



**Agenda Item No. 4b.**

**Staff Report**

**Date:** February 15, 2023

**To:** Advisory Design Review Group

**From:** Alex Lopez-Vega, Assistant Planner

**Subject:** 10 Southwood Avenue

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**Recommendation**

That the ADR Group discuss the merits of the project and provide a formal recommendation to the Town Council regarding the merits of the project consistent with the Design Review criteria and standards of Ross Municipal Code section 18.41.100 (see **Attachment 1**).

**Project Information**

Property Owner: Ron Abta

Applicant: Julie Johnson/ JMJ Studios

Street Address: 10 Southwood Avenue

Parcel Number: 073-151-23

Zoning: R-1: B-20

General Plan: L (Low Density)

Flood Zone: X (Moderate Risk)

**Project Data**

	Code Standard	Existing	Proposed
<b>Lot Area</b>	20,000SF	14,000 SF	No Change
<b>Floor Area (FAR)</b>	15%	2,341 SF (16.7%)	No Change
<b>Building Coverage</b>	15%	2,100 SF (15%)	No Change

	Code Standard	Existing	Proposed
<b>Front Setback</b>	25'	26'	28'
<b>Side Setback (West)</b>	20'	21'	No Change
<b>Side Setback (East)</b>	20'	9'-3"	7' 10"
<b>Rear Setback</b>	40'	24'-7"	No Change
<b>Building Height</b>	30'	25' 1"	No Change
<b>Parking</b>	3 (1 Covered)	3 (2 Covered)	3 (1 Covered)
<b>Impervious Surface Coverage</b>	Minimize and/or mitigate for any increase.	1,438 SF	1,217 SF

### **Project Description**

The applicant is requesting approval for Design Review and a Variance to allow a new carport in the side yard setback. The property at 10 Southwood Avenue is a single-family residence approximately 2,341 SF currently under renovation. The project proposes to demolish the existing carport between the main house and cottage to provide a more natural open space. The applicant proposes to relocate a new pergola style carport in the side yard setback, the new pergola style carport will be painted to match the house trim as well as have plantings which will help screen the carport.

The applicant also proposes to demolish the current driveway due to its very narrow design that leads to the current carport between the main house and cottage. The project proposes to install a new driveway on the west side of the lot, and the new driveway will be reduced to 65 feet. The project proposes a new fence on the front yard with an arbor, expansion of the rear and front porch, and adding a new dormer to the existing cottage. New landscaping and hardscape is proposed throughout the property.

On June 21, 2022, the applicant took the project to the ADR Group for conceptual review. The ADR Group discussed the project and raised the question about what the code requires in terms of covered parking, and what that means. All in all, the ADR group indicated that they could



support the project going forward and it was recommended that the trees remain to construct the carport because they will provide great screening.

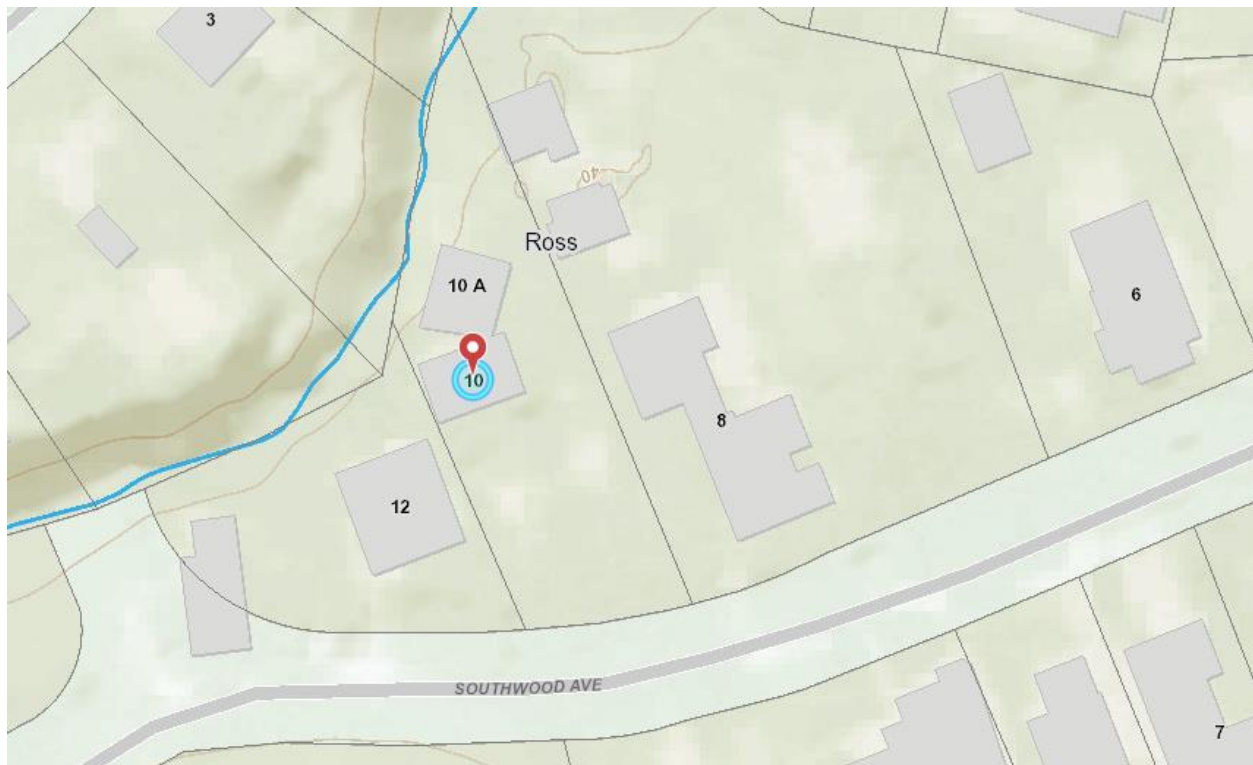
Project plans are included as **Attachment 2**; Project Application and Materials are included as **Attachment 3**.

The proposed project is subject to the following permit approval:

- **Design Review Permit is required pursuant to RMC Section 18.41.010** to allow for construction of a new building exceeding 200 square feet of a new floor area; fences and gates greater than 48" in height adjacent to the street right-of-way; a project resulting in more than 50 cubic yards of grading or filling; a project resulting in over 1,000 square feet of new impervious landscape surface; and redevelopment, rehabilitation, and/or renovation of existing landscape over 2,500 square feet.
- **Variances are required pursuant to RMC Section 18.48.010** to allow for the construction of a new carport which is nonconforming with respect to the side yard setback.

### Background

The project site is a 14,000 square-foot lot on Southwood Avenue. The lot has a single-family residence which includes a detached carport, and a cottage. The property is home to an extensive collection of trees and mature vegetation.



## **Discussion**

The overall purpose of the Design Review is 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 consistent with the scale and quality of existing development; preserve and enhance the historical "small town", low-density character and identity that is unique to the Town of Ross; preserve lands which are unique environmental resources; enhance important community entryways, local travel corridors and the area in which the project is located; promote and implement the design goals, policies and criteria of the Ross general plan; discourage the development of individuals buildings which dominate the townscape or attract attention through color, mass or inappropriate architectural expression; preserve buildings and areas with historic or aesthetic value; upgrade the appearance, quality and condition of existing improvements in conjunction with new development or remodeling of a site; and preserve natural hydrology and drainage patterns and reduce stormwater runoff associated with development. The Design Review criteria and standards per section 18.41.100 are included as **Attachment 1**.

## **Public Comment**

At the time of writing this report, no comments were received from the public regarding the project.

## **Attachments**

1. Ross Municipal Code Section 18.41.100, Design Review Criteria and Standards
2. Project Plans
3. Project Application & Materials

# ATTACHMENT 1

## Chapter 18.41

### DESIGN REVIEW

#### Sections:

18.41.010	Purpose.
18.41.020	Improvements subject to design review.
18.41.030	Chapter application.
18.41.040	Submittal requirements.
18.41.050	Review authority.
18.41.060	Town Council review.
18.41.070	Approval--Special conditions and findings.
18.41.080	Denial of incomplete or inactive applications.
18.41.090	Administrative review.
18.41.100	Design review criteria and standards.
18.41.110	Noncompliance.
18.41.120	Emergency situations.

18.41.010 Purpose. (a) The “small town” feel and the serene, quiet character of its neighborhoods are special qualities to the town. The existing scale and quality of architecture, the low density of development, the open and tree-covered hills, winding creeks and graciously landscaped streets and yards contribute to this ambience and to the beauty of a community in which the man-made and natural environment co-exist in harmony.

(b) This chapter is intended to guide new development to preserve and enhance these special qualities of Ross and to sustain the beauty of the town’s environment. Other specific purposes include the following:

(1) 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. Promote high-quality design that enhances the community, is consistent with the scale and quality of existing development and is harmoniously integrated with the natural environment;

(2) 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 through maintaining historic design character and scale, preserving natural features, minimizing overbuilding of existing lots and retaining densities consistent with existing development in Ross and in the surrounding area;

(3) 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. Ensure that site design and intensity recognize site constraints and resources, preserve natural landforms and existing vegetation, and prevent excessive and unsightly hillside grading;

(4) Enhance important community entryways, local travel corridors and the area in which the project is located;

(5) Promote and implement the design goals, policies and criteria of the Ross general plan;

(6) Discourage the development of individual buildings which dominate the townscape or attract attention through color, mass or inappropriate architectural expression;

(7) Preserve buildings and areas with historic or aesthetic value and maintain the historic character and scale. Ensure that new construction respects and is compatible with historic character and architecture both within the site and neighborhood;

(8) Upgrade the appearance, quality and condition of existing improvements in conjunction with new development or remodeling of a site.

(9) Preserve natural hydrology and drainage patterns and reduce stormwater runoff associated with development to reduce flooding, streambank erosion, sediment in stormwater drainage systems and creeks, and minimize damage to public and private facilities. Ensure that existing site features that naturally aid in stormwater management are protected and enhanced. Recognize that every site is in a watershed and stormwater management is important on both small and large sites to improve stormwater quality and reduce overall runoff.

(c) This chapter establishes procedures and criteria for the review of buildings, structures and improvements necessary to meet this purpose. (Ord. 619 (part), 2010; Ord. 514 §1(part), 1993).

#### 18.41.020 Improvements subject to design review.

(a) Design review is required for the following projects:

(1) 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.

(2) All building relocations.

(3) Any increase to the existing roof height.

(4) All fences, gates or walls, or a combination of these, greater than forty-eight inches in height in any yard adjacent to the street or right-of-way.

(5) The construction of any retaining wall greater than forty-eight inches in height as measured from bottom of footing to top of wall or any terraced retaining walls totaling more than forty-eight inches in height.

(6) New retaining walls with a cumulative total of more than one hundred linear feet.

(7) Any sports court fences over 6 feet in height and for gate columns and other decorative fence elements that exceed the permitted fence height limits.

(8) Any project resulting in the removal or alteration of more than twenty-five percent of the exterior walls or wall coverings of a residence, as determined by the Planner.

(9) Any activity or project resulting in more than fifty cubic yards of grading or filling, whether or not a building permit is required.

(10) Any construction, improvements, grading/filling or other site work within twenty-five feet of a creek, waterway or drainageway, whether or not a building permit is required with the exception of creek projects in accordance with Section 18.41.020(b)(4) of this Code.

(11) Any project resulting in over 1,000 square feet of new impervious landscape surface, whether or not a building permit is required.

(12) Redevelopment, Rehabilitation, and/or renovation of existing landscaping over 2,500 square feet, including new hardscape, retaining walls, vegetation modifications, modification to topography, additional impervious surfaces, alterations of drainage patterns, and other site modifications that could affect the visual and/or physical character of the site and neighborhood, whether or not a building permit is required.

(b) Design Review is not required for the following:

(1) Repainting existing structures involving no exterior remodeling resulting in additions, extensions or alterations.

(2) Accessory Dwelling Units in Accordance with Chapter 18.42 of this Code.

(3) Attic improvement permitted under Chapter 18.46 unless the project involves exterior work within twenty-five feet of a creek, waterway or drainageway, or if the attic project is associated with a larger project that requires design review.

(4) Creek stabilization and/or stream bank repair and alteration permits subject to issuance of a building permit and local, state, and federal permitting approval.

(5) Improvement of an existing basement in accordance with Chapter 18.45 of this Code.

(6) Outdoor advertising for the Local Service Commercial (C-L) Zoning District in accordance with Section 18.41.090(d) of this Chapter. (Ord. 704 (part), 2020; Ord. 696 (part), 2019; Ord. 624 (part), 2011; Ord. 619 (part), 2010; Ord. 604 (part), 2008; Ord. 578 §7, 2003; Ord. 575 (part), 2003; Ord. 558 (part), 2001; Ord. 557 (part), 2001; Ord. 544 (part), 1999; Ord. 534 (part), 1996; Ord. 514 §1(part), 1993).

18.41.030 Chapter application. No work shall be started or authorized on any matter which is subject to design review on any lot located within the town until a design review application is approved, unless written approval for the work is first given by the town planner. (Ord. 514 §1(part), 1993).

18.41.040 Submittal requirements. Every design review application shall include drawings, plans, specifications and graphic or written material as required by the town planner or town council to clearly and accurately describe the proposed work, its effect on the environment and its relationship to existing improvements. The applicant shall pay a fee as set by the town council. All drawings and plans shall show both existing and proposed elevations and clearly identify all new construction and label all materials as new or existing. A structural engineer's report on the condition of the existing structure and its ability to meet building code requirements without additional modifications shall be prepared as required by the town planner or town council. An extensive termite, dry rot damage report shall be prepared, as required by the town planner or town council, which shall not only identify areas of damage but shall explore

to determine the full extent of the damage, both exposed and concealed. Complete photos and a videotape of the structure's exterior shall be provided as required by the town planner or town council. A project manager, hired by the town at the applicant's expense, shall monitor demolition/construction activity as deemed necessary by the town building official. The applicant shall submit a proposed erosion control and sediment control plan, stormwater control plan, and/or stormwater facilities operation and maintenance plan if required by chapter 12.28 of the town code. Standard submittal requirements will be prepared by the town planner. Additional material may be required by the town planner. (Ord. 657 (part), 2014; Ord. 604 (part), 2008; Ord. 534 (part), 1996; Ord. 514 §1(part), 1993).

18.41.050 Review authority. The town council will conduct the design review provided for by this chapter, except as otherwise provided in this chapter. (Ord. 641 (part), 2013; Ord. 514 §1(part), 1993).

18.41.060 Town Council review. Except as otherwise provided in this chapter, the town council will decide design review applications at a public meeting. The town council will review the application at its next available meeting following a determination by the town planner that the application is complete. The town clerk will mail written notice at least ten calendar days prior to the hearing to the applicant and to all owners of property within three hundred feet from the exterior boundaries of the project site. (Ord. 641 (part), 2013; Ord. 514 §1(part), 1993).

18.41.070 Approval--Special conditions and findings.

(a) 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 this chapter and for substantial compliance with the criteria set forth in this chapter. The council may adopt by resolution standard conditions for all projects to meet.

(b) The town council shall make the following findings in approving any project:

(1) The project is consistent with the purpose of this chapter as outlined in Section 18.41.010.

(2) The project is in substantial compliance with the design criteria of Section 18.41.100.

(3) The project is consistent with the Ross general plan and zoning ordinance.

(c) The town council shall deny any project for which it cannot make the above findings required in this section. (Ord. 514 §1(part), 1993).

18.41.080 Denial of incomplete or inactive applications. Consistent with state law, the town planner may administratively deny without prejudice any application which remains incomplete or inactive for a period of greater than ninety days or is continued at the applicant's request for more than sixty days. (Ord. 514 §1(part), 1993).

18.41.090 Administrative review. The town planner may administratively approve, conditionally approve or deny the following without notice or a public hearing: (a) An amendment to town council approved plans that the town planner determines to be in substantial conformity with the approved plans or minor or incidental in nature and consistent

with the intent and criteria of this chapter and with zoning ordinance regulations. Such administrative review may include, but is not limited to, the addition of skylights, greenhouse windows and other minor changes from approved design review plans. (b) Design review of fences pursuant to the provisions of Section 18.41.070 and Section 18.41.080. (c) An application that involves alteration of more than twenty-five percent of the exterior walls, but less than twenty-five percent of the exterior wall coverings of a residence pursuant to the provisions of Section 18.41.070 and Section 18.41.080. (d) Outdoor advertising for the Local Service Commercial (C-L) Zoning District in consultation with the Town's Advisory Design Review Group. (Ord. 704 (part), 2020; Ord. 641 (part), 2013; Ord. 514 §1(part), 1993).).

18.41.100 Design review criteria and standards. Until such time the Town Council adopts Residential Design Guidelines, this section provides guidelines for development. Compliance is not mandatory but is strongly recommended. The Town Council may deny an application where there are substantial inconsistencies with one or more guidelines in a manner that is counter to any purpose of this ordinance.

(a) Preservation of Natural Areas and Existing Site Conditions.

(1) The existing landscape should be preserved in its natural state by keeping the removal of trees, vegetation, rocks and soil to a minimum. Development should minimize the amount of native vegetation clearing, grading, cutting and filling and maximize the retention and preservation of natural elevations, ridge lands and natural features, including lands too steep for development, geologically unstable areas, wooded canyons, areas containing significant native flora and fauna, rock outcroppings, view sites, watersheds and watercourses, considering zones of defensible space appropriate to prevent the spread of fire.

(2) Sites should be kept in harmony with the general appearance of neighboring landscape. All disturbed areas should be finished to a natural-appearing configuration and planted or seeded to prevent erosion.

(3) Lot coverage and building footprints should be minimized where feasible, and development clustered, to minimize site disturbance area and preserve large areas of undisturbed space. Environmentally sensitive areas, such as areas along streams, forested areas, and steep slopes shall be a priority for preservation and open space.

(b) Relationship Between Structure and Site.

There should be a balanced and harmonious relationship among structures on the site, between structures and the site itself, and between structures on the site and on neighboring properties. All new buildings or additions constructed on sloping land should be designed to relate to the natural land forms and step with the slope in order to minimize building mass, bulk and height and to integrate the structure with the site.

(c) Minimizing Bulk and Mass.

(1) New structures and additions should avoid monumental or excessively large size out of character with their setting or with other dwellings in the neighborhood. Buildings should be compatible with others in the neighborhood and not attract attention to themselves. When nonconforming floor area is proposed to be retained with site redevelopment, the Council may consider the volume and mass of the replacement floor area and limit the volume and mass where necessary to meet the intent of these standards.



(2) To avoid monotony or an impression of bulk, large expanses of any one material on a single plane should be avoided, and large single plane retaining walls should be avoided. Vertical and horizontal elements should be used to add architectural variety and to break up building plans. The development of dwellings or dwelling groups should not create excessive mass, bulk or repetition of design features.

(d) Materials and Colors.

(1) Buildings should use 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. Colors and materials should be compatible with those in the surrounding area. High-quality building materials should be used.

(2) Natural materials such as wood and stone are preferred, and manufactured materials such as concrete, stucco or metal should be used in moderation to avoid visual conflicts with the natural setting of the structure.

(3) Soft and muted colors in the earthtone and woodtone range are preferred and generally should predominate.

(e) Drives, Parking and Circulation.

(1) Good access, circulation and off-street parking should be provided consistent with the natural features of the site. Walkways, driveways, curb cuts and off-street parking should allow smooth traffic flow and provide for safe ingress and egress to a site.

(2) Access ways and parking areas should be in scale with the design of buildings and structures on the site. They should be sited to minimize physical impacts on adjacent properties related to noise, light and emissions and be visually compatible with development on the site and on neighboring properties. Off-street parking should be screened from view. The area devoted to driveways, parking pads and parking facilities should be minimized through careful site planning.

(3) Incorporate natural drainage ways and vegetated channels, rather than the standard concrete curb and gutter configuration to decrease flow velocity and allow for stormwater infiltration, percolation and absorption.

(f) Exterior Lighting.

Exterior lighting should not create glare, hazard or annoyance to adjacent property owners or passersby. Lighting should be shielded and directed downward, with the location of lights coordinated with the approved landscape plan. Lamps should be low wattage and should be incandescent.

(g) Fences and Screening.

Fences and walls should be designed and located to be architecturally compatible with the design of the building. They should be aesthetically attractive and not create a “walled-in” feeling or a harsh, solid expanse when viewed from adjacent vantage points. Front yard fences and walls should be set back sufficient distance from the property line to allow for installation of a landscape buffer to soften the visual appearance. Transparent front yard fences and gates over four feet tall may be permitted if the design and landscaping is compatible and consistent with the design, height and character of fences and landscaping in the neighborhood. Front yard vehicular gates should be transparent to let light and lines of sight through the gate. Solid walls and fences over four feet in height are generally discouraged on property lines adjacent to a right-of-way but may be permitted for properties adjacent to Poplar Avenue and Sir Francis Drake

Boulevard based on the quality of the design, materials, and landscaping proposed. Driveway gates should be automatic to encourage use of onsite parking. Pedestrian gates are encouraged for safety, egress, and to encourage multi-modal transportation and pedestrian-friendly neighborhood character.

(h) Views.

Views of the hills and ridgelines from public streets and parks should be preserved where possible through appropriate siting of improvements and through selection of an appropriate building design including height, architectural style, roof pitch and number of stories.

(i) Natural Environment.

(1) The high-quality and fragile natural environment should be preserved and maintained through protecting scenic resources (ridgelines, hillsides, trees and tree groves), vegetation and wildlife habitat, creeks, drainageways threatened and endangered species habitat, open space and areas necessary to protect community health and safety.

(2) Development in upland areas shall maintain a setback from creeks or drainageways. The setback shall be maximized to protect the natural resource value of riparian areas and to protect residents from geologic and other hazards.

(3) Development in low-lying areas shall maintain a setback from creeks or drainageways consistent with the existing development pattern and intensity in the area and on the site, the riparian value along the site, geologic stability, and the development alternatives available on the site. The setback should be maximized to protect the natural resource value of the riparian area and to protect residents from geologic and flood hazards.

(4) The filling and development of land areas within the one-hundred-year flood plain is discouraged. Modification of natural channels of creeks is discouraged. Any modification shall retain and protect creekside vegetation in its natural state as much as possible. Reseeding or replanting with native plants of the habitat and removal of broom and other aggressive exotic plants should occur as soon as possible if vegetation removal or soil disturbance occurs.

(5) Safe and adequate drainage capacity should be provided for all watercourses.

(j) Landscaping.

(1) Attractive, fire-resistant, native species are preferred. Landscaping should be integrated into the architectural scheme to accent and enhance the appearance of the development. Trees on the site, along public or private streets and within twenty feet of common property lines, should be protected and preserved in site planning. Replacement trees should be provided for trees removed or affected by development. Native trees should be replaced with the same or similar species. Landscaping should include planting of additional street trees as necessary.

(2) Landscaping should include appropriate plantings to soften or screen the appearance of structures as seen from off-site locations and to screen architectural and mechanical elements such as foundations, retaining walls, condensers and transformers.

(3) Landscape plans should include appropriate plantings to repair, reseed and/or replant disturbed areas to prevent erosion.

(4) Landscape plans should create and maintain defensible spaces around buildings and structures as appropriate to prevent the spread of wildfire.

(5) Wherever possible, residential development should be designed to preserve, protect and restore native site vegetation and habitat. In addition, where possible and appropriate, invasive vegetation should be removed.

(k) Health and Safety.

Project design should minimize the potential for loss of life, injury or damage to property due to natural and other hazards. New construction must, at a minimum, adhere to the fire safety standards in the Building and Fire Code and use measures such as fire-preventive site design, landscaping and building materials, and fire-suppression techniques and resources. Development on hillside areas should adhere to the wildland urban interface building standards in Chapter 7A of the California Building Code. New development in areas of geologic hazard must not be endangered by nor contribute to hazardous conditions on the site or on adjoining properties.

(l) Visual Focus.

(1) Where visibility exists from roadways and public vantage points, the primary residence should be the most prominent structure on a site. Accessory structures, including but not limited to garages, pool cabanas, accessory dwellings, parking pads, pools and tennis courts, should be sited to minimize their observed presence on the site, taking into consideration runoff impacts from driveways and impervious surfaces. Front yards and street side yards on corner lots should remain free of structures unless they can be sited where they will not visually detract from the public view of the residence.

(2) Accessory structures should generally be single-story units unless a clearly superior design results from a multilevel structure. Accessory structures should generally be small in floor area. The number of accessory structures should be minimized to avoid a feeling of overbuilding a site. Both the number and size of accessory structures may be regulated in order to minimize the overbuilding of existing lots and attain compliance with these criteria.

(m) Privacy.

Building placement and window size and placement should be selected with consideration given to protecting the privacy of surrounding properties. Decks, balconies and other outdoor areas should be sited to minimize noise to protect the privacy and quietude of surrounding properties. Landscaping should be provided to protect privacy between properties. Where nonconformities are proposed to be retained, the proposed structures and landscaping should not impair the primary views or privacy of adjacent properties to a greater extent than the impairment created by the existing nonconforming structures.

(n) Consideration of Existing Nonconforming Situations.

Proposed work should be evaluated in relationship to existing nonconforming situations, and where determined to be feasible and reasonable, consideration should be given to eliminating nonconforming situations.

(o) Relationship of Project to Entire Site.

(1) Development review should be a broad, overall site review, rather than with a narrow focus oriented only at the portion of the project specifically triggering design review. All information on site development submitted in support of an application constitutes the approved design review project and, once approved, may not be changed by current or future property owners without town approval.

(2) Proposed work should be viewed in relationship to existing on-site conditions. Pre-existing site conditions should be brought into further compliance with the purpose and design criteria of this chapter as a condition of project approval whenever reasonable and feasible.

(p) Relationship to Development Standards in Zoning District.

The town council may impose more restrictive development standards than the standards contained in the zoning district in which the project is located in order to meet these criteria. Where two or more contiguous parcels are merged into one legal parcel, the Town Council may consider the total floor area of the existing conforming and legal nonconforming structures and may reduce the permitted floor area to meet the purposes of these standards.

(q) Project Reducing Housing Stock.

Projects reducing the number of housing units in the town, whether involving the demolition of a single unit with no replacement unit or the demolition of multiple units with fewer replacement units, are discouraged; nonetheless, such projects may be approved if the council makes findings that the project is consistent with the neighborhood and town character and that the project is consistent with the Ross general plan.

(r) Maximum Floor Area.

Regardless of a residentially zoned parcel's lot area, a guideline maximum of ten thousand square feet of total floor area is recommended. Development above guideline floor area levels may be permitted if the town council finds that such development intensity is appropriate and consistent with this section, the Ross municipal Code and the Ross general plan. Factors which would support such a finding include, but are not limited to: excellence of design, site planning which minimizes environmental impacts and compatibility with the character of the surrounding area.

(s) Setbacks.

All development shall maintain a setback from creeks, waterways and drainageways. The setback shall be maximized to protect the natural resource value of riparian areas and to protect residents from geologic and other hazards. A minimum fifty-foot setback from the top of bank is recommended for all new buildings. At least twenty-five feet from the top of bank should be provided for all improvements, when feasible. The area along the top of bank of a creek or waterway should be maintained in a natural state or restored to a natural condition, when feasible.

(t) Low Impact Development for Stormwater Management.

Development plans should strive to replicate natural, predevelopment hydrology. To the maximum extent possible, the post-development stormwater runoff rates from the site should be no greater than pre-project rates. Development should include plans to manage stormwater runoff to maintain the natural drainage patterns and infiltrate runoff to the maximum extent practical given the site's soil characteristics, slope, and other relevant factors. An applicant may be required to provide a full justification and demonstrate why the use of Low Impact Development (LID) design approaches is not possible before proposing to use conventional structural stormwater management measures which channel stormwater away from the development site.

(1) Maximize Permeability and Reduce Impervious Surfaces. Use permeable materials for driveways, parking areas, patios and paths. Reduce building footprints by using

more than one floor level. Pre-existing impervious surfaces should be reduced. The width and length of streets, turnaround areas, and driveways should be limited as much as possible, while conforming with traffic and safety concerns and requirements. Common driveways are encouraged. Projects should include appropriate subsurface conditions and plan for future maintenance to maintain the infiltration performance.

(2) Disperse Runoff On Site. Use drainage as a design element and design the landscaping to function as part of the stormwater management system. Discharge runoff from downspouts to landscaped areas. Include vegetative and landscaping controls, such as vegetated depressions, bioretention areas, or rain gardens, to decrease the velocity of runoff and allow for stormwater infiltration on-site. Avoid connecting impervious areas directly to the storm drain system.

(3) Include Small-Scale Stormwater Controls and Storage Facilities. As appropriate based on the scale of the development, projects should incorporate small-scale controls to store stormwater runoff for reuse or slow release, including vegetated swales, rooftop gardens or “green roofs”, catch-basins retro-fitted with below-grade storage culverts, rain barrels, cisterns and dry wells. Such facilities may be necessary to meet minimum stormwater peak flow management standards, such as the no net increase standard. Facilities should be designed to minimize mosquito production. (Ord. 696 (part), 2019; Ord. 653 (part), 2014; Ord. 641 (part), 2013; Ord. 619 (part), 2010; Ord. 611 (part), 2008; Ord. 575 (part), 2003; Ord. 555, 2000; Ord. 543-1 (part), 1998; Ord. 514 §1 (part), 1993).

18.41.110 Noncompliance. Failure to comply in any respect with the conditions or approved plans constitutes grounds for the town to immediately stop work related to the noncompliance until the matter is resolved. Such violation will be subject to the enforcement penalties procedures of Chapter 18.64 of this code. (Ord. 514 §1(part), 1993).

18.41.120 Emergency situations. If a condition exists which requires immediate action to protect public health, safety and welfare, the town building official may, after consultation with the town planner, grant emergency approval to temporarily correct or ameliorate such condition without submitting the matter to the Town Council for design review approval or posting written notice. Permanent corrective measures shall require design review approval in accordance with the provisions of this chapter. The building official and town planner may impose conditions on an emergency permit as necessary to ensure compliance with this chapter. (Ord. 514 §1(part), 1993).

# ATTACHMENT 2







980 Magnolia Avenue, Larkspur, CA 94939

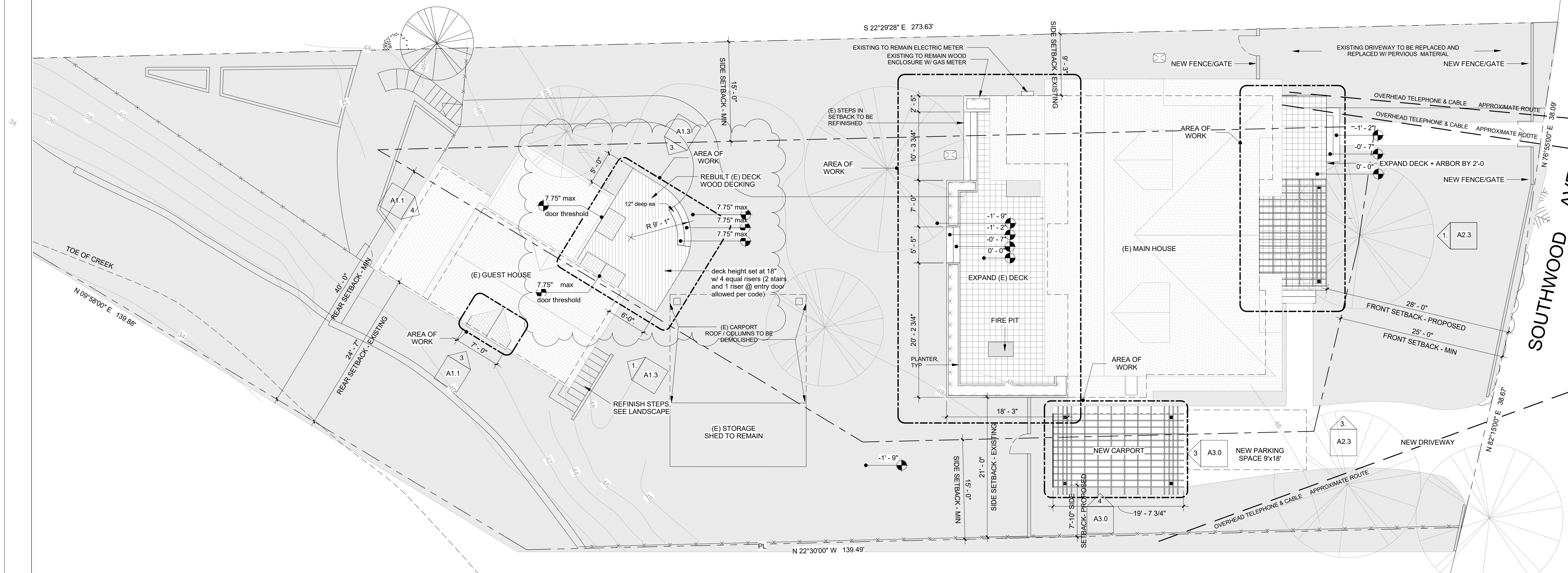
10 SOUTHWOOD AVE  
ROSS, CA 94957

APN#: 073-151-23

[illegible]

Project number	Project Number
Date	08/11/202
Drawn by	Autho
Checked by	Checke

Scale	1/8" = 1'-0"
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1 SITE PLAN PROPOSED  
1/8" = 1'-0"

RELOCATE DRIVEWAY TO THE WEST



CARPORT ROOF TO BE DEMOLISHED  
APPROX 20 X 16 FT ROOF AND COLUMNS







80 Magnolia Avenue, Larkspur, CA 949

10 SOUTHWOOD AVE  
ROSS, CA 94957

APN#: 073-151-23

[illegible]

Project number	Project Number
Date	08/11/202
Drawn by	Author
Checked by	Checker

### A1.3

Scale	1/4" = 1'-0"
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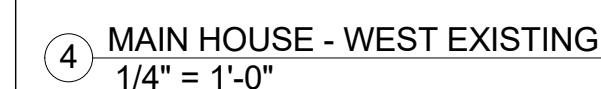
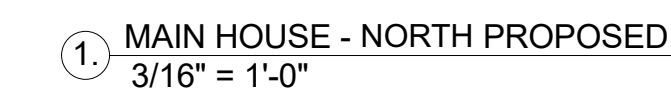
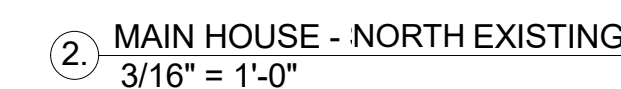




80 Magnolia Avenue, Larkspur, CA 949

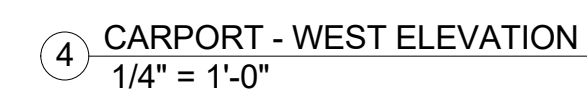
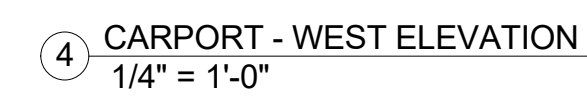
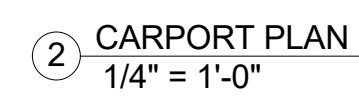
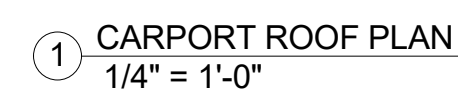
10 SOUTHWOOD AVE  
ROSS, CA 94957

APN#: 073-151-23

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Project number	Project Number
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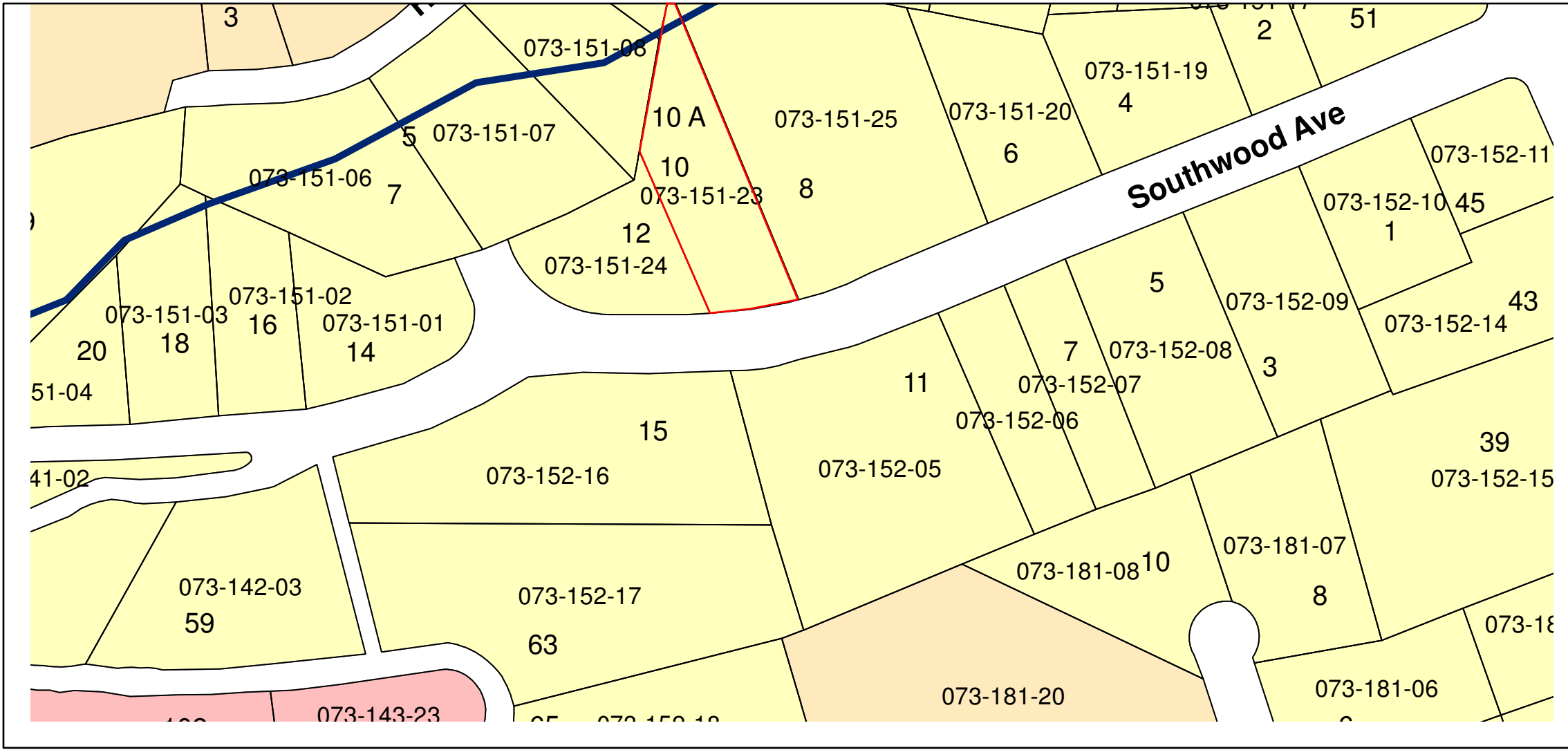
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ADDRESS: 10 SOUTHWOOD AVE.  
ROSS, CA 94957  
APN: 073-151-23

Parcel Map



Area Map



Project Statistics	Drawing Index		Project Description	Consultants	
<div>PROPERTY DATA/ZONING INFORMATION</div> <div>PROJECT ADDRESS: 10 Southwood Ave. Ross, CA 94957</div> <div>ZONING: R1 B-20 YEAR BUILT: 1906 APN: 073-151-23 LOT AREA: .32 Acres</div> <div>SETBACKS: FRONT: 25' SIDE: 15' REAR: 40'</div>	SHEET #	SHEET TITLE	1. Build new open carport to replace existing in side set back	<div>OWNERS: Ron &amp; Allison Abta allisonabta@gmail.com mrabta@yahoo.com</div> <div>ARCHITECT: JMJ Studios Julie Johnson 415-370-5344 julie@jmj-studios.com</div> <div>LANDSCAPE DESIGNER &amp; CONTRACTOR: Tasha Sanbrailo Telluric Landscapes, LLC C-27 1013648 3377 Guerneville Rd Santa Rosa, CA 95401 (415) 250-3337 tasha@telluriclandscapes.com</div> <div>GENERAL CONTRACTOR: Christopher Hesson 359 Bel Marin Keys Blvd. Novato, CA 94949 415-729-7069 christopherconstruction@gmail.com</div>	
	L0.0 L0.1 L0.2 L1.0 L3.1 L5.1 L7.1	TITLE PAGE SURVEY& EXISTING SITE CONDITIONS MAIN HOUSE FRONT (NORTH) ELEVATION (E)+PROPOSED PROPOSED LANDSCAPE PLAN PROPOSED PLANTING PLAN PROPOSED LIGHTING PLAN PROPOSED UTILITY & DRAINAGE	2. Move existing driveway to align with new carport		3. Approved 8' deep front porch & arbor to extend to 10'
	Zoning Codes		Permitting Agency		
	Chapter 18.16 - R-1 District		Town of Ross: Phone: 415-453-1453 ext. 116 Email: rmarkwick@townofross.org		

PRIVATE RESIDENCE  
10 SOUTHWOOD AVE.  
ROSS, CA 94957  
APN# 073-151-23



TELLURIC LANDSCAPES, LLC  
DESIGN/BUILD

Tasha Sanbrailo/Landscape Designer/Contractor  
tasha@telluriclandscapes.com  
415-250-3337/ LIC# 1013648

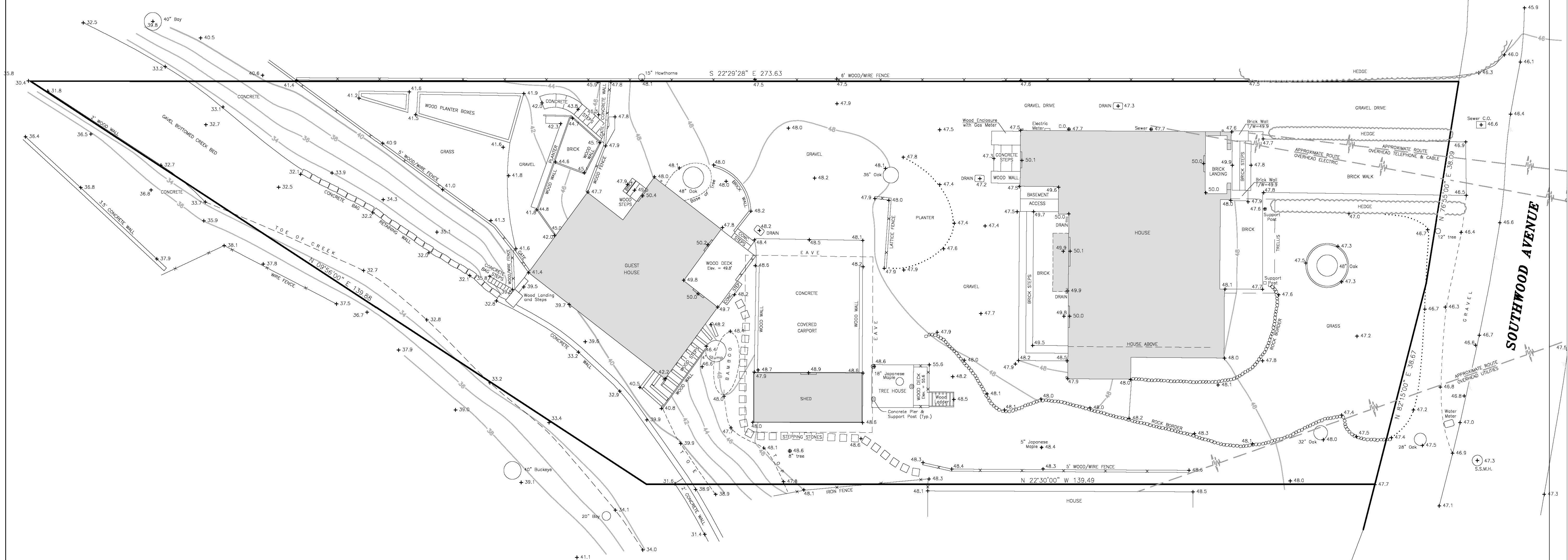
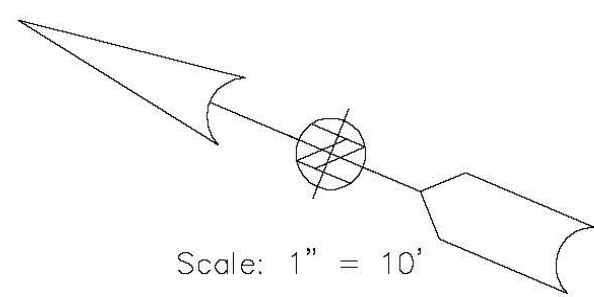
TITLE SHEET

12/16/22

REVISIONS  
11/2/22

L0.0  
SHEET





- LEGEND:**
- 1. TREE AND TRUNK DIAMETER AS NOTED
  - 2. TYPICAL SPOT ELEVATION
  - 3. DOWNSPOUT
  - 4. TOP OF WALL

- NOTES:**
- All distances and elevations shown are in feet and decimal feet.
  - Spot elevations and two foot contours shown on this map are based on an assumed vertical datum and the elevation of 50.00 placed on the main entry door threshold.
  - No underground utilities, or irrigation and water supply facilities are shown on this map, and no easements are shown.
  - This Topographic Map has been prepared for use at the mapping scale of 1"=10' (1:120) based on national mapping standards. We accept no liability for the accuracy of this map if it is enlarged beyond its designed scale.
  - Our "WORK PRODUCT" is the hard print stamped with the California Land Surveyor Seal U.S. 5300 and the related

PRIVATE RESIDENCE  
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APN# 073-151-23

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tasha@telluriclandscapes.com  
415-250-3337/ LIC# 1013648

**SURVEY &  
EXISTING  
CONDITIONS**

SCALE  
1" = 1'-0"

**L0.1**  
SHEET





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APN# 073-151-23

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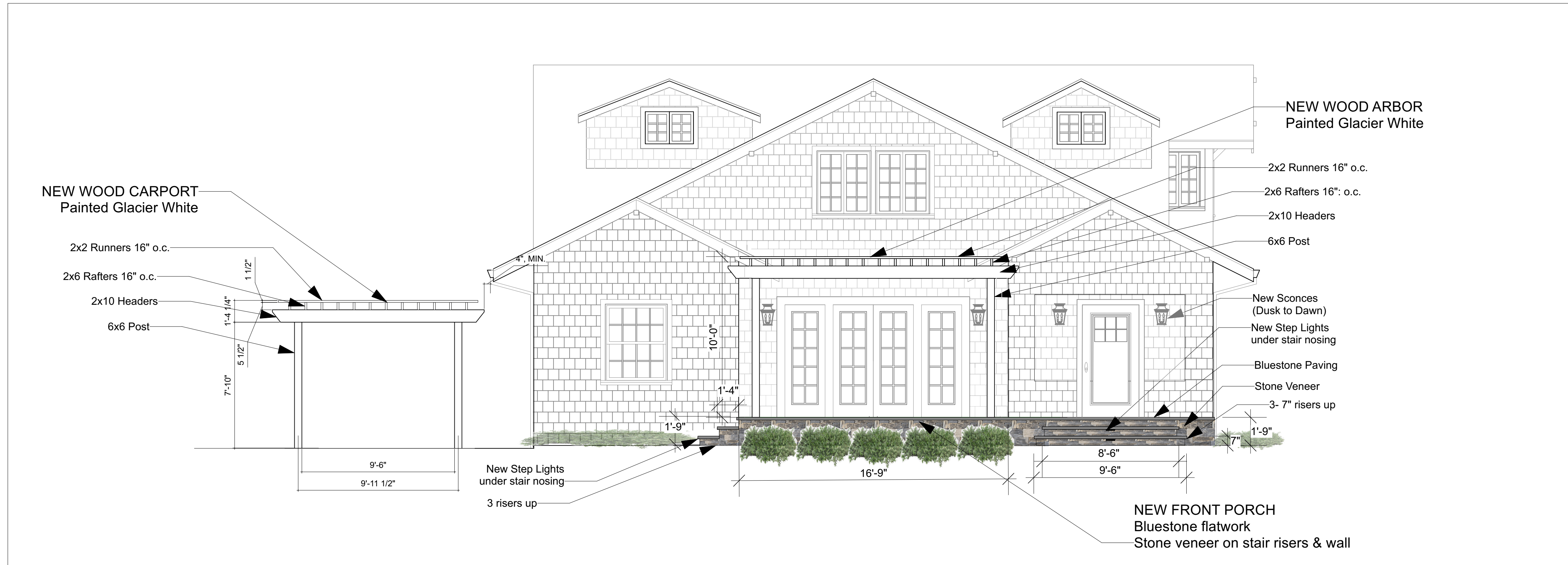
MAIN HOUSE  
SOUTH  
ELEVATIONS

12/16/22

REVISIONS  
-/-/-

1/4"= 1'  
SCALE

L0.2  
SHEET



MAIN HOUSE PROPOSED SOUTH ELEVATION



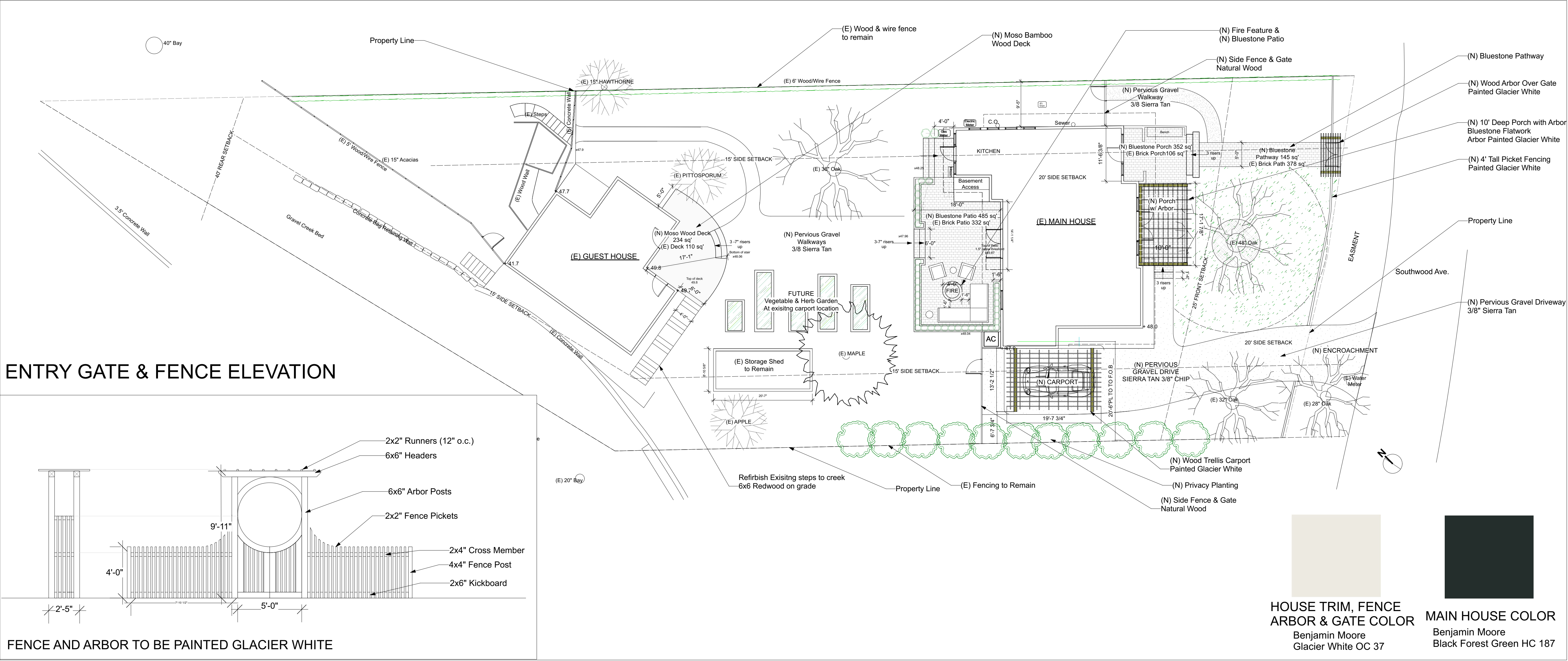
MAIN HOUSE EXISTING SOUTH ELEVATION





PERVIOUS SURFACE CALC FOR LANDSCAPE FEATURES

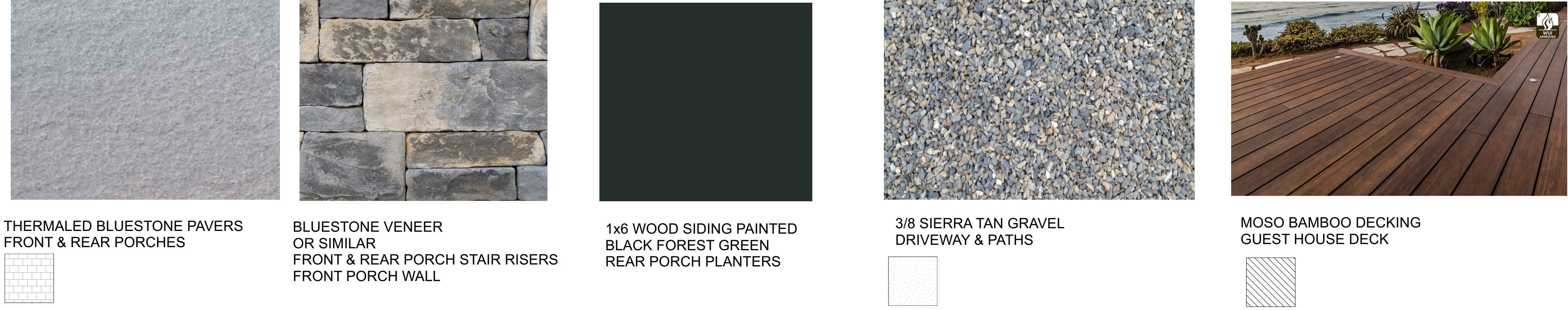
- Deck at ADU: Add 124 sq' impervious
  - Rear Porch: Add 153 sq' impervious
  - Front Porch: Add 246 impervious
  - Front Path: Add 233 sq' pervious
  - Carpot Area: Add 557 sq' pervious
- TOTAL EXISTING IMPERVIOUS SURFACE: 1483 sq'**  
**TOTAL PROPOSED IMPERVIOUS SURFACE: 1217 sq'**



ENTRY GATE & FENCE CONCEPT



HARDSCAPE MATERIALS LEGEND

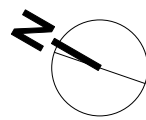


PRIVATE RESIDENCE  
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TELLURIC LANDSCAPES, LLC  
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tasha@telluriclandscapes.com  
415-250-3337/ LIC# 1013648

PROPOSED  
LANDSCAPE  
PLAN

12/16/22

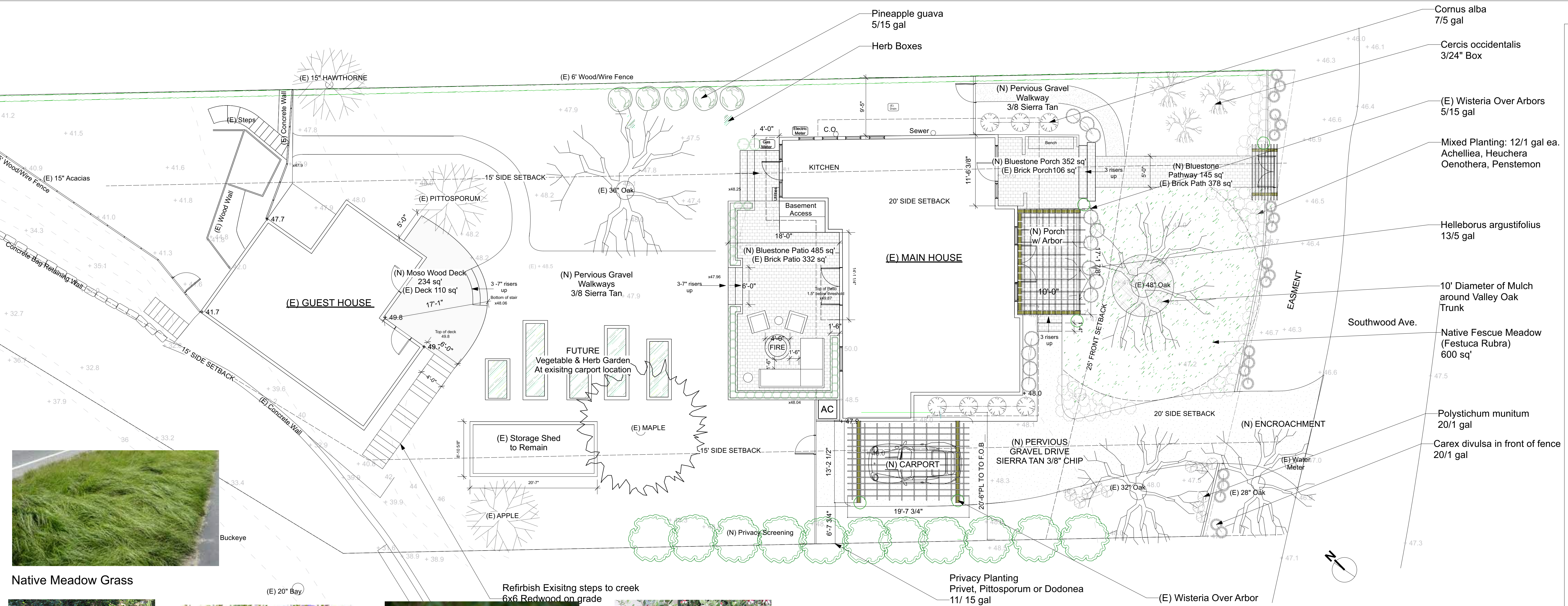


REVISIONS  
11/2/22

3/32"= 1'  
SCALE

L1.0  
SHEET





Native Meadow Grass



Heuchera



Penstemon



Helleborus



Pineapple Guava



Yarrow



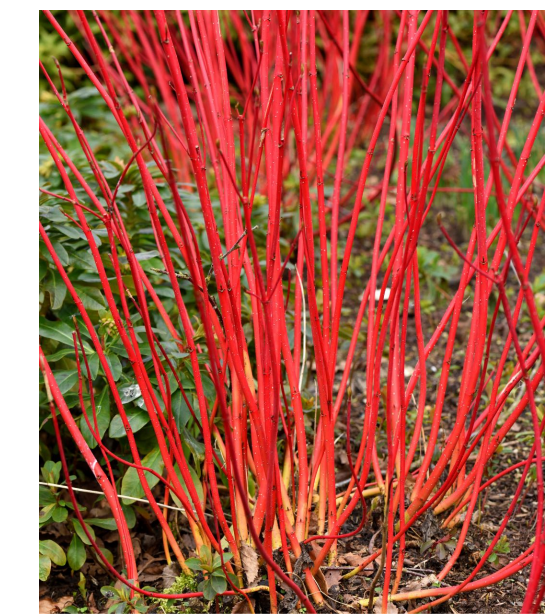
Oenothera



Wisteria



Western Red Bud



Red Twig Dogwood



Carex divulsa



Polystichum munitum

BOTANICAL NAME	COMMON NAME	QUANTITY	SIZE	WUCOL	PLANT TYPE	SYMBOL
Achillea millefolium*	Yarrow	15	1 gal	Low	Perennial	
Carex divulsa	Berkeley Sedge	20	1 gal	Low	Grass	
Cercis occidentalis*	Western Red Bud	3	24" box	V. Low	Shrub/Sm Tree	
Cornus alba	Red Twig Dogwood	7	5 gal	Med	Shrub	
Festuca rubra	Creeping Red Fescue	600 sq'	Sod	Low	Grass	
Heuchera maxima*	Coral Bells	15	1 gal	Med	Perennial	
Helleborus argustifolius	Corsican Hellebore	13	5 gal	Low	Perennial	
Feijoa sellowiana	Pineapple Guava	6	5 gal	Med	Shrub	
Lingustrum japonicum	Privet	11	15 gal	Med	Screen Shrub	
Oenothera speciosa 'Rosea'*	Evening Primrose	15	1 gal	Low	Perennial	
Penstemon heterophyllus*	Beard Tongue	15	1 gal	Unknown	Perennial	
Polystichum munitum*	Western Sword Fern	20	1 gal	Med	Fern	
Wisteria florabunda	Japanese Wisteria	5	15 gal	Med	Vine	

\* INDICATES CALIFORNIA NATIVE PLANT

PLANTING NOTES

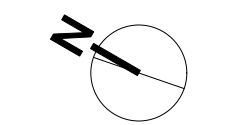
- Compost shall be incorporated at a rate of at least six cubic yards per 1,000 square feet to a depth of eight inches into landscape area
- A minimum of a two inch layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. Inorganic mulch will be applied 5' from all structures
- All native planting areas shall receive temporary irrigation, which will be removed once plants are established
- Existing irrigation for screening plants to remain

PRIVATE RESIDENCE  
10 SOUTHWOOD AVE.  
ROSS, CA  
APN# 073-151-23

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DESIGN/BUILD  
Tasha Sanbrailo/Landscape Designer/Contractor  
tasha@telluriclandscapes.com  
415-250-3337/ LIC# 1013648

PLANTING  
PLAN

11/2/22



REVISIONS

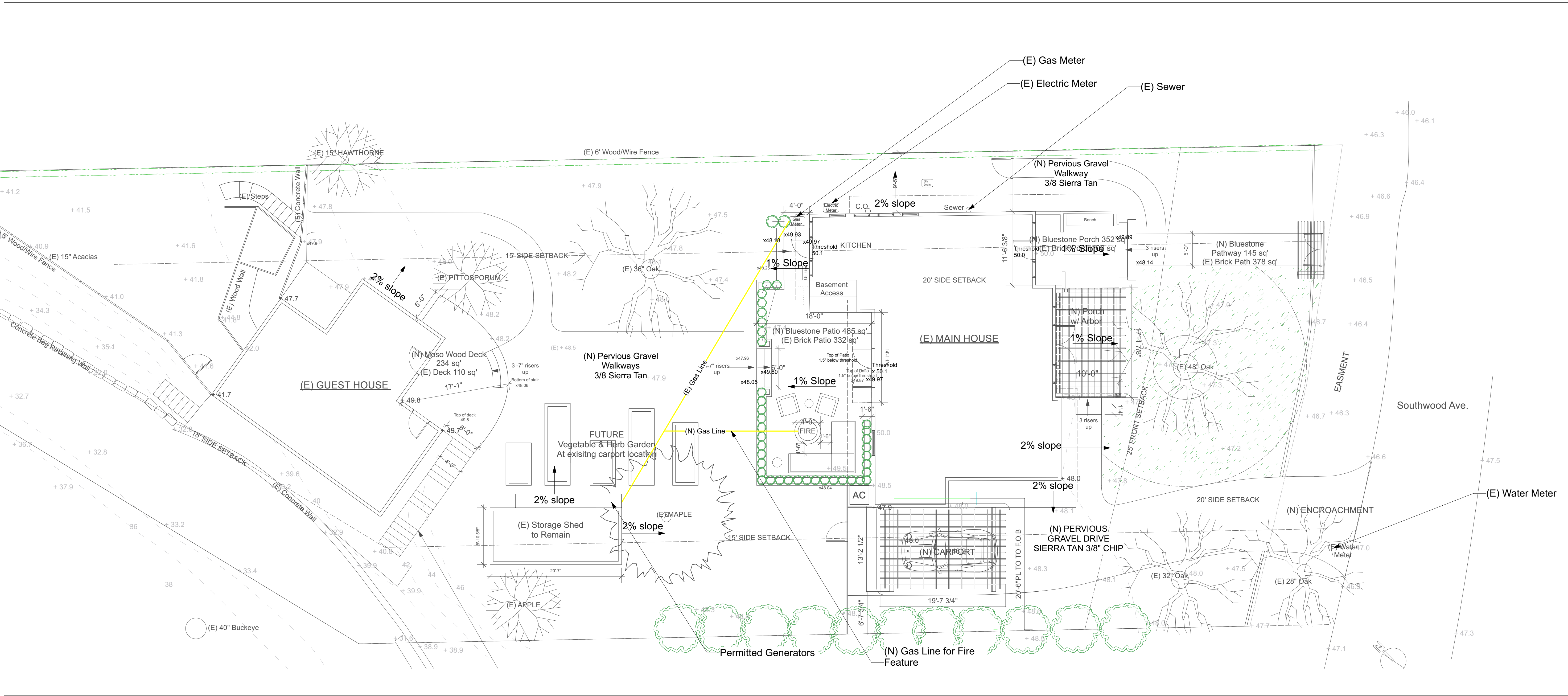
1/8"= 1'  
SCALE

L3.1  
SHEET









**DRAINAGE NOTES**

- 1. All hardscape surfaces will be sloped at a 1% grade away from structures
- 2. All softscape surfaces will be sloped at a 2% grade away from structures
- 3. All sloped areas will be directed into planting beds to be reabsorbed into the soil

**UTILITIES LEGEND**

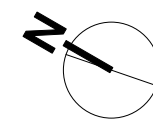
 GAS LINE

PRIVATE RESIDENCE  
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APN# 073-151-23

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tasha@telluriclandscapes.com  
415-250-3337 / LIC # 1013648

**UTILITY PLAN  
&  
DRAINAGE PLAN**

12/16/22



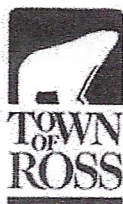
REVISIONS  
11/2/22

1/8"= 1'  
SCALE

**L7.1**  
SHEET

# ATTACHMENT 3





**Town of Ross**  
**Planning Department**  
Post Office Box 320, Ross, CA 94957  
Telephone (415) 453-1453, Ext. 121 Fax (415) 453-1950  
www.townofross.org

PLANNING APPLICATION FORM

Type of Application (check all that apply):

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

To Be Completed by Applicant:

Assessor's Parcel No(s): 073-151-23  
Project Address: 10 Southwood Ave., Ross, CA 94957  
Property Owner: Ron Abta  
Owner Mailing Address (PO Box in Ross): PO Box 1405  
City/State/Zip: Ross Owner's Phone: 415-595-7661  
Owner's Email: mrabta@yahoo.com  
Applicant: JULIE JOHANSON / JAM STUDIOS  
Applicant Mailing Address: 980 MAGNOLIA AVE SUITE #2  
City/State/Zip: LARKSPUR, CA 94939 Applicant's Phone: 415 370 5344  
Applicant's Email: Julie@Jmj-Studios.COM  
Primary point of Contact Email: ☐ Owner ☐ Buyer ☐ Agent ☒ Architect

To Be Completed by Town Staff:

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

Date paid: \_\_\_\_\_

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

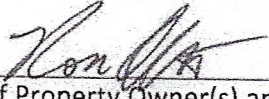
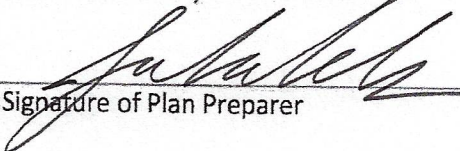
**SIGNATURE:**

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

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

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

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

Ross, California on 8/30/22  
  
 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 TELLURIC LANDSCAPES  
Project Landscape Architect TASHA SANBRAID  
Mailing Address 3377 GUERNEVILLE RD  
City SANTA ROSA State CA ZIP 95401  
Phone 415-250-3337 Fax \_\_\_\_\_  
Email TASHA@TELLURICLANDSCAPES.COM  
Town of Ross Business License No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

**Civil/ Geotechnical Engineer**

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

**Arborist**

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

**Other**

Consultant CONTRACTOR / CHRISTOPHER'S CONSTRUCTION INC  
Mailing Address 359 DEL MARIN KEYS BLVD #14  
City Novato State CA ZIP 94949  
Phone 415-729-7069 Fax \_\_\_\_\_  
Email CHRISTOPHERCONSTRUCTION@GMAIL.COM  
Town of Ross Business License No. 00301774 Expiration Date 12/31/22

**Other**

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

**Written Project Description – *may be attached.***

A complete description of the proposed project, including all requested variances, is required. The description may be reviewed by those who have not had the benefit of meeting with the applicant, therefore, be thorough in the description. For design review applications, please provide a summary of how the project relates to the design review criteria in the Town zoning ordinance (RMC §18.41.100).

SEE ATTACHED WRITTEN RESPONSE

**Mandatory Findings for Variance Applications**

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

**Special Circumstances**

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

SEE ATTACHED WRITTEN RESPONSE.

**Substantial Property Rights**

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

SEE ATTACHED WRITTEN RESPONSE



**Public Welfare**

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

SEE ATTACHED WRITTEN RESPONSE

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Planning Department  
Attn: Rebecca Markwick  
Ross, CA 94957

3 November, 2022

To whom it may concern,

Please accept this written memo to address the following Planning Application written requirements including:

- 1) Written Project Description**
- 2) Summary of how the project relates to the Design Review Criteria in 18.41.100.**
- 3) Mandatory Findings**
  - a. Special Circumstances
  - b. Substantial Property Rights
  - c. Public Welfare

**Written Project Description**

The property at 10 Southwood Avenue is a 2,341 SF single family home that is currently being remodeled as part of a permit that is expiring July 2023 under Kristin Riccio Design.

This Planning Application involves:

- 1) The addition of a 2<sup>nd</sup> story dormer on an existing cottage (located in the rear setback)
- 2) The demolition of the current driveway / carport and installation of a new driveway and pergola-style carport in the western side setback.
- 3) Landscaping associated with the new driveway and carport.
- 4) Modest resizing of existing decks

The parcel is 14,000 SF and the 75-foot-wide lot extends north and includes Ross creek. The scope of the project proposed is to demolish the existing carport and relocate the carport in the side setback (to the west). In addition, there is an existing rear cottage that is sited in the rear setback, the owner would like to add a dormer to the upper-level roofline to allow for more natural light and air. The proposed dormer, faces Ross Creek and is not in a site line of neighbors due to the dense vegetation along the creek.

The current property does not have an enclosed garage, and features a failing carport that directly separates the main house from the rear cottage effectively bisecting what would otherwise be a beautiful yard for the Abta's and their young family to enjoy.

The current driveway is located on the east end of the property and is approximately 9 feet from the face of the house to the property line and the neighbor's fence to the east.



It is very narrow and a concern for the Abta's due to its very narrow design.

**SUMMARY OF HOW THE PROJECT RELATES TO THE DESIGN REVIEW CRITERIA IN 18.41.100.**

a. Preservation of Natural Areas and Site Conditions

- 1) The driveway design will change from 150 ft long to 65 ft long, and will greatly increase the amount of lot square footage that can be landscaped and will have more pervious area overall.
- 2) Site should be kept in harmony: The driveway relocation and pergola, will be kept in harmony with the existing landscape and pergola aesthetics and scale will match the main home.
- 3) Lot Coverage and Building Footprints are minimized to the min required per code, there is no disturbance of environmentally sensitive areas.

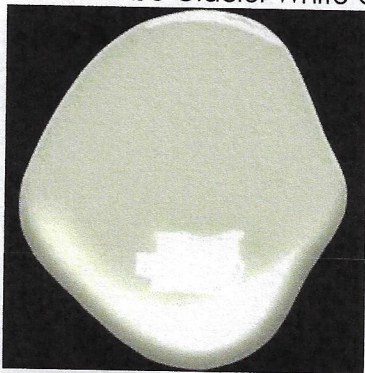
b. Relationship between structure and site: The proposed pergola is in scale with the main home and is modest in terms of overall visual impact.

c. Minimize Bulk and Mass: Pergola is not out of scale, or give an impression of a monumental appearance not does it have any large expanses of any one material.

d. Materials and Colors: The pergola is painted to match the house trim.

Pergola – painted cedar

Color will be Glacier White OC37. This will match the trim of the main house.

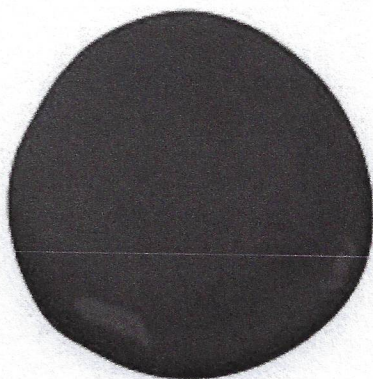


**The guest house** in the rear that will have a new dormer will be painted wood siding and trim as follows:

Body color is Benjamin Moore Distant Grey OC-68



Trim color is Benjamin Moore Black Jack 2133-20



e. Drives, Parking and Circulation:

- 1) The amount of off-street parking will be unchanged by relocating the driveway from the east edge to the western edge of the property. There is no curb, and will therefore not have a curb cut. The proposed driveway, will be approximately 65 ft long from edge of street to furthest most point in the new driveway, allowing for multiple cars to park
- 2) See landscape plans for proposed planting areas at the relocated driveway and at road edge. The pergola height will be kept to a minimum so that it does not protrude higher than the neighbor's adjacent window sill height.



- 3) Currently there is no standard curb at the roadway, and existing drainage ways will be maintained
- f. Exterior Lighting:  
In-ground, shielded landscape lighting per landscape plans.
- g. Fences  
New gates, per landscape plans.
- h. Views  
No views are compromised per this application.
- i. Natural Environment
  - 1) The driveways is being reduced from 150 ft to 65 ft, allowing for more natural open space on the parcel and an increase in pervious area.
  - 2) The existing cottage is located near Ross Creek, the only change being proposed here is a second story dormer. The cottage is existing and dates back to the original home.
  - 3) See response above
  - 4) 10 Southwood Avenue is in an area of minimal flood hazard.
  - 5) Existing site drainage will be unchanged.
- j. Landscaping:
  - 1) Drought-tolerant landscaping is proposed on the western edge of the property, per plan. Mature trees withing 20 ft of the property lines will remain.
  - 2) Pergola roof will have planting / screening
  - 3) See planting plan per landscape architect for plantings to reseed old driveway that will demolish
  - 4) See planting plan per landscape architect for plantings that allow for adequate defensible space
  - 5) No known invasive vegetation present
- k. Health and Safety
  - 1) Project proposal will not contribute to a hazardous condition.
- l. Visual Focus
  - 1) The proposed pergola is discreet and is visually in harmony in size/scale and



materiality. We believe the main residence is still visually the most prominent structure on the site.

- 2) Carport is a single -story, pergola

m. Privacy

- 1) Cottage has a new dormer, it is modest in size and is in scale with the balance of the cottage

n. Considering of Existing Nonconforming Structures:

Preliminary ADR meeting indicated an openness by Advisory Design Review, to allow for the added dormer to the existing cottage (currently existing in the rear yard setback).

o. Guidance noted.

p. Guidance noted.

q. Guidance noted.

r. Guidance noted.

s. Setbacks:

The setback near creek is unchanged with dormer proposal

t. Low Impact Development

1. Guidance noted, see landscape plans attached.
2. Guidance noted, see landscape plans attached. As mentioned per previous, pervious lot areas are increased as part of the proposed changes.
3. Guidance noted, see landscape plans attached.

**3). Mandatory Findings**

- d. Special Circumstances
- e. Substantial Property Rights
- f. Public Welfare

**SPECIAL CIRCUMSTANCES**

The special circumstance requested are twofold.

**One)** The rear yard is not fully usable due to the excessive drive aisle required and structure of the carport bisecting the main house from the cottage. The client is requesting that the mandatory 1-car carport live on the west side of the property in the 20 foot side yard setbacks with adequate width for a new driveway. The homeowner on the west side of the property has seen the plans and their only objection was that the homeowner plant vines or other green solution to soften the view from their home.

**Two)** Adequate light and air. The second special circumstance being requested, is that a dormer be added to the rear cottage, currently situated in the rear yard setback.

The variance is necessary so that the owner can enjoy their rear yard and lessen the amount of driveway on their property to more than half. The variance is necessary to ensure adequate light and air to the upper level hallway.

The granting of a variance will not be detrimental to the public welfare; and the cottage is not visible to any immediate homeowner and faces Ross Creek.

The proposed carport on the west side setback will be modest in size scale and is not objectional to the neighbor at 12 Southwood Avenue. They did request that the carport pergola have 'greenery' climbing on the roof and fascia, to create an aesthetic view from their home.

**SUBSTANTIAL PROPERTY RIGHTS**

The Abta's are entitled to a usable rear yard as a substantial property right. Unfortunately, the current carport structure is placed directly between the rear cottage and main house; effectively bisecting the usable area of rear yard. The Abta family have three small children who would very much enjoy playing in their rear yard. This proposal is to eliminate the failing carport and to propose a new pergola-style carport more in keeping with the design of the current home, and reclaim much needed green space.

**PUBLIC WELFARE**

The new dormer and carport relocation are not in any way injurious or detrimental to public welfare. The proposed pergola-style design was in consult with the homeowners at 12 Southwood Avenue, who currently reside along the western edge of the Abta's property line.

**NEIGHBORHOOD OUTREACH**

The following contiguous neighbors were notified via mail and received planning design review packages including all memo's, drawings and plans associated with this application. The homeowner will try to personally follow up with neighbors on behalf of this application.

<i>Neighbors Notified per below</i>	
8 Southwood Avenue	John & Mehan Stalder
12 Southwood Avenue	Elizabeth and Joseph Gorek
11 Southwood Avenue	Lisa James and Murray Kenney
15 Southwood Avenue	Hugh and Kristin Klein

Please advise should you have any questions or concerns related to this application.

Best,







Ron and Alison Abta  
10 Southwood Avenue  
Ross, CA

3 November, 2022

*Neighborhood Notification of Planning Review*  
John and Mehan Stalder,  
8 Southwood Avenue

Elizabeth and Joseph Gorek  
12 Southwood Avenue

Lisa James and Murray Kenney  
11 Southwood Avenue

Hugh and Kristin Klein  
15 Southwood Avenue

Dear neighbor of 10 Southwood,

Thank you so much for your continued patience with the home remodel at 10 Southwood Avenue in Ross.

As part of the Ross Planning Review process, we are required to notify adjacent neighbors of our application to pursue the following project changes:

- 1) Add dormer to the rear cottage facing Ross Creek
- 2) Install a carport pergola on the west side of our property adj to current home
- 3) Redesign the pergola at front elevation and modestly extend front porch
- 4) Enlarge rear deck
- 5) Relocate driveway to the west side of property (currently to the east)

Please see drawings and Design Review Letters attached.

We are happy to answer any questions or concerns you may have.

Thank you in advance for your time and consideration.  
Ron Abta (415)595-7661

Best,

A handwritten signature in black ink, appearing to read 'Julie Johnson', with a stylized, cursive script.

Julie Johnson, Architect