

**Special Field Meeting 118 Solana Road, Avery, and
Regular Evening Meeting 765 Portola Road, Portola Valley, California**

The special field meeting was called to order at 4:00 p.m. at 118 Solana Road.

Roll Call:

ASCC: Chase, Gelpi, Schilling, Warr

Absent: Breen

Planning Commission Liaison: McIntosh

Town Staff: Deputy Town Planner Vlastic, Planning Manager Lambert

Others present relative to the Avery project:

Mr. and Mrs. Avery

Tom Taylor, project architect

Tom Klope, project landscape architect

Kent Mitchell, attorney representing the Averys

Gary Lencioni, project contractor

Joan Lazzara, 1080 Westridge Drive

Anthony Lazzara, 1080 Westridge Drive

Beverly Lipman, Westridge Architectural Supervising Committee (WASC)

George Andreini, WASC

Architectural Review -- Proposed Residential redevelopment of Westridge parcel and Site Development Permit X9H-536, 118 Solana Road, Avery

Vlastic briefly reviewed the May 19, 2005 staff report on this request. He referred to discussion at the April 25 and May 9 ASCC meetings, and advised that issues raised at the April 25 meeting were largely resolved with plan revisions considered on May 9. He added, however, that one issue remained having to do with the height of the proposed house and, in particular, the view impacts of this height on the neighbors at 1080 Westridge Drive. Vlastic stated that this issue is the focus of the site meeting and then reviewed the following revised plans prepared by Taylor Lombardo Architects to address the height concerns:

Sheet A3.1, Building Elevations

Sheet A3.1, Building Elevations

Also referred to was a May 18, 2005 letter from the applicants explaining the plan changes to achieve an overall lowering of height of two feet, and a May 18, 2005 letter from their attorney Kent Mitchell addressing the height and view impact matters.

After the brief presentation by staff all present proceeded to the west-facing patio on the Lazzarra property. **Mr. Lazzarra** referenced the story poles and expressed concern with the the revised plans. He asked that consideration be given to moving the two-story portion of the house further to the northwest so that he would not have an established view impacted by the project. He also reviewed the history with the former owner of the Avery property, noting that the previous owner had "topped" the redwood and pine trees to help preserve the views from the Lazzarra property.

The applicant and their design team members offered the following additional comments and clarifications:

- Overall, the height of the two story portion of the proposed house, as well as the living room and dining room areas have been lowered by two feet. It was noted, however, that by grading, all house heights would actually be at least one foot lower than the plans considered at the May 9 meeting. Reference was made to the story poles and the additional "green" meshing installed to describe the lower of height of the revised plans.
- The interior ceiling areas of the living and dining rooms will be flat. The ceilings will not extend up to the underside of the roof. The proposed roof height is largely to accommodate the porch area on the west side of the spaces.
- The desire is to not spread the house out over the site, thus a single story house is not desired. The plans confine new development to the footprint of existing development.
- Some of the chimney heights have been lowered with the lowering of the roof height.
- In response to a question, it was noted that the proposed wall mounted exterior light fixture would not have a glass top. It was noted that the fixture would be specified with an opaque, solid top.

Vlasic referenced the "view preservation" provisions of the town's design guidelines and pointed out that they do not require all views to be preserved, but call for maintenance of views to prominent scenic features. He noted that while the added height of the Avery house would restrict some views to the western hillside, the proposed house would be well below the ridgeline. He also noted that the project is well away from the view corridor to Windy Hill and Spring Ridge and these are recognized as prominent scenic features in the town.

Beverly Lipman concurred that the primary view from the property is to Windy Hill and that with some removal of more exotic vegetation on the Lazarra property, there would be full, unobstructed views to Windy Hill, Spring Ridge and much of the Western hillside.

Matt Avery recounted the design efforts he, his wife and his design team pursued to ensure minimum impacts of the project on the site and neighborhood. He noted that the Vetter project, immediately across Solana from his property, included a second story that would have some impacts on views from his property. He noted that while he had some concerns, he was pleased that the Vettters made efforts to limit the scope of the second story and overall heights.

ASCC members considered the revised plans and modified story pole information. They inspected the visual relationships between properties and considered the potential view impacts. Members acknowledged that the two-foot lowering of height was a significant improvement and wondered if an additional lowering of one foot was possible.

After discussion between members, the following ASCC reactions were also offered:

- The project's site planning is appropriate. Further, in general the location for the higher elements of the house are properly placed. The reduction in height allows for some views to the oaks that provide a backdrop to the proposed house.
- The proposed height does not impact views to the ridgeline of the Western hills, nor does it block significant views to the hills. The added height will, however, be visible from the Lazarra house. It is critical that the roof and siding color be much darker than currently proposed to minimize the potential views impacts.
- A plan for landscape screening on the side of the new house facing the Lazarra property is needed. This planting should include some taller trees immediately to the northeast of the two-story portion. In time such planting would grow to blend with the oak backdrop and screen views to the new house.
- If the one large pine to the east of the proposed house, i.e., along the east side of the driveway, were removed, the views from the Lazarra house would be dramatically "opened" even with the proposed new house. Further, removal the one redwood nearest the proposed house would also significantly open views from above.

Some ASCC members also suggested that additional efforts should be made to simplify the design of the proposed chimney caps.

The applicants and their design team consultants considered the ASCC reactions and Tom Taylor responded as follows:

1. The pine tree is nearing the end of its life and the applicants are willing to remove it as part of this project. Further, the applicants are willing to trim the redwood tree to open views, but want to preserve it to help screen views from the east to the house and because it is important to site landscaping.
2. The applicants are willing to enhance the landscape plan to provide for the additional screening along the northeast side of the proposed two-story addition.
3. The comments calling for darker roof and siding colors are agreeable to the applicants.
4. The applicant is willing to pursue simplifying the design of the proposed chimney caps.
5. The applicants do not wish to further lower the house. The concern is that the main view impact is associated with the two-story portion. The changes make this impact minimal, but further lowering would adversely affect the architecture, as there would be little if any distinction between the height of the small two-story area and the roof height over the living and dining room area.

At the conclusion of the field meeting, it was agreed that ASCC members would consider the data developed at the site and continue consideration of the project at the commission's regular evening meeting.

Adjournment

There being no further business, the site meeting was adjourned at 5:10 p.m.

Chair Chase called the meeting to order at 7:10 p.m.

Roll Call:

ASCC: Chase, Gelpi, Schilling, Warr
Absent: Breen
Town Council Liaison: Merk
Planning Commission Liaison: McIntosh
Town Staff: Deputy Town Planner Vlastic

Oral Communications

Oral communications were requested, but none were offered.

Presentation and Status Update -- Town Center Master Plan

Vlastic presented the May 19, 2005 staff report on the subject town center "update" presentation. He advised that the purpose of the presentation is to share current plans with the ASCC and receive input and comments that can be considered, as the plans are further refined for presentation of "final schematic designs" to the town council at a meeting now scheduled for June 22, 2005. He clarified that no action on the plans is being requested of the ASCC at this time but that members should offer comments and reactions and, if appropriate, a consensus opinion on the plans.

Town center project architects Susi Marzuola and Jim Goring presented their May 18, 2005 memorandum to the ASCC and reviewed the various plan sheets transmitted with the memorandum. They offered the following comments and clarifications:

- Recent site plan changes include reduction in the proposed lawn area, with more meadow area included in the design. The central pathway alignment has been "softened" and there is more of an open view across the soccer field with the modified location for the maintenance building.
- Other site plan changes include pulling the separate restroom building closer to the school house, and reduction in the scope and height of fencing, e.g., around the baseball field.
- The wall extensions on either side of the town plaza green have been kept to a maximum of 30" so that a railing will not be needed. The wall may be recycled concrete from the existing town center improvements or limestone. The planting areas around the town hall have been increased and extended into the redwood area.
- The proposed buildings have been lowered in height, e.g., the library building is now two feet lower. In order to soften the buildings, wood shingles are being considered for some of the siding. Also, due to cost issues, consideration is being given to options to wood siding such as concrete that looks like wood (e.g., the concrete siding used on the

new Los Altos Hills town hall that has an appearance much like standard wood board and batten siding).

- Colored versions of the renderings are being prepared to enhance appreciation of the proposed designs. It was noted that the first choice for the roofing would be zinc and that the second choice is painted steel. The roof pitch was defined as 2.5:12 and it was noted a third material might be a built-up roof with a "gray" gravel surface.
- Samples of the various currently planned exterior materials were presented.

Public comments were requested. **Planning Commission Liaison McIntosh** noted that he is working on fund raising for the town center project and that some persons contacted have suggested that the library needs to have an entrance near the center of the building's northwest elevation. It was suggested with such an entrance, a view could be captured from the entrance through the building to the plaza area.

No other public comments were offered. Thereafter, ASCC members shared the following comments relative to the current schematic design plans:

Schilling:

- Pleased with the progress made with the current plans and the overall design is progressing in the right direction.
- Remain concerned with the building elevations that require the sunscreen features. These seem to be nothing but a maintenance problem. It does not seem sensible to create high elevations to capture views and light and then have to provide screens to deal with sun.
- The lowering of the height of the town hall building results in the elevator tower extending above the roof level and seems disruptive to the form of the building.

(The project architect advised that due to building code requirements, the elevator shaft would need to extend 12 feet about the roof of the town hall building.)

Warr:

- The site planning is excellent and, in general, the proposed architectural materials seem acceptable. The weathered redwood siding is preferred. Shingles may not fit the current building designs. The south facing walls will need very durable materials.
- The main issue is with the "up-turned" roofs. These seem out of character with the more traditional Ranch style architectural forms in the town. More traditional roof forms could still be used to capture the views and light without creating the sunscreen issues associated with the current plans.
- Given the planned driveway turnaround near the west end of the planned library and north end of the proposed town hall, the library entrance appears appropriate as designed. It will, however, be important to ensure that all staff parking not be near the

turnaround so that the public can park there to, in particular, achieve direct access to the library entrance and experience the plaza area.

- The library entrance has the same sunscreen problem and now the plan calls for planting of a double row of trees to control sun in this area. This will take away views from the library and interrupt views from the main entry off of the turnaround to the plaza area. In general, the increase in landscaping within the plaza area seems to adversely impact the desired open feeling and views through the plaza.
- The shape of the library reading room seems to contradict the function of the space. It seems too small for the proposed height.

Gelpi:

- Generally support the current plans and find the east elevation of the building area interesting.
- Encourage the designs that bring in as much natural light as possible.
- Some concern with privacy associated with the location of the library restroom doors, mainly with respect to the views from the main entry.
- Would be concerned with the alternative library entry design suggested by McIntosh. This could impact the internal function of the space.
- Concern with the materials for the sunscreens and long-term maintenance problems.
- Encourage less internal fixed walls within the town hall building and more of a "flexible" design to the possible uses of the internal spaces, i.e., more of an open type of office environment.

Chase:

- Very pleased with the overall direction of the site and building plans.
- Appreciate the improvements made with the recent lowering of the buildings, but it is noted that these are not large buildings and they need some height to maintain a proper scale and civic character. They need to provide a distinctive town character and be visible as a community destination.
- Support the current roof forms as they work together to provide a "complex of buildings."
- The idea of shingle siding is interesting. If properly done, it would provide a "woodsy," "Maybeck," early California character.
- The library entry should stay at the west end. This helps focus the main plaza entry. Also, support the high ceilings in the library reading room. This adds drama to the space. It is possible that the reading room should expand to the outdoor area to address

the scale problem identified by Warr. It is also understood that there is some concerns with adequate security relative to the outdoor patio area.

At the conclusion of the discussion, all ASCC members concurred that the plans were, in general moving in the correct direction and that the site plan, in particular, was well developed. Members also thanked the project architects for their efforts and presentation.

Architectural Review -- Proposed Residential redevelopment of Westridge parcel and Site Development Permit X9H-536, 118 Solana Road, Avery

Vlasic presented the May 19, 2005 staff report on this proposal and reviewed the events of the afternoon site meeting (see above site meeting minutes). He noted that the ASCC had outlined some options regarding the remaining height issue and that reactions to the options were to be provided at the evening ASCC meeting.

Matt Avery advised that he and his design team had considered further the matters discussed at the site meeting and remained committed to all of the items they had agreed to. He also commented that he did not want to reduce the proposed heights any further because it would significantly jeopardize the desired design and he and his wife feel they have made significant design adjustments already, including the compromises to remove the pine tree and trim the redwood tree.

Tom Taylor project architect offered the following additional clarifications:

- The roof tiles are intended to be as dark as possible and the proposed material is an antique tile. It will be carefully selected to ensure that the final roof does not include lighter tiles or tiles with "light spots."
- A darker color for the stucco siding will be selected.
- The pine tree will be removed. Further, based on discussion with the project landscape architect, it has been determined that the redwood tree can be trimmed to achieve approximately a 20% opening in the views through the canopy.
- One or two mature specimen trees, with height of approximately 20 feet, will be added to the landscaping plan in the area immediately northeast of the two story portion of the building. This will help to screen views from the Lazarra property.
- It appears possible to reduce the chimney heights by two feet in some cases. The desire is, however, to maintain the architecture character of the chimney caps as proposed.

Public comments were requested and the following offered:

Mr. Lazarra, 1080 Westridge Drive, reviewed the concerns expressed at the site meeting. He supported removal of the pine tree and asked that the redwood tree also be removed.

Tom Taylor advised that trimming of the redwood tree would substantially open the views for many years.

ASCC members considered the data developed at the site meeting and the commitments made by the applicant. Members concurred that additional lowering of the house was not necessary and that, in general, the project was well designed with the recent plan adjustments. Warr advised, however, that a replacement tree should be required that would screen views from Westridge Drive that are opened with removal of the pine. It was clarified, however, that the tree selected should be limited in potential height to ensure it does not block views from above.

Some discussion then focused on the chimney caps. Schilling and Gelpi indicated that some effort should be made to simplify the design, but both Warr and Chase found the current plans acceptable.

Following discussion Schilling moved, second by Warr and passed 4-0 approval of the revised plans, which include the two foot lowering of the higher house heights, subject to the following conditions to be addressed unless otherwise noted, to the satisfaction of planning staff prior to the issuance of a building permit:

1. The site development permit requirements of the public works director (4/21/05), fire marshal (4/6/05), health officer (4/14/05), town geologist (4/27/05), and conservation committee (4/26/05) shall be adhered to.
2. A deed restriction shall be recorded to the satisfaction of the town attorney ensuring that the pool house shall not be converted to a guest unit or increased in enclosed floor area.
3. The lighting plan shall be revised to clearly state that the wall mounted light fixture shall include a solid, opaque top.
4. The landscaping plan shall be revised to include removal of the large pine to the east of the house, i.e., along the driveway and to provide for trimming of the redwood tree to the east of the house, both to open views from the property above. In addition, the plan shall be revised to include planting of new screen trees to the northeast of the two-story portion of the proposed house, and for replacement of the pine tree to be removed (i.e., both as discussed and clarified at the ASCC meeting).
5. Darker roof and siding colors shall be specified to the satisfaction of the ASCC.
6. Simplified designs for the proposed chimney caps shall be specified to the satisfaction of the ASCC.

Project Update -- Blue Oaks Subdivision Recreation Center Improvements, request for landscape plan revisions, PV Blue Oaks Limited Partnership

Vlasic briefly reviewed the status of this project as explained in the May 19, 2005 staff report. He noted that significant construction progress had been made at the recreation center and communication between the developer and representatives of the Blue Oaks homeowners association had greatly improved. He added that the developers proposed changes to the landscape plan were still being worked out with the homeowners association representatives and that, as a result, review of possible changes should be continued to the June 13 meeting.

After requesting and receiving no public comments, project review was continued to the June 13 ASCC meeting.

Architectural Review for house additions and remodeling, 381 Portola Road, Cheng

Vlasic presented the May 19, 2005 staff report on this project for additions to the existing single story house on the subject .34 acre Brookside Orchard parcel. He reviewed the events of the May 9 ASCC meeting at which time project review was initiated. He then discussed the following revised plans received May 17, 2005, prepared by F.R. Strathdee & Associates, Architecture and Planning, explaining how they responded to ASCC concerns identified at the May 9 meeting:

- Sheet 1, Site Plan
- Sheet 2, Main Level Floor Plan
- Sheet 3, Basement Floor Plan
- Sheet 4, Roof Plan
- Sheet 5, Exterior Elevations
- Sheet 6, Exterior Elevations, Roof Plan and Site Section
- Sheet 7, House Sections

Mr. and Mrs. Cheng, and Mr. Strathdee presented the plan revisions and offered the following comments and clarifications:

- A revised proposed colors board was presented and it was stated that it is believed the colors on it conform to town's light reflectivity policy limits. It was noted that if any of the colors did not conform, they would be modified to meet the limits.
- A final landscaping plan will be prepared to provide for screening along the southern parcel line and along Brookside Drive as recommended in the staff report.
- In response to a question, Mrs. Cheng advised that she had installed a large "blue" bug repellent light at her back porch and that if this is of concern to neighbors it will be removed "immediately."

Public comments were requested and the following offered:

Dan Cornew, 182 Brookside Drive, appreciated the changes to reduce the visibility from Brookside Drive, but wanted to make sure that planting would be reestablished along the east side of the house, but not in the area where there is poor sight distance at the Brookside Drive intersection with Portola Road.

Louise Ringo, 199 Brookside Drive, appreciated the plan changes, but wanted to ensure that screen planting would be added along Brookside Drive and along the southern parcel boundary. She also stressed the need to ensure there would be no construction parking along Brookside Drive or near its intersection with Portola Road.

ASCC members briefly discussed the project and agreed the revisions addressed the key concerns discussed at the May 9 meeting. After brief discussion Warr moved, seconded by

Schilling and passed 4-0 to make the findings to permit the proposed concentration of floor area as evaluated in the staff reports and approve the revised plans subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of the ASCC prior to issuance of a building permit:

1. The revised colors board shall be modified as determined necessary for conformity to the town's light reflectivity policy limits to the satisfaction of planning staff.
2. The applicant shall agree to trimming and/or removal of vegetation on the subject property if determined necessary by the traffic committee and town public works director for safe sight distance at the intersection of Brookside Drive and Portola Road.
3. An engineered grading plan shall be provided that clearly defines the grading needed for construction of the modified driveway access.
4. A landscape plan shall be prepared that provides for screen landscaping along the eastern and southern sides of the property and along the west side of the modified driveway access. This plan shall be developed in concert with the grading plan required by condition 3 above.
5. A tree/vegetation protection and construction staging plan shall developed addressing, in particular, the construction staging issues raised at the May 9 and May 23, 2005 ASCC meetings. Once approved, the construction staging plan shall be implemented to the satisfaction of planning staff.
6. A final exterior lighting plan shall be prepared that includes all proposed recessed, step and yard light fixture locations and cut sheets for all of the proposed fixtures. Further, the switching patterns for the exterior lights shall be identified.
7. Sheet 1 of the revised plans shall be modified to the satisfaction of planning staff to remove notes that appear to be remnants from the 2001 project proposed for the site.

Follow-up Review -- Architectural Review for new residence & Site Development Permit X9H-538, 445 Golden Oak Drive, Migdal

Vlasic presented the May 19, 2005 report on this follow-up review request. He explained that the follow-up review was initiated at the May 9 ASCC meeting and that a number of concerns were expressed regarding the proposed grading and tree impacts. He then reviewed the following revised grading and landscaping plans submitted to address the issues discussed at the May 9 meeting.

Grading and Drainage Plan, AC&H Civil Engineering, 12-2004, rev. 5/16/05
Landscape Plan, Winterbotham Partnership, 5/18/05

Vlasic also referenced a letter received by the town on May 23, 2005 from a number of site neighbors expressing support for the proposed project and site plan revisions.

Mark Midgal and Anthony Ho presented the revised plans to the ASCC and offered the following comments and clarifications:

- A copy of the letter from neighbors was submitted with additional signatures in support of the project.
- The retaining walls have been substantially lowered. Further, the scope of grading has been reduced from 650 cubic yards to 100 cubic yards.
- Landscaping has been added to screen views from neighbors and the wall heights adjusted to avoid the need for railings.
- The plan provides for more tree preservation than recommended by the arborist. Although it is recognized that the a number of the oaks are not in good condition, it is desired to save as many trees as possible.
- In response to question, it was noted that the large "hole" east of the 30 inch oak is the cavity from removal of the old septic tank. The ASCC was reminded that the new house would be connected to the sanitary sewer.
- The new house will be a significant improvement over the previous site improvements and this is recognized in the letter for support from most all of the neighbors. It should not be necessary to "hide a beautiful house" from all off site views.
- Photos of views from neighbors parcels were presented for ASCC consideration.

Public comments were requested and the following offered:

Graciela De Pierris, 435 Golden Oak Drive, expressed concern with the proposed tree impacts and commented that the photos presented by the applicant could be misleading. She added that while she generally supports the project, the proposed removal of trees 5 and 6 were of particular concern to her.

Michael Friedman, 435 Golden Oak Drive, indicated while he still generally supports the project, he did not sign the letter submitted by the neighbors because of continued concern over tree removal. He expressed specific concern over the proposed removal of trees 5 and 6. He stated that if these trees must be removed, then he would like to see replacement planting with a large tree. He hoped that the hillside below the house could remain in as natural a condition as possible.

ASCC members discussed the revised plans and expressed concern over the scope of tree removal and quality of the data shown on the plans. After discussion, it was agreed that while the lower set of proposed retaining walls were generally acceptable as designed the upper walls near trees 8 and 10 were not acceptable.

After discussion, Schilling moved, seconded by Warr approval of the follow-up submittal, including the plans considered at the May 9 meeting and revisions to them presented at the May 23 meeting, subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of planning staff prior to issuance of grading and building permits:

1. The grading plan shall be revised to eliminate the proposed upper retaining walls and associated grading, i.e., the walls in the area of trees 8, 9, and 10 are not approved. Further, the plans shall specifically provide for preservation of trees 5, 6, 8, and 10 as well as all other trees shown on the plans for preservation. Tree 11, however, may be removed due to its very poor condition.
2. The grading plans shall be revised to pull the lower retaining walls and associated stairs back from tree 13 to ensure its preservation.
3. The landscaping plan shall be revised to conform to the changes required by conditions 1 and 2 above. In addition, the plan shall be revised to include the vine planting on the north facing walls of the house as shown on the plans originally approved in July of 2004.
4. The site development permit requirements of the town's public works director, geologist and conservation committee shall be adhered to.
5. Additional tree protection measures shall be installed prior to the continuation of work at the site. Particular attention shall be paid to increased protection for trees 13, 5, 6, and 7 through 10.
6. A final exterior lighting plan shall be provided to the satisfaction of a designated ASCC member. The plan shall include the landscape lighting, generally as shown on the 5/18/05 revised landscape plan, but shall also show all house lighting, cut sheets for all proposed fixtures and the switching patterns for all exterior lighting.

Architectural Review landscape and grading plans associated with open space easement/building envelope changes, 16 Buck Meadow Drive, Lot 33 Blue Oaks Subdivision, Lopez

Vlasic presented the May 19, 2005 staff report on the request. He stated that on May 11, 2005, the town council completed actions to permit a "swap" of 3,500 sf of building envelope area for an equal amount of open space easement area on the subject Blue Oaks property. He explained that a condition of the approval was that the building envelope area to be returned to open space be modified to be consistent with the adjacent open space areas to the satisfaction of the ASCC. Vlasic then reviewed the May 23, 2005 "Submittal" landscape plan by Warnecke/Rosekrans prepared to satisfy the approval condition. He noted that the plan also proposes placement of some fill in the new building envelope area to accommodate the desired yard uses.

John Lopez presented his proposal to the ASCC. He responded to comments in the staff report by confirming that trees would be protected from the proposed fill, no exterior lighting was proposed and that he would correct the landscaping plan to make it clear that the existing lawn in the new open space area would be removed. In response to a question, he advised appropriate drainage in the area where the fill was to be placed, would be provided to the satisfaction of the public works director.

Public comments were requested, but none were offered.

Following brief discussion, Schilling moved, seconded by Warr and passed 4-0 approval of the plans as submitted subject to the following conditions to be addressed to the satisfaction of planning staff prior to completion of the proposed landscape modifications and site improvements:

1. The landscape plan shall be modified to clearly provide for removal of lawn in the open space easement area and the lawn shall be removed.
2. The proposed fill shall be kept away from the base of the nearby oaks and adequate tree protection measures shall be taken to protect the oaks.
3. The fill placement shall conform to all requirements of the town public works director and town geologist in terms of drainage and other site development ordinance requirements.

Review of fencing plans for conformity with provisions of Conditional Use Permit (CUP) X7D-30, Woodside Priory School Revised Master Plan, 302 Portola Road, Woodside Priory School

Vlasic advised that since only two of the four ASCC members present could act on matters related to the Woodside Priory, there was no quorum available to consider the subject matter. He explained that with Breen absent, and both Chase and Warr restricted from participating due to conflict of interest limitations, project review would have to be continued to the June 13 regular ASCC meeting.

Architectural Review for closet addition, 8 Acron, Portola Valley Ranch, Sellers

Vlasic presented the May 19, 2005 staff report on this request for approval of building permit plans for the addition of a 182 sf closet extension to the existing 3,558 sf multi-level Portola Valley Ranch house. ASCC members considered the staff report and the following plans dated 11/12/04, prepared by William Maston, Architect & Associates:

- Sheet A0.1, Cover Sheet, Symbols, Abrev. & Project Data
- Sheet A1.01, Proposed Site Plan
- Sheet A2.02, Existing Main Floor Deck Plan
- Sheet A2.03, Proposed Main Floor Deck Plan
- Sheet A5.01, North & East Exterior Elevations
- Sheet A5.02, South & West Exterior Elevations

Also considered were an April 30, 2005 letter from project representative Paul Frazier, January 7, 2005 Ranch Design Committee approval letter and December 16, 2004 letter from the project architect discussing the application of the PUD allowed setback averaging provisions. It was noted that the plan submittal states that all new construction is to match existing conditions, which include board and batten wood siding with a gray/taupe colored solid stain and wood fascia stained a dark brown.

Don Sellers presented his proposal to the ASCC and offered the following comments and clarifications:

- The plans will be adjusted to conform to the required yard setbacks as evaluated in the staff report. Specifically, the closet extension will be reduced by three feet.
- No new exterior lighting is proposed.
- One small six-inch oak on the uphill side of the addition will need to be removed, but this small tree has died. At the same time, the somewhat strange shape of the addition is a direct result of the design efforts to avoid any impacts on the adjacent significant oak trees.

Public comments were requested, but none were offered.

Following brief discussion, Schilling moved, seconded by Warr and passed 4-0 approval of the plans subject to the following conditions to be addressed to the satisfaction of the planning staff prior to issuance of a building permit:

1. The plans shall be modified to conform to the required yard setback averaging provisions. Specifically, the closet extension shall be pulled back from the eastern property line at least three feet.
2. A tree protection plan shall be prepared and implemented.

Architectural Review of plans for house additions, 230 Shawnee Pass, Geyer

Vlasic presented the May 19, 2005 staff report on this proposal for approval of plans for the addition of 665 sf of floor area to an existing 2,756 sf, single story residence on the subject 1.0 acre Arrowhead Meadows Subdivision property. He explained that the project includes single story kitchen and master bedroom additions as shown on the following plans dated April 15, 2005:

Sheet A-1, Site Plan
 Sheet A-2, Floor Plan
 Sheet A-3, Exterior Elevations

Vlasic also pointed out that after these plans were prepared, it was discovered that the impervious surface data

John Geyer presented his proposal to the ASCC and offered the following comments and clarifications:

- Landscaping will likely be added along the east side of the house. Further, some of the existing plantings in the footprint of the construction will be transplanted on the site.
- The intent is to save the exiting olive trees in front of the planned kitchen addition. If necessary the trees would be relocated.
- All new construction will include exterior finishes that match existing conditions. The siding finish would be the same gray/green color used on the existing siding. Trim

would be finished in the same medium blue color used on the existing house. Addition areas would also have the same composition shingle roofing used on the existing house.

- No new lighting is proposed. However, with the changes to the rear master bedroom access door, the existing light fixture would be moved to accommodate the remodeled doorway. The existing fixture is capable of only containing one 60 watt incandescent bulb.

Public comments were requested, but none were offered.

Following brief discussion, Schilling moved, seconded by Warr and passed 4-0 approval of the plans subject to the following conditions to be addressed to the satisfaction of the planning staff prior to issuance of a building permit:

1. The plans shall be revised to clearly state that new exterior finishes will match existing conditions and the existing finishes shall be stated on the plans.
2. The plans shall be modified to include a landscape plan that provides for transplanting of plant materials as discussed by the applicant at the ASCC meeting. The plan shall also include provisions for tree protection and any proposed tree relocation.
3. The plans shall be revised to state that the existing master bedroom access door light shall be relocated and that no other new exterior lighting is included with the project.

It was also noted that the existing house has some flood lights mounted on exterior walls that are not in the area of the proposed additions. The applicant was encouraged to replace these with light fixtures conforming to current town lighting guidelines.

Prior to consideration of the following request, Gelpi temporarily removed himself from the ASCC. He explained that he had received notice of the application as a potentially affected property owner within 300 feet of the project site.

Conditional Use Permit Request X7D-160, 945 Portola Road, Joint Pole Association, AT&T Wireless Services, LLC (Now Cingular Wireless)

Vlasic presented the May 19, 2005 staff report on this use permit proposal for installation of wireless equipment on a new replacement pole. He clarified that the replacement pole would be located within the town's Portola Road right of way at the eastern end of the Valley Presbyterian Church property at 945 Portola Road. He discussed the proposed plans and the planning commission's May 4 preliminary review of the request. He referred to the April 26, 2005 report to the planning commission and the project plans included with that report. He also discussed the "Site Analysis 884 Portola Road," prepared by the applicant based on comments offered at the May 4 planning commission meeting. He noted that the "Analysis" concludes that due to line of sight issues, the alternative 884 Portola Road location was found to be not feasible. Vlasic commented that the "Analysis" considered a second alternative that would be in an addition to the roof area of the Valley Presbyterian

Church and that due to similar line of sight issues this alternative was also found to be not feasible.

Tom Spalding, representing Cingular Wireless, presented the proposal and analysis of alternatives. He discussed the reasons for the added height noting that the various owners of the "joint pole authority," including power and telephone service, must adhere to standards of separation between facilities. He advised that these standards require the replacement pole to be approximately 10-12 feet higher than the existing pole.

In response to a question, Mr. Spalding stated that the new antenna and related equipment could be painted any color recommended by the ASCC to reduce the potential visual impacts. He also noted agreement with the suggested use permit conditions discussed in the staff report.

Public comments were requested and the following offered.

Richard Merk, town council liaison, asked about how the town can verify the comments presented by the applicant in terms of antenna need and improvement limitations and requirements. He expressed frustration that the town seems to have to "take the word" of a applicant in a situation like this.

Gelpi, commenting as a member of the public, indicated he was a Cingular user and had problems with service at his home and within the town. He wondered about the service provided by the new facilities and the length of time it would take for the improvements to be made.

Spalding advised that it would likely take six months for the replacement pole to be installed and that the new antenna would offer both wireless telephone and Internet service. He clarified, that the main purpose is wireless phone service within the Portola Road corridor, and that any home service benefits would only accrue as a result of proximity to the new facilities.

In response to Merk's comments, Vlasic advised that in the past the town has not conducted a peer evaluation of such proposals, but has checked with the Federal governing agencies to ensure that requests are in line with industry standards as regulated by the agencies. He noted that this could be done in this case before the application is presented to the planning commission for action.

ASCC members briefly discussed the proposal and expressed concern over the visual "clutter" that results from such facilities in town. At the same time, members supported the request and commented they were encouraged by the changes in technology that have resulted in less and smaller equipment being capable of providing service that previously required more significant sized installations. It was stressed, however, that a bond should be required to ensure that once equipment becomes obsolete or is no longer used, it is removed from poles in a timely manner.

Following discussion, Warr moved, seconded by Schilling and passed 3-0 to recommend planning commission approval of the request subject to the following conditions:

1. All new equipment shall be painted a dark brown color to blend with the color of the pole.
2. A bond or cash deposit should be required as a guarantee that the equipment will be removed when it is no longer needed.

Following consideration of the above request, Gelpi returned to his position on the ASCC.

Approval of Minutes

Warr moved, seconded by Schilling and passed 4-0 approval of the May 9, 2005 meeting minutes with the following change:

On page 2, the second sentence in the first full paragraph under the bullet listing, is corrected to read, "...mailed six days prior to the ASCC meeting."

June 13 and 27 Meeting Attendance

Chase and Warr advised that they would likely not be in attendance at either of the regularly scheduled June meetings. Gelpi and Schilling stated they would be able to attend both meetings.

Adjournment

There being no further business, the meeting was adjourned at 10:30 p.m.

T. Vlasic