

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: Denise Gilbert

Town Council Liaison: John Richards

Town Staff: Planning Director Debbie Pedro, Assistant Planner Carol Borck

Planning Director Pedro called the roll.

Oral Communications

None

4a. Architectural Review for Electrification of Existing Entry Gate, 33 Grove Drive, Lands of Jernick, File #: 36-2014

Koch advised that the project was continued to a date uncertain at the request of the applicant.

4b. Continuing Review, Architectural Review for New Residence, Detached Garage, Shed, and Pool, 110 Shawnee Pass, Lands of Wookey, File #: 37-2014

Borck presented the October 27, 2014 staff report on this continuing review of plans for residential development of the subject 1.03-acre property. She noted that, overall, preliminary comments offered at the conclusion of the October 13th meeting were generally positive, but a number of comments were offered concerning the front yard landscaping plan and the existing chain link fencing along the rear property line.

Borck summarized the plan modifications that included:

- Shifting the home eight feet away from the northern property line;
- Reducing the breezeway/carport area to a small garden area, which would eliminate the two additional guest parking spaces;
- Lowering the height of the ridge line at the breezeway from approximately 17 feet to approximately 14 feet;
- Creating a buffer of native plants between the front yard lavender and the street;
- Notation that the existing oleanders along the northern property line will be phased out.

She noted that the proposed landscape plan was conceptual, and that a final, detailed planting plan would need to be submitted with the building permit application. Borck stated that the conceptual plan did not respond to the ASCC direction provided at the preliminary meeting to modify the existing chain link fence at the rear property line. She advised that the architect's transmittal explained the applicant's desire to retain the existing chain link fencing. Borck stated

that the ASCC did have the option under Town ordinance to require modifications to the fencing as the site is undergoing a substantial project.

Carter Warr, project architect, was present to discuss the project with ASCC members. He stated that he took no exception to the recommended conditions of approval in the staff report with the exception of #4, regarding height corrections to the existing chain link fencing along the rear property line. Mr. Warr presented photographs of the fencing, including the wire extensions and the relation of the fence to the existing grapevines. He noted that much of the fencing did not exceed six feet in height, and that it was not visible from anywhere else on the property. He explained that the green post extensions could be removed, but that complete removal of the fence and replacement with a six foot wood fence would be much more visible to both neighbors. He advised that the rear neighbor had commented that he did not have any issues with the existing chain link fencing.

In response to questions, Mr. Warr clarified that:

- There was no intention to remove any of the landscaping at the chain link fence.
- The vegetable garden fencing would be wood and wire.
- The shed would be finished in the same colors and materials as the house.

Public comments were then requested, and none were offered. ASCC members then discussed the proposal.

Commissioners were generally supportive of the project and agreed that the chain link fencing along the rear property line could remain in place as long as both neighbors were in agreement. They concurred that the green post extensions should be removed and that the fence conform to the six foot height limit. Additionally, commissioners supported the phased removal of the oleanders along the northern side property line with the condition that the landscaping plan include a five-year plan to completely eliminate them.

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

1. The proposed site plan shall be modified to show that the first twenty feet of driveway measured from the edge of pavement of the existing street or road shall be paved with asphalt or concrete.
2. The applicant shall submit cut sheets or samples for the proposed patio and driveway paving for review and approval by the Planning Director prior to building permit issuance.
3. A final, detailed planting plan addressing the issues set forth in the October 27, 2014 staff report shall be submitted for review and approval by a designated ASCC member prior to building permit issuance. The plan shall also provide for a five-year phasing out schedule of the oleanders along the northern side property line.
4. The green post extensions on the rear property line chain link fence shall be removed prior to building permit final inspections so that the fence conforms to the six-foot maximum height limit.
5. Elevation details for new fencing at the garden, rear of the breezeway, side of the garage, northern side of the house, and connecting from the existing front yard fencing

to the southern corner of the new home shall be submitted for review and approval by a designated ASCC member prior to building permit issuance.

6. A construction staging and tree protection plan shall be submitted for review and approval by the Planning Director prior to building permit issuance.

5a. Architectural Review for Garage Remodel, 6 Stonegate Road, Lands of Heron, File #: 38-2014

Borck presented the October 27, 2014 staff report for this proposal for approval of plans for remodeling of an existing garage on the subject 1-acre property located along the Portola Road corridor. She stated that the existing garage was built under permit in 1971 and was set back 20 feet from the side property line parallel to Portola Road. She advised that for parcels located within this one-acre zoning district and having a side or rear property line contiguous with Portola Road, Town ordinance states that an accessory structure may come within 25 feet of the Portola Road right-of-way if the ASCC finds that the structure cannot be seen from Portola Road or that existing and/or proposed plantings will largely obscure the structure. She said that if the garage were to be constructed today, it would need to be set back at least five feet further from the Portola Road corridor with ASCC approval.

Borck advised that the project proposed to match the existing colors and materials of the existing residence, and that white windows with particularly wide frames and pane dividers were installed in the house as part of a 1998 ASCC-approved project. She stated that the ASCC would need to determine if the use of white windows on the garage is acceptable or if a darker color that conforms to the Town's 50% LRV requirement would need to be selected. She noted that the structure is well-screened by existing fencing and trees along the Portola Road corridor, and that although the brighter stucco finish would be more visible than the existing dark wood siding, the much needed update would bring the garage into a more similar character to the existing home. She stated that although the garage is visible from Portola Road, it appeared that the ASCC could make the finding that the existing planting and fencing largely obscure the structure, and that the structure may remain in its current location.

Elaine Heron, applicant, and Margaret Wimmer, project architect, were present to discuss the project with ASCC members. Ms. Wimmer summarized the background of the garage design and the need for repairs and remodeling of the structure. She provided a photo exhibit of the property as viewed from the Portola Road corridor to illustrate the effectiveness of the existing vegetation and fencing in screening views to the structure.

In response to a question, Ms. Wimmer stated that two lights would be adequate for the front elevation of the garage.

Clark suggested that the window facing Portola Road have a framing and trim color that complies with the Town's light reflectivity guidelines.

Koch supported two lights at the front elevation of the garage and questioned whether the proposed sconce at the rear garage elevation was necessary as there was no door at that location. Ms. Wimmer indicated that this light could be eliminated from the plans.

Public comments were then requested, and none were offered. ASCC members then briefly discussed the proposal.

Commissioners expressed general support for the project and agreed that:

- The finding per Section 18.58.020 D3a of the Portola Valley Municipal Code could be made, and that the existing structure may remain in its current location.
- The window facing Portola Road should have framing and trim that comply with Town's 50% color light reflectivity guideline.
- The proposed sconce at the rear elevation of the garage should be eliminated.

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

1. The cut sheet for the proposed exterior sconce light shall be submitted to the satisfaction of the Planning Director prior to building permit issuance.
2. A construction staging and tree protection plan shall be submitted to the satisfaction of the Planning Director prior to building permit issuance.
3. The exterior lighting plan shall be modified to: 1) eliminate one light from the front elevation of the garage; and 2) eliminate the one light proposed at the rear elevation of the garage.
4. The framing and trim for the window facing Portola Road shall comply with the Town's 50% color light reflectivity guidelines, and the other two windows on the structure may have white framing and trim. A sample of the proposed color for the window facing Portola Road shall be submitted to the satisfaction of the Planning Director prior to building permit issuance.

5b. Architectural Review for New Barn, Arena Expansion, and Site Development Permit X9H-682, 15 Los Charros Lane, Lands of Sabel, File #: 41-2014

Borck presented the October 27, 2014 staff report for this proposal for approval of plans for a new 478 square foot barn with attached 560 square foot covered tack up area and a site development permit for riding arena expansion on the subject 1-acre property. She stated that the existing barn would be demolished, and the existing arena would be expanded from approximately 1,300 square feet to approximately 2,700 square feet. She advised that the plans called for 288 cubic yards of grading, including 110 cubic yards of fill for the allan block walls at the arena and 178 cubic yards of fill to be used as backfill at the barn retaining wall and for leveling the arena. She stated that review comments received from the Public Works Director and Town Geologist raised no significant issues, and that it was expected that the pending reviews from Woodside Fire and San Mateo County Health would also include standard conditions of approval. Borck noted that no new landscaping was proposed, but that any proposed plantings for the arena's tiered walls would need to be specified with the building permit.

Tom Sabel, applicant, and Carter Warr, project architect, were present to discuss the project with ASCC members. Mr. Warr presented a color rendering of the proposed arena and barn to illustrate the goals of the arena expansion and the design scheme. He stated that it was the applicant's intention to install plantings at the arena walls for screening. He stressed that the off-site view impacts of the barn and arena were minimal.

In response to questions, Mr. Sabel clarified that:

- The neighboring property has a spring and drainage has been an issue for that property, but not for his.
- He has removed several pine trees from his property and has been relandscaping the property over time.
- He would like to keep the large pine tree on the uphill side of the new barn as it would provide shade for the horses.

In response to questions, Mr. Warr clarified that:

- The color rendering of the arena and barn was not to scale.
- He will be working with San Mateo County Health regarding any septic leachfield regulations.
- There is no lighting proposed at the stairs or path in the rear of the new barn.

Public comments were then requested, and none were offered. ASCC members then discussed the proposal.

Breen enthusiastically supported horsekeeping on the property. She advised that the arena walls should be landscaped. She expressed concern over the possible visibility of the bulbs in the proposed exterior light fixtures from off-site, and that perhaps a different fixture should be proposed. Mr. Warr advised that the fixtures could be fit with LED bulbs that have a solid bottom. He added that the proposed pendant fixture on the upper level deck could be eliminated, and that a step light installed in a post could be an alternate lighting solution for that location.

Breen also asked the applicant if there was any opportunity to open up views for his neighbors by removing additional pine trees. Mr. Sabel advised that his rear neighbor had previously removed trees for his view, and the other neighboring properties did not have views through his property. He added that he was still in the process of determining a timeline for future pine tree removal and landscape planting that would work with his budget.

Ross and Clark also supported an alternative exterior light fixture at the upper level deck and the use of a solid-base LED bulb on the proposed sconce at the main level.

Koch further supported the removal of pine trees to open up views for the property.

Following discussion, Clark moved, seconded by Ross, and passed (4-0) to approve the proposed plans and site development permit X9H-682 with the following conditions:

1. The color for the concrete retaining walls shall be specified to the satisfaction of a designated ASCC member prior to building permit issuance.
2. The site plan shall be modified so that the proposed barn complies with all setback regulations.
3. All arena fencing located within the 50-foot front setback shall be off-set one foot from the allan block retaining wall to the satisfaction of the Planning Director at the time of final inspections.

4. The location of the manure storage bin shall be specified on the site plan to the satisfaction of the Planning Director.
5. The proposed exterior pendant light at the barn's upper level deck shall be replaced with rail or post-type lighting. The revised lighting plan and fixture cut sheet shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance.
6. The proposed exterior sconce at the barn's lower level shall be fit with an LED bulb having a solid bottom. The revised lighting plan shall include this specification to the satisfaction of the Planning Director prior to building permit issuance.
7. A detailed construction staging and tree protection plan shall be submitted to the satisfaction of the Planning Director prior to building permit issuance. The tree protection plan shall include the recommendations of the project arborist report dated 7/29/14.
8. A detailed planting plan for the allan block retaining walls shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance.
9. Compliance with conditions set forth in the October 15, 2014 memo from the Public Works Director.
10. Compliance with conditions set forth in the October 20, 2014 letter from the Town Geologist (Cotton, Shires, and Associates).
11. Compliance with all conditions from pending reviews by Woodside Fire Protection District and San Mateo County Environmental Health.

Commission and Staff Reports

Pedro announced that there would be a joint ASCC/Planning Commission meeting at 4pm on 11/10/14 for new residence at 40 Antonio Court.

Breen reported that she had reviewed revised landscaping plans for 230 Shawnee Pass.

Clark reported that he had reviewed follow-up conditions for 229 Corte Madera.

Koch confirmed that the retirement dinner for Tom Vlasic is on 11/3/14.

Minutes

Breen moved, Ross seconded to approve the October 13, 2014 minutes as submitted. The motion passed 4-0.

Adjournment

The meeting was adjourned at 8:30 p.m.