



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, September 28, 2015
7:00 PM – Regular ASCC Meeting
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028**

7:00 PM – REGULAR AGENDA*

1. Call to Order:
2. Roll Call: Commissioners Breen, Clark, Koch, and Chair 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. New Business:
 - a. Architectural Review for Addition and Remodel, File # 17-2015, 15 Adair Lane, Low Residence (Staff: C. Borck)
 - b. Architectural Review for a Driveway Entry Gate, File # 18-2015, 1 La Sandra Way, Zaffaroni Residence (Staff: D. Pedro)
5. Commission and Staff Reports:
 - a. Town Center Master Plan Update Committee
 - b. Appointment of New ASCC Member
6. Approval of Minutes: September 14, 2015
7. Adjournment:

*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: September 25, 2015

CheyAnne Brown
Planning Technician



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC

FROM: Carol Borck, Assistant Planner

DATE: September 28, 2015

RE: Architectural Review for Addition and Remodel, File # 17-2015, 15 Adair Lane, Low Residence

RECOMMENDATION

Staff recommends that the ASCC review the proposed plans, consider the comments in this staff report and any additional comments which may be offered at the meeting, and approve the proposed addition subject to the conditions of approval in Attachment 1 and any other conditions which may be necessary based on the ASCC's review.

BACKGROUND

This proposal is for the approval of plans for a 642 square foot addition to an existing single-story residence on the 1-acre property located on the west side of Adair Lane (see attached vicinity map). The lot was created as part of the Portola Heights Number 1 subdivision (Tract 775, January 1959) and is located in the R-E/1A zoning district.

The site currently contains an existing 2,375 square foot single-story ranch style home with an attached garage constructed in 1960. The site is gently to moderately sloped, with the house and improvements located within the front half of the property. There is an undeveloped trail easement along the rear property line. Surrounding uses include single family homes to the north, south, east, and west.

In addition to the architectural plans received on August 21, 2015 (Attachment 7), the project submittal includes the information listed below:

- Letter from project architect, Mark Percy, received on August 21, 2015
- Exterior Lighting Cut Sheets, received on August 21, 2015
- Build It Green Checklist, received on August 21, 2015
- Colors/Materials Samples (to be available at ASCC meeting), received on August 21, 2015

CODE REQUIREMENTS

As required by section 18.64.010.1 of the Zoning Code, this application has been forwarded to the ASCC for review because the addition is over 400 square feet. In addition to the Municipal Code, the Design Guidelines are used to evaluate the project.

DISCUSSION

The scope of the project includes construction of a new 642 square foot master suite, located at the front of the home, adjacent to the existing garage. There is an existing 44 square foot shed and a gravel patio located in the area of the addition that will be removed. The existing deck located at the home's south elevation will be enlarged, as shown on Sheet A2, to provide more functional outdoor entertaining space. An outdoor shower and terrace are proposed at the southern end of the addition, and a seven-foot wood privacy wall will be constructed to screen views to the shower from Adair Lane.

The design of the addition is discussed in the letter from the project architect (Attachment 3), dated August 21, 2015. The existing home has a traditional ranch style architecture with stucco walls and gabled roof forms. As explained in the letter, the applicants plan to update the house in phases that will both continue the ranch style and include complimentary contemporary forms to add interest to the exterior. The proposed addition includes a ranch form for the master bedroom and a more contemporary form for the master bath. The master bath area of the addition will have a rectangular form with a flat roof and stained wood siding. This design will be repeated in future phases of home improvements as shown on the sketch included in Attachment 3.

The site is screened by existing vegetation, and it appears that the proposed additions will be minimally visible from off-site and will not significantly impact views from neighboring properties.

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

The project proposes a floor area of 3,017 square feet concentrated in the main structure, which is 56.1% of the allowed floor area for the property. The proposed impervious surface for the site is 5,330 square feet and below the 7,524 square foot limit.

The proposed addition complies with the 18- and 24-foot height limits for a single story structure. The proposed maximum height of the addition is approximately 14'.

The proposed addition complies with all required setbacks.

Parking

Required parking in the R-E/1A zoning district is two covered spaces and two guest spaces. The project proposes two covered spaces in the existing garage, and the two guest spaces are accommodated within the existing autocourt.

Exterior materials and finishes, exterior lighting, and skylights

The proposed finish treatments for the project include:

- Stained cedar siding
- Cement plaster in medium tan to match existing, LRV 50%
- Doors and windows in dark bronze, LRV 3%
- Flashing at parapet cap in dark bronze, LRV 3%
- Fascia/gutters/eave flashing at gabled roof in white, LRV 95%
- Composition shingle roofing to match existing'
- Gravel for flat roof forms
- Wood decking and privacy wall
- Dark gray patio stone

Both the existing home's stucco siding and window/trim colors are not in compliance with the Town's color light reflectivity guidelines, which are 40% and 50% LRV, respectively. As the addition is small, and no other exterior improvements to the house are proposed at this time, the ASCC will want to consider the continued use of the existing color scheme. As noted in the email from the project architect (Attachment 4), the applicant intends to replace the existing white windows/doors with future improvements to match the new bronze elements; this could also include bringing the white painted trim into compliance.

Proposed exterior lighting is shown on Sheet A2, and the cut sheets are in Attachment 5. The plan proposes two 13-watt CFL sconces, with one located at the bedroom sliding door and the other located at the bathroom sliding door. The fixture and proposed locations appear to be in general compliance with Town guidelines. Any non-compliant exterior lighting fixtures will need to be removed with the project.

One new skylight is proposed to be located over the master bedroom closet.

Landscaping and fencing

There is no new landscape planting or fencing proposed with the project. Two Italian cypress and one fir tree will be removed. The existing oleanders adjacent to the new addition are proposed to remain.

There is existing non-conforming fencing located along the front and side property lines. The fencing near the front property line is located behind a large hedge within the Town's right of way, and both the hedge and the fencing should be removed. Six-foot wood and wire fencing along the side property lines, but within the 50-foot front setback should also be brought into compliance with Town regulations that permit only four-foot high horse fencing within this area. Any new proposed fencing shall comply with Town regulations.

Additionally, there is an existing non-conforming driveway entry gate and columns. There is no record of permit for the gate, and it is unknown when the gate/columns were built. The gate and columns exceed the four-foot maximum height limit and are located approximately seven feet from the front property line, whereas a conforming gate would be located at least 25 feet from the front property line. As the gate and columns were not permitted and do not comply with Town regulations, they should be removed or relocated.

"Sustainability" aspects of project

The project architect has provided the enclosed Build-It-Green checklist targeting 35 points for the project, whereas, 25 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

Prior to acting on this request, ASCC members should visit the site and consider the above comments and any new information that is presented at the September 28th ASCC meeting.

Attachments

1. Recommended Conditions of Approval
2. Vicinity Map
3. Letter from project architect, Mark Percy, received on 8/21/15
4. Email from project architect, dated 9/9/15
5. Exterior Lighting Cut Sheets, received on 8/21/15
6. Build It Green Checklist, received on 8/21/15
7. Architectural plans, received 8/21/15

Report approved by: Debbie Pedro, Town Planner

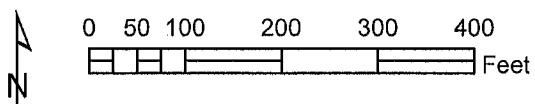
Recommended Conditions of Approval for Addition and Remodeling
15 Adair Lane, Low Residence, File #17-2015

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. The existing fencing and hedge located within the Town's right of way shall be removed. Non-compliant fencing on side property lines shall be removed and/or brought into compliance with Town fencing regulations. Any new fencing shall comply with Town regulations.
3. The existing entry gate and columns shall be removed. Any new entry gate and columns shall comply with Town regulations and is subject to review by the ASCC.
4. A detailed construction staging and tree protection plan shall be submitted to the satisfaction of Planning staff prior to building permit issuance.
5. Any non-compliant exterior lighting (including up-lighting, lights hung in trees, ornamental landscape lighting, and fixtures with clear glass) on the home and on site shall be removed prior to final inspections.

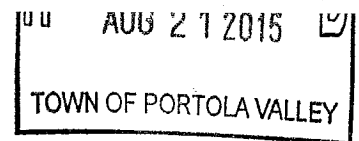


Vicinity Map



APN 079-060-200 15 Adair Lane
September 2015

LOW RESIDENCE, 15 ADAIR LANE
MASTER SUITE ADDITION
Design Narrative. 8/21/15



The Low's existing residence is a simple, 1960s, one-story ranch style house with stucco walls, a composition shingle roof and standard detailing. The gable roofs generally form an "H" shaped floor plan with the bedrooms in the western wing, the garage in the eastern wing and living spaces in the center, connecting the two wings.

Our plan is to update the entire house in phases and to maintain a basic ranch house frame-work, however, we also plan to add complimentary contemporary forms that will add interest to the exterior and create spatial enhancements to the interior. As shown on the drawings, phase 1 includes a new master suite. This project "extrudes" the garage wing gable to the south by about 23'. The master bedroom and closet are located in this area. Exterior materials of this extension will generally match the existing house (stucco and composition shingle roofing). The master bath, however, is located to the east of the master bedroom and outside the basic "H" so in order to avoid a rambling, random ranch house look, we elected to treat this form differently. The master bath is a more contemporary form, clad with stained wood siding. The wood siding and rectangular form will add warmth, texture and variety to an otherwise plain building.

During future phases we plan to use similar contemporary forms clad with wood siding at the living area on the south side of the house and at a family room on the west side. The result will be a building with a basic ranch house frame-work but with complimentary contemporary elements that interest to the overall composition. We feel this strategy will be much more successful than using ranch-style forms for all future work.

See the attached diagram.

FUTURE BEDROOM ADDITION
(EXTENSION OF GABLE).

EXISTING "H" SHAPED
GABLE ROOF

PHASE 1 MASTER
BATH ADDITION.
(CONTEMP. FORM)

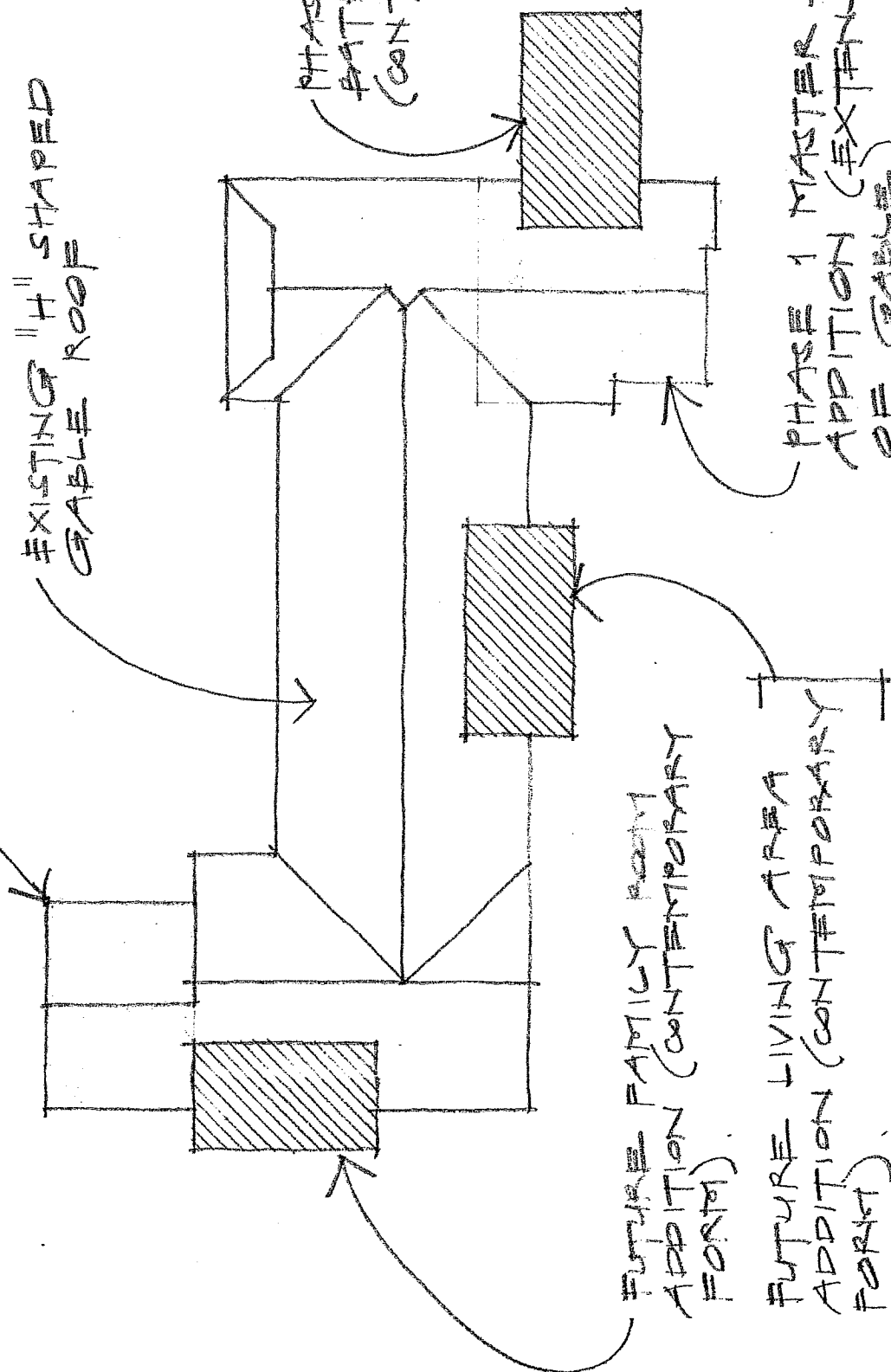
PHASE 1 MASTER BEDROOM
ADDITION (EXTENSION
OF GABLE)

FUTURE FAMILY ROOM
ADDITION (CONTEMPORARY
FORM)

FUTURE LIVING AREA
ADDITION (CONTEMPORARY
FORM)



LOK RESIDENCE
ADDITION DIAGRAM.



Carol Borck

From: Mark Percy <mp-arch@sbcglobal.net>
Sent: Wednesday, September 09, 2015 1:44 PM
To: Carol Borck
Cc: Stacey Low; Jeff Low
Subject: 15 Adair color clarifications

Hi Carol,

Regarding your questions from yesterday about colors, here is some clarification...

Windows/doors: All new windows/doors to be bronze colored. The intent over time to either change out (or paint) the existing white windows/doors in a matching bronze.

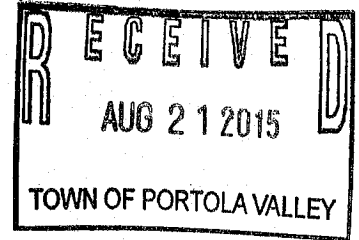
Fascias and gutters: At this time we plan to maintain the existing white gutters and fascia boards at the extension of the gabled roof (master bedroom and closet). The master bath will have a concealed gutter and stained cedar fascia...this occurs on the south side only.

Flashing: The bronze flashing noted on the color board will occur at the "parapet cap" of the master bath. Eave flashing at the extension of the gabled roof will be white to match existing.

Hopefully that makes sense. Please let me know if you have other questions.

Thanks,
Mark

Mark Percy
MPArchitecture
www.pearcyarchitecture.com
650.348.1509



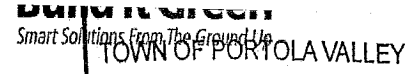
*Dark sky
 + J24*

SHELTER 1326KZ-GU24	
BUCKEYE BRONZE	
WIDTH:	4.5"
HEIGHT:	15.5"
WEIGHT:	3.0 LBS
MATERIAL:	SOLID ALUMINUM
GLASS:	CLEAR SEEDY
BACKPLATE WIDTH:	4.5"
BACKPLATE HEIGHT:	12.0"
SOCKET:	1-13W GU24
DARK SKY:	YES
NOTES:	PATENT: US PATENT D688 413 S
EXTENSION:	4.8"
TTO:	5.8"
CERTIFICATION:	C-US WET RATED
VOLTAGE:	120V
UPC:	640665032611

AT HINKLEY, WE EMBRACE THE DESIGN PHILOSOPHY THAT YOU CAN MERGE TOGETHER THE LIGHTING, FURNITURE, ART, COLORS AND ACCESSORIES YOU LOVE INTO A BEAUTIFUL ENVIRONMENT THAT DEFINES YOUR OWN PERSONAL STYLE. WE HOPE YOU WILL BE INSPIRED BY OUR COMMITMENT TO KEEP YOUR 'LIFE AGLOW.'

*life*AGLOW®

GreenPoint Rated Existing Home Checklist



A home is only GreenPoint Rated if all features are verified by a Certified GreenPoint Rater through Build It Green. GreenPoint Rated is provided as a public service by Build It Green, a professional non-profit whose mission is to promote healthy, energy and resource efficient buildings in California.

Enter Label: **Elements**

This checklist is used to track projects seeking a Whole House or Elements Label using the GreenPoint Rated Existing Home Rating System. The minimum requirements for each label are listed in the project summary at the end of this checklist. Selected measures can be awarded points allocated by the percentage of presence of the measure in the home. The measure or practice must be found in at least 10% of the home to earn points.

Points Achieved: **35**

Column A is a dropdown menu with the options of "Yes", "No", or "TBD" or a range of percentages to allocate points. Select the appropriate dropdown and the appropriate points will appear in the yellow "points achieved" column.

	0	3	8	5	2	12	2	9	4	6
Community										
Energy										
IAQ/Health										
Resources										
Water										

The criteria for the green building practices listed below are described in the GreenPoint Rated Existing Home Rating Manual, available at www.builditgreen.org/greenpointrated

GreenPoint Rated Existing Home Checklist version 2.1

Low Residence, Master Suite Addition		Points Achieved	Community	Energy	IAQ/Health	Resources	Water
AA COMMUNITY		Possible Points					
No	1. Home is Located within 1/2 Mile of a Major Transit Stop	2					
2. Compact Development & House Size							
a. Density of 10 Units per Acre or Greater (Enter units/acre)		2				2	
No	b. Home Size Efficiency (5 points is average, points awarded based on home size)					1-9	
3. Pedestrian and Bicycle Access/ Alternative Transportation							
a. Site has Pedestrian Access Within 1/2 Mile of neighborhood services:							
TIER 1: 1) Day Care 2) Community Center 3) Public Park							
4) Drug Store 5) Restaurant 6) School							
7) Library 8) Farmer's Market 9) After School Programs							
10) Convenience Store Where Meat & Produce are Sold							
TIER 2: 1) Bank 2) Place of Worship 3) Laundry/Cleaners							
4) Hardware 5) Theater/Entertainment 6) Fitness/Gym							
7) Post Office 8) Senior Care Facility 9) Medical/Dental							
10) Hair Care 11) Commercial Office of Major Employer 12) Full Supermarket							
No	5 Services Listed Above (Tier 2 Services count as 1/2 Service Value)	1					
No	10 Services Listed Above (Tier 2 Services count as 1/2 Service Value)	1					
Yes	b. Access to A Dedicated Pedestrian Pathway to Places of Recreational Interest within 1/2 Mile	1	1				
No	c. At Least Two of the Following Traffic-Calming Strategies Installed within 1/4 mile:	1					
Designated Bicycle Lanes are Present on Roadways;							
Ten-Foot Vehicle Travel Lanes;							
Street Crossings Closest to Site are Located Less Than 300 Feet Apart;							
Streets Have Rumble Strips, Bulbouts, Raised Crosswalks or Refuge Islands							
4. Safety & Social Gathering							
Yes	a. Front Entrance Has Views from the Inside to Outside Callers	1	1				
No	b. Front Entrance Can be Seen from the Street and/or from Other Front Doors		1				
No	c. Porch (min. 100sf) Oriented to Streets and Public Spaces		1				
5. Diverse Households							
No	a. Home Has at Least One Zero-Step Entrance (prerequisite for 5b. And 5c.)		1				
No	b. All Main Floor Interior Doors & Passageways Have a Min. 32-Inch Clear Passage Space		1				
No	c. Home includes at Least a Half-Bath on the Ground Floor with Blocking for Grab Bars		1				
No	d. Lot Includes Full-Function Independent Rental Unit		1				
Total Points Available in Community = 26		2					
A. SITE		Possible Points					
TBD	1. Protect Existing Topsoil from Erosion and Reuse after Construction		1				1
2. Divert Construction and Demolition Waste							
Yes	a. Divert All Cardboard, Concrete, Asphalt and Metals (Required for both Whole House and Elements, if Applicable)		Y			R	
Yes	b. Divert 25% C&D Waste Excluding All Cardboard, Concrete, Asphalt and Metals	2				2	
TBD	3. Construction IAQ Management Plan				2		

Low Residence, Master Suite Addition

Low Residence, Master Suite Addition		Points Achieved	Community	Energy	IAQ/Health	Resources	Water
Total Points Available in Site = 6		2					
B. FOUNDATION		Possible Points					
1. Replace Portland Cement in Concrete with Recycled Flyash or Slag						1	
≥90%	a. Minimum 20% Flyash and/or Slag Content	1				1	
No	b. Minimum 30% Flyash and/or Slag Content					1	
TBD	2. Moisture Source Verification and Correction (Required for Whole House)	N			R	R	
3. Retrofit Crawl Space to Control Moisture							
Yes	a. Control Ground Moisture with Vapor Barrier	2			2		
TBD	b. Foundation Drainage System					2	
TBD	4. Pest Inspection and Correction					1	
5. Design and Build Structural Pest Controls							
TBD	a. Install Termite Shields & Separate All Exterior Wood-to-Concrete Connections by Metal or Plastic Fasteners/Dividers					1	
TBD	b. All New Plants Have Trunk, Base, or Stem Located At Least 36 Inches from Foundation					1	
TBD	6. Radon Testing and Correction or Radon Resistant Construction				1		
Total Points Available in Foundation = 10		3					
C. LANDSCAPE		Possible Points					
Yes	Is the landscape area <15% of the total site area? (only 3 points available in this section for projects with <15% landscape area)						
1. Resource-Efficient Landscapes							
No	a. No Invasive Species Listed by Cal-IPC Are Planted						1
No	b. No Plant Species Require Shearing					1	
No	c. 50% of Plants Are California Natives or Mediterranean Climate Species						3
No	2. Fire-Safe Landscaping Techniques	1					
3. Minimal Turf Areas							
No	a. Turf Not Installed on Slopes Exceeding 10% or in Areas Less than 8 Feet Wide						2
No	b. Turf is <25% of Landscaped Area						2
No	c. Turf is <10% of Landscaped Area or eliminated						2
No	4. Shade Trees Planted		1	1			1
No	5. Plants Grouped by Water Needs (Hydrozoning)						2
6. High-Efficiency Irrigation Systems Installed							
No	a. System Uses Only Low-Flow Drip, Bubblers, or Low-flow Sprinklers						2
No	b. System Has Smart Controllers						3
No	7. Compost and Recycle Garden Trimmings on Site						1
No	8. Mulch in All Planting Beds to the Greater of 2 Inches or Local Water Ordinance Requirement						2
50%	9. Use Environmentally Preferable Materials for Non-Plant Landscape Elements and Fencing	0.5				1	
Yes	10. Light Pollution Reduced by Shielding Fixtures and Directing Light Downward	1	1				
11. Rain Water Harvesting System (1 point for ≤ 350 gallons, 2 points for > 350 gallons)							
No	a. Cistern(s) is Less Than 750 Gallons						1
No	b. Cistern(s) is 750 to 2,500 Gallons						1
No	c. Cistern(s) is Greater Than 2,500 Gallons						1
No	12. Soil Amended with Compost					1	1
Total Points Available in Landscape = 32		1.5					
D. STRUCTURAL FRAME & BUILDING ENVELOPE		Possible Points					
1. Optimal Value Engineering							
TBD	a. Place Rafters & Studs at 24-Inch On Center Framing					1	
≥90%	b. Size Door & Window Headers for Load	1				1	
TBD	c. Use Only Jack & Cripple Studs Required for Load					1	
2. Use Engineered Lumber							
50%	a. Engineered Beams & Headers	0.5				1	
No	b. Insulated Headers		1				
≥90%	c. Engineered Lumber for Floors	1				1	
TBD	d. Engineered Lumber for Roof Rafters					1	
TBD	e. Engineered or Finger-Jointed Studs for Vertical Applications					1	
TBD	f. Oriented Strand Board for Subfloor					1	
TBD	g. Oriented Strand Board Wall and Roof Sheathing					1	
3. FSC Certified Wood							
TBD	a. Dimensional Lumber, Studs, and Timber					4	
TBD	b. Panel Products					2	
4. Solid Wall Systems (includes SIPs, ICFs, & Any Non-Stick Frame Assembly)							
No	a. Floors		2			2	
No	b. Walls		2			2	
No	c. Roofs		2			2	

Low Residence, Master Suite Addition		Points Achieved	Community	Energy	IAC/Health	Resources	Water
5. Reduce Pollution Entering the Home from the Garage							
Yes	a. Tightly Seal the Air Barrier between Garage and Living Area	1			1		
TBD	b. Install Garage Exhaust Fan OR Have a Detached Garage				1		
No	6. Energy Heels on Roof Trusses (75% of Attic Insulation Height at Outside Edge of Exterior Wall)			1			
7. Overhangs and Gutters							
75%	a. Minimum 16-Inch Overhangs and Gutters	0.75				1	
50%	b. Minimum 24-Inch Overhangs and Gutters	0.5		1			
8. Retrofit/ Upgrade Structure for Lateral Load Reinforcement for Wind or Seismic							
TBD	a. Partial Lateral Load Reinforcement Upgrades/ Retrofits					1	
TBD	b. Lateral Load Reinforcement Upgrades/ Retrofits for Entire home					2	
TBD	9. Sound Exterior Assemblies (Required for Whole House)	N				R	
Total Points Available in Structural Frame & Building Envelope = 36		4.75					
E. EXTERIOR FINISH			Possible Points				
TBD	1. Recycled-Content (No Virgin Plastic) or FSC-Certified Wood Decking					2	
TBD	2. Rain Screen Wall System Installed					2	
50%	3. Durable & Noncombustible Cladding Materials	0.5				1	
TBD	4. Durable & Fire-Resistant Roofing Materials or Assembly					2	
Total Points Available in Exterior Finish = 7		0.5					
F. INSULATION			Possible Points				
1. Install Insulation with 30% Post-Consumer Recycled Content							
50%	a. Walls and Floors	0.5				1	
TBD	b. Ceilings					1	
2. Install Insulation that is Low-Emitting (Certified CA Residential Section 01350)							
≥90%	a. Walls and Floors	1			1		
≥90%	b. Ceilings	1			1		
TBD	3. Inspect Quality of Insulation Installation before Applying Drywall			1			
Total Points Available in Insulation = 5		2.5					
G. PLUMBING			Possible Points				
1. Distribute Domestic Hot Water Efficiently							
No	a. Insulate All Accessible Hot Water Pipes (prerequisite for 1b. and 1c.)			1			1
No	b. Locate Water Heater Within 12' Of All Water Fixtures, as measured in plan			1			1
No	c. Install On-Demand Circulation Control Pump			1			1
≥90%	2. High-Efficiency Toilets (Dual-Flush or ≤ 1.28 gpf)	2					2
3. Water Efficient Fixtures							
Yes	a. All Fixtures Meet Federal Energy Policy Act (Toilets: 1.6 gpf, Sinks: 2.2 gpm, Showers: 2.5 gpm) (Required For Whole House)	Y					R
≥90%	b. High-Efficiency Showerheads Use ≤ 2.0 gpm at 80 psi	3					3
≥90%	c. Bathroom Faucets Use ≤ 1.5 gpm	2		1			1
TBD	4. Plumbing Survey (No Plumbing Leaks) (Required for Whole House and Elements)	N					R
Total Points Available in Plumbing = 13		7					
H. HEATING, VENTILATION & AIR CONDITIONING			Possible Points				
1. General HVAC Equipment Verification and Correction							
TBD	a. Visual Survey of Installation of HVAC Equipment (Required for Whole House and Elements)	N		R			
TBD	b. Conduct Diagnostic Testing to Evaluate System			2			
TBD	c. Conduct Flow Hood Test and Assess Delivery of Air			1			
TBD	d. Air Conditioning Compressor Operates Properly and Refrigerant Charge is Optimal			1			
TBD	2. Design and Install HVAC System to ACCA Manuals J, D and S			4			
3. Sealed Combustion Units							
TBD	a. Furnaces				2		
TBD	b. Water heaters				2		
No	4. Zoned, Hydronic Radiant Heating			1	1		
TBD	5. High Efficiency Air Conditioning Air conditioning with Environmentally Responsible Refrigerants		1				
6. Effective Ductwork Installation							
TBD	a. New Ductwork and HVAC unit Installed Within Conditioned Space			1			
Yes	b. Duct Mastic Used on All Ducts, Joints and Seams	1		1			
TBD	c. Ductwork System is Pressure Relieved			1			
TBD	7. High Efficiency HVAC Filter (MERV 6+)				1		
Yes	8. No Fireplace OR Sealed Gas Fireplaces with Efficiency Rating ≥60% using CSA Standards	1			1		
9. Effective Exhaust Systems Installed in Bathrooms and Kitchens							
≥90%	a. ENERGY STAR Bathroom Fans Vented to the Outside	1			1		
≥90%	b. All Bathroom Fans are on Timer or Humidistat	1			1		
TBD	c. Kitchen Range Hood Vented to the Outside				1		

Low Residence, Master Suite Addition

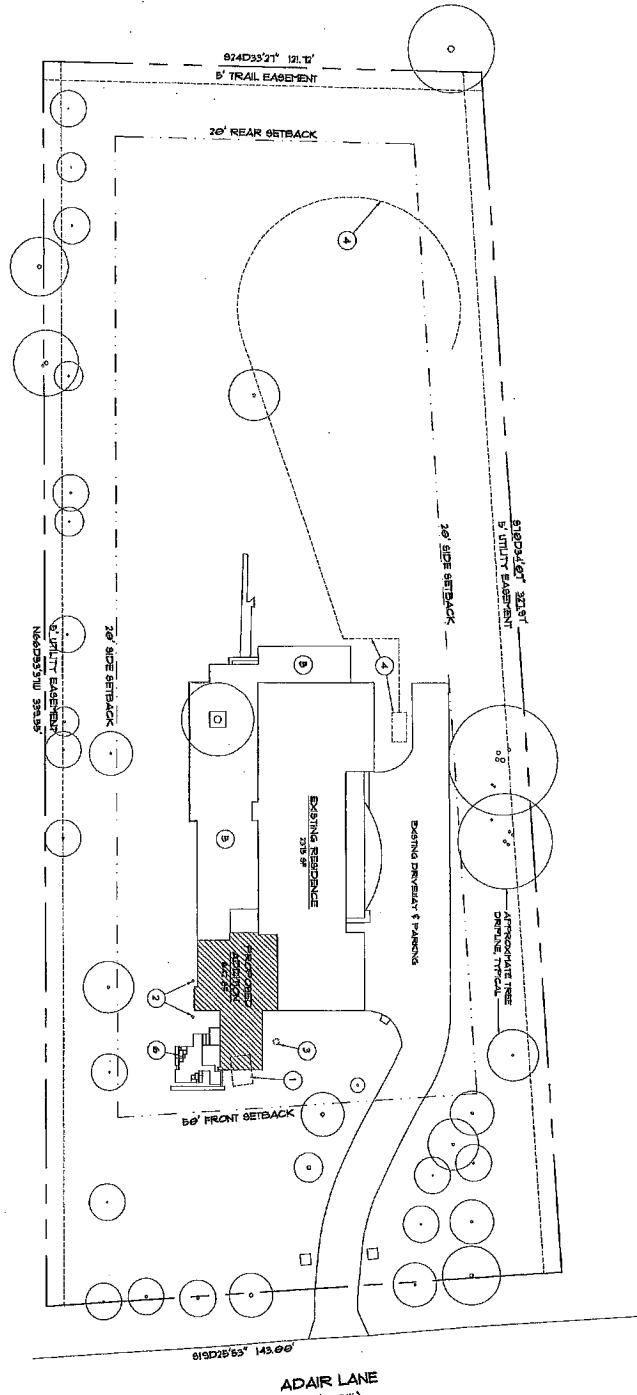
		Points Achieved	Community	Energy	IAQ/Health	Resources	Water
10. Mechanical Ventilation System for Cooling Installed							
TBD	a. ENERGY STAR Ceiling Fans & Light Kits in Living Areas & Bedrooms			1			
No	b. Whole House Fan			1			
11. Mechanical Ventilation for Fresh Air Installed							
TBD	a. Compliance with ASHRAE 62.2 Mechanical Ventilation Standards (as adopted in Title 24 Part 6)				1		
TBD	b. Advanced Ventilation Practices (Continuous Operation, Sone Limit, Minimum Efficiency, Minimum Ventilation Rate, Homeowner Instructions)				1		
TBD	c. Outdoor Air Ducted to Bedroom and Living Areas of Home			1	1		
12. Carbon Monoxide							
TBD	a. Carbon Monoxide Testing and Correction (Required for Whole House)	N			R		
Yes	b. Carbon Monoxide Alarm(s) Installed	1			1		
TBD	13. Combustion Safety Backdraft Test (Required for Whole House and Elements)	N			R		
Total Points Available in Heating, Ventilation and Air Conditioning = 30		5					
I. RENEWABLE ENERGY			Possible Points				
1. Offset Energy Consumption with Onsite Renewable Generation (Solar PV, Solar Thermal, Wind)							
Enter % total energy consumption offset, 1 point per 4% offset				25			
Total Points Available in Renewable Energy = 25							
J. BUILDING PERFORMANCE			Possible Points				
TBD	1. Energy Survey and Education (Required for Elements or Meet J3)	N		R			
2. Energy Upgrades (Available for Elements Rating Only, Mutually Exclusive with J3. 2 point minimum and 6 point maximum credit required)							
TIER 1: Practices in Tier 1 Are Worth Full Value (1 point)							
TBD	a) Attic Insulation up to or Exceeding Current Code			1			
TBD	b) Crawl Space Insulation up to or Exceeding Current Code			1			
TBD	c) Wall Insulation up to or Exceeding Current Code			1			
TBD	d) High Efficiency Furnace (90% AFUE Minimum)			1			
TBD	e) Seal Ducts and Duct Leakage is <15%			1			
TBD	f) 14 SEER, 11.5 EER Air Conditioning Unit (in climate zones 2,4,8-15)			1			
TBD	g) House Passes Blower Door Test With ≤0.5 ACH or a 50% Improvement			1			
TIER 2: Practices in Tier 2 Are Worth Half Value (0.5 points)							
TBD	h) High Efficiency Water Heater ≥.62EF			0.5			
TBD	i) Radiant Barrier in Attic			0.5			
TBD	j) Windows Upgraded to Current Code Requirements, Which are Typically Dual Pane			0.5			
TBD	k) Duct Insulation to Code			0.5			
TBD	l) Programmable Thermostat			0.5			
TBD	m) 14 SEER, 11.5 EER Air Conditioning unit (in climate zones 1,3,5,6,7,16)			0.5			
3. Meet Energy Budget for Home Based on Year (Based GreenPoint Rated Index, Includes Blower Door Test) (Required for Whole House, Available for Elements)				10+			
TBD	4. Design and Build Zero Energy Homes			5			
TBD	5. Comprehensive Utility Bill Analysis			1			
Total Points Available in Building Performance = 16+							
K. FINISHES			Possible Points				
TBD	1. Entryways Designed to Reduce Tracked in Contaminants				1		
2. Low/No-VOC Paint							
≥90%	a. Low-VOC Interior Wall/Ceiling Paints (<50 gpl VOCs regardless of sheen)	1			1		
TBD	b. Zero-VOC: Interior Wall/Ceiling Paints (<5 gpl VOCs (flat))				2		
≥90%	3. Coatings Meet SCAQMD Rule 1113 for Low VOCs	2			2		
≥90%	4. Low-VOC Caulks & Construction Adhesives (Meet SCAQMD Rule 1168)	2			2		
TBD	5. Recycled-Content Paint					1	
6. Environmentally Preferable Materials for Interior Finish: A) FSC Certified Wood B) Reclaimed Materials C) Rapidly Renewable D) Recycled-Content E) Finger-Jointed or F) Local							
TBD	a. Cabinets					1	
TBD	b. Interior Trim					1	
TBD	c. Shelving					1	
TBD	d. Doors					1	
TBD	e. Countertops					1	
Yes	7. For Newly Installed Products, Reduce Formaldehyde in Interior Finish – Meet Current CARB Airborne Toxic Control Measure (ATCM) for Composite Wood Formaldehyde Limits by Mandatory Compliance Dates (Required for Whole Building & Elements) (EPA IAP)	Y			R		

Low Residence, Master Suite Addition		Points Achieved	Community	Energy	IAC/Health	Resources	Water
8. Reduce Formaldehyde in Interior Finish - Exceed Current CARB ATCM for Composite Wood Formaldehyde Limits Prior to Mandatory Compliance Dates							
TBD	a. Doors				1		
TBD	b. Cabinets and Countertops				2		
TBD	c. Interior Trim and Shelving				1		
TBD	9. After Installation of Finishes, Test of Indoor Air Shows Formaldehyde Level <27ppb				3		
Total Points Available in Finishes = 21		5					
L. FLOORING		Possible Points					
TBD	1. Environmentally Preferable Flooring: A) FSC-Certified Wood B) Reclaimed or Refinished C) Rapidly Renewable D) Recycled-Content, E) Exposed Concrete F) Local Flooring Adhesives Must Have <70 gpl VOCs and sealer must meet SCAQMD Rule 1113.					4	
No	2. Thermal Mass Floors			1			
TBD	3. Flooring Meets CA Section 01350 or CRI Green Label Plus Requirements				2		
Total Points Available in Flooring = 7							
M. APPLIANCES AND LIGHTING		Possible Points					
No	1. ENERGY STAR Dishwasher (Must Meet Current Specifications) (Mutually Exclusive with J3)			1			1
2. ENERGY STAR Clothes Washing Machine with Water Factor of 6 or Less							
No	a. Meets CEE Tier 2 Requirements (Modified Energy Factor 2.0, Water Factor 6.0)			1			2
No	b. Meets CEE Tier 3 Requirements (Modified Energy Factor 2.2, Water Factor 4.5)						2
3. ENERGY STAR Refrigerator Installed							
No	a. ENERGY STAR Qualified & < 25 cu.ft Capacity (Mutually Exclusive with J3)			1			
No	b. ENERGY STAR Qualified & < 20 cu.ft Capacity (Mutually Exclusive with J3)			1			
4. Built-In Recycling & Composting Center							
No	a. Built-In Recycling Center					2	
No	b. Built-In Composting Center					1	
TBD	5. Electrical Survey (Required for Whole House)	N				R	
TBD	6. Verification of Entire Electrical System					2	
75%	7. Energy Efficient Lighting	0.75		1			
Yes	8. Low-Mercury Lamps (Linear and Compact Fluorescent)	1				1	
TBD	9. Lighting Controls Installed			1			
Total Points Available in Appliances and Lighting = 13+		1.75					
N. OTHER		Possible Points					
Yes	1. Incorporate GreenPoint Checklist in Blueprints Or Distribute Checklist (Required for Whole House and Elements)	Y		R			
TBD	2. Develop Homeowner Manual of Green Features/Benefits			1			1
3. Hazardous Waste Testing							
TBD	a. Lead Testing Interior, Exterior and Soil				1		
TBD	b. Asbestos Testing and Remediation				1		
TBD	4. Gas Shut Off Valve (motion/ non-motion)				1	1	
Total Points Available in Other = 6							
P. INNOVATIONS		Possible Points					
AA. Community: No Innovation Measures At This Time							
A. Site							
TBD	1. Cool Site		1				
B. Foundation: No Innovation Measures At This Time							
C. Landscaping							
TBD	1. Irrigation System Uses Recycled Wastewater						1
D. Structural Frame and Building Envelope							
1. Design, Build and Maintain Structural Pest and Rot Controls							
TBD	a. Locate All Wood (Siding, Trim, Structure) At Least 12 Inches Above Soil					1	
TBD	b. All Wood Framing 3 Feet from the Foundation is Treated with Borates (or Use Factory-Impregnated Materials) OR Walls are Not Made of Wood				1		
TBD	2. Use Moisture Resistant Materials and Practices in Wet Areas of Kitchen, Bathrooms, Utility Rooms, and Basements				1		
3. Use FSC-Certified Engineered Lumber							
TBD	a. Engineered Beams and Headers					1	
TBD	b. Insulated Engineered Headers					1	
TBD	c. Wood I-Joists or Web Trusses for Floors					1	
TBD	d. Wood I-Joists for Roof Rafters					1	
TBD	e. Engineered or Finger-Jointed Studs for Vertical Applications					1	
TBD	f. Roof Trusses					1	

Low Residence, Master Suite Addition

		Points Achieved	Community	Energy	IAC/Health	Resources	Water
E. Exterior Finish							
TBD	1. Green Roofs (25% or Roof Area Minimum)		2	2			
F. Insulation: No Innovation Measures At This Time							
G. Plumbing							
TBD	1. Graywater Pre-Plumbing (Includes Clothes Washer at Minimum)						1
TBD	2. Graywater System Operational (Includes Clothes Washer at Minimum)						2
TBD	3. Innovative Wastewater Technology (Constructed Wetland, Sand Filter, Aerobic System)						1
TBD	4. Composting or Waterless Toilet						1
TBD	5. Install Drain Water Heat-Recovery System			1			
H. Heating, Ventilation and Air Conditioning (HVAC)							
TBD	1. Humidity Control Systems (Only in California Humid/Marine Climate Zones 1,3,5,6,7)				1		
I. Renewable Energy: No Innovation Measures At This Time							
J. Building Performance							
TBD	1. Test Total Supply Air Flow Rates			1			
TBD	2. Energy Budget Analysis (J3) Completed By CEPE			1			
K. Finishes: No Innovation Measures At This Time.							
L. Flooring: No Innovation Measures At This Time.							
M. Appliances: No Innovation Measures At This Time.							
N. Other							
TBD	1. Homebuilder's Management Staff Are Certified Green Building Professionals		1				
TBD	2. Comprehensive Owner's Manual and Homeowner Education Walkthroughs		1				
3. Additional Innovations: List innovative measures that meet green building objectives. Points will be assessed by Build It Green and the GreenPoint Rater.							
TBD	a. Describe Innovation Here and Enter Possible Points in Columns L-P						
TBD	b. Describe Innovation Here and Enter Possible Points in Columns L-P						
TBD	c. Describe Innovation Here and Enter Possible Points in Columns L-P						
TBD	d. Describe Innovation Here and Enter Possible Points in Columns L-P						
TBD	e. Describe Innovation Here and Enter Possible Points in Columns L-P						
TBD	f. Describe Innovation Here and Enter Possible Points in Columns L-P						
TBD	g. Describe Innovation Here and Enter Possible Points in Columns L-P						
TBD	h. Describe Innovation Here and Enter Possible Points in Columns L-P						
Total Points Available in Innovation = 26+							

Summary			Community	Energy	IAC/Health	Resources	Water
Total Available Points		224+	25	83	46	76	47
Minimum Points Required (Whole House)		50		20	5	6	8
Minimum Points Required (Elements)		25		8	2	2	4
Total Points Achieved		35	3.0	5.3	12.0	8.8	6.0



PROJECT INFORMATION

PROJECT DESCRIPTION: A 4,400 SQ. FT. MASTER SUITE ADDITION TO AN EXISTING 2,735 SQ. FT. RESIDENCE. THE ADDITION WILL INCREASE THE NUMBER OF BEDROOMS FROM 2 TO 3, BATHS FROM 1 TO 2, AND INCLUDE A NEW TERRACE, CLOSET, AND WALK-IN CLOSET. THE ADDITION WILL BE CONSTRUCTED ON THE SOUTH SIDE OF THE EXISTING RESIDENCE.

GENERAL INFORMATION: JOB # 2015-0101
 DATE: 08/21/15
 DRAWN BY: [REDACTED]
 CHECKED BY: [REDACTED]
 SCALE: 1/8"=1'-0"

ZONING INFORMATION: RZ-16
 4,400 SQ. FT.
 1.5 STORY

SETBACKS: 26' REAR, 26' SIDE, 60' FRONT

UTILITIES: 6' UTILITY EASEMENT

ADJACENT PROPERTIES: 3,200 SQ. FT. (NORTH), 2,800 SQ. FT. (SOUTH)

TOTAL IMPROVED FLLOOR AREA: 5,135 SQ. FT.

EXISTING AREA

EXISTING RESIDENCE: 2,735 SQ. FT.
 2 BEDROOMS, 1 BATH, 1 CARPORT
 14' SIDE SETBACK, 26' REAR SETBACK, 60' FRONT SETBACK

EXISTING TREES: 10 TREES TO BE REMOVED (TYPICAL)

EXISTING DRIVEWAY & PARKING: 1 CARPORT, 1 DRIVEWAY

EXISTING TERRACE: 1 TERRACE TO BE REMOVED

EXISTING UTILITY EASEMENT: 6' UTILITY EASEMENT

EXISTING TRAIL EASEMENT: 6' TRAIL EASEMENT

EXISTING ADAIR LANE: 143.00' (60' ROW)

SITE PLAN KEYNOTES

- 1 EXISTING SHEED, TO BE REMOVED
- 2 TREES TO BE REMOVED (TYPICAL)
- 3 TREES TO BE REMOVED (CONIFER)
- 4 EXISTING SEPTIC SYSTEM (APPROPRIATE LOCATION)
- 5 DECK, SEE SHEET A2
- 6 NEW TERRACE, SEE SHEET A2

SITE PLAN
 SCALE 1/8"=1'-0"

SHEET TITLE
 SITE PLAN &
 PROJECT INFO

NO.	DATE	DESCRIPTION
1	08/21/15	ISSUED FOR PERMIT
2		
3		
4		
5		
6		
7		
8		
9		
10		

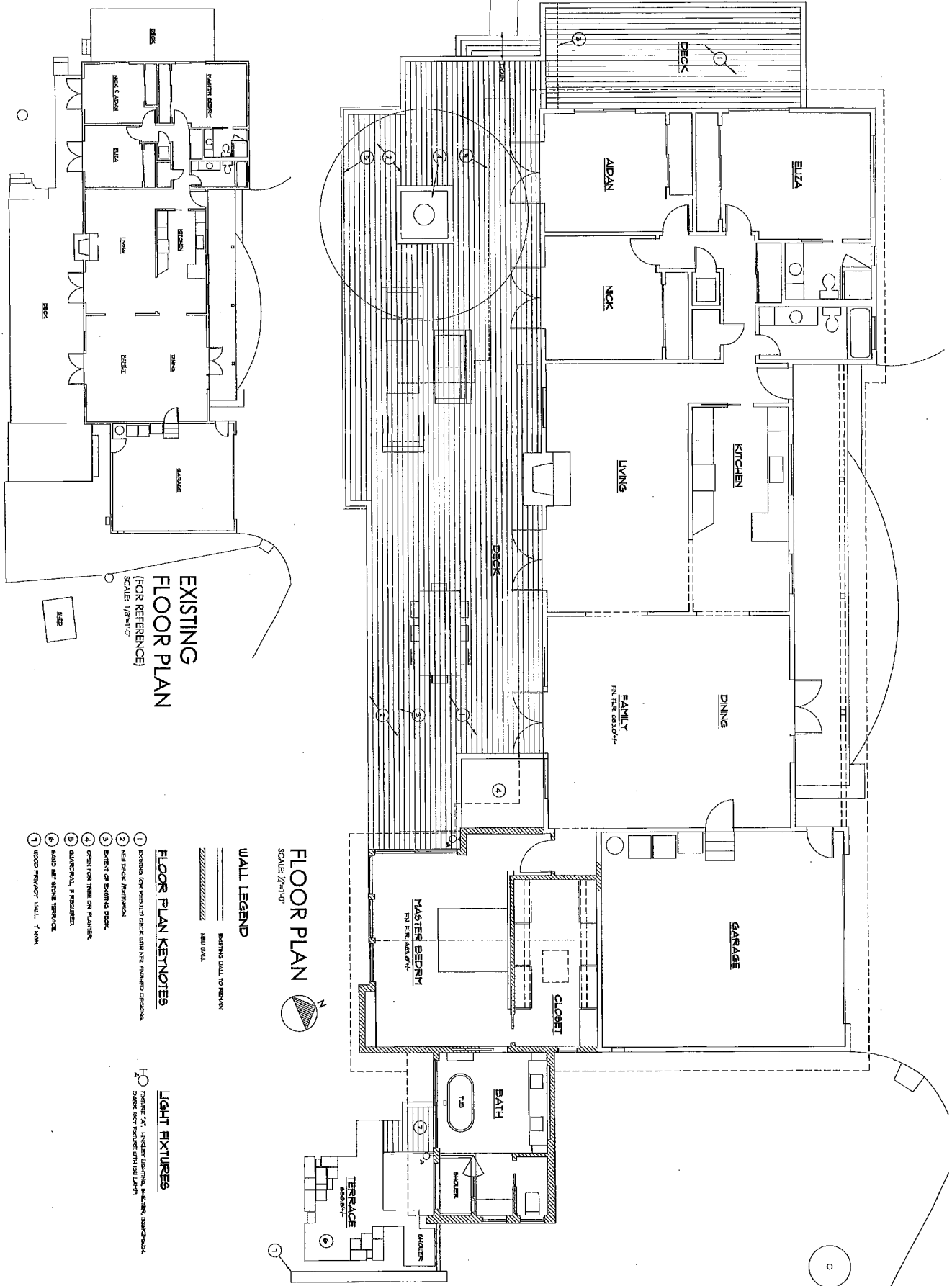
SCALE 1/8"=1'-0"

A1

RECEIVED
 AUG 21 2015
 TOWN OF PORTOLA VALLEY

MARK PEACOCK ARCHITECTURE
 1450 Barnfield Avenue
 Redding, CA 96001
 Phone: 530.248.1899
 www.peacockarchitecture.com

LOW RESIDENCE
 MASTER SUITE ADDITION
 15 ADAIR LANE
 PORTOLA VALLEY, CALIFORNIA



FLOOR PLAN
SCALE: 1/8"=1'-0"

- WALL LEGEND**
- REMAINING WALL TO REMAIN
 - NEW WALL

- FLOOR PLAN KEYNOTES**
- 1 EXISTING (OR NEW) DECK WITH NEW FINISHED DRIPEDGE
 - 2 NEW DECK BOUNDARY
 - 3 BOUNDARY OF EXISTING DECK
 - 4 OPENING FOR TRAIL OR W/ LANTERNS
 - 5 ALUMINUM, IF REQUIRED
 - 6 GLASS SET FLOOR SERVICE
 - 7 WOOD FINISH W/ WALL

- LIGHT FIXTURES**
- 1 DOWNLIGHT
 - 2 TRACK LIGHT
 - 3 TRACK LIGHT
 - 4 TRACK LIGHT
 - 5 TRACK LIGHT
 - 6 TRACK LIGHT
 - 7 TRACK LIGHT

EXISTING FLOOR PLAN
(FOR REFERENCE)
SCALE: 1/8"=1'-0"

SCALE AS NOTED
A2

DATE: _____
SHEET TITLE: _____
FLOOR PLAN

LOW RESIDENCE
MASTER SUITE ADDITION
15 ADAIR LANE
PORTOLA VALLEY, CALIFORNIA

MARK PEACOCK
ARCHITECTURE
1690 Bonifant Avenue
Burlingame, CA 94010
Phone: 450.348.1197
www.peacockarchitecture.com



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC

FROM: Debbie Pedro, Planning Director

DATE: September 28, 2015

RE: Architectural Review for a Driveway Entry Gate, File # 18-2015, 1 La Sandra Way, Zaffaroni Residence

RECOMMENDATION

Approve the proposed driveway entry gate, subject to the conditions of approval in Attachment 1, and with an additional condition that the gate and call box be located a minimum of 25' from the north property line pursuant to Section 18.42.016(A) of the zoning code.

ALTERNATIVE

Approve the driveway entry gate and call box as proposed and make findings that the location of the structures is in conformance with the principles provided in Section 18.43.010 of the zoning code, subject to the conditions in Attachment 1 and any other conditions which may be necessary based on the ASCC's review.

BACKGROUND

The subject property is a 2.53 acre parcel located at the corner of Pinon Drive and La Sandra Way. Created as part of the Westridge Subdivision No. 9 (Tract No. 787, April 1960), the property is zoned R-E/2.5 and located in the Westridge neighborhood. Bounded by roadways on three sides and a 10' wide parkway & bridle path easement along the north, east and west boundaries, the lot is developed with a single family home and detached garage served by a driveway off of La Sandra Way.

The applicant is proposing to install a 13'6" wide x 4' tall automatic driveway gate and post mounted key pad within the front yard setback. No additional fencing is proposed with the entry gate. The location and design of the driveway entry gate are shown on the enclosed plans, received on August 25, 2015.

The Westridge homeowners' association (WASC) has reviewed and approved the proposed plans and has provided a letter of approval. (Attachment 3)

CODE REQUIREMENTS

As required by section 18.42.016.C of the Zoning Code, this application for a new driveway entry gate has been forwarded to the ASCC for review. Regulations on fences and gates can be found in Chapter 18.43 of the Municipal Code which specifies location, height, opacity, and color reflectivity requirements. In addition, the Design Guidelines provide supplemental criteria used to evaluate proposed structures at entryways.

DISCUSSION

Gate and column design. The 4-foot high entry gate is a double "swing-out" style and will be constructed of 2" x 4" and 2' x 6" corten steel. The width of the gate is 13'6" and meets the 12' minimum clearance requirement by Woodside Fire Protection District. The gates will be supported by two 4'H x 6"L x 6"W corten steel columns. The maximum height of the proposed gate is 4' and the design of the gate will not exceed the 50% opacity limit per sections 18.43.030 and 18.43.040 of the zoning code. In addition, corten steel is a corrosion resistant steel that provides a natural, rusty looking patina on the surface that will conform with the color reflectivity requirement under municipal code section 18.43.050.A.

Call box location and lighting. The location of the call box and proposed key pad is shown on the site plan. While no additional lighting is proposed with the key pad, specifications for the pad will need to be submitted with the building permit.

Compliance with gate and fencing standards of the zoning ordinance. Zoning Ordinance Section 18.42.016(A) provides that in "residential zoning districts requiring a parcel area of one acre or more, entryway features consisting of pillars, posts, gates, and appurtenances thereto, including lighting, but excepting mail boxes, shall be set back from the road right-of-way a distance equal to at least one-half of the required front yard." The required front yard setback for this property is 50'. Therefore, any columns/entry gate would need to be set back at least 25' from the front property line.

This parcel is bounded by roadways on three sides and the applicant is proposing that Pinon Drive be considered the property's frontage with the 50' front yard setback measured from the east (Pinon Drive) property line. Consequently, the La Sandra Way frontage along the north property line would be considered the side yard, thereby requiring a lesser yard setback of 20'. With this interpretation, the applicant has submitted plans on August 25, 2015 showing the new driveway entry gate located as close as 10' from the north (La Sandra Way) property line.

There is no specific provision in the municipal code on determining the front yard when a property abuts on more than one street. However, in cases such as corner lots, the front yard is typically determined by the property's address and the location of the driveway entrance. Additional considerations would include requiring the greater (front) setback where it would have the least negative environmental, visual or aesthetic impacts on neighboring properties and the public. In this case, staff has determined that the property's front yard setback should be taken from the La Sandra Way right of way because the property address is 1 La Sandra Way and the lot is served by a driveway access off of the same street.

As a result, the proposed driveway gate and call box must be moved approximately 40' further west down the driveway so that the structures are at least 25' away from the north (front) property line.

Historically, gates and entryway features are generally discouraged in the Town because the visual presence of gates detracts from the openness and rural character along roadway corridors. The Design Guidelines calls for reduced visibility and obtrusiveness of entryways by setting gates, pillars, etc. back from the roadway and the zoning code establishes minimum setbacks where these structures can be sited.

The applicant has indicated to staff that he wishes to install an entry gate for security purpose and to prevent unwanted vehicles from entering the property. Due to the existing driveway configuration which follows the slope contours along the property line, the entry gate will have to be located 80' down the driveway in order to comply with the setback requirement. The applicant has expressed concerns that the distance would create difficulties for vehicles that enter the property by mistake and have to back up. He is requesting that the gate be allowed to be installed closer to the property entrance because it would be safer and more desirable.

Per Section 18.43.080.C.3 of the zoning code, "When a fence permit application demonstrates that the proposed fence cannot conform to the regulations given the conditions on the parcel, the ASCC may grant relief from the fence regulations. In making such determination, the ASCC shall as much as reasonably possible ensure the proposed fence achieves the purpose and principles of this chapter set forth in Section 18.43.010", which are as follows:

- Fences should be designed with consideration for the open space tradition of Portola Valley.
- Fences should be used sparingly in order to preserve a sense of the shared scenic resources of the community.
- Fences should be designed with respect for the movement of wildlife and the protection of views.
- Fence designs and materials should blend with the natural environment and maintain the natural and rural ambiance of the town.

If the ASCC determines that a relief from the fence regulations can be granted to allow the entry gate to encroach within the required 25' setback, findings should be made pursuant to the above mentioned code section.

CONCLUSION

Prior to acting on this request, ASCC members should visit the site and consider the above comments and any new information that is presented at the September 28, 2015 meeting.

ATTACHMENTS

1. Recommended conditions of approval
2. Sections 18.42.016 and 18.43.010-080 of the Portola Valley Municipal Code
3. Excerpts from the Design Guidelines (Entryways)
4. Letter from Westridge Architectural Supervising Committee dated August 12, 2015
5. Site plan and gate elevations, received on August 25, 2015 (Commission only)

Recommended Conditions of Approval for a Driveway Entry Gate
1 La Sandra Way, Zaffaroni Residence, File #18-2015

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. The new gates shall not obstruct or encroach within any easements on the property.
3. Key pad specifications shall be submitted with the building permit to the satisfaction of Planning staff.

18.42.016 - Entryway features.

Entryway features are subject to the following limitations:

- A. In residential zoning districts requiring a parcel area of one acre or more, entryway features consisting of, but not limited to, pillars, posts, gates and appurtenances thereto, including lighting, but excepting mail boxes, shall be set back from the road right-of-way a distance equal to at least one-half of the required front yard.
- B. Free-standing mail boxes are permitted on private property provided they are of a U.S. government approved type and supported by a structure with a cross-section that does not exceed one half of the cross section of the bottom of the mail box. Alternate designs require ASCC approval.
- C. Entryway features that require a building permit are subject to approval by the ASCC.
- D. Entryway features that are remodeled, or are rebuilt following removal or damage to fifty percent or more of the value of the feature, must conform to the requirements for new entryway features.

(Ord. 2001-338 § 1 (part), 2001)

CHAPTER 18.43 - FENCES

Sections:

18.43.010 - Purpose.

The purpose of the fence regulations is to ensure that fences in required yards in residential zoning districts conform to the following principles:

- Fences should be designed with consideration for the open space tradition of Portola Valley.
- Fences should be used sparingly in order to preserve a sense of the shared scenic resources of the community.
- Fences should be designed with respect for the movement of wildlife and the protection of views.
- Fence designs and materials should blend with the natural environment and maintain the natural and rural ambiance of the town.

The above principles shall be followed by residents, town planning staff and the ASCC when designing or developing fences or considering fence permit applications.

(Ord. 2005-360, § 3, 2005)

18.43.020 - Location.

A. In residential zoning districts fences may be erected in the following locations:

1. In districts requiring a minimum parcel area of less than one acre, domestic fences or fences consistent with the standards of a horse fence are allowed in required yards, including along property lines.
2. In districts requiring a minimum parcel area of one acre, domestic fences or horse fences are allowed in required yards, including along property lines, except that a domestic fence in a front yard must be set back at least twenty-five feet from the front property line.
3. In districts requiring a minimum parcel area of two acres or more, only horse fences are allowed in required yards, including along property lines.
4. In addition to the above limitations, in districts requiring a minimum parcel area of one acre or more, domestic fences and horse fences in required yards shall be allowed only on slopes of twenty percent or less.
5. Along riparian corridors, fences shall be set back a minimum of twenty feet from the top of a creek bank. The top of the creek bank shall be determined on a case-by-case basis by Town Planning staff or the ASCC based on physical inspection of site conditions.
6. Double fencing (where two or more fences are placed parallel to one another often for the purpose of deterring deer or other animals) must be located within the building envelope of a parcel.

(Ord. 2005-360, § 3, 2005)

18.43.030 - Height.

A. The height of a fence is the vertical distance measured from the surface of the actual adjoining ground to the top of the fence. For the purpose of applying height regulations, the average height of the fence along any unbroken run may be used, provided the height at any point is not more than ten percent greater than that normally permitted.

B. Fences in residential zoning districts are subject to the following height limits:

1. Fence heights shall not exceed four feet in front yards, six feet in side and rear yards, and four feet in side yards along road rights-of-way.
2. Horse fences shall not exceed four feet in height.

3. Fences adjacent to public trails and paths in districts requiring a minimum parcel area of one acre or more shall not exceed four feet in height.
 - C. A fence of normally permitted height under this section shall not be placed on top of fill designed so as to effectively increase the elevation of the top of the fence.
 - D. The height of a retaining wall, or a retaining wall with a fence erected on top of it, is measured from the exposed bottom of the wall to the top of the wall/fence.
 - E. The height of a fence placed on top of a fill supported by a retaining wall is measured from the top of the natural grade directly below the wall to the top of the fence.
- (Ord. 2005-360, § 3, 2005)

18.43.040 - Opacity.

- A. Fences are subject to the following fence opacity limits:
1. In districts requiring a minimum parcel area of less than one acre, fences in front yards shall not exceed fifty percent opacity.
 2. In districts requiring a minimum parcel area of one acre, domestic fences in front yards shall not exceed fifty percent opacity.
 3. Fences in side yards adjacent to road rights-of-way shall not exceed fifty percent opacity.
 4. Horse fences shall not exceed fifty percent opacity.
 5. Fences adjacent to public trails and paths in districts requiring a minimum parcel area of one acre or more shall not exceed fifty percent opacity.
 6. Fence members shall not exceed a six inch width when viewed perpendicularly to the plane of the fence for fences subject to an opacity limit.
 7. Retaining walls are exempt from opacity limits.
- (Ord. 2005-360, § 3, 2005)

18.43.050 - Color reflectivity.

- A. The reflectivity value for colors used on fences shall not exceed forty percent, except that naturally weathered wood may exceed such limit.
- (Ord. 2005-360, § 3, 2005)

18.43.060 - Horse fences.

- A. Horse fences shall conform to the following standards:
1. There shall be no more than three horizontal wood members, each not to exceed six inches in width or no more than four horizontal wood or wire members, each wood member not to exceed four and a half inches in width.
 2. The cross sections of posts must not exceed six inches by six inches; such posts shall not exceed four feet in height and shall be spaced no closer than five feet apart.
 3. Six inch by six inch wire mesh may be attached to a horse fence but shall not exceed the height of the horse fence. Nothing else shall be attached to a horse fence that would violate the standards set forth in Section 18.43.060A and/or alter the visual characteristics of the horse fence.
 4. Horse fence opacity shall not exceed fifty percent. See Section 18.43.040.A.4.
 5. Horse fences shall not exceed four feet in height. See Section 18.43.030.B.2.
- B. Gates attached to horse fences are exempted from Section 18.43.060.A.1.—3., but shall conform to height and opacity standards for horse fences and be of a similar design as a horse fence.
- C. Horse fences that are also used as corral and pasture fences, must, in addition, comply with special requirements as set forth in the town stable ordinance
(Ord. 2005-360, § 3, 2005; Ord. 1988-242 Section 2 (Ex. A) (part), 1988; Ord. 1967-80 Section 1 (6207.4), 1967; Ord. 2001-338 Section 3 (part), 2001).

18.43.070 - Entryway features.

Entryway features, including gates, must adhere to the setback requirements set forth in Section 18.42.016

(Ord. 2005-360, § 3, 2005)

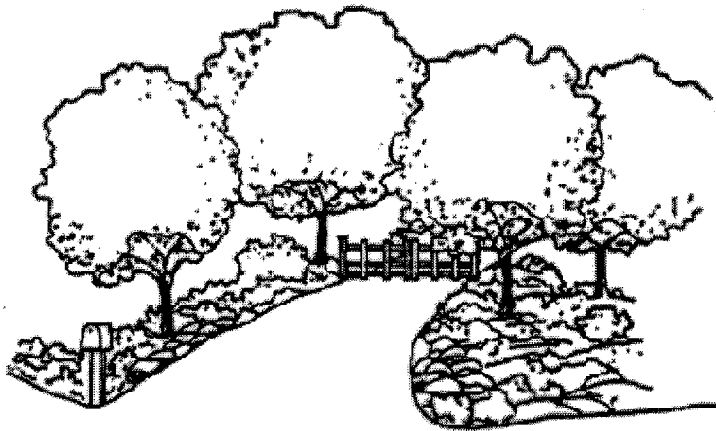
18.43.080 - Fence permits and administration.

A. Fence permits are required for construction of all fences built within required yards, except as otherwise specified in this section. Fence permit applications shall be made on a form provided by the town planning staff and shall be accompanied by plans demonstrating the design and materials of the proposed fence, the location of the proposed fence and any associated landscaping. A fee shall be paid to cover the cost of review by town planning staff, or on referral, by the town planner. Prior to approving a fence permit, town planning staff shall give written notice to owners of adjoining properties of the permit application. Prior to acting on a permit, town planning staff shall review the proposed design and location in the field, review the plans for conformance with the zoning ordinance and design guidelines, and consider comments from owner(s) of adjoining properties. Town planning staff may take action on a permit or refer it to the ASCC. Written notification shall be given to owner(s) of adjoining properties at least six days prior to action by town planning staff or the ASCC.

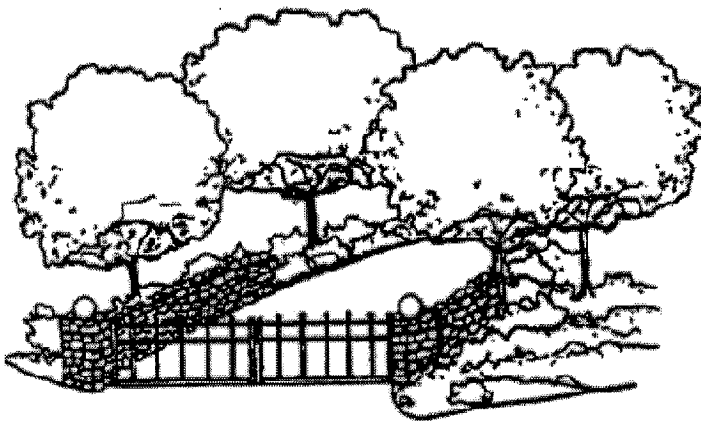
1. Any town planning staff decision may be appealed within fifteen days of the decision by an applicant or an owner of adjacent property to the ASCC.
 2. Any ASCC decision may be appealed within fifteen days of the decision by the applicant or an owner of adjacent property to the board of adjustment.
- B. Fences within required yards that are no more than two feet in height, and no more than twenty feet in total length shall be exempt from this section but shall meet all other provisions of this chapter except Section 18.43.040 regarding opacity.
- C. The ASCC shall have the authority to review existing fences and fence permit applications under the following conditions:
1. Upon referral from town planning staff, pursuant to Section 18.43.080A.
 2. When acting on architectural review and site development permits, the ASCC shall consider and may require modifications to existing fencing on a property if the ASCC determines that there is a substantial modification to an existing residence or the site improvements of the property. If, in these situations, the ASCC determines that the existing fencing is not in conformity with current fencing standards, the ASCC may require conformity with the fencing regulations. In requiring conformity, the ASCC shall make the finding that the modified or replacement fencing will not result in an adverse effect on neighboring properties and reasonably adheres to the purposes of this chapter.
 3. When a fence permit application demonstrates that the proposed fence cannot conform to the regulations given the conditions on the parcel, the ASCC may grant relief from the fence regulations. In making such determination, the ASCC shall as much as reasonably possible ensure the proposed fence achieves the purpose and principles of this chapter set forth in Section 18.43.010
 4. When a fence permit application is submitted for a proposed fence in the Mountainous-Residential (M-R) or Open-Area (O-A) zoning districts, the ASCC shall, with input from the conservation committee, make a determination of compliance based on the purposes of this chapter and the fence design guidelines adopted by the town council.
- D. When a portion of a fence exceeding twenty-five percent of the total length of fencing within required yards on a property is damaged or voluntarily removed, any replacement fencing of that portion shall conform to the fence regulations pursuant to a fence permit.

- E. A fence permit becomes null and void if not exercised within one year following the date the fence permit is approved, except:
1. Where a single project requires both a fence permit and an architectural review approval from the ASCC, and those permits are considered and issued together, the fence permit shall have the same expiration period as the architectural review approval.
(Ord. 2012-397 § 3, 2012; Ord. 2005-360, § 3, 2005)

Entryways



This



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.)

WESTRIDGE ARCHITECTURAL SUPERVISING COMMITTEE

3130 Alpine Rd. # 288 PMB 164 Portola Valley CA 94028

Rusty Day, Chairman; Walli Finch, Treasurer; Bill Dewes, Secretary;
George Andreini, Trails; and David Strohm

The Committee may be reached by mail at the above address or through:
Bill Dewes 851-2605 bdewes@sbcglobal.net or Walli Finch 854-2274

August 12, 2015

Charles Zaffaroni
1 La Sandra Way
Portola Valley CA 94028

Re: Driveway Gate, 1 La Sandra Way

Dear Charles,

The Westridge Committee has reviewed the revised plan you have provided us for a new 4 foot high driveway gate for your residence at 1 La Sandra Way.

The Committee approves the gate design and location as proposed and wishes you good luck with the project.

Sincerely,

Rusty Day, Chairman

Cc: CheyAnne Brown, Town of Portola Valley
Bill Dewes, WASC Secretary

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ARCHITECTURAL AND SITE CONTROL COMMISSION **September 14, 2015**
Special ASCC Site Meeting, 177 Goya Road, Preliminary Architectural Review for New Residence, Detached Garage with Attached Gym and Second Story Studio, Swimming Pool, and Site Development Permit X9H-691

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 Liaison: None.
Town Council Liaison: None
Town Staff: Town Planner Pedro, Assistant Planner Borck

Others present relative to the proposal for 177 Goya Road:

Bruce Wright, project architect
Mickey Mazerac, project architect
Stephan Thuilot, project landscape architect
Eric Friedman, General Contractor
Tobias Holden, project lighting consultant
Matthew Landl, project lighting consultant
John Donahoe, applicant
Eileen Donahoe, applicant
Dieter Walz, Conservation Committee
Rusty Day, Westridge HOA
Gary Nielsen, 148 Pinon Drive

Ms. Borck presented the September 14, 2015 staff report on this preliminary review of the proposed new residence and site improvements. She advised that the project will involve 560 cubic yards of grading that counts towards the site development permit and that the ASCC is the approving body on the permit. She stated that the proposed redevelopment will utilize the existing building pad and driveway entrance. She advised that the home's "L" shaped layout, with groupings of living areas connected by long hallways, provides variation in the elevations and heights and helps to reduce potential massing. She stated that the current plans reflected numerous modifications in response to HOA concerns over potential lightspill and glazing impacts. She noted that written comments had been received from Mr. Bill Crown at 100 La Sandra, who expressed concerns over lightspill, and from Mr. and Mrs. Robert Cheney, 158 Goya Road, who offered support for the project. Ms. Borck advised that the project complies with all floor area, setback, and height limits, and that the maximum height of the new house is 23 feet and the maximum height of the garage/studio is 24'2".

Ms. Borck stated that five eucalyptus trees were proposed for removal along the driveway and autocourt. She advised that the arborist report identified the presence of wood rat nests, and that the Conservation Committee advised that the nests should be allowed to remain as the dusky-footed wood rat is a species of concern in the Santa Cruz Mountains. She also noted that Conservation Committee advised that beyond the building pad, intact native plant communities and some well-established older native plantings exist and should incur minimal disturbance. Ms. Borck stated that the planting zones around the perimeter of the proposed improvements appear to generally comply with the committee's recommendation.

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John Donahoe, applicant, offered the background to the design development. He stated that he sought not only to capture the views of the western hillsides and create an indoor/outdoor living experience, but to also respect the site and retain the native plant habitat.

Bruce Wright, project architect, presented renderings and plans to discuss the layout of the new structures, as well as the function and form of the spaces. He explained the revisions that had been made to the plans in response to HOA and neighbor concerns. He provided photo simulations of potential lightspill from the home and how it would look when utilizing various mitigation methods.

In response to questions, Mr. Wright clarified that:

- The exterior aluminum track screens will be in a dark bronze and manually operated.
- The roof deck at the studio is 18' deep and the roof deck at the guest rooms is 9.5' deep.
- The lighting on the home is exclusively down lighting.
- The only sconces are located at the front of the garage.

Matt Landl, lighting consultant, discussed the exterior and interior lighting fixtures and how they are designed to minimize glare and lightspill. He explained that the light source is recessed six inches into the fixture which directs light only downward.

Stephan Thuilot, project landscape architect, reviewed the proposed planting design, tree removals, and screen planting strategy. He advised that the green roof on the home would be meadow grasses. In response to questions, he stated that the seasonal water feature could be designed to capture roof water and that the stainless steel patterned wall was along the exterior stairs on the garage structure.

The project team then led the commissioners through the site and explained the story poles. Commissioner Breen noted that the existing plant communities on site were an incredible representation of a pristine ecosystem.

While viewing the story poles for the garage/studio, Mr. Wright advised that the plate height at the second story was nine feet. He also discussed how the second story over the main house was offset from the eastern elevation of the lower level in order to create less visual impact when viewed from Goya Road.

Gary Nielsen, 148 Pinon Drive, offered appreciation for the efforts to reduce lightspill, as this is his primary concern.

Commissioner Clark inquired if the redwood on the existing home's ceiling would be reused. Mr. Wright advised that the house would be deconstructed and materials would be salvaged.

In response to a question, Mr. Thuilot advised that the Ipe decking with properly applied sealants was very durable and could last up to 20 years.

Dieter Walz, Conservation Committee, offered his support for removal of the eucalyptus and the cedar tree. He asked what was planned for the existing fertile olive tree, and suggested it could be removed and sold.

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ASCC members agreed that they would offer comments on the proposal at the regular evening ASCC meeting. Thereafter, project consideration was continued to the regular evening ASCC meeting.

Adjournment

The special site meeting was adjourned at approximately 5:12 p.m.

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ARCHITECTURAL AND SITE CONTROL COMMISSION
Regular Evening Meeting, 765 Portola Road

SEPTEMBER 14, 2015

(1) CALL TO ORDER

Chair Ross called the regular meeting to order at 7:00 p.m. in the Town Center Historic School House Meeting Room, 765 Portola Road.

(2) ROLL CALL

Acting Town Manager Pedro called roll:

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

(3) ORAL COMMUNICATIONS: None.

(4) OLD BUSINESS

(a) **Architectural Review and Site Development Permit for a New Residence, Detached Second Unit, Barn Remodel, and Swimming Pool, File #s: 49-2014 and X9H-684, 207 Westridge Drive, Mitic Residence**

Assistant Planner Borck presented the staff report requesting ASCC action regarding the architectural review plans for the proposed new residence project. Staff also requested the ASCC provide a recommendation on the proposed grading and site development permit that will be forwarded to the Planning Commission for their consideration on September 16, 2015. The proposed 1,485 cubic yards of grading includes 1,180 cubic yards of cut and 305 cubic yards of fill.

In response to ASCC comments at the preliminary review meeting, Westridge HOA comments, and voluntary revisions, the applicant submitted plans which incorporated numerous changes as described in the staff report.

Chair Ross invited comments from the applicant.

Regarding Condition #3 specifying "no parking on Westridge Drive shall be permitted," the project architect, Chris Kurrle, said he had previously discussed this with the Public Works Director and received verbal permission to use the pull-off area along Westridge Drive for supplemental parking. Ms. Pedro clarified that the condition refers to parking on the pavement of the road that would obstruct vehicular traffic and that parking off the pavement, with the Public Works Director's approval, would be permitted.

Mr. Kurrle corrected a statement he made at the last meeting and advised they are now proposing to have lights within the two water features.

Chair Ross invited questions from the Commissioners.

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Commissioner Koch asked if the meadow plantings surrounding and below the pool had been adjusted. Mr. Kurrle said the planting plan is designed to capture all the areas where they think there will be construction impacts and disturbance. Within planting Zone 2, after plantings are established, he said the meadow will be maintained with mowing.

In response to Commissioner Clark's question, Ms. Borck said six eucalyptus trees would be removed and three would be kept.

Commissioner Breen suggested clearing as much dead foliage as possible out of the quadrant located to the right of the driveway due to the potential fire hazard.

Chair Ross asked if the applicant had any comments regarding keeping the landscape bridges in the plan. Mr. Kurrle advised that the bridges will afford the applicants full access to the site and a way for the children to explore the property more easily.

Chair Ross invited comments from the public.

Rusty Day, Westridge Architectural Supervising Committee (WASC) President, said the revisions have not been thoroughly reviewed by the WASC yet; however, he pointed out that WASC does not allow parking on Westridge Drive or on the easements on either side of the street. He also said the amount of soil export will require 100 to 150 dirt haul trucks traveling on Westridge Drive. He urged the ASCC to rethink their position about reuse of soils on-site to reduce the potential impacts to roads and traffic from dirt off-haul activity. He supported a meeting between the WASC and the Town to discuss policy for on-site and off-site disposal of soils.

With no other public comments, Chair Ross closed the public hearing and brought the item back to the Commission for comment and action.

Commissioner Breen expressed appreciation of the applicant's responsiveness and was supportive of the changes. She said the parking plan remains problematic.

Commissioner Clark advised that the Public Works Director typically allowed overflow construction parking at Ford Field and that the construction staging plan should be developed to anticipate the need for off-site parking and shuttling. With regard to grading, Commissioner Clark said the only area where on-site excavation could be disposed would be at the location where the pavilion was originally proposed. He encouraged removal of the remaining three eucalyptus trees at the street. Commissioner Clark was supportive of the landscape bridges, suggesting that the delineated path at the bridge leading to the Stanford Wedge be eliminated.

Commissioner Koch was supportive of the changes made, including the removal of the eucalyptus trees, the bay trees, and the pavilion. With regard to the parking on Westridge Drive, she said the option of using Ford Field should be investigated further. She said she supports the excavation and off-haul of the soil.

Vice Chair Harrell was supportive of the landscape bridges, the off-haul of the dirt, and the removal of all of the eucalyptus.

Chair Ross expressed appreciation for the changes made and supported the project. He advised the applicant to consult with the WASC and the Public Works Director regarding construction logistics. He said the best place for soil disposal on-site would be at the abandoned

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end of the existing driveway and advised that any possible reduction of off-haul would be appreciated by the neighborhood. In general, Chair Ross suggested the Town and the various HOAs establish harmonious guidelines regarding disposal of soils. He was supportive of not removing the additional three eucalyptus trees at this point. He supported the landscape bridges and thought a garden at the other end would be an appropriate destination for one of the bridges. While not suggesting it be a condition of approval, Chair Ross asked the applicant to consider reduction and separate switching of the lighting at the trash enclosure area.

Commissioner Koch moved to approve the project with the conditions as stated in the staff report and the suggestion that the lighting at the trash enclosure be reduced. Vice Chair Harrell seconded the motion, and the motion carried 5-0.

Chair Ross moved to recommend the proposed grading/site development permit to the Planning Commission. Seconded by Vice Chair Harrell, the motion carried 5-0.

(5) NEW BUSINESS

(a) Architectural Review for a Detached Second Unit and House Addition and Remodeling, File #s: 15-2015, 290 Apache Drive, Paine Residence

Assistant Planner Borck presented the staff report for the proposed new 750 square foot detached second unit and 72 square foot house addition on the 2.5-acre property. She said the new second unit would be located in the area of the existing horse corral and will be a modern barn design. As a result of the proposed modifications to the existing garage/second unit, Ms. Borck said it will no longer be considered a second unit. She said the proposed project will reduce the site's impervious surface from the current legal non-conforming 22,462 square feet to 16,289 square feet, which is significantly closer to the 12,618 square foot limit for the property. She said she was recently advised that the WASC is in the process of reviewing the project. She said the applicant has requested that the ASCC consider and provide comment without action regarding a possible larger design scheme to take advantage of the upcoming change to the Zoning Ordinance which will allow a 1,000 square foot second unit on the subject site.

Project architect, Jim Stoecker, advised that the barn was demolished in April so that they could accurately locate the proposed second unit. He explained the design of the proposed 750 square foot second unit and how the 1,000 square foot design would be accomplished. He advised that construction parking could be contained on-site, and the site would be accessed from the existing dirt path into the corral.

Chair Ross called for questions from the Commissioners.

Commissioner Breen asked if any landscape lighting was proposed. Mr. Stoecker said the lighting under the overhang was sufficient and path lights were unnecessary. Commissioner Breen advised the applicant that any existing non-conforming lighting on the structures and site will need to be removed with the project.

Chair Ross inquired about the restoration of the compacted soil in the corral. Mr. Stoecker advised that the area would need to be graded, scarified, and amended with clean soil.

With no further questions, Chair Ross called for comments or questions from the public.

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Bill Dewes, WASC Secretary, said he visited the property, and noted that the corral restoration will improve site drainage. He said he was satisfied with Mr. Stocker's responses to the WASC's questions regarding construction staging and potential light spill.

With no other public comments, Chair Ross closed the public hearing and brought the project back to the Commissioners for comment.

Vice Chair Harrell was supportive of the second unit's size increase to 1,000 square feet after the ordinance change in October. She was supportive of the skylight material choices and the material colors.

Commissioner Koch was supportive of the project.

Commissioner Clark asked for procedure clarification regarding the ASCC approval condition that the applicant be allowed to increase the second unit to 1,000 square feet. Ms. Pedro said staff was not asking for a specific condition to allow that to occur, but was asking for the ASCC's comments regarding staff review of the proposed area increase. Ms. Pedro said, for example, if the request was to enclose the porch, which would add 179 square feet, staff could approve it instead of the ASCC. Commissioner Clark said he was not comfortable adding specific language as a condition specifically to this issue; however, he said he supported the application to be expanded to 1,000 square feet, at a later date under staff and designated member review.

Commissioner Breen said she supported the project at 750 or 1,000 square feet. She supported the choice of skylight material. She suggested the pines, pistache, and maples that are growing up into the blue oak canopy at the right of the driveway be removed.

Chair Ross supported the project and the increase to 1,000 square feet subject to staff review. He advised that if staff was uncomfortable with the scope of change, a designated ASCC member could assist in the review. He supported the choice of materials, including the translucent skylight.

Commissioner Clark moved to approve the application as submitted with staff conditions. Seconded by Vice Chair Harrell; the motion passed 5-0.

(b) Preliminary Architectural Review and Site Development Permit for a New Residence, Detached Garage with Attached Studio and Gym, and Swimming Pool, File #s: 09-2015 and X9H-691, 177 Goya Road, Donahoe Residence

Chair Ross reported that the ASCC had a field meeting today regarding this project and this was a continuation of that session.

Assistant Planner Borck presented the staff report regarding the project. The ASCC visited the site today and reviewed the story poles for the proposed new residence and the existing conditions with the project team. She said that it appears that significant efforts have been made to reduce the home's potential massing and glazing impacts, as well as to minimize site disturbance and preserve the natural slopes and existing vegetation. However, she said that in pulling the improvements back away from the edge of the hillside and shifting the two guestrooms to a second story on the east side of the home, there is some concern regarding the visual prominence of the structure as viewed from Goya Road. She said lighting has been eliminated along the proposed driveway and reduced along the courtyard area. In response to

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potential massing and glazing concerns from the WASC, she stated that three olives and two ginko biloba trees were proposed to help screen the west elevation of the home. She advised the ASCC to consider and provide comments on the proposed screen trees. She said the ASCC received written comments from the Crowns, 100 La Sandra, concerning potential glazing and light spill impacts, and noted that a letter of support from the Cheneys, who live directly across the street from the project at 158 Goya, had been submitted.

Chair Ross invited comments from the applicant.

Bruce Wright, project architect, presented a drone video to show what is visible to the home's second story at the roof ridge elevation. He also offered to share samples of the proposed glazing system proposed for the southwest elevation of the home, as well as a number of examples of the proposed down-lighting system. He also shared a 3-D video model of the structure's massing and site layout.

Chair Ross called for questions from the Commissioners.

In response to Vice Chair Harrell's question, Mr. Wright said the roof would be gray to dark gray gravel. In response to her question regarding the type of glass used, Mr. Wright said they are currently contemplating Solar Band 70, a PPG product. She asked the size of the front screen trees at the time of planting, and Mr. Wright advised that they would be 36-inch boxes.

Commissioner Clark asked how the applicant arrived at a finish floor height and if they had considered a lower finish floor height. Mr. Wright said they added 6 inches to the existing finish floor height to accommodate any underground mechanical connections and avoid a deep excavation and more off-haul and grading.

Commissioner Koch asked if the existing fruiting olive was to be transplanted. Stephan Thuilot, project landscape architect, advised that although the landscape plans show the olive transplanted on the western hillside that it will not be and may be removed from the site.

With no further questions, Chair Ross invited comments or questions from the public.

Paul Heiple, Conservation Committee, said they visited the site in July and were quite impressed. He urged the applicant to take care to preserve the wonderful existing native habitat.

Rusty Day said that the WASC is appreciative of the applicant's responsiveness to their concerns. He said that the WASC was hoping to see daylight reflection and nighttime lightspill simulations that focus on the potential impacts of the proposed glazing from the perspective of the neighbors along Pinon Drive and La Sandra Way. He said the WASC is committed to guiding and supporting project designs that are subordinate to the topography of the building site. He pointed out that the southwest elevation of the proposed project overlooks, and is seen by, 11 homes along Pinon and La Sandra. He expressed WASC's concern about the potential impact of the glass walls along the southern face of the proposed home. He said shades are not considered a mitigation measure for reflectivity and light spill because they are owner-controlled. He said that planting screening trees will not likely be successful on the hillside. He suggested a glass mockup be created on site for review. He said WASC welcomes the new owners and are pleased with the collaboration in addressing these concerns. He said the addition of the second story increases the prominence of the structure on the ridgeline, increases the lightspill, and exacerbates the reflectivity. He suggested other alternatives be considered to mitigate the massing, e.g., putting the garage underground, eliminating the

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interior courtyard to reduce the footprint, and moving the second story to another part of the property.

With no additional public comment, Chair Ross closed the public hearing and called for comments and recommendations from the Commissioners.

Vice Chair Harrell was supportive of the site design. She said fenestration and natural light are essential and was supportive of the glass material selection. She said the proposed 7-foot overhangs were generous and would help mitigate glazing reflectivity. She was supportive of the lighting design and the care taken to prevent light spill. She offered support for the courtyard design and how it served to reduce massing and break up glazing. She expressed support for the overall design and said the applicants displayed thoughtful consideration of the neighbors and the site. She suggested they consider European rolling screens on a solar timer for the south elevation glazing.

Commissioner Breen expressed appreciation for the presentation by the lighting consultants at the field meeting. She said before the demolition of the existing house, she would like to have a photo record submitted to the Town. She commended the applicants for engaging all the neighbors and being very inclusive in the process. She advised the applicants that anything done to disturb the site would invite invasives. She is not supportive of putting trees in the chaparral on the southwest hillside. She expressed support for the courtyard as an important element to the house. She supported the idea of pulling the house back from the hillside, giving the family space a more intimate experience; however, she advised that the site lends itself to a single-family home and that a design solution should be sought to bring the two guest bedrooms back to the main level of the house. She did, however, support the second story over the garage area. She was supportive of the proposed glazing and the use of the exterior sliding screens to reduce potential reflection and lightspill. She supported the proposed hardscape plan and that no fencing or gates were proposed. She said she would prefer no landscaping around the perimeter of the improvements, leaving the site in its natural, native state, with planting focused primarily in the courtyard. She advised that blue oaks were more appropriate along the street frontage instead of the proposed live oaks. She suggested removing all the eucalyptus at the front of the property except for the one at the telephone pole and the two at the driveway. She said the proposed plant pallet will be severely grazed by deer. To protect courtyard planting, she suggested that the edge of the courtyard be fenced, using railing at the patio. She suggested only one pool light, located at the stairs into the pool, is needed. She offered support for the colors and materials.

Commissioner Clark expressed his appreciation for the applicant's efforts in the process. He said he would support removal of all five eucalyptus and the one cedar. He does not support tree planting on the southwest hillside. With regard to the WASC's concerns about the glazing, Commissioner Clark suggested it may be appropriate to bring up the sill height to reduce the amount of glass surface reflection. He said there may be value in lowering the finish floor throughout the whole of the development which would reduce the appearance of the massing. He agreed with Commissioner Breen that a photo record should be made of the existing residence prior to demolition and suggested the applicants consider reusing some of the redwood in their project.

Commissioner Koch was supportive of the architectural design. She said she understood the second story design solution, but wondered if the glazing at the second level could be broken up and reduced. She said she would like to see renderings of the studio and home's second level elevations to better understand the glazing and wall design. She advised that any disturbance of

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the southwest hillside will invite invasives, and she did not support any planting in that area. She did support to the two ginkos on the southwest deck. She agreed with Commissioner Breen that the perimeters of the improvements should remain natural, without landscaping, and that one light would be appropriate in the pool. She agreed that the eucalyptus and cedar should be removed.

Chair Ross supported the architectural and site design and advised that the development was sensitive and responsive to the ridge-top site. He said that a one-story solution would be preferred. He was not supportive of tree planting for screening anywhere on the site and did not support planting any live oaks. He was supportive of lowering the entire house, but said he was sensitive to the issue of cut versus fill and the potential off-haul associated with lowering the house. With regard to the glazing reflectivity and light spill, he said the interior lighting plan is the most thoughtful he has seen. He was supportive of the glass selection and did not believe the proposed project would produce more reflection or lightspill than the existing residence. He said that altering the sill height of the glazing would not offer any substantial benefit. He supported minimal lighting in the pool. He advised it is crucial to fence off the pristine native area beyond the development perimeter to prevent disturbance during construction.

Commissioner Breen added that dittrichia has grown in the area that was disturbed by the recent septic work and needs to be removed immediately. She said the area should be seeded with California native grass seed now in order to restore the area. She suggested eliminating all planting in Zones 1, 2, and most of 4. Mr. Thuilot advised they would not disturb any of the pristine native habitat. He said, however, there were some disturbed areas under the pool that are completely unplanted and need to be addressed. He said amending the zones may be possible, but did not agree at this time with eliminating them. Commissioner Breen noted that the areas inside the driveway and under the pool require restoration, and it should be consistent with the chaparral planting.

Commissioner Clark clarified that raising the sill height of the glazing would reduce heat gain and daytime reflectivity. Vice Chair Harrell agreed and noted that raising the sill height 10"-18" would help increase the occupants' focus on the view versus the patio.

(6) COMMISSION AND STAFF REPORTS:

Ms. Pedro reported that the Town Council approved the roof-mounted solar ordinance and the second unit ordinance on September 9, 2015, and they will become effective on October 9, 2015.

Ms. Pedro confirmed that there will be a quorum for the ASCC meeting scheduled for September 28, 2015. It was agreed that Commissioner Breen will chair the meeting.

Vice Chair Harrell announced this will be her last ASCC meeting as she is moving to Santa Rosa. The Commission thanked Vice Chair Harrell for her service. Vice Chair Harrell expressed her pleasure serving on the commission.

Chair Ross said he reviewed and approved minor changes to the project at 140 Campo.

(7) APPROVAL OF MINUTES: August 10, 2015. Commissioner Breen moved to approve the August 10, 2015, minutes as submitted. Seconded by Commissioner Koch, the motion passed 5-0.

(8) ADJOURNMENT [9:36 p.m.]