



**Agenda Item No. 18.**

**Staff Report**

**Date:** November 10, 2022

**To:** Mayor Kuhl and Council Members

**From:** Rebecca Markwick, Planning and Building Director

**Subject:** 40 Madrona Avenue

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**Recommendation**

It is recommended that the Town Council adopt Resolution No. 2278 (Attachment 1) approving Design Review, and Nonconformity Permit for the subject project as described below.

**Property Address:** 40 Madrona Avenue  
**A.P.N.:** 073-232-29  
**Applicant:** Ken Linsteadt  
**Property Owner:** Amy and Chad Lewis  
**Zoning:** R-1:B-10  
**General Plan:** ML (Medium Low Density)  
**Flood Zone:** X (Moderate Risk)

**Project Description:** The applicant requests approval of Design Review for the remodel and addition of the existing two-story single-family residence. The improvements include a new ADU (Ministerial in Approval), a new second story above the ADU and first story bedrooms and a new cellar below the proposed ADU. Additionally, the project proposes to increase the plate height and roof height on the rear section of the home at the existing second story. The Non-Conformity Permit applies to the raised plate and roof height at the second story as a portion of the existing home extends into the rear yard setback. There are no footprint changes proposed at the non-conforming portion of the existing second story. The project also proposes new site work including terrace, stairs, pathways and a new front gate.

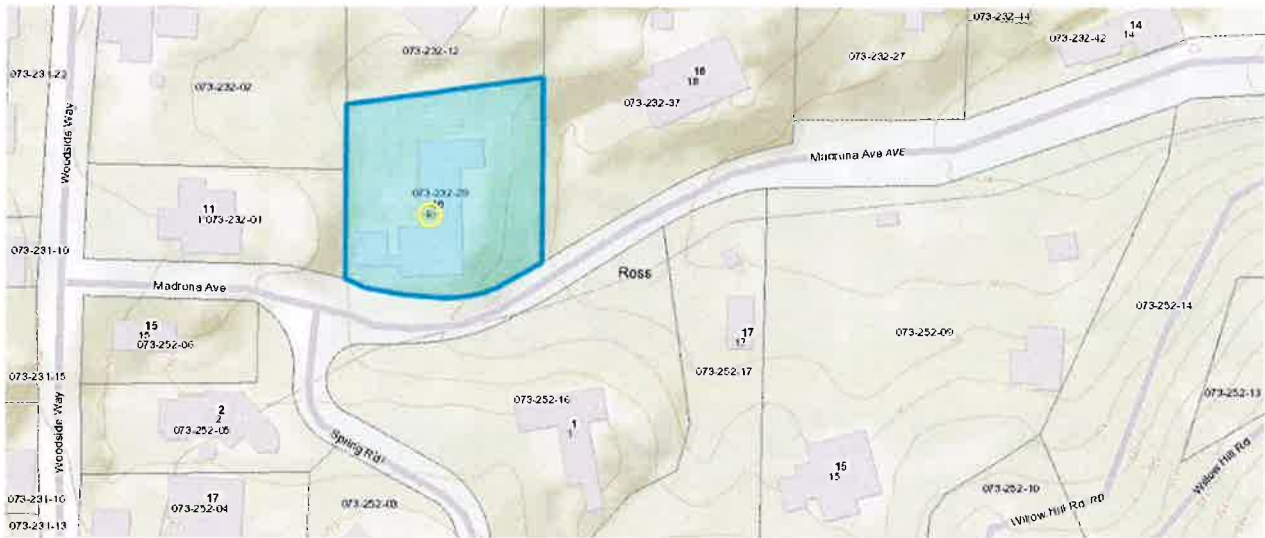
### Project Data

	Code Standard	Existing	Proposed
<b>Lot Area</b>	Minimum 5,000 SF	19,979 SF	No change
<b>Floor Area (FAR)</b>	3.996 SF (20%)	3,668 SF (18%)	3,990 SF (20%)
<b>Building Coverage</b>	3.996 SF (20%)	3,046 SF (15.2%)	3,283 SF (16.4%)
<b>Front Setback</b>	25'	25'	No change
<b>Left Side Setback</b>	15'	19'	No change
<b>Right Side Setback</b>	15'	25'	No change
<b>Rear Setback</b>	40'	27'4"	No change
<b>Building Height</b>	30'	24'11"	26'10"
<b>Impervious Surface Coverage</b>	Minimize and/or mitigate for any increase.*	5,635 SF	Increase of 807 SF Impervious Surfaces (mitigated with bioretention facilities on site)

\* Impervious coverage guideline per Low Impact Development (LID) for Stormwater Management, Design Review criteria and standards, RMC Section 18.41.100 (t).

### Background

The project site is a developed 19,979 square foot lot on the north side of Madrona Avenue. The lot has an average slope of 18.78%. The lot is not a Hillside Lot as it has an average slope of less than 30%. The property contains an existing 3,668 square foot single-family residence. The lot also includes a separate garage, office, and storage shed. A portion of the northern part of the existing home is nonconforming with respect to the minimum 40-foot rear yard setback. Access to the site is provided via Madrona Avenue, and there are 4 parking spaces on site.



The project proposes to remodel and expand the existing single-family home. Development includes a new attached ADU, a second story addition above the ADU and primary residence, a cellar below the ADU, raised plate height, roof, and windows on the existing home, interior renovations, and revised terraces, stairs, pathways, and gate. In addition to Design Review, the project requires a Non-Conformity Permit to legalize rear yard setback encroachments from the primary residence, as well as allow the plate height and roof in this non-conforming portion of the structure to be raised. The proposed construction will not result in any new setback encroachments or deviations from applicable standards. The total impervious surface of the site will increase by approximately 800 square feet. The project includes a bio-retention basin and landscape design to allow dispersed runoff of water to the vegetated portion of the property in order to mitigate this increase in impervious surface.

Project Plans are attached as **Attachment 2**; and Project Application as **Attachment 3**.

The proposed project is subject to the following permit approvals:

- **Design Review Permit** is required pursuant to **RMC Section 18.41.010** for new buildings exceeding 200 square feet of new floor area; fences and gates greater than 48" in height adjacent to the street right-of-way; retaining walls greater than 48" in height; an activity or 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 landscaping over 2,500 square feet.
- **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.

### **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 October 18, 2022, the ADR Group unanimously recommended that 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, however there were recommendations made for the project. At the time of the public hearing, the homeowners (Peter and Christine Berg) of 18 Madrona spoke. The Bergs expressed concern about the roof deck, and screening of the portion of the home closer to Madrona, the downhill eastside of the proposed two-story section. The Bergs requested that the roof deck be removed and that more trees planted to help soften and screen the two-story section of the home.

There were 3 ADR members that deliberated on the project due to recusals. One ADR member did not support the roof deck and supported that idea of landscaping between 18 and 40 Madrona. Another ADR member supported the roof deck and wanted to see more screening on the downhill east side of the structure. The third ADR member supported the project however wanted to see the roof deck reduced in size and screening planting on the downhill east side of the project.

The applicant has amended the plans according to the ADR members advice. The changes include the flat roof in the middle of the house was changed to a shed roof, and the roof deck/terrace has been removed from the upper level. There is a small roof deck off the upper bedroom hallway that looks over 40 Madrona's backyard only, which alleviates any privacy impacts to 18 Madrona.

Draft minutes of the October 18, 2022, 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 do 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.

### ***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:B-A district for maximum allowed floor area, the existing property exceeds the 15% maximum floor area 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 maximum allowed floor area, and resulting in no net increase to the total existing nonconforming floor area on the property.

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

Staff suggests the project is in keeping with the purpose and mandatory findings for a Nonconformity Permit. The property is currently nonconforming with regards to the required rear yard setback. The current rear yard setback is 27 feet 5 inches. The project proposes to increase the plate height and roof height in the nonconforming setback, however there will be no change to the footprint of the home in the nonconforming setback. The proposed Nonconformity Permit would allow the increase in height of the structure to match architecturally with the front portion of the home. The project conforms to the design review standards, and the floor area does not exceed the existing floor area. 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 minor alteration of existing 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 have been received at the time of writing this report. Prior to the October 18, 2022, ADR meeting, comments were received (Attachment 5) from the property owners of 18 Madrona, Peter and Christine Berg as described above. AN email was received by Stephanie Lamarre, 11 Woodside Way who is asking that additional planting be located between her property line to provide screening. Additionally, five emails were received in support of the project prior to the ADR hearing.

**Attachments**

1. Resolution No. 2278
2. Project Plans
3. Project Application Materials
4. ADR Meeting Minutes, October 18, 2022
5. Public Comments

# ATTACHMENT 1

## **TOWN OF ROSS**

### **RESOLUTION NO. 2278**

#### **RESOLUTION OF THE TOWN OF ROSS APPROVING DESIGN REVIEW, AND NONCONFORMITY PERMIT TO ALLOW AN ADDITION, REMODEL AND LANDSCAPE IMPROVEMENTS LOCATED AT 40 MADRONA AVENUE, A.P.N. 073-232-29**

**WHEREAS**, applicant Ken Linsteadt Architect, on behalf of property owners Amy and Chad Lewis has submitted an application requesting approval of Design Review and Nonconformity Permit for an addition, remodel and renovation to the existing legal nonconforming single-family residence located at 40 Madrona Avenue APN 073-232-29 (herein referred to as “the Project”).

**WHEREAS**, the Project is determined to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 (Existing Facilities) because it consists of the construction and location of limited numbers of new, small facilities or structures, including one single-family residence and a second dwelling unit in a residential zone; and

**WHEREAS**, on November 10, 2022, 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 and Nonconformity Permit, 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 10<sup>th</sup> day of November 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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P. Beach Kuhl, Mayor

**ATTEST:**

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Linda Lopez, Town Clerk

**EXHIBIT "A"**  
**FINDINGS**  
**40 MADRONA AVENUE**  
**A.P.N. 073-232-29**

**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 site would be kept in harmony with the general appearance of neighboring landscape. Lot coverage and building footprints would be minimized, and development clustered, to minimize site disturbance area and preserve large areas of undisturbed space. New buildings constructed on sloping land are designed to relate to the natural landforms and step with the slope in order to minimize building mass, bulk and height and to integrate the structure with the site. Buildings would use materials and colors that minimize visual impacts and blend with the existing landforms and vegetative cover, including wood and stone. Good access, circulation would be provided consistent with the natural features of the site. Open 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 development, including attractive, fire-resistant, native species and replacement trees for trees removed by development. Landscaping would create and maintain defensible spaces around buildings and structures as appropriate to prevent the spread of wildfire. The Project would maximize permeability and reduce the overall impervious surface coverage on the property, by providing bioretention facilities to offset the new development, 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 Ross Municipal Code Section 18.52.040 (f), 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.**

As stated in the November 10, 2022 Town Council staff report, the 1989 site development was believed to meet all zoning ordinance requirements, no discretionary review was required. Therefore, the structure was lawful when constructed.

**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.**

The project is not considered a Demolition; therefore this finding does not apply.

**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 as proposed conforms to the allowable floor area requirements.

**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 would be beneficial to public health, safety and welfare by modernizing and improving an existing single-family residential property.

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

The property is not located within a special flood hazard area (SFHA) which would be subject to the Flood Damage Prevention regulations in RMC Chapter 15.36, and therefore it complies.

**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.**

The Marin County Fire District has reviewed and approved the project, including with respect to adequate access and water supply for firefighting purposes.

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

Condition of Approval No. 11 requires indemnification pursuant to Section 18.40.180. At the time that the applicant submits a building permit application with authorizing signatures subject to this Resolution and attached Conditions of Approval, the applicant will have agreed in writing to being subject to the indemnification provision.

**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:**

Total site floor area (excluding covered parking)

Required off street parking 1,300 square feet to 3,300 square feet 3 spaces

Over 3,300 square feet 4 spaces

The project site is located in the R-1:B-10 District, which requires two covered and two uncovered off-street parking spaces to be located on the site. The project is in conformance with this finding, 2 covered and 2 uncovered parking spaces are located on site.

**EXHIBIT "B"**  
**CONDITIONS OF APPROVAL**  
**40 MADRONA AVENUE**  
**A.P.N. 073-232-29**

1. This approval authorizes Design Review, and Nonconformity Permit at 40 Madrona Avenue, APN 073-232-29 (herein referred to as "the Project").
2. The building permit shall substantially conform to the plans entitled, "40 Madrona Ave" and dated 10/25/2022, and reviewed and approved by the Town Council on November 10, 2022
3. Except as otherwise provided in these conditions, the Project shall comply with the plans submitted for Town Council approval. Plans submitted for the building permit shall reflect any modifications required by the Town Council and these conditions.
4. No changes from the approved plans, before or after project final, including changes to the materials and material colors, shall be permitted without prior Town approval. Red-lined plans showing any proposed changes shall be submitted to the Town for review and approval prior to any change. The applicant is advised that changes made to the design during construction may delay the completion of the Project and will not extend the permitted construction period.
5. The Project shall comply with the Fire Code and all requirement of the Ross Valley Fire Department (RVFD).
6. The Town staff reserves the right to require additional landscape screening for up to three (3) years from project final to ensure adequate screening for the properties that are directly contiguous to the project site. The Town staff will only require additional landscape screening if the contiguous neighbor can demonstrate through pre-project existing condition pictures that their privacy is being negatively impacted as a result of the Project.
7. BEFORE FINAL INSPECTION, the applicant shall call for a Planning staff inspection of approved landscaping, building materials and colors, lighting and compliance with conditions of project approval at least five business days before the anticipated completion of the Project. Failure to pass inspection will result in withholding of the Final Inspection approval and imposition of hourly fees for subsequent re-inspections.
8. A Tree Permit shall not be issued until the project grading or building permit is issued.
9. The Project shall comply with the following conditions of the Town of Ross Building Department and Public Works Department:
  - a. 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.

- 10. 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



40 MADRONA AVENUE  
ROSS, CA 94957

ADVISORY DESIGN REVIEW  
AUGUST 3, 2022

[illegible]

40 MADRONA AVENUE  
ROSS, CA 94057

APN 073 232

[illegible]

COVERSITEET

A0.00



A photograph showing a wooden dining table and chairs set on a patio. The patio floor is made of large, light-colored stone tiles. The table is rectangular and surrounded by chairs. In the background, there is a brick wall and some greenery.



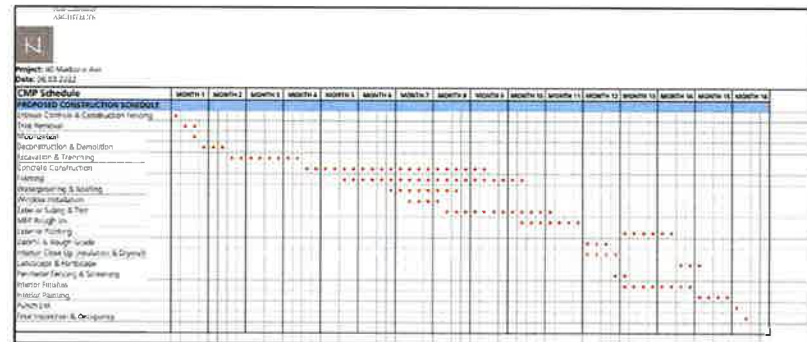
PROPOSED  
EXTERIOR  
MATERIALS

A0.03









**KL**  
Ken Linstead  
ARCHITECTS  
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t 415 351 1018  
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**40 MADRONA AVENUE**  
ROSS, CA 94057

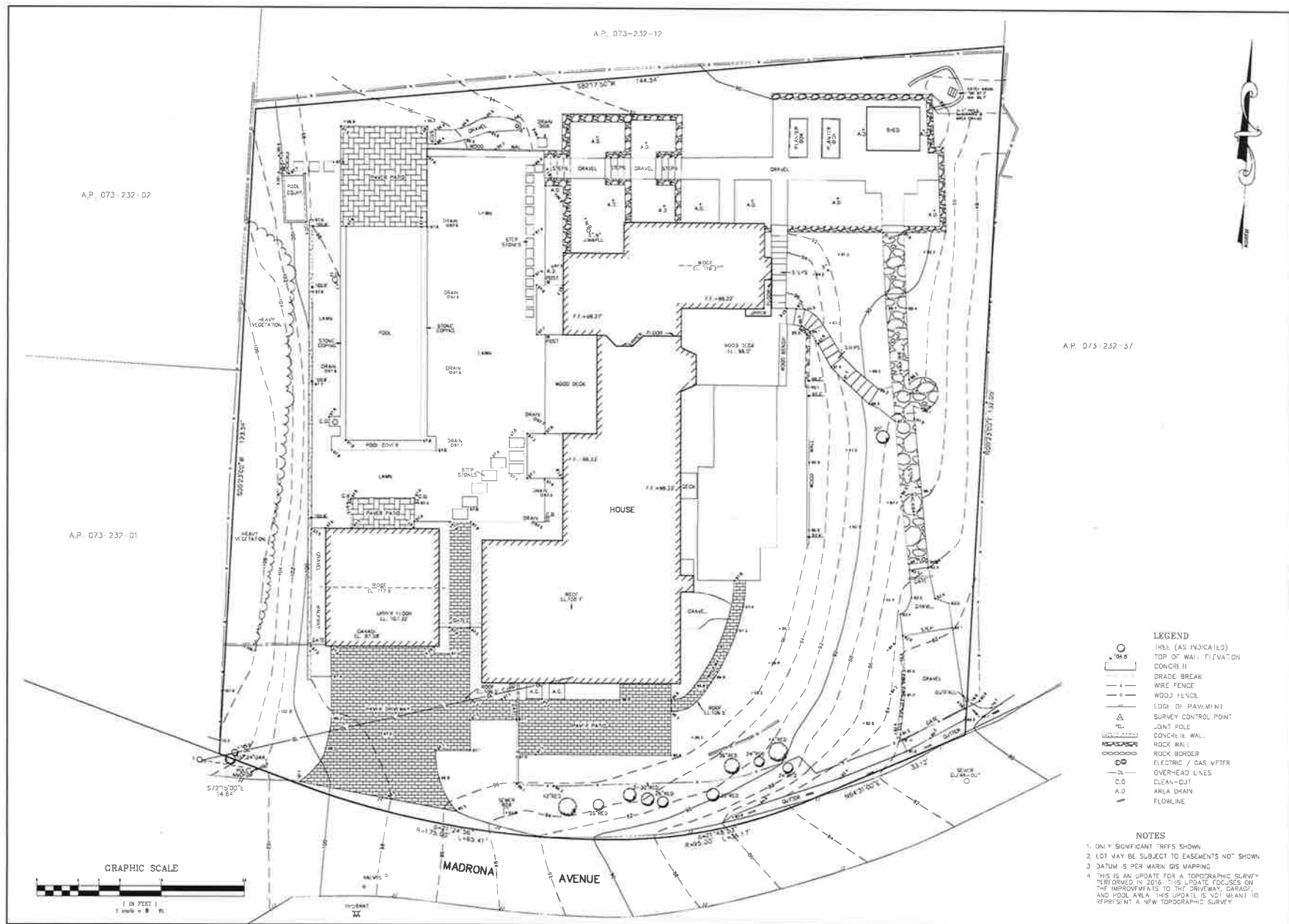
APP: 073 232 29

RAAN BY

DATE	BY
8/3/22	KL

PROPOSED  
CONSTRUCTION  
SCHEDULE

**CMP-2**



LAWRENCE  
DOYLE  
LAND SURVEYOR  
CIVIL ENGINEER  
100 HELENS LANE  
MILL VALLEY, CA 94541  
415.938.9338 741.338.9470

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40 MADRONA AVENUE  
ROSS  
CALIFORNIA  
A.P. 073-232-29

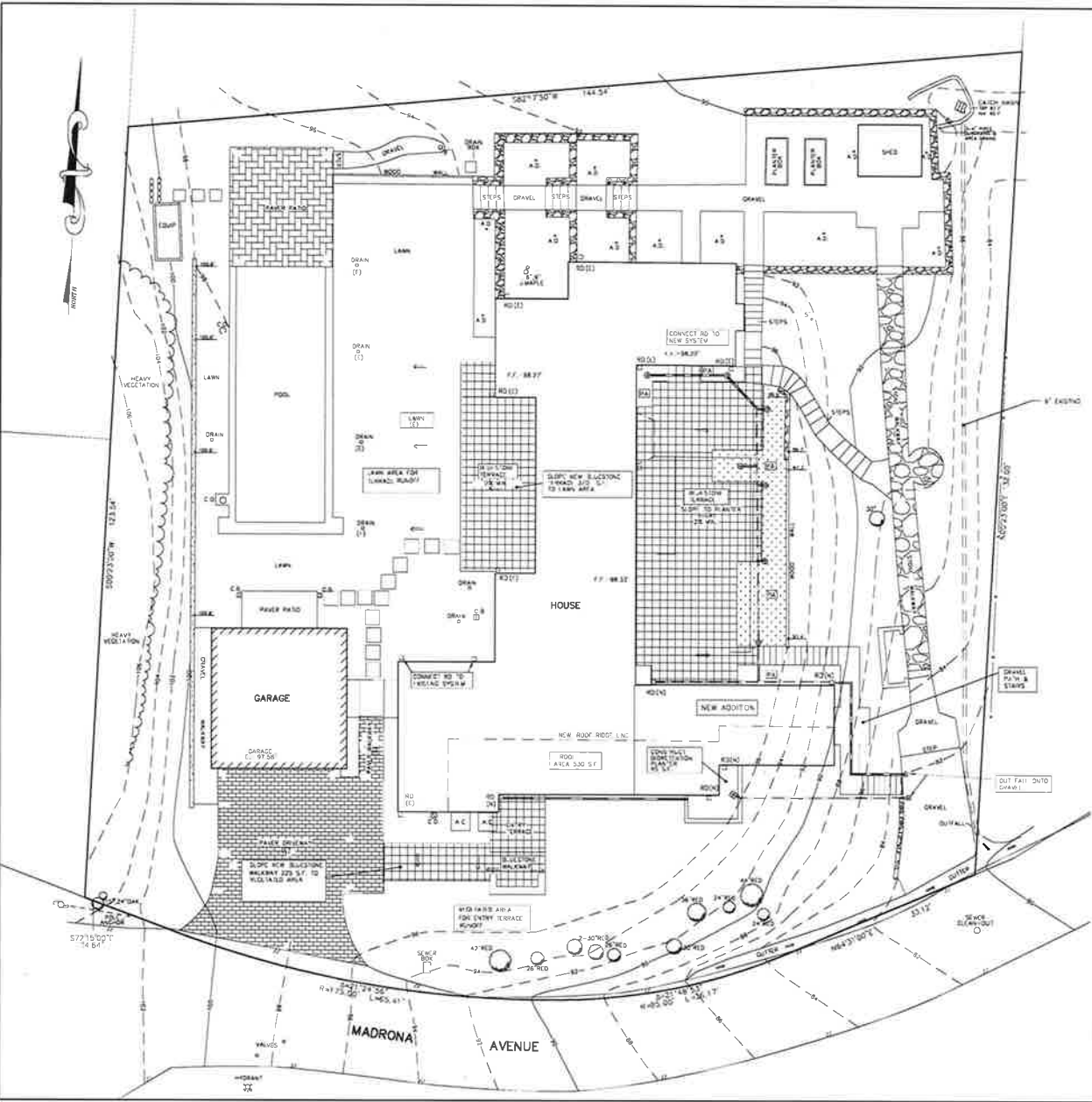
TOPOGRAPHIC  
SURVEY

DRAWN BY: CPE  
DATE: 12/1/22  
ISSUE: 1

C-1  
DRAWING NUMBER: 2075  
SHEET: 1 OF 1

- LEGEND**
- INELL (AS INDICATED)
  - TOP OF WALL ELEVATION
  - CONCRETE
  - GRADE BREAK
  - WIRE FENCE
  - WOOD FENCE
  - EDGE OF PAVEMENT
  - SURVEY CONTROL POINT
  - JOINT POLE
  - CONCRETE WALL
  - ROCK BORDER
  - ELECTRIC / GAS METER
  - OVERHEAD LINES
  - CLEAN-OUT
  - AREA DRAIN
  - FLOWLINE

- NOTES**
1. ONLY SIGNIFICANT TREES SHOWN
  2. LOT MAY BE SUBJECT TO EASEMENTS NOT SHOWN
  3. DATUM IS PER MARIN GIS MAPPING
  4. THIS IS AN UPDATE FOR A TOPOGRAPHIC SURVEY PERFORMED IN 2015. THIS UPDATE FOCUSES ON THE IMPROVEMENTS TO THE DRIVEWAY, GARAGE, AND POOL AREA. THIS UPDATE IS NOT INTENT TO REPRESENT A NEW TOPOGRAPHIC SURVEY.



**EARTH WORK**  
OUT 130 C.Y.  
(BASICMENT)  
A. QUANTITIES ARE FOR PLANNING PURPOSE ONLY  
B. THIS QUANTITIES ARE NOT FOR BIDDING PURPOSE  
C. THESE QUANTITIES DO NOT INCLUDE FOLLOWING  
1. EXCAVATION  
2. FOUNDATIONS  
3. CONSTRUCTION MATERIALS  
D. ONLY - ALL SHALL BE TAKEN TO AN APPROVED SITE AND DISPOSED OF IN A HIGHER MANNER

**PROJECT DATA RUNOFF REDUCTION MEASURES**

Project Type and Description	HOUSE ADDITION & PATIO
Total Project Site Area (acres)	0.48 ACRES
Total Pre-Project Impervious Surface Area	5,635 S.F.
Total Post-Project Impervious Surface Area	6,441 S.F.
Runoff Reduction Measures Selected for 805 s.f.	<input checked="" type="checkbox"/> 1. Disperse runoff to vegetated area <input checked="" type="checkbox"/> 2. Pervious pavement <input checked="" type="checkbox"/> 3. Cisterns or Rain Barrels <input checked="" type="checkbox"/> 4. Retention Facility
<b>1. Retention Facility</b> A. Roof area: 530 s.f. B. Size: 330 s.f. x 285 - 43.5 s.f. min. C. Size provided: 43 s.f. <b>2. Disperse runoff to vegetated area</b> A. Entry terrace 225 s.f. (1) Min. Size: 50% of 225 s.f. = 112 s.f. (2) Size provided: 300 s.f. B. Blue Terrace 270 s.f. (1) Min. Size: 50% of 270 s.f. = 135 s.f. (2) Size provided: 300 s.f.	

- LEGEND**
- |                              |                                   |
|------------------------------|-----------------------------------|
| 1/4" = 1' (1/4")             | EXISTING CONTOUR                  |
| 1/8" = 1' (1/8")             | PROPOSED CONTOUR                  |
| 1/16" = 1' (1/16")           | AREA DRAIN (UNLESS SPECIFIED)     |
| 1/32" = 1' (1/32")           | STILL WATER                       |
| 1/64" = 1' (1/64")           | AT-RISK DRAIN                     |
| 1/128" = 1' (1/128")         | PATIO DRAIN                       |
| 1/256" = 1' (1/256")         | CHIMNEY                           |
| 1/512" = 1' (1/512")         | SUBDRAIN (PERFORATED)             |
| 1/1024" = 1' (1/1024")       | SUBDRAIN (SLOTTED)                |
| 1/2048" = 1' (1/2048")       | SLOPE (AS INDICATED)              |
| 1/4096" = 1' (1/4096")       | SPOT ELEVATION                    |
| 1/8192" = 1' (1/8192")       | TREE (AS INDICATED)               |
| 1/16384" = 1' (1/16384")     | GRADE BREAK                       |
| 1/32768" = 1' (1/32768")     | W.R. PLANT, (W.R. LINE OF HARBOR) |
| 1/65536" = 1' (1/65536")     | WATER LINE                        |
| 1/131072" = 1' (1/131072")   | JOINT FENCE                       |
| 1/262144" = 1' (1/262144")   | SEWER LINE                        |
| 1/524288" = 1' (1/524288")   | SEWER                             |
| 1/1048576" = 1' (1/1048576") | HEIGHT OF WALL                    |
| 1/2097152" = 1' (1/2097152") | ROOF OF WALL ELEVATION            |
| 1/4194304" = 1' (1/4194304") | ROOF OF WALL                      |
| 1/8388608" = 1' (1/8388608") | POD-UP DITCH                      |



LAWRENCE DOYLE  
AND SURVYOR  
C.V.L. ENGINEER  
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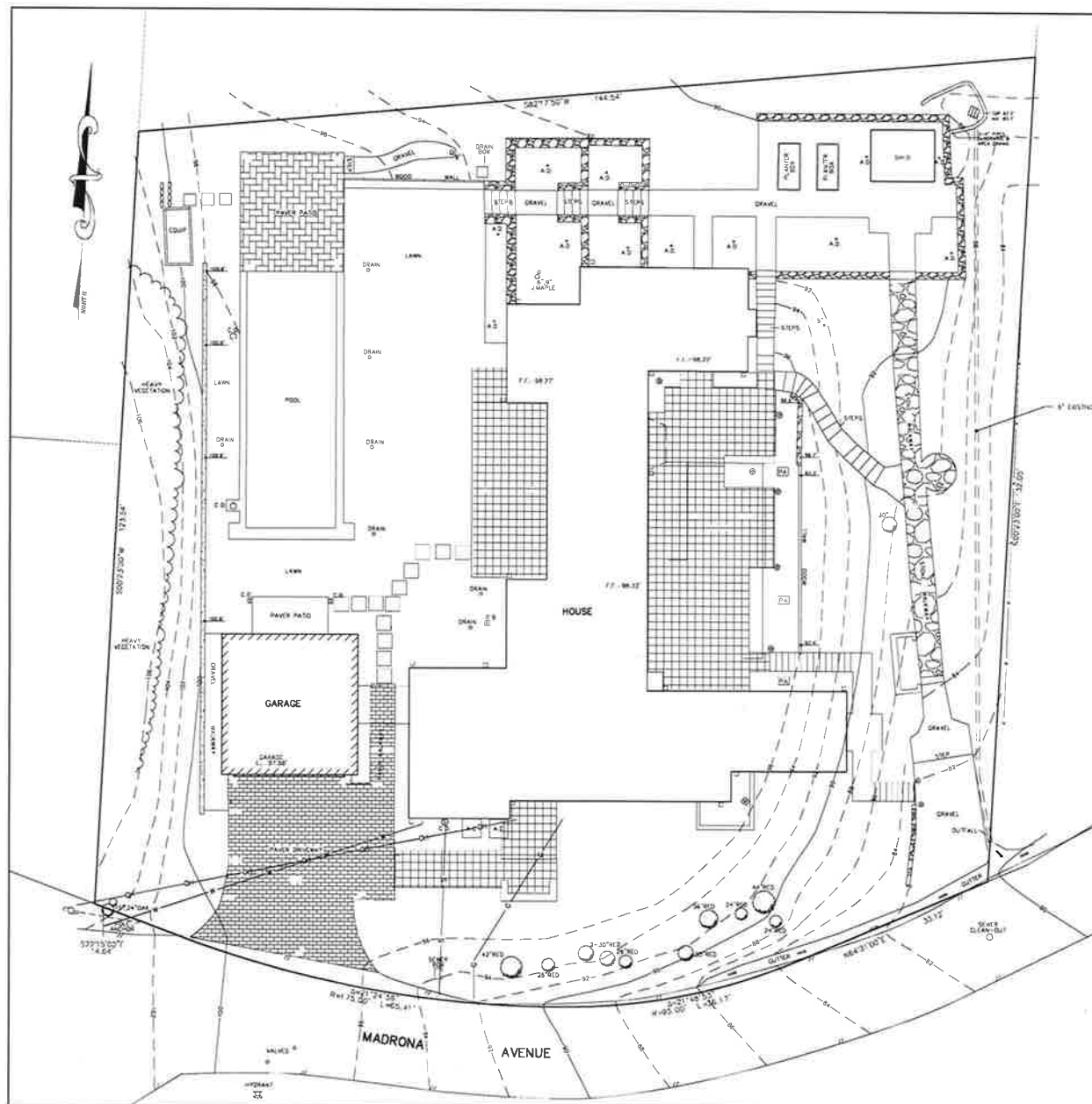
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40 MADRONA AVENUE  
ROSS CALIFORNIA  
A.P. 073-232-29

PRELIMINARY  
GRADING &  
DRAINAGE  
PLAN &  
STORMWATER  
CONTROL PLAN

DESIGNED BY: C.D.	DATE: 7/25/2002
DRAWN BY: C.D.	DATE: 7/25/2002
CHECKED BY: C.D.	DATE: 7/25/2002
APPROVED BY: C.D.	DATE: 7/25/2002

C-2  
ISSUED: 7/25/2002  
REVISION: 0



# EXISTING UTILITIES

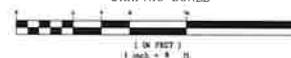
- C GAS LINE
- W WATER LINE
- P POWER LINE
- T TELEPHONE LINE
- S SEWER LINE
- OH OVERHEAD LINES

NOTES:  
UTILITIES AS SHOWN CONFORM WITH ALL PRESENT INFORMATION.  
HOWEVER, IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY  
LOCATION AND DEPTH OF ALL UTILITIES WITH APPROPRIATE AGENCIES  
AND ANY CONFLICTS SHALL BE REPORTED IMMEDIATELY TO THE AGENCY AND  
TO THE ENGINEER.

## LEGEND

- |        |               |        |                               |
|--------|---------------|--------|-------------------------------|
| 1/4" R | CATCH BASIN   | 1/4" R | EXISTING CONTOUR              |
| 1/4" R | SEWER MANHOLE | 1/4" R | PROPOSED CONTOUR              |
| 1/4" R | WATER MANHOLE | 1/4" R | AREA DRAIN (UNLESS SPECIFIED) |
| 1/4" R | JOINT BOX     | 1/4" R | STILL DRAIN                   |
| 1/4" R | WATER MANHOLE | 1/4" R | ATMOSPHERIC DRAIN             |
| 1/4" R | WATER MANHOLE | 1/4" R | PATIO DRAIN                   |
| 1/4" R | WATER MANHOLE | 1/4" R | CEILING DRAIN                 |
| 1/4" R | WATER MANHOLE | 1/4" R | SUBDRAIN (PERFORATED)         |
| 1/4" R | WATER MANHOLE | 1/4" R | SUBDRAIN (SOLID)              |
| 1/4" R | WATER MANHOLE | 1/4" R | SLOPE (IN 2%)                 |
| 1/4" R | WATER MANHOLE | 1/4" R | SPOT ELEVATION                |
| 1/4" R | WATER MANHOLE | 1/4" R | TREE (AS INDICATED)           |
| 1/4" R | WATER MANHOLE | 1/4" R | GRADE BREAK                   |
| 1/4" R | WATER MANHOLE | 1/4" R | WALL FLOOD LINE               |
| 1/4" R | WATER MANHOLE | 1/4" R | LOG OF FLOODLINE              |
| 1/4" R | WATER MANHOLE | 1/4" R | WATER LINE                    |
| 1/4" R | WATER MANHOLE | 1/4" R | JOINT INCH                    |
| 1/4" R | WATER MANHOLE | 1/4" R | SEWER MANHOLE                 |
| 1/4" R | WATER MANHOLE | 1/4" R | SEWER                         |
| 1/4" R | WATER MANHOLE | 1/4" R | EXISTING                      |
| 1/4" R | WATER MANHOLE | 1/4" R | HEIGHT OF WALL                |
| 1/4" R | WATER MANHOLE | 1/4" R | TOP OF WALL ELEVATION         |
| 1/4" R | WATER MANHOLE | 1/4" R | LOG OF FLOODLINE              |
| 1/4" R | WATER MANHOLE | 1/4" R | BOTTOM OF WALL                |
| 1/4" R | WATER MANHOLE | 1/4" R | PROPOSED UTILITIES            |

## GRAPHIC SCALE



LAWRENCE  
DOYLE

LAND SURVEYOR  
CIVIL ENGINEER  
TROY HILLMAN  
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40 MADRONA AVENUE,  
ROSS, CALIFORNIA  
A.P. 073-232-29

## UTILITIES PLAN

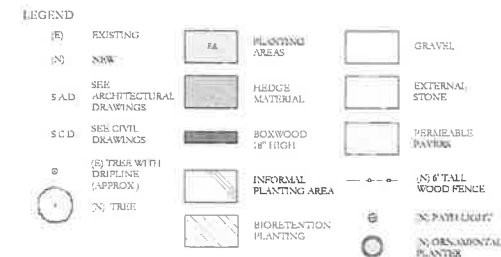
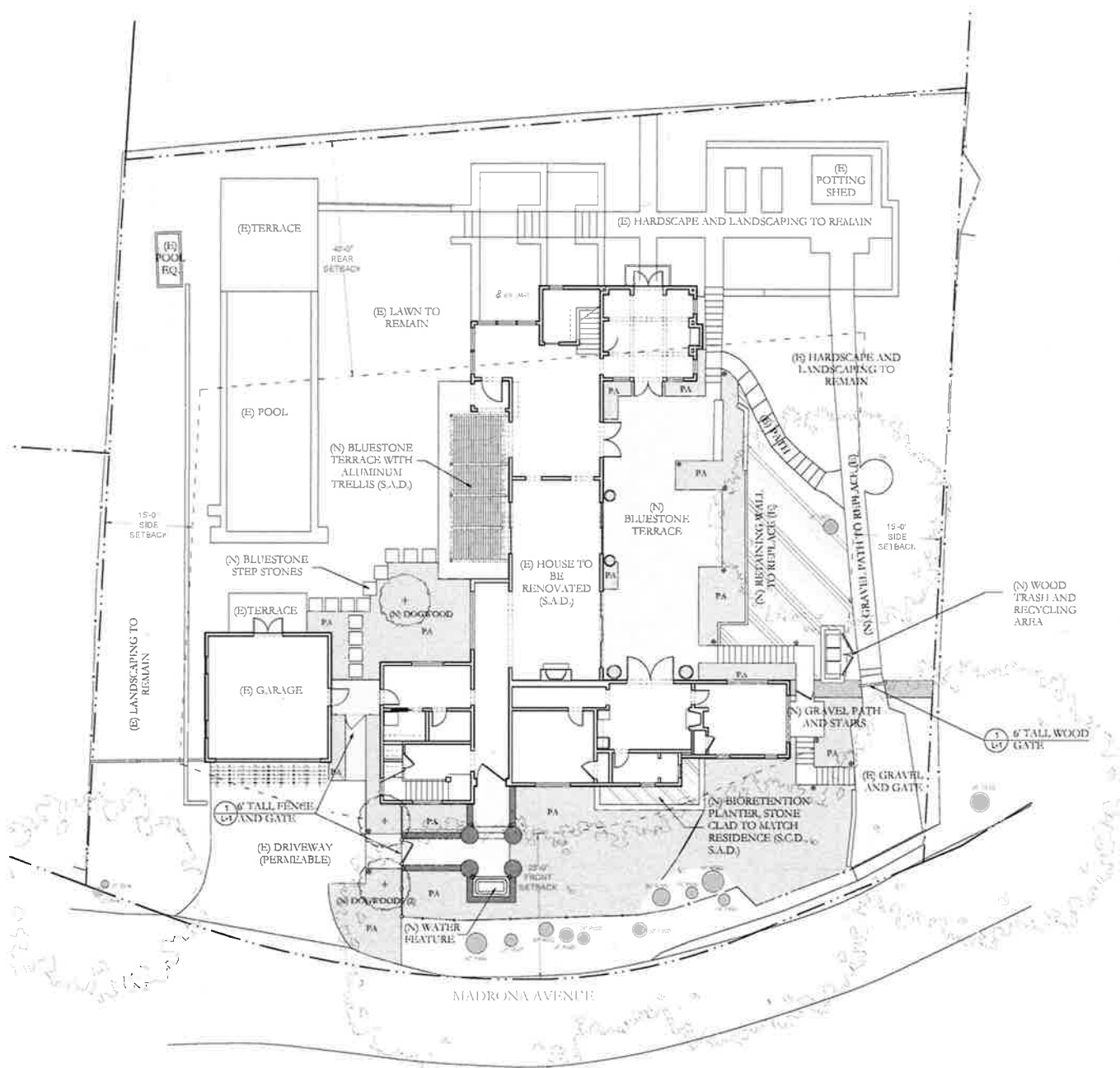
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DATE: 7/25/2022

SCALE: ADR

C-3

DRAWING NUMBER 2024  
SHEET 1 OF 1



PRELIMINARY PLANT LIST			Mature Height	Rated Life Span	WUCOLS	Native	Planted Size	Spacing
Types and Screen	Botanical Name	Common Name						
Planting	Calceolaria 'White Wonder'	Calceolaria	12"	M			24" x 24"	120
	Calceolaria 'White Wonder'	Calceolaria	12"	M			24" x 24"	120
	Calceolaria 'White Wonder'	Calceolaria	12"	M			24" x 24"	120
Informal Planting	Chia - Little Olive	Little Olive	2'	M			3' x 3'	N/A
	Coronilla maritima	Coronilla	6'	M			4' x 4'	24"
	Salix humilis	Salix	6'	M			4' x 4'	24"
	Comarostaphylis 'Avalon'	Comarostaphylis	6'	M			4' x 4'	24"
	Crataegus 'Hawthorne'	Crataegus	6'	M			4' x 4'	24"
	Malus 'Malus'	Malus	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
Formal Planting	Abutilon 'Hybridum'	Abutilon	6'	M			3' x 3'	N/A
	Begonia 'Green Beauty'	Begonia	6'	M			3' x 3'	24"
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
	Calceolaria	Calceolaria	6'	M			3' x 3'	N/A
Bioretention Planting	Chia - Little Olive	Little Olive	2'	M			3' x 3'	N/A
	Coronilla maritima	Coronilla	6'	M			4' x 4'	24"
	Salix humilis	Salix	6'	M			4' x 4'	24"
	Comarostaphylis 'Avalon'	Comarostaphylis	6'	M			4' x 4'	24"
	Crataegus 'Hawthorne'	Crataegus	6'	M			4' x 4'	24"
	Malus 'Malus'	Malus	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"
	Myrica 'Myrica'	Myrica	6'	M			4' x 4'	24"

\* Plants with checkmarks in the "Native" field are ultimately rated "Native" on at least one of several lists researched. The remaining plants on the list did not appear on any list researched.



**6" WOOD FENCE AND GATE DETAIL**

SCALE 1/2" = 1'-0"

WOOD TO BE WESTERN RED CEDAR TREATED WITH NATURAL WOOD PRESERVATIVE

**NOTES**

THIS DRAWING IS FOR PLANNING REVIEW ONLY. NOT FOR CONSTRUCTION.

SEE ARCHITECTURAL DRAWINGS FOR ALL STRUCTURES AND EXTERNAL STONE.

SEE CIVIL DRAWINGS FOR ALL SPOT ELEVATIONS, GRADING, DRAINAGE, AND CONTOURS.

THIS PLAN HAS BEEN DESIGNED IN ACCORDANCE WITH ANIMATED WATER EFFICIENT LANDSCAPE CODE AND RWD STANDARD 200.

LOW VOLTAGE PATH LIGHTING TO BE DOWNWARD DIRECTED.

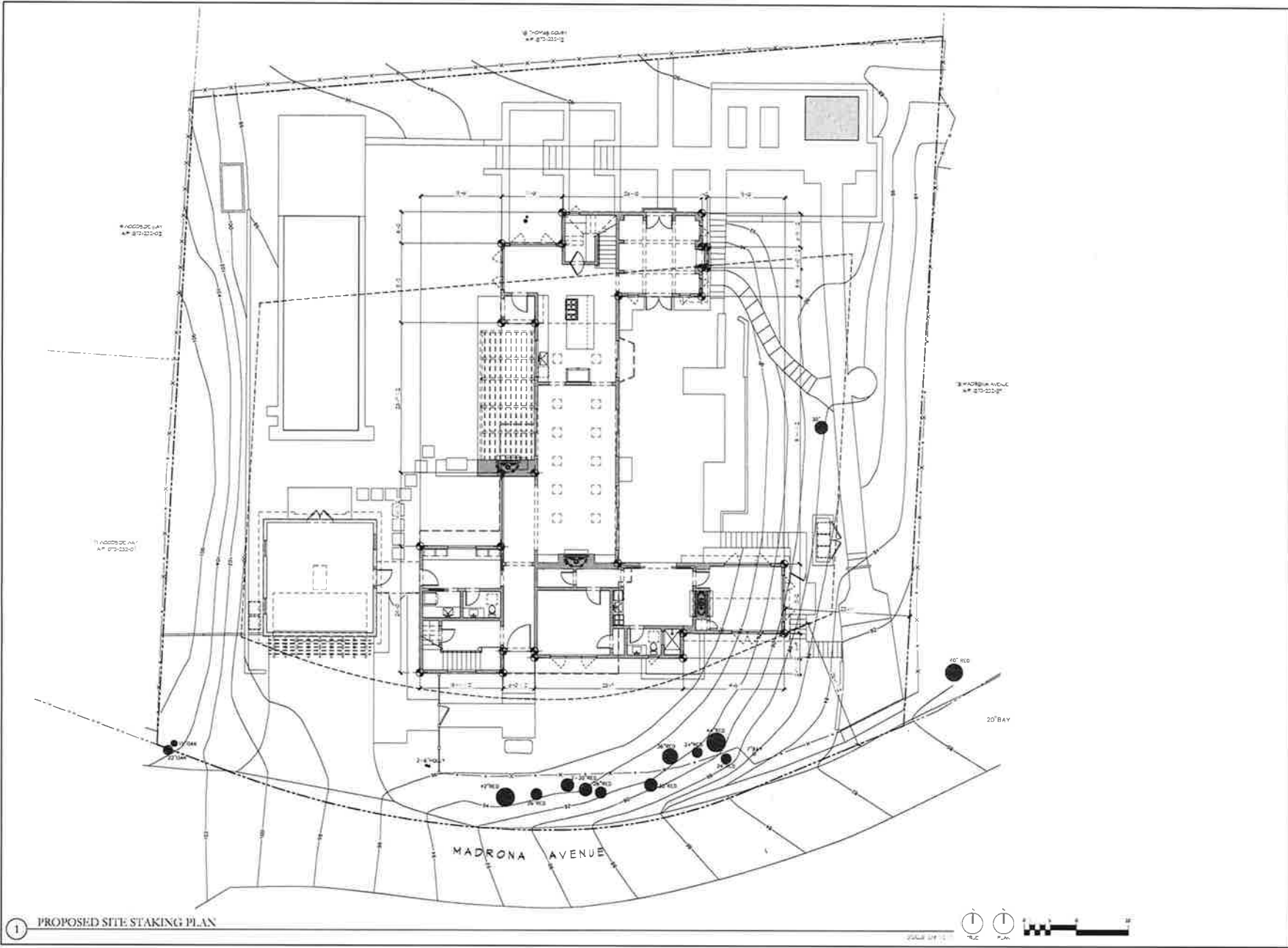
SURVEY BY LAWRENCE P. DOYLE LAND SURVEYOR AND CIVIL ENGINEER.







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Ken Linstead  
Professional Architect  
State of California  
License No. 15122

40 MADRONA AVENUE  
ROSS, CA 94057

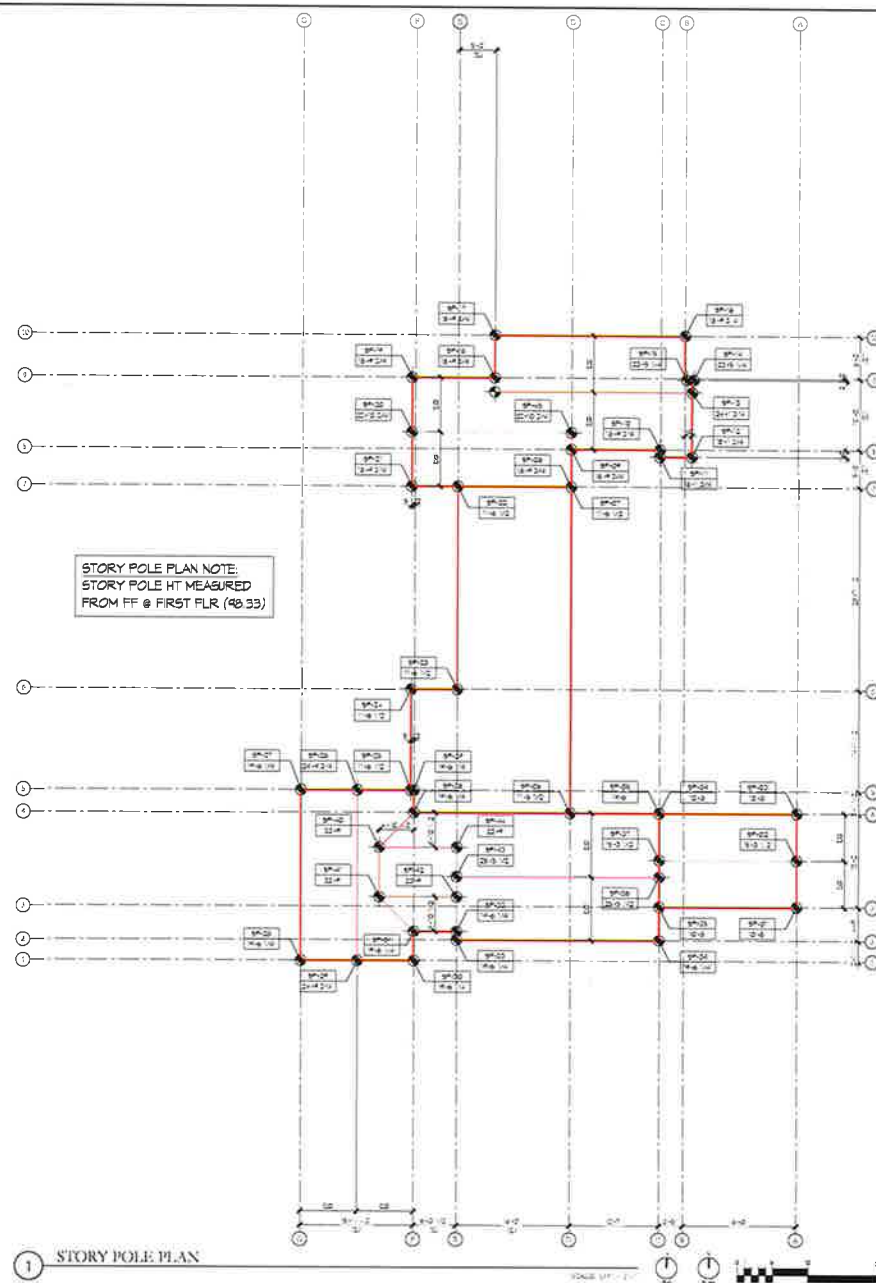
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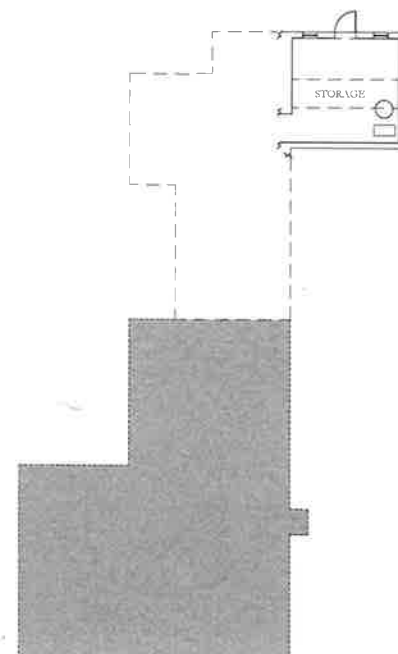
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PROPOSED  
SITE STAKING  
PLAN

A1.02

10/25/2022





A1.20

100





40 MADRONA AVENUE

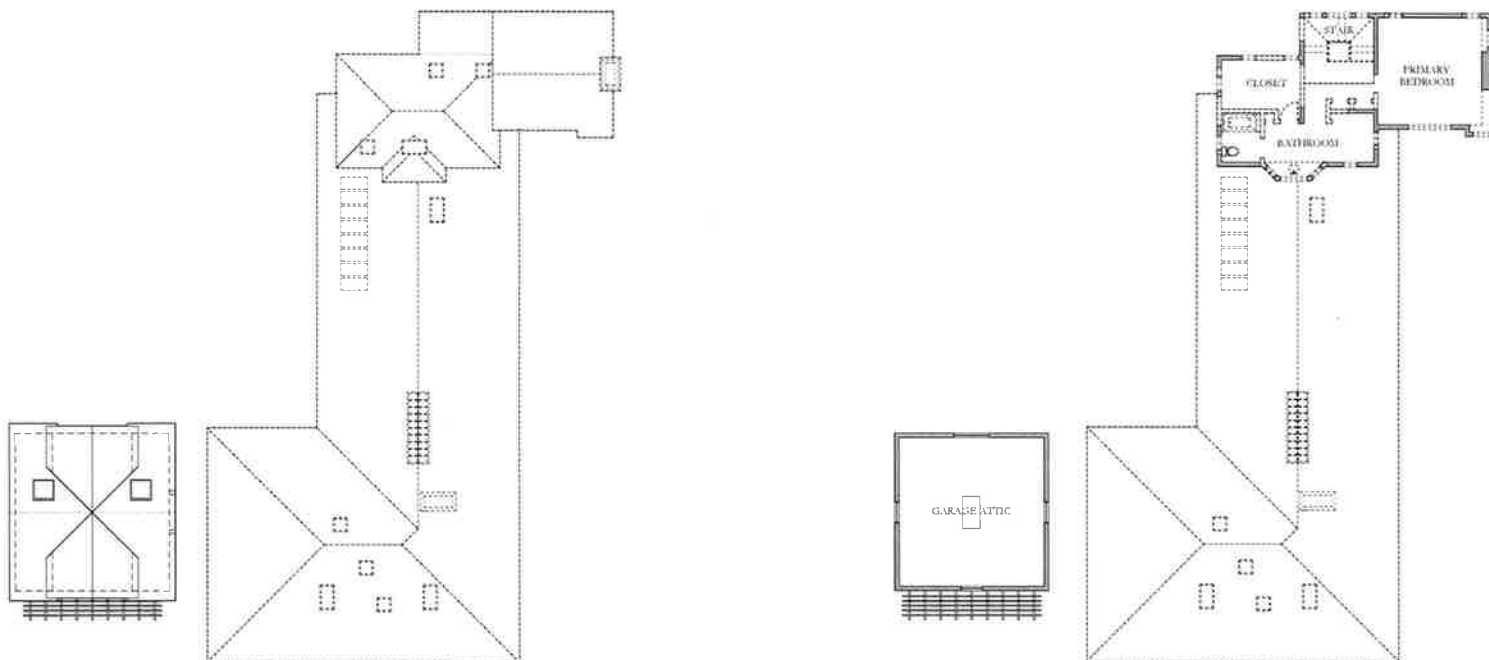
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APN: 073 232 39

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DEMOLITION  
PLANS

A1.22



2 ROOF DEMOLITION PLAN

UPPER LEVEL DEMOLITION PLAN

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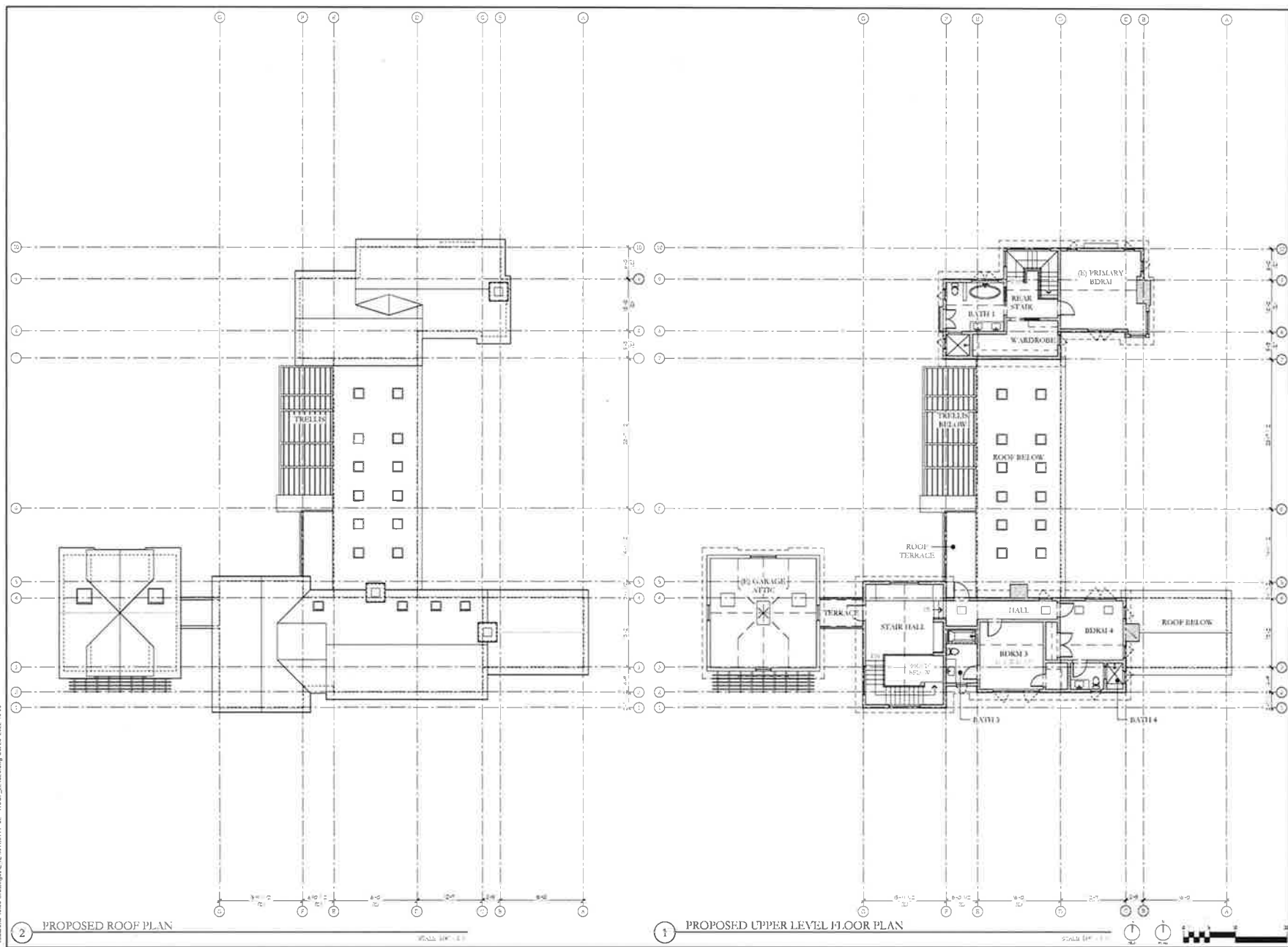
MATCH INDICATES @ WALLS TO REMAIN

6048219





P:\Madrona\4000-Drawing\A2.12 MA.ML.FT.02 - ROOF\_211025.dwg Oct 25 2022 15:58



Ken Linstead  
ARCHITECTS  
1112 Van Ness Avenue  
San Francisco, CA 94109  
t 415.351.1018  
f 415.351.1019

Ken Linstead  
LICENSED ARCHITECT  
STATE OF CALIFORNIA  
No. 10000  
Exp. 12/31/2025

40 MADRONA AVENUE  
ROSS, CA 94057

APN: 073 232 28

DATE	REVISION
10/25/22	1.0

PROPOSED  
UPPER LEVEL  
FLOOR PLAN  
ROOF PLAN

A2.12

10/25/2022



40 MADRONA AVENUE

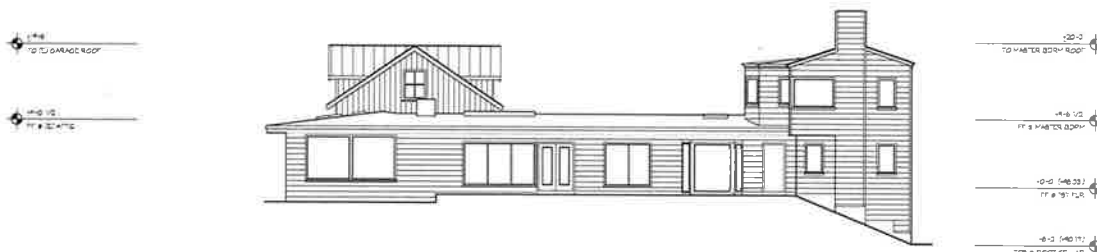
Price: £2.95 pb.

APN 073 232 29

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EXISTING  
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ELEVATIONS

A3.00



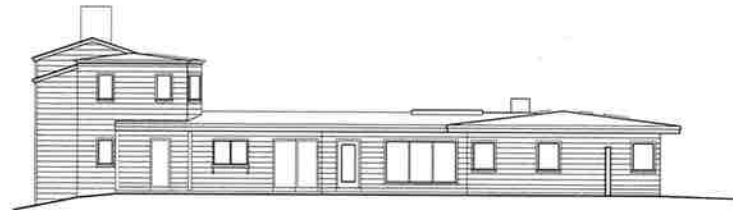
2 EXISTING EAST ELEVATION



1 EXISTING SOUTH ELEVATION

1'-0" = 1'-0" (SEE ELEVATION)

1'-0" = 1'-0" (SEE ELEVATION)



2 EXISTING WEST ELEVATION

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

1'-0" = 1'-0" (SEE ELEVATION)

1'-0" = 1'-0" (SEE ELEVATION)

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1 EXISTING NORTH ELEVATION

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

**KL**  
Ken Linstead  
ARCHITECTS  
1452 Van Ness Avenue  
San Francisco, CA 94109  
415.351.1018  
415.293.1800



40 MADRONA AVENUE  
ROSELAND, CA 94668

APN: 073 332 29

DATE	REVISION
11/11/20	1
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EXISTING  
EXTERIOR  
ELEVATIONS

A3.01



1. **Identify the problem.** The first step is to identify the problem. This involves understanding the symptoms and the context in which they are occurring.

40 MADRONA AVENUE

— 2000 —

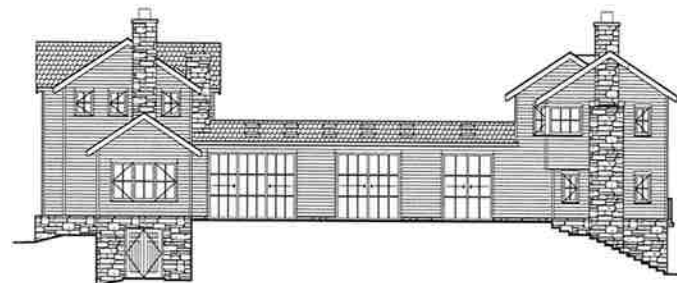
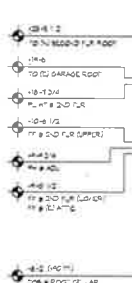
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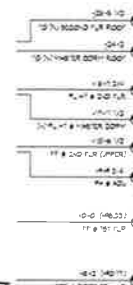
### PROPOSED EXTERIOR ELEVATIONS

A3.10

10/25/2022



2 PROPOSED EAST ELEVATION



1 PROPOSED SOUTH ELEVATION

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40 MADRONA AVENUE

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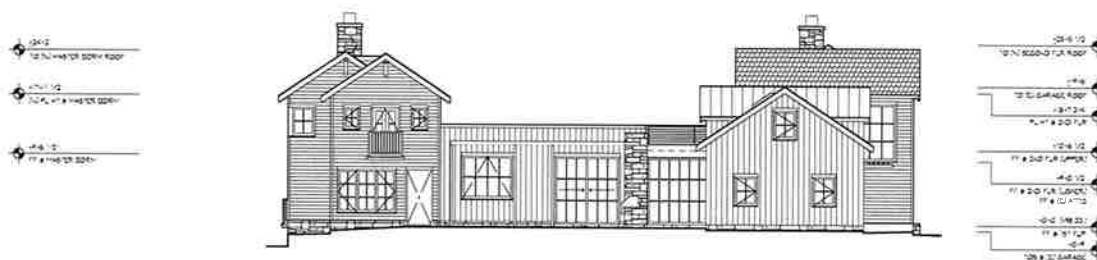
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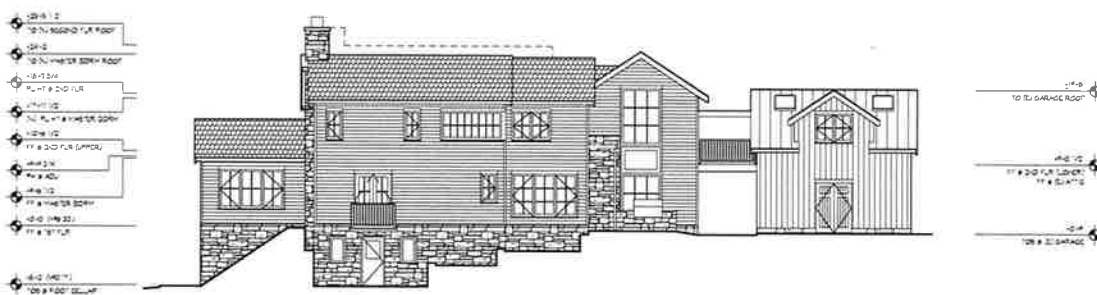
### PROPOSED EXTERIOR ELEVATIONS

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10/25/2022



2 PROPOSED WEST ELEVATION



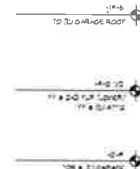
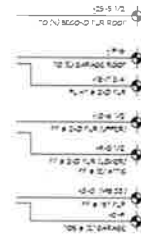
1 PROPOSED NORTH ELEVATION



ROSS, C. A. 9493

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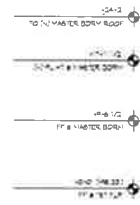
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Article 19



Page 24 of 24



Final 50 = 10





PRELIMINARY PLANT LIST							
	Botanical Name	Common Name	Mature Height	Rated Fire Safe	WUCOLS	Native	Planted Size
Trees and Screen	Cercus 'Sister's White Wonder'	Dogwood	25'	NA	NA		24" box
	Laurus nobilis	Sweet Bay	18'	Y	Y		12 gal
	Prunus caroliniana	Carolina Cherry Laurel	18'	Y	Y		12 gal
Informal Midsize Planting	Oliva v. Little Olive	Little Olive Dwarf Olive	3'	Y	Y		5 gal
	Convolvulus mauritanicus	Ground Morning Glory	NA	Y	Y		2"
	Salvia 'Blue Bird'	Salvia Blue Bird	NA	Y	Y		4"
	Centranthus ruber 'Albus'	White Waterwort	NA	Y	Y		4"
	Centranthus 'Bend Sin'	California Lily	NA	Y	Y		4"
	Monarda villosa	Carolina Lily	NA	Y	Y		4"
	Regelia 'Russeta' Willet's Lane	Carolina Lily	NA	Y	Y		4"
	Impatiens 'Pinkies'	Impatiens 'Pinkies'	NA	Y	Y		4"
	Salvia 'Grays'	Impatiens 'Grays'	NA	Y	Y		4"
	Impatiens 'Grays'	Impatiens 'Grays'	NA	Y	Y		4"
	Impatiens 'Grays'	Impatiens 'Grays'	NA	Y	Y		4"
	Impatiens 'Grays'	Impatiens 'Grays'	NA	Y	Y		4"
Formal Planting Areas	Abutilon x hybridum 'Albus'	White Flowering Maple	NA	Y	Y		3 gal
	Rosa 'Climbing Beauty'	Rosewood	NA	Y	Y		3 gal
	Diaphne 'Albus'	Diaphne	NA	Y	Y		3 gal
	Diaphne 'Albus'	Diaphne	NA	Y	Y		3 gal
	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	NA	Y	Y		3 gal
	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	NA	Y	Y		3 gal
	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	NA	Y	Y		3 gal
	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	NA	Y	Y		3 gal
	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	NA	Y	Y		3 gal
	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	NA	Y	Y		3 gal
	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	NA	Y	Y		3 gal
	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	NA	Y	Y		3 gal
Structural Planting	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
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	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal
	Prospicea 'Albus'	Prospicea 'Albus'	NA	Y	Y		3 gal

**PLANTING LEGEND**

(S) EXISTING

(N) NEW

SEE ARCHITECTURAL DRAWINGS

SEE CIVIL DRAWINGS

(S) TREE WITH DROPLINE (APPROX)

(N) TREE

PLANTING AREA

EDGE MATERIAL

BOXWOOD 18" HIGH

INFORMAL PLANTING AREA

RESTORATION PLANTING



VICINITY MAP - NOT TO SCALE

VEGETATION MANAGEMENT PLAN LEGEND

- IMMEDIATE ZONE (ZONE 0): 0'-5'**  
The Immediate Zone extends 0'-5' from your house. ZONE 0 is the area closest to your house, including the structure itself, decks, outdoor furniture, and the outside walls and coverings. This area is most vulnerable, and should be most aggressively maintained for fire resistance.
- Remove any combustible outdoor furniture.
  - Replace jute or fiber door mats with fire resistant materials.
  - Remove or relocate all combustible materials, including garbage and recycling containers, lumber, trash, and patio accessories.
  - Clean all fallen leaves and needles regularly. Repeat often during fire season. No vegetation is recommended within 5' of structures.
  - Remove fire limbs that extend into this zone. Fire-prone tree varieties should be removed if they extend within 5' of structures.
  - Do not store firewood, lumber, or combustibles here, even (especially) under decks or overhangs. Move stored combustibles inside, or at least 30' away from structures.
  - Use only inorganic, non-combustible mulches such as stone or gravel. Composted mulch and large bark and chips (greater than 1/2" diameter) may be OK.
- INTERMEDIATE ZONE (ZONE 1): 5'-30'**  
The Intermediate Zone extends from 5' to 30' out from buildings, structures, decks, etc. Keep ZONE 1 "Lean, Clean, and Green" and employ careful landscaping to create breaks that can help influence and decrease fire behavior.
- Remove all dead plants, grass, and weeds (vegetation).
  - Remove dead or dry leaves and pine needles from your yard, roof and rain gutters.
  - Trim trees regularly to keep branches a minimum of 10 feet from other trees. Remove branches that hang over your roof and keep dead branches 10 feet away from your chimney.
  - Remove vegetation and debris that could catch fire from around and under decks.
  - Remove fire-prone plants, and choose only fire-resistant varieties. Irrigate regularly.
  - Remove limbs to a height of 10' above the ground (or 1/3 the height of the tree) to provide clearance and to eliminate a "fire ladder".
  - Use only inorganic, non-combustible mulches such as stone or gravel. Composted mulch and large bark and chips (greater than 1/2" diameter) may be OK.
- EXTENDED ZONE (ZONE 2): 30'-100'**  
The extended zone from 30' to 100' (or more, if required due to steep slopes, nearby vegetation conditions, and/or your local fire department). The goal here is not to eliminate fire but to interrupt fire's path and keep flames smaller and on the ground. This zone should include at a minimum:
- Clad or mow annual grass down to a maximum height of 4 inches.
  - Create horizontal spacing between shrubs, trees and vertical spacing between grass, shrubs and trees.
  - Remove fallen leaves, needles, twigs, bark, cones, and small branches. However, they may be permitted to a depth of 3 inches if erosion control is an issue.
- ACCESS ZONE (ZONE 3): 0'-10'**  
Extends 10 feet horizontally from the edge on either side of the road or driveway. Within this zone, plantings shall be fire resistant and shall not extend within the 14 foot vertical clearance above the surface of the roadway or driveway, as required for emergency access. All landscape shall meet the requirements for separation as stated in Zone 2 above.

VEGETATION MANAGEMENT PLAN NARRATIVE

- Existing Conditions  
The approximately half-acre property is the site of an existing single family home, surrounded by established gardens and lawn.
- Proposed Scope  
This project proposes to remodel an existing single family home and renovate an existing landscape, with the addition of new stone patios, one with an aluminum trellis, retaining walls, and new paths and stairs. The existing lawn, pool, driveway, potting shed, edible garden and several paths will remain, as will landscaping along the west, north, and east property lines.
- Future Planting  
Any future plantings throughout the site will include fire-resistant, irrigated shrubs, perennials, and ground covers as in the FireSafe Marin planting list located at [www.fire-safemarin.org/plants](http://www.fire-safemarin.org/plants).
- Long-Term Maintenance Schedule and Safety Practices
  - All fire-prone limbs and dead material will be removed within 100' of the home.
  - Remove branches beneath large trees for a 6-foot minimum clearance.
  - Needles and leaves and other combustible debris and litter shall be removed from roofs and gutters at minimum twice yearly.
  - All weeds and grasses shall be cut regularly to a height of 4" or less.
  - Vegetation shall be trimmed to within 10' horizontally of roadways, and trees shall be trimmed as not to overhang roadways and provide 14' of clearance vertically.
  - All dead and dying vegetation shall be removed seasonally to reduce vegetation volume and ladder fuels.
  - Coordinate with adjacent property owners to maintain tree canopies, vegetation and ladder fuels on an annual basis.
  - No native grasses shall be planted within Home Ignition Zones 0 and 1.
  - All planted areas inside Home Ignition Zones 0 and 1 shall be irrigated.
  - All planting shall be selected in accordance with the FireSafe Marin planting list. Other fire-resistant plants can be utilized with prior approval of the Fire Code Official.
  - Regardless of plant selection, shrubs shall be spaced so that no continuity exists between ground fuels and tree crowns, such that a ground fire will not extend into the tree canopy.

DENIER HOBART GARDENS, LLC  
P.O. Box 1207 | Ross, California 94957  
T: 415 518 1651  
DenierHobartGardens.com

40 MADRONA AVENUE  
ROSS, CALIFORNIA 94957

415 518 1651

LANDSCAPE ARCHITECT

VEGETATION MANAGEMENT PLAN

VMP

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

##### To Be Completed by Applicant:

Assessor's Parcel No(s): 073-232-29

Project Address: 40 Madrona Avenue, Ross, CA 94957

Property Owner: Amy and Chao Lewis

Owner Mailing Address (PO Box in Ross): PO Box 1192

City/State/Zip: Ross, CA 94957 Owner's Phone: 415.425.2507

Owner's Email: clewis@klein-financial.com

Applicant: Ken Linsteadt, Ken Linsteadt Architects

Applicant Mailing Address: 1412 Van Ness Avenue

City/State/Zip: San Francisco, CA 94109 Applicant's Phone: 415.351.1018

Applicant's Email: kla-permits@kenlinsteadt.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.

**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: 08.03.2022

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

Applicant's Signature \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Date: 08.03.2022

**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*

**San Francisco**

**08.03.2022**

, California on



Signature of Property Owner(s) and Applicant(s) Signature of Plan Preparer

**Notice of Ordinance/Plan Modifications**

- ☐ Pursuant to Government Code Section 65945(a), please indicate, by checking this box, if you would like to receive a notice from the Town of any proposal to adopt or amend the General Plan, a specific plan, zoning ordinance, or an ordinance affecting building permits or grading permits, if the Town determines that the proposal is reasonably related to your request for a development permit.

**Alternate Format Information**

*The Town of Ross provides written materials in an alternate format as an accommodation to individuals with disabilities that adversely affect their ability to utilize standard print materials. To request written materials in an alternate format please contact us at (415) 453-1453, extension 105.*

**Consultant Information**

The following information is required for all project consultants.

**Landscape Architect**

**Firm** Denler Hobart Gardens  
**Project Landscape Architect** Janell Denler Hobart  
**Mailing Address** 1 Thomas Court  
**City** Ross **State** CA **ZIP** 94957  
**Phone** (415) 518-1653 **Fax** \_\_\_\_\_  
**Email** janell@denlerhobartgardens.com  
**Town of Ross Business License No.** \_\_\_\_\_ **Expiration Date** \_\_\_\_\_

**Civil/ Geotechnical Engineer**

**Firm** Lawrence P. Doyle Land Surveyor  
**Project Engineer** Larry Doyle  
**Mailing Address** 100 Helens Lane  
**City** Mill Valley **State** CA **ZIP** 94941  
**Phone** (415) 388-9585 **Fax** \_\_\_\_\_  
**Email** doylepd@aol.com  
**Town of Ross Business License No.** \_\_\_\_\_ **Expiration Date** \_\_\_\_\_

**Arborist**

**Firm** Ned Patchett Tree Care & Consulting  
**Project Arborist** Ned Patchett  
**Mailing Address** 841 Old County Road  
**City** San Carlos **State** CA **ZIP** 94070  
**Phone** (650) 897-8025 **Fax** \_\_\_\_\_  
**Email** ned@nedpatchettconsulting.com  
**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** \_\_\_\_\_

**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).

Remodel and expansion of (E) two-story single family residence, including:

- (N) ADU addn @ first floor
- (N) second story addn above ADU & (E) first floor bedrooms
- (N) cellar below proposed ADU
- (N) raised plate height, roof, windows @ (E) second story
- Interior renovations
- (N) site work including revised terraces, stairs, pathways, and (N) front gate

Proposed Non-Conformity Permit applies to (N) raised plate height, roof @ (E) second story at rear of property, as a portion of the (E) structure extends into the Rear Yard Setback. No footprint change is proposed at non-conforming portion of (E) second story; only the (N) raised plate height, roof, and windows are proposed at this area.

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**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.**

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**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.**

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**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.**

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## ATTACHMENT 4

## MINUTES

Regular Meeting of the  
Ross Advisory Design Review Group  
7:00 PM, Monday, October 18, 2022

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

### 1. 7:00 p.m. Commencement

ADR Group Chair Kruttschnitt called the meeting to order.

Present: Laura Dewar, Stephen Sutro, Josefa Buckingham, and Mark Fritts.

Director Rebecca Markwick and Associate Planner Alex Lopez-Vega were present representing staff.

### 2. Approval of Minutes.

The ADR Group minutes were not available.

### 3. Open Time for Public Comments

No comments were provided.

### 4. Planning Applications.

#### a. 78 Shady Lane (A.P.N.) 073-101-41 (*\*Continued to the November 15 Meeting*)

Applicant: Tatyana Mironova

Property Owner: Kim Victoria/Mironova Tatyana

**Project Summary:** The applicant is requesting approval of Design Review, Demolition and a Variance for a major renovation and remodel to the existing single-family dwelling. The project includes demolishing the existing 580 square foot carport. The project proposes construction of a new 391 square foot garage in the side and rear yard setbacks. Two separate additions are proposed on the second story, a 117 square foot addition is proposed above an existing first floor roof on the right side of the home, and a 19 square foot addition is proposed on the left side, also above a roof eave and a small addition on the second story. (Markwick)

#### b. 21 Loma Linda (A.P.N. 072-121-04)

Applicant and Owner: Scott Golden and Ben Kozub

Zoning: R-1:B--10

General Plan: ML

Flood Zone: X (Moderate Risk)

**Project Summary:** The applicant requests approval of Design Review and Accessory Dwelling Unit (ADU) Permit to construct a 535 square foot ADU over an existing garage

and carport. The project is subject to ADR review because it is in the front yard setback. The proposed ADU will match the existing residence, dark brown shingles with white trim and doors. (Markwick)

Joey Buckingham

- Supports the project
- Good spot on the lot
- Makes the garages look better

Mark Fritts

- Supports the project

Steven Sutro

- Supports the project as drawn
- Fits in contextually, well designed
- Suggested that the plate height of the structure be taller, which would push the roof height about 6-8 inches and look more in proportion. The roof planes should be parallel. All ADR members agreed with Stephen's suggestion.

Mark Kruttschnitt

- Designed well, can support it because it is an ADU in the setback

c. **40 Madrona Avenue (073-223-29)**

**Applicant:** Ken Linsteadt  
**Property Owner:** Amy and Chad Lewis  
**Zoning:** R-1:B-10  
**General Plan:** ML (Medium Low Density)  
**Flood Zone:** X (Moderate Risk)

**Project Summary:** The applicant requests approval of Design Review and Variance for renovation and expansion of height and footprint of the existing single-family home on the property, including addition of a new ADU, and a Non-Conformity Permit to legalize existing rear yard setback deviations and the proposed height increase on the non-conforming portion of the structure. (Markwick)

The public hearing was open to the public. The property owners at 18 Madrona, the Bergs, spoke about the implications of the outdoor roof deck, and how if someone was standing on the roof deck they could peer into all of the common areas at 40 Madrona. They asked that the roof deck be removed, and that more landscaping be proposed to help screen the structure.

Mark Kruttschnitt

- Discussed seeing properties from other properties.
- Does not support the second story roof deck
- Concrete decisions should be made regarding the landscaping in between 18 and 40 Madrona to provide screening.

- Overall, the ADR supports the project with a recommendation to soften the southeast corner. Majority opinion is to keep the roof deck, one member suggesting it be smaller.

The public hearing was reopened.

The applicant, Chad Lewis spoke. He indicated that the Bergs have lived at 18 Madrona for 2 years, and they recently had a project approved with an elevated deck, comparable to what the Lewis's were asking for. The Lewis's did not oppose the Berg's balcony, that was designed and will be built to look at the Lewis's. He discussed all the improvements that they have done for the neighbors.

Stephen Sutro

- Project is well designed
- Wants more screening at the base of the building on the downhill, east side of the structure
- Roof deck is on the first story, in the middle of the lot therefore he can support the roof deck.
- Can make the findings for the non-conformity permit.
- Can approve project as designed, with a suggestion that plantings are planted on the downhill corner of the structure.

Mark Fritts

- Supports the non-conforming plate height, and improves the architectural style
- Southeast corner could benefit from plantings for softening.
- Agrees with Stephen on the roof deck, however it is large as designed. Suggests pulling it back from the eastern edge. The deck is in the center of the property and does not loom over the street or property lines. Incorporate a rail to provide buffer.

**d. 71 Shady Lane (073-091-32)**

**Applicant:** Imprints Gardens  
**Property Owner:** Eric Spaly  
**Street Address:** 71 Shady Lane  
**Zoning:** R-1: B-10  
**General Plan:** ML (Medium Low Density)  
**Flood Zone:** AE

**Project Summary:** The applicant requests approval of Design Review to construct new landscape improvements. The project proposes a new swimming pool, pool equipment, new deck, fire pit, BBQ and plantings. (Markwick)

The public hearing was opened. Wendy Nicholas spoke on behalf of himself and wife. They believe the project is detrimental to their property, the deck, pool and ADU. The

placement of the ADU is too close to their property. They would like the pool and deck to be relocated away from their property line.

Stephen Sutro

- Can support the project as designed.

Laura Dewar

- Supports the project as designed, it conforms to the setbacks and the ADU is not under the ADR review.

Mark Fritts

- Agrees with Laura, can support the project as drawn.
- project is out of the setbacks and conforms to the code.

Joey

- Can support the project as designed.

**e. 0 Bellagio (072-031-04)**

**Applicant:** Winder Gibson Architects  
**Property Owner:** Bellagio Ross, LP  
**Zoning:** R-1:B-5A  
**General Plan:** VL  
**Flood Zone:** X (Moderate Risk)

**Project Summary:** The applicant requests approval of Design Review to construct a new 7,176 square foot, two level over a partial basement single family home on a vacant lot. The project also includes a 667 square foot garage, a new pool, driveway, retaining walls and landscaping. The lot is considered a hillside lot with a slope of 36.7 percent.

Stephen Sutro

- The house as designed is contextually appropriate, can support the project as, and suggests approval overwhelming.
- Has some suggestions that could be taken or leave them. Suggests spacing the retaining walls out on the driveway, so that more plantings can go in between them.
- The several different types of windows, which are one too many cast of characters. Should be more consistent with window sizes.
- The gable ended dormer "should" be a shed dormer- just a suggestion.
- Appreciates that the house meets the height limit.
- Pool walls could be landscaped, creeping fig.
- Recommends approval for the project.

Mark Fritts

- Verified that the tree removal will follow the tree removal ordinance.
- Agrees with all of Stephen's comments, especially the gable roof.

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- Appreciates the stucco comment and recommends that it does not become too bright.
- Refrigerator pop out should be removed.

Josefa Buckingham

- Appreciates the design of the home.
- Agrees with the others on the fenestration, the style could change so that only a few styles happen.
- Agrees with all of the comments by others.

Laura Dewar

- Great project, design and materials are great.
- The siting on the site is good.
- Suggests more trees between the new home and 14 Bellagio
- Agrees with all the comments about fenestration. There are too many styles as proposed.

Mark Kruttschnitt

- Great project, recommend that it is approved.
- The driveway gate need to be 50 percent solid, it appears about 70 percent at this point.
- Unanimous support for this excellent project.

5. **Conceptual ADR**
6. **Information and Discussion.**
7. **New Agenda Items.**
8. **Adjournment, 9:11 PM.**

**Next scheduled regular meeting date and time: November 15, 2022, at 7:00 PM.**

# ATTACHMENT 5

## Comments Received Prior to ADR

- We totally support the proposed Lewis construction project on Madrona.  
Peter and Susanne Chase  
15 Woodside Way
- Hi Nishant – we are neighbors of the Lewis family at 40 Madrona. They are right below our house. We are big supporters of their project. Think it's really well done. Just wanted to pass along!  
A.J. & Melissa Rohde
- Hello!  
This is James Everingham, owner of 9 Woodside Way, Ross. I live in a property neighboring the Lewis's at 40 Madrona. I understand there is a design review this Tuesday, so I wanted to send a quick note letting you know that I support the Lewis's plans. Please let me know if I can be helpful in any way.  
Best,  
James  
9 Woodside Way
- We approve of the plans for 40 Madrona Ave. Anthony and Rosalie Rose, 16 Madrona Ave
- Dear Town of Ross Design Review:  
We have gone over what the Lewis' are proposing for their property at 40 Madrona Avenue and would like to voice our support. We think the improvements will be additive to our neighborhood (we live just up the street) and know the Lewis' to be wonderful and respectful neighbors.  
Best,  
Scott Fletcher  
3 Willow Hill Road

## Rebecca Markwick

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**From:** Peter Berg <peter.berg@gmail.com>  
**Sent:** Tuesday, October 18, 2022 12:32 PM  
**To:** Rebecca Markwick; Mark Fritts; Josefa Buckingham; Laura Dewar; Mark Kruttschnitt; Stephen Sutro  
**Cc:** designreview; Christine S Berg  
**Subject:** 40 Madrona ADR comments  
**Attachments:** 40 Madrona drain outfall\_Original.png

Dear ADR Members & Director Markwick,

We are writing to express some specific concerns regarding the proposed project at 40 Madrona. For context, we (18 Madrona) share a property line with 40 Madrona – their eastern border is our western side. Their lot sits at a significantly higher elevation than ours. Our properties also sit at an angle to each other, which means we are able to see both the *eastern and northern* facades & windows of the proposed additions at 40 Madrona.

**We have expanded on the details of our concerns below, but to summarize, we respectfully request ADR consider the following:**

1. Reject the 2nd story roof deck with outdoor kitchen & fireplace for privacy, noise, and light-pollution concerns.
2. Require a landscaping plan that specifically addresses screening of the new 3-story structure, such as planting 2 to 3 large (25-30 foot) non-deciduous trees in specific locations along our shared property line as a condition of approval. The proposed 3-story structure replaces a heavily green-screened 1-story wing. The entire new structure is extremely visible from our yard & home, and we simply wish to restore some of the screening slated for removal, preserve our mutual privacy, and limit the looming effect of a large new building mass
3. Require relocation of drainage pipe outflow and corner fence post onto the Lewis' property.

**We invite all members of the ADR & Planning Dept. to visit our property to see the story poles from our vantage point should that be of interest. We are available any time Tuesday.**

Based on the story poles, we will see the entirety of the roof deck, outdoor fireplace and *all* 3 stories of the proposed addition ("cellar" through 2nd story) including all east & north-facing windows and facades.

Note that the proposed "cellar" is at roughly the same elevation as the 2nd story of our home, and the top two stories above it will have nearly unobstructed views onto most of our property, including our entire front yard, main entrance & driveway, kitchen/dining area and portions of our backyard & pool. Unfortunately, we cannot plant sufficient screening on our property line to recreate the mutual privacy we enjoy today because of the significant height differential. For context, we currently have a row of 15-20-foot pittosporums along our western property line that do not even come close to screening the proposed additions.

### **Roof Deck**

We **strongly oppose** the proposed roof deck and ask that it not be approved. Given the aforementioned height differential and sightlines, we are genuinely concerned about privacy, light pollution and noise for ourselves and our neighbors. Anyone on this roof deck will have a birds-eye view of our home and yard. We cannot mitigate the visual impact with landscaping or otherwise. In addition, we are concerned about noise and light issues that arise from a rooftop entertaining space outfitted with a fireplace and cooking elements. Sound carries far in the valley in which Madrona Ave sits.

**Landscaping Plan**

We ask that the Lewis's incorporate a formal landscaping plan to address screening their new 3-story structure. For example, planting 2-3 large (25-30 foot) non-deciduous trees in specific locations on our shared property line would help to screen some sightlines between the new 3-story structure and our property. The laurels that screen the existing single-story structure are all slated for removal and, as explained, we are at an elevation disadvantage so our own planting will be insufficient.

While we do appreciate and acknowledge that the Lewis's have indicated a willingness to "continue [their] high-quality landscaping as part of this renovation," we are unaware of any commitments, and we would like to see their expressed intent codified into official plans.

**Drainage Pipe & Fence Relocation**

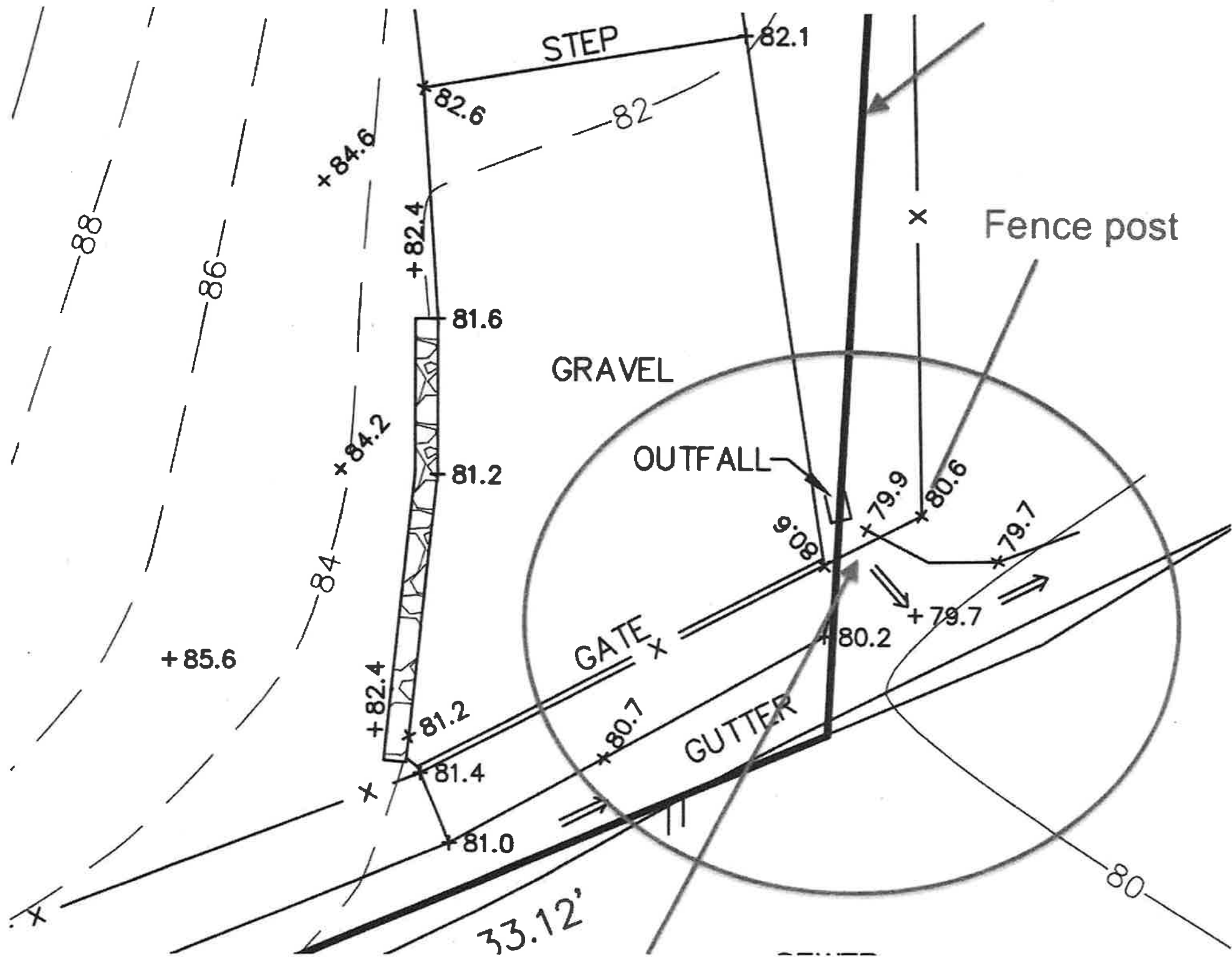
The existing "outfall" pipe near the southeast corner of 40 Madrona that is connected to the catch basin behind the potting shed exits via our property (seen on pages C-1 thru C-3 of the plans; excerpt also attached). We ask that the plans be amended to relocate that pipe outfall and the fence posts onto the Lewis's property both to prevent any future drainage or fence line issues, and so as not to create a de facto easement over the corner of our lot.

Thank you very much for your consideration of the above concerns. Also, let us know if any of you wish to view the story poles from our vantage point before the ADR meeting.

We look forward to Tuesday's meeting and answering any questions you might have.

Respectfully,

Peter & Christine Berg



## Rebecca Markwick

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**From:** Stephanie Lamarre <stephanie@stephanielamarre.com>  
**Sent:** Monday, October 17, 2022 10:50 PM  
**To:** designreview  
**Cc:** Chad Lewis; Amy Lewis  
**Subject:** 40 Madrona Avenue ADR meeting  
**Attachments:** IMG\_9212.HEIC

Dear Nishant and ADR committee,

I live at 11 Woodside Way, which is next door (uphill) to 40 Madrona Avenue, directly to the west. I've had a chance to review the story poles and plans for 40 Madrona, which I understand will be discussed at ADR committee on 10/18. Overall I believe that the remodel plans for the Lewis home are beautiful, and I support Chad and Amy's plan to expand their home and add the ADU. I do have one concern, which I've discussed with the Lewises, and I believe we have come to a resolution. My home is oriented to the east. My kitchen/family room doors and windows, and the large entertaining deck off my kitchen/family room, look directly toward 40 Madrona's property. The deck, and our backyard pool area below, is our primary outdoor living area. The view from the kitchen, the primary bedroom, and the deck is of greenery and the valley beyond, and it is a significant part of my property value. The single story portion of the home at 40 Madrona, and almost all of the garage, are currently screened by a mutually agreed-upon laurel hedge on our property line (which the Lewises graciously installed to replace a previous overgrown privet). The two-story primary wing on the north side of 40 Madrona is screened for most of the year by several large Japanese maple trees on the northeast corner of my property. The proposed new 25' two-story addition on the south side of the property, however, would not be screened by the laurel hedge. This would be a significant change to my view. I've attached a photo here by way of explanation. I've discussed this with the Lewises and agreed that I will support the project with the addition of some taller landscape screening (e.g. taller hedging or a small tree) at 40 Madrona to screen the new second story and limit the impact on my view. We agreed to consult with Janell Hobart, the landscape architect working with the Lewises, for best and most aesthetic solutions.

Thank you for your time and consideration, and please feel free to reach out with questions.

Warmly,

Stephanie Lamarre

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