

draft minutes – to be approved at future TDRB meeting

Tamalpais Design Review Board Meeting Minutes  
Regular Meeting: October 19th, 2022, 7:00 PM  
Meeting Location: Zoom

**I) Call to Order: 7:00pm - Doug Wallace (Chair)**

Board Members Present: Doug Wallace (DW), Michael Wara (MW), Amy Kalish (AK), Logan Link (LL)

**II) Approval of minutes:** August 17th, 2022

Motion to approve: MW; LL 2nd; unanimous approval

**III) Items not on the agenda:** no non-agenda items.

**IV) Agenda Items:**

1. Election of vice chairperson

DW makes a motion to elect LL as vice chairperson of the Tam Design Review Board; MW 2nd; unanimous approval

2. Hartman Trust Variance

22 Ethel Lane, Mill Valley

APN 048-061-54

Applicant: Donna Warrington

Project Planner: Joshua Bertain

*Project description: The applicant requests Variance approval to construct an addition to the first floor of an existing two-story residence located in an unincorporated area of Mill Valley. In total, the project proposes 602 square feet of additions, including a 103 square foot breakfast room addition that would conform to the setbacks established by the governing R1 zoning district, and a 499 square foot family room addition where 371.8 square feet of the family room addition would be located within the rear yard setback. The 602 square feet of proposed development would result in a floor area ratio of 13 percent on the 22,705 square foot lot. The addition would reach a maximum height of 17 feet, 4 inches above the surrounding grade and the exterior walls would have the following setbacks: 77 feet from the eastern front property line; 28 feet, 6 inches from the northern side property line; 26 feet from the southern side property line; and 7 feet from the western rear property line. Various site improvements would also be entailed in the proposed development, including a new deck that would provide an exterior connection to the area of proposed additions.*

Presentation by Donna Warrington, Architect

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- Proposed area sits on a flat building pad
- Front setback is on Reed
- The topography of the site is challenging and determined the location of the addition. The Ethel Lane side of the property is a steep hillside. Other areas of the parcel would result in the addition looming over surrounding homes.
- The new deck is necessary for access and located over already impervious soil
- New breakfast room is within setbacks
- Home closest to the addition, 24 Ethel, is set slightly higher up than this property

Questions from the board:

- MW asks if a landscape plan has been prepared and expresses concern about defensible space, as the addition is close to a row of trees. Donna replies that there is not a landscape plan as landscaping will stay mostly unchanged. The trees closest to the house are privets
- Donna adds that the new portion of the building will not be closer to vegetation than the existing building. Fire safe materials can be used
- DW asks if any neighbors have submitted letters of support or opposition. Donna replies that several neighbors have written letters of support. These letters have been sent to planning

Questions from neighbors:

- Neighbor Steve Yarnell inquires about the plan for construction traffic management, as Ethel Lane is a no-through-traffic road with two homes located beyond the site. Donna replies that there is space on-site for construction vehicles. Crews will be small.

Board discussion:

- LL expresses a general hesitancy to grant setback exceptions but feels that this is a unique situation
- MW agrees and states that he would be concerned if neighboring structures were nearby and impacted, but they are not
- DW notes that the floor area ratio is reasonable

Motion:

MW makes a motion to accept the project as presented; AK seconds; unanimous approval

**V) Correspondence:**

LL has been in contact with two architects as potential applicants for the vacant board position. Both are considering. She will share any updates with the board at the next meeting

**VI) Public in attendance:** Steve Yarnell

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**VII) Meeting adjourned: 8:15pm**