

**Special Field Meeting 835 Westridge Drive Van Cruyningen/Van Hart,
Special Field Meeting at 4139 Alpine Road, Alpine Hills Tennis & Swimming Club,
Regular Evening Meeting 765 Portola Road, Portola Valley, California**

Vice Chair Schilling called the special afternoon field meeting to order at 4:05 p.m. at 835 Westridge Drive.

Roll Call:

ASCC: Breen, Gelpi, Schilling, Warr

Absent: Chase

Town Staff: Deputy Town Planner Vlastic

Others present relative to the Van Cruyningen/Van Hart project:

Holly Van Hart, applicant

Ike Van Cruyningen, applicant

John Richards, project architect

Bev Lipman, Westridge Architectural Supervising Committee (WASC)

Bill Lane, 880 Westridge Drive

Janice Aldag, 909 Westridge Drive

(Also present was a woman who identified herself only as a future potential Portola resident.)

Architectural Review for New Residence with detached garage/guest house, 835 Westridge Drive, Van Cruyningen/Van Hart

Vlastic presented the April 21, 2006 staff report and explained that this site meeting was scheduled as the start of ASCC preliminary review of the subject proposal for construction of a new, partial two-story, 5,600 sf residence with 1,470 sf basement on the subject 3.5 acre Westridge subdivision parcel. He noted that the project includes a detached, 1,355 sf accessory structure that has a lower level garage and upper level guest house. He added that, based on the preliminary grading plan, the project architect has estimated grading volume to be 697 cubic yards and that this volume of grading will require a site development permit. He clarified that the project architect advised that the site development permit would be applied for after the ASCC completes preliminary review and comment on the proposal. Vlastic then reviewed the following enclosed plans, unless otherwise noted, dated 3/15/06, prepared by F. John Richards Architect:

Sheet A01.1, Title Sheet and Vicinity Map

Sheet A01.2, Constraints Map

Sheet A01.3, Site Plan

Sheet A01.4, Floor Plans

Sheet A02.1, Building Elevations

Sheet L01.1, Preliminary Landscape Plan

Sheet C01.1, Preliminary Grading and Drainage Plan

Topographic Map Sheet 1, Bruce D. Woodworth L.S. 4850, 11/29/05

Topographic Map Sheet 2, Bruce D. Woodworth L.S. 4850, 11/30/05

Also referred to were the arborists report for the project prepared by Barrie D. Coate and Associates dated March 7, 2006 and the proposed colors and materials binder, submitted by the project architect.

Mr. Van Cruyningen and John Richards presented a project model and reviewed the project plans. Mr. Richards explained design options considered during the course of plan development and the factors influencing the current design scheme. Following general presentation of plans, the applicant and project architect led ASCC members and others present on a tour of site conditions. During the site inspection, they offered the following comments and clarifications:

- The story poles, staking and taping set for the site visit were explained using the story pole location map provided with the application submittal. It was noted that the trees discussed in the arborists report were tagged and that colored ribbons were added to easily identify key trees to be preserved (green ribbon) and those to be removed (orange ribbon).
- The plan constraints map was referred to in review of the key factors impacting the options for site and house planning.
- It was noted that the design was at least in part influenced by the applicants desire to live in the existing house during the time the new house is being constructed. Other factors discussed included preservation of some of the taller trees on the top of the site, and the desire of the neighbor to the southwest, i.e., Mrs. Cully, to have the new improvements as far away from her property as possible.
- It was explained that the plans had been shared with most surrounding neighbors and that none expressed any significant concerns with them.
- In response to a question, it was noted that the new house would be cut into the top of the site roughly four feet to keep the profile low. Also in response to a question it was noted that the new fencing would be constructed with metal pickets matching those proposed for use on the new driveway entry gate.
- * Identification was made of the oak trees proposed for relocation to screen views to the proposed garage site and the fill and retaining walls associated with garage and driveway access to it.

After walking the site, public input was requested. **Janic Aldag** stated general support for the project and **Bill Lane** asked for and received clarification of the distance of the proposed improvements from the trail easement along Westridge Drive. (Vlasic noted that the distance was approximately 50 feet.)

Bev Lipman referred to the April 4, 2006 review letter from the WASC and the concern noted in the letter relative to the views to the proposed garage and suggestions for cutting the proposed house further into the site. She also stated support for the comments in the staff report regarding less use of driveway pavers and more use of asphalt for driveway surfaces that would be visible from the Westridge Drive corridor.

After walking the site, ASCC members offered the following preliminary reactions:

- There is significant concern with the plan for living in the existing house while the new construction is being pursued. Members worried over impacts on construction parking and staging and stressed the need for a comprehensive construction staging plan to demonstrate how the desired construction process could work.
- Design options need to be explored that would relocate the garage and lower driveway out of their currently proposed sites because of the significant visual exposure to Westridge Drive. Members noted that while landscape solutions were possible, it would be preferred if the garage improvements could be moved to the top of the property and the lower driveway and associated grading and retaining wall eliminated from the plans. It was further noted that if the garage stays in its presently planned location, significant landscaping would be needed and the garage door plans would need to be adjusted to eliminate the proposed windows. Members also expressed concern over the loss of trees if the garage was developed as currently proposed. Warr referenced trees 17 and 26 and suggested both or at least one, preferably 26, should be preserved.
- Concur with staff comments for less use of pavers and more asphalt surface for the new driveway. Breen stated that the pavers should only be used in the parking area at the top of the property and not for any of the driveway extensions from Westridge Drive.

Richards commented that moving the garage to the top of the property would require a full fire truck turnaround by the garage, which is not required with the current plan. He also suggested that some of the taller trees could be lost with the garage located on the top of the site.

At the conclusion of the site meeting ASCC members agreed that project review should continue at the regular evening ASCC meeting, as it was a noticed agenda item. It was clarified that the evening meeting would provide the opportunity to receive additional comments on the project; but, after presentation of such comments, project review would be continued to the May 8, 2006 regular meeting to allow time for consideration of the preliminary findings and, as necessary, project refinements and adjustments. Members thanked the applicants and project architect for the opportunity to better understand site and area conditions

Adjournment

At approximately 5:10 p.m. the **Van Cruyningen/Van Hart** field meeting was adjourned. Schilling advised that the second special field meeting would convene at Alpine Hills Tennis & Swimming club at 7:30 p.m.

Special Field Meeting at 4139 Alpine Road, Alpine Hills Tennis & Swimming Club,

Vice Chair Schilling called the special evening field meeting to order at 7:30 p.m. at the main entrance to the Alpine Hills Tennis & Swimming Club clubhouse.

Roll Call:

ASCC: Breen, Gelpi, Schilling

Absent: Chase, Warr

Town Staff: Deputy Town Planner Vlastic

Others present relative to the Alpine Hills Tennis and Swimming Club project:

Pat Lee, owner of the property along the western boundary of the club

Steve Kikuchi, project landscape architect

Joel Cantor, project architect

Bill Wraith, Club representative

Two representatives of the Club's lighting consultant

Continued Review for conformity with Conditions of Use Permit X7D-13, Building Permit Plans for new fitness building and other required use permit plan revisions, 4139 Alpine Road, Alpine Hills Tennis & Swimming Club

At the start of the site meeting, Vlastic acknowledged Mrs. Lee and the April 24, 2006 letter from her attorney Frank A. Small to the town expressing concern over any actions associated with improvements along the Lee property line common with the club parcel. Vlastic explained that the purpose of the site meeting was only to address exterior colors and lighting proposals and that no actions were before the ASCC relative to possible improvements along the common parcel boundary. He assured Mrs. Lee that she would receive notice of any such proposal and be given full opportunity to have her concerns presented to the town.

Mrs. Lee expressed thanks for the clarifications, indicated she did not need to participate in the color and lighting matters and left the meeting.

After Mrs. Lee's departure, Vlastic reviewed the comments in April 21, 2006 staff report relative to the matters before the ASCC; specifically review of the trim color on the clubhouse and consideration of lighting plans.

With respect to the trim color, Vlastic explained that the samples of existing siding and trim colors presented by the project architect at the March 27 ASCC meeting were checked against the town's policies relative to light reflectivity values (LRV). He noted that the siding color (i.e., #668-93 Weather King Low Luster) is under the 40% LRV limit and the trim color (i.e., #664-91 Weather King Semi-gloss) is under the 50% LRV limit. ASCC members considered the samples and compared them to the painting on the clubhouse. It was noted that the painting matched the samples and ASCC members agreed the colors were acceptable and should continue to be used for club improvements.

After ASCC acceptance of the colors, Steve Kikuchi presented the proposed revised master lighting plan. He distributed full size sheets and discussed the various lighting proposals provided for on the master plans. The clubs lighting consultants then presented illuminated "mock-up" demonstrations of the proposed new light fixtures. Included were the Luminaire step and seat wall light fixtures, the "Single Direction Wall Luminaire" and a possible alternative small directional light fixture, with shield and frosted lens. During the presentation, the following clarifications were offered:

- While the wall luminaire contains a fluorescent bulb the wattage of the bulb is not known. It is possible that it is brighter than the 18 watts noted on the proposed plan documents. In response to concern over the intensity of light and the "washing of walls" by the fixture, it was noted that a colored lens or lower wattage bulb might be considered. It was also suggested that the fixture could be modified, or an alternative fixture used to move the light source further away from the building walls.
- It was noted that due to height limitations associated with low walls with railings around the new deck, the maximum height for the mounting of the step luminaire would likely be 15 inches from the deck to the center of the light, with the bottom of the fixture 12 inches above the deck.
- The county health department regulates lighting levels in the pool area. At this point it is understood that the county will require a minimum level of three-foot candles within five feet of the edges of the pool. This is a significant amount of light and the club is still reviewing options on how to satisfy the county requirements that would be imposed with the future pool replacement project.
- The fountain lights are desired for lighting of the adjoining pathway and the water feature, but primarily during special evening Club events.

After reviewing the mock-up demonstrations and receiving the clarifications, ASCC members agreed they were not ready to approve the proposed master lighting plan. Members offered the following comments and directions for the applicant to consider in developing plan modifications:

- The luminaire step and seat wall fixtures are acceptable as planned, but the plan should note that the mounting height for the step fixture shall be a minimum of 15 inches from the deck surface to the center of the fixture.
- Wherever possible, the existing floodlights shown to remain should be replaced with the small directional, shielded and frosted fixture used in the lighting demonstration.
- The Single Direction Wall Luminaire should be modified to include a colored lens or lower wattage bulb so that the light spill is not as intense as was the case with the demonstration fixture. Alternatively, and preferably, a fixture should be selected that uses a softer appearing light source and moves the source out from the wall to avoid "wall washing." The final spacing of the lights should be adjusted to avoid significant area of overlapping illumination.

- The proposed pathway and fountain lights are acceptable, but the fountain lights need to be on a separate switch and not timer controlled so they are on only when needed for the special events.
- The final lighting plan sheets need to include descriptions of all switching patterns.
- The county lighting requirements for the pool deck area need to be fully and clearly defined so that reasonable options for providing the required illumination can be identified and considered.

At the conclusion of the site meeting ASCC members agreed that project review should be continued to the May 8 regular ASCC meeting so that the proposed master lighting plan could be revised to accommodate the directions provided at the site meeting.

Adjournment

At approximately 8:20 p.m. the **Alpine Hills** field meeting was adjourned. Schilling advised that the regular evening ASCC meeting would convene at Portola Valley Town Hall as soon as members could get to the Historic School House meeting room.

Vice Chair Schilling called the meeting to order at 8:32 p.m.

Roll Call:

ASCC: Breen, Schilling, Warr

Absent: Chase, Gelpi*

Town Council Liaison: Merk

Planning Commission Liaison: Zaffaroni

Town Staff: Deputy Town Planner Vlastic, Planning Technician Borck

•Schilling advised that after the Alpine Hills special site meeting, Gelpi had a personal emergency that prevented him from coming to the regular evening ASCC meeting.

Oral Communications

Oral communications were requested, but none were offered.

Continued Review for conformity with Conditions of Use Permit X7D-13, Building Permit Plans for new fitness building and other required use permit plan revisions, 4139 Alpine Road, Alpine Hills Tennis & Swimming Club

Vlastic advised of the events of the site meeting on this matter that took place earlier in the evening (see above site meeting minutes) and that the review of the clubs master lighting plan was continued to the May 8, 2006 regular ASCC meeting.

Architectural Review for residential additions, 45 Tintern Lane, Tidmarsh

Vlastic presented the April 21, 2006 staff report on this proposal for approval of plans for additions to and substantial remodeling of the existing single story residence on the subject 1.1 acre Grove Drive area parcel. He reviewed previous plans for parcel development that had not been implemented and compared the current proposal to the plans approved by the ASCC in 2000. Vlastic also advised that the added to house with the detached garage would result in a total floor area in the single largest structure of 4,626 sf and this would be 88% of the total permitted floor area. He explained that such concentration of floor area beyond 85% is only possible subject to special findings being made by the ASCC as evaluated in the staff report.

ASCC members considered the staff report and the following project plans, unless otherwise noted, dated March 2006 and prepared by D. Patrick Finnigan:

Sheet A1, Site Plan

Topographic map, Turnrose Land Surveying, March 1999

Sheet A2, Existing Floor Plan

Sheet A3, First Floor Plan (N)

Sheet A4, Second Floor Plan

Sheet A5, Basement

Sheet A6, Elevations

Sheet A7, Elevations
Sheet A8, Existing Elevations (including cut sheet for proposed light fixture)
Sheet E1, Exterior Lighting
Landscape Plan, Harlow Williams Jr., 3/8/06

In addition to the plans, the ASCC considered the proposed exterior colors sheet received by the town on March 31, 2006.

Mr. and Mrs. Tidmarsh and Patrick Finnigan presented their project to the ASCC and offered the following comments and clarifications:

- It was noted that the applicant would prefer an attached garage as would the neighbor immediately to the east of the garage site at 25 Tintern Lane, but that it was understood this was not possible due to floor area limitations.
- In response to comments in the staff report an arborist was engaged to review the plans for the rear yard seat wall. He recommended that the dirt uphill of the large oak not be removed as shown on the plans. The plans will, therefore, be modified to eliminate the proposed grading uphill of the tree.
- In response to a question, it was stressed that the existing adobe structure would be retained and that there is no plan at all to remove it. Further, it was stated that the existing adobe walls would be left exposed and not covered with stucco.
- The story poles placed to demonstrate the scope of the new improvements were not "cut" to accurately show the heights at the eave line of the "tower" features. They therefore, actually imply more height and mass than would actually be the case with these proposed elements.

Vlasic explained the town's floor area limitations and that the 400 sf of required covered parking space would count against the 85% floor area limit whether or not the garage was attached to the house. He further clarified, that in this case attaching or detaching the garage made no difference in terms of floor area compliance or the findings required by the ASCC.

ASCC members also reacted to the garage issue and all agreed they could make the findings for the concentration of floor area with an attached or detached garage. Members agreed the decision would be left to the applicant, but noted that attaching the garage to the house would impact the design and location now planned for the exterior stairs to the proposed basement.

Public comments were requested. **Bunny Dawson**, the neighbor at 25 Tintern was present and confirmed her support for the project and preference for an attached garage plan as it would reduce grading into the slope below her property.

ASCC members found the project generally acceptable, but shared some concerns with the proposed exterior lighting, and opinions differed on the planned "tower" elements. Schilling suggested they be lower while Warr found them appropriate. Schilling indicated his concern with their appearance when viewed from the common driveway approaching

the house and suggested lowering the "towers" by at least six inches. Warr stated the design, with preservation of the existing adobe structure, presented a character of "assemblage over time" and that with additional time would harmonize well with site and area conditions.

After discussion, concurrence was reached to support the project as designed and to make the findings for concentration of floor area as evaluated in the staff report. Thereafter, Warr moved, seconded by Breen and passed 4-0 approval of the project as proposed subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of a designated ASCC member prior to issuance of the building permit:

1. The plans shall be modified to eliminate the proposed grading uphill of the large backyard oak tree.
2. The lighting plan shall be revised as follows:
 - a. The number of proposed lights in the front yard trellis shall be reduced from 5 to 3
 - b. The two wall mounded fixtures proposed at the master bedroom balcony shall be replaced with low, wall mounted lights placed in the balcony railing wall and facing back to the master bedroom doors.
 - c. The three wall lights proposed to light the steps to the basement shall be replaced with low step lights mounted on the step wall opposite to the family room wall. Further there shall only be one light at the basement door at the landing at the bottom of the exterior stairs.
3. A construction staging and vegetation protection plan shall be prepared and once approved the plan shall be implemented to the satisfaction of planning staff.
4. The building permit plans shall clearly show that the existing central adobe structure is to be preserved and not covered with stucco and that this approval does not allow for removal of the structure.
5. The final building plans may include either an attached or detached garage. If, however, an attached garage is decided upon, the plans shall be presented to the full ASCC for consideration as a typical follow-up item.

Architectural Review of plans for house additions and detached accessory garage, 230 Nathhorst Avenue, Falore

Vlasic presented the comments in the April 21, 2006 staff report on this proposal for the addition of a new 1,121 sf detached garage and a 286 sf floor area addition to the existing 4,198 sf, single story residence on the subject 1.21 acre Nathhorst Triangle Area property. He noted that the project includes remodeling the existing attached three-car garage into a two-car facility, with the remainder of the existing garage space and the proposed 286 sf house addition being developed as a new attached exercise room. ASCC members considered the staff report and the following project plans dated March 29, 2006 and prepared by Steven S. Lesley, Architect:

Sheet A-1, Site Plan, Existing and Proposed Front Perspectives

Sheet A-2, Existing Partial Site Plan
Sheet A-3, Proposed Partial Site Plan
Sheet A-4, Existing Floor Plan
Sheet A-5, New Floor Plan
Sheet A-6, Exterior Elevations
Sheet A-7, Roof Plan (lighting)
Sheet A-8, Existing Impervious Areas
Sheet A-9, Remodeled Impervious Areas

Also considered was a sheet with color images of existing conditions in the area of the proposed improvements. It was noted that the sheet contained a color sample for the existing/proposed "Birch Forest" green stucco siding color. Also available for ASCC reference was a cut sheet for the existing/proposed recessed eave light fixture.

Mr. Falore and Steven S. Lesley presented their plans to the ASCC and offered the following comments and clarifications largely in response to issues discussed in the staff report:

- No eave lights would be on the northeast side of the new garage. Two recessed eave lights would, however, be added over the new garage doors on the east side of the remodeled garage and two wall mounted fixtures are desired at the northeast elevation doors to the new exercise room. A cut sheet for these proposed lights was presented.
- Although the plans do not show it, the desire is to relocate the existing decorative pole lights to new locations adjacent to the parking areas. The desired locations were identified and it was noted that the existing clear bulbs would be replaced with frosted bulbs. It was also noted that the pole lights had been on the property since approximately 1981.
- All new garage doors would be painted the same green color used on the existing garage doors and the stucco siding of the house.
- There would be water extended to the garage and a hose bib. No other plumbing fixtures are proposed.

Public comments were requested, but none were offered.

ASCC members concluded that the project was generally acceptable as proposed but did not support the relocation of the three existing pole light fixtures. After considerable discussion, members agreed that if the fixtures were to be relocated, this should only occur with a complete review of all existing and proposed lighting to demonstrate the poles lights would serve specific functions and that overall lighting plans would be in conformance with current town lighting regulations and policies.

After discussion, Warr moved, seconded by Breen and passed 3-0 approval of the plans as presented and clarified, subject to the following conditions to be addressed, unless otherwise noted, to the satisfaction of planning staff prior to issuance of a building permit:

1. The existing three pole lights shall be eliminated from the site and not shown on the proposed plans, except "for removal." If, however, the applicant desires to relocate them

on site, then a comprehensive lighting plan shall be prepared to the satisfaction of the ASCC. This plan shall include all existing and proposed lighting and shall demonstrate the pole lights would serve specific functions and that the lights and overall site lighting would be in conformance with current town lighting regulations and policies. The ASCC may require further plan adjustments and removal of other existing lighting to compensate for the relocated pole lights.

2. The plans shall clearly state that all new garage doors are to be painted the same green color used on the existing garage doors and the stucco siding of the house
3. A construction staging and vegetation protection plan shall be prepared and once approved, the plan shall be implemented to the satisfaction of planning staff.

Architectural Review for New Residence with detached garage/guest house, 835 Westridge Drive, Van Cruyningen/Van Hart

Vlasic presented the April 21, 2006 staff report on this preliminary review of the subject proposal for construction of a new, partial two-story, 5,600 sf residence with 1,470 sf basement on the subject 3.5 acre Westridge subdivision parcel. He reviewed the events and ASCC conclusions reached at the afternoon special site meeting on the project (see above site meeting minutes). Vlasic added that since this was only a preliminary review, project consideration should, after any discussion or comments, be continued to the May 8 regular meeting.

Holly Van Hart, Ike Van Cruyningen, and John Richards were present to further discuss the project plans with ASCC members. Holly Van Hart emphasized the need to live in the existing house during the construction process due to the high cost of rental property. The following additional comments and clarifications were offered:

- A diagram was presented demonstrating that a number of options had been considered for location of the garage. It was emphasized that the proposed location responded to concerns of the neighbor to the southwest, desires for level yard space in close proximity to the house, and efforts to minimize tree impacts.
- The proposed lower driveway could be used for construction staging and parking and would developed at the start of the construction effort.
- With the current proposal, 80% of the planned house would not be visible from off site.
- The current plan avoids the need for a large fire truck turnaround on site.

Public comments were requested, but none were offered.

ASCC members stated appreciation for the additional clarifications offered by the applicants and project architects, but reiterated the comments offered at the site meeting regarding the need to consider alternatives for the location of the proposed garage. Further, Warr again stressed his hope that tree #26 could be saved and advised he was less concerned about tree #17. Members noted that while a landscape solution is also still a possibility, the first choice remains a redesign to relocate the garage and eliminate the lower driveway.

At the conclusion of the discussion, project review was continued to the May 8, 2006 regular ASCC meeting.

ASCC Post Construction Analysis of Residential Projects

Vlasic advised that the project evaluation report would be presented to the ASCC with the packets for the May 8, 2006 regular ASCC meeting.

ASCC Volunteer to assist with Town Center Playground Equipment Selection

Vlasic reviewed the comments in the April 21, 2006 staff report on this matter and Warr then agreed to serve as the ASCC liaison to the Town Center playground equipment selection task force.

Approval of Minutes

Breen moved, seconded by Schilling and passed 2-0-1 (Warr) approval of the March 27, 2006 meeting minutes as drafted. It was noted, however, that staff should check with Gelpi to see if he had any comments on the minutes.

Scheduling Updates

Warr advised that he would not be able to attend the June 26 regular ASCC meeting and Breen indicated she could not be at the May 22 meeting. Schilling stated he might also be away on June 26th.

Adjournment

There being no further business, the meeting was adjourned at 9:58 p.m.

T. Vlasic