

# Town of Tiburon STAFF REPORT

AGENDA ITEM E6



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TO: **DESIGN REVIEW BOARD**

FROM: **PLANNING MANAGER WATROUS**

SUBJECT: **34 MEADOWHILL DRIVE; FILE #705129  
SITE PLAN AND ARCHITECTURAL REVIEW FOR THE CONSTRUCTION  
OF ADDITIONS TO AN EXISTING SINGLE-FAMILY DWELLING**

MEETING DATE: **SEPTEMBER 1, 2005** \_\_\_\_\_

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## **PROJECT DATA:**

<b>ADDRESS:</b>	<b>34 MEADOWHILL DRIVE</b>
<b>ASSESSOR'S PARCEL:</b>	<b>058-341-12</b>
<b>FILE NUMBER:</b>	<b>705129</b>
<b>PROPERTY OWNERS:</b>	<b>JUDITH THOMPSON</b>
<b>APPLICANT:</b>	<b>MICHAEL HECKMANN (ARCHITECT)</b>
<b>LOT SIZE:</b>	<b>27,370 SQUARE FEET</b>
<b>ZONING:</b>	<b>RO-2 (SINGLE-FAMILY RESIDENTIAL - OPEN)</b>
<b>GENERAL PLAN:</b>	<b>MEDIUM DENSITY RESIDENTIAL</b>
<b>FLOOD ZONE:</b>	<b>C</b>
<b>DATE COMPLETE:</b>	<b>AUGUST 12, 2005</b>

## **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 15301.

## **PROPOSAL**

The applicant is requesting Design Review approval for the construction of additions to an existing single-family dwelling on property located at 34 Meadowhill Drive. A two-story residence, with an attached garage at a lower level, is currently situated on the property.

The project would include additions to all three levels of the structure. A new guest bedroom, bathroom and storage area would be added to the garage level of the building. A new office and laundry room would be added on the main floor of the house. A new bathroom would be added to the upper level. New exterior decks would be added to three sides of the house on the main and garage levels. One new skylight would be installed above the central stairway. New cedar shingle siding would be attached around the exterior of the house.



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The proposed addition would add 810 square feet of floor area to the existing house, resulting in a total floor area for the house of 4,520 square feet, which is less than the floor area ratio for a lot of this size. The lot coverage on the site would be increased by 540 square feet to a total of 3,540 square feet (12.9%), which would be less than the maximum lot coverage for a lot of this size.

### ANALYSIS

#### Zoning

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

#### Design Issues

The subject property is situated above the street level of Meadowhill Drive. The site slopes down toward the western (left) side property line and the adjacent residence at 38 Meadowhill Drive. The house sits at an elevation well below other uphill properties to the rear. As a result, the proposed additions would not appear to block views for any nearby homes.

The proposed office, guest bedroom and portions of the main and lower level decks would be visible from the rear deck area of the home at 38 Meadowhill Drive. Substantial shrubs and other landscaping along the common side property line with the subject property would screen much of these additions from view. However, side windows for the office and guest bedroom would face directly toward this deck area. As these rooms also receive light from rear-facing windows, it is recommended that the sill heights for these side windows be raised to an appropriate height (approximately 6 feet) to mitigate this potential privacy concern.

People using the northernmost portion of the proposed south deck would also have the ability to look directly down onto the neighboring rear yard deck. The architect for this application has acknowledged that the primary intent of this deck is to provide views to the south, away from the adjacent home. The Design Review Board may wish to require installation of a solid privacy screen along the northernmost portion of the deck railing to provide adequate protection for the neighboring residents.

The lower level deck leading to the guest bedroom would also be somewhat visible from the rear deck of the adjacent home. This deck is at a low level and would not have any significant views, and is primarily intended to provide access to the proposed rear guest bedroom. However, the deck would be situated very close to the existing screening landscaping along this side of the house; construction of the deck is likely to damage some of this vegetation, creating unwanted privacy impacts on the neighboring deck area. As the deck would be situated only a few feet above a relatively level area to the side of the garage, it is recommended that this deck be eliminated and replaced with an at-grade walkway, with small stairs leading down from the driveway and up to the guest bedroom door.

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### **Public Comment**

One letter has been received from the owners of the residence at 40 Meadowhill Drive, raising concerns about the character of the proposed additions and potential noise impacts. Staff has spoken to the owners of the adjacent residence at 38 Meadowhill Drive regarding their concerns with potential privacy and visual impacts from the proposed additions.

### **RECOMMENDATION**

The Board should review this project with respect to Zoning Ordinance Sections 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 15301. If the Board wishes to approve the project, Staff would recommend that the attached conditions of approval be applied.

### **ATTACHMENTS**

1. Conditions of approval
2. Application and supplemental materials
3. Letter from Joan and Charles Dresow, dated August 23, 2005
4. Submitted plans

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### CONDITIONS OF APPROVAL

#### 34 MEADOWHILL DRIVE

#### FILE #705129

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 July 26, 2005, or as amended by these conditions of approval. Any modifications to the plans of August 3, 2005, 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. 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.
5. The applicant must meet all requirements of other agencies prior to the issuance of a building permit for this project.
6. All exterior lighting fixtures must be down light type fixtures.
7. All skylights shall be bronzed or tinted and no lights shall be placed in the wells.
8. Sill heights for side windows for the guest bedroom and office shall be raised to 6 feet.
9. A solid privacy screen shall be installed on the western edge of the northernmost section of the main level south deck area.
10. The lower level deck shall be eliminated and replaced with an at-grade walkway, with stairs as necessary.