



AGENDA

Meeting of the Ross
Advisory Design Review (ADR) Group
June 11, 2024 at 6:00 PM
Town Hall
31 Sir Francis Drake Boulevard
Ross, CA 94957

The meeting will be held in person. As a courtesy, and technology permitting, members of the public may participate remotely and provide public comment via Zoom. Please be advised that those participating in the meeting remotely via Zoom do so at their own risk. ADR meetings will not be cancelled due to technical difficulties. If no members of the ADR are attending the meeting via teleconference, and a technical error or outage occurs on the teleconference feed, the ADR meeting will continue in person in the Ross Town Hall, 31 Sir Francis Drake Boulevard, Ross, CA.

Join Zoom Meeting: <https://us02web.zoom.us/j/88984479108> or
Call +1 (669) 444-9171 and enter Meeting ID: 88984479108#

Submit public comment remotely by:

1. Emailing designreview@townofross.org prior to the meeting; or
2. Selecting the "Raise Hand" icon in the Zoom meeting or pressing *9 if calling in to the meeting. Comments shall be limited to 3 minutes.

1. Commencement. Call to Order.


2. Open Time for Public Comments.

Limit 3 minutes per speaker for items not on tonight's agenda.

3. Approval of Minutes. 


Meeting on May 21, 2024

4. Planning Projects/Applications.

- a. **Property Address:** 34 Poplar Avenue 
A.P.N.: 073-272-05
Applicant: Tristan Warren Architect
Property Owner: Jeff and Cassie Shouger
Zoning: R-1:B-6

General Plan: ML (Medium Low Density)
Flood Zone: AE (Floodway)

Project Summary: The applicant requests a recommendation to the Town Council for Design Review, Variance, and Minor Exception. The project proposes to construct an outdoor service bar/kitchen under a covered patio space between the garage and the main house. A Variance is required to construct an outdoor service bar/kitchen within the side yard setback, and a minor exception is required for an air conditioner/heat pump within the side yard setback.

b. Property Address: 118 Winding Way 
A.P.N.: 072-091-13
Applicant: Ron Sutton
Property Owner: James and Mary Buie
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 Variance. The project proposes to construct two stone clad retaining walls, one of the retaining walls at its tallest point will measure 7 feet and 10 inches. The project also includes a 310 square foot on-grade gravel terrace and two stone clad low seat walls. A Variance is required to construct retaining walls over 6 feet in height. A Variance is also required to construct a patio and retaining wall within the side yard setback.

5. Conceptual Advisory Design Review (No items)

6. Information, Discussion and New Agenda Items.

7. Adjournment.

Next scheduled regular meeting date and time: July 16, 2024, at 6:00 PM.

Staff reports and project plans are available for review at the Town of Ross website at www.townofross.org/meetings. The ADR Group invites interested parties to submit written comments in advance of the meeting. Written comments may be submitted via email to designreview@townofross.org. Comments received by the ADR Group are public record.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (415) 453-1453, extension 105 or cmartel@townofross.org. Notification at least 48 hours prior to the meeting will enable the town to make reasonable accommodation to help insure accessibility to this meeting.