

Chair Breen called the meeting to order at 8:00 p.m.

**Roll Call:**

ASCC: Breen, Gelpi, Von Feldt, Warr

Absent: Clark

Town Council Liaison: Wengert

Planning Commission Liaison: Zaffaroni

Town Staff: Deputy Town Planner Vlastic, Planning Manager Lambert

**Oral Communications**

Oral communications were requested. **Mike Willard, 120 Alamos Road** commented that he could not stay for the later agenda item on construction management, but wanted to share some comments on the matter with ASCC members. He noted that as a 20-year plus resident of the town he had never before encountered the “war zone” construction impacts he has had to endure on Alamos Road for the past two and one half years. He advised that the tranquility of the area was destroyed. He stressed he had no issues with the project designs or appearance, only the disruption he has had to deal with from the construction operations. He noted that on many occasions 50 or more cars would be parked, and double parked, along the street restricting emergency access, making property and mailbox access difficult or impossible, and generally causing chaos within the neighborhood. He added that the noise from the construction operations, including “boom boxes,” was overwhelming and, due to the duration, more than neighbors should have to endure.

Mr. Willard offered that alternatives needed to be found, particularly for the construction parking. He suggested a shuttle system from a common parking area like the lot associated with Ford Field. He thanked the ASCC for setting the matter for discussion, but cautioned that a solution was needed to ensure the Alamos situation would not be repeated, as he envisioned a repeat would likely lead to some form of legal action.

ASCC members appreciated the concerns stated by Mr. Willard and noted that the matters of construction management and staging would be specifically discussed under a separate agenda item later in the meeting.

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*Prior to consideration of the following request Von Feldt left the meeting room noting that she had advised the applicants on development of the proposed landscaping plans and for this reason would not participate in ASCC consideration of the follow-up submittal.*

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**Follow-up Review - Architectural Review for residential redevelopment, 240 Golden Oak Drive, Lamm**

Vlastic presented the comments in the April 9, 2008 staff report on this follow-up review. He reviewed the conditions of the January 22, 2007 ASCC project approval and explained how

the following revised plans, unless otherwise noted, dated 2/19/08 and prepared by R.J. Smith Construction, address the approval conditions:

Sheet A0, Cover Sheet/Project Data, 4/1/08  
Sheet A1.0, Site Plan/Proposed Construction Staging Plan  
Sheet 1.1, Site Plan  
Sheet A2.1, Ground Floor Plan  
Sheet A2.2, Second Floor Plan  
Sheet A3.1, Exterior Elevations  
Sheet A3.2, Exterior Elevations  
Sheet L-2, Site Lighting Plan, Bradanini & Associates, 10/19/07  
Sheet L-4, Planting Plan, Bradanini & Associates, 4/1/08  
Sheet L-5, Planting Plan, Bradanini & Associates, 10/19/07

Also reviewed were the following materials submitted in support of the revised plans.

April 1, 2008 statement of plan changes from Cindy Steele  
March 19, 2008 Letter to ASCC from Robert and Taryn Lamm describing plan revisions responding to ASCC approval conditions  
Revised Materials and Colors Board, received April 2, 2008

Rich Smith and Cindy Steele, R.J. Smith construction, were present to present the follow-up submittal and represent the applicants. They offered the following comments and clarifications:

- In response to the comments in the staff report, it was stated that the materials and colors board should be revised to replace the proposed "Jerusalem Gold" window sill material with wood painted to match the "Green Sage" color proposed for the windows and doors. It was also clarified that the "French" doors and window frames, including window dividers, would all be painted in the "Sage Green" color and that the door would be wood and not "clad."
- "Cured" samples of the proposed "Gray Mirage" stucco siding color and "Smooth Texture ZW50129" exterior trim color were presented. In response to questions, it was noted that the new samples were developed without reference to the original materials and colors board conditionally approved by the ASCC in January of 2007.
- In response to comments in the staff report relative to the completeness of the construction staging plan, the following clarifications were noted:
  - A six-foot high chain link fence will be installed around the construction area identified on the proposed plan. The fence will be fitted with green netting for visual screening.
  - There is ample area within the construction area for parking, materials storage and placement of temporary bathroom facilities. In response to a question, it was estimated that between 25 and 30 construction worker vehicles could be accommodated on-site.

It was also commented that the contractor and applicants understood that more construction staging and management details would need to be identified as part of the preconstruction meeting process with staff prior to issuance of a building permit for the project.

- In response to comments in the staff report, the following supplemental materials were submitted and discussed:
  - Planting legend, detailing all materials by name and size
  - Exterior Lighting, with cut sheets for the proposed recessed door lights, step lights and wall-mounted light fixtures.

In response to a question, it was clarified that the wall-mounted fixture had a top that prevented light spill up from the fixture. It was also noted that the design could be adjusted to eliminate two lights at the entrance points, but that in some cases the series of doors was fairly wide and two lights seemed appropriate to meet safety needs for egress and ingress.

Public comments were requested but none were offered.

ASCC members discussed the follow-up submittal including the additional data presented at the ASCC meeting. Concerns were identified relative to siding and trim color, lighting, construction staging, and size of some of the proposed plant materials. Breen also identified some concerns over the design of the chimney cap, but these were not shared by other ASCC members.

Following discussion, Warr moved, seconded by Gelpi and passed 3-0, approval of the following conditions to be addressed to the satisfaction of a designated ASCC member prior to issuance of a building permit:

1. The revised colors board shall be modified to specify the "Green Sage" color for the window sill and that the sill shall be wood. Further, the "revised" stucco siding color is not accepted, and the board shall be modified to include a color similar in tone, but darker than siding color shown on the November 13, 2006 colors board. It is understood that these changes may result in changes to the proposed trim color. The accepted revised colors board shall be used as the basis for the field-testing and colors adjustment called for in the original ASCC approval condition and this field review shall occur after the house has been framed.
2. The construction staging plan shall be detailed to include the clarifications offered at the ASCC meeting and, in particular, to make sufficient provisions to ensure no on street parking of construction vehicles.
3. The lighting plans shall be revised to eliminate three wall-mounted lights, i.e., one at the mud room entry door on the west elevation and the two lights at either side of the bank of doors and windows shown on the south elevation.

4. The landscape plan and legend shall be revised to specify that the front yard oaks shall be a minimum of 36" box size and that the screening trees shall be a minimum of 15-gallon size.

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*Following action on the Lamm request, Von Feldt returned to her position on the ASCC.*

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### **Architectural Review for house additions, 10 Tagus Court, Mabardy**

Vlasic presented the April 9, 2008 staff report on this proposal for main and lower level house additions, totaling 1,512 sf, to be made to the existing 2,657 sf residence on the subject 1.24 acre Alpine Hills area parcel. He discussed the few issues with the proposal evaluated in the staff report and the following project plans unless otherwise noted dated 3/10/08 and prepared by Wings Architects:

Sheet T-1, Title Sheet, Gen. Notes, Vicinity Map, Drawing Index, Project Data  
Sheet T-2, Topographic Survey, Mission Engineers, Inc., 11/1/07  
Sheet L1.1, Landscape Plan, Enviro Magic, 2/5/08  
Sheet A1.1, Site Plan  
Sheet A2.1, New Main Floor Plan  
Sheet A2.2, New Lower Floor Plan  
Sheet A2.3, Existing Floor Plans  
Sheet A3.1, New Elevations  
Sheet A3.2, New Elevations

Also reviewed were the cut sheets for the proposed lower level wall sconce light fixture and FX Luminaire pathway light fixture, an exterior materials and colors board received March 13, 2008, and a page setting forth the details for the "custom" entry and "Flushline" garage doors.

Mr. and Mrs. Mabardy and project architect Jerry Wings presented the project to the ASCC and offered the following comments and clarifications:

- The design objective is to try and improve and upgrade a 1950's design house without dramatically changing the way it sits on the site or relates to the overall neighborhood. The options for a two-story solution were rejected. Further, the applicants prefer the basic Ranch style of the existing residence and like having the bedrooms on one level.
- One key change is to eliminate existing gable end roof forms and replace them with hip roofs. This further helps to pull the house into the site.
- As noted in the sustainable buildings checklist, the proposed improvements incorporate a number of "green" elements and this was an important design objective.
- In response to comments offered in the staff report, the following were noted:

- The proposed stairs off of the bedroom and side garage doors may be less extensive than shown on the plans. It may be possible to eliminate one stair at the garage. In any case, the vegetation off of these spaces will be preserved.
- The owner prefers to keep the existing 14 to 16 foot driveway width and not reduce it to the 12 feet as suggested in the staff report.
- The oleanders north of the garage will be replaced over time with cypress trees.
- It is preferred to keep the front yard fencing as planned and the owners wonder if a variance process is possible to permit the four-foot high fence to be within the 25-foot setback area.
- The existing pathway lights in the public right of way light the way to the mailbox and street. The owners are willing to remove them if that is the desire of the ASCC.
- The existing spotlights on the house would be eliminated with the project.

Public comments were requested but none were offered.

ASCC members discussed the plans, issues raised in the staff report, and clarifications offered by the applicants. Members concurred that the driveway width did not need to be adjusted and generally supported the project. Members did, however, concur that lighting adjustments were needed, the fence needed to conform to current fence ordinance requirements and that landscape and construction staging/tree protection plans were needed.

Following discussion, Gelpi moved, seconded by Warr and passed 4-0 approval of the project, generally as clarified at the ASCC meeting, subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of a designated ASCC member prior to issuance of a building permit:

1. The proposed plan for new front yard fencing shall be revised to conform to town fencing regulations to the satisfaction of planning staff.
2. A landscape plan shall be provided that includes a program for phased replacement of the oleanders with an appropriate native shrub material instead of the proposed cypress plants. The plan shall also provide for removal of broom plants, other non-natives in the front yard area, and replacement with appropriate native plantings.
3. The existing front yard pathway lights in the public right of way shall be removed.
4. The lighting plan shall be clarified to show switching patterns and, unless required by building code, lights shall be manually switched. The lighting plan shall also be modified to specify that all existing exterior spotlights shall be removed.
5. A construction staging and vegetation protection plan shall be provided that accommodates all construction parking and materials storage on-site. The plan shall include provisions for tree and vegetation protection, with particular attention to the trees along the west side of the garage/bedroom area. Once approved, the plan shall be implemented to the satisfaction of planning staff.

**Architectural Review for house additions, 73 Santa Maria Avenue, Crow**

Vlasic presented the April 9, 2008 staff report on this proposal for approval of plans for the addition of 637 sf of upper and lower level living area to an existing two-story, 3,652 sf residence on the subject 1.05 acre Woodside Highlands property. He explained that the total proposed floor area in the main house would exceed the 85% floor area limit and, therefore, the applicant is requesting that the ASCC make the findings necessary to permit the 95% of the allowed floor area to be in the main house. Vlasic commented that this request appears supportable as evaluated in the staff report.

ASCC members considered that staff report and the following project plans unless otherwise noted dated 3/26/08 and prepared by Square Three Design Studios Architecture:

Sheet EC1, Project Data, Existing Site/Demolition Plan  
Sheet EC2, Existing First Floor, Existing Second Floor/Demolition Plan  
Sheet 1 of 1, Topographic Survey Plan, McCloud and Associates, 2/22/08  
Sheet A1.01, Proposed Site Plan and Proposed Lower Floor Plan  
Sheet: A1.02, Proposed Upper Floor Plans and Proposed Roof Plan  
Sheet A2.01, Proposed Exterior Elevations

Also considered were the cut sheet for the proposed Arroyo Craftsman wall mounted light fixture, and an exterior materials and colors board, both received on March 26, 2008. It was noted that the colors board includes photo images of the house taken from the south side upper elevation deck showing existing house treatments that represent the proposed final exterior treatments for the added to and remodeled house.

Tom Carrubba, project architect, presented the proposal to the ASCC. He advised that with respect to construction staging and parking the large garage on the site would be used, and possibly workers could use the Presbyterian Church parking lot if arrangements could be worked out with the Church for worker parking and shuttling to the site.

Public comments were requested but none were offered.

ASCC members found the project generally acceptable as designed and agreed the findings to allow for 95% of the permitted floor area to be concentrated in the main house could be made as evaluated in the staff report.

After brief discussion, Gelpi, moved seconded by Von Feldt and passed 4-0 approval of the project as proposed subject to the following conditions to be addressed prior to issuance of a building permit to the satisfaction of a designated ASCC member:

1. The existing exterior spotlights shall be removed or replaced with a fixture that conforms to town lighting regulations and guidelines.
2. A detailed construction staging and tree protection plan shall be provided that includes used of the garage for parking and materials storage. The scope of tree trimming needed for the project shall also be identified on this plan. Once approved, the plan shall be implemented to the satisfaction of planning staff.

**Construction Staging and Management - discussion of issues presented during oral communications at March 24, 2008 ASCC meeting**

Vlasic presented the comments in the April 9, 2008 staff report on this discussion item. He references the issues raised at the last ASCC meeting, during oral communications, by Gene and Sue Chaput. Vlasic also offered the following comments for perspective:

- Under the architectural review provisions of the zoning ordinance, the ASCC is authorized to evaluate and act on various types of proposals and the ordinance provisions specifically focus ASCC responsibility on building design, landscaping, grading, drainage and other aspects of proposed project improvements. The ordinance is silent on the matter of construction staging and management, and these are not addressed in the responsibilities assigned to the ASCC. Due to experiences with site and neighborhood impacts, this has become an area of concern and now the ASCC typically requires submittal and implementation of construction staging and vegetation protection plans.
- The zoning ordinance should be amended to include construction staging and management as an area of responsibility for the ASCC and to provide that such plans be a normal part of the requirements for the architectural review permit process. Specific plan requirements could be set forth in amendments to the town's design guidelines. Further, provisions need to be made to ensure plans are implemented and the town needs to consider efforts that will likely be needed for enforcement. This will require some interaction with the town attorney.
- The tentative planning/ASCC budget for the 2008-09 FY has included a line item for work on this matter.

Warr commented that the ASCC needs to prepare guidelines for construction staging plans and, as recommended by former ASCC member Schilling, the plans should include a detailed schedule to ensure coordination and "mandate" teamwork by project contractors, subcontractors, utility installations, etc. He added that often lack of such coordination can result in a project taking much longer than originally estimated. He offered that at a minimum, the construction staging and management plans should incorporate or include:

- Parking including workers and space for periodic visitors, including subcontractors.
- Materials storage and provisions for materials delivery.
- Construction office and location of temporary toilet facilities, debris bins, etc..
- Tree/vegetation protection.
- Detailed project timeline and "bar" schedule for specific tasks (so overlapping tasks, or potential conflicts between major tasks can be anticipated).
- Provisions for ensuring construction hour restrictions will be adhered to.
- Provisions for daily site clean-up and ensuring debris is not allowed to accumulate or spill onto the public roadway or neighboring parcels. There should be a required schedule for regular removal of waste from a site.
- Provisions for workers "eating" space and also dealing with such activities as "lunch wagons."

Warr stressed that property owners and project contractors and workers have a moral, if not legal obligation to control their construction projects and minimize potential for impacts on neighbors.

Public comments were requested.

**Jim Christensen, 300 Alamos Road**, thanked the town for placing this matter on the agenda for discussion. He shared the safety concerns shared with the ASCC by the Chaputs earlier and those expressed by Mr. Willard at the start of the meeting. He noted that often when he leaves for work at 7:00 a.m., construction workers have already arrived at the work sites on Alamos, or are driving fast into the area, making it difficult for him to safely leave his property. He stressed that emergency crews could not access the area if needed and that the contractors have not all been responsive to neighbors concerns. He encouraged the ASCC to take steps to ensure the Alamos experience of the past few years is not repeated.

**Gene and Sue Chaput, 358 Alamos Road**, again reviewed the experiences they have encountered with the Alamos Road construction operations and stressed that the situation has evolved to a public and private nuisance. They thanked Leslie Lambert and Howard Young for their efforts to control the contractors, but noted that they need help with some "teeth" in town ordinances and regulations. They recounted numerous negative encounters with contractors. Mr. Chaput again asked that parking be limited on construction sites and that a common parking area like the lot at Ford Field be used for work parking.

Mr. Chaput also noted that the town does not allow a vacant house to be demolished unless plans for a new, replacement house are ready for implementation. He noted that this results in the potential for a vacant house to be vandalized and, eventually, becoming a neighborhood nuisance.

Warr commented that the town should change its ordinance and allow a vacant house to be demolished and the site repaired with appropriate landscaping until an owner is ready to build a new house on the site.

Mrs. Chaput stressed that the poorly managed construction projects were not consistent with the town's recent "green" initiative and that she would be willing to work with staff, the council and commissions to develop an appropriate program for dealing with this problem. She also encouraged early landscaping on projects to help screen neighbors from construction activities.

**Commission Liaison Zaffaroni** thanked the Chaputs and their neighbors for bringing the problem to the attention of the town. She stressed the need for setting an ordinance basis for control of construction operations and suggested that the town check with other communities to see how they may have dealt with the problem. She added that control of construction operations to deal with excessive traffic, impact on the tranquility of neighborhoods, noise, safety and emergency access, etc. would be consistent with the town's planning objectives as set forth in the general plan.

**Council Liaison, Mayor Derwin**, concurred with Zaffaroni and also thanked the Chaputs for their efforts to make the town aware of the problems encountered on Alamos. She noted that the town needed to deal with construction activities and that she understands Atherton, for example, limits the number of projects that can take place on any street at any one time.



ASCC members concurred that this matter needed to be addressed with ordinance authority and specific enforcement provisions. Members looked forward to work on the matter during the course of the next FY planning work program, but agreed that, in any case, more attention would be given to construction staging plans for individual projects. Members also agreed that property owners needed to be made more aware of and responsible for the construction activities.

### **Approval of Minutes**

Von Feldt moved, seconded by Gelpi and passed 3-0-1 (Warr), approval of the March 24, 2008 meeting minutes as drafted.

### **Adjournment**

There being no further business, the meeting was adjourned at 10:10 p.m.

T. Vlastic