

Special Field Meeting, 165 Fawn Lane, Kloezeman, and
Regular Evening Meeting 765 Portola Road, Portola Valley, California

Chairperson Chase called the special field meeting to order at 4:00 p.m. at 165 Fawn Lane.

Roll Call:

ASCC: Breen, Chase, Gelpi, Schilling (Gelpi arrived at approximately 4:25 p.m.)

Absent: Eisberg

Town Staff: Deputy Town Planner Vlastic, Planning Technician Borck

Others present relative to the Kloezeman project:

Mary Jo Kloezeman, applicant

Margaret Wimmer, project designer

Architectural Review for residential additions and remodeling, 165 Fawn Lane, Kloezeman

Vlastic presented the October 7, 2004 staff report on this request. He explained that ASCC review was initiated on September 27, 2004 and, at that time, a number of concerns were identified and the 10/11 site meeting scheduled. Vlastic also advised that the proposed revised project plans were not received in time for full staff review prior to the site meeting. He then discussed the following revised plan package received 10/9/04, dated 10/8/04 and, unless otherwise noted, prepared by Margaret Wimmer, Design Consultant:

Sheet 1, Topographic Survey Plan, MacCloud and Associates

Sheet A-1, Site Plan

Sheet A-2, Lower Level (Basement) Floor Plan

Sheet A-3, First Floor Plan

Sheet A-4, Second Floor Plan

Sheet A-5, Roof Plan

Sheet A-6, Exterior (South & West) Elevations

Sheet A-6, Exterior (East and North) Elevations

Vlastic presented the following comments in terms of how the plan revisions address the issues raised at the 9/27 meeting and in the 9/23/04 staff report:

1. **Basement plan/floor area calculations.** The revised plans include the basement plan as sheet A-2 and this plan is unchanged from the earlier submittal. As noted in the staff report for the 9/27 meeting, 400 sf of the basement area is exempt from floor area limits. Thus, the total current proposed floor area would be 5,062 sf. This is within the corrected total floor area limit of 5,286 sf and would be 96% of the corrected limit. With the existing 12 ft.x12 ft. barn the total floor area on the site would be 5,206 sf. This is also within the total floor area limit. In any case, the ASCC still needs to make findings for the desired concentration of floor area as evaluated in the 9/23 staff report.
2. **Floor area changes from 9/27 meeting.** The previous plans proposed a total second floor addition of 1,593 sf. The current plans call for the second floor to be 1,716 sf or 123

sf larger than the previous plans. The originally proposed total floor area with basement exemptions and not counting the barn was 4,936 sf. With the new added second story space, the area is 5,062 sf (as noted above).

The changes include a larger master bedroom and stairway extension (to add detail on the front elevation). The master bedroom would extend two feet further to the west and the balcony would be two feet smaller, but the improvements would be within the footprint shown on the original plans. Further, the general appearance of the west end of the house would not change.

3. **Roof plan changes/upper level balcony over main entry.** The revised plans correct the form to the upper level balcony over the main entry. The earlier plans inconsistently indicated a curved form.
4. **Increased height.** The revised plans include a one-foot increase in proposed height of the new ridgelines. The original plans include heights above grade of 22.5 and 25 feet. The heights on the revised plans are 23.5 and 26 feet. Both still conform to the height limit and the overall maximum height is still under the 34 foot maximum.
5. **Architectural detailing.** The following changes were noted:
 - a. West elevation is essentially the same as the earlier plan. The doors to lower level have been slightly modified.
 - b. Front (South) elevation includes stairway extension and shutters added to windows to address the massing concerns raised at the last ASCC meeting. Also, some window forms have been modified; a trellis has been added to the front of the garage and landscape suggestions have been identified.
 - c. North (rear) elevation includes some window changes and shutter additions.
 - d. East elevation is essentially the same as the previous submittal.
6. **Lighting.** The same fixture is still proposed, but the number of planned fixture locations seems to have increased, particularly on the front elevation. Further, there is some inconsistency between the plan sheets in terms of the proposed fixture locations.

Mrs. Kloezeman and Margaret Wimmer offered the following comments and clarifications:

- The story poles reflect the added ridge height. The added height is based on a desire to have a nine-foot plate height for the ground/main floor level.
- An arborist report has been prepared and will be presented at the evening meeting. In response to a question, it was stated that the report likely does not address the condition of the oak trees located on the slopes between the garage and Fawn Lane.
- A Landscape plan for the front yard and area west of house will be prepared and submitted with the building permit application. The desire is to add more front yard screening. Also, the oaks in the rear deck area will be removed as will one pine at the

west end of the corral. This is in addition to the oak and pine to be removed at the front entry. It was noted that the proposed house extensions had been marked on the site to facilitate ASCC review.

- The pampas grass along Fawn Lane is either in the street right of way or partially on the neighbor's property. The desire is to remove it as recommended in the staff report.
- The colors board presented at the 9/27 meeting represents the general range of colors that are being considered, except for the roof tile. A more traditional terra cotta blend is desired. Further, the desire is to achieve a very rustic, aged appearance with the final finishes. Photo examples of the desired finishes were presented. Samples of a possible roof tile blend were also presented. It was noted that the tiles were from "Redland Clay" and were similar, but lighter in color than the "Old Hacienda Blend" identified in the manufacturer's product sheet. This blend is currently the preferred mix, but the "best" blend is still being evaluated and would likely be darker than the samples provided at the site meeting (i.e., closer to the Old Hacienda Blend, but perhaps not quite as dark as suggested by the product sheet).
- In addition to the roof clarifications, the following were noted relative to colors, materials and finishes:
 - Natural stained or painted wood would be used to achieve the desired finish for the trellises, eaves, and rafter extensions. The finish would be similar to the dark brown trim color shown on the colors board. As to the eaves, the desire is to have a dark wood finish on the exposed underside as shown in the photo examples. The specific design for this detail has yet to be worked out.
 - The proposed shutters would be painted in the "B" green color shown on the colors board, but the finish would have a rustic character.
 - Windows will be aluminum or vinyl clad in darker brown/bronze tones.
- It is possible that the bottlebrush along the frontage of the property may be removed and replaced with more native shrub materials, but this would be over a longer period of time. At this point, the bottlebrush will be preserved, at least through the construction process. If this plan changes or a decision to remove the bottlebrush is made, the town will be advised.
- It is possibly that the rear deck area will be somewhat larger than is shown on the current plans. This, however, will be clarified with the building permit plans.

ASCC members walked the site and viewed story poles from locations along Fawn Lane. Members concluded that the proposed design appeared generally acceptable and that the concentration of floor area was appropriate given site slope, tree and geologic conditions. The following reactions and comments were also offered:

- Chase advised she could not attend the evening meeting, but wanted to state her general support for the project. She noted that details still needed to be worked out relative to lighting, colors and materials, and landscaping.

- Breen expressed concern with the condition of the oaks between garage and Fawn lane. She noted they appear to be under stress or in poor condition and that the project arborist needs to evaluate them. It was also noted that other trees besides the oaks provide for screening, even if an oak was found to be diseased and had to be removed. It was requested, however, that any proposals for additional tree removal be clearly shown on a final landscape plans and screen planting additions provided to accommodate for tree removal.
- Schilling and others commented that the removal of two oaks in the rear deck was acceptable. Further, members agreed that one additional small oak on the east side, just to the east of the eastern most oak in the deck, could be removed to open light to the deck and allow for deck expansions. It was noted that this tree had a minimum canopy and a number of other trees were effective in screening distant views to and from the back of the house.
- The plan for exterior lighting needs to be revised. There should be fewer fixtures and a shielded fixture should be considered. Further, more use of indirect lighting should be considered.

Following the site inspection and sharing of the above reactions, all ASCC members agreed that project review should continue at the regular evening ASCC meeting.

Adjournment

There being no further business, the special site meeting was adjourned at 4:40 p.m. It was noted that the regular evening ASCC meeting would start at approximately 8:00 p.m. in the Historic School House at the town center.

Chairman Pro Tem Schilling called the regular evening meeting to order at 8:00 p.m.

Roll Call:

ASCC: Breen, Gelpi, Schilling

Absent: Chase, Eisberg

Planning Commission Liaison: Wengert

Town Council Liaison: Davis

Town Staff: Deputy Town Planner Vlastic, Planning Technician Borck

Oral Communications

Oral communications were requested but none were offered.

Request for Modification -- Architectural Review for new residence and Site Development Permit X9H-503, 390 Golden oak Drive, Howard Lau and Jackie Lai

Vlastic presented the October 7, 2004 staff report on this request for modification of plans approved in 2003 for the subject project. He noted that approved house construction is well underway and then reviewed the following plans showing minor modifications to the approved grading plan and adjustments to the approved landscape plan to conform to the desired grading changes:

Sheet L3.0, Landscape Planting Plan, Michael Harris Architecture, 10/5/04

Sheet C1, Grading and Drainage Plan (Cover Sheet), Giulini & Kull, Inc., 10/1/03

Sheet C2, Grading and Drainage Plan, Giulini & Kull, Inc. 8/2/04

Michael Harris, project architect presented the proposal to the ASCC and offered the following clarifications:

- Efforts to locate the screen trees on the neighboring property have not been successful because the neighbor desires that the subject applicants extend a water system to the trees and be responsible for tree maintenance. The applicants are concerned about assuming responsibility for the maintenance of someone else's property and the right to access that property. Further, they feel the neighbors should provide for any necessary tree irrigation, which should be minimal after the trees have established themselves at the site.
- The proposed low front yard retaining wall will be "corten" steel and not stone or concrete.
- The two 24" box oaks will likely be planted next year at the end of the construction process to ensure they are not damaged by construction operations. If, however, the neighbors had agreed to the planting on their property, the trees would have been installed sooner.

Public comments were requested. **Mrs. Hexter, 380 Golden Oak Drive** noted she was the neighbor in question relative to the screen oak tree planting. She confirmed that the planned oak variety was acceptable and that the trees were selected based on input from town conservation committee Chair Marge DeStabler. She also confirmed that she did not want to permit the planting on her property unless the applicant assumed responsibility for tree maintenance and watering.

In response to a question, Vlastic and Borck advised that the planting proposed in the right of way was shown on the original landscape plan and that any such planting could only take place with the granting of an encroachment permit by the public works director.

ASCC members discussed the request and found the plan modifications generally acceptable as proposed. Following discussion, Gelpi moved, seconded by Breen and passed 3-0 approval subject to the following conditions to be completed, unless otherwise noted, to the satisfaction of planning staff:

1. The plans shall be revised to clearly state that the front yard retaining walls will be constructed of "corten" steel. Further, the plans shall be revised to correctly show the wall alignment around the area where the two 24" box oaks are to be planted.
2. The two 24" box oaks shall be located on the subject property generally as shown on the plans. However, the planting shall be field adjusted to the satisfaction of a designated ASCC member in order to maximize the visual screening for the uphill neighbor at 380 Golden Oak Drive. The oaks shall be installed prior to house occupancy or town sign-off of the building permit.

Follow-up Review -- Architectural Review for house additions, 441 Minoca Road, Pham

Vlastic reviewed the October 7, 2004 staff report on this follow-up submittal. He noted that on November 10, 2003, the ASCC conditionally approved plans for the addition of 980 sf of new floor area to the existing 3,200 sf, two story house located on the subject 1.0 acre Minoca Road property. He then reviewed the following plans prepared by Phan Architecture and, unless otherwise noted, dated 2/24/04, and explained how they address the six approval conditions:

- Sheet A1, General Notes and Site Plan, 2/30/04
- Sheet A2, First Floor Plan – Existing & Demo
- Sheet A3, Second Floor Plan – Existing & Demo, 2/8/04
- Sheet A4, First Floor Plan – Modification
- Sheet A5, Second Floor Plan – Modification
- Sheet A6, Existing Side Elevations View and Demo
- Sheet A7, Existing Side Elevations View and Demo, 2/8/04
- Sheet A8, New Elevations
- Sheet A9, New Elevations
- Sheet A10, New Sections
- Sheet A11, Roof Plan
- Sheet A12, Details, Windows, Doors, Interior Finish Schedule
- Sheet M1, 1st Floor Lighting & Mechanical Plan, 9/21/04
- Sheet M2, 2nd Floor Lighting & Mechanical Plan, 9/21/04

Sheet P1, Tree Protection and Construction Staging Plan, 9/27/04

Also reviewed was the project architect's 9/28/04 "comments" document addressing the approval conditions. It was noted that this document includes the proposed light fixture specifications and cut sheets as well as siding, window and roofing details.

The applicant and project architect presented the following comments in response to issues raised in the staff report:

- A 10/11/04 memo was presented clarifying light fixture specifications, deck railing material, exterior house colors and roof color. In addition, a wall "mock-up" was presented to show the house color and railing finishes. Further, a sample of the proposed charcoal gray asphalt roofing material was presented consistent with the description contained in the 10/11/04 memo.
- The proposed exterior wall light fixture would contain a 35 watt high-pressure sodium bulb. In response to concerns expressed over this fixture, the applicant advised that he would be willing to select a shielded fixture with a more conventional, e.g., incandescent, light source.
- In response to a question, it was stated that there are no plans for new yard lighting.
- In response to a question, it was clarified that the ornamental "bonsai" trees and other mature landscaping next to the house would be wrapped and otherwise protected from impacts of the construction process.

Public comments were requested, but none offered.

Most ASCC comments centered on the lighting and construction staging plans. It was agreed that a shielded, downcast light, like the "wedge" shaped fixtures recently used in other, more contemporary projects in town should be considered. It was also agreed that additional construction staging details were needed.

After discussion, Breen moved, seconded by Gelpi and passed 3-0 approval of the follow-up submittal as clarified at the ASCC meeting subject to the following conditions to be addressed prior to issuance of a building permit:

1. An alternative exterior wall light fixture shall be specified to the satisfaction of a designated ASCC member.
2. A complete, detailed construction staging and vegetation protection plan shall be provided to the satisfaction of planning staff. Once approved, the plan shall be implemented, also to the satisfaction of planning staff.

Architectural Review for residential additions and remodeling, 165 Fawn Lane, Kloezeman

Vlasic presented the comments in the October 7, 2004 staff report on this request and reviewed the events of the afternoon site meeting on the project. (Refer to above site

meeting minutes, which include a list of the proposed project plans and materials.) Vlastic advised that at the conclusion of the site meeting ASCC members found the project generally appropriate, but did raise concerns over some details. He also noted that at the site meeting Chair Chase had stated her conditional support for the revised plans, but advised she could not attend the evening ASCC meeting.

Mr. Kloezeman and project designer Margaret Wimmer were present to discuss their proposal with ASCC members. In response to discussion at the site meeting, the following additional comments and clarifications were offered:

- A 10/8/04 report from "Treescape" was submitted. It was noted that while this report evaluated a number of site trees, and offered tree protection and preservation guidelines, it did not consider the condition of the oaks on the slopes between the garage and Fawn Lane. Wimmer stated that she discussed these with the project arborist and it was agreed he would review them and, as determined necessary, offer recommendations for action to be taken to ensure long-term tree health.
- All front yard trees, beside the oak and pine that will be removed will be protected from construction impacts. These trees are very important to the project and front yard landscaping.
- The lighting plan will be revised to address ASCC concerns. It is possible that some pathway lights will be added and alternative wall fixtures selected. It is possible that the proposed carriage fixture could be fitted with an amber glass. Such glass might resolve the light spill concerns identified in the staff report and by ASCC members. It is also possible that some lights will be added along the entry to the garage. The desire is to have some light directed to the asphalt driveway in the front yard as this is the only place that has level play space for the applicants children.
- The project septic system consultant has completed a detailed evaluation of site conditions and the existing septic system. He is satisfied that the site can accommodate the expanded house, but some modifications to the existing system will be needed. A formal request for the new project has not yet been submitted to the County Health Department, but it is understood that this will be needed before any building permit plan could be approved.
- If the asphalt driveway needs to be replaced or resurfaced, it would be to the same limits as the existing driveway and also with an asphalt surface.

Public comments were requested, but none were offered.

Following discussion, Gelpi moved, seconded by Breen and passed 3-0, to make the findings to allow the proposed concentration of floor area, as evaluated in the September 23 staff report and at the afternoon site meeting, and to approve the revised project plans subject to clarifications offered by the applicant and the conditions listed below. The action was taken with the understanding the conditions would be addressed, unless otherwise noted, to the satisfaction of a designated ASCC member prior to issuance of a building permit:

1. A landscaping plan shall be prepared for the front yard area and the area to the west of the house. The plan shall be consistent with town landscape guidelines. Further, if there is to be a plan for removal of bottlebrush, it shall be a phased plan that ensures the bottlebrush remains in place and is protected during the construction process. In addition, the final landscape plan shall clearly define all trees to be removed.
2. An arborist report shall be provided that evaluates the condition of the oaks on the slopes between the garage and Fawn Lane. As determined necessary, the report shall identify measures to be taken to ensure long-term tree health. If it is determined that a tree is diseased and may have to be removed, the landscape plan shall address replacement screen planting.
3. A final colors and materials board shall be provided that is consistent with the clarifications provided by the project designer at the site meeting. If necessary, a final selection for the exterior stucco surface finish may be delayed until just prior to installation of the final stucco coat. Samples shall be placed on the house and reviewed and approved by a designated ASCC member prior to installation of the final wall finish.
4. A revised lighting plan shall be provided that addresses the concerns raised in the 9/23/04 staff report and discussed at the site meeting. The final plan shall be consistent with town lighting plans and regulations. Specifically, the number of proposed house wall fixtures should be reduced from that shown on the current plans, and more consideration should be given to indirect light sources, e.g., recessed eave mounted lights.
5. A detailed tree protection and construction staging plan shall be provided and once approved implemented to the satisfaction of planning staff.
6. The pampas grass located along the parcel frontage shall be removed prior to the start of construction.

In completing the above action, ASCC members agreed that the rear deck could be somewhat larger than shown on the revised plans, but understood that there would be some concern over potential for excess shading of the lower level windows and access door located below the deck area.

Approval of Minutes

Breen moved, seconded by Gelpi and passed 3-0, approval of the 9/27/04 meeting minutes with the following correction to the last sentence in the partial paragraph on the top of page 2, change "needs" to "need."

Adjournment

There being no further business, the meeting was adjourned at 9:07 p.m.

T. Vlasic