

**Architectural and Site Control Commission January 12, 2009  
**Special Field Meeting, 410 Golden Oak Drive, Paley/Corrales, and  
Regular Evening Meeting, 765 Portola Road, Portola Valley, California****

Chair Breen called the special field meeting to order at 4:00 p.m. at 410 Golden Oak Drive.

**Roll Call:**

ASCC: Breen, Aalfs, Clark, Gelpi  
Absent: Warr  
Town Staff: Deputy Town Planner Vlastic

**Others present relative to the Paley/Corrales project:**

Max Paley, applicant  
Mark Sutherland, project architect  
Bob Cleaver, project landscape architect  
Esther Litton, 180 Bear Gulch Drive\*  
Jackie Lai and Howard Lau, 390 Golden Oak Drive  
Debbie Romani, 185 Bear Gulch Drive  
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\*Esther Litton arrived just prior to the start of the meeting and was provided a brief overview of site conditions and the matters to be considered at the field meeting. She advised she had no concerns with the proposal and left shortly after the formal start of the meeting.

**Follow-up and modifications to previous approval -- Architectural Review for new residence, guest unit, pool and other site improvements & Site Development Permit X9H-573, 410 Golden Oak Drive, Paley/Corrales**

Vlastic presented the January 8, 2009 staff report on the subject requests. He briefly reviewed the background on the project, including the June 25, 2007 ASCC conditional project approval. He explained that at this time a few approval conditions remain to be satisfied including final landscape plan, exterior house and landscape lighting plans, and materials for greenhouse glazing. He clarified that information to satisfy these conditions include some minor changes to the scope of architectural approval granted by the ASCC in 2007. He then reviewed the following plans and materials submitted by the applicant to satisfy the outstanding landscape, lighting and greenhouse glazing conditions:

Sheet: A-1.2, Site, Grading and Drainage Plan & Site Lighting Plan, CJW Architecture, 12/10/08

Sheet: L-1, Planting Plan, Cleaver Design, 12/15/08

December 11, 2008 transmittal memo from Robert Pleau, CJW Architecture (with cut sheets for the proposed light fixtures and explanation of the proposed lighting plan changes.)

ThermalGlas Plus, product sheet for the proposed greenhouse glazing (copy attached).

Product booklet for the proposed "The American Classic Greenhouse" design, manufactured by the Texas Greenhouse Company, Inc.

Vlasic also noted that there was an inconsistency between the architectural and landscape site plans with respect to the location of fencing in the area of the greenhouse that needed to be clarified by the design team.

Mr. Sutherland and Mr. Cleaver then reviewed the submittal materials and led ASCC members and neighbors on a walk of the site so that there would be a better appreciation of the current proposals. The neighbors present were particularly interested in obtaining a clear understanding of the proposed screen planting and exterior lighting. During the site walk, Mr. Paley and the project architect and landscape architect provided clarifications and responses as follows:

- The greenhouse will have a bronze frame, as originally proposed and approved in 2007. A sample of the bronze finish was shared with ASCC members. It was also clarified that the exterior dimensions for the greenhouse were within the dimensions previously approved, including 8-foot plate heights and maximum ridge height of 12 feet. At the greenhouse site, the recently installed concrete foundation was inspected and it was noted that, in reality, the uphill and western side hill walls for the greenhouse would be partially concrete. A “shop” drawing for the greenhouse was shared, and it was noted that a copy of the drawing would be provided to the town “for the record.”
- There will be no exterior or interior lighting in or around the greenhouse or the planting beds area to the northwest of the greenhouse. Further, much of the year the greenhouse is to be covered with a black mesh shade cloth to minimize solar heat gain. This shade would help the structure blend into the site and also control potential reflections from the glazing.
- Fencing in the area of the greenhouse will be as shown on the landscape plan, and **will not** extend into the 20-foot side yard setback area as suggested on the architectural site plan. (It was also noted that even though the plans show a driveway gate detail, the driveway gate was removed from the project before the ASCC completed architectural approval in 2007. It was stressed that no driveway gate is proposed on either of the revised site plans.)
- Due to slope conditions and difficulty of access for installation, it is now proposed that landscaping with new trees will largely be with 15-gallon size trees, but 24-inch box size plants could be used in some locations where slope is not a conflict, if so desired by the ASCC. (ASCC members considered this and concurred that the current plan, with more screen shrub planting than was shown on the original landscape plan, and use of 15-gallon size materials was acceptable.)

(During the course of landscape plan review, Mr. Lau and Ms. Lai asked that final siting of plants along the property line common with their property be done with their input and the applicant agreed to this request. It was also clarified for all neighbors present that the proposed “evergreen” plants are oaks or native shrubs and no redwoods are included on the landscape plan.)

- Glazing material samples were presented and considered at the greenhouse site. They were evaluated in terms of both material and potential for reflection based on angle of view. After consideration of both transparency and potential for light reflection, ASCC members found the proposed ThermalGlas Plus glazing material acceptable.

- All exterior lighting will be manually switched by use zones. The wall and pendant fixtures would have low voltage fluorescent rather than incandescent bulbs.
- The BBQ trellis lights would be down directed and on a separately switched circuit.
- The current plan is to install the three pendant lights shown in the southwest side porch, off of the great room, so that the top of the fixture is even with the top of the southwest side windows.

Following consideration of site conditions and neighbor input, and inspection of not only the greenhouse and other yard areas, but also house porches and balconies with respect to exterior lighting, ASCC members offered the following tentative reactions to the landscape, lighting and greenhouse proposals:

1. The greenhouse plan is acceptable as presented, including plan clarification relative to the lower area fence **not** extending into the setback area. The glazing material is acceptable as proposed, subject to design team providing shop drawings confirming the building clarifications offered at the site meeting.
2. The planting plan is acceptable as proposed, including use of 15-gallon rather than 24-inch box size trees.
3. The revised exterior lighting plans are acceptable with the following stipulations:
  - a. Change the "M" fixture at the rear master bath door to a shielded can light design that directs light down.
  - b. Install the three pendant lights in the west side porch off of the great room so that the **bottom** of the fixture does not extend below the top of the window. This will provide for better control of potential views to the light source from below.
  - c. Modify the lighting at the master bedroom balcony by any of the following options:
    - 1) Eliminate the western-most wall mounted light or replace it with a low mounted step light.
    - 2) Replace both wall mounted lights with low mounted step lights (maximum of 2 lights total).
    - 3) Replace the two wall mounted lights with only one wall mounted light located between the two large doors.

In addition to the above comments, Clark suggested that the need for six BBQ trellis lights should be restudied and the number of lights perhaps reduced to no more than four. He commented the actual design and wattage should be reviewed and that this should be discussed further at the regular evening ASCC meeting.

Following sharing of the above reactions, ASCC members agreed that discussion of the requests should continue at the regular evening ASCC meeting. Chair Breen then thanked the applicant, project designers and neighbors for participation in the site meeting.

## **Adjournment**

At approximately 5:00 p.m. the special field meeting was adjourned.

**Architectural and Site Control Commission** **January 12, 2008**  
**Regular Evening Meeting, 765 Portola Road, Portola Valley, California**

Chair Breen called the regular meeting to order at 8:02 p.m. in the town center Historic School House meeting room.

**Roll Call:**

ASCC: Breen, Aalfs, Clark, Gelpi, Warr\*

Absent: None

Town Council Liaison: Wengert

Planning Commission Liaison: Von Feldt

Town Staff: Deputy Town Planner Vlastic, Planning Technician Borck

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*\*Warr arrived at approximately 8:20 p.m., following consideration of the Paley/Corrales application. He noted that he did not participate in review of the Paley/Corrales request, as his firm provides the architectural services for the project.*

**Formal Welcome for Jeff Aalfs to the ASCC**

ASCC members, staff and council and planning commission liaisons joined chair Breen in extending a formal welcome to new ASCC member Aalfs. Breen noted that Mr. Aalfs's first ASCC meeting was actually a special December 16, 2008 site meeting, but that this was his first regular ASCC session.

**Oral Communications**

Oral communications were requested, but none were offered.

**Follow-up and modifications to previous approval -- Architectural Review for new residence, guest unit, pool and other site improvements & Site Development Permit X9H-573, 410 Golden Oak Drive, Paley/Corrales**

Vlastic presented the January 8, 2009 staff report on this request and discussed the events of the special afternoon site meeting on the application. (Refer to above site meeting minutes, which include a complete listing of plans and materials, as well as tentative ASCC conclusions offered at the afternoon session.)

Vlastic advised that ASCC members appeared to reach closure on the current proposals as summarized in the above site meeting minutes, except for the matter of number of lights to be installed in the BBQ trellis. He noted that the revised plans call for six FX fixtures, each with a 20-watt halogen lamp. He reviewed the fixture product data and noted that there are three beam choices ranging from 32 inches ("wide"), to 18 inches ("narrow"), to 6 inches ("very narrow"). Vlastic noted that if the "wide" beam was selected, then the ASCC might want to limit the fixture number to four, but perhaps the proposed six fixtures would be appropriate if the "narrow" to "very narrow" beams options were selected.

Max Paley and Mark Sutherland were present to discuss the follow-up materials with ASCC members. They thanked the ASCC for the afternoon site meeting and offered the following additional plan clarifications:

- The installation of new plants will be done with input from neighbors, particularly the uphill neighbors, at 390 Golden Oak Drive.
- Considering the options for BBQ trellis lighting, the preferred approach would be to reduce the number of light fixtures from 6 to 4 and use the “wide” beam option.

Public comments were requested, but none were offered. Thereafter, Clark moved, seconded by Gelpi and passed 4-0 conditional approval of the “follow-up” and modified proposals as presented subject to the findings reached at the afternoon site meeting and the clarifications offered by the applicant and design team at the site and evening ASCC meetings. This action was taken subject to the following conditions to be addressed to the satisfaction of planning staff:

1. The architectural site plan shall be modified to eliminate the lower area fence extension into the required side yard setback area. The revised plan shall conform to the fence alignments shown on the landscape plan. Further, the plan shall be revised to eliminate the detail for a driveway entry gate and any reference to such a gate and/or related gate fencing.
2. Final greenhouse “shop” drawings shall be provided confirming the dimensions presented for the greenhouse at the site meeting.
3. The exterior lighting plans shall be revised as follows and the project building permit plans and actual site lighting improvements shall be corrected for consistency with the revised lighting plans:
  - a. Change the “M” fixture at the rear master bath door to a shielded can light design that directs light down.
  - b. Clarify that the three pendant lights in the west side porch off of the great room shall be installed so that the **bottom** of the fixture does not extend below the top of the window.
  - c. Modify the lighting at the master bedroom balcony by any of the following options:
    - 1) Eliminate the western-most wall mounted light or replace it with a low mounted step light.
    - 2) Replace both wall mounted lights with low mounted step lights (maximum of 2 lights total).
    - 3) Replace the two wall mounted lights with only one wall mounted light located between the two large doors.
  - d. Reduce the number of BBQ trellis FX fixtures from six (6) to four (4), and with this change any of the beam options (i.e., from 32 inches to 6 inches) may be used. Clarify that the trellis lights will be on a separate, manually switched circuit.
  - e. Clarify that all exterior lighting will be manually switched by use zones, except for other switching as may be mandated by the building code.

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*As noted above, Warr arrived and took his place on the ASCC following action on the Paley/Corrales application.*

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**Continued Review -- Architectural Review and Site Development Permit X9H-593, proposed detached Garage and detached guest house, 48 Hillbrook Drive, Fouquet & Zdasiuk**

Vlasic presented the January 8, 2009 staff report on this continued review of the proposal for the addition of two detached accessory structures on the subject 1.0 acre, residentially developed Hillbrook Drive property. He described the background of ASCC review to date and ASCC directions for plan modifications and clarifications offered at the December 12, 2008 meeting. He then reviewed the following revised plans prepared in response to ASCC directions:

Building Design Plans, unless otherwise noted, by BSA Designs, dated 1/5/09:

Sheet T, Cover Sheet with Sheet Index and Project Data  
Sheet A.1.0, Topographic Map, Arcturus Surveys  
Sheet A.2.0, Guest House Floor, Exterior Wall Lighting and Roof Plans  
Sheet A.2.1, Guest House Floor Plan  
Sheet A.3.0, Guest House Exterior Elevations  
Sheet A.4.0, Garage Floor and Roof Plans and Exterior Elevations

Landscape Plans by Ron Benoit Associates:

Sheet L.1, Master Plan & Site Lighting Plan, 12/18/08  
Sheet L.2, Master Plan & Site Lighting Details & Legend, 10/8/08  
Sheet L.3, Site Section/Site Walls, 1/5/09

Vlasic also reviewed the new exterior siding colors sheet, received January 5, 2009, provided with the revised plans. He advised that the new colors sheet would pertain to both the guest house and garage and that it defines the proposed siding finish colors by manufacturer, name and light reflectivity value (LRV). He clarified that other materials and finishes, including doors, windows and roofing, would be as presented on the original colors board received October 10, 2008 and this board was circulated for consideration with the proposed new siding colors. Vlasic also clarified that still part of the proposal is the light fixture cut sheet, received 10/14/08, for the proposed exterior wall mounted light to be used on both the new garage and guest house.

Vlasic explained that technically the following engineering plans prepared by Alcon Engineering, dated 9/2/08, are still part of the proposal:

Sheet 1, Title sheet  
Sheet 2, Preliminary Grading, Drainage and Erosion Control Plans  
Sheet 3, Details Sheet

He advised that these plans will need to be revised prior to actual issuance of the site development permit, or any building permit, for consistency with the revised site and landscape plans. He noted that the applicant has previously informed the ASCC, revisions to the engineering plans have been placed on hold until the ASCC completes action on the architectural review part of the proposal.

Mr. Zdasiuk, project designer Brian Anuskewicz, and Ron Benoit, project landscape architect, presented the revised proposal to ASCC members. They offered the following comments, largely in response to the issues raised in the staff report:

- In order to limit potential for light spill, the proposed exterior wall lights have been changed to Kichler #9234 AZ, with a 65-watt maximum light bulb. A cut sheet for this fixture was provided and it was noted that the fixture is a “dark skies compliant” design and that each would be separately switched. With this design, the applicant expressed hope that the number of exterior fixtures, including guest house deck fixtures, could be permitted as shown on the review plans.
- While the staff report suggests consideration be given to a solid rail on the north side of the guest house, east side deck, for views, an open railing is desired. With the adjustment to siting, and added screen planting, it is believed that privacy will be achieved without the need for a solid railing.

Public comments were requested, and the following were offered.

Vlasic advised that a **January 12, 2009 letter had been received from Stephan and Carrie Dolezalek, 56 Hillbrook Drive**, and copies of the letter were made available to ASCC members. Vlasic advised that the letter raised concern that portions of the guest house were now to be located within the required side yard setback area. Vlasic stated that this was not the case and that only an entry deck “landing” now partially extends into the setback area as permitted by zoning provisions. Vlasic added that in the morning he had left a voice message on the Dolezalek answering machine clarifying the plans and had not heard back from the neighbors.

**Katrina and Michael Berube, 40 Paso del Arroyo**, wondered about changes in drainage resulting from the current plans and were seeking understandings of the process for review of drainage plans to ensure against down hill impacts.

In response to the Berube concerns, Vlasic advised that with ASCC action, the project engineering plans would need to be revised and then submitted to the town as revisions to the site development permit application. He noted that these revised plans would need to detail drainage proposals and improvements to the satisfaction of both the public works director and town geologist.

Following brief discussion, ASCC members found the revised plans generally acceptable and concurred that, subject to conditions, the required guest house findings could now be made. Members also concurred that, based on the clarifications offered in the staff report, a deed restriction relative to potential guest house expansion would not be necessary, nor did a solid railing appear needed on the east side deck for privacy.

Following discussion, Warr moved, seconded by Gelpi and passed 5-0, to approve the proposed revised plans subject to the following conditions to be addressed, unless otherwise noted to the satisfaction of planning staff prior to issuance of a building permit or the site development permit:

1. The plans shall be clarified to state that the Kichler #9234 AZ, “Dark Skies Compliant” fixture, with one 65-watt maximum bulb, shall be used for the exterior wall mounted lights for the project. Further, the plans shall stipulate that each fixture shall be



separately and manually switched, unless other switching is required by the building code.

2. A final exterior colors board shall be provided that includes the revised colors for the proposed stucco and Hardiplank siding and eaves and trim, as presented on the colors board received January 5, 2009. The other materials and finishes shall be as presented on the colors board received October 10, 2008.
3. A detailed construction staging and vegetation protection plan shall be provided with the building permit application and, once approved, implemented to the satisfaction of planning staff.
4. The engineering plans shall be modified for consistency with the revised site and landscape plans. The revised plans shall be circulated to site development permit committee members for further review, including responsiveness to the conditions set forth in the following review reports:

Town Geologist, report dated October 21, 2008

Town Public Works Director, report dated November 11, 2008

Conservation Committee, report dated November 3, 2008

Fire Marshal, report dated December 8, 2008

In particular, the modified plans shall clarify drainage improvements and changes needed to accommodate for the revised site and landscape plans to the satisfaction of both the town geologist and public works director. (Note: particular attention shall be directed at controlling run-off that could extend to the downhill properties to the northeast and southeast of the subject parcel.)

(Note: final plan review and approval by the health officer is still needed prior to any town action to release the guest house building permit or the site development permit.)

5. The scope of "defensible space" clearing to be done with this project to satisfy the conditions of the fire marshal, shall be clarified to the satisfaction of town staff (i.e., the deputy town planner) to ensure that screening for privacy as anticipated with the landscape and guest house siting plans can be achieved.

**Continued Review -- Architectural Review for residential redevelopment, including new tennis court, and Site Development Permit X9H-595, 1135 Westridge Drive, Rachleff**

Vlasic presented the January 8, 2009 staff report on this continued ASCC review of the subject proposal for redevelopment of the 1.9 acre Westridge Drive property. He discussed the findings and directions offered by the ASCC during the December 8, 2008 preliminary review meeting. He then reviewed the following revised plans received January 8, 2009 and, unless otherwise noted, prepared by Walker/Warner Architects to address the December 8 preliminary review comments:

Sheet L.1, Conceptual Planting Plan, Janell Denler Hobart Gardens, 12/10/08

Sheet A1.0, Site Plan

Sheet A3.3, Building Elevations

Sheet LL-1, Landscape Lighting Plan, Eric Johnson Associates, Inc.

Vlasic clarified that the revised sheets are only those impacted by adjustments needed to address the December 8 review comments and all revised sheets have notes on them relative to the changes made in response to comments. Vlasic added that the following original plan sheets and materials, unless otherwise noted dated November 14, 2008 and prepared by Walker/Warner Architects, also remain part of the proposal:

Sheet A2.1, Floor Plan  
Sheet A3.1, Building Elevations  
Sheet A3.2, Building Elevations  
Sheet C2.1, Grading and Drainage Plan, LTI  
Sheet LL-2, Exterior Lighting Plan, Eric Johnson Associates, Inc.

Material Board, 2 Sheets, received 11/18/08

Preliminary Light Fixture Specifications, 11/14/08 (8 sheets), Eric Johnson Associates, Inc. The "Specifications" include fixture cut sheets and illumination data for the lighting described on plan sheets LL-1 and LL-2.

Greg Warner and Tom Clapper, project architects and Janell Denler Hobart, project landscape designer presented the revised plans to the ASCC. They offered the following comments and clarifications:

- The comments presented in the staff report are concurred with. In particular, the plans will be further modified to eliminate one of the two wall mounted lights shown on the north end of the bedroom wing as requested at the December 8, 2009 ASCC meeting.
- The east side bathroom window, at least to a height of 8 feet above the floor, would have a translucent "film" or "sandblasted" finish for privacy. This same treatment would be used for the adjacent tall closet window. The design for the bathroom window also will likely have a mirror on the interior side over the sinks, further limiting any potential for view penetration or light spill.
- An arborist will be retained to provide recommendations for tree protection and preservation. The arborist input will be provided with the final construction staging and vegetation protection plans, and the plan will demonstrate how the recommendations have been incorporated into the plan.

Public comments were requested. **Gordon Kruberg, 175 Meadowood Drive**, requested and received clarification as to plans for the proposed generator location. He stated support of the generator plans as generally proposed. He noted that since the December 8 site meeting he has had more time to "live with" the story poles. He explained that while he still supports the proposed design, he would prefer the use of screen shrubs on the east side of the bedroom wing with taller growth potential.

In response to Mr. Kruberg's comments, Mr. Warner advised the applicant was willing to select a native shrub with a taller growth potential. He noted that he was certain that Mr. Rachleff would also be agreeable to working with the neighbor to identify a mutually acceptable screen plant material.

ASCC members briefly discussed the revised plans and found them responsive to the comments offered at the December 8, 2008 meeting with the clarifications offered by the project design team. After discussion, Warr moved, seconded by Clark and passed 5-0 approval of the revised project subject to the clarifications offered at the ASCC meeting and

the following conditions to be addressed, unless otherwise noted, to the satisfaction of a designated ASCC member prior to issuance of a building permit or the site development permit:

1. The exterior lighting plans shall be further modified to eliminate one of the two wall mounted lights shown on the north end of the bedroom wing.
2. The landscape plan shall be modified to provide for a native screen shrub with taller growth characteristics to enhance privacy and screening on the east side of the bedroom wing.
3. A detailed construction staging and vegetation protection plan shall be prepared and once approved, implemented to the satisfaction of planning staff.
4. An arborist shall be retained to provide a report with evaluation of the existing significant trees identified on the landscape and site plans for protection. The arborist input will be incorporated into the final construction staging and vegetation protection plans and the plan will clearly demonstrate how the recommendations have been incorporated into the plan.
5. The grading plan shall be revised to be consistent with the revised site/landscaping plan with respect to the retaining wall adjustment to be out of the oak dripline.
6. The conditions and requirements set forth in the following site development permit committee member reports shall be addressed to the satisfaction of the reviewer:

Town Public Works Director, report dated January 6, 2009  
Town Geologist, report dated December 11, 2008  
Health Officer, report dated December 18, 2008  
Fire Marshal, report dated 12/8/08

7. Details, including screen landscaping, shall be provided for the proposed generator/utility facility to be located along the south side of the entry driveway.

### **Approval of Minutes**

Warr moved, seconded by Gelpi and passed 4-0-1 (Aalfs), approval of the December 12, 2008 meeting minutes with the following typographical corrections:

On pages 3, 7 and 8 correct the spelling change "*prunus ilifolia*" to "*prunus ilicifolia*."

Gelpi moved, seconded by Aalfs and passed 4-0-1 (Warr) approval of the December 16, 2008 special field meeting minutes as drafted.

### **Adjournment**

There being no further business, the meeting was adjourned at 8:55 p.m.

T. Vlasic