

# Town of Tiburon STAFF REPORT

AGENDA ITEM   D2  



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TO:                   **DESIGN REVIEW BOARD**

FROM:               **PLANNING MANAGER WATROUS**

SUBJECT:           **5 APOLLO ROAD; FILE # 703164**  
**SITE PLAN AND ARCHITECTURAL REVIEW FOR CONSTRUCTION OF**  
**A NEW SINGLE-FAMILY DWELLING**

MEETING DATE:   **DECEMBER 18, 2003** \_\_\_\_\_

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## PROJECT DATA

**ADDRESS:                   5 APOLLO ROAD**  
**OWNERS:                    JAMES AND MOIRA O'NEAL**  
**APPLICANT:                 PAUL BALLORA (ARCHITECT)**  
**ASSESSOR'S PARCEL:       34-262--29**  
**FILE NUMBER:              703164**  
**LOT SIZE:                  8,208 SQUARE FEET**  
**ZONING:                    R-1 (SINGLE-FAMILY RESIDENTIAL)**  
**GENERAL PLAN:             MEDIUM HIGH DENSITY RESIDENTIAL**  
**FLOOD ZONE:                C**  
**DATE COMPLETE:          NOVEMBER 13, 2003**

## 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.

## PROPOSAL

The applicant is requesting Design Review approval for the construction of additions to an existing one-story single-family dwelling on property located at 5 Apollo Road. The proposed construction would include a new family room, a new master bedroom suite, and one additional bedroom and bathroom.

The proposed construction would result in the demolition of more than 50% of the floor area of the existing house. As a result, the subject application is a request for the construction of a new residence, even though much of the existing house would remain.



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With the requested additions, the house would cover 2,244 square feet (27.3%) of the site. The proposed house would have a floor area of 1,857 square feet, with a 387 square foot garage, which is less than the maximum floor area permitted for a lot of this size.

A color and materials board has not been submitted, as the wood siding and shingle roofing of the proposed additions would be consistent with the exterior finish of the existing residence.

### ANALYSIS

#### Zoning

Staff has reviewed the proposal and finds it to be in conformance with the development standards for the R-1 zone.

#### Design Issues

The subject property lies within the central portion of the Belveron East subdivision. The site is relatively level, but at a slightly lower elevation than the properties to the rear.

The proposed additions would extend the single-story design of the existing residence. The project would not result in an increase in the height of this building. The proposed additions should therefore not result in any significant view or visual mass and bulk impacts on neighboring homes. The one-story design would also be compatible with the general character of the surrounding Belveron East neighborhood.

#### Public Comment

To date, no letters have been received regarding the proposed project.

### RECOMMENDATION

The Board should review this project with respect to Zoning Ordinance Section 4.02.07 (Guiding Principles) and determine that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) as specified in Section 15303. If the Board finds the design to be acceptable and in conformance with the Town's Design Guidelines, Staff recommends that the attached conditions of approval be applied.

### ATTACHMENTS:

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

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### CONDITIONS OF APPROVAL

#### 5 APOLLO ROAD

#### FILE #703164

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. The development of this project shall conform with the application dated by the Town of Tiburon on November 12, 2003, or as amended by these conditions of approval. Any modifications to the plans of November 12, 2003, must be reviewed and approved by the Design Review Board.
3. Plans submitted to the Building Division for plan check shall be identical to those approved by the Design Review Board. If any changes are made to the approved Design Review plans, the permit holder is responsible for clearly identifying all such changes when submitted to the Building Division for plan check. Such changes must be clearly highlighted (with a "bubble" or "cloud") on the submitted plans. A list describing in detail all such changes shall be submitted and attached to the building plans, with a signature block to be signed by the Planning Division Staff member indicating that these changes have been reviewed and are approved, or require additional Design Review. All changes that have not been explicitly approved by Staff as part of the Building Plan Check process are not approved. Construction that does not have Planning Division approval is not valid and shall be subject to stop work orders and may require removal.
4. The applicant must meet all requirements of other agencies prior to the issuance of a building permit for this project.
5. All skylights shall be bronzed or tinted and no lights shall be placed in the wells.
6. All exterior lighting fixtures other than those approved by the Design Review Board must be down light type fixtures.
7. Prior to the issuance of building permits, the applicant shall submit verification from a licensed landscape architect that the proposed landscape plan conforms to M.M.W.D. landscape regulations, as required by Town Council Ordinance.
8. Prior to the issuance of final building inspection approval, all landscaping and irrigation shall be installed in accordance with approved plans. The installation of plantings and irrigation shall be verified by a Planning Division field inspection prior to the issuance of occupancy permits.
9. Prior to underfloor inspection, a certified survey of the structure foundation will be required. Required documents shall include graphic documentation locating the building

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on a site plan and including specific dimensions from property lines and other reference points as appropriate, and elevations relative to sea level of the foundation walls and slabs. No inspections will be provided until the survey results have been verified.

10. The project shall comply with the following requirements of the Tiburon Fire Protection District:
  - a. The structure shall have installed throughout an automatic fire sprinkler system in accordance with NFPA standard 13-D. The system design, installation and final testing shall be approved by the District Fire Prevention Officer (UFC 1003).
  - b. Approved smoke alarms shall be installed to provide protection to all sleeping areas (UBC 1210).
  - c. Approved spark arresters shall be installed on chimneys (UFC 1101).
11. The following requirements of the Marin Municipal Water District shall be met:
  - a. A High Water Pressure Water Service application shall be completed.
  - b. A copy of the building permit shall be submitted.
  - c. Appropriate fees shall be paid.
  - d. The structure's foundation shall be completed within 120 days of the date of application.
  - e. The applicant shall comply with the District's rules and regulations in effect at the time service is requested.
12. The applicants shall obtain any and all necessary sewer permits from the Richardson Bay Sanitary District.
13. All requirements of the Town Engineer shall be met.