

AGENDA
REGULAR MEETING of the ROSS TOWN COUNCIL
SPECIAL MEETING DATE OF TUESDAY,
SEPTEMBER 11, 2007

1. 6:30 P.M. Commencement.
2. Posting of Agenda.
3. Patriot Day Remembrance.
4. Minutes.
5. Demands.
6. Open Time for Public Expression.
Limited to three minutes per speaker on items not on agenda.
7. Report from Mayor Hunter.
8. Report from Committee Heads.
 - Finance Committee - Council member Cahill
 - 2006-2007 year end financials
 - Public Works -Council member Strauss
 - Sir Francis Drake and Shady Lane pedestrian improvements
 - ADA Transition Plan Amendment update
 - Ross School Liaison -Council member Skall
 - Update on Ross School design
 - General Government - Council member Durst
 - On-line Municipal Code
 - Marin Telecommunications Agency
9. Report from Ross Property Owners Association.
10. Flood Control Report and Town Council consideration of authorizing Town Hydrologist Matt Smeltzer to proceed with proposed Fernhill Avenue and Bolinas Avenue flood study. (Broad and Jarjoura)

*To find out which agenda item is being heard, please call 415-453-1453, option 6,
after 7:00 p.m. on the night of the meeting.*

Project applicants will be limited to no more than 15 minutes total for owner, architect, engineer, etc. presentations. All other speakers will be limited to a maximum of 3 minutes per item.

11. Council Consent Agenda.

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

- a. Adoption of Ordinance No. 600 amending Title 15, Building and Construction, by amending chapter 15.04, California Building Code, Section 15.04.0150(d), Section 107.3 Amended Fees, to increase investigation Fees. (Broad & Semonian)
- b. Adoption of Ordinance No. 601 amending Title 15, Building and Construction, by amending chapter 15.50, Time Limits for Completion of Construction. (Broad)
- c. Adoption of Ordinance No. 598, amending Title 2, Administration and Personnel, by adding Section 2.05, Town Manager. (Broad)
- d. Town Council Consideration of Resolution No. 1632 approving an expenditure plan for the utilization of supplemental "Citizen Options for Public Safety" (COPS) law enforcement funds in fiscal year 2007-2008. (Heying)

End of Council Consent Agenda.

12. Report from Marin County Commission on Aging representative Loraine Berry and Town Council consideration of reappointment of Loraine Berry to the Marin County Commission on Aging for a two-year term.
13. Update from Chief of Protocol Molly Gamble, on September 28, 2007 Town Dinner and September 2008 Town Centennial celebration.
14. Report from Street Tree Working Group Chairperson Janell Hobart.
15. Follow-up discussion of the five Town Council goals for 2007-2008 and the implementation of these goals. (Broad)
 - a. Flood damage reduction/warning and emergency response (Cahill)
 - b. Increase resident readiness, response and recover (Skall)
 - c. Advisory design review (Durst)
 - d. Downtown area plan (Strauss)
 - e. Conclude fire consolidation (Hunter)
16. Town Council approval of Resolution No. 1631 Authorizing the Mayor and Town Manager to Prepare a Draft Joint Powers Agreement (JPA) with the City of Larkspur for consolidated fire protection services. (Broad and Heying)
17. Planning Application Consent Agenda.

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

a. 104 Laurel Grove, Lot Line Adjustment No. 1658

Karen Pell and Heather Lupa, 104 Laurel Grove, A.P. No. 72-211-30, R-1:B-A (Single Family Residential, One Acre Minimum Lot Size) and Benjamin Polk and Erin Kinikin, 100 Laurel Grove, A.P. No. 72-211-39, R-1:B-A (Single Family Residential, One Acre Minimum Lot Size). Lot line adjustment that increases the lot size of 100 Laurel Grove and reduces the lot size of 104 Laurel Grove by 8,513 square feet. 100 Laurel Grove currently has a lot area of 43,534 square feet (1.0 acre) and is proposed at 52,047 square feet (1.2 acres). 104 Laurel Grove currently has a lot area of 106,013 square feet (2.4 acres) and is proposed at 97,500 square feet (2.2 acres).

b. 44 Chestnut Avenue, Variance, Design Review and Tree Removal No. 1659

Jennifer and Peter Daly, 44 Chestnut Avenue, A.P. No. 73-291-06, R-1:B-20 (Single Family Residential, 20,000 Square Foot Minimum Lot Size). Variance and design review for landscape improvements including: 1.) replacing over 100 linear feet of wood retaining wall, up to four feet in height, on the downslope edge of the driveway; 2.) constructing a 6 foot tall, matte black, ornamental iron fence with open design, on driveway retaining wall, resulting in a combined fence height of 8 to 10 feet (6 feet permitted with design review); 3.) 6.5 foot tall stone column (6 feet permitted with design review) and 6 foot tall, open design, matte black, ornamental iron pedestrian gate; and 4.) tree removal permit to remove 3 fir trees ranging from 30 to 40 inches in diameter and one 18 inch diameter pine tree.

c. 79 Shady Lane, Design Review No. 1611

David and Anne Ramsay, 79 Shady Lane, A.P. No. 73-091-16, R-1:B-10 (Single Family Residence, 10,000 Square Foot Minimum Lot Size). Design review for work within 25 feet of a watercourse. Project involves work to repair and strengthen a creek retaining wall in Ross Creek.

d. 19 Oak Avenue, Variance and Design Review No. 1664

Meade and Terri Boutwell, 19 Oak Avenue, Ross, A.P. No. 73-022-16, R-1:B-A (Single Family Residence, 1 Acre Minimum Lot Size). Variance and design review for landscape improvements including a new sports court within the south side setback area (25 feet required, 2.5 feet proposed) and re-grading the driveway. The project involves approximately 70 cubic yards of cut and 106 linear feet of retaining walls ranging from 2 to 5 feet tall. The applicants would remove a section of concrete drainage swale in the front yard and replace the existing culvert in the sports court area with one that will dissipate water on site.

e. 3 Southwood, Variance and Design Review No. 1547

David and Elizabeth DeRuff, 3 Southwood Avenue, A.P. No. 73-152-09, R-1:B-20 (Single Family Residence, 20,000 Square Foot Minimum). Design review for 150 linear feet of wood retaining wall, up to 2 feet tall, along the west property line. Variance to permit a 6 foot tall fence on top of the wall, resulting in a combined fence height of up to 8 feet (6 feet permitted).

End of Planning Consent Agenda.

18. **68 Bridge Road, Design Review No. 1666**
 Janell Hobart, applicant, 68 Bridge Road, Ross, A.P. No. 73-302-11, R-1:B-20 (Single Family Residence, 20,000 sq. ft. Minimum Lot Size). Design review to allow replacement of the existing 6 foot 10 inch automobile gate on Bridge Road, in the front yard, with a 6 foot tall, solid wood, gate.

19. **39 Fernhill Avenue, Variance, Design Review, Use Permit Amendment, Demolition, Lot Line Adjustment, Conditional Exception to Subdivision Ordinance, and Tree Removal No. 1661**
 The Branson School, 39 and 71 Fernhill Avenue, A.P. Nos. 73-072-04, 73-082-01, 73-082-12, 73-141-03 and 73-151-05, R-1:B-A (Single Family Residential, 1 Acre Minimum Lot Size). Amendment to use permit, design review and demolition permit to allow new buildings and related site improvements on existing private high school campus including: 1.) construction of new 7,550 sq. ft. student commons building, in area downslope of tennis court and parking lot, to be used for a new dining hall, bookstore, kitchen, offices, restrooms and lounge; 2.) widening road to the lower campus to 18 feet for fire access, which includes construction of new retaining walls; 3.) demolition of 550 sq. ft. of fine arts building (“Newhouse”) and construction of accessible lift and steps at the main entry; 4.) construction of 3,278 sq. ft. fine arts center; 5.) demolition of 400 sq. ft. bookstore; 6.) various retaining walls up to 4 feet in height; 7.) 1,162 cubic yards of cut and 1,274 cubic yards of fill; 8.) tree removal, including removal of a 16 inch diameter birch, 24 inch diameter liquid ambar, and 14 inch diameter tulip tree.

Lot line adjustment to transfer 3,652 square feet from 71 Fernhill Avenue to the main school lot so that a side setback variance is not necessary for the new student commons building. The 71 Fernhill Avenue lot area would be reduced from 58,973 sq. ft. to 55,321 sq. ft., increasing the floor area ratio from 6.0% to 6.4%, and reducing the average width from 147 to 138 feet (150 feet required). The main school lot area would increase from 591,304 sq. ft. to 587,652 sq. ft. and the floor area would increase from 13.5% to 15.3% with the new construction.

No change in student enrollment or number of on-site parking spaces is proposed.

Existing and proposed conditions for all Branson-owned parcels:

Lot area	707,897 square feet	
Existing Floor Area Ratio	13.6%	
Proposed Floor Area Ratio	15.0%	(15% permitted)
Existing Lot Coverage	9.6%	
Proposed Lot Coverage	11.1%	(15% permitted)

20. **63 Ivy Drive, Variance and Design Review No. 1667**
 Steve Daane and Sheryl Garrett, 63 Ivy Drive, Ross, A.P. No. 73-152-17, R-1:B-20 (Single Family Residence, 20,000 sq. ft. Minimum Lot Size). Variance and design review to expand the existing parking area located within the front yard setback (25 feet required, 0 feet proposed) and side yard setback (20 feet required, 6 feet proposed). Project includes construction of a new 3 to 7.5 foot tall retaining wall on the downhill side of Ivy Drive.

21. **23 Sir Francis Drake, Watercourse Design Review and Tree Removal No. 1663**
Edward Dong, 23 Sir Francis Drake Boulevard, Ross, A.P. No. 73-242-13, R-1:B-10 (Single Family Residence, 10,000 Square Foot Minimum Lot Size). Design review for a creek bank stabilization project on the east side of Corte Madera Creek. The project includes removal of 8 trees. The project involves dewatering the creek near the site, installing boulder reventment and vegetated turf reinforcement mat over approximately 100 linear feet of the channel bank, and revegetating the disturbed slope with native groundcover, shrubs and trees.

22. **92 Shady Lane, Variance, Design Review, Demolition and Extension of Time No. 1603**
Steven and Valerie McKinney, 92 Shady Lane, A.P. No. 73-052-26, R-1:B-10 (Single Family Residence, 10,000 Square Foot Minimum Lot Size). A one-year time extension to September 14, 2008, for a variance and design review application approved September 14, 2006, to allow the existing residence to be raised approximately 3 feet, to a new maximum ridge height of 28 feet 6 inches within the front yard setback (25 feet required, 23 feet proposed), north side yard setback (15 feet required, 12.5 feet proposed) and rear yard setback (40 feet required, 34 feet proposed). The approval also included setback variances to permit a 90 square foot landing and stairs within the front yard setback (25 feet required, 20 feet proposed) and a 144 square foot deck and stairs in the rear yard setback (40 feet required, 29 feet proposed).

A design review and variance request is also proposed to elevate the finished floor of the existing residence as described above and for significant demolition and remodeling including: 1.) lowering the ceiling in the living room to create 400 square feet of new 2nd floor living space; 2.) new siding and windows on each elevation; 3.) roof modifications including extension of roof eaves; 4.) cross gable bay window projections on the east and west elevations; and 5.) setback variances for a 220 square foot covered porch and stairs within the front yard setback (25 feet required, 20 feet proposed), 144 square foot deck and stairs in the rear yard setback (40 feet required, 29 feet proposed), and 60 square foot landing and stairs in the north side yard setback (15 feet required, 9 feet proposed).

Lot area	11,686 square feet
Existing Floor Area Ratio	33.5%
Proposed Floor Area Ratio	34.2% (20% permitted)
Existing Lot Coverage	20.7%
Proposed Lot Coverage	26.0% (20% permitted)

The property is currently nonconforming in side and rear setbacks.

23. **18 Redwood Drive, Variance, Design Review and Demolition No. 1665**
Lisa and Michael Gorham, 18 Redwood Drive, A.P. No. 73-271-05, R-1:B-10 (Single Family Residence, 10,000 Square Foot Minimum Lot Size). Demolition permit to allow demolition of the existing 1,282 sq. ft. residence. Variance and design review to allow construction of: 1.) new 2,510 sq. ft. residence with a maximum ridge height of 28.75 feet and attached 246 sq. ft. one car garage within the north side yard setback (15 feet required, 8.75 feet proposed), south side yard setback (15 feet required, 7 feet proposed) and watercourse setback (50 feet recommended, 8 feet proposed); 2.) deck

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and bridge over watercourse (25 foot setback recommended, 0 feet proposed) and within north side yard setback (15 feet recommended, 0 feet proposed); 3) 17 by 38 foot pool within watercourse setback (25 feet recommended, 8 feet proposed); and 4.) 10 foot tall wood trellis within front yard setback (25 feet required, 21 feet proposed) and side yard setback (15 feet required, 0 feet proposed).

Lot area	13,792 square feet
Existing Floor Area Ratio	9.3%
Proposed Floor Area Ratio	19.9% (20% permitted)
Existing Lot Coverage	17.1%
Proposed Lot Coverage	18.8% (20% permitted)

The existing residence is nonconforming in side yard setbacks and covered parking (one required).

- 24. Correspondence.
- 25. Other Business.
- 26. Adjournment.

If any of the matters discussed above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this notice or in written correspondence delivered at, or prior to, the Council meeting at which this matter will be heard. (Government Code Section 65009).

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Manager at (415) 453-1453, extension 107 or (415) 453-1950 (Fax). Notification at least 48 hours prior to the meeting will enable the town to make reasonable accommodation to help insure accessibility to this meeting.