

ARCHITECTURAL & SITE CONTROL COMMISSION

August 27, 2018

ASCC Field Meeting, 385 Westridge Drive, Preliminary Architectural Review and Site Development Permit for a New Two-Story Residence, Detached Garage, Gym, Pool, Garden Shed, Removal of Significant Trees, Landscaping and associated improvements.

Chair Sill called the field meeting to order at 3:30 p.m.

ROLL CALL:

ASCC: Commissioners Breen, Ross, Vice-Chair Koch and Chair Sill
(Commissioner Wilson was absent)

Town Staff: Planning & Building Director Laura Russell, Planner Cynthia Richardson

Conservation: Judy Murphy

Planning Commission Liaison: Jon Goulden

Others present

Michele Janin – owner

Tim Chappelle, Arcanum Architecture

John Merten – Studio Green Landscape Architecture

Planner Cynthia Richardson presented the project which is a preliminary review for a new, two-story residence containing 5,644 square feet with a detached garage, a 757 square foot gym, 81 square foot shed, pool and associated landscaping. The driveway will be relocated to the south of the existing driveway to provide a better entrance to the new improvements. The plan is to completely demolish the existing home and use the existing flat area of the site for the new improvements.

Architect for the project, Tim Chappelle, walked the commission through the story poles and explained the reorientation of the house towards the view. The group then walked to the south west corner of the story poles where a neighbor at 151 Cervantes has concerns regarding visibility of the project. Commissioners commented on the existing tree screening and talked about the new tree screening proposed by the applicant.

Chair Sill stated that Commissioners would offer further comments on the proposal at the regular evening meeting that evening. The field meeting adjourned at 4:00 p.m.

ASCC Field Meeting, 425 Cervantes Road, Preliminary Architectural Review and Site Development Permit for a New Two-Story Residence with Attached Garage, a Pool and Pool Pavilion, a Pool Bathroom, an Accessory Dwelling Unit, removal of Significant Trees and New Landscaping.

Chair Sill called the field meeting to order at 4:15 p.m.

ROLL CALL:

ASCC: Commissioners Breen, Ross, Vice-Chair Koch and Chair Sill
(Commissioner Wilson was absent)

Town Staff: Planning & Building Director Laura Russell, Planner Cynthia Richardson

Conservation: Judy Murphy

Planning Commission Liaison: Jon Goulden

Others present

Killian O'Sullivan – Architect

Tom Klope – Klope Associates Landscape Architect

Miranda Hudson – Klope Associates Landscape Architect

Neighbor

Planner Cynthia Richardson presented the project which is a preliminary review for demolition of the existing home and construction of a new, two-story home with the main floor being 4,067 square feet and a 366 square foot partial second story. The home also includes a 1,270 square foot partial basement, a 341 square foot pool pavilion, a 95 square foot pool bathroom and a 341 square foot ADU. The new home will be located in the same general location as the existing.

Planner Richardson pointed out that the Conservation Committee wanted the large Redwood Tree #1 located in the front yard to remain. The ASCC discussed the non-native trees on the site and thought that the Redwood Tree was not located in an area of Town that supported this type of tree.

The group walked to the rear of the property and discussed the new improvements for the ADU, pool bathroom and pool pavilion.

Killian O'Sullivan showed the group the selection of materials that are proposed for the project and discussed the owners request to raise the second story height by 8 inches.

Chair Sill stated that Commissioners would offer further comments on the proposal at the regular evening meeting that evening. The field meeting adjourned at 4:45 p.m.

ASCC Field Meeting, 160 Fawn Lane, Preliminary Architectural and Site Development Review for a New Residence and Landscaping

Chair Sill called the field meeting to order at 5:00 p.m.

ROLL CALL:

ASCC: Commissioners Breen, Ross, Vice-Chair Koch and Chair Sill
(Commissioner Wilson was absent)

Town Staff: Planning & Building Director Laura Russell, Associate Planner Arly Cassidy

Conservation: Judy Murphy

Planning Commission Liaison: Jon Goulden

Others present

Jim Maliksi, Project Architect

Gary McClure, Project Architect

Karen Gunn, Representing Owner

Anna Dobrinski, 175 Fawn Lane

Doug Chance, 220 Cervantes

Associate Planner Arly Cassidy presented the report regarding the project which consists of a 4,214 square foot home and attached two-car garage on a 1.0 acre property located at 160 Fawn Lane. The proposed plans include a new single story residence with four bedrooms and a back deck. The existing house will be demolished, and the pool will be filled, with 5,645 square feet of landscaping at the front and rear of the house. The property has a sloped rear and side yard with many existing trees and is surrounded by single family homes. Planner Cassidy explained that the architectural and site development permits were under preliminary review.

Following her presentation, commissioners inquired about the driveway and surrounding retaining walls and were told that the walls would be demolished and the driveway altered. Commissioners commented on the chimney cap height, ivy and ice plant, and existing sprinklers in the rear.

Karen Gunn, representing the owner, explained that they had reached out to the surrounding neighbors to discuss the plans and had received general support, with some concerns about privacy.

Commissioner Breen inquired about a yucca plant and learned that it was planned for removal. At the front yard, the Commissioners viewed the sloped side yard and recommended that the dead and dying pines be removed. Neighbor Anna Dobrinski expressed support for the project.

Chair Sill stated that Commissioners would offer further comments on the proposal at the regular evening meeting that evening. Members thanked the applicant and architect for participation in the site meeting. The field meeting adjourned at 5:25 p.m.

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.

Planning & Building Director Laura Russell called roll:

Present: ASCC: Commissioners Danna Breen and Dave Ross; Vice Chair Megan Koch; Chair Al Sill
Absent: Commissioner Jane Wilson
Planning Commission Liaison: Jon Goulden
Town Council Liaison: Craig Hughes
Town Staff: Planning & Building Director Laura Russell; Associate Planner Cassidy; Planner Cynthia Richardson

ORAL COMMUNICATIONS

None.

NEW BUSINESS

- (1) **Preliminary Architectural Review and Site Development Permit for a New Two-Story Residence, Detached Garage, Gym, Pool, Garden Shed, Removal of Significant Trees, Landscaping and associated improvements, 385 Westridge Road, Tom Linebarger and Michele Janin Residence, File # PLN ARCH 14-2018**

There was a field meeting at this site earlier this afternoon. Planner Richardson described the project, as detailed in the staff report. Staff recommended that the ASCC offer comments and directions to assist the applicant and project architect to make adjustments or clarifications that members conclude are needed before the Commission considers final action on the application. She noted two unresolved issues – the extent of the tree removal and landscape lighting.

Chair Sill invited questions from the Commissioners.

Vice Chair Koch asked whether the screening wall would be masonry or wood. Planner Richardson said there was a question regarding that, and it may be still in the design process.

Chair Sill asked about the height of the wall. Tim Chappelle of Arcanum Architecture introduced John Merten, the landscape architect. Mr. Chappelle said the owner had requested a fence, in addition to the double layer of trees and bushes, and the neighbor requested a masonry wall. He said the height of the wall would comply with the Town's Design Guidelines. He said their goal will be to plant the trees and create a design working with the site.

Chair Sill invited the applicant to comment. Mr. Chappelle said there is a shed roof over the living/dining room, and the owners were considering making that a flat roof. He asked if the Commission would be supportive of them researching the viability of a green roof concept.

Chair Sill invited questions from the Commissioners.

Vice Chair Koch asked about the material used on the metal roof. Mr. Chappelle said it is a standing seam metal roof for the two shed roofs. He said the other roof forms are more of a parapet design where there will be a membrane roof form with rock on top because of the visibility issue. In response to Vice Chair Koch's question, Mr. Chappelle said the owners are considering solar photovoltaics. He said the owner is an engineer and a very active participant in the design process.

In response to Commissioner Breen's question, Mr. Chappelle said there were no skylights.

Commissioner Breen said sound is an issue given the canyon relationship at this site. She asked if there would be air conditioning units or generators. Mr. Chappelle pointed out where the AC unit will be located.

With no additional questions from the Commissioners, Chair Sill invited questions or comments from the public. Hearing none, Chair Sill brought the item back to the Commission for discussion.

Vice Chair Koch said the project is a great use for the beautiful site, and the applicant has captured the unique view of the property. She agreed there should be a reduction in lighting, especially at the pool and obviously at the gate. She encouraged photovoltaics. She was supportive of the siting, the height, and the office location. She said the project was on the right track.

Commissioner Breen was supportive of the direction of the project. She said the second story element is gorgeous. She was supportive of the orientation facing southwest. She recommended a lot of tree removal, including all the pines, most of the redwoods, and many of the poplars, which should be individually evaluated. She said the wall or fence was unnecessary. She said the oaks will provide the screening within two years. She was supportive of the color board. She said the lights along the driveway and at the entrance should be removed. She said although the pool is well shielded, the pool lights should be reduced or moved to the other side of the pool. She said the pool lighting may need to be reevaluated after the tree removals. She said the landscaping should move in a more native direction. She said the *Muhlenbergia rigens* at the entrance is too stylized and contemporary for Westridge Drive. She would prefer the entrance be less developed. She would like to see the pathway beneath the pool removed, pulling the pool equipment closer to the pool. She would prefer no landscaping beneath the pool, letting it flow into the wildland. She said too much of the property is fenced. She said if they have to fence, she would like to see the fencing pulled back up into the site more. She said it was a good idea to change the driveway, but she would not want to see a lot of landscaping added in that area. She suggested that if the neighbors feel exposed, they could do landscaping next to their own house and leave the oak grove alone. She noted that she would not support the wall.

Commissioner Ross was supportive of the massing and design work. He said the horizontal aspect, spreading it out and staying below the tree line, was very attractive and developed the view into the canyon in the back nicely. He was supportive of the office pop-up. He was concerned that if the office is used at night, the cantilevered section with glazing on three sides may produce a bright glow. He appreciated there were no skylights. He was supportive of the standing seam metal roof, but was also supportive of the possibility of installing a green roof. He was not concerned about the pool lights facing the house but said there should be a maximum of two. He was not at all supportive of a solid wall or fence for screening with the neighbor. He said screening can be accomplished with the planting, especially the relocated trees. He said the applicants should consider how often the path below the pool would be used and consider

eliminating it. He was supportive of the driveway location and said it would be nice for it to disappear in between the trees and not be marked by lighting or landscaping. He agreed this is an opportunity to be strong in removing non-natives and shrubby plants, while also controlling invasives such as dittrichia.

The applicant noted that the path is soil, not developed and not used on a regular basis.

Chair Sill was supportive of the house orientation, the materials, and design. He was less excited than others about the second-story element. He agreed they should remove as many trees as practical. He suggested reducing the amount of landscaping, pulling it back closer to the house, and would prefer more low water use plants. He was not supportive of lighting on the driveway or gate and said the pool lights should not be visible to neighbors. He said the wall or fence was not necessary and said the trees would provide appropriate screening. He said the potential of a green roof was interesting. He said he would be supportive of solar. He agreed the fencing should be pulled back so more of the lot is wild.

Vice Chair Koch asked how the trash enclosures behind the garage would be accessed. Mr. Chappelle pointed out the access from the kitchen door. Vice Chair Koch suggested they consider adding something along the garage.

In response to Mr. Chappelle's question, the Commissioners said they would welcome seeing an alternate design with a green roof.

(2) **Preliminary Architectural Review and Site Development Permit for a New Two-Story Residence with Attached Garage, a Pool and Pool Pavilion, a Pool Bathroom, an Accessory Dwelling Unit, removal of Significant Trees and New Landscaping, 425 Cervantes, Holmstrom Residence, File # PLN ARCH 09-2018**

There was a field meeting at this site earlier this afternoon. Planner Richardson described the project, as detailed in the staff report. Staff recommended that the ASCC offer comments and directions to assist the applicant and project architect to make adjustments or clarifications that members conclude are needed before the Commission considers final action on the application. She said there are two unresolved issues – the discussion of the removal of the redwood tree and a possible reduction in landscape lighting.

Chair Sill invited questions from the Commissioners. Hearing none, Chair Sill invited comment by the applicant. The project architect read a letter from the owners, who could not be present. They apologized for being unable to attend the field meeting and preliminary architectural review due to a longstanding trip out of town that they were unable to reschedule. They said they felt they were in good hands with their design team, the landscape architects, and the civil engineers. The project architect said they would like to discuss adding height to the two-story portion.

Chair Sill invited questions from the Commissioners. Hearing none, Chair Sill invited public comments or questions.

Brian Cairney, neighbor at 415 Cervantes. Mr. Cairney asked if pool lights would be facing his house. The applicant said the pool lights would not be visible from Mr. Cairney's residence. Mr. Cairney asked about the type of fencing around the yard. The applicant said they are proposing woven wire fencing between the sides of the building in the front yard. Another neighbor said she was in support of the removal of all redwoods and pines. She said their property values were being compromised by people planting rows of redwoods. She said they were supportive

of the design and project. She said they are trying to bring their property back to old Portola Valley style by removing their fences and working to create a more native landscaping. Mr. Cairney asked if the pool house, pool structures, and bathroom would be something that people could sleep in or live in. The applicant said one is designed as an ADU, and the other is a pool house. Mr. Cairney asked regarding the height of the second story. The applicant said the second story is currently 24'-7", and they hope to get a little more height, so it might be more like 25'-6".

With no further comments from the public, Chair Sill brought the item back to the Commission for discussion.

Commissioner Ross was supportive of the materials, the casual and warm entry area, and the layout. He said he would be supportive of an additional 8 inches in height and appreciates that the project is doing a good job of staying below the maximum height. He said the planting and landscape lighting could be moderated a bit, but he is confident that the landscape architect, Tom Klope, understands the Town's guidelines.

Commissioner Breen was supportive of the project, the architecture, and the material boards. She said the magnolias, Pyracantha, liquid amber, redwoods, privet, cedars, mulberry, pampas grass, and oleander should be removed to correct what has happened in the past. She asked about the material to be used on the deck. The applicant said they were considering Ipe. She suggested that because a wood deck will require maintenance, they could consider a stone terrace instead. She suggested, in her opinion only, that the applicants consider gravel or asphalt instead of pavers for the driveway because pavers seem dated.

Vice Chair Koch was supportive of the project. She would support the removal of all the trees that Commissioner Breen mentioned, as well as the large redwood in the front. She said there is some unnecessary lighting toward the 415 side that can be eliminated. She asked if the ADU resident would access through the outdoor shower enclosure because there is no path or lighting at the other entrance. She asked how they resident would access the ADU from a car. The applicant said they would access the ADU around the trash enclosure and across. Vice Chair Koch suggested the applicant think about that more.

Chair Sill was supportive of the project and agreed with the previous comments by the Commissioners. He was supportive of taking out the redwood Tree #1. He agreed all the plants that Commissioner Breen mentioned should be removed. He said there is a lot of opportunity to reduce the lighting, particularly in the pergola. He suggested they pay particular attention to the trail easement at the front of the property, which will take some work to bring it back to where it should be.

Commissioner Ross said he was also supportive of removing Tree #1.

In response to the applicant's question, the Commissioners agreed they were in support of the proposed additional height of about 8 inches on the second floor.

(3) Architectural Review for an Addition and Remodel, 267 Corte Madera Road, Miller Residence, File #PLN ARCH 12-2018

Associate Planner Cassidy described the project data, background, and discussion items regarding this one-time review project, as detailed in the staff report. Staff recommended that the ASCC approve the proposed addition and remodel, subject to the recommended Conditions of Approval.

Chair Sill invited questions from the Commissioners.

Chair Sill asked for clarification regarding the driveway. Associate Planner Cassidy said the opening to the carport is a little to the right compared to the garage, so the proposal is to extend the driveway approximately 4 feet to the left, to widen it, and match up with the new garage door. Staff suggested that it could potentially interfere with the root system of the tree on the left, so they conditioned for a curved driveway edge on the north side to protect the drip line of the existing oak tree.

With no additional questions, Chair Sill invited comment by the applicant. Hearing none, Chair Sill invited questions from the Commissioners.

Vice Chair Koch asked if there was an option to use a more permeable driveway surface. The applicant said he was not sure what options were available, but they want to keep that tree healthy and was open to looking at alternate surfaces.

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

Commissioner Breen was supportive of the project. She was supportive of staff's suggestions for the driveway to ensure the health of the oak tree.

Vice Chair Koch was supportive of the project. She said her only concern was the oak tree, which could be mitigated with the driveway curve or use of a different driveway material.

Commissioner Ross was supportive of the project. He said it was a great fine tuning of what is already there.

Chair Sill was supportive of the project. He was pleased to see the applicant eliminate the air conditioning and the non-complaint light fixtures.

Vice Chair Koch moved to approve the addition and remodel at 267 Corte Madera Road with the recommended staff conditions. Seconded by Commissioner Breen; the motion carried 4-0.

(4) Preliminary Architectural and Site Development Review for a New Residence, Removal of Significant Trees, and Landscaping, 160 Fawn Lane, Holliday Residence, File # PLN ARCH 4-2018

There was a field meeting at this site earlier this afternoon. Associate Planner Cassidy described the project, as detailed in the staff report. Staff recommended that the ASCC offer comments and directions to assist the applicant and project architect to make adjustments or clarifications that members conclude are needed before the Commission considers final action on the application.

Chair Sill invited questions from the Commissioners.

Vice Chair Koch was supportive of the structure but concerned with the amount of vegetation on the site. Vice Chair Koch excused herself from the meeting as she was feeling ill.

Commissioner Ross asked for a reminder about what kinds of things were and were not included in the grading number. Associate Planner Cassidy said the cut for anything under the building footprint and cut for a pool is not counted. She said if someone comes in for a

standalone permit to fill a pool, it is not required to undergo standard site development review, so in this case the pool fill was not added. She said any other soil movement is added as a gross number, so any fill under the building and any cut or fill anywhere on the site is included. Commissioner Ross said there might be a small net amount of potential import that might be satisfied by structural excavation under the house. Associate Planner Cassidy agreed.

With no additional questions, Chair Sill invited the applicant to comment. The applicants said they would be happy to answer any questions. Chair Sill invited questions from the Commissioners.

Chair Sill said he noticed there is significant existing irrigation on the north slope. He asked if that irrigation would be removed. Karen Gunn said she was representing the owner who is out of town. She said a lot of the existing drainage and irrigation was already in engineering for redesign. She said they are trying to address privacy concerns of the two neighbors through architecture and landscaping, while keeping the property as natural and beautiful as possible. She said the idea for the hillside is to try to use as many natives as possible. She said with regard to comments about the proposed landscaping, they will be replaced with recommended native and drought-tolerant plants.

Chair Sill invited public comment. Hearing none, Chair Sill brought the item back to the Commission for discussion.

Commissioner Breen supported the direction of the project and architecture. She said the way to make the property natural is to cut down almost everything on the property except for the oaks and toyons. She suggested that removing the redwood trees may provide a view of the western hills. She said she could support retaining those redwoods, but Tree #31, a pine, should be removed. She said the pines in the front in the gulley should be removed. She said the pampas grass and the bottlebrush hedge should be removed. She said the junipers, cypress, palm, oleander, Pittosporum, and ivy should be removed. She said the driveway columns and the retaining walls with flagstone must be removed. She was supportive of the lighting plan and light fixtures.

Commissioner Ross was supportive of the siting of the house. He said the expanses of flat stucco are rather large and tall on the right-side elevation, giving kind of a monolithic feel. The applicant said they had considered a rock wainscoting to break it up, but the cost is prohibitive. Commissioner Ross suggested perhaps a waterboard or bellyband would break it up visually. Commissioner Ross said he was not concerned with the amount of glazing on the prominent south elevation because it is masked well from other views. He appreciated the minimalist approach to the exterior lighting. He said there was an opportunity with the new house to clear and grub the entire site, leaving only the natives. He encouraged them to let the natives come back on the hillside. He said the construction logistics will be challenging.

Chair Sill was supportive of the design and said it fits very well in the site. He was supportive of the materials and the roofline. He appreciated the removal of the pool. He was supportive of the lighting plan. He agreed that the lot should be cleaned up and cleared of non-natives. He said when the applicants come back, they should bring a detailed irrigation plan so the Commission can see accurate water calculations.

Commissioner Breen said a new landscape plan will be required, including tree removal. She said the back hillside will need to be managed with something like sage or Ceanothus, and the Commission will require a more comprehensive landscape and irrigation plan.

Ms. Gunn provided letters from the neighbors expressing approval and support of the project and addressing the privacy concerns and landscape issues as discussed. She said the owner is onboard with the sentiment of cleaning everything up but the owner's overall concern is the timing of the removal of the trees and plants and the installation of new plantings so that it does not look bare or create an erosion problem.

Associate Planner Cassidy suggested the applicant could provide a schedule or longer-term timeframe for removal of some of the non-natives. Commissioner Breen said she would like to see it be conditioned that the non-native trees be removed. She said she did not think there would be an erosion issue, depending on what time of year they do it. Chair Sill said the applicants should think about this quickly because there is a lot they can do this October and November. Ms. Gunn asked if the Commission wanted the trees and plants removed prior to construction. Chair Sill said construction would not affect the back of the property, and they could get some of that cleared and new planting begun this winter. Commissioner Ross pointed out that once the house gets framed, it will be difficult to get equipment to the rear of the property. He said it is more economically feasible to deal with the back hillside while preparing the site for construction and prior to framing. He said the landscape work in front and in the gulley area can then be completed later but before the final inspection.

Ms. Gunn asked specifically what trees should be removed. Commissioner Breen said everything except the oaks and the three redwoods. The applicant said she was concerned that removing the three redwoods would upset the neighbors who would now be able to see the house and that she would reach out to the neighbors.

Chair Sill said the applicants should address the issues as stated in the staff report as well as hydrology information and a more comprehensive landscape plan when they bring the project back to the Commission for review.

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(4) News Digest: Planning Issues of the Day

Staff shared articles of interest with the Commissioners – “The Fair Housing Act” and “HUD Files Housing Discrimination Complaint Against Facebook.”

Commissioner Breen reviewed the project at Meadowood where they were removing the ADU and just putting in a terrace.

APPROVAL OF MINUTES

(5) ASCC Meeting of August 13, 2018

Commissioner Breen moved to approve the August 13, 2018, minutes as submitted. Seconded by Commissioner Ross, the motion passed 3-0.

ADJOURNMENT [8:51 p.m.]