

## MINUTES

Meeting of the Ross  
Advisory Design Review Group  
April 16, 2024, 6:00pm

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

### 1. 6:00 p.m. Commencement

Chair Kruttschnitt called the meeting to order.

Present: Mark Kruttschnitt, Joey Buckingham, Laura Dewar and Stephen Sutro; Roberta Feliciano (Planning and Building Director), Alex Lopez-Vega (Assistant Planner)

Absent: Mark Fritts

### 2. Approval of Minutes.

The ADR Group approved the minutes from the March 19, 2024, meeting.

### 3. Open Time for Public Comments

No comments were provided.

### 4. Planning Applications/Projects

- a.     **Property Address:**   124 Winding Way  
       **Property Owner:**   Karen Polite  
       **Applicant:**            Ordway Construction  
       **Parcel Number:**     072-091-17  
       **Zoning:**                R-1: B-5A  
       **General Plan:**        VL (Very Low Density)  
       **Flood Zone:**          X (Moderate Risk)

**Project Summary:** The applicant requests a recommendation to the Town Council for Design Review, and a Demolition Permit. The project includes removing the existing T-11 wood siding and replacing it with stucco. A demolition permit is required to alter more than twenty-five percent of the exterior wall coverings of a residence.

#### Stephen Sutro

- Agrees with ADR members darker stucco color

#### Joey Buckingham

- Encourages the applicant to go with a darker color and smoother finish

#### Mark Kruttschnitt

- Second Joey recommendation to for a darker stucco color

- Not as concerned about the texture but go with a darker more earthtone tone stucco color.

Laura Dewar

- Agrees with the recommendations by Joey

**b.**

**Property Owner:** Gita and Nick Stiritz  
**Applicant:** Barbara Chambers  
**Parcel Number:** 073-151-18  
**Zoning:** R-1:B-20  
**General Plan:** L (Low Density)  
**Flood Zone:** X (Moderate Risk)

**Project Summary:** The applicant requests a recommendation to the Town Council for Design Review, a Nonconformity Permit, and a Variance. The project includes demolishing the existing pool house in the rear yard totaling 345 square feet (SF) and proposes to transfer the floor area to the main house. The project includes relocating the existing nonconforming pool to a new location, perpendicular to the residence. A variance is required to construct the relocated pool, patio, trellis, and an outdoor fireplace within the rear yard setback.

Stephen Sutro

- Overall the project is well designed
- Supports the changes to the structure and transferring the square footage nicely design
- Supports the pool placement and size change
- Okay with the trellis and patio

Laura Dewar

- Supports the project
- Supports the pool placement since it is closer to the neighbor's garage
- Additions to the house look good
- The trellis does not have a big impact since it will be tucked in from the street

Joey Buckingham

- The project is great
- Huge improvement
- Trellis wont be seen from the street since ADU will be blocking it

**5. Conceptual Advisory Design Review**

**No items**

**6. Information and Discussion.**

- a. Design Review for exterior wall coverings
  - The ADR group provided staff with proposed amendments to the design review and demolition sections of the Zoning code regarding exterior wall coverings.

**7. New Agenda Items.**

**Adjournment, 6:48 PM.**

**Next scheduled regular meeting date and time: May 21, 2024, at 6:00 PM.**

DRAFT