

JOINT ASCC AND PLANNING COMMISSION

December 12, 2016

Special Joint ASCC & Planning Commission Field Meeting, 480 Westridge Drive, Architectural Review and Site Development Permit Review for a New Residence.

Vice Chair Breen called the special meeting to order at 4:03 p.m.

ROLL CALL:

ASCC: Commissioners Koch, Sill and Wilson, Vice Chair Breen and Chair Ross (arrived at 4:15 p.m.)

Planning Commission: Commissioners Gilbert and Von Feldt

Town Staff: Planning Director Debbie Pedro and Associate Planner Cassidy

Others present relative to the proposal for 45 Granada Court

Luca Pignata and Peter Chan, project architects

Bob Cleaver, project landscape architect

Pete Carlino, project civil engineer

Norman Chen, Applicant

Sarah Dorahy, 468 Westridge Drive

Jeff Hagenah, 488 Westridge Drive

Dr. Walter Bortz, 167 Bolivar Lane

Don Tsang, 515 Westridge Drive

Klaus Porzig, 872 La Mesa Drive, Ladera

Associate Planner Arly Cassidy presented the report regarding the project which consists of a 6,224 square foot home with a partial second story and attached garage, a 2,345 square feet basement, a 990 square feet guest house, and a 775 square feet pool and landscaping throughout the 2.57 acre property located at 480 Westridge Drive. She described the site layout, grading, impervious surface, tree removal and landscaping plans, and fencing.

Cassidy answered a question about the fault line, stating that the soils were good for building and the project was recommended for approval by the Town Geologist.

Architect Pignata presented some renderings and the site plan, describing the applicant's goals for use of the property and their motivation and constraints behind the building siting. Landscape Architect Cleaver described the retaining wall along the driveway, at the light well, and around the pool. He stated that the grasses proposed were native, non-invasive species and would require minimum maintenance for a more organic look. Civil Engineer Carlino described the driveway changes required by Woodside Fire, including a hammerhead configuration for turning around and a pull out for passing. He said the drive material would be scored where the Westridge trail system had an easement across the first 15 feet of the driveway, and that the plans included capturing and retaining all new stormwater runoff created by the new site plan. Norman Chen, the property's owner, stated that he and his wife currently lives on Applewood Lane and were excited to be building their dream home in Portola Valley.

ASCC Commissioner Koch asked what the roof material would be, and Architect Pignata responded that it would be gravel based and dark, but not a sod roof. She inquired if there would be lighting on the second floor outdoor terrace, and Associate Planner Cassidy explained that there was lighting proposed for the terrace, as shown on the final page of the plans. Commissioner Wilson asked if the guesthouse would be rented out as an accessory dwelling

unit, or ADU, and Mr. Chen responded that no, the main intent was as a home for his parents when they became more elderly. Commissioner Breen asked where the Eddie's White Wonder trees would be located; Landscape Architect Cleaver responded that they would be placed in the central courtyard, and the proposed oaks would be at the perimeter of the property. Breen then asked about the plate heights; Architect Chan responded that the ceiling plates sat at 13'10" and 23'10" above the first floor plate. At a question about solar installation, Architect Pignata responded that they planned to be solar ready, but were still considering options for the site.

A neighbor commented that during a heavy rain fall, a significant amount of water sluiced down the drive and formed a large puddle in front of the existing house; Klaus Porzig, a neighbor living in Ladera, mentioned that he was concerned with the water processing, and wanted to ensure that no additional water would travel from the site onto his property, once built. Civil Engineer Carlino assured him that Town regulations didn't allow this to happen, and that they had incorporated a design that would capture any excess water and let it seep back into the ground.

At this point, ASCC Chair Ross suggested that they walk around the story poles in order to see the proposed building from all angles; Architect Pignata led the group and further described the site. Planning Commissioner Gilbert asked where the fill would be placed, and Associate Planner Cassidy described how it would mostly be used between the pool and the northern section of the house, to create a steeper slope up to the higher elevation. She further clarified that this new slope would descend down to meet existing grade without any retaining wall needed.

At the southeast corner of the property, Cassidy pointed out the nearby pine that was proposed for removal and mentioned that no fenestration was proposed on the shorter building wall facing that corner. The group then viewed the project site from the Dorahy/Crouse property at 468 Westridge, where Sarah Dorahy demonstrated that, if all of the oak trees on Norman Chen's nearby slope should die, she would then be able to see the roof of his house. Mr. Chen assured her that he would happily plant replacements, if and when any trees died.

After the site discussions, other ASCC members agreed that they would offer comments on the proposal at the regular evening ASCC meeting. Members thanked the applicant and design team for participation in the site meeting. The field meeting adjourned at 4:55 p.m.

(1) CALL TO ORDER

Chair Ross called the regular meeting to order at 7:00 p.m. in the Town Center Historic School House Meeting Room, 765 Portola Road.

(2) ROLL CALL

Planning Director Debbie Pedro called roll:

Present: ASCC: Commissioners Koch, Sill and Wilson; and Vice Chair Breen, Chair Ross
Planning Commission Liaison: Denise Gilbert
Town Council Liaison: none.
Town Staff: Planning Director Debbie Pedro and Associate Planner Arly Cassidy

(3) ORAL COMMUNICATIONS: None.

(4) OLD BUSINESS

(a) Architectural Review and Site Development Permit for a New Residence, Pool & Pool House, and Shed, File #33-2016, 45 Granada Court, Klemchuk Residence.

Associate Planner Arly Cassidy presented the staff report regarding this project. She said a preliminary hearing and field meeting was held for the project on November 14th. She said the architectural team has resubmitted plans in response to the comments. She said the packet also included a letter that staff received on December 8 from Paul Curfman, an environmental planner hired on behalf of Susan Nycum, the adjacent neighbor residing at 35 Granada Court. Associate Planner Cassidy said the applicant and his family are on a preplanned vacation; however, the project design team was present to answer any questions.

Chair Ross called for questions for staff. Hearing none, Chair Ross called for comment by the design team.

Tim Chapelle, project architect, said they have talked extensively with the owners today and feel prepared to answer any questions. He said that the report mentions that there were some points not addressed, and he apologized for anything he missed. He said they haven't seen any remaining pine trees, but if they do, they will remove them. He said there was an inquiry about moving the front fence deeper into the property. He said the owners do not want to move it because it will reduce their front yard, but they will lower it and meet all the setback requirements. He said there was a comment regarding having a single master switch to turn off all the outside lights. He said the owners love that idea and will explore if it is a viable option for them. He said the owners are agreeable to Condition #2, and they will replace the two can lights with one mono-point fixture over the service area and have a landscape path light outside the bathroom. He said the owners wanted a smaller wire mesh for the front fence in case they get a small dog, but are agreeable to Condition #3 calling for 6" x 6" wire mesh. He said, with regard to WRA comments regarding visual and noise impacts to the neighbor, the design team feels the siting of the house is appropriate and achieves the goal of reducing the impact on neighbors and the street itself. He said they've isolated the two-story mass to be behind the largest trees

on the property and shared photographs to show the mature planting on the property masking the majority of the massing of the house. He said this was designed specifically to reduce the impact and be sensitive to the neighbor. He said the driveway is gravel and will not be used as a play area. He said the owners intend to do whatever necessary to comply with the Town requirements regarding noise from the air conditioner. He said they want to make sure the landscaping meets the requirements for all the neighbors and are open to additional plantings or adjustments. He said the pool terrace landscaping is 3-1/2 feet to 4-1/2 feet below the grade of the neighboring property line. He said they recognize the sensitivity to lighting and are willing to make adjustments to the lighting in the pool area and the trash enclosure. He said the letter mentioned excessive grading. Mr. Chapelle said the reason for the grading is to push the house down to be a better neighbor, returning the property to its more original, natural state.

Mr. Chapelle introduced John Burton, the landscape architect from Studio Greens, who said he was available to answer any questions.

Chair Ross called for questions from the Commissioners.

Commissioner Koch asked how the garbage area is accessed from the house. Mr. Chapelle said they would come from the garage side into the enclosure. Commissioner Koch said there may be a better place for the garbage enclosure which would eliminate the light issue and make it easier to drag the cans so they're not going over gravel.

Chair Ross asked if they had considered modifying or reducing the amount of glazing over the stairwell on the south side of the house. Mr. Chapelle said the lighting was brought up at the previous hearing, and they clarified there would be no pendants or chandeliers. Mr. Chapelle said there was a lot of privacy layering, and he did not think there would be much light spill.

With no further questions, Chair Ross opened the public hearing.

Susan Nycum, 35 Granada Court. She said her house has a common boundary border with an extension that runs the entire length of the south side of the property, and she is the most affected neighbor. She said what they call the back side of their house is the front side of her house. She said she's lived in Portola Valley for nearly 40 years, with more than 30 years at 35 Granada Court. She said they've always had positive relationships with her neighbors. She said there was a gate in the fence, which was there because they've always wanted to go back and forth with the neighbors to share things and visit. She said that is Portola Valley to her. She said it is also Portola Valley to be private and quiet and enjoy the animals and birds. She introduced Peter Bales, an attorney, and Paul Curfman, a consulting environmental engineer specialist with WRA, an environmental consulting firm. She thanked the Commission and the Town staff for their time, attention, and thoroughness.

Paul Curfman discussed the impacts of the proposal to Dr. Nycum's residence, as detailed in their letter dated December 8, 2016, which was included in the staff packet. He said the new residence is considerably concentrated on the southern property line with Dr. Nycum's master bedroom and master bathroom directly across from the proposed garage, parking area, driveway, and shop. He said the project's building envelope is based on a 20-foot setback from the southern property line (the common boundary with Dr. Nycum's property) and a 50-foot setback from the northern property line, which is offset from the actual paved area along Granada Court. He detailed the impacting construction processes including removal of the existing house, tree removal, excavation, new house construction, construction of auxiliary structures, and finally, the pool and landscaping. He said they are looking for a way to

accommodate this proposal, but feel it is too close to Dr. Nycum's house. He showed renderings of how the proposed house and pool house would appear from Dr. Nycum's entrance and kitchen window, although he acknowledged there were some existing oak trees on Dr. Nycum's property that will help screen. Mr. Curfman said the entirety of the proposed house is within view of the main entrance of Dr. Nycum's house. He said they made a number of recommendations in their letter and were pleased that some of them have been incorporated. He said the lights over the garbage area and in the pool house will have a direct impact on Dr. Nycum. He said the second-floor windows of the new house have a clear view of Dr. Nycum's front door. He said the density of the tree screening and sound wall protection should be considered. Mr. Curfman said that other houses in the neighborhood appear to be sited closer than 50 feet from Granada Court and suggested a solution could be to adjust the setbacks and move the house closer to Granada Court and further from Dr. Nycum's residence.

With no further public comment, Chair Ross closed the public hearing and brought the issue back to the Commission for discussion.

Commissioner Koch said her opinion after viewing the site was that the southern neighbor would not see much of the new residence. She said there was significant dense planting to occur along the property line. She said that would not normally be encouraged, but finds it appropriate in this instance to mitigate the neighbor's concern. She agrees that the air conditioning unit should be properly sound protected. She said the trash enclosure should be relocated, which would eliminate the light and noise. She was supportive of the changes to the lighting plan and the lighting reconfiguration at the pool house. She said the water feature should not be illuminated. She wanted more information on the timeline of the redwood removal phasing. She was supportive of the gate changes. She was supportive of red fescue for the lawn. She said the applicants should comply with the 6" x 6" wire mesh requirement. She said she understands the sensitivity for the neighbor so close to the property line and said the screening will be significantly beneficial to both properties.

Commissioner Sill said the original design was good, and the proposed changes have improved it. He was supportive of sound protection for the air conditioning and appreciated that the applicants were open to relocating the trash enclosure. He was pleased with the landscaping modifications. He was supportive of the fencing, understanding why they don't want to pull it in further from the road. He agreed the wire mesh should be 6" x 6". He said he would not be supportive of violating the front setback and is supportive of the proposed siting.

Commissioner Wilson said the changes and reduction in lighting are improvements. She agrees the air conditioning should be sound protected. She was supportive of the fescue grass. She agreed the water feature should not be illuminated. She agreed with the requirement for 6" x 6" wire mesh fencing.

Vice Chair Breen said she was supportive of the siting of the building. She was supportive of the lighting changes and the oak and Myrica behind the pool house. She advised that Myrica has variable success, and it must be successful here in order to be effective. She said, regarding the planting along the south property line, that Sugar Bush was not available in 36" boxes and was not the right plant to mitigate the screening. She suggested Arbutus marina would be a better choice. She suggested integrating a few conical deciduous trees at the stairwell as another layer of screening. She suggested moving the air conditioning unit to the other side of the house. She said a well-designed house doesn't need air conditioning in Portola Valley, and air conditioning can be a burden for a neighbor, so it should be placed where neighbors cannot hear it. She said the fencing wire should be above the ground to allow wildlife to pass

underneath it. She agreed the wire should conform to the 6" x 6" requirement. She was supportive of the location of the garbage enclosure and the lowering of the light. She supported the changes to the gate. She said, with regard to Mr. Curfman's comments that the site is an oak woodland, and that there is a lot of pollution to that oak woodland with cedar trees and palms. She said she hoped some of the redwoods do come out, particularly the line of them to the north, in order to open the view to the western hills. She hoped over the years, the redwoods would be removed. She said whatever material they use to replace the chain link fence can be worked out with the neighbors, but that the chain link fence should be conditionally removed and said this is the right time to do it.

Chair Ross said this project has a very constrained building envelope. He is not in favor of moving into the northern property setback. He said the trash enclosure should be moved if they can find a better location, or the light fixture should be lowered so that it does not intrude on the neighbor. He said he prefers leaving windows open at night versus using air conditioners. He said it is difficult to completely soundproof the air conditioning unit, and it would be easier to move it further away from the neighbor. He suggested a master off-switch for the exterior lighting, if feasible. He said he would not be supportive of a condition to remove the light on the water feature because it is very modest, almost completely enclosed, and will not be visible to anyone except the homeowners. In response to Mr. Curfman's comment regarding other houses in the neighborhood not respecting the setbacks, Chair Ross said a lot of residences have grandfathered legal, nonconforming setbacks, and that is not a precedent for re-siting this project. He suggested shades to mitigate nighttime light spill from the windows over the stairwell on the south elevation to preserve the dark sky. He agreed with Vice Chair Breen's suggestion of planting in that area. He said construction impacts are a natural consequence of development, but the Town does a good job of requiring construction logistics plans. He encouraged the architect to help guide the owners to respect the noise ordinances, implementing the mitigation measures, and communicating with the neighbors.

Vice Chair Breen said she supported moving the retaining wall to preserve the two significant trees.

The Commission agreed that the fence should be 6" x 6" wire mesh and that the air conditioner unit and trash enclosure should be moved away from the south elevation. The Commission agreed that the modest lighting in the water feature was acceptable for this project, noting that while the ordinance strongly discourages it, it is not prohibited. The Commission agreed on planting a couple of deciduous trees, such as Eddie's White Wonder dogwood, at the tall vertical wall and window. The Commission was supportive of the owners working with the neighbor to develop replacement fencing for the existing chain link fence during construction. The Commission agreed that a phasing out of the redwoods should be part of the landscape plan. Planning Director Pedro said that although it was inadvertently left out of staff's recommended conditions of approval, it should be added that a final landscape plan is required, and it should include the addition of deciduous trees and phased removal of redwoods including replacement plantings.

Commissioner Koch moved to approve the proposed project with the staff recommended conditions, including the following additional conditions: the air conditioning unit must be moved away from the neighboring property at 35 Granada with appropriate sound protection; the trash enclosure must be moved away from the 35 Granada boundary with lighting placed lower than head-height; and, a final landscape plan must be submitted and reviewed by two ASCC members. The landscape plan should include the addition of some deciduous trees, possibly dogwoods, along the property line to offer some screening relief from the upper staircase

windows; a phased schedule of redwood removal and a replacement planting plan; and a substitute for the sugar bush, possibly *Arbutus marina*. Seconded by Commissioner Sill; the motion carried 5-0.

(5) NEW BUSINESS [8:16 p.m.]

(a) **Preliminary Architectural Review and Site Development Permit for a New Residence, Pool & Guest House, File #38-2016, 480 Westridge Drive, Chen/Honda Residence**

Vice Chair Breen disclosed that her father is the direct neighbor to the property. She said the Town Attorney has advised that there is no conflict for her participation tonight.

Associate Planner Cassidy said there was a joint ASCC and Planning Commission field meeting this afternoon at this property. She presented the staff report regarding this proposal for a 6,224-square-foot home with a partial second story and attached garage, a 2,345-square-foot basement, a 990-square-foot guest house, a 775-square-foot pool, and landscaping throughout the 2.57-acre property.

Chair Ross called for questions for staff. Hearing none, Chair Ross invited the applicant to comment.

Luca Pignata, project architect of BGK Architects; Bob Cleaver, Landscape Architect; Pete Carlino, Civil Engineer; and the owners were present.

Chair Ross called for questions for the applicant.

Commissioner Koch asked if the stone veneer siding would be a mixture of colors. Mr. Pignata said it is limestone and will naturally be varied light grays and browns.

Commissioner Koch asked for clarification on the bunk area in the bedrooms. Mr. Chen said their children will have lofts in their bedrooms which is why it pops up a little.

Vice Chair Breen asked regarding the sustainable characteristics of the architecture and materials of the residence. Mr. Pignata said they are in the early process of selecting the proper technological equipment such as appliances, light fixtures, light control, sensors, automatic shut-offs, etc. He said they are looking for local, easy to access materials. He said they are discussing possibilities for collecting water and using local drainage for irrigation where possible. He said they are setting up and preparing for solar panels as possible with regard to orientation, direction, and reflectivity. He said their engineers are conducting the analysis required to achieve the most green and sustainable design possible for the project.

Vice Chair Breen asked about the air conditioning units. Mr. Pignata said that has not been decided yet, but they understand that with proper cross ventilation they may not need it; however, they may have some small units for the bedrooms.

Commissioner Sill said that it appears a lot of thought went into sustainability with their plant selection; however, the water consumption is significant, using more than 1,000 gallons a day during the irrigation periods.

Mr. Cleaver said the lawn and grasses that were planted were in areas being graded around the house. He said the irrigation plan and water allowance is for a typical water use; however, their goal is that after the plants are established, and using water sensors and smart water management with weather controls, the bent grass at the pool and the lower area will be greenest elements on the property. He said, however, the remaining areas with the deer grass, native fescue, Sisyrrinchium, and iris, once established, will require less water than the formula for WELO, which applies a constant use of water per year. He said the intent of the garden is to not be a green ring going around the building. He said one consideration for both of the bent grass areas is a 6" to 8" sand lawn system with an underground water tubing system. Commissioner Sill said those were great design ideas, and he hoped to see that information detailed in the final landscape plans.

In response to Commissioner Koch's question, Mr. Pignata confirmed there was no lighting associated with the driveway.

With no further questions from the Commission, Chair Ross invited public comment.

Bill Dewes, Westridge Committee, said they looked at the property last week and are still synthesizing what they've seen. He said they appreciate that the architects and homeowners have optimized the siting of the house using the existing canopy which mitigates the impact to the closest neighbors, the Crouses. He said most of the glazing is on the rear, east side of the house, which minimizes the reflectivity. He said, however, that the glass stairwell may be a source of excessive reflectivity. He said the planned screening will mitigate possible light spillage from the property, and they were appreciative of the minimal lighting at the outside of the residence. He said the biggest sensitivity they noted was construction access to the property since it is a flag lot located at the crest of a hill where there is sometimes blinding sun. He suggested they consider flaring out the front of the driveway to allow access for the large trucks. He said they should also be sensitive to the times of the day it is used because it is one of the few accesses to the major part of Westridge. He said there will likely be overlapping construction with the neighbors at 120 Cervantes, who will be in their second phase of construction and moving their driveway to the Westridge side. He said they have communicated with the team since shortly after they bought the property and appreciate that the owners are working closely with all the neighbors.

With no further public comment, Chair Ross brought the issue back to the Commission for discussion.

Commissioner Koch said there seemed to be excessive lighting in the outside entertainment spaces, particularly the upper terrace. She said the bridge lighting and the number of step lights could also be reduced. She said she would like to see a reduction in the number of lights at the lower pool house. She was supportive of removal of the pines and eucalyptus. She said the entry gate could be moved further back on the driveway. She said she was initially concerned about the plate heights, but is satisfied that the neighbors are not impacted. She said the design was stunning, and she loved the materials.

Vice Chair Breen said the site visit was very helpful. She said the project was well designed with the variety of exterior spaces and how they relate to the land. She was also concerned about the lighting at the upper terrace where people down below will be looking up into the source of the light. She suggested more intimate table lamps rather than a lot of overhead lighting. She agreed that the driveway gate could be brought in, possibly to the firetruck turnaround, where a car can turn around if they pull into the driveway in error. She was supportive of removing the

pinetrees. She said although the Conservation Committee suggested removing the black oak, she would leave it in place because of the organic nature of the site. She agreed with Commissioner Koch about the plate heights being acceptable. She liked the choices made by the landscape architect. She did not support the amount of lighting in the pool. She said she loved the glass staircase.

Commissioner Wilson said the design is beautiful from the top of the driveway, with a view out toward the bay, and the roofline just jutting below the view of the bay, but said she was concerned about bird strikes with the glass on that part of the terrace. She would prefer one garage light versus two and fewer step lights. She said if the intention is to have older people living in the guesthouse, perhaps one ramp and one set of steps would be preferable. She said it was a stunning, magnificent design.

Commissioner Sill concurs with Commissioner Koch's comments regarding lighting and shares her concerns about the second-floor terrace lighting. He is supportive of the landscape design and encouraged the reduction of water usage. He said he would like to see the large impervious surface area reduced if possible.

Chair Ross said the way they have arranged the mass of the house is very respectful of the landscape and the land form. He congratulated the project team for a lovely design. He agreed that the black oak should remain. He agreed that the exterior step lighting could be reduced. He said the second-floor terrace overhead lighting might be reduced by using tabletop lamps. He suggested considering master switching for exterior lighting. He said this lot may be suitable for a ground-mounted solar system rather than a rooftop system, which for this project would negatively impact the beautiful architecture. He was supportive of the plate elevations and roof heights, with the residence being extraordinarily well screened from the neighbors. He said the construction staging will be difficult with the long narrow driveway, and the schedule should not be hurried. He was supportive of the glass staircase enclosure and suggested considering ventilation to mitigate the heat and consequences to the durability of the staircase materials due to the sun exposure. He appreciated any reduction in the amount of developed landscaping that could be tolerated. He said there is a wonderful sloping eastern aspect, and the more the natural environment can be pulled up to the pool and house, the better it fits into the site.

(b) Review of Design Guidelines and Home Security Measures

Chair Ross said the Town is at a nexus between security concerns of the residents and design guidelines and ordinances. He said that due to the current intense discussion within the community, this topic will be discussed in more depth, and tonight is merely an introduction. He said he has recently refamiliarized himself with ordinances applicable to lighting, signage, design guidelines, and various sources of the ethic brought to ASCC reviews. He said the information is scattered throughout the ordinances and guidelines, and he hopes the ASCC can encourage the Council and staff to develop a home security FAQ handout or website page that townspeople can easily access.

Planning Director Pedro said that following some recent home invasion robberies, some Town residents have pointed out that current Town rules do not support certain home security options that have been recommended by the Sheriff. She said at the November 9 Town Council meeting, staff was directed to work with the ASCC to evaluate the Town's Design Guidelines as a first step to prepare the Commission for a formal study session to be held in the near future.

Planning Director Pedro read a quote from the Conservation Guide, which was prepared by the Conservation Committee in 2004. "As residents, we were attracted to Portola Valley by its rural beauty. The continuity of grassland and native tree canopy on the Western slopes, the presence of free running streams with their native plants and animals which have evolved in mutual interdependence, and the night skies with visible constellations are treasures which we all enjoy. The Town founders were convinced that local government could best protect and preserve the environment they valued. For the past forty years, many volunteers, aided by a small Town staff, have worked to maintain this tranquil community, but there is only so much that government can do. Town officials can enact regulations, but in the end individual choices that we, as residents, make will determine whether our local treasures are saved or lost. The Town looks to you to continue to protect, preserve, and enjoy the Portola Valley you love."

Planning Director Pedro presented the staff report regarding the Town's Design Guidelines and how it related to the use of motion sensor lights on residential properties, landscape requirements, and signage in road right-of-ways.

Planning Director Pedro said a study session will be scheduled next year after which the ASCC will be asked to provide a report and recommendations to the Council. She said they plan to advertise the meeting widely to invite more public input.

Chair Ross called for questions for staff. Hearing none, he invited public comment.

Karen Vahtra, 72 Hillbrook Drive, said she was supportive of placing ALPRs at each end of a neighborhood watch area, which would require them to be in the right-of-way.

Planning Director Pedro said that the Town Council directed the ASCC to discuss only signage in the road right-of-way pertaining to Neighborhood Watch programs. Chair Ross said that while the ASCC will be focusing narrowly on Design Guidelines, he said he thought it was also important to look at the ideas from individuals or neighborhood groups. He said there is also a very extensive signage ordinance.

Vice Chair Breen said lighting, sounds, and smell carry across property lines and can be extremely problematic, whereas plantings are less impactful. She said she wants to learn more about what's available in lighting and would love to see a presentation by a lighting consultant.

Commissioner Sill said he would like to hear from the community why they would feel better with more light. He said he could support limited motion sensor lighting with certain restrictions, but does not know if that would solve the problem.

Chair Ross said more input from all the stakeholders is necessary. He said they need to hear from the community as to what they perceive as the problem and how they want to solve it. Chair Ross said the Commission needs to understand the community's perception of what is safe and what isn't. He said, for example, someone may feel the only way to feel safe is to achieve 9 lumens per square foot around their house, as the Sheriff recommends. He said it will be difficult to make good recommendations to satisfy everyone's ideas of what makes them feel safe.

Chair Ross said that public education and communication are essential so that they can participate as Portola Valley residents in the founders' vision. He said as he walks his dog past a couple of houses in his neighborhood, their bright motion detector spotlights come on and destroy his outdoor experience.

Planning Director Pedro asked the Commission if there were any specific stakeholders that they would recommend reaching out to in addition to a lighting consultant.

Chair Ross said if the guidelines and rules are not clear, and the Townspeople feels like their concerns are not being addressed, the rules and guidelines will be violated. He said the burden will then be placed on neighbors to file complaints with the Town for violations, which will build resentment. He pointed out how there are many mailboxes in the right-of-way with security camera signs and neighborhood watch signs posted on them. He said he does not want that visual clutter to proliferate and become the standard.

Commissioner Sill asked if any other comparable communities have worked through this issue. Planning Director Pedro said she would check with Woodside, but Portola Valley is quite unique. Chair Ross said most communities are not as concerned with the night sky preservation.

Planning Director Pedro said they hope the study session will bring a variety of opinions, comments, and perspectives to the Commission. Chair Ross agreed a brainstorming, free-form hearing would be appropriate.

Vice Chair Breen said the Town does not want to be at odds with the Sheriff's recommendations, but the recommendations seem to be boilerplate. She said the Sheriff should explain how they came to those conclusions and perhaps consider adjusting their findings to better fit with how the residents of Portola Valley choose to live. Chair Ross said while the Town certainly wants to take law enforcement's experience and recommendations into account, care should be taken not to be governed by recommendations made by law enforcement.

(6) COMMISSION AND STAFF REPORTS: [9:38 p.m.]

Chair Ross reviewed a lighting revision for 3 Buck Meadow Drive.

Vice Chair Breen and Commissioner Wilson reviewed the proposed planting associated with the Priory track project along the Portola Road trail.

Chair Ross said this is the last meeting of the year, there will be no meeting on January 9, 2017. He said the rotation of officers usually occurs on the first meeting of the year, which would be at the January 23, 2017, meeting; however, he will not be in town for that meeting. The Commission decided that the election will be postponed until the first meeting in February, and Vice Chair Breen will chair the January 23 meeting.

(7) APPROVAL OF MINUTES: November 28, 2016. Commissioner Wilson moved to approve the November 28, 2016, minutes as amended. Seconded by Vice Chair Breen, the motion passed 3-0. Commissioners Koch and Sill abstained.

(8) ADJOURNMENT [9:44 p.m.]