



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, October 26, 2015
7:00 PM – Regular ASCC Meeting
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028**

SPECIAL ASCC FIELD MEETING*

4:00 p.m. 30 Zapata Way Field meeting for review of proposed replacement landscaping plan, landscape and hardscape improvements.

7:00 PM – REGULAR AGENDA*

1. Call to Order:

2. Roll Call: Commissioners Breen, Clark, Koch, Sill 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 Fencing, File #: 25-2015, 4 Oak Forest Court, Quinn Residence (Staff: C. Borck)

b. Architectural Review for Addition and Remodeling and Swimming Pool, File # 18-2014, 180 Golden Oak Drive, Kunkel Residence (Staff: C. Borck)
This item is being continued to a date uncertain, and will be re-noticed at that time.

c. Architectural Review for Replacement Landscaping, exterior lighting, koi pond, decking, stone paths, File #21-2015, 30 Zapata Way, Baskett Residence (Staff: C. Richardson)

5. Commission and Staff Reports:

6. Approval of Minutes: [October 12, 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: October 23, 2015

CheyAnne Brown
Planning Technician



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC

FROM: Carol Borck, Assistant Planner

DATE: October 26, 2015

RE: Architectural Review for Fencing, File #: 25-2015, 4 Oak Forest Court, Quinn Residence

RECOMMENDATION

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

BACKGROUND

This proposal is for approval of plans for fencing on the 1.3 acre property located at the end of Oak Forest Court (see attached vicinity map). The lot was created as part of the Portola Glen Estates subdivision (July 1988), is located in the R-E/3.5A zoning district, and is within the Portola Glen Estates Homeowner's Association.

The property is bordered by open space to the north, west, and south, and similar single family homes to the east. The Black Oak Trail, located within the surrounding open space parcel, is situated near the site's north and west property lines. Due to creek erosion, this trail has "migrated" south over time and is now encroaching into a section of the subject property along the northern property line.

In April 2004, the ASCC conditionally approved fencing, similar to the current request, for the property that was never installed. The staff report and meeting minutes from the April 26, 2004 meeting are included in Attachment 3.

The proposal is further described by the site and fencing plan received on September 23, 2015 (Attachment 8). In addition to the plan, the project submittal includes the information listed below:

- Letter from Robert Quinn, dated September 23, 2015

- Emails from residents within the Portola Glen Estates HOA, received September 23, 2015

CODE REQUIREMENTS

As required by Section II.K.24 (Attachment 4) of the Portola Glen Estates Planned Unit Development Statement (PUD), this application for fencing has been forwarded to the ASCC for review. In addition to the PUD, the Portola Valley Municipal Code and Design Guidelines are used to evaluate the project.

DISCUSSION

The proposed fencing will be five feet high in a simple wood and wire design. The fence will connect at the north and south ends of the existing home, with pedestrian gates on either side, and enclose much of the northwest portion of the rear yard. The applicant has provided the enclosed letter (Attachment 5) explaining the background of the fence request which includes the need for security from people, dogs off leash, and predatory animals and privacy from those utilizing the trail. The PUD does allow for fencing, and specifically states:

In order to avoid the exact definition of individual lots, no fences will be permitted on any property line. Fences, where they do occur and subject to ASCC approval, should be established to fulfill normal safety, convenience, and privacy requirements, and in all cases should serve to enhance the aesthetics of the development.

The proposed fencing is to be installed in a similar location as that approved in 2004 (Attachment 6), although it appears that the 2004 plan locates a portion of the fence in the open space easement. A condition of approval for the 2004 proposal required a survey be conducted of the north and west parcel boundaries, and this may have resulted in some corrections to the fence location had the project been carried out. The applicant has located the northern property line from a previous survey and marked it with string at the site.

For the most part, the currently proposed fence is pulled away from the property lines; however, along the north property line, the position of existing trees and vegetation make it difficult to install a fence that offers any great separation from the parcel line without shifting the fence into existing landscaping. A 50-foot run of the fence is proposed to be located approximately two inches away from the property line in the northwest section of the property where existing redwood trees and a picnic area are located. While this section of fencing would be essentially located at the property line and run parallel to it, the proposed fencing, overall, is designed to meander and not specifically define the property lines. Upon site inspection, it does appear that this section of fencing can be adjusted away from the property line more than two inches, and should be moved to the maximum extent possible from the property line. Overall, the proposed fencing would come no closer than approximately eight feet to the trail.

The proposal also includes some native screen planting to be installed adjacent to portions of the north and west runs of the proposed fencing. Species include *Arbutus marina*, *Myrica californica*, and toyon. These plantings will provide some additional privacy for the yard, filling in vegetation gaps where the trail is located closer to the property. As plantings are proposed on

either side of the proposed fencing, the applicant will need to ensure that all plantings are installed on the subject property and not in the open space easement.

As the subject property is located within an HOA, the applicant has shared the proposed plans with the other four homeowners. Each neighbor has reviewed the plans and offers support for the proposed project (Attachment 7).

Compliance with fencing standards of the zoning ordinance

The property is located within an R-E/3.5 acre zoning district. In this district, only four-foot high horse fencing is permitted within setback areas (PVMC Section 18.43.020.3). Fencing located outside of setback areas is not subject to height, opacity, or style regulations. The parcel, as formed by the subdivision, has no side or rear setbacks from the parcel lines. Therefore, the proposed fencing is not subject to the horse fencing regulation. The wood post and wire style of the fence will have a more transparent design, as typically encouraged by the ASCC.

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 October 26, 2015 ASCC meeting.

ATTACHMENTS

1. Recommended Conditions of Approval
2. Vicinity Map
3. ASCC staff report and meeting minutes, dated 4/26/2004
4. PUD Statement regarding fencing
5. Letter from Robert Quinn, dated 9/23/15
6. Conditionally approved fencing plan, dated 3/2/04
7. Emails from residents within the Portola Glen Estates HOA, received on 9/23/15
8. Site and fencing plan, received on 9/23/15

Report approved by: Debbie Pedro, Town Planner

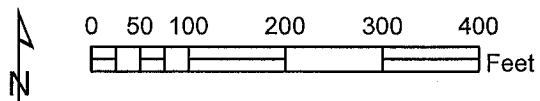
Recommended Conditions of Approval for Fencing
4 Oak Forest Court, Quinn Residence, File #25-2015

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 50 foot section of fencing proposed in the northwest corner of the property shall be adjusted away from the property line to the maximum extent possible. The final fencing site plan shall be submitted to the satisfaction of a designated ASCC member prior to fence construction.



Vicinity Map



4. **Lighting.** Only one new exterior light is proposed. It would be located in the trellis that extends over the entry pathway to the house. It is a shielded fixture that directs light down to the pathway surface and would contain one 20-30 watt florescent bulb. This proposed fixture appears acceptable as proposed.

Prior to acting on this request, the ASCC should visit the project site, and consider the above comments and any other information presented at the ASCC meeting. We view this as a very simple and well thought out proposal and recommend approval as designed.

5c. **ARCHITECTURAL REVIEW FOR SWIMMING POOL/SPA, FENCING, AND LIGHTING, 4 OAK FOREST COURT, PORTOLA GLEN ESTATES PUD, QUINN**

This proposal is for approval of plans for the addition of a swimming pool, fencing, landscaping and lighting on the subject 1.3 acre, Portola Glen Estates parcel (see attached vicinity map). The project is shown on the enclosed single sheet plan dated March 8, 2004, prepared by Wineterbotham Partnership. The plan includes the design for the proposed fencing as well as the cut sheets for the proposed path and wall light fixtures. The following comments are offer to assist the ASCC' in review of the request..

1. **Background, context for project review.** Review of the various aspects of this project are required by the provisions of the Portola Glen Estates Planned Unit Development Statement approved with the town's action on conditional use permit X7D-120. The PUD statement was approved on April 6, 1988 and governs all aspects of parcel use and development in the Portola Glen Estates subdivision. This is one of the five lots in the subdivision, and all of the lots are shown on the attached vicinity map surrounding the Oak Forest Court cul-de-sac.

As shown on the vicinity map, open lands surround the subject site and these lands are part of the common PUD parcel that is encumbered by an open space easement. A public trail and trail easement run along the northernmost boundary of the somewhat irregularly shaped property. All area within the parcel is essentially building envelope and the only parcel boundary where a building setback is required is at the east end of the site. This is the case because the east side is the only location that borders an adjoining residential property, in this case, Lot 3 of the PUD. Otherwise, the site is surrounded by commonly owned, open space land.

The existing two-story, contemporary design house, on the subject site was developed according to the PUD provisions and ASCC approved plans. It is located near the center of the building site and includes a lower level garage and a driveway connection, within a driveway easement that extends across adjoining Lot 3, to the Oak Forest cul-de-sac. The comments that follow address how the proposal conforms to the PUD requirements.

2. **Swimming pool, space and pool terrace.** Swimming pools are permitted in the PUD, and one specific provision address pool location. Section J.1.b.1. states:

Pools on lots in the lower cluster will be situated such that potential impacts on houses in Portola Valley Ranch will be mitigated by distance (source to receptor) and physical barriers (topography, structures, dense vegetation, etc.) to the satisfaction of the ASCC.

The proposed pool is to be located at the base of a relative steep slope that runs along the south side of the parcel. The location is immediately west of the house, in the "backyard" area and close to an existing deck. The nearest Portola Valley Ranch house is approximately 250 feet to the north. Further, topography and tree cover provide separation from the Portola Valley houses. In particular, it is noted that the pool site is somewhat lower in elevation than surrounding topography. Nonetheless, it is likely impossible to assume that all noise from pool use can be maintained on the parcel. However, with the siting and adjacent tree cover, there will be some mitigation of noise, and the distance to the nearest house is a critical factor in noise mitigation. Of all realistically possible places on the property for a pool, the proposed location is likely the site with the least potential for causing off site noise problems.

The pool construction would require some minor grading and low retaining walls are planned to place it into the proposed construction site. The maximum wall height is approximately three feet. The construction would have minimum potential for impact on existing vegetation, but tree protection and construction staging plans will be needed to ensure that the site, and public trail are protected from construction activities.

The pool plan is relatively minimally developed at this point, and a complete engineered grading and drainage plans would be needed with the building permit request. Further, detailed data on the location and noise control for the pool equipment would need to be provided to the satisfaction of the ASCC. Also, we note that a pathway currently exists from the upper level master bedroom deck to the pool site. The proposal does not provide for this pathway. If it is to remain or be replaced, this should be clarified on the final building permit plans.

(For context, it should be noted that both Lots 1 and 2 of the development has swimming pools that were located and constructed pursuant to ASCC approved plans.)

3. **Fencing.** The PUD allows for fencing, but specifically states (Section K.24):

In order to avoid the exact definition of individual lots, no fences will be permitted on any property line. Fences, where they do occur and subject to ASCC approval, should be established to fulfill normal safety, convenience, and privacy requirements, and in all cases should serve to enhance the aesthetics of the development.

The provision also states that no chain link fencing may be used and has a general provision against the use of metal fencing. However, as time has evolved, the town and ASCC have encouraged the use of more transparent fencing design where fencing is desired. This includes the use of simple post and wire fence designs as are proposed in this case. (This is not to say that the town or ASCC encourage fencing, but only that when fencing is used and permitted it should be as visually unobtrusive as possible.)

The proposed fencing is only to be around approximately one fourth of the parcel's area, i.e., the northwest quadrant. It would be aligned at least 60 feet away from the southern property line, but would parallel the northwest parcel boundary, maintaining a minimum five-foot setback from the edge of the existing public trail. Because of the irregular shape of the property and the fact that the trail may not

accurately give reference to the property line, a survey of the property line should be completed before the final fence alignment is approved.

With accurate survey data, the town can ensure that the fence will not extend into the open space easement area, or beyond the parcel boundary. Further, in order to comply with the PUD provisions, it is recommended that the fence be aligned to meander through the trees and other existing and proposed plantings along the northwest parcel line. The fence should not be close to the trail and should not appear to create a more or less highly visible, straight-line boundary along the trail or parcel line. With such proper alignment, we believe a post and wire fence can be made to blend into side and area conditions in the manner called for in the PUD provisions.

(We note that there has been some effort to provide a barrier along the existing trail by stacking of cut "firewood" adjacent to the trails edge. We recommend that if the fencing plan is approved, this firewood be placed elsewhere on the property. It is even possible that it has been placed in the open space easement. The survey recommended above, will help clarify this matter.)

4. **Landscaping.** The only new landscaping proposed with this plan would be some new shrubs and trees to be randomly placed along the northwest boundary near the existing trail alignment and adjacent to the proposed fencing. The parcel boundary survey will help ensure that all new planting found acceptable by the ASCC is installed on the property and not in the open space easement.

The PUD provisions allow for transitional plantings of natives and "Mediterranean" plants within 15 feet of the parcel line. In this case all proposed plantings appear to fall within the transitional area. The Toyon, Pacific Wax Myrtle and Fuchsia Flowering Gooseberry all appear to fall within the "native" category and are randomly located to fill gaps. The planting will enhance privacy for the applicants and trail users and provide some additional screening and limited noise mitigation relative to the houses in Portola Valley Ranch. The only key issue is to ensure that all new plantings are actually located on the subject site.

5. **Exterior lighting.** The proposed lighting is minimal and only located so as to provide for some evening use of the pool and pool terrace. The number, location and fixture design of the proposed path and wall lights all appear to be consistent with town lighting policies and regulations. We would, however, be concerned if lighting were proposed along any pathway from the upper level master bedroom deck to the pool area. Any such lighting should only occur subject to prior ASCC review and approval

Prior to acting on this request, the ASCC should visit the project site, consider the above comments, and any additional information presented at the April 26 meeting.

TCV 

encl.

cc. Planning Commission Liaison
 Planning Manager

Town Council Liaison
 Applicants

Mayor

Public comments were requested, but none offered. There after, Eisberg moved, seconded by Breen and passed 3-0 approval of the request as proposed.

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

Vlasic presented the April 22, 2004 staff report on this proposal for approval of plans for the addition of a swimming pool, fencing, landscaping and lighting on the subject 1.3 acre, Portola Glen Estates parcel. The revised proposed project design is shown on the single sheet plan dated March 8, 2004, prepared by Wineterbotham Partnership. Vlasic noted that the plan includes the design for the proposed fencing as well as the cut sheets for the proposed path and wall light fixtures.

Vlasic summarized the staff report issues and referenced the following two letters received with regard to the proposal since the staff report was prepared:

April 23, 2004 comments from Leitha and Carl Spetzler, 2 Oak Forest Court

April 26, 2004 letter from Al and Sylvia Gegaregian, 14 Valley Oak

Vlasic explained some of the background relative to the Portola Glen Estates PUD and discussed the PUD issues raised in the comments from Mr. and Mrs. Spetzler. He noted that the town attorney had advised that even though there may be issues with the PUD, the subject applicant should be considered by the ASCC on its own merits in terms of conformity with the PUD. With respect to the perimeter fencing issue, Vlasic noted that the proposed fencing was not located on a property line and would only surround the existing "backyard" use area, approximately only the northwest quadrant of the parcel. He also noted that the proposed post and wire fence was a design the ASCC previously determined would be consistent with the PUD provisions as long as it did not outline the parcel and was to secure specific activity areas.

Vlasic also noted that as correctly pointed out in the 4/26 letter from the Gegaregians, the Portola Glen Estates PUD calls for a swimming pool on Lot 4 to be surrounded by a eight (8) foot high wall for sound control. He stated that this matter was discussed with the applicant. Vlasic noted that the PUD provision as stated is somewhat inconsistent with current town and ASCC guidelines for fencing and walls. He further suggested that an eight-foot wall in this case may not provide for noise control and could actually make matters worse. Vlasic also noted that while the originally approved house and site plans for Lot 4 identified a pool location near the front door entry to the house, the approval had expired many years ago and that the PUD allowed for the applicant to pursue alternative locations in the building envelope as long as other PUD provisions were adhered to.

Vlasic distributed copies of two vicinity maps for the site dated 4/26/04. He stated the maps show the building envelope on the Quinn property, the proposed fence alignment and the distance to nearby houses, including those in Portola Valley Ranch. He also noted that the existing play structure and trampoline on the Quinn property discussed in the letter from the neighbors at 14 Valley Oak do not require building permit and could be placed on the property without the need for town review.

Vlasic also reviewed the provisions of the noise element of the general plan and the town's noise ordinance. He stated that the noise ordinance addresses power tools and mechanical equipment and that the general plan assumes that noise issue between neighbors related to normal residential uses would be worked out between neighbors and not regulated by the town.

Mr. Quinn and Mr. Winterbothem were present to discuss their plans with ASCC members. They offered the following comments:

- The provision for eight foot high walls around a pool was noted in the parcel file prior to purchase of the property, but there was some indication that it was an old provision and not consistent with current standards.
- The proposed pool and fencing are in the actual rear yard area of the parcel and fully within the building envelope established by the PUD. The fencing and added landscaping is desired to secure the yard area from animals, particularly coyotes, and to provide privacy and security in terms of the public trail that passes along the northern parcel boundary of the property.
- The neighbors in Portola Valley Ranch have expressed concern over noise from children using the back yard area. This is viewed as normal noise from children's play, but that the Quinn family is sensitive to the concerns and, within reason, has attempted to control noise. At the same time the applicant stated his family wants to enjoy and make normal use of their backyard area.
- An eight foot pool wall would be aesthetically unacceptable and likely make the noise situation worse and not better. This is a provision that is not clearly based on good noise data or consistent with current design concerns.

Public comments were requested and the following offered:

David Taran, 3 Oak Forest Court, stated his support for the application, shared concerns re: the coyote problem and need for some safety fencing.

Carl Spetzler, 2 Oak Forest Court, reviewed the concerns stated in his 4/23/04 statement. He offered however, that he felt the proposed pool location was appropriate and the fencing plan might be acceptable if it did not violate the natural character of the area and was not placed on any property line.

Mrs. Gegaregian, 14 Valley Oak, reviewed the concerns stated in her April 26, 2004 letter and the background to the noise issues that led to the Portola Glen Estates PUD provisions for noise control. She stated her appreciation that children will be using the backyard area, but stated that there needed to be some sensitivity to the impacts of noise given the nature of the area and the manner in which noise seems to travel from property to property.

ASCC members discussed the proposal and agreed that with certain provisions the fencing plan would be acceptable. They further agreed that an eight-foot wall surrounding the pool as called for in PUD may well not address the noise impact issue as anticipated in the PUD and could actually make the noise situation relative to pool use worse. It was agreed that

some contemporary evaluation of the noise conditions should be completed and possible options for noise control identified.

Eisberg, cautioned that he did not want to set a precedent for requiring noise studies for normal residential uses like swimming pools, but recognized that this was an unusual situation.

After discussion, it was agreed that review of the swimming pool proposal should be continued until such time as the applicant had an opportunity to consider the noise issues further and consult with an appropriate acoustical professional. Vlasic advised that if data supports a solution other than a surrounding wall, he would share this with the town attorney to determine the best manner to address the PUD requirements. He also stressed that any revised plan would be presented to the ASCC and likely the planning commission for consideration, depending on the recommendations of the town attorney, and that neighbors would be given notice of any such future consideration.

Following discussion, Eisberg moved, seconded by Breen and passed 3-0 approval of only the proposed fencing plans subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of a designated ASCC member prior to installation of any fencing:

1. A survey shall be completed of the northern and western parcel boundary in the area of the proposed fence. The survey shall be to the satisfaction of the public works director.
2. Based on the survey called for in condition 1, the fence shall be realigned to be setback from the parcel line and to meander through the existing and proposed vegetation and landscaping. The intent of the realignment is to avoid any boundary definition and provide for as unobtrusive views to fencing as reasonably possible.
3. Existing woodpiles placed to create a boundary along the public trail shall be removed prior to installation of new fencing. These woodpiles are deemed inconsistent with the open space character of the trail and PUD common parcel area.

In taking the above action, the ASCC concluded that the proposed fence plan provides for safety around only approximately one fourth of the building envelope area, that the fencing serves to secure the active "backyard" and, with the approval conditions, it can be assured that the fence will not be located on any parcel line.

Miscellaneous Comments

Breen stated that she had been contacted by Mark Weiland, Westridge Architectural Supervising Committee (WASC), who expressed his concerns to her over the ASCC's action on the Kastanis project at 1240 Westridge Drive. She and other ASCC members and staff discussed the concerns and agreed that a meeting between the ASCC and WASC was in order. Staff agreed to contact Mr. Weiland and see if such a meeting could be set.

Approval of Minutes

24. In order to avoid exact definition of individual lots, no fences will be permitted on any property line. Fences, where they do occur and subject to ASCC approval, should be established to fulfill normal safety, convenience, and privacy requirements, and in all cases should serve to enhance the aesthetics of the development. Chain link or other metal fencing shall not be allowed (except for tennis courts).
25. Tennis court fences shall utilize black or green vinyl coated wire with metal posts and members painted to match. Court surfaces shall be either green or tan in color. No wind screens will be permitted.
26. Guarantees that planting will be installed and maintained shall be furnished to the Town. The Homeowners' Association shall have the responsibility to see that planting continues to conform to approved plans.

GRADING AND DRAINAGE

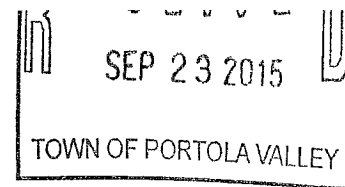
27. All grading will provide rounded cuts, shaping of fills and planting so as to provide for a natural appearance of the finished grading.
28. Where driveways merge with the street surface, sufficient lip or berm shall be provided to prevent water from flowing down the driveways.
29. Any proposed retaining walls will have subdrain systems connected to longitudinal drainage systems along roadways.
30. Cut and fill slopes steeper than 2 horizontal to 1 vertical shall be retained with stepped retaining walls, each step not exceeding 3 vertical feet. Pockets created by such stepping shall be planted in a manner consistent with landscape requirements (by others).

UTILITIES

31. On-site electrical lines will be placed underground.
32. On-site telephone lines and Cable TV will be placed underground.
33. Standard telephone connection procedures and fees will apply.
34. Standard Sewer Connection Fees will apply.
35. The Class 1 Sewer Permit Fee will apply.

September 23, 2015

To: Carol Borck, Assistant Planner
Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028



Subject: Fence Proposal for 4 Oak Forest Court, Portola Valley, CA 94028

Dear Carol,

Per your request, I am writing a letter to explain our motivations and needs for constructing a fence for the back portion of our property located within Portola Glen Estates. (APN: 080-530-040).

Our property backs up to the Portola Glen Estates (PGE) Open Space parcel (Lot A) and a trail (Black Oak Trail) runs adjacent to our property lines on the north, northwest and west of our property. The trail was dedicated to the Town when PGE was developed, but has steadily migrated due to creek erosion to where it comes very close to our property lines (within a few feet) and in one case has migrated onto and through our property on the North side. The trail has continued to be a popular trail for hikers, equestrians and dog owners, particularly since Portola Valley Ranch has increased enforcement of "no dogs allowed" on the Coal Mine Ridge, Toyon and other trails controlled by the Ranch.


Our property is also located within a Planned Unit Development, Portola Glen Estates PUD approved 4/13/1988. Within the PUD, there is a statement that "No fences permitted on property lines". There are no specifics on the intent of this clause but we respect the interpretation that you have provided; that being that the intent was to not use fences to define property lines. Our interpretation is that this also may have been intended to avoid disputes between the property owners within PGE where 2 properties are adjacent. In the case of our fence proposal, we are looking to provide containment for our dog and security/privacy between our property and the Black Oak trail. The fence will run on/within our property and will only be adjacent to the open space parcel (Lot A). We have reviewed the fence proposal with the property owners in PGE, and all households have approved the plans. They are all very supportive of installing a fence for privacy and security concerns. In order to comply as much as possible with the "no fences on property lines" clause, we have taken your advice and have the fence lines "meandering" away from our property lines wherever possible. Our challenge and limitations for meandering are that we need to keep the fence away from the large oak clusters and redwood trees that are close to our property lines, and the fact that the trail comes very close to our property lines (little space between the trail in Lot A and the large oaks and redwoods near our property lines). (See Fence Plan).

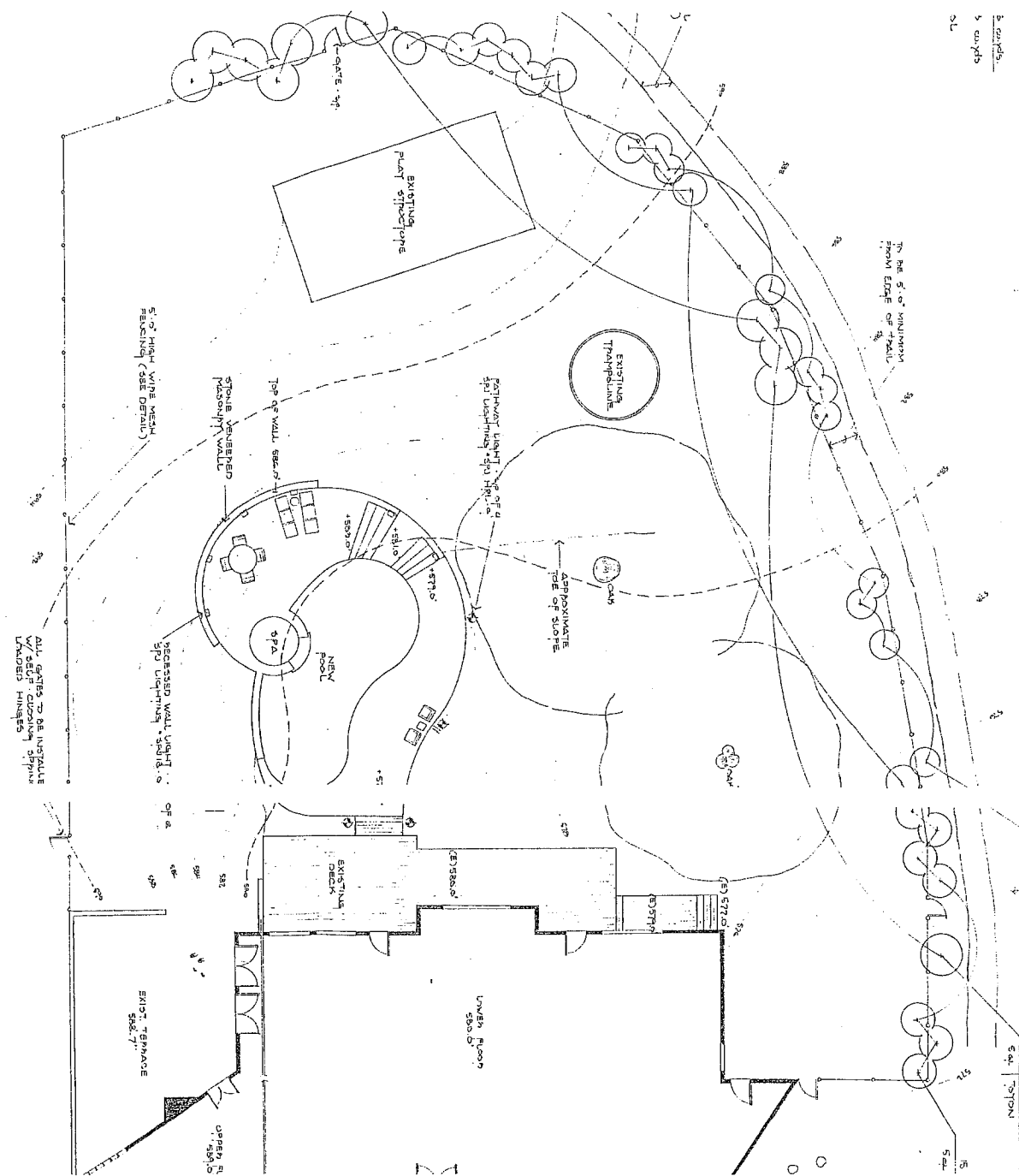
The reasons for our need for a fence are many. I will try to be brief and list them.

- Security: We have increasingly had people, dogs and wild animals (coyotes, bobcat, boar, and mountain lions) in our back property. 2 years ago we had 3 deer kills and a boar kill in our back area. We regularly now have people cutting through our property to take our driveway out to Los Trancos road from the Black Oak trail. We have had prowlers come onto our deck 2 times in the past year and set off security lights on our deck. Our neighbors within PGE have been burglarized twice in the past year and our back area is completely screened to is very susceptible to burglars entering our property from the trail to enter our house from the back.
- Privacy: We have a young Golden Retriever and have had a number of incidents in our back yard where he was attacked by dogs off leash coming through on the trail. He is very friendly and he can't be stopped if we're in the back yard and someone comes through on the trail. In most cases, he just runs to them and greets them, but he has startled people and dogs, and we worry that he will cause more concern. Because of this, we have been very limited and restrictive about when we can have him outside with us. Also, we've luckily been able to grab him quickly when horses come through as he would simply run to the horse barking. He's entirely friendly, but we are worried that he could spook a horse unintentionally. Finally, we increasingly have people come through on the trail and stopping at an area above our house to look in. We've looked out a number of times and seen people just standing above the house looking into our kitchen, dining room and family room which all are on the back of our house.
- Separation from the trail: with the Black Oak trail becoming increasingly popular with dog walkers, equestrians and mountain bikers, the volume of traffic has increased our concerns with trail users coming onto our property and for family security. We enjoy the trail systems and want to support safe use of the trails for everyone, so a fence will provide privacy and security for us, and privacy and security for trail users as they come close to our property.

I hope this provides a reasonable explanation of our rationale. We're happy to provide more details or clarifications if needed.

Regards,

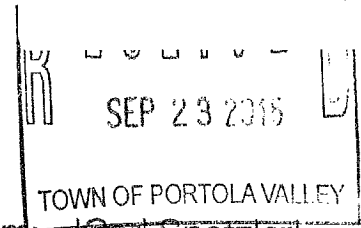

Robert Quinn



NOTE: EXISTING LOCATION OF THE RESIDENCE SHALL BE DETERMINED IN THE FIELD FOLLOWING THE PATH OF LEAST RESISTANCE, PRESERVING EXISTING VEGETATION WHERE POSSIBLE AND SUBJECT TO THE APPROVAL OF

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50

Begin forwarded message:



From: Robert Quinn <robertsquinn@yahoo.com>

Date: September 1, 2015 at 8:07:32 AM PDT

To: "\"Kristin Zaccor\"" <kzaccor@zaccorcompanies.com>, "Carl Spetzler" <cspetzler@sdg.com>, "leithajo@sbcglobal.net" <leithajo@sbcglobal.net>, "sam@infinityllc.com" <sam@infinityllc.com>, "randy@projecthappiness.com" <randy@projecthappiness.com>, Scot Zaccor <szaccor@zaccorcompanies.com>

Cc: "stelliequinn@yahoo.com" <stelliequinn@yahoo.com>

Subject: Fw: Fence proposal

Reply-To: Robert Quinn <robertsquinn@yahoo.com>

Kristin, Scot, Carl, Leitha, Sandy, Sam, David, Randi,

I'm forwarding a plan for a fence for our back yard. We've worked with the Town Planning Department and a Landscape Architect to make sure the plan complies with the PUD and Town standards. We have also reviewed it with a couple of the ASCC members that we know to assure that they agree the plan is fully compliant. Per the HOA Agreement, we need the approval (one member of each household) of the plan prior to submitting to the ASCC.

Please reply to this email with your approval. If you have any questions or concerns, please let us know.

Thank you,

Bob

----- Forwarded Message -----

From: John Dalrymple <john@johndalrymplela.com>

To: Robert Quinn <robertsquinn@yahoo.com>

Sent: Monday, August 31, 2015 10:53 AM

Subject: Re: Fence proposal

Hi Bob,

Subject: Fwd: Fence proposal
From: Stellie Quinn (stelliequinn@yahoo.com)
To: robertsquinn@yahoo.com; stelliequinn@yahoo.com;
Date: Tuesday, September 1, 2015 5:35 PM

Sent from my iPhone

Begin forwarded message:

From: Sandy Lee <sandy@leesrus.com>
Date: September 1, 2015 at 10:14:26 AM PDT
To: "Stellie & Bob Quinn" <stelliequinn@yahoo.com>
Subject: Fwd: Fence proposal

Hi Stellie,

You have our approval for your fence.

Sandy
1 Oak Forest Ct

----- Forwarded message -----
From: "Infinity" <sam@infinityllc.com>
Date: Sep 1, 2015 9:14 AM
Subject: Fwd: Fence proposal
To: "Lee Sandy" <sandy@leesrus.com>
Cc:

-sam

Autocorrekt courtesy of Apple

Begin forwarded message:

From: Robert Quinn <robertsquinn@yahoo.com>
Date: September 1, 2015 at 8:07:32 AM PDT

Subject: Fw: Fence proposal
From: Stellie Quinn (stelliequinn@yahoo.com)
To: robertsquinn@yahoo.com;
Date: Thursday, September 3, 2015 2:26 PM

----- Forwarded Message -----

From: Leitha Spetzler <leithajo@sbcglobal.net>
To: Stellie Quinn <stelliequinn@yahoo.com>
Sent: Thursday, September 3, 2015 2:22 PM
Subject: Re: Fence proposal

Sorry to have you ask twice; we just have been very busy. Yes, we approve.
Go for it! Leitha and Carl

On Thursday, September 3, 2015 12:24 PM, Stellie Quinn <stelliequinn@yahoo.com> wrote:

The Lees and Largents have approved our fence plans. Can you please also approve so we can submit to the ASCC.

Thank you,
Stellie and bob

Sent from my iPhone

On Sep 1, 2015, at 8:07 AM, Robert Quinn <robertsquinn@yahoo.com> wrote:

Kristin, Scot, Carl, Leitha, Sandy, Sam, David, Randi,

I'm forwarding a plan for a fence for our back yard. We've worked with the Town Planning Department and a Landscape Architect to make sure the plan complies with the PUD and Town standards. We have also reviewed it with a couple of the ASCC members that we know to assure that they agree the plan is fully compliant. Per the HOA Agreement, we need the approval (one member of each household) of the plan prior to submitting to the ASCC.

Please reply to this email with your approval. If you have any questions or concerns, please let us know.

Thank you,

Subject: Fw: Fence proposal
From: Stellie Quinn (stelliequinn@yahoo.com)
To: robertsquinn@yahoo.com;
Date: Thursday, September 3, 2015 2:52 PM

good to go

----- Forwarded Message -----

From: Randy Taran <randy@projecthappiness.com>
To: Stellie Quinn <stelliequinn@yahoo.com>
Sent: Thursday, September 3, 2015 2:49 PM
Subject: Re: Fence proposal

Hi Stellie and Bob,

Hope you are both doing well. This is to let you know that David and I approve the fence layout.

Best to you both,

Randy and David

On Thu, Sep 3, 2015 at 12:24 PM, Stellie Quinn <stelliequinn@yahoo.com> wrote:
The Lees and Largents have approved our fence plans. Can you please also approve so we can submit to the ASCC.

Thank you,
Stellie and bob

Sent from my iPhone

On Sep 1, 2015, at 8:07 AM, Robert Quinn <robertsquinn@yahoo.com> wrote:

Kristin, Scot, Carl, Leitha, Sandy, Sam, David, Randi,

I'm forwarding a plan for a fence for our back yard. We've worked with the Town Planning Department and a Landscape Architect to make sure the plan complies with the PUD and Town standards. We have also reviewed it with a couple of the ASCC members that we know to assure that they agree the plan is fully compliant. Per the HOA Agreement, we need the approval (one member of each household) of the plan prior to submitting to the ASCC.

Subject: RE: Fence proposal
From: Kristin Zaccor (kzaccor@zaccorcompanies.com)
To: robertsquinn@yahoo.com;
Date: Tuesday, September 1, 2015 8:57 AM

You have our approval!

Kristin Largent-Zaccor

5 Oak Forest Ct

Portola Valley CA 94028

Cell: 510-385-4294

Fax: 650-851-2795

From: Robert Quinn [mailto:robertsquinn@yahoo.com]
Sent: Tuesday, September 1, 2015 8:08 AM
To: "Kristin Zaccor" <kzaccor@zaccorcompanies.com>; 'Carl Spetzler' <cspetzler@sdg.com>; leithajo@sbcglobal.net; sam@infinityllc.com; randy@projecthappiness.com; Scot Zaccor <szaccor@zaccorcompanies.com>
Cc: stelliequinn@yahoo.com
Subject: Fw: Fence proposal

Kristin, Scot, Carl, Leitha, Sandy, Sam, David, Randi,

I'm forwarding a plan for a fence for our back yard. We've worked with the Town Planning Department and a Landscape Architect to make sure the plan complies with the PUD and Town standards. We have also reviewed it with a couple of the ASCC members that we know to assure that they agree the plan is fully compliant. Per the HOA Agreement, we need the approval (one member of each household) of the plan prior to submitting to the ASCC.

Please reply to this email with your approval. If you have any questions or concerns, please let us know.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC

FROM: Cynthia Richardson, Consulting Planner

DATE: October 26, 2015

RE: Architectural Review for Replacement Landscaping, Lighting, Koi Pond, Decking and Stone Paths, File #21-2015, 30 Zapata Way, Baskett Residence

RECOMMENDATION

Staff recommends that the ASCC review the proposed landscape restoration, lighting, koi pond, decking, stone paths, and associated site improvements plans, consider comments in this staff report and any additional comments which may be offered at the meeting, and approve the proposed new landscaping subject to the conditions in Attachment #1 and any other conditions which may be necessary based on the ASCC's review.

BACKGROUND

This project includes landscape restoration for trees that were removed without benefit of Town review. The property is located at the end of Zapata Way with a steep slope up to the existing residence (Attachment #3). According to the new homeowners they consulted with both police and fire officials regarding the overgrown nature of the site and was advised that for health and safety reasons, that some of the trees should be removed. The owner was not aware they needed approval from both the Westridge Committee and the Town to complete the tree removal.

In addition to the tree remediation, the applicant is requesting approval of a new koi pond, lighting, decking and stone paths. The property is a 2.5 acre site located at 30 Zapata Way in the R-E/2.5/SD-2.5 Zoning District. The property is subject to the Westridge CC&R's. The proposed improvements meet the requirements of the Zoning Ordinance

In January 2015, the Town received complaints of the tree removal with respect to the newly opened views of the home. At the same time the applicant removed the trees they applied for a building permit to install new interior lighting and larger windows which face the newly denuded hillside. This caused the neighbor to express concerns about the nighttime light spillage from the home.

The applicant retained Mayne Tree Expert Company to inspect and measure the stumps of the cut trees on the project site. A tree report was prepared dated February 13, 2015 (Attachment

#4) which describes 22 trees that were removed. Of the 22 trees, 15 are estimated to have been significant according to the Town's Municipal Code Section 15.12.060.28a.

The report summary indicates the trees that were removed as follows:

Tree Number	Species	Estimated Trunk Diameter	Significant Tree size requirement	Significant Tree	Comments
1	Coast Live Oak	11.6	11.5	Y	Healthy
2	Coast Live Oak	13.3	11.5	Y	Healthy
3	Coast Live Oak	31.3	11.5	Y	Decay present
4	Coast Live Oak	13.7	11.5	Y	Healthy
5	Coast Live Oak	12.8	11.5	Y	Healthy
6	Coast Live Oak	9.8	11.5	N	Healthy
7	California Bay Laurel	15.41	11.5	Y	Healthy
8	California Bay Laurel	5.91	11.5	N	Healthy
9	California Bay Laurel	13.11	11.5	Y	Healthy
10	Coast Live Oak	11.3	11.5	N	Healthy
11	Coast Live Oak	11.9	11.5	Y	Near driveway retaining wall
12	Coast Live Oak	12.5	11.5	Y	Near driveway retaining wall
13	Coast Live Oak	13	11.5	Y	Near driveway retaining wall
14	Coast Live Oak	13.9	1.5	Y	Near driveway retaining wall
15	Coast Live Oak	14.7	11.5	Y	Healthy
16	Coast Live Oak	10.6	11.5	N	Healthy
17	Coast Live Oak	10.9	11.5	N	Healthy
18	Coast Live Oak	11.7	11.5	Y	Healthy
19	Coast Live Oak	10.0	11.5	N	Healthy
20	Coast Live Oak	10.4	11.5	N	Healthy
21	Coast Live Oak	32.6	11.5	Y	Healthy
22	Coast Live Oak	11.6	11.5	Y	Healthy

Summary of significant trees removed.

- 8 Coast Live Oaks – Healthy
- 2 California Bay Laurels - Healthy
- 1 Coast Live Oak – Decay Present
- 4 Coast Live Oak – Near driveway retaining wall, possible future problem

In addition to the above trees that are included in the Tree Report, Sheet SU1 indicates 24 additional trees that were removed that do not fit the definition of a significant tree.

In March the applicant requested review by the Westridge Architectural Supervising Committee (Attachment #5). The Committee reviewed the landscape drawings and found that the number,

size and placement of tree planting proposed are not acceptable to remediate the hillside and screen their neighbors newly exposed views of the residence (Attachment #6).

CODE REQUIREMENTS

The Portola Valley Municipal Code specifies a "significant tree" by size and species. The applicants Arborist has estimated that 15 of the cut trees qualify as significant. The specific code section is shown in Attachment #2. In addition, Municipal Code Section 15.12.410, specifies that trees removed without benefit of permits shall be replanted with native trees.

DISCUSSION

The applicant has retained Zeterre Landscape Architecture who prepared a restoration plan. The plan calls for the planting of 1 – 60" box size Coast Live Oak, 2 – 48" box size Coast Live Oaks, 5 – 36" box size Coast Live Oaks, 6 – 24" box size Coast Live Oaks, 3 – 36" box size Marina Strawberry Trees and 16 - 36" box size fruit trees. The total native trees proposed to be planted are 14 and three Marina Strawberry Trees which are not native but have been reviewed and approved by the Conservation Committee.

A number of fruit trees will be planted behind the house and do not serve as replacement planting. The three Marina Strawberry Trees will be planted at the curve of the driveway. All other Coast Live Oaks will be planted in front of the house and along the driveway. The proposed rain water collection, retention koi pond is proposed at the northeastern side of the residence along with a new teak deck and crushed gravel area. Vegetable garden beds, a small seating area and crushed gravel area, are located on the south western end of the home. See sheet L2.0 (Tree Planting Plan) for placement of the proposed trees. Three outdoor lighting fixtures will be placed near the front of the house. The fixture is a pathway light that is a maximum 18" tall and a maximum wattage of 1.5 (Attachment #7).

The conservation committee reviewed this project on September 25, 2015 and commented that the size and number of the replacement Coast Live Oak is excessive (Attachment #8). The Committee has a preference for 24" or 36" box size instead of 48" or 60" size. They also suggest the planting of 2 coast Live Oak trees in the open space below the driveway and removal of the invasive Acacia tree. The Committee also suggests the steep upper hillside should maintain lower bushes rather than trees and to utilize the cut Toyon that should grow back. Introduction of other shrubs such as Coffeeberry, Holly Leaf Cherry and more Toyon would cause less soil disruption than the planting of new trees. After discussion of these suggested modifications, the ASCC may wish to impose conditions to reduce the number and size of the required tree replacement and removal of the invasive Acacia tree.

Westridge Architectural Supervising Committee met with the owner in March and advises that substantially more mature, larger oak trees than currently proposed will be required to remediate the damage to the hillside. They require five to six 60" boxed oak trees in addition to several 48" and several 36" boxed oak trees. They also encouraged installation of a variety of oak species including deciduous species such as valley and blue oak in addition to the coast live oaks.

As a follow up to the Westridge Architectural Supervising Committee's review, the owners had Mayne Tree Expert Company comment on the planting size of the trees (Attachment #9). Richard Huntington, of Mayne Tree Expert Company recommends planting smaller size trees which will not significantly cut into the uphill side of the hill. He also indicates that the smaller

size trees will be the same size as a larger box tree in about 5 years and recommends no larger than 36" boxed specimens to replace the removed trees.

CONCLUSION

Prior to acting on this request, consider the site visit and the above comments along with any new information that is presented at the October 26, 2015 ASCC meeting.

ATTACHMENTS

1. Recommended Conditions of Approval
2. Relevant Municipal Code Sections
3. Vicinity Map
4. Mayne Tree Report dated 2-13-15
5. Letter from Albert Cruz, Suzman Design Associates, dated 3-3-15
6. Letter from Westridge Architectural Supervising Committee dated 3-24-15
7. Pathway light fixture cut sheet.
8. Email from Conservation Committee dated September 25, 2015
9. Mayne Tree letter dated 4-20-2015
10. Landscape plans, received on 10-20-15

Report approved by: Debbie Pedro, Town Planner

Attachment 1

Recommended Conditions of Approval for
30 Zapata Way, Baskett Residence, File #21-2015

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. A detailed construction staging and tree protection plan shall be submitted to the satisfaction of Planning staff prior to building permit issuance.
3. Implementation of the planting plan shall be complete prior to final inspection of the building permit for the new windows.

Attachment 2

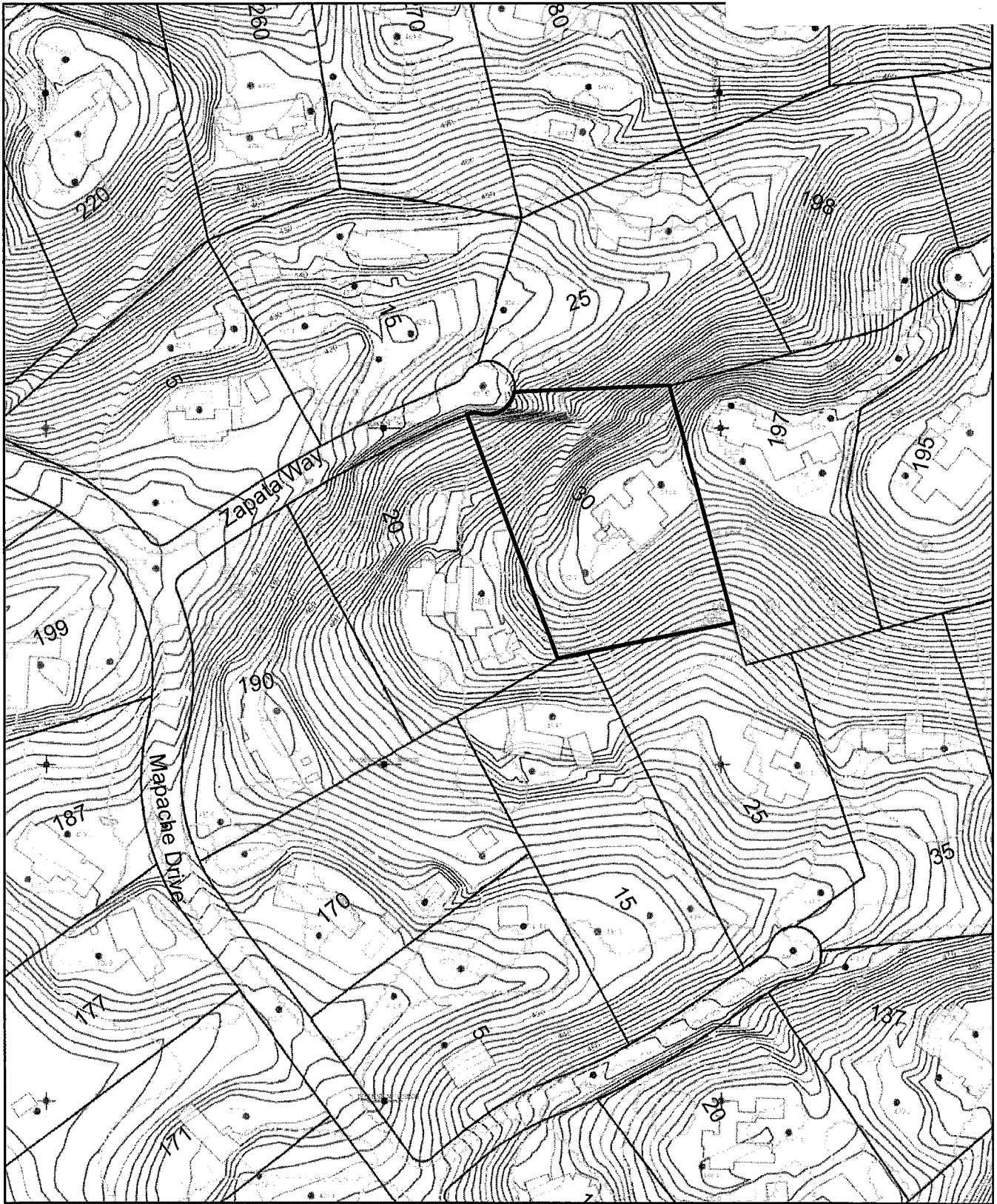
Town of Portola Valley Municipal Code Section 15.12.060

Definitions 28a. "Significant tree" means: a tree listed in the historic element of the general plan; or a tree native to the Portola Valley area which is listed below, having a trunk or multiple trunks with a total circumference (C) or diameter (D) greater than the size indicated, measured fifty-four inches above means natural grade.

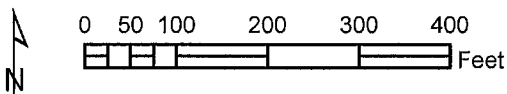
	(C)	(D)
Coast Live Oak (<i>Quercus agrifolia</i>)	36"	11.5"
Black Oak (<i>Quercus kelloggii</i>)	36"	11.5"
Valley Oak (<i>Quercus lobata</i>)	36"	11.5"
Blue Oak (<i>Quercus douglasii</i>)	16"	5"
Coast Redwood (<i>Sequoia sempervirens</i>)	54"	17.2"
Douglas Fir (<i>Pseudotsuga menziesii</i>)	54"	17.2"
California Bay Laurel		
(<i>Umbellularia californica</i>)	36"	11.5"
(If multiple trunks, measurements pertain to largest trunk)		
Big Leaf Maple (<i>Acer macrophyllum</i>)	24"	7.6"
Madrone (<i>Arbutus menziesii</i>)	24"	7.6"

Town of Portola Valley Municipal Code Section 15.12.410 - Violation—Penalty.

C. Any person violating provisions of this chapter with respect to the protection of trees, in addition to penalties set forth in Section 15.12.410(A), shall be required to replace any damaged or destroyed trees with new native trees of at least a fifteen-gallon size root ball and good forestry practices shall be observed.



Vicinity Map



APN 077-021-010 30 Zapata Way
October 2015



TOWN OF PORTOLA VALLEY

Mayne Tree Expert Company, Inc.

ESTABLISHED 1931

STATE CONTRACTOR'S LICENSE NO. 276793

CERTIFIED FORESTER • CERTIFIED ARBORISTS • PEST CONTROL • ADVISORS AND OPERATORS

RICHARD L. HUNTINGTON
PRESIDENT

JEROMEY INGALLS
CONSULTANT/ESTIMATOR

535 BRAGATO ROAD, STE. A
SAN CARLOS, CA 94070-6311

TELEPHONE: (650) 593-4400
FACSIMILE: (650) 593-4443
EMAIL: info@maynetree.com

February 13, 2015

Mr. Albert Cruz
Landscape Architect
Suzman Design Associates
1265 Battery St., 5th Floor
San Francisco, CA 94111

Dear Mr. Cruz,

RE: 30 ZAPATA WAY, PORTOLA VALLEY

At your request, I visited the above-referenced site on February 5, 2015. The purpose of my visit was to inspect and measure the stumps of potentially illegally cut trees around the property. Not all the stumps on the property are large enough to be considered significant trees as described in the Town of Portola Valley Significant Tree Ordinance; therefore, only stumps that are large enough to have the potential to be considered a significant tree will be on this report.

Limitations of this report

This report is based on a visual assessment of tree stumps located around the property. All measurements have been taken around the stumps of the trees at, or near, ground level, just below the final cut. Due to lack of information prior to the removal of the trees, I have assumed that all the trees removed had a single trunk, unless multiple stem cuts were visible at the time of my inspection.

Method

I have identified the species of each stump and determined if they are large enough to be considered significant trees. Stumps that are large enough have been given an identification number, which is scribed on to a metal foil tag and placed on the stump face. This identification number has also been placed onto the provided site map to show the approximate locations of the stumps on the property. A comments section has been provided for each stump to give more detail about the surrounding environment and the potential health of the tree at the time of removal.

During my inspection, a total of 22 trees were identified as large enough to be considered significant trees (Table 1). There are 19 Coast Live Oaks and 3 California Bay Laurels. All other stumps have been eliminated as potential possibilities due to their small size. I have included in this report a control group list of 10 Coast Live Oaks that I found on the property (Table 2) and, due to the lack of Bay trees on the property, 10 California Bay Laurels that were found at the Portola Valley Ranch (Table 3). I have used these control groups to determine an average trunk taper for each species from ground level to a height of 54 inches off of the natural grade. I then subtracted the average trunk taper from the diameters of the stumps on this report to determine if the removed trees were likely significant trees prior to removal.

Stump Survey

(Table 1)

Tree #	Species	Diameter of stump at ground level (inches)	Average Trunk Taper per species (inches)	Estimated trunk diameter at 54 inches	Probable Significant Heritage Tree (Y/N)	Comments
1	Coast Live Oak	14.5	2.9	11.6	Y	Stump of previously healthy tree.
2	Coast Live Oak	16.2	2.9	13.3	Y	Stump of previously healthy tree.
3	Coast Live Oak	34.2	2.9	31.3	Y	Obvious decay present before removal of the tree occurred; <i>Annulohyphoxylon Thouarsianum</i> present.
4	Coast Live Oak	16.6	2.9	13.7	Y	Stump of previously healthy tree.
5	Coast Live Oak	8.6,10.0	2.9	5.7, 7.1 for a total diameter of 12.8	Y	Stump of previously healthy tree.
6	Coast Live Oak	12.7	2.9	9.8	N	Stump of previously healthy tree.
7	California Bay Laurel	18.0	2.59	15.41	Y	Stump of previously healthy tree.
8	California Bay Laurel	8.5	2.59	5.91	N	Stump of previously healthy tree; 2-stem is visible at the base; measured only larger stem per significant tree ordinance.

Tree #	Species	Diameter of stump at ground level (inches)	Average Trunk Taper per species (inches)	Estimated trunk diameter at 54 inches	Probable Significant Heritage Tree (Y/N)	Comments
9	California Bay Laurel	15.7	2.59	13.11	Y	Stump of previously healthy tree.
10	Coast Live Oak	14.2	2.9	11.3	N	Stump of previously healthy tree.
11	Coast Live Oak	14.8	2.9	11.9	Y	Stump near driveway retaining wall, possible problem in the future if the tree had not been removed.
12	Coast Live Oak	15.4	2.9	12.5	Y	Stump near driveway retaining wall, possible problem in the future if the tree had not been removed.
13	Coast Live Oak	15.9	2.9	13	Y	Stump near driveway retaining wall, possible problem in the future if the tree had not been removed.
14	Coast Live Oak	16.8	2.9	13.9	Y	Stump near driveway retaining wall, possible problem in the future if the tree had not been removed.
15	Coast Live Oak	17.6	2.9	14.7	Y	Stump near driveway retaining.
16	Coast Live Oak	13.5	2.9	10.6	N	Stump of previously healthy tree.
17	Coast Live Oak	13.8	2.9	10.9	N	Stump of previously healthy tree.
18	Coast Live Oak	14.6	2.9	11.7	Y	Stump of previously healthy tree.
19	Coast Live Oak	12.9	2.9	10.0	N	Stump of previously healthy tree.
20	Coast Live Oak	13.3	2.9	10.4	N	Stump of previously healthy tree.

Tree #	Species	Diameter of stump at ground level (inches)	Average Trunk Taper per species (inches)	Estimated trunk diameter at 54 inches	Probable Significant Heritage Tree (Y/N)	Comments
21	Coast Live Oak	14.4,14.6,12.3	2.9	11.5, 11.7, 9.4 for a total diameter of 32.6	Y	Stump of previously healthy tree.
22	Coast Live Oak	14.5	2.9	11.6	Y	Stump of previously healthy tree.

Control Group Tree Survey for Coast Live Oak

(Table 2)

Tree #	Species	Diameter at ground level (inches)	Diameter (at 54 inches off of natural grade)	Trunk Taper
1	Coast Live Oak	13.8	11.2	2.6
2	Coast Live Oak	14.1	12.0	2.1
3	Coast Live Oak	20.1	16.3	3.8
4	Coast Live Oak	24.0	19.0	5.0
5	Coast Live Oak	20.8	16.8	4.0
6	Coast Live Oak	8.3	6.1	2.2
7	Coast Live Oak	9.0	6.5	2.5
8	Coast Live Oak	8.3	6.0	2.3
9	Coast Live Oak	7.3	5.2	2.1
10	Coast Live Oak	9.2	6.8	2.4

Control Group Tree Survey for California Bay Laurel

(Table 3)

Tree #	Species	Diameter at ground level (inches)	Diameter (at 54 inches off of natural grade)	Trunk Taper
1	California Bay Laurel	13.8	9.5	4.3
2	California Bay Laurel	5.8	4.2	1.6
3	California Bay Laurel	9.6	7.2	2.4
4	California Bay Laurel	6.2	3.8	2.4
5	California Bay Laurel	9.4	6.7	2.7
6	California Bay Laurel	8.1	5.7	2.4
7	California Bay Laurel	8.8	6.2	2.6
8	California Bay Laurel	6.5	4.5	2.0
9	California Bay Laurel	9.6	6.8	2.8
10	California Bay Laurel	8.0	5.3	2.7

Conclusion

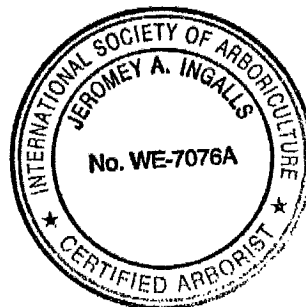
After finding the trunk taper for each tree in the control group, I determined the average trunk taper for Coast Live Oaks to be 2.9 inches in diameter and the average trunk taper for California Bay Laurels to be 2.6 inches in diameter. Once I subtracted the average trunk taper from the stumps diameters, I found the estimated diameter of the trees at 54 inches above grade. According to my calculations, there were a total of 15 significant trees removed, 13 Coast Live Oaks and 2 California Bay Laurels.

I believe this report is accurate and based on sound arboricultural principles and practices. If I can be of further assistance please contact me at my office.

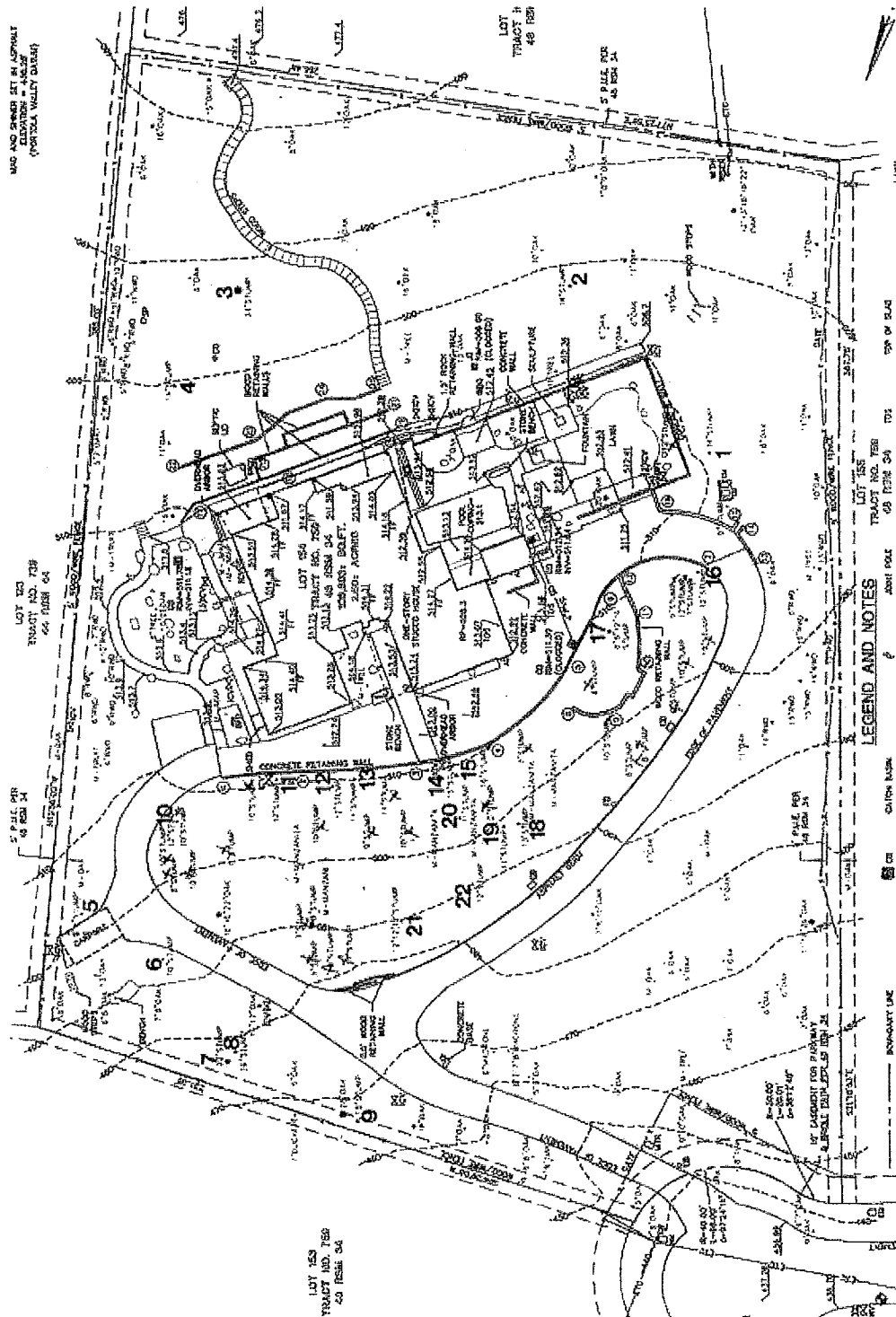
Sincerely,


Jeromey A. Ingalls
Certified Arborist WE #7076A

JAI:pmd



(x) Less than 11" or non-protected species



USE AND POWER BY COMPANY
CONTRACT NO. 100
PORTOLA VALLEY DISTRICT

LOT 459
TRACT 48 40 FISH 04

LOT 458
TRACT 48 40 FISH 04

LOT 457
TRACT 48 40 FISH 04

LEGEND AND NOTES

- CONCRETE WALL
- ROCK RETAINMENT WALL
- CURB
- CULVERT
- SEWER MAIN
- WATER MAIN
- GAS MAIN
- ELECTRIC MAIN
- SILVANT
- ROCKERY
- TOP OF BLADE
- TOP OF TIER 1
- TOP OF TIER 2
- TOP OF TIER 3

March 3, 2015

Rusty Day, President
 Westridge Architectural Supervising Committee
 3130 Alpine Road #288
 PMB 164
 Portola Valley, CA 94028

Dear Rusty,

Hello, I am Albert Cruz the landscape architect and project manager with Suzman Design Associates and we are the landscape architects for the home at 30 Zapata Way. Prior to beginning work on the project the home owner had removed a considerable number of existing trees on the site. An arborist analysis of the tree stumps indicates that 15 were probable '**significant trees**', as defined by the town of Portola Valley significant tree ordinance. This was determined by a visual measurement of the stumps and measurement of a control group of like species on the property or in the vicinity. For more detailed information please refer to, Mayne Tree Expert Company, Inc.; February 13, 2015; RE: 30 ZAPATA WAY, PORTOLA VALLEY. In summary the 15 significant trees that were removed were 13 Coast Live Oaks and 2 California Bay Laurels. As stated in the tree report, Coast Live Oak (3) was decayed an Annulohypoxylon Thouarsiannum was present and Coast live Oaks (11, 12, 13, 14 and 15) could have posed structural problems to driveway. The remaining 2 California Bay Laurels and 7 Coast live Oaks were probable significant trees that were removed that seemed to be in healthy condition.



Area before removal of trees

Prior to the purchase of the property the home had been a rental and the existing trees suffered from neglected maintenance. The slope of the hillside where a number of the Coast Live Oaks were removed is as steep as 46% grade and the overgrown nature of the site would have been an ideal fuel ladder in case of fire. In conversations with Police and fire officials the home owner was advised for health and safety reasons that some of the trees on the property should be removed. The home owner was not aware of the Town of Portola

Valley Significant Tree Ordinance and out of concern for these health and safety reasons trees were removed.

As remediation for the removal of the 15 probable significant trees, including the one diseased Coast Live Oak and five Coast Live Oaks that were causing structural problems to the driveway, we are proposing planting 13 new Coast Live Oaks and 1 Marina Arbutus. The sizes of the replacement oak trees are as follows: 1-60"Box; 2-48"Box; 4-36"Box and 6-24"Box. The size of the Marina Arbutus will be a 36" Box. Please refer to "30 Zapata Way Tree Planting Plan, Details and Images" by Suzman Design Associates. We have placed the larger box size trees in locations where tree screening possibilities are highest in regards to neighbors at 15 Zapata Way and 260 Mapache Drive. The use of the 48" box trees near the upper driveway offer screening of this hardscape area and the residence at 30 Zapata Way. The remaining 24" and 36" Box oak trees on the steeper slopes and along climbing drive way are the best choice for those conditions. The smaller box size trees, while still offering screen value, are more adaptable to the steepness of the slope and will engender less site grading and potential erosion. We are proposing a 25'-0" on center spacing between new and existing trees. This was done to give the new oaks ample room for healthy growth.

As further step in remediation, the home owners plan to install power drapes at the windows facing Zapata road to take care of light spillage from the interior. This would be done as soon as the stucco work can be resumed.

What we are proposing on the tree planting plan is the maximum number of new oaks that the property will sustain due to the large number of existing oaks and other trees. We will consult with an arborist to determine which trees will be treated for pretreatment to guard against sudden oak death. All new and existing trees will be maintained with an experienced maintenance company.

Please review the submitted tree report and proposed tree planting plan and if you have any questions or comments please let me know. We look forward to resolving any issues that remain.

Sincerely,



Albert Cruz, Design Associate
Landscape Architect, CA 5638

WESTRIDGE ARCHITECTURAL SUPERVISING COMMITTEE
3130 Alpine Rd. # 288 PMB 164 Portola Valley CA 94028

Rusty Day, Chairman; Walli Finch, Treasurer; Bev Lipman, Secretary;
George Andreini, Trails; and David Strohm

The Committee may be reached by mail at the above address or through:
Bev Lipman 854-9199 bevlipman@sbcglobal.net or Walli Finch 854-2274

March 24, 2015

Cathy and Forrest Baskett
30 Zapata Way
Portola Valley CA 94028

Re: Unauthorized Remodel and Tree Removals, 30 Zapata Way

Dear Cathy and Forrest,

Thank you for inviting the Westridge Committee to your property last Wednesday to examine the trees that were removed from the hillside in front of your house, and to discuss your new landscape designer's proposed remediation plan.

Among other restrictions, the deeded Westridge covenants that encumber your property expressly provide that "no landscaping, except minor gardening, will be begun on [your] property and no planting or removal of trees shall take place, until the plans and specifications therefore have first been approved in writing by the Committee." The authority delegated to the Westridge Committee by the Westridge deed covenants is separate and independent of the civic authority of the Town to adopt and apply ordinances, such as the Town's tree removal ordinance. Thus, while the Town has chosen to regulate the removal of only certain trees that the Town classifies as "significant" trees, the Westridge covenants are not so limited, and apply to the removal of any tree.

Similarly, the Westridge covenants further provide that the Westridge Committee shall "approve or reject any plans or specifications ... for the alteration or remodeling of, or additions to, any then existing structure on [your] lot so that all structures shall conform to the provisions" of the covenants, and that the Committee's prior written approval of the design of any such improvement is required before the work is commenced.

When actions are taken in violation of the Westridge covenants, such actions are deemed a continuing nuisance and the Committee is authorized to enter the affected property to abate the violation as well as seek legal redress.

Despite these provisions, we now understand that you replaced and expanded windows along the northwestern side of your home, and removed trees from the hillside in front of these windows to expand your view lines to the northwest. Unfortunately, this was done without

prior consultation with your immediate neighbors, without prior notice to or permission of the Committee, and without a Town permit. As a result, your neighbors to the northwest now look onto a denuded, exposed hillside and apparently greatly increased light-fall from your home, and the Town has issued a stop work order.

The Committee was especially disturbed to discover that you have removed *every* tree – over 50 trees in total – from the hillside in front of your house. While the arborist’s report obtained after the trees were removed estimates that at least eleven healthy, coast live oak trees removed from the hillside meet the Town’s definition of “significant” trees – many with trunk diameters greater than 12 inches – the fact remains that literally every tree on the hillside was removed. I assure you the Committee would never have authorized the removal of every tree over such an exposed expanse of hillside, and it certainly would not authorize the removal of the many healthy, heritage oak trees that were removed.

We understand that you would like our Committee’s approval to proceed with a remediation plan to abate the trees that were removed. As we explained to your landscape designer during our site visit last Wednesday, without some form of mock-up, we are unable to assess whether and how the placement and scale of your proposed replacement oak trees will mitigate the impact of your tree removal and home modifications. Moreover, it appears that landscaping in addition to tree replacement is planned for the hillside and perhaps other portions of your property. As explained above, the Committee requires a complete plan and specification for all of the work you envision, including all changes to the house exterior as well as landscaping.

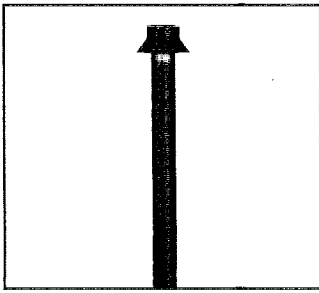
As to the proposed tree replacements, we can and do advise you that we believe that substantially more mature, larger oak trees than currently proposed will be required to remediate the damage to the hillside. For example, we believe that at least five (5) to six (6) 60 inch boxed oak trees will be needed in addition to several 48 inch and several 36 inch boxed oak trees, and that these trees should be planted sufficiently above the driveway to screen your neighbors’ views of your house and windows. As we discussed with your landscape designer during the site visit, we believe that volunteers from some of the previously cut oaks can and should also be preserved and nurtured to accelerate the recovery of the hillside. And to encourage a healthy ecosystem on the hillside, we would urge you to install a variety of oak species, including deciduous species such as valley and blue oaks, in addition to the coast live oaks you have proposed.

We would be happy to discuss further whatever proposal you wish to make to mock-up the mitigating effect your tree replacements will have on the hillside and view lines, and we look forward to receiving the specifications and plans for your remodeling project.

Sincerely,

Rusty Day, Chairman

Cc: Bev Lipman, Secretary
Judith Murphy, Chair, Portola Valley Conservation Committee
Nick Pegueros, Portola Valley Town Manager
Carol Borck, Assistant Town Planner
Albert Cruz, Suzman Design



Model: **SPJ-BG2**
Finish: Matte Bronze

Forever Bright

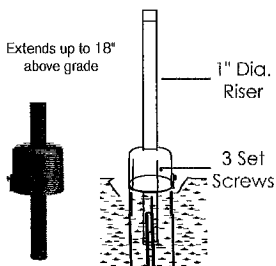
SPECIFICATION FEATURES

Finish:	Our naturally etched finishes will withstand the test of time. All finishes are individually treated insuring consistency. Our meticulous application results in a fixture that truly becomes "a one of a kind".
Electrical:	Available in 8-15V
Labels:	ETL Standard Wet Label C-ETL

Adjustable Below Grade Path Lighting

DESCRIPTION

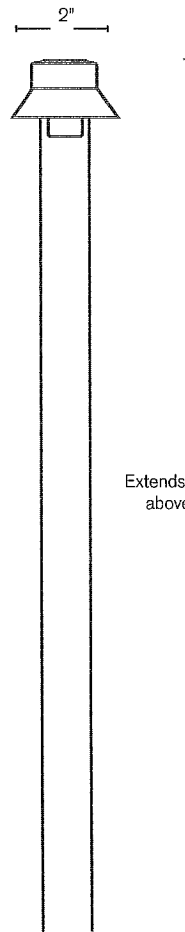
Model#:	SPJ-BG2
Material:	Solid Brass
Electrical:	8-15V
Engine:	FB-01CK
Lumens:	125
Color Temp:	2700 k
Mounting:	SPJ19-03-RBBG Incl.
LED:	Nichia



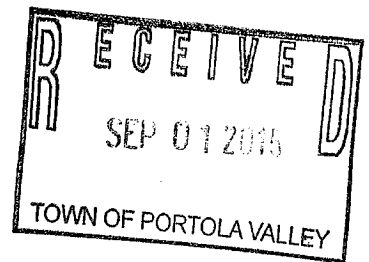
Option:

Adjustable Below Grade Riser

Model: SPJ19-03-RBBG
Shown: Matte Bronze
Desc: Solid brass top fits on our standard perma-post with finish to match. Install fixture at grade level and as the landscape grows adjust fixture height as needed.



Extends up to 18" above grade



Wet Listed



ORDERING INFORMATION

Model#	Finishes	Wattage	Lumens	Color Temp.	Electrical
SPJ-BG2	MBR	1.5W	125	2700K	8-15V

V = Verde	GM = Gun Metal
M = Moss	B = Black
AG = Aged Brass	R = Rusty
MBR = Matte Bronze	PVDP = PVD Polished
RC = Raw Copper	PVDS = PVD Satin

1.5W

125

2700K
4000K
Amber

8-15V

Cynthia Richardson

From: CheyAnne Brown
Sent: Tuesday, October 06, 2015 5:01 PM
To: Cynthia Richardson
Subject: FW: 30 Zapata Landscape review

Follow Up Flag: Follow up
Flag Status: Flagged

From: Margaret Destaebler [<mailto:marged1@stanford.edu>]
Sent: Tuesday, October 06, 2015 4:45 PM
To: CheyAnne Brown
Cc: Margaret Destaebler
Subject: 30 Zapata Landscape review

I said I would get it to you Monday, but it is now Tuesday. thanks for your patience! If you see errors please correct.
Marge

October 4, 2015

On September 25 four Conservation Committee members, Bourne, DeStaebler, Eckstrom and Plunder, met with Mr. Baskett at his property, 30 Zapata, PV. The Mayne Tree Report identified 19 previously healthy Coast Live Oaks (CLO) of significant size, over 11.5" in diameter. that had been cut without permit. 5 CLO were near the driveway or retaining wall and so could have become a future problem if the trees had not been removed.

We were requested to comment regarding whether the restoration plan is an adequate replacement of the removed significant trees.

Our assessment is that the size and number of the replacement CLO is too high; densely planted trees do not grow well. In our experience CLO trees transplant successfully if they are smaller. The smaller transplants will grow faster and

provide the desired screening sooner. Our preference is for 24” or 36” box size, not 48” or 60” size. We suggest the planting of just 2 CLO trees in the open space below the driveway downhill from the upright hose bib. No trees should be planted near the existing Madrone trees, and the saplings growing near the larger of the Madrones should be removed to protect this specimen tree. Planting CLO in this location will help to screen the house from the property on the opposite hill side. The nearby invasive Acacia tree should also be removed.

The slope directly in front of the house where the CLO planting is proposed has some large Manzanitas; it is steep, in full sun and the ground partially bare. To achieve screening on the upper hillside, lower bushes are needed rather than trees. A number of Toyon stumps have started sprouting; their growth will provide some immediate screening. If needed, shrubs such as Coffeeberry, Holly Leaf Cherry and more Toyon would cause less soil disruption and could be more successful than digging in 14 large CLO. The shrubs will stay within the sight line of the lower neighbor without blocking the owners’ view. The planting of a native ground cover such as a low growing Manzanita on the hillside is recommended for optimal erosion control. All new plantings will need drip irrigation.

We agree with the placement and size of the 3 proposed Arbutus “Marina”. If the owner would like to remove some of the Redwood tree hedging along the uphill lot line the Conservation Committee would be supportive, since this property is not an appropriate site for Redwoods to have been planted.



TOWN OF PORTOLA VALLEY

Mayne Tree Expert Company, Inc.

ESTABLISHED 1931

STATE CONTRACTOR'S LICENSE NO. 276793

CERTIFIED FORESTER • CERTIFIED ARBORISTS • PEST CONTROL • ADVISORS AND OPERATORS

RICHARD L. HUNTINGTON
PRESIDENT

535 BRAGATO ROAD, STE. A
SAN CARLOS, CA 94070-6311

JEROMEY INGALLS
CONSULTANT/ESTIMATOR

TELEPHONE: (650) 593-4400
FACSIMILE: (650) 593-4443
EMAIL: info@maynetree.com

April 20, 2015

Mr. Albert Cruz
Zetterre Landscape Architecture
136 Freelon St.
San Francisco, CA 94107

Dear Mr. Cruz,

RE: 30 ZAPATA WAY, PORTOLA VALLEY

This letter is to address the comments and/or recommendations from the Westridge HOA committee. The recommended 60-inch boxed trees to be planted on this slope in a vertical position will require a significant cut on the uphill side and eventually the root crowns will be covered.

Planting a tree this way will essentially put the uphill roots significantly below grade and reduce root establishment. This will take a much longer time as compared to 24-, 36-, or 48-inch boxed trees. In 5 years these smaller trees will be about the same sizes as the 60-inch boxed trees.

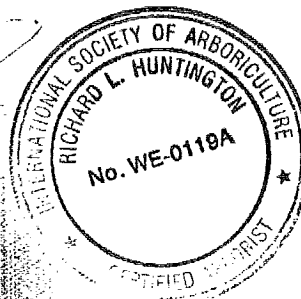
A 36-inch boxed tree will actually out perform a 48-inch boxed tree within a 5-year span. Therefore, I would recommend no larger than 36-inch boxed specimens to replace the removed trees. I think these will be better and disturb the soil a lot less.

Please call with any questions.

Sincerely,

Richard L. Huntington
Certified Arborist WE #0119A
Certified Forester #1925

RLH:pmd

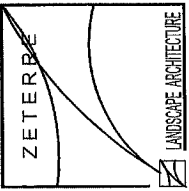


PROJECT:

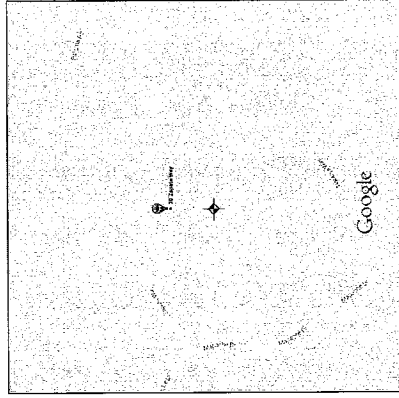
BASKETT RESIDENCE - 30 ZAPATA WAY

PORTOLA VALLEY, CALIFORNIA 94028

ASCC LANDSCAPE SUBMITTAL DOCUMENTS



Zeterre Landscapes Architecture, Inc.
136 Freedom Street
San Francisco, CA 94107
Ph. 415.691.2186
www.zeterre.com



LOCATION MAP SCALE: N.T.S

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REVISIONS:

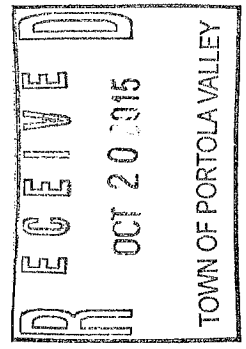
Date:	Revised:

Project Title: 30 ZAPATA WAY
APN : 077-021-010
ASCC SUBMITTAL

Project Address:

SHEET INDEX

SHEET	DESCRIPTION
L-0.0	TITLE SHEET
SU1	TOPOGRAPHIC SURVEY
L-1.0	SITE PLAN & IMPERVIOUS SURFACE TABLE
L-2.0	PLANTING PLAN
L-2.1	PLANTING DETAILS
L-3.0	IRRIGATION PLAN
L-3.1	IRRIGATION DETAILS
L-4.0	LANDSCAPE LIGHTING PLAN
--	ARBORIST'S REMOVED TREE PLAN





LEA & BRAZE ENGINEERING, INC.
 CIVIL ENGINEERS - LAND SURVEYORS
 BAY AREA REGION
 SACRAMENTO OFFICE
 1000 K STREET, SUITE 200
 SACRAMENTO, CA 95811
 (916) 441-1234
 WWW.LEABRAZE.COM

30 ZAPATA WAY
 PORTOLA VALLEY
 CALIFORNIA
 SAN MATEO COUNTY
 APR. 07-201-010

TOPOGRAPHIC SURVEY
 SHEET NO. 08
 DRAWN BY: DB
 DATE: 11-23-15
 SCALE: 1" = 20'
 REVISIONS BY: [Blank]
 JOB NO.: 241915

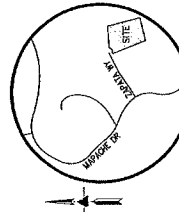
801
 1 OF 1 SHEETS

BENCHMARK
 TOWN OF PORTOLA VALLEY BENCHMARK P-08
 IS A BRASS BENCHMARK SET IN ASPHALT
 P-08 AT THE INTERSECTION OF ZAPATA WAY
 & MADRONE DRIVE, PORTOLA VALLEY, CALIFORNIA
 (PORTOLA VALLEY DATUM)

SITE BENCHMARK
 MAG AND SHIMMER SET IN ASPHALT
 ELEVATION = 438.26'
 (PORTOLA VALLEY DATUM)

NOTES
 ALL DISTANCES AND DIMENSIONS ARE
 IN FEET AND DECIMALS OF A FOOT.
 UNDERGROUND UTILITY LOCATION
 IS BASED ON SURFACE EVIDENCE.
 BUILDING FOOTPRINTS ARE
 SHOWN AT GROUND LEVEL.
 FINISH FLOOR ELEVATIONS ARE TAKEN
 AT DOOR THRESHOLD (CENTER)

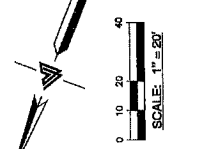
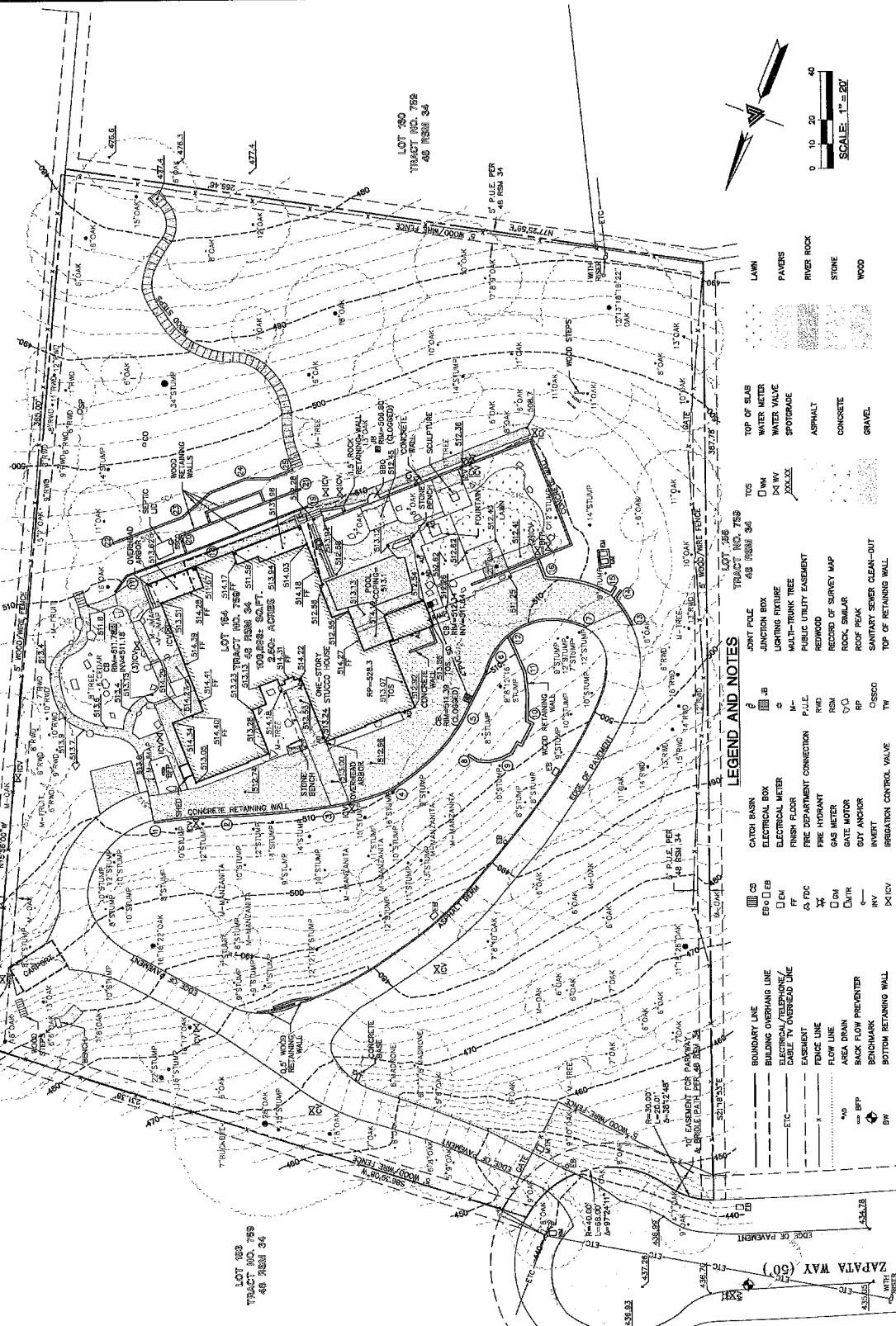
EASEMENT NOTE
 EASEMENTS ARE SHOWN PER PRELIMINARY
 TITLE REPORT PREPARED BY STEWART TITLE
 COMPANY, 10000 RIVER AVENUE, SUITE 200,
 PORTOLA VALLEY, CALIFORNIA 94557, TRACT
 NO. 759, 48 RSM 34



VICINITY MAP
 NO SCALE

RETAINING WALL LEGEND

1	511.937W
2	506.927W
3	506.647W
4	506.348W
5	510.289W
6	511.049W
7	511.991W
8	506.138W
9	506.998W
10	511.971W
11	506.457W
12	506.528W
13	506.438W
14	506.589W
15	506.237W
16	507.727W
17	506.289W
18	501.819W
19	506.289W
20	506.459W
21	506.029W
22	506.957W
23	504.059W
24	510.373W
25	506.287W
26	506.998W
27	506.329W



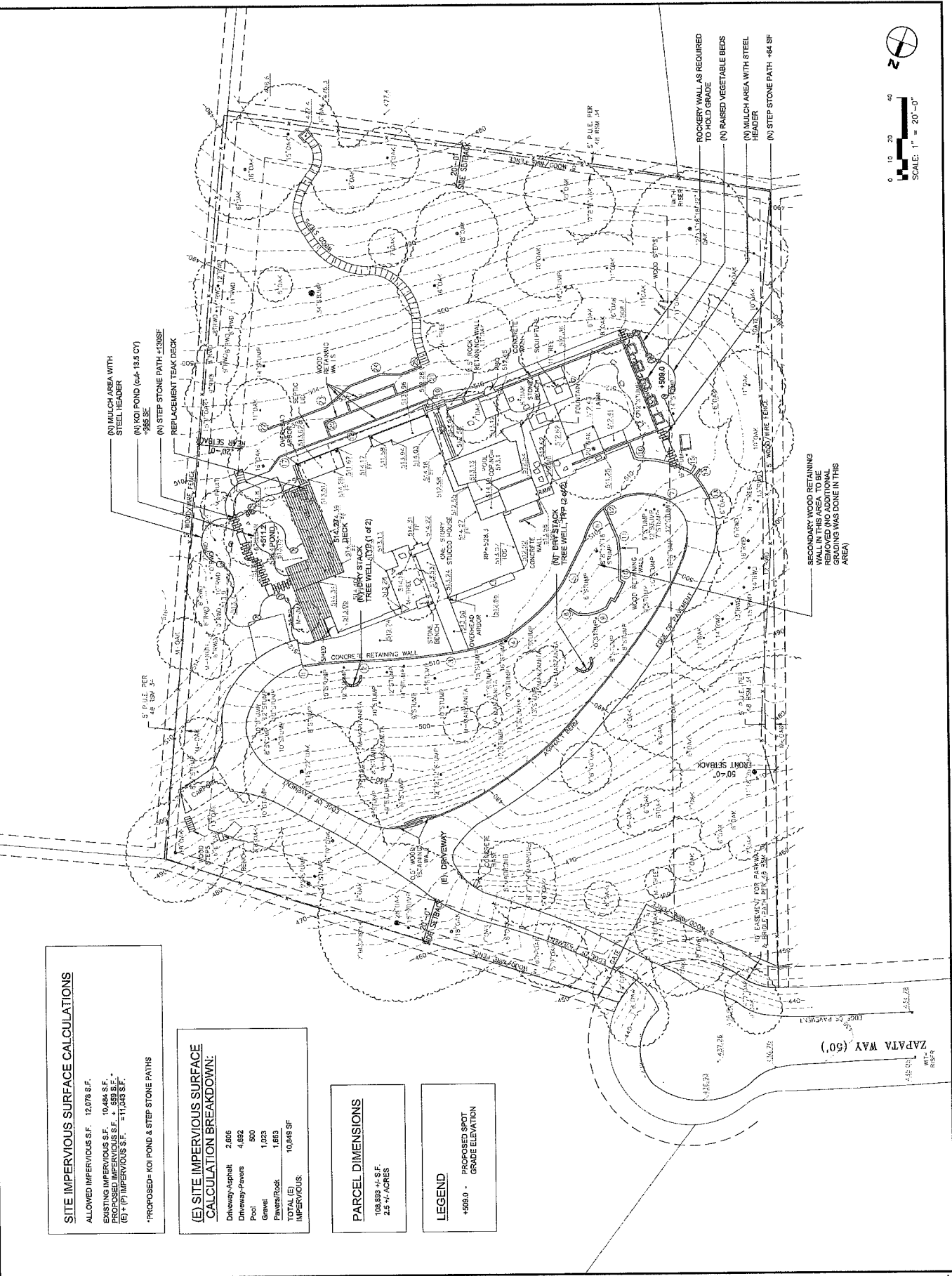
LEGEND AND NOTES

CB	CATCH BASIN	TS	TOP OF SLAB
EB	ELECTRICAL BOX	WM	WATER METER
EM	ELECTRICAL METER	WV	WATER VALVE
FF	FINISH FLOOR	SP	SPOTGRADE
FC	FIRE DEPARTMENT CONNECTION	AS	ASPHALT
FD	FIRE DEPARTMENT	CM	CONCRETE
FM	FIRE HYDRANT	CR	GRAVEL
GM	GAS METER	RM	RECORD OF SURVEY MAP
GM	GATE MOTOR	RS	ROCK SIMILAR
GM	GUY ANCHOR	RP	ROOF PEAK
IN	INVERT	RS	SANITARY SEWER CLEAN-OUT
IR	IRRIGATION CONTROL VALVE	TW	TOP OF RETAINING WALL
JP	JOINT POLE	TR	TRACT NO. 759
JB	JUNCTION BOX	TR	TRACT NO. 759
LF	LIGHTING FIXTURE	TR	TRACT NO. 759
M	MULTI-TRUNK TREE	TR	TRACT NO. 759
P	PUBLIC UTILITY EASEMENT	TR	TRACT NO. 759
RE	REWOOD	TR	TRACT NO. 759
RM	RECORD OF SURVEY MAP	TR	TRACT NO. 759
RS	ROCK SIMILAR	TR	TRACT NO. 759
RP	ROOF PEAK	TR	TRACT NO. 759
RS	SANITARY SEWER CLEAN-OUT	TR	TRACT NO. 759
TW	TOP OF RETAINING WALL	TR	TRACT NO. 759

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NOTES
 The drawings represent a preliminary design. The client is responsible for obtaining all necessary permits from the appropriate agencies. The client is responsible for obtaining all necessary permits from the appropriate agencies. The client is responsible for obtaining all necessary permits from the appropriate agencies.

Project Title:	30 ZAPATA WAY
APN:	077-021-010
ASCC SUBMITTAL	
Project Address:	30 ZAPATA WAY PORTOLA VALLEY, CA 94028
Sheet Title:	SITE PLAN & IMPERVIOUS SURFACE TABLE
Approved:	AC/TK
Drawn:	AC/TK
Project No.:	
Scale:	AS NOTED
Date:	08/28/2015: ASCC SUBMITTAL
Sheet No.:	



SITE IMPERVIOUS SURFACE CALCULATIONS

ALLOWED IMPERVIOUS S.F.	12,079 S.F.
EXISTING IMPERVIOUS S.F.	10,486 S.F.
PROPOSED IMPERVIOUS S.F.	11,468 S.F.
(E)* (P) IMPERVIOUS S.F.	+11,468 S.F.

*PROPOSED= KOI POND & STEP STONE PATHS

(E) SITE IMPERVIOUS SURFACE CALCULATION BREAKDOWN:

Driveway-Asphalt	2,006
Driveway-Pavers	4,892
Pool	500
Gravel	1,023
Pavers/Rock	1,663
TOTAL (E)	10,846 SF
IMPERVIOUS:	

PARCEL DIMENSIONS
 108,893 +/- S.F.
 2.5 +/- ACRES

LEGEND
 +508.0 = PROPOSED SPOT GRADE ELEVATION

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Project Title:
 30 ZAPATA WAY
 APN : 077-021-010
 ASSC SUBMITTAL

Project Address:
 30 ZAPATA WAY
 PORTOLA VALLEY, CA
 94028

Project No.: AS/TK
Scale: AS NOTED
Date: 09/22/2015; ASSC SUBMITTAL
Sheet No.:

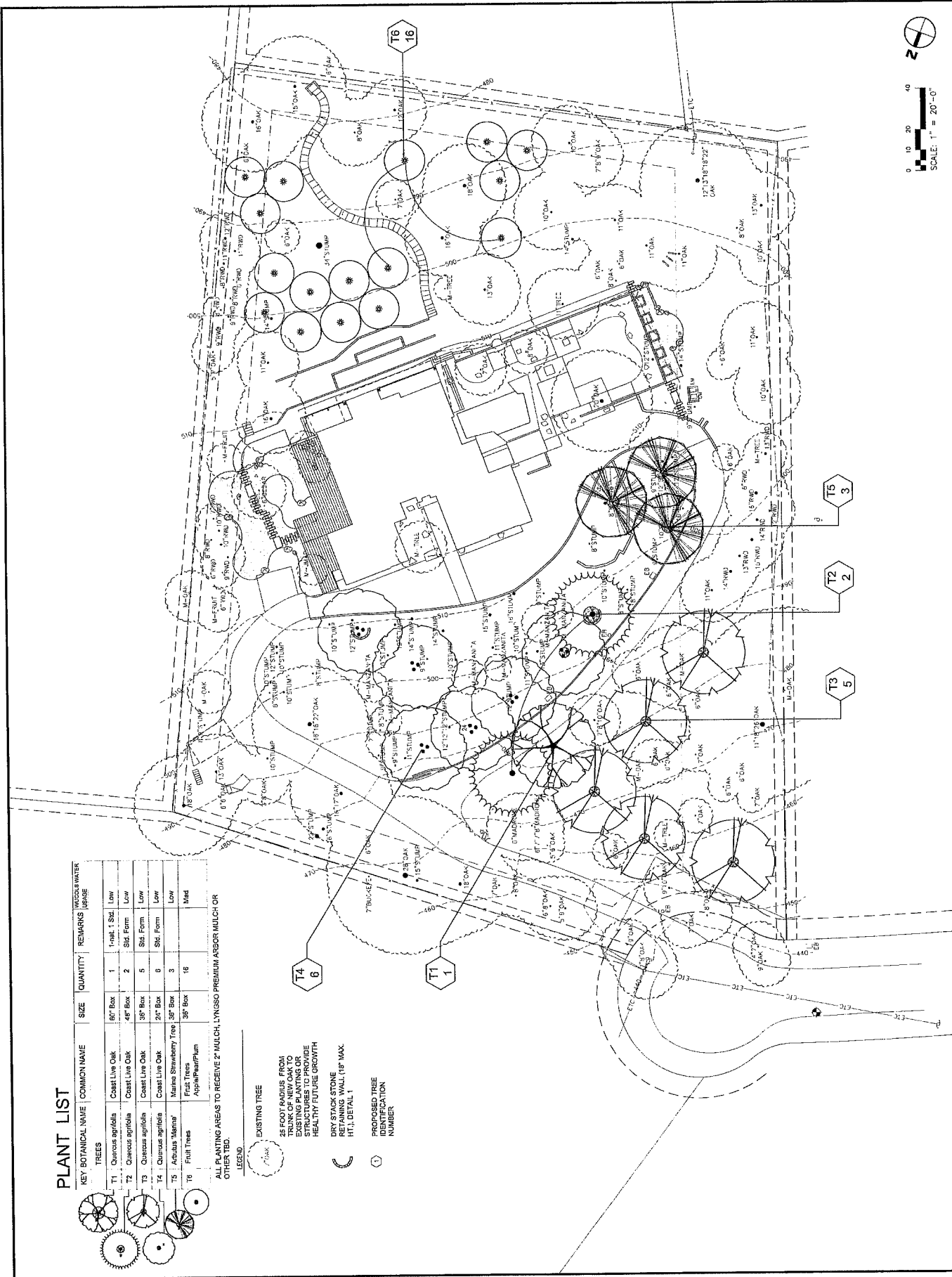
Tree Planting Plan

PLANT LIST

KEY BOTANICAL NAME COMMON NAME	SIZE	QUANTITY	REMARKS	WINDSPEED WATER USE
TREES				
T1 Quercus agrifolia Coast Live Oak	60" Box	1	1-mk, 1 Std.	Low
T2 Quercus agrifolia Coast Live Oak	48" Box	2	Std. Form	Low
T3 Quercus agrifolia Coast Live Oak	36" Box	5	Std. Form	Low
T4 Quercus agrifolia Coast Live Oak	24" Box	8	Std. Form	Low
T5 Malus 'Idmunda' Malus 'Idmunda'	36" Box	3	Std. Form	Low
T6 Fruit Trees	36" Box	18	Std. Form	Med

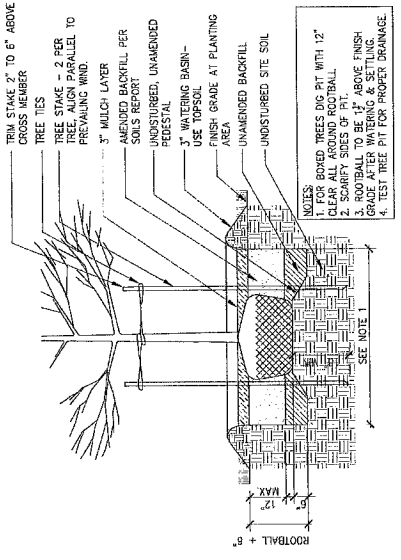
ALL PLANTING AREAS TO RECEIVE 2" MULCH, LYNOSO PREMIUM ARBOR MULCH OR OTHER, TBD.

- LEGEND**
- EXISTING TREE
 - 25 FOOT RADIUS FROM TRUNK OF NEW OAK TO EXISTING TREES TO PROVIDE HEALTHY FUTURE GROWTH
 - DRY STACK STONE WALL (10" MAX. HT.), DETAIL 1
 - PROPOSED TREE IDENTIFICATION NUMBER

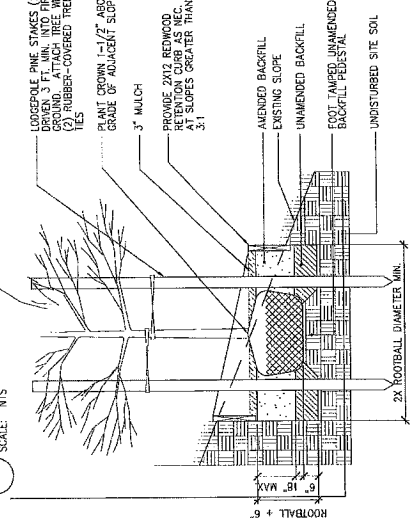
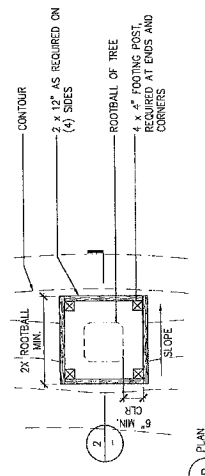


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Project Title:	30 ZAPATA WAY APN : 077-021-010 ASCC SUBMITTAL
Project Address:	30 ZAPATA WAY PORTOLA VALLEY, CA 94028
Sheet Title:	PLANTING DETAILS
Approved:	ACTK
Drawn:	AS NOTED
Scale:	AS NOTED
Date:	10/22/2015
Sheet No:	L2.1

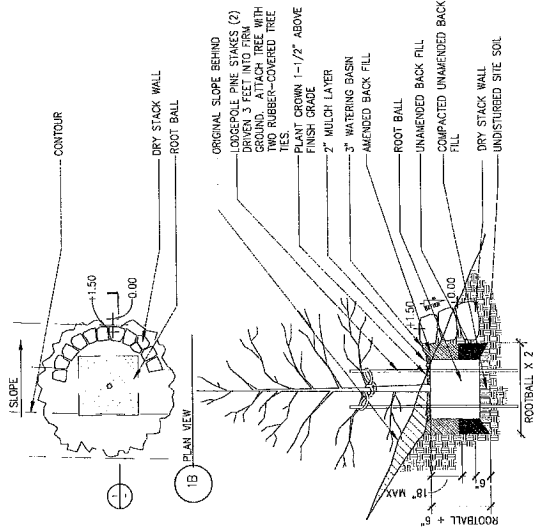


1
TREE PLANTING
SCALE: N.T.S.

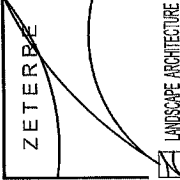


2
TREE PLANTING ON SLOPE
SCALE: N.T.S.

NOTE: ALL NEW PLANTING AREAS TO RECEIVE 3\"/>



3
TREE PLANTED ON SLOPE WITH DRY STACK WALL
SCALE: N.T.S.



Zeterbe Landscape Architecture, Inc.
138 Folsom Street
San Francisco, CA 94107
Ph. 415.891.2166
www.zeterbe.com

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NOTES
1. The drawings represent a preliminary design. The client is to provide additional details in the form of a schedule of materials and finishes. The drawings are to be used for the construction of the landscape and shall not be used for any other purpose.

PROJECT TITLE:
30 ZAPATA WAY
APN : 077-021-010
ASCC SUBMITTAL

PROJECT ADDRESS:
30 ZAPATA WAY
PORTOLA VALLEY, CA
94028

PROJECT NO.:
ASCC SUBMITTAL

DATE:
09/26/2016

SCALE:
AS SHOWN

SHEET NO.:
L 3.0

TOTAL SHEETS:
7



FINISH FLOOR ELEVATIONS ARE TAKEN AT DOOR THRESHOLD (EXTERIOR)

NOTE: HEIGHTS WITH ADJUSTABLE ARCS ARE TO BE ADJUSTED BY REQ.

NUMBER	MARK	DESCRIPTION	HEIGHT	ADJUSTABLE	REMARKS
1	○	1" x 1" x 1" x 1"	1.00		
2	○	2" x 2" x 2" x 2"	2.00		
3	○	3" x 3" x 3" x 3"	3.00		
4	○	4" x 4" x 4" x 4"	4.00		
5	○	5" x 5" x 5" x 5"	5.00		
6	○	6" x 6" x 6" x 6"	6.00		
7	○	7" x 7" x 7" x 7"	7.00		
8	○	8" x 8" x 8" x 8"	8.00		
9	○	9" x 9" x 9" x 9"	9.00		
10	○	10" x 10" x 10" x 10"	10.00		
11	○	11" x 11" x 11" x 11"	11.00		
12	○	12" x 12" x 12" x 12"	12.00		
13	○	13" x 13" x 13" x 13"	13.00		
14	○	14" x 14" x 14" x 14"	14.00		
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28	○	28" x 28" x 28" x 28"	28.00		
29	○	29" x 29" x 29" x 29"	29.00		
30	○	30" x 30" x 30" x 30"	30.00		

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13	13" x 13" x 13" x 13"	13.00		
14	14" x 14" x 14" x 14"	14.00		
15	15" x 15" x 15" x 15"	15.00		
16	16" x 16" x 16" x 16"	16.00		
17	17" x 17" x 17" x 17"	17.00		
18	18" x 18" x 18" x 18"	18.00		
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28	28" x 28" x 28" x 28"	28.00		
29	29" x 29" x 29" x 29"	29.00		
30	30" x 30" x 30" x 30"	30.00		

PRECISE USE CALCULATIONS
The following table provides the precise use calculations for the site. The calculations are based on the site plan and the irrigation system layout. The calculations show the total area of the site, the area of the building, and the area of the landscape. The calculations also show the total volume of water required for the site, the total volume of water available, and the total volume of water that can be used for the site.

NOTE: IRRIGATION PLAN IS SCHEMATIC BASED ON OPTIMUM EFFICIENCY. CONTRACTOR TO USE BEST MANAGEMENT PRACTICES SPECIFIC TO THE SITE TO ACCOMMODATE SITE CONDITIONS

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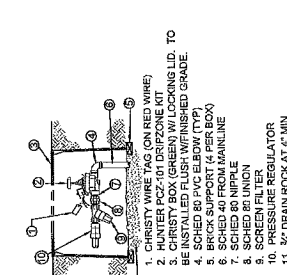
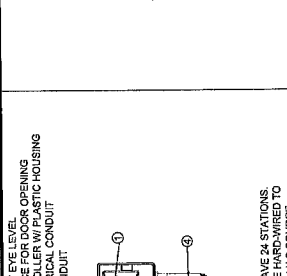

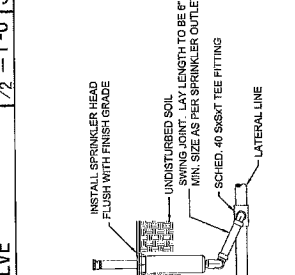
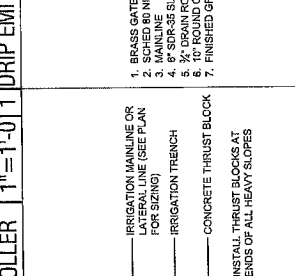

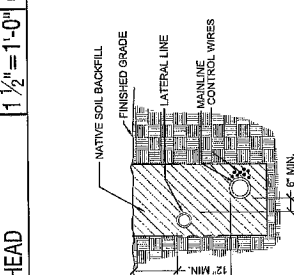
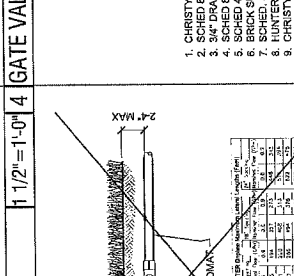

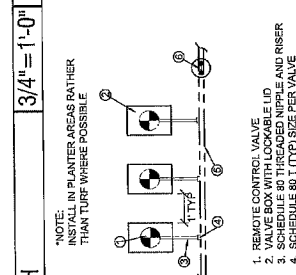
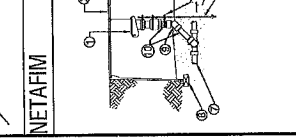
NOTICE:
This drawing represents a preliminary design. It is not intended to be used for construction. It is the responsibility of the contractor to verify all dimensions and conditions on site before construction. No liability shall be assumed for any errors or omissions. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.

Project Title:
30 ZAPATA WAY
APN: 077-021-010
ASSOC SUBMITTAL

Project Address:
30 ZAPATA WAY
PORTOLA VALLEY, CA
94028

Sheet Title:
IRRIGATION
DETAILS

Approved:
Drawn: ACTK
Project No:
Scale: AS NOTED
Date: 02/28/2016 ASSOC SUBMITTAL
Sheet No:

 <ol style="list-style-type: none"> 1. MOUNT LCD SCREEN AT EYE LEVEL. 2. MINIMUM 18" CLEARANCE FOR DOOR OPENING. 3. HUNTER PRO-C CONTROLLER W/ PLASTIC HOUSING. 4. CONTROL WIRE ELECTRICAL CONDUIT. 5. 3/4" POWER SUPPLY CONDUIT. <p>NOTE: CONTROLLER SHALL HAVE 24 STATIONS. CONTROLLER SHALL BE HARD-WIRED TO GROUNDED 110 OR 220 VAC SOURCE</p>	<p>IRRIGATION CONTROLLER 1" = 1'-0" 1</p>	 <ol style="list-style-type: none"> 1. BARBED DRIP EMITTER 1/4" DRIP TUBING MULCH 1/2" BARE CONNECTOR 1/2" POLYETHYLENE TUBING FINISHED GRADE STAKE DRIP TUBING TO GROUND 	<p>DRIP EMITTER 3/4" = 1'-0" 2</p>	 <ol style="list-style-type: none"> 1. BRASS GATE VALVE SCHED 80 NIPPLE 1/2" DRIP TUBING 1/2" POLYETHYLENE TUBING 1/2" BARE CONNECTOR 1/2" POLYETHYLENE TUBING FINISHED GRADE STAKE DRIP TUBING TO GROUND 	<p>DRIP VALVE 1/2" = 1'-0" 3</p>
 <p>IRRIGATION MAINLINE OR LATERAL LINE (SEE PLAN FOR SIZING)</p> <p>IRRIGATION TRENCH</p> <p>CONCRETE THRUST BLOCK</p> <p>INSTALL THRUST BLOCKS AT ENDS OF ALL HEAVY SLOPES</p>	<p>THRUST BLOCK 1 1/2" = 1'-0" 4</p>	 <ol style="list-style-type: none"> 1. BRASS GATE VALVE SCHED 80 NIPPLE 1/2" DRIP TUBING 1/2" POLYETHYLENE TUBING 1/2" BARE CONNECTOR 1/2" POLYETHYLENE TUBING FINISHED GRADE STAKE DRIP TUBING TO GROUND 	<p>GATE VALVE 1 1/2" = 1'-0" 5</p>	 <p>INSTALL SPRINKLER HEAD FLUSH WITH FINISH GRADE</p> <p>UNDISTURBED SOIL SWING JOINT LAY LENGTH TO BE 6" MIN. SIZE AS PER SPRINKLER OUTLET</p> <p>SCHED. 40 5/8"X1/2" TEE FITTING</p> <p>LATERAL LINE</p>	<p>SPRAY HEAD 1 1/2" = 1'-0" 6</p>
 <p>PERIMETER OF PLANTING</p> <p>FLUSH VALVE (SEE DETAIL)</p> <p>SCHED 40 EXHAUST HEADER</p> <p>SCHED 40 SUPPLY VALVE</p> <p>IRRIGATION CONTROL VALVE</p> <p>1/2"X1/2" TEE COMBINATION HUNTER P/D-ESD WITH ECONOMAT</p> <p>BARE INSERT CROSS</p> <p>NOTES: 1. DISTANCE BETWEEN LATERAL ROWS AND CENTER SPACING TO BE BASED ON SOIL TYPE, SLOPE, AND PLANTING SPECIFICATIONS. SEE HUNTER DRIPING GUIDE AND CONFIRM WITH ARCHITECT. 2. ALL P/D-ESD LINES TO BE INSTALLED AT A MINIMUM 6" AND A MAXIMUM OF 4"</p>	<p>NETAFIM 3/4" = 1'-0" 7</p>	 <ol style="list-style-type: none"> 1. CHRISTY STATION WIRE TAG (ATTACH TO RED WIRE) SCHED 40 FROM IRRIGATION MAINLINE SCHED 80 PVC THREADED ELBOW (TYP) HUNTER IDV VALVE CHRISTY BOX (GREEN) W/ LOCKING LID TO BE INSTALLED FLUSH WITH FINISHED GRADE SCHED. 40 PVC LATERAL LINE 	<p>VALVE 3/4" = 1'-0" 8</p>	 <p>NATIVE SOIL BACKFILL</p> <p>FINISHED GRADE</p> <p>LATERAL LINE</p> <p>MANLINE CONTROL WIRES</p> <p>12" MIN.</p> <p>18" MIN.</p> <p>6" MIN.</p>	<p>TRENCH 3/4" = 1'-0" 9</p>
 <p>1. REMOTE CONTROL VALVE</p> <p>2. VALVE BOX WITH LOCKABLE LID</p> <p>3. SCHEDULE 80 THREADED NIPPLE AND RISER</p> <p>4. SCHEDULE 80 THREADED ELBOW PER VALVE</p> <p>5. BRASS GATE VALVE</p> <p>6. MAINLINE SIZE SCHED 80 BALL VALVE W/ THREADED CONNECTIONS.</p>	<p>GROUPED VALVES 1/2" = 1'-0" 12</p>	 <p>NOTE: INSTALL IN PLANTER AREAS RATHER THAN TYP WHERE POSSIBLE</p>	<p>GROUPED VALVES 1/2" = 1'-0" 11</p>	<p>NETAFIM LAYOUT 3/4" = 1'-0" 10</p>	 <ol style="list-style-type: none"> 1. 3/4" QUICK COUPLER LOCKING COVER 1/2" ROUND VALVE BOX (GREEN) W/ LOCKING COVER STAINLESS STEEL HOSE CLAMPS ONE CUBIC FT 3/4" PEA GRAVEL 3/8" HUB BRICK SUPPORTS (SMIN)

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Note:
This drawing represents a preliminary design. The intent is to provide a conceptual design. In no way are these drawings to be used for site preparation or construction purposes.

Revisions:	Date:	Sheets:

Project Title:
30 ZAPATA WAY
APN : 077-021-010
ASCC SUBMITTAL

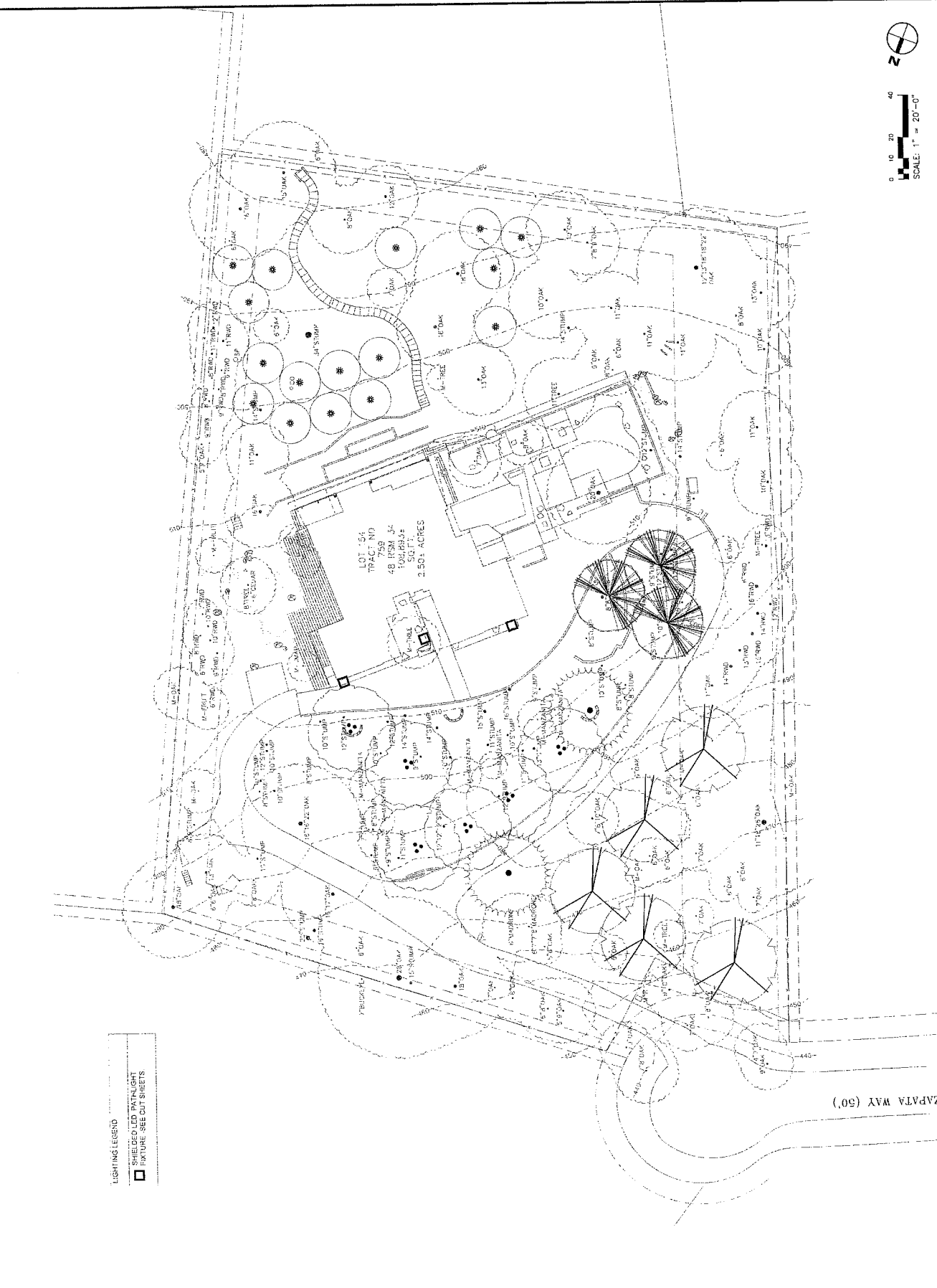
Project Address:
30 ZAPATA WAY
SUNOL VALLEY, CA
94028

Sheet Title:
LANDSCAPE LIGHTING PLAN

Approved:
Drawn: ACTK

Project No:
ASCC SUBMITTAL

Date: 08/29/2015
Sheet No:



Lighting Legend
 SHIELDED PATHLIGHT
 FIXTURE (SEE OUT SHEETS)



ZAPATA WAY (50')



LEA & BRAZE ENGINEERING, INC.
 CIVIL ENGINEERS - LAND SURVEYORS
 25400 BAYVIEW REGION
 52400 SACRAMENTO REGION
 10000 W. LEBLANC
 FRESNO, CALIFORNIA 93721
 (510) 887-1000
 (510) 887-1005
 (510) 887-1008
 (510) 887-1009
 (510) 887-1010
 WWW.LEABRAZE.COM

30 ZAPATA WAY
PORTOLA VALLEY
CALIFORNIA

SAN MATEO COUNTY

TOPOGRAPHIC
SURVEY

REVISIONS BY:	
JOB NO.:	210195
DATE:	1-23-15
SCALE:	1" = 20'
DRAWN BY:	DB
SHEET NO.:	08

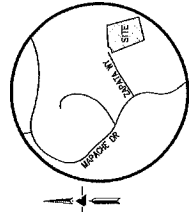
SU1
 1 OF 1 SHEETS

BENCHMARK
 TOWN OF PORTOLA VALLEY BENCHMARK PV-08
 3.5" BRASS DISK IN MONUMENT WELL STAMPED
 "PV-08" AT 14.4' PARALLEL TO ZAPATA WAY
 1/4 MILE PARK DRIVE
 (PORTOLA VALLEY DATUM)
 ELEVATION = 407.71'

SITE BENCHMARK
 MAG SAGITTARIUS IN ASPHALT
 10' FROM CORNER OF ZAPATA WAY
 ELEVATION = 438.28'
 (PORTOLA VALLEY DATUM)

NOTES
 ALL DISTANCES AND DIMENSIONS ARE
 IN FEET AND DECIMALS OF A FOOT.
 UNDERGROUND UTILITY LOCATION
 IS BASED ON SURFACE EVIDENCE.
 BUILDING FOOTPRINTS ARE
 SHOWN AT GROUND LEVEL.
 FINISH FLOOR ELEVATIONS ARE TAKEN
 AT DOOR THRESHOLD (EXTERIOR)

EASEMENT NOTE
 EASEMENTS ARE SHOWN PER DECLARATORY
 TITLE REPORT PREPARED BY STEWART TITLE
 COMPANY, INC. ON 05/06/2013 AND PER TRACT
 NO. 789, 48 RESN 34.



VICINITY MAP
 NO SCALE

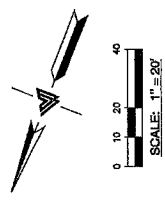
BENCHMARK ELEVATIONS

1	511.433W
2	508.647W
3	510.227W
4	511.048W
5	510.537W
6	511.927W
7	508.678W
8	510.128W
9	510.928W
10	508.507W
11	508.589W
12	507.708W
13	508.817W
14	507.737W
15	508.987W
16	508.587W
17	510.377W
18	508.287W
19	508.328W



LEGEND AND NOTES

CS	CATCH BASIN	TOP OF SLUG	LAWN
EB	ELECTRICAL BOX	WATER METER	PANERS
EM	ELECTRICAL METER	WATER VALVE	RIVER ROCK
FF	FINISH FLOOR	SPOTGRADE	STONE
F	FIRE DEPARTMENT CONNECTION	ASPHALT	WOOD
FC	FIRE HYDRANT	RECORD OF SURVEY MAP	
FM	GAS METER	ROCK SIMILAR	
GM	GATE MOTOR	ROOF PEAK	
GR	GUY ANCHOR	SANITARY SEWER CLEAN-OUT	
IN	INVERT	TOP OF RETAINING WALL	
IR	IRRIGATION CONTROL VALVE		
JB	JUNCTION BOX		
LB	LOOKING FEATURE		
M	MULTI-TRUNK TREE		
P	PUBLIC UTILITY EASEMENT		
RWD	REWOOD		
RM	RECORD OF SURVEY MAP		
RP	ROCK SIMILAR		
RP	ROOF PEAK		
SSCO	SANITARY SEWER CLEAN-OUT		
TW	TOP OF RETAINING WALL		



DRAFT MINUTES

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

OCTOBER 12, 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

Present: ASCC: Breen, Clark, Sill, Ross
Absent: Koch
Planning Commission Liaison: Judith Hasko
Town Council Liaison: None
Town Staff: Interim Town Manager Debbie Pedro, Assistant Planner Carol Borck

(3) ORAL COMMUNICATIONS:

Interim Town Manager Pedro introduced the new Consultant Planner, Cynthia Richardson, who will be assisting the Town with both current planning and long-range planning projects.

Chair Ross introduced Al Sill, the new ASCC Commissioner. He said Commissioner Sill, who has an engineering background, is replacing Commissioner Iris Harrell, who has moved out of Town.

(4) OLD BUSINESS

- (a) **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.**

Assistant Planner Borck presented the staff report regarding the proposed project. She said that on September 14, the ASCC conducted a preliminary review of the project, which consists of a 5,340-square-foot partial two-story home with a 400-square-foot detached garage that includes a 918-square-foot attached gym and storage area and a 428-square-foot upper level studio, and a swimming pool. She said that the site grading involves 370 cubic yards of earthwork, which includes 55 cubic yards of cut and 315 cubic yards of fill.

She said that at the preliminary meeting a letter was received from the Crowns at 100 La Sandra expressing concerns over potential glazing reflectivity and light spill.

Ms. Borck advised that staff met today with the Wests, who are the property owners at 187 Goya on the north side of the property. She said the Wests expressed concerns regarding the views to the proposed studio from their master bedroom, noting that many of the screening trees between the two properties lose their leaves during the winter. The Wests were also concerned regarding potential light spill from the studio, as well as privacy impacts. She said the Wests requested that additional evergreen screening trees be planted between the two properties.

Mr. Donahoe advised that he had met with the Westridge Homeowners Association this morning and his project team are working on a design solution that will adequately responded to the

DRAFT MINUTES

ASCC's direction, as well as, that of the Westridge HOA (WASC), neighbors, and the Conservation Committee. He stated that a single-story solution for the home was studied and that the two-story design balances the concerns and considerations from both Westridge and the ASCC. He advised that their meeting with WASC resulted in their decision to reduce the home's finish floor level by 2 feet and the garage/gym/studio's finished floor level by 4 feet. Mr. Donahoe stated that his civil engineer believed the modifications can be achieved without exceeding the 1,000 cubic yard grading threshold that would require Planning Commission review. Additionally, he advised that two blue oak trees would be proposed on the western hillside to help further mitigate potential glazing impacts. In response to the West's concerns with privacy and the proximity of the garage/studio, he advised that consideration is being given to designing a solid railing along the west elevation. He requested that the ASCC consider the current plans with these proposed modifications and grant approval of the project with the condition that the revised grading/site plan be submitted to a designated ASCC member for review.

Chair Ross called for questions from the Commissioners.

Commissioner Clark stated that he supports the additional grading and the lowering of the buildings.

In response to Commissioner Breen's question, Mr. Donahoe said the proposed blue oaks along Goya were to mitigate the removal of the eucalyptus trees, and that the proposed live oak was for screening towards the West's property. He advised that they discussed further screen planting with the Wests in the area of the garage and autocourt wall.

Chair Ross asked the applicant if there was an alternate plan in place should the proposed additional grading exceed the 1,000 cubic yard threshold. Mr. Donahoe advised that they were uncertain at this time.

With no further questions from the Commissioners, Chair Ross opened the public hearing and called for public comment.

Tom West, 187 Goya Road, expressed his privacy concerns with the proposed studio located above the garage. He said that the structure is approximately 165 feet from his master bedroom, and that it is at a higher elevation than his property. He said screening options have been explored, but he has not seen any detailed plans. He stated that he was concerned that the ASCC would approve the project without seeing final proposed plans that take into consideration his privacy concerns.

Chair Ross asked Mr. West if he considered the view towards the studio a primary or secondary view corridor. Mr. West said all of their living areas (the rear of his house) face south, which is the location of the proposed garage and studio area. He said they also have views to other parts of the proposed project and requested the applicant put in additional screening.

Rob Cheney, 158 Goya Road, said his family lives across the street from the subject property, and offered appreciation to the applicant for communicating and sharing the plans with them. He advised that he supported the project as well as the removal of the eucalyptus trees.

Rusty Day, WASC, said that WASC remains significantly concerned about the reflectivity of the glass and believes that looking at a sample is very important. He said, however, that a mock-up would not be a condition for their approval. He was supportive of lowering the elevation of the house, and said it was a critical aspect to their acceptance and approval of the project. He

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advised that landscaping was another important element in their approval. He said that the proposed planting of two trees on the western hillside may not be enough. He stated that they have not yet reached an agreement on the types, location, or sizes of trees, and that they have not seen a specific plan. Mr. Day advised that, with regard to the one-story versus two-story designs, there was a fourth alternative discussed that was not presented tonight. He said they had discussed moving the study further west over the gym and sinking the gym further into the ground or designing a split level. He said the benefit to the Wests would be the lowering and moving of the structure further to the west where existing trees would further soften views to the structure. He said that the design solution was the applicant's decision and would need to be submitted to WASC for review. Mr. Day urged that the ASCC continue project review, rather than grant conditional approval tonight, so that a final, detailed plan could be considered. He advised that WASC was specifically anticipating design modifications that will lower the house finished floor by two feet, while maintaining the distance between the house and the pool.

Mr. Donahoe clarified that this morning they discussed sinking the gym 3 to 5 feet as well as sinking the whole property down. He advised that after reviewing renderings, they found that the design would not improve the West's situation, and decided instead to lower the entire garage/gym by 4 feet. Mr. Day said it was important for WASC to get specific plans.

With no further public comment, Chair Ross closed the public hearing and returned to the Commission for comment and possible action.

Commissioner Clark said the fourth alternative may be something the applicant would want to consider, but he said the proposed grading modifications to lower the home and garage's finish floors are strong positions to move this proposed project forward. He said the landscape plan should indicate protection of the very unique natural landscape on the southeast slope and include future measures for protection from invasives. He said if any additional screening is required on the north side, it should be reviewed by an ASCC member after the buildings are framed. He said the construction staging plan should consider the impacts on Goya Road, and the applicant should share with the neighbors and the Town an anticipated timeline for the project.

Commissioner Breen was supportive of the absence of fencing, gates, and lawn, the minimal landscaping, and the color palette. She said she would have preferred a one-story design, but said that lowering the house 2 feet was a good solution. She was supportive of the two blue oaks proposed along Goya Road, but did not support live oaks over the edge of the chaparral. She agreed with Commissioner Clark that the screening plan should be reviewed after framing and said there could be a good landscape solution to the screening on the West's side. She was supportive of moving the project forward and said the Commission needed to see the new grading plan.

Commissioner Sill was supportive of lowering the house and conditionally approving the project.

Chair Ross said the applicants were very responsive to neighbors' concerns and was supportive of the project. He expressed appreciation to the applicant for providing the photo documentation of the existing house and reusing/recycling as much of the existing materials as feasible. He suggested moving the pool lights to the west side of the pool. He said he was familiar with the glass the applicants had chosen and suggested, rather than providing a mockup, they could identify buildings that have this glass installed for people to view. He was supportive of the additional excavation, and reminded the applicant that exceeding the 1,000 yards of earthwork would require Planning Commission approval. He was supportive of adding the blue oaks along

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Goya Road. He expressed concern for keeping the chaparral intact along the west side of the property, and noted that planting shrubby natives on the western hillside may provide more effective screening than blue oak trees. He advised that the final, detailed landscape plan would need to be reviewed by staff and a designated ASCC member before the building permit is issued. He was supportive of approving the project as it stands with the conditions discussed.

Chair Ross called for additional comments from the Commissioners.

Commissioner Clark said that WASC and the ASCC were in general agreement with the finish floor of the residence being lowered two feet, but that uncertainty remained regarding the final grading calculations. He said they also remain unsure as to what is the best solution for the detached garage with upstairs studio.

Chair Ross agreed with Commissioner Clark, but was supportive of the project moving forward.

Commissioner Clark said there should be a reduction of lighting on the east side of the driveway approach and elimination of all of the lighting on the street side. He agreed that the final, detailed landscape plan should come back to a designated ASCC member for review.

Commissioner Breen said she did not agree with changing the pool lights to the west side of the pool, but was supportive of eliminating the four lights on the driveway.

Chair Ross withdrew his request to move the pool lights.

In response to Mr. Donahoe's question regarding driveway lights and safety, the Commissioners advised him that additional lighting would not be approved.

Commissioner Clark moved to approve the project with the conditions as stated in the staff report with the addition of the following conditions:

1. The grading plan shall be revised to lower the house pad by two feet and to lower the detached garage/studio pad by four feet to the satisfaction of a designated ASCC member prior to building permit submittal.
2. The four lights proposed along the east side of the autocourt/driveway shall be eliminated.
3. A final, detailed landscape plan shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance. The plan shall identify screening trees or shrubs proposed along the southwestern hillside and along the north side of the driveway retaining wall and detached garage/studio. The plan shall include provisions for placement of the proposed screening materials along the southwestern hillside and at the north side of the garage, subject to the approval of a designated ASCC member at the time of rough framing inspection. The final plantings shall be inspected and approved by a designated ASCC member prior to final inspection.

The motion was seconded by Commissioner Breen. The motion passed 4-0.

- (b) **Architectural Review and Site Development Permit for a New Residence, Detached Studio, Pool House, and Swimming Pool, File #s: 10-2015 and X9H-692, 20 Naranja Way, Roberts Residence.**

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Assistant Planner Borck presented the staff report regarding the proposed project. She said the project proposes a 6,381-square-foot, two-story modern farmhouse style residence with attached garage, a 1,630-square-foot basement, a 465-square-foot detached studio, a 638-square foot pool house with mechanical basement, and a swimming pool. The site development includes 1,695 cubic yards of grading that counts toward the site development permit, for which the Planning Commission is the approving body.

She said the project complies with all floor area, height, and setback regulations.

She said that at the preliminary meeting, the ASCC directed the applicant to lower the height of the new home by 1 to 2 feet using design solutions such as lowering roof pitch, lowering plate heights, and/or lowering the finished floor. She advised that the plans have been modified to reduce the overall maximum height of the structure from 34' to approximately 32'9". She stated that by lowering the overall roof pitch from 8:12 to 7:12 and lowering the northern wing's roof plate by approximately 6", the height of the structure over the area of the offices has been reduced from approximately 24.5' to about 23'. She said this was one of the areas of concern for the view from 137 Solana.

She said the central wing of the home has been modified to remove the proposed 41' long ridge skylight and to reduce the ridge height by approximately 2'6" to a height of 20 feet. She advised that this is the only section of roof that is at a 6:12 pitch. She said the lowering of this wing was found acceptable by WASC and that staff had been informed that a conditional letter of approval from WASC was forthcoming.

She said that while the architectural plans have responded to the ASCC direction to lower the height, the landscape plans appear to propose an excessive amount of screening trees. She stated that while some screening trees may be beneficial for softening views to the home from the 137 Solana property, Town planting guidelines call for random groupings, avoiding linear or hedge-forming plantings, and consideration of the future height of trees so as not to obstruct off-site views. She said the proposed olive and live oak trees along the driveway, while shown to meander, could create somewhat of a "screening wall", which is discouraged. Additionally, she said the maturity height of the trees should be considered. She noted that the Curtis's, 137 Solana, expressed concern over the future height of the screening trees that could potentially impact their views to the western hillsides. Based on review of the proposed locations of the trees and the grade elevations, she said it appears that the proposed live oaks could potentially encroach into these western views as they grow over time to maturity heights 30' and greater.

Bryan Roberts, applicant, said there has been much discussion regarding the existing and proposed trees on this project. He advised that the house is being designed around the 10 existing large oaks, and that since they moved there three years ago, they have removed many redwoods and oleanders. He said they are trying to complement the existing large oak trees with both live and blue oaks to mitigate the screening loss of the redwoods proposed for removal.

Chair Ross called for questions from the Commission.

In response to Commissioner Breen's question, noting that the most visible ridge appeared to be the one over the office, Mr. Roberts said the second floor plate height at the outside wall of the office was 4 feet.

With no further questions, Chair Ross invited members of the public to address the Commission

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regarding the project.

Mark Curtis, 137 Solana Road, referred to a letter his wife, Jackie, had sent to the Commission. He asked that there be more discussion or guidance around creative ways to reduce the heights of the two end wings, the reflectiveness of the roof, and the number and height of the trees.

Bill Dewes, representing WASC, clarified that WASC never suggested raising any roof heights and said that all of their comments have been to reduce ridge heights, which Mr. Roberts has addressed satisfactorily.

Jackie Curtis, 137 Solana Road, referred to concerns she had detailed in a 30-plus page letter with photographs that she had previously emailed to the Commission. She brought additional photographs showing the glare impact in the afternoon on the story pole flags and the view impacts of the existing trees on the subject property.

Loverine Taylor, 35 Naranja Way, referenced her memo detailing her three concerns specific to this project – construction traffic and parking, drainage, and a timely construction schedule. Referring to projects in Portola Valley in general, she said people now build very large homes, and the amount of dirt being moved changes the contours and the neighborhoods of the Town. She requested that the ASCC consider the effect that these large-scale projects have on neighborhoods for the years that they take to complete.

Alex Curtis, 137 Solana Road, expressed his desire that future generations of his family can enjoy the same views to the western hillside that his family has always enjoyed at his home.

With no further public comments, Chair Ross closed the public hearing and returned to the Commissioners for comment and possible action.

Commissioner Sill said he did not find the height of the building to be objectionable, but was concerned about the effect over time that the growing trees would have on the view.

In response to Commissioner Clark's questions regarding the roof material, project architect, Ken Lindsteadt, said the actual specification for the zinc is pre-oxidized with a matte finish so there is no reflectance. He shared a sample for the Commissioners to view. Chair Ross said he had worked with this material and said it will gradually become grayer, duller, and less reflective. Commissioner Breen said she is supportive of the roof material.

Ms. Curtis said it would be important to see the roof material mocked-up at the site to accurately determine potential reflectivity impacts.

Commissioner Clark asked if there was a plan to eventually replace the remaining redwoods. Mr. Roberts said the problem with removing the redwoods along the rear property line, is that due to the height of the Blumenkranz home, new screening trees would need to be placed further up on the hill on the Blumenkranz property in order to be effective. Commissioner Clark suggested sequential, phased planting that would eliminate the redwoods by the end of the project. He said there should be some dialogue with the Blumenkranzes for a long-term solution.

Commissioner Clark said that along the 137 Solana side of the property, there may be a better solution for screen planting that is non-linear and will not reach a mature height that encroaches into the western hillside view corridor.

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Bernard Trainor, project landscape architect, proposes to modify the planting plan to reduce the amount of screening trees and allowed for more natural groupings of the trees.

Commissioner Clark said he was supportive of no lights facing east, and he appreciated the minimal lighting on the second floor. He asked if there had been any further consideration on the roof slope reduction. He said there would also be benefits to lowering the finish floor. Mr. Roberts said it was his understanding that lowering the finish floor would be detrimental to the nearby oak trees. Commissioner Clark said studying the roof pitch and the finish floor height together is the most effective way of determining how to reduce the scale of the home.

Commissioner Breen said she was disappointed to see the ridge skylight removed because she thought it was architecturally compelling. She was supportive of the materials used and the zinc roof. She said she would prefer the two wings being lowered more, but that landscape trees could help to mitigate the view impacts. She expressed concern about the maturity height of the proposed oak trees, but she thought they were a viable option. She supported further reducing the scope of landscaping and appreciated the reduction in planting and tree removals at the driveway. She advised that it was ambitious to maintain the two acres of proposed native meadow. She suggested the landscape plan include provisions for the planting of screening oak trees along the rear property area so that the remaining redwoods could be removed in approximately five years once the oaks are established. She advised against trimming/topping of the large, existing oak tree near the Curtis property. She expressed support for a construction staging plan that does not include parking on Naranja Way.

Chair Ross said that the design modifications have substantially responded to the concerns expressed by the neighbors. He said the Curtis' western upward view would not be affected as their home is approximately one foot lower than the highest ridge of the proposed project. He said the change to the overall view will be minimal. He did not support a roof mock-up at the site, and said the material samples provided to the Commission were sufficient. He advised the applicant to minimize neighborhood disruptions caused by construction activity by restricting parking on Naranja Way. Chair Ross said he was supportive of the project and appreciated that the applicant has responded to comments and direction while still preserving the design intent. He supported minimal screen tree planting. He advised that he could support approval of the project subject to the conditions stated in the staff report and that the final landscape plan be submitted for review by a designated ASCC member with the requirement that the proposed screening trees be field-placed with the designated member at the time of framing inspection.

Commissioner Clark moved to approve the project subject to the conditions stated in the staff report with the addition of the following conditions:

A final, detailed landscape planting plan shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance. This plan shall include:

- a) Consideration of the remaining redwoods located along the rear (south) property line and identifying any additional redwoods that can be removed. The applicant shall discuss the trees and any additional screen planting to replace the redwoods with the neighbor at 20 Larguita (Blumenkranz). The landscape plan shall be revised to reflect these additional tree removals and any additionally proposed screen planting.
- b) The screening olive and oak trees proposed along the east side property line and driveway shall be reduced in quantity as shown on the revised Sheet L3.0, dated 10/7/15, and presented at the 10/12/15 ASCC meeting.

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- c) The landscape plan shall be further reduced in scope.
- d) Provisions for placement of the proposed screening trees along the driveway with a designated ASCC member at the time of rough framing inspection.

The motion was seconded by Commissioner Breen. The motion carried 4-0.

(5) NEW BUSINESS

- (a) **Architectural Review for a 260-square-foot ornamental garden structure within the front yard setback, modifications to the building exterior, and landscape and hardscape improvements, File #: 19-2015, 385 Golden Oak Drive, Jones Residence.**

Chair Ross noted that although this project is below the 400-square-foot threshold, because of the details of the project, and at the Planning Director's discretion, it is being brought before the ASCC for review and comments.

Interim Town Manager Pedro presented the staff report describing the proposed project and noted that the neighbor across the street expressed concern that two trees proposed at the corner of the house may block his view when they reach maturity. She noted that the applicant's building is approximately 25 feet lower than the building across the street.

Chair Ross called for questions from the Commissioners.

Commissioner Clark asked for clarification of the proposed landscaping at the front of the property. Chris Kurrle, project architect, said the landscaping would be minimal, with the project mainly addressing how the front façade of the building interacts with the street. He said the applicant has significant privacy concerns because of the home's close proximity to the street and that this has driven the proposed entry and façade design.

Commissioner Clark asked if they had considered developing a more native landscape theme to have some oaks and possibly some native chaparral in the planting plan to compliment the façade design.

In response to Commissioner Sill's question on whether the existing eucalyptus trees would conflict with the new oak trees. Mr. Kurrle advised that the applicant had removed three large pine trees, and that the oak trees are proposed to screen headlights from Golden Oak Drive.

Chair Ross noted that the eucalyptus trees appeared to be in the same drip line of the oak trees. Mr. Kurrle advised that the applicant would consider a phased removal the eucalyptus so that new trees could become established as replacement screening material.

Chair Ross asked Mr. Kurrle about reducing the amount of path lighting within the front setback area. Mr. Kurrle advised that they were not proposing to add any lighting on the house and were swapping out existing light fixtures. He said the applicant desired to keep all fixtures identified on the plans.

In response to Commissioner Clark's question, the applicant said the light source closest to the house is turned toward the street and the others are turned toward the house. Commissioner Clark suggested eliminating that light or putting it on the other side of the path so the light source will not be visible. He further suggested eliminating one or both lights at the driveway.

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Commissioner Clark commented that the design was very contemporary, and that the louver system was a unique architectural solution. He asked if any other material was considered for the covered garden structure. The applicant said there is no other material option, and that the owners are striving for zero maintenance.

Chair Ross opened the public hearing. With no public comments, Chair Ross closed the public hearing and returned to the Commission for discussion and action.

Commissioner Clark was supportive of the ornamental garden structure trellis as proposed. He was also supportive of the additional roof height at the parapet to unify the entire front of the house. He also suggested rotating the one path light to face the house and elimination of the path lights at the autocourt. He also supported the landscape plan with the removal of the eucalyptus.

Commissioner Sills offered support for the project. He said the eucalyptus do not fit with the landscape plan and should be removed.

Commissioner Breen said the garden structure was a great solution. She said the only grass on the plan is *muhlenbergia rigens* and advised that it will create a very stylized kind of planting. She supported planting that was more rural and rustic in form and that will be planted in a non-linear fashion. She said she wanted to ensure that the new trees do not obscure views that have been opened up by removal of the pines. She suggested eliminating the path light facing the street as well as the path light on the right hand side at the beginning of the pathway. She said the existing invasive pampas grass, *stipa tenuissima*, and *pennisetum* need to be removed.

Chair Ross said this particular proposal was appropriate for the ornamental garden structure exception. He supported the proposed exterior finish material and modification of the building parapet. He offered support for the ornamental desert planting theme along the entry way and the quantity of path lights proposed. He supported rotating all path lights away from the street.

Mr. Kurrle advised that the path light at the southeast corner of the path from the autocourt would be turned 90 degrees so that it will not face Golden Oak Drive.

Commissioner Clark agreed with Commissioner Breen that the landscape plan needed to come back to a designated ASCC member for review, incorporating the comments and suggestions made this evening.

Commissioner Breen moved to approve the project with the changes to the lights as discussed and that the landscape plan, with consideration for eucalyptus removal, be submitted to the satisfaction of a designated ASCC member prior to building permit issuance. The motion was seconded by Commissioner Sill. The motion carried 4-0.

(6) COMMISSION AND STAFF REPORTS:

a. Alpine Road Retaining Wall Project Update.

Ms. Pedro said that Public Works Director Young advised that the project is complete, erosion control is installed, and the seeding and clean-up is complete. Commissioner Breen suggested that pre-emergent be applied to prevent *dittrichia*. She also advised that *dittrichia* is growing in the area of the recently upgraded AT&T cellular equipment site, and that this should be addressed immediately. Ms. Pedro said she would forward the suggestion to Mr. Young and

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contact AT&T.

Commissioner Breen advised that she reviewed the revision to landscaping at 465 Golden Oak.

She also inquired about the installed roofing material for the project at 157 Westridge Drive that appeared very reflective. Ms. Pedro advised that staff would follow-up on the inquiry.

(7) APPROVAL OF MINUTES: September 28, 2015. Commissioner Breen moved to approve the September 28, 2015, minutes as submitted. Seconded by Commissioner Clark, the motion passed 2-0-2. (Chair Ross and Councilmember Sills abstained.)

(8) ADJOURNMENT 10:12 p.m.