

CALL TO ORDER AND ROLL CALL

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.

Planning Director Debbie Pedro called roll:

Present: ASCC: Commissioners Breen, Koch, and Wilson; and Vice Chair Sill, Chair Ross
Absent: None
Planning Commission Liaison: Nicholas Targ
Town Council Liaison: None
Town Staff: Planning Director Debbie Pedro and Planner Cynthia Richardson and Associate Planner Arly Cassidy

ORAL COMMUNICATIONS

None.

With the consent of the ASCC, the order of public hearing items were rearranged and item 4 was moved to the front of the public hearing items.

NEW BUSINESS

(4) Preliminary Review for a Conditional Use Permit, Variance, Architectural Review and Site Development Permit, 838 Portola Road, Owner: Georgia Bennicas, File#: PLN USE 7-2017 and VAR 2-2017

Planner Cynthia Richardson presented the proposed plans for the interior and exterior remodel of the building located at 838 Portola Road, as detailed in the staff report. Planner Richardson noted that the Planning Commission met last week for a preliminary review of this project, and provided the applicant with input on the variance application. She said the applicant has since decided to withdraw all variance requests for this project. Staff asked that the ASCC provide comments, reactions, and directions to assist the applicant and project team to make any plan adjustments or clarifications needed prior to final action on the application.

Chair Ross called for questions from the Commissioners.

Commissioner Koch asked if there was any street number sign or business signage proposed. Planner Richardson said there is no application for signage for the business, but the landscape plans show a mailbox labeled with the address numbers.

Commissioner Wilson asked if there would be additional fencing on the east side along the creek. Planner Richardson said there is an existing grape stake fence, and there is no plan for removal or replacement of that fence.

Vice Chair Sill asked if there was a plan to repair that fence, which is partially down. The applicant said that, per the Ordinance, the fence cannot be altered. Planner Richardson said if the applicant wanted to modify the fence, it would have to be pulled back to the 30-foot setback

line. She said the only other section of fence that was requested at the Planning Commission meeting was a small section of chain-link fence located at the culvert next to the street, in the Town's right-of-way. Public Works Director Howard Young indicated he would allow that chain link fence to be removed and replaced with an open rail and wire fence.

Chair Ross invited comments from the applicant. Project manager Peter Carlino thanked staff for working diligently with them on the project.

Chair Ross invited questions from the Commissioners.

Commissioner Breen asked for clarification on the proposed rear fence that extends approximately 50' from the west property line and then stops. Mr. Carlino said they would like an area in the back with privacy. He said they had discussed continuing with a split rail fence and then connect it with the existing fence by the creek, but they cannot put anything in the creek setback.

With no further questions from the Commission, Chair Ross invited public comment. Hearing none, he brought the item back to the Commission for discussion.

Commissioner Koch supported the placement of the light fixtures, the tree removal, and the materials. She would prefer to see the split rail fencing instead of a 6-foot solid fence.

Commissioner Wilson supported the tree removal and the lighting. She also had concerns about the 6-foot solid fence and would rather see a split rail. She wondered, considering the condition of the fence that goes along the creek, if something could be done with a split rail.

Commissioner Breen supported the project. She would like to see them recycle the redwood from the tree. The applicant said they would welcome names of people who could use the redwood. Commissioner Breen said the *Arbutus marina* should not be in the scenic corridor and suggested using a big leaf maple or a black oak instead.

Commissioner Breen said she would prefer they continue the fence run as much as possible with split rail. Property owner Ms. Bennicas said that now that she is giving up the overhang in the back yard, she is concerned with privacy for her clients. She said that space will be a meeting space, and she can't have it as a low, open, split-rail where it is open to the neighboring properties. She said she has nowhere else to sit, and it is important that she has the privacy. Commissioner Breen asked if that would change the landscape design in the back, if there would be a terrace, paths, or lighting. The applicant said she will not be out there at night. Planning Director Pedro said there is very limited area available to develop in the back due to septic leach fields that cover the entire backyard.

Vice Chair Sill was supportive of the project. He said it will be an improvement to the Portola Road Corridor. He was supportive of the design, the materials, the lighting, the landscaping, and removing the redwood.

Chair Ross said he was not concerned about the applicant wanting to have a fenced area in the back for privacy because of the intended use, the amount of construction that will be occurring next door, and because it is one of the few things that is permitted on this site. He was supportive of the materials board. He said he would recommend the three path lights in front not be on after business is closed. He said if the applicant wants a motion sensor light near the front door, it should be installed such that it would not be triggered by passing cars. He said the project will be a welcome contribution to the scenic corridor.

OLD BUSINESS

(1) Review of a Proposal to Renew and Amend a Conditional Use Permit, Alpine Inn Beer Garden, 3915 Alpine Road, File #36-2016.

Associate Planner Arly Cassidy presented the staff report.

Chair Ross invited questions from the Commissioners.

Commissioner Breen said she supported a residential use at Alpine Inn, but asked how a rebuild would be handled since the building encroaches into the creek setback. Associate Planner Cassidy said the condition is written in such a way that it would be required to be a new residence constructed in a different location.

Chair Ross asked if the trail would remain even where there is no easement planned. Associate Planner Cassidy says the trail has been there for a long time and the applicants have no plans to remove it. She said there is a paved asphalt trail within the Alpine Road right of way that is meant for pedestrian/bicycle use and the dirt trail is more of an equestrian trail. She said since a new survey is being recorded, all easements will be included.

Chair Ross asked if the parking stalls between the two easements were of sufficient length. Associate Planner Cassidy said they were.

With no further questions from the Commission, Chair Ross invited comments by the applicant. Hearing none, Chair Ross invited questions from the Commissioners.

Vice Chair Sill asked if the extended hours of operation being requested include use of both inside and outside areas. The applicant confirmed that use would be both inside and outside and pointed out they are reducing and not extending the hours. He said the current Conditional Use Permit allows them to be open until 1:00 a.m.

With no further questions from the Commission, Chair Ross invited public comment. Hearing none, Chair Ross brought the item back to the Commission for discussion.

Commissioner Koch was supportive of the project.

Commissioner Wilson was supportive of the project. She liked that the tethering posts are closer to the building rather than closer to the road.

Commissioner Breen was supportive of the project. She said the outdoor lights at the front of the building have recently become very bright. She said while it effectively lights up the parking lot, it affects her vision as she drives by on Alpine Road, and they need to be less bright or directed downwards.

Vice Chair Sill was supportive of the project. He said the CUP should require some type of periodic review rather than review being triggered by a complaint or violation. Planning Director Pedro said the Conditional Use Permits in Town vary in their review process – some with none, some with one-year or five-year or ten-year reviews. She said for an established business with a Use Permit where no periodic review is required, it would only be called up for review if there is a change requested by the owner or if there is a complaint.

Commissioner Breen asked if the CUP is reviewed upon change of ownership. Planning Director Pedro said not unless the new owner is requesting a change to the conditions of the Use Permit. Vice Chair Sill said he said his concern is that it will lead to complexity down the road where things gradually drift away from the CUP, and the update that will eventually need to be done will be very complicated. Vice Chair Sill said, in general, he would prefer to see periodic CUP reviews, perhaps every 5 or 10 years.

Chair Ross was supportive of the project. He said he was comfortable with an open-ended use permit. He said he would not object to a 10-year-review, but would be reluctant to require more frequent review. He supported permit reviews triggered by complaints. He said an establishment like this needs some sense of predictability and certainty about how things are going to go for a while, otherwise it will be difficult to make operational commitments and operate a business.

Planning Director Pedro said because there are some changes to the hours of operation with this CUP amendment, the condition does call for Planning Commission review within one year as a check-in, and thereafter it would only be subject to complaints-triggered reviews.

Commissioner Breen moved to recommend to the Planning Commission support of the conditions of approval as stated in the staff report. Seconded by Vice Chair Sill; the motion carried 5-0.

(2) Architectural Review and Site Development Permit for a New Residence, 100 Canyon Drive, Lu Residence, File #PLAN ARCH 5-2016.

Associate Planner Cassidy presented the staff report.

Chair Ross invited questions from the Commissioners. Hearing none, Chair Ross invited comment by the applicant. The applicant said based on ASCC's preliminary review comments, they decided that removing the redwoods would be a good long term option for the property.

Chair Ross invited questions from the Commissioners. Hearing none, Chair Ross invited public comment.

Phil Vincent, 165 Portola Road. Mr. Vincent asked if redwoods are considered not native. Chair Ross said there are certain areas in Town where redwoods are appropriate. He said, however, there are many places in Town where redwoods were planted as hedges and over the years the roots become very disruptive to structures. Chair Ross said the subject area was originally an open oak woodland and the ASCC does not object to removing the redwoods on this property.

Hearing no additional public comment, Chair Ross closed the public hearing and brought the item back to the Commission for discussion.

Vice Chair Sill was supportive of the project. He said the siting of the house was clever, and the design is striking and attractive. He was supportive of the materials palette and said the landscaping plan was excellent. He said the project will be a nice addition to the scenic corridor. He was supportive of using the anodized aluminum. He said the phased construction plan made sense. He said Options #2 and #3 are big improvements over the original option, and he would lean toward Option #2 or perhaps a hybrid of Option #2 and #3 where all of the redwoods are removed from the Portola Road area, but leaving a couple in the back.

Commissioner Wilson was supportive of the project. She was supportive of the change to the

anodized aluminum. She said she favored Landscape Option #2 with the removal of the redwoods and addition of the natives.

Commissioner Koch was supportive of the project. She said she favored Landscape Option #2.

Commissioner Breen was supportive of the project. She said she viewed the trees on the backside and on Canyon as a little more discretionary for the architects and what they feel is appropriate with the foundation. She was supportive of removing all the trees along Portola Road except the oak tree. She said she could accept keeping the olive tree if it was sprayed so it would not produce olives. She suggested islands of planting inside the fence, bringing back the oak woodland feeling of the scenic corridor.

Chair Ross was supportive of the project. He said if the applicants thought they might ever want to remove the redwoods in the back, it would be a good idea to do it before the construction. He was supportive of Landscape Option #2. He said the construction logistics will need to be carefully thought-out due to the constraints with the existing house remaining during the construction of the new house.

Planning Director Pedro said because of the extensive number of trees to be removed, whether the ASCC wants to look at the landscaping at the time of framing because all of the redwood trees would be down at that point. Chair Ross said he is fine with the plan as presented – no irrigation and a few new oaks along Portola, and was comfortable with the standard review process with a designated ASCC member approving the final landscaping plan prior to building permit issuance. The Commission agreed.

Commissioner Breen moved to approve the proposed New Residence located at 100 Canyon Drive with Landscape Option #2 and the conditions of approval as stated in Attachment 1. Seconded by Vice Chair Sill; the motion carried 5-0.

(3) Architectural Review for an Interior Remodel of the Main Building and Site Improvements, File #PLN ARCH 31-2017, 501 Portola Road, The Sequoias

Associate Planner Cassidy presented the staff report and distributed copies of an email from Budd Trapp, a Sequoias resident received September 8. The applicant's landscape architect addressed Mr. Trapp's concerns in a response letter, which she also distributed to the Commissioners.

Chair Ross invited questions from the Commissioners. With no further questions from the Commissioners, Chair Ross invited comments from the applicant. The applicant advised Commissioner Breen that the uplighting at the main oak has been removed.

With no further comment, Chair Ross invited questions for the applicant. Hearing none, Chair Ross invited public comment.

Bud Trapp, 501 Portola Road. Mr. Trapp said the timber bamboo, which grows to 55 feet high, is proposed for planting against a wall with an eave overhang of 8 to 9 feet high. Mr. Trapp agreed the bamboo could be continually maintained and pruned but he suggested planting a dead bamboo to give the same effect and requiring no maintenance. He said the black bamboo is not quite as high, but will also require yearly and continuous pruning. He said he thinks the landscape plan includes far too many plants and the area will be overgrown.

Onnalee Trapp, 501 Portola Road. Ms. Trapp said the vicinity map in the staff report does not reflect the existing conditions. She said the new lodge and the new duplexes do not appear on the map.

Marge DeStaebler, 31 Santa Maria. Ms. DeStaebler said she was speaking for herself, not as a representative for the Conservation Committee or the Sequoias Landscape Committee. She said the Conservation Committee has a goal of supporting local habitat and use of drought-tolerant plants. She said that goal is not particularly strong in the proposed plan. She said 42 percent of the plants are low water use and 59 are medium. She suggested the camellias at the Sequoias, which are high water use, be exchanged for more native plants. She said the bamboo maybe stylish, but is inappropriate and does not belong there.

Onnalee Trapp said she serves on a committee on personal safety and emergency preparedness at the Sequoias. She said that the double-door near the reception area that opens outward is used most often because it opens all the way, whereas the sliding door only opens halfway across the opening space. She said the double doors that open fully enable people to exit more quickly, makes it easier for the housekeeping crew to remove chairs and tables, and give easier access to the Woodside Fire Department personnel. She suggested replacing the sliding door with a similar double door that opens fully.

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

Vice Chair Sill was supportive of the new arrival canopy, the entry canopy, the gallery changes, and the fitness area. He was, however, not supportive of the landscaping plan and agreed completely with Ms. DeStaebler's comments.

Commissioner Breen said she was very familiar with the proposed plant list and it is a fairly low water use plan. She said the campus has a somewhat Asian theme. She said she was supportive of the landscape plan other than the bamboo. She suggested swapping it out for something like Nandina due to the eave height. She was otherwise supportive of the project.

Commissioner Wilson was supportive of the foyer improvements. She was concerned about the safety issues raised by Ms. Trapp regarding the sliding doors. She said she was not supportive of the use of bamboo.

Commissioner Breen said the sliding doors issue is not an aesthetic issue, and the architecture team should handle that.

Chair Ross said he gets the impression there has been a fair amount of interaction between the design team, management, and the residents in this process and he was reluctant to create conditions that change the function and use of the facility for things the ASCC typically has no jurisdiction over, such as the use of sliding doors vs. double doors. He said the architect made note of Ms. Trapp's comments and thinks the issue can be worked out with the design team, at which point the ASCC may be asked to have a member look at the aesthetics of it.

Matt Johnson, project architect, said he has been part of the resident committee for the last three years. He said safety is of paramount importance. He said the egress from the building is provided, and these doors are not required egress. He said he appreciated Ms. Trapp's comment about the housekeeping crew's use of the double doors, and they can discuss it further because this is the first time he's heard about it. Chair Ross agreed the type of doors

used would not be a condition of approval the ASCC could impose.

Commissioner Koch supported the changes to the entryway, the structure, the approach into the registration area, the gym, etc. She said it is a smart and stunning design. She was in support of the landscape plan and said it complements the structure. She said the arrival area is not visible from the scenic corridor or the street. She agreed the bamboo was not appropriate in the chosen locations due to its size and invasiveness nature. She liked the idea of a bamboo-like architectural feature there.

Chair Ross was supportive of the architectural design. He was supportive of the small and compact garden and said it was appropriate and compatible with the architecture. He said the outside of the buildings is very native and natural. He agrees with the stated concerns about the maintenance needs of the bamboo, but he believes that is the applicant's decision if they want to deal with that. He was supportive of the project as proposed, and agreed with the recommended condition to have the final landscape plan reviewed by a designated ASCC member before the building permit is issued.

Vice Chair Sill moved to approve the proposed project including staff's recommended conditions of approval. Seconded by Commissioner Koch; the motion carried 5-0.

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

Commissioner Wilson said she reviewed a proposed skylight addition at 3330 Alpine Road.

Commissioner Breen said she reviewed the landscape plan at 250 Alamos. She said there were 30 percent more plants added, including hydrangeas. She asked the applicant to remove the hydrangeas and recalculate their water use figures.

Chair Ross said he reviewed a color modification request at 160 Shawnee Pass, where the house had been painted a different, much lighter color than was approved. The new color does not meet the Town's reflectivity standards. He offered a compromise that if there was an exterior wall panel not visible from offsite, it could be left in the current color, but anything visible from offsite would need to be repainted in the previously-approved color or a color that complies with the Town's reflectivity standards.

Planning Director Pedro said on September 20 there will be a joint ASCC/Planning Commission information meeting on wireless communications facilities, beginning at 7:00 p.m. She said Verizon and T-Mobile will be there to describe their small cell system they plan to deploy in Town and other cities on road right-of-way utility poles.

Planning Director Pedro said the September 25, 2017, ASCC meeting has been cancelled.

APPROVAL OF MINUTES

(#) ASCC Meeting of August 28, 2017

Commissioner Breen moved to approve the August 28, 2017, minutes as submitted. Seconded by Vice Chair Sill, the motion passed 5-0.

ADJOURNMENT [8:38 p.m.]