

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

Roll Call:

ASCC: Chase, Breen, Schilling, Gelpi

Absent: Warr

Town Council Liaison: Merk

Planning Commission Liaison: McKitterick

Town Staff: Deputy Town Planner Vlastic, Planning Technician Borck

Oral Communications

Oral communications were requested, but none were offered.

Architectural Review of plans for detached accessory garage and guest house structures, 4205 Alpine Road, Raines

Vlastic presented the March 23, 2006 staff report relative to the ASCC's continuing review of this application for construction of two detached accessory structures on the subject 1.18 acre Alpine Road parcel. He discussed the 3/13 ASCC review meeting, issues discussed at the meeting and the following revised project plans received 3/23/06 and, unless otherwise noted, dated 3/22/06 and prepared by CJW Architecture:

Sheet: T-01, Title Sheet

Sheet: A-1.1, Revised Site Plan (with proposed outdoor lighting & landscaping)

Sheet: A-2.1, Floor Plan

Sheet: A-2.2, Roof Plan

Sheet: A-3.1, Exterior Elevations

Vlastic displayed the cut sheets for the three proposed different light fixtures and noted they were the same as presented with the materials considered at the 3/13 meeting. Also presented for reference was the proposed exterior "Finish Color Board" dated 12/23/05, i.e., the same board considered at the 3/13 ASCC meeting.

Applicant Kelly Dietrich and project architect Mark Sutherland presented the revised plans to the ASCC. Sutherland also presented further plan revisions dated March 24, 2006 and offered the following comments relative to the March 22 revisions as further modified by the March 24 plans:

- The March 24 plan revisions include modifications to the roof form of the proposed garage to address the height and massing concerns discussed in the staff report. In addition, the revised site plan reduces the number of pathway lights to conform to staff report comments and ASCC directions offered at the March 13 meeting. It was also noted that the revised site plan includes the adjustments to the proposed driveway to

allow for preservation of the existing 6" fruit tree and identification of the sizes of the proposed new trees as requested by the ASCC at the 3/13 meeting.

- Four (4) computer-generated renderings of the proposed guest house and garage structures were presented, each dated 3/24/06. It was noted that the renderings include the revised roof forms and lower heights shown on the 3/24 plan elevation sheet and provide some indication of screening that would be eventually achieved by the proposed tree planting. It was also noted that the exterior finishes would no longer include use of the "blue" trim color shown on the colors board. It was explained that all wood siding would be stained as proposed on the color board, but the wood trim would be stained to match the "medium bronze" color proposed for the window frames generally as indicated on the revised 3/24/06 renderings. It was also pointed out that the main garage door would be stained to match the wood siding proposed on the two structures.
- With respect to the concerns expressed in the staff report regarding the existing spotlights on the existing main house, the applicant has been made aware of the concern and is willing to consider adjustments for conformity to current town lighting policies and requirements.
- The story poles placed to facilitate ASCC review at the March 13 site meeting remain in place and were not adjusted to depict the proposals shown on the 3/24 revised plans.

Public comments were requested, but none were offered.

All ASCC members agreed that the 3/24/06 revisions addressed the key issues discussed at the 3/13 meeting and in the 3/23 Staff report. Members also agreed that the revised color scheme was acceptable and appropriate. Members concluded that with the plan revisions, they could make the necessary zoning ordinance and accessory structures policy statement findings for the proposed guest house and detached accessory garage, as evaluated in the staff reports, as long as a deed restriction was placed against the property as recommended in the March 9, 2006 staff report.

Members also agreed that some further adjustments were needed to the landscaping and lighting plans and that the spotlight lighting on the existing main house should be modified to conform to current town lighting policies and requirements. Following discussion, Gelpi moved, seconded by Breen and passed 4-0, approval of the proposed plans as revised by the March 24, 2006 plan sheets, including the revised site plan, all as submitted and clarified at the March 27 ASCC meeting, subject to the following conditions to be addressed prior to issuance of a building permit:

1. A deed restriction shall be recorded against the property to the satisfaction of the town attorney that provides that the guest house and the garage shall not be converted to structures inconsistent with town policies or zoning regulations. Specifically, the deed restriction shall provide that neither the guest house nor the garage shall be converted or joined to each other so as to create a guest house larger than 750 sf. In addition, the deed restriction shall limit the use of the Firethorn Way access to only periodic maintenance, temporary construction, service or emergency access uses and prohibit any other access.

It shall specifically provide that the Firethorn Way access shall not be used for any, regular day-to-day vehicle access to the property.

2. The lighting plan shall be modified to replace the two proposed pendent fixtures with recessed lights to the satisfaction of a designated ASCC member. If a light is required at the west side "person" entry door to the garage, the fixture shall be specified to the satisfaction of a designated ASCC member.
3. The site plan shall be modified to state that all new trees shall be a minimum 24" box size planting.
4. The existing spotlight lighting on the main house shall be replaced with lights conforming to current town lighting policies and requirements to the satisfaction of a designated ASCC member.
5. A construction staging and vegetation protection plan shall be provided to the satisfaction of town planning staff. Once approved the plan shall be implemented to the satisfaction of town staff. If the plan provides for construction access, parking or staging from or within Firethorn Way, it shall specify the conditions for such use to ensure that the existing public trail is not impacted by the construction operations.

Architectural Review for Carport Conversion, 45 Saddleback, Portola Valley Ranch, Larcker

Vlasic presented the March 23, 2006 staff report on this application for enclosure of the existing flat roof, detached carport located on the subject site at the western end of the Saddleback cul-de-sac bulb in Portola Valley Ranch. He noted that the proposal includes the changes to the carport and a window addition on the northeast side of the multi-story residence. He added that no grading is needed and all existing vegetation is to be preserved. ASCC members considered the staff report and the following project plans received March 1, 2006 prepared by Universal Developing, Commercial Contractors:

Site Plan, 2/27/06
Construction Proposal, 2/10/06
Sheet 1, (e) Floor Plan, 10/20/05
Sheet 2, (N) Elevation (and floor plan), 10/20/06
Sheet 3, Proposal for new house window

Also considered was a letter from the Portola Valley Ranch design committee dated January 9, 2006 conditionally approving the proposed plans. It was noted that the Ranch approval includes, among other things, limitations on the front elevation trellis, colors and materials (i.e., must match all existing materials and finishes) and allowance for future addition of a new side or rear entry door to the garage. It was further noted that the plans presented to the ASCC include the trellis adjustments called for in the Ranch approval conditions and state that all improvements will be finished in materials matching existing conditions, including the medium to dark brown/taupe solid wood stain used on the house and carport siding and trim.

Jerry Chapman, project designer presented the proposal to the ASCC and advised he had no additional comments to offer to those in the staff report. In response to a question, he advised that the existing light fixture on the front of the carport would remain and that no new lighting is proposed with the project.

Public comments were requested, but none were offered.

ASCC members discussed the project and found it generally acceptable as submitted. Members wondered, however, about the Ranch design committee response to the concerns expressed in the staff report about the existing Craftsmen style light fixtures used along the common entry to the subject house and neighboring house to the northeast. Vlasic advised that this matter had been brought to the attention of the Ranch design committee staff and consultants and that they were looking into the matter. He added that both the committee staff and consultants advised that the Craftsmen style fixture is not a type of fixture approved for use at the Ranch. Vlasic advised that town staff would continue to interact with the Ranch representatives to clarify and resolve issues associated with the existing entry lights.

Chase commented that while she generally prefers the use of carports at the Ranch because the openness is more consistent with conditions along the streets and the basic architectural style used in the development, in this case she found the enclosure acceptable.

Following brief discussion, Gelpi moved, seconded by Schilling and passed 4-0 approval of the project plans as proposed.

Prior to consideration of the following request by Alpine Hills Tennis & Swimming Club, Chase and Breen requested clarification of their ability to participate in the discussion. Both stated they were club members and wondered if conflict of interest provisions prevented their participation. Staff advised that the town attorney indicated that in situations where 10% or more of town residents were, for example, members of a club or entity seeking a town approval, then any committee or commission members who were part of that membership could participate due to the relatively large size of the town population involved. It was noted that in this case, more than 10% of town residents appear to be club members and that Chase and Breen could participate in the discussion.

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

Vlasic presented the comments in the March 23, 2006 staff report on this request by Alpine Hills Tennis & Swimming Club (club) for ASCC review of building permit plans for the fitness building authorized by the club's use permit, as most recently amended in August of 2005. Vlasic noted that during staff's initial review of the fitness building proposal, it was determined that some additional club master plan documents needed revision, as explained in the March 16, 2006 staff review memorandum, and that certain building permit plan changes and clarifications were also needed. Vlasic then discussed the submittals made by the club in response to the staff review. Specifically he discussed the March 23, 2006 memorandum to the town from club landscape architect Steve Kikuchi, and March 20, 2006

proposed revised Master Plan documents. Vlastic also reviewed the revised fitness building permit plan set received on March 23, 2006.

In presenting the submittal, Vlastic pointed out that the March 20, 2006 revised plans address the more general requirements of the use permit conditions and that ASCC review and approval of the revised plans is required pursuant to the conditions of the approved use permit. He also noted that ASCC consideration of all specific building permit plans is required by the use permit and then specifically shared a set of the revised fitness center building permit submittal, received 3/26/06, with ASCC members.

Vlastic noted that, as evaluated in the March 23 staff report, the revised master plan documents include all of the revisions called for in the amended use permit and that the March 23 transmittal letter from Mr. Kikuchi sets forth clarifications on the basic timing and phasing of the long term improvements shown on the master plan. Vlastic added that the building permit plans for the fitness center also address the outstanding matters identified by staff in its March 16 review memo.

Vlastic commented that there were, however, two more significant issues that need more clarification by the applicant and specific ASCC attention. He advised that the first has to do with the CUP mandated change in building trim color to conform to the town's 50% maximum light reflectivity value (LRV) policy limit and the second has to do with the currently proposed revision to the lighting sheet of the master plan documents, i.e., Sheet 7. Vlastic commented that, in particular, the lighting plan shows considerably more lighting than the conceptual plan included with the approved use permit documents and that the ASCC will need to determine how best to pursue review of the proposed plan. He suggested that an evening site meeting might be needed to better understand the proposal, particularly in relationship to the scope of existing lighting that is to remain. He also noted that the plans now include lighting in trees and that such lighting is prohibited by town ordinances.

Vlastic commented that while the fitness center building permit plan revisions were, for the most part, responsive to the staff review comments, the proposed building permit lighting plan and building trim color would need to be finally revised after the ASCC is satisfied with these elements of the master plan documents.

Steve Kikuchi, project landscape architect, and Joel Cantor, project architect, presented the revised submittals to the ASCC. They reviewed the comments in the March 23, 2006 letter from Mr. Kikuchi, and offered the following comments and clarifications:

- In response to a question, it was noted that the "sound wall" improvements would likely be in the third phase of club improvements.
- New roofing and replacement roofing will not be with wood shakes. The plan now is to use CertainTeed Landmark TL, composition shingle roofing with the specific color/material to be "Shenandoah." It was noted that a manufacturer's product sheet for the roofing would be provided. In response to a question, it was clarified that when the clubhouse additions are pursued, the entire clubhouse would receive a new CertainTeed composition shingle roof.

- There may have been some confusion created relative to the trim color proposals. First, the fitness center building permit plans incorrectly referred to "white" as the trim color. Further with relatively recent repainting of the club, the actual trim color used appears to meet the 50% LRV. Samples were presented of the existing siding color (i.e., 668-93 Weather King Low-Luster) and the existing trim color (i.e., 664-91 Weather King Semi-gloss). It was noted that both appeared to be within the town's current LRV policy limits.
- In response to a question, it was noted that the repairs/restoration to the drainage course east of the locker room building, would occur during the final phase of club improvements. It was noted that the scope of repair/restoration anticipated with the original CUP amendment, when a larger scale of improvements was planned, was more involved than the current plans. It was also explained that the repair and restoration work should take place after the other improvements are complete so drainage course landscaping would not be damaged by the ongoing phases of improvements.

Public comments were requested, but none were offered.

ASCC members discussed the project and agreed with the basic comments and concerns presented in the staff report and at the meeting. Breen stressed that while she understood the timing for the drainage course work, she wanted to make sure the work was not forgotten.

ASCC members agreed that more evaluation of the proposed lighting plan was needed, but also concurred that the other master plan documents and the building permit plans for fitness center appeared acceptable subject to the qualifications set forth in the staff report. With respect to the lighting and trim color, it was agreed these should be considered at the site and a special site meeting, specifically to evaluate the lighting proposals, was scheduled for 7:30 p.m. on April 24, 2006.

(Initially, it was suggested that the site meeting take place on April 10, i.e., the next regular ASCC meeting date. It was determined, however, that due to the "spring break" school holiday, it appeared there would not be a quorum for that meeting.)

Following discussion, Schilling moved, seconded by Breen and passed 4-0 approval of the revised master plan documents and fitness center building permit plans subject to clarifications and phasing qualifications presented in the March 23, 2006 letter from Steve Kikuchi and the clarifications presented at the ASCC meeting and subject to the following conditions:

1. The master plan documents shall be revised as follows:
 - a. The lighting plan shall be revised as determined necessary by the ASCC based on site review of existing and proposed lighting conditions. This site review shall be conducted during nighttime conditions (tentatively set for the evening of April 24, 2006) and shall include consideration of existing lighting to be preserved and new lighting proposals, including those presented with the fitness center building permit application. Mock-up of the proposed lighting fixtures shall be installed for consideration at the site meeting and should be done in such a way to assist in

appreciation of mounting height, and overlap of light spill between fixtures. The final lighting plan shall include details associated with hours of lighting and light switching patterns to the satisfaction of the ASCC. Further, the final plan shall eliminate all reference to lighting in trees. No new lighting shall be installed until the master lighting plan has been revised and approved by the ASCC according to the process set forth herein.

- b. Additional notes shall be added to Sheets 3 and 3a., to the satisfaction of planning staff, providing full qualifications associated with the proposed stadium seating as required by the use permit conditions and explained in the March 23, 2006 staff report.
 - c. Sheet 18 shall be revised to the satisfaction of planning staff to state that all new roofing shall be with CertainTeed Landmark TL "Shenandoah" composition roofing. The reference to wood shakes shall be eliminated from the sheet.
 - d. The project data table on Sheet 1 shall be corrected to the satisfaction of planning staff to show the "proposed" total numbers of parking spaces as being 97.
 - e. Sheet 18 shall be revised to include specific product references (i.e., manufacturer, number and color") for exterior siding and trim finishes. The trim color shall meet the town's 50% LRV policy limits as called for in the conditions of the amended use permit and the final color selection shall be to the satisfaction of a designated ASCC member. *(Note: it was understood that the existing siding color, i.e., 668-93 Weather King Low-Luster was acceptable and that the existing trim color i.e., 664-91 Weather King Semi-gloss might conform to the 50% LRV policy limit, but that this would need to be confirmed based on a site visit to the satisfaction of a designated ASCC member. It was suggested that such confirmation could take place at the tentatively scheduled April 24 site meeting.)*
2. The fitness center building permit plans are approved subject to the following conditions:
- a. The plans for exterior lighting shall be revised to conform to the final master plan lighting plan approved by the ASCC pursuant to the process set forth in condition 1a. above. The fitness center lighting plan revisions shall be completed to the satisfaction of planning staff.
 - b. Sheet A-3 shall be revised to correctly note the ASCC approved exterior siding and trim colors to the satisfaction of planning staff.

Approval of Minutes

Schilling moved, seconded by Gelpi and passed 3-0-1 (Breen) approval of the February 13, 2006 field and evening meeting minutes as drafted.

Project Updates

Vlasic presented an update of the status of the project being proposed at 120 Golden Hills Drive (Corman) and the approved project for Taran at 3 Oak Forest Court. He advised that

the Golden Hills project was on temporary hold, as it appears a new architect is to be engaged to develop a new approach to proposed residential improvements. Vlastic also discussed the status of efforts associated with the Oak Forest Court project and revised plans being developed to meet all of the ASCC approval conditions.

Adjournment

There being no further business, the meeting was adjourned at 9:20 p.m.

T. Vlastic