

Chairman Pro Temp Schilling called the meeting to order at 8:00 p.m.

Roll Call:

ASCC: Breen, Gelpi, Schilling  
Absent: Chase, Eisberg  
Town Council Liaison: Davis  
Planning Commission Liaison: McIntosh  
Town Staff: Deputy Town Planner Vlastic, Planning Technician Borck

**Oral Communications**

Oral communications were requested but none were offered.

**Architectural Review for Residential Redevelopment and Site Development Permit X9H-519, 35 Golden Oak Drive, Castro**

Vlastic presented the July 8, 2004 staff report on this request and reviewed the background on ASCC review to date. He explained that based on ASCC comments and directions at the June 7 site and evening meetings, the following revised plans and materials, unless otherwise noted prepared by Sagan Piechota Architects and dated July 7, 2004, have been submitted for ASCC consideration:

Sheet A1.0, Site Plan  
Sheet A1.1, Landscape/Lighting Plan  
Sheet A1.2, Impervious Surfaces Plan  
Sheet A2.0, Ground Floor Plan  
Sheet A2.1, Upper Floor Plan  
Sheet A3.0, Elevations Main House and Cabana  
Sheet C-1, Grading Plan, prepared by Sigma Prime Geosciences, Inc.  
Sheet C-2, Drainage Plan, prepared by Sigma Prime Geosciences, Inc.  
Cut Sheet for new fixture "A" -- Wedge Downlight 684, Shaper Lighting

Vlastic advised that in addition to the plans, the project architect has provided a letter received 7/7/04 explaining how he has addressed the concerns raised at the last ASCC meeting.

Vlastic provided the following comments on the revised plans and noted they were in addition to those offered in the staff report:

- While the new landscaping plan appears to address the privacy screening issues raised at the June 7 meeting, careful placement of the proposed trees in the field should take place. It was recommended that a designated ASCC member and planning staff member be present at the time the trees are delivered to the site and that the trees be specifically located to maximize the screening of views and privacy between the subject

property and the property to the east. It was suggested that the applicants also work with the downhill neighbors relative to placement of the trees.

- The revised grading and drainage plan needs to be considered and found acceptable by both the town public works director and the town geologist.
- A July 12, 2004 letter has been received from Martin and Joy Ramies, owners of the property immediately to the west of the subject property. The letter raises concerns over potential impacts of added run-off from the property. Vlasic advised that the letter along with the drainage concerns previously expressed by Mr. and Mrs. Corley, 15 Golden Oak, would be forwarded to the town public works director for consideration in acting on the revised grading and drainage plans.

Mr. and Mrs. Castro and project architect Daniel Piechota presented the revised proposal to ASCC members. It was noted that the changes made to the house design and upper story feature, represent compromises to address the concerns of the downhill neighbors. It was stressed that the modifications and, particularly, the addition of significant trees would achieve privacy and view screening for the applicants and their neighbors.

Public comments were requested and the following offered:

**Carter Warr, architect, stated he was representing Mr. and Mrs. Corley, 15 Golden Oak Drive.** He thanked the applicants and the ASCC for pursuing project changes that addressed most of the concerns raised by Mr. and Mrs. Corley at the previous ASCC meetings. Mr. Warr did, however, suggest the following additional plan adjustments to ensure privacy and screening:

- Concur with the staff recommendation regarding field location of the proposed large screen trees to the satisfaction of a designated ASCC member and a planning staff member. A bond should be required for a period of five years to ensure the survival of the proposed screen trees. The key, large screen trees should be installed as soon as possible. They should be planted after the existing house is demolished and prior to construction of the proposed residence. This ensures ease of access for tree planting and that some significant screening will be in place at the time the new house is to be occupied.
- Move the three windows proposed on the east elevation of the "tower" feature as far to the north as possible.
- Ensure that the "tower" balcony will have only a solid railing, i.e., as shown on the currently proposed plans.
- Eliminate the two vertically oriented windows proposed on either side of the French doors shown on the south facing elevation of the tower feature.
- The landscaping plan should be enhanced to provide additional screening on the east side of the proposed cabana.

- The proposed placement of olive trees is a concern. They will be shaded by the proposed oaks and may not do well if planted as proposed. This concern should be considered in developing a final, detailed screen landscape plan.

Warr also noted that his clients wanted to offer some additional comments, but that he did not necessarily share the concerns over all of the issues they would address.

**Chuck Corley** asked that the proposed "tower" balcony be eliminated from the plans. He recounted an experience he and his wife had living below such a balcony in the Woodside Highlands area. He discussed visual and noise impacts associated with balcony use and the frustration this created to the use of his Woodside Highlands property.

**Kristi Corley**, emphasized the landscaping concerns stated by Warr and asked that the ASCC require a professional landscape architect be involved in preparing the final project landscape plan. She asked that the plan include screening of the cabana and that a bond be required to guarantee survival of any required tree and landscape screen planting. She also restated previous comments regarding potential drainage impacts. Ms. Corley asked for clarification as to why the site section indicated a 10-foot height for the proposed trees, but the landscape plan called for taller trees.

**Daniel Piechota**, project architect, stated that a landscape architect would be engaged to prepare the final landscape plan to be submitted with the building permit application. He clarified that the site section shows a ten foot tall tree would be adequate to accomplish needed screening, but that taller trees are proposed because they are available in the 36" box size plants that are intended to be used. He noted this added height would also afford more flexibility, i.e., in terms of best location for screening, at the time the trees are actually placed in the field.

In response to a question, Mr. Piechota stated that there would be one light in the proposed pool. He clarified that the light would be located at the southeast end of the pool, below the cabana, with light directed toward the northwest end of the pool.

ASCC members discussed the project and found the plan revisions acceptable and responsive to the concerns raised at the June 7 meeting. It was suggested that some additional landscaping may be needed to further screen views from the north with the shifting of the tower feature as shown on the current plans. It was also noted that one toyon should be added on the northwest side of the driveway as discussed at the June 7 site meeting.

With respect to the requests made by the neighbors and their representative Carter Warr, ASCC members reacted as follows:

- The ASCC has not required landscape bonds in the past and sees no need for such a bond in this case.
- Additional landscaping should be provided along the east side of the cabana between the cabana and the Corlery property.
- The key screen trees should be installed as soon as possible.

- The balcony does not need to be eliminated and the window designs for the "tower" feature are acceptable as shown on the plans. It was noted, however, there were some inconsistencies in the way windows were shown on the plans, particularly on the north side of the stairs to the upper level and the plans should be corrected to consistently show the proposed windows.

Following discussion, Breen moved, seconded by Gelpi and passed 3-0 approval of the revised plans, 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. A final landscape plan shall be prepared addressing the concerns raised at the July 12 ASCC meeting. In particular, the plan shall provide for additional screen landscaping on the east side of the cabana, the addition of one toyon at the northwest corner of the property and ensure that the plant materials are compatible in terms of growth to achieve the desired screening and privacy objectives. Further, the plan shall address the need for additional tree screening of views from the north that might result from the revised location for the tower feature.
2. As soon after house demolition as possible, the proposed large trees (i.e., 36" box size) shall be installed. This shall occur after the key grading work for the new residence and foundation are complete, and when access to the planting areas can still be readily achieved. The trees shall be field located to the satisfaction of a designated ASCC member and a planning staff member shall be also present. The neighbors shall be advised of the tree planting and time set for the field placement of trees with the designated ASCC member. The neighbors shall be provided the opportunity to comment on the proposed tree placement, but actual tree placement shall be to the satisfaction of the designated ASCC member.
3. Prior to issuance of the site development permit, the plans shall have been found acceptable by both the town public works director and town geologist. The concerns raised by Mr. and Mrs. Corley (May 24, letter) and Mr. and Mrs. Ramies (July 12 letter) shall be forwarded to the public works director for consideration in completing his review of the revised grading and drainage plans.
4. The proposed floor plans and elevations shall be revised to consistently show the proposed windows.
5. The swimming pool light shall be located at the southeast end of the swimming pool.
6. Samples of the proposed exterior stucco color and texture shall be applied to the house prior to final finishing and the samples shall be field inspected by a designated ASCC member. If determined necessary based on such inspection, the color and/or texture shall be adjusted to conform to town policy regarding color reflectivity and to ensure harmony with the site conditions and other proposed exterior materials and finishes.
7. Comprehensive tree protection and construction staging plans shall be provided and once approved implemented to the satisfaction of planning staff.

**Architectural Review for Residential Redevelopment and Site Development Permit X9H-520, 287 Westridge Drive, Lovazzano**

Vlasic presented the July 8, 2004 staff report on this request. He reviewed the events of the ASCC's May 24, 2004 project meeting and the issues considered at that time. Vlasic then reviewed the following revised plans developed to address issues discussed in the May 19, 2004 staff report and at the May 24 meeting:

Sheet A-1, Site Plan, Revised 6/12/04, drawn by Jerry Ellis  
Grading and Drainage Plans, three sheets dated 6/11/04, prepared by Lea & Sung Engineering, Inc., as follows:  
Sheet C-1, Title Sheet  
Sheet C-2, Preliminary Grading and Drainage Plan  
Sheet C-3, Grading Specifications and Details

Vlasic noted that the architectural plans and proposed colors and materials remain as presented at the May 24 meeting and circulated the proposed materials board. Vlasic also presented the following materials provided by the applicant since preparation of the July 8 staff report:

- July 9, 2004 letter from project designer Jerry Ellis addressing concerns set forth in the 7/9 staff report.
- Cut sheets dated 7/8/09 for the proposed exterior light fixtures including:

Tuscan Iron Works Path Lighting fixture TIW-7  
Tuscan Iron Works Recessed Step Light TIW-1701-A  
Halo recessed eave light Model H71CT

Vlasic noted that the 7/9 letter advises that the infinity pool wall can be lowered to a maximum height of 10 feet and planting added to further reduce the apparent height of the wall. Vlasic also noted that the revised grading plans call for a "catwalk" around the pool but that the project designer had indicated that the catwalk is not necessarily consistent with the desired infinity pool design. Vlasic added that according to the town's building official there is no specific requirement for a railing around the high pool wall but he encouraged considering of some design detail for protection along the top of the wall.

Mr. and Mrs. Lovazzano and Jerry Ellis were present to discuss the revised plans with ASCC members. They reviewed the comments in the July 9 letter from Mr. Ellis and stressed the desire to protect the oak trees consistent with the recommendations in the project arborist's June 2, 2004 report. Mr. Ellis also noted that the revised approach to planting for screening of views from the Seaman property appears acceptable to Mrs. Seaman.

In response to a question, Mr. Ellis clarified that the proposed driveway cobblestones would be used on site and extend up the driveway to about the location of the existing driveway gate pillars; and, from there to the Westridge Drive pavement, asphalt would be used. He stated that the cobblestones would be "real San Francisco cobblestones." Mr. Ellis also

restated the note on the plans that the existing driveway pillars and gates would be removed with the new project.

As to the pool wall, Mr. Ellis stated he and his clients were also concerned about safety and would be refining the design to resolve this concern.

Public comments were requested. **Mark Wieland, chair of the Westridge Architectural Supervising Committee**, stated that the committee finds the plans generally acceptable. He noted that the committee encourages the lowering of the pool retaining wall as recommended in the staff report and that hand digging be utilized to protect the 18" Blue Oak at the west end of the proposed house. He also asked that the existing screen planting along Westridge Drive be preserved and enhanced with additional toyon and that the oleander plants at the northeast end of the property be preserved during the construction process. He suggested that a phased program be implemented for eventual replacement of the oleanders with natives that would be more consistent with the character of the area and conform to town landscape guidelines.

ASCC members discussed the revised plans and found them generally acceptable as presented and clarified at the ASCC meeting and in the July 9, 2004 letter from Mr. Ellis. Concerns were expressed, however, over landscaping, tree protection and need to clarify some of aspects of the proposal. After discussion, Gelpi moved, seconded by Breen and passed 3-0, to make the findings to allow the proposed concentration of floor area and to approve the revised plans, as clarified at the ASCC meeting and in the July 9, 2004 letter from Jerry Ellis subject to the conditions listed below. It was understood that the following conditions were to be addressed, unless otherwise noted, to the satisfaction of a designated ASCC member prior to issuance of a building permit:

1. A final tree/vegetation protection plan shall be prepared that is consistent with the recommendations set forth in the project arborist's June 2, 2004 report. Specifically, the plan shall ensure hand digging around the 18" Blue Oak at the west end of the proposed house and similar care for work adjacent to any of the other significant trees within the proposed construction area. Once approved, the tree protection plan shall be implemented to the satisfaction of planning staff.
2. Samples of the proposed cobblestones shall be provided. Further, the building permit plans shall clearly define the extent of cobblestone use to be no further up the driveway than the line of the existing pillars (noted "to be removed" on the plans). From the cobblestones to Westridge Drive, the driveway material shall be asphalt.
3. The plans shall be revised to ensure that the maximum height of the pool walls does not exceed 10 feet.
4. The screen planting proposed on the landscaping plan adjacent to the Seaman property shall be modified to address the concerns raised in the July 8 staff report and be consistent with the comments in the July 9 letter from Jerry Ellis. In addition, the landscaping plan shall be revised as follows:

- a. Provide for protection and enhancement of the screen planting along the Westridge Drive frontage. Toyon plantings should be added to fill the gaps in the existing landscaping.
  - b. Add native shrubs below the south facing pool and terrace walls. The plantings shall be for the purposes of screening views of the walls and to help reduce the apparent height of the pool walls.
  - c. Provide for phased replacement of the existing oleanders along the northeast side of the property. The plan should provide for the installation of natives and after these are established, the removal of the oleanders. It is intended, however, that the oleanders remain at least until the conclusion of project construction.
5. The final building plans shall detail all aspects of the proposed pool construction including design features of the infinity system and as may be planned for safety of pool use. The intent is for the plans to fully clarify the scope of pool improvements relative to the aesthetic conditions of the project.
  6. A final detailed exterior lighting plan shall be provided.

The above action was taken with the understanding that the revised landscape plan would be presented to the WASC for review and approval prior to the time it is filed with the town for final review and approval by a designated ASCC member.

#### **Architectural Review for residential Redevelopment, 102 Russell Avenue, Ford**

Vlasic reviewed the July 8, 2004 staff report on this request. He advised that the current "applicant" Russell Ford no longer owns the property and, as a result, a new application must be completed that assigns application responsibility to the new owner. He added that efforts are underway to address this matter and, therefore, application review should be continued to the July 26 ASCC meeting. He clarified that the new owner apparently also wants to work with the architect who prepared the plans for Mr. Ford, but that all contractual arrangements have yet to be finalized.

Public comments were requested, but none offered. Thereafter, project review was continued to the July 26 ASCC meeting.

#### **Architectural Review for garage Conversion to carport, and house and deck additions and remodeling, 35 Quail, Portola Valley Ranch, Kaiser**

Vlasic presented the July 8, 2004 staff report on this proposal to convert the existing detached, flat roof garage to a carport and make a number of other changes to the existing residence on the subject Portola Valley Ranch parcel. He reviewed the staff report comments on the changes, the July 2, 2004 Ranch design committee approval letter and the following project plans prepared by architect Richard Morrison and revised through June 23, 2004:

Sheet A1.0, Existing and Proposed Upper Floor Plan  
Sheet A 1.1, Existing and Proposed Lower Floor Plan

Sheet A1.2, Existing and Proposed Exterior Elevations  
Sheet A1.3, Existing and Proposed Exterior Elevations and Railing Design

Vlasic noted that since the staff report was prepared, he discussed the report comments with Ken Agle, representative of the applicant, and representatives of the Ranch Design committee. Based on these discussions, Vlasic offered the following clarifications:

- The Ranch approval allows for the required landscaping plan to be developed and submitted later in the construction process, after issuance of a building permit and the start of construction. Vlasic noted that while the ASCC typically requires landscape plans to be prepared prior to issuance of a building permit, with the authority of the Ranch PUD in place, a later time for the submittal that is consistent with the Ranch approval, should be acceptable.
- The Ranch design committee encourages the use of motion sensors or timers to ensure that exterior lighting will only be on when needed and not "all night long." The committee is now aware of the town and ASCC concerns and will draft guidelines for use of timers and sensors that, hopefully, the ASCC would favorably consider for use at the Ranch.
- The Ranch design committee will modify its provisions to ensure they conform to the town's prohibition of lighting in trees.
- If the applicant chooses to modify the entry walkway alignment, as suggested in the July 8 staff report to deal with the tree branch "hazard," such modification could be completed within the scope of the current Ranch design committee approval.

Ms. Kaiser and Ken Agle presented their proposal to the ASCC and offered options to address the lighting and tree branch "hazard" issues reviewed in the staff report. It was suggested that a light could be mounted on the converted carport to shine on the tree branch and, therefore, avoid placing a light in the tree. ASCC members did not support such an alternative due to potential for significant light spill.

Following discussion of options relative to lighting and the tree branch hazard, Breen moved, seconded by Gelpi and passed 3-0, approval of the proposed plans subject to the following conditions to be addressed to the satisfaction of a designated ASCC member, unless otherwise noted, prior to issuance of a building permit:

1. A landscaping plan shall be provided consistent with the Ranch design committee requirements. This plan shall be provided at the time landscaping is to be installed as called for in the Ranch condition of approval.
2. Prior to application of final house colors, the colors shall be specified including all wall and trim colors and the colors shall be consistent with the palette of colors approved by the ASCC for use at the Ranch.
3. The plans shall be modified to reduce the number of entry pathway and deck lights. Further, the plans shall be modified to eliminate the proposed motion sensor for light



control. The lights may, however, be controlled by a mechanical timer. Cut sheets shall be provided for all proposed exterior light fixtures.

4. The building permit plans shall clarify any adjustments made to address the tree branch "hazard" issue.

### **Staff Announcements**

Carol Borck announced that a workshop was scheduled for September 10, 2004 on "Reducing the Impact of Big Houses." She distributed information sheets on the workshop and noted it would take place at Hidden Villa in Los Altos Hills and was sponsored by Hidden Villa and the County of San Mateo Recycle Works. Carol advised that she would be attending and encouraged ASCC members to also consider attending the workshop.

### **Approval of Minutes**

Gelpi moved, seconded by Breen and passed 3-0, approval of the 6/21/04 meeting minutes as drafted,

### **July 26 Meeting Attendance**

Schilling advised that he might not be able to attend the July 26 meeting. He noted that he could not attend any afternoon field meeting; but possibly could make the regular evening meeting.

Vlasic noted that Chair Chase had also advised him she might not be able to attend the July 26 meeting.

### **Adjournment**

There being no further business, the meeting was adjourned at 9:30 p.m.

T. Vlasic