

MINUTES
Regular Meeting of the
Ross Advisory Design Review (ADR) Group
7:00 p.m., Tuesday, January 18, 2022

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

Chair Mark Kruttschnitt called the meeting to order and called roll.

Present: ADR Group Members Josefa Buckingham, Laura Dewar, Mark Fritts, Mark Kruttschnitt, Stephen Sutro; Director Patrick Streeter and Planner Matthew Weintraub representing staff.

2. Approval of Minutes.

The ADR Group unanimously approved the October 19, 2021 meeting minutes.

3. Open Time for Public Comments

No comments were submitted.

Chair Kruttschnitt expressed gratitude for Director Streeter's service and welcomed Town Manager Christa Johnson.

4. Planning Application.

a. Corte Madera Creek Flood Risk Management Project

Project Applicant: Marin County Flood Control and Water Conservation District

Project Location: Corte Madera Creek between Lagunitas Bridge and the Ross-Kentfield boundary

A.P.N.: 073-242-27; 073-242-06; 073-242-10; 073-242-13; 073-242-14;
073-242-19; 073-273-39; 073-273-40; 073-273-49; 073-273-50;
073-273-51; 073-273-52; 073-273-53; 073-273-54; 073-273-55;
073-273-56; 074-011-82

Project Summary: The applicant is requesting approval of Design Review to make channel improvements consistent with Alternative 1 of the Final Environmental Impact Report (FEIR) for the Corte Madera Creek Flood Risk Management Project Phase 1, as recommended by the Ross Town Council on May 13, 2021, and as adopted by the Marin County Board of Supervisors on August 17, 2021. The project includes: remove the existing wood fish ladder; regrade, stabilize, and revegetate the creek bed and banks at existing constriction points; remove existing wood retaining walls; extend concrete wingwalls no higher than existing grade at tops of banks; and construct new fish resting pools within the channel.

Planner Weintraub introduced the project.

Project Manager Joanna Dixon, Marin County Flood Control & Water Conservation District, and Senior Program Coordinator Gerhard Epke, GHD, provided project background and described the project.

ADR Group Members asked for and received further information regarding:

- Design, finish and screening of the new sheet pile wall in relationship to hydrology.
- Chain link fence design.
- Construction access and staging areas near Lagunitas Bridge.

Chair Kruttschnitt opened the public comment.

Sterling Sam, property owner at 29 Sir Francis Drake Boulevard, commented that the project will use more area on his property than any other residential property; that he has not been provided an exact area calculation or tax reappraisal; and he questions why the 2005 Army Corps of Engineers flood wall project was not implemented.

Project Manager Joanna Dixon, Marin County Flood Control & Water Conservation District, responded that the subject property has been surveyed and the District is in process of coordinating the easement with Mr. Sam.

Chair Kruttschnitt closed the public comment.

ADR Group Members discussed the merits of the project and provided the following comments:

Mark Kruttschnitt:

- Recommends maximum height for chain link fence for safety; and black vinyl finish.

Stephen Sutro:

- No design comments.
- Supports the project.

Mark Fritts:

- Concurs with black vinyl finish on chain link fence; supports extending fence up to Frederick Allen Park.

Josefa Buckingham:

- No problem with design of the whole project.
- Supports investing in fence design which is most visible component.

Laura Dewar:

- Concurs with black vinyl finish on chain link fence; supports investing in fence design which is most visible component.
- Likes the extension of existing decorative wall detail to new segments.

The ADR Group unanimously recommended Design Review approval with preference for black vinyl finish on new chain link fence.

Chair Kruttschnitt closed the hearing.

b. 36 Glenwood LLC Residence, 36 Glenwood Avenue (A.P.N. 073-131-30)

Property Owner: 36 Glenwood LLC

Project Designer: Hart Wright Architects

Project Summary: The applicant is requesting approval of Design Review to construct a new 728-square foot detached accessory building (“art studio”) and to construct new landscape structures including pond, bridge, deck, and shade structure in the rear yard of the existing single-family residence.

Planner Weintraub introduced the project.

Architect Eliza Wright, Landscape Architect Eric Blasen, and applicant Eric Soifer provided project background and described the project.

Chair Kruttschnitt opened the public comment. No comments were received. Chair Kruttschnitt closed the public comment.

ADR Group Members discussed the merits of the project and provided the following comments:

Laura Dewar:

- Overall great project; makes sense to reduce the grass area due to drought conditions.
- Notes that the studio design is distinct and separate from the primary buildings.
- Agrees with revised, reduced trellis height.
- Recommends approval.

Josefa Buckingham:

- Supportive of the project; lot is very large and improvements are not visible outside the property.
- Notes that the studio design is distinct and separate from the primary buildings.
- Notes that the studio is close to a minimum required side yard setback; agrees that sufficient screening is provided.

Mark Fritts:

- Supports isolated location and distinct design of the studio.

Stephen Sutro:

- Supports the project as designed without any suggested modifications.

Mark Kruttschnitt:

- Supports the project as designed without any suggested modifications.

The ADR Group unanimously recommended Design Review approval as proposed.

Chair Kruttschnitt closed the hearing. ADR Group Member Kruttschnitt was recused from the meeting. ADR Group Member Buckingham elevated to chair.

c. Wiginton Residence, 58 Shady Lane (A.P.N. 073-161-05)

Property Owner: Robert and Madeline Wiginton

Project Designer: Polsky Perlstein Architects

Project Summary: The applicant is requesting approval of Design Review to make alterations and additions at the back of the existing single-family residence, including a new second-story addition, new first-story deck, and conversion of a new attached first-story accessory dwelling unit. Nonconformity Permit is requested to allow for alterations to an existing nonconforming residence that do not result in an increase to nonconforming floor area. Accessory Dwelling Unit (ADU) Permit Exception is requested to allow for the amount of area converted to an accessory dwelling unit to transfer as an allowance for a new addition. Variance is requested to allow for the construction of a new deck which is nonconforming with respect to side yard setback and building coverage.

Planner Weintraub introduced the project.

Architects Jared Polsky and Elizabeth Raar provided project background and described the project.

ADR Group Members asked for and received further information regarding:

- Roof design.
- Base materials.
- ADU ministerial standards; entrance location; parking requirements.

Chair Buckingham opened the public comment. No comments were received. Chair Buckingham closed the public comment.

ADR Group Members discussed the merits of the project and provided the following comments:

Stephen Sutro:

- Generally, supports the project concept of ADU conversion and rear addition.
- Material selection and details are harmonious.
- Uncomfortable with complex roof forms at the rear; recommends simplification.
- Wants to see a revised design prior to project moving forward.
- Could support the project with a simplified roof form that matches existing and minimizes visual massing.

Mark Fritts:

- Significant new second-story mass in side yard setbacks.
- Concerned with elevated rear deck extension due to visibility.
- Recommends simplifying roof forms/details to better match existing design.
- Does not support current project design.
- Could support the project with a simplified roof form that matches existing and minimizes visual massing.

Laura Dewar:

- Front and rear designs feel like two different buildings; not compatible.
- Greater impact to massing than height.
- Could support the project with a simplified roof form that matches existing and minimizes visual massing.

Josefa Buckingham:

- Narrow lot; half as wide as neighboring lot; existing small house is in scale with the lot.
- Rear addition appears to be an entirely different design than the existing building; exacerbates tight conditions on the lot.
- Suggests alternative of converting the existing accessory building to ADU.
- Recommends different base material such as stone.
- Does not support current project design.
- Fundamentally opposed to converting space within a residence to ADU and reallocating the space for a second-story addition; supports detached ADU.

The ADR Group voted 3-1 to recommend revisions to the currently proposed project design and additional review by the ADR Group prior to consideration by the Town Council. ADR Group Member Buckingham voted against the project.

Chair Buckingham closed the hearing.

d. Haswell Residence, 21 Fernhill Avenue (A.P.N. 073-131-30)

Property Owner: Stephanie and Russ Haswell

Project Designer: Polsky Perlstein Architects; Imprints Landscape Architecture

Project Summary: The applicant is requesting approval of Design Review to renovate the exterior materials, features, and appearance of the existing single-family residence, including additions and alterations; and to construct a new pool and associated landscape

in the rear yard. Variance is requested to allow for the construction of a new pool within the minimum required rear yard setback. A separate application has been submitted for ministerial review of Accessory Dwelling Unit (ADU) Permit to construct a new detached accessory dwelling unit.

Planner Weintraub introduced the project.

Architects Jared Polsky and Laura Van Amburgh, and Landscape Architect Brad Eigsti, provided project background and described the project.

ADR Group Members asked for and received further information regarding:

- Proposed new rear spiral staircase.
- Eave soffit materials.
- Pool and paving materials.
- Landscape layout.

Chair Buckingham opened the public comment. No comments were received. Chair Buckingham closed the public comment.

ADR Group Members discussed the merits of the project and provided the following comments:

Josefa Buckingham:

- No problem supporting the project.
- Pool setback encroachment is mitigated by location adjacent to driveway, away from living spaces, and with existing landscape screening.
- Supports exterior renovation of primary residence.
- Supports proposed ADU location (subject to separate permit).
- Recommends omitting rear spiral staircase which is not compatible.

Stephen Sutro:

- Supports pool location and exception for pool setback.
- Supports the project with the exception of the rear spiral stair which does not meet minimum standards for Design Review.
- Recommends omitting rear spiral staircase which is not compatible.

Laura Dewar:

- Supports pool location and exception for pool setback.
- Supports proposed retention of palm trees, which provide unique character.
- Supports exterior renovation of primary residence as fitting for Ross.
- Recommends omitting rear spiral staircase which is not compatible.

Mark Fritts:

- Generally, supports the project.
- Supports exterior renovation of primary residence.
- Recommends omitting rear spiral staircase which is not compatible.

The ADR Group unanimously conditionally recommended Design Review approval with the condition that the rear spiral staircase be omitted.

Chair Buckingham closed the hearing.

5. Conceptual Advisory Design Review.

None.

6. Communications

a. Staff

Next scheduled ADR Group regular meeting date and time: February 15, 2022 at 7:00 p.m.

b. ADR Group Members

No communications.

7. Adjournment

Chair Buckingham adjourned the meeting at 8:56 p.m.