



Staff Report

Date: December 14, 2023
To: Mayor Brekhus and Council Members
From: Alex Lopez-Vega, Assistant Planner
Subject: Akram Residence, 20 Allen Avenue – Design Review

Recommendation

Town Council consideration of Design Review for the project described below located at 20 Allen Avenue. The Town Council may adopt Resolution No. 2347 (Attachment 1) approving the Design Review, subject to conditions.

Property Owner: Steve Akram
Applicant: Matthew Kennedy
Street Address: 20 Allen Avenue
Parcel Number: 073-241-17
Zoning: R-1: B-7_5
General Plan: ML (Medium Low Density)
Flood Zone: AE (Floodway)

Project Data

	Code Standard	Existing	Proposed
Impervious Surface	Minimize and/or mitigate for any increase.	2,515 SF	7,640 SF

Project Description:

The applicant requests approval for Design Review. The project involves rehabilitation and renovation of existing landscaping over 2,500 square feet. The project proposes to install a new cobblestone driveway apron at Allen Avenue, as well as repair the existing driveway with stabilized decomposed granite to meet Ross Valley Fire Department (RVFD) regulations.

Additionally, the project includes a new bluestone pathway, entry walkway, rear patio expansion, and vegetable garden. The applicant proposes to install artificial turf in both the front yard and rear yards of the home and new trees and shrubs along the perimeter of the lot to provide screening. A new pool is proposed in the front of the house measuring 12 x 24 feet and the pool equipment will be placed in an enclosure with added acoustic insulation for noise dampening on the west side of the garage all within the buildable envelope. As shown on sheet L2 of the Project Plans, the applicant is proposing a bioretention area and will improve the existing drainage swales to mitigate the impact of increase impervious surfaces and meet the no net runoff policy.

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

The proposed project is subject to the following approvals:

- **Design Review Permit is required pursuant to RMC Section 18.41.010** for the rehabilitation, and/or renovation of existing landscape over 2,500 square feet.

Background

The project site is a 15,135 square-foot irregular shaped lot on Allen Avenue. The lot has a single-family residence and a detached garage with nonconforming setbacks. The lot has an approved Minor Nonconformity Permit to alter the existing nonconforming detached garage due to the side yard setback. The owner applied for a building permit for a comprehensive project involving both interior renovations and exterior upgrades, including siding replacement and painting. The owner and applicant worked with staff to come up with a natural tone for the exterior of the home, choosing Coventry grey for the main structure, charcoal-trimmed doors and white-trim for the windows.

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 November 14, 2023, the proposed project was reviewed by the Advisory Design Review (ADR) group. The ADR members supported the design of the proposed pool as drawn since the location of the pool is within the buildable envelope. The ADR group provided feedback on the project, focusing on the driveway, concrete patio, the pool equipment, and screening on the property. In response to their recommendations, the applicant revised the plans, incorporating stabilized decomposed granite to meet RVFD regulations, the applicant also removed the concrete patio away from the pool and instead added artificial turf. The applicant included an enclosure with added acoustic insulation for noise reduction for the pool equipment and worked with the adjacent neighbor at 22 Allen Avenue to provide sufficient screening along the east side of their property.

Draft minutes of the November 14, 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 development 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 the 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))**

The project provides design consistent with the scale and quality of existing development; preserves and enhances the historical "small town," provides 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 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. Landscaping protects privacy between properties and is compatible with the surrounding neighborhood. The plans meet the Town's no net runoff policy.

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 on the Town 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 were received at the time of writing this report.

Attachments

1. Resolution No. 2347
2. Project Plans
3. Project Application and Materials
4. Correspondence
5. Draft ADR Meeting Minutes, November 14, 2023

ATTACHMENT 1

TOWN OF ROSS

RESOLUTION NO. 2347

RESOLUTION OF THE TOWN OF ROSS APPROVING DESIGN REVIEW TO REHABILITATE AND RENOVATE EXISTING LANDSCAPING OVER 2,500 SQUARE FEET AND A NEW POOL AT 20 ALLEN AVENUE, A.P.N. 073-241-17

WHEREAS, applicant Matthew Kennedy, on behalf of property owner, Steve Akram, has submitted an application requesting consideration of Design Review that involves rehabilitating and renovating existing landscaping over 2,500 square feet, the project proposes to install new cobblestone driveway entryway, as well as repair the existing driveway with decomposed granite. A new pool is proposed in the front of the house measuring 12 x 24 feet and the pool equipment will be placed on the west side of the garage within the buildable envelope. A new irrigation system, and drainage repair and improvements, are also proposed. The applicant is proposing a bioretention planter and existing drainage swales to mitigate the impact of increase impervious surfaces at 20 Allen Avenue, A.P.N. 073-241-17 (herein referred to as “the Project”).

WHEREAS, the Project was 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 minor alteration of existing private structures, facilities, or topographical features, involving negligible or no expansion of existing or former use; and

WHEREAS, on December 14, 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 to allow the Project, subject to the Conditions of Approval attached as Exhibit “B”.

The foregoing resolution was duly and regularly adopted by the Ross Town Council at its regular meeting held on the 14th day of December 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Cyndie Martel, Town Clerk

Elizabeth Brekhus, Mayor

EXHIBIT "A"
FINDINGS
20 ALLEN AVENUE
A.P.N. 073-241-17

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

(1) The project is consistent with the purpose of Design Review as outlined in 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," provides very low-density character and identity that is unique to the Town of Ross; enhances the area in which the Project is located; and promotes and implements the design goals, policies and criteria of the Ross general plan.

(2) The project is in substantial compliance with the design criteria of 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. Building materials and colors minimize visual impacts and blend with the existing landforms and vegetative cover, including wood and stone. Good access, circulation and off-street parking would be provided consistent with the features of the site. Landscaping would be integrated into the architectural scheme to accent and enhance the appearance of the development. The Project would maximize permeability so that the post-development stormwater runoff rates from the site would be no greater than pre-project rates.

(3) 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.

EXHIBIT "B"
CONDITIONS OF APPROVAL
20 ALLEN AVENUE
A.P.N. 073-241-17

1. This approval authorizes Design Review to rehabilitate and renovate existing landscaping over 2,500 square feet, the project includes a new cobblestone driveway entryway, as well as repair the existing driveway with decomposed granite. A new pool is also proposed measuring 12 x 24 feet and the pool equipment will be placed on the west side of the garage within the buildable envelope. A new irrigation system, and drainage repair and improvements will be included at 20 Allen Avenue, A.P.N. 073-241-17 (herein referred to as "the Project").
2. The building permit shall substantially conform to the plans prepared by Matthew Kennedy Landscape Architecture, entitled, "20 Allen Avenue", dated 11/28/23; and reviewed and approved by the Town Council on December 14, 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. Inspection and approval by the Town Engineer shall be required.
 - b. 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.
 - c. A registered Architect or Engineer's stamp and signature must be placed on all plan pages.
 - d. 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.
 - e. 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).
 - f. 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.
 - g. 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.
 - h. An encroachment permit is required from the Department of Public Works prior to any work within a public right-of-way.
 - i. 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.

- j. 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).
- k. 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.
- l. A copy of the building permit shall be posted at the site and emergency contact information shall be up to date at all times.
- m. 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.
- n. Inspections shall not be provided unless the Town-approved building permit plans are available on site.
- o. 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).
- p. 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.

- q. 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.
- r. 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.
- s. 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.
- t. 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.
- u. The applicant shall work with the Public Works Department to repair any road damage caused by construction. Applicant is advised that, absent a clear video evidence to the contrary, road damage must be repaired to the satisfaction of the Town prior to project final. Damage assessment shall be at the sole discretion of the Town, and neighborhood input will be considered in making that assessment.
- v. Final inspection and written approval of the applicable work by Town Building, Planning and Fire Department staff shall mark the date of construction completion.
- w. 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.
- x. BEFORE FINAL INSPECTION, the Soils Engineer shall provide a letter to the Department of Public Works certifying that all grading and drainage has been constructed according to plans filed with the grading permit and his/her recommendations. Any changes in the approved grading and drainage plans shall be certified by the Soils Engineer and approved by the Department of Public Works. No modifications to the approved plans shall be made without approval of the Soils Engineer and the Department of Public Works.

- i. The existing vegetation shall not be disturbed until landscaping is installed or erosion control measures, such as straw matting, hydroseeding, etc., are implemented.
 - ii. All construction materials, debris and equipment shall be stored on site. If that is not physically possible, an encroachment permit shall be obtained from the Department of Public Works prior to placing any construction materials, debris, debris boxes or unlicensed equipment in the right-of-way.
 - iii. The applicant shall provide a hard copy and a CD of an as-built set of drawings, and a certification from all the design professionals to the building department certifying that all construction was in accordance with the as-built plans and his/her recommendations.
10. The Design Review approval shall expire without notice two years after the effective date unless construction or other authorized action has commenced or, for approvals not associated with construction, if the approved activity has been initiated in full compliance with all applicable conditions, ordinances or resolutions (the "original expiration date"). Once a building permit has been issued for the approved project, the approval shall remain valid as long as the building permit remains in effect. The town council may extend the original expiration date up to one year after a public meeting. An application for an extension shall be filed with the planning department prior to the original expiration date on forms prepared by the town planner and accompanied by a penalty fee as set by resolution of the town council for failure to complete the project by the original expiration date. Notice of the extension request shall be provided as required for the original application. In order to approve an extension, the town council must determine that the findings made in the original approval remain valid. The extension may be conditioned to comply with any development standards which may have been enacted since the permit was initially approved.
11. 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.

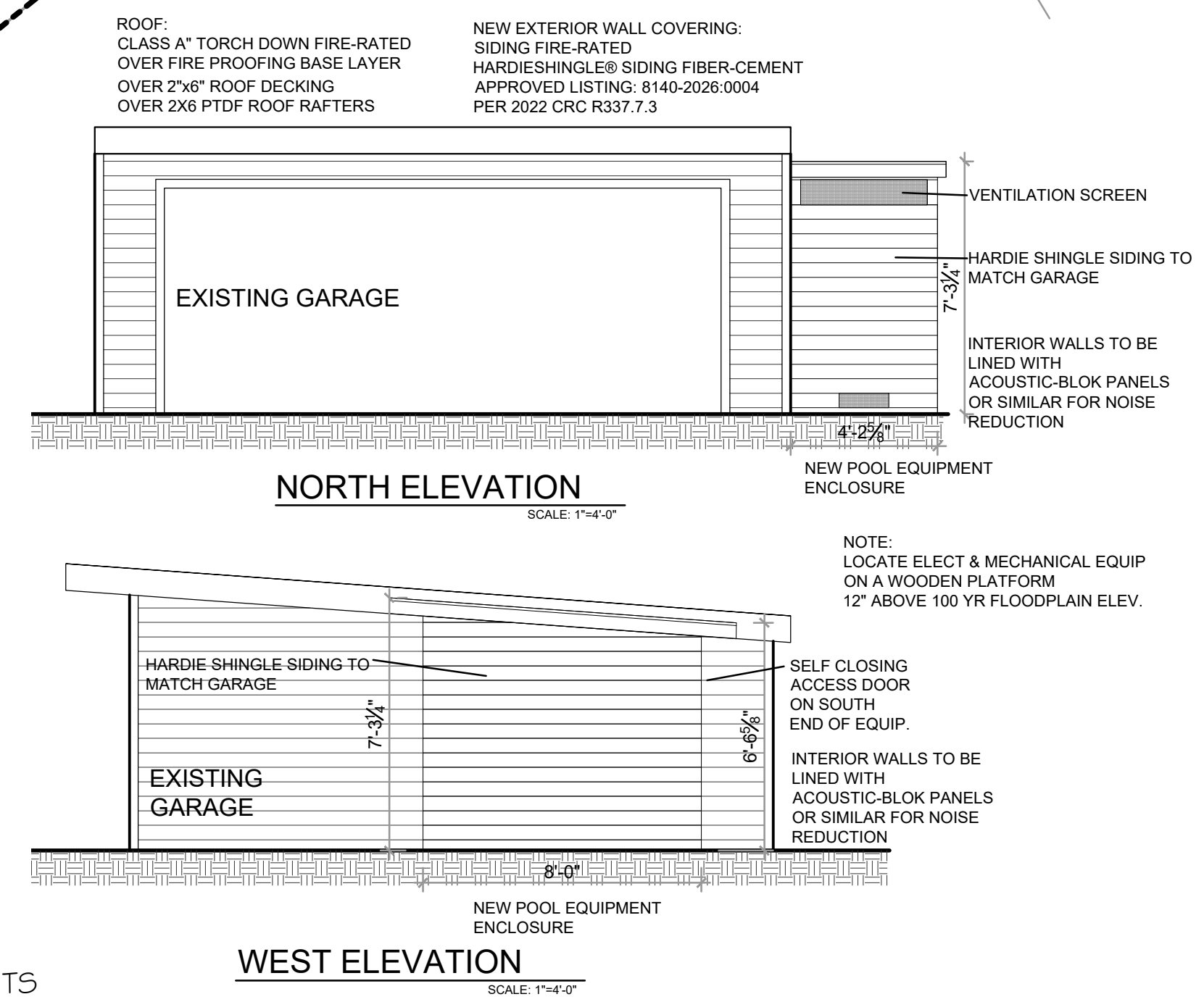
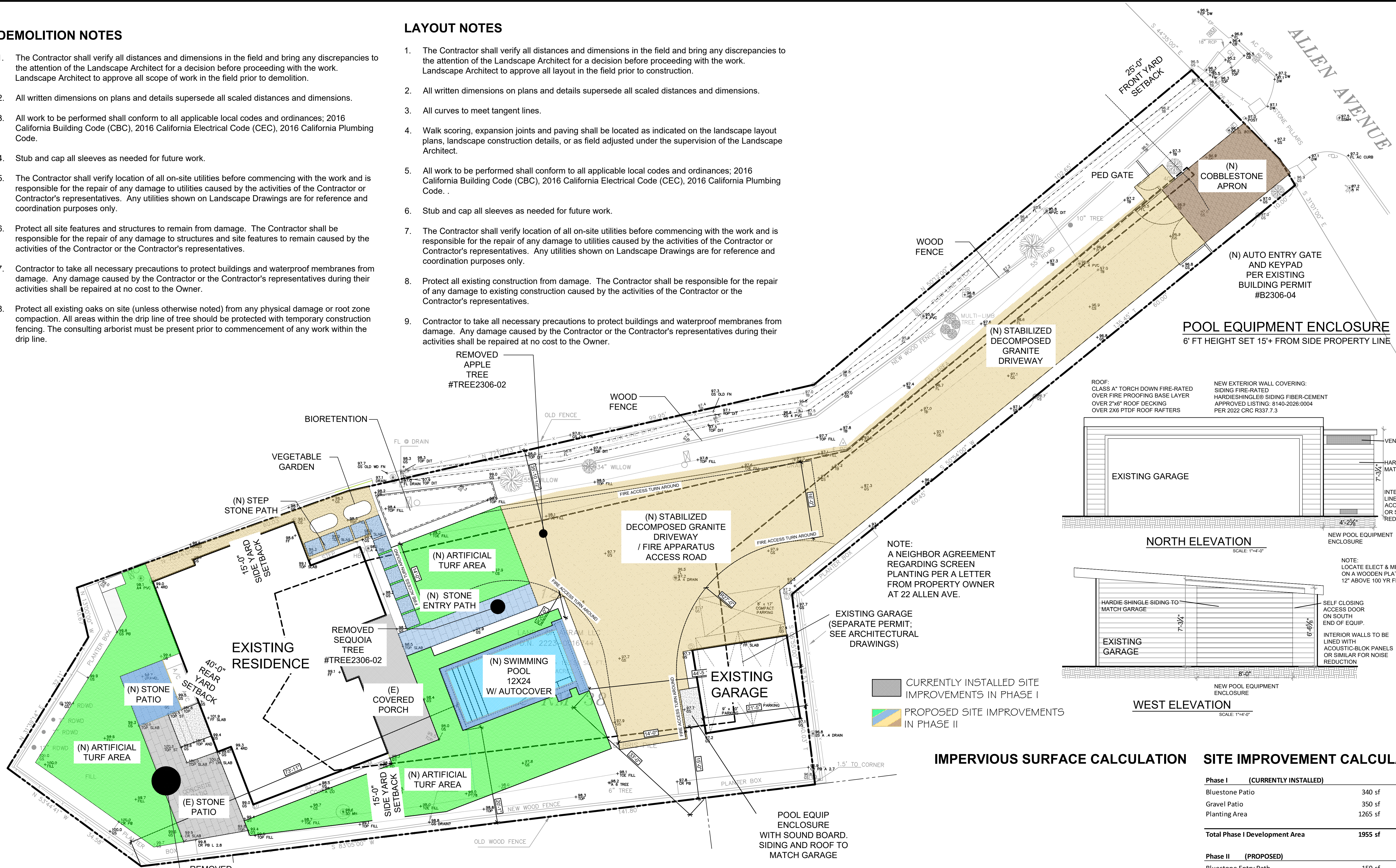
ATTACHMENT 2

DEMOLITION NOTES

- The Contractor shall verify all distances and dimensions in the field and bring any discrepancies to the attention of the Landscape Architect for a decision before proceeding with the work. Landscape Architect to approve all scope of work in the field prior to demolition.
- All written dimensions on plans and details supersede all scaled distances and dimensions.
- All work to be performed shall conform to all applicable local codes and ordinances; 2016 California Building Code (CBC), 2016 California Electrical Code (CEC), 2016 California Plumbing Code.
- Stub and cap all sleeves as needed for future work.
- The Contractor shall verify location of all on-site utilities before commencing with the work and is responsible for the repair of any damage to utilities caused by the activities of the Contractor or Contractor's representatives. Any utilities shown on Landscape Drawings are for reference and coordination purposes only.
- Protect all site features and structures to remain from damage. The Contractor shall be responsible for the repair of any damage to structures and site features to remain caused by the activities of the Contractor or the Contractor's representatives.
- Contractor to take all necessary precautions to protect buildings and waterproof membranes from damage. Any damage caused by the Contractor or the Contractor's representatives during their activities shall be repaired at no cost to the Owner.
- Protect all existing oaks on site (unless otherwise noted) from any physical damage or root zone compaction. All areas within the drip line of tree should be protected with temporary construction fencing. The consulting arborist must be present prior to commencement of any work within the drip line.

LAYOUT NOTES

- The Contractor shall verify all distances and dimensions in the field and bring any discrepancies to the attention of the Landscape Architect for a decision before proceeding with the work. Landscape Architect to approve all layout in the field prior to construction.
- All written dimensions on plans and details supersede all scaled distances and dimensions.
- All curves to meet tangent lines.
- Walk scoring, expansion joints and paving shall be located as indicated on the landscape layout plans, landscape construction details, or as field adjusted under the supervision of the Landscape Architect.
- All work to be performed shall conform to all applicable local codes and ordinances; 2016 California Building Code (CBC), 2016 California Electrical Code (CEC), 2016 California Plumbing Code.
- Stub and cap all sleeves as needed for future work.
- The Contractor shall verify location of all on-site utilities before commencing with the work and is responsible for the repair of any damage to utilities caused by the activities of the Contractor or Contractor's representatives. Any utilities shown on Landscape Drawings are for reference and coordination purposes only.
- Protect all existing construction from damage. The Contractor shall be responsible for the repair of any damage to existing construction caused by the activities of the Contractor or the Contractor's representatives.
- Contractor to take all necessary precautions to protect buildings and waterproof membranes from damage. Any damage caused by the Contractor or the Contractor's representatives during their activities shall be repaired at no cost to the Owner.



NOTE: A NEIGHBOR AGREEMENT REGARDING SCREEN PLANTING PER A LETTER FROM PROPERTY OWNER AT 22 ALLEN AVE.

LEGEND:
 [Grey Box] CURRENTLY INSTALLED SITE IMPROVEMENTS IN PHASE I
 [Green Box] PROPOSED SITE IMPROVEMENTS IN PHASE II

IMPERVIOUS SURFACE CALCULATION SITE IMPROVEMENT CALCULATION

Phase I (CURRENTLY INSTALLED)	
Bluestone Patio	340 sf
Gravel Patio	350 sf
Planting Area	1265 sf
Total Phase I Development Area	1955 sf
Phase II (PROPOSED)	
Bluestone Entry Path	150 sf
Bluestone Patio - Rear	105 sf
Bluestone Step Pads	105 sf
Swimming Pool	395 sf
Pool Deck	0 sf
Pool Equipment Pad	30 sf
Gravel Side yard	260 sf
DG Driveway	3910 sf
Cobble Driveway Entry	325 sf
Turf Areas	2200 sf
Planting Area	1530 sf
Total Phase II Development Area	9010 sf

MATERIAL EXAMPLES

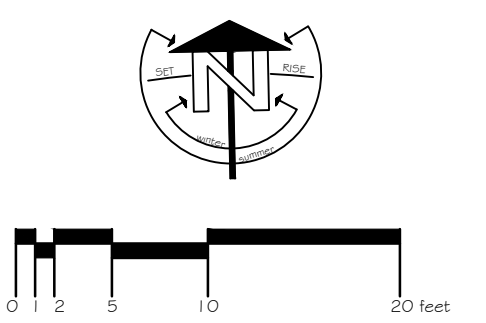


AKRAM RESIDENCE
 20 Allen Avenue
 Ross, CA 94957
 APN# 073-241-17

revisions:

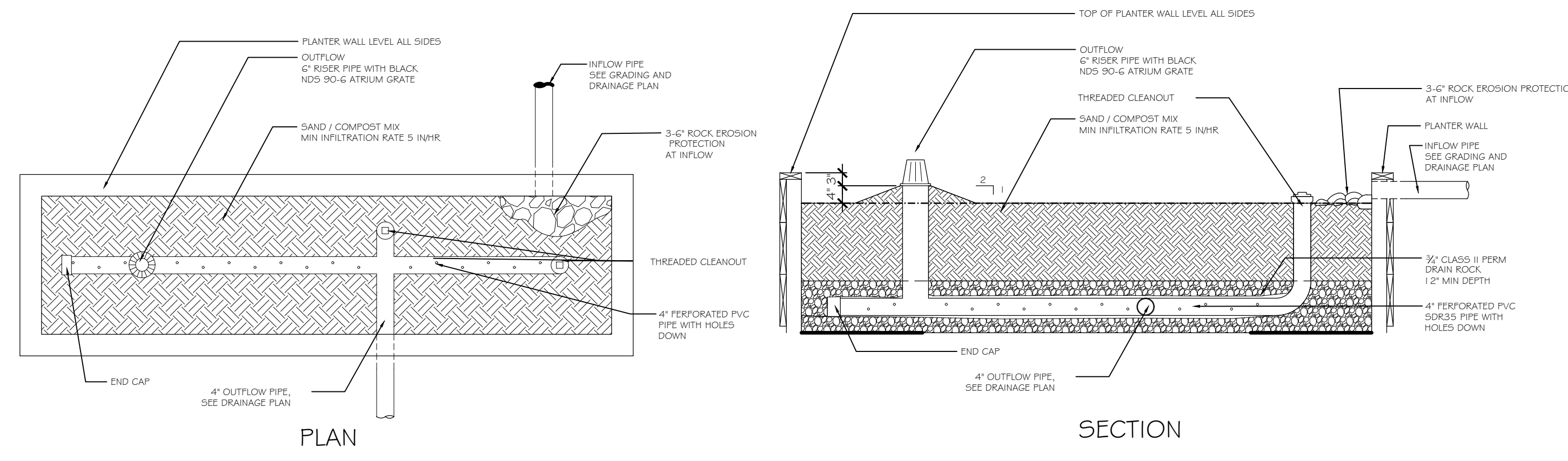


LANDSCAPE SITE PLAN
 date: 11-29-2023
 scale: 1"=10'-0"
 sheet: L1

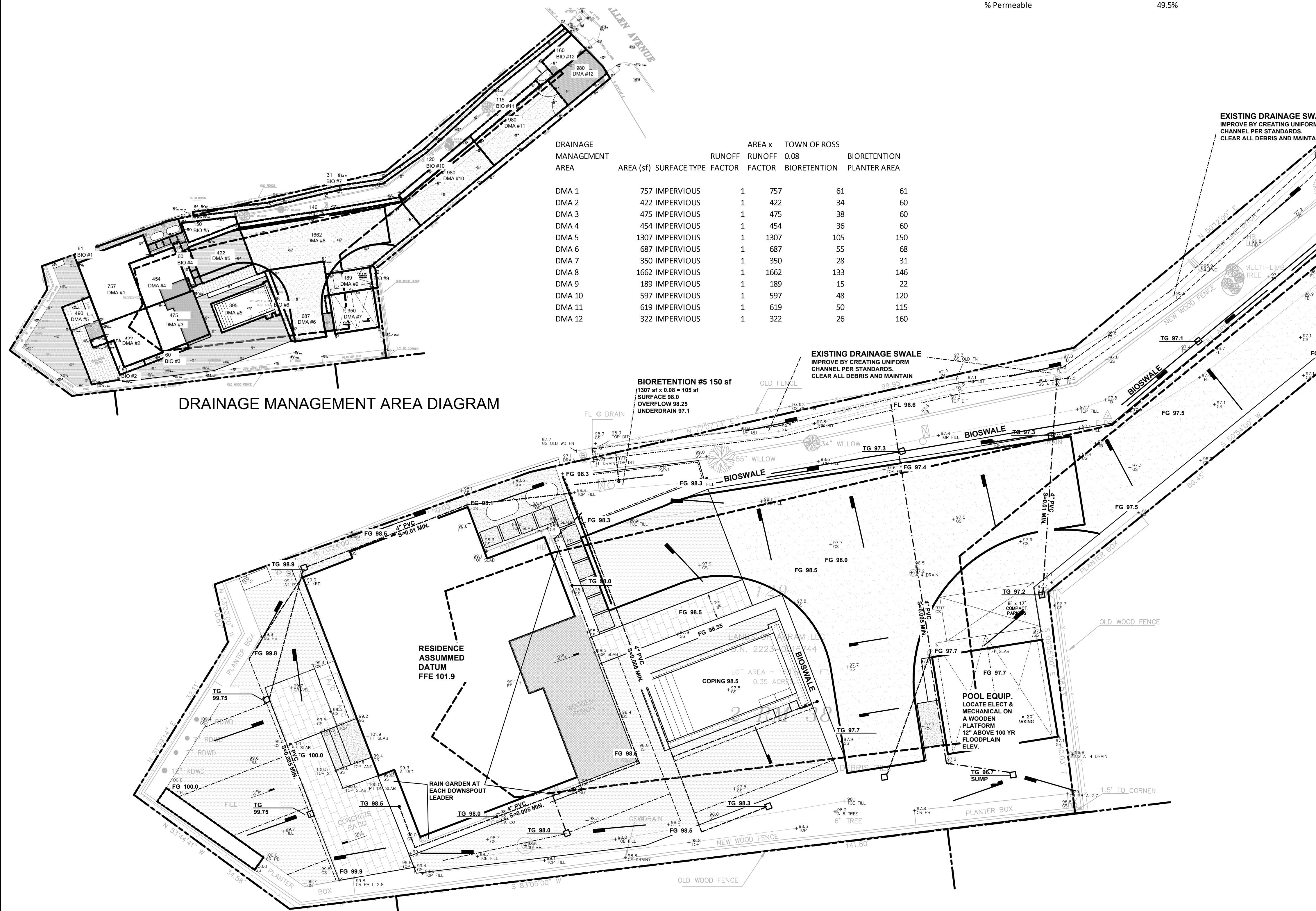


IMPERVIOUS SURFACE CALCULATION

Lot Size	15135 sf
Impervious Surfaces	
House	1825 sf
Garage	350 sf
Stone Patios	445 sf
Stone Entry Path	150 sf
Step Stone paths	105 sf
Swimming Pool	395 sf
Pool Decking	0 sf
Pool Equipment Enclosure	30 sf
DG Driveway	3910 sf
Turf - Front - Fire turn	430 sf
Total Impervious	7640 sf
% Impervious	50.5%
Permeable Surfaces	
Turf - Front	1050 sf
Turf - Rear	795 sf
Planting areas	5650 sf
Total Impervious	7495 sf
% Permeable	49.5%



BIO-RETENTION PLANTER DETAIL
L2
NTS



DRAINAGE MANAGEMENT AREA	AREA (sf)	SURFACE TYPE	RUNOFF FACTOR	AREA x RUNOFF	TOWN OF ROSS 0.08 BIORETENTION	BIORETENTION PLANTER AREA
DMA 1	757	IMPERVIOUS	1	757	61	61
DMA 2	422	IMPERVIOUS	1	422	34	60
DMA 3	475	IMPERVIOUS	1	475	38	60
DMA 4	454	IMPERVIOUS	1	454	36	60
DMA 5	1307	IMPERVIOUS	1	1307	105	150
DMA 6	687	IMPERVIOUS	1	687	55	68
DMA 7	350	IMPERVIOUS	1	350	28	31
DMA 8	1662	IMPERVIOUS	1	1662	133	146
DMA 9	189	IMPERVIOUS	1	189	15	22
DMA 10	597	IMPERVIOUS	1	597	48	120
DMA 11	619	IMPERVIOUS	1	619	50	115
DMA 12	322	IMPERVIOUS	1	322	26	160

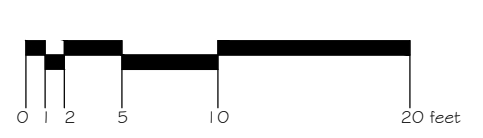
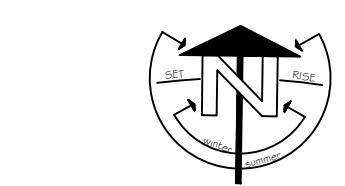
DRAINAGE LEGEND

	EXISTING CONTOUR
	PROPOSED CONTOUR
	SOLID DRAIN LINE 4" SOLID PVC
	PERF DRAIN LINE 4" PERF PVC
	FG 98.85 FINISH SPOT GRADE ELEVATION
	TW 100.5 BW 98.00 BFT 97.25 TOP AND BOTTOM OF WALL, BOTTOM OF FOOTING ELEVATION
	TG 100.5 INV 98.5 TOP OF DRAIN GRATE INVERT OF DRAIN LINE
	CHANNEL DRAIN NDS DS-09 DURKA SLOPE
	5% SLOPE DIRECTION AND %
	SITE DRAINAGE DIRECTIONAL FLOW
	DRAINAGE OUTFALL DISPERSION FLUME
	CATCH BASIN 12" SQ NDS 1200 BLK
	AREA DRAIN 4" ATRIUM GRATE NDS 70 BLK
	SEE SHT L3 EROSION CONTROL MEASURES

GRADING NOTES

- The Landscape Contractor is responsible for installing all aspects of the proposed work in accordance with the Marin County codes and regulations. The Contractor shall verify all rough grades in the field and bring any discrepancies to the attention of the Landscape Architect for a decision before proceeding with the work. All fine grading should insure positive surface drainage in all landscape areas away from structures and directed to the proposed drainage system.
- Any discrepancies between the Landscape Drawings to be brought to the attention of the Landscape Architect for a decision before proceeding with the work.
- Contractors are to exercise extreme care in backfilling and compacting any excavation or trenching in areas previously compacted for other aspects of the work.
- All drainage structures to be connected to the storm drain system as per manufacturer specifications and industry standards.
- All catch basins and other drains are to be free of obstructions and maintained open and free running during and upon completion of the Contractor's work.
- All on-grade areas to receive planting are to be received by the fine grading Contractor within a tenth of a foot of final grade. The Landscape Contractor shall rip compacted rough graded soil to a depth of 8 inches, then till the soil amendment as determined in planting notes.
- The Landscape Contractor shall remove from the site all debris and unsuitable material generated by his operations.
- See soils report for recommendations on soil type, grading procedures, soil compaction, maximum allowable slopes, flatwork base material, etc.
- Minimum paving slope to be 1% typically. Minimum planting area slope to be 2% typically. Bring any discrepancies to the attention of the Landscape Architect for a decision prior to final grading.
- All slopes 2:1 and greater shall have erosion control fabric installed per manufacturer specification.
- Grades to be constant and uniform between spot elevations.

Note: This property is located in a known flood zone. All improvements shall meet local and regional code and standards. All improvements are subject to impact and damage during a flooding event.



AKRAM RESIDENCE
20 Allen Avenue
Ross, CA 94957
APN# 073-241-17

revisions:



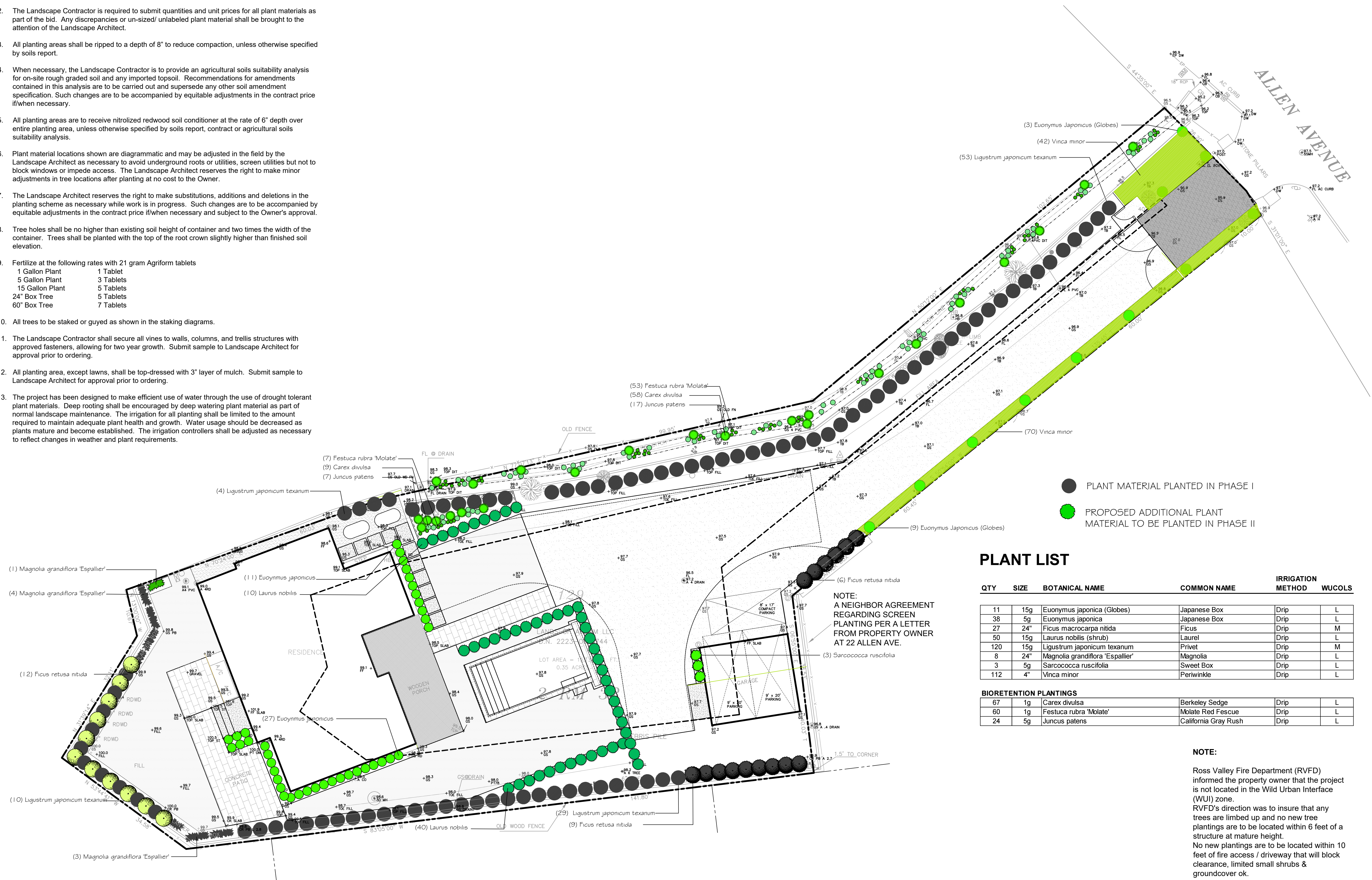
CONCEPTUAL GRADING & DRAINAGE PLAN

date: 11-29-2023
scale: 1"=10'-0"
sheet: L2

PLANTING NOTES

- All landscaping work shall be performed by qualified persons familiar with planting work and under supervision of a qualified planting foreman.
- The Landscape Contractor is required to submit quantities and unit prices for all plant materials as part of the bid. Any discrepancies or un-sized/ unlabeled plant material shall be brought to the attention of the Landscape Architect.
- All planting areas shall be ripped to a depth of 8" to reduce compaction, unless otherwise specified by soils report.
- When necessary, the Landscape Contractor is to provide an agricultural soils suitability analysis for on-site rough graded soil and any imported topsoil. Recommendations for amendments contained in this analysis are to be carried out and supersede any other soil amendment specification. Such changes are to be accompanied by equitable adjustments in the contract price if/when necessary.
- All planting areas are to receive nitrized redwood soil conditioner at the rate of 6" depth over entire planting area, unless otherwise specified by soils report, contract or agricultural soils suitability analysis.
- Plant material locations shown are diagrammatic and may be adjusted in the field by the Landscape Architect as necessary to avoid underground roots or utilities, screen utilities but not to block windows or impede access. The Landscape Architect reserves the right to make minor adjustments in tree locations after planting at no cost to the Owner.
- The Landscape Architect reserves the right to make substitutions, additions and deletions in the planting scheme as necessary while work is in progress. Such changes are to be accompanied by equitable adjustments in the contract price if/when necessary and subject to the Owner's approval.
- Tree holes shall be no higher than existing soil height of container and two times the width of the container. Trees shall be planted with the top of the root crown slightly higher than finished soil elevation.
- Fertilize at the following rates with 21 gram Agriform tablets

1 Gallon Plant	1 Tablet
5 Gallon Plant	3 Tablets
15 Gallon Plant	5 Tablets
24" Box Tree	5 Tablets
60" Box Tree	7 Tablets
- All trees to be staked or guyed as shown in the staking diagrams.
- The Landscape Contractor shall secure all vines to walls, columns, and trellis structures with approved fasteners, allowing for two year growth. Submit sample to Landscape Architect for approval prior to ordering.
- All planting area, except lawns, shall be top-dressed with 3" layer of mulch. Submit sample to Landscape Architect for approval prior to ordering.
- The project has been designed to make efficient use of water through the use of drought tolerant plant materials. Deep rooting shall be encouraged by deep watering plant material as part of normal landscape maintenance. The irrigation for all planting shall be limited to the amount required to maintain adequate plant health and growth. Water usage should be decreased as plants mature and become established. The irrigation controllers shall be adjusted as necessary to reflect changes in weather and plant requirements.



PLANT LIST

QTY	SIZE	BOTANICAL NAME	COMMON NAME	IRRIGATION METHOD	WUCOLS
11	15g	Euonymus japonica (Globes)	Japanese Box	Drip	L
38	5g	Euonymus japonica	Japanese Box	Drip	L
27	24"	Ficus macrocarpa nitida	Ficus	Drip	M
50	15g	Laurus nobilis (shrub)	Laurel	Drip	L
120	15g	Ligustrum japonicum texanum	Privet	Drip	M
8	24"	Magnolia grandiflora 'Espallier'	Magnolia	Drip	L
3	5g	Sarcococca ruscifolia	Sweet Box	Drip	L
112	4"	Vinca minor	Periwinkle	Drip	L

BIORETENTION PLANTINGS					
67	1g	Carex divulsa	Berkeley Sedge	Drip	L
60	1g	Festuca rubra 'Molate'	Molate Red Fescue	Drip	L
24	5g	Juncus patens	California Gray Rush	Drip	L

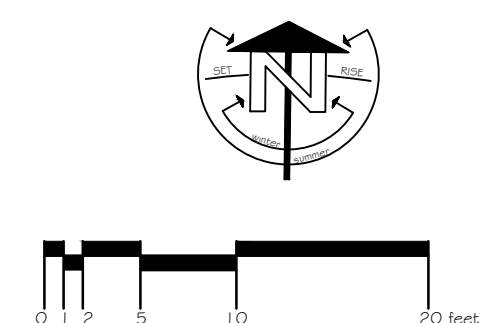
NOTE:
 Ross Valley Fire Department (RVFD) informed the property owner that the project is not located in the Wild Urban Interface (WUI) zone. RVFD's direction was to insure that any trees are limbed up and no new tree plantings are to be located within 6 feet of a structure at mature height. No new plantings are to be located within 10 feet of fire access / driveway that will block clearance, limited small shrubs & groundcover ok.

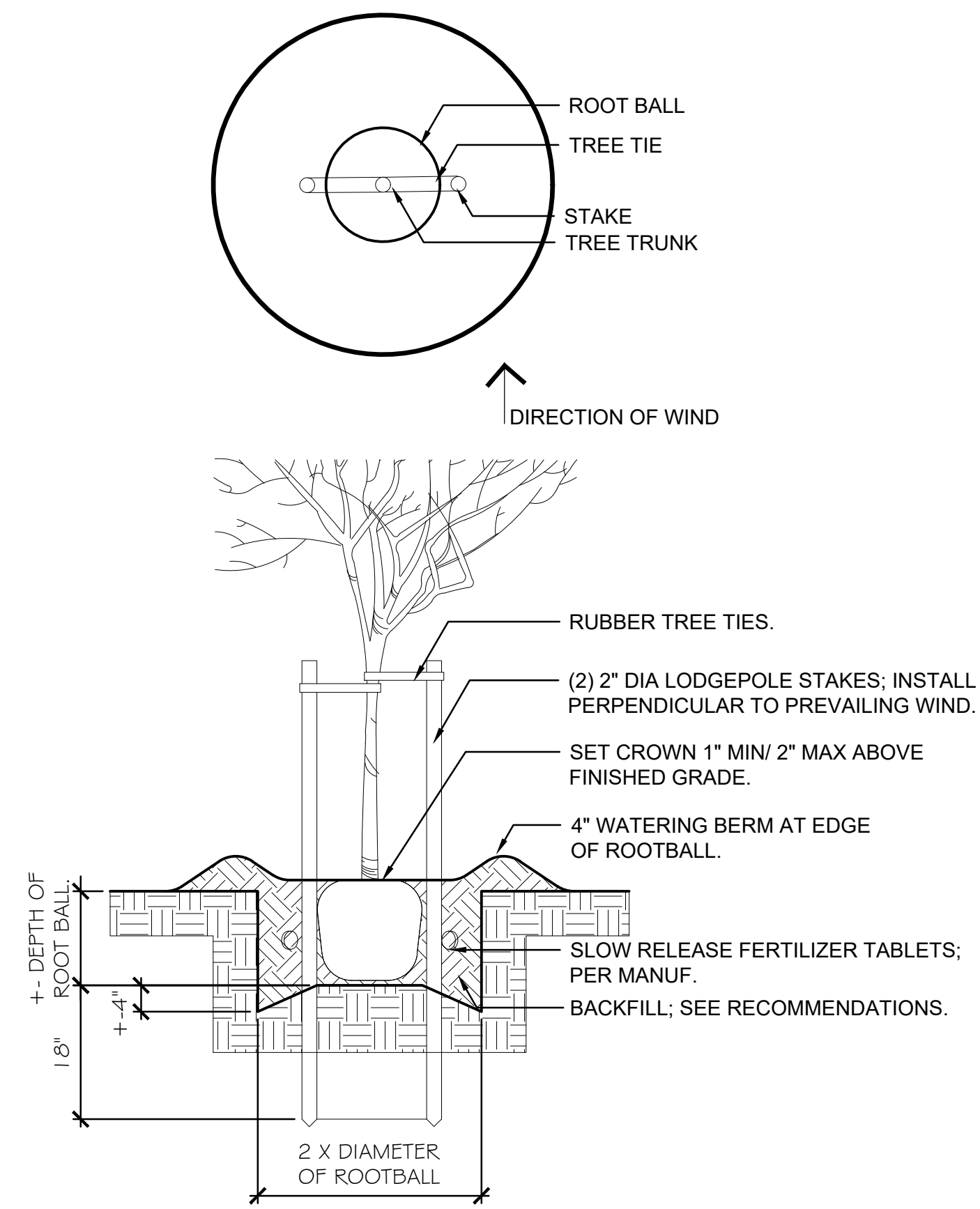
AKRAM RESIDENCE
 20 Allen Avenue
 Ross, CA 94957
 APN# 073-241-17

revisions:

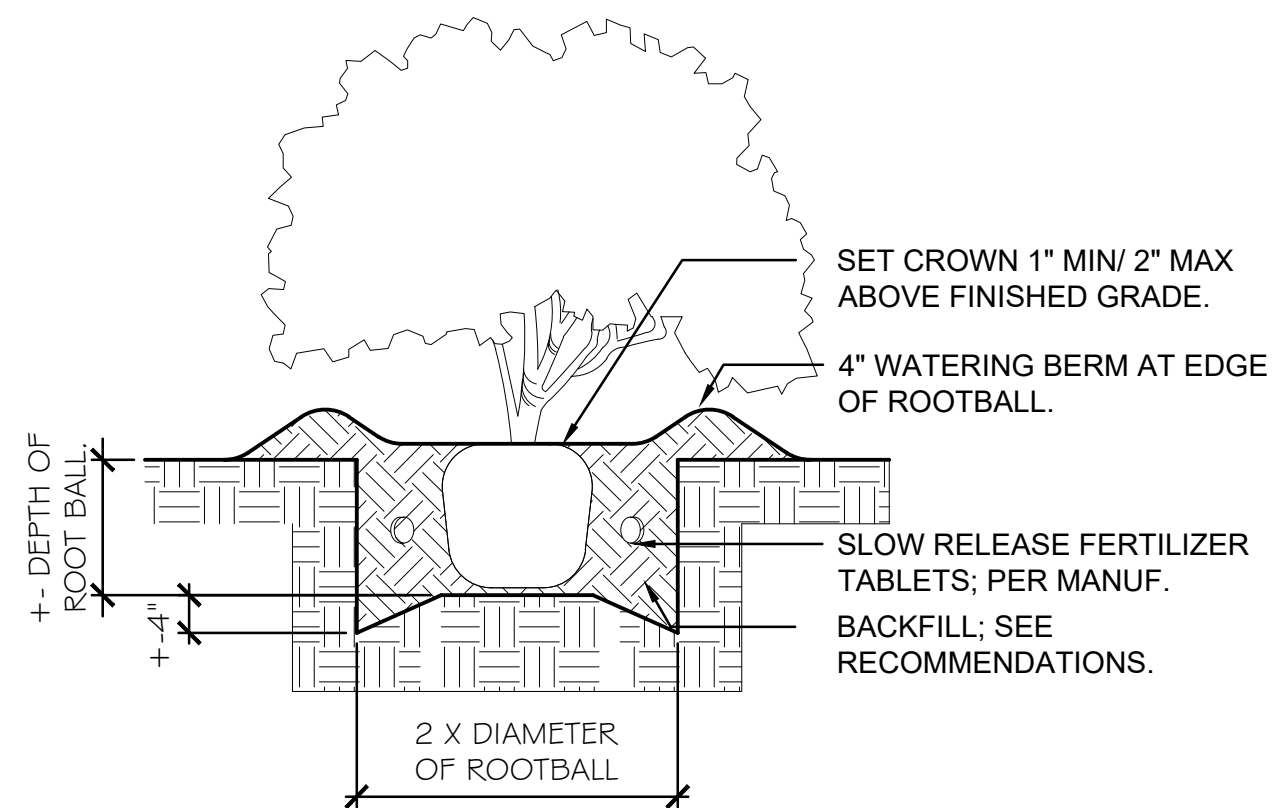


LANDSCAPE PLAN
 date: 11-29-2023
 scale: 1"=10'-0"
 sheet: **L6**

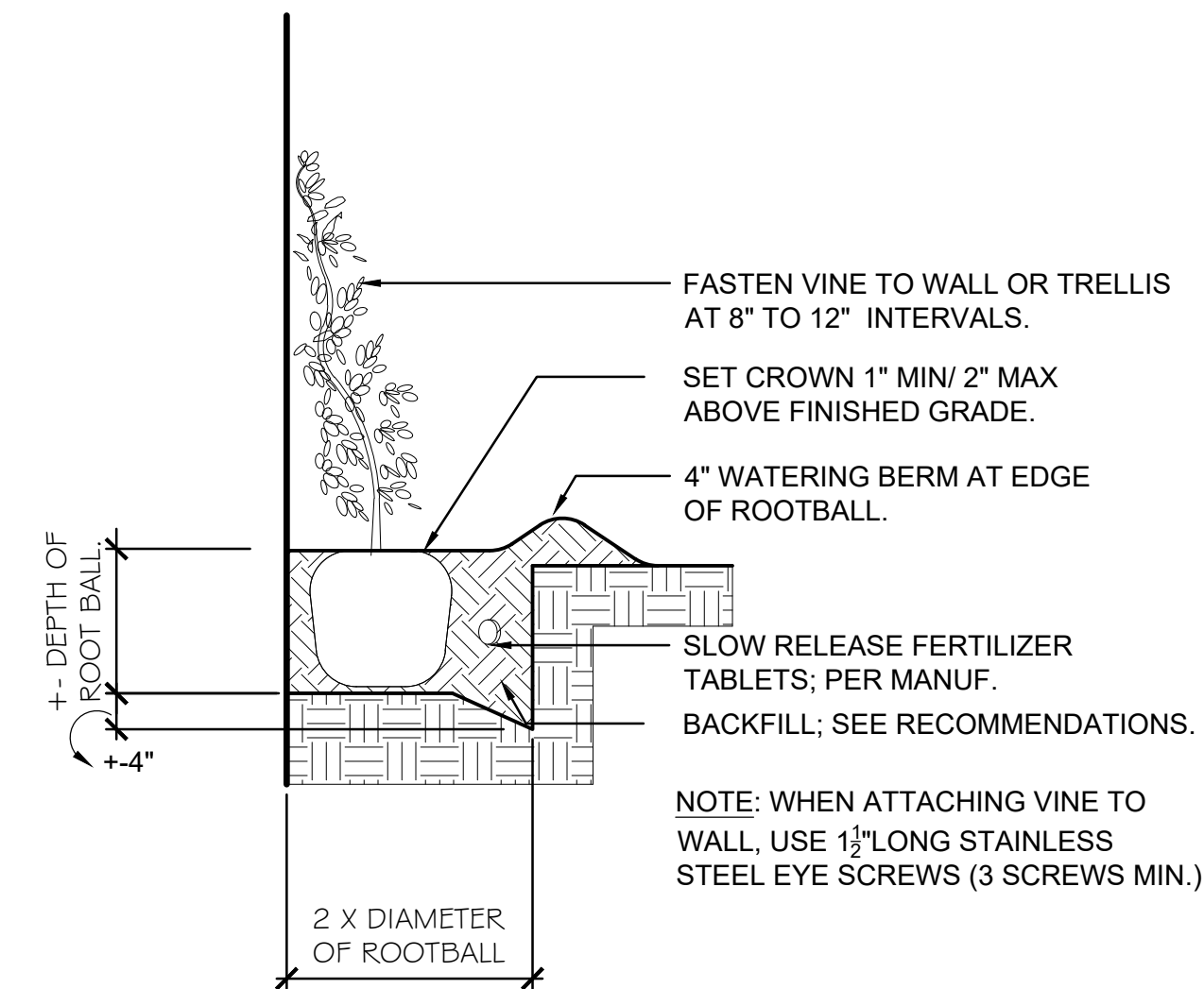




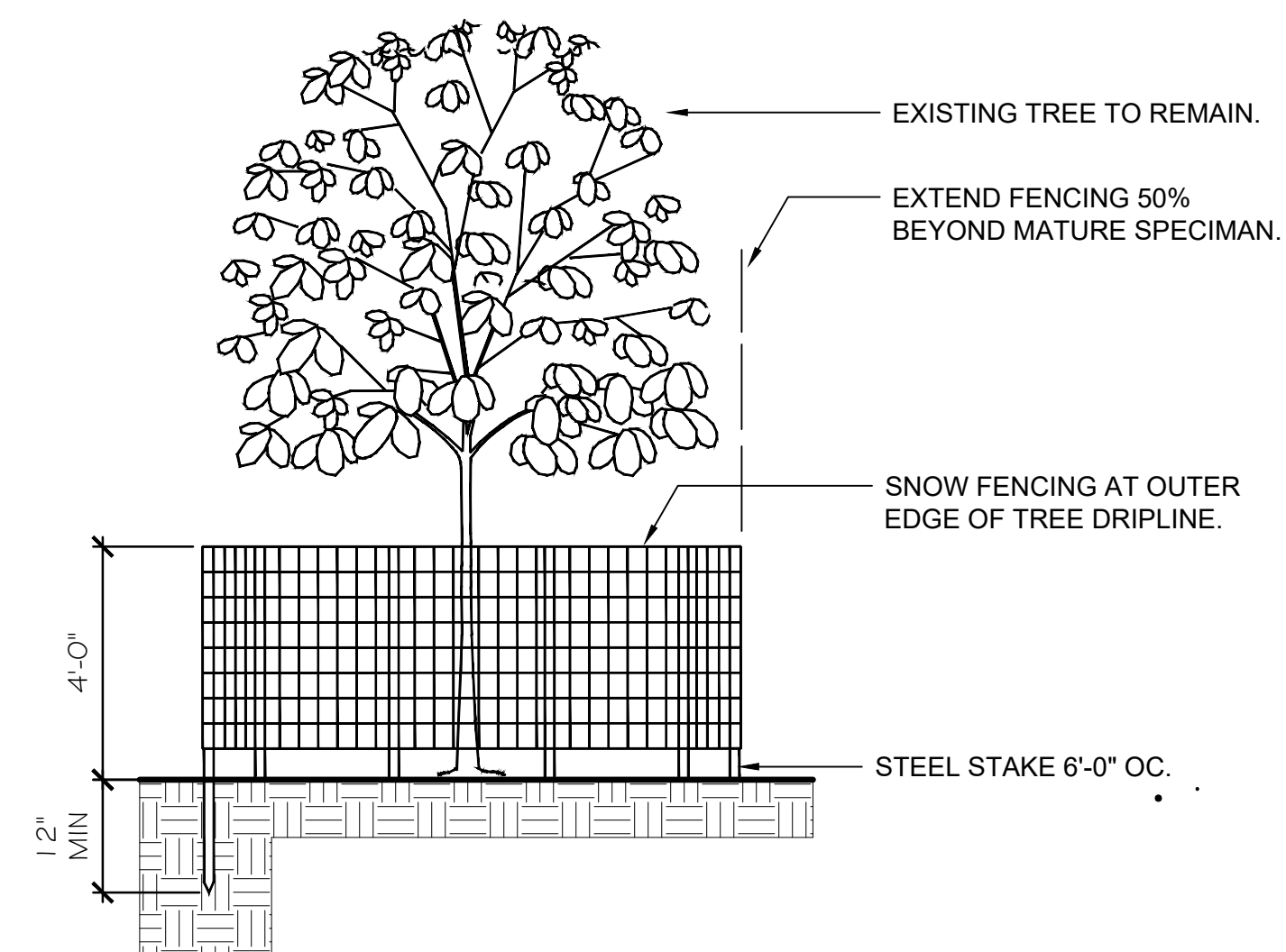
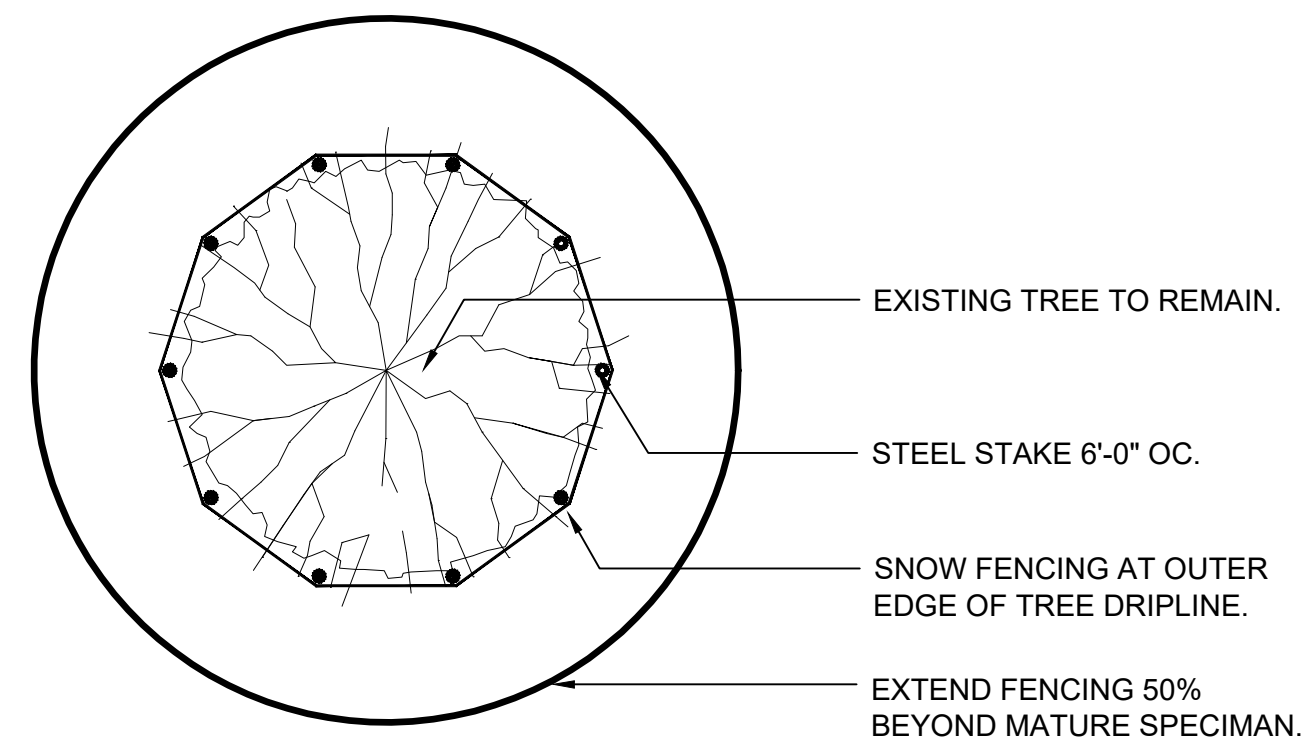
1 TREE PLANTING DETAIL
NO SCALE



2 SHRUB PLANTING DETAIL
NO SCALE



3 VINE PLANTING DETAIL
NO SCALE



4 TREE PROTECTION DETAIL
NO SCALE

RECOMMENDATIONS FROM
URBAN TREE FARM NURSERY:

1. DIG HOLE TWICE AS WIDE AND NOT QUITE AS DEEP AS THE SOIL IN THE PLANT CONTAINER. MAKE SURE THE SIDES OF HOLE ARE DUG DEEPER THAN THE CENTER TO ENCOURAGE ROOT GROWTH AND DRAINAGE.
2. MAKE SURE THE TOP OF THE ROOT BALL AS IT EXISTS IN THE CONTAINER IS SLIGHTLY ABOVE GROUND LEVEL. DO NOT PUT ANY DIRT OR MULCH AROUND THE TRUNK OF THE TREE OR SHRUB.
3. BACKFILL MIXTURE TO BE 30% COMPOST AND 70% EXISTING/ NATIVE SOIL.
4. DO NOT BREAK UP ROOT BALL WHEN PLANTING. IF PLANT IS TRULY ROOT BOUND, USE STRONG STREAM OF WATER TO LOOSEN AND UNCOIL ROOTS OR SCORE THE SIDES USING A PAIR OF SHEARS OR SHARP KNIFE. (SCORING AND LOOSENING ROOT BALL WILL TYPICALLY MAKE FOLIAGE OF TREE WILT.)
5. REMOVE ALL NURSERY TREE STAKES FROM ROOT BALL.
6. DO NOT PLANT ANYTHING IN A HOLE WHERE WATER DOES NOT DRAIN AWAY.
7. KEEP ROOT ZONE MOIST BUT NOT SATURATED.

5 PLANTING
RECOMMENDATIONS
NO SCALE

AKRAM RESIDENCE

20 Allen Avenue
Ross, CA 94957
APN# 073-241-17

revisions:



PLANTING DETAILS

date: 11-29-2023

scale: AS SHOWN

sheet:

L7

IRRIGATION NOTES

- The irrigation plan is a diagrammatic layout. Refer to irrigation details for specific information.
- The irrigation work shall consist of furnishing labor, materials and equipment necessary to provide a complete irrigation system as specified herein. The Contractor shall make minor adjustments in the field to provide complete coverage of all planted areas. The Contractor shall note such deviations from the plan and prepare an "As-Built" irrigation drawing or print.
- All work shall be performed in accordance with the applicable laws, codes and regulations; 2016 California Building Code (CBC), 2016 California Electrical Code (CEC), 2016 California Plumbing Code.
- All materials and equipment shall be new and in perfect condition. All manufacturer substitutions will not be permitted without written consent of the Landscape Architect.
- Dig trenches wide enough to allow a minimum of six inches between parallel pipes and deep enough to provide the following minimum cover over the pipes:
1 8" over pressure lines, control wires, sleeves and conduits.
1 2" over lateral lines and lateral sleeves.
- Sleeves and conduits under pavement shall be backfilled with sand, minimum 4" around the pipe and then covered with soil. Backfill the balance of the trench with select materials and compact to 95% density.
- Use direct burial vinyl clad 1/4" solid copper wires for control wires.
- Place remote control valves in Ametek boxes with top of box flush with finish grade. Keep the interior free of dirt, line bottom with gravel and filter fabric or positive drainage.
- Prior to burying the piping, cap all risers and perform hydrostatic tests. Apply a continuous water pressure of 100 P.S.I. to the system as follows:
4 hours to pressure lines (main)
2 hours to lateral lines
- Repair leaks and repeat test until all leaks are stopped. The system requires the inspection approval of the Landscape Architect.
- Upon approval, the piping may be buried and the specified heads attached. Use clean soil, free of rocks and debris, and backfill the trench in 6" layers. Backfill material shall be compacted to 95% density under paving and compacted to 85% in planting beds.
- Dress-off all areas to smooth, firm, finish grade.
- Landscape Contractor is responsible for renovating exiting irrigation laterals and mainlines as necessary for installation of hardscape.
- The landscape will be irrigated with new drip valves and spray heads to accommodate the different water needs of the different plants and exposures.
- Retrofitting of existing system to service new plantings is acceptable.
- Dnp system shall be properly filtered, equipped with a double check valve and adjusted pressure reducer.
- Dnp emitters shall be pressure compensating.
- The contractor shall request the Landscape Architect to inspect the work periodically or as deemed necessary. When the work is completed, the "As-Built" irrigation print shall be submitted and a final inspection shall be made.
- The Contractor shall guarantee the irrigation work for one year from date of acceptance.

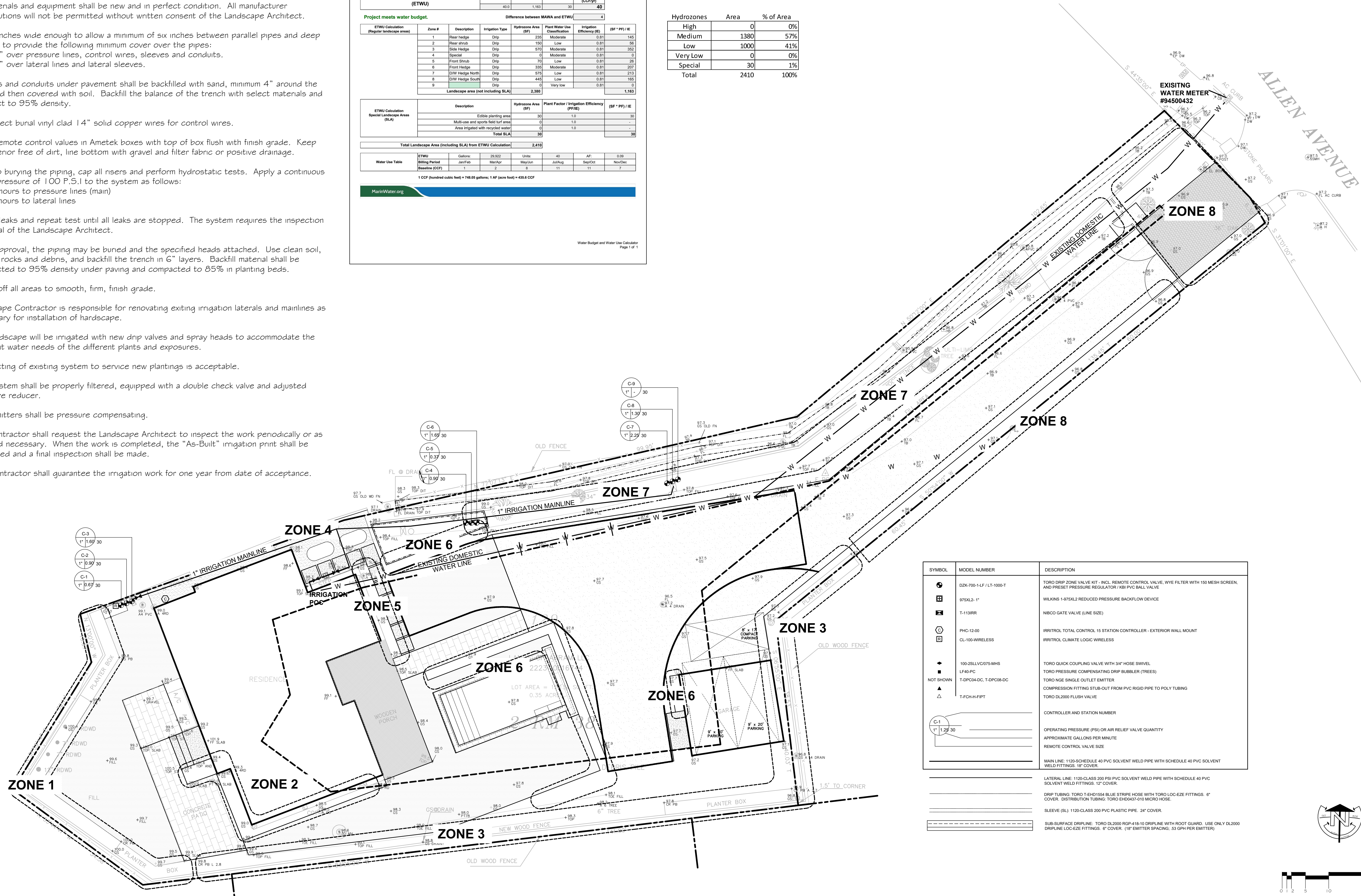
MAWA CALCULATION

MARIN WATER WATER BUDGET & WATER USE CALCULATOR						
Zip Code:	94037					
Date:	10/31/2023					
Project Name:	AKRAM RESIDENCE					
Project Address:	20 ALLEN AVENUE					
Project Contact:	Matthew Kennedy, Landscape Architect					
Project Contact Email:	mat@costellokennedy.com					
Maximum Applied Water Allowance (MAWA)	Project Type	ET ₀	ETAP	Special Landscape Area (SLA)	Total Landscape Area (Including SLA)	MAWA (CCF/yr)
	Residential	40.01	0.95	30	2,410	44
Estimated Total Water Use (ETWU)						
		ET ₀	(SF * PF) / IE	SLA	ETWU (CCF/yr)	
		40.0	1,163	30	40	
Project meets water budget. Difference between MAWA and ETWU: 4						
ETWU Calculation (Original landscape area)						
Zone #	Description	Irrigation Type	Hydrozone Area (SF)	Plant Water Use Classification	Irrigation Efficiency (IE)	(SF * PF) / IE
1	Rear Hedge	Drip	236	Moderate	0.81	145
2	Rear Driveway	Drip	150	Low	0.81	56
3	Side Hedge	Drip	570	Moderate	0.81	302
4	Special	Drip	0	Moderate	0.81	0
5	Front Driveway	Drip	70	Low	0.81	26
6	Front Hedge	Drip	336	Moderate	0.81	207
7	D/W Hedge North	Drip	575	Low	0.81	213
8	D/W Hedge South	Drip	445	Low	0.81	166
9		Drip	0	Very low	0.81	0
Landscape area (not including SLA)			2,386			1,163
ETWU Calculation (Special Landscape Areas (SLA))						
Description	Hydrozone Area (SF)	Plant Factor / Irrigation Efficiency (PF/IE)	(SF * PF) / IE			
Edible planting area	30	1.0	30			
Multi-use and sports field turf area	0	1.0	-			
Area irrigated with recycled water	0	1.0	-			
Total SLA	30		30			
Total Landscape Area (including SLA) from ETWU Calculation: 2,410						
Water Use Table						
ETWU	Custom	29,822	Units	40	AP	0.09
Billing Period	Jan/Feb	Mar/Apr	May/June	July/Aug	Sept/Oct	Nov/Dec
Baseline (CCF)	1	2	8	11	11	7
1 CCF (hundred cubic feet) = 748.05 gallons; 1 AF (acre foot) = 435.6 CCF						

HYDROZONES

Zone/Valve Number	Hydrozone	Irrigation Method	Gallons per Minute	Area (Sq. Ft.)	Precipitation Rate (in./hr)	% of Landscape Area
C-1	M	Drip	0.67	235	0.27	10%
C-2	L	Drip	0.9	150	0.58	6%
C-3	M	Drip	1.6	570	0.27	24%
C-4	Special	Drip	2.9	30	9.30	1%
C-5	L	Drip	0.37	70	0.51	3%
C-6	L	Drip	1.65	335	0.47	14%
C-7	M	Drip	2.25	575	0.38	24%
C-8	L	Drip	1.3	445	0.28	18%
				2410		100%

Hydrozones	Area	% of Area
High	0	0%
Medium	1380	57%
Low	1000	41%
Very Low	0	0%
Special	30	1%
Total	2410	100%



SYMBOL	MODEL NUMBER	DESCRIPTION
	DZK-750-1-LF / LT-1000-T	TORO DRIP ZONE VALVE KIT - INCL. REMOTE CONTROL VALVE, WYE FILTER WITH 150 MESH SCREEN, AND PRESET PRESSURE REGULATOR / KBI PVC BALL VALVE
	975X2-1"	WILKINS 1-975X2 REDUCED PRESSURE BACKFLOW DEVICE
	T-113RR	NIBCO GATE VALVE (LINE SIZE)
	PHC-12-00	IRRITROL TOTAL CONTROL 15 STATION CONTROLLER - EXTERIOR WALL MOUNT
	CL-100-WIRELESS	IRRITROL CLIMATE LOGIC WIRELESS
	100-SLLVC075-MHS	TORO QUICK COUPLING VALVE WITH 3/4" HOSE SWIVEL
	LF45-PC	TORO PRESSURE COMPENSATING BRIP BUBBLER (TREES)
	T-0PC04-DC, T-0PC08-DC	TORO NGE SINGLE OUTLET EMITTER
	T-FCHH-FIPT	COMPRESSION FITTING STUB-OUT FROM PVC RIGID PIPE TO POLY TUBING
		TORO DL2000 FLUSH VALVE
		CONTROLLER AND STATION NUMBER
		OPERATING PRESSURE (PSI) OR AIR RELIEF VALVE QUANTITY
		APPROXIMATE GALLONS PER MINUTE
		REMOTE CONTROL VALVE SIZE
		MAIN LINE: 1120-SCHEDULE 40 PVC SOLVENT WELD PIPE WITH SCHEDULE 40 PVC SOLVENT WELD FITTINGS, 1/2" COVER
		LATERAL LINE: 1120-CLASS 200 PSI PVC SOLVENT WELD PIPE WITH SCHEDULE 40 PVC SOLVENT WELD FITTINGS, 12" COVER
		DRIP TUBING: TORO T-4EHD1554 BLUE STRIPE HOSE WITH TORO LOC-EZE FITTINGS, 8" COVER, DISTRIBUTION TUBING: TORO EHD0437-010 MICRO HOSE
		SLEEVE (SL): 1120-CLASS 200 PVC PLASTIC PIPE, 24" COVER
		SUB-SURFACE DRIPLINE: TORO DL2000 RSP-418-10 DRIPLINE WITH ROOT GUARD, USE ONLY DL2000 DRIPLINE LOC-EZE FITTINGS, 9" COVER, (18" EMITTER SPACING, 33 GPH PER EMITTER)

AKRAM RESIDENCE
20 Allen Avenue
Ross, CA 94957
APN# 073-241-17

revisions:



IRRIGATION PLAN
date: 11-29-2023
scale: 1"=10'-0"
sheet: L8

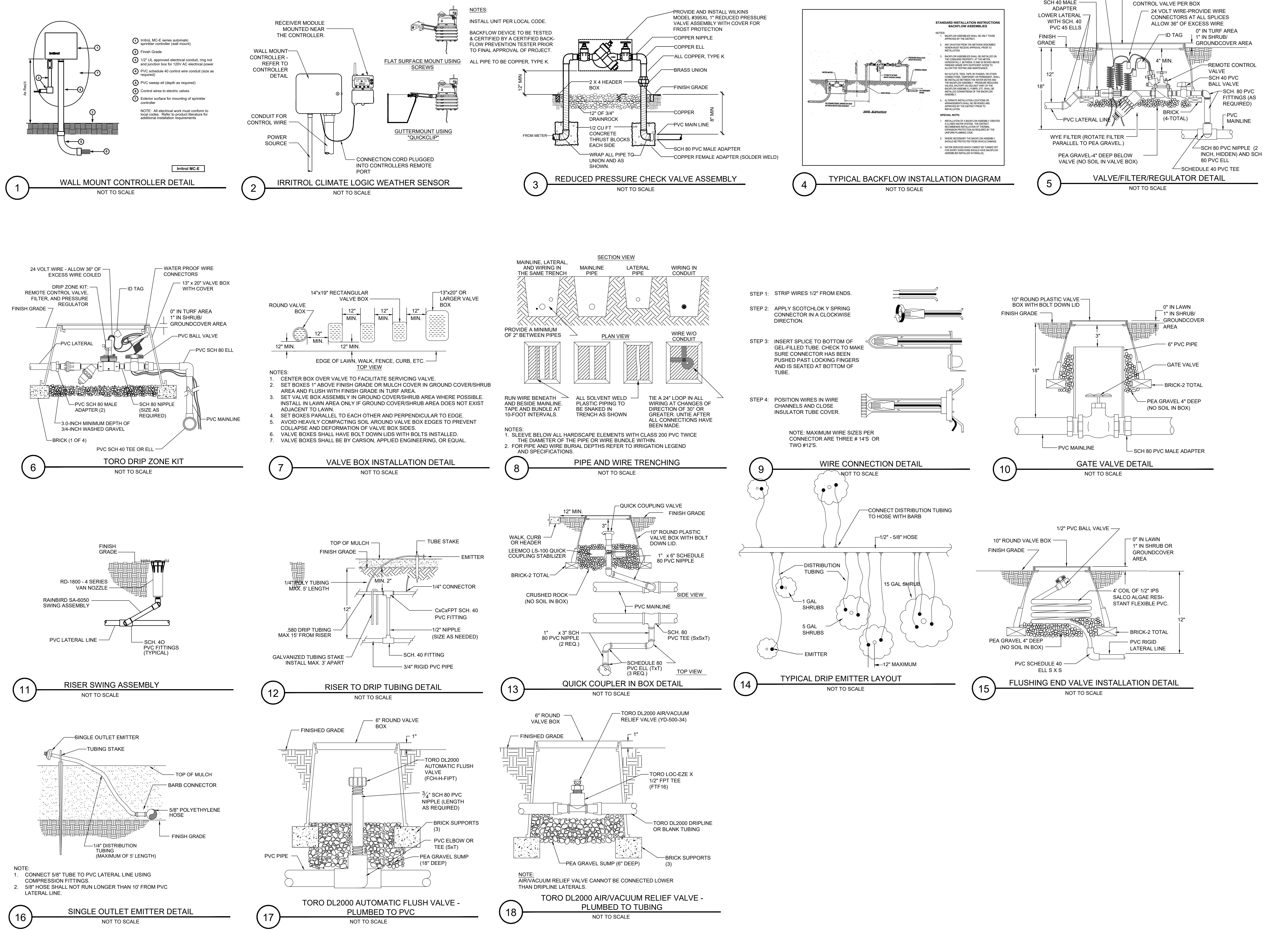


AKRAM RESIDENCE
 20 Allen Avenue
 Ross, CA 94957
 APN# 073-241-17

revisions:



IRRIGATION
DETAILS
date: 11-29-2023
scale: AS SHOWN
sheet: **L9**



LEGEND

- FOUND 1/2" IRON PIPE TAGGED LS 7237
- SET 5/8" REBAR WITH CAP P.L.S. 7053
- x— OLD WOOD FENCE
- NEW WOOD FENCE
- TB TOP OF BANK
- GS GROUND SHOT
- FL FLOW LINE
- T TOTAL
- ⊙ DRAIN
- CO CLEAN OUT
- ⊙ ICV IRRIGATION CONTROL VALVE
- ⊙ SM SEWER MANHOLE
- A/C AIR CONDITIONING
- ⊙ HYDRANT
- ⊙ JOINT POLE
- SM SMART METER
- 4' PVC DRAIN
- ⊙ WATER SHUTOFF VALVE
- ⊙ WATER METER
- ⊙ ELECTRICAL BOX
- HB HOSE BIB

NOTES

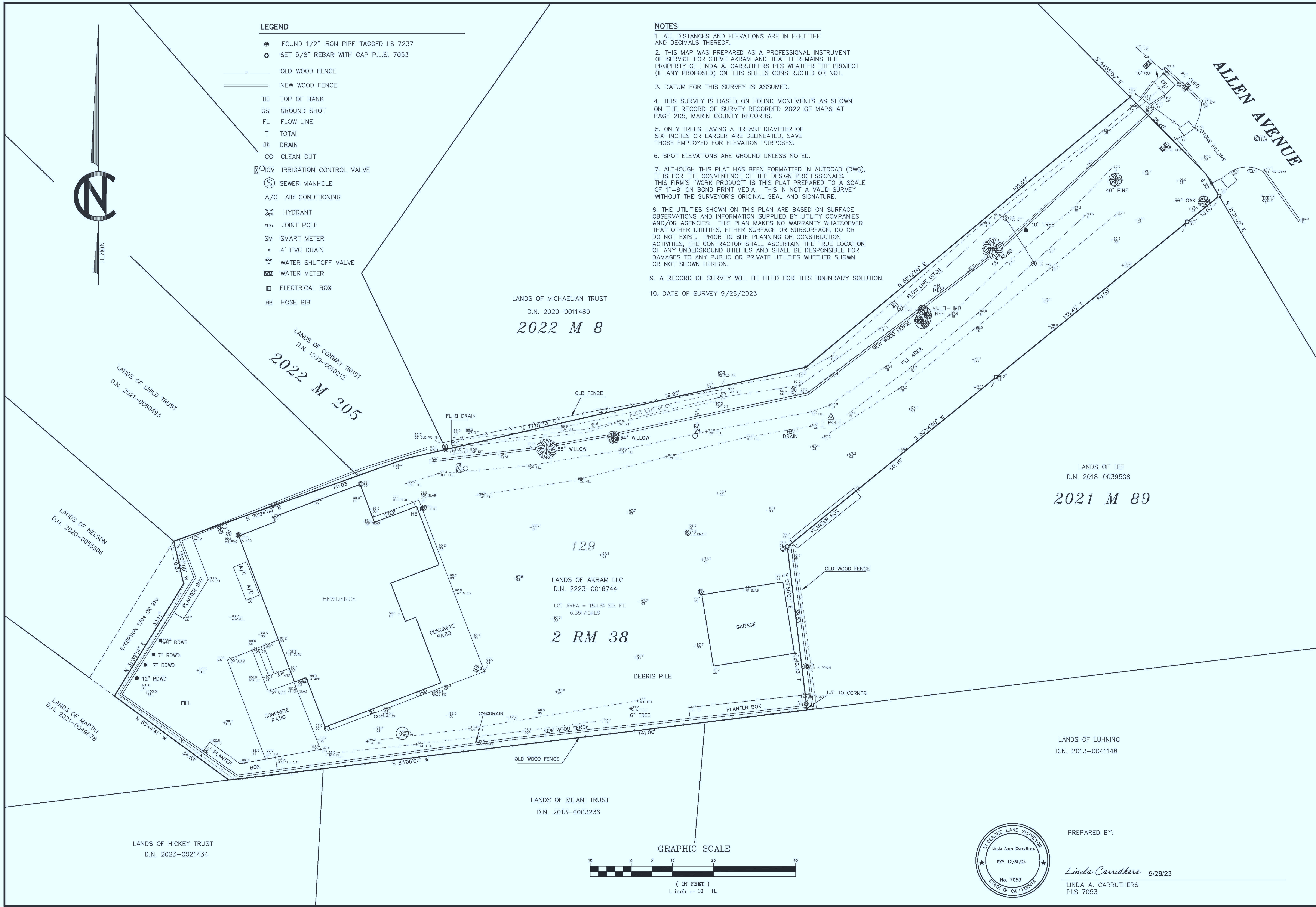
1. ALL DISTANCES AND ELEVATIONS ARE IN FEET THE AND DECIMALS THEREOF.
2. THIS MAP WAS PREPARED AS A PROFESSIONAL INSTRUMENT OF SERVICE FOR STEVE AKRAM AND THAT IT REMAINS THE PROPERTY OF LINDA A. CARRUTHERS PLS WEATHER THE PROJECT (IF ANY PROPOSED) ON THIS SITE IS CONSTRUCTED OR NOT.
3. DATUM FOR THIS SURVEY IS ASSUMED.
4. THIS SURVEY IS BASED ON FOUND MONUMENTS AS SHOWN ON THE RECORD OF SURVEY RECORDED 2022 OF MAPS AT PAGE 205, MARIN COUNTY RECORDS.
5. ONLY TREES HAVING A BREST DIAMETER OF SIX-INCHES OR LARGER ARE DELINEATED, SAVE THOSE EMPLOYED FOR ELEVATION PURPOSES.
6. SPOT ELEVATIONS ARE GROUND UNLESS NOTED.
7. ALTHOUGH THIS PLAT HAS BEEN FORMATTED IN AUTOCAD (DWG), IT IS FOR THE CONVENIENCE OF THE DESIGN PROFESSIONALS. THIS FIRM'S "WORK PRODUCT" IS THIS PLAT PREPARED TO A SCALE OF 1"=8' ON BOND PRINT MEDIA. THIS IS NOT A VALID SURVEY WITHOUT THE SURVEYOR'S ORIGINAL SEAL AND SIGNATURE.
8. THE UTILITIES SHOWN ON THIS PLAN ARE BASED ON SURFACE OBSERVATIONS AND INFORMATION SUPPLIED BY UTILITY COMPANIES AND/OR AGENCIES. THIS PLAN MAKES NO WARRANTY WHATSOEVER THAT OTHER UTILITIES, EITHER SURFACE OR SUBSURFACE, DO OR DO NOT EXIST. PRIOR TO SITE PLANNING OR CONSTRUCTION ACTIVITIES, THE CONTRACTOR SHALL ASCERTAIN THE TRUE LOCATION OF ANY UNDERGROUND UTILITIES AND SHALL BE RESPONSIBLE FOR DAMAGES TO ANY PUBLIC OR PRIVATE UTILITIES WHETHER SHOWN OR NOT SHOWN HEREON.
9. A RECORD OF SURVEY WILL BE FILED FOR THIS BOUNDARY SOLUTION.
10. DATE OF SURVEY 9/26/2023

REVISIONS		
DATE	BY	NO.

LINDA A. CARRUTHERS & ASSOCIATES
LAND SURVEYORS
 P.O. BOX 2053
 SAUSALITO, CALIFORNIA 94966
 (415) 332-3912

TOPOGRAPHIC SURVEY
 20 ALLEN AVENUE
 ROSS CALIFORNIA
 APN 073-241-17

DATE: SEPT. 22, 2023
 SCALE: 1"=10'
 DRAWN: L.C.
 CHECKED: CC
 JOB NO: 23-1127SP

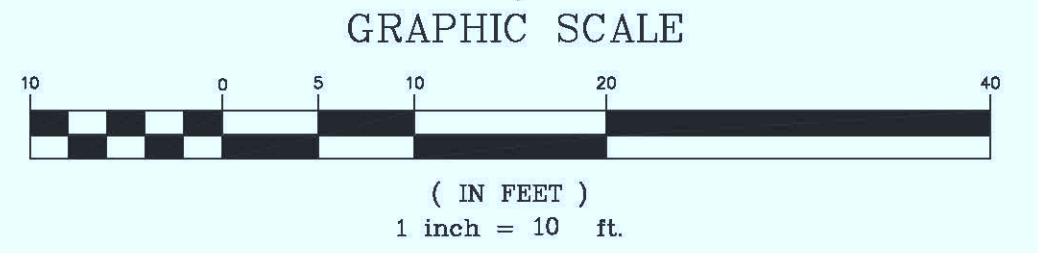


LANDS OF MICHAELIAN TRUST
 D.N. 2020-0011480
2022 M 8

LANDS OF CONWAY TRUST
 D.N. 1999-0010212
2022 M 205

LANDS OF LEE
 D.N. 2018-0039508
2021 M 89

129
 LANDS OF AKRAM LLC
 D.N. 2223-0016744
 LOT AREA = 15,134 SQ. FT.
 0.35 ACRES
2 RM 38



PREPARED BY:
Linda Carruthers 9/28/23
 LINDA A. CARRUTHERS
 PLS 7053

LANDS OF HICKEY TRUST
 D.N. 2023-0021434

LANDS OF MILANI TRUST
 D.N. 2013-0003236

LANDS OF LUHNING
 D.N. 2013-0041148

LANDS OF NELSON
 D.N. 2020-0055806

LANDS OF MARTIN
 D.N. 2021-0049678

LANDS OF CHILD TRUST
 D.N. 2021-0060493

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 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): _____

Project Address: _____

Property Owner: _____

Owner Mailing Address (PO Box in Ross): _____

City/State/Zip: _____ Owner's Phone: _____

Owner's Email: _____

Applicant: _____

Applicant Mailing Address: _____

City/State/Zip: _____ Applicant's Phone: _____

Applicant's Email: _____

Primary point of Contact Email: Owner Buyer Agent Architect

To Be Completed by Town Staff:

Date Received: _____

Application No.: _____

Zoning: _____

Planning 5300 _____

Tree Permit 5305 _____

Fee Program Administration 5315-05 _____

Record Management 5316-05 _____

Record Retention 5112-05 _____

Technology Surcharge 5313-05 _____

Date paid: _____ TOTAL FEES: _____

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: _____

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

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

Other

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

Mandatory Findings for Variance Applications

In order for a variance to be granted, the following mandatory findings must be made:

Special Circumstances

That because of special circumstances applicable to the property, including size, shape, topography, location, and surroundings, the strict application of the Zoning Ordinance deprives the property of privileges enjoyed by other properties in the vicinity and under identical zoning classification. **Describe the special circumstances that prevent conformance to pertinent zoning regulations.**

Substantial Property Rights

That the variance is necessary for the preservation and enjoyment of substantial property rights. **Describe why the project is needed to enjoy substantial property rights.**

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.**

20 Allen Avenue
Neighbor Outreach

Name	Address	Contact Date	Concerns
Matt Pasewark	4 Allen Avenue	10/9/2023	No issues
Spencer and Dana Lee	22 Allen Avenue	10/9/2023	No issue IF the garage is lowered to 'existing' height.
Warren Luhning	24 Allen Avenue	10/9/2023	Not willing to discuss as neighbors. Will voice any concerns at ADR meeting.
Greg Milani	34 Allen Avenue	10/9/2023	No issues
Ann Hickey	36 Allen Avenue	10/9/2023	No issues
Gay Conway	107 Lagunitas Road	10/9/2023	No issues
Tyler and John Child	109 Lagunitas Road	10/9/2023	Yes, Additional Screening. Working with the neighbor on proposed Magnolia at rear of residence and add privet adjacent to vegetable garden.
Darrell Nelson	111 Lagunitas Road	10/9/2023	No issues
Betsy and Martin Rosen	115 Lagunitas Road	10/9/2023	Yes, Additional screening under existing cypress. Proposed to add 4 taller Ficus to Privet hedge as understory to ex cypress
David Rice, Superintendent, Ross School	9 Lagunitas Road	10/10/2023	Left Message, No response

ATTACHMENT 4

November 30, 2024

Town Council of Ross
Town of Ross Planning Dept
P.O. Box 320
31 Sir Francis Drake Blvd
Ross, CA 94957

Members of the Town Council & Planning Dept,

My name is Spencer Lee and I live at 22 Allen Ave, adjacent to and in front of the Akram Residence at 20 Allen Ave. I'd like to share that Steve Akram & I have reached an agreement regarding the screening between our two properties. He will be covering our expenses to increase the privacy on our side of the fence. This new screening will replace the privacy lost as a result of the new development at 20 Allen Ave and allow me to support his plans, submitted to the Town on this day, to complete the project.

The conditions of my support include acoustic soundproofing for the pool equipment, replacement of two dead ficus trees along our mutual fence (on his side), and no new surprises that adversely affect the screening/privacy objectives that we have mutually agreed to.

I'm happy to share any additional details of our agreement should anyone find it necessary.

Sincerely,

Spencer Lee

ATTACHMENT 5

MINUTES
Meeting of the
Ross Advisory Design Review Group
7:00 PM, Tuesday, November 14, 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, Mark Fritts, Stephen Sutro, and Joey Buckingham

Assistant Planner Alex Lopez-Vega and Planning & Building Director Roberta Feliciano were present representing staff.

2. Approval of Minutes.

The ADR Group minutes were not approved.

3. Open Time for Public Comments

No comments were provided.

4. Planning Applications/Projects

a.

Property Address: 77 Laurel Grove Avenue
A.P.N.: 072-031-15
Applicant: Town of Ross
Property Owner: Jad and Stacie Elkhoury
Zoning: R-1:B-5A
General Plan: VL (Very Low Density)
Flood Zone: Zone X

Project Summary: The applicant requests approval for Design Review. The project includes a 100-foot long retaining wall within the public right-of-way along the frontage of 77 Laurel Grove Avenue and new landscaping on the 77 Laurel Grove property to replace vegetative screening that will be removed by the Town of Ross' Laurel Grove Safe Pathways Phase IIB project. The height of the retaining wall varies from 1-foot high to just over 4-feet high, measured from the top of footing.

Mark Fritts

- Supports the wall
- Supports the San Diego Buff for the color of the pavement

Joey Buckingham

- Supports with the ADR members

- The wall should match the homeowners current wall
- Supports the San Diego Buff

Mark Kruttschnitt

- Agrees with Mark F and Laura comments
- Supports the wall and San Diego Buff color for the pavement

Laura Dewar

- Supports the Safe Pathways project
- Appreciates the homeowner at 77 Laurel grove is working with the town
- Would like the town to provide additional screening for the owner
- Likes the San Diego buff for the pavement
- Supports the retaining wall

Stephen Sutro

- Agrees with ADR members
- San Deigo Buff is a great color
- The wall is great

b.

Property Address: 98 Shady Lane
A.P.N.: 073-052-37
Applicant: Joshua Thompson
Property Owner: Alexander Hagan
Zoning: R-1:B-10
General Plan: ML (Medium Low Density)
Flood Zone: AE (Floodway)

Project Summary: The applicant requests approval for Design Review and a Variance. The project involves construction of a new in-ground pool, spa and pool equipment. A Variance is required to construct the pool and spa within the rear yard setback and to construct the pool equipment within the side yard setback.

Mark Kruttschnitt

- Does not support pool equipment in the setback since its noise
- Hard to support a Varaince with no support from neighbors
- Does not recommend approval

Laura Dewar

- The pool is too close to adjacent neighbors (impact)

- Challenging to support the project

Stephen Sutro

- Feels the same way the pool is too close to neighbors
- If owner had support from neighbors on 83 Sir Francis Drake Blvd he would feel fine about the pool
- If project goes to Council the pool equipment needs to be underground or something since it's too expose on a pad and not appropriate

Joe Buckingham

- The lot does not lend itself to a pool
- Whole backyard is in the setback
- Does not support the project as drawn

c.

Property Address: 12 Garden Road
A.P.N.: 072-153-05
Applicant: Polsky-Perlstein Architects
Property Owner: Michael and Margot Edde
Zoning: R-1:B-10
General Plan: ML (Medium Low Density)
Flood Zone: X (Moderate Risk)

Project Summary: The applicant requests approval for Design Review, an ADU Permit, and a Variance. The project includes remodeling and renovating the existing single-family home. The project also proposes to construct a 1,000 square-foot Accessory Dwelling Unit (ADU) within the footprint of the existing single-family home. The Variance is required to exceed the allowable floor area. New landscaping and hardscape is also proposed throughout the property.

Continued to the December 12, 2023, ADR Meeting.

d.

Property Address: 20 Allen Avenue
A.P.N.: 073-241-17
Applicant: Matthew Kennedy
Property Owner: Steve Akram
Zoning: R-1:B-7_5
General Plan: ML (Medium Low Density)
Flood Zone: AE (Floodway)

Project Summary: The applicant requests approval for Design Review. The project involves rehabilitating and renovating of existing landscaping over 2,500 square feet,

including new hardscape, vegetation modifications, impervious surfaces and other site modifications. The project proposes a new pool in the front yard.

Stephen Sutro

- Thinks the item should be continued since that plans that were presented to neighbors was different
- Does not find a reason why the patios need to be extended into the setback
- Comfortable with the project as proposed as long as the patios don't encroach into the setback
- Will like to see more screening but its hard to figure where it goes because everything is pushed to the property line
- It would be nice if there was more mature screening
- If there's landscape lighting, the project should come back to ADR for review
- Okay with the pool and pool equipment since its in the buildable envelope
- It would be nice if the pool equipment was enclosed

Mark Kruttschnitt

- Agrees with Stephen Sutro comments (patios being drawn back and more screening)
- Believes both neighbors have 50% obligation for screening between lots
- Both neighbors can plant taller hedges or trees
- Would like to see more mature screening
- Agrees that if the project adds lighting, it should come back to ADR for review
- Is fine with the pool because its not in the setback
- Like to see a sound enclosure with the pool equipment
- Countless examples around Ross that have pools in the front yard

Joey Buckingham

- Issues: the proposal of the new swimming pool & removal of a huge tree and theres no new screening
- A pattern from the owner of working outside of the rules
- The pool is out of the setbacks, there's no where else to put a pool on this lot
- The problem with the applicant is the mis trust how things have been handled (planting, screening, application, permits)
- Can support the pool, but the Council and town need to keep in eye that the project follows all the rules
- The pool equipment needs to be sound rated
- A deal can be made where the applicant can provide screening on the other side of the garage for the property being affected most seriously, that will make it better project
- If any lighting happens it needs to come back to ADR
- The stone patios need to be pulled out of the setbacks
- Suggest a pervious material be required for the driveway and satisfies the fire department

Mark Fritts

- Agrees with Joeys comments
- Main points have been hit and agrees with both Stephen and Joey comments

Laura Dewar

- In support with all ADR members comments
- No additional comments

5. Conceptual ADR

6. Information and Discussion.

7. New Agenda Items.

Adjournment, 8:45 PM.

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