



TOWN OF TIBURON
Tiburon Town Hall
1505 Tiburon Boulevard
Tiburon, CA 94920

Regular Meeting
Design Review Board
December 1, 2016
7:00 p.m.

AGENDA
TIBURON DESIGN REVIEW BOARD

CALL TO ORDER AND ROLL CALL

**Chair Kricensky, Vice Chair Emberson, Boardmembers Chong,
Cousins And Tollini**

ORAL COMMUNICATIONS

Persons wishing to address the Design Review Board on any subject not on the agenda may do so under this portion of the agenda. Please note that the Design Review Board is not able to undertake extended discussion, or take action on, items that do not appear on this agenda. Matters requiring action will be referred to Town Staff for consideration and/or placed on a future Design Review Board agenda. Please limit your comments to no more than three (3) minutes. Any communications regarding an item not on the agenda will not be considered part of the administrative record for that item.

STAFF BRIEFING (If Any)

PUBLIC HEARINGS & NEW BUSINESS

1. 77 EAST VIEW AVENUE

File Nos. DR2016104, VAR2016033, VAR2016034, VAR2016035 & FAE2016011; Clinton Yee, Owner; Site Plan and Architectural Review for construction of additions to an existing single-family dwelling, with Variances for reduced front setback and excess building height, and a Floor Area Exception. The applicant proposes to construct 1,361 square feet of additions to an existing three-story house, which would result in a floor area ratio of 55.8%, which is greater than the 35.0% maximum for a lot of this size. The front setback would be 2 feet, 6 inches in lieu of the minimum 15 feet. The house would be 37 feet tall, in lieu of the maximum building height of 30 feet. Assessor's Parcel No. 060-105-92. [DW]

Documents:

[77 EAST VIEW.PDF](#)

2. 484 WASHINGTON COURT

File Nos. DR2016128/VAR2016041; Karla Rivera and Ernie Cervantes, Owners; Site Plan and Architectural Review for construction of a new single-family dwelling, with a Variance for excess fence height. The floor area of the proposed house would be 2,269 square feet, and its lot coverage would be 2,480 square feet (28.3%). A portion of a new fence would be 8 feet tall, which is greater than the maximum fence height of 6 feet. Assessor's Parcel No. 034-251-28. [DW]

CONTINUED TO DECEMBER 15, 2016

Documents:

[484 WASHINGTON COURT.PDF](#)

ACTION ITEMS

3. 150 AVENIDA MIRAFLORES

File Nos. TREE2016001/TREE2016017; Edwin and Nancy Clock, Owners/Applicants/Appellants; Firuze Hariri, Applicant; Consider Adoption of Resolutions Denying Appeal of Planning staff approval of Tree Permit to permit the removal of one (1) Italian Stone Pine Tree and one (1) Cajeput tree, and appeal of Planning staff denial of Tree Permit to permit the after-the-fact planting of one (1) Italian Stone Pine Tree, one (1) Cajeput Tree, one (1) Cotoneaster Tree and one (1) Privet Tree; Assessor's Parcel No. 039-111-09. [DW]

Documents:

[150 AVENIDA MIRAFLORES.PDF](#)

4. 23 MERCURY AVENUE

File No. DR2016075; Jeff Greenberg, Owner; Site Plan and Architectural Review for construction of a new single-family dwelling. The floor area of the proposed house would be 3,110 square feet, and its lot coverage would be 2,716 square feet (18.2%). Assessor's Parcel No. 034-252-03. [DW] **CONTINUED TO JANUARY 19, 2017**

Documents:

[23 MERCURY AVENUE.PDF](#)

5. 200 ROUND HILL ROAD

File No. DR2016129; Phil and Jen Bennett, Owners; Site Plan and Architecture Review for construction of additions to an existing single-family dwelling. The project would add 723 square feet to the existing house, resulting in a total floor area of 3,504 square feet and lot coverage of 2,954 square feet (14.9%). Assessor's Parcel No. 058-252-01. [KO]

Documents:

[200 ROUND HILL ROAD.PDF](#)

6. 9 MERCURY AVENUE

File No. DR2016132; Todd and Gena Davis, Owners; Site Plan and Architecture Review for construction of additions to an existing single-family dwelling. The project would add 1,043 square feet to the existing house, resulting in a total floor area of 2,804 square feet and lot coverage of 2,479 square feet (29.9%). Assessor's Parcel No. 034-252-10. [DW]

Documents:

[9 MERCURY AVENUE.PDF](#)

7. MINUTES

Consider adoption of minutes of meeting of November 3, 2016

ADJOURNMENT

GENERAL PUBLIC INFORMATION

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Division Secretary at (415) 435-7390. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

AVAILABILITY OF INFORMATION

Copies of Design Review Board Agendas, Staff Reports, project files and other supporting data are available for viewing and inspection at Town Hall during business hours. Agendas and Staff Reports are also available at the Belvedere-Tiburon Public Library and on the Town of Tiburon website (www.ci.tiburon.ca.us) after 5:00 PM on the Friday prior to the regularly scheduled meeting.

Any documents produced by the Town and distributed to a majority of the Design Review Board regarding any item on this agenda, including agenda-related documents produced by the Town after distribution of the agenda packet at least 72 hours in advance of the Board meeting, will be available for public inspection at Town Hall, 1505 Tiburon Boulevard, Tiburon, CA 94920.

Upon request, the Town will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please deliver or cause to be delivered a written request (including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service) at least five (5) days before the meeting to the Planning Division Secretary at the above address.

PUBLIC HEARING ITEMS AND BUSINESS ITEMS

Public Hearing items and Business items provide the general public and interested parties an opportunity to speak regarding items that typically involve an action or decision made by the Board. If you challenge any decision in court, you may be limited to raising only those issues you or someone else raised at the meeting, or in written correspondence delivered to the Board at, or prior to, the meeting.

GENERAL PROCEDURE ON ITEMS AND TIME LIMIT GUIDELINES FOR SPEAKERS

The Design Review Board's general procedure on items and time limit guidelines for speakers are:

- ❖ Staff Update on Item (if any)
- ❖ Applicant Presentation – 5 to 20 minutes
- ❖ Design Review Board questions of staff and/or applicant
- ❖ Public Testimony (depending on the number of speakers) – 3 to 5 minutes for each speaker; members of the audience may not allocate their testimony time to other speakers
- ❖ Applicant may respond to public comments – 3 minutes

- ❖ Design Review Board closes the public testimony period, deliberates and votes (as warranted)
- ❖ Time limits and procedures may be modified in the reasonable discretion of the Chairman

Interested members of the public may address the Design Review Board on any item on the agenda.

ORDER AND TIMING OF ITEMS

No set times are assigned to items appearing on the Design Review Board agenda. While the Design Review Board attempts to hear all items in order as stated on the agenda, it reserves the right to take items out of order without notice.

NOTE: ALL DESIGN REVIEW BOARD MEETINGS ARE AUDIO RECORDED

TOWN OF TIBURON LATE MAIL POLICY (Adopted and Effective 11/7/2007)

The following policy shall be used by the Town Council and its standing boards and commissions, and by staff of the Town of Tiburon, in the identification, distribution and consideration of late mail.

DEFINITION

“Late Mail” is defined as correspondence or other materials that are received by the Town after completion of the written staff report on an agenda item, in such a manner as to preclude such correspondence or other materials from being addressed in or attached to the staff report as an exhibit.

IDENTIFICATION OF LATE MAIL

All late mail received by Town Staff in advance of a meeting shall be marked “Late Mail” and shall be date-stamped or marked with the date of receipt by the Town. Late mail received at a meeting shall be marked as “Received at Meeting” with a date-stamp or handwritten note.

POLICY

For regular meetings of the Town Council and its standing boards and commissions:

- (1) All late mail that is received on an agenda item prior to distribution of the agenda packet to the reviewing authority shall be stamped or marked as “Late Mail” and shall be distributed to the reviewing authority with the agenda packet.
- (2) All late mail received on an agenda item before 5:00 PM on the Monday prior to the meeting shall be date-stamped and marked as “Late Mail” and distributed to the reviewing authority as soon as practicable. Such mail shall be read and considered by the reviewing authority whenever possible. If the Monday, or Monday and Tuesday, prior to the meeting are a Town-recognized holiday, the deadline shall be extended to the following day at Noon.
- (3) Any late mail received on an agenda item after the deadline established in paragraph (2) above shall be date-stamped, marked as “Late Mail” and distributed to the reviewing authority as soon as reasonably possible, but may not be read or considered by the reviewing authority. There should be no expectation of, nor shall

the reviewing authority have any obligation to, read or consider any such late mail, and therefore such late mail may not become part of the administrative record for the item before the reviewing authority.

These provisions shall also apply to special and adjourned meetings when sufficient lead time exists to implement these provisions. If sufficient lead time does not exist, the Town Manager shall exercise discretion in establishing a reasonable cut-off time for late mail. For controversial items or at any meeting where a high volume of correspondence is anticipated, Town staff shall have the option to require an earlier late mail deadline, provided that the written public notice for any such item clearly communicates the specifics of the early late mail deadline, and the deadline corresponds appropriately to any earlier availability of the agenda packet.