



TOWN OF TIBURON
1505 Tiburon Boulevard
Tiburon, CA 94920

Design Review Board Meeting
August 4, 2016
Agenda Item: **2**

STAFF REPORT

To: Members of the Design Review Board

From: Planning Manager Watrous

Subject: 2051 Vistazo East Street; File No. DR2016046; Site Plan and Architectural Review for the Construction of Additions to an Existing Single-Family Dwelling

Reviewed By: _____

PROJECT DATA

ADDRESS: 2051 VISTAZO EAST STREET
OWNER: DAVID GODFREY
APPLICANT: ONJU UPDEGRAVE (ARCHITECT)
ASSESSOR'S PARCEL: 059-082-26
FILE NUMBERS: DR2016046
LOT SIZE: 43,090 SQUARE FEET
ZONING: RO-2 (SINGLE-FAMILY RESIDENTIAL-OPEN)
GENERAL PLAN: M (MEDIUM DENSITY RESIDENTIAL)
FLOOD ZONE: X
DATE COMPLETE: JULY 13, 2016

PRELIMINARY ENVIRONMENTAL DETERMINATION

Town Planning Division Staff has made a preliminary determination that this proposal would be exempt from the provisions of the California Environmental Quality Act (CEQA), as specified in Section 15303.

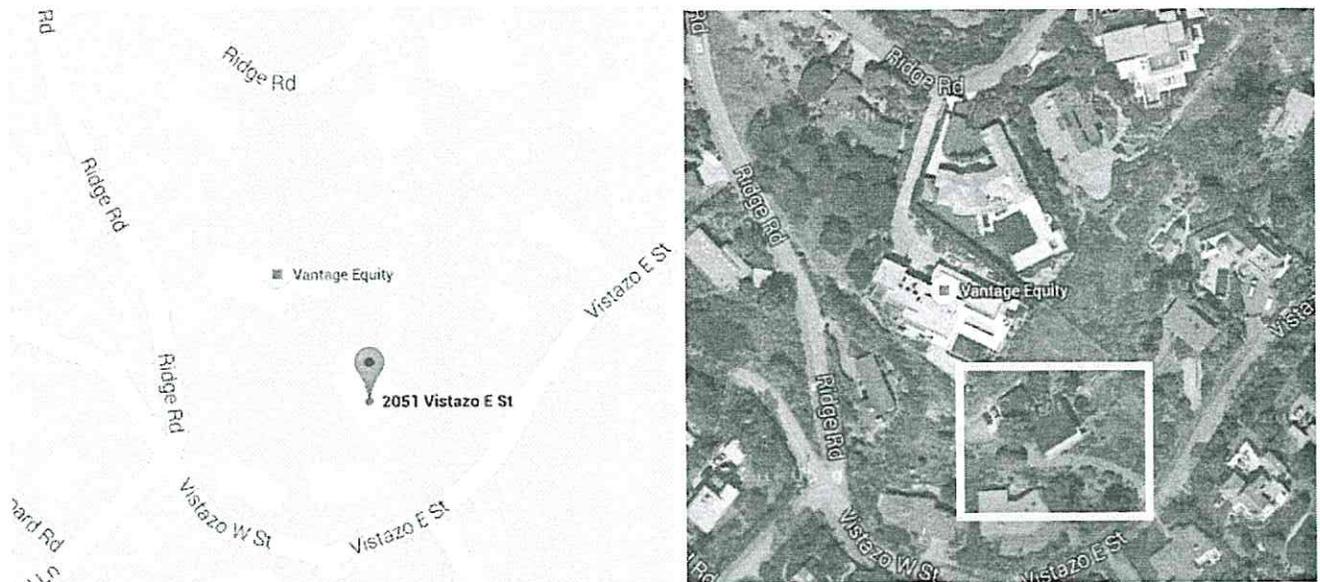
PROJECT DESCRIPTION

The applicant is requesting Design Review approval for the construction of additions to an existing two-story single-family dwelling on property located at 2051 Vistazo East Street. The project would add a one-story wing to the upper level of the existing house, connected to the side by an enclosed corridor. The addition would include a family room, guest bedroom, office, bathroom and powder room. A deck would extend to the downhill side of the addition.

The proposal would increase the lot coverage on the site by 1,310 square feet to a total of 3,913 square feet (9.1%), which is less than the 15.0 % maximum lot coverage permitted in the RO-2 zone. The floor area of the property would be increased by 1,190 square feet to a total of 4,412 square feet, which is 1,888 square feet less than the 6,309 square foot floor area ratio for this site.

A color and materials board has not been submitted, as the addition would match the exterior of the existing house.

PROJECT SETTING



The subject property is situated on a sloping site midway between Vistazo East Street below and homes along Ridge Road above. The house is accessed by a driveway coming uphill from Vistazo East Street.

ANALYSIS

Zoning

Staff has reviewed the proposal and finds that it is in conformance with the development standards for the RO-2 zone.

Design Issues

The proposed addition would extend to the north side of the existing house and would occupy a currently vacant part of the lot. The addition would be on the upper part of the site, but would still be 48 feet from the rear property line.

The addition would have a maximum height of 13 feet, but would be dug somewhat into the hillside and reach a height of only 8 feet above grade on the uphill side. The addition would have an essentially flat roof to further lower the visual profile of the structure.

The proposed addition would be visible from several homes uphill from the site, but would not appear to substantially block views from any of these residences. The closest home at 430 Ridge Road is set back from the top of slope and the shared property line with the subject lot. As a result, it does not appear that the addition would project into the water views of Raccoon Strait from this or any other home in the vicinity.

Public Comment

As of the date of this report, no letters have been received regarding the subject application.

RECOMMENDATION

The Design Review Board should review this project with respect to Zoning Ordinance Sections 16-52.020 (H) (Guiding Principles) and determine that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) as specified in Section 15301. If the Board agrees with staff's conclusions, it is recommended that the attached conditions of approval be applied.

ATTACHMENTS

1. Conditions of approval
2. Application and supplemental materials
3. Submitted plans

Prepared By: Daniel M. Watrous, Planning Manager

CONDITIONS OF APPROVAL

2051 VISTAZO EAST STREET

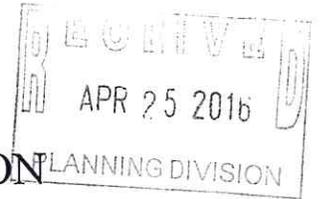
FILE #DR2016046

1. This approval shall be used within three (3) years of the approval date, and shall become null and void unless a building permit has been issued.
2. Construction shall conform with the application dated by the Town of Tiburon on April 25, 2016, or as amended by these conditions of approval. Any modifications to the plans of June 22, 2016 must be reviewed and approved by the Design Review Board.
3. Project elements shown on construction drawings submitted to the Building Division for plan check shall be essentially identical to those project elements shown on drawings approved by the Design Review Board. The permit holder is responsible for clearly identifying on construction drawings any and all changes to project elements. Such changes must be clearly highlighted (with a “bubble” or “cloud”) on the construction drawings. A list describing in detail all such changes shall be submitted and attached to the construction drawings, with a signature block to be signed by the Planning Division Staff member indicating whether these changes have been reviewed and are approved, or will require additional Design Review approval. All such changes that have not been explicitly approved by the Town are not “deemed approved” if not highlighted and listed on construction drawings. Construction of any such unapproved project elements is in violation of permit approvals and shall be subject to Stop Work Orders and removal.
4. The applicant must meet all requirements of other agencies prior to the issuance of a building permit for this project.
5. All exterior lighting fixtures other than those approved by the Design Review Board must be down-light-type fixtures.
6. If this approval is challenged by a third party, the property owner/applicant will be responsible for defending against this challenge. The property owner/applicant agrees to defend, indemnify and hold the Town of Tiburon harmless from any costs, claims or liabilities arising from the approval, including, without limitations, any award of attorney’s fees that might result from the third party challenge.
7. A construction sign shall be posted on the site during construction of the project, in a location plainly visible to the public. The sign shall be 24” x 24” in size and shall be made of durable, weather-resistant materials intended to survive the life of the construction period. The sign shall contain the following information: job street address; work hours allowed per Chapter 13 of the Tiburon Municipal Code; builder (company name, city, state, ZIP code); project manager (name and phone number); and emergency contact

- (name and phone number reachable at all times). The sign shall be posted at the commencement of work and shall remain posted until the contractor has vacated the site
8. A copy of the Planning Division's "Notice of Action" including the attached "Conditions of Approval" for this project shall be copied onto a plan sheet at the beginning of the plan set(s) submitted for building permits.
 9. All requirements of the Town Engineer shall be met, including, but not limited to, the following, which shall be noted on building plan check plans:
 - a. The public right-of-way shall be protected from damage during construction, or repairs shall be made to the satisfaction of the Tiburon Public Works Department.
 - b. Any proposal that would encroach onto the public right-of-way is not permitted. This would include fences, retaining walls and other structures.
 - c. Typical encroachments, such as driveway approaches, walkways, drainage facilities, and short-height landscaping, need to be processed through a standard Public Works encroachment permit application with plans for review.
 10. The final landscape and irrigation plans must comply with the current water efficient landscape requirements of MMWD.
 11. The project shall comply with the requirements of the California Fire Code and the Tiburon Fire Protection District, including, but not limited to, the following:
 - a. The structure shall have installed throughout an automatic fire sprinkler system. The system design, installation and final testing shall be approved by the District Fire Prevention Officer. CFC 903.2
 - b. Approved carbon monoxide and smoke alarms shall be installed to provide protection to all sleeping areas. CFC 907.2.10
 - c. The vegetation on this parcel shall comply with the requirements of TFPD. Any changes to the approved plans under the 2012 remodel shall be submitted for review and approval by the District. CFC 304.1.2
 12. The project shall comply with all requirements of Sanitary District No. 5.
 13. The wet bar in the proposed addition shall comply with the definition of a wet bar contained in the Tiburon Zoning Ordinance.



**TOWN OF TIBURON
LAND DEVELOPMENT APPLICATION**



TYPE OF APPLICATION

- Conditional Use Permit
- Precise Development Plan
- Secondary Dwelling Unit
- Zoning Text Amendment
- Rezoning or Prezoning
- General Plan Amendment
- Temporary Use Permit
- Design Review (DRB)
- Design Review (Staff Level)
- Variance(s) _____ #
- Floor Area Exception
- Tidelands Permit
- Sign Permit
- Tree Permit
- Tentative Subdivision Map
- Final Subdivision Map
- Parcel Map
- Lot Line Adjustment
- Condominium Use Permit
- Seasonal Rental Unit Permit
- Other _____

APPLICANT REQUIRED INFORMATION

SITE ADDRESS: 2051 Vistazo East Street **PROPERTY SIZE:** 43,090
PARCEL NUMBER: 059-082-28 **ZONING:** _____

PROPERTY OWNER: *David Godfrey
MAILING ADDRESS: 2051 Vistazo East Street
Tiburon, CA 94920
PHONE/FAX NUMBER: (808) 216-5111 **E-MAIL:** comradekoba@hotmail.com

APPLICANT (Other than Property Owner): _____
MAILING ADDRESS: _____
PHONE/FAX NUMBER: _____ **E-MAIL:** _____

ARCHITECT/DESIGNER/ENGINEER * Onju Updegrave
MAILING ADDRESS: 110 Deer Hollow Road
San Anselmo, CA 94960
PHONE/FAX NUMBER: 415-457-7788/ 457-7747 **E-MAIL:** onju@onju.net

Please indicate with an asterisk () persons to whom Town correspondence should be sent.*

BRIEF DESCRIPTION OF PROPOSED PROJECT (attach separate sheet if needed):

Build 1,190 sq. ft. addition with family room and guest bedroom and bath. Includes 380 sq ft deck addition.
Addition to be connected to upper floor of existing residence.

I, the undersigned owner (or authorized agent) of the property herein described, hereby make application for approval of the plans submitted and made a part of this application in accordance with the provisions of the Town Municipal Code, and I hereby certify that the information given is true and correct to the best of my knowledge and belief.

I understand that the requested approval is for my benefit (or that of my principal). Therefore, if the Town grants the approval, with or without conditions, and that action is challenged by a third party, I will be responsible for defending against this challenge, with the defense counsel subject to the Town's approval. I therefore agree to accept this responsibility for defense at the request of the Town and also agree to defend, indemnify and hold the Town harmless from any costs, claims or liabilities arising from the approval, including, without limitation, any award of attorney's fees that might result from the third party challenge.

Signature:* [Signature] Date: 4-18-16

The property involving this permit request may be subject to deed restrictions called Covenants, Conditions and Restrictions (CC&Rs), which may restrict the property's use and development. These deed restrictions are private agreements and are NOT enforced by the Town of Tiburon. Consequently, development standards specified in such restrictions are NOT considered by the Town when granting permits.

You are advised to determine if the property is subject to deed restrictions and, if so, contact the appropriate homeowners association and adjacent neighbors about your project prior to proceeding with construction. Following this procedure will minimize the potential for disagreement among neighbors and possible litigation.

Signature:* [Signature] Date: 4-18-16

**If other than owner, must have an authorization letter from the owner or evidence of de facto control of the property or premises for purposes of filing this application*

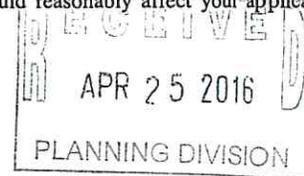
NOTICE TO APPLICANTS

Pursuant to California Government Code Section 65945, applicants may request to receive notice from the Town of Tiburon of any general (non-parcel-specific), proposals to adopt or amend the General Plan, Zoning Ordinance, Specific Plans, or an ordinance affecting building or grading permits.

If you wish to receive such notice, then you may make a written request to the Director of Community Development to be included on a mailing list for such purposes, and must specify which types of proposals you wish to receive notice upon. The written request must also specify the length of time you wish to receive such notices (s), and you must provide to the Town a supply of stamped, self-addressed envelopes to facilitate notification. Applicants shall be responsible for maintaining the supply of such envelopes to the Town for the duration of the time period requested for receiving such notices.

The notice will also provide the status of the proposal and the date of any public hearings thereon which have been set. The Town will determine whether a proposal is reasonably related to your pending application, and send the notice on that basis. Such notice shall be updated at least every six weeks unless there is no change to the contents of the notice that would reasonably affect your application. Requests should be mailed to:

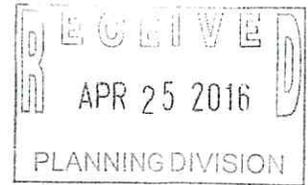
Town of Tiburon
Community Development Department
Planning Division
1505 Tiburon Boulevard
Tiburon, CA 94920
(415) 435-7390 (Tel) (415) 435-2438(Fax)
www.townoftiburon.org



DO NOT WRITE BELOW THIS LINE

DEPARTMENTAL PROCESSING INFORMATION

Application No.: DR2016-046 GP Designation: _____ Fee Deposit: \$1325 -
Date Received: 4/25/16 Received By: LS Receipt #: R1066
Date Deemed Complete: 7/13/16 Action: _____ By: Dec
Acting Body: _____ Date: _____
Conditions of Approval or Comments: _____ Resolution or Ordinance # _____



DESIGN REVIEW SUPPLEMENTAL APPLICATION FORM

Please fill in the information requested below (attach separate sheet as needed):

1. Briefly describe the proposed project: _____
Build 1,190 sq. ft. addition with family room and guest bedroom and bath. Includes 380 sq ft deck addition.
Addition to be connected to upper floor of existing residence.

2. Lot area in square feet (Section 16-100.020(L)): 43,090 sq ft

3. Square footage of Landscape Area: 3,300 sq. ft.

4. Proposed use of site (example: single family residential, commercial, etc.):
 Existing Single family residence
 Proposed Single family residence

5. Describe any changes to parking areas including number of parking spaces, turnaround or maneuvering areas.
No Change

| TO BE COMPLETED BY APPLICANT | | | | STAFF USE ONLY | |
|--|------------|-------------------------------------|-------------|-----------------|----------|
| ITEM | EXISTING | PROPOSED ADDITION AND/OR ALTERATION | PROPOSED | CAL- CULATED | PER ZONE |
| Setbacks from property line (Section 16-100.020(Y))* Front | 79 ft. | 114 ft. | 79 ft. | ft. | ft. |
| Rear | 25.5 ft. | 48 ft. | 25.5 ft. | ft. | ft. |
| Right Side | 75 ft. | 15 ft. | 15 ft. | ft. | ft. |
| Left Side | 26.5 ft. | 63± ? ft. | 26.5ft. | ft. | ft. |
| Maximum Height (Section 16-30.050)* | 23 ft. | 15 ft. | 23 ft. | ft. | ft. |
| Lot Coverage (Section 16-30.120(B))* | 2603sq.ft. | 1310 sq.ft. | 3913 sq.ft. | sq.ft. | sq.ft. |
| Lot Coverage as Percent of Lot Area | 6.04 % | 3.04 % | 9.08 % | % | % |
| Gross Floor Area (Section 16-100.020(F))* | 3222sq.ft. | 1190 sq.ft. | 4412 sq.ft. | sq.ft. | sq.ft. |

*Section numbers refer to specific provisions or definitions in the Tiburon Municipal Code Chapter 16 (Zoning)

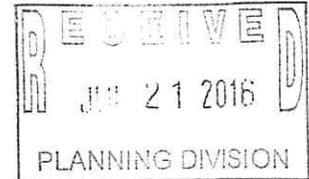
Onju

Onju Updegrave
Architect

Dan Watrous,
Town Of Tiburon Planning Department

July 21, 2016

RE: Job Address: 2051 Vistazo East Street, APN: 059-082-28
Plan Revisions for Application #DR2016046



Enclosures: 7 Sets full size plans, 10 sets 11x17 plans. Revised date 7-21-16

Dear Dan,

Enclosed are the plans for the hearing for this project. We have made the revisions we discussed last week to lower the roof and slightly change the footprint in response to the uphill neighbor at 430 Ridge Road. This has resulted in a 48 square foot increase in the size of the addition (1,238 sq. ft. instead of 1,190). The height of the building has been lowered two feet in the family room area, and four feet in the guest bedroom area.

Let me know if you need anything further.

Sincerely,

Onju Updegrave