



Staff Report

Date: May 21, 2024
To: Advisory Design Review (ADR) Group
From: Alex Lopez, Assistant Planner
Subject: 51 Sir Francis Drake Blvd (DRP24-0004)

Recommendation

ADR Group consideration and recommendation to the Town Council regarding the merits of the project and consistency with the Design Review criteria and standards of Ross Municipal Code (RMC) Section [18.41 Design Review](#).

Project Information

Property Owner: Noah Berry
Applicant: James Coy Architect
Street Address: 51 Sir Francis Drake
Parcel Number: 073-161-25
Zoning: R-1: B-20
General Plan: L (Low Density)
Flood Zone: AE (Floodway)

Project Data

	Code Standard	Existing	Proposed
Lot Area	20,000 SF	19,651 SF	No change
Floor Area (FAR)	15%	1,734 SF (8%)	2,366 SF (12%)
Building Coverage	15%	2,720 (13.8%)	2,931 SF (14.9%)
Front Setback	25'	13'-3"	No Change
South Side Setback	20'	53' 8"	No Change

	Code Standard	Existing	Proposed
North Side Setback	20'	13'' 3''	No Change
Rear Setback	40'	70'-3''	58' 8''
Building Height	30'	23'-6''	No Change
Parking	3 (1 Covered)	3 (2 Covered)	No Change
Impervious Surface Coverage	Minimize and/or mitigate for any increase.	3,585 SF	4,316 SF

Project Description

The applicant requests a recommendation to the Town Council for Design Review. The project includes an interior renovation and a new one-story rear addition to the existing 1,734 square-foot home. The project proposes to add an access hallway, new laundry room, bedroom, and primary bedroom suite with a bathroom and closet for a total of 632 square-feet of new floor area.

The existing rear yard deck will be partially covered by the new addition, reducing the current total deck area. The exterior materials and trim details for the rear addition will match the existing house. The existing roof will be replaced with new composite shingles and the new addition will have matching materials. Design Review is required for additions exceeding two hundred square feet of new floor area. All exterior materials for the rear addition will match the existing house.

Impervious Surfaces:

The project proposes Impervious surface increase by 731 square-feet, new coverage would be mitigated by adding a 58 square foot water dispersion field for stormwater control.

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

The proposed project is subject to the following permit approval:

- **Design Review is required pursuant to RMC Section 18.41.020** to allow the construction of all new buildings and for all exterior remodeling resulting in additions, extensions or enlargements to existing buildings exceeding two hundred square feet of new floor area, including enclosing existing open areas.

Background

The project site is a 19,651 square-foot lot on Sir Francis Drake Blvd. The lot has a single-family residence which includes an attached garage. The existing single-family residence is legal nonconforming in terms of side yard setbacks. The property is located within the Federal Emergency Management Agency (FEMA) Special Flood Hazard Area Zone AE, which is defined as

an area subject to inundation by the 1-percent-annual-chance flood event (also referred to as the base flood or 100-year flood).



Discussion

The overall purpose of Design Review is to guide new development, to preserve and enhance the special qualities of Ross and to sustain the beauty of the town's environment. Other specific purposes include; provide excellence of design consistent with the scale and quality of existing development; preserve and enhance the historical "small town", low-density character and identity that is unique to the Town of Ross; preserve lands which are unique environmental resources; enhance important community entryways, local travel corridors and the area in which the project is located; promote and implement the design goals, policies and criteria of the Ross general plan; discourage the development of individuals buildings which dominate the townscape or attract attention through color, mass or inappropriate architectural expression; preserve buildings and areas with historic or aesthetic value; upgrade the appearance, quality and condition of existing improvements in conjunction with new development or remodeling of a site; and preserve natural hydrology and drainage patterns and reduce stormwater runoff associated with development. The Design Review criteria and standards per RMC Section 18.41.100 can be found here: [18.41 Design Review](#).

Public Comment

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

Attachments

1. Project Plans
2. Project Application & Materials

ATTACHMENT 1

PERMIT SCOPE

THIS PROJECT INCLUDES THE REMODELING AND A ONE STORY ADDITION TO THE EXISTING RESIDENCE, LOCATED AT THE ABOVE ADDRESS. THE NEW ADDITION WILL BE CONSTRUCTED AT THE SAME FINISHED FLOOR ELEVATION AS THE EXISTING HOUSE.

ALL NEW CONSTRUCTION WILL BE CLEAR OF THE PLANNING CODE SETBACKS FOR THE FRONT, SIDE AND REAR YARDS. THE ADDITION IS ALSO CLEAR OF THE REQUIRED SETBACK FROM THE "TOP OF CREEK BANK" LINE, AND FROM THE "FLOOD ZONE AE REGULATORY FLOOD WAY" LINE.

THE PROPOSED ADDITION TO THE EXISTING HOUSE WILL BE LOCATED IN THE REAR YARD AREA, BEHIND THE EXISTING HOUSE AND FACING THE CORTE MADERA CREEK. THE ADDITION WILL INCLUDE THE FOLLOWING ROOMS: A NEW ACCESS HALLWAY, NEW LAUNDRY ROOM, NEW SMALL BEDROOM, AND A NEW PRIMARY BEDROOM SUITE, WITH BATHROOM AND CLOSET. SOME INTERIOR REMODELING WILL ALSO BE INCLUDED AT THE EXISTING BATHROOM AREA, AND AT THE EXISTING BACK BEDROOM, WHERE A NEW WINDOW WILL PROVIDE REQUIRED EGRESS AND VENTILATION FOR THAT ROOM.



VICINITY MAP

NO SCALE LAT.= N 37.96 deg, LONG.= W -122.56 deg

PROJECT DATA

APN # 073-161-25
 SITE & OWNER'S
 ADDRESS: NOAH BERRY
 (P.O. BOX 1112)
 51 SIR FRANCIS DRAKE BLVD.
 ROSS, CA 94957

TYPE OF CONSTRUCTION = TYPE V-B.
 TYPE OF OCCUPANCY = R-3/ U
 W.U.I. COMPLIANCE REQUIRED.

IMPERVIOUS AREA CALCULATIONS:
 (E) ROOF AREA= 2,307 sq.ft.
 (E) FRONT DRIVEWAY PAVED AREA= 816.5 sq.ft.
 (E) FRONT BRICK WALKWAY AREA= 463 sq.ft.
 (E) TOTAL IMPERVIOUS AREA = 3,586.5 sq.ft.
 (N) ROOF AREA WITH ADDITION = 3,037.9 sq.ft.
 PROPOSED IMPERVIOUS AREA TOTAL INCREASE = 731 sq.ft.
 NOTE: (E) STAIR AREAS AND DECK ARE SPACED WOOD AND WILL DRAIN TO EXISTING GRADE.

PROJECT AREA NOTES:
 (E) LOT AREA= 19,651 sq.ft.
 BUILDING COVERAGE CALCULATION:
 AS PER SEC. 18-12-070.
 (E) HOUSE AREA, MAIN LEVEL = 1,235.5 sq.ft.
 (E) GARAGE AREA: 497.8 sq.ft.
 (E) TOTAL BUILDING AREA FOOTPRINT (MEASURED TO THE OUTSIDE FACE OF WALL) = 1,733.3 sq.ft.
 (E) PROJECTIONS:
 (E) BACK DECK & STAIRS (> 18" HT.) AREA= 846.36 sq.ft.
 (E) FRONT DECK & STAIRS (>18" HT.) AREA = 128.9 sq.ft.
 TOTAL (E) BUILDING COVERAGE = 2,720.2 sq.ft.
 TOTAL (N) BUILDING COVERAGE WITH ADDITION= 2,931.2 sq.ft.

MAXIMUM BUILDING COVERAGE IS 15% OF THE LOT AREA = 2,947.65 sq.ft.
 ALLOWABLE LOT COVERAGE ADDITION = 239 sq.ft.
 PROPOSED LOT COVERAGE ADDITION = 227 sq.ft.
 PROPOSED BUILDING COVERAGE = 14.94 %
 TOTAL ADDITION AREA = 632.4 sq.ft.

FIRE DEPARTMENT NOTES:
 1. This project is located within a designated wildland urban interface zone, and all construction shall comply with the 2019 CFC Chapter 7A & 2019 CRC Section R337.
 2. All vegetation and construction materials are to be maintained away from the residence during construction. (Defensible Space)
 3. Vegetation shall be maintained so in the event of a fire, fire will not rapidly spread to the structure or neighboring structures. Vegetation shall be removed within 10 feet of roadway to allow safe ingress and egress. Trees may be permitted to remain when limited up 14 feet above roadways.
 4. Maintain around the structure an effective fire break by removing and clearing hazardous vegetation to create defensible space. Please refer to Standard #220 for specific requirements. A Vegetation Management Plan is not required for this project.
 5. A fire sprinkler system shall be installed throughout the building which complies with the requirements of the National Fire Protection Association (NFPA) 13-D and local standards. Separate deferred permits shall be required for these systems. Plans and specifications for the system shall be submitted by an individual or firm licensed to design and/or design-build sprinkler systems. Note: the existing house has a sprinkler system that will need to be extended to include the new addition area.

6. 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 centrally located in the corridor and over the center of all stairways with a minimum of one detector per story of the occupied portion of the residence.
 7. Carbon monoxide alarms shall be provided in existing dwellings when a permit is required for alterations, repairs, or addition exceeds one thousand dollars. CO alarms shall be located outside of each dwelling unit sleeping area in the immediate vicinity of the bedroom(s) and on every level of a dwelling unit, including basements.
 8. Address numbers at least 4" tall must be in place adjacent to the front door. If not clearly visible from the street, additional numbers are required. Residential numbers must be internally illuminated (backlit), placed near to a light or be reflectively numbers. If your project is a new house or substantial remodel, they may only be internally illuminated or illuminated on adjacent light controlled by a photocell and switched only by a breaker so it will remain illuminated all night. If not currently as described, they must be installed as part of this project.

DEPARTMENT OF PUBLIC WORKS NOTES:
 1. All Construction shall conform to the Town of Ross section 15.36 Flood Damage Prevention Code.
 2. All new HVAC, electrical, etc. shall be floodproofed in accordance with California Building Code and elevations verified by Elevation Certificate if requested by the Town Engineer.
 3. An Elevation Certificate shall be required at post construction to verify the elevation of the new finish floor.
 4. The applicant shall provide a preliminary drainage or stormwater management plan indicating how the project will generate no net runoff using on site bioretention areas.
 5. Per Town of Ross Policy, any net-increase in impervious area must be routed through an equivalent sized BASMAA-type bioretention basin. The area of bioretention = 8% x net-increase. The drainage area that is routed into the bioretention must include, at a minimum, an area of pervious surface equal to the net increase, but no more than 2X the net increase.

DRAWING INDEX

SHEET NUMBER	DRAWING TITLE
A-1.0	GENERAL NOTES/ PROJECT SCOPE/VICINITY
A-1.1	ARCHITECTURAL SITE PLAN
A-2.0	(E)& (N) FLOOR PLANS
A-2.1	(E)&(N) ROOF PLANS
A-3.0	(E) & (N) WEST ELEVATIONS
A-3.1	(E) & (N) NORTH ELEVATIONS
A-3.2	(E)&(N) SOUTH ELEVATIONS & SECTION
A-3.3	(E) NORTH ELEVATION: TO REMAIN

ZONING PARAMETERS TABLE: R-1, B-20

PROJECT ITEM	CODE STANDARD	EXISTING	PROPOSED
LOT AREA	20,000 sq.ft.	19,651 sq.ft.	NO CHANGE
FLOOR AREA	2,947.65 sq.ft.*	1,734 sq.ft.	2,366.3 sq.ft.
LOT COVERAGE	2,947.65 sq.ft. *	2,720 sq.ft.	2,931.2 sq.ft.
FRONT YARD SETBACK	25 ft.	13'-3-3/4"	NO CHANGE
L-SIDE YARD SETBACK	15 ft.	13'-3-3/4"	NO CHANGE
R-SIDE YARD SETBACK	15 ft.	53'-8-3/4"	NO CHANGE
REAR YARD SETBACK	40 ft.	70'-3-3/4"	58'-8-1/2"
CREEK TOP OF BANK SETBACK	25 ft.	53'-8-3/4"	38'-6" **
BUILDING HT.	30 ft.	23'-6"	NO CHANGE
OFF STREET PARKING SPACES	4/ 2 COVERED	SAME	NO CHANGE
IMPERVIOUS SURFACES	MINIMIZE &/ OR REDUCE	3,585.5sq.ft.	4,316.5sq.ft.

*15% MAX. ** AT (N) ADDITION

GENERAL NOTES:

- ALL R-3 NON-COMMERCIAL CONSTRUCTION SHALL CONFORM TO THE FOLLOWING CODES AS PER Town of Ross and COUNTY Ordinances:
 2022 California Residential Building Code
 2022 California Mechanical Code
 2022 California Electrical Code
 2022 California Plumbing Code
 2022 California Energy Code
 2022 California Referenced Standards Code
 2022 California Fire Code
 Current WUI Chapter 7A Code
 AND ALL APPLICABLE LOCAL TOWN OF ROSS AND MARIN COUNTY BUILDING CODES AND ORDINANCES.
- THE CONTRACTOR SHALL OBTAIN ALL NECESSARY BUILDING PERMITS AND SHALL NOTIFY THE TOWN OF ROSS DBI FIELD INSPECTOR PRIOR TO STARTING CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING FIELD CONDITIONS AND DIMENSIONS PRIOR TO FABRICATION AND CONSTRUCTION.
- THE ARCHITECT SHALL BE NOTIFIED OF ANY FIELD CONDITIONS THAT VARY FROM THE PLANS, PRIOR TO CONSTRUCTION OR FABRICATION.
- ANY INTERPRETATION OF THE CONSTRUCTION DOCUMENTS SHALL BE DONE WITH THE APPROVAL OF THE ARCHITECT.
- DIMENSIONS NOTED CLEAR 'CLR.' ARE NOT TO BE ADJUSTED WITHOUT APPROVAL FROM THE ARCHITECT. CONTACT THE ARCHITECT TO VERIFY ANY DIMENSION INFORMATION, DO NOT SCALE PLANS FOR DIMENSIONS.
- THE CONTRACTOR SHALL SCHEDULE AND COORDINATE ALL REQUIRED FIELD INSPECTIONS BY THE ARCHITECT, ENGINEERS, DBI, BUILDING INSPECTORS, AND ANY SPECIAL ENGINEERING TESTING INSPECTORS.
- THE CONTRACTOR SHALL COORDINATE ALL SCHEDULING AND CONSTRUCTION PROCESSES WITH THE OWNER TO MINIMIZE ANY OCCUPANT AND NEIGHBOR IMPACTS CAUSED BY THE CONSTRUCTION.
- THE CONTRACTOR SHALL MAINTAIN SAFE AND LEGAL EXIT PATHWAYS AT ALL TIMES FOR THE BUILDING OCCUPANTS, INCLUDING STAIRWAYS, COORIDORS, AND LANDINGS, AS NECESSARY.
- CONNECTIONS AND DETAILS TO ALL EXISTING PARTITION ASSEMBLIES SHALL BE CONSTRUCTED TO MAINTAIN ONE HOUR CONSTRUCTION, WHERE REQUIRED.
- THE CONTRACTOR MAY SUBSTITUTE PRODUCTS AND USE METHODS OF EQUAL QUALITY TO THOSE SPECIFIED ON THE PLANS WITH THE ARCHITECT'S PRIOR APPROVAL.
- STRUCTURAL MATERIALS AND GENERAL SPECIFICATIONS: SEE ATTACHED STRUCTURAL DRAWINGS.
- TEMPORARY SUPPORTS: CONTRACTOR SHALL PROVIDE ENGINEERED DESIGN AND CONSTRUCTION OF ANY TEMPORARY STRUCTURAL SUPPORTS, IF REQUIRED, TO INSURE PROTECTION OF THE EXISTING STRUCTURE, ADJACENT STRUCTURES, AND SAFE WORKING CONDITIONS DURING THE CONSTRUCTION PROCESS. DESIGNS SHALL BE SUBMITTED TO THE ARCHITECT FOR REVIEW PRIOR TO CONSTRUCTION.
- SITE DRAINAGE: CONTRACTOR SHALL MAINTAIN ADEQUATE SITE DRAINAGE AND EROSION PROTECTION DURING THE COURSE OF THE PROJECT TO PROTECT THE SITE FROM ANY UNDERMINING OF STRUCTURES OR LOSS OF SOILS MATERIALS .
- ADDITIONAL CONDITIONS: THE STANDARD 'GENERAL CONDITIONS' OF THE CONTRACT SHALL APPLY TO ALL PHASES OF CONSTRUCTION.
- IF STRUCTURAL OBSERVATIONS ARE BE REQUIRED BY THE ENGINEER: THE OWNER SHALL EMPLOY A REGISTERED DESIGN PROFESSIONAL TO PERFORM STRUCTURAL OBSERVATIONS AS DEFINED IN SECTIONS 1710 OF THE 2010 CALIFORNIA BUILDING CODE.
- SPECIAL INSPECTIONS ARE REQUIRED FOR THE FOLLOWING TYPES OF WORK: CONCRETE, EPOXY EMBEDMENT ANCHORS. IF REQUIRED FOR THIS PROJECT, THE OWNER OR THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE, ACTING AS THE OWNER'S AGENT SHALL EMPLOY ONE OR MORE SPECIAL INSPECTIONS DURING CONSTRUCTION FOR THE TYPES OF WORK LISTED ABOVE AS PER SEC. 1702/ 1704.2.3/ 1707.1 OF THE C.B.C.
- ADDITIONAL DETAILS AND SPECIFICATIONS ARE AVAILABLE FROM THE ARCHITECT. AS REQUIRED BY THE PROJECT, CONTACT THE ARCHITECT PRIOR TO ANY AND ALL CONSTRUCTION.

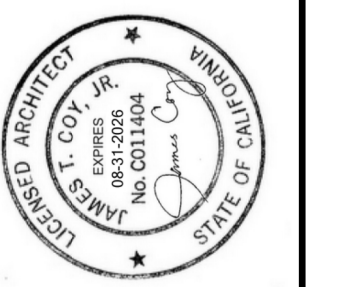
DEFERRED PERMIT: A FIRE SPRINKLER PERMIT SHALL BE SUBMITTED FOR THE PROJECT AT A LATER DATE. THIS PERMIT WILL INCLUDE THE NECESSARY DEFENSIBLE SPACE AND THE REQUIRED LIFE SAFETY SYSTEM FOR THE REMODELED AND ADDED LIVING SPACE.

REVISIONS

NO.	DATE/MEMO
1	4.23.24 PLN_CHK

JAMES COY ARCHITECT

1010 B-STREET #220
 San Rafael, CA 94901
 415-459-4075



TITLE SHEET
 DRAWING INDEX
 GENERAL NOTES

BERRY RESIDENCE REMODEL
 51 SIR FRANCIS DRAKE BLVD.
 ROSS, CALIFORNIA

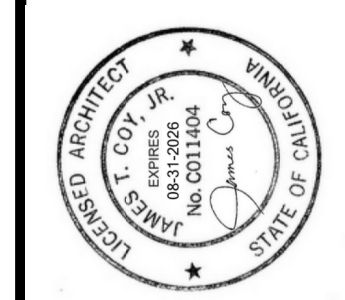
REVIEW ONLY NOT FOR CONSTRUCTION
 APN.# 073-161-25

DATE: 04/24/24
 DRAWN BY: J.T.C.
 SHEET NO:
A1.0
 OF SHEET

REVISIONS

NO.	DATE/MEMO
1	4.23.24 PLN_CHK

JAMES COY ARCHITECT
 1010 B-STREET #220
 San Rafael, CA 94901
 415-459-4075
 -DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE-



PROPOSED SITE PLAN

BERRY RESIDENCE REMODEL
 51 SIR FRANCIS DRAKE BLVD.
 ROSS, CALIFORNIA

APN.# 073-161-25

DATE: 05/24/24
 DRAWN BY: J.T.C.
 SHEET NO. **A1.1** OF SHEET

DEPARTMENT OF PUBLIC WORKS NOTES:

- All Construction shall conform to the Town of Ross section 15.36 Flood Damage Prevention Code.
- All new HVAC, electrical, etc. shall be floodproofed in accordance with California Building Code and elevations verified by Elevation Certificate if requested by the Town Engineer.
- An Elevation Certificate shall be required at post construction to verify the elevation of the new finish floor.
- The applicant shall provide a preliminary drainage or stormwater management plan indicating how the project will generate no net runoff using on site bioretention areas.
- Per Town of Ross Policy, any net-increase in impervious area must be routed through an equivalent sized BASMAA-type bioretention basin. The area of bioretention = 8% x net-increase. The drainage area that is routed into the bioretention must include, at a minimum, an area of impervious surface equal to the net increase, but no more than 2X the net increase.

BIO-RETENTION BASIN AREA CALCULATION:
 NET ADDED IMPERVIOUS AREA = 731 sq.ft.
 731x .08 = 58.4 sq.ft.
 NOTE (E) WATER DISPERSION FIELD WILL BE INCREASED BY 60 sq.ft.

Note:
 REFERENCE ARBORIST REPORT FOR ALL TREE PROTECTION REQUIREMENTS PRIOR TO STARTING CONSTRUCTION,

Note:
 In this proposal, the new addition will add a net area of 227 sq.ft. The backyard deck which counts as Lot Coverage, will be reduced in size where the (N) addition overlaps it.
 THE NET ADDED IMPERVIOUS ROOF AREA = 731 sq.ft.

PROVIDE EROSION PROTECTION LINES AS REQUIRED: LOCATE IN FIELD AND VERIFY PROTECTION OF STREET AND NEIGHBOR'S PROPERTY: SEE SH. BMP



PROPOSED SITE PLAN
 SCALE: 1/10"=1'-0" LAT. = N 37.96 deg. LONG. = W -122.56 deg

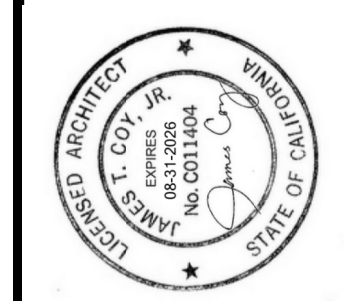
Benchmark - HT 3526
 NAVD Elv. = 36.82'

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REVISIONS

NO.	DATE/ MEMO
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 1010 B. STREET #220
 San Rafael, CA 94901
 415-459-4075

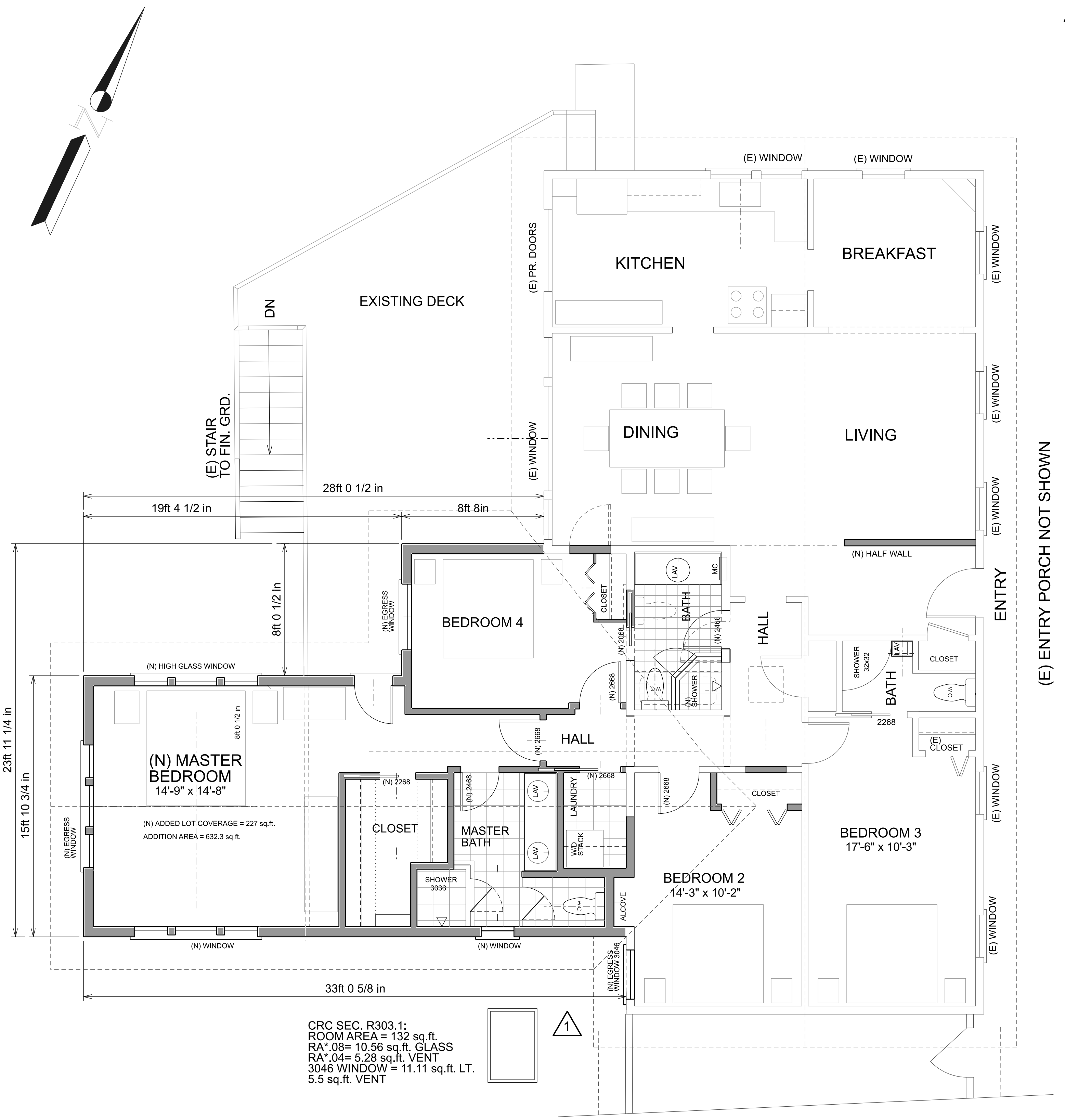
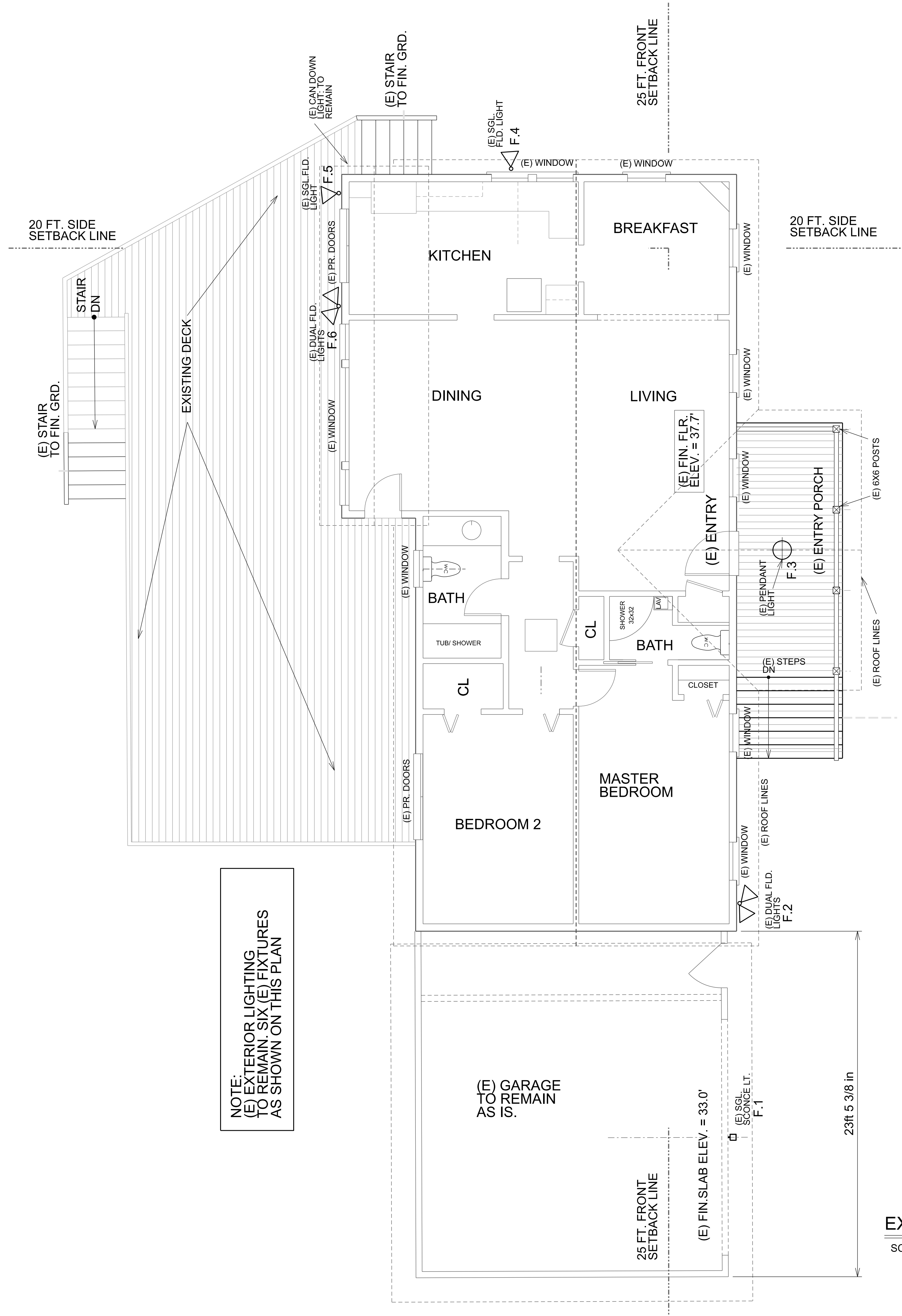


EXISTING & PROPOSED FLOOR PLANS

BERRY RESIDENCE REMODEL
 51 SIR FRANCIS DRAKE BLVD.
 ROSS, CALIFORNIA
 APN.# 073-161-25

DATE: 05/15/24
 DRAWN BY: J.C.
A2.0
 OF SHEET

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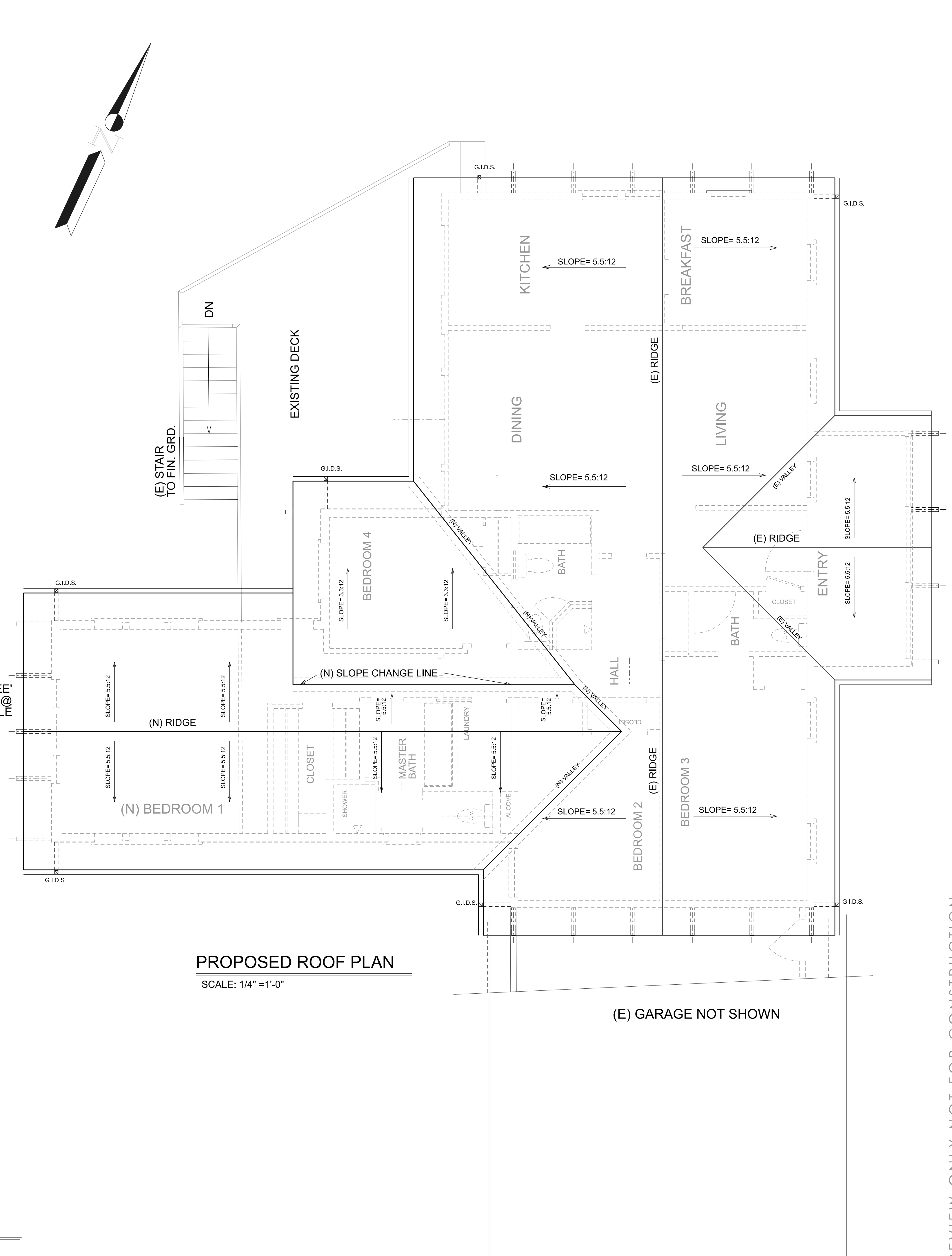
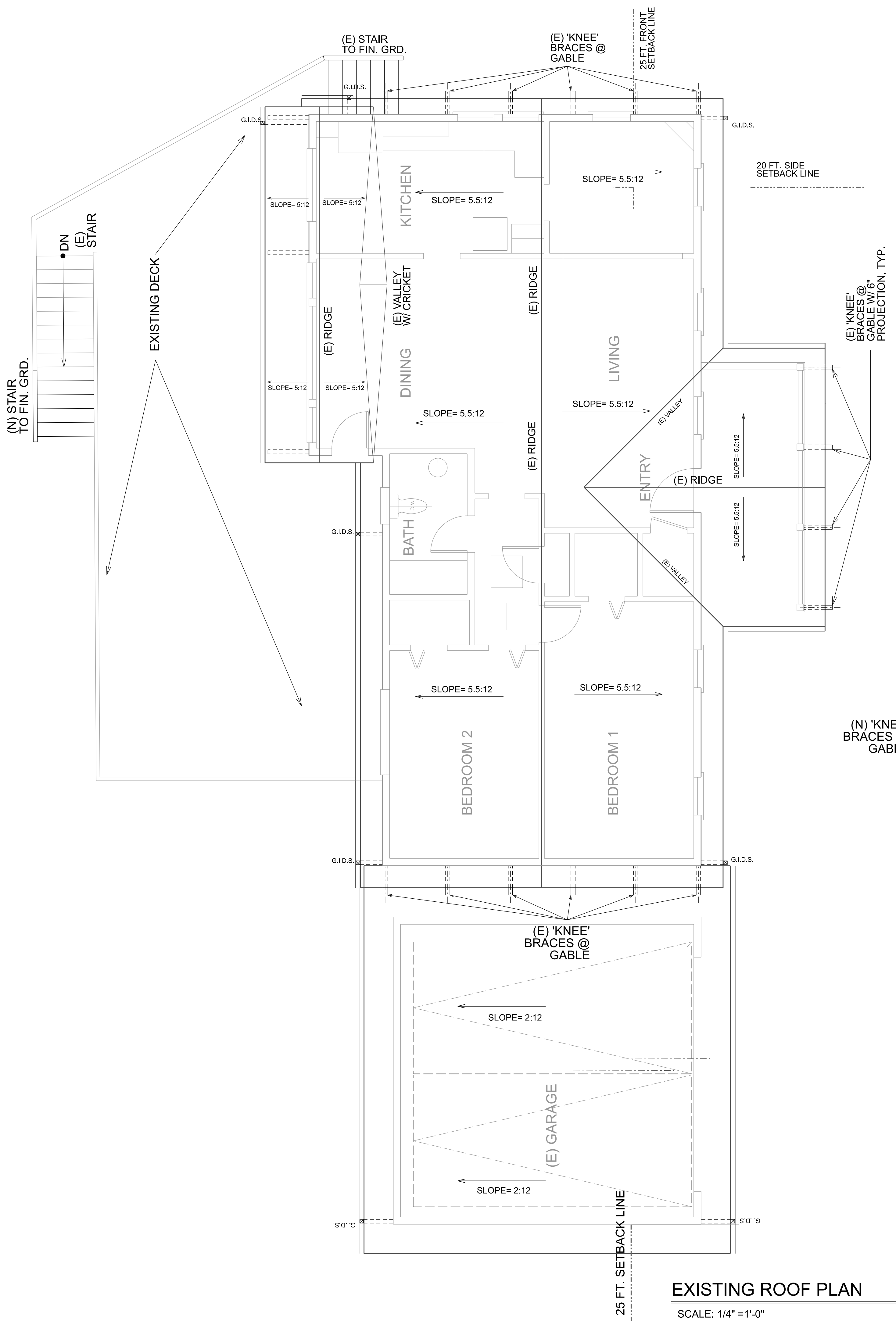


NOTE:
 (E) EXTERIOR LIGHTING
 TO REMAIN. SIX (E) FIXTURES
 AS SHOWN ON THIS PLAN

REVIEW ONLY NOT FOR CONSTRUCTION

(E) ENTRY PORCH NOT SHOWN

(E) GARAGE NOT SHOW FOR CLARITY



REVISIONS		
NO.	DATE	MEMO

JAMES COY ARCHITECT
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SAN RAFAEL, CA 94901
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EXISTING & NEW ROOF PLANS

BERRY RESIDENCE REMODEL
51 SIR FRANCIS DRAKE BLVD.
ROSS, CALIFORNIA

APN.# 073-161-25

A2.1 OF SHEET

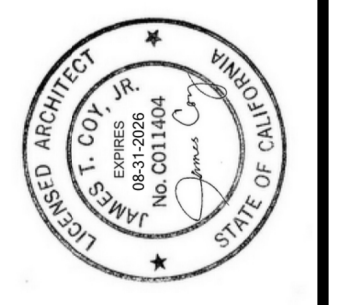
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SHEET NO.

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REVISIONS

NO.	DATE/MEMO
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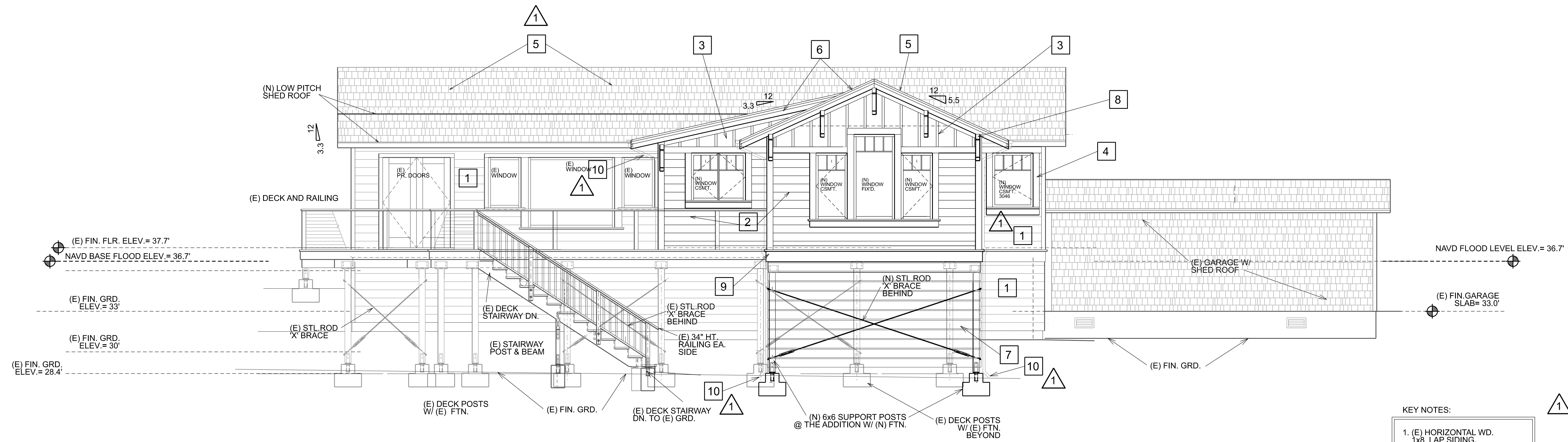
WEST ELEVATIONS
 EXISTING & NEW

BERRY RESIDENCE REMODEL
 51 SIR FRANCIS DRAKE BLVD.
 ROSS, CALIFORNIA
 APN.# 073-161-25

DATE: 03-01-24
 DRAWN BY: JLC
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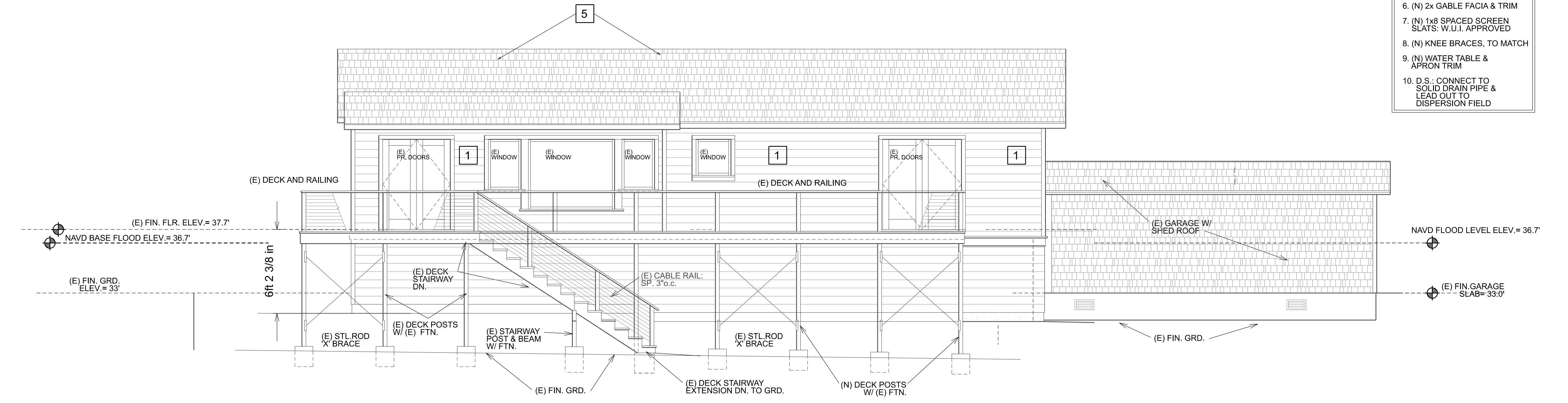
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(N) WEST ELEVATION

- KEY NOTES:
1. (E) HORIZONTAL WD. 1x8 LAP SIDING.
 2. (N) CAL-FIRE/W.U.I. RATED LAP SIDING TO MATCH (E)
 3. (N) W.U.I. GABLE B&B
 4. (N) 1x6 TRIM
 5. (E) COMP SHINGLE ROOF TO BE REPLACED W/ (N) CLASS -A TYPE COMP. SHINGLES
 6. (N) 2x GABLE FACIA & TRIM
 7. (N) 1x8 SPACED SCREEN SLATS: W.U.I. APPROVED
 8. (N) KNEE BRACES, TO MATCH
 9. (N) WATER TABLE & APRON TRIM
 10. D.S.: CONNECT TO SOLID DRAIN PIPE & LEAD OUT TO DISPERSION FIELD



(E) WEST ELEVATION

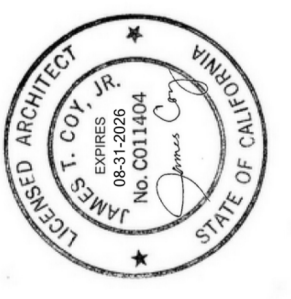
SCALE: 1/4" = 1'-0"

REVISIONS

NO.	DATE/MEMO
1	4.23.24 PLN. CHK

JAMES COY ARCHITECT

1010 B-STREET #220
San Rafael, CA 94901
415-459-4075



NORTH ELEVATIONS
EXISTING & NEW

BERRY RESIDENCE REMODEL

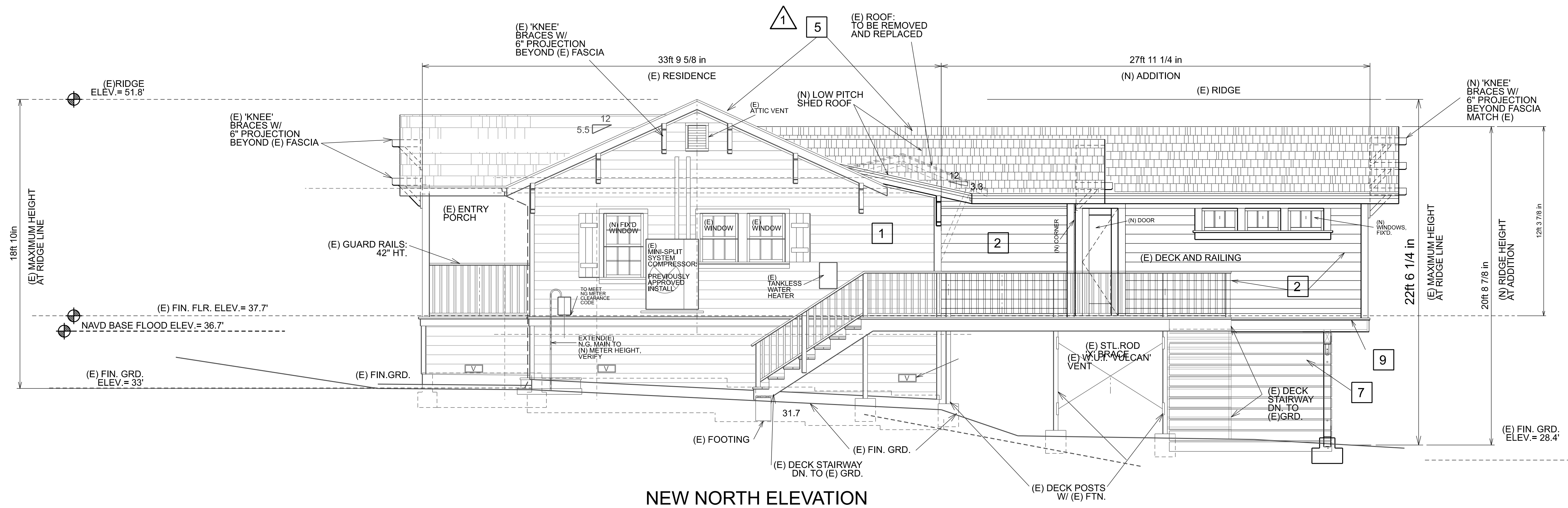
51 SIR FRANCIS DRAKE BLVD.
ROSS, CALIFORNIA

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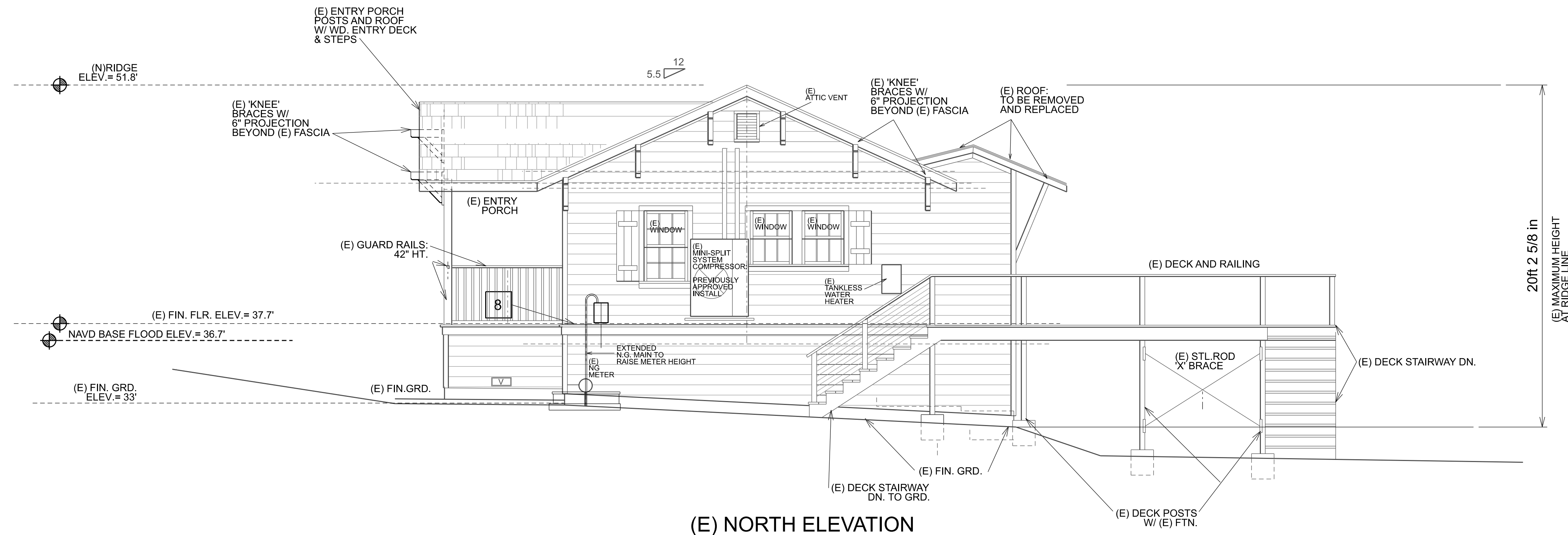
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NEW NORTH ELEVATION

SCALE: 1/4" = 1'-0"



(E) NORTH ELEVATION

SCALE: 1/4" = 1'-0"

KEY NOTES:

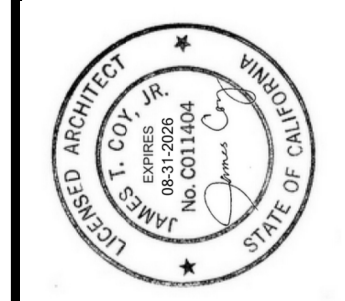
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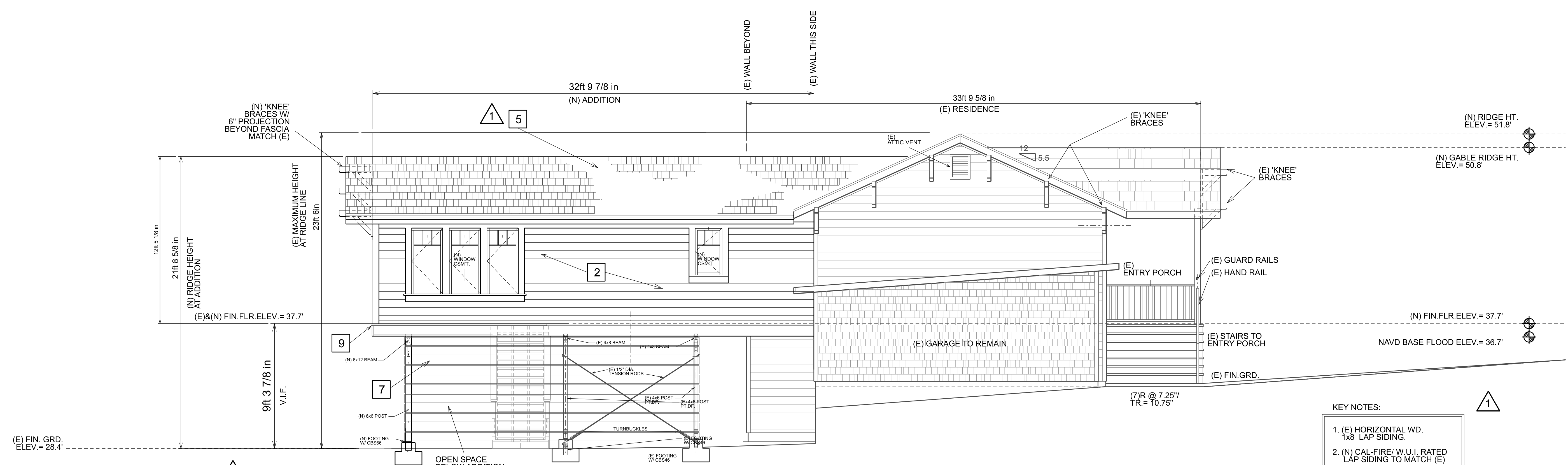


**SOUTH ELEVATIONS
 EXISTING & NEW**
 BUILDING SECTION AT ADDITION

BERRY RESIDENCE REMODEL
 51 SIR FRANCIS DRAKE BLVD.
 ROSS, CALIFORNIA
 APN # 073-161-25

DATE: 03/24/24
 DRAWN BY: J.L.C.
 SHEET NO. **A3.2** OF SHEET

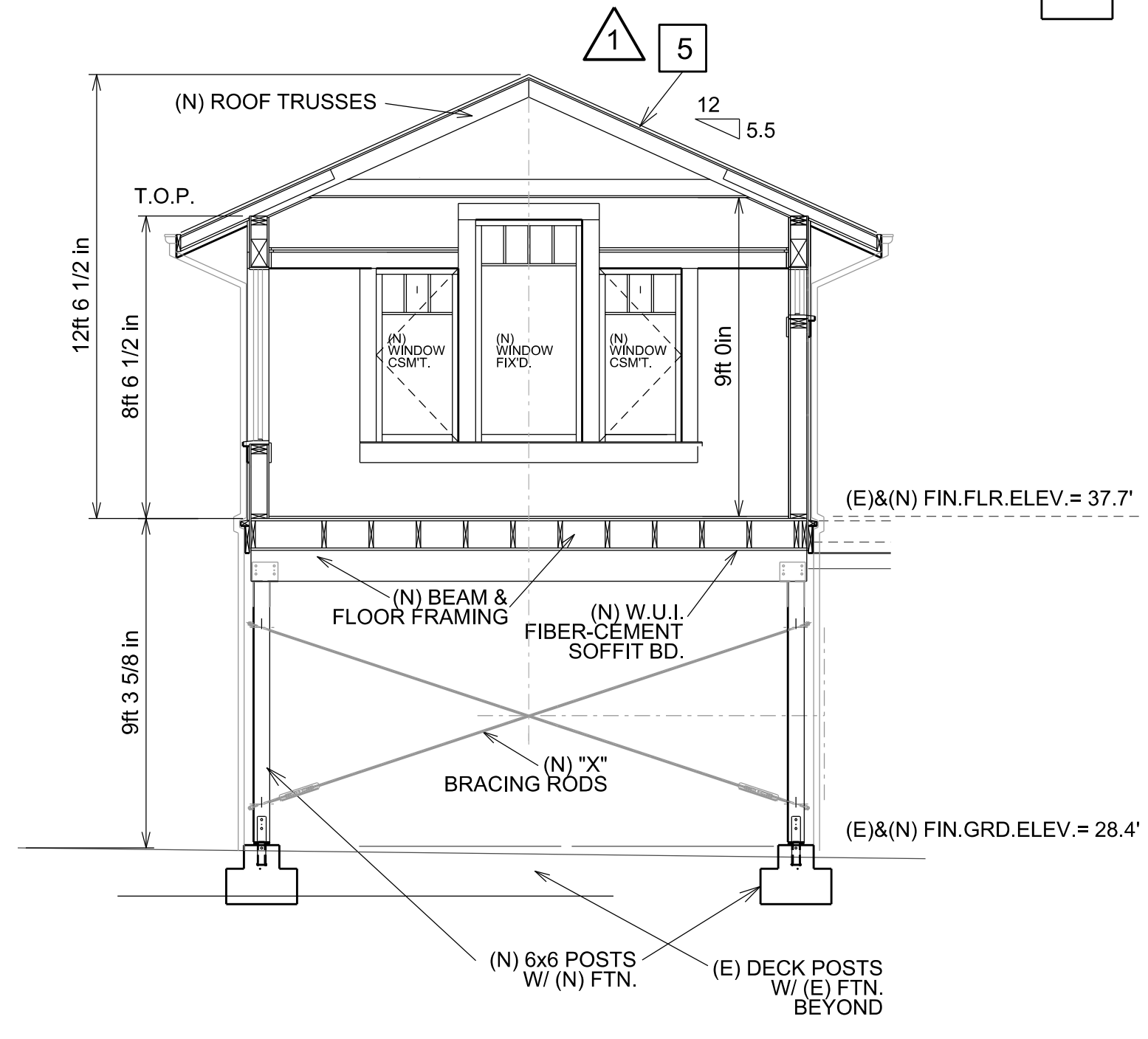
REVIEW ONLY NOT FOR CONSTRUCTION



NEW SOUTH ELEVATION

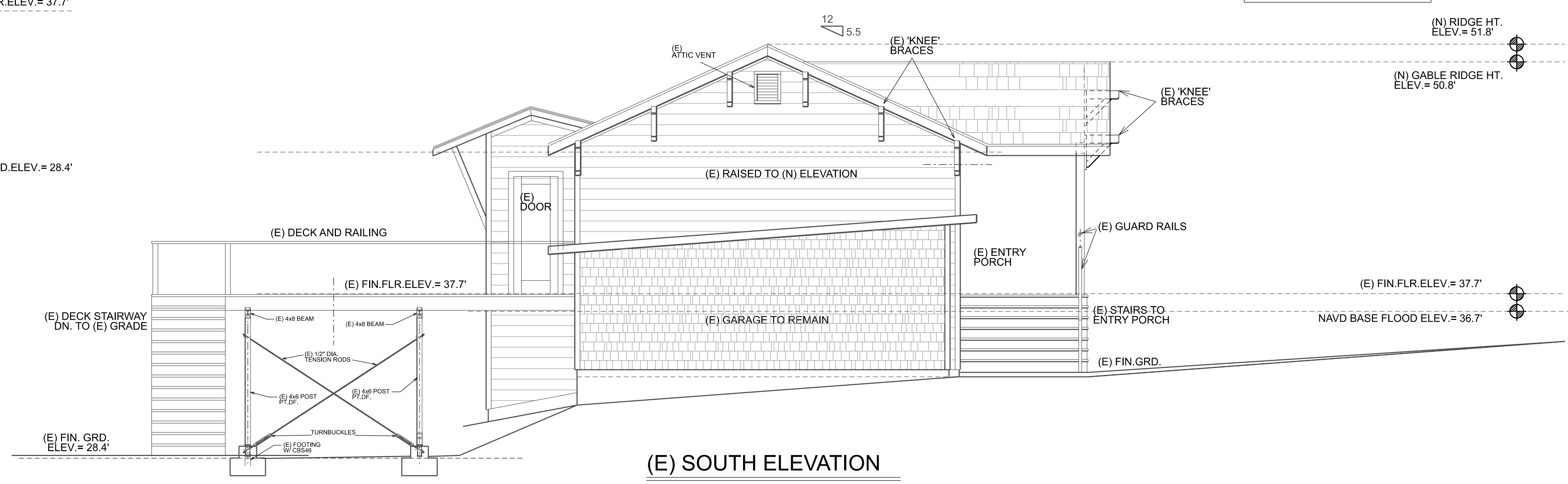
SCALE: 1/4" = 1'-0"

- KEY NOTES:
- (E) HORIZONTAL WD. 1x8 LAP SIDING.
 - (N) CAL-FIRE/ W.U.I. RATED LAP SIDING TO MATCH (E)
 - (N) W.U.I. GABLE B&B
 - (N) 1x6 TRIM
 - (E) COMP SHINGLE ROOF TO BE REPLACED W/ (N) CLASS -A TYPE COMP. SHINGLES
 - (N) 2x GABLE FACIA & TRIM
 - (N) 1x8 SPACED SCREEN SLATS: W.U.I. APPROVED
 - (N) KNEE BRACES, TO MATCH
 - (N) WATER TABLE & APRON TRIM
 - D.S. - CONNECT TO SOLID DRAIN PIPE & LEAD OUT TO DISPERSION FIELD



NEW SECTION AT ADDITION

SCALE: 1/4" = 1'-0"



(E) SOUTH ELEVATION

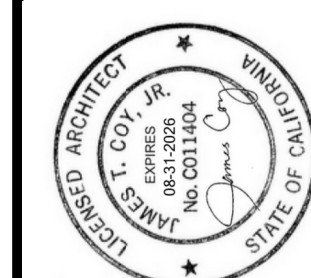
SCALE: 1/4" = 1'-0"

REVISIONS

NO.	DATE/MEMO
1	4.23.24 PLN, CHK

JAMES COY ARCHITECT

1010 B-STREET #220
San Rafael, CA 94901
415-459-4075



EAST ELEVATION
EXISTING: TO REMAIN

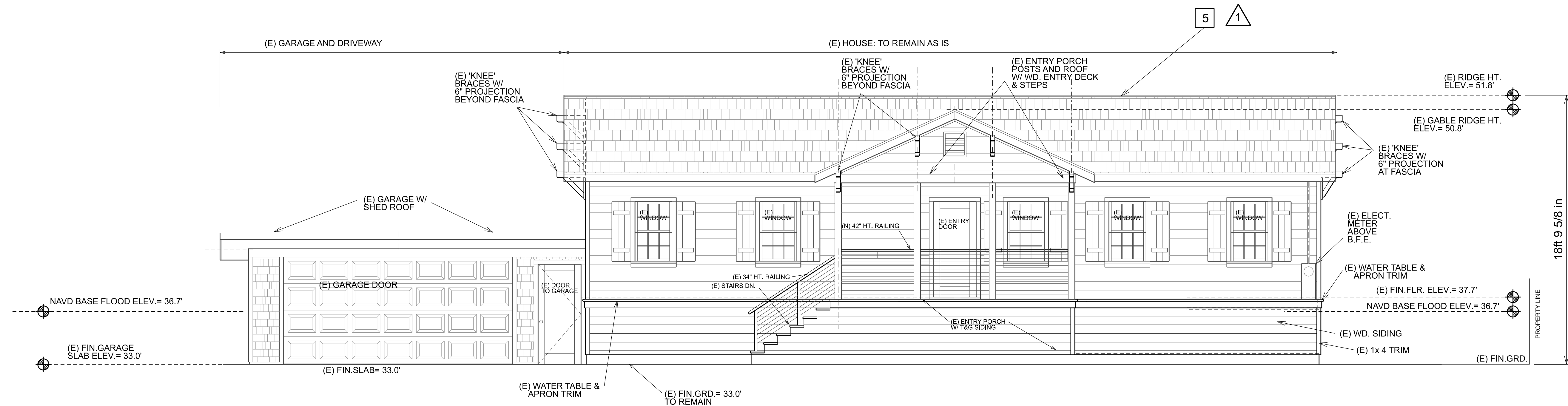
BERRY RESIDENCE REMODEL

51 SIR FRANCIS DRAKE BLVD.
ROSS, CALIFORNIA

APN: # 073-161-25

A3.3
OF SHEET

1



EXISTING EAST ELEVATION NO PROPOSED CHANGES TO THIS ELEVATION
SCALE: 1/4" = 1'-0" ROOF REPLACEMENT ONLY

- KEY NOTES:
- (E) HORIZONTAL WD. 1x8 LAP SIDING.
 - (N) CAL-FIRE/ W.U.I. RATED LAP SIDING TO MATCH (E)
 - (N) W.U.I. GABLE B&B
 - (N) 1x 6 TRIM
 - (E) COMP SHINGLE ROOF TO BE REPLACED W/ (N) CLASS -A TYPE COMP. SHINGLES
 - (N) 2x GABLE FACIA & TRIM
 - (N) 1x8 SPACED SCREEN SLATS: W.U.I. APPROVED
 - (N) KNEE BRACES, TO MATCH
 - (N) WATER TABLE & APRON TRIM
 - D.S. - CONNECT TO SOLID DRAIN PIPE & LEAD OUT TO DISPERSION FIELD

REVIEW ONLY NOT FOR CONSTRUCTION

ATTACHMENT 2



Town of Ross

Planning Department

Post Office Box 320, Ross, CA 94957

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

www.townofross.org

PLANNING APPLICATION FORM

Type of Application (check all that apply):

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

To Be Completed by Applicant:

Assessor's Parcel No(s): 073-161-25

Project Address: 51 Sir Francis Drake Blvd.

Property Owner: Noah Berry

Owner Mailing Address (PO Box in Ross): P.O. box 1112

City/State/Zip: Ross, CA 94957 Owner's Phone: 415-531-1489

Owner's Email: noah@1010bstreet.com

Applicant: James Coy Architect

Applicant Mailing Address: 1010 B-St. #220

City/State/Zip: San Rafael, CA 94901 Applicant's Phone: 415-459-4075

Applicant's Email: jcoy.architect@yahoo.com

Primary point of Contact Email: Owner Buyer Agent Architect

To Be Completed by Town Staff:

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

Date paid: _____

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

SUBDIVISION INFORMATION ONLY

Number of Lots: _____

LOT LINE ADJUSTMENT ONLY

Describe the Proposed Lot Line Adjustment:

Existing Parcel Size(s)	Parcel 1:	Parcel 2:
Adjusted Parcel Size(s)	Parcel 1:	Parcel 2:

PARCEL ONE	PARCEL 2
Owners Signature:	Owner's Signature:
Date:	Date:
Owner's Name (Please Print):	Owner's Name (Please Print):
Assessor's Parcel Number:	Assessor's Parcel Number:

* If there are more than two affected property owners, please attach separate letters of authorization.

REZONING OR TEXT AMENDMENT ONLY

The applicant wishes to amend Section _____ of the Ross Municipal Code Title 18.

The applicant wishes to Rezone parcel _____ from the _____ Zoning District to _____.

GENERAL OR SPECIFIC PLAN AMENDMENT ONLY

Please describe the proposed amendment:

CERTIFICATION AND SIGNATURES

I, the property owner, do hereby authorize the applicant designated herein to act as my representative during the review process by City staff and agencies.

Owner's Signature: _____ Date: 3-14-2024

I, the applicant, do hereby declare under penalty of perjury that the facts and information contained in this application, including any supplemental forms and materials, are true and accurate to the best of my knowledge

Applicant's
Owner's Signature: James Coy Date: 3.14.2024

SIGNATURE:

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

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

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

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

San Rafael, California on 3-14-2024

[Signature] James Coy Architect
Signature of Property Owner(s) and Applicant(s) Signature of Plan Preparer

Notice of Ordinance/Plan Modifications

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

Alternate Format Information

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

Consultant Information

The following information is required for all project consultants.

Landscape Architect

Firm Not chosen
Project Landscape Architect _____
Mailing Address _____
City _____ State _____ ZIP _____
Phone _____ Fax _____
Email _____
Town of Ross Business License No. _____ Expiration Date _____

Civil/ Geotechnical Engineer

Firm Not Chosen
Project Engineer _____
Mailing Address _____
City _____ State _____ ZIP _____
Phone _____ Fax _____
Email _____
Town of Ross Business License No. _____ Expiration Date _____

Arborist

Firm Not Chosen
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 _____

Other

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

Location: 51 Sir Francis Drake Blvd., Ross, CA
Owner: Noah Berry

Scope of Work:

This project includes a horizontal one story addition and interior remodeling of an existing residence, located at the above address. The new addition will be constructed at the same finished floor elevation as the existing house.

All new construction will be clear of the planning code setbacks for the front, side and rear yards. The addition is also clear of the required setback from the "Top of Creek Bank" line, and from the "Flood zone AE Regulatory Flood Way" line.

The proposed addition to the existing two bedroom, two bath house will be located in the rear yard area, behind the existing house, and facing the Corte Madera creek. The addition will include the following rooms: A new access hallway, new laundry room, new small bedroom, and a new primary bedroom suite, with bathroom and closet. Some interior remodeling will also be included at the existing bathroom area, and at the existing back bedroom, where a new window will provide required egress and ventilation for that room. The proposed house will be a four bedroom, three bath single family residence.

The new roof design for the primary bedroom will be a simple 5.5/12 pitch, which will match the existing roof. The new ridge will be at a lower elevation, below the existing ridge and perpendicular to it, harmoniously tying into the existing roof plane. The eave/ soffit/ gutter detailing will also match the existing house, using an open end gable style, with decorative knee braces.

The roof over the smaller bedroom area will be at a lower pitch of 3.3/12, and will have a single pitch, creating a shed roof style. This will allow the lower roof to harmoniously tie into the higher sloped roof planes of the existing roof and the new roof over the bedroom addition.

The exterior materials and trim details for the addition will match the existing house. The existing roof, which has old composite shingles, will be replaced with new upgraded composite shingles, and the addition will also have the same matching shingle material.

The new window sash and trim for the addition will be detailed and painted to match the existing colors and "Craftsman- Cottage" style fenestration.

The existing rear yard deck will be partially covered by the new addition, reducing the current total deck area. The two existing exterior stairs that go down from the rear deck to the back yard will remain.

To support the new addition, the existing deck structure will be upgraded, and two new posts with footings will be added at the rear elevation. This new structure will be screened in using new horizontal, spaced, wooden slats.

The existing attached garage will remain at its current location, with no changes proposed.

The existing finished floor elevation is at NAVD 37.7', which meets the FEMA minimum finished floor height of 12" above the NAVD base flood elevation of 36.7'.

As per FEMA requirements, the crawl space and area under the new floor will need to comply with the foundation flood drainage requirements. Also, all building materials below the flood plain elevation will need to meet the FEMA materials specifications for water resistance.

Compliance with Town of Ross Design Review Guidelines:

Preservation of Natural Areas and Existing Site Conditions:

The existing landscape will be preserved in its natural state by keeping the removal of trees, vegetation, rocks and soil to a minimum. The proposed addition will 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 watersheds and watercourses.

The proposal is keeping the site in harmony with the general appearance of neighboring landscape. Any disturbed areas will be finished to a natural-appearing configuration and planted or seeded to prevent erosion.

By attaching the addition to the existing house, the lot coverage and building footprints will be minimized, and the development clustered, to minimize site disturbance area and preserve large areas of undisturbed space.

As this site is in an environmentally sensitive area, adjacent to the Corte Madera creek, preservation of open space and setbacks from the riparian zone are a priority of the design. The addition is confined to a small extension of the existing deck area on the south side.

Relationship Between Structure and Site:

By aligning with the existing finished floor level of the house, and keeping the addition to a single story configuration, with matching roof pitches and exterior materials the proposed design achieves a balanced and harmonious relationship with the existing house style and scale.

The neighboring homes are similar in style and scale to the proposed design, with one and two story homes of similar cottage styling.

Minimizing Bulk and Mass:

The proposed addition avoids the monumental or excessively large size that would be out of character with the setting and with other dwellings in the neighborhood. By keeping the addition the same style and scale as the existing house it maintains compatibility with the other houses in the neighborhood, and will not attract attention to themselves.

This proposal does not include nonconforming floor area that would be proposed to be retained with the site redevelopment.

To avoid monotony or an impression of bulk, large expanses of any one material on a single plane are not proposed. Also, there are no and large single plane retaining walls proposed.

Vertical and horizontal elements should be used to add architectural variety and to break up building plans. To avoid creating excessive mass, bulk or repetition of design features the design includes a horizontal screen of spaced wooden 1x8 slat boards that will cover the support structure of the addition.

Materials and Colors:

The proposal is to use materials and colors that minimize visual impacts, blend with the existing landforms and vegetative cover, are compatible with structures in the neighborhood and do not attract attention to the structures.

Colors and materials will be natural muted earth tones and wood tone range, and will be compatible with those in the surrounding area. Quality building materials will be used to match the existing house.

Natural materials such as wood siding and wood trim will be used along with new earth tone composition roof shingles. Also at the open gable end, the upper wall area will have a board and batten siding detail and will match the lower siding color. This combination of materials and colors will avoid visual conflicts with the natural setting of the structure.

Drives, Parking, and Circulation:

The existing off-street parking will be maintained in the design, and is consistent with the natural features of the site.

The existing off-street parking is partially screened from view by the existing front yard wooden fencing. The area devoted to driveways, parking pads and parking facilities will be maintained and is in scale with the front yard and site.

Exterior Lighting:

The existing, previously approved, exterior lighting will remain and does not create glare, hazard or annoyance to adjacent property owners or passersby. The lighting is shielded and directed downward, with the location of lights to remain. Lamps are low wattage and the bulb color is 2700K, incandescent. Any new exterior lighting will match the existing types and style.

Fences and Screening:

No new fences are proposed for this application, The existing fences are designed and located to be architecturally compatible with the design of the building.

Views:

Views of the hills and ridgelines from public streets and parks will be preserved with the location of the addition at the rear of the existing house. Also designing the addition as a one story, with matching roof pitch, will continue the lower profile of the existing building.

Natural Environment:

By keeping well setback from the riparian zone, the design will maintain the high-quality and fragile natural environment and will preserve and maintain the scenic resources, the tree groves, vegetation and wildlife habitat.

No filling or encroachment into the one-hundred-year flood plain is proposed.

No modification of natural channels of creeks is proposed.

All new impervious area that is being added with the new roof addition will have proper gutters and downspouts, with the discharge lead into solid pipe and out to an on site dispersion field.

Landscaping:

Although no new landscaping is proposed for this application, if it become necessary, attractive, fire-resistant, native species will be specified.

Any new landscaping will be integrated into the architectural scheme will accent and enhance the appearance of the development.

All existing trees on the site, along public or private streets and within twenty feet of common property lines, will be protected and preserved in the plan. If it becomes necessary, replacement trees will be provided for trees removed or affected by the project. If it becomes necessary, native trees will be replaced with the same or similar species.

Landscaping will not include planting of additional street trees, as this is not necessary.

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.

Landscape plans to include appropriate plantings to repair, re-seed and/or replant disturbed areas to prevent erosion, will not be necessary.

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

Wherever possible, the project will preserve, protect and restore native site vegetation and habitat. In addition, where possible and appropriate, invasive vegetation should be removed.

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.

The project will adhere to the wild land urban interface building standards (W.U.I.) found in Chapter 7A of the California Building Code.

The project is not located in an area of geologic hazard, and so will not be endangered by, nor contribute to hazardous conditions on the site or on adjoining properties.

Visual Focus:

Although the front yard fencing partially screens the house, existing house and garage are visible from Sir Francis Drake Boulevard. This makes the facade of the residence the most prominent structure on

the site. The proposed addition is located at the back of the existing house, and so will minimize the observed presence on the site.

The proposed addition is a single-story structure that will be at the same finished floor elevation as the existing house. The addition will be located behind the main house and will be integrated into the existing deck massing, minimizing the feeling of overbuilding the site.

Privacy:

Building placement and window size and placement have been selected with consideration given to protecting the privacy of surrounding properties.

Existing decks, balconies and other outdoor areas will remain and are sited to minimize noise to protect the privacy and quietude of surrounding properties.

Existing landscaping provides good privacy between properties.

The existing non-conformities are proposed to be retained. The proposed structures and landscaping will not impair the primary views or privacy of adjacent properties, to a greater extent, than the impairment created by the existing nonconforming structures.

Consideration of Existing Nonconforming Situations:

The proposed work will be located at the opposite end of the existing house where the existing nonconforming floor area is currently located.

Project Reducing Housing Stock:

The project will not reduce 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.

Setbacks:

The project will maintain the required setback from creeks, waterways and drainage ways. The setback shall provide protection of the natural resource value of the existing riparian area, and to protect the residents from related geologic and other erosion hazards. The project will conform to the twenty-five feet from the top of bank standard setback. The area along the top of bank of the adjacent Corte Madera creek will be maintained in a natural state.

Low Impact Development for Storm water Management:

Development plans are intended to replicate the natural, predevelopment hydrology of the site. To the maximum extent possible, the post-development storm water runoff rates from the site will be no greater than pre-project rates.

The project will include plans to manage storm water 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.

Maximize Permeability and Reduce Impervious Surfaces:

The existing permeable materials located at the driveway, parking area, decks, patios and paths will remain. All roof downspouts will be lead into solid drain pipes, and then out to an onsite dispersion field.

Disperse Runoff On Site:

Drainage will be used as a design element and any new landscaping will be designed to function as part of the storm water management system. Runoff from downspouts will be discharged into landscaped areas acting as dispersion fields.

Mandatory Findings for Variance Applications

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

Special Circumstances

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

N/A

Substantial Property Rights

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

N/A

Public Welfare

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

N/A

March 22, 2024

We have reviewed the proposed alterations to my neighbor's house, Noah Berry at 51 Sir Francis Drake Blvd and have no objections to the proposed project or design.

A handwritten signature in cursive script, appearing to read "Karen and Greg Finch".

Karen and Greg Finch, 53 Sir Francis Drake Blvd.