

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

Roll Call:

ASCC: Breen, Clark, Koch, Ross

Absent: Harrell

Planning Commission Liaison: Judith Hasko

Town Council Liaison: None

Town Staff: Assistant Planner Borck, Interim Town Planner Kristiansson

Oral Communications

Oral communications were requested, but none were offered.

Architectural Review for Addition to Detached Guest House, 130 Golden Oak Drive, Rosenthal/Carroll

Kristiansson presented the staff report on this proposed second story addition to an approved guest house at this 1.8 acre Alpine Hills property. She noted that the ASCC in September 2013 had approved a home addition and remodeling project for this property which included an expansion to the front of the existing guest house. The proposed second story addition would bring the total area of the guest house to 741 square feet and would not require any additional grading. The project would include a new bridge from the staircase landing to the second floor of the guest house, as well as two new lighting fixtures, one at the second floor entry door and one on the lower level on the east elevation. These fixtures are located towards the interior of the property and should not have impacts off of the property. The plan also proposed three new pendant lights to be hung from the oak trees that will be surrounded by the deck; these are inconsistent with Town regulations and will need to be removed. Kristiansson further noted that the applicant was asked for clarification about the trees located near the guest house addition, because these appear to be very close to the story poles. The arborist had noted that the trees were in good to fair condition and would not be impacted by the project.

ASCC members considered the staff report and the following project plans and supplemental materials:

Plans dated 5/20/14 and prepared by Malcolm Davis Architecture unless otherwise noted (Note that sheets highlighted in gray were provided for reference only and did not show any changes from what was previous approved):

Sheet A0.0, Cover Sheet

Sheet A0.1, Green Point Checklist

Sheet A0.2, Existing/Demolition Site Plan

Sheet A0.3, New Site Plan

Sheet A0.12, Tree Protection Plan, 2/14/14

Sheet A0.13, Arborist Report, 2/14/14

Sheet A0.14, Construction Staging Plan, 2/14/14

Sheet C-1.0, Title Sheet, Lea & Braze Engineering, 12/19/13
 Sheet C-2.0, Overall Site Plan, Lea & Braze Engineering, 12/19/13
 Sheet C-2.1, Grading & Drainage Plan, Lea & Braze Engineering, 12/19/13
 Sheet C-2.2, Grading & Drainage Plan, Lea & Braze Engineering, 12/19/13
 Sheet C-3.0, Driveway Profile, Lea & Braze Engineering, 12/19/13
 Sheet C-4.0, Details, Lea & Braze Engineering, 12/19/13
 Sheet C-4.1, Details, Lea & Braze Engineering, 12/19/13
 Sheet C-5.0, Grading Specifications, Lea & Braze Engineering, 12/19/13
 Sheet ER-1, Erosion Control Plan, Lea & Braze Engineering, 12/19/13
 Sheet ER-2, Erosion Control Details, Lea & Braze Engineering, 12/19/13
 Sheet EX-1, Turning Exhibit, Lea & Braze Engineering, 8/27/13
 Sheet SU-1, Topographic Survey, Lea & Braze Engineering, 2/12/13
 Sheet A-1.1, Existing/Demolition Floor Plans, Guest House First Floor
 Sheet A-1.2, Existing/Demolition Floor Plans, Second Floor and Roof Plan
 Sheet A-1.3, Existing and Demolished Exterior Elevations, Guest House
 Sheet A-2.1, Proposed Floor Plans, Guest House First Floor
 Sheet A-2.2, Proposed Floor Plans, Guest House First Floor (*note that this sheet actually shows the second floor and roof plans*)
 Sheet A-2.3, Proposed Exterior Elevations, Guest House
 Sheet EMP-2.0, Outdoor Lighting Plan
 Sheet L1.1, Layout and Materials Plan, R.S. McDannell, 2/14/14
 Sheet L2.1, Planting Plan, R.S. McDannell, 2/14/14
 Sheet L2.2, Planting Plan, R.S. McDannell, 2/14/14
 Sheet L7.1, Landscape Details, R.S. McDannell, 2/14/14

Supplemental materials:

- GreenPoint Rated Existing Home Checklist, received 5/20/14
- Outdoor water use efficiency checklist, dated 5/20/14, prepared by Pat Blackburn (attached)
- Tree Survey by Urban Tree Management, dated June 25, 2013 (attached)
- ASCC Materials Boards, from Malcolm Davis Architecture, received 5/20/14 (not attached; will be available at the July 28 meeting)
- Cut sheet for the Ring Mount Delta Star, received May 20, 2014
- Cut sheet for the Vintage Barn Sconce Weathered Rust from Restoration Hardware, received 5/20/14

Michael Davis and Pat Blackburn, architects, and Kat Carroll and Alison Rosenthal, applicants, were present to discuss the project. Mr. Davis noted that they would be happy to remove the lights in the trees. He shared some pictures to indicate that the project would be well-shielded from neighbors.

In response to a question from Breen, Mr. Davis clarified that the Douglas fir trees shown on the plans had been previously approved.

Clark asked whether the plans had been shared with neighbors and was told that they had done so.

Public comments were then requested.

Ann Kearney, 120 Golden Oak, said that she was concerned about the trees adjacent to the proposed second unit which screen it from her property. She noted that the some tree trimming had been needed even to get the story poles up and wondered if the trees would survive

The project architect shared photographs of the story poles and nearby trees and said that the project arborist had considered the trees and did not think the project would cause problems for the trees. The Commission viewed the photographs and discussed the trees and potential tree protection measures.

Commissioners then discussed the project and expressed general support.

Breen moved to approve the project with the following conditions:

1. Prior to building permit issuance, an arborist shall examine the area around the foundation for the second unit addition and determine any measures needed to protect nearby trees, including hand-digging. These measures shall be incorporated into the project.
2. The sconce lights on the guest house shall be separately and manually switched.
3. The pendant lights to be mounted in the trees as shown on Sheet EMP2.0 shall be removed, and there shall be no lighting in trees.

Ross seconded the motion, and it passed 4-0.

Architectural Review for Residential Additions and Remodeling, New Swimming Pool, New Entry Gate, and Site Development Permit X9H-677, 410 Cervantes Road, Kamran

Borck presented the July 28, 2014 staff report on this proposal for approval of plans for a 543 sf addition and remodeling to the existing single-story residence, new swimming pool, new entry gate, and site grading on the subject one acre Arrowhead Meadows subdivision property. She advised that the project met all setback, height, and floor area limits. She explained that the proposed 888 cubic yards of grading was primarily fill associated with raising the elevation of the driveway and creating the new pool and landscaped area in the rear yard. She noted that all members of the site development committee had reviewed the plans and that no significant issues had been raised. She noted that the proposed exterior light fixtures were in general compliance with Town guidelines, but that the proposed number of fixtures on the house and at the entry steps could be reduced and still provide adequate lighting in these areas. Additionally, she advised that 9 skylights and new clerestory windows at the southern elevation were proposed.

ASCC members considered the staff report and the following project plans:

Architectural Plans by Jonathan Rachman Design, dated 5/12/14:

- Sheet T-1, Project Info
- Sheet A-1.0, Site Plan
- Sheet A-1.1, Main House Demolition Plan
- Sheet A-1.2, Main House Existing Roof Plan
- Sheet A-1.3, Main House Proposed Floor Plan
- Sheet A-1.4, Main House Proposed Roof Plan

Sheet A-2.0, Existing Exterior Elevations
Sheet A-2.1, Proposed Exterior Elevations
Sheet A-2.2, Proposed Exterior Elevations
Sheet A-2.3, Proposed Exterior Elevations
Sheet A-6.0, Door Schedule
Sheet A-6.1, Window Schedule

Landscape Plans by Bob Cleaver, dated 5/13/14

Sheet L-1, Site Preparation
Sheet L-2, Landscape Plan
Sheet L-3, Layout Lighting Plan/Details
Sheet G-1, Grading Study

Civil Plans by Precision Engineering, dated 6/16/14

Sheet C-0, Title Sheet
Sheet C-1, Grading Plan
Sheet C-2, Utility Plan

Topographic Survey Plan by B&H Surveying, dated 11/13

In addition to the plans, the project submittal included the following information:

- Outdoor Water Efficiency Checklist, dated 5/13/14
- Water Budget Calculations, dated 5/13/14
- Completed Build It Green Checklist, received 5/13/14 with 50 points proposed
- Exterior lighting cut sheets, received 5/13/14
- Colors/Materials Board, received 5/13/14

Benjamin McGriff, project architect; Bob Cleaver, project landscape architect; and Linda Kamran, applicant, were present to discuss the project with ASCC members. Ms. Kamran stated that she was excited to be in Portola Valley and had shared the plans with her neighbors. Mr. McGriff thanked Borck for her assistance with the review process. He stated that the proposal was a modernization to the Ranch style home and the site. Mr. Cleaver explained that the approach to the project was to keep activity areas to the rear of the property. He summarized the landscape layout scheme and stated that the grading would provide better continuity between the house, the driveway, and activity area.

In response to questions, the project team advised that:

- All birch trees are to be removed.
- The proposed light on the entry gate column is to illuminate the address numbers for fire safety.
- The quantity of proposed exterior lighting on the house could be reviewed and reduced.
- Lighting in the great room would consist of recessed down lights, and the existing vegetation in the front yard of the property would contribute to reducing potential light-spill off-site.

Ross noted that the front deck/spa area would likely be primarily a nighttime use area and that in general, only one or two lights may be necessary. He inquired whether switching options and

lighting controls had been considered. Mr. McGriff confirmed that lighting controls with various switching options will be installed for lights in this area. Mr. Cleaver stated that the intent was to create a glowing effect with the lighting, rather than spotlighting the area.

In response to questions concerning the existing trees, Mr. Cleaver clarified that the pines, oleander, and some privets were on neighboring properties, and that the camphor trees on the subject property were to be preserved. Breen inquired if the existing "wetland" at the rear of the property "contributed to a swale" or other feature. Mr. Cleaver advised that the proposed grading plan will continue to allow for the flow of water at the back of the property and maintains a natural feel and flow to the topography. Breen asked Borck if the amount of proposed lawn was in compliance with Town regulations. Borck advised that because the proposed species were not identified as irrigated mowed lawn, that they were acceptable. Mr. Cleaver clarified that he also provided water budget calculations, as allowed for under Town ordinance, that illustrated compliance with Town regulations.

Public comments were then requested.

Ed Kovachy, 65 Sioux Way, expressed concern over potential light-spill from the pool and rear yard area. He stated that it is important to him to not see the pool lights and that lighting in the activity area be minimized as much as possible.

Brian Cairney, 415 Cervantes Road, stated that he supported the proposed plans and was pleased that no new redwoods were proposed on the planting plan.

Clark requested that the project team respond to Mr. Kovachy's comments.

Mr. Cleaver noted that the pool is replacing the existing stable that is equipped with lighting, as well as a wood shed, and therefore, the area will be less developed. He stated that there are two proposed pool light fixtures of 250 watts each. He advised that the pool lights could be moved to face east and west, rather than north towards the neighbor. Mr. Kovachy said that this sounded acceptable and asked if a hedge would be planted along the rear property line. Mr. Cleaver indicated that the existing fencing would be replaced by six-foot high wood fencing that would provide some screening while still maintaining views to the meadow at 65 Sioux Way. He explained the fencing would have a random nature to the boards, and that more boards could be added to the design so it would be less transparent. He also offered that additional screening plants could be proposed. Clark stated that the proposed lighting should be reviewed and modified rather than proposing more planting.

Breen expressed her support of the project, including moving the pool lights to the east and west sides of the pool. She questioned the style of the rear fence design, pointing out that the nature of the existing pasture and the more contemporary design of the fence did not mesh. She stated that the entry gate style was appropriate and she preferred that no lighting be placed on the gate column. She noted that the existing detached garage had non-conforming flood-type lighting that would need to be removed. Breen asked about potential light-spill impacts from the proposed skylights to the neighbor at 65 Sioux. Mr. McGriff clarified the locations of the skylights and stated that lighting in all skylight areas would be from recessed can or downlight sconces. He stated there would be no lighting in the skylights.

Breen expressed concern over the extent of the proposed "Bolero Pro" lawn in regards to water usage, and encouraged the applicant to reduce the area of this grass. Regarding exterior

lighting on the home, she supported the proposed fixture, but stated that the number of proposed fixtures needed to be reduced.

Ross stated that the planting plan was too intensive and should be softened around the property lines. He supported more of a meadow type grass in the rear of the property and a reduction of lawn. He noted that it would be acceptable to not plant the grasses at the time of project final if drought conditions continue, and that those areas could be mulched until more favorable water conditions occur. Ross said the project team should orient lights away from the neighbor at 65 Sioux wherever possible, including placing the proposed lights on the south-facing wall along the path in the rear yard. He also requested consideration a reduction of proposed lighting at the deck/spa area. He stated that the gate column light was acceptable. Ross agreed with Breen that a more pastoral style fence would be appropriate along the rear property line that would be simpler in design and maintain transparency.

Koch said that a light on the gate column was not necessary, but that a light at the call box was acceptable. She stated that the rear fence design was beautiful, and while she did not support a hedge, she did support additional screen plantings. She also thought that one pool light might work. Koch stated that there were too many step lights at the front entry, and they should be reduced. She supported one light on the attached garage. Koch asked for clarification on the proposed exterior lighting on the southeast side of the home. Mr. McGriff clarified that the lighting was for entry to a bathroom/mud room and the boys' study. Koch stated that lighting should be provided as required by building code, and that the 11 lights proposed in the deck/spa area needed to be reduced. She also supported reduction of proposed lawn area.

Terri Kerwin, 415 Cervantes Road, expressed concern over construction parking and staging and ensuring that the trail is kept open during construction. Clark noted that the staging plan was a proposed condition of ASCC approval.

Ross commented that the attached garage has two proposed light fixtures on the north elevation that should be placed on a timer to ensure shut off.

Breen stated that the proposed rear fencing was a shared relationship with 65 Sioux and that the applicant should discuss the proposed design with the neighbor. Clark requested that the revised lighting plan also be shared with the neighbor prior to submission to the Town. Ms. Kamran clarified that she did send out invitations to 20 neighbors for her open house and was sorry that Mr. Kovachy did not receive his.

Following discussion, Ross moved, seconded by Clark and passed (4-0) to approve the project with the following conditions:

1. A sample of proposed integral color "cobblestone" paving shall be submitted to the satisfaction of Planning staff prior to building permit issuance.
2. The exterior lighting plan shall be modified to reduce the number of lights on the house and at the entry step. Pool lights shall be oriented on the east and west pool walls. Wall lights on the low walls along the rear yard path shall be placed on the south-facing wall. In general, lights shall be oriented so that minimal lighting is facing north. The revised lighting plan shall first be shared with the neighbor at 65 Sioux, and once both neighbors are in agreement with the plan, the plan shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance.

3. There shall be no lights installed within the skylights or clerestories, and all lighting installed beneath the skylights or clerestories shall be downward-directed.
4. The site and landscape plans shall be modified to remove the proposed concrete path from the public right-of-way.
5. The landscape plan shall be modified to reduce the amount of proposed lawn and include additional proposed Cercis trees for screening of the pool area. The revised landscape plan shall be first shared with the neighbor at 65 Sioux, and once both neighbors are in agreement with the plan, the plan shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance.
6. The design of the fencing proposed along the rear property line shall be reconsidered and redesigned to better fit the pastoral area. The redesigned fence shall be first shared with the neighbor at 65 Sioux, and once both neighbors are in agreement with the design, the design details shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance.
7. The plans shall be modified to eliminate the proposed screening walls from setback areas.
8. A construction staging and tree protection plan shall be submitted to the satisfaction of Planning staff prior to building permit issuance.
9. Compliance with conditions set forth in the July 10, 2014 memo from the Public Works Director.
10. Compliance with conditions set forth in the July 7, 2014 letter from the Town Geologist (Cotton, Shires, and Associates).
11. Compliance with conditions set forth in the July 14, 2014 memo from Woodside Fire Protection District.

Architectural Review for New Garage and Residential Addition, 62 Santa Maria Avenue, Saii

Borck presented the July 28, 2014 staff report on this proposal for approval of plans for a 1,350 sf addition to the existing single-level residence on the subject .2-acre Woodside Highlands subdivision property. She explained that the property did not currently have any covered parking and that the proposal included a new two-car garage with upper level residential addition.

She stated that the proposed additions complied with all height, setback, and floor area limits. She advised that the new entry stairs would encroach a maximum distance of two feet into the front yard setback area and were in compliance with Town regulations. She also noted that the existing oak located to the right of the driveway should be evaluated by an arborist with recommendations provided for trimming, maintenance, and protection during construction.

ASCC members considered the staff report and the following project plans:

Architectural Plans by Kian Consulting Engineers, dated 3/20/14:

Sheet A-1.0, Cover Sheet

Sheet A-1.1, Existing Site Plan

Sheet A-1.2, Proposed Site Plan

Sheet A-2.1, Existing Floor Plan

Sheet A-3.1, Proposed First Floor Plan

Sheet A-3.2, Proposed Second Floor Plan

Sheet A-4.1, Existing and Proposed Front Elevations

Sheet A-4.2, Side and Rear Elevations

Sheet A-4.3 Building Section

In addition to the plans, the project submittal included the following information:

- Exterior lighting fixture cut sheets, received 7/14/14
- Colors and materials images of existing home, received 7/3/14
- Completed Build It Green Checklist with 49 points proposed, received 7/14/14

Koosha Saii, applicant, was present to discuss the project with ASCC members. He explained that the need to relocate the existing septic tank/system led to the development of plans for the garage to further improve the property.

Breen commented that the proposed exterior light fixture did not fit the style of the house.

In response to questions, Mr. Saii stated that:

- He had not considered a carport instead of a garage; he wanted the space enclosed.
- The garage door will be wood painted to match the existing dark brown siding of the house.
- He will find an alternate light fixture that is more fitting for the cottage style house.

Public comments were then requested, but none were offered.

Breen stated that she felt the continued use of the white trim and windows was acceptable.

Clark inquired if the existing ivy was being removed. Mr. Saii indicated that he has removed it all from the site, and that it continues to grow into his yard from neighboring properties.

Ross and Koch suggested that an exterior light may be needed at the front elevation of the garage.

Following discussion, Breen moved, seconded by Ross and passed (4-0) to approve the project with the following conditions:

1. The proposed light at the balcony shall be eliminated, and a new light may be proposed for the front elevation of the garage. The revised exterior lighting plans and cut sheets for the new proposed exterior light fixture shall be submitted to the satisfaction of Planning staff prior to building permit issuance.
2. All existing flood-type lighting shall be removed prior to final inspections.

3. An arborist shall be consulted to evaluate the existing oak on the right side of the driveway. The arborist shall provide a report that makes recommendations for tree trimming, maintenance, and protection during construction.
4. A detailed construction staging and tree protection plan shall be submitted to the satisfaction of Planning staff prior to building permit issuance.

Commission and Staff Reports

Kristiansson provided updates on several items:

- The site visit to 1260 Westridge with subcommittees of the ASCC and Conservation Committee took place on July 18 and had provided feedback that more redwood trees needed to be removed. She noted that the applicant intended to provide revised plans to the Town, and this was being tentatively set for consideration at the ASCC's August 25 meeting.
- The quarterly report from 5050 Alpine Road had been received, and they anticipate moving forward with a proposal for a number of site improvements.
- The August 11 ASCC meeting will be cancelled.
- The Town Attorney provided information that when Commissioners recuse themselves from an item, they should leave the meeting room unless they wish to speak on the item due to personal interests.

Koch advised that trial "No Parking" signs are up on Portola Road at Windy Hill. These are brown and shorter than the standard no parking signs. She also noted that she assisted in the selection of new trash cans for Town Center.

Breen advised that she had conducted follow-up review of the Benedictine Square landscape and lighting plans, and she approved additional lighting as part of that process.

Ross said that he had reviewed and approved a request for five additional skylights for the project at 45 Prado.

Minutes Ross moved and Breen seconded to approve the 7/14/14 minutes. The motion passed (3-0-1).

Adjournment

There being no further business, the meeting was adjourned at 9:15 p.m.