



Meeting Name: Planning & Zoning Board
Meeting Date: July 7, 2025
Prepared By: Stephen Mayer
Item Title: Appearance Review – 441 Apollo Drive

DISCUSSION:

The Town has received an application for Appearance Review from Ralph Cantin (“Agent”) on behalf of Richard Rosetti (“Applicants and Owners”) for the property located at 441 Apollo Drive (“Property”). The Property is zoned Residential Single Family (RS-1) with a Future Land Use classification of Low Density Residential (LDR) (up to 5 DU/AC). The existing one-story home was built in 1968 and is approximately +/- 2,076 square feet in size (1,637 square feet under air), with a lot area of .33 acres or +/- 14,431 square feet.





Rendering showing proposed addition in the rear of the yard.

Notes: Top left corner is front facing façade, top right corner is elevated from rear facing southeast, bottom left corner is elevated facing southwest, bottom right corner is from the rear of the property at ground level, looking toward the proposed addition

The Applicant is seeking to construct a 597 square foot under air addition for a new home office, a 179 square foot outdoor exercise room, 205 square foot outdoor kitchen and a new porch and breezeway with the addition. This will increase the total building square footage under roof from 2,076 square feet to 2,673 square feet. The total footprint will increase from 2,379 to 3,444 square feet, and the lot coverage will increase from 16.5% to 23.8%. Section 34-116(3) (b) (items 2 through 7) of the Town's Zoning Code requires the Planning and Zoning Board (acting as the Architectural Review Board) to determine whether the proposed addition meets the criteria below. For the Board's review and consideration, staff has provided its professional opinion to the Appearance Review Criteria (staff response is in **bold**).

Appearance Review Criteria

2. Is of a design and proportion which enhances and is in harmony with the area. The concept of harmony shall not imply that buildings must look alike or be of the same style. Harmony can be achieved through the proper consideration of setback, scale, mass, bulk, proportion, overall height, orientation, site planning, landscaping, materials, and architectural components including but not limited to porches, roof types, fenestration, entrances, and stylistic expression. For the purpose of this section, the comparison of

harmony between buildings shall consider the preponderance of buildings or structures within 300 feet from the proposed site of the same zoning district;

The area of the lot is +/-14,431 square feet, or 0.33 acres, and the proposed lot coverage ratio of the 3,444 square-foot footprint would be 23.8%, which complies with the Town's Zoning Code requirement for lot coverage per Section 34-268. In the backup materials provided, page S2 indicates how applicant has provided a review of the residential structures in the context of the property. Using data from the Property Appraiser's Office, staff has created the following table summary for the Board's review:

<i>Address</i>	<i>Year Built</i>	<i>Lot Total (acres)</i>	<i>Tower Feature</i>	<i>Lot Size to Total Square Feet Ratio</i>	<i>Total Square Feet</i>	<i>Square Feet Under Air</i>	<i>Story</i>
371 Apollo Drive	1963	.25	No	.22	2,442	1384	1
401 Apollo Drive	1962	.23	No	.23	2,342	1546	1
411 Apollo Drive	1959	.23	No	.27	2,735	1987	1
431 Apollo Drive	1965	.23	No	.27	2,734	1316	1
441 Apollo Drive (Existing)	1968	.33	No	.16	2,379	1,637	1
<i>Proposed</i>				.20	2,976	2,234	1
370 Apollo Drive	2003	.31	Yes	.33	4,490	3211	3
400 Apollo Drive	1959	.23	No	.25	2,527	1823	1
410 Apollo Drive	1960	.23	No	.27	2,736	1829	1
440 Apollo Drive	1973	.28	No	.25	3,152	2266	1
470 Apollo Drive	2004	.28	No	.33	4,143	3147	1
411 Diana Lane	1974	.23	No	.29	2,932	2022	1
401 Diana Lane	1971	.23	No	.26	2,613	1,832	1
<i>Average</i>			<i>0%</i>	.26	2,969		<i>0%</i>

Figures in **Red** are the highest in the range, figures in **Green** are the lowest in the range.

The **bold** figures are the subject property.

Study Area Summary Statistics: FAR Range is 0.16 to 0.33. FAR Average = 0.26

TOTAL Square Foot Range = 2,342 to 4,143 square feet. TOTAL Square Foot Average = 2.969 square feet

According to the table above, the proposed first floor addition would result in an increase in overall square footage of the proposed residence (by 597 square feet) and would be inside the range of the total square footage for the study area. The proposed square footage (2,976 square feet) would be 1,514 square feet smaller than the largest existing home in the study area. Staff notes the applicant is proposing a one-story addition that will be increasing the lot coverage by 7.3% to 23.8%, however this is much lower than the maximum lot coverage allowed (35%). The proposed first floor addition is located on the rear of the property and would not be visible from the public right of way.

Staff considers other harmony factors such as proper site orientation, landscaping, proportion, materials and architectural styles. The addition uses the existing materials and architectural styles and would blend into the existing home. The location of the single-story addition in the rear of the property provides adequate consideration of the development impact to their neighbors. The property is well landscaped, and the lot is larger than other houses in the study area. Using FAR as a better metric, the request will increase the volume of the house in relation to the lot to 0.20. That FAR is actually far less than the average FAR in the study area, demonstrating that the addition is well within the definition of harmony.

3. Elevator and stairwell shafts and other modern operations and features of a building shall be either completely concealed or shall incorporate the elements of the architectural style of the structure; rooftop equipment and elevator and mechanical penthouse protrusions shall be concealed; and parking garages and other accessory structures shall be designed with architectural features and treatments so that they are well proportioned and balanced and in keeping with the architectural style of the principal structure;

There are no changes to the architectural features of the home. All modern operations and features of the building are completely concealed.

4. Shall have all on-site structures and accessory features (such as, but not limited to, light fixtures, benches, litter containers, including recycling bins, traffic and other signs, letter boxes, and bike racks) compatible in design, materials, and color;

There are no additional accessory structures on this site, as the addition will be connected by roof with a breezeway between the existing home and the addition. The applicant proposes an outdoor kitchen area attached to the main structure and the entire area is contained within a 6-foot surrounding wall.

5. Buildings over 40 feet in height shall appear more horizontal or nondirectional in proportion rather than vertical, accomplished using architectural treatments as described in these criteria;

The height of the applicant's addition will comply with these criteria, the addition is a one-story addition with a match roof height to the existing residence and will enhance the horizontal appearance of the house. The maximum height of the proposed home is not increasing.

6. Shall locate and design mechanical equipment with architectural treatments so that any noise or other negative impact is minimized;

There are no new mechanical equipment proposed.

Harmony

In consideration of the term “harmony” staff believes that the proposed single-family home **is harmonious** (please see below). Harmony means a quality which produces an aesthetically pleasing whole as in an arrangement of varied architectural and landscape elements. Harmony can be achieved through the proper consideration of scale, mass, bulk, proportion, height, orientation, site planning landscaping, materials and architectural components including but not limited to porches, roof types, fenestration, entrances, and stylistic expression.

Bulk means the overall size and volume of a building or structure.

Staff’s response: The proposed structure on 441 Apollo Drive is a total of 2,976 gross square feet, which is within the range of the homes in the study area. The Floor Area Ratio of the total gross area of the building to the lot size is 0.20. The size and volume of the proposed single-family home is compatible to the average Floor Area Ratio (the average is 0.26) and total square footage (the average is 2,969). The proposed bulk is about the same as the average home in the study area.

Mass means the relationship and sizes between different volumes of a building or structure.

Staff’s response: As mentioned, the total gross square footage for the other structures in the study area ranges between 2,342 square feet and 4,490 square feet with the average size being 2,969 square feet. The proposed structure is 2,976 total gross square feet. Therefore, the mass of the proposed single-family home is within the range and only 10 square feet above the average in the context of the other structures located in the study area. The proposed addition is 1,511 square feet smaller than the largest house within 300 feet of the property.

Proportion means the visual effect of relationship of one portion to another or of a portion to the whole. or of one thing to another.

Staff’s response: The proportion (ratio) of the elements such as windows, doors, and garages are compatible with the façade (size) of the building. The applicant is maintaining the style of the building and not changing elements such as windows, doors and garage doors.

Scale means the proportions of a building in relation to its surroundings, particularly other buildings in the surrounding context.

Staff’s response: The scale of the proposed single-family home (proportion) is compatible, as the visual effect of the addition does not add any height to the structure.

In summary, it is the staff’s professional opinion that the proposed first floor home office addition of 597 square feet under air in the rear of the property is in harmony with the other structures in the study area.

RECOMMENDATION:

Staff recommends that the Planning and Zoning Board review the information that has been provided, and consider approval or denial, or approval with modifications, considering constructing a 597 square foot under air addition for a new home office, a 179 square foot outdoor exercise room, 205 square foot outdoor kitchen and a new porch and breezeway with the addition.

ATTACHMENTS:

441 Apollo Drive Appearance Review Application and Backup Material