



Staff Report

Date: April 4, 2024
To: Mayor Brekhus and Council Members
From: Roberta Feliciano, Planning and Building Director
Subject: Edde Residence, 12 Garden Road

Recommendation

Town Council consideration for Design Review, Accessory Dwelling Unit (ADU) Exception, and Nonconformity Permit for the project described below located at 12 Garden Road. The Town Council may adopt Resolution No. 2408 (Attachment 1) approving the project, subject to conditions.

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)

	Code Standard	Existing	Proposed
Lot Area	10,000 SF	12,180 SF	No change
Floor Area (FAR)	20%	2,428 SF (19.9%)	2,421 SF (19.9%) House 1,200 SF ADU
Building Coverage	20%	2,546 (20.9%)	2,170 SF (17.8%)
Front Setback	25'	37'-4"	No Change

	Code Standard	Existing	Proposed
South Side Setback	15'	22'-10"	No Change
North Side Setback	15'	12'	No Change
Rear Setback	40'	60'-2"	58'-1"
Building Height	30'	21'-4"	29'-8"
Parking	3 (1 Covered)	3 (1 Covered)	No Change
Impervious Surface Coverage	Minimize and/or mitigate for any increase.	4,665 SF	3,893 SF

Project Description:

The applicant requests a Design Review, an Accessory Dwelling Unit (ADU) Exception and Nonconformity permit. The project includes remodeling and renovating the existing single-family home, including a 703 square-foot (SF) second story addition, attached 1,200 SF rent restricted ADU integrated within the existing structure, and new landscaping. A Nonconformity permit is required to extend the existing north side setback of 12-feet in the front and rear of the structure.

The project will consist of renovations to the existing single-family residence including additions to the front of the house, relocating the entry door, new windows, 703 SF second story addition and 1,200 SF ADU. The project proposed the removal of the stone skirt at the base of the existing structure. The ADU will be constructed within the existing structure, utilizing 710 SF of existing floor area. Pursuant to Ross Municipal Code (RMC) Section 18.42.065(b), the Town Council may grant an exception to allow any amount of existing floor area that is converted to new ADU space to be transferred as a floor area allowance for a new addition to the primary residence. The new second story addition of 703 SF is proposed as the transferred floor area. Additionally, consistent with this section, the Town Council may grant an exception to allow the nonconforming floor area and/or building coverage of an ADU to exceed 800 SF up to 1,200 SF if the ADU is to be rent restricted for a very low-income household; therefore, the applicant is proposing a 1,200 SF rent restricted ADU.

The project is designed with high-quality materials, slate roof tiles, dark bronze windows, linen white smooth finish stucco siding, copper gutters and downspouts for the existing residence. Other materials include bluestone pavers and tiles for hardscape, crushed rock pathways and path and step lighting.

Impervious Surfaces

The project proposes an overall decrease of 772 SF in impervious surfaces with the driveway, parking area and pathways in crushed rock.

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** to allow the construction of all new buildings and for all exterior remodeling resulting in additions, extensions or enlargements to existing buildings exceeding two hundred square feet of new floor area, including enclosing existing open areas.
- **ADU Exception to Floor Area and/or Building Coverage is required pursuant to RMC Section 18.42.065** to grant a new 1,200 SF rent restricted ADU. The Town Council may grant an exception to allow the nonconforming floor area and/or building coverage of an ADU to exceed 800 SF up to 1,200 SF if the ADU is to be rent restricted for a very low-income household subject to the provision of Section 18.42.080 of the Ross Municipal Code. The Town Council may grant an exception to allow any amount of existing floor area that is converted to new ADU space to be transferred as a floor area allowance for a new addition to the primary residence.
- **Nonconformity permit is required pursuant to RMC Section 18.52.040** to extend the existing nonconforming north side setback of 12-feet in the front and rear of the existing nonconforming structure.

Background

The project site is a 12,180 SF rectangular lot on Garden Road. The existing single-family residence has a legal nonconforming side setback to the north.

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 March 19, 2024, the Advisory Design Review group (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.

Draft minutes of the March 19, 2024, 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 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; 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. The proposed project is not monumental or excessively large size and is compatible with others in the neighborhood and does not attract attention to themselves. 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 (ADU's) 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 standards regulating accessory dwelling units permitted on a lot or parcel including 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 rent restricted 1,200 square foot accessory dwelling unit. At its discretion, the Town Council may grant exceptions.

Nonconformity Permit

Many residential structures in the town do not conform to the requirements of this Zoning Code because they were established before the adoption of zoning or before residential floor area limits were established in 1967. The purpose of this section is to allow for the continued existence, reconstruction and modification of nonconforming residential structures, subject to limitations set forth in this section. The intent of these regulations is to protect historic buildings and those that contribute to the Town's small-town character; to permit floor area nonconformities to be retained on site redevelopment where the design is appropriate; and to allow other nonconformities to be maintained when reasonable and where they create the same or fewer impacts than strict conformance with town regulations.

Pursuant to Sections 18.32.050 and 18.32.060, which establish development standards in the R-1:B10 district for minimum side yard setback 15 feet, the existing property is within the allowed in the district. Pursuant to Section 18.52.030, the project requires a Nonconformity Permit to enlarge, extend, reconstruct, and/or structurally alter the existing residential structures which are nonconforming with respect to the minimum allowed setback.

Staff recommends approval of the Nonconformity permit, as summarized below and as supported by the findings in Exhibit "A".

The nonconforming structure was in existence at the time the ordinance that now prohibits the

structure was passed. The structure must have been lawful when constructed. The demolition will not remove from the neighborhood or town, nor adversely affect, a building of historical, architectural, cultural or aesthetic value. The demolition will not adversely affect nor diminish the character or qualities of the site, the neighborhood or the community. The project conforms to the design review standards, and the proposed deck does not exceed the nonconforming side yard setback. The project will comply with all Flood regulations, and the site has adequate parking.

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 impacts 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. 2408
2. Project Plans and Materials
3. Project Application
4. Draft ADR Meeting Minutes, March 19, 2024

ATTACHMENT 1

TOWN OF ROSS

RESOLUTION NO. 2408

RESOLUTION OF THE TOWN OF ROSS APPROVING DESIGN REVIEW, ACCESSORY DWELLING UNIT (ADU) PERMIT, AND NONCONFORMITY PERMIT TO REMODEL AND RENOVATE AN EXISTING SINGLE-FAMILY HOME, INCLUDING A 703 SQUARE-FOOT (SF) SECOND STORY ADDITION, ATTACHED 1,200 SF RENT RESTRICTED ADU INTEGRATED WITHIN THE EXISTING STRUCTURE, AND NEW LANDSCAPING AT 12 GARDEN ROAD, A.P.N. 072-153-05

WHEREAS, applicant Polsky Perlstein Architects, on behalf of property owners Michael and Margot Edde, has submitted an application requesting approval of Design Review, Accessory Dwelling Unit (ADU) Permit, and Nonconformity Permit to remodel and renovate an existing single-family home, including a 703 square-foot (SF) second story addition, attached 1,200 SF rent restricted ADU integrated within the existing structure, and new landscaping at 12 Garden Road APN 072-153-05 (herein referred to as “the Project”).

WHEREAS, the Project is determined to be 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 4, 2024, 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, Accessory Dwelling Unit (ADU) Permit, and a Nonconformity Permit 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 4th day of April 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Cyndie Martel, Town Clerk

Elizabeth Brekhus, Mayor

EXHIBIT "A"
FINDINGS
12 Garden Road
A.P.N. 072-153-05

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 second-story addition and attached ADU minimize building mass, bulk and height and integrate the structure with the site in a balanced manner. The materials and colors minimize visual impacts and blend with the existing structure, including slate, stucco, wood, and stone. Wood 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 site, including attractive, fire-resistant, native species plantings and pavers. The Project would maximize permeability and reduces the overall impervious surface coverage on the property, by removing existing impervious surfaces to more than offset the new addition and attached ADU, 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 Very 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 RMC Section 18.42.065 Exceptions to Floor Area. At its discretion, the town council may grant exceptions to exceed 800 SF up to 1,200 SF if the ADU is rent restricted for a very low-income household and allowing new ADU space to be transferred as floor area allowance for a new addition to the primary residence.

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 (as noted above), 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))**

The proposed 1,200 square foot accessory dwelling unit is within the footprint of the home, complementary with 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))**

The proposed ADU would not affect any primary views. It is located on the property as to not impact any adjacent properties. 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))**

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))**

Adequate access and water supply exist for firefighting purposes.

III. In accordance with Ross Municipal Code (RMC) Section 18.52.030 (c), Nonconformity Permit is approved based on the following mandatory findings:

- (a) **The nonconforming structure was in existence at the time the ordinance that now prohibits the structure was passed. The structure must have been lawful when constructed. The property owner has the burden to prove by substantial evidence the nonconforming and legal status of the structure.**

The existing nonconforming single-family home was originally constructed in approximately 1923 per the records from the County Assessor.

- (b) **The town council can make the findings required to approve any required demolition permit for the structure: The demolition will not remove from the neighborhood or town, nor adversely affect, a building of historical, architectural, cultural or aesthetic value. The demolition will not adversely affect nor diminish the character or qualities of the site, the neighborhood or the community.**

A demolition permit is not required pursuant to per RMC Chapter 18.50

- (c) The project substantially conforms to relevant design review criteria and standards in Section 18.41.100, even if design review is not required.**

As described in the Design Review findings in Section I above, the project is consistent with the Design Review criteria and standards per RMC Section 18.41.100.

- (d) Total floor area does not exceed the greater of: a) the total floor area of the existing conforming and or legal nonconforming structure(s); or b) the maximum floor area permitted for the lot under current zoning regulations. The town shall apply the definition of floor area in effect at the time of the application for a nonconformity permit.**

The project will not result in any change to the existing nonconforming use.

- (e) Granting the permit will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.**

The project will promote public health, safety and welfare, and avoid material injury to properties and improvements in the vicinity, by elevating the subject residence above the 100-year flood plain and by reducing flood plain obstruction.

- (f) The project will comply with the Flood Damage Prevention regulations in Chapter 15.36.**

The project is not in the flood plain.

- (g) The fire chief has confirmed that the site has adequate access and water supply for firefighting purposes, or that the project includes alternate measures approved by the fire chief.**

Adequate access and water supply exist for firefighting purposes.

- (h) The applicant has agreed in writing to the indemnification provision in Section 18.40.180.**

Conditions of Approval require indemnification pursuant to RMC Section 18.40.180.

- (i) The site has adequate parking. For purposes of this section, adequate parking shall mean that the site complies with at least the minimum number of parking spaces required for the zoning district (covered or not covered). If the site does not comply with the covered parking requirement, the Town Council may require covered parking to be provided. The Town Council may consider the size of the residence and number of bedrooms and may require additional parking up to the following:**

The project complies with the minimum required off-street parking capacity.

EXHIBIT "B"
CONDITIONS OF APPROVAL
12 Garden Road
A.P.N. 072-153-05

1. The building permit shall substantially conform to the plans entitled, "Edde Residence" and dated 3/19/2024, and reviewed and approved by the Town Council on April 4, 2024
2. 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.
3. 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.
4. Declaration of Rent Restrictions. The owner shall submit a signed Declaration of Rent Restrictions, to be recorded before or concurrently with, and as a condition of, issuance of the rent restricted ADU permit, reflecting the rent restriction.
5. Affordable Rent Certification. An owner who has executed a Declaration shall submit to the Town an ADU Affordable Rent Certification on an annual basis, effective each December 31 and as part of the annual Town business license application and renewal, if the ADU is being rented. The ADU Affordable Rent Certification shall include the rent charged, the cost of the utilities, whether the utilities are included in the cost of rent, the household size of the ADU, the names and ages of the ADU occupants, the gross household income of the ADU household, and other information as determined appropriate by the Town. The Town shall provide the form of the Certification to be signed under penalty of perjury by both the owner and the tenant, if any.

Standard Conditions of Approval

6. The Project shall comply with the Fire Code and all requirement of the Ross Valley Fire Department (RVFD).
7. 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.
8. 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.
9. A Tree Permit shall not be issued until the project grading or building permit is issued.

10. 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. 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.
 - u. Final inspection and written approval of the applicable work by Town Building, Planning and Fire Department staff shall mark the date of construction completion.
 - v. 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.
 - w. 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.
11. The project shall comply with all requirements, standards, and policies of the Ross Municipal Code, General Plan, County of Marin, State, and Federal laws.
12. 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



E D D E R R E S I D E N C E

12 Garden Road

Ross, California



P O L S K Y P E R L S T E I N A R C H I T E C T S

4698 Magnolia Avenue
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AP# 072-153-05

PLANNING SUBMITTAL AUGUST 16, 2023
 PLANNING RESUBMITTAL SEPTEMBER 26, 2023
 PLANNING RESUBMITTAL NOVEMBER 27, 2023
 PLANNING RESUBMITTAL DECEMBER 18, 2023
 PLANNING RESUBMITTAL MARCH 12, 2024
 PLANNING RESUBMITTAL MARCH 22, 2024

ARCHITECTURAL	
A0.0	COVER SHEET
A1.1	SITE PLAN & PROJECT DATA
A1.3	EXISTING FLOOR PLANS
A1.4	NEW FLOOR PLANS
A1.5	LOT COVERAGE & FLOOR AREA DIAGRAM
A1.6	IMPERVIOUS SURFACE AREA DIAGRAMS
A2.1	EXTERIOR ELEVATIONS
A2.2	EXTERIOR ELEVATIONS
A3.1	BUILDING SECTIONS
LANDSCAPE	
L1	LANDSCAPE CONCEPT PLAN
SURVEY	
SU.1	SURVEY

SCOPE OF WORK

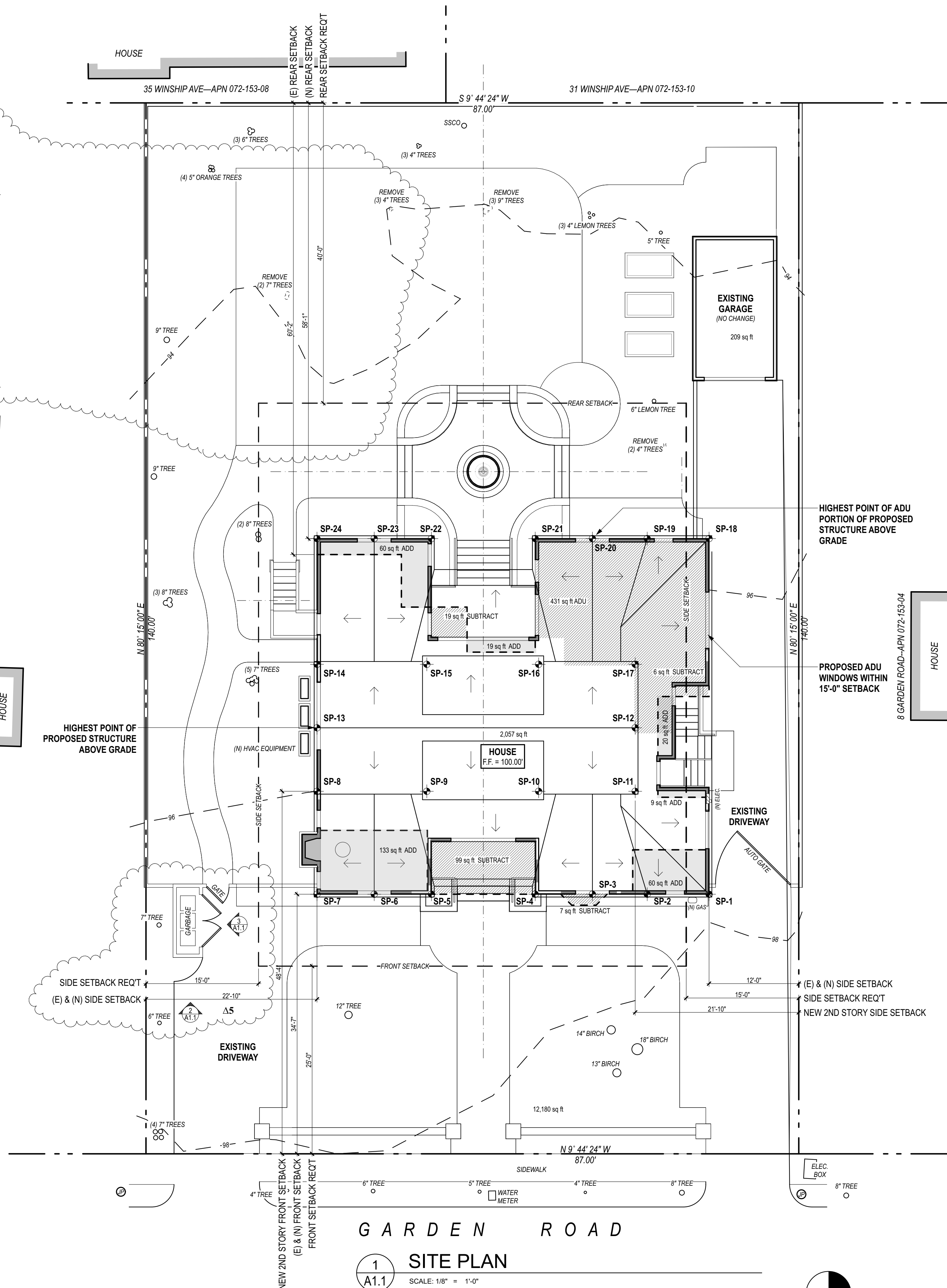
- SUBSTANTIAL REMODEL TO GROUND FLOOR OF EXISTING SINGLE FAMILY RESIDENCE INCLUDING VARIOUS CHANGES TO THE EXISTING BUILDING FOOTPRINT RESULTING IN A NET INCREASE OF 171 SF IN COVERAGE.
- WORK ENTAILS NEW ELECTRICAL, PLUMBING, MECHANICAL SYSTEMS, INTERIOR AND EXTERIOR FINISHES, DOORS, WINDOWS, CASEWORK, FIXTURES, ETC.
- NEW SECOND STORY ADDITION.
- INTEGRATING NEW ADU INTO EXISTING STRUCTURE.
- NEW LANDSCAPING INCLUDING REMOVING SOME SMALL TREES, NEW PLANTING, NEW HARDSCAPE, LANDSCAPE LIGHTING, IRRIGATION, FENCING, TRASH ENCLOSURE, ETC.
- WORK ENTAILS NO GRADING. EXCAVATION IS MINIMAL, LIMITED TO FOUNDATION WORK.
- NEW DRAINAGE SYSTEM—A SUBSTANTIAL NET DECREASE IN IMPERMEABLE SURFACE AREA IS PROPOSED. THE SITE SLOPES VERY GRADUALLY (2% +/-) AND THE HOUSE FOOTPRINT IS SURROUNDED BY PERMEABLE SURFACES, IDEAL FOR PROPER DRAINAGE. A CIVIL ENGINEER HAS BEEN CONSULTED, BUT NO DRAINAGE ISSUES ARE ANTICIPATED.

PROJECT DATA

Owners:	Margo & Michael Edde			
Address:	12 Garden Road			
Zoning Designation:	R-1 B-10			
Assessor's Parcel Number:	072-153-05			
Actual Site Area (SF):	12,180			
Occupancy Type:	R-3 U-1			
Building Type:	V-B			

	Zoning Req't.	Existing Bldgs.	Proposed Project	Change
Lot Coverage (SF)				
Main House		1,886	2,105	+219
Garage		209	209	+0
Porches & Stairs >18" above grade		451	287	-164
ADU Portion of House Footprint		0	-431	-431
Total Lot Coverage		2,546	2,170	-376
Lot Coverage (%)	20.0%	20.9%	17.8%	-3.1%
Floor Area (SF)				
Lower Floor		361	0	(361)
Main Floor		1,888	1,509	(349)
Upper Floor		0	703	+703
Garage		209	209	+0
Total Floor Areas		2,428	2,421	-7
Floor Area Ratio	20.0%	19.9%	19.9%	-0.1%
ADU Floor Area (SF)				
ADU Lower Floor		0	653	+653
ADU Main Floor		0	547	+547
Total ADU Floor Area *		0	1,200	+1,200
Building Height				
House	30'-0"	21'-4"	29'-8"	29'-8"
Setbacks				
Front (East)	25'-0"	37'-4"	37'-4"	0'-0"
Side (South)	15'-0"	22'-10"	22'-10"	0'-0"
Side (North)	15'-0"	12'-0"	12'-0"	0'-0"
Rear (West)	40'-0"	60'-2"	58'-1"	-2'-1"
Parking				
Required spaces	3 + 1 covered	3 + 1	3 + 1	0

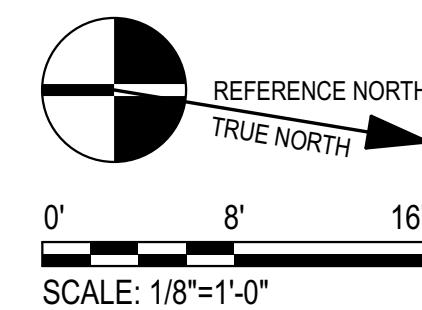
* Rent-restrictive ADU per RMC 18.42.080



GARDEN ROAD

1 SITE PLAN

A1.1 SCALE: 1/8" = 1'-0"



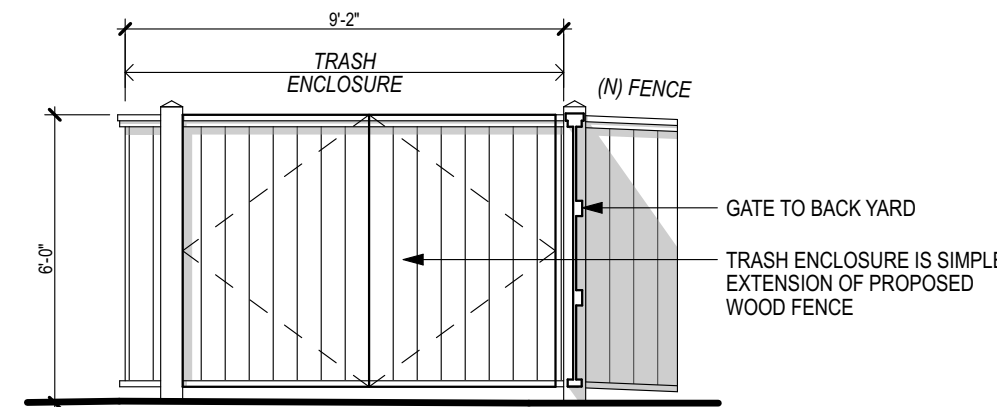
STORY POLE SCHEDULE

SP-1	109.48'
SP-2	109.48'
SP-3	115.57'
SP-4	109.48'
SP-5	109.48'
SP-6	115.57'
SP-7	109.48'
SP-8	118.55'
SP-9	120.50'
SP-10	120.50'
SP-11	118.55'
SP-12	125.60'
SP-13	125.60'
SP-14	118.55'
SP-15	120.50'
SP-16	120.50'
SP-17	118.55'
SP-18	109.48'
SP-19	109.48'
SP-20	115.57'
SP-21	109.48'
SP-22	109.48'
SP-23	115.57'
SP-24	109.48'

REFERENCE LEVEL IS EXISTING AND NEW FINISHED FLOOR AT 100.00'

2 EAST TRASH ENCLOSURE

A1.1 SCALE: 1/4" = 1'-0"



3 NORTH TRASH ENCLOSURE

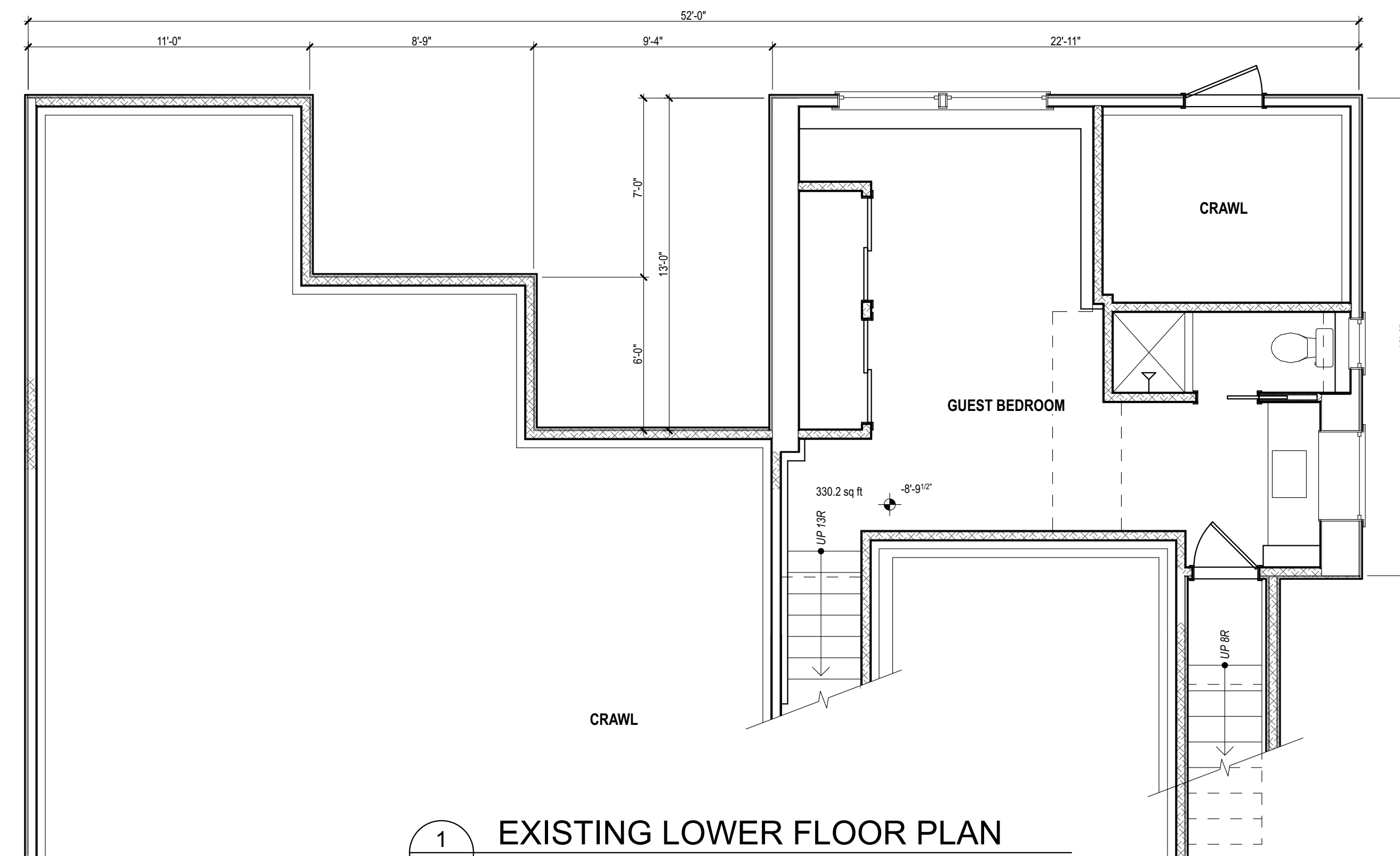
A1.1 SCALE: 1/4" = 1'-0"



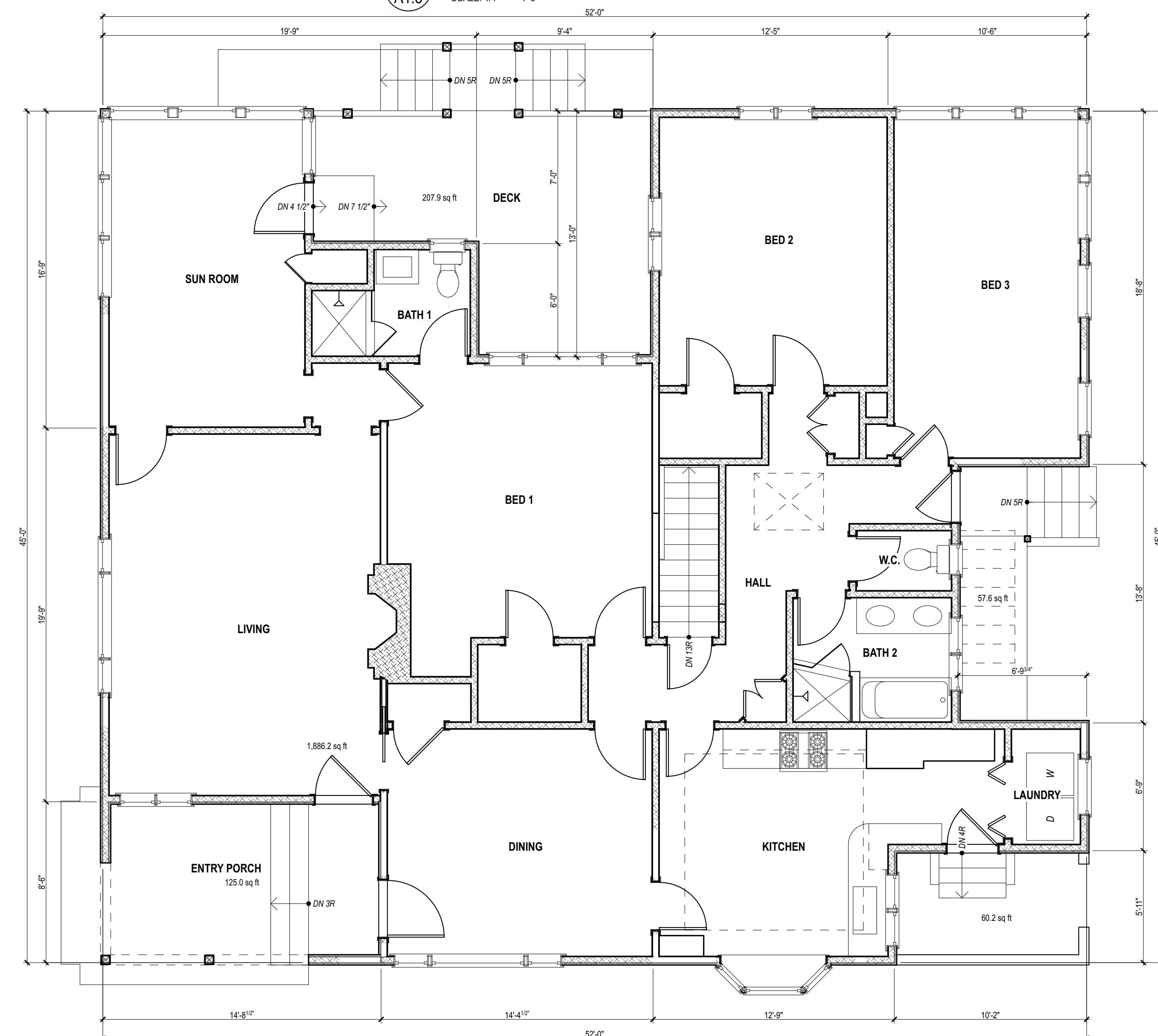
DATE	DESCRIPTION	BY
16 AUG 2023	PLANNING SUBMITTAL	TS
26 SEP 2023	A1 PLANNING COMMENTS	TS
27 NOV 2023	A2 PLANNING COMMENTS	TS
18 DEC 2023	A3 PLANNING COMMENTS	TS
12 MAR 2024	A4 ADD A1.6	TS
22 MAR 2024	A5 REVISED SITE PLAN	TS

PRINT DATE	3/22/24
DRAWN	TS
JOB#	2251
SCALE	AS NOTED

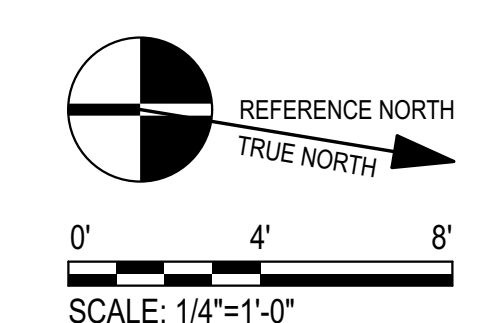
SITE PLAN & PROJECT DATA



1
A1.3 EXISTING LOWER FLOOR PLAN
SCALE: 1/4" = 1'-0"

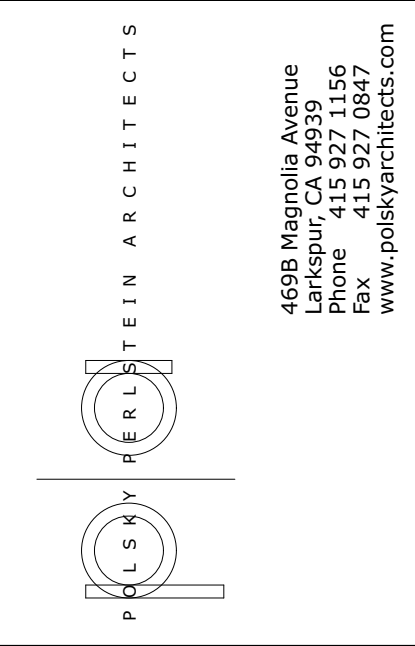


2
A1.3 EXISTING FLOOR PLAN
SCALE: 1/4" = 1'-0"



EDDE RESIDENCE

12 GARDEN ROAD
ROSS CALIFORNIA
AP# 072-153-05



4698 Magnolia Avenue
Larkspur, CA 94939
Phone: 415.327.0847
Fax: 415.327.0847
www.polskyarchitects.com

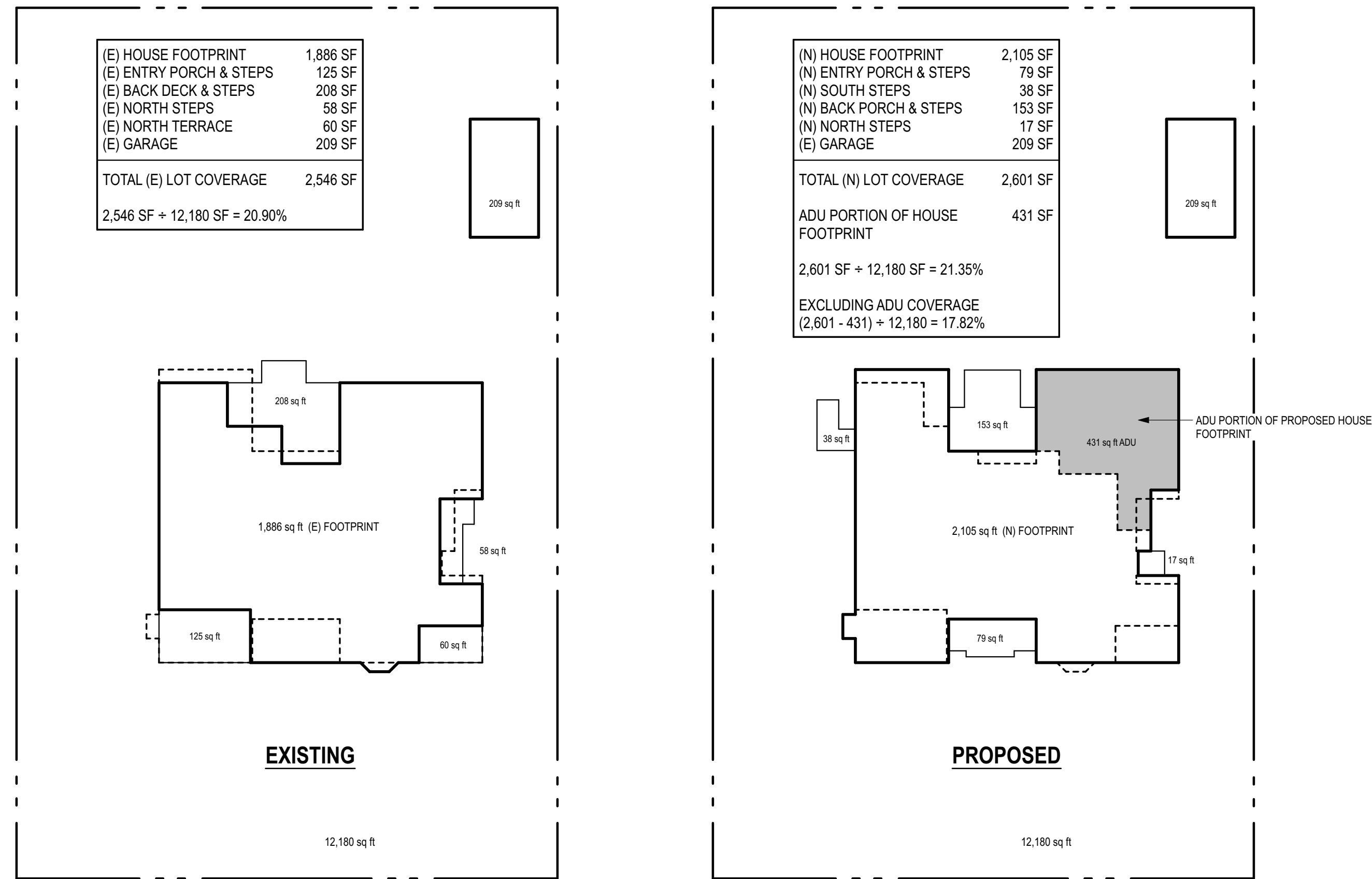
PRELIMINARY

DATE	DESCRIPTION	BY
16 AUG 2023	PLANNING SUBMITTAL	TS
26 SEP 2023	A1 PLANNING COMMENTS	TS
27 NOV 2023	A2 PLANNING COMMENTS	TS
18 DEC 2023	A3 PLANNING COMMENTS	TS
12 MAR 2024	A4 ADD A1.6	TS
22 MAR 2024	A5 REVISED SITE PLAN	TS

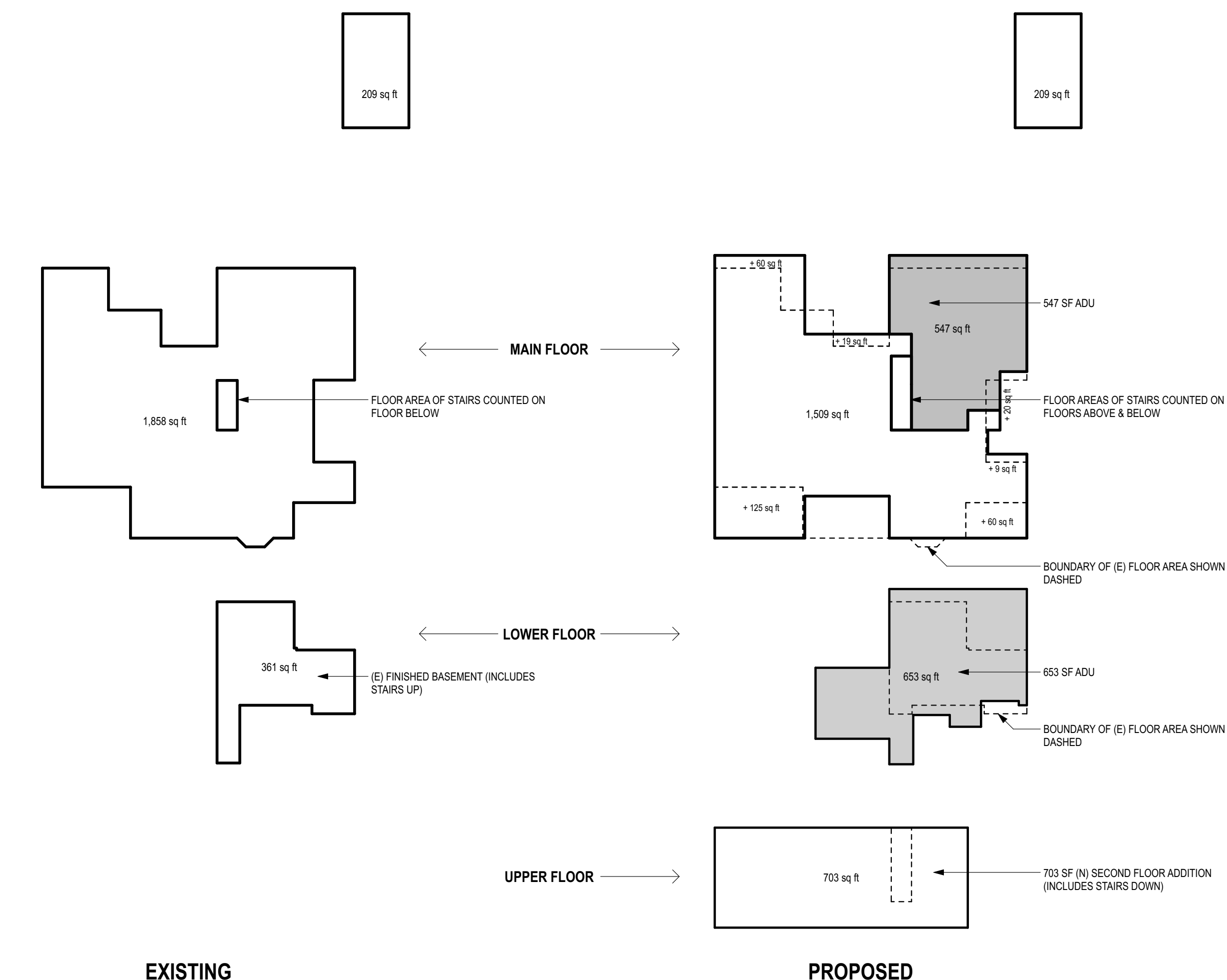
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PRINT DATE: 3/22/24
DRAWN BY: TS
JOB #: 2251
SCALE: AS NOTED

EXISTING FLOOR PLANS



1 LOT COVERAGE DIAGRAMS
SCALE: 1/16" = 1'-0"



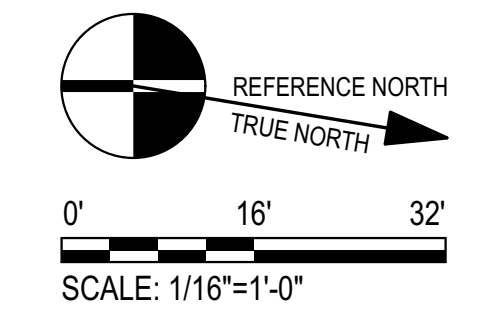
2 FLOOR AREA DIAGRAMS
SCALE: 1/16" = 1'-0"

PROJECT DATA

Owners: Margo & Michael Edde
Address: 12 Garden Road
Zoning Designation: R-1 B-10
Assessor's Parcel Number: 072-153-05
Actual Site Area (SF): 12,180
Occupancy Type: R-3 U-1
Building Type: V-B

	Zoning Req't	Existing Bldgs.	Proposed Project	Change
Lot Coverage (SF)				
Main House		1,886	2,105	+219
Garage		209	209	+0
Porches & Stairs >18" above grade		451	287	-164
ADU Portion of House Footprint		0	-431	-431
Total Lot Coverage		2,546	2,170	-376
Lot Coverage (%)				
	20.0%	20.9%	17.8%	-3.1%
Floor Area (SF)				
Lower Floor		361	0	(361)
Main Floor		1,858	1,509	(349)
Upper Floor		0	703	+703
Garage		209	209	+0
Total Floor Areas		2,428	2,421	-7
Floor Area Ratio				
	20.0%	19.9%	19.9%	-0.1%
ADU Floor Area (SF)				
ADU Lower Floor		0	653	+653
ADU Main Floor		0	547	+547
Total ADU Floor Area		0	1,200	+1,200
Building Height				
House	30'-0"	21'-4"	29'-8"	29'-8"
Setbacks				
Front (East)	25'-0"	37'-4"	37'-4"	0'-0"
Side (South)	15'-0"	22'-10"	22'-10"	0'-0"
Side (North)	15'-0"	12'-0"	12'-0"	0'-0"
Rear (West)	40'-0"	60'-2"	58'-1"	-2'-1"
Parking				
Required spaces	3 + 1 covered	3 + 1	3 + 1	0

* Rent-restrictive ADU per RMC 18.42.080



EDDE RESIDENCE

12 GARDEN ROAD
ROSS CALIFORNIA
AP# 072-153-05

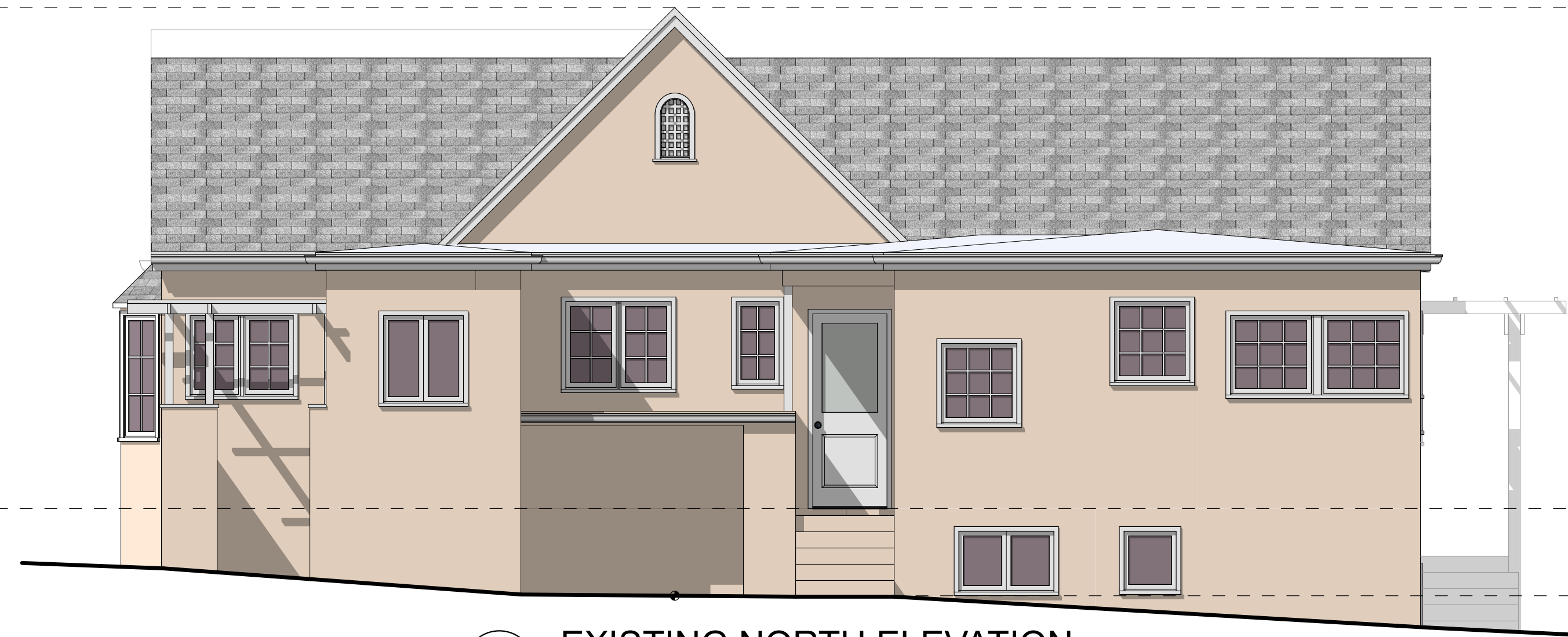
PRELIMINARY

DATE	DESCRIPTION	BY
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26 SEP 2023	A1 PLANNING COMMENTS	TS
27 NOV 2023	A2 PLANNING COMMENTS	TS
18 DEC 2023	A3 PLANNING COMMENTS	TS
12 MAR 2024	A4 ADD A1.5	TS
22 MAR 2024	A5 REVISED SITE PLAN	TS

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PRINT DATE	3/22/24
DRAWN	TS
JOB #	2251
SCALE	AS NOTED

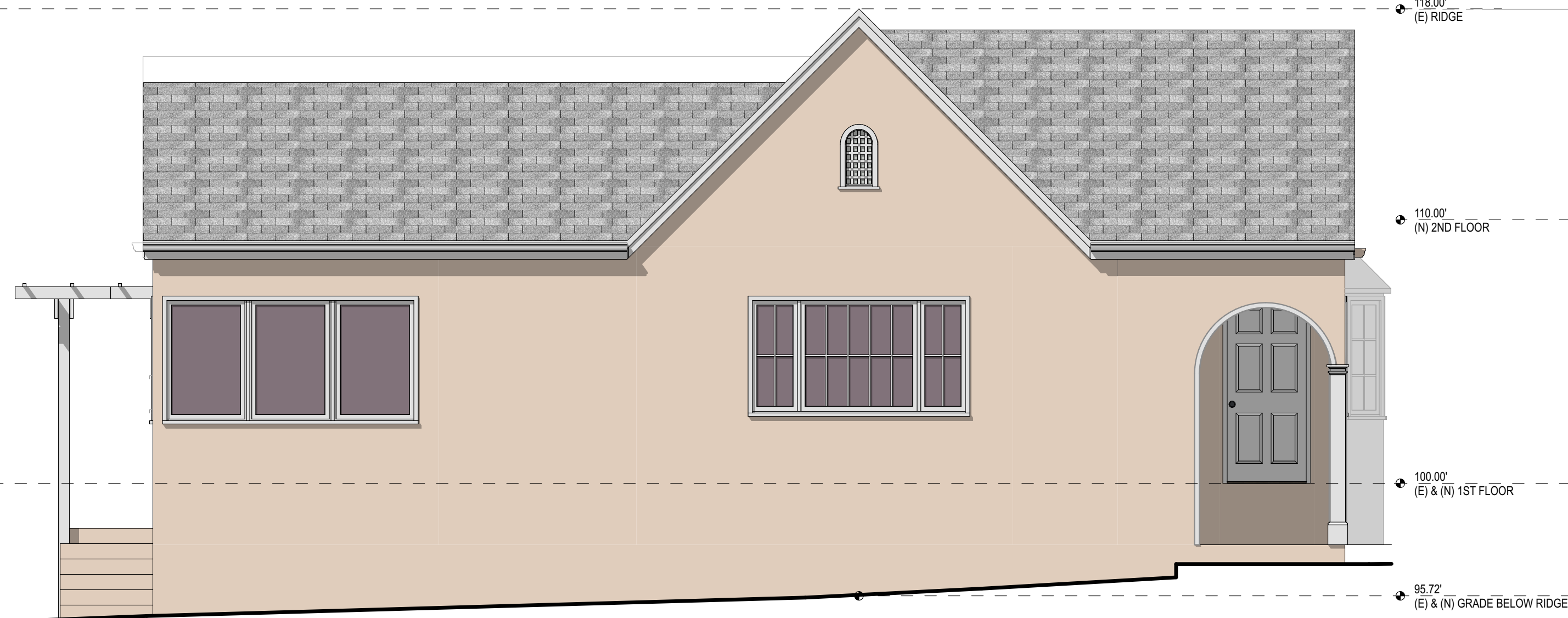
LOT COVERAGE & FLOOR AREA DIAGRAMS



1 EXISTING NORTH ELEVATION
A2.2 SCALE: 1/4" = 1'-0"



2 NEW NORTH ELEVATION
A2.2 SCALE: 1/4" = 1'-0"



3 EXISTING SOUTH ELEVATION
A2.2 SCALE: 1/4" = 1'-0"

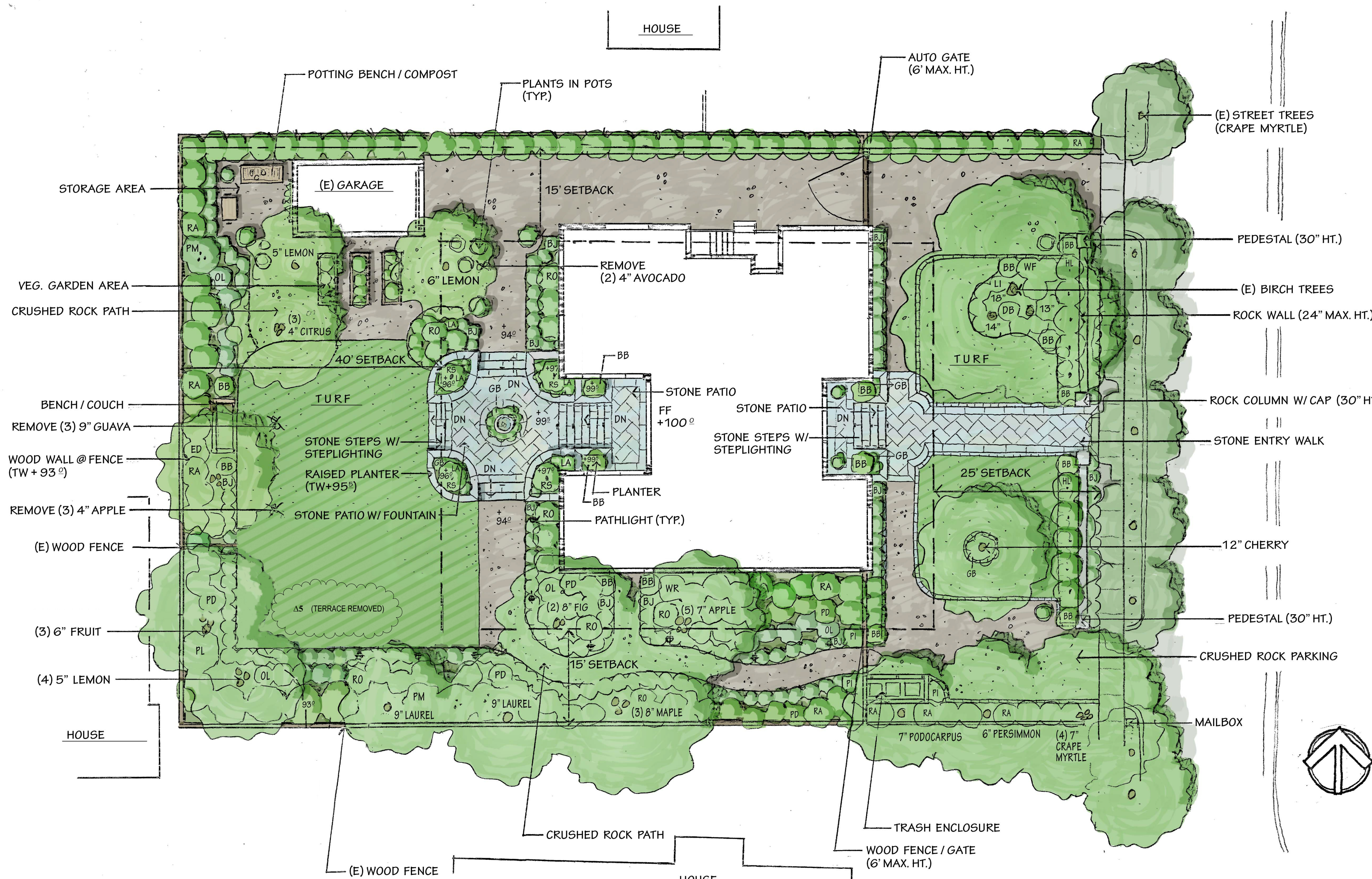


4 NEW SOUTH ELEVATION
A2.2 SCALE: 1/4" = 1'-0"

DATE	DESCRIPTION	BY
16 AUG 2023	PLANNING SUBMITTAL	TS
26 SEP 2023	A1 PLANNING COMMENTS	TS
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© 2023 POLSKY PERLSTEIN ARCHITECTS

PRINT DATE: 3/22/24
DRAWN: TS
JOB #: 2251
SCALE: AS NOTED



DESIGN REVIEW NOTES

GENERAL NOTES

1. THE LANDSCAPE PLAN IS BASED ON DRAWINGS PROVIDED BY THE OWNER, SITE MEASUREMENTS AND A PROFESSIONAL SURVEY. ANY MAJOR DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT IMMEDIATELY.
2. ALL WORK SHALL CONFORM TO THE CURRENT STANDARD SPECIFICATIONS AND UNIFORM CONSTRUCTION STANDARDS (UCS) OF THE COUNTY OF MARIN AND THE TOWN OF ROSS.
3. THESE DRAWING ARE FOR DESIGN REVIEW APPLICATION PURPOSES ONLY. THIS DRAWING IS NOT EXTENSIVELY DETAILED AND IS NOT TO BE USED FOR PERMIT APPLICATION AND / OR CONSTRUCTION.

CONSTRUCTION NOTES

1. ALL PATIOS AND STEPS ARE TO BE ITALIAN BLUESTONE OR APPROVED EQUAL.
2. ALL WALLS ARE TO ROCK VENEER FINISH. ROCK MATERIAL TO BE "MONTANA GREY LEDGESTONE" OR APPROVED EQUAL.
3. CRUSHED ROCK PATHS AND DRIVEWAY ARE TO BE 3/8" SIERRA TAN OR APPROVED EQUAL.

IRRIGATION NOTES

1. ALL PLANTING TO BE IRRIGATED IN ACCORDANCE TO THE PROVISIONS OF ORDINANCE 421 OF THE MARIN MUNICIPAL WATER DEPARTMENT. ALL PLANTING AREAS ARE TO BE IRRIGATED UTILIZING DRIP METHODS.

LIGHTING NOTES

1. ALL LIGHTS ARE TO BE LOW VOLTAGE / LED AND DOWN SHIELDED.

PLANTING NOTES

1. TREES ARE TO REMAIN AS SHOWN
2. ALL EXISTING PLANT MATERIAL IS TO BE REMOVED AND REPLACED AS SHOWN. EXISTING ROSES AND OTHER SHRUBS ARE TO BE TRANSPLANTED PER FEASIBILITY AND AT THE DIRECTION OF THE GARDENER.
3. NO PHYTOPHYTIC PLANT MATERIAL IS PROPOSED FOR THIS PROJECT.
4. ALL PLANTING IS TO CONFORM TO MMWD AND TOWN OF ROSS / RVFD VEGETATION MANAGEMENT ORDINANCES AND REQUIREMENTS.

PRELIMINARY PLANT LIST

SHRUB / PERENNIALS / GRASSES / GROUND COVER LIST	ABBREV.	BOTANIC NAME	COMMON NAME	SIZE	HT. / WIDTH	NOTE
BB	BUXUS "GREEN BEAUTY"	BUXUS "GREEN BEAUTY"	BOXWOOD	5G	3 X 3'	EW F
BJ	BUXUS "GREEN BEAUTY"	BUXUS "GREEN BEAUTY"	BOXWOOD	1G	3 X 3'	EW F
DB	DAHPINE BIRKWOODII	DAHPINE	DAHPINE	5G	3 X 3'	EW F
ED	ELEOCHARPUS DECIPENS (COLUMN FORM)	ELEOCHARPUS DECIPENS (COLUMN FORM)	JAPANESE BLUEBERRY	15G	8' X 4'	EW F
GB	GERANIUM "BIKOVOC"	GERANIUM "BIKOVOC"	GERANIUM	1G	12 X 12"	EW F
HL	HYDRANGIA "LIME LIGHT" (STANDARD FORM)	HYDRANGIA "LIME LIGHT" (STANDARD FORM)	HYDRANGIA	5G	4 X 4'	DF
LA	LAVANDULA "PROVENCE"	LAVANDULA "PROVENCE"	LAVENDER	1G	2 X 2'	EW F
LI	LIRIOPE GIGANTEA	LIRIOPE GIGANTEA	LIRIOPE	1G	2 X 2'	EW F
OL	Olea "LITTLE OLIE"	Olea "LITTLE OLIE"	DWARF OLIVE	5G	3 X 3'	EW F
PM	PITTIOSPORUM TENNUIFOLIUM "MARJORIE CHANNON"	PITTIOSPORUM TENNUIFOLIUM "MARJORIE CHANNON"	V. PITTIOSPORUM	5G	8 X 5'	EF
PI	PODOCARPUS "ICEE BLUE"	PODOCARPUS "ICEE BLUE"	PODOCARPUS	15G	8 X 3'	EW F
PD	POLYGALA DALMANISANA	POLYGALA DALMANISANA	SWEET TEA	5G	4 X 4'	EW F
PL	FRUNUS LAUROCRASUS	FRUNUS LAUROCRASUS	ENGLISH LAUREL	15G	15 X 15'	EF
RA	RHAMNUS ALATURNUS	RHAMNUS ALATURNUS	ITALIAN BUCKTHORN	15G	10 X 6'	EW F
RO	ROSA "ICEBERG"	ROSA "ICEBERG"	ROSE	5G	4 X 4'	DF
RS	ROSA "ICEBERG"	ROSA "ICEBERG"	ROSE	5G	4 X 4'	DF
WR	WESTRINGIA FRUTICOSA	WESTRINGIA FRUTICOSA	COAST ROSEMARY	1G	6 X 6'	EW F
WF	WOODWARDIA FIMBRIATA	WOODWARDIA FIMBRIATA	CHAIN FERN	5G	4 X 4'	EN F

VINES	ABBREV.	BOTANIC NAME	COMMON NAME	SIZE	O	HT. / WIDTH	NOTE
FP	FICUS REPENS	FICUS REPENS	CREeping FIG	1G		5 X 6'	E
HV	HARDOENBERGIA VIOLACEA	HARDOENBERGIA VIOLACEA	HAPPY WANDERER	1G		5 X 6'	EF
LJ	LONICERA JAPONICA	LONICERA JAPONICA	HONEY SUCKLE	1G		5 X 6'	EN F
TJ	TRACHELOSPERMUM JASMINOIDES	TRACHELOSPERMUM JASMINOIDES	STAR JASMINE	1G		5 X 6'	EF

LEGEND

- E = EVERGREEN
- D = DECIDUOUS
- N = CALIFORNIA NATIVE
- W = LOW WATER USE REQUIREMENTS
- F = LOW FIRE / NON - PYROPHYTIC

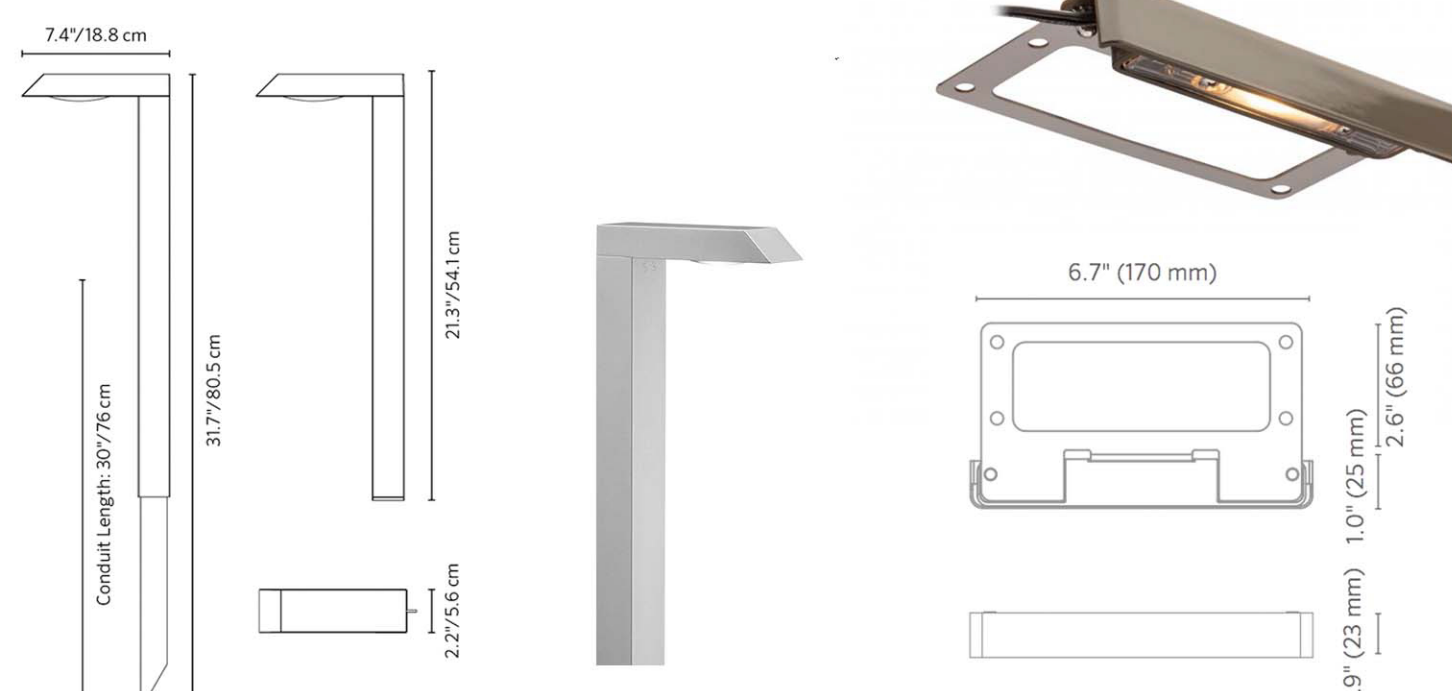
NOTE:

ALL PLANTS ARE TO BE IRRIGATED UTILIZING DRIP IRRIGATION METHODS. ALL PLANTS ARE NON-PYROPHYTIC (NON-FLAMMABLE) ALL PLANTS ARE LOW WATER

LIGHTING LEGEND

SYMBOL	MANUFACTURER	DESCRIPTION MODEL#	Q
⊞	FX LUMINAIRE	STEP LIGHT (LF - 1 LED 20 W FB) TOTAL LUMENS† 78	10
⊞	FX LUMINAIRE	PATH LIGHT (M-PL - ZD-1LED-BZ)	9
	FX LUMINAIRE	TRANSFORMER (EXACT PRODUCT TBD)	

† MEASURED USING THE 3,900K CCT LENS. MULTIPLIERS FOR OTHER CCTS INCLUDE 0.80 (2,700K).



PATH LIGHT

STEP LIGHT

LF Ledge Light SPECIFICATIONS

Output	1LED
Total Lumens†	78
Input Voltage	10 to 15V
Input Power (W)	2.0
VA	2.4
Efficacy (Lumens/Watt)	37
Color Rendering Index (CRI)	80+
Max Candela	51
Dimming	PWM, Phase**
Luxor Compatibility	
Default	Zoning
ZD Option	Zoning/Dimming
ZDC Options	---
Minimum Rated Life (L90 B10)	55,000 Hrs
BUG Rating	BD-U0-G0

† Measured using the 3,900K CCT lens. Multipliers for other CCTs include 0.80 (2,700K). ** For optimal performance, use a trailing-edge, phase-cut dimmer.

Edde Residence

12 Garden Road Ross, CA.

APN: 072-153-05

Date: 8 / 7 / 2023

Scale: 1/8"=1'-0"

Landscape Concept Plan

SHEET L1



202 Rosemont Mill Valley CA 94941
(415) 380-0755
brad@imprintsgardens.com
www.imprintsgardens.com

SURVEYOR'S STATEMENT:

THIS MAP CORRECTLY REPRESENTS A TOPOGRAPHIC AND BOUNDARY SURVEY MADE BY ME OR UNDER MY DIRECTION AT THE REQUEST OF:

MICHAEL EDDE IN: FEBRUARY 2023

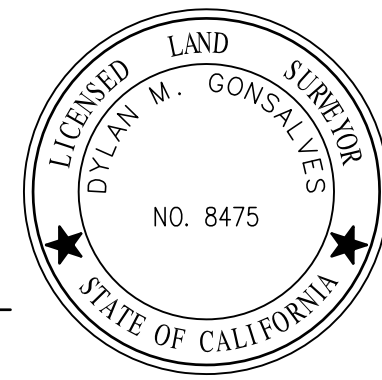
I HEREBY STATE THAT THE TOPOGRAPHY AND BOUNDARIES SHOWN ON THIS MAP IS BASED UPON A SURVEY MADE BY ME, DYLAN M. GONSALVES, PLS 8475

ON APRIL 3, 2023

I FURTHER STATE THAT TO THE BEST OF MY KNOWLEDGE ALL PROVISIONS OF APPLICABLE LOCAL ORDINANCES HAVE BEEN COMPLIED WITH.

Dylan M. Gonsalves
DYLAN M. GONSALVES

4-6-2023
DATE



LEGAL DESCRIPTION:

LOT 3, BLOCK 4, AS SHOWN UPON THAT CERTAIN MAP ENTITLED, "MAP OF WINSHIP PARK," FILED DECEMBER 13, 1912 IN BOOK 4 OF MAPS AT PAGE 33, MARIN COUNTY RECORDS.

LOT AREA:

12,180 ± SQUARE FEET

ASSESSOR PARCEL NUMBER:

072-153-05

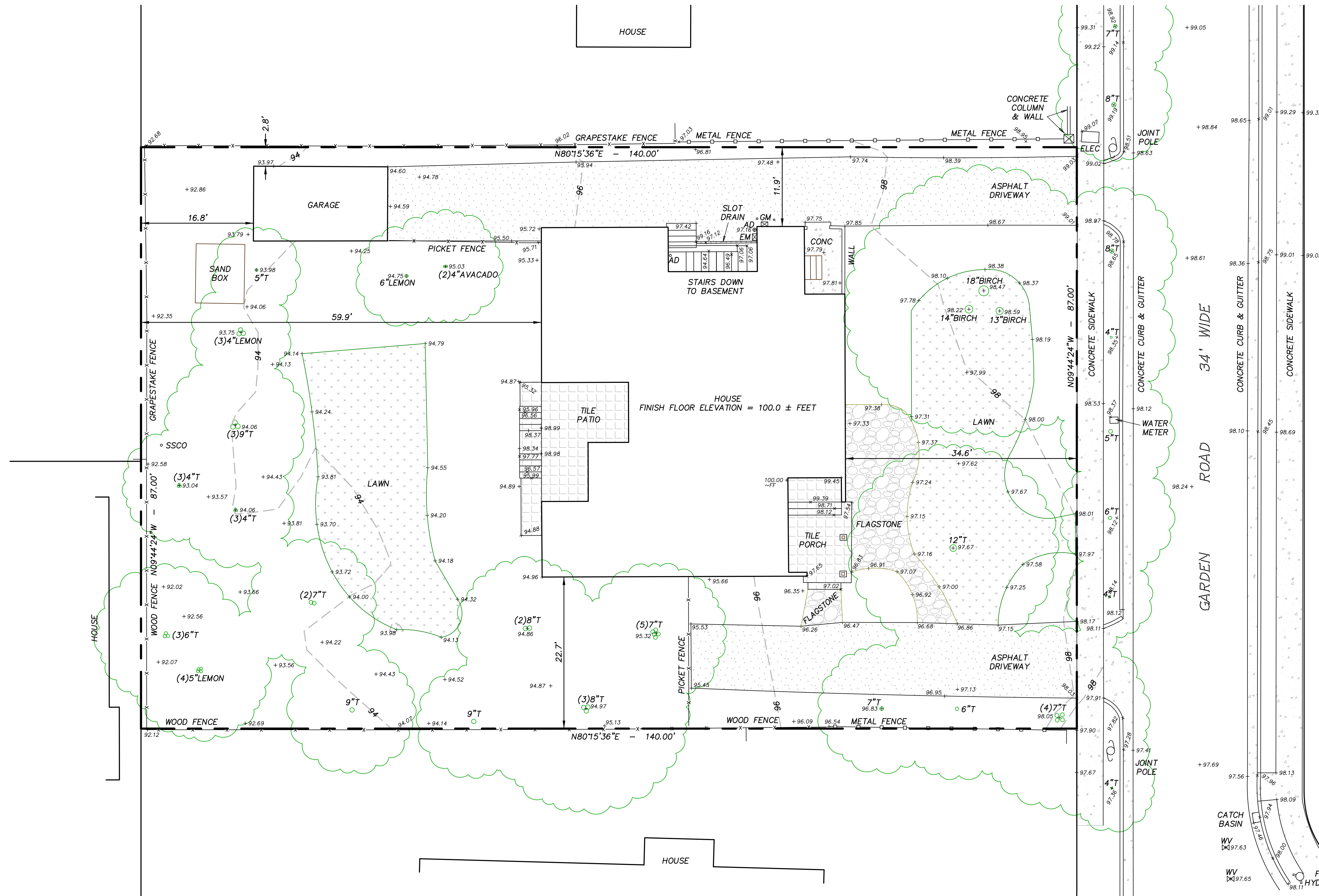
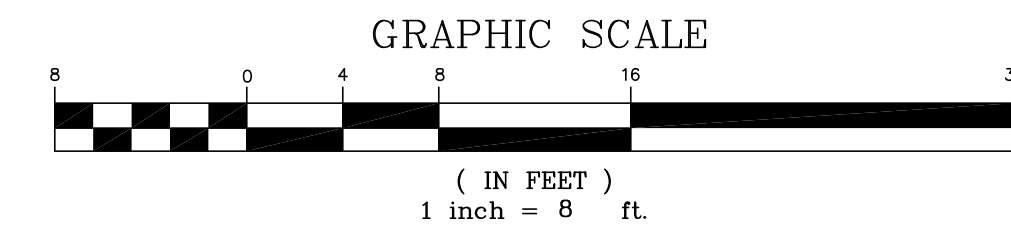
NOTES:

- CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION.
- NO TITLE REPORT WAS FURNISHED IN THE COURSE OF THIS SURVEY, THEREFORE ONLY EASEMENTS SHOWN ON THE MAP REFERENCED IN THE LEGAL DESCRIPTION HAVE BEEN PLOTTED.
- BASIS OF ELEVATION: ELEVATIONS SHOWN ARE ON AN ASSUMED DATUM. MAIN FINISH FLOOR AT THE LOCATION SHOWN, ELEVATION = 100.00 FEET
- 2' CONTOUR INTERVAL.

TOPOGRAPHIC AND BOUNDARY SURVEY

12 GARDEN ROAD
TOWN OF ROSS

MARIN COUNTY - CALIFORNIA
SCALE: 1 INCH = 8 FEET APRIL 2023



ABBREVIATIONS:

- | | |
|----------------|------|
| AREA DRAIN | AD |
| ELECTRIC METER | EM |
| GAS METER | GM |
| SEWER CLEANOUT | SSCO |
| TREE | T |

DMG ENGINEERING, INC.

30 OAKVUE COURT
PLEASANT HILL, CA 94523
PHONE: (925) 787-0463
FAX: (925) 287-8503

DMG ENGINEERING, INC.
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No.	DATE	REVISIONS DESCRIPTION	BY

TOPOGRAPHIC AND BOUNDARY SURVEY
12 GARDEN ROAD
TOWN OF ROSS - CALIFORNIA
SCALE: 1 INCH = 8 FEET
APRIL 2023

SHEET 1
OF 1 SHEET(S)
ORIG.DWG: 4-6-2023
REV.DWG: _____
JOB: 23-26



4696 Magnolia Avenue
Larkspur, CA 94939
Phone: 415 927 1156
Fax: 415 927 0847
www.polskyarchitects.com

EDDE RESIDENCE

12 GARDEN ROAD

ROSS, CA

ROOF TILES:

American Slate Company "Sierra Pass"



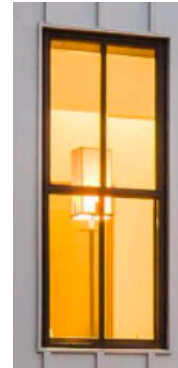
GUTTERS AND DOWNSPOUTS:

Unfinished copper, natural patina



WINDOWS

Factory pre-finished windows:
DARK BRONZE



STUCCO SIDING

Ecru—smooth finish (Δ5)



HARDSCAPE

Bluestone—various patterns













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 checked="" 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 checked="" 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): 072-153-05

Project Address: 12 Garden Road, Ross

Property Owner: Michael & Margot Edde

Owner Mailing Address (PO Box in Ross): PO Box 515

City/State/Zip: Ross, CA 94957 Owner's Phone: (617) 913-6756

Owner's Email: margotedde@gmail.com

Applicant: Polsky-Perlstein Architects / Tyler Shelton

Applicant Mailing Address: 469B Magnolia Avenue

City/State/Zip: Larkspur, CA 94939 Applicant's Phone: (415) 927-1156 x305

Applicant's Email: tyler@polskyarchitects.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	_____
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.

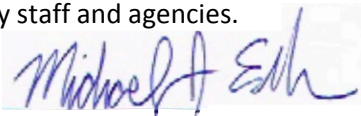
The applicant wishes to Rezone parcel _____ from the _____ Zoning District to _____.

GENERAL OR SPECIFIC PLAN AMENDMENT ONLY

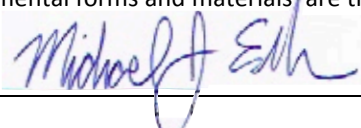
Please describe the proposed amendment:

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: August 16, 2023

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: August 16, 2023

SIGNATURE:

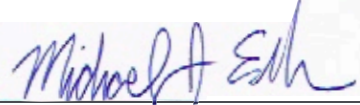
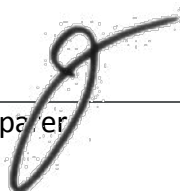
I hereby authorize employees, agents, and/or consultants of the Town of Ross to enter upon the subject property upon reasonable notice, as necessary, to inspect the premises and process this application.

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

_____ Larkspur _____, California on _____ August 16, 2023 _____

 _____  _____
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 Imprints Landscape Architecture
 Project Landscape Architect Brad Eigsti
 Mailing Address 202 Rosemont Avenue
 City Mill Valley State CA ZIP 94941
 Phone (415) 380-0755 Fax _____
 Email brad@imprintsgardens.com
 Town of Ross Business License No. _____ Expiration Date _____

Civil/ Geotechnical Engineer

Firm LTD Engineering , Inc.
 Project Engineer Glenn Dearth
 Mailing Address 1050 Northgate Drive, Suite 315
 City San Rafael State CA ZIP 94903
 Phone (415) 446-7402 Fax _____
 Email gdearth@ltdengineering.com
 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 _____



AGREEMENT FOR PAYMENT OF APPLICATION FEES

Application fees for certain applications and services provided by the Planning Department are charged on a deposit/at cost basis. The fees noted in the fee schedule are minimum fees to be paid at the time of application filing and function as a retainer. This agreement acknowledges the property owner's agreement in advance of processing the application to reimburse the Town of Ross for all costs, both direct and indirect, associated with the review and processing of the accompanying application(s) with respect to the property located at:

12 Garden Road, Ross

Assessor's Parcel Number(s): 072-153-05

Reimbursable costs include, but are not limited to, all services provided by the Town of Ross as well as the cost of retaining and managing professional and technical consultant services and any services necessary to perform the functions related to review and processing of the application. The Planning Department reserves the right to require the payment of additional fees if the costs associated with the processing of the application(s) exceed the fees that have been submitted.

Costs typically include all Town staff time for reviewing project plans and other materials submitted with the application, conducting research and site inspections, meeting with the project applicant, other agency staff, and interested parties, photocopying documents, and preparing and mailing correspondence, reports, and public notices.

The applicant may be billed periodically for additional retainer fees during the processing of the application, and fees must be paid to the Town of Ross within 10 days of receiving the invoice unless a longer submittal period is agreed upon. This agreement also signifies the owner's understanding that nonpayment of the fees will result in the temporary or permanent cessation of processing of the application until the proper fee amount has been submitted. Nonpayment of the fees may also result in the denial or withdrawal of the application, an order to cease further work, or withholding of the issuance of further permits, plan checks, inspections, and other administrative processing functions until all required fees have been paid. Upon completion of the application review process, any unused portion of the retainer fees will be refunded. Refunds will be paid to the applicant of record listed in the Planning Application Form regardless of whether the original retainer fee and any subsequent retainer fees were paid by other parties.

By signing below, I certify that I have read and understood the terms of this agreement, including the attached Retainer Policies for the Town of Ross.

Signature of Property Owner

August 16, 2023

Date

Planning Department Retainer Policies

1. Fees for specified applications noted on the fee schedule are charged on a deposit/at cost basis. The fees noted in the fee schedule function as a retainer and represent minimum fees to be paid at the time of application filing to cover the Town's cost of review. A signed agreement for payment of application fees between the Town and the property owner shall be required at the time of application filing. Should actual costs exceed the amount of the fee, the owner will be billed for additional costs.
2. Services will be billed at a rate of \$218 per hour, except services provided by professional and technical consultant services under contract to the Planning Department will be billed at the actual fee charged to the Planning Department plus overhead.
3. Should the actual costs exceed the amount of the retainer, work on the project will be halted and the owner will be billed for additional costs. Nonpayment of the fees may also result in the denial or withdrawal of the application, an order to cease further work, or withholding of the issuance of further permits, plan checks, inspections, and other administrative processing functions until all required fees have been paid.
4. The Planning Manager may defer the collection of the fees as a condition to issuance of the building permit if it is found necessary to issue the permit immediately to protect the public health and safety.
5. Time spent on the application will be tracked in minimum 15-minute increments.
6. An invoice for payment of additional retainer fees will be issued when the balance of the retainer fees drops below \$1,000. The amount of the additional retainer will be based on a good faith estimate of the anticipated projects costs for the duration of the permit processing. A subsequent, updated invoice may be issued if changes to the project or other factors are encountered that will change the scope or length of time needed to process the application(s).
7. Fees shall be paid in full at the time of application submittal to the Town. Where a project requires more than one permit, 100% of the highest base fee shall be collected and all subsequent base fees will be collected at 50% of the published fee. The term "base fee" refers to regular Planning permit fees.
8. Interest will not be calculated on the daily balance of any unused deposit.
9. If a request for withdrawal is made before the first public hearing or the decision on the application, all unused portions of the retainer fee will be refunded.
10. A minimum fee of \$218 to cover administrative and accounting expenses incurred by the department will be charged if a request for withdrawal of an application is made prior to the initiation of the application processing by the planner.

ATTACHMENT 4

MINUTES

Meeting of the Ross
Advisory Design Review Group
March 19, 2024, 6:00pm

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

1. 6:00 p.m. Commencement

Chair Kruttschnitt called the meeting to order.

Present: Mark Kruttschnitt, Joey Buckingham, Laura Dewar, and Mark Fritts; Roberta Feliciano (Planning and Building Director), Alex Lopez-Vega (Assistant Planner)

Absent: Stephen Sutro

2. Approval of Minutes.

The ADR Group approved the minutes from the January 16, 2024, meeting.

3. Open Time for Public Comments

No comments were provided.

4. Planning Applications/Projects

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

Project Summary: The applicant requests a recommendation to Town Council for Design Review, an Accessory Dwelling Unit (ADU) Exception and Nonconformity permit. The project includes remodeling and renovating of the existing single-family home, including a 703 square-foot (SF) second story addition, attached 1,200 SF rent restricted ADU integrated within the existing structure, and new landscaping.

Mark Fritts

- Agrees with ADR members.
- Massing is a nice improvement.
- Lacks some details, needs a little more character on the front façade.
- Felt a little plain
- Suggested the darker shade of linen for exterior stucco.

Joey Buckingham

- Agrees with Mark K. that the proposal is a huge improvement.
- Shares Laura's concern about the exterior color of the house being too white, it can be toned down.
- Expressed concern about side windows in terms of privacy, but maybe it's okay since the neighbors supported the project.
- Overall looks like a great project

Mark Kruttschnitt

- Project looks great, huge improvement.

Laura Dewar

- Great project
- Recommends painting the stucco a more natural color and not white.

b.

Property Address: 200 Lagunitas Road
Property Owner: Sarah and Scott Niehaus
Applicant: Brooks McDonald
Parcel Number: 073-131-23
Zoning: R-1:B-A
General Plan: VL (Very Low Density)
Flood Zone: X (Moderate Risk)

Project Summary: The applicant requests a recommendation to the Town Council for Design Review and a Demolition Permit. The project proposes to replace the existing siding with cedar shingles and a stone base. The project includes a remodel of the single-family residence, including two horizontal additions adding up to 186 square feet (SF) to the front of the single-family residence, and 131 SF addition to the garage for access to a Junior Accessory Dwelling Unit (JADU). A new covered porch is also proposed.

Mark Kruttschnitt

- Project looks fine
- Likes that the extra two columns are being removed front door

Laura Dewar

- Supports the project

Mark Fritts

- Recommends that the fascia be thicker
- Great project huge improvement

c. **Property Address:** 2 Bellagio Road

Property Owner: Bellagio Ross, LP
Applicant: Imprints Landscape Architecture
Parcel Number: 072-031-04
Zoning: R-1:B5A
General Plan: VL (Very Low Density)
Flood Zone: X (Moderate Risk)

Project Summary: The applicant requests a recommendation to the Town Council for Design Review and a hillside Lot Permit. The project proposes to construct a new 30' x 60' sports court with an 8-ft high stainless-steel rope net. New stone steps with handrails will be provided to have access to the new sport court. The new sport court will be adjacent to the ADU, and stone patio located on the eastern part of the lot.

Joey Buckingham

- Supports the project as drawn
- The proposed court is out of the setback and far away from other houses
- They are mitigating many concerns such as plantings, pervious surface
- Many neighbors in that area have tennis courts and this is a huge lot

Mark Kruttschnitt

- Supports the project
- Since the project is not going over FAR or building in the setback
- Recommends approval

Laura Dewar

- The design is okay, with the lighting remaining low.
- Feels for the neighbors concerns

Mark Fritts

- The house has a lot of disturbance, the house already has a bocce court, pool, and lawn.
- Design guidelines states that projects should minimize disturbance in natural topography.
- Does not see a problem
- Supports the project, however would ask that the applicant look into sound mitigation as feasible.

5. Conceptual Advisory Design Review

No items

6. Information and Discussion.

- a. Update on ADR Group Appointments

- Staff conveyed the positive statements and re-appointment of all 5 ADR group member.
- b. Design Review for exterior wall coverings
- The ADR group provided staff with comments on forming a committee of 2 members who would review replacements of wall covering over 25%.
- c. Selection of the ADR Chair for 2024
- Chair Mark Kruttschnitt was re-selected to serve as the ADR Chair for 2024.

7. New Agenda Items.

Adjournment, 7:25 PM.

Next scheduled regular meeting date and time: April 16, 2024, at 6:00 PM.