TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, May 11, 2015
7:30 PM – Regular ASCC Meeting
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

7:30 PM – REGULAR AGENDA*

1. Call to Order:

2. Roll Call: Breen, Clark, Harrell, Koch, Ross

3. Oral Communications:

   Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

4. Old Business:

   a. Architectural Review and Site Development Permit for a New Residence, Greenhouse, and Swimming Pool, 3 Buck Meadow Drive, Ross/Tamasi Residence, File #s: 52-2014 and X9H-687

5. New Business:

   a. Discussion of Purpose and Guiding Principles for Architectural and Site Plan Review

6. Commission and Staff Reports:

   a. Update on Drought Emergency

   b. Request to reschedule regular May 25th ASCC meeting to May 26, 2015

7. Approval of Minutes: April 27, 2015

8. Adjournment:

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*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

PROPERTY OWNER ATTENDANCE. The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

WRITTEN MATERIALS. Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Assistant Planner at 650-851-1700, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing(s) described later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

This Notice is Posted in Compliance with the Government Code of the State of California.

Date: May 8, 2015

CheyAnne Brown
Planning Technician

MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC

FROM: Carol Borck, Assistant Planner

DATE: May 11, 2015

RE: Architectural Review and Site Development Permit for a New Residence, Greenhouse, and Swimming Pool, File #s: 52-2014 and X9H-687, 3 Buck Meadow Drive, Ross/Tamasi Residence

RECOMMENDATION

Staff recommends that the ASCC review the revised project plans submitted by the applicant on April 28, 2015 and approve the proposed project, subject to the recommended conditions of approval in Attachment 1 and any additional conditions deemed necessary. As the site development permit is subject to review and approval by the Planning Commission, the ASCC should provide comments on the proposed grading permit that will be forwarded to the Planning Commission at their 5/20/15 meeting.

BACKGROUND

The applicant is requesting approval of development of the 1.34-acre vacant property with a 4,888 square foot single-story residence with an attached three-car garage, a 1,799 square foot basement, a 216 square foot greenhouse, and swimming pool. 1,384 cubic yards of grading is proposed which includes 1,227 cubic yards of cut and 157 cubic yards of fill. A majority of the earthwork is associated with the development of the driveway, parking areas, and rear patio/landscaping area.

On March 23, 2015, the ASCC and Planning Commission conducted a joint preliminary review of the proposed project at the site. The staff report prepared for the March 23, 2015 meeting and meeting minutes are included in Attachment 2. The Blue Oaks HOA has reviewed the current plans and offered support of the architectural and site design as well as the proposed use of the Private Open Space Easement for construction staging. Staff has been advised that the HOA will issue its approval letter once the Town has approved the project to ensure that there are no additional changes to the plans.

CODE REQUIREMENTS

As required by sections 18.64.010.1 and 15.12.100.C of the Zoning and Site Development Codes, this application for a new residence and site development permit has been forwarded to the ASCC and Planning Commission, respectively, for review. In addition to the Municipal Code, the Blue Oaks PUD and the Design Guidelines are used to evaluate the project.

DISCUSSION

In response to ASCC comments at the preliminary review meeting, the applicant has submitted revised plans on April 28, 2015 (Attachment 10). The submittal includes only those plan sheets which have been revised. A full set of the originally submitted plans will be available at the 5/11/15 meeting. As described in the transmittal from the architect, dated 4/25/15 (Attachment 3), the following changes have been made to the project:

1. Architectural Plans

As directed by the Commission, the faux chimney feature on the southeast elevation has been modified to reduce its apparent massing. The updated design tapers the chimney top and narrows the section of the chimney projecting above the roof. It was suggested by the Commission that the chimney be faced with a rock veneer to break up the visual massing of the stucco wall; however, the project architect indicates that this could draw increased attention to the feature due to the contrasting materials. Alternatively, the windows located on either side of the chimney have been modified to a simpler form that draws less attention to the feature. Sheet A9.06 provides elevation renderings of the chimney with and without a stone veneer for comparison.

The applicant also proposes minor modifications to the floor plans (including extending the hallway at the master bedroom and adjusting the window, doors, and fireplace in the master bedroom) and adding 96 square feet to the basement area. These modifications add 34 square feet to the main level of the house and bring the total basement area to 1,799 square feet (of which 337 square feet count as floor area). The total proposed floor area for the site is 5,641 square feet and under the 5,700 square foot limit.

2. Exterior Lighting Plan

Exterior lighting (Sheet E1.01) has been modified to eliminate the lights at the guest parking pad at the driveway entrance and three of the lights at the autocourt. Additionally, two lights at the garage, two at the master bedroom, and two within the patio light well area have been removed. As suggested by commissioners at the preliminary meeting, two lights at the entry remain as proposed for aesthetic symmetry. Pool lighting has not been specified and will need to be included with the building permit submittal (Condition #2).

3. Landscape Plan

The revised, detailed landscape plan, Sheet LP.1, responds to the Commission's direction to limit or eliminate proposed screen planting within the POSE in front of the patio light well wall. All proposed planting has been removed from the POSE. The plan proposes four California grape vines that will cascade and soften the view of the wall. Additionally, the Cistus purpureus has been eliminated from the plan as recommended by the Conservation Committee.

As stated in the preliminary review staff report, all plantings proposed to be located outside of the building envelope must comply with the PUD approved plant list for the Combination Zone of habitation. Plantings proposed adjacent to the parking pad, autocourt, and driveway are located outside of the building envelope. Of the plant species proposed in these areas, Muhlenbergia rigens and Vitis californica are not on the approved PUD plant list and will need to be replaced with approved species (Condition #3).

The plan continues to propose the removal of 25 significant blue oaks and planting of 31 new blue oak trees as discussed in the preliminary review staff report. At the preliminary meeting, some commissioners expressed concern for the number of trees that are proposed for removal with the project. The project architect explained that the proposed development was sited and designed in such a way as to protect the most significant and viable trees in the building envelope (particularly, trees #1, #2, #3, #27, #43). He stated that the design sought a balance between the development and the loss/protection of trees, and advised that, if the rear patio area were to be brought closer in towards the home, the roots of the adjacent trees would still be subject to critical damage due to the depth required to cut the home and improvements into the site.

4. Material Samples and Cut Sheets

The applicant has provided samples of the proposed roof tiles, stone for the house and retaining walls, and autocourt pavers. These samples comply with Town reflectivity guidelines and will be available at the 5/11/15 meeting. As suggested by the Commission at the preliminary review, the roof tiles are in keeping with brown/tan tones and less red/orange hues. The finish on the tiles is matt and does not appear to have a reflective glazing.

5. Construction Staging Plan

As discussed at the preliminary review meeting, the applicant is proposing to use the POSE for construction staging and access to the building site. The Agreement for Conservation Easement (Attachment 6) states that the Town Council may authorize exceptions to the use of the POSE, "provided such exceptions are consistent with the purposes of law and not incompatible with the PUD Statement maintaining and preserving the natural character of the land." Under the agreement, uses of the POSE are limited to:

- public and private utilities, drainage facilities, and a sediment basin, all within designated easements
- public pathways dedicated to the Town
- private driveways

The agreement specifically identifies restrictive covenants that include prohibiting grading of the land other than attendant to permitted uses and cutting of vegetation, except as may be required for fire prevention, thinning, elimination of diseased growth, and similar measures. (It is noted that private utilities are *only* permitted to be placed in the POSE within a designated easement. Discussion at the preliminary review meeting included the applicant's proposal to use the POSE not only for construction staging, but to also install utilities through it. As there is no designated easement for these utilities, they may not be run through the POSE.)

Preliminary commissioner comments concerning the proposed use of the POSE for construction staging varied between support for the approach and encouragement for the project team to determine a way to direct construction staging and access through the front portion of the property where the proposed driveway will be located. In addition, Planning Commissioner Alex Von Feldt, in her preliminary comments (Attachment 8) stated that "the (POSE) area proposed (for construction staging) is probably the best quality grassland on the site." She also advised that she has seen previous construction projects that have tried similar protections (as discussed below), and the disruption kills the native species and allows the introduction of non-native invasive species. She encouraged the applicant to explore other options that do not cover "such a high quality grassland," noting that "grassland and meadow restoration is very difficult and takes years of careful monitoring."

The project architect, in his letter dated 4/28/15 (Attachment 4), states that use of the proposed driveway as the primary construction entry point is not feasible due to the potential impacts to trees #1, #2, and #3, located at the front of the property and proposed for preservation. The letter from the project arborist, dated 4/8/15 (Attachment 5), also supports the use of the POSE for construction staging. As described in the arborist letter, accessing large construction equipment between the trees in the front yard area will expose them to soil compaction, root damage, and potential physical impacts by passing equipment. The letter states that due to the large equipment needed for this project, at least one of the trees (#2) would need to be removed to accommodate the passage of the equipment through the area to the house site. The arborist notes that construction of a platform could reduce the risk of compaction at the front of the site, but that the elevation presents safety issues. The full arborist report is enclosed (Attachment 7) for reference and includes recommendations for tree protection and pre-construction inspection of the structural root systems of trees #1, #2, #3, #27, #41, #43.

Sheet A1.02 presents a preliminary construction staging plan that proposes utilizing an area of approximately 4,700 square feet within the POSE for construction staging, parking, and large equipment access. The plan calls for creating a 30' x 110' access and equipment storage pad within the POSE. This pad would have a six- to ten-inch layer of wood chips placed on existing grade (on top of the existing grassland) and would then be covered by three to five inches of base rock/cobble. Staking and 2" x 12" boards would be installed around the pad to secure it during construction. The letter from the architect indicates that research into site sensitive methods and materials for native grass preservation is in progress.

In addition to using the rocked pad for construction staging and building site access, the applicant also proposes that the pad be used for construction parking. All construction projects in town are required to provide on-site parking where possible, and over-flow parking is typically maintained on the street where feasible. It is common and anticipated that construction projects within the subdivision utilize the streets for the over-flow of contractor parking. Parking of contractor vehicles is kept to one side of the street, and a safe throughway is maintained. For this development proposal, on-site construction parking should be proposed within the staging area located at the new driveway, rather than within the POSE. By maintaining parked vehicles within the new driveway staging area and on the street, it appears it might be possible to reduce or eliminate the need to use the staging pad for parking, and hence, reduce the amount and duration of compaction and disturbance in the POSE.

From the proposed staging pad, an approximately 1,400 square foot large equipment access-way to the house site/basement excavation area would be created. Some grading may be

required to create this access-way, and the contours would be restored and the area re-seeded with the approved Blue Oaks native seed mix prior to project completion.

With the proposed use and creation of the staging and access area within the POSE and the grasses being subject to potentially intense compaction and sunlight deprivation, it remains unclear as to the likelihood of survival of the native grassland and the potential success of the proposed restoration. Further information and details on the proposal prepared by an environmental consultant who is a specialist in ecological preservation and restoration should be submitted to the Town Council for consideration, including:

- Evaluation of the proposed methods for creation and use of the staging pad in relation to the potential survival and restoration of the grassland.
- A detailed schedule that includes a timeline for the pad/access-way creation, expected uses of the pad over the duration of construction, removal of the pad materials, restoration of the equipment access-way and grassland within the POSE.
- Technique for removal of pad materials and evaluation of potential damage to the grassland that removal of the materials could cause.
- Grading and contour restoration plan for the large equipment access area
- Grassland restoration and monitoring plan

While the ASCC cannot act on the use of the POSE for the proposed construction staging activities, the applicant is requesting that the Commission review the preliminary proposal and provide comments that can then be used by the Town Council in reviewing the request. The ASCC should consider the preliminary plan and materials and determine if adequate information has been provided in order to make a recommendation on the proposal.

NEIGHBOR COMMENTS

No public comments have been received as of the writing of this report.

CONCLUSION

The applicant has made design changes in response to directions provided by the ASCC. The project is in general conformance with the Town's Zoning and Site Development Codes and the Blue Oaks PUD. Prior to completing action on the architectural review, the ASCC should consider the above comments and any new information presented at the May 11, 2015 ASCC meeting. The ASCC action for this project would have two parts:

1. Action on the architectural review plans;
2. A recommendation to the Planning Commission concerning the grading, i.e., the site development permit for the project

ATTACHMENTS

1. Recommended Conditions of Approval
2. ASCC staff report and meeting minutes dated 3/23/15
3. Transmittal letter from project architect, dated 4/28/15
4. Letter from project architect re: construction staging plan, dated 4/28/15
5. Letter from project arborist re: construction staging plan, dated 4/8/15
6. Blue Oaks Agreement for Conservation Easement - POSE
7. Arborist report by Woodpecker Certified Arborist, dated 2/12/15
8. Preliminary review comments from Planning Commissioner Alex Von Feldt, received on 3/23/15
9. Cut sheets for stone patios and driveway permeable pavers, received on 4/28/15
10. Architectural plans, received on April 28, 2015

Report approved by: Debbie Pedro, Town Planner

Recommended Conditions of Approval for a
New Residence, Detached Greenhouse, Swimming Pool, and
Site Development Permit X9H-687
3 Buck Meadow Drive, Ross/Tamasi Residence, File #52-2014

The following conditions are recommended if the ASCC finds it can act to approve the project:

1. No other modifications to the approved plans are allowed except as otherwise first reviewed and approved by the Town Planner or the ASCC, depending on the scope of the changes.

2. Pool and spa lighting shall be specified to the satisfaction of Planning staff prior to building permit issuance.

3. The final, detailed planting plan shall include only approved plantings outside of the building envelope as identified in the Blue Oaks PUD for the Combination Zone of habitation. Specifically, the proposed Muhlenbergia rigens and Vitis californica need to be replaced with PUD approved species.

4. Project approval from the Blue Oaks HOA shall be obtained prior to building permit application.

5. A construction staging and tree protection plan shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance.

MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC and Planning Commission

FROM: Carol Borck, Assistant Planner

DATE: March 23, 2015

RE: Preliminary Architectural Review and Site Development Permit for a New Residence, Greenhouse, and Swimming Pool; File #s: 52-2014 and X9H-687; 3 Buck Meadow Drive; Ross/Tamasi Residence

BACKGROUND

This proposal is for the approval of plans for a 4,854 square foot single-story Tuscan farmhouse style residence with a three-car attached garage, 1,703 square foot basement, 216 square foot greenhouse, and 618 square foot swimming pool on a 1.34-acre property located at 3 Buck Meadow Drive (see attached vicinity map). The parcel was created in 2012 as "Lot B" with the merger of the below market rate Lots 23 and 24 of the Blue Oaks Subdivision and is within the Blue Oaks Homeowner's Association (HOA). The adjacent below market rate lots, 25 and 26, were merged into "Lot A," which is designated public open space. The parcel's building envelope (BE) is located in the central, western portion of the lot with private open space easements (POSE) covering the northern and eastern portions of the property. The site is moderately sloped, rising from a street elevation of 750 to 796 at the parcel's northwest corner, and contains a natural blue oak forest and open grassland.

The plans call for 1,384 cubic yards of grading counted pursuant to site development ordinance standards (PVMC Section 15.12.070). This includes 1,227 cubic yards of cut and 157 cubic yards of fill. Approximately 2,513 cubic yards of earth will be exported from the site.

The proposal is further described in the set of architectural, landscape, and civil plans received on February 27, 2015 (Attachment 12). In addition to the plans, the project submittal includes the information listed below:

- Letter from Blue Oaks HOA, dated 1/27/15
- Arborist Report by Woodpecker Certified Arborist, dated 2/12/15
- Outdoor Water Use Efficiency Checklist, dated 11/26/14
- Build It Green Checklist, received 11/26/14
- Colors/Materials Board (to be available at ASCC meeting), received 11/26/14

The following comments are offered for ASCC and Planning Commission consideration.

CODE REQUIREMENTS

As required by sections 18.64.010.1 and 15.12.100C of the Zoning and Site Development Codes, this application for a new residence and site development permit has been forwarded to the ASCC and Planning Commission, respectively, for review. In addition to the Municipal Code, the Blue Oaks PUD and the Design Guidelines are used to evaluate the project.

DISCUSSION

The parcel is located on the north side of Buck Meadow Drive and is within the "Combination Zone of Habitation" as defined in the Blue Oaks PUD statement (see PUD zone design guidelines, Attachment 2). The applicant proposes to construct a single-story residence with a basement and attached three-car garage, a greenhouse, and a swimming pool.

Proposed development of the site is generally centered within the BE, with the driveway, three guest parking spaces, and retaining walls located south of the BE boundary. The building pad would be cut into the hillside with finished floor elevations varying from 757.5 at the basement, 766 at the garage, and 771 at the bedrooms to the north of the garage (street elevation is approximately 750). Patios and a pool area would be located to the rear of the eastern wing of the home. Stone and stucco retaining walls around the perimeter of the patios and rear landscaping areas are generally low with heights varying from one to four feet; however, a 15-foot section of retaining wall in the area of the greenhouse reaches heights of up to 11 feet. This wall faces into the site, rises approximately three and one-half feet above adjacent grade, and will be constructed with an outdoor fireplace. Additionally, the greenhouse will incorporate some of the taller retaining walls into its structure.

A portion of the retaining walls at the autocourt has been designed with stone column and black iron railing (see Sheet A5.03). This section of the wall would have a maximum height of approximately six feet above finished grade. A portion of this wall is located outside of the building envelope where it may not exceed a height of four feet. The project team is aware of this requirement and will be modifying the plans to remove the wall railing (as it is not required by building code) and maintain the four maximum height limit.

The parcel is within the "Combination Zone of Habitation" under the PUD design guidelines. The Blue Oaks PUD Zones of Habitation establish the architectural framework for residential design and site development within the Blue Oaks community. The new residence will have a Tuscan farmhouse design, utilizing both medium tan stucco and stone siding, brown painted wood trim, and flat to low-sloping 3:12 tiled roofs. The mass of the home is divided into two wings located to the west and east of the entry. Variation in wall plane surfaces/floor plan layout and roof forms also contribute to reducing the massing of the structure. PUD Combination zone design guidelines call for structures to be kept relatively low, follow the land form, have flat or low pitch roofs, include wood and stone, and have colors in harmony with natural site conditions. The design of the proposed house appears to generally conform with these design provisions.

The proposed basement would be located under the eastern wing of the home. As with the recently approved project at 17 Redberry Ridge, this basement design includes a 470 square foot patio-style, extended light well that has been designed so that it conforms to the 18- and 24-foot height limits. Portola Valley Municipal Code Section 18.04.065.C permits additional

light, ventilation and access for basements when the ASCC finds that such provisions "will not be visible from adjoining or nearby properties." The light well wall will be approximately three and one-half feet above grade. Conceptual landscape plan, Sheet CLP.1, identifies proposed screen planting, including native shrubs and cascading vines, in front of the wall that will soften its view from off site. The Commission should consider this extended light well area and provide any comments or direction to the applicant if any adjustments are deemed necessary.

Project design and siting has been executed with thoughtful consideration of site conditions, off-site views, and direct input from immediate neighbors and the HOA. Sheet A1.05 provides perspectives of the project when viewed from neighboring properties. The project team has informed staff that they have worked directly with these neighbors through the HOA review process. The single story, low roof pitch design, broken wall plane surfaces, existing trees, and proposed screening vegetation appear to reduce potential massing and off-site view impacts.

Blue Oaks Homeowners Association Design review process

The property is located within the Blue Oaks HOA is subject to its design review process. The project team has received and incorporated comments from adjacent neighbors and the HOA into the proposed plans. The HOA has considered the project and requested additional refinements as noted in their letter dated 1/27/15 (Attachment 4). Their outstanding concerns involve landscape screening around the home and between properties, the health of the oak adjacent to the proposed pool area stairs, and architectural solutions for privacy and pool noise abatement for the rear neighbor at 1 Redberry Ridge. In response to HOA comments, the plans have been revised to: include a stacked stone wall (max height of four feet) uphill from the western wing of the home (with option for additional planting), lengthen the planter along the pool, include some screen planting in front of the basement patio wall, and reconfigure the steps adjacent to the large oak (tree #43) north of the pool. The current plans included in the packet have also been resubmitted to the HOA, and review is anticipated in April.

Compliance with floor area, impervious surface, height, and setback standards

The total proposed floor area is 5,620 square feet (including the 216 square foot greenhouse), and is just under the 5,700 square foot limit. Pursuant to the Blue Oaks PUD provisions, 200 square feet of the swimming pool would count against the floor area limit, and this is included in the 5,620 square foot total. The Blue Oaks PUD does not have an 85% floor area limit, and therefore, a higher concentration of floor area within the main structures may be approved without the need for special findings by the ASCC.

The total proposed impervious surface area is 6,116 square feet (not 4,101 square feet as noted in the plans), which is approximately 51% of 12,000 square feet, the allowable IS for the property.

The proposed home and accessory structures conform with setbacks and height limits that apply to this parcel under the PUD.

Parking

Required parking in the Blue Oaks subdivision is two covered spaces and six guest spaces. The guest parking spaces are not required to be located within the BE. The project proposes three covered spaces and five guest spaces located in the autocourt and parking pad at the

driveway entrance. Staff has been advised that the HOA provided direction to the applicant to site some of the guest parking spaces near the driveway entrance to avoid additional site disturbance and tree removals if the parking were placed further into the site.

Grading and Site Development Committee review

The PUD Architectural and Site Design guidelines (Attachment 3) provide a framework for architectural design and site development that is unobtrusive and subordinate to the landscape and that enhances the natural setting. The guidelines call for architectural design that is sensitive to the existing site environment "so that the combination of structures, grading, and landscaping leave the impression of conformance to the land in a way that preserves the natural setting." This includes such measures as using contour grading that blends into land forms, breaking up or terracing retaining walls, maintaining natural slope and drainage patterns, and avoiding removal where feasible of large specimen trees.

The project proposes 1,384 cubic yards of grading which includes 1,227 cubic yards of cut and 157 cubic yards of fill. There will be approximately 2,513 cubic yards of dirt exported from the site that includes excavation for the basement. The guest parking area near the driveway entrance at the southwest corner of the property would require retaining walls that range from at-grade to four feet in height. Cut and fill will be necessary to bring the driveway upslope from the street into the site. As much as three feet of fill will be placed in the autocourt. Slope contours on either side of the driveway will be smoothed to a maximum 2:1 slope.

The most extensive area of grading involves the 1,111 cubic yards of cut around the home necessary to create patio and landscaping areas. The finished grade of the rear patio is at elevation 768, requiring up to ten feet of cut.

Town Geologist. The Town Geologist, in his letter dated 1/16/15, recommends approval of the site development permit with the condition that drainage design clarifications be made concerning discharge locations of collected surface water and roof downspouts.

Public Works. The Public Works Director, in his memorandum dated 1/20/15, has provided standard conditions for site development permit approval. Additionally, he notes some minor plan corrections and calls for adjustments to the driveway entrance width which have been made on the current plans.

Fire Marshal. The Fire Marshal, in her letter dated 1/13/15, includes all standard conditions concerning fire code for conditional approval of the site development permit.

Conservation Committee. The committee's 1/28/15 comments include caution about planting beneath the blue oaks and advises that some of them are proposed to be planted too close together to allow for optimum canopy development. They also express concern over the amount of proposed impervious surface and suggest a portion of it be laid on a pervious base (the current plans have been updated to include pervious paving in the autocourt). The committee also urges the project team to buy true Berkeley Sedge, Carex tumulicola, from a specialty nursery or otherwise, remove it from the plans as nurseries often sell invasive plants under this name.

Trails Committee. No comments have been received from the Trails Committee, and no trail easement is located on the property.

The property will be served by sanitary sewer and therefore, no comments from County Environmental Health are expected.

In general, none of the Site Development Committee reviews raise significant issues, and the proposed siting of the development and associated earthwork appear to generally conform to the PUD guidelines.

Exterior materials and finishes, exterior lighting, skylights, and solar photovoltaics

The proposed finish treatments for the project meet Town reflectivity guidelines and include:

- Stucco siding in Springfield Tan, LRV approximately 40%
- Wood trim/windows in Chocolate Truffle, LRV approximately 15%
- Wood garage doors
- Walls and columns in stone veneer
- Black iron fencing/railing
- Clay tile roofing
- Asphalt and paver driveway

Samples or cut sheets for the patio surfaces and driveway pavers will need to be provided. Samples of the proposed tile roofing will also need to be submitted to review the color blend and to ensure that the tiles do not have a reflective glaze.

A two and one-half foot allan block retaining wall is proposed around the existing utility box near the street. The ASCC will want to consider the proposed material and determine if a wood or stone wall would be more appropriate at this location.

Proposed exterior lighting is shown on Sheet E1.01 and fixture cut sheets are identified on Sheet E1.02. The proposed fixtures and locations for house lighting appear to be in general compliance with Town guidelines; however, eliminating one light at the entry porch and one light at the master bedroom patio should be considered as only one light is required by the building code at these doors. Additionally, four lights are proposed at the front of the garage, and it appears that two lights would provide adequate lighting in this area. Reduction of site lighting should be considered inside the light-well planting area and at the guest parking pad at the driveway entrance. Pool and spa lighting will need to be specified.

There are no skylights proposed with the project. An array of solar photovoltaic panels are proposed to be installed on the garage roof facing Buck Meadow Drive.

Landscaping and fencing

Blue Oaks PUD objectives for landscaping focus on preserving natural views, establishing appropriate screen plantings between houses, extending natural woods and grasslands in a flow across the land, and creating a visual balance in type and massing of materials. A natural appearing transition should be created between the new construction and the natural landscape. Selected varieties must conform to approved plant lists and provisions within the PUD statement.

The conceptual planting plan, Sheet CLP.1, proposes plantings that are located close to the improvements and 31 blue oaks around the perimeter of the development to soften views to the structures. The plant species proposed appear to be in general compliance with the PUD, with the exception of the Cistus purpureus noted as invasive by the Conservation Committee. Minimal planting is proposed beyond the building envelope in the private open space easement to help screen views to the basement patio wall. Such planting is permitted with HOA and ASCC approval. A final, detailed planting plan will need to be submitted that specifically identifies plant species, quantities, and sizes, and all plantings located outside of the building envelope must comply with the PUD approved plant list for the Combination Zone of habitation.

The attached arborist report identifies both significant and non-significant trees proposed for removal. A total of 25 significant blue oaks, having a diameter of at least five inches measured at 54 inches above natural grade, are proposed for removal with the project. Additionally, three non-significant blue oaks, two non-significant live oaks, and three olives will be removed. The report also provides recommendations for the structural root inspection of six trees that may be impacted during construction and for tree protection during construction, including supervision by the arborist of any grading or trenching within 10 feet of tree driplines. Large oaks located in the front and rear yards will be preserved as a result of thoughtful driveway/parking area and retaining wall design.

Six-foot high black iron fencing with stone columns and a stone wall are proposed just north of the vegetable garden. This fencing and three sections of iron fencing with pedestrian gates proposed within the interior of the main patio have been designed to deter deer from entering the patio and garden. The PUD states that fences shall be constructed of materials and colors that blend with natural site conditions and harmonize with other development on the site. Metal fencing, when dark in color, may be used when approved by the HOA and ASCC. While the black metal fencing appears to compliment the proposed architectural style, it may be ineffective in preventing deer from accessing the patio. Post and wire fencing placed directly around the vegetable garden would be more beneficial and blend more naturally with the existing site conditions. The Commission should consider the proposed fencing and provide any direction for alternative materials or placement as appropriate.

No pool fencing is proposed as the pool will be fitted with a locking cover to meet Building Code security requirements.

"Sustainability" aspects of project

The project architect has provided the enclosed Build-It-Green checklist targeting 77 points for the project, whereas, 184 points would be required under the Town's previous Green Building Ordinance. The Town's Green Building Ordinance is currently not in effect due to the adoption of the Cal Green Code 2013 that superseded it as of January 1, 2014. Staff will be working with the Town Council in the future to determine if a new green building ordinance should be developed, and in the meantime, staff is requesting that all ASCC applications include a completed Build-It-Green checklist.

NEIGHBOR COMMENTS

No public comments have been received as of the writing of this report.

CONCLUSION

The ASCC and Planning Commission should conduct the 3/23/15 preliminary review, including the site visit, and offer comments, reactions and directions to assist the applicant and project architect make any plan adjustments or clarifications that members conclude are needed before both commissions consider final action on the application. Project review should then be continued to the regular April 13, 2015 ASCC meeting.

Attachments

1. Vicinity Map
2. PUD zone design guidelines
3. PUD key development standards
4. Letter from Blue Oaks HOA, dated 1/27/15
5. Arborist Report by Woodpecker Certified Arborist, dated 2/12/15
6. Outdoor Water Use Efficiency Checklist, dated 11/26/14
7. Build It Green Checklist, received 11/26/14
8. Comments from Town Geologist dated 1/16/15
9. Comments from Public Works Director dated 1/20/15
10. Comments from Fire Marshal dated 1/13/15
11. Comments from Conservation Committee dated 1/28/15
12. Architectural plans, received 2/27/15

Report approved by: Debbie Pedro, Town Planner

ARCHITECTURAL AND SITE CONTROL COMMISSION **March 23, 2015**

Special Joint ASCC/Planning Commission Site Meeting, 3 Buck Meadow Drive, Preliminary Architectural Review for New Residence, Green House, Swimming Pool, and Site Development Permit X9H-687

Chair Ross called the special site meeting to order at 4:00 p.m.

Roll Call:

ASCC: Breen, Clark, Harrell, Koch, Ross
ASCC absent: None
Planning Commission: Gilbert, McKitterick, Von Feldt
Planning Commission absent: Hasko, Targ
Town Council Liaison: None
Town Staff: Town Planner Pedro, Assistant Planner Borck

Others present relative to the proposal for 3 Buck Meadow Drive:

Tracy Ross, applicant
Bill Maston, project architect
Leah Bayer, project architect
John Banister, project General Contractor
Jane Bourne, Conservation Committee
Jason and Jessica Pressman, 127 Ash
Kelly Heath, project architect for 127 Ash
John Toor, 2 Buck Meadow Drive

Ms. Borck presented the March 23, 2015 staff report on this preliminary review of the proposed new residence and site improvements. She advised that the project will involve 1,384 cubic yards of grading that counts towards the site development permit and that the Planning Commission is the approving body on the permit. She stated that the proposed development is generally centered within the building envelope and that the project complied with all height, setback, and floor area regulations. Ms. Borck explained that the site is located within the Combination Zone of Blue Oaks and that the proposed design appears to respond to the required provisions of that zone. She emphasized that the proposed basement was being proposed with a patio-style light well and that the zoning ordinance does allow for additional provisions for light, ventilation, and access to a basement if the ASCC finds that the provisions will not be visible from adjoining or nearby properties. She noted that the light well wall would extend approximately 42 inches above grade and that the ASCC should consider the proposed wall in relation to its location and the proposed landscape screening that would soften views to it from Buck Meadow Drive.

Bill Maston, project architect, provided the background to the development of the design concept and explained the layout of the story poles. He advised that the applicant was proposing the use of the Private Open Space Easement (POSE) for construction staging and parking. He explained that using the POSE appeared to be the most viable approach to developing the lot due to the extensive earthwork that would be required and the difficulty in getting the equipment into the site while still protecting the blue oaks that are proposed to be preserved with the project. He then led the commissioners through the site to view the story poles and existing conditions. In response to questions, Mr. Maston stated that:

- The utilities would likely come up the driveway; however, if the POSE were used for staging, the utilities could be drawn through the easement.

- The plan for construction staging within the POSE would involve installing a 30-foot wide temporary rock road up into the open meadow. The meadow would not be graded. After the excavation for foundations is complete, the rocked area in the open space easement would be retained for construction parking and material storage.

- The equipment cannot adequately access the site from the front of the property (outside of the POSE) as the approach is not long enough for trucks to come in to unload. Coming in from the

front of the property at the proposed driveway would also not allow enough clearance between equipment and protected trees.

Commissioner Koch questioned whether the POSE could be used for staging. Mr. Maston stated that he believed the Homeowner's Association had approved such use in the past. Commissioner Breen expressed her concern for the number of tree removals required to accomplish the project and asked Mr. Maston to help her understand the reasons for the removals. Mr. Maston further explained the adjustments that had been made to the home's design in order to save existing trees and respond to neighbor's view concerns. He stated that it was a balance of determining the priority of which trees to save and which to remove. He advised that the rear patio needed to be dug down approximately 10 feet and that the trees in that area could not be saved due to the impacts to root systems. He explained that pulling the rear walls closer to the house would not improve this situation because the root systems would still be impacted by the excavation.

In response to a question, Mr. Maston clarified that there would be approximately 2,500 cubic yards of dirt to be off-hauled from the property.

Chair Ross invited public comments, but none were offered.

ASCC members agreed that they would offer comments on the proposal at the regular evening ASCC meeting. Planning Commissioners in attendance held their comments and will submit them via email to Planning staff. Thereafter, project consideration was continued to the regular evening ASCC meeting.

Adjournment

The special site meeting was adjourned at approximately 4:45 p.m.

minimizing the use of any retaining wall, and reducing the 420 lineal feet down to six different sections that add up to 110 feet, it would be a beautiful solution.

Mr. Wallace said that the exposure of the sandstone can be maximized by cleaning it off with high pressure air. However, he noted that it is a 200-foot stretch that will be very difficult to break up, but that further exploration can be carried out.

Commissioner Koch suggested that the design utilize the natural outcroppings to break up the retaining wall. Chair Ross agreed, as long as the work remains within the Town right-of-way, that visually breaking up the wall so that it is not in a straight line would be preferable. He suggested that a two-phase approach may need to be employed, where first, removal of the existing materials with some exploration for competent sandstone outcroppings would occur, and then the design of the wall could then be finalized based on the locations of that competent rock.

Mr. Young advised that he will use the Commission's feedback and determine what is feasible, what logistics and funding will be required, and how the preferred option would affect the construction schedule. Regarding the project setting a precedent, he advised that the BPTS identified this one location, and there are no other wall widening projects under consideration.

Commissioner Breen asked Mr. Young if a wall was planned for Portola Road in front of Town Center. Mr. Young advised that there would be no wall. Commissioner Breen stated that it is important for the ASCC to review any proposed improvements within the scenic corridors. Mr. Young said that he understands that improvements within the scenic corridors should be limited and in keeping with the rural nature of Portola Valley.

Ms. Pedro asked the Commission to recommend the top three options for Town Council consideration, including the additional options they discussed.

Based on the ASCC discussion, Chair Ross summarized the three recommended options, in no particular order of preference: 1) a stone retaining wall that is broken up by natural, competent sandstone outcroppings left in place, that would stagger in height and depth where feasible; 2) a rock clad retaining wall, either CMU or concrete; 3) a wood lagging retaining wall with steel I-beams.

Mr. Young confirmed that he will forward the Commission's feedback back to the Town Council.

(5) NEW BUSINESS

(a) Preliminary Architectural Review and Site Development Permit for a New Residence, Greenhouse, and Swimming Pool, 3 Buck Meadow Drive, Ross/Tamasi Residence, File #s: 52-2014 and X9H-687.

Chair Ross thanked the applicants for the tour conducted earlier today. He explained that this project will also require Planning Commission approval due to the amount of excavation involved in the project.

Assistant Planner Carol Borck presented the staff report and noted that the primary concern raised during today's field meeting was the number of trees proposed to be removed. She said the ASCC should consider any adjustments that may be possible in the patio areas or along the landscape walls that may provide an opportunity to preserve more trees. Ms. Borck said another key issue raised during the field meeting was the proposed use of the private open space easement ("POSE") for construction staging. Ms. Borck provided the Commission with a copy of the Easement Agreement. She noted that the purpose of the conservation easement is to prevent adverse impacts on the land, including grading, vegetation removal, and erosion, recognizing that such land is essentially unimproved and if retained in its natural state has substantial scenic value. Ms. Borck said it appears the easement agreement would not allow for construction staging activity but does allow for the Town Council to authorize exceptions to the easement requirements.

She read an email from Planning Commissioner Alex Von Feldt saying that she strongly encouraged the project team to see what more they can do to mitigate tree loss. In addition, she commented that while she appreciates the proposal to create the construction driveway away from the oak trees, the area proposed is probably the best quality grassland on the site and restoration of grassland and meadow is very difficult and takes years of careful monitoring. She encouraged the applicant to explore other options that do not cover such high quality grassland.

Commissioner Clark asked staff to confirm that POSE is not an option for construction staging. Ms. Pedro confirmed this statement. Vice Chair Harrell asked if they could use the area if they were putting in private utilities. Ms. Pedro said they could, but not for construction staging. Chair Ross asked if they could build a permanent private driveway in a POSE. Ms. Pedro said yes but the purpose is to allow for access to those properties in the Blue Oaks subdivision where the entire lot is surrounded by POSE and the only way to access the building site is through the open space easement.

Vice Chair Harrell asked if the Town Council had ever been approached for an exception to use the POSE for the purpose of trying to reduce potential adverse impact on trees during construction. Ms. Pedro advised that she was not aware of any such requests.

Bill Maston, project architect, said they had weighed whether the mitigation of putting in a temporary road was more beneficial than the time expended for restoration of the meadow. He said the Town Council does have the ability to make exceptions. He advised that he will conduct additional research on the construction staging and access for the project.

Regarding the parcel's history, Mr. Maston said that the original subdivision approval for this property was for four homes in a cluster. He said that the lots were merged to create two parcels and new building envelopes were drawn to reduce the footprint on the site. These modifications resulted in fewer trees being at risk as they were now outside of the building envelope. He advised that he has worked to create a design that balances the trees they want to protect and those that cannot be preserved due to necessary grading. He stated that the emphasis has always been to save the trees that the neighbors thought were the most important.

Mr. Maston presented the site plan and proposal with 3D renderings.

In response to a question, Mr. Maston stated that pavers were proposed in the autocourt. Ms. Pedro advised that the Blue Oaks PUD requires that all driveways be constructed with asphalt surfaces. However, other surface materials may be used subject to prior ASCC review and approval when the materials blend with the adjoining terrain and vegetation or when the coloring agents can be added to effectively achieve such blending.

Commissioner Clark stated that it appears that the only way to avoid putting the staging in the POSE is to sacrifice the front oak tree that is encircled by the driveway and the lower parking pad. He asked how the ASCC could help the applicant determine where to locate the construction staging.

Commissioner Koch expressed concern with the number of significant trees in good condition that were proposed for removal at the back patio area. She asked what options had been explored regarding protecting these trees. Mr. Maston advised that the proposed patio is 10 feet below grade, and it is not possible to protect the root systems of those trees. He stated that the original design located the entire outdoor patio system on the pool side, toward the street, but the neighbors did not support that proposal. He said the design is a balance between uses, privacy, and noise between neighbors.

Commissioner Koch said the arborist report does not indicate that many of the trees are unhealthy. She asked if they had considered relocating the greenhouse and vegetable garden to avoid removing the clusters of trees in that area. Mr. Maston said they had to prioritize which trees were most important to save and decided to eliminate the small trees that were bundled close together in favor of preserving the largest, most mature trees. Commissioner Koch said she supports saving the three trees in front and

understands the screening factor with neighbors, but is disappointed to see the removal of the 25 blue oaks on this property.

Leah Bayer, project architect, advised that the proposed greenhouse breaks up the height of the retaining wall, where the majority of the tree clusters are, and if that were moved closer to the home there would be a massive wall close to the house.

In response to a question, Mr. Maston advised that the roof tiles will be a modulation of 70/20/10 and that he will provide a mockup upon request.

Vice Chair Harrell asked how they decided to propose 31 new blue oak trees. Mr. Maston said it was recommended that they plant more than what might be needed, knowing that they will be culled out with age. Vice Chair Harrell asked if they had given further consideration to the utilities location. Mr. Maston said that if staging activities were permitted in the POSE, that the utilities would also be installed there. If the POSE is not used, the utilities would be installed in the driveway.

Chair Ross asked if there was any consideration given to reducing the program footprint to further protect existing trees. Mr. Maston advised that the previous project architect had designed a two-story solution, but was unable to comply with the single-story height limits. Additionally, the proposed grading with the previous design scheme required more tree removal. He advised that the current plan has received the support of the Blue Oaks HOA. He noted that because a significant amount of floor area is located within the basement, the actual footprint of the ground floor is much less than 5,620 square feet proposed with the project.

Chair Ross invited comments and questions from the public.

John Toor, 2 Buck Meadow Drive, offered support for the project and stated that he and the other homeowners are pleased to see the revised plan. He said the extension of the chimney on the southeast wall of the kitchen, the largest expanse of the house, is directly visible to him and Buck Meadow Drive. Mr. Toor encouraged the project team to provide any measures that would reduce the visual impact of this feature. Mr. Maston advised that the feature was not a functioning chimney, but a recessed area of the kitchen range serving as an exhaust vent. He confirmed that the faux chimney feature could be reduced in height.

Commissioner Koch asked Mr. Toor if it was the height of the chimney or the size of the wall that created the most visual impact for him. Mr. Toor stated it was a combination of both. Commissioner Koch offered that the faux chimney does break up the wall dimension, but at the same time, it is an entirely stucco surface.

Tracy Ross, applicant, advised that she had met with three general contractors to discuss the means for construction staging and access. She noted that the general contractor selected for this project expressed much concern in minimizing potential tree damage. She explained that with the size of the equipment required for the grading work and the need to stabilize the home's excavation area, it became apparent that access from the proposed driveway entrance and up through the trees slated for preservation was not going to be feasible.

There being no further comments from the public, Chair Ross asked the Commission for comments.

Vice Chair Harrell offered support for the project siting and minimizing visual impacts off-site. She expressed concern for the survival of the three oak trees to be preserved in the front yard during construction activities and earthwork. She stated that she supported the use of the POSE for construction staging in order to ensure the preservation of the front oak trees. She offered that two lights at the front entry are acceptable for aesthetic reasons. She supported the installation of native shrubs within the open space easement to screen the patio light well wall.

Commissioner Breen stated that the proposed house did not fit the site with respect to the loss of the 25 significant blue oak trees. She said the loss of these trees is significant and changes the character of the property which is one of the significant blue oak properties within the Blue Oaks subdivision. She questioned whether there is another design solution that would preserve many more of these oaks.

Commissioner Clark offered support for the scale and massing of the proposed project. He said he would prefer a darker palette of browns for the tile roof that will blend into the site more naturally than a red/orange selection. He agreed with the reduction in exterior lighting mentioned in the staff report. Concerning the proposed landscaping plan, he stated that he does not support any shrub planting within the POSE for screening the patio light well wall. He suggested lowering the faux chimney element and proposing a material for it other than stucco. He also expressed support for the proposed driveway and parking locations. Commissioner Clark stated that tree located between the lower parking pad and the autocourt could be difficult to protect during driveway construction, even if the POSE were used for staging. He offered that if the POSE were approved for staging that a detailed analysis of how it will be used and restored would be needed.

Commissioner Koch supported the design of the home, while also suggesting that any possible modifications to the rear patio be considered if additional oak trees could be preserved. She expressed concern for potential view impacts for the 2 and 4 Buck Meadow properties, and requested that the faux chimney be reduced in height or the massing of the wall be broken up. She supported reducing the proposed exterior lighting within the patio light well wall and the other locations around the home identified in the staff report. Commissioner Koch expressed support for minimal planting, particularly in front of the light well wall.

Chair Ross offered general support for the project. He understands the loss of oak trees is unavoidable with the development of the property and that a reduction in house size would not necessarily preserve a significant number of additional trees. He stated that he also recognizes that removing the rear patio and moving that wall closer to the house would be undesirable. He stated that the use of the POSE grassland area to access the site may provide the lowest risk to the trees identified for preservation, and that the temporary access must be well thought out. Chair Ross stated that screen plantings were not needed in front of the basement light well. He stated that the roof tiles should be in tan or brown hues with less red and yellow. He offered that it ornamental lighting at the house entry seemed appropriate. He supported the other areas of lighting reduction identified in the staff report. He expressed appreciation for the limited areas of fenestration and suggested that there be a material change along the faux chimney wall.

(6) COMMISSION AND STAFF REPORTS:

(a) Solar Path Lights at Schoolhouse

The Commission suggested that new down-shielded path lights be installed as part of the landscape replanting plan in front of the Historic Schoolhouse.

(b) Replacement Radar Trailer

Ms. Pedro advised the Commission that a new, smaller radar trailer will be purchased to replace the existing one.

(c) 315 Grove

Commissioner Koch advised that she reviewed and approved a proposed siding material and color change for this project.

(d) 220 Golden Hills

Commissioner Clark advised that he had approved proposed obscured glass for an entry light fixture at

William Maston
ARCHITECT & ASSOCIATES

April 28, 2015

Carol Borck
Town of Portola Valley
Planning Department
765 Portola Road
Portola Valley, CA 94028

Re: Tamasi Ross Residence
3 Buck Meadow
Portola Valley, CA 94028
Blue Oaks – Lot23/24

Carol,

For consideration during the next ASCC meeting and subsequent Planning Commission meeting we are submitting updated sheets, documents, and materials based on the comments made on March 23rd. Attached please find the following:

- **A0.03 Floor Area Calculations & A0.04 Basement Area Calculations** – Updated per floor plan changes noted below.
- **A2.01 Floor Plans** – Slight changes to floor plans per client preference – extended hallway and door location change to master bedroom, window, door, and fireplace location changes in master bedroom, door changed to NANA type in great room, and extended basement space for storage directly below entry (counts as 100% basement area).
- **A1.02 Construction Staging Plan & Detail** – We understand the proposed staging plan will require final approval from the Town Council. We are providing a plan to the ASCC for consideration/action so we may later illustrate to the council that the plan has been carefully reviewed and that the approach chosen to preserve significant oaks is generally supported. Further research into site sensitive methods and materials for native grass preservation is in progress, and details will be provided for building permit submittal. The plan has also been submitted to the Blue Oaks HOA.
- **Civil Plans 1,3,5** – Updated plans reflect the latest plan changes and their grading calcs.
- **E1.01 Exterior Lighting Plan** – Lights have been removed from the driveway parking areas both at the street level and upper autocourt, as well as reduced from 4 to 2 at the garage, reduced from 3 to 1 at the master bedroom, and 3 lights have been removed from the basement patio. Per the ASCC comments indicating an exception for main entrance lighting symmetry/aesthetics, both lights at the entry remain.
- **A9.06 Chimney Options** – Model examples showing material options with new chimney styling.
- **LP1 Landscape Plan** – Updated plan shows more detail, Cistus purpureus has been eliminated, and planting along the basement light well wall has been removed.
- **Arborist's Letter 4/8/15** – A letter from the arborist stating his professional opinion of the proposed staging plan A1.02 (his suggestions have been incorporated in the latest plan). He supports the use of the POSE in order to avoid loss of trees near the proposed driveway.

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- **Paving surfaces cut sheets** – Pacific Interlocking Pavingstone - Canyon Rock in brown and tan is specified for the driveway permeable pavers (beginning at the autocourt as noted on the site plan). Monarch Stone – Antique French Limestone in grey/tan is specified for the patio surfaces. Both spec sheets are attached.
- **Material samples** – Tracy Tamasi Ross has provided material samples for tile, stone, rock, and pavers.

We look forward to meeting again soon.

Sincerely,

Leah Alissa Bayer
William Maston Architect & Associates

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William Maston
ARCHITECT & ASSOCIATES

April 28, 2015

Town of Portola Valley
Planning Department
765 Portola Road
Portola Valley, CA 94028

Re: Tamasi Ross Residence Construction Staging Plan
3 Buck Meadow
Portola Valley, CA 94028
Blue Oaks – Lot23/24

To the ASCC and Planning Commission,

During review of our proposed project with our general contractor, it was pointed out that using the proposed driveway as the primary entry point for construction purposes could be detrimental to trees #1,2,&3 of which we went through great lengths to protect and preserve as part of the design process. This concern was confirmed by our arborist for the project (see attached letter). Based upon these observations, our general contractor suggested access from below the project site (outlined in yellow on A1.02) as the primary access point for construction excavation, staging, and parking for the project.

The proposed location for the construction staging area is on the Tamasi Ross property but within the Private Open Space Easement (POSE) that is part of the subdivision. Planning staff has pointed out that while this location may be used for construction access, only the Town Council can approve such a temporary use. As a result, we are looking for an endorsement by both the ASCC and Planning Commission for this temporary construction staging access during the construction process and we will restore the native grass meadow land back to its existing condition once construction is complete.

The specific detail proposed by the arborist and general contractor minimizes grading to the construction staging area by covering the existing grassland with mulch and then placing 3" cobbles above it for protection and construction use. This method helps protect the grassland area while allowing rainwater to percolate through. Those areas where grading is required to access the basement area will be restored back to original grade and reseeded with appropriate, approved native grass seeds. Grass plugs may be required in order to ensure reseeding of the identical grasses from the surrounding area.

For the above mentioned reasons and those others discussed at our previous joint ASCC/Planning meeting, we hope that both the ASCC and Planning Commission will endorse this proposal and pass it along to the Town Council for approval.

Sincerely,
Bill Maston

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WOODPECKER CERTIFIED A
P.O. BOX 41115, SAN JOSE, CA 95160-1115

Wednesday, April 8, 2015

Leah Bayer / Project Manager
William Maston Architect & Associates
384 Castro Street, M.V., CA 94041
www.mastonarchitect.com

re: Staging Plan for 3 Buck Meadow Dr in Portola Valley

To Whom it May Concern:

I have been involved with this project for the past eight months and have performed the initial and subsequent arborist reports. The following are my findings and assessment regarding the staging prior and post construction at 3 Buck Meadow.

I reviewed the Site Plan A1.02 of the Construction Staging Plan for 3 Buck Meadow Drive, Portola Valley, CA 94028 emailed to me Monday, April 6, 2015. Using the front of the property within the building envelope as a staging, parking, and equipment storage area is problematic. Three well-established blue oaks marked to be "saved" are in this area. It is my understanding, that the HOA and the neighbors have also identified these trees as being of the highest priority to save. It is my opinion that the POSE staging area location is the least impactful to the trees on site.

Accessing large construction equipment between the trees in the front area will expose them to soil compaction. Soil compaction during construction is devastating to trees. Roots will be broken and crushed, while the space for water and air in the soil is pressed out making it unsuitable for roots to recolonize. It is possible to construct a platform that would reduce the risk of compaction at the front of the site, but the elevation in that area presents safety issues. The elevation at the front of the house is sloped enough that the protective platform would rest at an angle making it potentially dangerous to move equipment far enough away from the trees to maneuver safely without the continued risk of equipment sliding toward the street.

Additionally, the large equipment needed for this project would require at least one tree be removed (#2). Even with removing this tree, this would still not provide enough room for materials and parked cars within the limited space at the front of the house and may require another of the three trees to be removed.

The final issue that concerns me about attempting to use the front of the house as a staging area is the danger of hitting surrounding trees. The route for soil removal and equipment use would all be focused near the trees in front and those located to the left of the building envelope. That

WOODPECKER CERTIFIED ARBORIST
P.O. BOX 41115, SAN JOSE, CA 95160-1115

area is tight and it would be all too easy, and likely, for a tree to be accidentally hit trying to maneuver in tight quarters.

This front access strategy cannot be considered as a viable option for staging. I do not believe this solution is ideal based on the community's desire to have these trees remain and because there is another solution that would not require any of them be removed and bypasses the potential hazards of maneuvering over a small sloped space.

It is my professional arboricultural opinion that front access not be used and advise that ingress/ egress through the proposed area outside the POSE be used exclusively throughout the construction process for all phases of staging.

Some adjustments to the plan will prevent unnecessary damage to the grass area and aid the trees. The 'Tree Protective Fencing' (TPF) on Site Plan A1.02 needs to be located as outlined in my report for this project dated Thursday, February 12, 2015. Additional fencing to exclude foot traffic outside of the proposed access road and staging area should be installed and connected to 'TPF' to limit soil impacts.

Moving forward, Item VIII (pg7 of 02/12/15 report) of the 'Guidelines for Protecting Retained Trees' outlines soil protections that can be adapted here. Specifically using a thick layer of wood chips (6-10 inches) as a buffering agent to prevent soil compaction. When available, the storage/ access detail describing the materials & installation techniques should be reviewed for tree conflicts.

Respectfully,

Brian McGovern
ISA Certified Arborist WE-0958A

Arborist Disclosure Statement, "Trees are living organisms that constantly evolve and change with their environment. They can be managed, but not controlled. No arborist can guarantee tree health, structure, or safety."

Attachment 6

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And is Exempt from Fee
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Sections 6103 and 27383

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Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028
Attention: Town Clerk

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ASSESSOR-COUNTY CLERK-RECORDER
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Governmental entity acquiring title.
Tax exempt effective November 10, 1969

AGREEMENT FOR CONSERVATION EASEMENT
P.O.S.E.

This Agreement is made and entered into this 22 day of July, 1998, by and between P.V. BLUE OAKS LIMITED PARTNERSHIP, A Delaware Limited Partnership, ("Owner") and the Town of Portola Valley, a municipal corporation, ("Town").

RECITALS

A. Owner is the owner of certain real property in the Town commonly known as the Blue Oaks Subdivision and more particularly described as:

> Parcels A through G and Lots 1 through 36 on the Map entitled "Blue Oaks" filed for record in the Office of the Recorder of the County of San Mateo, State of California on AUGUST 6TH, 1998, in Book 128 of Maps, Pages 64 TO 92 INCLUSIVE.

B. Town has adopted a General Plan and, pursuant thereto, may accept grants of conservation and open space easements on privately owned lands lying within the Town.

C. Town finds this conservation easement to be consistent with the adopted Town's General Plan and in the best interest of the Town.

D. Both Owner and Town desire to limit the use of a portion of the property described above by dedication of a conservation easement in order to reduce potential adverse impacts on such land including grading, vegetation removal, and erosion, recognizing that such land is essentially unimproved and if retained in its natural state has substantial scenic value to the public and that the preservation of such land as open space constitutes an important physical, social, aesthetic and economic asset to the Town and the Owner.

NOW, THEREFORE, the parties, in consideration of the mutual covenants and conditions set forth herein and the substantial public benefits to be derived therefrom, do hereby agree as follows:

1. Grant of Conservation Easement. Owner, as grantor, hereby grants a conservation easement to the Town of Portola Valley, a municipal corporation, County of San Mateo, State of California, over the real property described as the portion of Lots 1 through 36 and Parcel E designated "private open space easement" as shown on the Map entitled "Blue Oaks" filed for record in the Office of the Recorder of the County of San Mateo, State of California on AUGUST 6TH, 1998, IN VOL. 128 OF Maps, Pages 64 TO 92 INCL. (the "Property") to have and to hold said conservation easement for the term and for the purposes and subject to the conditions, covenants and exceptions described herein.

2. Statutory Authorization. This Agreement and grant of conservation easement are made and entered into pursuant to Civil Code Sections 815 through 816 and Chapter 6.6 (commencing with section (51070) of Part 1, Division 1, Title 5 of the Government Code. This Agreement is subject to all of the provisions of said sections and chapter including any amendments thereto which may hereafter be enacted.

3. Restriction on Use of Property. During the term of this Agreement and the conservation easement granted herein, the Property shall not be used for any purpose other than a conservation easement and those uses related to or compatible therewith. Owner, for the direct benefit of the Property described herein and of the Owner, hereby declares that the Property shall be subject to restrictive covenants running with the land which shall be binding upon all subsequent grantees. Said restrictive covenants shall be:

a. against the right of Owner to construct any improvements on or within the Property except for

- public and private utilities, drainage facilities, and a sediment basin, all within designated easements

- public pathways dedicated to the Town

- private driveways

Provided these reserved exceptions shall be consistent with the purposes of law and shall not permit any action which will be incompatible with the Planned Unit Development Statement, Town of Portola Valley Conditional Use Permit approved by Town Resolution No. 1622-1998, January 14, 1998, as it may be amended ("PUD Statement"), and maintaining and preserving the natural or scenic character of the land; and

b. against the extraction of natural resources or other activities which may destroy the unique physical and scenic characteristics of the land, and

c. against the grading of land other than attendant to permitted uses; and

d. against the cutting of vegetation, except as may be required for fire prevention, thinning, elimination of diseased growth, and similar measures.

The Town Council of the Town may authorize exceptions to the foregoing restrictive covenants, provided such exceptions are consistent with the purposes of law and not incompatible with the PUD Statement maintaining and preserving the natural character of the land.

4. Restrictions on Public Use. The public shall not have a right of entry upon the Property, except upon public pathways dedicated to the Town. Except for said pathways, the right of entry and surface use is limited solely to the Town, but only for the purpose of inspection of landscaping, trees or natural growth upon the Property.

5. Term of Agreement. This conservation easement and Agreement shall be effective on the date of recordation of this Agreement and shall remain in effect in perpetuity, unless abandoned pursuant to Government Code Sections 51093 and 51094, or any successor legislation.

6. Successors in Interest. This Agreement and the conservation easement shall run with the Property and shall be binding upon and inure to the benefit of the heirs, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

OWNER

Date: July 20, 1998

PV Blue Oaks Limited Partnership, a Delaware limited partnership
By: H&H PV Blue Oaks Limited Partnership, a California limited partnership,
Its: General Partner
By: 1898 Development Group, a California corporation
Its: General Partner

By: _____
Paul B. Fay, III, President

Date: July 22, 1998

TOWN OF PORTOLA VALLEY

By: _____

Its: Vice Mayor

ATTEST: _____
Town Clerk

ROSS RESIDENCE ARBORIST REPORT

NEW HOME CONSTRUCTION

ADDRESS

3 BUCK MEADOW

PORTOLA VALLEY, CA 94028

CLIENT

TRACY ROSS

UPDATED

THURSDAY, FEBRUARY 12, 2015

WOODPECKER CERTIFIED ARBORIST

P.O. Box 41115, San Jose, CA 95160 • (408) 298-2948

TABLE OF CONTENTS

SUMMARY

This is a preliminary report that has been updated to reflect the latest house design. This redesign allows for the retention of more significant trees, but some modification of retaining walls and pathways may be necessary. Prior to construction, the structural root system of six trees (#1, 2, 3, 27, 41, & 43) need inspection where they may interact directly with construction. As well, all protected trees should have a complete root crown excavation and inspection. A subsequent arborist report with findings and recommendations should be made upon completion of this examination. Otherwise, my recommendations (*See-Guidelines for Protecting Retained Trees*) provide a quality outline to protect all retained trees from start to finish.

INTRODUCTION

ASSIGNMENT

Provide Tracy Ross with an arborist report for the construction of a new home at 3 Buck Meadow, Portola Valley, CA 94028

- Identify the trees on site.
- Determine which trees should be retained or removed.
- Provide a plan to protect the trees to be retained.
- Satisfy the Town of Portola Valley requirements for an arborist report for construction of this type.

LIMITING CONDITIONS

Tree inventory performed on or prior to Sunday, March 30, 2014. No aerial diagnostics or inspections were performed, all evaluations were done on the ground. Tree evaluation, treatment, removal, and other efforts may involve considerations beyond the scope of this report.

Sketches, drawings, and photographs in this report are intended for use as visual aids, are not necessarily to scale, and should not be construed as engineering or architectural reports or surveys.

I (Consultant) shall not be required to give testimony or attend meetings, hearings, conferences, mediations, arbitrations, trials, etcetera by reason of this report unless subsequent arrangements are made, including payment of an additional fee for such services.

This report is not meant to guarantee tree health, structure, safety, viability, or any other future outcome. Trees are living organisms with possible hidden defects in structure and/or health that can cause them to fail or die suddenly. It is therefore impossible to guarantee the longevity or stability of any tree.

ASSUMPTIONS

Information given to me is assumed to be truthful and accurate. All property detailed in this report is believed to be under the legal control of Tracy Ross (Client). Any third party permission required for completion of my assignment is the responsibility of the Client. Furthermore, the property is presumed to be in conformance with applicable codes, ordinances, statutes, and regulations.

OBSERVATIONS

TREE INVENTORY (*Sunday, March 30, 2014*)

#	Identification Common / *Botanical*	D.B.H.	Significant Tree	Health	Retain
1	Blue Oak / *Quercus douglasii*	16	yes	good	pro
2	Blue Oak / *Quercus douglasii*	19.4	yes	good	pro
3	Blue Oak / *Quercus douglasii*	21.1	yes	poor	pro
4	Blue Oak / *Quercus douglasii*	9.6	yes	ok	no
5	Blue Oak / *Quercus douglasii*	12.8	yes	ok	no
6	Blue Oak / *Quercus douglasii*	18.5	yes	poor	pro
7	Blue Oak / *Quercus douglasii*	12.9	yes	ok	pro
8	Blue Oak / *Quercus douglasii*	5	~~no~~ yes	poor	no
9	Blue Oak / *Quercus douglasii*	6.8	yes	poor	no
10	Coast Live Oak / *Quercus agrifolia*	6.1	~~yes~~ no	poor	no
11	Coast Live Oak / *Quercus agrifolia*	6	~~yes~~ no	poor	no
12	Blue Oak / *Quercus douglasii*	17.6	yes	ok	no
13	Olive / *Olea europaea*	3.9	no	ok	no
14	Blue Oak / *Quercus douglasii*	12.4	yes	ok	no
15	Blue Oak / *Quercus douglasii*	10.4	yes	ok	no
16	Blue Oak / *Quercus douglasii*	10.4	yes	ok	no
17	Blue Oak / *Quercus douglasii*	13.5	yes	ok	no
18	Blue Oak / *Quercus douglasii*	8	yes	ok	no
19	Blue Oak / *Quercus douglasii*	9.5	yes	ok	no

TREE INVENTORY (*Continued*)

#	Identification Common / *Botanical*	D.B.H.	Significant Tree	Health	Retain
20	Olive / *Olea europaea*	8.5	no	ok	no
21	Blue Oak / *Quercus douglasii*	15.4	yes	ok	no
22	Coast Live Oak / *Quercus agrifolia*	11.2	no	dead	no
23	Blue Oak / *Quercus douglasii*	16.7	yes	ok	no
24	Blue Oak / *Quercus douglasii*	14.6	yes	ok	no
25	Blue Oak / *Quercus douglasii*	10.2	yes	ok	no
26	Blue Oak / *Quercus douglasii*	6.4	yes	ok	no
27	Blue Oak / *Quercus douglasii*	10.9	yes	ok	pro
28	Blue Oak / *Quercus douglasii*	13.4	yes	ok	no
29	Blue Oak / *Quercus douglasii*	12.4	yes	ok	no
30	Blue Oak / *Quercus douglasii*	2.1	no	ok	no
31	Blue Oak / *Quercus douglasii*	6.8	yes	ok	no
32	Blue Oak / *Quercus douglasii*	6.4	yes	ok	no
33	Blue Oak / *Quercus douglasii*	10.3	yes	ok	no
34	Blue Oak / *Quercus douglasii*	4.5	no	poor	no
35	Blue Oak / *Quercus douglasii*	7.1	yes	ok	no
36	Olive / *Olea europaea*	8.5	no	ok	no
37	Blue Oak / *Quercus douglasii*	9.1 & 8.8	yes	ok	no
38	Blue Oak / *Quercus douglasii*	11	yes	ok	no
39	Blue Oak / *Quercus douglasii*	7.5	yes	ok	no
40	Blue Oak / *Quercus douglasii*	4.8	no	ok	no
41	Blue Oak / *Quercus douglasii*	23.6	yes	ok	pro
42	Blue Oak / *Quercus douglasii*	17.3	yes	poor	pro
43	Blue Oak / *Quercus douglasii*	20.1	yes	ok	pro
44	Blue Oak / *Quercus douglasii*	16.8	yes	ok	pro
45	Blue Oak / *Quercus douglasii*	15.9	yes	ok	pro
46	Blue Oak / *Quercus douglasii*	9.9	yes	poor	pro
47	Blue Oak / *Quercus douglasii*	7.3	yes	poor	pro
48	Blue Oak / *Quercus douglasii*	2.7	no	ok	pro
49	Blue Oak / *Quercus douglasii*	4	no	ok	pro
50	Blue Oak / *Quercus douglasii*	13.2	yes	ok	yes
51	Blue Oak / *Quercus douglasii*	6.3	yes	ok	yes
52	Blue Oak / *Quercus douglasii*	6.2	yes	ok	yes
53	Blue Oak / *Quercus douglasii*	8	yes	ok	yes
54	Blue Oak / *Quercus douglasii*	7.8	yes	ok	yes
55	Blue Oak / *Quercus douglasii*	18.7	yes	poor	pro
56	Blue Oak / *Quercus douglasii*	10.9 & 10.8	yes	poor	pro
57	Blue Oak / *Quercus douglasii*	12.9	yes	poor	pro
58	Blue Oak / *Quercus douglasii*	19.5	yes	poor	pro

D.B.H. - Diameter at Breast Height - *Measured 4.5' above grade in inches*

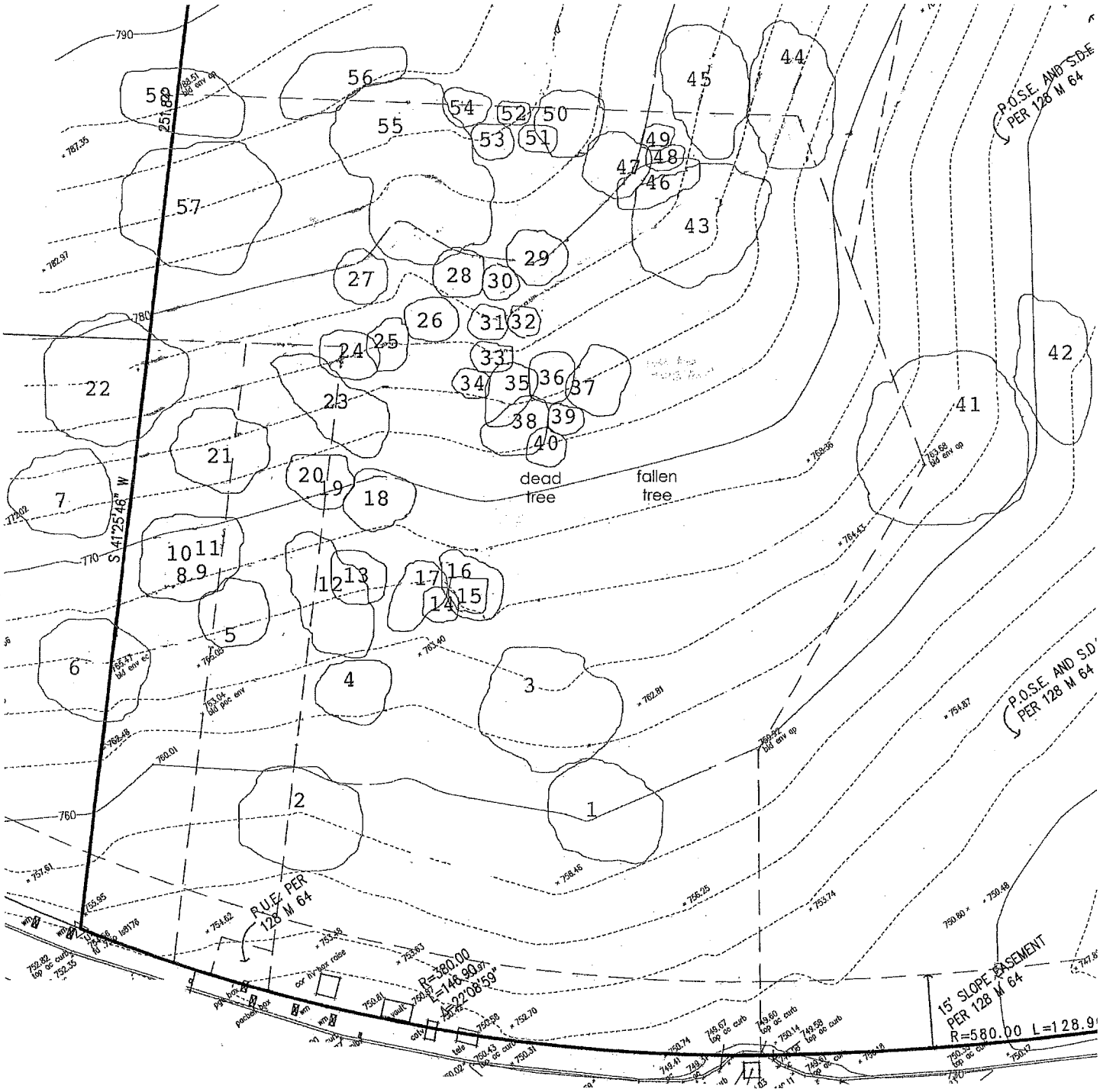
Significant Tree - *Town of Portola Valley Municipal Code 15.12.060*

Health (General Condition) - *dead, poor, ok, good, ideal (Worst to Best)*

Retain - *pro = protect, no = remove*

Row Colors - Green *(Protect Tree)*, **Red** *(Remove Tree)*, **Gray** *(Not A Tree)*

SITE MAP - CURRENT



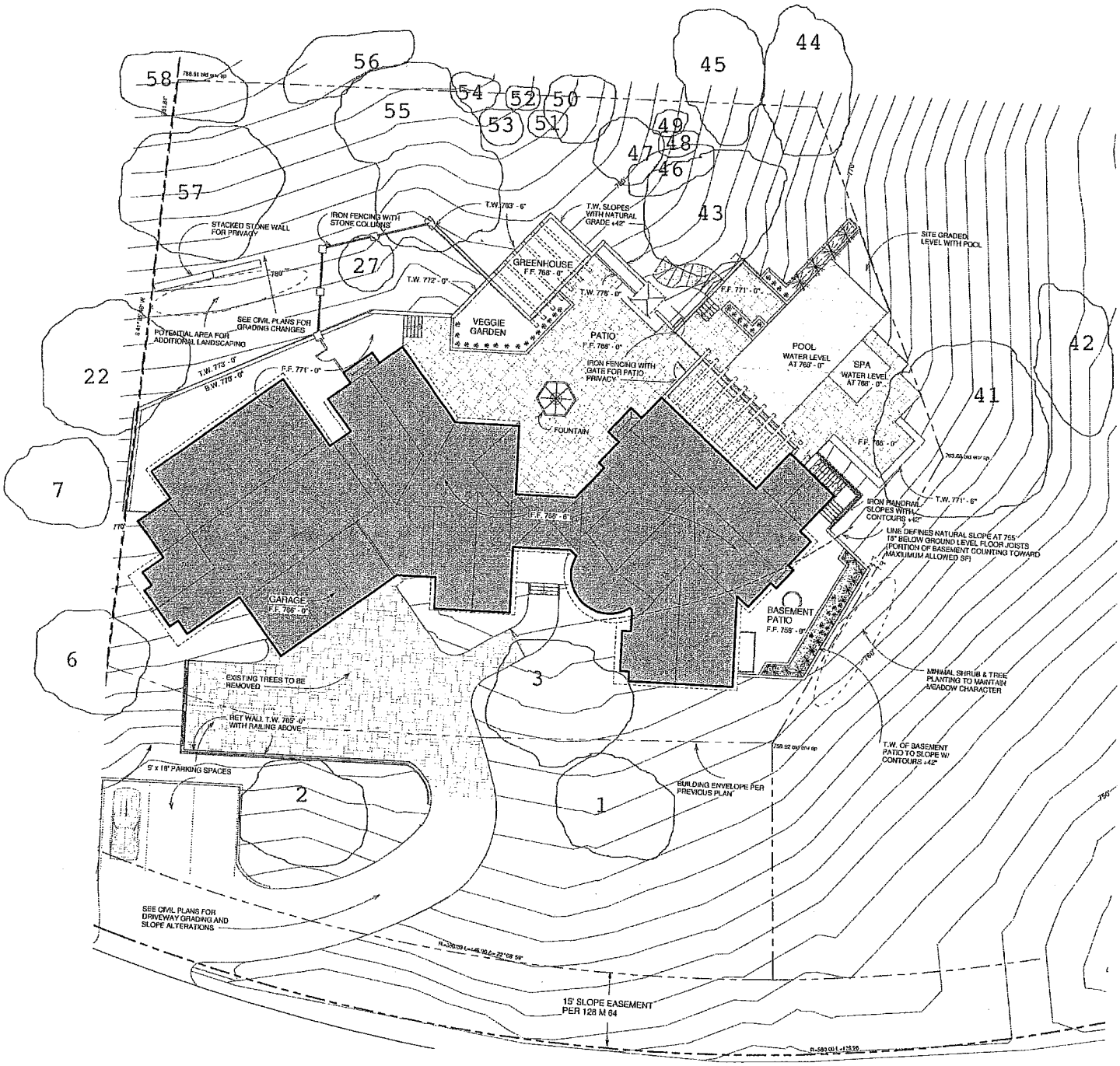
12 Tree (Remove)

3 Tree (Retain)

Not to Scale

Base Map Provided by
Willam Masten
Architect & Associates
Mountain View, CA

SITE MAP - PROPOSED



(12) Tree (Remove)

(3) Tree (Retain)

Not to Scale

Base Map Provided by
Willam Masten
Architect & Associates
Mountain View, CA

RECOMMENDATIONS

GUIDELINES FOR PROTECTING RETAINED TREES

I. All personnel working on site should be informed that the trees are important and that their protection is not to be modified in anyway.

II. A Project Arborist is to be designated prior-to any work beginning on site.

A. The arborist shall be a Certified Arborist by The International Society of Arboriculture in good standing.

B. The arborist shall be familiar with this report and project prior-to any adjustments to these guidelines or site determinations.

III. All trees listed for preservation will have a combination chain-link fence wrapped in orange snow fencing placed around them at the drip-line prior-to the start of any work.

A. The chain-link fence will be a minimum of 6 feet high.

B. The fence will be mounted on standard steel posts driven 18 inches into the ground.

C. Tree fences will be located as diagramed in this report.

1. The Project Arborist shall mark the location on site or otherwise oversee all protective fencing installation.

2. Combining of tree fences to enclose multiple trees and larger areas is recommended wherever possible.

D. Fencing will be designated with signage.

1. Signage will notice:

a) Fencing installed to protect tree & roots

b) Project Arborist Required to enter, modify, or remove fencing for any reason.

c) They will be in both English and Spanish.

2. Signs will be spaced no more than 12 feet apart.

E. Tree fences are not to be removed, dismantled, or modified unless authorized by the Project Arborist.

F. Tree fences are to remain in place until construction is complete and final approval has been given by the Project Arborist.

G. No personnel or equipment are allowed inside of this fencing unless authorized by the Project Arborist.

IV. It is recommended that a 2 inch layer of arbor-mulch be spread over the root zone of protected trees on the inside of the protection fencing.

A. The arbor-mulch shall not contact the trunk or root crown of the tree being protected.

B. The arbor-mulch is to be spread by hand.

V. All trenching, grading, or demolition within 10 feet of the drip-line or below the canopies of these trees, for any reason, is to be done under the supervision of the Project Arborist.

A. Use of an Airspade to locate roots, dig, or trench will be necessary.

1. Prior to construction, the structural root system of six trees (#1, 2, 3, 27, 41, & 43) need inspection where they may interact directly with construction.

VI. Chemicals, construction materials, trash, etcetera, are not to be stored within twice the radius of the drip-line of any protected tree.

VII. All necessary pruning of the canopies is to be done under the direct supervision of the Project Arborist.

VIII. If construction traffic is deemed necessary under the canopy of a protected tree by the Project Arborist, a layer of arbor-mulch is to be applied and covered with plywood sheeting.

A. The arbor-mulch shall be a minimum 2 inches thick for foot traffic and 6 inches thick for any equipment traffic.

B. The plywood should be a minimum of ¼ inch thick for foot traffic and ½ inch thick for equipment traffic

1. Protective plywood is to be tied together, or otherwise supported, to prevent slippage.

2. Nonslip material may be substituted or added to the plywood for the safety of persons and equipment, but must be approved by the Project Arborist.

IX. All protection measures are to be inspected by the Project Arborist, prior-to commencement of construction activities, to confirm all guidelines have been properly followed.

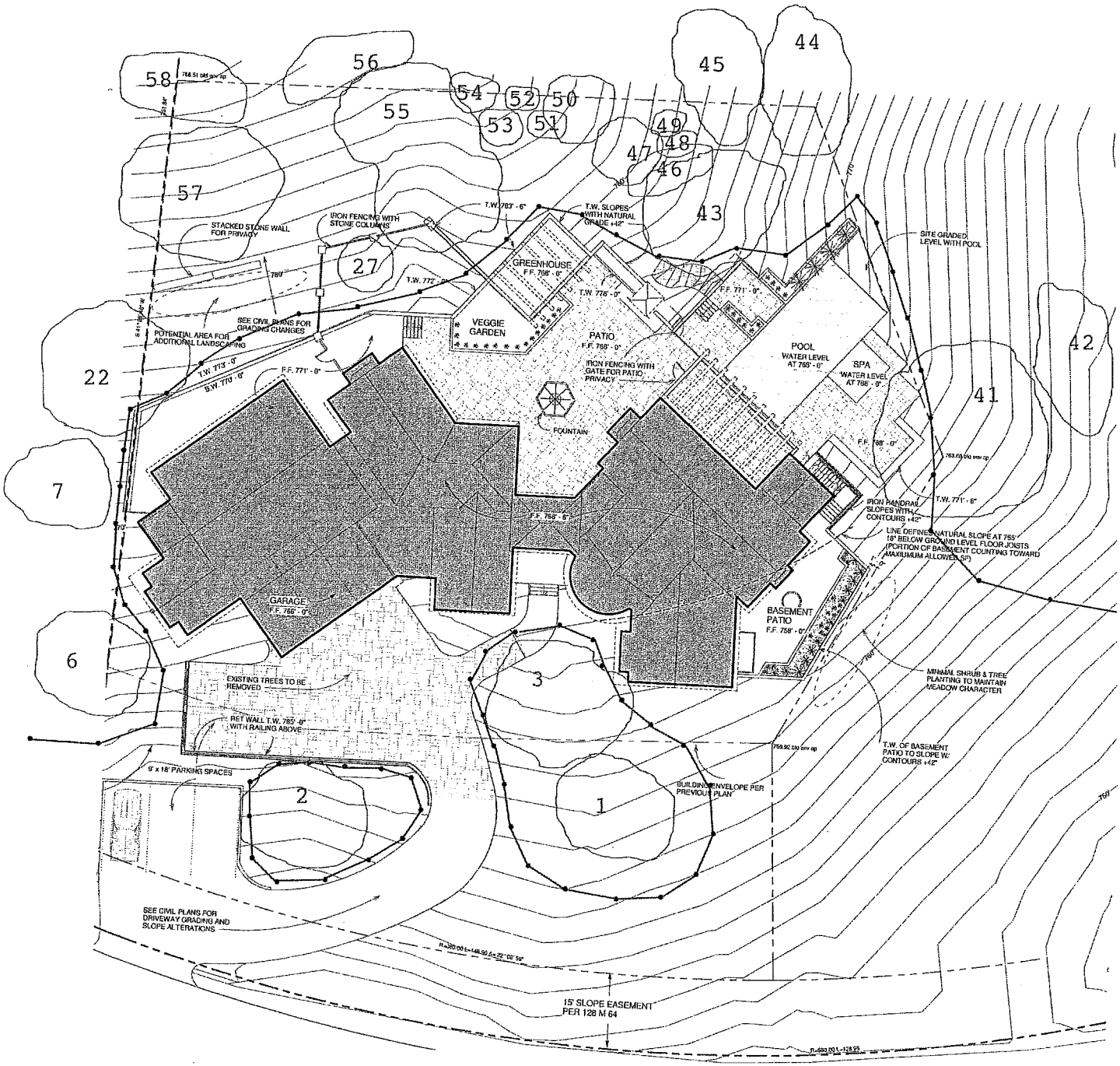
X. Regular Monitoring by the Project Arborist before, during, and after construction, to recognize any changes in the trees and to take corrective action as soon as possible, is advised.

A. The Project Arborist should inspect the site no less than once a month during construction and semiannually following construction for three years.

B. Any concerns regarding the trees should be brought to the Project Arborist's attention immediately.

XI. Anyone violating these guidelines will be liable for damages, the full cost of cure, and/or any loss of tree value as determined by the Project Arborist and paid to the Client.

SITE MAP - TREE PROTECTION FENCING



Protective Fencing

(12) Tree (Remove)

(3) Tree (Retain)

Not to Scale

Base Map Provided by
Willam Masten
Architect & Associates
Mountain View, CA

GLOSSARY

Airspade: A tool that uses compressed air to remove soil.

Arbor-mulch: The mulch created by using a wood chipper on plant material.*also called wood chips.*

Branch bark collar: The transition zone at the attachment point of a limb. This is an important area of tree defense in resisting the spread of decay.

D.B.H. (*Diameter at Breast Height*): The diameter of a tree measured at 4.5 feet above grade.

Drip-Line: An imaginary line on the ground defined by the canopy spread.

Root Crown: The transition zone between the trunk and root system.

BIBLIOGRAPHY

American National Standards Institute (ANSI). American National Standard A300(Part 5)-2012 for Tree Care Operations - Tree, Shrub, and Other Woody Plant Management - Standard Practices (Management of Trees and Shrubs During Site Planning, Site Development, and Construction). Tree Care Industry Association, Inc.. Londonderry, New Hampshire. ©2012

Best Management Practices - Managing Trees During Construction. Kelby Fite and E. Thomas Smiley. International Society of Arboriculture. Champaign, IL. ©2008

Dictionary of Standard Definitions for the Green Industry. 2009-2010. Tree Care Industry Association, Inc.. Londonderry, New Hampshire. ©2009

ARBORIST DISCLOSURE STATEMENT

Arborists are specialists in the care of trees who try to inform the public about tree needs and reduce the risks of living among trees through evaluation and care. Arborists combine education, experience, knowledge, and training in the field of arboriculture to perform this task.

Arborist knowledge of arboriculture is continuously growing, but will never be complete. Trees are living organisms that constantly evolve and change with their environment. Conditions within a tree, below ground, or otherwise not visible can conceal significant defects. For these reasons no arborist, even with the most exhaustive inspection and care, can guarantee tree health, structure, or safety.

Tree evaluation, treatment, removal, and other efforts may involve considerations beyond the scope of this report. These items may include property boundaries, landscape ownership and rights, neighbor disputes, and other issues. Arborists cannot be expected to have power over all of these issues, even when they are disclosed to the Arborist. Information supplied to the Arborist should be as complete and accurate as possible to help minimize the chance of any inaccuracy.

Trees, as all parts of the landscape, can be managed but not controlled. To live near trees is to accept the risk that they pose. The only way to eliminate all risks from trees is to eliminate all trees.

Clients may choose to accept or disregard the opinions and/or recommendations in this report, and are encouraged to seek additional advice until their concerns regarding trees are addressed to their satisfaction.

CERTIFICATE OF PERFORMANCE

I, Brian McGovern, certify:

All trees and property referred to in this report were inspected by me insofar as was necessary to complete my task as described in assignment section of this report.

I have no current or probable interest in the property, property parts, or the parties involved that are the subject of this report.

My compensation is not conditional upon reporting a predetermined conclusion that favors any party or result.

This report has been developed according to commonly accepted arboricultural practices and my analysis, opinions, and conclusions are the result of this process.

Except where noted in this report, no one provided significant professional assistance to my consultation and all analysis, opinions, and conclusions are my own.

I further attest that I am I.S.A. Certified Arborist #WE-0958A and Licensed Tree Care Contractor #770742 with current membership in the American Society of Consulting Arborists, and the International Society of Arboriculture, and the Tree Care Industry Association. I have been practicing the art and science of arboriculture for over twenty years.

Respectfully,

Brian McGovern

Carol Borck

From: Alexandra Von Feldt <alex_vonfeldt@yahoo.com>
Sent: Monday, March 23, 2015 5:31 PM
To: Carol Borck; Debbie Pedro
Subject: comments

Hi,

I have some comments about the site development permit at 3 Buck Meadow Drive.

I appreciate that the applicant has reduced the number of Blue Oak trees proposed for removal in comparison to the previous design, but I would strongly encourage them to see what more they could do to mitigate tree loss. Blue Oaks provide important habitat, and they take very long to grow to even the size that we see them at today. Replacing them with new trees does not provide the same value as it is difficult to find Blue Oaks in the trade, and certainly no where near the size that these are since they are so slow to grow and spend much of their early years developing root systems. A Blue Oak grove like the one on the site is so essential to the character of the town and specifically this development, that I would want to see all measures taken to protect it.

Similarly, I appreciate the proposal to create the construction driveway away from the trees, but unfortunately the area proposed is probably the best quality grassland on the site and includes species such as Stipa pulchra (Purple Needlegrass) and Sisyrinchium bellum (Blue-Eyed Grass). From what I've seen in previous construction projects that have tried similar protections, disruption kills these species and allows the introduction of non-native invasive species. Also, grassland and meadow restoration is very difficult and takes years of careful monitoring. I encourage the applicant to explore other options that do not cover such high quality grassland.

I am glad to see that there is no proposal to lose the fill on site, and I very much appreciate the team reducing the retaining walls along the driveway. I also am so happy to see that no lawn is proposed as the extra water would most likely kill the Blue Oaks, which are more sensitive than other types of oak. I support the Conservation Committee's comments regarding the landscaping plan, and I would support the use of some more species that are typically found among Blue Oaks including the Sisyrinchium bellum and Ranunculus californica observed currently on site. Also nearby are lovely species such as Iris fernaldii, Zigadenus fremontii, poppies and lupine.

Thank you,
Alex

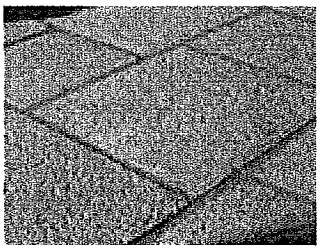
PATIOS

info@

Antique French Limestone

Antique European Flagstone | Yorkstone | Antique French Limestone
Tuscan Courtyard Brick | Antique French Terra Cotta Rectangles | Driveway Pavers | Products Guide

French Limestone has a unique warm, open texture giving it an olde-country look. This **conglomerate of fossil shells and particles**, mixed and highly compressed over thousands of years, could be described as "nature's own concrete mix." The result is a distinctive and durable material. Often the fossil shells can be seen in the surface of the flags.



The Antique French Limestone pavers we offer are commonly referred to as *Dalle de Bourgogne*, and are extremely rare. The original stone came from an 18th century farmhouse in the Provence region of France and has unusually fine characteristics. The original chisel marks are still highly visible on the surface, but after years of use, there are areas that have become worn from foot traffic. It is no wonder this is the most sought after paving stone in the world. Our reproductions have faithfully replicated all the warmth and charm of *Dalle de Bourgogne*.

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Antique French Limestone are exact reproductions of hand-selected Dalle de Bourgogne from the Provence region of France.

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- Stone reproductions have been used extensively in Europe for over 20 years
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- Due to its consistent thickness, installation is easier and less expensive than natural stone.
- Affordably priced
- Color is consistent through the entire product, not just the surface
- The product has a hardness level of 7,000 psi, nearly three times harder than a typical sidewalk or driveway.
- Designs protected by international copyright laws

Ordering Information

Antique French Limestone pavers are available in **eleven different sizes**. They look most authentic when laid in a random pattern. When planning small or irregular areas, it may be best to draw the area to scale in squared paper and draw a combination of slab sizes to suit that setting. For best effect,

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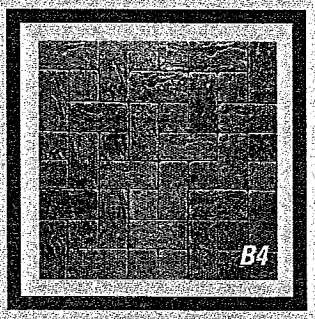
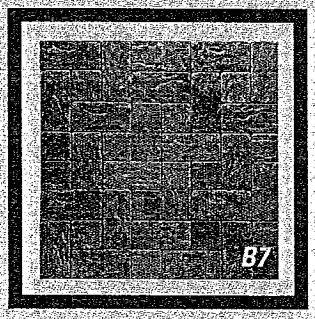
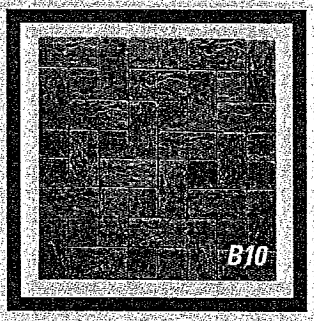
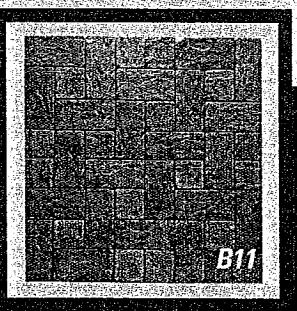
DRIVEWAY

Canyon Rock









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Off. 831.637.9163
Fax 831.637.0756

www.pacinterlock.com

CANYON ROCK Series 60mm

GENERAL SPECIFICATIONS

Section Includes
- A. Concrete units
- B. Bedding sand
- C Execution

References
- A. American Society of Testing Materials (ASTM)
  1. C 936-08, Standard Specification for Interlocking Concrete Paving Units
  2. C 140, Standard Test Methods of Sampling and Testing Concrete Masonry Units
  3. C 136, Method for Sieve Analysis for Fine and Coarse Aggregate
  4. C 33, Specification for Concrete Aggregates.
  5. D 2940, Standard Specification for Graded Aggregate Material for Bases

Quality Assurance
- A. Engage an installer who has successfully completed installations similar in type and size to this project. Installer shall provide certification of experience.
- B. As applicable by state/provincial and local laws, contractor shall hold a current contractor's and business license in the state/ province and locality where work is performed.

Delivery, Storage And Handling
- A. Deliver interlocking pavers to the site in plastic wrapped cubes capable of transfer by fork lift. Unload pavers at job site in such a manner that no damage occurs to the product.
- B. Cover sand and topsoil shall with waterproof covering to prevent exposure to rainfall or removal by wind. Secure the covering in place.

Environmental Conditions
- A. Do not install sand or pavers during heavy rain or snowfall.
- B. Do not install frozen sand or topsoil.

PART 2: PRODUCTS

CR:	12" x 12" x 2 3/8"	CR:	12" x 6" x 2 3/8"	CR:	6" x 6" x 2 3/8"
	Stones per SF: 1		Stones per SF: 2		Stones per SF: 4
	Stones per pallet: 96		Stones per pallet: 192		Stones per pallet: 384
	Coverage: 96 sf per pallet		Coverage: 96 sf per pallet		Coverage: 96 sf per pallet
	Weight: 26# / sf, 2541# / plt		Weight: 26# / sf, 2541# / plt		Weight: 24# / sf, 2394# / plt

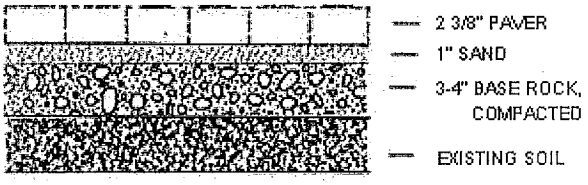
Meets the requirements of ASTM C936-08: Average compressive strength not less than 8000psi (55MPa) with no individual unit less than 7200 psi (50 MPa). Dimensional tolerance: Measured length or width shall not differ by more than ±0.063" [1/16"] (±1.6mm) from specified dimensions. Measured height shall not differ by more than ±0.125" [1/8"] (±3.2mm) from the specified dimensions. Test results are certified by the manufacturer.

Execution

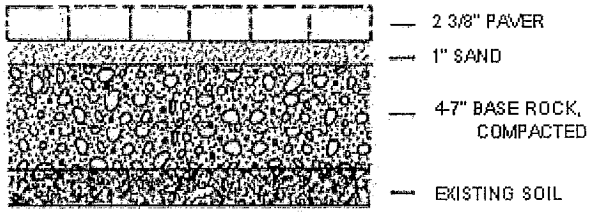
Examination
Note: For vehicular areas, specify compaction of the soil sub grade to a minimum of 95% standard Proctor density for dense-graded aggregate bases. Density should be monitored in the field with a nuclear density gauge. Compaction of open-graded bases should be with at least five passes of roller compactor without vibration. Stabilization of the soil and/or base material may be necessary with weak or saturated soils.
A. Verify that base is dry, uniform, even, free of any sediment (if open-graded), and ready to support sand, pavers and imposed loads.
B. Verify gradients and elevations of base are correct.
C. Verify location, type, installation and elevations of edge restraints around the perimeter area to be paved.
D. Beginning of installation means acceptance of base and edge restraints.

Installation
A. Spread the sand evenly over the compacted, dense-graded base course and screed uniformly to 1 – 1 ½ °in. (25 - 40 mm) thickness. The screeded sand s hould not be disturbed. Place sufficient sand to stay ahead of the laid pavers.
B. Ensure that pavers are free from foreign materials before installation.
C. Lay the pavers in the pattern(s) as shown on the drawings. Maintain straight pattern lines.
D. Joints between the pavers shall be between 1/16 in. and 1/8 in. (2 to 4 mm) wide.
E. Fill gaps at the edges of the paved area with cut pavers or edge units.
F. Cut pavers to be placed along the edge with a double-bladed splitter or masonry saw.
G. Compact and seat the pavers into the screeded [bedding sand] [aggregate] using low amplitude, 75-90 Hz plate compactor capable of at least 5,000 lbs. (22 kN) centrifugal compaction force. Note: A rubber or neoprene pad between the compactor and grids may be necessary to prevent cracking or chipping. .
Note: A protective barrier between the compactor and pavers is necessary to prevent damage to textured pavers. This can be a rubber pad or similar padding installed onto the compactor or covering the pavers in 4 x 8 sections.
H. Vibrate and compact the pavers again, sweeping [topsoil] [the small fraction of the No. 8 aggregate] into the joints and openings until it is within ½ in. (13 mm) from the top surface. This will require at least two or three passes with the compactor. Do not compact within 3-ft (1 m) of the unrestrained edges of the paving units.

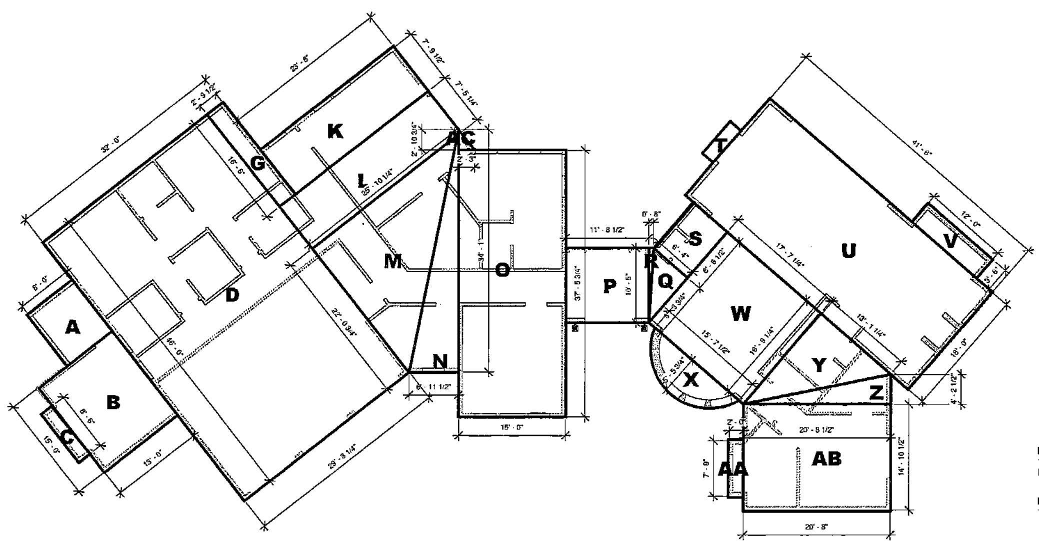
Cross Section Typical Installation for Patios and Sidewalks



Cross Section Typical Installation Driveways

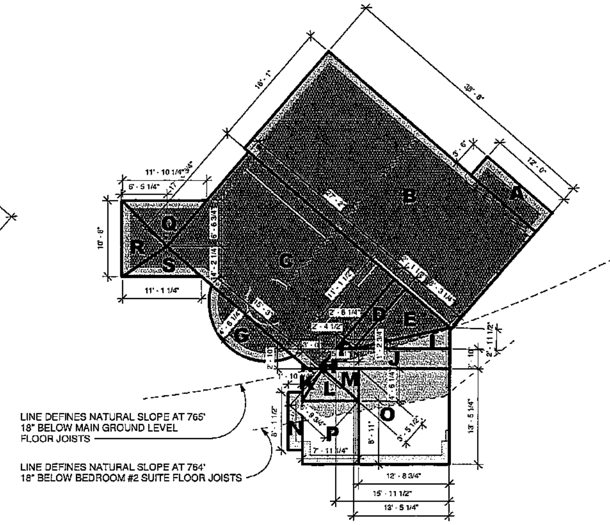


Attachment 10



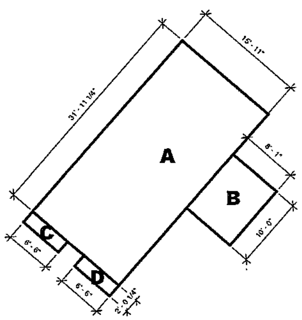
GROUND FLOOR AREA DIAGRAM

1/8" = 1'-0"



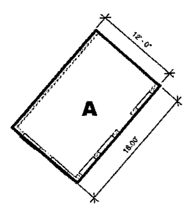
BASEMENT AREA DIAGRAM

1/8" = 1'-0"



POOL & SPA AREA DIAGRAM

1/8" = 1'-0"



GREENHOUSE AREA DIAGRAM

1/8" = 1'-0"

GROUND FLOOR AREA CALCULATIONS

SECTION	LENGTH	WIDTH	AREA
A	9' - 0"	8' - 0"	73 SF
B	15' - 0"	13' - 0"	195 SF
C	8' - 6"	2' - 0"	16 SF
D	46' - 0"	32' - 0"	1346 SF
G	2' - 9 1/2"	16' - 6"	47 SF
K	23' - 8"	7' - 9 1/2"	189 SF
L	25' - 10 1/4"	7' - 5 1/4"	197 SF
M	25' - 10 1/4"	22' - 0 3/4"	285 SF
N*	34' - 1"	6' - 11 1/2"	119 SF
O	37' - 5 3/4"	15' - 0"	567 SF
P	11' - 8 1/2"	10' - 5"	122 SF
Q*	8' - 3 1/2"	6' - 4"	26 SF
R*	10' - 5"	0' - 8"	3 SF
S	8' - 6 3/4"	6' - 4"	53 SF
T	6' - 0"	2' - 0"	12 SF
U	41' - 6"	18' - 0"	752 SF
W	17' - 4 1/4"	16' - 9 1/4"	294 SF
X**	15' - 7 1/2"	5' - 5 1/4"	64 SF
Y*	16' - 9 1/4"	13' - 1 1/4"	110 SF
Z*	20' - 8"	4' - 2 1/2"	44 SF
V	12' - 0"	3' - 6"	42 SF
AA	7' - 9"	2' - 0"	17 SF
AB	20' - 8"	14' - 10 1/2"	312 SF
AC*	2' - 10 3/4"	2' - 3"	3 SF
		TOTAL:	4888 SF

* TRIANGULAR AREA: (L x W) / 2
** SEMI-CIRCULAR AREA: A = (Pi*r^2) / 2

BASEMENT FLOOR AREA CALCULATIONS

SECTION	LENGTH	WIDTH	AREA
A	3' - 6"	12' - 0"	42 SF
B	12' - 0"	10' - 0"	698 SF
C	17' - 6 3/4"	27' - 2"	478 SF
D	2' - 1 1/2"	11' - 1 1/2"	22 SF
E*	8' - 3 1/4"	11' - 1 1/2"	46 SF
F*	2' - 6 1/4"	1' - 2 3/4"	2 SF
G**	15' - 3"	4' - 6 1/4"	54 SF
H*	2' - 4 1/2"	2' - 10"	3 SF
I *	2' - 11 1/2"	13' - 6 1/2"	20 SF
J *	2' - 10"	16' - 0 3/4"	45 SF
K*	3' - 0"	4' - 6 1/4"	5 SF
L	7' - 11 1/4"	4' - 6 1/4"	18 SF
M	5' - 1"	4' - 6 1/4"	12 SF
N*	8' - 1 1/2"	2' - 0"	16 SF
O*	12' - 8 3/4"	13' - 5 1/4"	171 SF
P*	7' - 11 1/4"	8' - 11"	71 SF
Q*	11' - 10 1/4"	6' - 6 3/4"	38 SF
R*	10' - 8"	6' - 5 1/4"	35 SF
S*	11' - 1 1/4"	4' - 2 1/4"	23 SF
		TOTAL BASEMENT AREA:	1799 SF

SEE SHEET A0.05 FOR BASEMENT AREA DEFINITION AND CALCULATION OF ALLOWABLE SPACE

COUNTED BASEMENT AREA: 337 SF

POOL & SPA AREA CALCULATIONS

SECTION	LENGTH	WIDTH	AREA
A	31' - 11 1/4"	15' - 11"	512 SF
B	10' - 0"	8' - 1"	80 SF
C	6' - 6"	2' - 0 1/4"	13 SF
D	6' - 6"	2' - 0 1/4"	13 SF
		TOTAL:	618 SF

FOR POOL AREA < 700 SF
COUNTABLE AREA TOTAL = 200 SF

COUNTED POOL AREA: 200 SF

GREENHOUSE AREA CALCULATIONS

SECTION	LENGTH	WIDTH	AREA
A	18' - 0"	12' - 0"	216 SF
		TOTAL:	216 SF

TOTAL FLOOR AREA CALCULATIONS:

GROUND FLOOR:	4888 SF
BASEMENT:	337 SF
POOL & SPA:	200 SF
GREENHOUSE:	216 SF
TOTAL:	**5641 SF**
MAXIMUM ALLOWABLE FLOOR AREA:	5700 SF
(-) UNDER / OVER:	**-59 SF**

#	Rev.	Date

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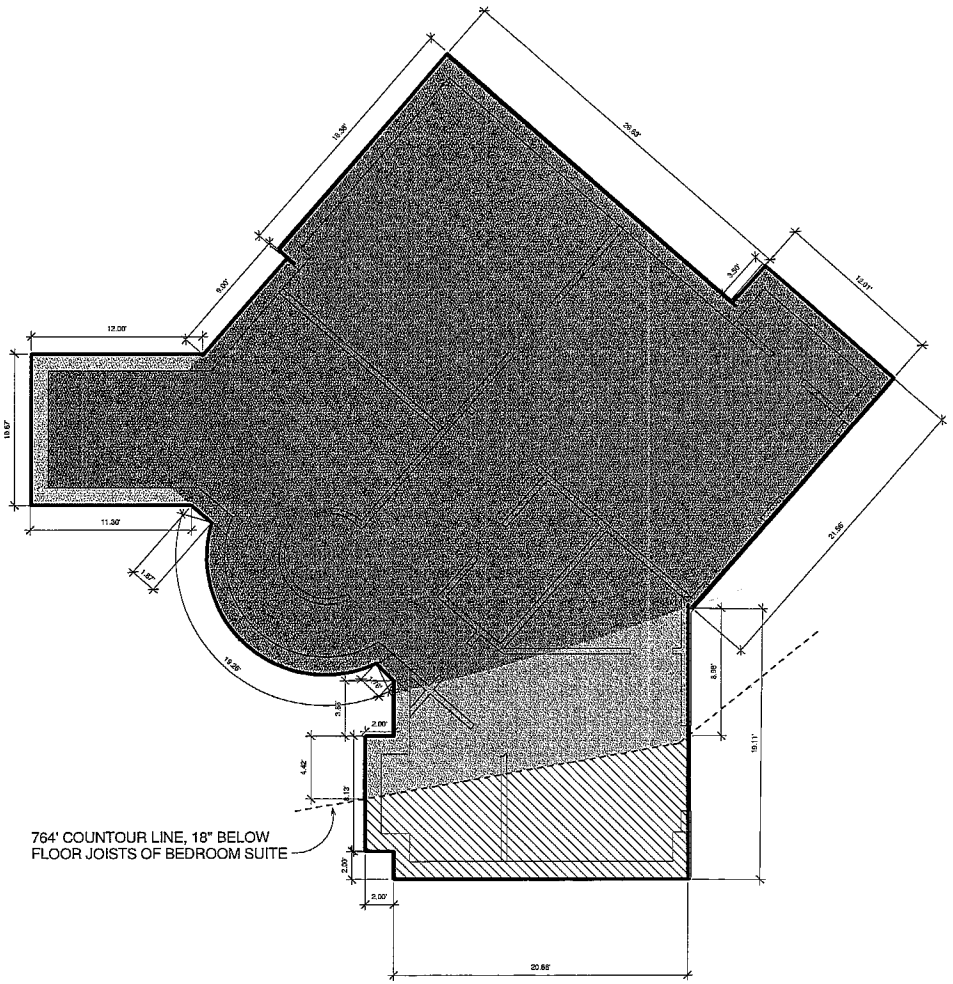
TAMASI - ROSS RESIDENCE
3 BUCK MEADOW

FLOOR AREA CALCULATIONS

Job TAM 2014
Date 4-28-
Drawn By:
A0.0
Scale 1/8"



1 BASEMENT AREA WITH PERIMETERS
1/4" = 1'-0"

ALLOWABLE AREA CALCULATION

PER ZONING ORDINANCE 18.04.065 D:

FOR BASEMENT AREA USE FORMULA: ENTIRE FLOOR AREA OF SPACE x B/A

WHERE A IS THE OUTSIDE PERIMETER OF THE ROOM(S) AND B IS THE OUTSIDE PERIMETER OF THE ROOM(S) WHERE THE UNDERSIDE OF THE FLOOR JOISTS OF THE FLOOR ABOVE ARE NOT MORE THAN EIGHTEEN INCHES ABOVE ADJOINING NATURAL OR FINISHED GRADE, WHICHEVER IS LOWER

ASSUMING THE ENTIRE BASEMENT IS A ROOM:

A = 205.72' (TOTAL PERIMETER OF AFFECTED ROOM)
B = 167.22' (PERIMETER OF SHADED PORTION)
TOTAL AREA OF AFFECTED ROOM = 1703 SF

USING FORMULA = 1799 * (167.22/205.72)

BASEMENT AREA= 1462 SF

SF COUNTED TOWARDS MAXIMUM IS THEREFOR (THE REMAINING BALANCE): **337 SF**

#	Rev.	Date

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TAMASI - ROSS RESIDENCE
3 BUCK MEADOW

BASEMENT AREA CALCULATION

Job: TAM 2014 016
Date: 4-28-2015
Drawn By: LAB

A0.04

Scale: 1/4" = 1'-0"

Grading & Drainage Plans

for

Tamasi and Ross

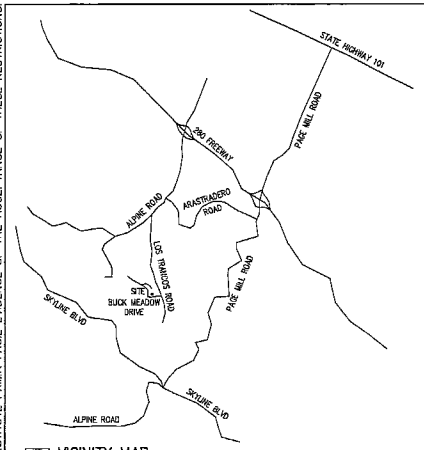
Buck Meadow Drive - Blue Oaks

Book 128 of maps, Pages 63-92

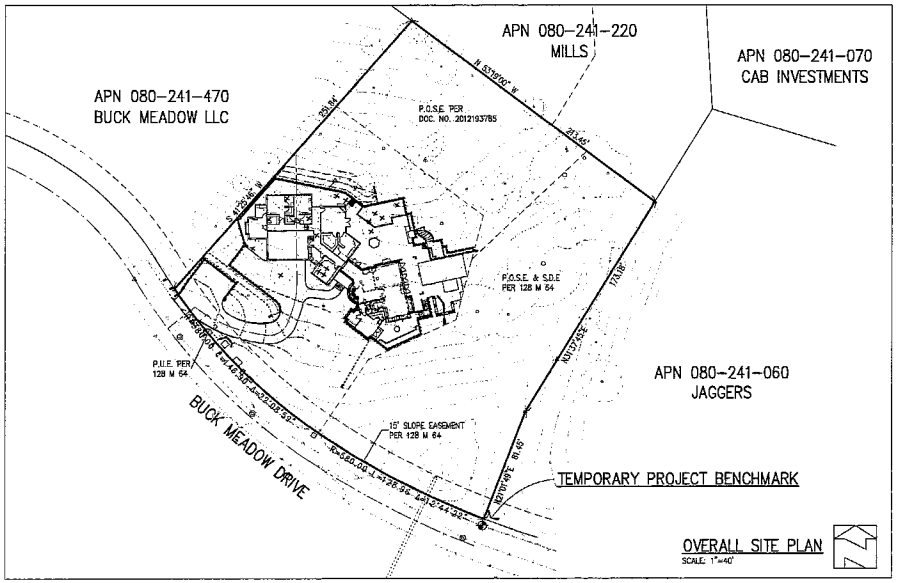
in the

Portola Valley

San Mateo County, California



VICINITY MAP
NO SCALE



ABBREVIATIONS

AC	ASPHALT CONCRETE	FL	FLOWLINE	STD	STANDARD
AB	AGGREGATE BASE	G	GAS LINE	SW	SIDEWALK
AD	AREA DRAIN	GM	GAS METER	T	TELEPHONE LINE
BC	BEGINNING OF CURVE	GB	GRADE BREAK	TBM	TEMPORARY BENCHMARK
BLDG	BUILDING	GUY	GUY WIRE FOR POLE	TC	TOP OF CURB
BOC	BACK OF CURB	GV	GATE VALVE	TOB	TOP OF BANK
BO	BLOW OFF	HP	HIGH POINT	TOE	TOE OF BANK
BWF	BARBWIRE FENCE	INV	INVERT OF PIPE	TYP	TYPICAL
CATV	CABLE TELEVISION	IP	IRON PIPE	W	WATER LINE
CB	CATCH BASIN	JP	JOINT POLE	WM	WATER METER
CI	CURB INLET	JT	JOINT TRENCH	WV	WATER VALVE
CL	CENTERLINE	LP	LOW POINT		
CMP	CORRUGATED METAL PIPE	MAX	MAXIMUM		
CO	CLEAN OUT	MIN	MINIMUM		
CONC	CONCRETE	N.I.C.	NOT IN CONTRACT		
DI	DROP INLET	OHU	OVERHEAD UTILITY		
DIP	DUCTILE IRON PIPE	PB	PULL BOX		
DWY	DRIVEWAY	PL	PROPERTY LINE		
E	ELECTRIC LINE	P.S.E.	PUBLIC SERVICE EASEMENT		
EC	END OF CURVE	P.S.D.E.	PRIVATE STORM DRAIN EASEMENT		
EG	EXISTING GRADE	PVI	POINT OF VERTICAL INTERSECTION		
ELEV	ELEVATION	RCP	REINFORCED CONCRETE PIPE		
EP	EDGE OF PAVEMENT	R/W	RIGHT OF WAY		
ER	END OF RETURN	SD	STORM DRAIN PIPE		
(E)	EXISTING	SS	SANITARY SEWER PIPE		
FF	FINISH FLOOR	STM	STORM DRAIN MANHOLE		
FG	FINISH GRADE	SSMH	SANITARY SEWER MANHOLE		
FH	FIRE HYDRANT	SP	SERVICE POLE		

LEGEND

EXISTING / PROPOSED

- CONTOUR ELEVATION
- WATER MAIN
- STORM DRAIN
- SANITARY SEWER
- TOP OF CURB ELEVATION
- PIPE INVERT ELEVATION
- PORTLAND CONCRETE ELEVATION
- FLOWLINE ELEVATION
- ASPHALT CONCRETE ELEVATION
- TOP OF GRATE ELEVATION
- TOP OF WALL ELEVATION
- BOTTOM OF WALL ELEVATION
- ELECTROLIER
- FLOW DIRECTION
- DROP INLET
- MANHOLE
- CURB INLET
- WATER METER
- FIRE HYDRANT
- WATER VALVE
- SIDEWALK
- VERTICAL CURB
- CURB & GUTTER
- JOINT TRENCH
- RETAINING WALL
- SEWER LATERAL
- TREE TO BE REMOVED
- MONUMENT
- ROCK RIP-RAP

NOTE:

WHERE THE FIRM OF HANNA & BRUNETTI DOES NOT PROVIDE CONSTRUCTION STAKES, SAID FIRM WILL ASSUME NO RESPONSIBILITY WHATSOEVER FOR IMPROVEMENTS CONSTRUCTED THEREFROM.

NOTE TO CONTRACTOR

CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR ENGINEER.

THESE QUANTITIES DO NOT INCLUDE ANY SHRINKAGE, SUBSIDENCE, OVER-EXCAVATION, OR ANY SPECIAL CONDITIONS OR REQUIREMENTS THAT MAY BE SPECIFIED IN THE GEOTECHNICAL INVESTIGATION REPORT. THESE QUANTITIES IN THE AREA FOR PERMIT PURPOSES ONLY. ALL CONTRACTORS BIDDING ON THIS PROJECT SHOULD MAKE THEIR OWN DETERMINATION OF EARTHWORK QUANTITIES PRIOR TO SUBMITTING A BID.

IF THIS PROJECT HAS EXCESS DIRT THAT WILL BE OFF-HAULED TO A SITE WITHIN CITY LIMITS, AN ADDITIONAL PERMIT IS REQUIRED.

EXISTING UNDERGROUND UTILITIES ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED ON RECORD INFORMATION AVAILABLE TO THE ENGINEER AT THE TIME OF PREPARATION OF THESE PLANS. LOCATION MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. THE CONTRACTOR SHALL NOTIFY UTILITY COMPANIES AT LEAST 2 WORKING DAYS IN ADVANCE OF CONSTRUCTION TO FIELD LOCATE UTILITIES. CALL UNDERGROUND SERVICE ALERT (U.S.A.), AT 1-800-642-2444. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF UTILITIES SHOWN ON THESE PLANS, INDICATED IN THE FIELD BY LOCATING SERVICES, OR EVIDENCE BY FACILITIES VISIBLE AT OR ADJACENT TO THE JOB SITE. ANY ADDITIONAL COST INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY LOCATIONS OF EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION SHALL BE BORNE BY THE CONTRACTOR AND IS DEEMED INCLUDED AND MERGED IN THE CONTRACT UNIT PRICE.

GRADING

	HOUSE	DRIVEWAY	LANDSCAPING	TOTAL
CUT	332± C.Y.	116± C.Y.	1111± C.Y.	2658± C.Y.
FILL	0± C.Y.	153± C.Y.	4± C.Y.	157± C.Y.

	BASEMENT	POOL
CUT	895± C.Y.	214± C.Y.
FILL	0± C.Y.	0± C.Y.

CONTRACTOR TO VERIFY:

CONTRACTOR TO VERIFY PRIOR TO CONSTRUCTION OF BUILDING PAD, STRUCTURAL SECTION OF FOUNDATION TO DETERMINE BUILDING PAD ELEVATION.
A 12 INCH SECTION WAS USED ON PLANS FOR CONCEPTUAL PURPOSES ONLY.

SEE SOILS REPORT TO DETERMINE STRUCTURAL SECTION FOR BUILDING.

DATE: _____ 15
HANNA & BRUNETTI

ARNOLD R. BRUNETTI
RCE. 17166
EXPIRES 6-30-15

REGISTERED PROFESSIONAL ENGINEER
ARNOLD R. BRUNETTI
NO. 17166
EXP. 6-30-15
CIVIL
STATE OF CALIFORNIA

NOTES:

1. IF ARCHAEOLOGICAL RESOURCES OR HUMAN REMAINS ARE DISCOVERED DURING CONSTRUCTION, WORK SHALL BE HALTED WITHIN 50 METERS (150 FEET) OF THE FIND UNTIL IT CAN BE EVACUATED BY A QUALIFIED PROFESSIONAL ARCHAEOLOGIST. IF THE FIND IS DETERMINED TO BE SIGNIFICANT, APPROPRIATE MITIGATION MEASURES SHALL BE FORMULATED AND IMPLEMENTED.
   IF HUMAN REMAINS ARE FOUND DURING CONSTRUCTION THERE SHALL BE NO FURTHER EXCAVATION OR DISTURBANCE OF THE SITE OR ANY NEARBY AREA REASONABLY SUSPECTED TO OVERLIE ADJACENT HUMAN REMAINS UNTIL THE CORONER OF SANTA CLARA COUNTY IS CONTACTED TO DETERMINE THAT NO INVESTIGATION OF THE CAUSE OF DEATH IS REQUIRED. IF THE CORONER DETERMINES THE REMAINS TO BE NATIVE AMERICAN THE CORONER SHALL CONTACT THE NATIVE AMERICAN HERITAGE COMMISSION WITHIN 24 HOURS. THE NATIVE AMERICAN HERITAGE COMMISSION SHALL IDENTIFY THE PERSON OR PERSONS IT BELIEVES TO BE THE MOST LIKELY DESCENDENT (MLD) FROM THE DECEASED NATIVE AMERICAN. THE MLD MAY THEN MAKE RECOMMENDATION TO THE LANDOWNER OR THE PERSON RESPONSIBLE FOR THE EXCAVATION WORK, FOR MEANS OF TREATING OR DISPOSING OF, WITH APPROPRIATE DIGNITY, THE HUMAN REMAINS AND ASSOCIATED GRAVE GOODS AS PROVIDED IN PUBLIC RESOURCES CODE SECTION 5097.98. THE LANDOWNER OR HIS AUTHORIZED REPRESENTATIVE SHALL REBURY THE NATIVE AMERICAN HUMAN REMAINS AND ASSOCIATED GRAVE GOODS WITH APPROPRIATE DIGNITY ON THE PROPERTY IN A LOCATION NOT SUBJECT TO FURTHER DISTURBANCE IF:
   a) THE NATIVE AMERICAN HERITAGE COMMISSION IS UNABLE TO IDENTIFY A MLD OR THE MLD FAILED TO MAKE A RECOMMENDATION WITHIN 24 HOURS AFTER BEING NOTIFIED BY THE COMMISSION.
   b) THE DESENDENT IDENTIFIED FAILS TO MAKE A RECOMMENDATION; OR
   c) THE LANDOWNER OR HIS AUTHORIZED REPRESENTATIVE REJECTS THE RECOMMENDATION OF THE DESCENDENT, AND THE MEDIATION BY THE NATIVE AMERICAN HERITAGE COMMISSION FAILS TO PROVIDE MEASURES ACCEPTABLE TO THE LANDOWNER.
   INCORPORATE THE FOLLOWING NOTE ON THE PROJECT PLANS. IF ARCHAEOLOGICAL RESOURCES OR HUMAN REMAINS ARE DISCOVERED DURING CONSTRUCTION, WORK SHALL BE HALTED WITHIN 50 METERS (165 FEET) OF THE FIND UNTIL A QUALIFIED PROFESSIONAL ARCHAEOLOGIST CAN EVALUATE IT. IF THE FIND IS DETERMINED TO BE SIGNIFICANT, APPROPRIATE MITIGATION MEASURES SHALL BE FORMULATED AND IMPLEMENTED.

TEMPORARY PROJECT BENCHMARK

A TEMPORARY PROJECT BENCHMARK IS LOCATED ALONG SOUTHEAST PROPERTY CORNER
A MAG SET ON THE CURB; WITH AN ELEVATION OF 752.78 FEET

BASIS OF BEARINGS

THE BASIS OF BEARINGS OF THESE PLANS ARE BASED ON THE FOUND MONUMENTS AS SHOWN ON THE MAP OF BLUE OAKS SUBDIVISION MAP, FILED IN BOOK 128 OF MAPS, AT PAGES 63 THRU 92.
PER SAN MATEO COUNTY RECORDS.

FLOODZONE STATEMENT

COMMUNITY PANEL NUMBER: 065052-0601C0402E
MAP REVISED: OCTOBER 16, 2012

PROJECT IS LOCATED IN ZONE X

ZONE X
AREAS OF 500-YEAR FLOOD; AREAS OF 100-YEAR FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 100-YEAR FLOOD.

CIVIL ENGINEER

HANNA & BRUNETTI
7601 EIGLEBERRY STREET
GILROY, CA 95020

OFFICE: 408 842-2173
FAX: 408 842-3682
EMAIL: ENGINEERING@HANNABRUNETTI.COM

DESIGNER

WILLIAM MASTON
394 CASTRO STREET
MOUNTAIN VIEW, CA 94041

OFFICE: 650 968-7900 EXT 15
FAX: 650 988-4913

SHEET INDEX

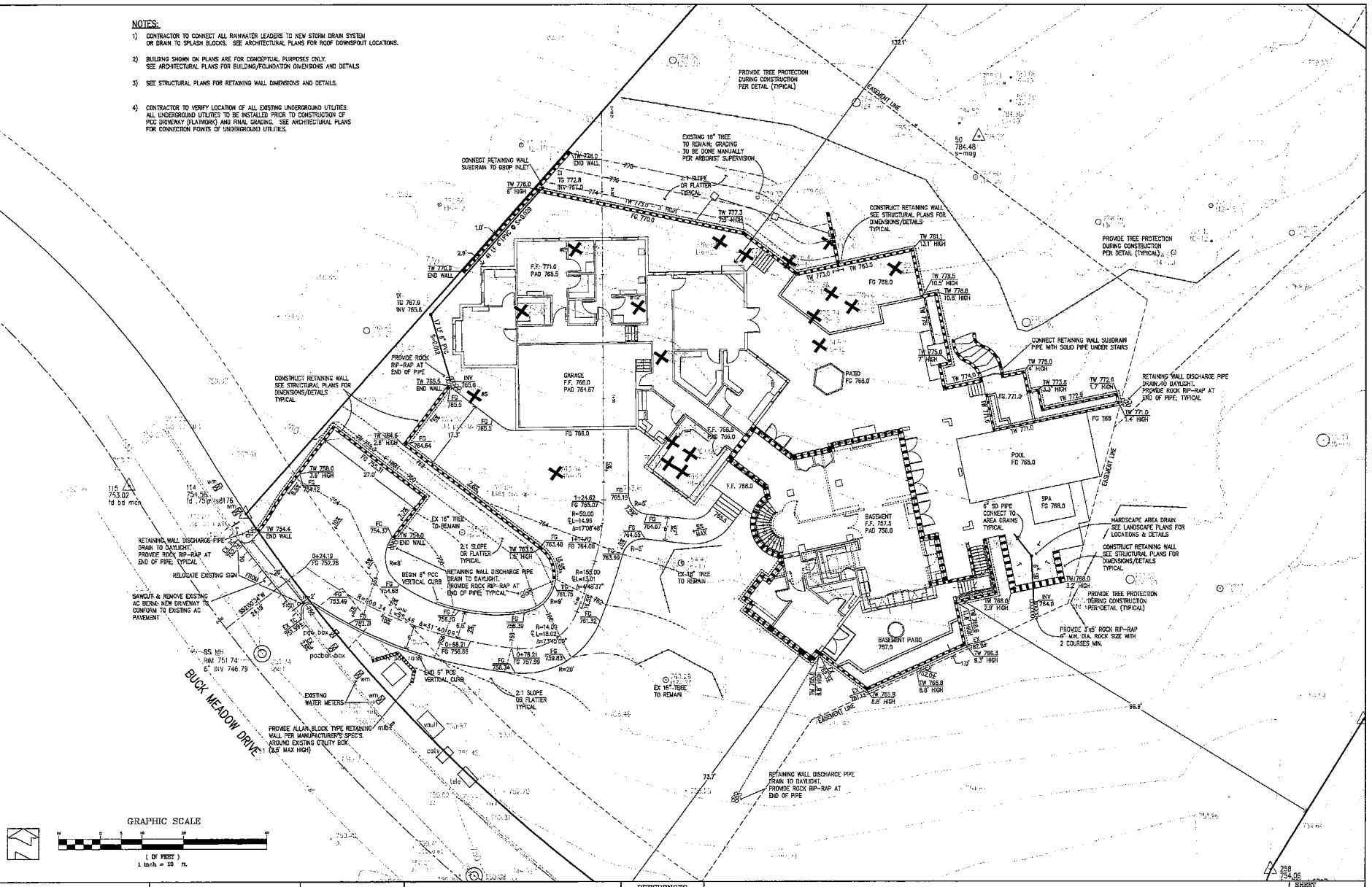
Grading & Drainage Plans
apn 080-241-460
PORTOLA VALLEY SAN MATEO COUNTY CALIFORNIA
APRIL 2015

REFERENCES
DATE: APRIL 2015
BORZ. SCALE: NONE
VERT. SCALE: NONE
DESIGNED BY: AM
CHECKED BY: TM
DRAWN BY:

Hanna·Brunetti
• Civil Engineers • Land Surveyors •
• Construction Managers •
Gilroy California (408) 842-2173

REVISIONS:
DATE | DESCRIPTION | BY:

SHEET 1 OF 6
JOB NO. 14009



REVISIONS:		
DATE	DESCRIPTION	BY:

Hanna-Brunetti
•Civil Engineers • Land Surveyors•
•Construction Managers•
Gilroy California (408) 842-2173

DATE: APRIL 2015
HORIZ. SCALE: 1"=10'
VERT. SCALE: NONE
DESIGNED BY: AW
CHECKED BY:
DRAWN BY: TM

REFERENCES

Grading & Drainage Plan

Lot 23 and 24 - Blue Oaks - Book 128 of Maps at Pages 63-92

TOWN OF PORTOLA VALLEY SAN MATEO COUNTY CALIFORNIA
APRIL 2015

SHEET 3 OF 6

JOB NO. 14009

LEGEND

FIBER ROLL PER DETAIL SE-5

CONSTRUCTION ENTRANCE/EXIT PER DETAIL TC-1

GRAPHIC SCALE

(IN FEET)
1 inch = 20 ft.

EROSION CONTROL NOTES

1. EROSION CONTROL MEASURES SHALL BE EFFECTIVE FOR CONSTRUCTION DURING THE RAINY SEASON; OCTOBER 1 THROUGH APRIL 30.
2. NO STORM WATER RUNOFF SHALL BE ALLOWED TO DRAIN INTO THE EXISTING AND/OR PROPOSED UNDERGROUND STORM SYSTEM UNTIL SUITABLE EROSION CONTROL MEASURES ARE FULLY IMPLEMENTED. NO STORM WATER RUNOFF SHALL BE ALLOWED TO ENTER THE STORM DRAIN SYSTEM THAT IS NOT CLEAR AND FREE OF SILTS.
3. A FIBER ROLL BARRIER PER "DETAIL SE-5" SHALL BE INSTALL ALONG THE PERIMETER OF THE PROJECT SITE. THE LOCATION OF THE FIBER ROLL ALONG THE PERIMETER SHALL BE ADJUSTED TO ELIMINATE SEDIMENT LADEN RUNOFF FROM LEAVING THE SITE. A FIBER ROLL SHALL ALSO BE REQUIRED AROUND THE PERIMETER OF ANY STOCKPILE OR OTHER SITE OF BARE, LOOSE EARTH.
4. ALL STORM DRAIN MANHOLES, CATCH BASINS, AND/OR DROP INLETS THAT ARE TO ACCEPT STORM WATER SHALL HAVE INLET PROTECTION MEASURES PER DETAIL SE-10. STORM WATER RUNOFF SHALL BE DIRECTED TO THESE INLETS ONLY. STORM DRAIN CATCH BASINS THAT ARE NOT COMPLETE, SHALL BE BLOCKED OFF COMPLETELY.
5. THE NAME, ADDRESS, AND 24 HOUR TELEPHONE NUMBER OF THE PERSON RESPONSIBLE FOR THE IMPLEMENTATION OF THE EROSION CONTROL PLAN SHALL BE PROVIDED TO THE CITY.
6. PRIOR TO GRADING, AN ENTRANCE SHALL BE CONSTRUCTED, CONSISTING OF A MINIMUM OF 50 LF OF DRAIN ROCK, 3" IN DIAMETER, PLACED OVER MIRAFI 500X (OR EQUAL) PER DETAIL TC-1. THE ENTRANCE SHALL CONFORM TO "CONSTRUCTION ENTRANCE DETAIL TC-1". THERE SHALL BE ONLY ONE ENTRANCE/EXIT POINT TO THE SITE DURING THE RAINY SEASON. THE LOCATION SHALL BE AS SHOWN ON THESE PLANS, OR AT A LOCATION APPROVED BY THE CITY.
7. ALL AREAS OF BARE, TURNED OR DISTURBED EARTH SHALL BE STABILIZED BY USE OF HYDROSEED PER THE TABLE BELOW. ALL STOCKPILES, AND/OR BORROW AREAS SHALL BE PROTECTED WITH APPROPRIATE EROSION CONTROL MEASURES SUCH AS A PERIMETER SILT FENCE, AND OTHER METHODS TO PREVENT ANY EROSION OR SILTS MIGRATION. ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED UNTIL DISTURBED AREAS ARE STABILIZED. CHANGES TO THE EROSION CONTROL PLAN SHALL BE MADE TO MEET FIELD CONDITIONS, BUT ONLY WITH THE APPROVAL OF, OR AT THE DIRECTION OF THE COUNTY INSPECTOR. THE STORM DRAIN SYSTEM SHALL MAINTAIN A FORM OF DRAIN INLET PROTECTION UNTIL COUNTY ACCEPTS THE FINAL STREET IMPROVEMENTS. THE DRAIN INLET PROTECTION SHALL BE MAINTAINED, EFFECTIVE AND SUBJECT TO COUNTY INSPECTOR'S APPROVAL.
8. ALL PAVED STREET, AND AREAS ADJACENT TO THE SITE SHALL BE KEPT CLEAR OF EARTH MATERIALS AND DEBRIS. THE SITE SHALL BE MAINTAINED SO AS TO ELIMINATE SEDIMENT LADEN RUNOFF FROM ENTERING THE STORM DRAIN SYSTEM.
9. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INSPECT AND REPAIR ALL EROSION CONTROL FACILITIES AT THE END OF EACH DAY DURING THE RAINY SEASON. ANY DAMAGED STRUCTURAL MEASURES ARE TO BE REPAIRED BY END OF THE DAY. TRAPPED SEDIMENT IN "SD INLETS" (AND OTHER EROSION CONTROL MEASURES) SHALL BE REMOVED TO MAINTAIN TRAP EFFRENCY. REMOVED SEDIMENT SHALL BE DISPOSED BY SPREADING ON SITE, WHERE IT WILL NOT MIGRATE.
10. IT IS THE RESPOSIBILITY OF THE CONTRACTOR TO PREVENT THE FORMATION OF AIRBORNE DUST NUISANCE AND SHALL BE RESPOSIBLE FOR ANY DAMAGE RESULTING FROM A FAILURE TO DO SO.
11. ALL DRAIN SWALES SHALL BE PER DETAIL EC-6.
12. INCOMPLETE GRADING SHALL NOT BE ALLOWED. CONTRATOR SHALL MAINATIN A DRAIN PATH AS SHOWN ON THIS PLAN. SAID DRAIN PATH SHALL BE MAINTAINED LINED DRAIN SWALES, AND INLET PROTECTION AT A MINIMUM. IF PONDING DOES OCCUR ON THE SITE AFTER GRADING, THE WATER MUST BE FREE AND CLEAR OF SEDIMENT PRIOR TO DISCHARGE TO THE STORM DRAIN SYSTEM. THIS REQUIREMENT MAY NECESSITATE THE USE OF NATURAL AND/OR MECHANICAL DESILTING METHODS, SUBJECT TO APPROVAL BY THE COUNTY INSPECTOR.
13. F THESE EROSION CONTROL MEASURE PROVE INADEQUATE, STRAW MULCH, TACKIFIER, AND ADDITIONAL HYDROSEEDING MAY BE REQUIRED.

HYDROSEED TABLE

ITEM	LBS/ACRE
COMMON BARLEY	45
ANNUAL RYEGRASS	45
CRIMSON CLOVER	10
FERTILIZER 7-2-3	400
FIBER MULCH	2000
TACKIFIER	100

14. ALL GRADING WORK BETWEEN OCTOBER 15th AND APRIL 15th IS AT THE DISCRETION OF THE CITY INSPECTOR.
15. PROVIDE SHRUBS AND/OR TREES REQUIRED ON SLOPES GREATER THAN 15 FEET IN VERTICAL HEIGHT.
16. THE OWNER/OWNER'S CONTRACTOR, AGENT, AND/OR ENGINEER SHALL INSTALL AND MAINTAIN THROUGHOUT THE DURATION OF CONSTRUCTION AND UNTIL THE ESTABLISHMENT OF PERMANENT STABILIZATION AND SEDIMENT CONTROL WITHIN THE SANTA CLARA COUNTY MAINTAINED ROAD RIGHT OF WAY AND ANY PORTION OF THE SITE WHERE STORM WATER RUN-OFF IS DIRECTLY FLOWING INTO THE SANTA CLARA COUNTY MAINTAINED ROAD RIGHT OF WAY BEST MANAGEMENT PRACTICES (BMP'S) TO PREVENT CONSTRUCTION MATERIALS, EXCAVATED MATERIALS, WASTE MATERIALS, AND SEDIMENT CAUSED BY EROSION FROM CONSTRUCTION ACTIVITIES ENTERING THE STORM DRAIN SYSTEM, WATERWAYS, AND ROADWAY INFRASTRUCTURE. BMP'S SHALL INCLUDE, BUT NOT LIMITED TO, THE FOLLOWING PRACTICES APPLICABLE TO THE PUBLIC ROAD AND EXPRESSWAY FACILITIES:
    A) REDUCTION OF POLLUTANTS IN STORM WATER DISCHARGES FROM THE CONSTRUCTION SITE AND THE CONTRACTOR'S MATERIAL AND EQUIPMENT LAYDOWN/STAGING AREAS.
    B) PREVENTION OF TRACKING OF MUD, DIRT AND CONSTRUCTION MATERIALS ONTO PUBLIC ROAD RIGHT OF WAY.
    C) PREVENTION OF DISCHARGE OF WATER RUNOFF DURING DRY AND WET WEATHER CONDITIONS ONTO PUBLIC ROAD RIGHT OF WAY
17. THE OWNER/OWNER'S CONTRACTOR, AGENT, AND/OR ENGINEER SHALL ENSURE THAT ALL TEMPORARY CONSTRUCTION FACILITIES, INCLUDING BUT NOT LIMITED TO CONSTRUCTION MATERIALS, DELIVERIES, HAZARDOUS AND NON-HAZARDOUS MATERIAL STORAGE, EQUIPMENT, TOOLS, PORTABLE TOILETS, CONCRETE WASHOUT, GARBAGE CONTAINERS, LAYDOWN YARDS, SECONDARY CONTAINMENT AREAS, ETC. ARE LOCATED OUTSIDE THE CITY RIGHT OF WAY AND ANY PORTION OF THE SITE WHERE STORM WATER RUN-OFF IS DIRECTLY FLOWING INTO THE CITY RIGHT OF WAY SHALL HAVE SEASONALLY APPROPRIATE BMP'S INSTALLED AND MAINTAINED AT ALL TIMES.

REVISIONS:		
DATE	DESCRIPTION	BY:

Hanna · Brunetti
• Civil Engineers • Land Surveyors •
• Construction Managers •
Gilroy California (408) 842-2173

DATE: APRIL 2015
HORIZ. SCALE: 1"=20'
VERT. SCALE: NONE
DESIGNED BY: AW
CHECKED BY:
DRAWN BY: TM

REFERENCES

Erosion Control Plan

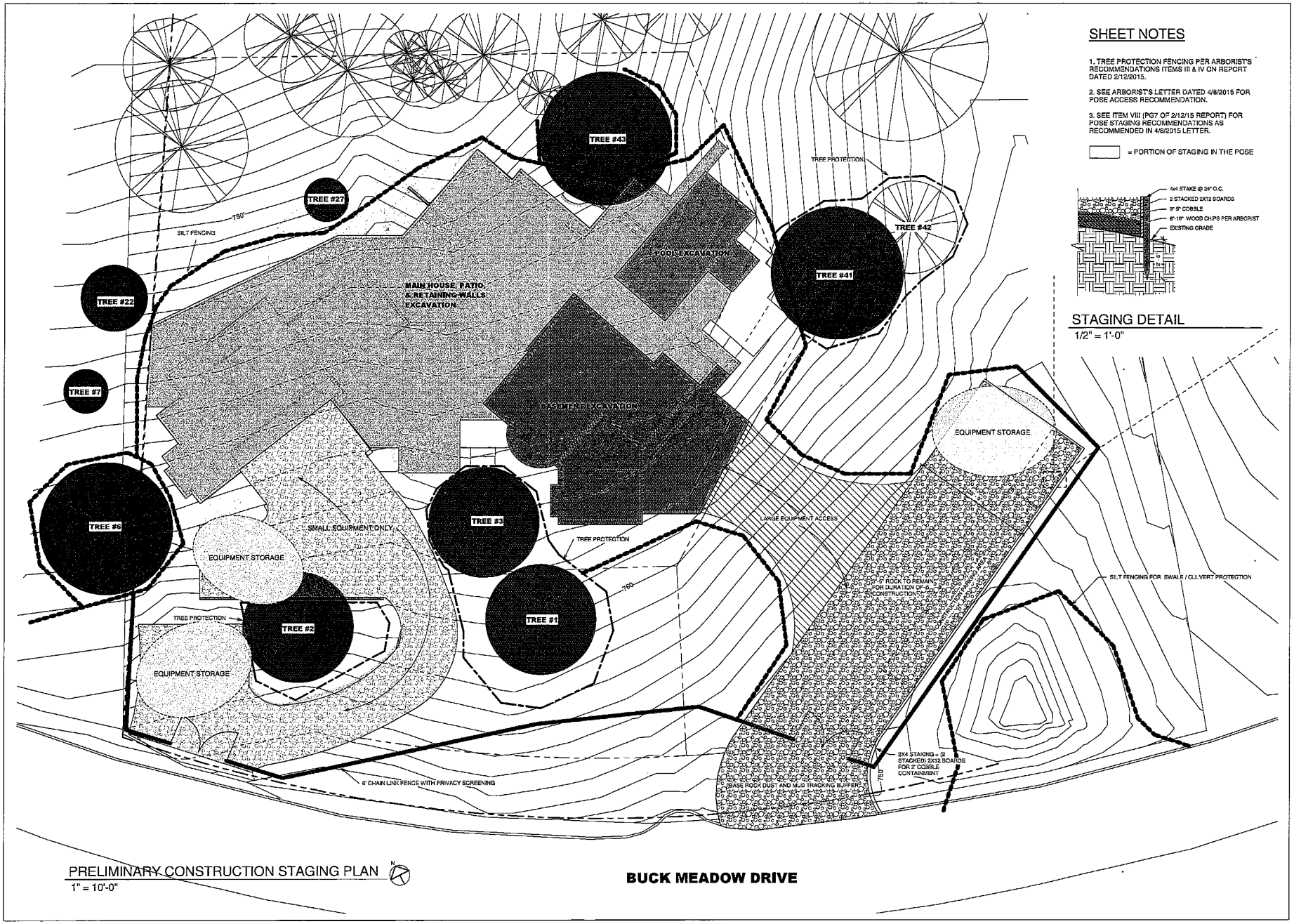
Lot 23 and 24 - Blue Oaks - Book 128 of Maps at Pages 63-92

TOWN OF PORTOLA VALLEY
APRIL 2015

SAN MATEO COUNTY
CALIFORNIA

SHEET 5 OF 6

JOB NO. 14009



PRELIMINARY CONSTRUCTION STAGING PLAN
1" = 10'-0"

BUCK MEADOW DRIVE

SHEET NOTES

1. TREE PROTECTION FENCING PER ARBORIST'S RECOMMENDATIONS ITEMS III & IV ON REPORT DATED 2/12/2015.

2. SEE ARBORIST'S LETTER DATED 4/8/2015 FOR POSE ACCESS RECOMMENDATION.

3. SEE ITEM VIII (PG7 OF 2/12/15 REPORT) FOR POSE STAGING RECOMMENDATIONS AS RECOMMENDED IN 4/8/2015 LETTER.

= PORTION OF STAGING IN THE POSE

STAGING DETAIL
1/2" = 1'-0"

#	Rev.	Date

William Maslon
ARCHITECTS & ASSOCIATES
395 CASTRO STREET
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(650) 961-1710
WWW.MASLONARCHITECT.COM

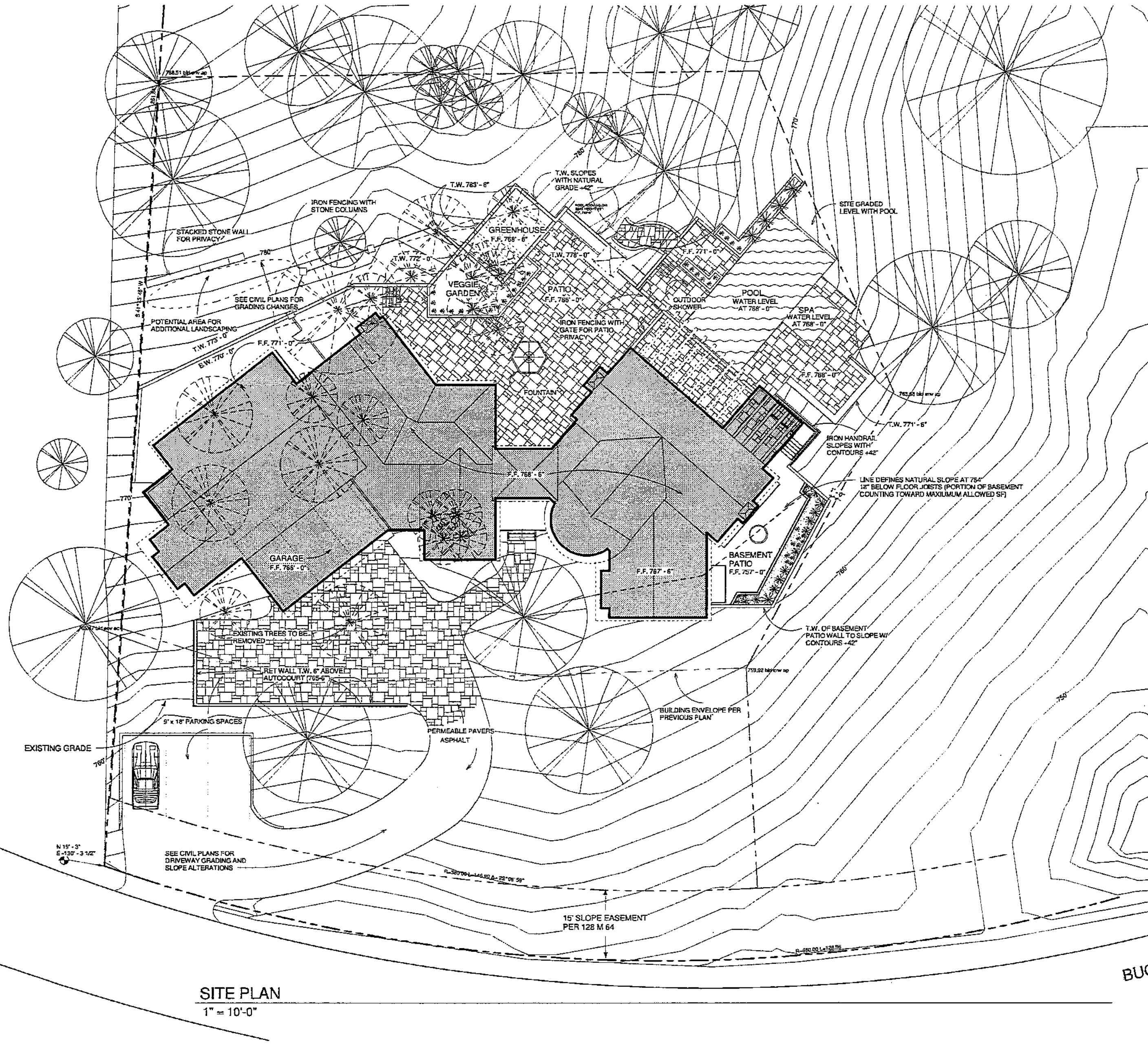
TAMASI - ROSS RESIDENCE
3 BUCK MEADOW

PRELIMINARY CONSTRUCTION STAGING PLAN

Job	TAM 2014 016
Date	4-28-2015
Drawn By	LAB

A1.02

Scale As indicated



SITE PLAN

1" = 10'-0"

SHEET NOTES

1. SEE LANDSCAPE PLANS FOR ADDITIONAL INFORMATION PERTAINING TO PLANTING, LANDSCAPING, SCREENING, FENCE DESIGN, AND IRRIGATION NOT SHOWN HERE
2. SEE CIVIL DRAWINGS FOR ADDITIONAL INFORMATION NOT SHOWN HERE
3. ALL SITE INFORMATION WAS TAKEN FROM THE TOPOGRAPHIC SURVEY PREPARED BY HANNAH BRUNNETI
4. ARCHITECTURAL PLAN ORIENTATION DIFFERS FROM SURVEY/CIVIL PLANS

*SEE CIVIL DRAWINGS FOR ADDITIONAL INFO

SITE PLAN LEGEND

BENCHMARK

SEE ARBORIST PLAN FOR TREE TYPE AND SIZE

(E) TREE TO BE REMOVED

AS DRAWN, THE FOLLOWING TREES ARE TO BE REMOVED BASED ON NUMBERING IDENTIFIED IN THE ARBORIST'S REPORT:
4, 5, 8-21, 23-26, 28-40

#	Rev.	Date

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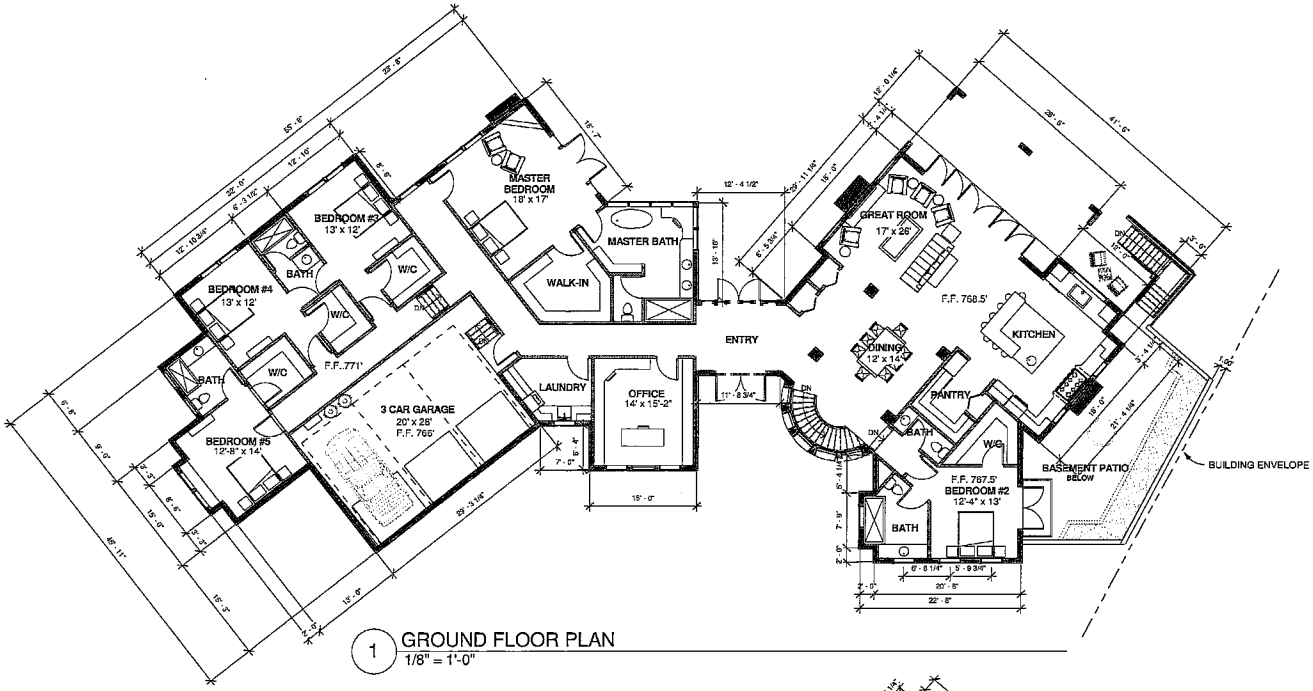
TAMASI - ROSS RESIDENCE
3 BUCK MEADOW

(N) SITE PLAN

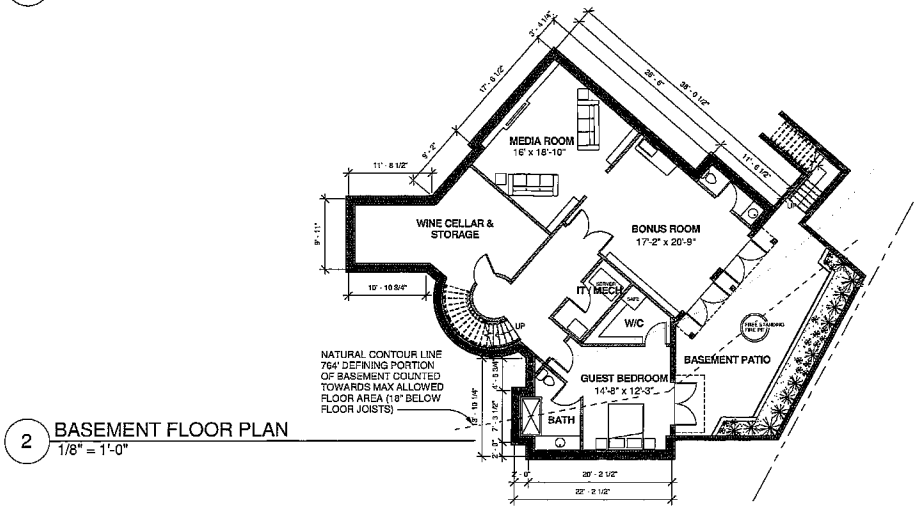
Job TAM 2014 016
Date 5-05-2015
Drawn By LAB

A1.04

Scale As indicated



1 GROUND FLOOR PLAN
1/8" = 1'-0"



2 BASEMENT FLOOR PLAN
1/8" = 1'-0"

#	Rev.	Date

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394 CASTRO STREET
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FLOOR PLANS

TAMASI - ROSS RESIDENCE
3 BUCK MEADOW

Job TAM.2014.015
Date 4-28-2015
Drawn By LAB

A2.01

Scale 1/8" = 1'-0"

1 EAST ELEVATION
1/8" = 1'-0"

2 SOUTH ELEVATION
1/8" = 1'-0"

#	Rev.	Date

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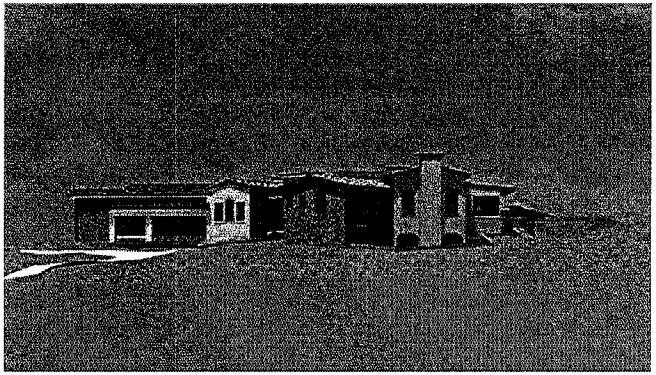
TAMASI - ROSS RESIDENCE
3 BUCK MEADOW

ELEVATIONS

Job TAM 2014 016
Date 5-5-2015
Drawn By LAB

A5.01

Scale 1/8" = 1'-0"



1 PRIOR CHIMNEY

2 NEW CHIMNEY - STUCCO

CHIMNEY OPTION NOTES

1. CHIMNEY STYLING UPDATED TO REDUCE BULKINESS.

2. STUCCO AND STONE OPTIONS SHOWN WITH PREFERENCE FOR STUCCO WHICH DRAWS LESS ATTENTION DUE TO LOWER CONTRAST WITH ADJACENT WALLS.

3 NEW CHIMNEY - STONE

#	Rev.	Date

William Maston
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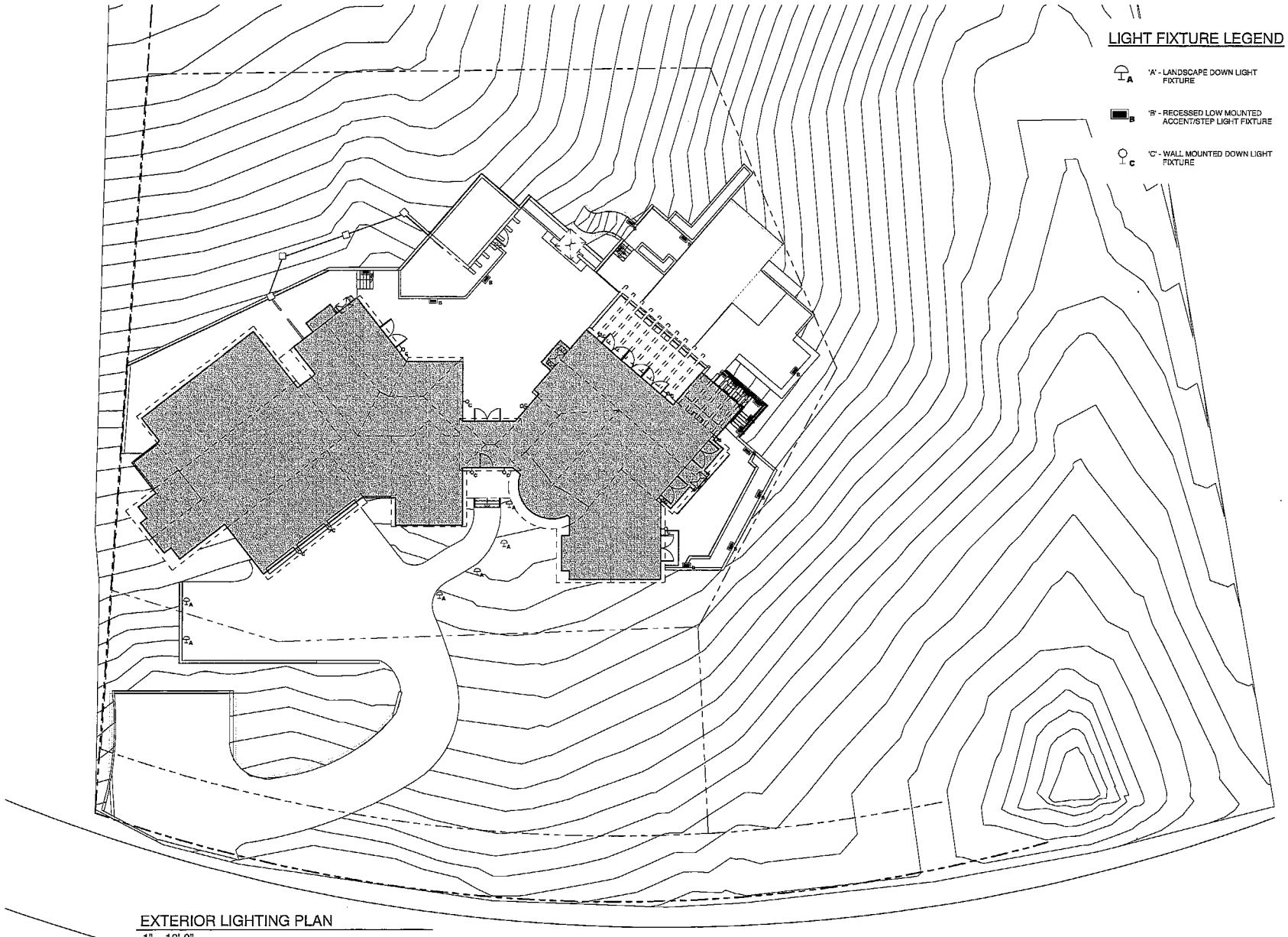
CHIMNEY OPTIONS

TAMASI - ROSS RESIDENCE
3 BUCK MEADOW

Job TAM 2014.016
Date 4-28-2015
Drawn By LAB

A9.06

Scale As indicated



EXTERIOR LIGHTING PLAN
1" = 10'-0"

#	Rev.	Date

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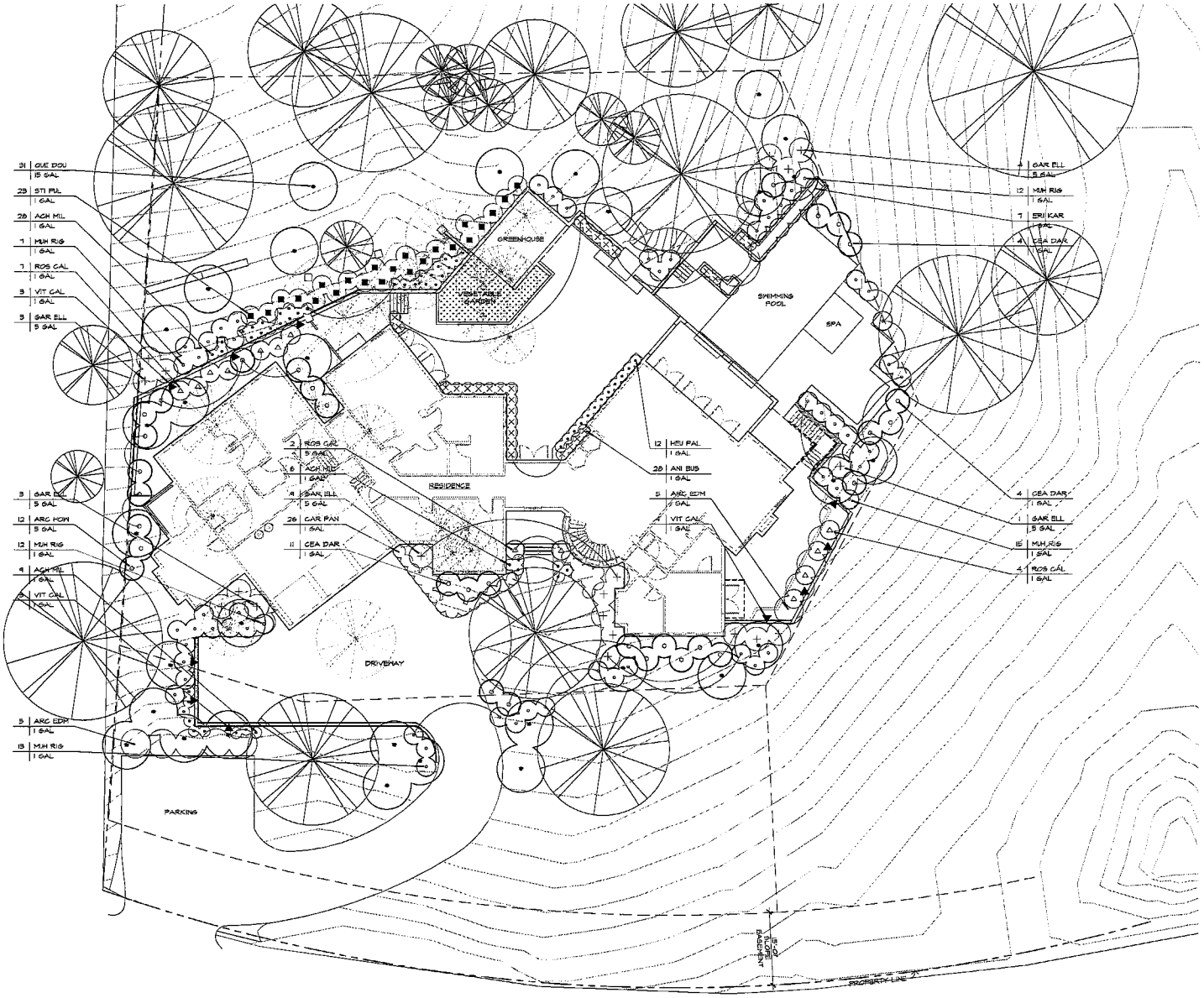
TAMASI - ROSS RESIDENCE
3 BUCK MEADOW

EXTERIOR LIGHTING PLAN

Job	TAM 2014 016
Date	4-28-2015
Drawn By	LAB

E1.01

Scale 1" = 10'-0"



PLANT LIST

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	QTY
TREES				
QUE DOU	Quercus douglasii	Blue Oak	15 gal	31
SHRUBS				
ARC HOW	Arctostaphylos 'Howard McMinn'	McMinn Manzanita	5 gal	12
CEA DAR	Ceanothus 'Dark Star'	Small Leaf Mountain Lilac	1 gal	19
GAR ELL	Garrya elliptica	Silk Tassel	5 gal	20
GROUNDCOVER AND PERENNIALS				
ACH MIL	Achillea millefolium	Yarrow	1 gal	43
CAR PAN	Carex pansa	Dune Sedge	1 gal	26
MUH RIG	Muhlenbergia rigens	Deer Grass	1 gal	58
STI PUL	Stipa pulchura	Purple Needlegrass	1 gal	23
CASCADING PLANTS				
ARC EDM	Arctostaphylos edmundsii 'Carmel Sur'	Manzanita	1 gal	10
ROS CAL	Rosa californica	California Wild Rose	1 gal	20
VIT CAL	Vitis californica	California Grape	1 gal	10
DOMESTIC WATER CONSERVING PLANTS				
ANI BUS	Anigozanthos hybridus 'Bush Blaze'	Kangaroo Paw	1 gal	28
ERI KAR	Erigeron karvinskianus	Santa Barbara Daisy	1 gal	7
HEU PAL	Heuchera 'Palace Purple'	Coral Bells	1 gal	12

LEGEND

SYMBOL	DESCRIPTION
	EXISTING TREE TO REMAIN
	NEW TREE
	NEW SHRUB
	NEW VINE

0' 5' 10' 20'

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www.klope.com
CALIFORNIA RLA # 2597

TAMASI-ROSS RESIDENCE

3 BUCK MEADOW DRIVE
PORTOLA VALLEY,
CALIFORNIA

DATE: REVISION:

LANDSCAPE PLAN

DATE: 04/03/15
DRAWN: MH
CHECKED: TK DS
SCALE: 1" = 10'-0"

LP.1

Reference Materials

1. Excerpts from PVMC Section 18.64 – Architectural and Site Plan Review
2. Excerpt from Design Guidelines

CHAPTER 18.64 - ARCHITECTURAL AND SITE PLAN REVIEW

18.64.010 - Applicability—Purpose.

B. The purpose of architectural site plan review and approval is to promote the preservation of the visual character of Portola Valley, the stability of land values and investments, the public safety, and the general welfare by preventing the erection of structures or additions or alterations thereto of unsightly or obnoxious appearance or which are not properly related to their sites, adjacent uses, and circulation in the vicinity, and by preventing the indiscriminate clearing of property, excessive grading and the destruction of trees and shrubbery.

18.64.045 - Review of applications—Design guidelines.

In preparing applications, applicants should consult the design guidelines adopted by the town. These guidelines include building, site utilization and landscape design concepts the town encourages and a list of trees and plants the town prefers. The design guidelines are consistent with the provisions of Section 18.64.050 and 18.64.060, but are in greater detail. The design guidelines are used by the architectural and site control commission in the review of all applications.

18.64.050 - Review—Guiding principles for external design.

In carrying out the purpose of this title with respect to the external design of structures, the commission shall keep in mind the following principles:

A. It is not a purpose of this chapter that control of architectural character should be so rigidly enforced that individual initiative is stifled in the design of any particular structure, or substantial additional expense is required; rather, it is the intent of this chapter that any control exercised be the minimum necessary to achieve the overall objectives of this title.

B. Good architectural character is based upon the suitability of a structure for its purposes; upon the appropriate use of sound materials; and upon the principles of harmony and proportion in the elements of the structure.

C. Good architectural character is not, in itself, more expensive than poor architectural character, and is not dependent upon the particular style of architecture selected.

D. The relationship of a structure to its surroundings is of greater importance than the quality of design of the individual structure.

E. Nonresidential structures shall be compatible with the rural atmosphere of Portola Valley. Small, interesting shapes and groupings are preferred to large, simple, geometric forms of comparable size.

F. When deemed warranted by the staff or the ASCC, an evaluation shall be made of the compatibility of the proposed project with existing off-site conditions and with potential future off-site conditions to the extent such conditions can reasonably be anticipated. This evaluation should demonstrate compatibility of the proposed height, bulk and

mass with conditions in the area, including anticipated future development of adjoining properties, even if such compatibility requires adhering to standards that are more restrictive than the maximums set forth in this title.

18.64.060 - Review—Site development criteria.

In addition to reviewing the proposed development in relation to specific requirements and conditions of this title, the architectural and site control commission shall consider such of the following as are applicable to the particular case. This may result in the necessity to reduce floor area, impervious surface or height and may require an increase in setbacks from property lines.

A. Design of the structure so as to minimize disturbance to the natural terrain;

B. Maximum possible preservation of existing vegetation;

C. Design and location of the structure in relation to provision of adequate light and air to itself and its neighbors;

D. Landscaping, screening, and fencing to preserve privacy and mitigate adverse effects on neighboring properties;

E. Location of entrances and exits and layout of internal circulation in relation to traffic safety and ease and convenience of movement;

F. Arrangement and intensity of night lighting in relation to public safety and effect on adjoining properties;

G. Planting and site design as related to problems of drainage and soil erosion;

H. Materials and colors shall be compatible with the rural setting of the town and the surrounding landscape and structures;

I. Grading so as to minimize the apparent disturbance to the natural terrain;

J. With respect to mobile homes certified under the National Mobile Home Construction and Safety Standards Act of 1974, building design may be reviewed only in regard to roof material and color, roof overhang and siding material and color.

DESIGN GUIDELINES

Town of Portola Valley

These guidelines were developed under the direction of the Architectural and Site Control Commission, reviewed by the Planning Commission and approved by the Town Council on July 26, 1989.

Prepared by

William Spangle and Associates, Inc.
City and Regional Planners
Thomas C. Vlasic, Project Director
Penelope A. Gregory, Project Planner including graphics and design

July 1989
(Revised September 2003, August 2006, and September 2011)

CONTENTS

INTRODUCTION

The purpose of the Design Guidelines is to illustrate key design principles that the Architectural and Site Control Commission (ASCC) apply in evaluating applications for development of properties within the Town. This booklet is provided to familiarize applicants with site design, architectural design and landscape design concepts encouraged by the Town. Review and approval of applications by the ASCC is guided by these principles that are based on the regulations established in Chapter 18.64 (Zoning Ordinance) of the Municipal Code (see "ASCC: Establishment and Purpose" in the Appendices). The Town recommends strong consideration of the principles as they relate to individual application proposals.

A Major Goal of the Town is:

"To assure all building sites and residences are developed in a manner minimizing disturbance to natural terrain and vegetation, and maximizing preservation of natural beauty and open space." (Portola Valley General Plan)

The Town of Portola Valley recognizes the value and importance of good design in achieving the goals set forth in the General Plan. Implementation of design criteria set forth in these Design Guidelines is intended to accomplish the following:

- Implement broad policies and goals set forth in the General Plan.
- Supplement design provisions established in the Zoning Ordinance in order to promote development that is in the best interests of the public health, safety and welfare of the Town.
- Establish criteria that will encourage good design and site relationships that are compatible with the natural features of the Town.

Other Major Community Goals:

"To Conserve the 'rural' quality of Portola Valley and maintain the Town as an attractive, tranquil family-oriented community ..." (Portola Valley General Plan)

"Because the dominant features of the planning area are the natural land forms and vegetation, structures and land uses should be subordinated thereto ..." (Portola Valley General Plan)

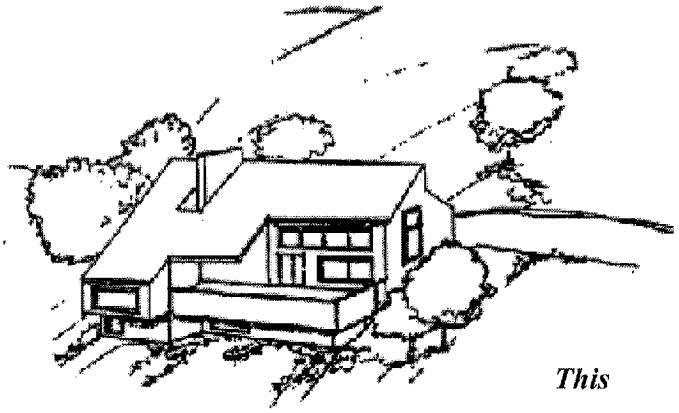
Each site in Portola Valley presents specific constraints to development and also presents unique opportunities. Careful site selection and design allows for sensitive development consistent with Town policies, while satisfying most individual needs. Not every site can accommodate two-story structures or accessory uses such as swimming pools, tennis courts, or stables. Each site must be approached individually with careful consideration given to site conditions early in the development stage. Good site development must begin with a thorough analysis of:

- Soils and geology
- Drainage and water features
- Topography
- Existing vegetation
- Views from the site
- Views from other properties to the site
- Design relationships to adjoining parcels and development

SITE DESIGN

To preserve and enhance the natural features of the Town through site development which is compatible with the physical constraints and natural features of the individual site and its surrounding area:

Grading



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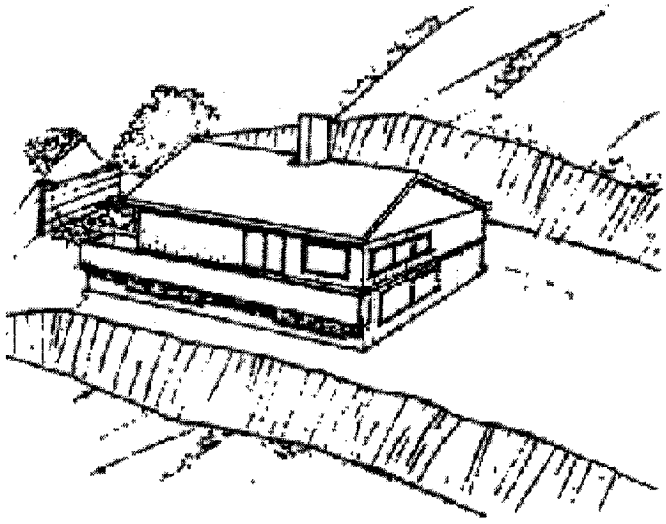
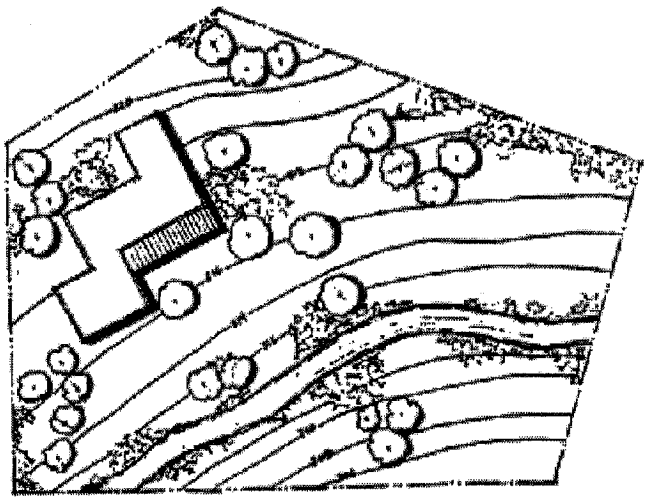


Not This

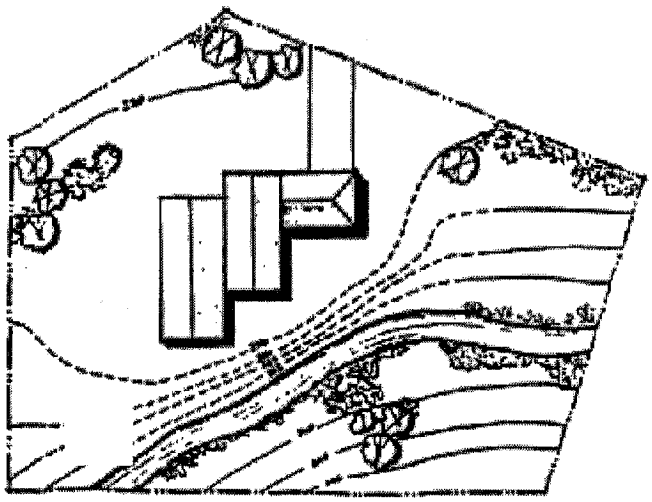
- Design structures to integrate with the natural topography of the site.
- Use contour grading to blend into landforms rather than severe cutting, filling, padding or terracing.
- Do not cross steep terrain to provide access to the building site.
- Design retaining walls as terraced or broken elements, not large single retaining walls.
- Control grading and site preparation to reduce erosion and soil exposure and minimize impacts on natural drainage systems.
- Revegetate cuts, fills, and other earth modification with appropriate native plant material.

Vegetation Preservation



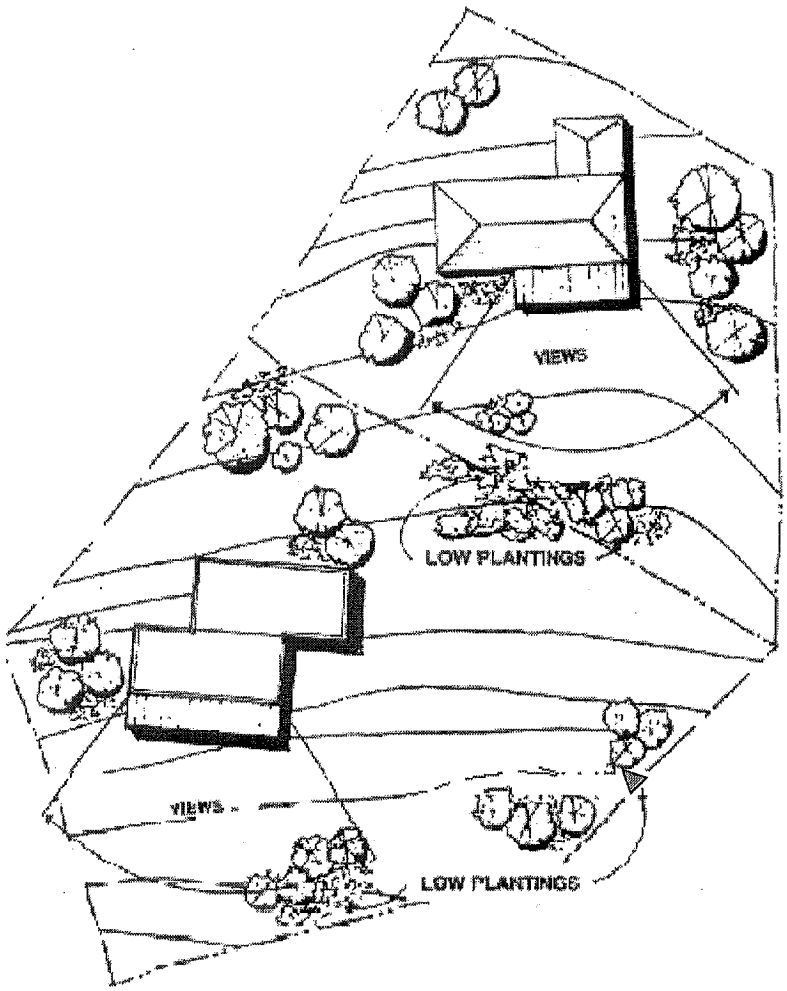
This

- Site structures, driveways and parking areas with respect to natural site conditions such as drainage systems and vegetation.
- Design structures around mature trees and integrate with existing vegetation.
- Remove only minimum vegetation necessary for grading and construction.
- Protect existing trees and vegetation during site preparation and construction.



Not This

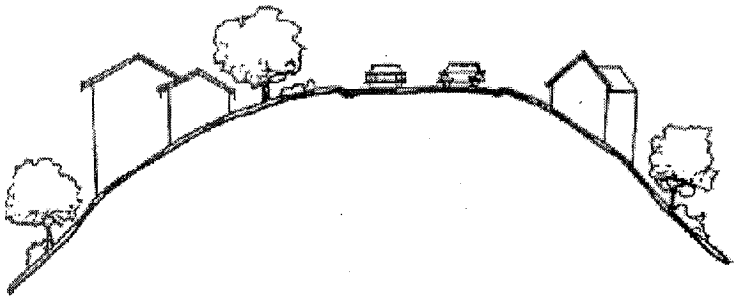
View Preservation



- Site structures to minimize adverse visual impacts when viewed from off the site. Do not locate structures in visually prominent locations.
- Maximize open space preservation.
- Protect view corridors on the site to maintain views of prominent scenic features.
- Prevent the obstruction of views of adjacent property owners by structures or additions to existing structures.
- Consider the future height of trees and shrubs so that you and your neighbors' views on and off-site will not become obstructed.

Ridgelines/Hilltops

This



Not This

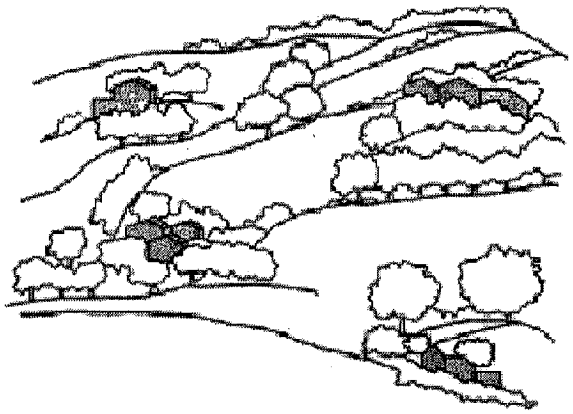
- Whenever possible, avoid siting structures on ridgelines and hilltops.
- Minimize removal of tree masses so as not to disrupt the natural silhouette.
- Minimize off-site visual impacts through use of natural colors and materials that blend with the natural environment.
- Keep rooflines of structures below the height of the existing tree canopy.
- Any construction on ridgelines should integrate with the natural context. Structures should be stepped with the hillsides and slopes of roofs should mirror slopes of the terrain.

ARCHITECTURAL DESIGN

To encourage architectural design that is:

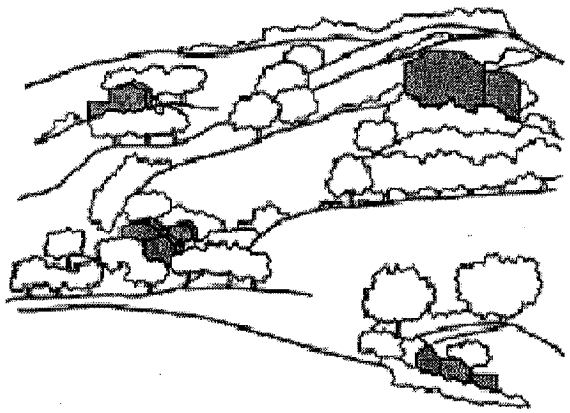
- *responsive to the site;*
- *in harmony with the natural environment;*
- *compatible with the surrounding neighborhood;*
- *in keeping with the rural character of the town.*

Scale/Context



This

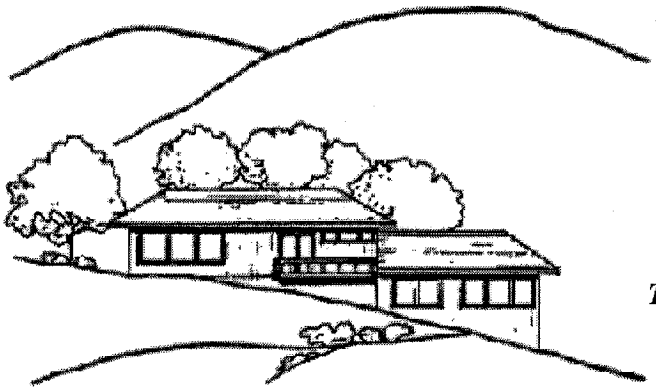
- Site and design structures with respect to the natural environment and the surrounding residential area.
- Design structures in proportion to the size and configuration of the lots on which they are placed.
- Structures should be sited and designed to be unobtrusive and subordinate to the landscape.



Not This

- In relating structures to the surrounding environment pay particular attention to shapes, colors and textures.
- Avoid architectural features that increase visual prominence.

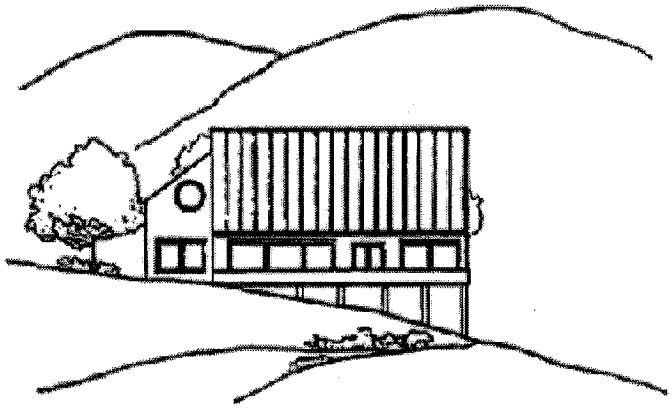
Mass/Bulk



This

- On downhill slopes, avoid tall facades by stepping structures with the natural terrain.

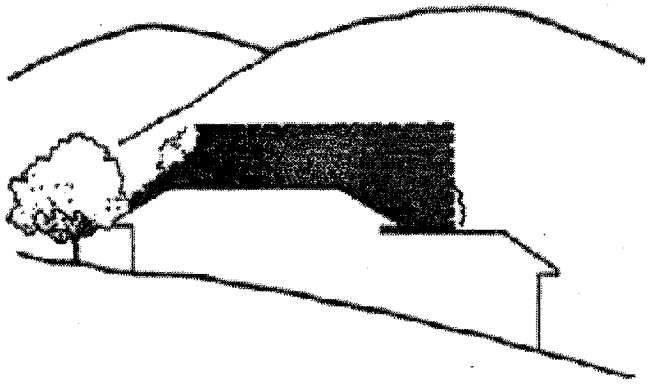
- On downhill slopes, avoid cantilevered structures with tall supports and excessive roof overhangs.



Not This

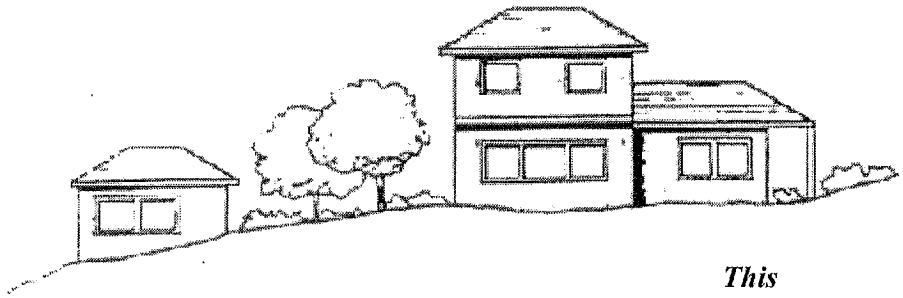
- Reduce effective visible mass with the use of horizontal elements.

- Reduce the impacts of expansive facades by incorporating
  - varied rooflines,
  - offset facades,
  - elements to produce shadow patterns.



Comparison

Accessory Structures



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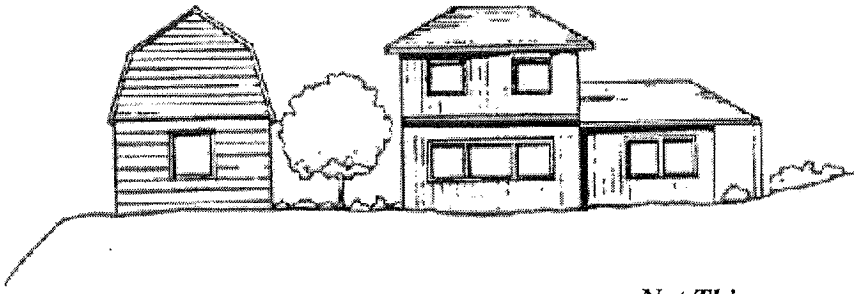
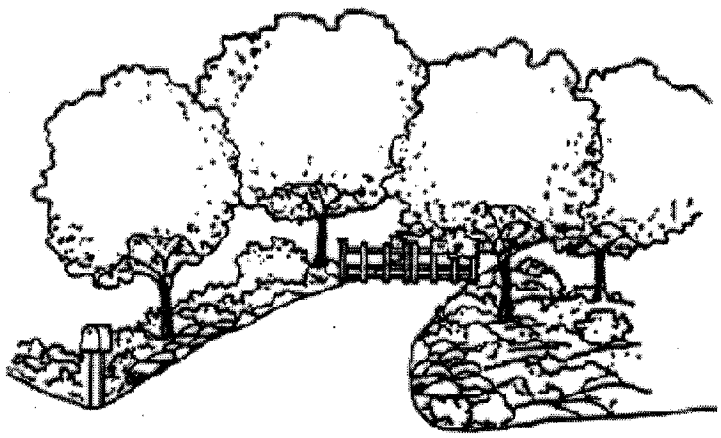
- Integrate accessory structures and additions with existing buildings by using similar forms, colors and materials.
- Integrate accessory structures with the natural terrain and vegetation of the site.



Not This

Entryways



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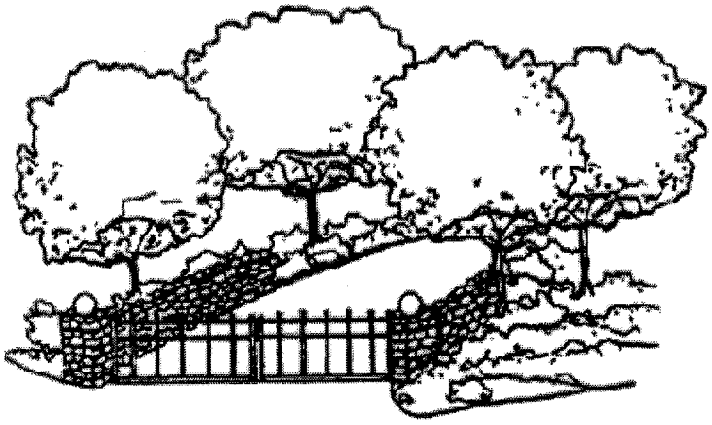

Not This

- Design entryways to blend with the natural environment.
- Reduce visibility and obtrusiveness of entryways by setting gates, pillars, etc. back from the roadway.
- Use indirect lighting at entryways to reduce off-site impacts.
- Structures, including light fixtures or other appurtenances, shall not exceed a height of 4 feet within front setbacks (Ord. 18.42.040.1).
- In zoning districts requiring a parcel area of 1 acre or more, the width of driveways in the front setback on a property should not exceed 12 feet unless a greater width is required for fire protection purposes, the setback is so small as to constrain access to a garage, or it has been demonstrated to the ASCC that for safety reasons a wider driveway is necessary.

Entryways

- Lighting of entryway features, including pillars and posts, are only permitted subject to prior approval by the ASCC. (Code Section, 18.42.018, B.)

- In zoning districts requiring 1 acre or more, entryway features, excluding mail boxes, shall be set back from the road right-of-way a distance of at least ½ of the required front yard. (Code Section 18.42.016, A.)

- Entryway features requiring a building permit are subject to approval by the ASCC. (Code 18.42.016, C.)

Additional Design Concepts

Colors and Materials

- Use colors and materials that blend with the natural environment.
- Do not use highly reflective colors and surfaces.
- Concrete driveways visible from off-site should be darkened to blend with the natural environment.
- For new construction and remodeling projects that come before the ASCC, colors shall be subject to ASCC approval. The reflectivity value for colors should not exceed 40%, except that the colors for trim should not have a reflectivity value over 50%.
- Homeowners and developers are encouraged to follow the above reflectivity values when repainting buildings.
- Light colored roofs are discouraged and in general should not exceed a reflectivity value of 40%, especially if visible from off site.

Additions

- Design additions to existing structures with careful consideration of the Town's design objectives.
- Integrate additions to existing structures by using like materials, colors, forms and rooflines.

Fences and Gates

- Use low, open style fencing and gates to maintain the rural character of the Town.
- Reduce visibility of fences and gates by using colors and materials that blend with the natural environment.

Satellite Antennas

- Refer to the appendix "Satellite Antenna Guidelines."

Lighting

- In order to maintain the rural character of Portola Valley, a *minimal* approach should be taken to outside illumination of any use, site, or structure within the town. Excessive lighting on an individual site (and/or the impact of cumulative lighting on adjoining sites) can create a glow that tends to obscure the night sky and stars, and results in a community that is more urban and less rural.

- Use only the **minimum** amount of lighting necessary to achieve essential illumination. The primary objective of exterior lighting should be **safety** for pedestrians and other non-vehicular uses around the primary building on the site. Lighting of front entries, main access doors, frequently used stairs, etc. may be appropriate, but should be determined on a case-by-case basis. Further, some lighting to identify address numbers and driveway entries may be acceptable, but should be considered only when it is determined that reflectors and reflective numbers cannot be used effectively.

- Natural site conditions and location should be taken into account in development of any plans for exterior lighting of a structure and/or property. Sites that have little tree cover and that are in very open and easily accessed locations should have less need for lighting than more secluded sites with heavy tree cover and difficult points of access. Further, in the development of all lighting plans, consideration should be given to maintaining the rural unlit character of the environment and to using natural lighting (e.g., moon light), lighting provided by vehicles entering a property and illumination passing through windows from inside a building.

- Exterior lighting should be located as close to building entries and key stair and accessways as possible.

- Lighting for purely decorative purposes should be avoided. For example, lighting around or within landscaped areas, accent lighting of architectural features, lighting of the perimeter parking and similar areas are discouraged. However, if landscape lighting is found necessary, for example, to light paths to a pool or deck or provide some light around such a feature that is used at night, low level recessed type lights should be used. Use of strip light type systems, such as multi-bulb step lights strips, should be avoided. Up-lighting of landscaping or structures is prohibited (Code Section 18.42.018, A.)

- Lighting for night use of game courts (i.e., tennis, paddle tennis, basketball, etc.) is **prohibited** (Ord. 18.36.040.b.). Such lighting is considered to be in direct conflict with the *minimal* approach to lighting desired in the town. Any lighting within or around such features should only be lighting that is necessary for safety. Such lighting should be low level and close to the ground. Any lighting that would flood large portions of the court surface is inappropriate.

- Lighting, for the most part, should be manually controlled so that lights are on only when needed. Lighting controls should be selected and adjusted to light areas only at the times lighting is essential. It is preferable to have lights manually controlled or on timers rather than to be controlled by photocells or motion detectors. Photocells can result in lights being on during all dark hours. Motion detectors can be triggered by animals, passing cars, etc. Such situations disturb both the natural conditions in the area and nearby residents. Individual control of lighting by the property owner is preferred.

- All light fixtures should be selected for their ability to focus light on the feature (i.e., step, path, entry) to be lighted and to have minimum light spillage. Fixtures that are designed to light large areas generally are considered unacceptable. Use of conventional unshaded or non-recessed spot lights and spot light or flood light bulbs of 75 watts or greater should be avoided.

- The source of light in any light fixture, i.e., the bulb or other source of indirect illumination, shall not be visible off-site. Exceptions in which the bulb itself may be visible from off-site are nonreflector bulbs of no greater than 75 watts incandescent light* if frosted or otherwise diffused, or no greater than 25 watts incandescent light if clear. (Ord. 18.36.040.8b).

- The total electrical power of any single exterior light fixture visible from off site, irrespective of the number of bulbs the fixture can contain, shall not exceed 75 watts incandescent light if frosted or otherwise diffused, or no greater than 25 watts incandescent light if clear.

- In addition to the above lighting guidelines, lighting of all signs is regulated pursuant to the provisions of Ord. 18.40.050.

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*The term incandescent light as used herein refers to the light emitted by a standard incandescent bulb, not including spot, flood, or similar special reflector bulbs.

ARCHITECTURAL AND SITE CONTROL COMMISSION **APRIL 27, 2015**
Regular Evening Meeting, 765 Portola Road

(1) CALL TO ORDER

Chair Ross called the regular meeting to order at 7:30 p.m. in the Town Center Historic School House Meeting Room, 765 Portola Road.

(2) ROLL CALL

Town Planner Pedro called roll:

Present: ASCC: Breen, Clark, Koch, Harrell, Ross
Absent: None
Planning Commission Liaison: Alex Von Feldt
Town Council Liaison: Jeff Aalfs
Town Staff: Town Planner Debbie Pedro, Assistant Planner Carol Borck

(3) ORAL COMMUNICATIONS: None.

(4) OLD BUSINESS: None.

(5) NEW BUSINESS:

(a) Architectural Review for Residential Addition and Remodeling, 116 Brookside Drive, Kastelein Residence, File #07-2015

Ms. Borck presented the proposed project and staff recommendations for a 484 square-foot addition to an existing single-story residence situated on a 0.46-acre property located in the Brookside Orchard subdivision. The project requires ASCC review because the proposed a floor area concentration in the main structure is higher than 85% of the allowed total floor area for the site. She noted that the existing impervious surface is 5,208 square feet, and not 4,828 square feet as stated in the staff report. Additionally, she advised that a bocce ball court and pool solar panels encroaching within the yard setback areas were constructed without benefit of Town approval and condition #3 calls for the removal or relocation of the structures.

Chair Ross opened the public hearing.

Project architect David Terpening said he did not consider the bocce ball court to be a sports court or a structure. He stated that there is no alternate location for the bocce ball court on the property without removing trees or disturbing landscaping. Applicant Rob Kastelein said he installed the bocce ball court and was unaware it was not in compliance with setback requirements. He said it is not an impervious surface because water drains through it. He stated that if the Commission requires removal/relocation of the court, he will fill in the court and install plants. However, his preference is to keep the bocce ball court in its current location.

With regard to the pool solar panels, Mr. Kastelein said that the solar panels were installed prior his purchase of the property in 2007 and it was not disclosed that they were installed without a permit. Mr. Terpening added that the panels are used to heat the pool and there is no other appropriate location for them.

Vice Chair Harrell asked if the sand bocce ball court is considered impervious. Ms. Pedro said bocce ball courts have historically counted toward impervious surface areas because their construction typically includes compacted gravel.

Vice Chair Harrell asked when the applicant planned to upgrade the solar panels and if they could be smaller. Mr. Kastelein said he didn't know how old the system was or its expected lifespan. Mr. Terpening clarified that the size of the panels is based on the pool surface area and due to the weight of the panels and the weight of the water, it cannot be installed on the roof.

With no public comments, Chair Ross brought the topic to the Commission for discussion.

Commissioner Breen supported the findings to exceed the 85% floor area limit. She expressed support for allowing the bocce ball court and solar panels to continue to remain within the setback areas because they have little off-site impacts. She stated that the continued use of the lighter house colors was acceptable. She advised that the bocce ball court lighting and the pole light in front of the house will need to be removed. Commissioner Breen said she supports the project moving forward but that construction staging will be a challenge because of the small lot and narrow streets.

Commissioner Clark said he generally supports the project. He said, however, that the side yard is very linear and suggested bumping out the master bedroom or shifting the addition back to create a roof break along the side yard. Commissioner Clark said a property line survey would need to be done to confirm that such an offset could be accommodated. He supported the request to exceed the 85% floor area concentration. He noted that there is adequate space to install an 8' wide bocce ball court outside the setback. He said he could support allowing the solar panels to remain until they need to be replaced.

Commissioner Koch said she supported the project exceeding the 85% floor area limit in the main structure. She agreed with Commissioner Clark's suggestion regarding pushing the addition back towards the setback, if possible. She supported allowing the bocce ball court to remain within the setback and removal of the lights around the court. She suggested the Town revisit the issue of bocce ball courts being considered structures because of the use. Commissioner Koch supported the continued use of the colors on the existing house and agreed that the lighting on the property needs to be brought into compliance with Town guidelines. She supported allowing the solar panels to remain within the setback.

Vice Chair Harrell stated that she supported the proposal to exceed the 85% floor area concentration, and the continued use of the home's existing paint colors. She agreed that all lighting on the property needs to comply with Town guidelines. She expressed support for allowing the bocce ball court to remain within the setback and stated that she did not consider the court to be impervious. She also stated that zoning regulations exist to ensure quiet space between properties, and moving the bocce ball court into the property by six feet would not change the sound impact to neighbors. She supported allowing the solar panels to remain within the setback until they are replaced.

Chair Ross stated that both the bocce ball court and solar heating panels appear to have minimal off-site impact. However, he said that the ASCC does not have the authority to grant a variance for non-complying structures, but that a recommendation of support for a variance could be forwarded to the Planning Commission for the bocce ball court and solar heating panels, provided there were no other reasons for denial. He advised the Commission to be mindful about granting post-facto approval for items that are non-conforming. He expressed support for the project as submitted.

Ms. Pedro said that the Town strives for equal treatment of applicants and consistent application of the code. She advised that there have been prior cases where applicants were required to place bocce ball courts, which were counted as impervious surfaces, outside of required setbacks. She stated that staff could prepare materials for the ASCC to discuss exemptions for certain types of sports courts at a future meeting, but that treating this on a case-by-case basis would create challenges for staff. Ms. Pedro said the existing solar panels and bocce ball court will require Planning Commission approval for a setback variance.

Chair Ross advised that the bocce ball is currently within the definition of a recreation court under the zoning ordinance and is not permitted to be located within the setback without a variance. He noted, however, that the ASCC and Planning Commission have recently made an exception for solar panels to be installed within a setback. Chair Ross stated that the ASCC does not have the authority to approve

exceptions to the zoning ordinance and suggested the applicant apply for a variance for one or both structures.

Commissioner Breen moved to approve the proposed addition with the conditions stated in the staff report and including the following additional conditions:

- The continued use of the home's existing colors is approved for the new addition.
- The pool solar panels and bocce ball court shall be removed or relocated from the setback areas, or a variance must be obtained from the Planning Commission allowing these structures to remain within the setback areas, prior to final inspection.

The motion was seconded by Vice Chair Harrell, and the motion carried (5-0).
In response to Mr. Terpening's question regarding next steps, Chair Ross advised that if the applicant wished to retain the bocce ball court and solar panels within the setbacks, that variances should be applied for through the Planning Commission. He said the Planning Commission will be advised that the ASCC unanimously supports the retention of the solar panels and a majority supports retention of the bocce ball court without the lighting.

Prior to the presentation for item 5b on the agenda, Chair Ross proposed to staff that a discussion item be placed on the Commission agenda regarding water intensive uses and landscaping and whether the ASCC should have a role in helping residents reduce water usage. Chair Ross said the ASCC would welcome recommendations from the Water Conservation Committee.

(b) Architectural Review for Detached Guest House, Pergola, and Landscaping, 15 Bow Way, Bott Residence, File #05-2015

Ms. Borck presented the proposed project and staff recommendations for a 714-square foot single-story detached guest house, a 400-square-foot pergola, and landscape and hardscape improvements on a 1.18-acre property located at the corner of Bow Way and Westridge Drive. She noted that the existing fencing along Bow Way and Westridge Drive did not conform to Town regulations. Additionally, she reported that Carole Fregosi, 35 Bow Way, had expressed concerns to staff about the potential continued erosion of the slope along Bow Way by construction activities at the site.

Eric Blanz, landscape designer, provided a revised site plan that would bring much of the fencing on the property into compliance with Town regulations.

Lisa Malloy, project manager, in response to neighbor concerns over slope erosion along Bow Way, stated that an erosion control plan was submitted for the existing building project and asked if a new erosion control plan would need to be submitted for the guest house. Chair Ross confirmed that a new plan would be required for the new project.

In response to a question, Ms. Malloy stated that the existing solid board fencing along Westridge Drive provides privacy for the property, and that screening the fence with vegetation is less costly than bringing the fence into compliance with the Town's current regulations. Mr. Blanz said within one to two years the vegetation screen will do the job of the fence.

Aino Vieira Da Rosa, project architect, advised that two lights are proposed at the entry door to the cottage to provide safety lighting to and from the parking area. She stated that two lights were proposed at the great room door due to its width of 12 feet.

Commissioner Koch asked how the homeowners felt about the non-native trees on the property. Mr. Blanz stated that there were no plans to remove the existing pines around the property perimeter, and that the long-term plan is for successional native planting rather than immediate removal of existing significant screening vegetation.

In response to Commissioner Breen's question, Mr. Blanz said there is no lawn anywhere on the property. He said there would be a new 5-foot wood and wire fence around the pool that will meet building code requirements for pool security.

In response to Vice Chair Harrell's question, Mr. Blanz advised that the sunken fire pit was gas-fueled with prefabricated logs; there would be no combustible materials.

Chair Ross invited public comments, and there were none.

Vice Chair Harrell offered support for the exterior lighting plan and fixtures, including the two proposed lights at the 12-foot great room sliding door and the entry door.

Commissioner Breen stated that the proposed landscaping and development of the property appeared excessive. With the expansion of the initial house remodeling project to a larger project now before the ASCC, she advised that the Commission reviews the entire project as a whole, and that included the existing trees and vegetation on site. She supported removal of the existing pine trees and other non-native trees immediately and replacement of the fence along Westridge Drive to a meet Town regulations. She noted that one of the lights proposed at the cottage's entry door should be eliminated and urged the applicant to carefully consider the proposed lighting plan for adequate safety and use needs prior to submittal of the building permit. She would like to see a detailed landscape plan.

Ms. Malloy advised that the owners are respectful of the Town development guidelines, and that the landscape improvements consist only of repairing and replacing existing structures including the fire pit, swimming pool, patio pad, and tiered railroad tie steps.

Commissioner Clark offered support for the proposed cottage. He stated that the existing fence along Bow Way should be removed from the right-of-way and placed on the property. He suggested the immediate removal of at least 50 percent of the pines, which would enable the new plantings better growth opportunity. He also supported the removal of the acacias on the upper part of the driveway. He recommended a more detailed landscape plan addressing the eventual removal of the solid wood fence along Westridge Drive.

Commissioner Koch stated that one light should be eliminated from the cottage entry door, but that two lights are acceptable as proposed at the 12-foot great room door. She said that the existing fencing along Westridge Drive should be replaced to conform with Town regulations. She agreed with Commissioner Breen that the final planting plan should be less dense and that a full arborist report should be submitted.

Chair Ross encouraged immediate removal of at least some of the pine trees, which should be indicated on the final landscape plan. He supported the revised proposed fencing presented by Mr. Blanz, and stated that the board fence along Westridge Drive should be removed or brought into compliance with Town regulations. He advised that this could be timed to occur at the end of the project when more planting is in place.

Vice Chair Harrell moved to approve the project subject to the conditions stated in the staff report and including the following additional conditions:

1. A final, detailed planting plan shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance. This plan shall identify removal of at least 50% of the existing pine trees within the front setback area along Westridge Drive.
2. A comprehensive lighting plan that includes all existing and proposed building exterior and site lighting shall be submitted for review by a designated ASCC prior to building permit issuance.
3. The existing six-foot post and wire fence along the Bow Way right-of-way shall be removed prior to final inspection of the project.

4. The existing six-foot solid board fencing located within the front setback area along Westridge Drive shall be removed or rebuilt to conform to the Town's fencing regulations, prior to final inspection of the project.

The motion was seconded by Commissioner Koch, and passed (5-0).

(c) Amendment to Section 18.64.010 of the Zoning Ordinance – Referral of Projects for Architectural and Site Plan Review.

Chair Ross introduced the proposed amendment to the zoning code that would allow the Town Planner to raise any building permit up to ASCC level review. He noted that the draft small projects policy developed in 2013 will continue to be used as a guiding document to flag projects containing unusual features that may warrant ASCC review.

Ms. Pedro added that the Town Attorney has advised staff that the policy needed to be officially codified in an ordinance. She asked the Commission to review the ordinance language and make any changes they deem necessary and provide a recommendation or approval to be taken to the Planning Commission and City Council. Discussion ensued.

The Commission unanimously supported the amendment as presented.

(d) Discussion of Driveway Surface Requirement (Section 15.12.310 of the Site Development Ordinance)

Ms. Pedro reported staff's findings regarding the Town's requirement for driveway surface materials – that the first 20 feet of driveway from the edge of the road must be paved with asphalt or concrete. Ms. Pedro said this requirement was approved in 1983 as part of the site development ordinance amendment. The requirement was proposed by the traffic committee with the intent to provide better traction for cars entering the public street and to reduce the amount of dirt and gravel tracking on public streets due to maintenance concerns.

Commissioner Breen said 20 feet is extensive and she would prefer gravel all the way out to the road rather than an asphalt apron because there should be a balance between street maintenance and sustainable practices to allow water to permeate into the earth. Vice Chair Harrell said loose rock was also difficult for cyclists. Chair Ross said if a natural or gravel driveway is not maintained, and there is an abrupt asphalt edge, it can break up quickly and cause damage to the edge of the road. Commissioner Breen recommended reducing the required asphalt to 15 feet, with private property areas outside the 15 feet being exempt from the asphalt requirement. Ms. Pedro said she will discuss the issue further with Public Works.

(6) COMMISSION AND STAFF REPORTS:

Ms. Pedro advised that on 4/22/15, the Town Council unanimously approved the Alpine Road retaining wall project with the steel I-beam and wood lagging option. She stated that field changes, where warranted, may result in a short wall.

Chair Ross advised that he had reviewed revisions to fencing and exterior lighting for 140 Pinon Drive.

Commissioner Breen advised that she had reviewed landscaping changes for the Priory's Benedictine Square.

(7) APPROVAL OF MINUTES: March 23, 2015. Commissioner Breen moved to approve the March 23, 2015, minutes as submitted. Seconded by Vice Chair Harrell, the motion passed (5-0).

(8) ADJOURNMENT 9:40 p.m.