

CALL TO ORDER AND ROLL CALL

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

Interim Planning Director Arly Cassidy called roll:

Present: ASCC: Commissioners Danna Breen, Dave Ross, and Jane Wilson; Vice Chair Megan Koch; Chair Al Sill
Absent:
Planning Commission Liaison:
Town Council Liaison: Maryann Moise
Town Staff: Interim Planning Director Arly Cassidy; Planner Cynthia Richardson

ORAL COMMUNICATIONS

None.

Chair Sill asked to move Agenda Item #3 before Agenda Item #2.

OLD BUSINESS

- (1) **Architectural Review and Site Development Permit for a New Residence, Accessory Dwelling Unit (ADU), Pool, and Landscaping, 207 Westridge Drive, Wang/Mallard Residence, File #PLN ARCH 47-207**

Planner Richardson presented the background of the project and staff's recommendation to approve the permit subject to conditions of approval, as detailed in the staff report.

Chair Sill invited questions from the Commissioners. Hearing none, Chair Sill invited comment by the applicant. The applicant said they have made the adjustments as recommended by the ASCC at the preliminary review. He said the landscape architect decided to remove only one tree, but staggered the planting so it did not feel so linear. He said the view was visible through the under canopy of the trees. He added that the lighting fixtures on the garage are not omnidirectional. He said they are specifically pointed down to light only the surface in front of the garage doors.

Chair Sill invited questions from the Commissioners.

In response to Vice Chair Koch's question, the applicant said the water feature is not lighted.

With no other questions, Chair Sill invited public comment. Hearing none, Chair Sill brought the item back to the Commission for discussion.

Vice Chair Koch said it is a stunning project. She said the gorgeous property is being transformed to be more intimate. She appreciated the removal of the carport light.

Commissioner Wilson was supportive of the project. She said the design was well suited to the landscape and fit in with the surrounding area. She supports the elegant garage design. She

appreciated the reduction of the lighting and the removal of the non-natives.

Commissioner Breen said it is a beautiful design. She said the landscape plan and plant list are impeccably chosen. She was concerned about the ambitiousness of the large native meadow. She said the excavation, the installation of irrigation, and the disturbance to the land invites invasives. She preferred a non-irrigated native meadow. She said the applicants must be very careful when installing the bridge in the canyon so as to not pollute the canyon with invasives. She noted the property to the east of the applicants has just gone up for sale. She said when that property is developed and comes before the Commission, they will likely stipulate a lot of tree removal. She suggested the applicant discuss that property line issue with their landscape architect.

The applicant responded that the irrigation was temporary. Commissioner Breen pointed out that it disturbs the land. She said if they timed it right, and seeded in the fall, they could put in the meadows without irrigation. The owner said they will begin removing the invasives now and will try to start planting in the fall.

Commissioner Ross said the project was very well developed. He thanked the applicants for responding to the few comments and suggestions that the ASCC offered. He was supportive of the project and said it meets all of the design guidelines. He appreciated the project was not maxing out the floor area, impermeable surfaces, etc.

Chair Sill was supportive of the project. He agreed with Commissioner Breen about treating the backyard. He was supportive of the design, the plan, and the materials.

Commissioner Ross moved to approve the Site Development Permit for a New Residence, Accessory Dwelling Unit (ADU), Pool, and Landscaping, 207 Westridge Drive, with the recommended conditions of approval as submitted. Seconded by Commissioner Wilson; the motion carried 5-0.

NEW BUSINESS

(3) Architectural Review to Legalize an Existing Non-Conforming Fence, File #48-2018, 5 Grove Court, Lewis Residence

Interim Planning Director Cassidy presented staff's recommendations to grant the applicant relief from the fence regulations for the existing fence, subject to the recommended conditions of approval, as detailed in the staff report.

Chair Sill invited questions from the Commissioners.

Commissioner Ross asked if there was a fence design that would provide security for the pool and be legal in that location. Interim Planning Director Cassidy said usually pool fences are quite transparent, providing no privacy. She said it could sit within the back half of the front setback as long as it was 50 percent opaque and 4-feet tall. She said this solution does not address the issue of privacy around the backyard of this applicant's property.

In response to Commissioner Breen's question, the applicant said the pool does not have a pool cover, which would be difficult due to the shape of the pool. She said the pool is surrounded by the fence line around the perimeter and is a completely enclosed area.

The applicant said they spoke with all neighbors in the cul-de-sac and none have a problem with the existing fence as is and would prefer not to see the pool. The said the only practical spot to place a fence is where it currently exists, on the top of a grade that then slopes down.

Vice Chair Koch asked if the fence impeded the views of the hillside or a view that should be protected for the neighbors, walkers, bikers, or equestrians. Interim Planning Director Cassidy said it did not.

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

Commissioner Ross was supportive of granting the relief for the fence. He said he has walked by it many times. He said the fence serves a good purpose, doesn't block any views, and blends in with the landscape.

Commissioner Breen said she was generally supportive of granting relief for the fence. She said she thought there was opportunity for the fence to be lowered approximately one foot and still provide privacy. She would like to see a few manzanitas spotted across the front of the fence to somewhat soften the contemporary nature of the fence. She suggested the invasives be removed from the area of the historic stone structures on the property, replacing the plants in the planters. The applicant said they have been looking at planting more in front of the fence line to both soften it as well as add to the natural beauty when driving down the road.

Commissioner Wilson was supportive of granting relief for the fence. She said she would not want to recommend the extra expense of reducing the fence one foot; however, she agreed the look of the fence could be softened with some native plantings.

Vice Chair Koch was supportive of granting relief for the fence in this situation because it does not restrict views. She was supportive of softening the fence with plantings and said the ASCC would want to see the landscape plan. She said it should also be considered that the homeowners should not have to deal with headlights in their outside space.

Chair Sill was supportive of granting relief for the fence. He said the fence is attractive. He was supportive of adding plants in front of it.

Commissioner Wilson asked if the request to bring a landscape plan to the ASCC would cost the applicants more money. Interim Planning Director Cassidy said it would if the ASCC required it come back as a public hearing. Vice Chair Koch said it should be a condition of the approval to be reviewed by one ASCC member.

In response to the applicant's question, the Commission said the applicant would not need to hire a landscape architect and could submit their own landscape plan.

The Commission suggested planting three to four manzanitas, Toyon, or other natives that would not require irrigation.

Vice Chair Koch moved to grant the applicant relief from the fence regulations for the existing fence, subject to the recommended conditions of approval, and with a small landscape plan to be reviewed by one ASCC member for approval. Seconded by Commissioner Ross; the motion carried 5-0.

OLD BUSINESS

(2) Final Review of Updates to the Outdoor Lighting Ordinance and Lighting Design Guidelines

Interim Planning Director Cassidy presented the background of the Outdoor Lighting Ordinance and Lighting Design Guidelines and the incorporated changes and updates, as detailed in the staff report. She provided the updated ordinance and design guidelines for the Commission's review.

Commissioner Ross asked if a manual timing switch would be prohibited going forward. He said photocell sensors are available that prevent lights from coming on when it is light outside, even if the manual switch is flipped on. In response to Vice Chair Koch's question, Commissioner Ross said the feature was part of the fixture itself so the fixtures would need to be upgraded. Interim Planning Director Cassidy said if they received a complaint about lights being left on during the day, staff would contact the owner and ask them to address the issue. She said it would be a difficult thing to enforce, and the goal of putting this item within the Code instead of the Design Guidelines is to make it clear that it is the rule. She said this rule would primarily be applied when something new is happening on a property.

Interim Planning Director Cassidy said there was an anonymous comment received that the individual fixture maximum (75 watts/1125 lumens) was too bright. She brought different types of light bulbs to test.

In response to Vice Chair Koch's question, Interim Planning Director Cassidy said the Ranch maximum lumen output for a single fixture is 350 lumens.

Commissioner Breen asked if it was permissible to downlight in trees. Interim Planning Director Cassidy said that landscape lighting needs ASCC approval and uplighting is prohibited. Commissioner Breen suggested that uplighting, downlighting, moonlighting, and wall washing be prohibited. Interim Planning Director Cassidy said the lighting requiring ASCC approval includes landscaping, trees, or structures, including entryway features, pillars, and posts. She said that could be removed so it is clear that the ASCC would never grant approval for such lighting, or they could add architectural features including walls to the prohibited lighting list, which would give staff the authority to deny those requests.

Commissioner Breen said they are seeing a lot of strung café lights with large bulbs on field visits. Vice Chair Koch said holiday or temporary entertainment lighting should be allowed, but it would not be allowed as a permanent fixture in lighting plans. Interim Planning Director Cassidy said those types of lights are never included in a lighting plan. She said temporary holiday lighting, including in trees, is included as an exception.

The Commission agreed that the proposed language of the Lighting Ordinance and Design Guidelines was adequate.

Interim Planning Director Cassidy demonstrated the brightness of various light bulbs – an LED 75 watt (1100 lumens), LED 60 watt (800 lumens), halogen 60 watt (650 lumens), soft white incandescent 60 watt (550 lumens). Commissioner Ross pointed out the examples were bare bulbs that were not within dark-sky compliant fixtures.

Commissioner Breen pointed out that the ASCC started looking at lighting because it was long

overdue, the Ranch had already done it, and the residents were upset about the rash of burglaries. She said she wants lighting to be efficient, but is also hopeful that the darkness can be maintained or made even darker. She said it should be made clear that this is not an opportunity for more light, but is an opportunity to get darker.

Commissioner Ross said many of the objectionable lights seen on residences would not be approved today. He said a lot of those lights have either been retrofitted or grandfathered. He said although people might complain about them, the new regulations cannot be easily enforced. Commissioner Breen said it is good to have this ordinance and for people to understand the poetry of the General Plan and hear that this Town wants you to see the stars.

Interim Planning Director Cassidy said there is only so much control that the Town can wield over enforcing the Lighting Ordinance on existing residences; however, as people retrofit more and more, and the fixtures become less expensive, more and more homes will conform.

Chair Sill suggested specifying that a fixture shall not have the ability to swivel above a 45-degree angle down.

Commissioner Breen suggested removing “from gas or electric sources” from Section 1, Item d of the Outdoor Lighting Ordinance Elements.

Chair Sill volunteered to attend the Planning Commission meeting when the ordinance is presented, probably April 4.

Commissioner Breen moved to recommend approval of the Lighting Ordinance and the Lighting Design Guidelines as amended. Seconded by Vice Chair Koch; the motion carried 5-0.

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(4) News Digest: Planning Issue of the Day

Interim Planning Director Cassidy shared articles of interest with the Commissioners.

Commissioner Breen reviewed the landscaping at the end of Goya. She said although it had been approved, she feels they are using an enormous amount of water. Interim Planning Director Cassidy said the owners are looking again at the water usage.

Commissioner Breen said she wanted a discussion with landscape architects regarding their plans for installation of meadows and how they plan to manage the invasives.

Commissioner Ross reviewed 17 Redberry, a freeform modern house stepped down the hill. He said one of the concrete pylons on the downhill elevation has been removed, increasing the glass area minimally when looking at the two elevations side-by-side.

Commissioner Ross reviewed 135 Shawnee Pass, where they were going to keep the upper half of the loop driveway and abandon the lower half. He said because of the conversion from a septic system to sewer, their well must be accessible. He said the owners are now preserving the lower half of the driveway and putting stepping stones where the upper driveway was located. He said this change will remove the driveway from the corner and is a better solution.

APPROVAL OF MINUTES

(5) ASCC Meeting of February 26, 2018

Vice Chair Koch moved to approve the February 26, 2018, minutes as submitted. Seconded by Commissioner Ross, the motion passed 4-0, with Commissioner Breen abstaining.

ADJOURNMENT [8:10 p.m.]