



Staff Report

Date: October 8, 2015

To: Mayor Kathleen Hoertkorn and Council Members

From: Ali Giudice, Contract Planner

Subject: James and Brett Collins, 70 Ivy, Design Review and Basement Exception File No. 2007

Recommendation

Town Council approval of Resolution 1916 conditionally approving Design Review and Basement Exception Permit to allow an enclosure of 316 square feet of understory space at 70 Ivy

Project Summary

Owner: James and Brett Collins
 Design Professional: Sutro Architects
 Location: 70 Ivy Drive
 A.P. Number: 73-143-23
 Zoning: R-1:B-10 (Single Family Residence, 10,000 sq.ft. minimum lot size)
 General Plan: Medium Low Density (3-6 Units/Acre)
 Flood Zone: Zone X (outside 1-percent annual chance floodplain)

PROJECT DATA			
	Zoning Requirements	Existing	Proposed
Lot Area	10,000 square feet	15,206 square feet	No change
Floor Area (FAR)	3,041 sq. ft. (20 %)	4,098 sq. ft. (26.9%) ¹	3,982 sq. ft. (26.1%)
Lot Coverage	3,041 sq. ft. (20%)	3,221 sq. ft. (21.2%)	3,221 sq. ft. (21.2%)
Impervious Surface	-	4,616 sq. ft. (30.4%)	4,616 sq. ft. (30.4%)

¹Based on 1980 Variance approval which accounted for both levels of the existing residential structure to calculate existing floor area ratio.

Background and Discussion

Existing Conditions

Ivy Drive surrounds 70 Ivy Drive on three sides and the west property line is shared with 102 Ivy Drive. The property is approximately 180 feet wide and, at most, 95.7 feet in depth. The first floor of the residence rests at an elevation of approximately 200 feet, while the second floor is at an elevation of approximately 210 feet. The property sits on a knoll. Lot slope has been calculated at 24.1% using the average slope (see attachment 5).

Development History

The property was developed in 1957 with additions in 1965 which created the western portion of the residence. This addition created the understory space which is the topic of this permit request. In 1980, the Town granted a variance to allow construction of a pergola and recorded the existing floor area to be 4,098 square feet (FAR of 30.2%). At that time the size of the lot was only 13,515 square feet. Based on staff's calculations the floor area included an existing detached carport and the understory space that is the subject of this permit. In 2009 the Town approved a lot line adjustment with 102 Ivy Drive. The lot line adjustment increased the size of the lot from 13,515 to 15,206 square feet with a resulting FAR of 26.9% based on the floor area of 4,098 square feet noted above. Setback variances were also approved in 1957 (rear and front yard), in 1965 (side yard setback), and 1980 (front yard setback for pergola).

Proposed Project

The applicants are proposing to remodel the interior of the existing residence and to enclose the understory space to create 316 square feet of additional habitable space. The addition will not increase lot coverage and will not impact setbacks on the site. The total proposed habitable floor area is 3,982 square feet which is less than the area calculated by the prior approvals. The proposed improvements do not extend further into the setbacks than what has been approved through prior variance approvals. The proposed improvements require the following permits.

- **Design Review is being requested** to memorialize the 316 square feet of habitable space since exterior changes are proposed. The enclosure will result in a building exterior that follows the pattern of the existing building design by incorporating the same pattern of glazing on the north elevation and extending the wood siding on the west elevation. The enclosure will preserve the building aesthetic value will not result in expansion beyond the existing footprint and will not impact natural site features. The necessary findings to approve Design Review can be made and are included in the attached resolution.
- **Basement Exception is allowed** to enclose the understory space, which was previously called out as part of the total Floor Area Ratio, to be converted to habitable space. The understory area was created in 1965 when upper story additions were approved. Ceiling height varies from 1' to 8'-9" This averages to 4.5 feet. However, the visible portion of the enclosure is more than 5.5 feet. The enclosure will not result in additional impervious surface and no changes to drainage are proposed. The necessary findings to approve a Basement Exception can be made and are included in the attached resolution.

Public Comment

The applicant has submitted neighbor verification forms from adjacent neighbors in support of the project. Staff has not received additional comments from neighboring property owners.

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 in part on the valuation of the work proposed. 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. The Town currently serves the site and there would be no operating or funding impacts associated with the project.

Alternative actions

1. Continue the project for modifications; or
2. Make findings to deny the application.

Environmental review (if applicable)

The project is categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guideline Section 15301 –*additions to existing structures*, because it involves a 316 square foot addition to an existing single family residence with no potential for impacts as proposed. No exception set forth in Section 15301.2 of the CEQA Guidelines applies to the project including, but not limited to, Subsection (a), which relates to impacts on environmental resources; (b), which relates to cumulative impacts; Subsection (c), which relates to unusual circumstances; or Subsection (f), which relates to historical resources.

Attachments

1. Resolution No. 1916
2. Project History
3. Neighbor Verification letters
4. Applicant project information
5. Lot slope calculation
6. Project plans

TOWN OF ROSS

RESOLUTION NO. 1916

A RESOLUTION OF THE TOWN OF ROSS APPROVING DESIGN REVIEW AND BASEMENT EXCEPTION TO ALLOW ENCLOSURE OF AN EXISTING UNDERSTORY SPACE TO CREATE 316 SQUARE FEET OF ADDITIONAL HABITABLE SPACE ON THE PROPERTY LOCATED AT 70 IVY DRIVE, APN 073-143-23

WHEREAS, James and Brett Collins, submitted an application for Design Review and Basement Exception to allow an enclosure of an existing understory space to create 316 square feet of additional habitable space, resulting in 3,982 square feet of habitable space and a floor area ratio of 26.9 % on the property located at 70 ivy drive, APN 073-143-23 (the “project”); and

WHEREAS, the project was determined to be categorically exempt from further environmental review pursuant to the California Environmental Quality Act (CEQA) Guideline Section 15301 – *additions to existing structures*, because it involves a 316 square foot addition to an existing single family residence with no potential for impacts as proposed and as outlined in the staff report and no exception set forth in Section 15300.2 of the CEQA Guidelines (including but not limited to subsection (a) which relates to impacts on environmental resources; subsection (b) which relates to cumulative impacts, subsection (c) which relates to unusual circumstances; or subsection (f) which relates to historical resources) was found to apply to the project; and

WHEREAS, on October 8, 2015, the Town Council held a duly noticed public hearing to consider the proposed 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 Basement Exception for the project described herein, located at 70 Ivy Drive, 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 8th day of October 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kathleen Hoertkorn, Mayor

ATTEST:

Linda Lopez, Town Clerk

EXHIBIT "A"
Findings in Support of Project Approval
70 Ivy Drive
APN 073-143-23

A. Findings

1. Basement Exception (RMC § 18.46.030.d.)- Approval of Basement Exception for enclosing 316 square feet of existing understory space with associated exterior improvements to a developed lot is based on the findings outlined in the Ross Municipal Code Section 18.46.030.d.

a) That the area to be improved is an existing area created prior to the effective date of this chapter in an existing residence built prior to the effective date of this chapter. Existing area shall not include basement space with a ceiling height less than 5.5 feet.

The area was created in 1965. Ceiling height varies from 1' to 8'-9" This averages to 4.5 feet. However, the visible portion of the enclosure is more than the 5.5 foot requirement noted above.

b) If the structure is in a Special Flood Hazard Area identified on the town Flood Insurance Rate Map and/or in an area that is known for flooding, that the finished floor level of the improvements shall be above the base flood elevation.

Not applicable.

c) That modifications proposed to the building exterior do not materially increase the visible mass of the building and that modifications, such as new windows, are compatible with the design of the existing improvements and shall not create privacy issues. The Council may limit the size of light wells to the minimum size necessary to satisfy California Building Code requirements for light, ventilation and emergency egress.

Privacy will not be impacted. Compliance with California Building Code will be required to comply with building code requirements. Windows are consistent with the design of the existing building.

d) That any modifications to site drainage have been designed by a licensed engineer and shall result in no net increase to the rate or volume of peak runoff from the site compared to pre-project conditions. Any new mechanical pumps or equipment shall not create noise that is audible off site.

The project does not involve changes to drainage.

e) The fire chief has confirmed that there is adequate water supply for firefighting purposes for the site, or that the project includes measures to provide adequate water supply for firefighting purposes.

Staff visited the site and concluded that no fire department requirements would be necessary beyond the standard conditions which are included in the conditions of approval.

f) 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).

The site currently has 2 covered and 1 uncovered parking spaces. Therefore, adequate parking exists on-site

g) That the project shall comply with the most recent California Residential Code adopted by the Town.

Conditions of approval have been incorporated to require compliance with the Town's Code requirements.

h) Excavation, grading or cutting shall not exceed 35 cubic yards for newly created basement floor area. The excavation limit shall apply to excavation required to lower the floor to the finished floor and shall not include up to one foot of over excavation for the floor and foundation or any removal of existing foundation or flooring. Additional excavation is permitted for construction of stairs counted as floor area on an upper floor and for existing areas that meet the definition of floor area. If the project involves excavation, grading or cutting for a basement space, new floor area shall not exceed 20% of the existing floor area.

The understory space is 23.5 feet wide by 13.5 feet deep. Based on review of project history this space has always been considered in the Floor Area Ratio (FAR) calculations. The project does not involve an increase in total FAR but is memorializing the total amount of habitable space. This defined habitable space will be used as the existing floor area for the site.

2. Design Review (RMC § 18.41.070(b))-Approval of Design Review for enclosing 316 square feet of existing understory space with associated exterior improvements to a developed lot is based on the findings outlined in the Ross Municipal Code Section 18.41.070(b) as described below:

a) **The project is consistent with the purposes of the Design Review chapter as outlined in Ross Municipal Code Section 18.41.010:**

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

(2) Provide excellence of design for all new development which harmonizes style, intensity and type of construction with the natural environment and respects the unique needs and features of each site and area. Promote high-quality design that enhances the community, is consistent with the scale and quality of existing development and is harmoniously integrated with the natural environment;

(3) Preserve and enhance the historical "small town," low-density character and identity that is unique to the Town of Ross, and maintain the serene, quiet character of the

town's neighborhoods through maintaining historic design character and scale, preserving natural features, minimizing overbuilding of existing lots and retaining densities consistent with existing development in Ross and in the surrounding area;

(4) Preserve lands which are unique environmental resources including scenic resources (ridgelines, hillsides and trees), vegetation and wildlife habitat, creeks, threatened and endangered species habitat, open space and areas necessary to protect community health and safety. Ensure that site design and intensity recognize site constraints and resources, preserve natural landforms and existing vegetation, and prevent excessive and unsightly hillside grading;

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

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

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

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

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

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

The enclosure will result in a building exterior that follows the pattern of the existing building design by incorporating the same pattern of glazing on the north elevation and extending the wood siding on the west elevation. The enclosure will preserve the building aesthetic value will not result in expansion beyond the existing footprint and will not impact natural site features.

b) The project is in substantial compliance with the design criteria of Ross Municipal Code Section 18.41.100.

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

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

The project includes enclosure of an existing understory space and will not result in construction on geologically unstable areas. The enclosure will minimize grading and will not result in more than 42 cubic yards of grading.

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

The project does not involve major changes to existing landscape.

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

Lot coverage and building footprints will not change.

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

The enclosure will incorporate the design pattern of the existing building and will not change overall bulk of the building.

(3) Minimizing Bulk and Mass.

(a) New structures and additions should avoid monumental or excessively large size out of character with their setting or with other dwellings in the neighborhood. Buildings should be compatible with others in the neighborhood and not attract attention to themselves.

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

The enclosure will incorporate the design pattern of the existing building and will not change overall bulk of the building.

(4) Materials and Colors.

(a) Buildings should use materials and colors that minimize visual impacts, blend with the existing land forms and vegetative cover, are compatible with structures in the neighborhood and do not attract attention to the structures. Colors and materials should be compatible with those in the surrounding area. High-quality building materials should be used.

(b) Natural materials such as wood and stone are preferred, and

manufactured materials such as concrete, stucco or metal should be used in moderation to avoid visual conflicts with the natural setting of the structure.

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

Existing building materials and colors will be carried over to the enclosure.

(5) Drives, Parking and Circulation.

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

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

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

Site access and parking will not change.

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

There are no changes to exterior fixtures proposed.

(7) Fences and Screening. Fences and walls should be designed and located to be architecturally compatible with the design of the building. They should be aesthetically attractive and not create a "walled-in" feeling or a harsh, solid expanse when viewed from adjacent vantage points. Front yard fences and walls should be set back sufficient distance from the property line to allow for installation of a landscape buffer to soften the visual appearance.

The site is well screened by existing vegetation.

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

The project will not impact views from public streets and parks.

(9) Natural Environment.

(a) The high-quality and fragile natural environment should be preserved and maintained through protecting scenic resources (ridgelines, hillsides, trees and

tree groves), vegetation and wildlife habitat, creeks, drainageways threatened and endangered species habitat, open space and areas necessary to protect community health and safety.

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

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

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

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

The residence is not located near a creek or watercourse and is not in a flood zone.

(10) Landscaping.

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

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

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

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

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

No changes to existing vegetation are proposed.

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

The project must comply with the current Fire and Building Codes.

(12) Visual Focus.

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

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

The project includes enclosure of existing understory space and will not result in additional accessory structures on the site.

(13) Privacy. Building placement and window size and placement should be selected with consideration given to protecting the privacy of surrounding properties. Decks, balconies and other outdoor areas should be sited to minimize noise to protect the privacy and quietude of surrounding properties. Landscaping should be provided to protect privacy between properties.

The project will not result in impacts on privacy.

(14) Consideration of Existing Nonconforming Situations. Proposed work should be evaluated in relationship to existing nonconforming situations, and where determined to be feasible and reasonable, consideration should be given to eliminating nonconforming situations as a condition of project approval.

Not applicable.

(15) Relationship of Project to Entire Site.

(a) Development review should be a broad, overall site review, rather than with a narrow focus oriented only at the portion of the project specifically triggering design review. All information on site development submitted in support of an application constitutes

the approved design review project and, once approved, may not be changed by current or future property owners without town approval.

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

The enclosure is an appropriate site improvement and reflects a holistic approach to incorporating an improvement with existing development while respecting the natural environment.

(16) Relationship to Development Standards in Zoning District. The town council may impose more restrictive development standards than the standards contained in the zoning district in which the project is located in order to meet these criteria.

With the exception of the existing nonconforming FAR, the project complies with development standards. More restrictive standards are not deemed necessary.

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

The project does not reduce housing stock.

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

The proposed floor area is less than 10,000 square feet.

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

No creek is near the development.

(20) Low Impact Development for Stormwater Management. Development plans should strive to replicate natural, predevelopment hydrology. To the maximum extent possible, the post-development stormwater runoff rates from the site should be no greater than

pre-project rates. Development should include plans to manage stormwater runoff to maintain the natural drainage patterns and infiltrate runoff to the maximum extent practical given the site's soil characteristics, slope, and other relevant factors. An applicant may be required to provide a full justification and demonstrate why the use of Low Impact Development (LID) design approaches is not possible before proposing to use conventional structural stormwater management measures which channel stormwater away from the development site.

(a) Maximize Permeability and Reduce Impervious Surfaces. Use permeable materials for driveways, parking areas, patios and paths. Reduce building footprints by using more than one floor level. Pre-existing impervious surfaces should be reduced. The width and length of streets, turnaround areas, and driveways should be limited as much as possible, while conforming with traffic and safety concerns and requirements. Common driveways are encouraged. Projects should include appropriate subsurface conditions and plan for future maintenance to maintain the infiltration performance.

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

(c) Include Small-Scale Stormwater Controls and Storage Facilities. As appropriate based on the scale of the development, projects should incorporate small-scale controls to store stormwater runoff for reuse or slow release, including vegetated swales, rooftop gardens or "green roofs", catch-basins retro-fitted with below-grade storage culverts, rain barrels, cisterns and dry wells. Such facilities may be necessary to meet minimum stormwater peak flow management standards, such as the no net increase standard. Facilities should be designed to minimize mosquito production.

The project will not result in changes to lot coverage or impervious surface.

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

(1) Ross General Plan Policy (RGP) 1.1 Protection of Environmental Resources. Protect environmental resources, such as hillsides, ridgelines, creeks, drainage ways, trees and tree groves, threatened and endangered species habitat, riparian vegetation, cultural places, and other resources. These resources are unique in the planning area because of their scarcity, scientific value, aesthetic quality and cultural significance.

The site is previously disturbed, is not located near ridgeline, creek or drainage way and will not impact other natural or cultural resources.

(2) RGP 1.2 Tree Canopy Preservation. Protect and expand the tree canopy of Ross to enhance the beauty of the natural landscape. Recognize that the tree canopy is critical to provide shade, reduce ambient temperatures, improve the uptake of carbon dioxide, prevent erosion and excess stormwater runoff, provide habitat for wildlife and birds, and protect the ecosystem of the under-story vegetation.

The existing vegetation will be retained to the maximum extent possible.

(3) RGP 1.3 Tree Maintenance and Replacement. Assure proper tree maintenance and replacement.

See (2) above.

(4) RGP 1.4 Natural Areas Retention. Maximize the amount of land retained in its natural state. Wherever possible, residential development should be designed to preserve, protect and restore native site vegetation and habitat. In addition, where possible and appropriate, invasive vegetation should be removed.

See (2) above.

(5) RGP 2.1 Sustainable Practices. Support measures to reduce resource consumption and improve energy efficiency through all elements of the Ross General Plan and Town regulations and practices, including:

(a) Require large houses to limit the energy usage to that of a more moderately sized house as established in design guidelines.

(b) Choose the most sustainable portion of a site for development and leaving more of a site in its natural condition to reduce land impacts on the natural environment.

(c) Use green materials and resources.

(d) Conserve water, especially in landscaping.

(e) Increase the use of renewable energy sources, including solar energy.

(f) Recycle building materials.

(6) RGP 2.2 Incorporation of Resource Conservation Measures. To the extent consistent with other design considerations, public and private projects should be designed to be efficient and innovative in their use of materials, site construction, and water irrigation standards for new landscaping to minimize resource consumption, including energy and water.

The project will not require tree removal. The project will need to comply with Title 24 applicable Calgreen requirements.

(7) RGP 2.3 Reduction in the Use of Chemicals and Non-Natural Substances. Support efforts to use chemical-free and toxic-free building materials, reduce waste and recycle building waste and residential garbage. Encourage landscape designs that minimize pesticide and herbicide use.

Construction and demolition debris must be recycled under existing Town regulations.

(8) RGP 2.4 Footprints of Buildings. Utilize smaller footprints to minimize the built area of a site and to allow the maximum amount of landscaped and/or permeable surfaces.

The project will occur within the existing footprint.

(9) RGP 3.1 Building and Site Design. Design all structures and improvements to respect existing natural topographic contours. Open areas and buildings shall be located to protect land forms and natural site features, including cultural places and resources, wherever possible. Where feasible, site development must avoid intact or previously disturbed cultural resources during excavation and grading.

The project will occur within the existing footprint. There are no known cultural resources existing on this property and accidental discovery of cultural resources is unlikely. Although historic significance has not been determined, the building design follows the Secretary of Interior Standards for treatment of historic buildings.

(10) RGP 3.2 Landscape Design. Where appropriate, encourage landscape designs that incorporate existing native vegetation, enhance the cohesiveness of the Town's lush, organic landscape and integrate new planting with existing site features. Plans shall recognize the importance of open space on a lot and shall address the look and feel of the space between structures so as to avoid overbuilding.

Existing landscaping will be maintained.

(11) RGP 3.3 Buildings on Sloping Land. New buildings and additions to existing residential buildings constructed on sloping land should be designed to relate to the current landforms with the goal of integrating the building with the site (e.g., step with the slope). Low retaining walls are encouraged where their use would minimize uphill cutting, and large single-plane retaining walls should be avoided. Cut and fill areas and on/off-hauling should be minimized, especially in locations of limited or difficult access. Special care should be taken to final grade all disturbed areas to a natural appearing configuration and to direct stormwater runoff to areas where water can naturally infiltrate the soil.

The project will occur within the existing footprint and will not result in more than 42 cubic yards of cut. No changes to drainage will result.

(12) RGP 3.4 Bulk, Mass and Scale. Minimize the perception of building bulk and mass so that homes are not out of scale, visually or structurally, with neighboring residences and their setting. Consider building bulk and mass during the design review process, and when applying requirements and guidelines addressing Floor Area Ratio (FAR), maximum home floor area and other development standards. Building heights should stay in scale with surrounding vegetation and buildings.

The enclosure will incorporate the design pattern of the existing building and will not change overall bulk of the building.

(13) RGP 3.5 View Protection. Preserve views and access to views of hillsides, ridgelines, Mt. Tamalpais and Bald Hill from the public right-of-way and public property. Ensure that the design look and feel along major thoroughfares maintains the "greenness" of the Town.

The project is not along major thoroughfare and does not impair views of hillsides and ridgelines.

(14) RGP 3.6 Windows, Roofs, and Skylights. Window and skylight size, placement and design should be selected to maximize the privacy between adjacent properties.

To the extent consistent with other design considerations, the placement and size of windows and skylights should minimize light pollution and/or glare.

The project will not result in impacts on privacy.

(15) RGP 3.7 Materials and Colors. Buildings should be designed using high-quality materials and colors appropriate to their neighborhood and natural setting.

The project incorporates high quality materials appropriate for the natural setting.

(16) RGP 3.8 Driveways and Parking Areas. Driveways and parking areas should be designed to minimize visibility from the street and to provide safe access, minimal grading and/or retaining walls, and to protect water quality. Permeable materials should be used to increase water infiltration. Driveways and parking areas should be graded to minimize stormwater runoff.

The project will not result in changes to existing driveway and parking areas.

(17) RGP 4.1 Historic Heritage. Maintain the historic feel of Ross by preserving and maintaining historic buildings, resources and areas with recognized historic or aesthetic value that serve as significant reminders of the past.

The project will be constructed using the Secretary of Interior Standards for preservation of historic buildings.

(18) RGP 4.2 Design Compatibility with Historic Resources. Require new construction to harmonize with existing historic buildings and resources, and ensure a compatibility of landscaping with Ross' historic character.

The project will be constructed using the Secretary of Interior Standards for preservation of historic buildings.

(19) RGP 4.4 Preservation of Existing Housing Supply. Discourage the demolition or combining of existing residential units that will reduce the supply of housing in Ross.

The project will not eliminate any housing units.

(20) RGP 4.5 Archaeological Resources. Implement measures to preserve and protect archaeological resources. Whenever possible, identify archaeological resources and potential impacts on such resources. Provide information and direction to property owners in order to make them aware of these resources. Require archaeological surveys, conducted by an archaeologist who appears on the Northwest Information Center's list of archaeologists qualified to do historic preservation fieldwork in Marin County, in areas of documented archaeological sensitivity. Develop design review standards for projects that may potentially impact cultural resources.

The discovery of archeological resources is unlikely due to the location of the site and known archaeological areas.

(21) RGP 5.2 Geologic Review Procedures. At the time a development is proposed, Ross geologic and slope stability maps should be reviewed to assess potential geologic

hazards. In addition, suitability for development must be based on site-specific geotechnical investigations.

The property is not located in a geologic hazard area.

(22) RGP 5.3 Fire Resistant Design. Buildings should be designed to be fire defensive. Designs should minimize risk of fire by a combination of factors including, but not limited to, the use of fire-resistant building materials, fire sprinklers, noncombustible roofing and defensible landscaping space.

The structure will be required to comply with Ross Valley Fire Department.

(23) RGP 5.4 Maintenance and Landscaping for Fire Safety. Ensure that appropriate fire safety and landscaping practices are used to minimize fire danger, especially in steeper areas. Due to the high fire hazard in the steeper areas of Town, special planting and maintenance programs will be required to reduce fire hazards in the hills and wildland areas, including removal of invasive non-native vegetation such as broom, acacia and eucalyptus.

Applicant will be required to ensure an effective firebreak around the structure is provided as required by Ross Valley Fire Department.

(24) RGP 5.5 Fire Safety in New Development. New construction will adhere to all safety standards contained in the Building and Fire Code. Hazards to life and property shall be minimized by such measures as fire preventive site design, fire resistant landscaping and building materials, and the use of fire suppression techniques and resources.

This finding can be made as noted under finding #22 above.

(25) RGP 5.12 Access for Emergency Vehicles. New construction shall be denied unless designed to provide adequate access for emergency vehicles, particularly firefighting equipment.

Ross Valley Fire Department has reviewed and approved the proposed plans, subject to final fire review during the building permit phase.

(26) RGP 6.4 Runoff and Drainage. Stormwater runoff should be maintained in its natural path. Water should not be concentrated and flow onto adjacent property. Instead, runoff should be directed toward storm drains or, preferably to other areas where it can be retained, detained, and/or absorbed into the ground.

The project involves enclosure of an existing understory space and will not result in increased coverage or increase in impervious surface.

(27) RGP 6.5 Permeable Surfaces. To the greatest extent possible, development should use permeable surfaces and other techniques to minimize runoff into underground drain systems and to allow water to percolate into the ground. Landscaped areas should be designed to provide potential runoff absorption and infiltration.

The project involves enclosure of an existing understory space and will not result in increased coverage or increase in impervious surface.

(28) RGP 6.6 Creek and Drainageway Setbacks, Maintenance and Restoration. Keep development away from creeks and drainageways. Setbacks from creeks shall be maximized to protect riparian areas and to protect residents from flooding and other hazards. Encourage restoration of runoff areas, to include but not be limited to such actions as sloping banks, providing native Creek access vegetation, protecting habitat, etc., and work with property owners to identify means of keeping debris from blocking drainageways.

Work is not proposed near riparian areas.

EXHIBIT "B"
70 Ivy
Conditions of Approval

1. The following conditions of approval shall be reproduced on the cover sheet of the plans submitted for a building permit. The property owner shall certify on the building permit plans that they have read and agree to the following conditions.

2. Except as otherwise provided in these conditions, the project shall comply with the plans for an enclosure of 316 square foot of existing understory space resulting in 3,982 square feet of habitable space as identified in plans approved by the Town Council on October 8, 2015. Plans submitted for the building permit shall reflect any modifications required by the Town Council and these conditions.

3. A tree protection plan for all protected trees on or near the project site is required with the building permit application. The plan shall comply with the requirements of Ross Municipal Code Section 12.24.100. The applicants'/project arborist shall review the final construction-level drawings and landscape plans, including civil, structural, grading, drainage, irrigation and utility plans (arborist should note the dates of the plans reviewed). All tree protection conditions recommended by the project arborist shall be included on all relevant sheets of the building permit plans to ensure compliance with the arborist recommendations. The plan shall include a schedule of when the consulting arborist will inspect the site or be present for activities such as trenching in the tree protection area. The applicant shall submit a deposit to cover the cost of town arborist review of the Tree Protection Plan and periodic site inspections.

4. Tree protection fencing and other tree protections, such as mulch, steel plates or other protection against compaction around un-fenced trees, shall be installed prior to building permit issuance as recommended by the project arborist on the tree protection plan. Tree protection fencing shall be constructed of sturdy material and identified with signs that include the words, "tree protection fence" and "do not remove without permission from the Town of Ross." The project arborist shall inspect the site prior to issuance of a building permit to determine if tree protection fencing has been properly installed and shall submit written confirmation to the town planner that the tree protection is in place prior to building permit issuance.

5. Prior to Building Permit Issuance, the applicant shall submit window samples for review and approval by the Planning Department. Window samples shall focus on reducing glare to the maximum extent possible.

6. 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.

7. Exterior Lighting shall be consistent with the fixtures approved by the Town Council on October 8, 2015. Lighting shall be shielded (no bare bulb light fixtures or down lights that may be visible from down-slope sites). Exterior lighting of landscaping by any means shall not be permitted if it creates glare, hazard or annoyance for adjacent property owners. Lighting expressly designed to light exterior walls or fences that is visible from adjacent properties or public right-of-ways is prohibited. No up lighting is permitted. Interior and exterior lighting fixtures shall be selected to enable maximum “cut-off” appropriate for the light source so as to strictly control the direction and pattern of light and eliminate spill light to neighboring properties or a glowing night time character.

8. Applicants shall comply with all requirements of PG&E prior to project final. Letter or email confirming compliance shall be submitted to the building department prior to project final.

9. The applicant shall comply with all requirements of the Marin Municipal Water District (MMWD) for water service prior to project final including compliance with all indoor and outdoor requirements of District Code Title 13 – Water Conservation. Indoor plumbing fixtures must meet specific efficiency requirements. Landscape plans shall be submitted, and reviewed to confirm compliance. The Code requires a landscape plan, an irrigation plan, and a grading plan. Any questions regarding District Code Title 13 - Water Conservation should be directed to the Water Conservation Department at (415) 945-1497. Should backflow protection be required, said protection shall be installed as a condition of water service. Questions regarding backflow requirements should be directed to the Backflow Prevention Program Coordinator at (415) 945-1559. Letter or email confirming compliance shall be submitted to the building department prior to project final.

10. The project shall comply with the Fire Code and all requirement of the Ross Valley Fire Department (RVFD).

11. The project shall comply with the following conditions of the Town of Ross Building Department and Public Works Department:

a. Applicants may be required to return for additional Town Council review, which requires payment of additional application fees, for any roof projections that are not identified on the plans submitted for Town Council review. Where a roof area is visible from off site, roof projections shall be located to minimize their appearance. Exposed galvanized material is discouraged. All vents and flue pipes shall utilize a finish to blend into adjacent surfaces. If possible, vents may be concealed from view in forms compatible with the structure. Vents for cooking appliances should be located or directed to avoid noise and odor impacts to adjacent sites and shall be located out of required setback areas.

b. The plans submitted for the building permit shall detail the gutter and downspout design and location for review and approval by the Town. Applicants may be required to return for additional Town Council review, which requires payment of additional application fees, for any gutters or downspouts that are not identified on the plans submitted for Town Council

review. A specification sheet shall be provided and the proposed color and finish material shall be specified. Downspouts should be located to minimize their appearance from off site locations. Gutters and downspouts should have a finish to blend into adjacent surfaces or underlying trim. Exposed galvanized material is not permitted.

c. 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.

d. A registered Architect or Engineer's stamp and signature must be placed on all plan pages.

e. 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.

f. 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 (ie temporary seedin nd mulching or straw matting).

g. 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.

h. 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, who may consult with the town hydrologist at the applicants' expense (a deposit may be required). The plan shall be designed, at a minimum, to produce no net increase in peak runoff from the site compared to pre-project conditions (no net increase standard). As far as practically feasible, the plan shall be designed to produce a net decrease in peak runoff from the site compared to pre-project conditions. Applicants are encouraged to submit a drainage plan designed to produce peak runoff from the site that is the same or less than estimated natural, predevelopment conditions which existed at the site prior to installation of impermeable surfaces and other landscape changes (natural predevelopment rate standard). Construction of the drainage system shall be supervised, inspected and accepted by a professional engineer and certified as-built drawings of the constructed facilities and a letter of certification shall be provided to the Town building department prior to project final.

i. An encroachment permit is required from the Department of Public Works prior to any work within a public right-of-way.

j. 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.

k. 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).

l. A Final construction management plan shall be submitted in time to be incorporated into the job.

m. 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.

n. A copy of the building permit shall be posted at the site and emergency contact information shall be up to date at all times.

o. 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.

p. Inspections shall not be provided unless the Town-approved building permit plans are available on site.

q. 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, 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).

r. 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.

s. A single geotechnical engineering report, containing all recommended geotechnical design criteria for the project, shall be submitted with the building permit plans for review by the building official. All geotechnical aspects of the proposed project and preliminary development of plans shall continue to be evaluated by the project geotechnical consultant. A letter from the project geotechnical consultant shall be prepared that approves all geotechnical aspects of the proposed site development layout, verifies project geotechnical feasibility, and verifies conformance with the geotechnical consultant's design recommendations.

t. Materials shall not be stored in the public right-of-way. The project owners and contractors shall be responsible for maintaining all roadways and right-of-ways 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.

u. 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.

v. 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.

w. 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.

x. All smoke detectors in the residence shall be provided with AC power and be interconnected for simultaneous alarm. Detectors shall be located in each sleeping room, outside of sleeping rooms in the immediate vicinity of the bedroom and over the center of the stairways with a minimum of one detector per story of the occupied portion of the residence.

y. Carbon monoxide alarms shall be provided outside of each dwelling unit sleeping area in the immediate vicinity of the bedroom(s) and on every level of a dwelling unit.

z. Address numbers at least 4" tall shall be in place adjacent to the front door. If not clearly visible from the street, additional numbers are required. The address numbers shall be internally illuminated or illuminated by an adjacent light controlled by a photocell and switched only by a breaker so the numbers will remain illuminated all night.

aa. 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.

bb. Prior to Issuance of a Building Permit, a qualified engineer shall prepare a report on the condition of Ivy Drive for construction vehicles. The Town Engineer may limit the size and/or weight of construction vehicles and may require the applicant to make any repairs necessary to

ensure road stability for construction vehicles or to post a bond, in an amount to be fixed by the Town Engineer, guaranteeing that the applicant will repair damage to the roadway. The Town may require bonding to protect the public infrastructure in case of contractor damage, depending on the method of hauling and likely impact on the street. The Town may also require the applicant to submit a certificate of responsible insurance company showing that the applicant is insured in an amount to be fixed by the Town against any loss or damage to the persons or property arising directly or indirectly from the construction project.

cc. Final inspection and written approval of the applicable work by Town Building, Planning and Fire Department staff shall mark the date of construction completion.

dd. A Grading Permit is required from Department of Public Works for site grading. The applicant shall comply with the requirements of Chapter 15.24 of the Ross Municipal Code

ee. 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.

ff. 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 a signed statement by the soils engineer that erosion control is in accordance with Marin County Stormwater Pollution Prevention Program (MCSTOPPP) standards. The erosion control plan shall demonstrate protection of disturbed soil from rain and surface runoff and demonstrate sediments controls as a “back-up” system. (Temporary seeding and mulching or straw matting are effective controls.)

gg. 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.

hh. 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.

jj. 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.

12. The applicants and/or owners shall defend, indemnify, and hold the Town harmless along with the Town Council and Town boards, commissions, agents, officers, employees, and consultants from any claim, action, or proceeding (“action”) against the Town, its boards, commissions, agents, officers, employees, and consultants attacking or seeking to set aside, declare void, or annul the approval(s) of the project or alleging any other liability or damages based upon, caused by, or related to the approval of the project. The Town shall promptly notify the applicants and/or owners of any action. The Town, in its sole discretion, may

tender the defense of the action to the applicants and/or owners or the Town may defend the action with its attorneys with all attorneys fees and litigation costs incurred by the Town in either case paid for by the applicant and/or owners.



Town of Ross

Planning Department

Post Office Box 320, Ross, CA 94957

Phone (415) 453-1453, Ext. 121 Fax (415) 453-1950

Web www.townofross.org Email esemonian@townofross.org

Staff Use Only

Received By: _____

Date: _____

Fees Paid: _____

Date: _____

VARIANCE/DESIGN REVIEW/DEMOLITION APPLICATION

Parcel Address and Assessor's Parcel No. 70 Ivy Drive 73-143-18

Owner(s) of Parcel James and Brett Collins

Mailing Address (PO Box in Ross) PO Box 934

City Ross State CA ZIP 94957

Day Phone 415-637-3264 Evening Phone _____

Email bertytude@yahoo.com

Architect (Or applicant if not owner) Sutro Architects

Mailing Address 915 Battery Street

City San Francisco State CA ZIP 94111

Phone 415-766-4085

Email gkleman@sutroarchitects.com

Existing and Proposed Conditions (For definitions please refer to attached fact sheet.)

Gross Lot Size 15,206 sq. ft. Lot Area 15,206 sq. ft.

Existing Lot Coverage 3221.5 sq. ft. Existing Floor Area 3982.25 sq. ft.

Existing Lot Coverage 21 . 2 % Existing Floor Area Ratio 26 . 2 %

Coverage Removed 0 sq. ft. Floor Area Removed 0 sq. ft.

Coverage Added 0 sq. ft. Floor Area Added 0 sq. ft.

Net Change- Coverage 0 sq. ft. Net Change- Floor Area 0 sq. ft.

Proposed Lot Coverage 3221.5 sq. ft. Proposed Floor Area 3982.25 sq. ft.

Proposed Lot Coverage 21 . 2 % Proposed Floor Area Ratio 26 . 2 %

Existing Impervious Areas 4616.8 sq. ft. Proposed Impervious Areas 4616.8 sq. ft.

Existing Impervious Areas 30 . 4 % Proposed Impervious Areas 30 . 4 %

Proposed New Retaining Wall Construction - ft. (length) - ft. (max height)

Proposed Cut 42 cubic yards Proposed Fill 0 cubic yards

SUTRO ARCHITECTS

September 30, 2015

Town of Ross Design Review Application

70 Ivy Drive
AP# 73-143-18
James and Brett Collins

PROJECT DESCRIPTION

We propose to enclose a 316 sf area at the first floor under a previous addition at the second floor. The proposed enclosure is 24'-5" - 28'-6" from the rear property line.

The original 2 story house and carport were constructed in 1957 by architect Roger Hooper. In 1965 he completed an addition at the second floor that is at grade on the south side and is supported on posts and projects over the hillside at the north. We propose to enclose the space under the north side of the 1965 addition and complete the first floor on the north side – extending the existing rhythm of windows, posts, panels, wood siding and decorative balconies. The new addition will be a substantial improvement to the appearance of the existing building and will substantially improve the view of the house from the public way below.

The existing second floor addition is not up to current structural, seismic, or fire safety standards. The proposed enclosure will include a new foundation and lateral bracing per a structural engineer's recommendations. Please see attached Exhibit 'A'. The proposed enclosure will also comply with current Wildlife Urban Interface fire safety standards. (WUI). The current property owners' insurance coverage was canceled in 2008 because it was considered an unacceptable fire risk to be supported on piers and posts. Please see exhibit 'B'.

The proposed first floor plan will include a master suite, 2 children's bedrooms, a children's bathroom, and laundry room. The existing first floor has not been substantially modified since it was constructed in 1957. The first floor currently contains 5 small bedrooms, an awkward master bath and closet, small children's bath, and a laundry closet in the stair hall.

All surrounding neighbors have provided written acknowledgements of their support for the project.

415.956.3445
sutroarchitects.com

915 Battery Street, First Floor San Francisco, CA 94111

SUTRO ARCHITECTS

The proposed enclosure will not add FAR, lot coverage, impervious area, disrupt existing site drainage, and no trees will be removed or altered. The proposed enclosure complies with design review criteria and standards. Please see below for a summary.

- (a) Preservation of Natural Areas and Existing Site Conditions
- (b) Relationship Between Structure and Site
- (c) Minimizing Bulk and Mass
The bulk and mass of the proposed enclosure are already defined by the existing building walls and posts.
- (d) Materials and Colors
The materials at the enclosure will match the existing building. New windows will be dark bronze anodized aluminum.
- (e) Drives, Parking and Circulation
The proposed project will not modify existing drives, parking and circulation.
- (f) Exterior Lighting
The proposed project will not modify existing exterior lighting.
- (g) Fences and Screening
The proposed project will not modify existing fences and screening.
- (h) Views
The proposed enclosure will not affect views from adjacent properties.
- (i) Natural Environment
The proposed enclosure will not increase lot coverage or impervious surfaces.
- (j) Landscaping
The proposed enclosure will not impact existing landscaping.
- (k) Health and Safety
The proposed enclosure will include structural, seismic, and fire safety upgrades.
- (l) Visual Focus
The bulk and mass of the enclosure are already defined by the existing building walls and posts.
- (m) Privacy
The proposed enclosure will not impact privacy of adjacent properties.
- (n) Consideration of Existing Non Conforming Situations
The proposed enclosure will be located under an existing non conforming structure.
- (o) Relationship of Project to Entire Site
The proposed project will not alter the overall existing site conditions.
- (p) Relationship to Development Standards in Zoning District
The proposed enclosure complies with development standards in the zoning district with the exception of rear yard setback already defined by the structure above.
- (q) Project Reducing Housing Stock
The proposed project will not impact existing housing stock
- (r) Maximum Floor Area
The proposed enclosure will not modify existing FAR
- (s) Setbacks
The proposed enclosure will be 24'-24'-5" - 28'-6" from the rear property line.
- (t) Low Impact Development for Stormwater Management
The project will not modify existing stormwater management on site.

SUTRO ARCHITECTS

The proposed exterior alterations to the existing residence at 70 Ivy Drive will also include the following:

1. To replace existing operable single pane mill finish aluminum windows with new operable dual pane anodized bronze finish aluminum windows.
2. To replace an existing single pane mill finish aluminum sliding door and single pane fixed glass lite with 2 new dual pane anodized bronze finish aluminum pivoting doors.

The proposed additional interior alterations to the existing residence at 70 Ivy Drive include the following:

3. Renovating the existing second floor kitchen in place.
4. Renovating the existing second floor guest closet and bath in place.

SUSTAINABLE PRACTICES

1. The proposed addition will not add lot coverage, impervious area, disrupt existing site drainage, and no trees will be removed or altered.
2. The new operable windows will be dual pane and significantly more energy efficient than current windows. All new windows at the addition will be dual pane.
3. All new and renovated areas will comply with current energy code to include where appropriate, new insulation, high efficacy lighting, lighting on dimmer switches and vacancy sensors. New plumbing fixtures and appliances will be water efficient to comply with or exceed current codes to reduce water use.
4. Products from demolition and construction will be salvaged for reuse or recycled as appropriate and as facilities are available.



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Received By: _____

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Date: _____

BASEMENT/ATTIC EXCEPTION APPLICATION

Contact Staff for Current Application Fee

Parcel Address and Assessor's Parcel No. 70 Ivy Drive 73-143-18

Owner(s) of Parcel James and Brett Collins

Mailing Address (PO Box in Ross) PO Box 934

City Ross State CA ZIP 94957

Day Phone 415-637-3264 Evening Phone _____

Email bertytude@yahoo.com

Architect (Or applicant if not owner) Sutro Architects

Mailing Address 915 Battery

City San Francisco State CA ZIP 94111

Phone 415-766-4085

Email gkleman@sutroarchitects.com

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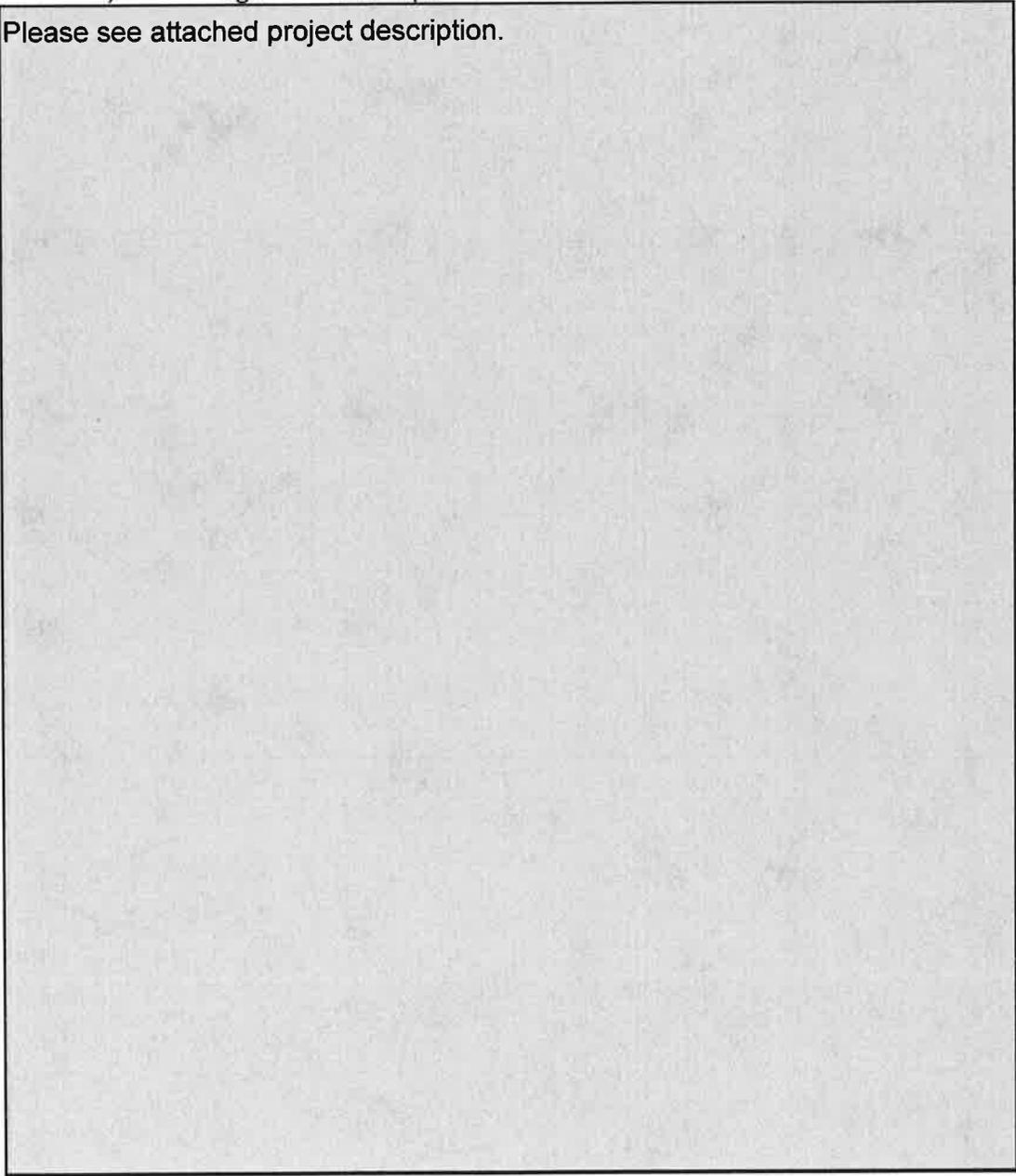
Existing Impervious Areas 30 2 % Proposed Impervious Areas 30 2 %

Proposed New Retaining Wall Construction _____ ft. (length) _____ ft. (max height)
Proposed Cut 42 cubic yards Proposed Fill 0 cubic yards

Written Project Description – may be attached.

A complete description of the proposed project 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.

Please see attached project description.



Required Findings for Exception Application

In order for an exception to be granted, the following mandatory findings must be made:

- (1) Area to be improved is an existing area created prior to September 12, 2011, in an existing residence built prior to September 12, 2011. Existing area created 1965 _____
- (2) Basement area to be improved has a ceiling height 5.5 feet or greater. Existing basement area has ___ foot ceiling height (provide floor plan with ceiling heights identified, if height varies)
Grade at the basement area is uneven; ceiling height varies from approximately 1'-0" - 8'-9".
- (3) For attic improvements only: the improvements proposed shall not change the exterior appearance of the structure, for example, by addition of dormers or raising the roof ridge. The Town Council may approve minor changes to the exterior appearance of an attic, such as the addition of windows or skylights, if they will not create view, light or privacy issues for neighbors Not an attic
 No change to exterior or
 If changes proposed, attach material to describe changes and why they will not create view, light or privacy issues for neighbors.
- (4) For basements:
- a. If the structure is in a Special Flood Hazard Area (SFHA) identified on the town Flood Insurance Rate Map and/or in an area that is known for flooding, the finished floor level of the improvements must be above the base flood elevation. Not in SFHA
 In SFHA
 In SFHA
BFE: _____
Proposed floor elevation: _____
- b. Modifications proposed to the building exterior cannot materially increase the visible mass of the building and modifications, such as new windows, must be compatible with the design of the existing improvements and shall not create privacy issues. The Council may limit the size of light wells to the minimum size necessary to satisfy California Building Code requirements for light, ventilation and emergency egress. Attach description of exterior changes

c. Any modifications to site drainage must be designed by a licensed engineer and shall result in no net increase to the rate or volume of peak runoff from the site compared to pre-project conditions. Any new mechanical pumps or equipment shall not create noise that is audible off site.

(5) The fire chief must confirm that there is adequate water supply for firefighting purposes for the site, or that the project includes measures to provide adequate water supply for firefighting purposes.

(6) 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, number of bedrooms, and the size and use of the proposed attic and/or basement area and may require additional parking up to the following:

<i>Total site floor area (excluding covered parking)</i>	<i>Required off street parking</i>
1,300 square feet to 3,300 square feet	3 spaces
Over 3,300 square feet	4 spaces

(7) The project complies with the most recent California Residential Code adopted by the Town.

(1) Excavation, grading or cutting shall not exceed 35 cubic yards for newly created basement floor area. The excavation limit applies to excavation required to lower the floor to the finished floor and does not include up to 1 foot of over excavation for the floor and foundation or removal of existing foundation or flooring. Additional excavation is permitted for construction of stairs counted as floor area on an upper floor and for existing areas that meet the

- No change proposed.
- Preliminary drainage plan included.
- Spec's on mechanical equipment included.

staff will confirm

Complies with minimum parking reqts. – show parking spaces on site plan

No. of bedrooms: 4

No. of covered and uncovered spaces available on site:

2 covered spaces

1 uncovered spaces

Submit details on light, ventilation and egress requirements for any habitable space 42

Project involves 42 cubic yards of grading for newly created basement area

definition of floor area.

If the project involves excavation, grading or cutting for a basement space, new floor area shall not exceed 20% of the existing floor area.

The area of the proposed enclosure was considered Floor Area in a previous planning application.

If grading involved:
Existing floor area (including covered parking) 3666.25 sq. ft. New floor area is 316 sq. ft.

Consultant Information

The following information is required for all project consultants.

Landscape Architect

Firm _____
Project Landscape Architect _____
Mailing Address _____
City _____ State _____ ZIP _____
Phone _____ Fax _____
Email _____
Town of Ross Business License No. _____ Expiration Date _____

Civil/ Geotechnical Engineer

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

Arborist

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

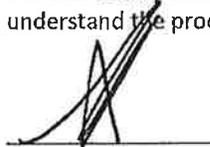
Other

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

Project Architect's Signature

I HEREBY CERTIFY under penalty of perjury that I have made every reasonable effort to ascertain the accuracy of the data contained in the statements, maps, drawings, plans, and specifications submitted with this application and that said information is true and correct to the best of my knowledge and belief. I understand that any permit issued in reliance thereon may be declared by the Town Council to be null and void in the event that anything contained therein is found to be erroneous because of an intentional or negligent misstatement of fact.

I further certify that I have read the attached Variance/ Design Review/ Demolition Fact Sheet and understand the processing procedures, fees, and application submittal requirements.



Signature of Architect

09-25-2015

Date

Owner's Signature

I HEREBY CERTIFY under penalty of perjury that I have made every reasonable effort to ascertain the accuracy of the data contained in the statements, maps, drawings, plans, and specifications submitted with this application and that said information is true and correct to the best of my knowledge and belief. I further consent to any permit issued in reliance thereon being declared by the Town Council to be null and void in the event that anything contained therein is found to be erroneous because of an intentional or negligent misstatement of fact.

I further certify that I have read the attached Variance/ Design Review/ Demolition Fact Sheet and understand the processing procedures, fees, and application submittal requirements.



Signature of Owner

9/25/2015

Date



Signature of Co-Owner (If applicable)

9/25/2015

Date

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:

Submittal Requirements

The following items are requested for all applications. Failure to provide all required materials in a timely manner will delay review and may result in administrative denial. If you question whether any particular item will be required for your exception application, please contact the Planning Department.

1. **A complete Attic/Basement Exception Application, signed by the property owner.**
2. **Filing fee (contact staff for current fee).**
3. **Three full-size copies and six half-sized copies, drawn to scale, of the following items:**
 - a. **A site plan (survey may be required) that shows:**
 - name, address, and phone number of the owner of record, applicant, engineer, architect, and other project consultants;
 - north arrow (north should be at the top of the sheet) and scale;
 - date (***revised copies must be clearly indicated with a new date and marked "revised"***);
 - all dimensions of the property and the footprint of the proposed structure in relation to the property;
 - all required setback lines;
 - distance of proposed structures/additions to the property line(s);
 - overview map or photo showing structures on adjacent parcels (such as Google Earth photo);
 - structures on the neighboring parcels that are closer than 25' to project property line(s);
 - existing and proposed topography in two foot contours (If excavation, grading or filling are to be performed, include a section which shows the percentage of slope of the property and the extent of the proposed excavation, grading or fill);

inundated areas, streams, culverts, and drainage swales as well as their top of bank;

the location, length, and height from existing grade, of existing and proposed fences, gates, walls, and retaining walls;

all existing and proposed easements;

the location, names and existing widths of all adjoining and contiguous streets and ways;

ingress, egress, and off-street parking sites;

all existing trees with a diameter greater than or equal to six inches (6"), indicating those that are proposed for removal. If any new work is proposed, indicate the dripline of all trees.

- b. If tree removal, relocation, or alteration is proposed, a completed tree removal application and the payment of applicable fees.
- c. Floor plans showing existing and proposed floor areas for each level with complete dimensions. The plan must clearly identify existing walls to remain, as well as new construction.
- d. If any exterior changes are proposed, provide a full set of existing and proposed building elevations including complete dimensions, exterior materials, and colors. Existing and proposed elevations should be arranged such that existing and proposed elevations for each side are shown on the same sheet.
- e. Building sections including a section sufficient to clearly show the building's maximum height **from existing grade**.
- f. Floor plans detailing existing and proposed floor area, lot coverage, and verification of floor area. Identify any areas excluded from the calculation of floor area.
- g. Calculations of the amount of proposed cut and/or fill in cubic yards.
- h. If any exterior changes are proposed, an 8½ by 11 inch material and color board suitable for filing with official town records; a larger presentation-sized board may also be submitted if deemed necessary by the applicant.
- i. If any exterior changes are proposed, details on the windows and doors

clearly indicating materials and design of all proposed new or replacement windows and/or doors (including garage doors), and those to be retained.

- j. Elevations, clearly indicating materials, for all proposed new or replacement retaining walls, fences, gates, and gateposts.
- k. If a new basement or any changes to drainage is proposed, a preliminary drainage plan designed to produce a no net increase in peak runoff from the site compared to pre-project conditions. Applicants are encouraged to submit a preliminary drainage plan designed to reduce runoff to the site, or to produce peak runoff that is the same or less than estimated natural, predevelopment, conditions at the site. Applicants are encouraged to consult the Start at the Source design guidance manual and other materials prepared by the Marin County Stormwater Pollution Prevention Program (MCSTOPPP): <http://mcstoppp.org/acrobat/StartattheSourceManual.pdf>

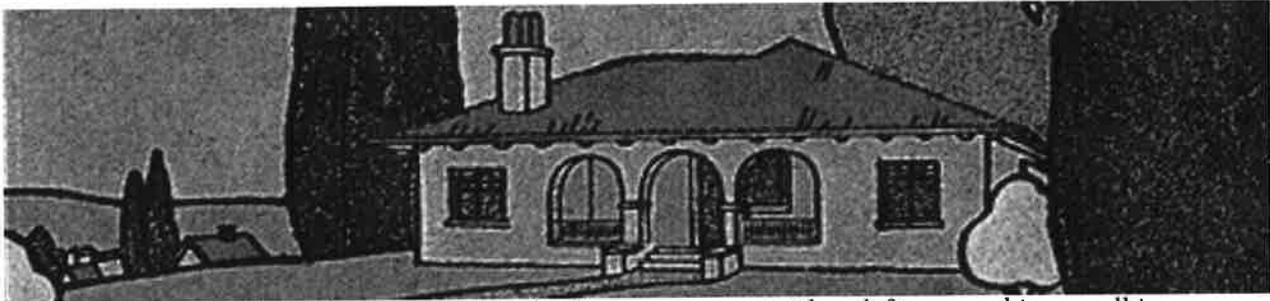
5. Written acknowledgement of the proposed development is required from the owners, lessees, and occupants of all abutting property, including property across any street, lane or roadway on the Neighbor Acknowledgment form. Names and addresses may be obtained from the Planner or Administrative Manager. If written acknowledgements are not obtained, a statement stating the reason or reasons therefore must be submitted. The Planning Department will mail notice of the proposed variance to property owners within 300 feet of the subject property. *If required neighbor acknowledgements are not submitted, the application may be deemed incomplete and removed from the Council agenda.*

- 6. The house address must be clearly marked and visible from the street in order to facilitate onsite review by Town staff and Council members.
- 7. Every person who engages in any business, trade or occupation within the Town is required to obtain a business license from the Town. A license is required even if the primary place of business is not located within the Town of Ross. All professionals associated with planning applications must obtain required business licenses in conjunction with the planning review of their application.

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.

LEFT COAST ARCHITECTURAL HISTORY



P.O. Box 70415, Richmond, CA. 94807 + (415) 745-1906 + caitlin@leftcoastarchitecturalhistory.com

MEMORANDUM

Date:	09/25/15
Subject:	70 Ivy Drive, Ross: Secretary of the Interior's Standards for Rehabilitation Analysis

This memorandum constitutes an analysis, according to the Secretary of the Interior's Standards for Rehabilitation, of the proposed project at 70 Ivy Drive in the Town of Ross. The proposed project will primarily seek to make a new lower level addition at the rear northwest corner of the house as well as replace some elements of fenestration. The following analysis was performed by professional architectural historian, Caitlin Harvey of Left Coast Architectural History, who meets and exceeds the Secretary of the Interior's Professional Qualification Standards for Architectural History.

Project Background & Overview

The subject house was designed and constructed in 1957. It originally consisted of the eastern portion of the current building and the carport to the east. In 1965, alterations were made to the house by Hooper, Olmstead, & Emmons Architects (original architect and homeowner Roger Hooper is assumed to have again been involved with the design), which consisted of a significant addition to the western end of the building, including the southward projecting gabled bay and all other portions to the west. In 2009, additional alterations were made by Turnbull Griffin & Haesloop Architects that included re-roofing (tar-and-gravel to standing seam), addition of three skylights, and seismic bracing of the carport structure.

The proposed project seeks to make the following addition and alterations to the house at 70 Ivy Drive:

Primary (South) Facade

- Remove existing fixed full-height aluminum-sash window and sliding door to left of primary entry and replace with pivoting bronze-finish aluminum-framed glass double-doors
- Remove two fixed windows in front-facing gable end; replace left window with partial solid panel and smaller fixed-lite, and right window with bronze-finish aluminum-sash hopper window

Rear (North) Facade

- Construct addition at west end of lower level, infilling currently open portion of structure; to be

fenestrated with three-part window assemblies with solid lower panel in vertical wood. Addition will be equivalent of three window bays wide and will not exceed current footprint of upper level.

- Extend decorative balcony in area of new addition; railing pattern to be maintained, with framing detail added to visually increase dimensions
- Remove all aluminum-sash sliding windows and replace with bronze-finish aluminum-sash sliding windows

West Facade

- Remove right window and portion of wall below and replace with fully-glazed, single-lite, wood door
- Fill in left portion of lower level with new addition clad with vertical wood siding to match other siding on house

East Facade

- Remove two aluminum-sash sliding windows and replace with bronze-finish aluminum-sash sliding windows

Character Defining Features

Proposed project review and Secretary of the Interior's Standards Analysis is greatly facilitated by understanding a property's Character Defining Features. As the term suggests, Character Defining Features are the essential physical aspects of a building that exemplify its historic materials and determine its structural and aesthetic identity. Character Defining Features are the critical elements of a building's design that, if removed, would negate the building's ability to represent its historic significance. Such features should be of highest priority for retention and preservation. The Character Defining Features of 70 Ivy Drive include:

- Long rectangular plan with shallow projecting bay on south side
- Low-pitched gable roof
- Very broad eaves with exposed beam ends
- Asymmetrical primary facade defined by front-gabled bay offset to left side
- One-story height with exposed lower level at rear
- Vertical wood siding
- Full-height fenestration on front and rear facades, often in groupings or continuous banks
- Wood-frame three-part window assemblies on rear facade incorporating a solid lower panel, fixed lite or sliding-sash at center, and narrow transom lite at top
- Flush wood entry door accompanied by solid wall panel on one side
- Shallow, open-railing balconies spanning both levels of rear facade
- Modernist style with simple, minimal ornament and trim

Secretary of the Interior's Standards Analysis

The Secretary of the Interior's Standards for Rehabilitation strive to "make possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values."¹ In order to comply with the Standards, the project must meet the ten requirements below.

1 National Park Service, *The Secretary of the Interior's Standards for Treatment of Historic Properties*, <http://www.nps.gov/hps/tps/standguide/>.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

The house at 70 Ivy Drive has been used as a single-family residence since its construction and will continue to serve the same use after the proposed project is completed. Therefore, the project is fully compliant with Standard 1.

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

The historic character of 70 Ivy Drive as a mid-twentieth century Modernist style residence will not be effected by the proposed project. The house will retain its Modernist architectural style and Character Defining Features will remain intact. The new addition at the west end of the lower level fills in a non-significant open structural cavity beneath the building. The addition will not exceed the current footprint of the house and will only infill a three-bay section of the structure, so the spatial organization and relationships of the building and site will not be impacted. The character-defining three-part window assemblies on the rear facade will be preserved with only the operable sliding-sash windows at the center of some assemblies to be replaced. The operable sashes will be replaced in-kind with only a negligible change in finish, preserving the overall configuration and materials of the larger assemblies. Other elements to be removed or altered are not distinctive or character-defining and/or are represented in other places on the building's exterior, so that their overall aesthetic affect will not be lost. The proposed project is, therefore, compliant with Standard 2.

3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

The proposed project will not add any false or conjectural historical elements to the property, nor attempt to portray the house as anything other than a mid-twentieth century Modernist style residence. Materials and elements added to the building will be in keeping with the aesthetics of the house, but will not attempt to mimic historical features that do not already exist on the house. Three-part window assemblies that will be added in the area of the lower-level addition will be of the same configuration as those already present on the house and, therefore, not conjectural. The same is true of vertical wood siding to be added in some areas. The house will continue to express its original character and alterations will not be so monumental as to change its overall identity; therefore, it will remain a physical representation of its time, place, and use, and is compliant with Standard 3.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

The property has undergone two rounds of alteration since its construction: the 1965 enlargement of the western end of the house and the 2009 improvements to the roof and seismic stability. While the 2009 work is considered minor and generally in the vein of maintenance and preservation, the earlier western addition was made relatively early in the house's history and was designed in keeping with the house's original style. In fact, the original architect and owner of the house was probably responsible for the addition's design, so it is considered to have integrity to the original intent and to have significance in its own right. It can now be considered an integral element of the building.

The proposed project will retain and preserve the 1965 addition. On the portions of the building that constitute the 1965 addition, the project will make modifications to windows in the gable end on the south facade, convert a window to a door on the west facade, and infill the open cavity underneath the west end of the house. These

changes will not adversely effect the overall Modernist character of the 1965 addition, its visual cohesiveness with the original portion of the house, or its original design intent and functionality. The proposed lower-level addition will add another story directly below the northern portion of the 1965 addition. It will conform to the existing footprint of the 1965 addition and will aesthetically continue compatible materials and fenestration patterns found on both the 1965 addition and the original portion of the house. The gable-end windows on the south facade are not considered character-defining and the project will maintain the overall three-part organization within the dimensions of the current window assembly. The window-to-door conversion on the west facade will also not effect any Character Defining Features and will replace a single-lite sash with a comparable single-lite door that fits within the current width of the window opening, but extends to the ground. The historic character of the 1965 addition will not be impaired, and thus, the proposed project is compliant with Standard 4.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

The proposed changes to the house will preserve the identified Character Defining Features and will not destroy any other distinctive materials, features, finishes, or examples of construction techniques. The new lower-level addition will infill an open cavity under the building. Its nature is additive and so it will not contribute to removal or destruction of significant historic fabric or architectural elements. A number of character-defining three-part window assemblies on the rear facade will have the operable venter portions replaced, but the replacement sashes will remain the same in type and material, with only a negligible change in finish, resulting in no significant change to the larger assemblies. Other windows and doors to be removed and replaced or altered are not generally of a primary, character-defining type, and do not contribute to the removal or destruction of significant historic fabric. No significant elements of cladding, trim, or ornament are planned to be removed. The project is, thus, compliant with Standard 5.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

The project will replace operable aluminum-sash windows due to their age, deteriorated condition, and diminished functionality. A number of these windows are situated within the three-part assemblies on the rear facade, which are considered to be Character Defining Features; therefore, the sliding sashes will be replaced in-kind, remaining the same in type and material, with a negligible change in finish. The sliding door on the primary facade will be replaced for similar reasons, but is not considered character-defining. It will be replaced with a comparable aluminum-framed glass door assembly that pivots rather than slides; however, the mechanism of the door's operation does not constitute a significant visual effect. Other than the windows and sliding door, the house does not appear to have any severely deteriorated or missing features and the proposed project does not intend to replace or introduce any elements meant to remedy such issues aside from those named. The overall appearance of the house will be maintained and, subsequently, the proposed project complies with Standard 6.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

No chemical or physical treatments are proposed for use in relation to the proposed project, which is compliant with Standard 7.

8. Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

There are no known archaeological resources at the subject property, but if any archaeological resources are uncovered in the course of the project, work will be halted and appropriate mitigation measures will be taken. This satisfies Standard 8.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

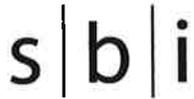
The proposed alterations will be compatible with existing features in proportion, materials, and aesthetic style, exhibiting clean-lined Modernism rendered primarily in wood and aluminum-sash. In many cases, elements will be replaced in-kind, perpetuating the historic elements that already exist. The new lower-level addition will infill an open cavity under the building and is completely additive in nature, so will not contribute to destruction of significant historic materials or features. It will fit within the existing footprint of the building and will not destroy existing spatial relationships. Elements of fenestration to be added via the lower-level addition will repeat the three-part configuration of existing window assemblies on the rear facade, but will utilize vertical wood siding panels in the lower portion, which is both compatible with cladding elsewhere on the house and differentiated from the flush plywood panels in the lower portions of the original assemblies, thus setting the new window assemblies apart from the historic. The extension of the lower balcony that will be associated with the new addition will have a railing of similar design to the original balconies and will be made of wood, but will feature an additional element of framing that increases the apparent dimensions of the railing members and visually delineates the added section of balcony from the original portions. Windows or doors to be added or replaced elsewhere on the house will be done within existing openings and will be of compatible aluminum-sash or wood materials. The project is, therefore, compliant with Standard 9.

10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The proposed lower-level addition at the west end of the house would not be easily reversible, but could theoretically be removed. The addition consists of infilling a cavity under the existing structure that is currently open, serves no domestic function, and bears no architectural emphasis. Exterior walls that will be added to enclose the cavity, as well as interior structure and elements, could be removed later without altering the overall form or structure of the building or impacting nearby materials. Ultimately, if the effort was made to reverse the proposed addition, the essential form, massing, and spatial relationships of the house and the property in relation to neighboring properties would remain intact. The proposed project is subsequently compliant with Standard 10.

Conclusion

According to the analysis above, the proposed project complies with the Secretary of the Interior's Standards for Rehabilitation and will not have an adverse effect on the potential historic resource at 70 Ivy Drive. The proposed addition and alterations are sensitive to the house's historic character; including retention Character Defining Features, compatibility with the existing style and features of the house, differentiation from existing historic elements, and possible reversibility, while having limited visibility from the public realm. The overall appearance of the house and its ability to convey its age, use, style, and historic significance will be undiminished and, therefore, it will retain historic integrity.



sidney builders inc | po box 2051 san anselmo ca 94979 | 415.646.6115 | ca lic 886337

Project

70 Ivy Drive
Ross, CA 94957

Scope of Work

New addition and renovation of first floor and renovation to second floor.

Description of Construction Management Plan

1) Construction Schedule:

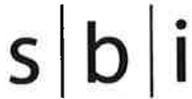
- Construction duration is anticipated to extend eight (8) – ten (10) months from start to finish. The garage, driveway, side and rear yards will be fully accessible from the street frontage. Construction hours are expected to be 8:00 A.M. to 4:30 P.M., Monday through Friday.

2) Construction Crew:

- The average crew size is anticipated to be six (6) – ten (10) persons daily depending upon subcontractors on site during excavation, concrete, plumbing and electrical installation.

3) Site Access During Construction:

- The existing large driveway and garage area will provide easy access to the site at all times. The surrounding yard provides direct access to all areas of proposed work, without encroachment on neighbors.
- Debris boxes to be staged off the street on the existing large driveway, without encroachment on neighbors.
- Deliveries and short-term parking can also access the existing large driveway, without encroachment on neighbors.
- Temporary use of Ivy Drive, at north facing side of property, may be required for dirt off haul and concrete pumping.
- All neighbors will be notified one week in advance if any temporary road obstructions occur.



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4) Construction Materials:

- Construction materials, tools, etc. can be staged in the large driveway and yard area and, if necessary, in a temporary tent, out of sight of neighbors.
- All materials staging, sawing and assembly work will take place on the property without disruption to street or neighbors.

5) Sanitary Facilities

- A portable toilet and wash station will be placed on the property, easily accessible from large driveway and out of sight of neighbors

6) Employee / Worker Parking and Jobsite Access

- Carpooling will be mandatory for both contractor and subcontractors to limit the amount of vehicles along Ivy Drive.
- Short term parking and drop-off can occur in the existing driveway and available street spaces directly fronting 70 Ivy Drive.

825 read 10/28/64

No. 257

APPLICATION FOR VARIANCE
UNDER ORDINANCE NO. 220 - THE ZONING ORDINANCE
OF THE TOWN OF ROSS

NAME OF APPLICANT Roger F. and Patricia B. Hooper DATE 28 October 1964
ADDRESS 70 Ivy Drive, Ross PHONE GL 4-0386

To the Town Council
Ross, California

Application is hereby made for a VARIANCE from the strict application of Section
_____ of the Zoning Ordinance of the Town of Ross to permit the following:

Reduction of side yard to five feet to dwelling, three feet to
rake of roof.

on property situated at: Assessor's Map No. 6-000 / 73-143-01
Address 70 Ivy Drive Subdivision Fernhill Park

Legal owner of parcel Roger F. and Patricia B. Hooper
Status of applicant if not legal owner _____

The following statements and attached plans are offered in substantiation of my request:

1. The exceptional or extraordinary circumstances or conditions applying to the land,
building, or use referred to in this application which do not apply generally to land,
buildings and/or uses in the same district are as follows:

Property is not contiguous with any other parcel used for residential
purposes or available for residential use.

2. The granting of the application is necessary for the preservation and enjoyment of
substantial property rights of the petitioner because:

House is too small for family and expansion is practicable only
in the direction proposed.

3. The granting of this variance under the circumstances of this case will not adversely
affect the health, safety or welfare of persons residing in the neighborhood or be detri-
mental to the public welfare, or to other property or improvements in said neighborhood
because: Property adjoining the side yard in which encroachment is

requested is used for water storage only and is too small for use
as homesite. Addition proposed will not be visible from any house
in neighborhood.

I HEREBY CERTIFY under penalty of perjury that I have made every reasonable effort
to ascertain the accuracy of the data contained in the statements, maps, drawings,
plans and specifications submitted with this application and that said information is true
and correct to the best of my knowledge and belief. I further consent to any permit
issued in reliance thereon being declared by the Town Council to be null and void in the

TOWN OF ROSS

NOTICE OF HEARING

Application for a Variance has been received from:

Mr. and Mrs. Roger F. Hooper

Location of property:

70 Ivy Drive. (73-143-01) 10,000 square foot zone.

Variance requested:

Construction of master bedroom, dressing room and bath, and enlarging of living room, all on west side of non-conforming house and resulting in 3' sideline setback to roof overhang (15' required). Property adjoining on west side is owned by the Katherine Branson School and is used only for water storage. Applicant's house is too small for family and expansion is practicable only to west as property is not contiguous with any other parcel used for, or available for, residential use. Addition would not be visible from any other house in neighborhood. Proposed lot coverage: 19.5%.

Request will be heard at Council meeting to be held:

November 12, 1964. 8 PM.

If further information is desired please contact Building Inspector Regoni or Town Clerk.

NATALIE G. LEWIS
TOWN CLERK

(73-143-01) Hooper Variance

Box 746

Balsley Savings & Loan
Arbelle ✓ Mr. & Mrs. Virgil W. Box 765
Morrison " " " Robt. R. " 318
K. B. S. ✓ —
Begg ✓ Mr. & Mrs. Florian D " 944
Josephson, Mr. & Mrs. Clifford Box 912
Berry ✓ " " " Ellis C. Jr. 30 Hill Rd.
Spencer, " " " Jack Box 405
Humphrey, G. Wray —
Erastowski, Theodore F. —
Doyle ✓ Mr. & Mrs. Glen. 42 Southwood
~~Sala~~
Blashaw ✓ Mr. & Mrs. Richard B. Box 101
Vetromile, " " " John P. 753 19th Ave. S.E.
Barnes ✓, Carol W. Box 492
Ribeiro ✓, Mr. & Mrs. Geo. J. Egg Dr.
Putsch ✓ " " " Jos. P. Ames Ave.
Draffus ✓, Robt. J. Box 483
Jeffries ✓, Mr. & Mrs. Donald J. Upper Ames

The variance requested by Roger F. and Patricia B. Hooper to permit expansion of their house at 70 Ivy Drive, Ross, by reducing side yard at westerly boundary, as shown in drawings bearing their name and dated 22 October 1964, has the approval of the undersigned.

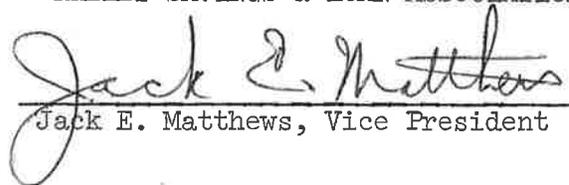
Robert L. Dreyfus
Spencer Wake
George John Rubin
F. D. Day
Robert M. Newson
Paul C. Taylor

The variance requested by Roger F. and Patricia B. Hooper to permit expansion of their house at 70 Ivy Drive, Ross, by reducing side yard at westerly boundary, as shown in drawings bearing their name and dated 22 October 1964, has the approval of the undersigned.

The Katharine Bramson School
by Virginia P. Livermore, Pres.

The variance requested by Roger F. and Patricia B. Hooper to permit expansion of their house at 70 Ivy Drive, Ross, by reducing side yard at westerly boundary, as shown in drawings bearing their name and dated 22 October 1964, has the approval of the undersigned.

BERKELEY SAVINGS & LOAN ASSOCIATION


Jack E. Matthews, Vice President

1-HOOPER
6/14/56

NOTICE OF HEARING ON APPLICATION FOR RELIEF UNDER
PROVISIONS OF SECTION IOIII7 OF THE " ROSS MUNICIPAL CODE".

NOTICE IS HEREBY GIVEN, pursuant to the requirements of
Section IOIII7 of the Ross Municipal Code, that the Town Council of
the Town of Ross, will consider the application of, Mr. Roger Hooper,
for relief from the requirements of Section IOIII7 Of the Ross Municipal
Code, on Thursday Evening, June 14, 1956, at Eight O'Clock P.M. in the
Town Hall, Ross.

Relief is desired as to front yard area and rear yard area for the
construction of a Residence. The location where the variance is requested
is Lots, 63 and 64, (Top of Ivy Drive, Ross.)

Notice is further given, that at the same time and place any and all
persons and the public generally may appear and make or offer any objection
which they may have for the granting of said relief and/or be heard
thereon and show cause why same should not be granted.

Said Town Council at said time and place will proceed to hear and
pass upon all protests , and shall have the power to adjourn said
hearing and its decision on all matters shall be final and conclusive.

W. Cole
W. Cole
Town Clerk
Ross, California

JUNE
Dated ~~Mar.~~ 4, 1956.

6/14/56 VAR # 59
JK

ORIGINAL

Essential characteristics of property and basic considerations leading to attached plan for development:

location

Property in question is somewhat unusual in that it shares no boundary with property now or potentially in residential use. On three sides it is bounded by a public road; on the other by a small strip of property on which water tanks serving the Branson School are located.

There seems, furthermore, to be little likelihood that any lots immediately across Ivy Drive from this property could be developed in such a way as to be affected by the improvements here proposed. To the south all lots are served by other streets, and all are developed with houses situated at a level considerably below that of Ivy Drive and therefore in no direct visual relationship with this property in question. To the north Ivy Drive drops to an even lower level, well below that of the proposed house; the ground across the road at this point forms a virtual cliff, so steep as to seem useless for building.

Nearest neighbors, existing or potential, are the houses situated across Ivy Drive on the curve bounding the east end of the property. Proposed development therefore has allowed for maximum setback at this side of the property.

shape and topography

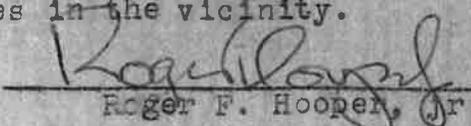
There is a possible question of definition of "front", "side" and "rear" yards in this case, due to the existence of a road on three sides of the property, but natural vehicular access is from the level and higher side to the south. If the latter side is assumed to be "front" and the north side to be "rear", then required front and rear yards would absorb 65 feet of the 85-foot average width of property, leaving a most inadequate and badly-located strip for building development. The arrangement shown locates the house well toward the north line, where it would be least conspicuous, and saves the level and sunny side for car shelter and outdoor living. "Side" yards of generous dimensions are maintained, so that overall relationship of house to property more than meets minimum density requirements implicit in Code. In effect, this request is to change the direction, not the dimensions, of required setbacks.

trees and view

Proposed arrangement is designed to preserve the largest and best of the many trees on the property, which are an asset to the whole surrounding area. It is particularly desired to maintain a screen of trees between proposed house and closest neighbors to the east.

House is oriented to take maximum advantage of fine view to the north. It would not block the view from, indeed would scarcely be visible from, other houses in the vicinity.

Ross, California
June 1, 1956.


Roger F. Hooper, Jr.

supplementary statement in support of application for variance from provisions of Section 10114 of Ross Municipal Code.

the matter be carried over to the December meeting. Mr. Elliott informed Mr. Walter that, if he were not ready to go ahead by the December meeting, he would nevertheless have to appear at the meeting to request a further continuance.

5. Use Permits.

- a. Mr. and Mrs. Henry W. Calvin, Madrona Ave. (73-252-09) Acre Zone. Construction and use of servant's quarters. There were no objections. Mr. Jones moved that the Use Permit be granted. Mr. McAndrew seconded the motion which was unanimously passed.
- b. Mr. Kenneth K. Bechtel, 100 Rock Road, Kent Woodlands. (73-291-03) Acre zone. Construction and use of detached guest house. Mrs. Van Boecop objected from the floor and a letter was read from Dr. and Mrs. Gregory Smith of Kent Woodlands objecting. Mr. Jones asked Mr. Bechtel whether the plans had been submitted to Kent Woodlands for approval. Mr. Bechtel said they had not but that he would certainly comply with any and all restrictions. Mr. Jones moved the permit be granted. Mr. Scott seconded the motion which was unanimously passed.

6. Hillside Construction.

Mr. Kenneth K. Bechtel was given unanimous approval for construction of the above mentioned guest house on a slope in excess of 30%, subject to the recommendations included in the letter from Mr. John C. Oglesby, addressed to the Town Council, and dated October 28, 1964.

7. Variances.

- * a. Variance #257. Mr. and Mrs. Roger F. Hooper, 70 Ivy Drive. (73-143-01) 10,000 square foot zone. Construction of master bedroom, dressing room and bath, and enlarging of living room, all on west side of non-conforming house, and resulting in 3' sideline setback. Mr. Hooper maintained that the adjoining lot, owned by the Katharine Branson School and used for water storage, was too small for a building site, that architecturally it was only feasible to add to his house on the west side, and that Mr. Morrison had been granted a 5' variance on the other side of the Katharine Branson School lot. Mr. Roy Jones and Mrs. Anne Jones objected to the granting of a 3' setback. Mr. Scott was of the opinion that the lot would never be built on due to its size. He moved that the variance be granted, Mr. McAndrew seconded the motion which passed with Mr. Jones objecting.
- b. Variance #258. Mr. E. Z. Lewis, Glenwood Ave. (73-031-09) 20,000 square foot zone. Construction of an enclosed entrance and access way between two separate buildings resulting in 19' sideline setback. Mr. McAndrew moved that the variance be granted, noting however that construction had been started without a building permit. Mr. Jones seconded the motion which was unanimously passed.

10. Subdivisions.

- a. Arthur G. Dettner, Winding Way (72-031-18 and 72-121-21) Acre Zone. To allow 1/10 acre portion of Curtis Hayden property to be added to Dettner homesite. Mrs. Isabel Granville presented plans and explained that this small strip has been used by the Dettners for many years and making it a part of their property is a logical step. Mayor Allen asked Mrs. Granville to remind Mr. Dettner of the \$40.00 engineer's fee still outstanding. Mrs. Lewis moved that the subdivision be granted, Mr. Jones seconded and the motion was unanimously passed.
- * b. Roger F. Hooper, Ivy Drive (73-143-01) 10,000 sq. ft. zone. Subdivision of portion of parcel 73-143-02 owned by Katherine Branson School to add triangular piece approximately 420 sq. ft. to Hooper property. Mr. Jones moved that the subdivision be granted, subject to the submission of an 8½ x 11" drawing showing both properties combined with the new division line and the old division line clearly indicated and precisely dimensioned, including resultant areas of each parcel. This map is to be drawn by a licensed surveyor. Mr. Martinelli seconded the motion, which was unanimously passed.
- c. The application of Dr. and Mrs. Robert H. Conner was withdrawn.

11. Variance.

Maurice L. Rosano, 224 Laurel Grove Ave. (72-092-01) Acre Zone. Construction of gazebo, approximately 24' x 16' on property line, to provide shade at pool site. Mr. Rosano presented his plans and explained the need for the structure to provide shade in an extremely hot area. The pool was constructed in its present location so that valuable trees would not have to be removed. The Council expressed its opinion that no hardship exists in this instance and Mr. Martinelli moved that the variance be denied. Mr. Jones seconded the motion, which was unanimously passed.

17399

SUBDIVISION APPROVAL
(Ord. 210)

OFFICE OF TOWN CLERK
ROSS, CALIFORNIA

Town of Ross, California

No. 20

Name of Applicant Roger F. Hooper

Address 70 Ivy Drive Ross, California

Assessor's Parcel No. 73-143-01

WITNESSETH

WHEREAS the applicant(s) have applied to the Town of Ross for permission to subdivide that certain parcel of real property situated in the Town of Ross, County of Marin, State of California, a description of which is attached hereto, marked Exhibit A, and made a part hereof:

- The Town of Ross hereby approves the said subdivision of said real property into two (2) parcels as set forth on the plat of said real property attached hereto, marked Exhibit B, and made a part hereof, which parcels are described in the metes and bounds description of said property attached hereto, marked Exhibit C, and made a part hereof.
- This approval was granted at a regular meeting of the Town Council of the Town of Ross on April 14, 1966, subject to the following conditions:

None

[Signature]
Signature of Applicant

TOWN OF ROSS

By Virginia Stott
Town Clerk

Dated June 1, 1966

17399

RECORDED AT REQUEST OF

Town of Ross

BOOK 2055 PAGE 1

AT 25 MIN. PAST 10 A M.

JUN 3 - 1966

Official Records of Marin County, Calif.

N. J. Giacomini

REC'D BY G. G. BLUS RECORDER

BOOK 2055 PAGE 1



Meeting - April 14th.
Application should be in by March 30th.

\$40⁰⁰ pd 3/30/66

APPLICATION FOR INFORMAL SUBDIVISION
OF THREE LOTS OR LESS
UNDER SECTION 10 202.5 OF THE
ROSS MUNICIPAL CODE

40

Fill out the following in duplicate giving complete information. Application and a \$~~15~~ filing fee must be in the Clerk's Office at least 15 days preceding the regular meeting of the Town Council at which application is to be heard. (Meetings are held at 8 PM on the second Thursday of every month.)

NAME OF APPLICANT Roger F. Hooper DATE 30 March 66

ADDRESS 70 Ivy Drive, Ross PHONE G14-0386
Yu6-5855

Property situated at: Assessor's Map No. 73-143-01

Address Ivy Drive (Portion Lot 62, Fernhill Park)

Legal owner of property Katharine Branson School

Status of applicant if not legal owner Proposed Buyer

Applicant is required to submit two copies of a tentative map drawn in ink or indelible writing substance on sheets of good paper or tracing cloth at least 8-1/2" in width and 11" in length. The following information and data shall be furnished on the drawings or in an accompanying statement: One copy of map must be 8 1/2 x 11 for recording purposes.

1. The tract name, legal description, assessor's parcel number, date, north point, basis of bearing, scale, existing lot lines, sufficient description to define the location and boundaries of the proposed tract, and sufficient elevations or contours to determine the general slope of the land.
2. The location, names and existing widths of all adjoining and contiguous streets and ways.
3. The location, widths, length of radius on all curves, and approximate grades of all streets and ways in the proposed subdivision.
4. The approximate widths, locations and purpose of all existing easements within or adjacent to the proposed subdivision, and of all easements proposed for the subdivision.
5. The lot layout with the precise dimensions of each lot, and each lot to be numbered consecutively throughout the subdivision. Square footage of lots created and average slope of lots shall be required.
6. The approximate location of any buildings or trees with respect to existing or proposed street or lot lines, and the approximate location of all areas subject to inundation or storm water overflow, with the direction and flow of all water courses, together with proposed

(over)

drainage plans, if any.

7. Statements as to type of streets, utilities, sewage disposal and other improvements to be installed.
8. Advance approval by Ross Fire Chief of fire protection available or proposed.
9. The location of existing sewer facilities, and indication of how and where connections will be made with public sewer and water lines.

NOTE:

1. The above procedure is only for Informal Subdivisions of three or less lots, and if it appears to the Town Council that applicant is attempting to avoid compliance with other sections of the Ordinance by successive applications under this Section, the Council shall require that said subdivision shall be processed as a Formal Subdivision.
2. Unless expressly waived by the Town Council, a performance bond will be required in an amount sufficient to cover estimated costs of roads within the proposed subdivision, extending necessary utilities, grading of sites, and the cost of any other required improvements.
3. Unless expressly waived by the Town Council, a Soil Engineer's report shall be required in areas where the average slope of the parcel subdivided, or of any lots created, is 30% or more.
4. In all cases where a new public street or any extension of an existing public street is involved, the subdivision shall be processed as a Formal Subdivision.

I HEREBY CERTIFY under penalty of perjury that I have made every reasonable effort to ascertain the accuracy of the data contained in the statements and maps submitted with this application and that said information is true and correct to the best of my knowledge and belief. I further consent to any permit issued in reliance thereon being declared by the Town Council to be null and void in the event that anything contained therein is found to be erroneous because of an intentional or negligent misstatement of fact.



Signature of Applicant

Application (Granted) (Denied) Date _____

30 March 1966

~~Roger A. Hooper~~
Roger A. Hooper

subdivision is proposed to permit the sale of a
small triangular parcel of approximately 420 square
feet by the Katharine Branson School to applicant.
No new lot will be created thereby.
It approved this change will bring the common property
line approximately parallel to the Hooper's house,
allowing a continuous roof eave and increasing the yard
on this side from 3 feet to 5 feet.

Statement



PHILIP B. LYGREN, CIVIL ENGINEER -- LAND SURVEYOR

3562 REDWOOD HWY.

P. O. BOX "O", CIVIC CENTER BRANCH

479-2515

SAN RAFAEL, CALIFORNIA 94903

April 11, 1966

Town Council
Town of Ross
Ross, California

Honorable Council:

Following is my report on the Informal Subdivision Application filed by Roger F. Hooper affecting Assessor's Parcel Nos. 73-143-01 (Hooper) and 73-143-02 (Katherine Branson School). As I understand the application, Mr. Hooper wishes to acquire a triangle (approximately 420 sq.ft.) from the Katherine Branson School Tank Lot (Portion Lot 62, Fernhill Park) and combine it with his property (Lots 63 and 64, Fernhill Park - approximately 12,900 sq.ft.) on Ivy Drive.

The school tank lot comprises some 3,800 sq. ft. which makes it a non-conforming lot in the R-1:B-10 zone. This proposed change would of course increase the non-conformity. Eventually this parcel should be absorbed by adjacent properties.

This is in effect a request for a change of lot line and permits more adequate side yard for the Hooper residence, but somewhat reduces the side yard for the tank house.

If your Council wishes to approve this change, I would recommend that approval be subject to the following:

1. Approval of the Ross Fire Chief, since clearance with existing structures is affected.
2. Submission of an 8 1/2" x 11" drawing showing both properties combined with the new division line and old division line clearly indicated and precisely dimensioned, including resultant areas of each parcel. This drawing should be filed with the County Recorder.

Respectfully submitted,


Philip B. Lygren
Ross Town Engineer

PBL/ml1

CC: Roger F. Hooper
Virginia Stott
Robert Elliott
Elmer Scott
Chief Henrich

17399

SUBDIVISION APPROVAL
(Ord. 210)

Town of Ross, California

OFFICE OF TOWN CLERK
ROSS, CALIFORNIA

No. 20

Name of Applicant Roger F. Hooper

Address 70 Ivy Drive Ross, California

Assessor's Parcel No. 73-143-01

WITNESSETH

WHEREAS the applicant(s) have applied to the Town of Ross for permission to subdivide that certain parcel of real property situated in the Town of Ross, County of Marin, State of California, a description of which is attached hereto, marked Exhibit A, and made a part hereof:

1. The Town of Ross hereby approves the said subdivision of said real property into two (2) parcels as set forth on the plat of said real property attached hereto, marked Exhibit B, and made a part hereof, which parcels are described in the metes and bounds description of said property attached hereto, marked Exhibit C, and made a part hereof.
2. This approval was granted at a regular meeting of the Town Council of the Town of Ross on April 14, 1966, subject to the following conditions:

None

TOWN OF ROSS

[Signature]
Signature of Applicant

By Virginia Stott
Town Clerk

Dated June 1, 1966

17399



RECORDED AT REQUEST OF
Town of Ross
AT 25 MIN. PAST 10 A. M.
JUN 3 - 1966
Official Records of Marin County, Calif.

BOOK 2055 PAGE 1

N. J. Giacomini
RECORDER

BOOK 2055 PAGE 1

THE KATHARINE BRANSON SCHOOL WATER TANK PROPERTY

EXHIBIT A

EXISTING:

Commencing at a point on the Northerly line of Ivy Drive at the Southeast corner of Lot 62 as said lot is laid down and designated on Map of Fernhill Park, filed in the office of the County Recorder of the County of Marin, on May 11, 1915, in Map Book 4, Page 86; thence Westerly along the Northerly line of Ivy Drive 40.01'; thence North $2^{\circ}48'$ West 96.21' to the Southerly line of Ivy Drive; thence Easterly along the Southerly line of Ivy Drive 40.1' to the Northeast corner of said Lot 62; thence South $2^{\circ}48'$ East 93.43' to the place of beginning; being a portion of Lot 62 of said Fernhill Park.

The Town Council of the Town of Ross in Regular Meeting of April 14, 1966, approved transfer of portion of Lot 62 (Portion of Katharine Branson School Property) to Lots 63 & 64 (Hooper Property), Fernhill Park.

EXHIBIT B

Philip B. Lygren
Signature of Applicant



Virginia Stott
Town Clerk

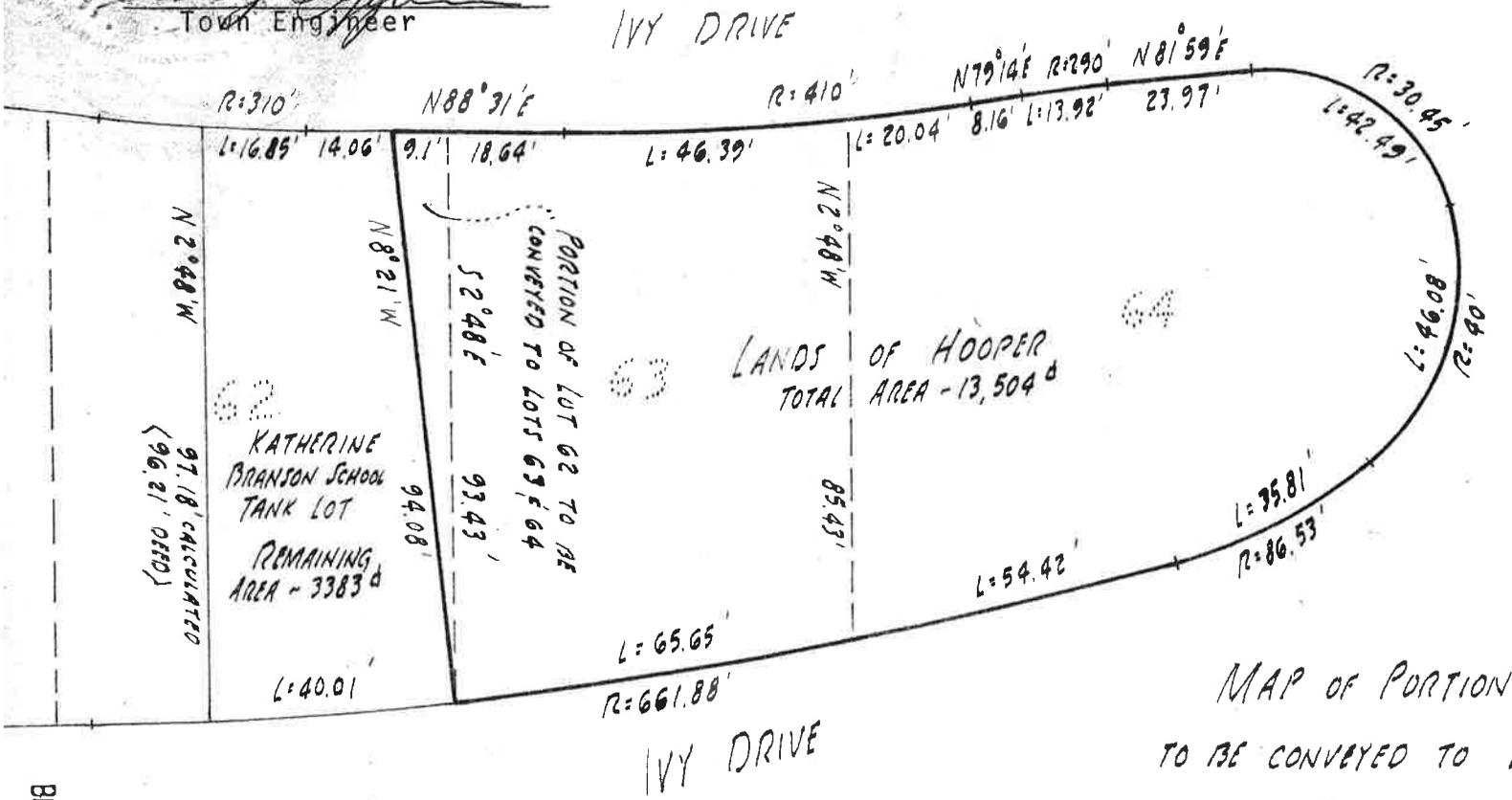
Verified for conformance with Town Council approval.

RECEIVED

MAY 10 1966

PHILIP B. LYGREN
CIVIL ENGINEER LAND SURVEYOR

Philip B. Lygren
Town Engineer



MAP OF PORTION OF LOT 62
TO BE CONVEYED TO LOTS 63 & 64
FERNHILL PARK
ROSS - CALIF.
FOR ROGER HOOPER
SCALE - 1" = 30' N^o 2534 MAY 1966
HOOL & LOCKETT
LAND SURVEYORS



NORTH



IVY

DRIVE

R=310' 40.1' N88°31'E

30.0'

9.1

N108°21'W

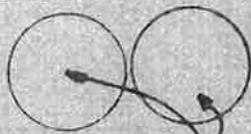
94.08'

N102°48'W

93.43

K.B.S.
PORTN LOT 62

EXISTING
TANK
HOUSE



EXISTING WATER TANKS

40.01'

ADDN

ROOF EAVE

HOOPER
HOUSE

LOTS NO. 63 & 64
ASS PARC. NO. 73-148-01

PROPOSED

EXISTING LINE

R=661.88'

IVY

DRIVE

PORTION OF FERNHILL PARK SUBDIVISION

SCALE 1"=20'-0"
30 MARCH 1966

APPLICATION FOR VARIANCE
UNDER ORDINANCE NO. 220 - THE ZONING ORDINANCE
OF THE TOWN OF ROSS

PROPOSED VARIANCE
MUST BE STAKED

NAME OF APPLICANT ROGER F. & PATRICIA B. HOOPER DATE 23 APRIL 1980

ADDRESS 70 IVY DRIVE PHONE 454-0386

To the Town Council
Ross, California

Application is hereby made for a VARIANCE from the strict application of Section _____
of the Zoning Ordinance of the Town of Ross to permit the following:

CONSTRUCTION OF PERGOLA INSIDE ENTRANCE GATE,
WHOLLY WITHIN FRONT YARD, SET BACK 5'-0" FROM STREET #.

on property situated at: Assessor's Map No. 73-143-18 (PARCEL NO.)

Address 70 IVY DRIVE Subdivision FERNHILL PARK

Legal owner of parcel ROGER F. & PATRICIA B. HOOPER

Status of applicant if not legal owner _____

The following statements and attached plans are offered in substantiation of my request:

1. The exceptional or extraordinary circumstances or conditions applying to the land, building, or use referred to in this application which do not apply generally to land, buildings and/or uses in the same district are as follows:

PROPOSED STRUCTURE IS AN OPEN FRAMEWORK INTENDED TO SUPPORT VINES OR IVY - TO REPLACE DEAD LIVE OAK TREE, WHICH FORMERLY SPREAD OVER ENTRANCE GATE & STEPS AND FROM WHICH LIGHTS WERE HUNG.

2. The granting of the application is necessary for the preservation and enjoyment of substantial property rights of the petitioner because:

STRUCTURE & FOLIAGE IT SUPPORTS WILL SHIELD THE PROPERTY FROM STREET & GATE, PROTECTING PRIVACY OF PRIMARY OUTDOOR LIVING SPACE AND SUPPORTING GARDEN LIGHTING NECESSARY TO SAFE ACCESS.

3. The granting of this variance under the circumstances of this case will not adversely affect the health, safety or welfare of persons residing in the neighborhood or be detrimental to the public welfare, or to other property or improvements in said neighborhood because:

IN OPINION OF APPLICANT, PROPOSED STRUCTURE WILL ENHANCE THE APPEARANCE OF THE PROPERTY FROM THE STREET AND FROM NEIGHBORING PROPERTY.

I HEREBY CERTIFY under penalty of perjury that I have made every reasonable effort to ascertain the accuracy of the data contained in the statements, maps, drawings, plans and specifications submitted with this application and that said information is true and correct to the best of my knowledge and belief. I further consent to any permit issued in reliance thereon being declared by the Town Council to be null and void in the event that anything contained therein is found to be erroneous because of an intentional or negligent misstatement of fact.

Patricia B. Hooper

Roger Hooper
Signature of Applicant

Application (Granted) (Denied) Date _____

VARIANCE INFORMATION

Name of Applicant ROGER F. & PATRICIA B. HOOPER

Address 70 IVY DRIVE, ROSS

A. Lot Size	<u>13.550</u> sq. ft. (planimeter)		
B. Floor Area Existing (Incl. decks, balconies, porches, sheds & garages)	<u>4,098</u> sq. ft.	E. Existing Building Coverage (Land area covered by all buildings, incl. all projections)	<u>4,220</u> sq. ft.
C. Floor Area added	<u>NONE</u> sq. ft. *		
	_____ "		
	_____ "	<u>NONE</u> sq. ft. *	
D. New Total Floor Area	<u>4,098</u> sq. ft.	F. New Building Coverage	<u>4,220</u> sq. ft.
Existing Floor Area Ratio $\left(\frac{B}{A}\right)$	<u>30.2</u> %	Existing Lot Coverage $\left(\frac{E}{A}\right)$	<u>31.1</u> %
New Floor Area Ratio $\left(\frac{D}{A}\right)$	<u>30.2</u> %	New Lot Coverage $\left(\frac{F}{A}\right)$	<u>31.1</u> %
Allowable Floor Area Ratio	_____ %	Allowable Lot Coverage	_____ %

* PROPOSED STRUCTURE CONSISTS OF OPEN TRELLIS, APPROXIMATELY 216 SQ. FT. IN AREA OVER CONCRETE SLABS & STEPS ON GRADE (IN PART EXISTING). IT IS INTENDED AS SUPPORT FOR PLANT MATERIAL & IS ESSENTIALLY OPEN TO THE SKY. (OVER

IF PERGOLA INCLUDED IN FLOOR AREA & COVERAGE RATIOS:

$$\frac{D}{A} = \frac{4098 + 216}{13,550} = 31.8\%$$

$$\frac{F}{A} = \frac{4220 + 216}{13,550} = 32.7\%$$

NOTICE OF HEARING
TOWN OF ROSS

Application for a VARIANCE has been received from:

ROGER F. HOOPER JR.

Location of Property:

70 Ivy Drive (73-143-18) 10,000 sq. ft. zone

Request is to allow:

Construction of pergola inside entrance
gate 5' from front property line (25' required)

Lot Area	13,550 sq. ft.
Present lot coverage	31.1%
Proposed " "	31.8%
Present floor area ratio	30.2%
Proposed " " "	32.7%
	(20% allowed)

Application will be heard at Regular Council Meeting to be held:

May 8, 1980 at 8:00 P.M.

If further information is required, please contact Building Inspector
or Town Clerk.

Virginia Stott
Town Clerk

Staff Use Only
 Received By: _____
 Date: _____



Town of Ross
Planning Department
 Post Office Box 320, Ross, CA 94957
 Phone (415) 453-1453, option 5 Fax (415) 453-1950
 Web www.townofross.org Email esemonian@townofross.org

ADVISORY DESIGN REVIEW GROUP APPLICATION

Parcel Address 70 IVY DRIVE

Assessor's Parcel Number 73-143-18

Legal Owner of Parcel JAMES + BRETT COLLINS

Mailing Address PO BOX 934

City ROSS State CA ZIP 94957

Day Phone 415-637-3264 Evening Phone _____

Fax _____ Email _____

Architect (Or applicant if not owner) TURNBULL GRIFFIN HAESLOOP

Mailing Address 11660 BUSH STREET, SUITE 200

City SAN FRANCISCO State CA ZIP 94109

Phone 415-441-2300 ex 210

Fax 415-441-2385 Email georgianna@tgharchitects.com

Existing and Proposed Conditions (For definitions please refer to attached fact sheet.)

Lot Size 13.515 sq. ft.

Existing Coverage 4309 sq. ft. Existing Floor Area 4431 sq. ft.

Existing Lot Coverage 31.8 % Existing Floor Area Ratio 32.7 %

Coverage Removed 0 sq. ft. Floor Area Removed 0 sq. ft.

Coverage Added 0 sq. ft. Floor Area Added 0 sq. ft.

Net Change- Coverage 0 sq. ft. Net Change- Floor Area 0 sq. ft.

Proposed Lot Coverage 31.8 % Proposed Floor Area Ratio 32.7 %

Proposed New Retaining Wall Construction NA ft. (length) NA ft. (max height)

Proposed Cut NA cubic yards Proposed Fill NA cubic yards



Town of Ross

Planning Department

Post Office Box 320, Ross, CA 94957

Phone (415) 453-1453, option 5 Fax (415) 453-1950

Web www.townofross.org

Email eseonian@townofross.org

Staff Use Only
Received By: _____
Date: _____

ADVISORY DESIGN REVIEW GROUP APPLICATION

Parcel Address _____

Assessor's Parcel Number _____

Legal Owner of Parcel _____

Mailing Address _____

City _____ State _____ ZIP _____

Day Phone _____ Evening Phone _____

Fax _____ Email _____

Architect (Or applicant if not owner) _____

Mailing Address _____

City _____ State _____ ZIP _____

Phone _____

Fax _____ Email _____

Existing and Proposed Conditions (For definitions please refer to attached fact sheet.)

Lot Size 15,206 sq. ft.

Existing Coverage 4309 sq. ft. Existing Floor Area 4431 sq. ft.

Existing Lot Coverage 28.3 % Existing Floor Area Ratio 29.1 %

Coverage Removed 0 sq. ft. Floor Area Removed 0 sq. ft.

Coverage Added 0 sq. ft. Floor Area Added 0 sq. ft.

Net Change- Coverage 0 sq. ft. Net Change- Floor Area 0 sq. ft.

Proposed Lot Coverage 28.3 % Proposed Floor Area Ratio 29.1 %

Proposed New Retaining Wall Construction N/A ft. (length) N/A ft. (max height)

Proposed Cut N/A cubic yards Proposed Fill N/A cubic yards

CONDITIONS POST LOT MERGER APPROVED BY TOWN COUNCIL JANUARY 2009. MARIN COUNTY APPROVAL PENDING

PROJECT DESCRIPTION

70 Ivy Drive
AP #: 73-143-18
James and Brett Collins

The proposed exterior alterations to the existing residence and carport at 70 Ivy Drive include: removing the existing tar and gravel roof and installing a new standing seam metal roof, roof insulation, adding 2 skylights on the north roof slope, adding a solar tube skylight on the south roof slope, repainting of exterior painted wood, a diagonal wood seismic brace at the existing carport, and removing an existing pine tree in contact with the carport roof. The existing 2x3 wood roof decking is to remain and is to be repaired as required. The existing alternating 2x3 wood roof eave detail is in disrepair and we are proposing to remove the alternating pieces beyond the roof edge.

The proposed standing seam metal roof has a significantly longer lifespan than asphaltic roofing materials, will reduce solar heat gain, and is a good substrate for a future photovoltaic array. A future photovoltaic array can be clipped to the metal standing seams without penetrating the metal or roof membrane. The proposed roof assembly will include new insulation over the existing 2x3 roof deck to comply with current energy standards and increase thermal comfort inside the house. The new insulation will be approximately 2" thicker than existing and will raise the overall height of the house approximately 2". The proposed skylights will bring natural light into the upper floor on the relatively dark north side, and to the lower floor bathroom via a 'Solatube' skylight.

The proposed exterior paint colors are very similar to the existing palette, but will be fresher and richer.

The interior modifications include new lighting at the upper floor and a new or modified interior stair guardrail to comply with existing codes.

Project Description

A complete description of the proposed project (attach separate sheet if necessary).

Project Architect's Signature

I HEREBY CERTIFY under penalty of perjury that I have made every reasonable effort to ascertain the accuracy of the data contained in the statements, maps, drawings, plans, and specifications submitted with this application and that said information is true and correct to the best of my knowledge and belief. I understand that any permit issued in reliance thereon may be declared by the Town Council to be null and void in the event that anything contained therein is found to be erroneous because of an intentional or negligent misstatement of fact.

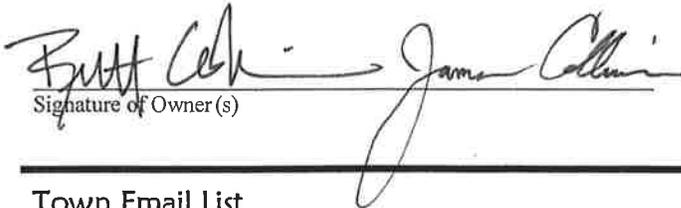


Signature of Architect

3.18.09
Date

Owner's Signature

I HEREBY CERTIFY under penalty of perjury that I have made every reasonable effort to ascertain the accuracy of the data contained in the statements, maps, drawings, plans, and specifications submitted with this application and that said information is true and correct to the best of my knowledge and belief. I further consent to any permit issued in reliance thereon being declared by the Town Council to be null and void in the event that anything contained therein is found to be erroneous because of an intentional or negligent misstatement of fact.



Signature of Owner(s)

3/18/2009
Date

Town Email List

If you would like to receive copies of upcoming Town Council agendas and other items of interest to Ross residents please give us your email address below.

Email(s) _____

To: Mayor and Ross Town Council
From: Dani Hamilton, Senior Planner
Re: Ching & Collins, 102 Ivy Drive/70 Ivy Drive Lot Merger/Resubdivision
Date: January 8, 2009

I. Project Summary

Owner 1st Parcel: Ward and Melinda Ching
Location: 102 Ivy Drive
A.P. Number: 73-143-18
Zoning: R-1:B-10 (Single Family Residential, 10,000 sq. ft. minimum lot size)
General Plan: Medium Low Density (3-6 Units per Acre)
Existing Parcel Size: 16,615 square feet
Proposed Parcel Size: 18,306 square feet

Owner 2nd Parcel: James and Brett Collins
Location: 70 Ivy Drive
A.P. Number: 73-143-12
Zoning: R-1:B-10 (Single Family Residential, 10,000 sq. ft. minimum lot size)
General Plan: Medium Low Density (3-6 Units per Acre)
Existing Parcel Size: 13,515 square feet
Proposed Parcel Size: 15,206 square feet

Owner(s) 3rd Parcel: Ward and Melinda Ching & James and Brett Collins
Location: Ivy Drive, between 70 and 102 Ivy
A.P. No: 73-143-19
Existing Parcel Size: 3,382
Proposed Parcel Size: 0

II. Project Description

A merger and resubdivision tentative map to equally divide an existing 3,382 square foot undeveloped parcel A.P.N. 73-143-19 between the adjacent properties to the east and west on Ivy Drive. One half of the parcel will be added to 102 Ivy Drive and one half will be added to 70 Ivy Drive. This project will result in the elimination of an existing substandard lot.

III. Discussion

Staff supports this application to eliminate an existing substandard lot (A. P. No. 73-143-19 only 3,382 square feet), which is well below the required minimum lot size of 10,000 square feet for the area. Branson School previously owned the lot and it was purchased jointly by the adjacent property owners. Dividing it equally and adding the area to 70 Ivy and 102 Ivy represents a positive by eliminating this substandard lot.

The project is categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) Sections 15305, minor alterations in land use limitations.

IV. Recommendation

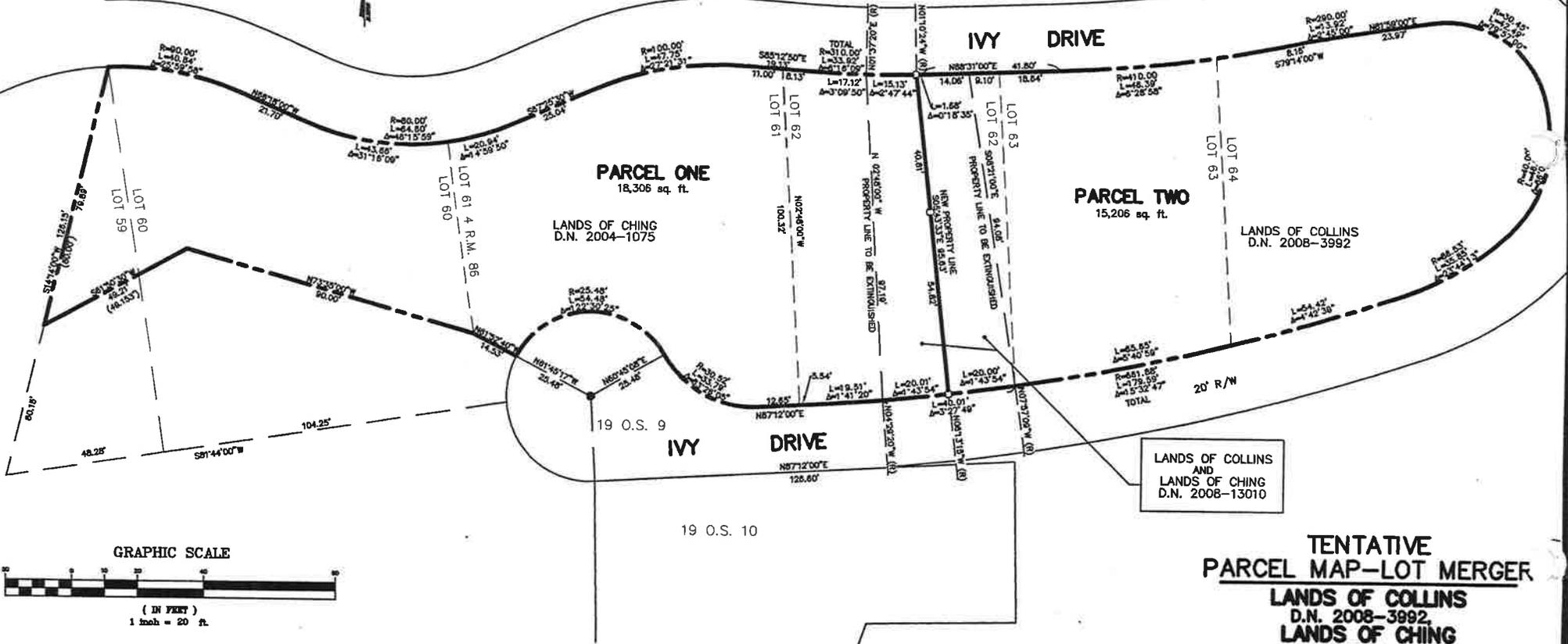
Staff recommends that the Council approve the proposed merger and resubdivision subject to the following findings and conditions:

Findings:

1. This project is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guideline Section 15305, minor alterations in land use limitations.
2. This project will eliminate an existing substandard lot.
3. This project is consistent with the Town of Ross Zoning Ordinance, Subdivision Ordinance and General Plan.
4. This project is consistent with the State Subdivision Map Act.

Conditions:

1. The Town approves this merger and resubdivision tentative map as submitted except as otherwise provided in these conditions.
2. The final map document shall be submitted to the Planning Department for review for consistency with this approval prior to recordation.
3. Failure to record the tentative map by January 15, 2011 shall cause the approval to lapse without further notice.
4. The applicants and/or owners shall defend, indemnify, and hold the Town harmless along with its boards, commissions, agents, officers, employees, and consultants from any claim, action, or proceeding 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 because of any claimed liability based upon or caused by the approval of the project. The Town shall promptly notify the applicants and/or owners of any such claim, action, or proceeding, tendering the defense to the applicants and/or owners. The Town shall assist in the defense; however, nothing contained in this condition shall prohibit the Town from participating in the defense of any such claim, action, or proceeding so long as the Town agrees to bear its own attorney's fees and costs and participates in the defense in good faith.



LEGEND
 ● FOUND PIPE
 ○ SET 3/4" PIPE & PLUG, L.S. 4694

NOTES
 1. ALL DISTANCES ARE IN FEET AND DECIMALS THEREOF.
 2. (S59°18'00"W 143.07') DIMENSIONS SHOWN THUSLY ARE OF PREVIOUS RECORD AND DO NOT COINCIDE WITH THOSE DETERMINED BY THIS SURVEY.



**TENTATIVE
 PARCEL MAP—LOT MERGER**
**LANDS OF COLLINS
 D.N. 2008—3992,
 LANDS OF CHING
 D.N. 2004—1075
 LANDS OF COLLINS & CHING
 D.N. 2008—13010
 BEING LOTS 61—64 AND
 A PORTION OF LOTS 59 & 60
 FERNHILL PARK, 4 R.M. 88**

ROSS MARIN COUNTY CALIFORNIA
LAWRENCE P. DOYLE
 LAND SURVEYOR/CIVIL ENGINEER
 100 HELENS LANE MILL VALLEY, CA 94941 (415) 388-8585

SHEET 2 OF 2
 DRAWING NO. 1784-08 AP. 073-143-12, 18, & 19
 DATE: 12/15/2008



Town of Ross

Planning Department
P. O. Box 320, Ross, CA 94957
Telephone (415) 453-1453 ext. 1
www.townofross.org

Town of Ross,

We have received approval for our remodel from all neighbors.

Forms were completed by all except Steve Daane from who received approval via email. Thank you.
Brett & James Collins

NEIGHBOR

The Town of Ross requires applicant: abutting neighbors prior to submitting t **PRELIMINARY ONLY** and there may be Town during the formal review period, will mail a notice of any public meeting least ten days prior to the meeting. You more information.

ir plans with be considered quired by the ct. The Town residence at partment for

Project Address and Assessor's Parcel No.

70 Ivy Drive

Owner(s) of Parcel

Brett & James Collins

Date of Plans

I am a neighbor of the project site identified above. The applicant has reviewed the project plans with me and I understand the scope of work. I understand that the plans may change during the formal review process.

I approve the plans as proposed

I do not approve the plans as proposed for the following reasons (attach additional material if necessary):

Note: the information on this form will become part of the public record for this project and providing personal information is optional. If you have any concerns with the plans, the Town encourages you to discuss them with the applicant. If the concerns are not resolved, please inform the Planning Department and/or the Town Council. Written comments received by the Planning Department by 5:00 p.m. the Thursday (7 days) prior to the Town Council meeting will be included in the Council agenda packet. Other written comments should be submitted at least 48 hours prior to the Council meeting so the Council has ample time to review the comments.

Neighbor Name(s)

Andrea + David Elfvirt

Neighbor Signature(s)

Andrea Elfvirt

Date

10 July 2015

Neighbor Address

100 Ivy Drive

Neighbor Phone Number and Email

415.254.9039 ; andrea.elfvirt@comcast.net



Town of Ross

Planning Department
P. O. Box 320, Ross, CA 94957
Telephone (415) 453-1453 ext. 121
www.townofross.org

Fax (415) 453-1950

NEIGHBOR ACKNOWLEDGEMENT FORM

The Town of Ross requires applicants for development projects to review their plans with abutting neighbors prior to submitting the project to the Town. These plans should be considered **PRELIMINARY ONLY** and there may be modifications made by the applicant or required by the Town during the formal review period, including at the public meeting on the project. The Town will mail a notice of any public meeting regarding the project to the owner of your residence at least ten days prior to the meeting. You are invited to contact the Town Planning Department for more information.

Project Address and Assessor's Parcel No.

70 Ivy Drive

Owner(s) of Parcel

Brett & James Collins

Date of Plans

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Neighbor Name(s)

WARD CHINU / WILINDA CHINU

Neighbor Signature(s)

[Handwritten Signature]

Date

14 July 2015

Neighbor Address

102 Ivy Dr. Ross 94957

Neighbor Phone Number and Email

415.454.6544

WARD.CHINU@YAHOO.COM



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Project Address and Assessor's Parcel No. _____

70 Ivy Drive

Owner(s) of Parcel _____

Brett & James Collins

Date of Plans _____

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I approve the plans as proposed

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Neighbor Name(s) _____

Betty and Jerry Cruise

Neighbor Signature(s) _____

Betty Cruise, Jerry Cruise

Date

7/12/15

Neighbor Address _____

65 Ivy Dr.

Neighbor Phone Number and Email _____



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Project Address and Assessor's Parcel No.

70 Ivy Drive

Owner(s) of Parcel

Brett & James Collins

Date of Plans

I am a neighbor of the project site identified above. The applicant has reviewed the project plans with me and I understand the scope of work. I understand that the plans may change during the formal review process.

I approve the plans as proposed

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Neighbor Name(s)

Judy Phillips

Judy and Michael Phillips

Neighbor Signature(s)

Michael Phillips

Date

July 11, 2015

Neighbor Address

59 Ivy Drive Ross

Neighbor Phone Number and Email

415-459-4837

mphot@fastmail.fm

7/29/2015

(53788 unread) - jamescollins - Yahoo Mail

Home Mail Search News Sports Finance Weather Games Answers Screen Flickr Mobile Try Yahoo Mail on Firefox

Search

Search Mail

Search Web

Home James

Fw: Fwd: Your trip is a Fw: Project Notice for

Compose

Delete Move Spam More

People

Inbox (9999+)

Drafts (150)

Sent

Spam (353)

Trash

Smart Views

Unread

Starred

People

Social

Travel

Shopping

Finance

Folders (6)

Deleted Items (2)

lame (4)

Sent Items

Fw: Project Notice for 70 Ivy Drive

Brett C

Today at 4:42 PM

To James Collins

On Monday, July 27, 2015 6:09 PM, "stevedaane@aol.com" <stevedaane@aol.com> wrote:

Hi Brett and James,

Congratulations on your upcoming home remodel! You have our support & blessing and I'll be sure and send back the neighbor form to you ASAP.

With regard to the road, we've received threats and harassment over the years always signed "Residents of Upper Ivy Drive," and I'm now sure to what extent you were involved. You seem like nice people and it seemed doubtful to me you authored the hate mail. We wanted was be assessed on a per-project basis, which was what our real estate attorneys at Coblenz-Patch-Duffy in San Francisco and Riede-McCall-Mason in San Rafael told us to do. We've shown the correspondence to the Town of Ross and they said to call the police if anyone from Ivy Drive bothers us.

Please let me know if road maintenance projects were completed which require a contribution from us! Please call me any time at 572 5079, especially if there are any issues related to our tenants.

Thanks! Steve

-----Original Message-----

From: Brett C <bertytude@yahoo.com>
To: Garrett Sheryl <sherylgarrett@gmail.com>; SteveDaane <SteveDaane@aol.com>
Cc: James Collins <jamescollins@yahoo.com>
Sent: Mon, Jul 27, 2015 12:23 pm
Subject: Project Notice for 70 Ivy Drive

Steve and Sheryl,

We hope all is well with you both and that you are enjoying this beautiful summer. We wanted to let you know that we are applying to the town to do some remodeling on the house. We would like to expand the lower floor within the footprint of the addition that was added by the Hoopers in the 1960s. This work will not expand beyond the existing footprint of the house and will be a huge improvement aesthetically as the house will look completed and no longer have part resting on exposed posts and piers. We have attached the plans for you to review. Please let us know if you have any questions or concerns as we would be happy to discuss. We have also included the Neighbor Acknowledgment form that the Town now requires as part of the application process. Please sign and return to us at your earliest convenience.

Thank you very much.

Best regards,
Brett and James Collins

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Town of Ross

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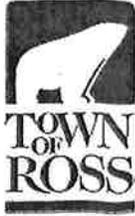
Project Address and Assessor's Parcel No: 70 Ivy Drive
Owner(s) of Parcel Brett and James Collins
Date of Plans _____

I am a neighbor of the project site identified above. The applicant has reviewed the project plans with me and I understand the scope of work. I understand that the plans may change during the formal review process.

I approve the plans as proposed I do not approve the plans as proposed for the following reasons (attach additional material if necessary):

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Neighbor Name(s) STEPHEN DAANE / SHERYL GARRETT
Neighbor Signature(s) Stephen Daane Date 7/28/15
Neighbor Address 63 Ivy Drive
Neighbor Phone Number and Email (415) 572 5079 / stevedaane@gmail



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70 Ivy Drive

Owner(s) of Parcel _____

Brett & James Collins

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Neighbor Name(s) _____

Andrea + David Elkort

Neighbor Signature(s) _____

Andrea Elkort

Date _____

11 July 2015

Neighbor Address _____

100 Ivy Drive

Neighbor Phone Number and Email _____

415.254.9039 ; andrea.elkort@comcast.net