

# TOWN OF HILLSBOROUGH

San Mateo County

Planning Office  
(650) 375-7411  
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1600 Floribunda Avenue  
Hillsborough, CA 94010



## Architecture and Design Review Board Agenda

Tuesday, September 04, 2018 at 4:00 PM  
Town Hall, 1600 Floribunda Avenue – Community Room

*Applicants: Your extra plans will not be returned at the meeting; they will be available in the Planning Office for one week after the meeting.*

### **CALL TO ORDER**

### **APPROVAL OF MINUTES**

### **WRITTEN/ORAL COMMUNICATIONS**

Anyone who wishes to submit written communication or speak to the Board about any item not on the agenda may do so at this time. Materials may be submitted to the staff for the record.

### **PUBLIC HEARING ITEMS**

Consent Calendar: The consent calendar includes routine items that do not require discussion. If a Board member or a member of the audience wishes to discuss an item on the Consent Calendar, it can be removed for discussion. Items on the consent calendar can be approved in one motion to expedite the meeting.

### **Consent Items**

#### Additions/Remodels

1. **736 Jacaranda Circle - Luu (MAK Studio / Terremoto)**

Request for design review approval of a main floor addition of approximately 595 square feet and a lower level addition of approximately 1,277 to an existing two level residence for a total proposed floor area of approximately 5,842 square feet (14.6% Floor Area Ratio) on a 40,110 square foot lot. The proposal includes an architectural style change from Ranch to Modern and a full landscape plan that consists of a rear deck, an outdoor kitchen, a fire pit, new pool, new pathways, timber steps, tree removals, enhanced plantings, new entry stair, retaining walls, and a courtyard wall at the front.

*(Received preliminary review at the July 2, 2018 ADRB Meeting)*

## Regular Items:

### Additions/Remodels

2. **1650 Marlborough Road - Sferlazza-Yang (Kreative Design)**  
Request for design review approval of a main level addition of approximately 2,238 square feet of floor area and a lower level attached accessory dwelling unit addition of approximately 830 to an existing residence for a total proposed floor area of approximately 6,470 square feet (18.5% Floor Area Ratio) on a 34,879 square foot lot. The proposal includes an architectural style change from Ranch to Contemporary Ranch, a new deck, new patio and pool at the rear and updates to the front fencing, gates and columns to be consistent with the new Contemporary style.
3. **1465 Tartan Trail Road - Lonestar Holdings, LLC (Baukunst Architecure)**  
Request for design review approval of a first and second story addition of approximately 1,169 square feet to an existing two story residence for a total proposed floor area of approximately 4,329 square feet (6.4% Floor Area Ratio) on a 66,832 square foot lot. The proposal includes new exterior materials, colors, and roof associated with an architectural style change from Ranch to Contemporary Farmhouse.

### Revisions to ADRB Approved Projects

4. **121-141 New Place Road – Chan (Andrew Skurman Architects)**  
Request for design review approval of exterior revisions to a previously approved new two-story Contemporary-Traditional style residence with a basement and detached accessory dwelling unit for a total proposed floor area of approximately 19,852 square feet (14% Floor Area Ratio) on a 142,485 square foot lot. The project was approved by the ADRB on January 22, 2018. The proposed revisions consist of modifications to the exterior materials, architectural detailing, and window/door style and design.
5. **190 Woodridge Road - Seibert-Li (Winder Gibson Architects)**  
Request for design review approval of exterior revisions to a previously approved new multi-level residence. The project was approved by the ADRB on May 2, 2017 as a Shingle style residence of approximately 10,731 square feet (19.1% Floor Area Ratio) on a 56,281 square foot lot. The proposed revisions are related to a change in architectural style to Modern Farmhouse, consisting of changes to the exterior materials, colors, and window/door style and design.
6. **210 Tobin Clark Drive - IGBM Trust (TRG Architects)**  
Request for design review approval of a revision to the roof material and color for a previously approved new two story residence. The project was approved by the ADRB on December 02, 2014, as a new two story Mediterranean style residence with a basement, attached second unit and detached pool house for a total proposed floor area of 12,164 square feet of floor area (14.7% Floor Area Ratio) on a vacant lot of 82,505 square feet. The approved roofing material/color was a two-piece Mission style tile in Old Sedona color blend. The applicants are proposed a one-piece "S" tile in brown.

## **PRELIMINARY REVIEW**

**(Not public hearing items; Board comments only.)**

### Additions/Remodels

7. **1175 San Raymundo Road - Artemis Investments (LSH Architects)**  
Request for preliminary design review of a main floor addition of approximately 46 square feet of floor area and a new upper level addition of approximately 1,446 square feet of floor area to an existing two level Ranch style home for a total proposed floor area of approximately 5,081 square feet (23.9% Floor Area Ratio) on a 21,246.5 square foot lot. The proposal includes a change in architectural style from Ranch to Contemporary Ranch.

### New Houses

8. **1411 Avondale Road- Amini (TRG Architects / Michael Callan Landscape Architecture)**  
Request for preliminary design review of a new multi-level Contemporary style residence with a total proposed floor area of approximately 7,682 square feet (18% Floor Area Ratio) on a 43,766 square foot lot. The proposal includes demolition of the existing residence and a full landscape plan.
9. **30 Searsville Court - Brown-Farahyar (Herring & Worley, Inc.)**  
Request for preliminary design review of a new multi-level Contemporary style residence with a total proposed floor area of approximately 6,220 square feet (3.6% Floor Area Ratio) on a 171,931 square foot vacant lot. The proposal will include a full landscape plan.

## **DISCUSSION ITEM(S)**

## **ADJOURNMENT**

**SPECIAL ACCOMMODATIONS:** If you need a disability-related modification or accommodation, including auxiliary aids of services, to participate in the ADRB meeting, or if you need an agenda in an alternate form, please contact the City Clerks Office at 375-7412 at least 24hours before the scheduled ADRB meeting.

# TOWN OF HILLSBOROUGH

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1600 Floribunda Avenue  
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## Architecture and Design Review Board Draft Meeting Minutes

Monday, August 06, 2018 at 4:00 PM  
Town Hall, 1600 Floribunda Avenue – Community Room

### **CALL TO ORDER** – 4:03 PM

Boardmembers Present: Kathleen Egan; Dr. Lionel Foster, Chair; Leonard Mezhvinsky; Nan Ryan

Boardmembers Excused: Jerry Wings

Staff Present: Elizabeth Cullinan, Director of Building & Planning; Liz Ruess, Associate Planner; Bruce Chan, Town Consulting Landscape Architect; Heather Lee, City Attorneys Office

**APPROVAL OF MINUTES** – A motion (Mezhvinsky / Ryan) to approve the July 02, 2018 ADRB meeting minutes passed 4:0

### **WRITTEN/ORAL COMMUNICATIONS**

Chair Foster announced that anyone who wishes to submit written communication or speak to the Board about any item not on the agenda may do so at this time. It is, however, the Board's policy not to stop the meeting to read correspondence that is submitted at the meeting. Materials may be submitted to the staff for the record.

Chair Foster explained that the ADRB is a Board created by and members appointed by the City Council. The five member board is comprised of Hillsborough residents who volunteer their time to serve the community and insure projects are consistent with the Town's Residential Design Guidelines. Members of the Board have experience in design or construction and include one community member at large with a purpose to promote good design in order to maintain and enhance the environmental qualities, historic character and the high quality of aesthetic values that make the Town unique and a desirable place to live.

Prior to the opening of the Public Hearing Items, Chair Foster asked members of the audience to silence any pagers or cell phones during the meeting. He then inquired if there were any written or oral communications regarding items not on the agenda.

### **DROUGHT:**

Chair Foster announced that the Town of Hillsborough and the Board would like to commend residents who have been conserving water since the drought began and noted that although State mandated water restrictions have been lifted and water conservation has been made voluntary, new landscaping projects are still subject to compliance with the Town's Water Efficiency in Landscaping Ordinance. He added that the Town of Hillsborough encourages each property owner or representative to continue conservation efforts to prepare for potential future drought conditions and water conservation.

## **PUBLIC HEARING ITEMS**

Chair Foster explained that any member of the public may comment on a public hearing item on the agenda. He asked any member interested in speaking to complete a green speaker card and hand this completed card to one of the staff members at the front table.

He then explained the consent calendar and noted that any Boardmember, Staff or member of the public could request an item be removed from the consent calendar for discussion or the consent calendar could be approved in one motion to expedite the meeting.

Chair Foster asked if any member of the public, staff or the ADRB would like to request to remove an item from the consent calendar.

## **Consent Items**

### Additions/Remodels

1. **35 Cinnamon Court – 35 Cinnamon Court, LLC (Scheinoltz Associates)**  
Request for design review approval of a major remodel to an existing Eclectic Mediterranean style residence. The project would remove approximately 881 square feet of floor area from the existing 10,190 square foot for a total proposed floor area of approximately 9,309 square feet (22.4% Floor Area Ratio) on a 41,578 square foot lot. The proposal includes a change in architectural style to Modern inclusive of new exterior materials, rooflines, windows and doors, and rear decking.

A motion (Mezhvinsky / Ryan) to approve the consent calendar item #1, based on the project's consistency with the Residential Design Guidelines and subject to the Standard Conditions of Approval and conditions of approval listed in the Staff Memorandum, passed 4:0

## **Regular Items:**

### New Houses

2. **2050 Forest View Avenue - Zanello (Marre Design Group / Michael Callan Landscape)**  
Request for design review approval of a new two story French Provincial style residence and detached pool house with a total proposed floor area of approximately 5,851 square feet (24.9% Floor Area Ratio) on a 23,434 square foot lot. The proposal includes demolition of the existing single story Ranch style residence and a full landscape plan that consists of; stone columns with black steel fencing and pedestrian/vehicle gates along the street frontage, tree removal, replacement trees, new paver driveway, stone patios, lawn area, a new pool and spa with stone fountain wall, enhanced plantings, a water feature in the south side setback area and a wood arbor attached to the pool house.  
*(Received preliminary review at the June 4, 2018 ADRB Meeting)*

Tom Chute, project architect, provided a brief overview of the project and responded to Board comments and questions from the preliminary review.

Mike Callan, landscape architect, stated that the proposed maple trees should reach at least 30-feet in height, in response the Boardmember Egan.

Chair Foster opened and closed the public hearing.

Boardmember Egan stated that the house will be beautiful, noting the well-organized presentation, excellent massing, and that it conforms to height and setback requirements. She added that the large trees in front will be important.

Boardmember Ryan expressed support for the design, noting that it will be among many Ranch style homes, but that it will be a beautiful addition to the neighborhood. She added that the large trees at the rear help to screen.

Boardmember Mezhvinsky stated that the design is beautiful and thanked the applicant for responding to their questions from the preliminary review. She added that the proposal has his full support.

Chair Foster complimented the submittal package, noting that there are no cutbacks, all high quality materials and well-designed floor plan and landscape plan.

A motion (Mezhvinsky / Egan) to approve the project based on the project's consistency with the Residential Design Guidelines as discussed, subject to the Standard Conditions of Approval, conditions of approval listed in the Staff Memorandum, passed 4:0.

3. **85 El Cerrito Avenue - Wang (The Design Group / Michael Callan Landscape)**

Request for design review approval of a new two story Transitional style residence with a basement for a total proposed floor area of approximately 4,443 square feet (24.9% Floor Area Ratio) on a 17,811 square foot lot. The proposal includes demolition of the existing house and a full landscape plan consisting of; a new driveway, entry path/stairs, fencing/gates along the street, tree removal, 7-foot wood perimeter fencing, stone terrace, walkways, lawn area, new swimming pool & spa, fire pit, bbq counter, detached pavilion structure, and enhanced plantings.

*(Received preliminary review at the January 22, 2018 and May 7, 2018 ADRB Meetings)*

Boardmember Mezhvinsky recused himself and left council chambers.

De Nguyen, project designer, provided a brief presentation and highlighted the modifications that have been made since the last preliminary review.

Mike Callan, landscape architect, noted that they have redesigned the pavilion so that it is no taller than 10-feet, they have relocated the pool equipment out of the setback and are more than happy to work with the neighbor on plant selection in regards to allergies.

Chair Foster requested that staff display the map showing the addresses that have submitted public comment.

Chair Foster opened the public comment.

Larry Gee, 168 De Sabla, stated that he is also representing 77 El Cerrito and 145 De Sabla, as indicated in their emails to staff. Mr. Gee provided a brief presentation, noting that his morning sun will be blocked, referencing photos showing the story poles in relation to the morning sun. He also expressed concern about the originally proposed height of the pavilion. Elizabeth Brown, 120 Gramercy Drive, stated that there is a lack of good faith due to the tree that was removed without permits. She added that this house will set a precedent for more two story houses in the neighborhood.

Christopher Kalb, 120 De Sabla, stated that the same project could be a one story house.

Chair Foster clarified the difference between structural coverage and Floor Area Ratio (FAR), noting that the maximum allowable structural coverage limits FAR for one story homes.

Matt Kercher, 79 El Cerrito, noted that he is excited to see improvements on this property, but noted that the lot itself is at a slightly higher elevation than the adjacent lots, and he is therefore concerned about massing from the street and wonders if more square footage could be relocated to the basement. He added that the tree is gone and hopes that the replacement trees will be appropriately sized.

Gene Lebel, 300 Ranelagh, stated that he has no objection to the project. He noted that he is an architect and lives in a one-story house. He acknowledged that the applicants have modulated the second floor, reduced the second floor plan, and minimized the number of windows on the second floor.

Gail Lebel, 300 Ranelagh, stated that there are two story homes in the immediate neighborhood and that diversity of neighborhoods is part of the beauty of Hillsborough.

Chair Foster closed public comment.

Boardmember Egan stated that the applicants have made revisions to respond to comments, noting that they could further reduce the mass by using the two story space, but could impact symmetry. She added that they have relocated items out of the setback areas and that the materials are consistent with the Residential Design Guidelines (RDGs). She notes that the TCLA recommends a new redwood tree, but they should discuss this with the neighbor on that side, who is concerned about sunlight.

Boardmember Ryan stated that the design is much improved and that the revisions are responsive to Board comments. She noted that the floor to ceiling height on the first floor could come down another 6" to 9'-2" or they could change the roof pitch, but 5:12 is preferred. She complimented the mix of roof materials and high quality materials.

Chair Foster thanked the neighbors for speaking up, noting that public comment is important. He continued that buildings do not make a neighborhood, the people do. He noted that the concerns expressed are common throughout Hillsborough, but neighborhoods evolve. He stated that the three elevations clearly show the evolution of the design and progress to reduce impacts. He added that they cannot stop two story homes, this project meets the RDGs, is responsive to Board comments and will have high quality materials. He noted that construction fatigue is real and issues related to construction will be regulated by the required construction management plan. He noted that the landscape plan and tree replacement will be key, especially after the unpermitted tree removal.

A motion (Egan / Ryan) to approve the project based on the project's consistency with the Residential Design Guidelines as discussed, subject to the Standard Conditions of Approval, conditions of approval listed in the Staff Memorandum, and added condition that the floor-to-ceiling height of the first floor shall be reduced to 9'-2", passed 3:0.

Boardmember Mezhvinsky returned to council chambers.

4. **910 La Senda Road - Chen (John Lum Architecture / Outer Space Landscape Arch.)**  
Request for design review approval of a new multi-level Modern style residence as result of an addition and remodel triggering a teardown of the existing residence. The proposed project includes an addition of approximately 1,297 square feet of floor area for a total proposed floor area of 6,086 square feet (16.5% Floor Area Ratio) on a 36,829 square foot lot. The project includes a landscape plan that consists of; a new stairway/walkway from the street, new paving, pool & patio at the rear, and enhanced plantings.  
*(Received preliminary review at the May 7, 2018 ADRB Meeting)*

Michael Morrison, project architect, provided a brief presentation of the project, highlighting the revisions that have been made since the preliminary review.

Chair Foster opened and closed public comment and asked for staff comments.

Liz Ruess, Associate Planner, noted that the garage will need to be a minimum of 20-feet by 20-feet interior to meet the minimum required dimensions and that the water heater will need to be relocated.

Boardmember Mezhvinsky thanked the applicants for the 3D views, noting that they were vital in understanding the project. He stated that the design is much improved in terms of mass and scale and that the revisions were responsive to Board comments.

Boardmember Ryan complimented the revisions, high quality materials, variety of lighting fixtures, massing, stepping, architectural authenticity and consistency with the RDGs.

Boardmember Egan with her fellow Boardmembers that the project has transformed since the preliminary review. She complimented the massing, exterior materials, wood screens, and stone. She stated that the drawings are well done and thanked the applicants for the comprehensive landscape plan that preserves the existing oaks.

Chair Foster stated that the design is no longer industrial or commercial. He complimented the design and the professional submittal materials. He noted that he understands the limitations around any modifications to the driveway and is supportive of the project.

A motion (Mezhvinsky / Ryan) to approve the project based on the project's consistency with the Residential Design Guidelines as discussed, subject to the Standard Conditions of Approval, conditions of approval listed in the Staff Memorandum, and added condition that the garage shall be a minimum of 20-feet by 20-feet interior to meet the minimum required dimensions and that the water heater shall be relocated passed 4:0.

## Appeal

### Landscape Plans

5. **10 Castle Court – Ting (Shades of Green Landscape Architecture)**  
Appeal of the May 8, 2018 Administrative Design Review approval of revisions to a landscape plan that was previously approved by the ADRB in association with a new two story residence at 10 Castle Court. The revisions were to address the ADRB conditions of approval that landscape plan shall be revised to address TCLA comments and to incorporate revisions for enhanced landscape screening for the rear neighbor.  
*(Received ADRB Approval at the December 4, 2017 ADRB Meeting)*



Griff King, appellant, made a presentation to the Board stating that despite reaching an informal civil agreement just prior to the December 4th ADRB meeting, the civil agreement was not entered into due to subsequent differences of opinion. He stated that landscape screening is not guaranteed, but an 11-foot retaining wall/fence combination is. He continued that their number one priority would be the 11-foot retaining wall/fence combination with the first and second layer hedge planted at 15-feet tall or the 11-foot fence and a civil agreement in place.

Boardmember Mezhvinsky clarified that maintenance of the landscape screening could be a condition of approval that could be enforced by the Code Enforcement panel.

Jason Ting, applicant, made a presentation to the Board walking the Boardmembers through the events chronologically and considerations that had been made throughout the design process. He shared a photo of the podocarpus plants that they have already purchased which are 15-feet tall and have a spread of 4.5 to 6 feet in width.

Chair Foster stated that the Board assumes good faith on both sides, with the goal of establishing a solution.

Bruce Chan, Town Consulting Landscape Architect, noted the difference between landscape screening and visual softening, noting that 100% screening is not always required, but that landscaping can be used to create a visual buffer between properties. He noted that recommended plant spacing relies on sunlight and soil nutrients. He stated that the combination of the two plants approved along the rear at 10 Castle Court will provide immediate softening, not 100% screening, but in that location and orientation, they should receive ample sunlight and grow well, assuming good soil and irrigation at planting.

Griff King stated that the purpose for the public comment was to preserve their right to comment due to the timeframe of the appeal window.

Boardmember Mezhvinsky stated that 5-foot spacing instead of 6-feet is supported by the TCLA and a requirement for maintenance of the hedge for the life of the project could be subject to code enforcement.

Boardmember Ryan stated the Pittosporum grows well at her property and noted that due to the required review process by the Public Works/Engineering Department for fixtures located within P.U.E.s, the 11-foot retaining wall/fence combination is not guaranteed.

A motion (Mezhvinsky / Ryan) to reject the appeal and uphold the May 8, 2018 Administrative Design Review approval of revisions to a landscape plan that was previously approved by the ADRB in association with a new two story residence at 10 Castle Court, based on the project's consistency with the Residential Design Guidelines, Zoning Code and General Plan, as presented in the staff memorandum and discussed at the hearing, and subject to the conditions of approval listed in the Staff Memorandum, modifications to the May 8, 2018 Administrative Design Review conditions of approval (Conditions #1 and #6 no longer applicable and #3 and #4 modified) and added conditions that the Podocarpus along the entire rear property line shall be installed at 15'-0" in height, with a spacing of 5'-0" on center, the Pittosporum along the rear property line shall be upsized to a 15 gallon size, with a spacing of 5'-0" on center and planted in an off-set triangular configuration to the Podocarpus, and that the Podocarpus and Pittosporum privacy hedges along the rear property line shall be maintained in good health for the life of the project, unless revisions are otherwise approved by the Town, passed 4:0.

## **PRELIMINARY REVIEW**

### New Houses

6. **1505 Wedgewood Drive – Sirhed (Dale Meyer Assoc. / Bruce Macdonald Landscape)**  
Request for preliminary design review of a new one story Contemporary European style residence and a detached accessory dwelling unit for a total proposed floor area of approximately 4,486 square feet (20% Floor Area Ratio) on a 21,994 square foot lot. The proposal includes demolition of the existing residence and a full landscape plan.

Dale Meyer, project architect, provided a brief overview of the project.

Chair Foster stated that the design needs to be clearer about what makes this a Contemporary European style.

Boardmember Ryan stated that the kitchen will be very dark and encouraged a skylight.

Boardmember Egan thanked the applicants for designing a one-story home in this location. She noted that the massing of the roof is cumbersome and recommended they align the roof design and garage and straighten the middle ridge like the inspiration image. She noted that the courtyard won't get much light and that waterproofing will be a concern with this roof design. She complimented the materials, but stated that the chimney looks over scaled. She recommended they consider replacing some of the existing trees in the front yard.

Boardmember Ryan stated that the Board will need to see a physical sample of the composite slate material and noted that the rooflines, especially over the front door, seem excessive. She expressed support for the one story design.

Chair Foster expressed support for the one story design. He stated that a 3D model would be helpful to understand the roof design and massing. He noted that high quality materials and a comprehensive landscape plan will be important, especially because of the highly visible lot.

7. **1365 Hayne Road - Narsinh (Line & Space / Land Four Landscape)**  
Request for a fourth preliminary design review of a new multi-level Mediterranean style residence with a total proposed floor area of approximately 5,232 square feet (24.99% Floor Area Ratio) on a 20,931 square foot lot. The proposal includes demolition of the existing split-level Ranch style residence and a full landscape plan.  
*(Received Preliminary Reviews at the July 7, 2014, March 7, 2016 & June 4, 2018 ADRB Meetings)*

Mike Burgess, project architect, provided a brief overview of revisions to the Board.

Boardmember Ryan thanked the applicant for the rendering that was submitted at the meeting and for locating the garages together.

Boardmember Egan stated that there are still a lot of inconsistencies in the plan set and submittal materials; missing labels, scale varies, site plan differs from the ground floor plan, etc. She continued that the first floor plan layout seems awkward and requested that they show where lower levels are; show roof plans of lower levels on floor plans. She stated that the drawings need to be consistent. She noted that the retaining walls will block light to the covered patios and the covered patios add to the mass and bulk of the house. She





## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item #   1  

- Consent Calendar
- Public Hearing
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 736 Jacaranda Circle (APN: 028-422-130)**  
**Luu (MAK Studio / Terremoto)**

### PROJECT DESCRIPTION:

Request for design review approval of a main floor addition of approximately 595 square feet and a lower level addition of approximately 1,277 to an existing two level residence for a total proposed floor area of approximately 5,842 square feet (14.6% Floor Area Ratio) on a 40,110 square foot lot. The proposal includes an architectural style change from Ranch to Modern and a full landscape plan.

*(Received preliminary review at the July 2, 2018 ADRB Meeting)*

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### SUMMARY:

Request for design review approval of a main floor addition of approximately 595 square feet and a lower level addition of approximately 1,277 to an existing two level residence for a total proposed floor area of approximately 5,842 square feet (14.6% Floor Area Ratio) on a 40,110 square foot lot.

The property is located on Jacaranda Circle off Chateau Drive in a neighborhood comprised on primarily split-level and multi-level homes. The immediately adjacent homes are primarily Ranch style and updated Ranch, while the larger neighborhood includes a variety of architectural styles. Jacaranda Circle slopes down to the north with noticeable elevation changes between adjacent lots.

The existing home is a split-level Ranch style residence with a main floor of approximately 3,221 square feet and split lower level garage of approximately 749 square feet. The applicants are proposing an addition of approximately 595 square feet at the main level and an addition of approximately 1,277 square feet to the lower level at the rear for an attached accessory dwelling unit (ADU). The proposal includes an architectural style change from Ranch to Modern and a full landscape plan.

The applicants are proposing the following palette of colors & materials:

- Steel trowel stucco exterior, "Harwood Putty"
- Vertical plank Western Red Cedar siding and garage doors
- Board formed concrete planters and walls
- Metal break shape
- Steel & Glass guardrails
- Anodized windows, "Bronze"
- Louvered slats

The project received preliminary review at the June 4, 2018 ADRB Meeting. The Board was supportive of the proposal with no recommendations for revisions, other than to use landscaping to soften the appearance of the retaining walls in the front yard.

The landscape plan consists of a rear deck, an outdoor kitchen, a fire pit, new pool, new pathways, timber steps, tree removals, enhanced plantings, new entry stair, retaining walls, and a courtyard wall at the front. The TCLA reviewed the proposed landscape plan and provided a report expressing overall support for the design, with the following recommendations:

- ❖ Prominent existing trees that are indicated for retention shall be identified on the construction plans submitted for building review along with a Tree Protection plan;
- ❖ The existing larger shrubs along the side property lines may provide additional visual softening the proposed addition. The applicant is encouraged to explore whether they will complement the new landscape design and if they should be retained;
- ❖ The new landscape should include taller shrubs as well as trees in order to provide on-site screening of new structures and outdoor areas. There are no plant materials proposed in the front yard that would provide screening of the house. Typically, higher plant materials would be recommended, however the articulation of the proposed house along with various landscape elements, proposed plant types, and the retention of several existing trees provide for a visually interesting and attractive aesthetic as proposed. The house mass, although not screened, is well balanced by the proposed landscape design;
- ❖ If any landscape lighting is proposed, include any fixtures that will be embedded into steps or walls, the applicant shall submit a lighting plan to the Town for review and approval;
- ❖ If new fencing is proposed, including any gates or trash enclosures, the applicant shall submit a revised drawings with details to the Town for review and approval.

Due to the overall height of the proposed addition in relation to the existing residence, story poles were not required. A public notice has been mailed to all property owners within a 500-ft. radius from the project site. At the time of preparation of this memorandum, no public comment or inquiry has been received.

The project appears to be consistent with the Residential Design Guidelines. Should the Board be inclined to approve the proposal, the following conditions have been provided for consideration:

- 1) The proposal shall be subject to the Town's adopted Standard Conditions of Approval;
- 2) The landscape plan shall be revised to address TCLA comments, subject to the administrative review procedures;
- 3) The property is located within the Wildland Urban Interface Zone; therefore the landscape plan is subject to Chapter 7A of the California Building Code landscape requirements such as; defensible space and vegetation management. Prior to issuance of building permits, the applicant must submit a defensible space and vegetation management plan to be routed to the Fire Department for approval;

- 4) The landscape project is subject to the requirements of the Town's amended water efficiency in landscape ordinance (WELO) and is classified as a Tier II landscape project. All requirements of the WELO shall be submitted as a part of the Building Permit submittal to the Town;
- 5) The materials, colors, windows and doors, and architectural detailing of the project shall match what is noted on the plans and approved colors and materials board. Any changes shall first be reviewed by the Planning Department. Revisions that are substantial in nature are subject to review and approval by the ADRB, in a public hearing; minor revisions will be subject to review and approval via Administrative Review by staff;
- 6) The Town of Hillsborough Municipal Code requires that a statement is recorded to inform subsequent property owners of the regulations regarding an accessory dwelling unit. Evidence of the initiation of the recording of these documents must be submitted to the Planning Department prior to submittal of a building permit and recorded documents must be submitted to the Town prior to the completion of the project final by the Building Division;
- 7) Any new exterior lighting shall not be directed toward the street, the sky or neighboring properties and shall be a maximum of 60 watts;
- 8) Secure the necessary Building, Plumbing, Electrical, Mechanical and/or Encroachment Permits prior to initiating this project;
- 9) Prior to Building Permit issuance, the applicant shall submit a construction management plan to address construction staging, construction equipment, employee parking and truck routing to the satisfaction of the Building Official. The plan shall also address issues regarding noise, dust, vehicular and pedestrian safety, storage of construction materials, clean-up areas, placement & screening of sanitary and construction facilities, and if required shall maximize on-site construction vehicle parking, as per HMC Chapter 15.26.

**ENVIRONMENTAL ISSUES:** The proposal is exempt from CEQA pursuant to Section 15303, Class 3, which includes an exemption for the construction of a single family residence in a residential zone.

**ATTACHMENTS:**

- ADRB Design Review Application Materials
- Rendering
- Color and Materials
- TCLA Report
- Arborist Report
- ADRB Project & Landscape Plans

**ATTACHMENTS AVAILABLE UPON REQUEST**



## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item # 2

- Consent Calendar
- Public Hearing
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 1650 Marlborough Road (APN: 030-182-150)**  
**Sferlazza-Yang (Kreative Design)**

### PROJECT DESCRIPTION:

Request for design review approval of a main level addition of approximately 2,238 square feet of floor area and a lower level attached accessory dwelling unit addition of approximately 830 to an existing residence for a total proposed floor area of approximately 6,470 square feet (18.5% Floor Area Ratio) on a 34,879 square foot lot. The proposal includes an architectural style change from Ranch to Contemporary Ranch, a new deck, new patio and pool at the rear and updates to the front fencing, gates and columns to be consistent with the new Contemporary style.

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### SUMMARY:

Request for design review approval of a main level addition of approximately 2,238 square feet of floor area and a lower level attached accessory dwelling unit addition of approximately 830 to an existing residence for a total proposed floor area of approximately 6,470 square feet (18.5% Floor Area Ratio) on a 34,879 square foot lot.

The proposal includes an architectural style change from Ranch to Contemporary Ranch, an attached accessory dwelling unit at the lower level, a new deck, new patio and pool at the rear and updates to the front fencing/gates and columns.

The property is located in an area of Town which is primarily comprised of one story Ranch style homes. The subject property is located on the side of Marlborough Road which features a decline in topography and as a result, homes typically sit below the street. This property sits below the street level and has existing front yard landscaping of trees and shrubs which provide screening of the main level from the roadway.

The project includes a front entry remodel and addition of approximately 41 square feet, and addition of approximately 2,197 square feet of floor area to the rear of the main level to accommodate raised ceilings, an expansion of the kitchen and common living spaces, a new master suite, and bedroom suites. Additionally, the project includes a lower level addition of approximately 829.8 square feet of floor area for a new attached accessory dwelling unit.

The applicants propose an architectural style change from Ranch to Contemporary Ranch. The proposal includes the following colors, materials and finishes as follows:

- Smooth stucco exterior, "Alhambra Cream"
- Natural stone veneer entry accent, Quartzite stacked "Sage Green"
- Ipe horizontal plank accent siding, stained "Clear" or "Dark Walnut"

- CertainTeed Architectural Composition Shingle, mixed dark grey color
- Gutter painted “Dark Bronze”
- Ipe horizontal slate garage doors
- Artisan slate driveway paving
- Porcelain pavers at lower patio
- Metal horizontal slat front fencing, “Ruskin Bronze”
- Aluminum clad windows, “Dark Bronze”

The project is not triggering a teardown, therefore a full landscape plan was not required. The applicants are meeting with the rear neighbors at 245 Darrell Road to review any potential impacts to their property from the proposed pool and rear deck addition. The applicants have indicated that there are many existing trees at the back half of the lot to block views and that there is currently there is no direct view from the existing deck to other house rear to this property, however, they will coordinate with the rear neighbor and plant new trees at the rear of the site near the pool area to minimize impacts not already mitigated by the existing trees.

As the project has been noticed as a remodel and addition, a minimum of 50% of the existing exterior walls of the structure must remain in place for the duration of construction. Removal means either that no studs remain or that if some studs remain, the interior and exterior sheathing, except for the studs, has been stripped bare such that one can see through the wall. Should more than 50% be removed at any time, the project would require review by the ADRB, inclusive of public notification, as a teardown/new residence.

Due to the height of the proposed addition, story poles were not required. A public notice has also been mailed to all property owners within a 500-ft. radius from the project site. At the time of preparation of this memorandum, no public comment has been received, however staff met with Tracy Farella, the rear neighbor at 245 Darrell Road. In this meeting and a subsequent email, she expressed concerns, which they will be reviewing with the applicants at a site visit prior to the ADRB meeting. Those concerns include;

1. Drainage from pool water to Marlborough verses the back creek/culvert between the properties;
2. Any landscape plans and/or tree removal/replacement at the rear of 1650 Marlborough;
3. Replacing the cyclone property line fence with a solid wood fence for more privacy;
4. The elevation of the pool deck and potential to overlook the yard at 245 Darrell Road;
5. Would like to physically view how far the pool wall is from the mutual property line;
6. Drainage plans to ensure no increased runoff onto 245 Darrell Road.

Should the Board be inclined to approve the proposal, the following conditions have been provided for consideration:

- 1) The proposal shall be subject to the Town’s adopted Standard Conditions of Approval;
- 2) All existing landscaping damaged during construction shall be replaced and/or restored to match pre-construction conditions, subject to the administrative review process;
- 3) Applicant shall work with rear neighbor at 245 Darrell Road to review any potential impacts to their property from the proposed project. If new trees are proposed to be planted, the applicant shall work with staff, subject to the administrative review process;



- 4) As the project has been noticed as a remodel and addition, a minimum of 50% of the existing exterior walls of the structure must remain in place for the duration of construction. Removal means either that no studs remain or that if some studs remain, the interior and exterior sheathing, except for the studs, has been stripped bare such that one can see through the wall. Should more than 50% be removed at any time, the project would require review by the ADRB, inclusive of public notification, as a teardown/new residence;
- 5) Construction plans submitted to the Building Division shall include a note on all floor plan sheets noting that *"In order to avoid triggering a teardown, a minimum of 50% of the existing exterior walls of the residence must remain in place for the duration of construction. Removal means either that no studs remain or that if some studs remain, the interior and exterior sheathing, except for the studs, has been stripped bare such that one can see through the wall."*;
- 6) Construction plans submitted to the Building Division shall include the demolition plan that includes calculations to demonstrate that the project does not trigger classification as a "teardown";
- 7) Prior to submitting construction plans submitted to the Building Division, the applicants must obtain sign-off from the Fire Department, confirming that the proposed project meets fire access requirements;
- 8) The materials, colors, windows and doors, and architectural detailing of the project shall match what is noted on the plans and approved colors and materials board. Any changes shall first be reviewed by the Planning Department. Revisions that are substantial in nature are subject to review and approval by the ADRB, in a public hearing; minor revisions will be subject to review and approval via Administrative Review by staff;
- 9) Any new exterior lighting shall not be directed toward the street, the sky or neighboring properties and shall be a maximum of 60 watts;
- 10) Prior to Building Permit issuance, the applicant shall submit a construction management plan as per HMC Chapter 15.26.

**ENVIRONMENTAL ISSUES:** The proposal is exempt from CEQA pursuant to Section 15303, Class 3, which includes an exemption for the construction of a single family residence in a residential zone.

**ATTACHMENTS:**

1. ADRB Design Review Application Materials
2. Color and Materials Board
3. ADRB Project Plans

**ATTACHMENTS AVAILABLE UPON REQUEST**



## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item # 3

- Consent Calendar
- Public Hearing
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 1465 Tartan Trail Road (APN: 038-043-010)**  
**Lonestar Holdings, LLC (Baukunst Architecture)**

### PROJECT DESCRIPTION:

Request for design review approval of a first and second story addition of approximately 1,169 square feet to an existing two story residence for a total proposed floor area of approximately 4,329 square feet (6.4% Floor Area Ratio) on a 66,832 square foot lot. The proposal includes new exterior materials, colors, and roof associated with an architectural style change from Ranch to Contemporary Farmhouse.

*ADRB review excludes a proposed new detached accessory dwelling unit of approximately 1,388 square foot for a total proposed floor area of approximately 5,717 square feet (8.5% Floor Area Ratio)*

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### SUMMARY:

Request for design review approval of a first and second story addition of approximately 1,169 square feet to an existing two story residence for a total proposed floor area of approximately 4,329 square feet (6.4% Floor Area Ratio) on a 66,832 square foot lot. The proposal includes new exterior materials, colors, and roof associated with an architectural style change from Ranch to Contemporary Farmhouse.

The property is located on Tartan Trail Road off Black Mountain Road in a neighborhood comprised of one and two story homes with a variety of architectural styles. The site is currently occupied by an existing Ranch style residence with a partial second story. The site is accessed via a long split driveway at the northern edge of the lot. This area of Tartan Trail Road is curved and steep, with challenging visibility exiting driveways. Much of the lot is natural, with numerous mature trees. The existing house is vacant and in poor condition.

The applicants are proposing a one story addition of approximately 583 square feet to the front of the main level of the existing house and a first and second story addition of approximately 586 square feet to the southeast (left) side of the existing house. The applicants are proposing a new deck off the new living room addition, which is indicated on the site plan, but not shown on the floor plans.

In addition, the applicants are proposing a new detached, split-level Accessory Dwelling Unit (ADU) of approximately 1,388 square feet, inclusive of a 1-car garage. The ADU is proposed to be located downhill from the existing house and would include a street-facing patio and roof deck. While incorporated for reference within the ADRB plan set, the ADU is subject to a separate administrative review process, per California state law.

The applicants are proposing the follow palette of colors and materials:

- Standing Seam Metal Roof, “Charcoal”
- Cement Plaster siding, “Ceiling Bright White”
- Walker Zanger Decorative Tile Wainscot
- Anodized aluminum framed windows
- Painted steel tube and glass railing system, “White”
- Aluminum frame and obscure glass garage door

Staff has recommended that the applicant consider stone or siding as shown in the inspiration images instead of the decorative tile or find an inspiration image that is similar to the proposed.

The project has been noticed as a remodel and addition, therefore a minimum of 50% of the existing exterior walls of the structure must remain in place for the duration of construction. Removal means either that no studs remain or that if some studs remain, the interior and exterior sheathing, except for the studs, has been stripped bare such that one can see through the wall. Should more than 50% be removed at any time, the project would require review by the ADRB, inclusive of public notification, as a teardown/new residence.

Because the project is not classified as a teardown/new residence, a full landscape plan is not required. Consideration of the proposed tree removals and replacements are subject to a separate administrative review process, per the Hillsborough Municipal Code. However, the Board may incorporate additional landscaping as deemed appropriate in association with the addition to the main residence.

The plans appear to omit a large Palm in the south corner of the existing home where the two story addition is proposed. The plan also indicated tree #17 to remain; however the proximity of these trees in relationship to the installed story poles indicates removal would be necessary.

Story poles have been installed at the project site. A public notice has also been mailed to all property owners within a 500-ft. radius from the project site. At the time of preparation of this memorandum, six public comment letters have been received and on August 23, 2018, Staff met with Margo Pace, 30 Heather Place, and had a second meeting with Tianhua (Tim) Hu and Lin Wu, 1475 Tartan Trail Road, and Joseph Melichar, 1470 Tartan Trail Road.

Following this meeting, staff has received six public comment letters from neighbors;

1. June White, address not provided
2. Tianhua Hu and Lin Wu, 1475 Tartan Trail Road
3. Peter Foo, 1320 Tartan Trail Road
4. Joseph F. Melichar and Darlene Yee Melichar, 1470 Tartan Trail Road;
5. James Wrathall, 1340 Tartan Trail Rd.
6. Stephen and Margo Pace, 30 Heather Place, also representing Barbara Anne Hershey, 25 Heather Place

Each of the above public comment letters are included as attachments to this memo. While they each have different content, the chart below provides a summary of the general concerns expressed in the letters and staff responses:

<b>Public Comments</b>	<b>Staff Response</b>
Location of the ADU on a steep slope	<p>The ADU is subject to a separate administrative review process, per California state law.</p> <p>However, for context, the applicant has stated that they initially considered locating the ADU uphill from the existing house; however the slopes are steep and soft and right above the creek. Their soils engineer conducted a boring in the center of the proposed ADU and their results indicated conditions that were favorable.</p>
Removal of mature trees – impacts to aesthetics, environment, and potentially to the stability of the slope	<p>Consideration of the proposed tree removals and replacements are subject to a separate administrative review process, per the Hillsborough Municipal Code.</p> <p>Central County Fire Department has conducted a conceptual review of the proposed project and due to the property location within the High Fire Severity Zone, the driveway must serve as a fire apparatus access.</p> <p>The applicants are proposing to alter the width and slope of the driveway to meet the minimum width and maximum slope requirements. These modifications necessitate the removal of several trees in the area.</p>
Mudslide risk/Stability of the slope	<p>Designing the project to mitigating mudslide risk and ensure stability of the slope is the responsibility of the applicant’s Civil Engineer and Structural Engineer, subject to review by the Town’s Engineering Division.</p>
Flood risk & Site drainage	<p>The rate of storm water runoff is not permitted to increase with the proposed improvements and the existing drainage pattern must remain the same.</p> <p>A pre-construction video of the Town storm drain on the property is required to be submitted for review to verify the existing condition of the pipe. A post-construction video is required to be submitted for review and approval to ensure no damage to the storm drain was done during construction. The property owner shall make all repairs and replacements for damages, as required by City Engineer.</p>

<p>Privacy impacts &amp; Neighborhood compatibility</p>	<p>The Residential Design Guidelines (RDGs) state that existing topographical terrain and established tree cover and plant life contribute greatly to Hillsborough's distinctive character. The RDGs recommend that the siting and design of structures should integrate mature and native trees and existing vegetation into the site plan and building design. It is Town policy to prevent significant loss of vegetation through individual projects. Buildings shall conform to setback standards and should generally reflect the established development conditions of neighboring properties, including building setbacks and landscape treatments. Staff recommends that where possible, healthy trees should be preserved. Replacement trees could be strategically placed to provide enhanced privacy to adjacent parcels and to preserve the visual buffer from the street, currently provided by the mature oaks.</p>
<p>Traffic safety</p>	<p>Staff has consulted with both the Police Department and Public Works Department to relay the concerns expressed by neighbors.</p> <p>The proposed project would improve the existing emergency access to the site by meeting the fire apparatus access requirements for the driveway and driveway apron. The project would be subject to a construction management plan, which would address traffic and parking associated with construction of the project.</p> <p>Concerns regarding the traffic issues on Tartan Trail Road such as speed, parking and other issues unrelated to the proposed project, may be submitted to the Police Department or Public Works Department.</p>
<p>More time to review plans</p>	<p>Staff supports a continuance of the project to allow the applicant more time to work with interested neighbors and to enhance the plan accordingly.</p>
<p>Fire hazards on the property -- dried grass, bushes and old wood</p>	<p>Due to the property location within the High Fire Severity Zone, all aspects of the project, inclusive of landscape elements shall be subject to the requirements of Chapter 7A of the California Building Code, inclusive of defensible space and vegetation management plan requirements.</p>

Staff believes the project could benefit from a continuance, however, should the Board be inclined to approve the proposal, they should do so based on consistency with the Residential Design Guidelines as discussed, the following conditions have been provided for consideration:

- 1) The proposal shall be subject to the Town's adopted Standard Conditions of Approval;
- 2) Consideration of the proposed tree removals and replacements are subject to a separate administrative review process, per the Hillsborough Municipal Code, in consultation with the Town's Consulting Landscape Architect;
- 3) Consideration of the proposed ADU is excluded from this approval and subject to a separate administrative review process, per California state law;
- 4) The materials, colors, windows and doors, and architectural detailing of the project shall match what is noted on the plans and approved colors and materials board. However, the decorative tile on the proposed color and material board and indicated on the elevations shall be replaced with stone or siding consistent with the inspiration image shown on A0.1 of the plan set. Any changes shall first be reviewed by the Planning Department. Revisions that are substantial in nature are subject to review and approval by the ADRB, in a public hearing; minor revisions will be subject to review and approval via Administrative Review by staff;
- 5) As the project has been noticed as a remodel and addition, a minimum of 50% of the existing exterior walls of the structure must remain in place for the duration of construction. Removal means either that no studs remain or that if some studs remain, the interior and exterior sheathing, except for the studs, has been stripped bare such that one can see through the wall. Should more than 50% be removed at any time, the project would require review by the ADRB, inclusive of public notification, as a teardown/new residence;
- 6) Construction plans submitted to the Building Division shall include a note on all floor plan sheets noting that *"In order to avoid triggering a teardown, a minimum of 50% of the existing exterior walls of the residence must remain in place for the duration of construction. Removal means either that no studs remain or that if some studs remain, the interior and exterior sheathing, except for the studs, has been stripped bare such that one can see through the wall."*;
- 7) Construction plans submitted to the Building Division shall include the demolition plan that includes calculations to demonstrate that the project does not trigger classification as a "teardown";
- 8) Prior to submitting construction plans to the Building Division, the applicants must obtain sign-off from the Fire Department, confirming that the proposed project meets fire access requirements;
- 9) Any new exterior lighting shall not be directed toward the street, the sky or neighboring properties and shall be a maximum of 60 watts;
- 10) Prior to Building Permit issuance, the applicant shall submit a construction management plan to address construction staging, construction equipment, employee parking and truck routing to the satisfaction of the Building Official. The plan shall also address issues regarding noise, dust, vehicular and pedestrian safety, storage of construction materials, clean-up areas, placement & screening of sanitary and construction facilities, and if required shall maximize on-site construction vehicle parking, as per HMC Chapter 15.26.

**ENVIRONMENTAL ISSUES:** The proposal is exempt from CEQA pursuant to Section 15303, Class 3, which includes an exemption for the construction of a single family residence in a residential zone.

**ATTACHMENTS:**

1. ADRB Design Review Application Materials
2. Color and Materials Board
3. Public Comment Letters
4. Arborist Report
5. ADRB Project Plans

**ATTACHMENTS AVAILABLE UPON REQUEST**



## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item # 4

- Consent Calendar
- Public Hearing**
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 121-141 New Place Road (APN: 028-330-280 / 028-330-290)  
Chan (Andrew Skurman Architects)**

### PROJECT DESCRIPTION:

Request for design review approval of exterior revisions to a previously approved new two-story Contemporary-Traditional style residence with a basement and detached accessory dwelling unit for a total proposed floor area of approximately 19,852 square feet (14% Floor Area Ratio) on a 142,485 square foot lot. The project was approved by the ADRB on January 22, 2018. The proposed revisions consist of modifications to the exterior materials, architectural detailing, and window/door style and design.

### SUMMARY:

Request for design review approval of exterior revisions to a previously approved new two-story Contemporary-Traditional style residence with a basement and detached accessory dwelling unit for a total proposed floor area of approximately 19,852 square feet (14% Floor Area Ratio) on a 142,485 square foot lot. The project was approved by the ADRB on January 22, 2018. The proposed revisions consist of modifications to the exterior materials, architectural detailing, and window/door style and design.

The property is located on New Place Road adjacent to the Burlingame Country Club. The property was originally two parcels, which were approved by City Council to be merged into one lot as part of this project.

City Council review is required for homes greater than 8,000 square feet in floor area unless there is a unanimous vote of approval from the ADRB, there is no unresolved opposition to or concern with the project, and the Council Commissioner and Director of Building & Planning have determined that such review is not necessary. This project was granted the waiver.

Since the ADRB approval on January 22, 2018, the applicants have received administrative approval for minor revisions that include enclosing the breezeway between the garages and adding a subterranean hallway connection from the garages to the main house. The applicants are currently proposing minor revisions to the pool house, which are provided for reference, however due to its classification as an Accessory Dwelling Unit (ADU) approval is subject to Administrative Review procedures.

The applicants are currently proposing several exterior revisions to the colors, materials, and modifications to windows and doors and architectural detailing.



Below is a chart of the approved materials and currently proposed:

ADRB Approved Materials	Proposed Materials
Stone veneer accent walls	Eliminated
Plaster exterior walls	Plaster exterior walls, new scored plaster quoins treated to imitate rustication. Two-tone color scheme now with a darker body color and lighter trim, as demonstrated by the physical mock-up the have produced (photo attached);
Plaster chimney with stone cap	Plaster chimney and cap. Increase chimney height by 1'-3" and adding a spark arrestor detail
Painted steel windows & doors	<i>No change to color/material proposed.</i>
Stone trim around windows and doors	4-coat integral-colored exterior plaster trim around windows and doors
Stone crown and band accents	4-coat integral-colored exterior plaster crown and band accents
Redland Clay Barrel Tile Roof: Two-Piece Mission neutral custom blend	<i>No change to color/material proposed</i>
Bronze exterior scones	<i>No change to color/material proposed</i>
Solid stained wood entry door	Bronze and glass
Stone detailing at terraces	Eliminate stone, instead utilize glass

A public notice has been mailed to all property owners within a 500-ft. radius from the project site. At the time of preparation of this memorandum, no public comment has been received.

Should the Board be inclined to approve the proposal, the following conditions have been provided for consideration:

- 1) The proposal shall be subject to the Town's adopted Standard Conditions of Approval;
- 2) The project is subject to the original approval of **January 22, 2018** and conditions of approval.

**ENVIRONMENTAL ISSUES:** The project is exempt from the California Environmental Quality Act pursuant to Section 15303(e) of the California Code of Regulations.

**ATTACHMENTS:**

- ADRB Design Review Application Materials
- Plaster and Color Mock-Up
- ADRB Design Review plan set showing Approved and Proposed

**ATTACHMENTS AVAILABLE UPON REQUEST**



## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item # 5

- Consent Calendar
- Public Hearing**
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 190 Woodridge Road (APN: 030-222-390)  
Seibert-Li (Winder Gibson Architects)**

### PROJECT DESCRIPTION:

Request for design review approval of exterior revisions to a previously approved new multi-level residence. The project was approved by the ADRB on May 2, 2017 as a Shingle style residence of approximately 10,731 square feet (19.1% Floor Area Ratio) on a 56,281 square foot lot. The proposed revisions are related to a change in architectural style to Modern Farmhouse, consisting of changes to the exterior materials, colors, and window/door style and design.

### SUMMARY:

Request for design review approval of exterior revisions to a previously approved new multi-level residence. The project was approved by the ADRB on May 2, 2017 as a Shingle style residence of approximately 10,731 square feet (19.1% Floor Area Ratio) on a 56,281 square foot lot. The proposed revisions are related to a change in architectural style to Modern Farmhouse, consisting of changes to the exterior materials, colors, and window/door style and design.

The property is located off Woodridge Road at the end of a private road. The neighborhood is comprised of multi-level homes with a variety of architectural styles. The site, which is not visible from Woodridge Road, is currently occupied by an existing, multi-level residence. The applicant is proposing to demolish the existing home and replace it with a multi-story, Shingle style residence of approximately 10,738 square feet.

City Council review is required for homes greater than 8,000 square feet in floor area unless there is a unanimous vote of approval from the ADRB, there is no unresolved opposition to or concern with the project, and the Council Commissioner and Director of Building & Planning have determined that such review is not necessary. This project was granted the waiver.

Since the ADRB approval on May 2, 2017, the applicants have received administrative approval for revisions to the foundation and basement level, stairs adjacent to the garage, pool and rear deck. The administratively approved revisions resulted in a reduction of the total FAR from approximately 10,731 square feet of floor area to approximately 10,516 square feet of floor area (18.6% Floor Area Ratio). The current request for design review approval is limited to the proposed changes to the exterior materials, colors, and window/door style and design that are related to a change in architectural style to Modern Farmhouse. Other drawings have been submitted for reference.

Below is a chart of the approved materials and proposed:

ADRB Approved Materials	Proposed Materials
Synthetic Slate roof, "Colonial Grey"	Asphalt Shingles, "Slate"
Aluminum-clad wood windows, "White Dove"	Aluminum-clad windows, "Steel Matte Bronze"
Painted steel and glass custom railing system "White Dove"	Painted steel and glass railing system "Bronze"
Timbertech Legacy decking, "Mocha"	Ipe Wood Decking
Painted Hardie Shingles, "Briarwood"	Painted Hardi Siding, "Kestral White"
Painted Hardietrim for casings and trim, "White Dove"	Painted Hardietrim for casings and trim, "High Reflective White"
KV Granite Ledgestone stone cladding	Dolomite Limestone, Rough split-face, "Ashlar Blend"
Extra Fine Sand Finish Cement Plaster, "Chelsea Gray"	Extra Fine Sand Finish Cement Plaster, "Pavilion Beige"

A public notice has been mailed to all property owners within a 500-ft. radius from the project site. At the time of preparation of this memorandum, no public comment has been received.

The project appears to be consistent with the Residential Design Guidelines in terms of scale and materials and finishes. Should the Board be inclined to approve the proposal, the following conditions have been provided for consideration:

- 1) The proposal shall be subject to the Town's adopted Standard Conditions of Approval;
- 2) The project is subject to the original approval of **May 2, 2017** and conditions of approval.

**ENVIRONMENTAL ISSUES:** The project is exempt from the California Environmental Quality Act pursuant to Section 15303(e) of the California Code of Regulations.

**ATTACHMENTS:**

- ADRB Design Review Application Materials
- Approved Color and Material Board
- Proposed Color and Material Board

**ATTACHMENTS AVAILABLE UPON REQUEST**



## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item # 6

- Consent Calendar
- Public Hearing**
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 210 Tobin Clark Drive (APN: 038-423-130)**  
**IGBM Trust (TRG Architects)**

### PROJECT DESCRIPTION:

Request for design review approval of a revision to the roof material and color for a previously approved new two story residence. The project was approved by the ADRB on December 02, 2014, as a new two story Mediterranean style residence with a basement, attached second unit and detached pool house for a total proposed floor area of 12,164 square feet of floor area (14.74% Floor Area Ratio) on a vacant lot of 82,505 square feet. The approved roofing material/color was a two-piece Mission style tile in Old Sedona color blend. The applicants are proposed a one-piece "S" tile in brown.

### SUMMARY:

Request for design review approval of a revision to the roof material and color for a previously approved new two story residence. The project was approved by the ADRB on December 02, 2014, as a new two story Mediterranean style residence with a basement, attached second unit and detached pool house for a total proposed floor area of 12,164 square feet of floor area (14.7% Floor Area Ratio) on a vacant lot of 82,505 square feet. The approved roofing material/color was a two-piece Mission style tile in Old Sedona color blend. The applicants are proposed a one-piece "S" tile in brown. The applicant has proposed installing two-piece tiles for the first two rows, then transitioning to the "s" tile for the rest of the roof.

As stated in the Residential Design Guidelines, there are certain properties or characteristics that should be considered in the selection of tile:

- *The specified roofing material should be appropriate for the architectural style of the building and of a quality that is typical of Hillsborough buildings;*
- *Subtle blends of color are encouraged demonstrating an authentic and historic or "old world patina" for roofs on traditional architectural styles;*
- *Tile should have a hand-made natural rather than factory-made appearance and the use of high gloss or shiny tile should be avoided;*
- *When feasible, the reuse of roof tiles that are recycled from another roof, or a similar solution that provides a weathered clay appearance, is preferred;*
- *Tiles should not be of a uniform color but should instead fall into a range of hues so that the effect, when assembled on a roof plane, is of a modulated range of earthen tones;*
- *The details of tile installation are crucial components of successful tile roofs, which include those that do not appear too heavy on their buildings. Elements that require specific attention include: the eave condition, the gable end, the hip ridge, the primary ridge, and detailing around penetrations such as walls and projections.*

The roof that was approved for 210 Tobin Clark was a 2-piece Mission Clay tile, 2251: Old Sedona Blend, which is consistent with the above characteristics.

While the approved house has an FAR of only 14.7%, the approved project is more than 12,000 square feet of floor area. City Council review is required for homes greater than 8,000 square feet in floor area unless there is a unanimous vote of approval from the ADRB, there is no unresolved opposition to or concern with the project, and the Council Commissioner and Director of Building & Planning have determined that such review is not necessary. This project was granted the waiver.

The roof that is currently being proposed, is 1-piece "S" tile in Old World #3. Staff's feedback to the applicant has been that this style and color is not consistent with the residential design guidelines. The applicant submitted several photos of "S" tiles roofs in Hillsborough and Atherton. The referenced roofs in Hillsborough were installed prior to the establishment of the Residential Design Guidelines in 2004.

A public notice has been mailed to all property owners within a 500-ft. radius from the project site. At the time of preparation of this memorandum, no public comment has been received.

Should the Board be inclined to approve the proposal, based on consistency with the Residential Design Guidelines as discussed, the following conditions have been provided for consideration:

- 1) The proposal shall be subject to the Town's adopted Standard Conditions of Approval;
- 2) The project is subject to the original approval of **December 02, 2014**, and conditions of approval.

**ENVIRONMENTAL ISSUES:** The project is exempt from the California Environmental Quality Act pursuant to Section 15303(e) of the California Code of Regulations.

**ATTACHMENTS:**

- Approved Roof Material
- ADRB Roofing Application Materials
- Applicant Cover Letter
- Proposed Roof Material Cut Sheet
- Applicant Example Photos

**ATTACHMENTS AVAILABLE UPON REQUEST**



## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item # 7

- Consent Calendar
- Public Hearing
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 1175 San Raymundo Road (APN: 031-135-040)**  
**Artemis Investment Inc. (LSH Architects)**

### PROJECT DESCRIPTION:

Request for preliminary design review of a main floor addition of approximately 46 square feet of floor area and a new upper level addition of approximately 1,446 square feet of floor area to an existing two level Ranch style home for a total proposed floor area of approximately 5,081 square feet (23.9% Floor Area Ratio) on a 21,246.5 square foot lot. The proposal includes a change in architectural style from Ranch to Contemporary Ranch.

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### SUMMARY:

Request for preliminary design review of a main floor addition of approximately 46 square feet of floor area and a new upper level addition of approximately 1,446 square feet of floor area to an existing two level Ranch style home for a total proposed floor area of approximately 5,081 square feet (23.9% Floor Area Ratio) on a 21,246.5 square foot lot.

The property is located on San Raymundo Road at the intersection with La Cumbre Road. The neighborhood is comprised of one, two and multi-level houses in a variety of architectural styles.

The existing home is a split two-level Ranch style home that appears to be one story from the road, but has a lower level that steps down the hillside at the rear. The house has a legal non-conforming setback at the rear corner. The house is sited several feet below street level along San Raymundo and is accessed via a driveway off La Cumbre Road.

The proposal includes a change in architectural style from Ranch to Contemporary Ranch. The applicants are currently proposing the following preliminary palette of materials:

- Standing seam metal roof
- Horizontal plank wood siding
- Stucco exterior finish
- Metal clad windows
- Metal frame with frosted glass garage doors
- Framed glass entry door with sidelite
- Metal deck railings

The preliminary landscape plan includes a new pavers on a portion of the driveway, a driveway gate, paving, exterior stairs, a fire pit area, and enhanced plantings.

As the project has been submitted as a remodel and addition, and to retain the legal non-conforming rear setback, a minimum of 50% of the existing exterior walls of the structure must remain in place for the duration of construction. Removal means either that no studs remain or that if some studs remain, the interior and exterior sheathing, except for the studs, has been stripped bare such that one can see through the wall. Should more than 50% be removed at any time, the proposal will forfeit its legal non-conforming status and all aspects of the property will be required to meet current Town standards and the project shall require review by the ADRB, inclusive of public notification, as a teardown/new residence

Staff has encouraged the applicants to expand the detail of the plans to include architectural details, a colors and materials board, and complete landscape plan and to continue neighbor outreach as the project moves forward to address any concerns about the proposed project.

Due to the overall height of the proposed home and new upper level design, story poles will be required as a part of the formal review.

**ENVIRONMENTAL ISSUES:** The proposal is exempt from CEQA pursuant to Section 15303, Class 3, which includes an exemption for the construction of a single family residence in a residential zone.

**ATTACHMENTS:**

- ADRB Preliminary Review Application
- Applicant Cover Letter
- Neighborhood Notice
- Site Photos
- Arborist Report
- Preliminary ADRB Project Plans

**ATTACHMENTS AVAILABLE UPON REQUEST**



## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item # 8

- Consent Calendar
- Public Hearing
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 1411 Avondale Road (APN: 030-171-110)**  
**Amini (TRG Architects / Michael Callan Landscape Architecture)**

### PROJECT DESCRIPTION:

Request for preliminary design review of a new multi-level Contemporary style residence with a total proposed floor area of approximately 7,682 square feet (18% Floor Area Ratio) on a 43,766 square foot lot. The proposal includes demolition of the existing residence and a full landscape plan.

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### SUMMARY:

Request for preliminary design review of a new multi-level Contemporary style residence with a total proposed floor area of approximately 7,682 square feet (18% Floor Area Ratio) on a 43,766 square foot lot. The proposal includes demolition of the existing residence and a full landscape plan.

The property is located on Avondale Road on a large lot that backs up to Shady Lane. The neighborhood is comprised of primarily multi-level houses that step with the hillside, in a variety of architectural styles.

The existing home is a multi-level Ranch style home with a detached non-conforming garage that is street-facing and located within the front setback area. The applicants are proposing a three level home with the entry foyer, garage, main living space, and rear deck on the main level; bedrooms and a roof deck on an upper level; and additional bedrooms, a multi-purpose room, gym and lower deck accessing the pool on the lower level.

The applicants are currently proposing the following preliminary palette of materials:

- Smooth stucco with integral color
- Stained Cedar siding
- Metal panel siding
- Natural thin stone veneer
- Stained wood garage doors
- Stained wood pivot front door
- Horizontal & vertical sunshades
- Aluminum clad windows
- Cable railings

The preliminary landscape plan includes a new paver driveway, fencing and gates along the street, retaining walls, tree removals, replacement trees, enhanced plantings, a new pool and



space, multi-level decks, improvements to the concrete drainage swale, and a gravel maintenance/fire access off Shady Lane.

Prior to submitting for formal review, the applicants must obtain conceptual sign-off from the Fire Department, confirming that the proposed project meets fire access requirements and conceptual sign-off from the Public Works Department about the improvements to the concrete swale.

On August 10, 2018, the applicant mailed a neighborhood notice to all neighbors within a 500 foot radius of the project site informing them of the proposed project and providing the architect's contact information for those interested in viewing plans and/or asking questions about the project. One neighbor submitted public comment to the Town, noting that they had reviewed the plans at the architect's office. This letter is attached from Robert and Leone Woods, 35 Shady Lane. Mr. & Mrs. Woods express general support for the project, but note concern about the loss of large oak trees and mature vegetation and about parking or construction access on Shady Lane.

Staff has encouraged the applicants to expand the detail of the plans to include a fire access plan for review by the Fire Department, more detailed grading information to ensure that all retaining walls will comply with height limitations, to evaluate all tree removals and replacement trees to minimize loss of large oaks and mature vegetation, and to continue neighbor outreach working with the interested neighbor as the project moves forward to address any concerns about the proposed project.

Due to the overall height of the proposed home and the two-story design, story poles will be required as a part of the formal review.

**ENVIRONMENTAL ISSUES:** The proposal is exempt from CEQA pursuant to Section 15303, Class 3, which includes an exemption for the construction of a single family residence in a residential zone.

**ATTACHMENTS:**

- ADRB Preliminary Review Application
- Applicant Cover Letter
- Inspiration Images
- Neighborhood Notice
- Preliminary ADRB Project Plans

**ATTACHMENTS AVAILABLE UPON REQUEST**



## TOWN OF HILLSBOROUGH

Architecture & Design Review Board (ADRB)  
San Mateo County  
1600 Floribunda Avenue  
Hillsborough, CA 94010

Agenda Item # 9

- Consent Calendar
- Public Hearing
- Preliminary Review
- Discussion

# STAFF MEMORANDUM

**PROJECT: 30 Searsville Court (APN: 038-391-230)  
Brown-Farahyar (Herring & Worley, Inc.)**

### PROJECT DESCRIPTION:

Request for preliminary design review of a new multi-level Contemporary style residence with a total proposed floor area of approximately 6,220 square feet (3.6% Floor Area Ratio) on a 171,931 square foot vacant lot. The proposal will include a full landscape plan.

### SUMMARY:

Request for preliminary design review of a new multi-level Contemporary style residence with a total proposed floor area of approximately 6,220 square feet (3.6% Floor Area Ratio) on a 171,931 square foot vacant lot. The proposal will include a full landscape plan.

The property is located at the end of the Searsville Court cul-de-sac on a 3.95 acre vacant lot that backs up to Crystal Springs Road. The neighborhood is comprised of primarily multi-level houses that step with the hillside, in a variety of architectural styles.

The applicants are proposing a two level home with and pool and spa in the front between the garage and front entry. The main living space, bedrooms, and rear deck is proposed on the main level, with additional bedrooms, a media/family rooms, and another rear deck on the lower level.

The applicants are currently proposing the following preliminary palette of materials:

- Cement plaster siding
- Black aluminium frame windows
- Standing seam metal roof
- Cedar board soffit.

On July 30, 2018, the applicant mailed a neighborhood notice to all neighbors within a 500 foot radius of the project site informing them of the proposed project and providing the architect's contact information for those interested in viewing plans and/or asking questions about the project.

Prior to submitting for formal review, the applicants must obtain conceptual sign-off from the Fire Department, confirming that the proposed project meets fire access requirements.

Staff has encouraged the applicants to develop a landscape plan, improve the clarity of the building envelope profile drawings, perhaps through the use of a computer generated 3D model, to expand the detail of the plans to include a fire access plan for review by the Fire Department, provide architectural details and a color and materials board, and to continue neighbor outreach

working with the interested neighbor as the project moves forward to address any concerns about the proposed project.

Due to the overall height of the proposed home and the multi-story design, story poles will be required as a part of the formal review.

**ENVIRONMENTAL ISSUES:** The proposal is exempt from CEQA pursuant to Section 15303, Class 3, which includes an exemption for the construction of a single family residence in a residential zone.

**ATTACHMENTS:**

- ADRB Preliminary Review Application
- Site Photos
- Inspiration Images
- Neighborhood Notice
- 3D Architectural Model Images
- Preliminary ADRB Project Plans

**ATTACHMENTS AVAILABLE UPON REQUEST**