

**Architectural and Site Control Commission December 10, 2012
**Special Site Meetings, 187 Bolivar Lane (Goldband), 45 Tagus Court (Kawaja),
10 Sioux Way (Clark) and
Regular Evening ASCC Meeting, 765 Portola Road, Portola Valley, California****

Chair Hughes called the special site meeting to order at 2:00 p.m. at 187 Bolivar Lane.

Roll Call:

ASCC: Hughes, Breen, Clark, Koch, Warr*

ASCC absent: None

Town Council Liaison: Aalfs

Town Staff: Town Planner Vlasic, Interim Planning Manager Padovan,
Planning Technician Borck

*Warr arrived at approximately 2:20 p.m.

Others* present relative to the proposal for 187 Bolivar Lane:

Ellen Konar and Steve Goldband, applicants

Stan Field, project architect

Jeff Field, project architect

Rusty Day, Chair Westridge Architectural Supervising Committee (WASC)

Bev Lipman, WASC

Paul Heiple, conservation committee

Sue and Gene Chaput, 358 Alamos Road

Dr. Walter and Ruth Anne Bortz, 167 Bolivar Lane

*Others may have been present during the course of the site meeting but did not formally identify themselves for the record.

Preliminary Architectural Review for new residence with detached guest house, tennis court and related site improvements, and Site Development Permit X9H-646, 187 Bolivar Lane, Goldband

Vlasic presented the December 6, 2012 staff report on this preliminary review of the subject proposal for construction of a new, single-story, 3,178 sf contemporary design flat roof residence with attached garage on the subject 3.1-acre Westridge subdivision parcel. Vlasic noted that the project includes a detached, 721 sf single story guest house, minor yard and landscape elements and renovation of a previous sports court site with a new tennis court.

Vlasic explained that the site meeting was part of the town's preliminary review process and provided the opportunity for the ASCC, site neighbors and, in this case, the WASC to be better informed on the project and identify any issues or factors that needed special attention in project review. Vlasic noted that after the site meeting and any additional discussion at the regular evening ASCC meeting, project consideration would be continued to the regular January 14, 2013 ASCC meeting. He clarified that this would allow time for completion of site development permit review process and for the design team to respond to any comments from the preliminary review process.

The applicants and project design team explained site conditions and the plan proposals as presented on the following plans, unless otherwise noted, dated 11/7/12, prepared by Field Architecture:

Sheet A000, Cover Sheet

Civil Plans, Lea and Braze Engineering, Inc., 11/8/12:

Sheet C-1, Title Sheet

Sheet C-2, Grading & Drainage Plan

Sheet C-3, Grading Specifications

Sheet C-4, Details

Sheet C-5, Plan Details

Sheet ER-1, Erosion Control Plan

Sheet ER-2, Erosion Control Details

Sheet SU1-SU6, (six sheets), Topographic Survey, 10/25/12 (Sheets SU5 and U6 include tree identification tables for the trees discussed in the project arborist's report)

Sheet L-1, Landscape Plan and Lighting Plan, Skyline Design Studio, 11/19/12

Sheet L-2, Landscape Water Use Plan, Skyline Design Studio, 11/19/12

Sheet A050, Site Plan

Sheet A100, Floor Plan

Sheet A200, Building Elevations

Sheet A201, Building Elevations

Sheet A202, Guest Elevations

Also considered were story poles placed to model the project. Available for reference were the following materials submitted in support of the project plans:

- Arborist's report prepared by Ned Patchett Arboricultural Consultant revised through October 16, 2007.
- Cut sheets for the proposed exterior light fixtures received November 9, 2012 (locations for proposed lights are shown on plan Sheet L-1 and A100)
- Colors and materials board, received November 9, 2012
- Outdoor Water Use Efficiency Checklist, 11/9/12
- Build It Green (BIG) Single Family Checklist, received 11/9/12 targeting 154 BIG points.

During the course of the site visit and presentation, the applicants and design team offered the following clarifications and responses to questions and comments:

- The grading plans are to be reconsidered to reduce the amount of off-haul of materials and generally to achieve a better balance of cut and fill onsite. Perhaps some cut materials could be "lost" in added height to the tennis court base level.
- Mr. Field advised that 262 sf are to be added to the plans. The ASCC did not find any particular issue with this, but members agreed that they would provide any comments once it is clear where the added floor area is to be located.
- Plans for tennis court fencing are still being considered and would be provided when final decisions are made.
- A detailed construction staging and management plan will be developed to address concerns of the WASC. It was clarified that parts of the project would be fabricated off site and assembled on site reducing the site construction time. It was also noted that it is hoped some construction parking can be off site with workers shuttled to the site. In

response to a question, it was explained that with the relatively small scale of the project construction could be completed in 12 months.

Public comments were requested and the following offered:

Gene Chaput worried about drainage and the plans for drainage relative to the east side of the site. He asked that the plans be clarified by the project engineer relative to discharge, distance from his neighboring property, and measures that have been or will be taken to ensure against potential for any offsite impacts.

Rusty Day encouraged reduction of grading, particularly off haul of materials, clarification of the construction staging to minimize potential for neighborhood impacts and reduction of the scope of planned impervious surface areas. He also supported removal of the existing redwood trees along the west side of the property.

Paul Heiple noted that the Westside redwoods were not in the appropriate environment for such trees and encouraged their removal. ASCC members concurred and supported removal of the redwoods.

ASCC members, while generally supportive of the design proposals, also commented on the following matters during the course of the site meeting:

- The final landscape plan should provide for removal and control of invasive plant materials.
- Some minor concern was expressed over the tinting color in the window glazing. Stan Field explained that this was to control sun penetration and blend with the colors from the trees that would be reflected in the glass.
- It was suggested that one way to reduce covered area was to eliminate the tennis court. It was recognized, however, that the plans are well related to site conditions and that the proposed building area is relatively small compared to other projects in town.

At approximately 2:30 p.m., after the site discussions and sharing of preliminary comments, ASCC members agreed that additional comments on the project would be provided at the regular evening ASCC meeting. Members thanked the applicants and neighbors for participation in the site meeting. Thereafter, project consideration was continued to the regular evening ASCC meeting. Chair Hughes advised that the special site meeting would continue at 45 Tagus Court as soon as ASCC members could convene at the property.

Preliminary Architectural Review for new residence with detached guest house, swimming pool and related site improvements, and Site Development Permit X9H-647, 45 Tagus Court, Kawaja

At approximately 2:45 p.m. ASCC members Hughes, Breen, Clark and Koch convened at the Tagus Court property for preliminary review of the subject application. Warr was not present. He had previously advised that he was conflicted from participating in project review because he was providing architectural services to the applicant for another professional business project in Portola Valley.

Staff and town officials present were:

Jeff Aalfs, town council liaison

Tom Vlastic, town planner
Steve Padavon, interim planner manager
Carol Borck, planning technician
David Ross, incoming ASCC member (i.e., as of 1/1/13)
Judith Murphy, Conservation Committee
Paul Heiple, Conservation Committee

Others* present relative to the proposal for 45 Tagus Court were:

Dr. Emma Morton-Bours, applicant
Jon Kawaja, applicant
William Wilson, project architect
Patrick Whisler, project landscape architect
Mark Helton, project civil engineer
Mike Craig (?) project contractor
Virginia and Lyle Bacon, 205 Golden oak Drive
Cecilia Beresford and Herbert Schilling, 18 Tagus Court
Janet Allen, 55 Alhambra Court
Yuri Russell, 45 Alhambra Court
Lorraine Duval, 340 Golden Oak Drive

*Others may have been present during the course of the site meeting but did not formally identify themselves for the record.

Vlastic presented the December 6, 2012 staff report and explained that this is a preliminary review of the subject applications for residential redevelopment of the subject 1.9-acre Alpine Hills subdivision parcel. He clarified that after discussions and sharing of preliminary comments at the special site and regular evening meetings, project review would be continued to the regular January 14, 2013 ASCC meeting for continued consideration. He commented that this would allow time for staff and the project design team to consider and respond to comments offered through the preliminary review process.

The applicants and project design team members presented the following project plans, unless otherwise noted, dated 11/19/12, and prepared by Backen Gillam Architects:

Sheet A0.00, Title Sheet
Sheet L1.1, (Site and Landscape Plan), Whisler Land Planning, 11/19/12
Sheet A0.1, Cal Green Checklist (GreenPoint Rated Checklist Targeting 160 BIG points)

Civil Plans, Giuliani & Kull, Inc., 11/20/12:

Sheet C-1, Cover Sheet
Sheet C-2, Grading & Drainage Plan
Sheet C-3, Erosion Control Plan

Sheet A1.0, Site Plan-Existing
Sheet A1.1A, Site Plan – Proposed Ground Floor Plan
Sheet A1.1B, Site Plan – Proposed Upper Floor Plan
Sheet A1.2, Site Lighting and Finish Plan
Sheet A2.1, Ground Floor Plan
Sheet A2.2, Upper Floor Plan
Sheet A2.3, Roof Plan
Sheet A3.0, North Elevation East Elevation

Sheet A3.1, South Elevation Section B-B1
Sheet A3.2, West Elevation Section A-A1
Sheet A3.3, Garage Elevations and Sections

Also considered were story poles placed to model the project. The following application materials were available for reference:

- Cut sheets for the proposed exterior light fixtures received November 19, 2012 (location for proposed lights is shown on plan Sheet A-1.2)
- Colors and materials board, received November 19, 2012 (to be presented at ASCC meeting)
- Outdoor Water Use Efficiency Checklist, 11/19/12

Vlasic noted that in response to the neighbor concerns referenced in the staff report, particularly the 12/4/12 letter to the ASCC from Mr. Mike Nuttall of 55 Alhambra Court, the applicant prepared a December 10, 2012 response with photo images that was transmitted to ASCC members and was available for others through the planning department at Portola Valley Town Hall.

It was noted that after consideration of site conditions, the special site meeting for the project would continue at 45 and 55 Alhambra Court to consider potential view impacts from these properties.

The applicants and design team members led all present on an inspection of existing site conditions and made use of story poles and existing site vegetation to explain site conditions and design options considered. The following comments and clarifications were offered:

- The detached garage staking and story poles reflect changes made to comply with required side yard setbacks addressing one of the concerns noted in the staff report.
- Relocation of the pistache tree and planting of relatively large new oaks are planned to address the view impact concerns of the neighbors to the west.
- The two story house design was selected to keep the massing north on the site close to the higher elevations and allow more open area on the south side for outdoor family activities. The steeper slopes over the majority of the site limit the building site to the pad cut for original site improvements and the proposed project limits the amount of new earthwork.
- Consideration is being given to removal of pine and eucalyptus trees as recommended by the conservation committee, but concerns exist over opening of views from off site locations that would result from such tree removal. For example, the intent at this point is to preserve the eucalyptus tree west of the garage site to help screen views from the Alhambra Court properties. It was also noted that the desire is to preserve the oak immediately east of the pool/guest house site, but that this may not be possible due to the condition of the tree and apparent SOD impacts. (Heiple indicated that the tree likely would likely need to be removed due to its condition.)
- The trees specifically proposed to be removed on the project plans were identified and their conditions discussed. In response to a question, it was noted that the garden beds shown on the steeper west facing hillside are no longer part of the plans and that the submittal sheets would be revised to reflect this change.

- In response to a question, it was noted that proposed plate heights for the house included 9 feet for the lower floor and 8 feet for the upper floor. It was also noted that the guest/pool house plate height was proposed at approximately 8 feet.
- The proposed swimming pool would have a vanishing edge on the south side and a wall supporting this side of approximately 6 feet in height. The pool will have a security cover and no new fencing is currently proposed with the project.
- The intention is to recycle as much of the existing house as possible.
- In response to concerns over the proposed west elevation window areas and light spill and “reflection,” it was explained that the proposed house has less window exposure toward the west than is the case with the existing house.

Public comments were requested at the site and the following offered:

Cecilia Beresford and Herbert Schilling expressed concern over construction parking and operations. They noted that currently there is significant construction activity, parking and traffic on Tagus Court and that this project would add to the congestion. They asked that the construction operations be controlled to ensure safe street access and passage, particularly for neighbors and emergency vehicles

Lorraine Duval shared the construction impact concerns of Ms. Beresford and Mr. Schilling.

Virginia Bacon expressed concerns over driveway drainage and the proposed two-story house design/height.

Janet Allen and Yuri Russell shared the concerns expressed in the 12/4/12 letter to the ASCC from Mr. Mike Nuttal and asked that ASCC members consider views from their Alhambra Court properties.

Thereafter, ASCC members other town officials and some of the original listed site meeting attendees traveled to Alhambra Court and first considered views from 55 Alhambra Court and then from 45 Alhambra Court. No specific comments were offered and the main focus was to consider views across the project site and the existing vegetation conditions.

At approximately 3:35 p.m., after the site review and consideration of views from Alhambra Court properties, ASCC members agreed that their preliminary comments on the project would be provided at the regular evening ASCC meeting. Members thanked the applicants and neighbors for participation in the site meeting. Thereafter, project consideration was continued to the regular evening ASCC meeting. Chair Hughes advised that the special site meeting would continue at 10 Sioux Way as soon as ASCC members could convene at the property.

Preliminary Architectural Review for new residence with detached guest house, and related site improvements, and Site Development Permit X9H-645, 10 Sioux Way, Clark

At approximately 3:50 p.m. ASCC members Hughes, Breen, Koch and Warr convened at the Sioux Way property for preliminary review of the subject application. As one of the

applicants and the architect for this project, ASCC member Clark was not present and did not participate in project consideration.

Staff and town officials present were:

Jeff Aalfs, town council liaison
Tom Vlastic, town planner
Steve Padavon, interim planner manager
David Ross, incoming ASCC member (i.e., as of 1/1/13)
Judith Murphy, Conservation Committee
Paul Heiple, Conservation Committee

Others* present relative to the proposal for 10 Sioux Way were:

Deirdre Clark, applicant
Bob Cleaver, project landscape architect
Jason Schmidt, 20 Sioux Way

*Others may have been present during the course of the site meeting but did not formally identify themselves for the record.

Padovan presented the December 10, 2012 staff report on this preliminary review of the subject applications for residential development of the subject 1.09-acre, vacant Arrowhead Meadows subdivision property. It was explained that the preliminary review would continue at the regular evening meeting and that project consideration would then be continued to the regular January 14, 2013 ASCC meeting. It was clarified that this continuance would provide time for design refinements being considered by the applicant and also for the development of responses to specific preliminary review comments.

ASCC members considered the staff report and the following plans dated "Received December 4, 2012" unless otherwise noted:

Sheet A-0: Cover Sheet
Sheet A-1: Impervious Surface and Floor Area Calculations
Sheet A-2: Site Plan
Sheet A-3: Main Dwelling; Floor Plan
Sheet A-4: Main Dwelling; Roof Plan
Sheet A-5: Main Dwelling; East and South Elevations
Sheet A-6: Main Dwelling; West and North Elevations
Sheet A-7: Guest House; Floor Plan and Elevations
Sheet A-8: Exterior Lighting Plan
Sheet L-1: Landscape Plan; Cleaver Design Associates, 11/612
Sheet C-1: Topographic Survey Plan; MacLeod and Assoc., 8/24/12
Sheet C-2: Preliminary Grading and Drainage; MacLeod and Assoc., 11/2/12
Sheet C-3: Erosion and Sedimentation Control; MacLeod and Assoc., 11/2/12

Also available for reference were the following materials submitted in support of the proposed plans:

- Color Board, dated "Received 11/19/12," which includes stucco colors, cedar siding stain colors, window cladding, metal roof color and plaster/hardscape colors.
- Exterior Material Specifications and lighting fixture types including "cut sheets" on the light fixtures.

- Completed “Build-It-Green Green Point Rated Project Checklist” with 138 points for the dwelling (target of 113) and 107 for the guest house (target of 25).
- Completed Outdoor Water Use Efficiency Checklist.

Deirdre Clark and Bob Cleaver presented the project to the ASCC. They reviewed the story poles set to model the proposed house and guest house and also described the conditions associated with the previously graded house pad and driveway access. They explained the proposed plans and how they relate to the improvements at the northwest end of the “pad” that accommodates residential uses for 10 Sioux Way. Mr. Jason Schmidt was present and participated in the discussion of site conditions and how the proposals would relate to development on his property.

Mr. Schmidt acknowledged that some of the improvements on his property were within the side setback area along the boundary common with the subject site. He, however, worried that the current plan proposals don’t reflect the pattern of traffic flow and other conditions associated with the established use of his site and that this could lead to neighbor conflicts that could be avoided with some plan adjustments.

Deirdre Clark noted that after the story poles were installed it was clear to the design team that adjustments were needed due to the apparent mass of the proposed house and that currently efforts are being made to reduce the massing, particularly at the northwest, master bedroom end and to reduce the height of the clerestory element.

As the site was being inspected, it was noted that the story poles did not appear to fully model the proposed covered porch extension on the south side of the building pad. It was suggested that given the need for outdoor use area and the history of fill conditions, consideration be given to moving the proposed house further to the north.

ASCC members also considered views from off site including the upper portion of Sioux Way. Given established pad and driveway conditions and sensitive view corridors, it was suggested that a two story design solution be considered with the development moved away from the northwesterly property line and toward the base of the slope at the northerly side of the parcel.

Attention was also focused on the proposed driveway improvements and ASCC members concurred with the recommendations of the conservation committee that the plans should be changed to ensure the two blue oaks along the driveway now proposed to be removed be saved.

After the site discussions and sharing of preliminary comments, ASCC members agreed that they would offer additional comments on the proposal at the regular evening ASCC meeting. Members thanked the applicants and neighbor for participation in the site meeting. Thereafter, project consideration was continued to the regular evening ASCC meeting.

Adjournment

The special site meeting was adjourned at 4:50 p.m.

Architectural and Site Control Commission
Regular Evening Meeting, 765 Portola Road, Portola Valley, California

December 10, 2012

Chair Hughes called the meeting to order at 7:30 p.m. in the Town Center historic School House meeting room.

Roll Call:

ASCC: Hughes, Breen, Clark, Koch, Warr
Absent: None.
Planning Commission liaison: McIntosh
Town Council Liaison: Aalfs
Town Staff: Town Planner Vlastic, Planning Technician Borck

Oral Communications

Breen acknowledged that this was the last ASCC meeting for Commissioner Carter Warr. She thanked Carter for his years of valuable service to the community and his mentoring of new ASCC members. Other ASCC members and staff joined in acknowledging Carter's contributions and thanking him for his service, contributions and friendship.

Prior to consideration the following application, Hughes left the meeting noting that he would not participate as, for business considerations, he found himself conflicted.

Continued Consideration -- Architectural Review and Site Development Permit X9H-644, new residence with attached garage and workshop, 130 Golden Hills Drive, Rubin

Vlastic presented the December 6, 2012 staff report on the subject continued project review. He discussed the preliminary project review process conducted at the November 26, 2012 ASCC meeting and how the revised plans and materials listed below respond to preliminary review comments and concerns. The revised plans and materials considered by the ASCC, unless otherwise noted, are dated December 5, 2012 and were prepared by Stoecker and Northway Architects, Incorporated:

Letter explaining project plan changes
Sheet A0, Title Sheet & Proposed Site Plan
Sheet C01, Grading and Drainage Plan, Freyer & Laureta, Inc.
Sheet C02, Erosion Control Plan, Freyer & Laureta, Inc.
Sheet C03, Detail Sheet, Freyer & Laureta, Inc.
Sheet A1, Floor Plans
Sheet A3, Exterior Elevations
Sheet LE1.0, Partial Site Lighting Plan, Juarez Design

Vlastic clarified that still part of the application are the following plan sheets and materials:

- Plan sheets:
Sheet 1, Topographic Survey, Freyer & Laureta, Inc., 4/3/12
Sheet SRH, Septic System Plan, S.R. Hartsell, REHS
Sheet A2, Roof Plan

- Color Board, received 10/22/12. This is composed of two sheets with images of the applicant's house at 120 Golden Oak Drive.
- Cut sheets (attached) for the proposed lighting fixtures identified on plan Sheet LE1.0.
- Kiely Arborist Services arborist report dated July 12, 2012 (attached).
- Completed Build It Green GreenPoint Rated Project Checklist targeting 103 BIG points.

Bob Stoecker was present to review the plan revisions with ASCC members. He, however, first offered his thanks to Carter Warr for his ASCC service and the expertise he has brought to the ASCC decision-making process. He underscored the fact that Carter appreciated the role and responsibilities of the design professional and that his work on the ASCC was a "good run!"

In response to a question raised in the staff report, Stoecker commented on the process to be used for removal of the "upper" lawn area and schedule for removal. He noted Mr. Rubin was out of the country, but had seen the staff report and provided an email addressing the lawn removal matter with the following comments:

- The lawn irrigation system was turned off a number of weeks ago.
- The lawn will be removed at the start of the project when the stable and corral are removed.
- The actual lawn removal will be under the direction of the project arborist. He will ensure the oaks and their root crowns are protected. He will assess soil conditions and determine steps to be taken to ensure any modifications to the soils are made. After the work has been done, a follow-up report will be provided by the arborist on the conditions and prognosis for long-term tree health.

Public comments were requested, but none were offered. Thereafter, ASCC members briefly discussed the revised plans and were appreciative of the changes. After consideration of a few minor lighting matters, Warr moved, seconded by Koch and passed 4-0 approval of the plans subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of a designated ASCC member prior to building permit approval:

1. The westerly, i.e., uphill "H" light fixture on the east elevation of the proposed building shall be eliminated from the lighting plan.
2. Detailed plans shall be provided for the process of removal of the existing upper lawn area at the westerly end of the parcel under the significant Blue Oaks. The plans shall include recommendations of the project arborist to ensure minimum potential for impacts on the oaks. Further, it shall provide for arborist oversight of the lawn removal and arborist recommendations to ensure long term tree health after lawn removal. Once the process is approved, a final letter shall be provided by the project arborist advising of the lawn removal, measures taken to ensure long-term tree health and prognosis for the impacted trees.
3. All requirements of site development committee members as recorded in the November 20, 2012 and December 6, 2012 Town Planner staff reports shall be adhered to.
4. A detailed construction staging and tree protection plan shall be provided and once approved, implemented to the satisfaction of planning staff.

Note: The action was taken with the understanding that the clarifications provided in the December 5, 2012 letter from the project architect would also be implemented through the building permit process.

Following action on the Rubin application, Hughes returned to his ASCC position.

Preliminary Architectural Review for new residence with detached guest house, tennis court and related site improvements, and Site Development Permit X9H-646, 187 Bolivar Lane, Goldband

Vlasic presented the December 6, 2012 staff report on this preliminary project consideration. He reviewed the events of the afternoon site meeting and shared comments provided at the meeting. (Refer to above site meeting minutes, which include a listing of proposed plans and materials.)

Ellen Konar and Steve Goldband, applicants, Stan Field, project architect, and Jeff Field, project architect, provided the following responses to comments offered at the afternoon site meeting:

- Consideration is being given to placing some of the cut material on the tennis court base. One foot of fill over the court surface would reduce the off-haul amount by roughly 600 cubic yards.
- The plans will likely be revised to add 262 sf to the main house and 15 sf to the guest house. The added floor area is intended to make the proposed layout work better. The story poles will be adjusted to reflect the floor area changes.

Public comments were requested. **Rusty Day, Chair Westridge Architectural Supervising Committee (WASC)**, stated committee support for the project, including scale, lighting, but remained concerned over the construction process. He looked forward to receiving a detailed construction staging and management plan to ensure minimum construction impacts on the Westridge community.

ASCC members discussed the project and findings from the site meeting. While generally supportive, the following preliminary review comments were provided and include those made at the site and evening ASCC meeting:

1. The grading plans should be reconsidered to reduce the amount of off-haul of materials and generally to achieve a better balance of cut and fill onsite. Perhaps some cut materials could be "lost" in added height to the tennis court base level.
2. The suggested added floor area is not viewed as creating any particular issue, but final reactions will be provided once it is clear where the added floor area is to be located.
3. Any plans for tennis court fencing should be presented.
4. A detailed construction staging and management plan is needed to address concerns of the WASC.

5. The lighting plans should be reconsidered to reduce the number of step lights. Perhaps step lighting could be achieved with less fixtures or using path lights instead of the lights in the steps. Also, light switching patterns and controls need to be clarified. In response to a question, it was noted that there should be no lighting in water features unless it can be clearly shown that such lighting is needed for safety.
6. The plans should be clarified relative to surface materials for full driveway improvement and whether or not existing gates are to remain. Consideration should be given to the use of pervious materials for onsite parking and driveway apron areas.
7. Consider removal of redwoods and also thinning of materials along the driveway panhandle. Also, plans need to include provisions for removal of invasive plant materials on site.
8. The tennis court plans need to be revised so that the court siting conforms to setback averaging provisions. Also the plans need to clarify if any tree trimming will be needed to facilitate tennis court use/play.

It was noted that the above comments are in addition to those presented in the staff report including the communications from site development committee members. Also, in response to a neighbor comment at the site meeting, the plans for drainage relative to the east side could be clarified by the project engineer relative to discharge, distance from the neighbor, and measures that have been taken to ensure against potential for any offsite impacts.

Following presentation of the above preliminary comments, project consideration was continued to the January 14, 2013 regular ASCC meeting. This action to continue was taken with the understanding that, with adequate responses to the comments, the ASCC would likely be prepared to act on the project at its first meeting in January.

Prior to consideration of the following project Warr temporarily left his ASCC position and the meeting room. He advised that he was conflicted from participating in project review because he was providing architectural services to the applicant for another professional business project in Portola Valley.

Preliminary Architectural Review for new residence with detached guest house, swimming pool and related site improvements, and Site Development Permit X9H-647, 45 Tagus Court, Kawaja

Vlasic presented the December 6, 2012 staff report on the preliminary review of these applications submitted in support of the proposal for residential redevelopment of the subject 1.9-acre Alpine Hills subdivision parcel. He also discussed the events and findings of the afternoon site meeting on the project. (Refer to above site meeting minutes that include a listing of project plans and application materials.)

Jon Kawaja, applicant, Dr. Emma Morton-Bours, applicant, William Wilson, project architect, Patrick Whisler, project landscape architect, and Mark Helton, project civil engineer, were present to discuss the proposal with ASCC members. In response to comments provided at the site meeting, the following clarifications were provided:

- Tree relocation and planting of new trees have been carefully planned to screen proposed improvements and address neighbor concerns.
- The narrow end of the proposed house has been oriented toward the west side to minimize exposure to views from the west.
- There would be 55 sf less west side window area with the proposed plans than currently exist.
- The impervious surface area numbers are being corrected to be consistent with town definitions and the final IS area will be in full compliance with town standards.
- The architectural articulation associated with the proposed upper balcony and lower mud room help to reduce the apparent massing and scale of the west side house elevation.
- In response to a question, it was noted that the pool would likely have two lights and the spa one. It was also clarified that the vanishing edge of the pool would have no lighting, but there may be a light associated with the drain area.

Public comments were requested. **Virginia Bacon, 205 Golden Oak Drive**, submitted a letter dated December 10, 2012 raising concerns with the proposed two-story house form and the scope of the proposed site development program. Vlasic read the letter including the suggestion that a scale model be considered to better understand the proposal.

ASCC members then discussed the project. While there were concerns, as set forth below, the ASCC did not take any significant issue with the design approach relative to architectural style including the proposed colors and materials board. The following comments summarize the primary points of concern identified during the site and evening preliminary reviews and were offered in addition to the comments presented in the December 6, 2012 staff report:

1. Due to all of the current construction work on and along Tagus Court, parking and access is a sensitive matter and a detailed construction staging and vegetation protection plan will be needed.
2. Consideration should be given to some reduction in the height of the two-story portion of the main house and possibly the elimination or modification of the upper level, west side balcony. It was suggested that a lowering of 1 to 2 feet through adjustment of plate heights or roof pitch be considered. It was also suggested that the upper level balcony be eliminated and a roof element added over the mud room.
3. Consideration of more extensive removal of non-native trees and invasive materials should be considered and removal of the olives should be planned. The concerns of the conservation committee should be addressed and some ASCC members encouraged removal of all eucalyptus and pines, particularly along the driveway.
4. Location and orientation of the guest house was discussed and suggestions were made for changes but the discussions were not conclusive. Some comments found the proposal generally acceptable, but with more need to take actions relative to glazing, skylights and deck extension to enhance privacy and view impacts from locations to the west. Other suggestions were to move the guest house off of the "point" at the south end of the building pad and, perhaps, move it toward the main house but, again,

opinions differed as to how changes might impact views from off site. In any case, there is the need for more analysis to ensure that the final design and siting take into account privacy and view concerns.

5. The plans for the upper level of the garage need to be clarified and consideration should be given to elimination of the upper level garage windows facing to the west.
6. The lighting plan and, particularly, the use of the pendant fixtures in the trellis areas, needs to be reconsidered to ensure minimum potential for light spill, particularly given the exposure of the site to views across it at night. Pool lighting needs to be clarified and planned so as to minimize potential for night impacts from off site. There should be minimum need for lighting at the guest house and all but the minimum amount of exterior lighting should be considered. Further, the glass wall on the west side of the bath area should be reconsidered due to concern over light spill or the plans clarified to resolve this as a potential issue.
7. The roof material and color are acceptable, but the finish should not be painted on to the metal. A roof with the color integrated into the metal should be selected to avoid maintenance issues and potential for deterioration and visual impact concerns.
8. The oak at the guest house with SOD likely needs to be removed and replaced with oaks for additional screening.
9. Impervious surface area data needs to be updated and clarified as to conformity with town limitations.

Overall the emphasis of comments were on the two story and guest house elements and the need to “soften” these elements relative to potential for impacts on views from the west. Following presentation of preliminary comments, project consideration was continued to the January 14, 2013 regular ASCC meeting.

Following consideration of the above project Warr returned to his ASCC position. Also, prior to consideration of the following matter, Clark, as the “applicant,” temporarily left his ASCC position and the meeting room.

Preliminary Architectural Review for new residence with detached guest house, and related site improvements, and Site Development Permit X9H-645, 10 Sioux Way, Clark

Padovan presented the December 10, 2012 staff report on this preliminary review of the subject applications for residential development of the subject 1.09-acre Arrowhead Meadows subdivision property. He reviewed the events of the afternoon site meeting and the comments offered at that meeting. (Refer to above site meeting minutes that include a listing of project plans and application materials.)

Deirdre Clark, applicant, and Bob Cleaver, project landscape architect, were present to discuss the project with ASCC members. They offered the following responses and clarification to the input received at the site meeting:

- A two-story design is not desired and considered inappropriate for the site and the applicant’s needs.

- The clerestory height will be reduced and the scale of the master bedroom area also reduced.
- The window relationships with the neighbor at 20 Sioux Way will be considered and adjustments made as appropriate.
- Consideration will be given to the driveway changes needed to save the two blue oaks now proposed for removal.
- It is believed that the above changes and the proposed landscaping will address the concerns over the physical relationships with the improvements at 20 Sioux Way.

Public comments were requested. **Eric Patzer, 350 Cervantes Road**, expressed concerns over drainage, erosion and soil stability, particularly if there was to be extensive removal of vegetation along the southerly slopes of the property above his parcel. He also worried over increased potential for noise impacts with vegetation removal.

Cleaver commented that there was not much space between the driveway and the property line common with the Patzer parcel. He offered that much of the vegetation of concern is on the neighboring property. He also advised that care would be taken in cutting of vegetation with the project and there would not be clear cutting of materials.

ASCC members then discussed the proposal and offered the following comments as to the key points of concern from the preliminary review meeting. It was noted that they focus on the broader design issues and don't, at this time, address details of lighting, landscaping, etc.:

1. The story poles confirm that the western end of the proposed house will "stand out" from the site and be somewhat imposing on views from the upper portions of Sioux Way and from the house at 20 Sioux Way that shares the graded building pad with the subject site. More effort needs to be made to gain separation between the developed portions of the two parcels.
2. It is appreciated that the applicant concluded that, after the story poles were in place, visual massing was better understood and additional work is progressing to reduce the massing and visual presence of the master bedroom area. It was also noted that efforts were proceeding to consider reducing the height of the clerestory element.
3. ASCC members still noted that while the house is a "single story" design, it appears more like a two story feature given the height of the clerestory area. It was suggested that a better approach for the site might be a two-story house, with smaller footprint with the house mass moved to the base of the slope on the north side of the site. It was noted that this would provide for more separation from 20 Sioux Way improvements and that with a second story master bedroom views would be still be captured. ASCC members commented that if only a one-story house is desired, it should be kept to the one-story height limits, i.e., 18 feet and 24 feet and that this would also permit the capturing of the 5% floor area bonus.
4. Further attention appears needed relative to the concerns of the neighbor at 20 Sioux Way relative to patterns of use of their property, including potential conflicts of vehicle movement with the proposed location for the master bedroom. It was acknowledged

that the pattern of use and location of the neighbor's garage within the setback area were unusual conditions, but also that there was an opportunity with the proposed project to consider alternatives for more separation and privacy.

5. The driveway design needs to be revised to save the blue oaks as recommended by the conservation committee. Options to do this while still meeting fire district standards were discussed. It was suggested that a driveway grade as high as the allowed 20% maximum be considered and/or low retaining walls along the uphill side of the driveway.
6. The story poles did not appear to fully model the proposed covered porch extension on the south side of the building pad. It was suggested that, given this extension and the pad "fill" conditions, the proposed house be moved to the north to allow for less fill area conflict, reducing the scope of needed re-compaction, and also providing for more outdoor use area on the west side of the pad.
7. Invasive materials on site should be removed, but with care to ensure that the stability of the southerly slopes is not impacted.

Following presentation of preliminary comments, project consideration was continued to the January 14, 2013 regular ASCC meeting.

Following discussion and the continuance of the project, Cleaver commented that he too appreciated all that Carter Warr has done for the town as an ASCC member.

Following discussion of the above request, Clark returned to his ASCC position.

Minutes

Breen moved, seconded by Clark, and passed 4-0-1 (Koch) approval of the November 26, 2012 meeting minutes as drafted.

Adjournment

There being no further business, the meeting was adjourned at 9:16 p.m.

T. Vlasic