSETS. PER TABLE 703.2.4 WATER CLOSETS REQUIRE A 4" LINE (LATERAL). INSPECT EXISTING LINE. IF EXISTING LINE IS LESS THAN 4" IN DIA UPGRADE LINE TO COMFORM W/ CPC TABLE 703.2 REQUIREMENTS

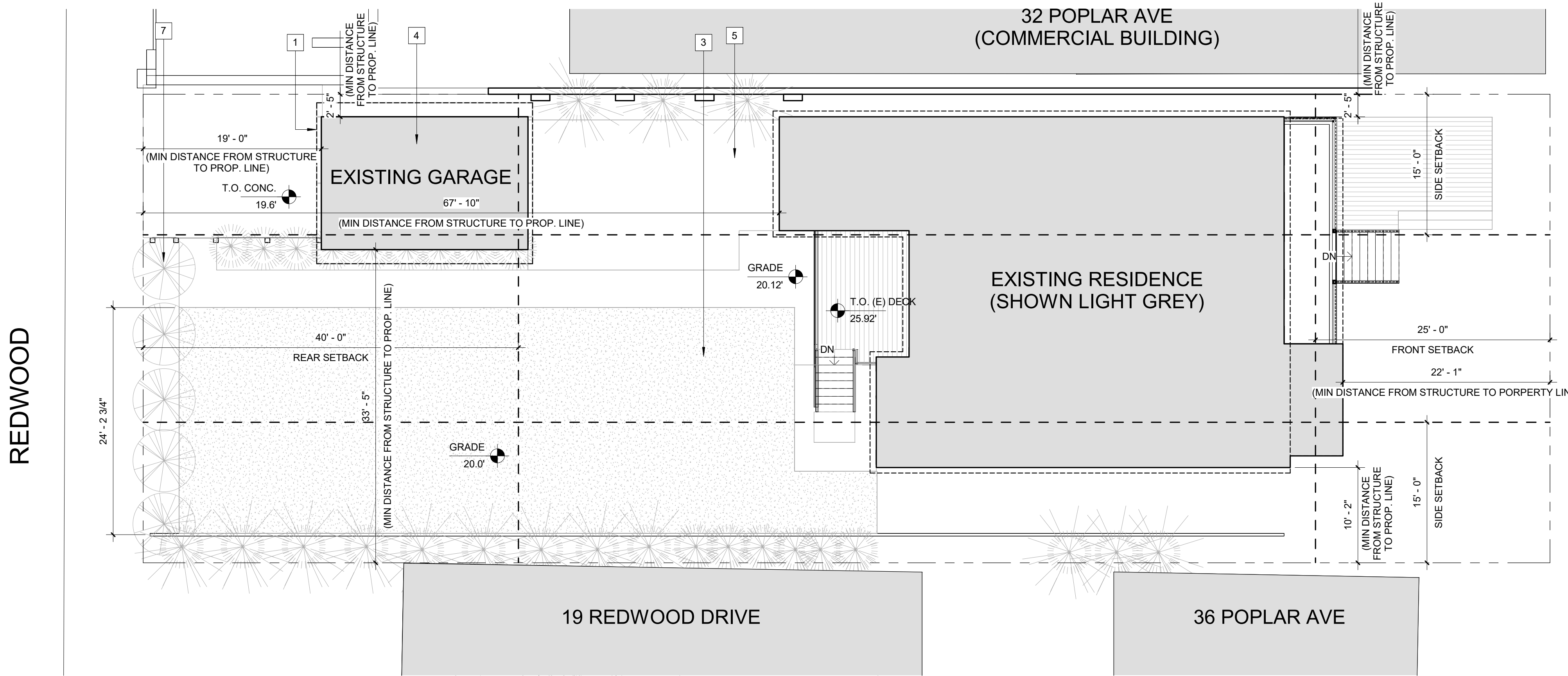
CUT & FILL CALCULATIONS

SITE CUT AND FILL ARE ASSOCIATED WITH FOUNDATIONS OF ADU ADDITION AT GARAGE AND ADU ENTRY AREA

AREA OF CUT
AREA A: ENTRY AREA FOUNDATION ASSUMED 18" x 18" SPREAD FOOTING W/ TOP 6" BELOW GRADE:
(24" x 18") x 23' - 9" = 2.60 CUBIC YARDS

AREA B: GARAGE AREA FOUNDATION & SLAB ON GRADE:
FOUNDATION (ASSUMED 18" x 18" DEEPEND SLAB):
(18" x 18") x 27' - 6" = 2.30 CUBIC YARDS
(1' - 3" x 19' - 0") x 12" = 0.90 CUBIC YARDS

TOTAL ≥ 5.8 CUBIC YARDS OF REMOVED EARTH



EXISTING/DEMO SITE PLAN
SCALE: 1/8" = 1'-0" **1**



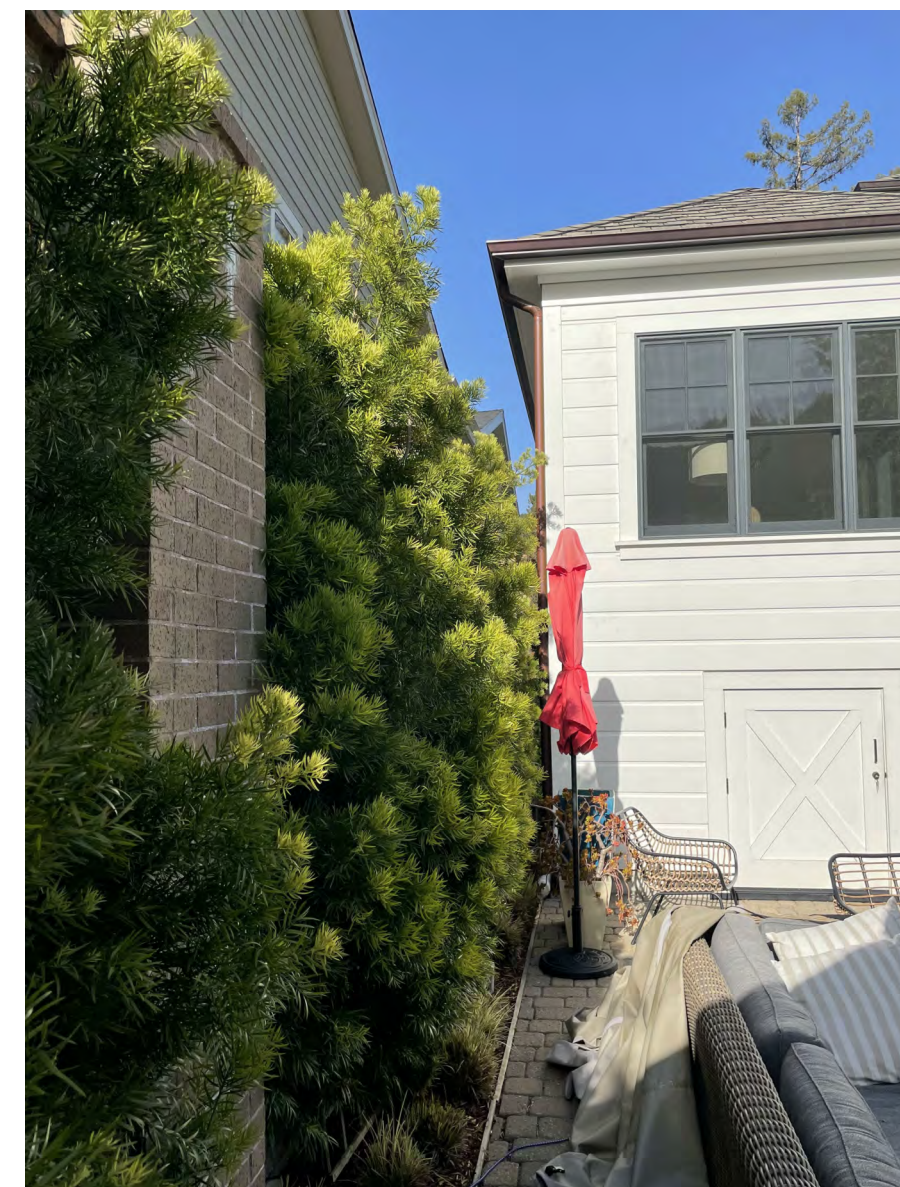
34 POPLAR GARAGE FROM YARD



34 POPLAR FROM YARD



REDWOOD DRIVE PROPERTY FRONTAGE



32 & 34 POPLAR SIDE SETBACKS



32 POPLAR FROM 34 POPLAR YARD



32 POPLAR FROM 34 POPLAR DRIVE



19 REDWOOD DRIVE SETBACK AT 34 POPLAR



19 REDWOOD DRIVE FROM 34 POPLAR YARD



19 REDWOOD DRIVE



PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
**ADU DESIGN
DRAWINGS**

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
**TOWN COUNCIL
SET**

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
**EXISTING SITE
PHOTOS**

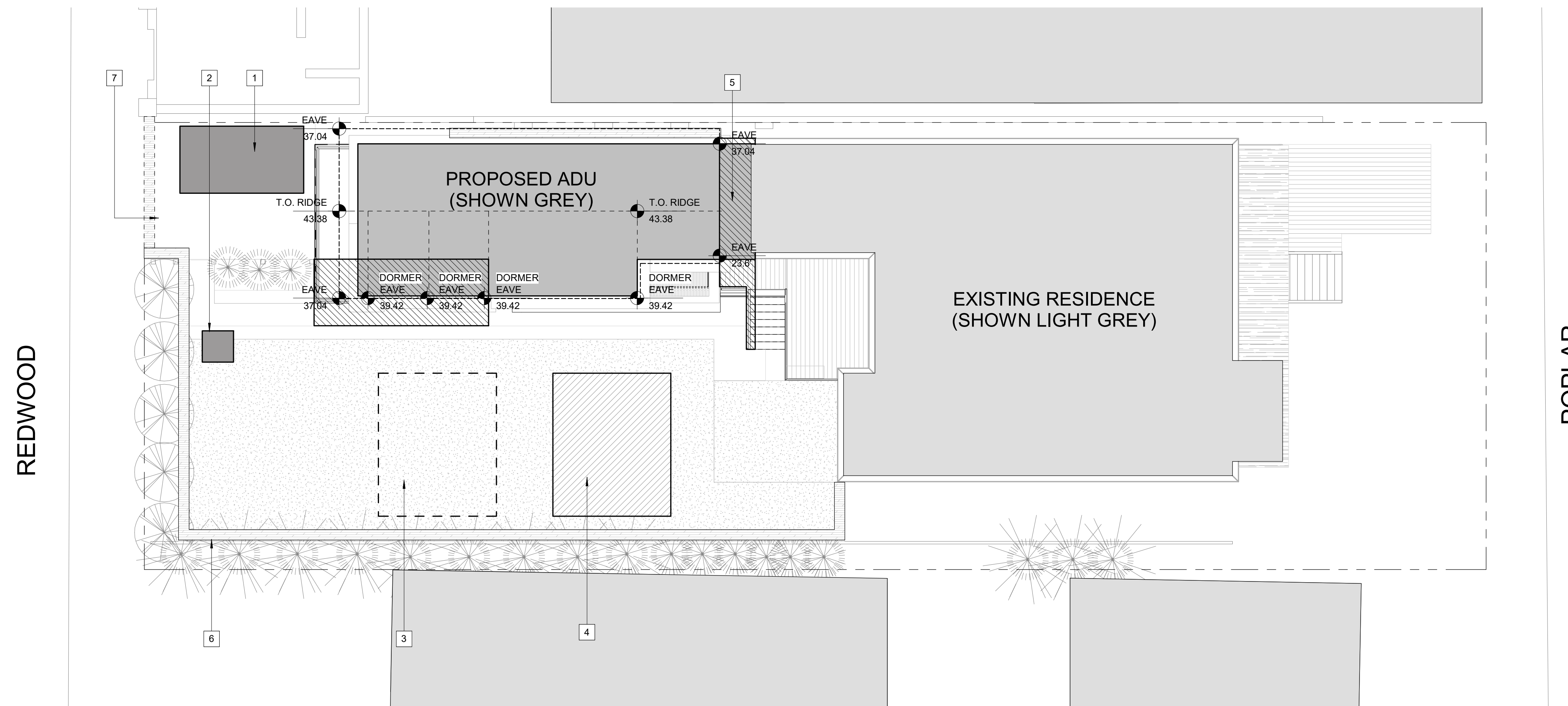
SCALE

GENERAL NOTES

1. CONTRACTOR TO IMPLEMENT MEASURES FOR DUST REDUCTION CONSISTENT WITH BAY AREA AIR QUALITY MANAGEMENT DISTRICT'S BASIC CONTROL MEASURES.
2. STORY POLE HEIGHTS ARE MEASURED FROM SEA LEVEL BASED ON SURVEY DOCUMENT (C-1) MEASUREMENT OF EXISTING GRADE OF 20' (Average)

SHEET NOTES

- | KEY | KEYNOTE |
|-----|---|
| 1 | 18 YARD DEBRIS BOX |
| 2 | LOCATION OF PORTABLE TOILET |
| 3 | STORAGE AREA FOR SOIL/FILL, SHOWN DASHED |
| 4 | CONSTRUCTION MATERIAL STAGING AREA, SHOWN DASHED |
| 5 | APPROXIMATE EXTENT OF GRADING WORK |
| 6 | EROSION CONTROL MEASURE, PROVIDE STRAW WATTLE AS INDICATED TO CONTAIN SOIL RUN-OFF FROM CONSTRUCTION AREA |
| 7 | PROVIDE STRAW WATTLE ACROSS DRIVEWAY, SHOWN DASHED, TO BE IN PLACE WHEN SITE IS NOT BEING ACCESSED |



CONSTRUCTION MANAGEMENT & STORY POLE PLAN
SCALE: 1/8" = 1'-0"

1

NOT FOR CONSTRUCTION

PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
ADU DESIGN DRAWINGS

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
TOWN COUNCIL SET

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
CONSTRUCTION MANAGEMENT & STORY POLE PLAN

SCALE
As indicated

A1.2



PROJECT NAME
34 POPLAR

PERMIT#
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PROJECT ADDRESS

CLIENT NAME
**ADU DESIGN
DRAWINGS**

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
**TOWN COUNCIL
SET**

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
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SHEET TITLE
PERSPECTIVES 1/3

SCALE

A1.3



PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
**ADU DESIGN
DRAWINGS**

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
**TOWN COUNCIL
SET**

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
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CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
PERSPECTIVES 2/3

SCALE

A1.4



PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
**ADU DESIGN
DRAWINGS**

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
**TOWN COUNCIL
SET**

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
PERSPECTIVES 3/3

SCALE

A1.5





PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
**ADU DESIGN
DRAWINGS**

CURRENT RELEASE DATE:
3.20.23

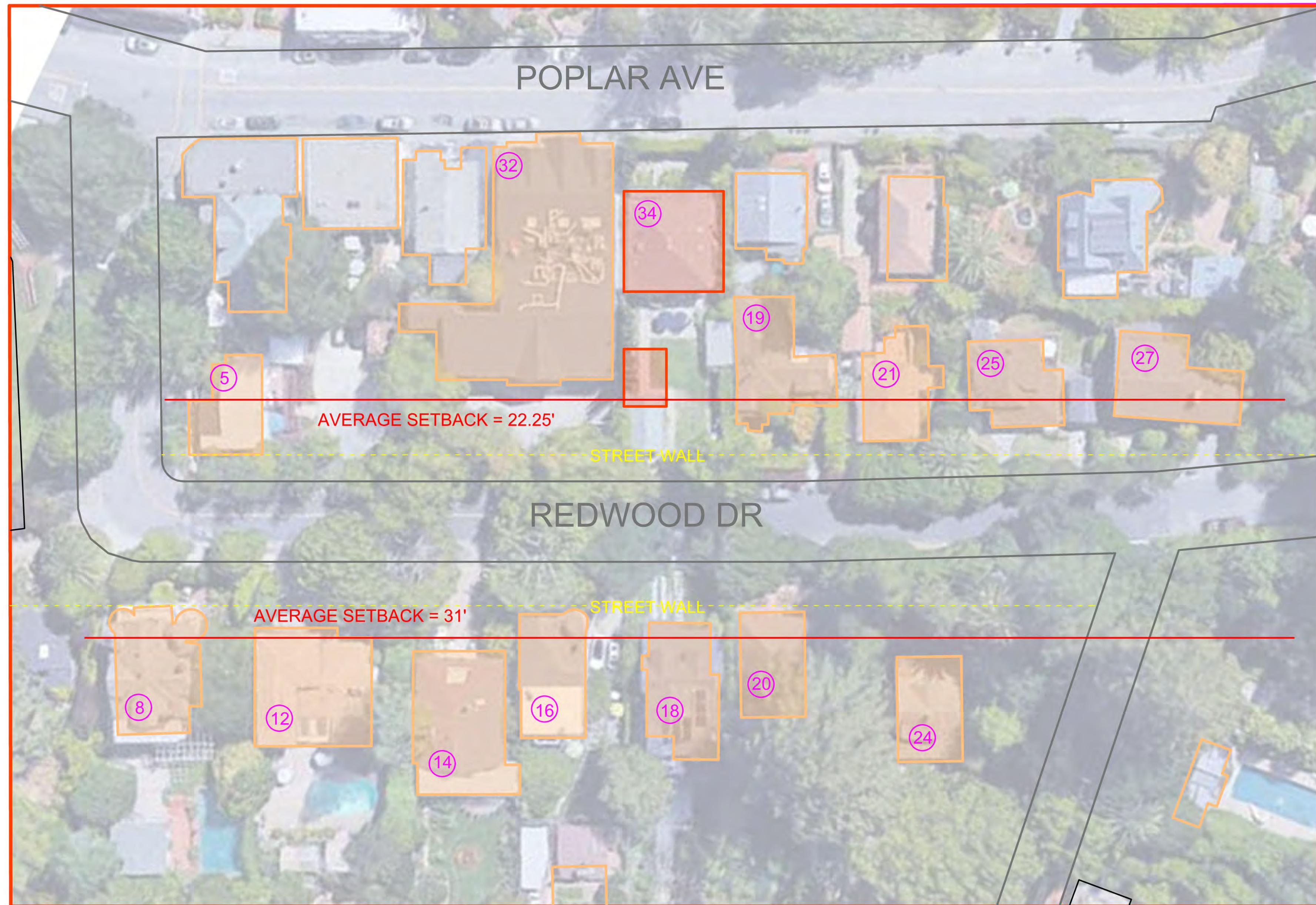
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SET**

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
**STREET WALL
DIAGRAM**

SCALE

A1.6



FRONT SETBACK MEASUREMENTS (rounded to the nearest foot)				
PROPERTY	FIRST FLOOR	SECOND FLOOR	GARAGE	NOTES
8	17' AND 24'	24'-0"		
12	35'-0"	31'-0"	31'-0"	
14	36'-0"	ENTRY STEPS AT 38'-0", F.O. HOUSE/GARAGE AT 44'-9" INCL. 2ND FLOOR	38'-0"	
16	15'-0"	STEPS BACK TO +/- 22'-0"	N/A ^A	Steps back to +/- 22'0"
18	43'-0"	DORMERS - NOT ABLE TO ASSESS	26'-4"	
20	24' 0" TO ROOFED PORCH, 30'6" TO F.O. BUILDING		AT BECK OF PARCEL, NOT MEASURED	
24	44'-6"	DORMERS - NOT ABLE TO ASSESS	N/A	
27	16'0" TO 24'0"	16'0" TO 24'0" (SAME AS FIRST FLOOR)	16'-0" ^A	
25	22'-0"	DORMERS - NOT ABLE TO ASSESS	N/A	
21	14'-0"	NO SECOND FLOOR	AT BECK OF PARCEL, NOT MEASURED	
19	26'-9" MIN.	DORMERS - NOT ABLE TO ASSESS	36'-0"	
34	67'-10"	ADU 22'-9"	19'-0" (EXISTING)	Parcel street/front is Poplar - Redwood Dr is rear yard
COMMERCIAL	NOT MEASURED	ESTIMATED AT +/- 45'-0"	N/A	
5	9'0" SIDE SETBACK ON BLOCK, 6'0" SETBACK FACES ROSS COMMON	N/A	N/A	



PROJECT NAME
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PERMIT#
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PROJECT ADDRESS

CLIENT NAME
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DRAWINGS**

CURRENT RELEASE DATE:
3.20.23

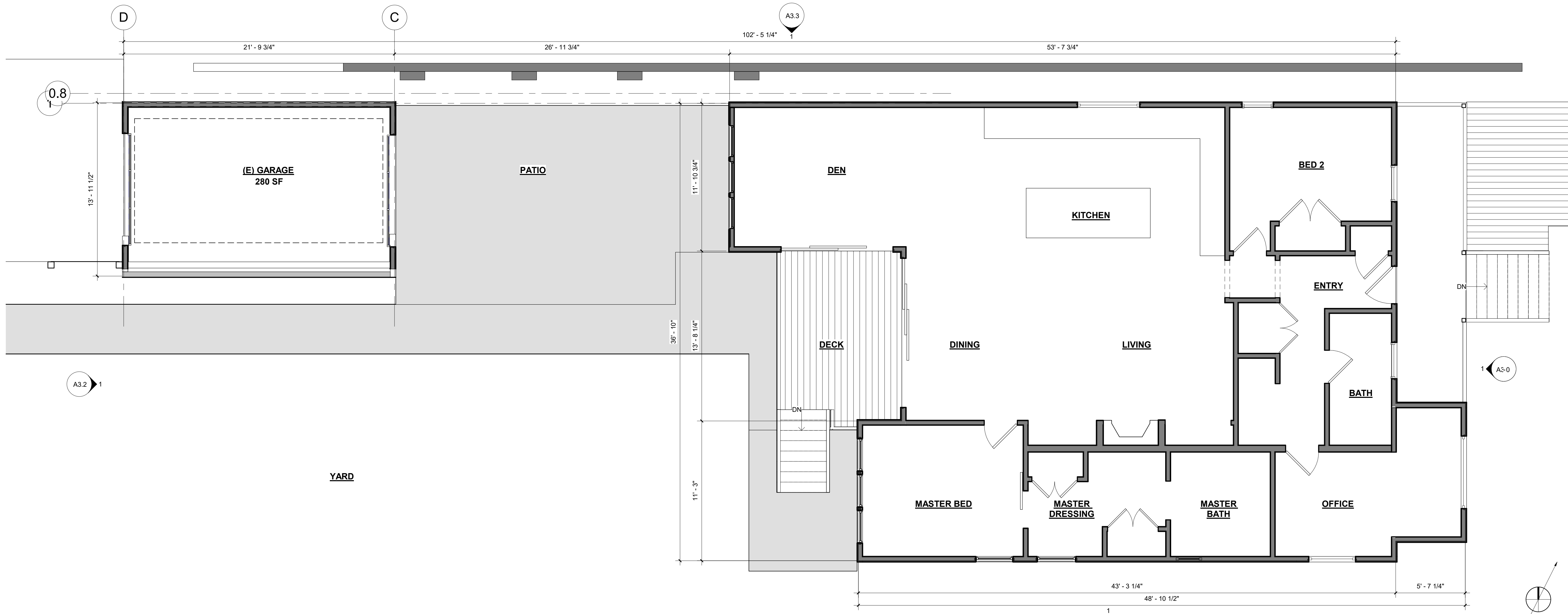
CURRENT RELEASE SET:
**TOWN COUNCIL
SET**

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
**EXISTING OVERALL
PLAN**

SCALE
1/4" = 1'-0"

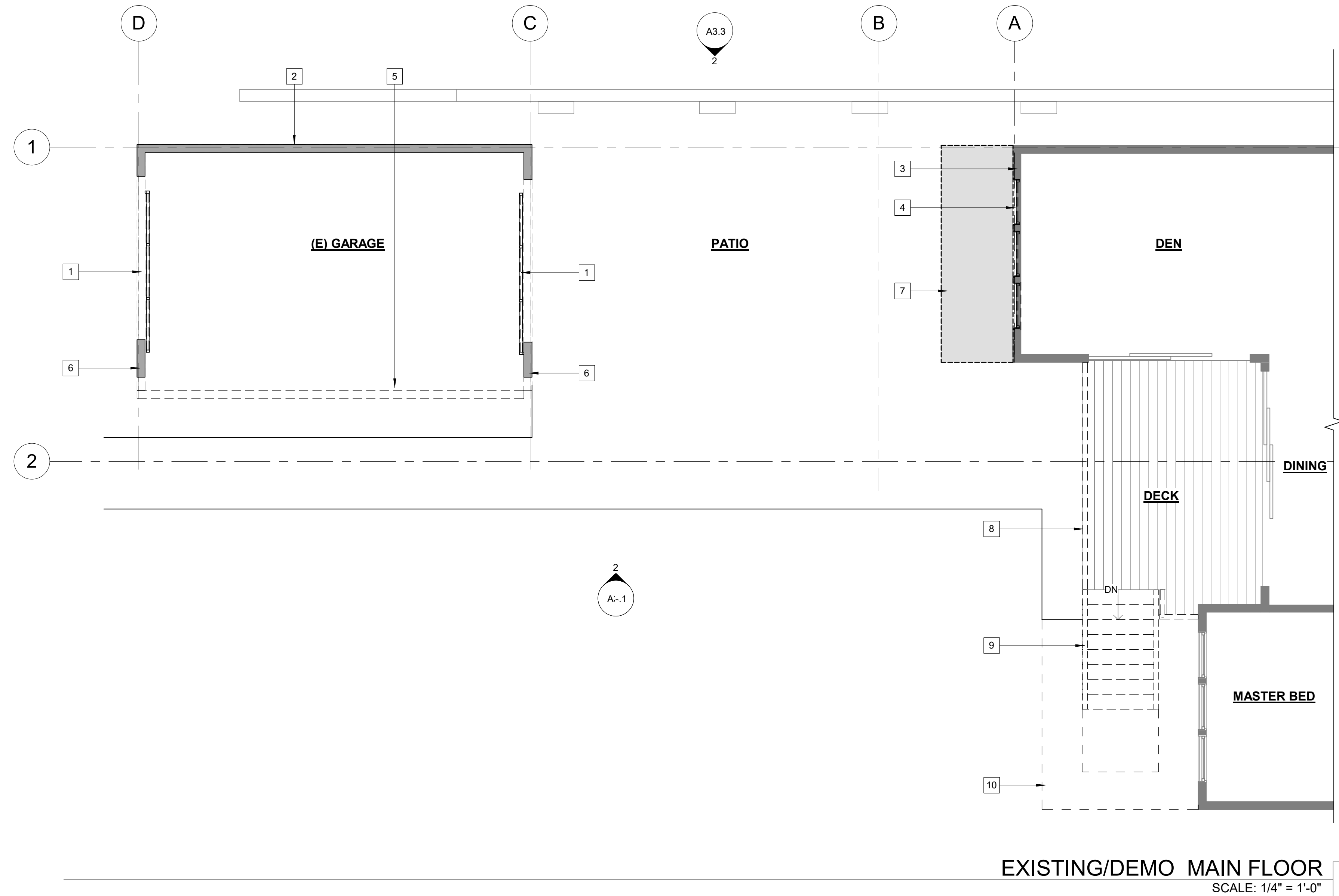
A2.0



EXISTING MAIN FLOOR 1
SCALE: 1/4" = 1'-0"

SHEET NOTES
KEY KEYNOTE

SHEET NOTES
KEY KEYNOTE



EXISTING/DEMO MAIN FLOOR
SCALE: 1/4" = 1'-0"

SHEET NOTES

- | KEY | KEYNOTE |
|-----|--|
| 1 | REMOVE (E) GARAGE DOORS |
| 2 | EXISTING WALL TO REMAIN, SISTER STUDS ON AS REQUIRED TO REACH (N) PLATE HEIGHT |
| 3 | REMOVE EXTERIOR FINISH, WRB DOWN TO PLYWD SHEATHING |
| 4 | REMOVE (E) WINDOWS AND FILL OPENINGS |

SHEET NOTES

- | KEY | KEYNOTE |
|-----|--|
| 5 | REMOVE (E) EXTERIOR WALL AND FOUNDATION |
| 6 | RETAIN EXISTING FRAMING AND SHEATHING WHERE POSSIBLE |
| 7 | REMOVE PATIO AS REQUIRED TO ALLOW FOR ADU ENTRY |
| 8 | REMOVE EXISTING RAILINGS, TYP |
| 9 | REMOVE (E) STAIRS AND CONC. LANDING |
| 10 | REMOVE HARDSCAPE AREA, SHOWN DASHED |

GENERAL DEMO NOTES

CALGREEN COMPLIANCE NOTES
CONSTRUCTION AND DEMOLITION DEBRIS: MIXED DEBRIS MUST BE TRANSPORTED BY A REGISTERED HAULER TO A REGISTERED FACILITY AND BE PROCESSED FOR RECYCLING. IN COMPLIANCE WITH THE TOWN OF ROSS CONSTRUCTION & DEMOLITION DEBRIS ORDINANCE.

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CLIENT NAME
ADU DESIGN DRAWINGS

CURRENT RELEASE DATE:
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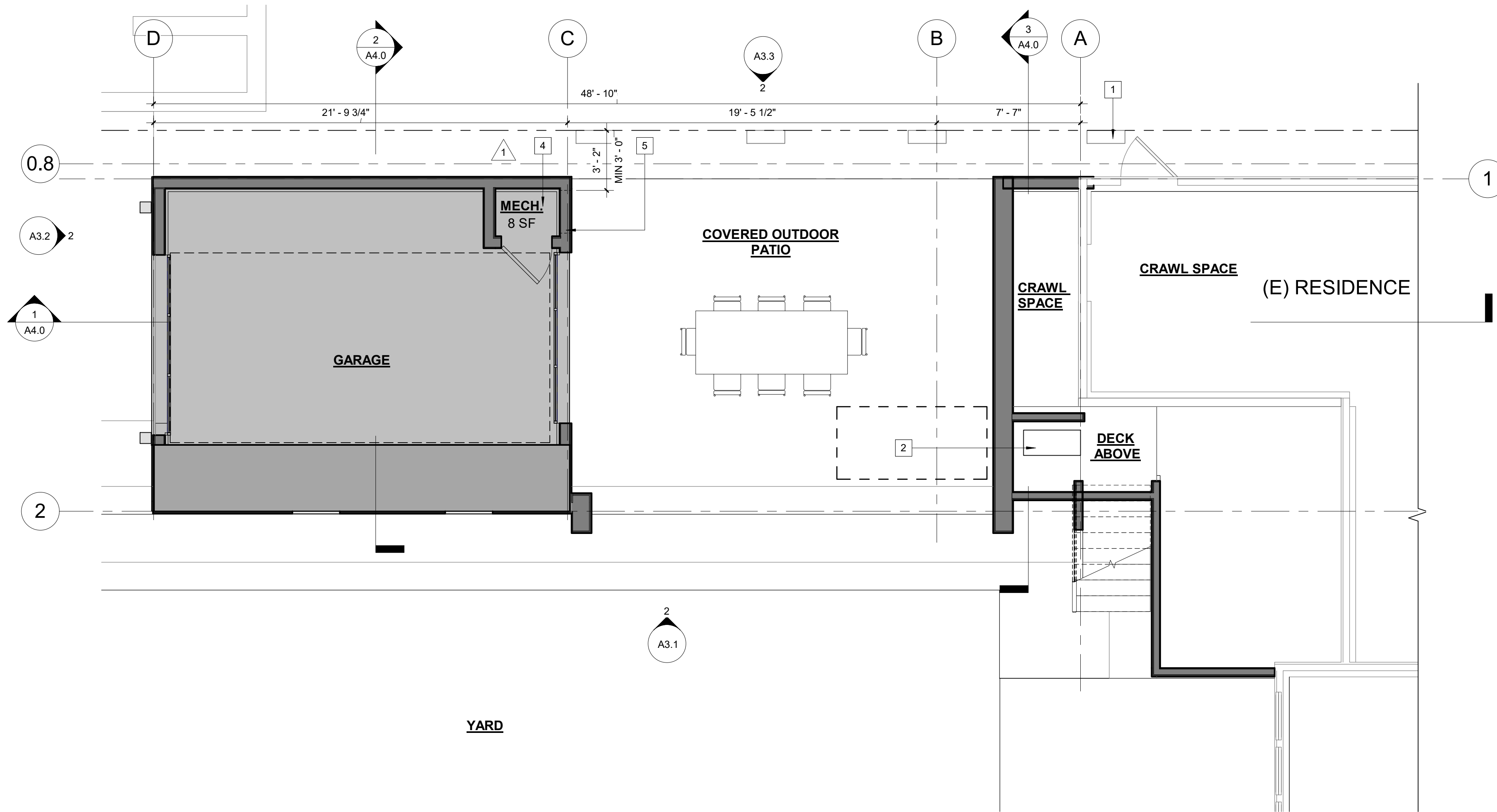
CURRENT RELEASE SET:
TOWN COUNCIL SET

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

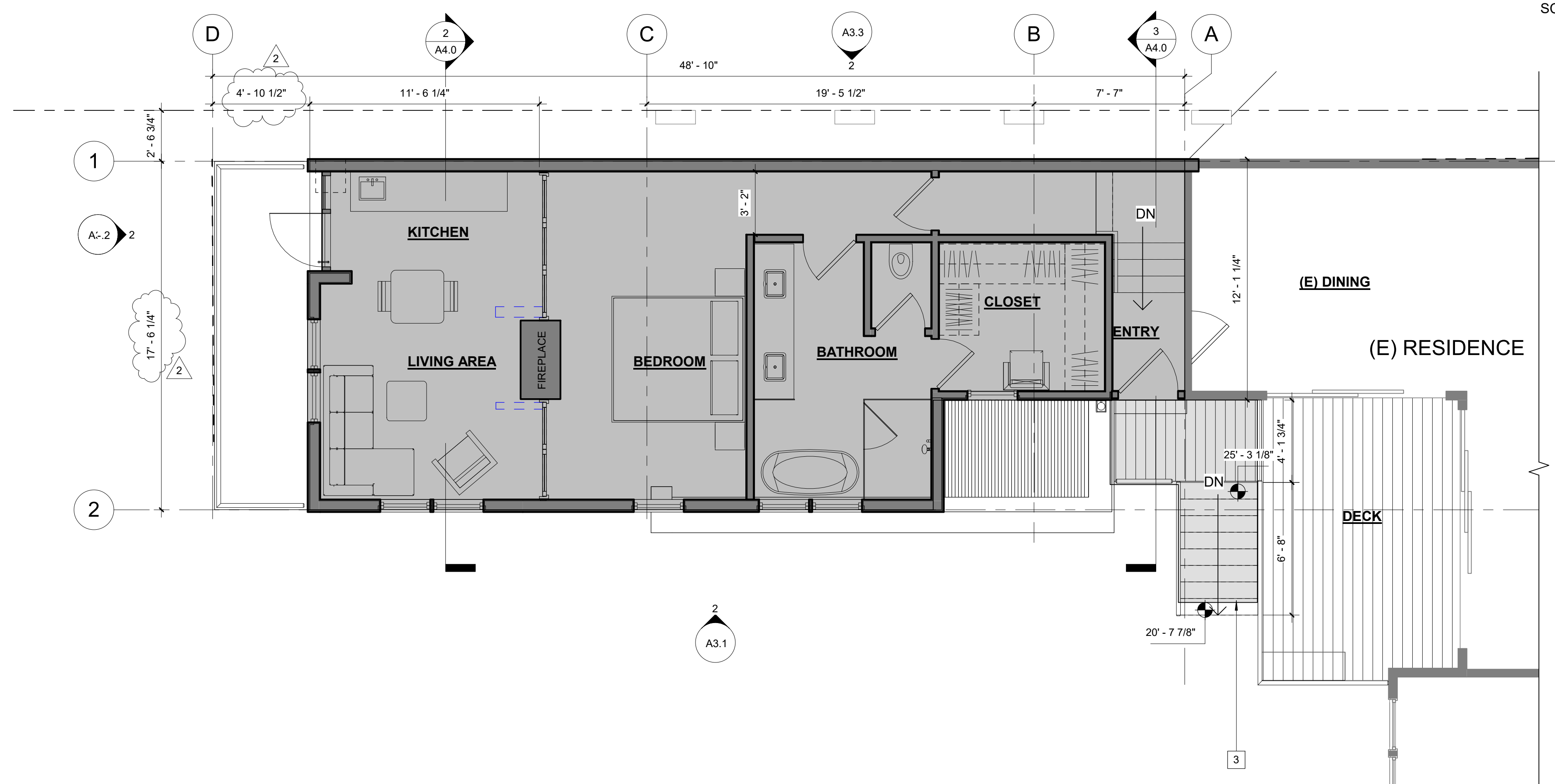
SHEET TITLE
PARTIAL PLAN - DEMOLITION

SCALE
1/4" = 1'-0"

A2.1



PROPOSED GARAGE
SCALE: 1/4" = 1'-0" 2



PROPOSED ADU F.F.
SCALE: 1/4" = 1'-0" 1

- SHEET NOTES**
- | KEY | KEYNOTE |
|-----|--|
| 1 | (E) FLOOD WALL TO REMAIN |
| 2 | LOCATE (N) EXTERIOR HEAT PUMP UNIT UNDER DECK |
| 3 | (N) DECK AND STAIR - SHADED |
| 4 | THE BOTTOM OF THE MINI SPLIT DUCTED AIR HANDLER IS REQUIRED TO BE NO LOWER THAN 22.8' OF ELEVATION (OR 3.1' ABOVE GARAGE SLAB) |
| 5 | MECHANICAL VENT LOCATION, SHOWN DASHED, MIN 3' - 0" FROM PROPERTY LINE |

TRISTAN WARREN
ARCHITECT

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fairfax, ca 94930
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e. tristan.warren.arch@gmail.com



PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
ADU DESIGN DRAWINGS

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
2 TOWN COUNCIL SET

PREVIOUS RELEASE
1 PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
PROPOSED FLOOR PLANS

SCALE
1/4" = 1'-0"

A2.2



SHEET NOTES

- | KEY | KEYNOTE |
|-----|---|
| 1 | B.F.E. 21.8' PER CERTIFICATE DATED 12.30.22 |
| 2 | 30'-0" MAX. HEIGHT ABOVE GRADE, SHOWN DASHED |
| 3 | (E) EXISTING FENCE |
| 4 | EXISTING BUILDING ON ADJACENT PROPERTY TO THE NORTH |
| 5 | EXISTING BUILDING ON ADJACENT PROPERTY TO THE SOUTH |
| 6 | (E) MAIN RESIDENCE ENTRANCE |
| 7 | (E) RESIDENCE |



PROPOSED ADU EAST ELEVATION
SCALE: 1/4" = 1'-0" 2



EXISTING EAST ELEVATION HOUSE
SCALE: 1/4" = 1'-0" 1

PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
ADU DESIGN
DRAWINGS

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
TOWN COUNCIL
SET

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
EAST ELEVATIONS

SCALE
1/4" = 1'-0"

A3.0



PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
**ADU DESIGN
DRAWINGS**

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
**TOWN COUNCIL
SET**

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
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CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
SOUTH ELEVATIONS

SCALE
1/4" = 1'-0"

A3.1



PROPOSED ADU SOUTH ELEVATION
SCALE: 1/4" = 1'-0" **2**



EXISTING SOUTH ELEVATION HOUSE
SCALE: 1/4" = 1'-0" **1**

CODE COMPLIANCE REQUIREMENTS FOR WINDOW R	
SECTION	CODE COMPLIANCE
WINDOW (TAGGED WITH R) DIMENSIONS	2' - 6"W X 5' - 8" H = 14.2 SF
EGRESS	WINDOW PROVIDES A CLEAR OPEN AREA OF (2' - 6"W X 5'- 8"H)/2 = 7.1 SF THIS EXCEEDS THE REQUIREMENTS FOR RESCUE OPENINGS PER SECTION 1031.3.1. OF 5.7 SF. THE WINDOW ALSO EXCEEDS THE 20" CLEAR OPENING WIDTH AND 24" OF CLEAR HEIGHT SPECIFIED IN THAT SECTION
VENTILATION	PER 1202.5.1 VENTILATION AREA REQUIRED IS NOT LESS THAN 4% OF THE AREA TO BE VENTILATED (15' - 9" X 10' - 0") X 0.04 = 6.3 SF >7.1 SF
LIGHT	PER 1204.2 NATURAL LIGHT AREA REQUIRED IS 8% OF AREA. WINDOW AND SKYLIGHTS PROVIDE LIGHT TO THIS ROOM (2) 2' X 4' NOMINAL SKYLIGHTS AND GLASS AREA OF 2' - 6" X 5' - 8" WINDOW (30 SF) EXCEED THE 12.6 SF OF AREA REQUIRED.

SHEET NOTES

- KEY KEYNOTE
- 1 (E) GARAGE WILL BE WILL BE SELECTIVELY DEMOLISHED TO REMOVE ROOF, SOUTH WALL AND GABLE SPACE ABOVE EXISTING PLATE, SHOWN SHADED
- 2 EXISTING BUILDING ON ADJACENT PROPERTY TO THE NORTH
- 3 (E) EXISTING FENCE
- 4 (N) NEW METAL GUARDRAIL
- 5 NEW STAIR LANDING TO CONNECT EXISTING BUILDING AND PROPOSED ADU

SHEET NOTES

- KEY KEYNOTE
- 6 (N) PAINTED FASCIA & ROOF TRIM, MATCH EXISTING
- 7 30'-0" MAX. HEIGHT ABOVE GRADE, SHOWN DASHED
- 8 B.F.E. 21.8' PER CERTIFICATE DATED 12.30.22
- 9 2' - 6"W X 5' - 8" RESCUE WINDOW IN COMPLIANCE WITH RESCUE WINDOW REQUIREMENTS

SHEET NOTES

- KEY KEYNOTE



SHEET NOTES

- KEY KEYNOTE
- 1 (N) NEW METAL GUARDRAIL
 - 2 B.F.E. 21.8' PER CERTIFICATE DATED 12.30.22
 - 3 EXISTING BUILDING ON ADJACENT PROPERTY TO THE NORTH
 - 4 EXISTING BUILDING ON ADJACENT PROPERTY TO THE SOUTH
 - 5 (E) GARAGE WILL BE WILL BE SELECTIVELY DEMOLISHED TO REMOVE ROOF, SOUTH WALL AND GABLE SPACE ABOVE EXISTING PLATE, SHOWN SHADED
 - 6 30'-0" MAX. HEIGHT ABOVE GRADE, SHOWN DASHED
 - 7 (E) EXISTING RESIDENCE
 - 8 BEDROOM WINDOW - 2' - 6"W X 5' - 8" TALL PROVIDES A CLEAR OPEN AREA OF 6.4 SF (2' - 4"W X 2' - 6"H). THIS EXCEEDS THE REQUIREMENTS FOR RESCUE OPENINGS PER SECTION 1031.3.1. PER 1202.5.1 VENTILATION AREA REQUIRED IS NOT LESS THAN 4% OF THE AREA TO BE VENTILATED (15' - 9" X 10' - 0") X 0.04 = 6.3 SF > 6.4'. LIGHT - WINDOW AND SKYLIGHTS PROVIDE LIGHT TO THIS ROOM (2' X 4' NOMINAL SKYLIGHTS AND GLASS AREA OF 2' - 6" X 5' - 8" WINDOW EXCEED THE 12.6 SF OF AREA REQUIRED.
 - 9 SELF ILLUMINATED STREET NUMBER FOR ADU



PROPOSED ADU WEST ELEVATION
SCALE: 1/4" = 1'-0" 2



EXISTING WEST ELEVATION GARAGE
SCALE: 1/4" = 1'-0" 1

PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
ADU DESIGN
DRAWINGS

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
TOWN COUNCIL
SET

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
WEST ELEVATIONS

SCALE
1/4" = 1'-0"

A3.2



PROJECT NAME
34 POPLAR

PERMIT#
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
**ADU DESIGN
DRAWINGS**

CURRENT RELEASE DATE:
3.20.23

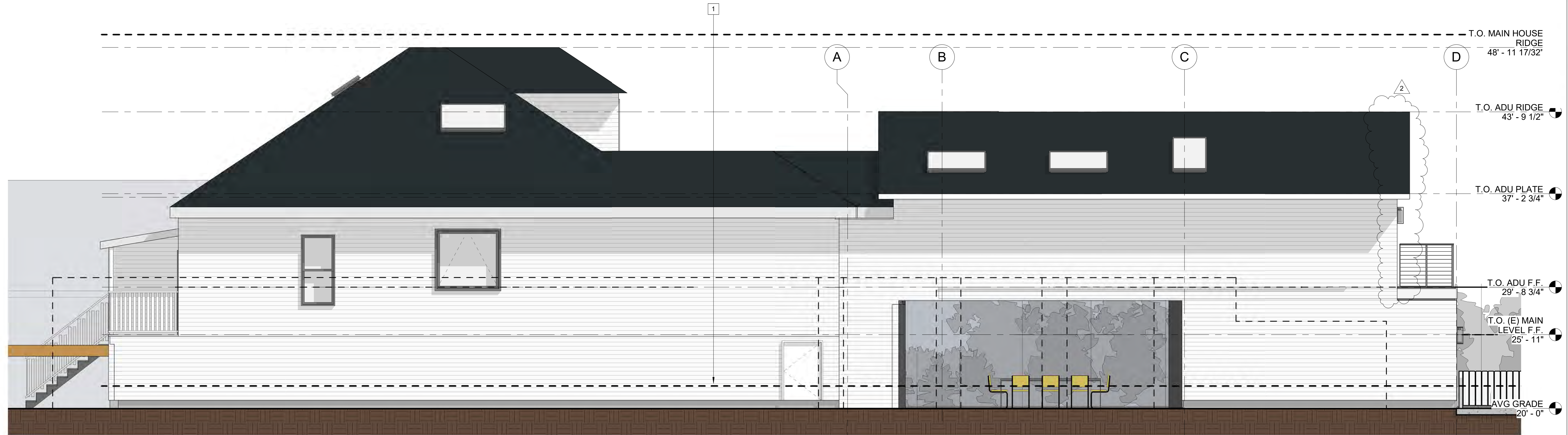
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**TOWN COUNCIL
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PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
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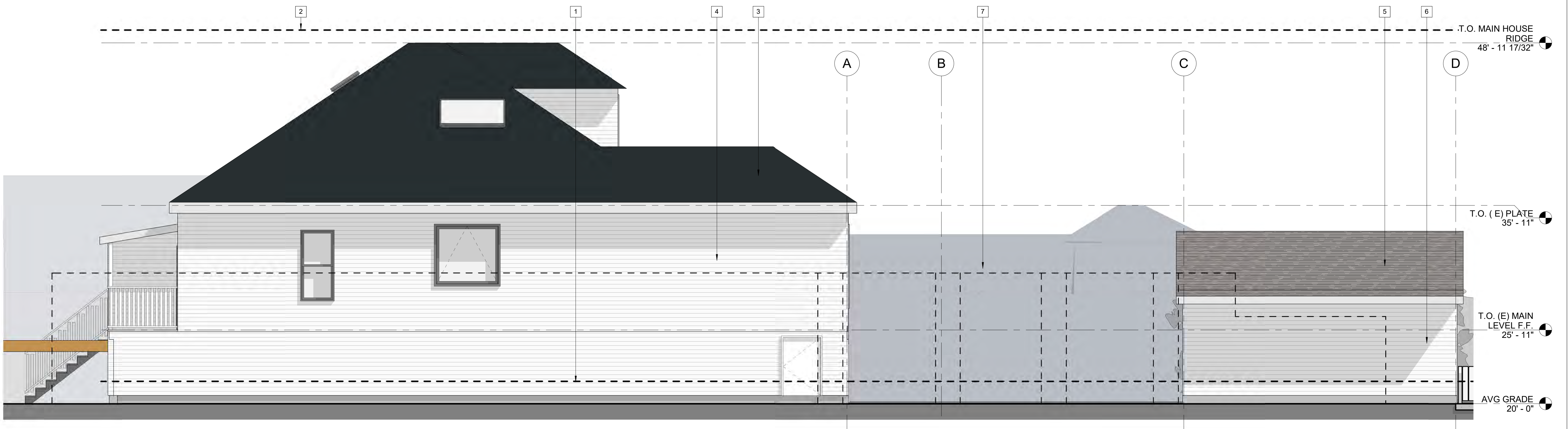
SHEET TITLE
NORTH ELEVATION

SCALE
1/4" = 1'-0"

A3.3



PROPOSED ADU NORTH ELEVATION
SCALE: 1/4" = 1'-0" **2**



EXISTING NORTH ELEVATION GARAGE
SCALE: 1/4" = 1'-0" **1**

SHEET NOTES

- | KEY | KEYNOTE |
|-----|---|
| 1 | B.F.E. 21.8' PER CERTIFICATE DATED 12.30.22 |
| 2 | 30'-0" MAX. HEIGHT ABOVE GRADE, SHOWN DASHED |
| 3 | (E) COMP SHINGLE ROOFING - EXISTING RESIDENCE |
| 4 | (E) 8" SHIPLAP SIDING - EXISTING RESIDENCE |
| 5 | (E) COMP SHINGLE ROOFING - EXISTING GARAGE |

SHEET NOTES

- | KEY | KEYNOTE |
|-----|--|
| 6 | (E) 8" SHIPLAP SIDING - EXISTING GARAGE |
| 7 | (E) PROPERTY LINE WALL, SHOWN DASHED FOR CLARITY |



PROJECT NAME
34 POPLAR

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DRAWINGS**

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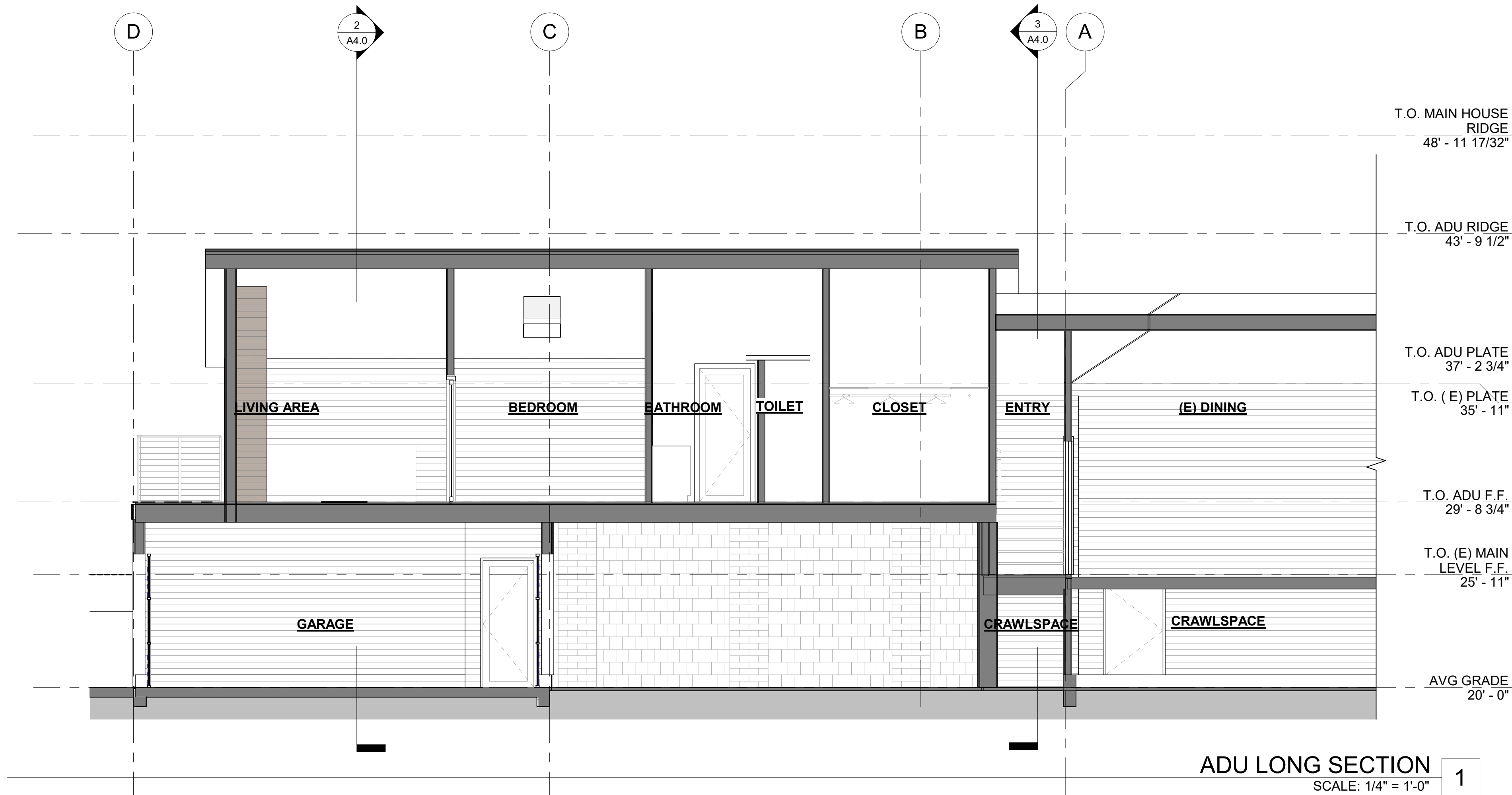
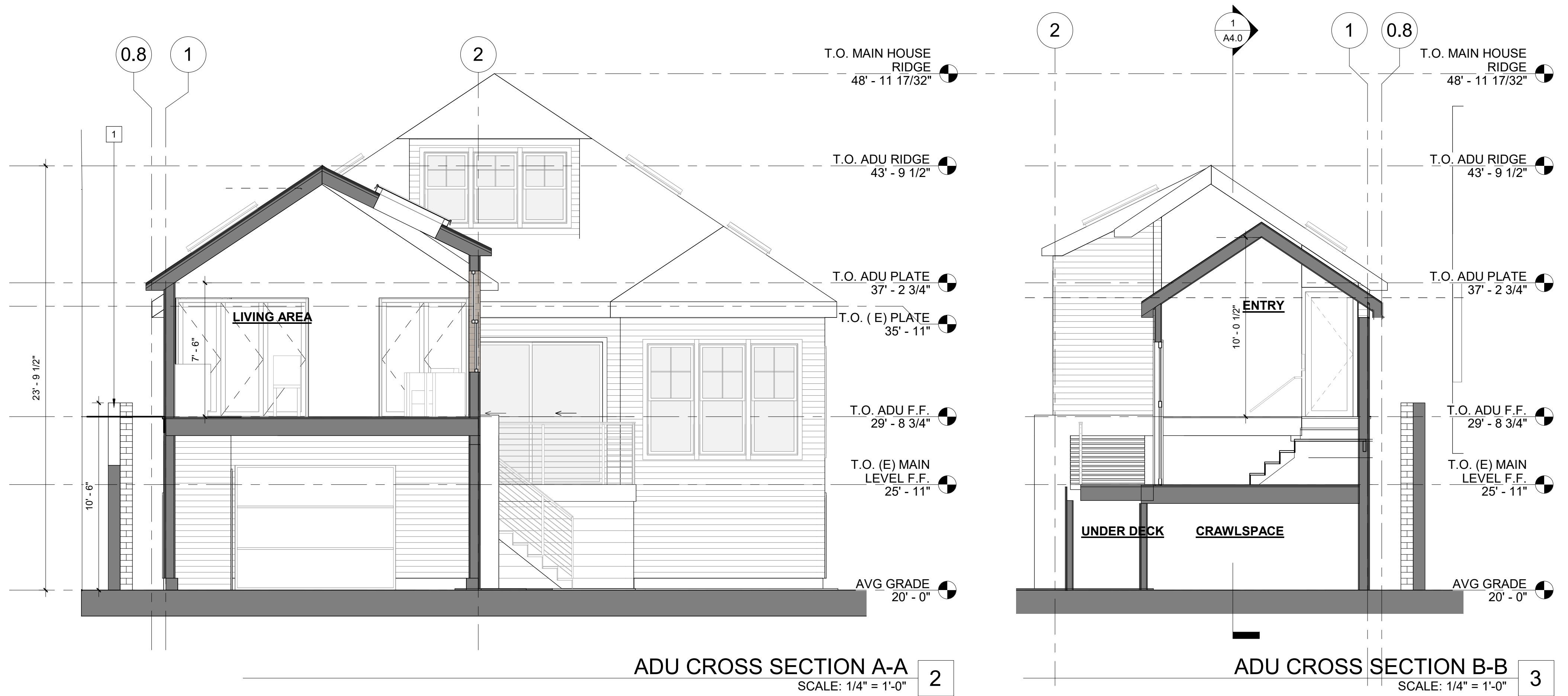
SHEET TITLE
**PROPOSED
SECTIONS**

SCALE
1/4" = 1'-0"

A4.0

SHEET NOTES

- KEY KEYNOTE
1 (E) FLOOD WALL TO REMAIN





PROJECT:	ORDERING#:
TYPE:	COMMENTS:

OVERVIEW

This Right Angle path has a perfect 90° angle construction to deliver clean lines and modern design. With a thick square stem and beveled head, this fixture provides a durable and contemporary solution to illuminate walkways, pathways, and driveways.

FEATURES

- Thick, robust, cast construction
- Textured diffusion lens for glare control and uniform light spread
- No visible seams or screws
- Optimized socket location, easy to lamp
- Swiveling socket for effortless lamping

SPECIFICATIONS

Fixture/Housing	
Height	22.00" / 560 mm
Length	6.00" / 148 mm
Width	1.50" / 38 mm
Housing Material	Cast Aluminum
Weight	3.20 lbs / 1.45 kg

Lamp Base	
Lamp Base	12V T5 Wedge Base

Electrical	
Input Voltage Range	9 - 15V
Max Wattage	11.5W

Wire
36" of usable #18-2, SPT-1W leads

Ratings/Certification
Wet Locations

FIXTURE

Lens
Frosted Polycarbonate diffusion lens for even light dispersion and glare control.

Included Accessories
15276 BK - Power Post®
15601 - Surface Mounting Flange (needed for attachments to junction box)

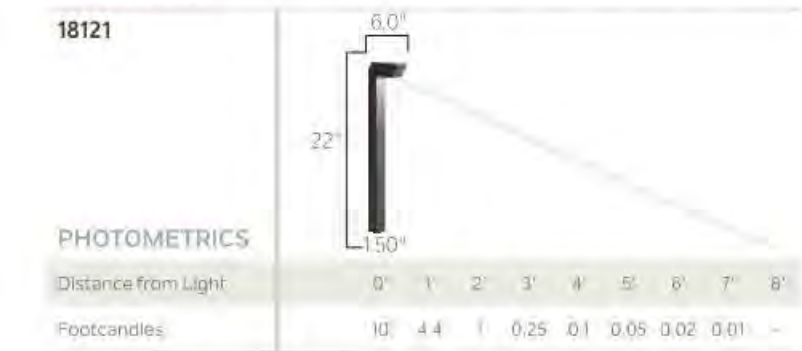
Notes
Fixtures include an 8" in-ground slotted stake and gel-filled cable connectors. Lamps sold separately.

AVAILABLE FINISHES:

- AZT** Textured Architectural Bronze
- BKT** Textured Black

KICHLER

DIMENSIONS



RECOMMENDED LED LAMPS* (sold separately)

18120	1.5W, 2.4VA, 2700K, 130 lumens, 120° Beam
18121	1.5W, 2.4VA, 3000K, 130 lumens, 120° Beam
18198	1W, 1.2VA, 2700K, 85 lumens, 180° Beam
18199	1W, 1.2VA, 3000K, 85 lumens, 180° Beam
18204	2.3W, 3.3VA, 2700K, 215 lumens, 300° Beam
18205	2.3W, 3.3VA, 3000K, 215 lumens, 300° Beam

*Power usage at 12V AC Input.

Power (W)	Wire Gauge / Length / (ft./m) Load Chart			
	10	12	14	16
0-20	1860/567	1150/351	730/223	450/137
40	930/283	580/177	370/113	230/70
60	620/189	390/119	240/73	150/46
80	470/143	290/88	180/55	110/34
100	370/113	230/70	140/43	90/27
>100	Consult Technical Support			

TROUBLESHOOTING

- Fixture does not illuminate** - Verify power connections. Review installation guide for installation problem. Insure manual reset breaker has not been tripped.
- Fixture turns off** - Verify power connections. Review installation guide for installation problems. Insure manual reset breaker has not been tripped. Check voltage drop at fixture.
- Fixture trips breaker** - Check installation for a possible short or overload state. Isolate the identified short and replace affected fixture or remove fixture(s) installed in overload.

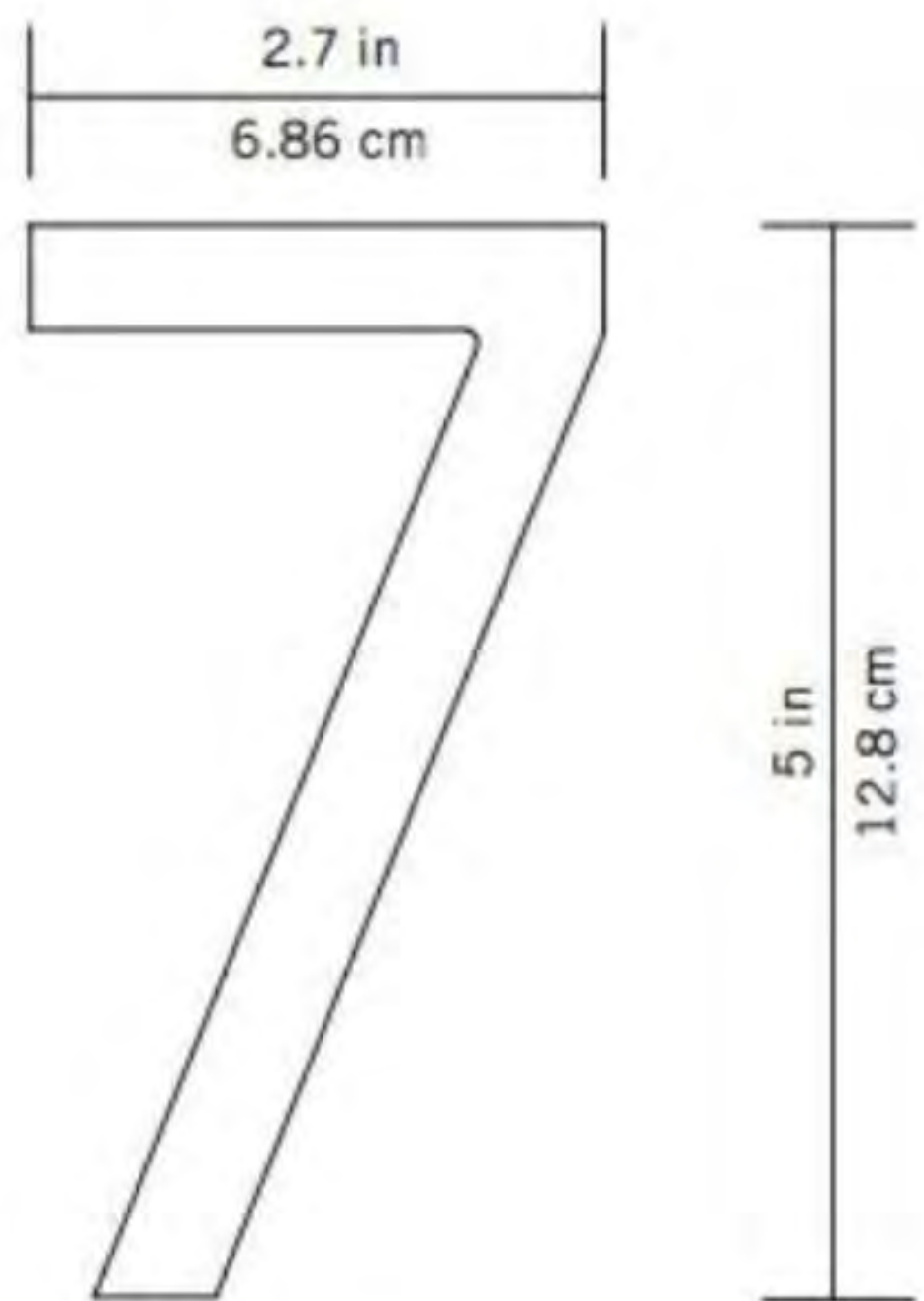
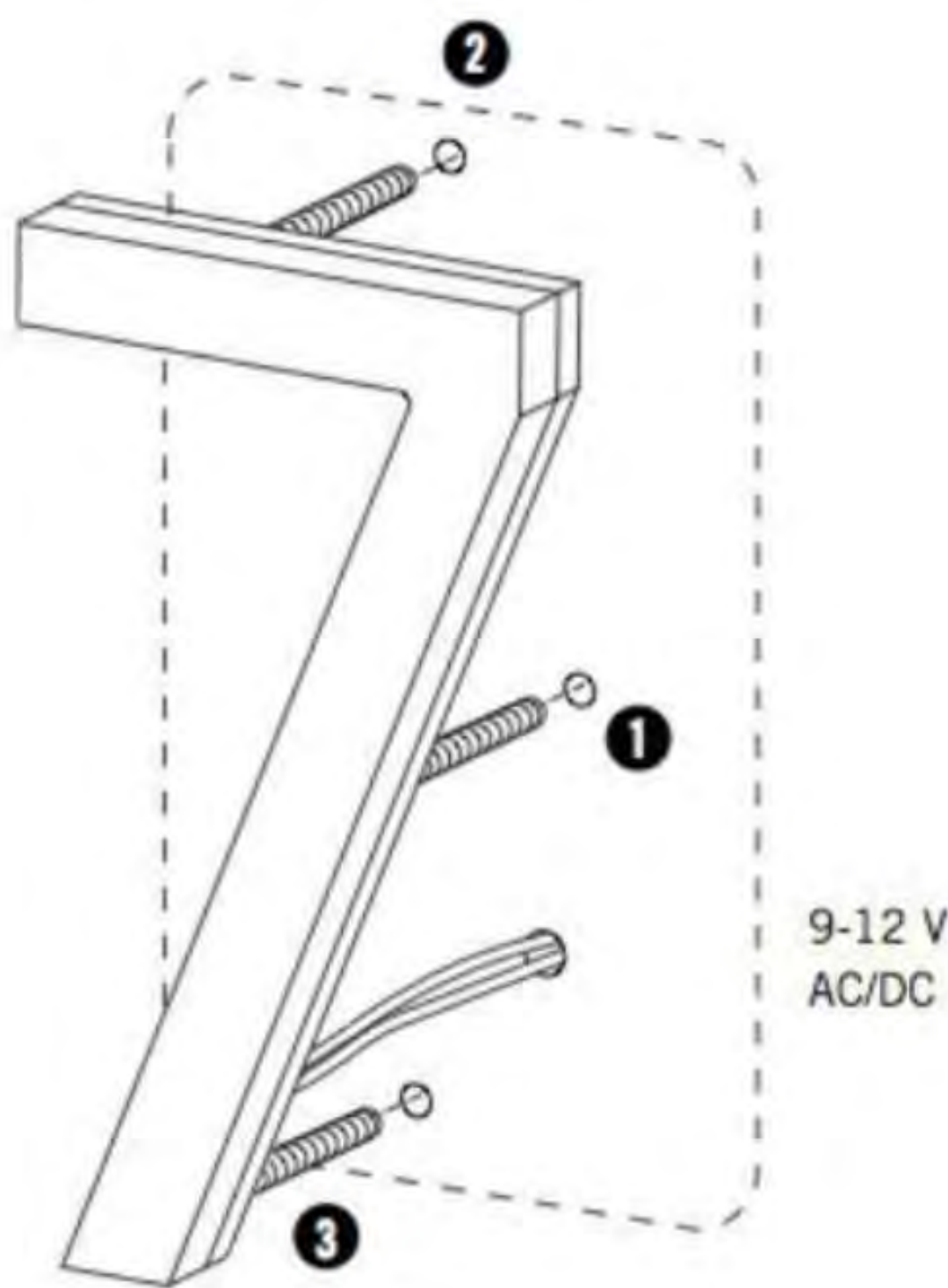
LISTING
UL 1838 Issued: 2003/01/13 Ed: 3 Rev: 2015/01/13 Low Voltage Landscape Lighting Systems.
CSA C22.2 #250.7 Issued: 2007/11/01 (R2012)
Ed: 1 Extra-low-voltage landscape lighting systems - General Instruction No. 1: 2008.
Contact: layouts@kichler.com

1. Actual efficacy varies and is subject to factors. Lumens are divided by average power factor to obtain.
2. Do not exceed the recommended dimensions of length.
3. Recommended product is labeled with the "UL" logo.
4. Recommended 80% ballast 70% overhead use for fixture load planning reference to the power source. Calculate the fixture loading to determine additional capacity for future adjustments and possible to replace stop at a future date.
5. We warrant that this is a new and unmodified product of our original design and construction. We cannot guarantee that our lighting products are suitable for outdoor use unless specifically stated to do so in the product literature.
6. Some modifications may void the warranty.

WARRANTY
See Kichler.com/Warranty for warranty details.

Consult Kichler Advanced Product Solutions for additional support at 844-452-5437.

LED Numbers Installation



SKU: LUX-NR-5ZA
\$59

Add numbers

Bronze 5" House Numbers - White LED

Quick Ship
SKU: LUX-NR-5Z
\$59

Add numbers

5" Number Spacer Set

Set of spacers is for each Number
SKU: NU-SPC.

Description

Bronze 5" House Number LED
Size: Height 5", Depth: .55"
Model: LUX-NR-5Z
Screw Down Casing
Light: 6 - 9 CREE LED

Input Power
6 - 16 Volt AC / DC

STRUCTURE - model: WS-W54
LED Outdoor



Fixture Type:
Catalog Number:
Project:
Location:

PRODUCT DESCRIPTION

A refreshing look for refined tastes. A raindrop glass cylinder suspended within an architectural frame. Beautifully illuminated with LED down lighting for a magical appearance of crystallized effervescence. Dark sky orientation preserves observation of star filled skies.

FEATURES

- CEC Title 24 Compliant
- ETL & ETL Listed for wet locations
- Clear seeded crystal
- Dark sky friendly
- Universal driver (120V, 220V, 277V)
- Integral universal driver located in canopy
- Replaceable LED module
- **70,000 hour rated life**
- **Color Temp: 3000K**
- **CRI: 90**

SPECIFICATIONS

Construction: Aluminum raindrop glass cylinder
Light Source: High output LED
Dimming: Dims to 10% with an electronic low voltage (ELV) dimmer
Mounting: Mounts directly to junction box
Finish: Black (BK)

ORDER NUMBER

Model	Width	Watt	LED Lumens	Delivered Lumens	Finish
WS-W54	11	11.5	710	915	BK
	16	19.5	1210	1515	BK

WS-W54 **- BK**

Example: **WS-W5416-BK**

REPLACEMENT GLASS

Model	Fixture
RPL-GLA-5411	WS-W5411
RPL-GLA-5416	WS-W5416

Back Plate Dimensions:

Model	Dimension
WS-W5411	4.94 x 4.94 x 1.194
WS-W5416	4.94 x 4.94 x 1.194

wacighting.com Phone (800) 526-2585 Fax (800) 526-2585
Headquarters/Eastern Distribution Center 44 Harbor Park Drive Port Washington, NY 11050
Central Distribution Center 1600 Distribution Ct Litch Springs, GA 30122
Western Distribution Center 1750 Archibald Avenue Ontario, CA 91760

WAC Lighting retains the right to modify the design of our products at any time as part of the company's continuous improvement program. SEP 2015

three manzanita road
fairfax, ca 94930
t. 510.219.2975
e. tristan.warren.arch@gmail.com



PROJECT NAME
34 POPLAR

PERMIT #
JOB NO. 2020002
PROJECT ADDRESS

CLIENT NAME
ADU DESIGN DRAWINGS

CURRENT RELEASE DATE:
3.20.23

CURRENT RELEASE SET:
TOWN COUNCIL SET

PREVIOUS RELEASE
PLANNING COMMENT SET 1.28.23
PLANNING SUBMITTAL SET 12.12.22
CONCEPTUAL D. R. SET 6.21.22

SHEET TITLE
EXTERIOR FIXTURES

SCALE

ATTACHMENT 3



Town of Ross

Planning Department

Post Office Box 320, Ross, CA 94957

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

www.townofross.org

PLANNING APPLICATION FORM

Type of Application (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Advisory Design Review | <input type="checkbox"/> Minor Exception |
| <input type="checkbox"/> Appeals | <input type="checkbox"/> Non-conformity Permit |
| <input type="checkbox"/> Basement and Attics Exception | <input checked="" type="checkbox"/> Accessory Dwelling Unit |
| <input type="checkbox"/> Certificate of Compliance | <input type="checkbox"/> Tentative Map |
| <input type="checkbox"/> Demolition Permit | <input type="checkbox"/> Tentative Map Amendment |
| <input type="checkbox"/> Design Review | <input type="checkbox"/> Time Extension |
| <input type="checkbox"/> Design Review- Amendment | <input type="checkbox"/> Use Permit |
| <input type="checkbox"/> Final or Parcel Map | <input type="checkbox"/> Variance |
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Zoning Ordinance |
| <input type="checkbox"/> Hillside Lot Permit | <input type="checkbox"/> Amendment Other: |
| <input type="checkbox"/> Lot Line Adjustment | <input type="checkbox"/> Other: |

To Be Completed by Applicant:

Assessor's Parcel No(s): 073-272-05

Project Address: 34 Poplar Ave

Property Owner: Jeff & Cassie Shouger

Owner Mailing Address (PO Box in Ross): 1206

City/State/Zip: Ross, CA 94957 Owner's Phone: 650.339.0717

Owner's Email: jeff.shouger@gmail.com

Applicant: Tristan Warren Architect

Applicant Mailing Address: 1299 4th Street, Ste 401

City/State/Zip: San Rafael, CA 94902 Applicant's Phone: 510.219.2975

Applicant's Email: tristan@twarrenarch.com

Primary point of Contact Email: Owner Buyer Agent Architect

To Be Completed by Town Staff:

Date Received: _____	Planning 5300 _____
Application No.: _____	Tree Permit 5305 _____
Zoning: _____	Fee Program Administration 5315-05 _____
	Record Management 5316-05 _____
	Record Retention 5112-05 _____
	Technology Surcharge 5313-05 _____
	TOTAL FEES: _____

Date paid: _____

Make checks payable to Town of Ross. Fees may not be refunded if the application is withdrawn.

SUBDIVISION INFORMATION ONLY

Number of Lots: _____

LOT LINE ADJUSTMENT ONLY

Describe the Proposed Lot Line Adjustment:

Existing Parcel Size(s) *Parcel 1:* _____ *Parcel 2:* _____

Adjusted Parcel Size(s) *Parcel 1:* _____ *Parcel 2:* _____

PARCEL ONE

PARCEL 2

Owners Signature: _____

Owner's Signature: _____

Date: _____

Date: _____

Owner's Name (Please Print): _____

Owner's Name (Please Print): _____

Assessor's Parcel Number: _____

Assessor's Parcel Number: _____

* If there are more than two affected property owners, please attach separate letters of authorization.

REZONING OR TEXT AMENDMENT ONLY

The applicant wishes to amend Section _____ of the Ross Municipal Code Title 18.

The applicant wishes to Rezone parcel _____ from the _____ Zoning District to _____.

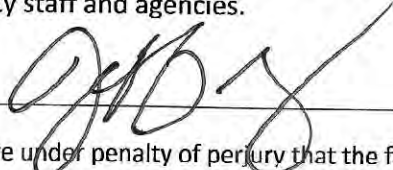
GENERAL OR SPECIFIC PLAN AMENDMENT ONLY

Please describe the proposed amendment:

CERTIFICATION AND SIGNATURES

I, the property owner, do hereby authorize the applicant designated herein to act as my representative during the review process by City staff and agencies.

Owner's Signature: _____



Date: _____

12/13/2022

I, the applicant, do hereby declare under penalty of perjury that the facts and information contained in this application, including any supplemental forms and materials, are true and accurate to the best of my knowledge

Owner's Signature: _____

Date: _____

SIGNATURE:

I hereby authorize employees, agents, and/or consultants of the Town of Ross to enter upon the subject property upon reasonable notice, as necessary, to inspect the premises and process this application.

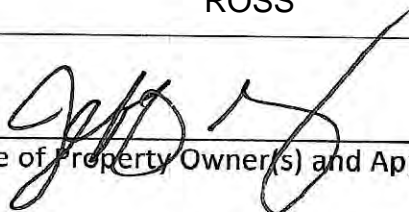
I hereby authorize Town staff to reproduce plans and exhibits as necessary for the processing of this application. I understand that this may include circulating copies of the reduced plans for public inspection. Multiple signatures are required when plans are prepared by multiple professionals.

I further certify that I understand the processing procedures, fees, and application submittal requirements.


I hereby certify that I have read this application form and that to the best of my knowledge, the information in this application form and all the exhibits are complete and accurate. I understand that any misstatement or omission of the requested information or of any information subsequently requested shall be grounds for rejecting the application, deeming the application incomplete, denying the application, suspending or revoking a permit issued on the basis of these or subsequent representations, or for the seeking of such other and further relief as may seem proper to the Town of Ross. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this application was signed at

ROSS 12.13.22

, California on



Signature of Property Owner(s) and Applicant(s)



Signature of Plan Preparer

Notice of Ordinance/Plan Modifications

- Pursuant to Government Code Section 65945(a), please indicate, by checking this box, if you would like to receive a notice from the Town of any proposal to adopt or amend the General Plan, a specific plan, zoning ordinance, or an ordinance affecting building permits or grading permits, if the Town determines that the proposal is reasonably related to your request for a development permit.

Alternate Format Information

The Town of Ross provides written materials in an alternate format as an accommodation to individuals with disabilities that adversely affect their ability to utilize standard print materials. To request written materials in an alternate format please contact us at (415) 453-1453, extension 105.

Consultant Information

The following information is required for all project consultants.

Landscape Architect

Firm _____
 Project Landscape Architect _____
 Mailing Address _____
 City _____ State _____ ZIP _____
 Phone _____ Fax _____
 Email _____
 Town of Ross Business License No. _____ Expiration Date _____

Civil/ Geotechnical Engineer

Firm _____
 Project Engineer _____
 Mailing Address _____
 City _____ State _____ ZIP _____
 Phone _____ Fax _____
 Email _____
 Town of Ross Business License No. _____ Expiration Date _____

Arborist

Firm _____
 Project Arborist _____
 Mailing Address _____
 City _____ State _____ ZIP _____
 Phone _____ Fax _____
 Email _____
 Town of Ross Business License No. _____ Expiration Date _____

Other

Consultant Lawrence A Stevens, PLS
 Mailing Address 7 Commercial Blvd, Ste One
 City Novato State CA ZIP 94949
 Phone 415.382.7713 Fax 415.382.7714
 Email matt@lastevensinc.com
 Town of Ross Business License No. _____ Expiration Date _____

Other

Consultant Tristan Warren Architect
 Mailing Address 1299 4th Street, Ste 401
 City San Rafael State CA ZIP 94901
 Phone 510.219.2975 Fax _____
 Email tristan@twarrenarch.com
 Town of Ross Business License No. _____ Expiration Date _____

Public Welfare

That the granting of a variance will not be detrimental to the public welfare or injurious to other property in the neighborhood in which said property is situated. **Describe why the variance will not be harmful to or incompatible with other nearby properties.**

March 20th, 2023

TRISTAN · WARREN
A R C H I T E C T

Rebecca Markwick & Alex Lopez-Vega
Planning Department
Town of Ross
31 Sir Francis Drake Blvd
Ross, CA 94957

re: 34 Poplar Ave proposed ADU

Record ID: DRP22-0038
APN: 073-272-05

Dear Rebecca & Alex,

Design Narrative for 34 Poplar Ave ADU

The homeowners and design team (project team) for the property at 34 Poplar Ave in Ross are seeking approval for a non-conforming attached ADU that encroaches into the allowed side setback for an ADU by 1' - 7". All other aspects of the ADU conform to current, as of 2023, state and local regulations relating to setbacks (yards), height, and Floor Area (FAR). (Note: the garage will expand to "complete" the architecture of the second floor addition, an addition that requires a variance for which the ADRB unanimously recommends approval)

In May of 2022, the homeowners initially considered putting an ADU on the property. The project team considered various options, including putting a structure in the middle of the backyard conforming to the ADU setback requirements, on top of the garage, etc. We landed on a second-story ADU of 800 SF that aligned with the front of the garage facing Redwood Drive as the best option.

To partner with the city, the project team started the entitlements process by engaging in a "Conceptual Design Review" with the ADRB at the July 2022 meeting to receive feedback on the initial design.

While the project was well received, there was a general consensus that the 2nd floor bulk extended too far towards Redwood Drive. After a lively debate with and among the ADRB, Steven Sutro provided criteria for reducing the mass on the street:

- Treat the parcel as a double street frontage and use the front yard setback (25') as a basis of design for the front of the ADU
- Do a walking survey of Redwood Drive to look at the local context as a modifier for this setback
- Step the ADU back 5' minimum from the front of the (existing) garage

At this meeting, Mark Fritts also suggested the idea of considering a hip roof facing Redwood Drive to reduce the mass.

Based on the feedback received at July 2022 meeting, the project team made the following modifications to the project:

- Stepped the 2nd-floor mass of the ADU back 3' - 9", which puts us 22' - 9" (consistent with the average in the neighborhood). This distance was based on an evaluation of the average front setback for the residential structures on Redwood Drive in the immediate area of 34 Poplar Ave as well as the proportions & floor area of the ADU:
 - The average setback on the subject side of Redwood Drive, ascertained by our walking survey is 22' - 3"
 - The 3'-9" adjustment reduced the floor area of the ADU by 10%. Any further reduction, in the eyes of the project team, would reduce the functionality of the rooms (spaces) in the ADU past the point where the project would no longer make sense
- Additional modifications to fenestration, materials and mass (dormer modifications) were made to further reduce the perception of mass from Redwood Drive.

These modifications were submitted to the Ross Planning Department and then, once approved administratively, presented again to the ADRB in February 2023:

- The ADRB recommended approval.
- The ADRB members, with the exception of Mark Kruttschnitt, advised that they perceived the ADU mass to be still too close to Redwood Drive. No consensus was provided regarding the distance the facade needed to be moved back
- A number of ADRB members returned to the hip roof idea as a way of reducing the mass of the ADU as perceived from Redwood Drive. In conjunction with the hiping of the roof the ADRB agreed to a raised plate height to allow for adequate fenestration
- A general consensus that the deck was an appropriate response to the condition created by stepping the 2nd floor facade back from the garage facade.

Based on a discussion with Planning Department Staff after the February 2023 hearing, and a desire on the part of the project team to address the comments made by ADRB members regarding the building mass at Redwood Drive the project team did the following:

- Studied the impact of a hip roof on the design of the ADU
- Reached out, through the Planning Department, to the ADRB in order to meet with a representative to discuss additional modifications to reduce the mass. Mark Fritts was selected

On March 8th the project team met with Mark Fritts to review the following options:

- A hip roof for the ADU
- Adjustments to the gable roof that would address the ADU comments

The feedback Mark provided is as follows:

- The hip roof solution presented does address the concern regarding the massing at the street, though it has a more limited design appeal than the gable roof design. The form of the hip roof limits the opportunity for dormers and similar adjustments to the massing. These limitations simplify the design and make it less appealing than the gable design.
- The gable design would need to be moved further back from the road.

Based on Mark's feedback and a review of the ADRB meeting minutes provided by Planning Staff the project team has made these additional adjustments to the design:

- Move the Redwood Drive facing 2nd floor ADU facade back an additional foot & widen the ADU by 9" towards the south to offset the loss of floor area.
 - This adjustment moves the ADU facade to 4' - 10 1/2" back from the front of the garage and 23' - 10 1/2" from the property line
- Retain the gable roof design

In conclusion, the project team has participated in the design review process in good faith, seeking to understand the Town of Ross' goals as represented by the ADRB and the Planning Department. This included engaging in the voluntary "Conceptual Design Review" hearing and seeking further input after our ADRB hearing to clarify the ADRB's intent as expressed by their comments. Throughout this process the project team has listened to the comments and endeavored to modify the design as recommended:

- Conceptual Design Review (July 2022): breaking up the facade of the building, decreasing the massing, and moving the project back from the street
- ADRB Hearing/ Meeting with Mark Fritts (Feb/ March 2023): Further reduction of the building mass as it relates to Redwood Drive by either changing the roof form or stepping the facade further back

In response to both of these hearings, the project team made revisions to the design to address these comments in the most appropriate manner. While at the same time, maintaining the proportions of a functional ADU and a design that the team feels enhances the property and the neighborhood. For these reasons, the project has received overwhelming support from the immediate neighbors and a recommendation of approval from the ADRB. We look forward to presenting the latest iteration of the project to the Town Council.

Sincerely,

Tristan Warren

March 21st, 2023

Rebecca Markwick & Alex Lopez-Vega
Planning Department
Town of Ross
31 Sir Francis Drake Blvd
Ross, CA 94957

re: 34 Poplar Ave proposed ADU

Record ID: DRP22-0038
APN: 073-272-05

Dear Rebecca & Alex,

As part of the ADU application for 34 Poplar Ave the project proposes adding to the south side of the garage additional interior space of 76 SF (21' - 10" long by 3' - 6" wide). This space is intended to "complete the architecture" of the second floor ADU above and received a unanimous ADRB recommendation of variance approval for this area. The variance required for the project is for exceeding the allowed parcel FAR of 20%.

Please find our responses to the Variance findings:

1. That there are special circumstances or conditions applicable to the land, building or use referred to in the application.

34 Poplar is a 50 foot wide street to street parcel with an area of 7,500 SF. The parcel is in the flood way and adjacent to a C1 commercial parcel. The abutting residential structures to the south sit within the side yard setback: 19 Redwood Drive (> 1' - 0") and 36 Poplar (+/- 3'-0") from the shared property line.

The project goal is to build an ADU. In order to include a FAR conforming ADU on the parcel with the least impact to the abutting residential neighbors and maintain the floor level above the floodway the ADU is located above the garage on the second floor. To maintain the maximum possible setback from Redwood Drive the ADU facade is set back from the front of the garage and the ADU widened beyond the south wall of the garage.

The requested FAR variance results from the 2nd floor location and footprint of the ADU. To complete the architectural building envelope, the goal is to widen the garage to maintain the face of the ADU wall from eave to grade. This "infill" in the garage below the ADU footprint constitutes a 1% (76 SF) increase to the FAR of a non-conforming parcel.

2. That granting of the application is necessary for the preservation and enjoyment of substantial property rights.

The allowable FAR for R-1 zoning is 20%. Many of the parcels in the immediate area (neighborhood) of 34 Poplar Ave are older homes, similar in age to the structure on 34 Poplar, that were constructed prior to the current FAR requirements. A survey of the assessor's

records indicates that a substantial number of these, including most in the 272 map area exceed the current allowable FAR. Other parcels in the 272 map area, including the abutting parcel to the north, are zoned C-1 a designation that does not have a FAR limitation.

The 76 SF garage addition to the current existing non-conforming FAR of 34% constitutes a 1% increase of FAR to a FAR of 35%, an FAR percentage not unheard of in this area.

Further, by design the 76 SF addition, when added to the 703 SF ADU does not exceed the FAR exempt ADU total of 800 SF. The addition to the garage, while part of the ADU design and construction cannot be included in the ADU total only because it is not contiguous with the second floor ADU, but under it.

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

From the beginning, one of the the project goals has been to find a location for the proposed ADU that provided the least impact on the abutting residential neighbors to the south. Further modifications made to the ADU to increase its distance from Redwood Drive resulted a configuration that makes it architecturally desirable to modify the garage footprint to conform with the width of the ADU above.

The location of the addition to the garage lies within the parcel's "building envelope" for garage structures as defined by the side and rear setbacks.

Sincerely,

Tristan Warren

January 30th, 2023

Rebecca Markwick & Alex Lopez-Vega
Planning Department
Town of Ross
31 Sir Francis Drake Blvd
Ross, CA 94957

re: Neighbor Outreach Notification

Record ID: DRP22-0038
APN: 073-272-05

Dear Rebecca & Alex,

During the month of December the homeowner at 34 Poplar Ave, Jeff Shouger, contacted his immediate neighbors to discuss his family's intentions to build an ADU on his parcel. To facilitate this discussion Tristan Warren Architect provided Jeff with a "design set" of the following documents:

- G-0.0 Title Sheet
- A1.0 Site Plans
- A2.0 Existing Overall Plan
- A2.2 Proposed Plans
- A3.0 thru A3.3 - Existing and Proposed Exterior Elevations
- A4.0 Proposed Sections

Jeff was able to communicate with or obtain responses from the following neighbors:

- Lisa & Mike Gorham - Redwood Ave
- Dick Lobo - Redwood Ave
- Stuart Green - Redwood Ave
- Michael Lind - Redwood Ave
- Patrick - Redwood Ave

All of these neighbor expressed support for the project to Jeff. Jeff also reached out to Zane and Anne Morrissey at 36 Poplar, but received no response.

Sincerely,

Tristan Warren

ATTACHMENT 4

MINUTES

Special Meeting of the
Ross Advisory Design Review Group
7:00 PM, Tuesday, February 15, 2023

Video and audio recording of the meeting is available online at the Town’s website at:
townofross.org/meetings.

1. 7:00 p.m. Commencement

ADR Group Chair Kruttschnitt called the meeting to order.

Present: Laura Dewar, Josefa Buckingham, Stephen Sutro and Mark Fritts.

Director Rebecca Markwick and Assistant Planner Alex Lopez-Vega were present representing staff.

2. Approval of Minutes.

The ADR Group minutes were unanimously approved.

3. Open Time for Public Comments

No comments were provided.

4. Planning Applications/Projects

- a. Property Address:** 28 Walnut Avenue
- A.P.N.:** 073-171-03
- Applicant:** Bressack and Wasserman Architects
- Property Owner:** John and Gabrielle Bressack Gantus
- Zoning:** R-1:B-10
- General Plan:** ML (Medium Low Density)
- Flood Zone:** X (Moderate Risk)

Project Summary: The applicant requests approval of Demolition and Design Review applications. The project includes remodeling and a renovation of the existing single-family home, removing the office and deck in the side yard setback, replacing the various roof structures with one coherent roof design, and demolition of the carport at Walnut Avenue. New landscaping and hardscape is also being proposed throughout the property

Director Markwick presented the project, as well as the project architect, Phoebe Bressack.

Andrew Bassick, Hanson Bridgett LLP spoke on behalf of the owners of 15 Walnut and 10 Olive, he mentioned the email that was sent previously. He indicated that the project applicant did not change anything to the design, instead changed the permitting strategy. There are still privacy issues for his client into their pool area. would impact his clients

privacy. He suggested continuing the item so that the architect can go back to the drawing board.

Laura Dewar

- Does not feel that the comments were heard that the applicant found a work around instead.
- Bridge increases bulk and mass.

Joey Buckingham

- Removed the ADU and the ADR is not allowed to comment, however the total development has a large feeling/
- Against the bridge, thinks the buildings would be better separated which would provide more breathing room.
- Bridge goes away and the fenestration could be better addressed.
- ADR typically does not allow second story decks, however it is very far away so there would be no privacy issues. The posts of the deck look spindly.
- Disappointed in the size of the ADU.
- Front door can be more celebrated, change the scale of the it to make it a grand front door.

Mark Kruttschnitt

- Mass is still too large.
- Does not like the bridge.
- Second story decks are never favorable, this one is not supported.

Mark Fritts

- Mass of the project is too large.
- If deck remains more detailing is needed and different railing treatment
- Agrees with the comments about the deck by Mark and Joey
- Shed roofs could use more details, including the whole façade.
- Agrees on the bridge, adds to bulk and mass.
- Eliminate the deck, although it is pretty far from the property line, the glazing needs to be worked out.

Stephen Sutro

- Thinks the deck is okay, however needs some more architectural details.
- Bridge is a little large but will defer to the rest of the ADR members.

b. Property Address: 10 Southwood Avenue

A.P.N.: 073-151-23
Applicant: Julie Johnson/ JMJ Studios
Property Owner: Ron Abta
Zoning: R-1:B-20
General Plan: L (Low Density)
Flood Zone: X (Moderate Risk)

Project Summary: The applicant requests approval for Design Review, and a Variance. The project includes demolishing the existing carport between the main house and the cottage and construction of a new pergola style carport, as well as relocating the driveway, and adding a new dormer. The project also proposes new landscaping and hardscape throughout the property.

Mark Kruttschnitt recused himself because he lives within 500 feet of the property. Assistant Planner Lopez gave the staff report and presentation. Julie Johnson presented the project on behalf of her clients.

The public hearing was opened, and no one wished to speak.

Stephen Sutro

- Project looks great.
- Suggested some design changes for the trellis, mock it up, larger posts.

Laura Dewar

- Supports project, moving the driveway makes sense.
- The Trellis color might make it stick out, love the house color.
- Changes to guest house seem fine.

Joey Buckingham

- Love the green of the house color.
- Trellis color is too bright and having it white will be a maintenance nightmare.
- Suggests painting the parking trellis the same color as the house.
- The guest house should match the main house.

Mark Fritts

- Supports the project as designed.
- Front door trellis can be white.
- Parking trellis should be darker.
- The green is very dark; however it is a personal opinion
- Successful project

c. Property Address: 41 Poplar Avenue
A.P.N.: 073-273-04
Applicant: Eric M. Spletzer
Property Owner: Michael and Mindy Whittington
Zoning: R-1:B7_5
General Plan: ML (Medium Low Density)
Flood Zone: AE (Floodway)

Project Summary: The applicant is requesting approval of Design Review and a Variance. The project includes lifting the existing two-story single-family residence 3'8" so that the home is compliant with FEMA. The project includes expanding the second story deck and removing the

existing stairs. A new first story porch is proposed below the new second story deck which will encroach into the side yard setback.

Assistant Planner Lopez presented the staff report and Eric Spletzer presented on behalf of his clients, the homeowners.

The public hearing was opened, and no one wished to speak.

Steven Sutro

- Supports the project as designed.
- Suggests even adding more height if it helps prevent further flooding.
- Height is fine from an architectural critique standpoint.
- Supports the Variance given the 15-foot setbacks.
- Design of terrace is really cool.
- Upper deck is a little close to the neighbor, suggest a planter at the side for privacy.

Joey Buckingham

- Supports the project as designed.
- Should raise it even more if the fenestration changes to match the scale of the walls. Windows should be taller.
- Normally ADR does not support second story decks, if there was a second means of egress, she could support it.

Mark Fritts

- Height is supportable.
- Agrees with Joey about the windows.
- Look at proportions of garage and windows.
- Can't make a finding for the second story deck especially making it larger.
- Support ground floor deck.

Laura Dewar

- Supports the height increase.
- Supports the second story deck especially because it is already there.

Mark Kruttschnitt

- Supports the height increase.
- Does not support the second story deck.
- Ground floor deck is okay.

d. Property Address: 34 Poplar Avenue
A.P.N.: 073-272-05
Applicant: Tristan Warren Architect
Property Owner: Jeff and Cassie Shouger
Zoning: R-1:B7_5

General Plan: ML (Medium Low Density)
Flood Zone: AE (Floodway)

Project Summary: The applicant is requesting approval of an Accessory Dwelling Unit (ADU) Permit to construct a 710 square foot attached ADU over the existing garage and patio with a new deck. Due to the location of the proposed ADU, the ADU is encroaching into the side yard setback, therefore requiring an ADU Permit.

Assistant Planner Lopez presented the staff report. Tristan Warren introduced the project on behalf of the homeowners. THE ADR members asked the architect questions and he answered them to provide clarification.

The public hearing was opened and Michael Lind supported the project and the location of the ADU above the garage. Jeff Shouger spoke about the project, reduction of the massing and façade from the street. Jeff indicated that he did a lot of public outreach and the neighbors were all supportive.

Mark Kruttschnitt

- Supports the project.
- Likes the ADU over the garage, likes where it is set.
- Does not like the second story deck, thinks it is impactful to the people on the street.
- Lots of glazing on one side of the ADU especially if there is not a deck.
- No reason to shorten the garage, will not make a difference in the actual mass of the structure.
- Supports the project as is with the second story deck removed and the glazing removed.

Steven Sutro

- Generally, supports the project with some modifications.
- Move the garage 2 feet back.
- Move the ADU 2 feet back.
- The third skylight closest to the street should be removed.
- Wishes that the roof shapes were more cohesive, maybe a hip at the front.
- Thinks deck is okay, given the business of the street.
- Is okay with widening the garage.
- The architect asked a question about the hipped roof suggestion.

Joey Buckingham

- Would like to see the ADU pushed back as far as possible.
- Is fine with the 2 feet setback.
- The ADU is well placed.
- The propose ADU is dwarfing the existing house, would like to see the ADU and main house match.
- Is okay with widening the garage.

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- Change the roof to a hip roof.

Mark Fritts

- Likes the location of the ADU.
- Would like to see the ADU pulled back.
- Supports the deck.
- Would like to see the roof change from a gable roof to a hip roof.
- Would like to see the ADU match the existing home.
- Likes the materials of the ADU.

Laura Dewar

- Generally, supports the project.
- Want the ADU pushed back more.
- Supports the deck.

5. Conceptual ADR

6. Information and Discussion.

7. New Agenda Items.

Adjournment, 9:15 PM.

Next scheduled regular meeting date and time: March 21, 2023, at 7:00 PM.