

Chair Chase called the meeting to order at 8:02 p.m.

**Roll Call:**

ASCC: Chase, Gelpi, Schilling, Warr

Absent: Breen

Town Council Liaison: None

Planning Commission Liaison: Elkind

Town Staff: Deputy Town Planner Vlastic, Planning Technician Borck

**Oral Communications**

Oral communications were requested but none were offered.

**Architectural Review for Conformity with Conditional Use Permit X7D-136, Water Tank #27, Peak Lane and Golden Oak Drive, California Water Service Company**

Vlastic presented the January 6, 2005 staff report on this request for approval of plans for the addition of a generator and associated electrical panel at the subject water tank facility site. He explained that ASCC review was initiated on November 8, 2004 and continued, eventually to the January 10 meeting, so that the applicant could develop revised plans addressing concerns raised in the 11/4/04 staff report and by neighbors at 265 Golden Oak Drive. Vlastic then reviewed the proposed revised project plan dated 12/10/04 and sound data relative to the proposed generator.

Vlastic also noted that a November 8, 2004 letter had been received from Ted Gould, 10 Alhambra Court, generally supporting the request. Vlastic then offered the following comments and clarifications developed or presented since preparation of the January 6, 2005 staff report:

- A landscape plan was delivered to the town on January 7, 2005 showing the proposal to plant six new "Oregon Grapes" to screen views from 265 Golden Oak Drive to the existing and proposed electrical panels. Vlastic questioned the materials to be used and recommended that the plan be revised to the satisfaction of a designated ASCC member based on plant material recommendations of the conservation committee.
- Just prior to the ASCC meeting, the revised plans were shared with Dr. and Mrs. Fanton, the most immediate neighbors at 265 Golden Oak Drive. They advised staff that the revised plans are acceptable to them.
- At the 11/8 ASCC meeting, the applicant advised that there would be no new exterior lighting and that the new generator enclosure as well as the new electrical panel would be painted to match the same green used on the existing water tank, pressure tank and other existing equipment on site. Vlastic noted that the applicant reconfirmed these comments in recent discussions with him.

- As explained at the 11/8 ASCC meeting, the new generator would be cycled on for maintenance once per week or once every two weeks for a maximum of 15 minutes and the generator would be set so that this cycling would occur during a midday period during weekdays and not on weekends. The Water District has also informed staff that it would be willing to adjust the maintenance schedule to address any concerns of the neighbors.

Public comments were requested, but none were offered. It was also noted that the applicant was not represented at the meeting. Although, the applicant was not represented, Vlastic recommended that, if possible, the ASCC complete action on the request so that the water district could proceed to install the generator in the revised location in anticipation of upcoming winter storms and potential for power outages.

Following brief discussion, Schilling moved, seconded by Warr and passed 4-0 approval of the revised request subject to the clarifications offered by staff at the meeting and the following condition to be addressed prior to issuance of any construction permits for the generator and electrical panel:

1. The proposed landscaping plan shall be revised to the satisfaction of a designated ASCC member. Prior to revision, the proposal shall be presented to the conservation committee for review and comment as to the most appropriate screen plantings for the site considering constraints created by the existing pine trees and soils conditions.

**Architectural Review for swimming pool/spa, fencing, and lighting, 4 Oak Forest Court, Portola Glen Estates PUD, Quinn**

Vlastic reviewed the comments in the January 6, 2005 staff report on this request and explained that the applicant has asked that project review be continued to the January 24 meeting. Vlastic explained that the noise evaluation requested by the ASCC is to be completed, but the applicant's acoustical consultant was reluctant to schedule it for January 10 due to the projected storm conditions.

Public comments were requested, but none offered. Thereafter, project review was continued to a January 24, 2005, special afternoon site meeting to begin at 3:30 p.m.

**Request for Modifications of Previous Approval -- Architectural Review for house reconstruction and additions, 10 Kiowa Court, Turner**

Vlastic presented the January 6, 2005 staff report on this request for modification of plans conditionally approved by the ASCC on October 25, 2004. He discussed project issues raised with the ASCC on December 13, 2004, as explained in the staff report, and then reviewed the following proposed modified plans dated 1/1/05, prepared by ADL Design:

Sheet A-1, Site Plan, Project Data  
Sheet A-4, New Floor Plan  
Sheet A-5, Exterior Elevations (Front & Right Side)  
Sheet A-6, Exterior Elevations (Rear & Left Side)  
Sheet A-7, Building Sections Details (dated 12/2/04)  
Electrical/Mech/Plumb Plan

Mrs. Turner and project contractor Al Kopfmann presented the modified plans to the ASCC and offered the following comments and clarifications:

- The exterior materials will, for the most part, be consistent with the 10/25/04 ASCC approval. Specifically, they will be:

Slate roofing as shown on the materials board dated 10/18/04  
Stucco siding as shown on the materials board dated 10/18/04  
Mahogany windows and doors, with the stained mahogany exposed both  
on the interior and exterior.

It was clarified that the final stucco siding color and texture would be field determined based on the provisions allowed for in the 10/25/04 ASCC approval.

- The mahogany windows would be inset into the "thicker" stucco walls with the stucco surface extending around the edge of the wall to the window. There would also be a stucco sill at each window.
- The front door is to have an exposed bronze surface. A product detail was presented for the proposed "bronze" front door.
- The mahogany windows would include mullions and lights, but the proposed French doors would not include muntins or lights. This is a clarification of the information shown on the plans. Product data on the proposed windows and French doors was presented.
- The plans indicate that stone will be used around the front door. The specific stone has yet to be selected and it is possible that stone would not be used.
- The "existing" pool equipment site/configuration will be re-established with the project. The "new" pool equipment proposals shown on the plans approved at the 10/25 meeting are no longer part of the project.
- The plans show options for either two recessed lights or two wall mounted "sconce" lights at the front entry door. It is likely that the recessed light option would be pursued. If the sconce option were pursued, a fixture would be selected and presented to the town for acceptance.

Public comments were requested, but none offered.

ASCC members discussed the modified plans and expressed frustration over the "piecemeal" approach to plan development. It was noted that there was little concern with the siting or massing of the modified plans, but that the details of proposed exterior materials and finishes need to be clearly set for the record. Schilling also stressed his preference for the asphalt shingle roofing options allowed for in the 10/25 ASCC approvals. Discussion also focused on the switching pattern for the exterior lights and ASCC members concluded that a number of lights needed to each be controlled by individual, manual switches.

Following discussion, Warr moved, seconded by Schilling and passed 4-0 approval of the modified plans, as clarified by the applicant at the ASCC meeting subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of a designated ASCC member prior to issuance of any additional project building permits:

1. A annotated copy of the exterior elevations sheet shall be submitted that clearly describes all proposed exterior materials and finishes including product data for doors and windows as presented at the ASCC meeting. Further, the elevation sheet shall detail the proposed installation of the windows and doors in terms of the stucco walls and sills, again as clarified at the ASCC meeting. The plan shall include details for the stonework proposed around the front door or any alternative material for the area around the front door.
2. A final landscape plan shall be provided that includes the plantings shown on the "Breen" plan presented and approved on October 25, 2004. The landscape plan shall be consistent with the impervious surface area adjustments presented with the 1/1/05 modified plans. In addition, the landscape plan shall ensure that all existing plantings impacted by construction are replaced prior to house occupancy.
3. The texture and color for the stucco siding shall be similar to that shown on the materials board received 10/18/04, but shall be determined by test applications made at the site, to the satisfaction of a designated ASCC member, prior to installation of the final stucco finish.
4. The exterior lighting plan shall be revised to provide for the following recessed exterior lights to be controlled by individual, not common, manual switches:
  - a. Light at laundry room exterior door.
  - b. Two lights outside of family room doors.
  - c. Two lights outside of living room doors.
  - d. Light outside of dining room doors, to be located along master bedroom hallway wall.
5. If the final proposal is to use two "sconce" fixtures at the front entry door, and not two recessed light fixtures, a cut sheet for the proposed sconce fixture shall be provided.
7. The final building plans shall clearly show that no lights will be located within the skylight "tubes" or placed so as to direct light up into the tubes.
8. The roof material may be the proposed slate, but an architectural grade asphalt shingle may also be used. The final roof material selection shall be specified with the building permit plans.

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Prior to consideration of the following request, Chase temporarily removed herself from the ASCC. She explained that she owns property within 500 feet of the Brandman parcel and

because of conflict of interest limitations cannot participate as an ASCC member in review of requests associated with the property.

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### **Architectural Review for House Additions, 99 Stonegate Road, Brandman**

Vlasic presented the comments in the January 6, 2005 staff report on this proposal for approval of plans for the addition of 2,046 sf of new living space to an existing 2,867 sf, single story residence on the subject 1.41 acre Stonegate Road property. He advised that the proposed single story additions would be made to the north end of the existing house as shown on the following enclosed plans dated 12/01/04, prepared by Albert Kramer Design:

Sheet C1, Site Plan (and project data)  
Sheet A1, Floor Plan  
Sheet A2, Exterior Elevations  
Sheet A3, Roof Plan @ Additions

Vlasic also referenced the proposed 8.5" x 11" outdoor lighting plan, showing the locations for five new exterior light fixtures, and the cut sheet for the proposed SPJ fixture #48-05. Vlasic circulated the proposed exterior colors board but explained that as discussed in the staff report, an alternative colors scheme is to be presented at the ASCC meeting.

Mr. and Mrs. Brandman and project designer Albert Kramer presented their proposal to the ASCC. They offered the following comments and clarifications:

- The house additions have been designed to match the architecture of the existing house. In response to staff report concerns about the exterior colors, the following change to proposed colors is now proposed:

Siding: Benjamin Moore #1579 (i.e., a medium gray color, LRV less than 40%)  
Trim: Benjamin Moore #1581 (i.e., a dark gray color, LRV less than 20%)

- The existing very light colored roof material will be replaced with an asphalt shingle roofing in a charcoal gray color. The existing 2:12 roof slope will be preserved. In order to install the asphalt shingle material, a construction approach will be needed that includes a special membrane under the asphalt shingle roof.
- A detailed drainage plan will be developed with the building permit drawings.
- The existing driveway and proposed paving extension to the new front entry will all be in asphalt. The existing driveway is in poor condition and will be reconstructed with an asphalt surface with the project.

Public comments were requested. **Peter McGrath, 155 Grove Drive** indicated his property is at a lower elevation to the Brandman parcel and expressed concern with regard to storm drainage. He asked that precautions be exercised as final drainage plans are developed.

**Linda Elkind** wondered if the site was immediately adjacent to Corte Madera Creek, and the potential for storm water runoff impacting the creek side environment.

In response to the comments from Ms. Elkind, Vlastic advised that the site was not adjacent to the creek and, in fact, several properties removed from the creek channel.

**Laura Chase, 145 Stonegate Road**, commented on the landscape plan. She encouraged a minimum amount of new front yard landscaping and that the view to the open meadow along the north end of the site be preserved to the extent possible.

ASCC members considered the comments in the staff report and the proposed plans. It was noted that the landscape plan only proposes a total of nine new plants in the area of the planned house addition and that this was a minimum approach to landscaping.

Following discussion Warr moved, seconded by Gelpi and passed 3-0 approval of the plans as clarified at the ASCC meeting subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of a designed ASCC member prior to issuance of a building permit:

1. A final drainage plan shall be included with the building permit submittal to the satisfaction of the Public Works Director. To the extent possible, the plan shall provide for dispersal of water on the site.
2. The modified siding and trim colors presented at the ASCC meeting are acceptable, as is the concept for use of asphalt shingle roofing. The actual roof shingles to be used shall, however, be specified and a sample or product description sheet provided with the building permit submittal.
3. The site plan shall be modified to clearly show the fencing recently installed on the site. If any new fencing is planned it shall also be clearly shown on the plans and shall be consistent with town fencing policies and guidelines. Further, all existing front yard fence posts higher than the four-foot limit shall be cut to conform to the limit prior to issuance of a building permit for any new construction.
4. A tree protection plan shall be prepared and once approved implemented to the satisfaction of planning staff.
5. Compliance with the required 50 foot front yard setback shall be verified to the satisfaction of the planning staff.
6. The proposed exterior lighting plan shall be revised to not only show the location of the five new SPJ #48-05 light fixtures but also all existing exterior house light fixtures. Further, the plan shall provide for elimination of all existing unshielded spot light fixtures. The proposed SPJ fixture may be used at the existing house entry doors, including on either side of the garage door, to replace the existing spot lights. It is understood, however, that the one existing spotlight under the existing rear porch roof may be replaced with a smaller, shielded fixture that directs light to the door and that has less potential for light spill. If any yard lighting is proposed, it shall also be shown on the revised lighting plan.

7. The existing driveway and proposed paving extension to the new front entry shall have an asphalt surface.

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Following action on the Brandman request, Chase returned to her positions on the ASCC.

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### **Communications to the ASCC**

Vlasic reviewed the comments in the staff report on a second, December 21, 2004 letter to the town from Dr. David Beugelmans regarding a project under construction at 1 Grove Court. Vlasic commented that the ASCC had prepared a response to the earlier letter from Dr. Beugelmans that was contained in a 12/14/04 memorandum to the town council. He also advised that staff had developed some information in response to the second letter and that planning manager Lambert had talked to Dr. Beugelmans about a meeting with him to review his concerns. Vlasic added that Dr. Beugelmans was agreeable to such a meeting, but indicated he currently had some meeting scheduling constraints.

ASCC members indicated that one or two members might be involved in the meeting with Dr. Beugelmans when an appropriate time could be identified. They also encouraged clean up of the 1 Grove Court construction site and installation of required screen landscaping as soon as possible.

### **Approval of Minutes**

Warr moved, seconded by Schilling and passed 4-0 approval of the December 13, 2004 regular meeting minutes as drafted.

### **Adjournment**

There being no further business, the meeting was adjourned at 9:17 p.m.

T. Vlasic