



**TOWN OF PORTOLA VALLEY  
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)  
Monday, April 11, 2011  
7:30 PM – Regular ASCC Meeting  
Historic Schoolhouse  
765 Portola Road, Portola Valley, CA 94028**

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**7:30 PM - REGULAR AGENDA\***

1. Call to Order:
2. Roll Call: Aalfs, Breen, Clark, Hughes, Warr
3. Oral Communications:

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

4. New Business:
  - a. Architectural Review for New Entry Gate and Fencing, 5 Possum Lane, Kjellesvig
5. Other Business:
  - a. Proposed New Native Plant List for Portola Valley Design Guidelines
6. Approval of Minutes: March 14, 2011
7. Adjournment

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\*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

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**PROPERTY OWNER ATTENDANCE.** The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

**WRITTEN MATERIALS.** Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

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**ASSISTANCE FOR PERSONS WITH DISABILITIES**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Technician at 650-851-1700, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

**PUBLIC HEARINGS**

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing(s) described later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

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This Notice is Posted in Compliance with the Government Code of the State of California.

Date: April 8, 2011

CheyAnne Brown  
Planning & Building Assistant

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# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** ASCC  
**FROM:** Tom Vlastic, Town Planner  
**DATE:** April 7, 2011  
**RE:** Agenda for April 11, 2011 ASCC Meeting

The following comments are offered on the items listed on the ASCC agenda.

**4a. ARCHITECTURAL REVIEW FOR NEW ENTRY GATE AND FENCING, 5 POSSUM LANE, KJELLESVIG**

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This proposal is for installation of a new metal driveway entry gate and associated concrete/cement covered columns and wood fence extensions on the subject 1.3-acre Possum Lane parcel. The attached vicinity map shows the parcel location and site and area conditions. The corner property is immediately southwest of the intersection of Westridge Drive and Possum Lane. It has frontage on Possum Lane, gains access from Possum Lane, has a Possum Lane address, and the front yard setback is taken from this street and not Westridge Drive. In addition, while the parcel has a boundary common with Westridge Drive, the property is *not* within the area of the Westridge homeowners association.

The gate proposal is generally shown on the enclosed "Kjellesvig Residence Vehicular Gate" plan dated FEB-2011. The plan indicates that the gate would be set back 25 feet from the Possum Lane parcel boundary and, with the associated columns and fencing, the improvements would extend across the full width of the narrow Possum Lane frontage, roughly 71 feet. The applicant, however, has clarified that the plan is to actually align the fence extensions to avoid trees and tie into existing fencing along the easterly and westerly sides of the house. To facilitate ASCC review, the proposed gate location, at the 25-foot property line setback, and desired fence alignment will be staked by this weekend for site inspection. Any alignment found acceptable by the ASCC would need to be confirmed with an accurate site plan.

The following additional comments are offered to assist the ASCC in its review of this proposal.

- 1. Site and project description.** The corner parcel has a somewhat triangular shape and is, for the most part, relatively level. It contains a contemporary design, low

profile residence with a garage/carport that opens toward Possum Lane. The front yard area has considerable asphalt paving that accommodates driveway and garage access and guest parking. This asphalt is to be modified as necessary to accommodate the proposed gate and support columns.

To the east of the area proposed for the gate and columns is a small grove of large redwood trees and two smaller oaks exist on the west side of the driveway. As noted above, the gate, columns and fencing would be adjusted to avoid conflicts with the trees and the adjustments will be staked for ASCC site inspection prior to Monday night's meeting. It should be noted, in any case, that the applicant has advised that the fence would tie back to the fence along the east side of the house and not extend to the Westridge Drive property line.

2. **Compliance with gate and fencing standards of the zoning ordinance.** All aspects of the gate, columns and fencing would conform to the four-foot height limit that applies to the 50-foot front yard setback from the Possum Lane right of way. Further, the gate opening takes into account the 12-foot width driveway standard and is not designed to accommodate a wider driveway. And, as noted above, the proposal conforms to the 25-foot setback requirement for entry gates and features.

The gate and fencing are on essentially level ground and don't face any conflicts with fence ordinance slope standards. Further, the proposed materials include "rusted metal" for the gate, darker gray cement covered columns and wood fence elements. The overall design of the gate, column and fence elements is of a contemporary nature that would be in harmony with the design of the residence on the property, and that is the intent of the applicant.

Our primary concerns with the proposal are relative to the fence alignment and the opacity of the gate, columns and fencing. We encourage a fence alignment that avoids conflict with the trees and ties into the side yard fencing in a manner that does not result in a visually strong and linear feature along the parcel frontage. This concern should, hopefully, be clarified and resolved with the actual staking of the proposed alignment that will be set for ASCC consideration prior to Monday's meeting.

With respect to opacity, any gates or fencing in front yards, or side yards along street frontages, must meet a 50% opacity test. We have discussed the plans with the applicant and he has advised that the proposed fence design would be modified through spacing of the vertical wood elements so that it would meet the 50% opacity requirement. He is concerned, however, that modifying the proposed three-foot-wide cement columns would not provide for adequate gate support or meet the aesthetic objectives of the project. We have suggested use of steel posts with wood and/or cement cladding that would, with spacing of the fence elements and modification of the gate proposal allow for a design that could be found to conform to the 50% opacity test.

When the metal gate elevation is viewed from a right angle, as is the case with the elevation drawing, it appears to present almost a solid face. Due to the manner in which the vertical elements are proposed to be installed, i.e., at an angle as shown in the schematic section, viewing the gate as one enters Possum Lane heading

west would offer a more open view. Heading east, however, would result in far less apparent opacity.

We have difficulty concluding that the gate design with columns meets the specific opacity test or intent of the fence ordinance for relatively light and unobtrusive designs for locations in the front yard setback area. In any case, the proposed gate and columns should be considered by the ASCC and discussed with the applicant and directions provided, as appropriate for plan modifications. Final design details could be worked out with a designated member of the ASCC and staff, if the other aspects of the proposal are found acceptable.

3. **Call box location and lighting.** We understand that no new lighting is proposed with the gate. If, however, there is any lighting planned in the front yard area associated with the gate or other planned yard improvements, this should be specified to the satisfaction of the ASCC. Further, if the gate is to be of an automatic design this should be clarified and the location and design of any call/intercom box identified on the plans.

Prior to acting on this request, ASCC members should visit the project site and consider the above comments and concerns and any new information presented at the April 11, 2011 ASCC meeting.

#### **5a. PROPOSED NEW NATIVE PLANT LIST FOR PORTOLA VALLEY DESIGN GUIDELINES**

In April of 2010, the ASCC received proposed revisions to the native plant list in the adopted design guidelines manual. At that time, however, it was explained that consideration of the list was premature and that the conservation committee needed to do additional work on it. That work has now been completed and the proposed revisions to the plant list are attached. For reference and comparison, the existing design guidelines native plant list is also attached. It follows the proposed new list.

The proposed list has been formatted so that it can be included in the design guidelines manual once formally approved by the town council. The ASCC should consider the proposed changes and provide any appropriate recommendations to the town council on them. Paul Heiple from the conservation committee will be at the April 11th meeting to present and explain the changes and offer answers to questions ASCC members may have.

The updated list includes both recommended natives and natives not naturally found in the town, as well as strongly discouraged plant materials. It contains ground cover/lawn substitutes and a key to the appropriate plant "habitat," identifying "preferred garden conditions." The list also includes data on height characteristics, and the strongly discouraged list identifies plants that the Woodside Fire Protection District considers highly flammable.

Last year, in our comments on the preliminary revised list, we noted that in conservation committee project review comments, observations are often offered relative to deer impacts and plant materials that don't mix well together. We assume that the habitat notations show where materials will work together, but there is not an indication of

whether materials may, in some conditions, prove to be less attractive to deer. As we commented last year, the ASCC might suggest that the plant list be modified to provide some guidance in terms of deer resistance.

In any case, the ASCC should review the proposed revised native plant list and offer comments for consideration by the conservation committee and the town council when it eventually acts to approve the revisions to the design guidelines.

TCV

encl.  
attach.

cc. Planning Commission Liaison  
Planning Manager

Town Council Liaison  
Applicants

Mayor