



## AGENDA

Regular Meeting of the Ross Town Council  
Thursday, June 13, 2024

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. Council meetings will not be canceled due to technical difficulties. If no members of the Town Council are attending the meeting via teleconference, and a technical error or outage occurs on the teleconference feed, the Town Council will continue the meeting in person in the Ross Town Hall, 31 Sir Francis Drake Boulevard, Ross, CA.*

Zoom Webinar: <https://us02web.zoom.us/j/81889055505>

Webinar ID: 818 8905 5505# or Call-in Number: +1 (669) 900-9128

Submit public comment by:

1. Emailing [cmartel@townofross.org](mailto:cmartel@townofross.org) prior to 4:00 P.M. the day before the meeting.
2. Attend the meeting in person and provide public comment.
3. If participating remotely, during the public comment portion of the Open Session select the "Raise Hand" icon in the Zoom meeting or press \*9 if calling into the meeting.

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1. **6:00 p.m. Call to Order. (Council Member Salter will participate via Zoom from 1 Monarch Beach Resort, Dana Beach, CA 942629.)**
  2. **Posting of agenda/changes to agenda.**
  3. **Presentation of Resolution 2402 and Proclamation from the County of Marin to former Mayor and Councilmember Beach Kuhl upon his retirement. (Mayor Kircher)**
  4. **Presentation regarding Red Flag Warning Days. (Chief Mahoney, Chief Pata)**
  5. **Mayor's Report.**
  6. **Council Committee & Liaison Reports.**

 Full agenda packet available online by clicking [here](#).

**7. Staff & Community Reports.**

- a. **Town Manager**
- b. **Ross Property Owners Association**

**8. Consent Agenda.**

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

- a. **Minutes: Special Meeting, Election Results, April 25, 2024 [📄](#)  
Special Meeting, Budget Workshop, April 25, 2024 [📄](#)  
Regular Meeting, May 6, 2024 [📄](#)**
- b. **Demands for May 2024. [📄](#) (Johnson)**
- c. **Town Council to adopt Resolution No. 2407 rescinding Resolution No. 2318 and approving the updated Town of Ross Records Retention schedule and authorizing the destruction of certain town records. (Johnson) [📄](#)**
- d. **Town Council to authorize the Town Manager to send a letter to Wells Fargo to update signatories on record for the Town of Ross due to the recent retirement and election of Council Members. (Johnson) [📄](#)**
- e. **Town Council to award the construction contract for the Laurel Grove Safe Pathway Project Phase II-B between Monte Allegra and Canyon Road and authorize the Town Manager to enter into a construction contract with Bauman Landscape and Construction Inc. in the amount of \$539,334; and authorize a contingency of up to \$27,000 for potential change orders to address unforeseen conditions. (Simonitch) [📄](#)**
- f. **Town Council to receive update on Marin County Flood Control District activities within the Flood Control Zone 9. (Simonitch) [📄](#)**
- g. **Town Council to adopt Resolution No. 2423 for a one-year time extension for Design Review, Hillside Lot Permit, and a Variance to construct a new pool and decks at the rear of the existing single-family residential property located at 3 Willow Hill. [📄](#)**
- h. **Town Council to authorize Town Manager to execute a Consultant Services Agreement with Dyett & Bhatia Urban and Regional Planners to complete the preparation of the Town of Ross 2023-2031 General Plan Housing Element Update and Safety Element Update and related environmental documentation in an amount not to exceed \$25,730. (Johnson) [📄](#)**

i. **Proclamation in support of National Gun Violence Awareness Month.** [📄](#)

**End of Consent Agenda.**

**9. Public Hearings on Planning Projects – Part 1.**

*Public hearings are required for the following planning applications. Staff anticipates that these items may be acted upon quickly with no oral staff report, Council discussion, or public comment. If discussion or public comment is requested, the Council may consider the item later in the agenda.*

- a. **51 Sir Francis Drake Boulevard, Design Review and Town Council adoption of Resolution No. 2424 approving the project, subject to conditions. (Lopez-Vega)** [📄](#)  
Noah Berry, 51 Sir Francis Drake Blvd, A.P. No. 073-161-25, Zoning: R-1: B-20, General Plan: L (Low Density), Flood Zone: AE (Floodway).

**Project Summary:** The applicant requests approval for Design Review. The project includes an interior renovation and a new 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.

- b. **9 Thomas Court, Design Review, Demolition Permit and Town Council adoption of Resolution No. 2425 approving the project, subject to conditions. (Lopez-Vega)** [📄](#)  
Leland & Kristin Clemons, 9 Thomas Court, A.P. No. 073-232-36, Zoning: R-1: B-10, General Plan: ML (Medium Low Density), Flood Zone: X (Moderate Risk).



**Project Summary:** The applicant requests approval from the Town Council for Design Review, and a Demolition Permit. The project proposes an interior and exterior remodel which will include a new gable entry roof, removal of the existing board lap siding and replacing it with cedar shingles with wood trim. A demolition permit is required to alter more than twenty-five percent of the exterior wall coverings of a residence.

**End of Public Hearings on Planning Projects - Part 1.**

**Administrative Agenda.**

**10. Town Council to:**

- 1. Receive a presentation on the fiscal year ending June 30, 2025 (FYE 2025) budget;**
- 2. Adopt Resolution No. 2426 approving the FYE 2025 budget, setting the public safety parcel tax rate, and amending the Town's Salary Schedule;**
- 3. Adopt Resolution No. 2427 setting the Town's appropriations limit as provided in Government Code Section 7910 for the fiscal year ending June 30, 2025. (Johnson)** [📄](#)

11. **Town Council to receive information on Dark Skies and lighting standards in the Town of Ross and neighboring jurisdictions and provide direction to staff. (Feliciano)** 
  
12. **Town Council to Waive First Reading, Read by Title only, and Introduce Ordinance 726 for consideration of amendments to the following Ross Municipal Code (RMC) chapters, and direct staff to return for second reading and adoption on July 11, 2024. (Feliciano):**
  - **Chapter 18.41, Design Review. Zoning text amendments to Section 18.41.020(a)(8) pertaining to the removal or alteration of more than twenty-five percent of the exterior walls or wall coverings of a residence.**
  - **Chapter 18.50, Demolition of Structures. Zoning text amendments to 18.50.020(a) pertaining to the alteration of more than twenty-five percent of the exterior walls or exterior wall coverings.** 

**End of Administrative Agenda.**

**There are no Public Hearings on Planning Projects – Part 2.**

13. **No Action Items: (Mayor)**
  - a. **Council correspondence**
  - b. **Future Council items**
  
14. **Open Time for Public Expression.**

Limited to three minutes per speaker on items not on the agenda.
  
15. **Adjournment.**

*If any of the matters discussed above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this notice or in written correspondence delivered at, or prior to, the Council meeting at which this matter will be heard. (Government Code Section 65009). In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Manager at (415) 453-1453, extension 107 or (415) 453-1950 (Fax). Notification at least 48 hours prior to the meeting will enable the town to make reasonable accommodation to help insure accessibility to this meeting.*