



REVISED AGENDA

Regular Meeting of the Ross Town Council

Thursday, February 15, 2024

Town Hall

31 Sir Francis Drake Boulevard

Ross, CA 94957

The meeting will be held in person. As a courtesy, and technology permitting, members of the public may participate remotely and provide public comment via Zoom. Please be advised that those participating in the meeting remotely via Zoom do so at their own risk. Council meetings will not be canceled due to technical difficulties. If no members of the Town Council are attending the meeting via teleconference, and a technical error or outage occurs on the teleconference feed, the Town Council will continue the meeting in person in the Ross Town Hall, 31 Sir Francis Drake Boulevard, Ross, CA.

Zoom Webinar: <https://us02web.zoom.us/j/81889055505>

Webinar ID: 818 8905 5505# or Call-in Number: +1 (669) 900-9128

Submit public comment by:

1. Emailing cmartel@townofross.org prior to 4:00 P.M. the day before the meeting.
2. Attend the meeting in person and provide public comment.
3. If participating remotely, during the public comment portion of the Open Session select the "Raise Hand" icon in the Zoom meeting or press *9 if calling into the meeting.

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1. **6:00p.m. Call to Order.**
 2. **Posting of agenda/changes to agenda.**
 3. **Closed Session Item moved to the end of the Agenda**
 4. **Town Council announcement of actions taken, if any, moved to the end of the Agenda.**
 5. **Mayor's Report.**
 6. **Council Committee & Liaison Reports.**

 Full agenda packet available online by clicking [here](#).

7. Staff & Community Reports.

a. Town Manager

b. Ross Property Owners Association

8. Consent Agenda.

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

a. Minutes: 1/11/24 Meeting, 1/11/24 Special Meeting and 1/24/24 Special Meeting



b. Demands. (Johnson)

c. Recommendation to hold a public hearing, waive the second reading and adopt Ordinance No. 724 amending and adding language to Chapter 18.16, Single Family Residence (R-1) District, and Chapter 18.40, General Regulations, of the Town of Ross Municipal Code to facilitate adding Workforce Housing for Staff and Faculty at the Branson School, 39 Fernhill Avenue (APNs 073-151-05; 073-082-01; 073-082-12; and 073-141-03) in Support of Implementing the 2023-2031, 6th Cycle, Housing Element. (Woltering)

d. Recommendation to accept the investment report for the six-month period ended December 31, 2023. (Johnson)

e. Recommendation to review and accept the fiscal year 2023-24 second quarter, six-month, Financial Summary Report. (Johnson)

f. Recommendation to adopt Resolution No. 2354 for a one-year time extension for Design Review, Exception to Accessory Dwelling Unit (ADU) Permit, and a Variance to make alterations and additions at the back of the existing single-family residence located at 58 Shady Lane. (Feliciano)

End of Consent Agenda.

9. Public Hearings on Planning Projects – Part 1.

Public hearings are required for the following planning applications. Staff anticipates that these items may be acted upon quickly with no oral staff report, Council discussion, or public comment. If discussion or public comment is requested, the Council may consider the item later in the agenda.

a. 18 Canyon Road, Design Review Variance and a Hillside Lot Permit, and Town Council adoption of Resolution No. 2352, subject to conditions. (Lopez Vega) [📄](#)

Robert and Sandra Ludlow, 18 Canyon Road, A.P. No. 072-031-55, Zone: R-1:B-5A, General Plan: VL (Very Low Density), Flood Zone: X (Moderate Risk)

Project Summary: The applicant requests approval for Design Review, Variance, and a Hillside Lot Permit. The project proposes to legalize the existing nonconforming hot tub located within the rear yard setback and the hot tub equipment located in the side yard setback. The hot tub is heavily screened and not visible from any adjoining surrounding properties. The existing hot tub is made up of cedar and is integrated into the wood deck attached to the single-family residence. The required rear setback is 40-feet, and the existing hot tub is located 15-feet from the rear property line.

b. 15 Skyland Way, Design Review and Hillside Lot Permit, and Town Council adoption of Resolution 2353, subject to conditions. (Lopez-Vega) [📄](#)

Pedersen Associates, Kai Okada, 15 Skyland Way, A.P. No.: 072-201-16, Zone: R-1: B-A, General Plan: VL (Very Low Density), Flood Zone: X (Moderate Risk)

Project Summary: The applicant requests approval for Design Review, and a Hillside Lot Permit. The project proposes to rehabilitate and renovate the existing front and side landscape. The project will expand the existing driveway and construct retaining walls, gates and fences measuring up to 5'-6" in height, construct stone stairs, a landing, paved paths to the garage, along with realigned gravel paths to the existing pool area. Plantings will be incorporated in all disturbed areas, and exterior light fixtures within the project area will undergo renovation. Lighting will be shielded or directed downward to illuminate paved surfaces.

End of Public Hearings on Planning Projects - Part 1.

Administrative Agenda.

- 10. Recommendation to receive a presentation regarding Dark Skies by Dan Smiley, founder of Marin Stargazers and the current Vice President of San Francisco Amateur Astronomers and Philip Rice, Secretary of the San Francisco Amateur Astronomers and provide direction to staff regarding possible next steps. (Brekhus and Kircher)**
- 11. Ross Recreation Update. (Borthwick)**
- 12. Recommendation to authorize the Town Manager to execute Contract Amendment #7 with Consor (formerly Quincy) Engineering in the amount of \$24,911 for costs associated with additional tasks related to the completion of cultural resources reporting for the Winship Bridge replacement project and appropriate an additional \$25,000 to the existing \$160,000 drainage fund borrow amount. (Simonitch) [📄](#)**

13. **Recommendation to adopt Resolution No. 2355 re-appointing Josefa Buckingham, Mark Fritts, Stephen Sutro, and Mark Kruttschnitt to serve three-year terms, and Laura Dewar to serve a two-year term on the Town of Ross Advisory Design Review Group (ADR). (Feliciano) **

End of Administrative Agenda.

There are no Public Hearings on Planning Projects – Part II.

14. **No Action Items: (Mayor)**
 - a. **Council correspondence**
 - b. **Future Council items**
15. **Open Time for Public Expression.**

Limited to three minutes per speaker on items not on the agenda.
16. **Adjournment into Closed Session.**

Closed Session – Moved from Item 3

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: (33 Sir Francis Drake Blvd., Ross CA 94957)

Town negotiator: (Town Manager)

Negotiating parties: (Ross Valley Paramedic Authority)

Under negotiation: (Instruction to negotiator on both price and terms of lease payments)

17. **Return to Open Session and Announce Action Taken, if any, and Adjourn Meeting.**

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