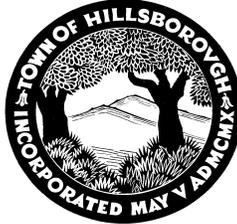


TOWN OF HILLSBOROUGH  
SAN MATEO COUNTY

Planning Office  
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1600 Floribunda Avenue  
Hillsborough  
California 94010

**Architecture and Design Review Board  
Approved Minutes**

Tuesday, January 20, 2009 at 4:00 pm  
Town Hall, 1600 Floribunda Avenue – Community Room

**CALL TO ORDER** – 4:00 pm

**Boardmembers Present** – Mark Heine, Chair; Jennifer Werbe; George Jewett; Charlie Barnett; Carl Goldstone; Lin Ho, Alternate

**Boardmembers Absent** – None

**Staff Present** - Elizabeth Cullinan, Director of Building & Planning; John Mullins, Building Official; Serena Ponzo, Assistant Planner

Others – Mayor Krolik; Commissioner Fannon

**APPROVAL OF MINUTES** – December 01, 2008

A motion (Werbe / Jewett) to approve the December 01, 2008 meeting minutes passed 5:0.

**WRITTEN/ORAL COMMUNICATIONS** – None

**PUBLIC HEARING ITEMS**

**Regular Items:**

Landscape Plans

**1. 15 Camphor Court - Ryan (Small Brown Landscape Architects)**

New perimeter fencing, gates & columns, retaining walls, new plantings, lighting, arbor and water feature.

Sarah Small, Landscape Architect, made a brief presentation on the proposal, highlighting the public outreach conducted and the neighbor's preference for the original design with columns along Rowan Tree Lane.

Boardmember Werbe complemented the landscape and gate design and expressed her support for the proposal.

Boardmember Jewett expressed his support for the proposal.

Boardmember Ho noted the fence located at the adjacent neighbor's property and expressed his support for the proposal.

Boardmember Goldstone complemented the design and asked for clarification on the type of fence along the Southeast property line which abuts the vacant lot and noted that the existing asphalt drive needs repair.

Sarah Small, Landscape Architect, confirmed that the proposal included an open wire fence to allow benefits of the view to the Southeast and agreed with the existing driveway needing repair.

Boardmember Barnett stated his preference for the alternate design with a reduction in the columns along Rowan Tree Lane. He noted the existing neighborhood context in terms of fencing and requested that additional planting be installed as well.

Chair Heine concurred with Boardmember Barnett and expressed his appreciation for the neighborhood outreach conducted; however, his preference remained with the alternate plan. Additionally, he noted that the additional plantings could be reviewed administratively if approved.

A motion (Barnett / Werbe) to approve the alternate landscape plan with the reduced number of columns along Rowan Tree Lane with the condition that additional plantings be incorporated into the landscape plan along Rowan Tree to screen the fencing subject to the administrative review process passed 5:0.

## **2. 2240 Oakdale Road - Chan (Gabriel Bonilla Design)**

Landscape screening plan, required in the ADRB Approval on March 05, 2007 associated with a first and second floor addition, which includes three new Camphor trees (36 inch box) and one Osmanthus tree (24 inch box).

Kelly Melendez, project architect, provided background on the previous approval and discussed the current issue regarding the landscape screening requirement. She addressed neighbor concerns and main points outlined in the public comment letters and noted that the trees could not be moved closer to the home, as they would be too close, it had been difficult to incorporate the neighbors' opinion into the tree selection and that the CC&R proposal was of extreme concern to the owners.

Chair Heine opened the public hearing.

Peter Hansen, 2244 Oakdale Road, expressed his concern with the lack of guidance provided in the condition of approval which required landscape screening. He noted there was difficulty in obtaining a professional opinion and felt as if they have accepted the minimum in terms of screening. He noted the efforts made to facilitate a successful screening attempt and the wide variation from one tree to the next. He expressed his concerns with watering and retention of the hedge and stated his preference for landscape architect, Lisa Keyston, to participate in the tree location. He noted the loss of value in his

property and the importance of the requirement for landscaping to remain and the insurance that irrigation will also be installed for the trees.

Lisa Keyston, landscape architect, explained the long process involved in selecting the tree species and type and expressed her interest in being involved in the tree spotting and process.

Boardmember Jewett asked Lisa Keyston for her irrigation recommendations for the trees.

Lisa Keyston recommended that the trees have more than just a spray.

Boardmember Werbe requested information regarding the process for complaints.

Elizabeth Cullinan, Director of Planning & Building, explained that Code Enforcement would respond to complaints, including those related to Conditions of Approval. She added that it is the intention of landscape plans to remain for the life of the project.

Kelly Melendez, project architect, noted that deep watering will be done and root barriers installed. She mentioned that the existing home was two stories and the previous approval was for an additional nine feet.

Warren Hansen, 2244 Oakdale Road, explained his experiences in the past with the project applicants and expressed his concern for his parents that no follow through will be taken.

Boardmember Barnett expressed his empathy for both parties at hand and noted that he defers to the Town's Consulting Landscape Architect (TCLA).

Boardmember Goldstone stated that the Town's TCLA is well qualified to assess the landscaping and noted that the trees are large. He added that Staff has addressed the concerns and landscaping and is inclined to approve the proposal.

Boardmember Ho noted he was sympathetic to both parties, explained that he visited the site and agreed with the three Camphor trees proposed.

Boardmember Werbe agreed with spotting the trees on site and noted her preference to rely on the TCLA.

Boardmember Jewett noted that the applicant had substantially reduced the windows and both parties were in agreement with the three camphor trees proposed. He added that the TCLA noted the camphor trees as a good choice for the screening and is therefore supportive of the plan.

Chair Heine concurred with the rest of the ADRB. He explained that the TCLA is qualified as well as Lisa Keyston, landscape architect who spoke. He added that with the approval of the landscape plan, the applicants are assuming responsibility to maintain the landscaping and noted that the CC&R's proposed by the neighbors is not within the ADRB's purview.

A motion (Werbe / Jewett) to approve the landscape screening plan as submitted passed 5:0.

Additions / Remodels

**3. 2190 Carmelita Drive - Scandalios (TRG Architects)**

Main level addition of approximately 2,011 square feet (23.6% Floor Area Ratio) to an existing one story residence

Randy Grange, TRG Architects, made a brief presentation on the proposal and explained his concerns with requiring additional landscaping around the property.

Chair Heine opened the public hearing. As no members of the public were present to speak, the public hearing was closed.

Boardmember Jewett expressed his support for the project and preference for siding on the wings of the residence.

Boardmember Ho expressed his support for the removal of the dormers and noted his preference for siding on the wings as well.

Boardmember Goldstone concurred with the preference for siding on the wings and removal of dormers and agreed that no additional landscaping was needed.

Boardmember Barnett noted his last comment regarding massing and his concern with the view down the driveway. He added his preference for the integration of the dormers as opposed to removal, recommended the use of copper gutters and noted his preference for a smaller addition.

Boardmember Werbe complemented the presentation by Randy Grange and noted her preference for the siding on the wings as well.

Chair Heine stated his preference for copper gutters and the siding for the wings.

Boardmember Ho questioned if the adjacent neighbor had provided input on the proposal.

Randy Grange responded that no, the neighbor had no input on the project and informed the Board that he had explored alternatives, specifically for the dormers, with the owners and it was not their vision for the home.

A motion (Jewett / Werbe) to approve the first and second floor addition with the following conditions: 1) that the wings of the residence be horizontal siding; 2) the gutters and downspouts be copper and 3) the existing landscaping is maintained and if adversely affected by construction, it is replaced, passed 5:0.

**4. 620 W. Santa Inez - Pace (Stewart Associates / Michael Callan Landscape Architect)**

First floor addition of approximately 1,071 square feet (23.5% Floor Area Ratio) to an existing one story residence and associated landscape plan including new plantings, driveway resurfacing and fencing.

Boardmember Jewett recused himself from proposal review due to being located within a 500-foot radius of the site.

John Stewart, project architect, made a brief presentation on the proposal and made himself available to answer questions of the ADRB.

Michael Callan, landscape architect, made a brief presentation on the proposal and noted the preference to disconnect the existing secondary driveway to incorporate additional landscape and planting areas.

Chair Heine opened the public hearing. As no members of the public were present to speak, the public hearing was closed.

Boardmember Goldstone stated his preference for the Cypress trees to remain and noted the large amount of hardscape on the property. He added that he preferred to see the guest parking along West Santa Inez eliminated from the proposal.

Boardmember Ho expressed his support for the project and preference for the reduced hardscape plan.

Boardmember Barnett complemented the proposal and thanked the applicants for the complete package. He noted his preference for the removal of the fixed panel detail on the Chelmsford side, removal of the shutters at the addition areas and stated that fifty percent of the property should be garden area.

Boardmember Werbe complemented the package and concurred with the large amount of hardscape onsite and retention of the Cypress trees.

Chair Heine concurred with the retention of the Cypress trees, reduction of hardscape, removal of shutters on Chelmsford side and commented that the second story element above the garage appeared to be overdone.

A motion (Barnett / Goldstone) to approve the first and second floor addition and landscape plan with the following conditions: 1) The shutters be removed from the addition areas and left only at the front door and fixed panels be removed on the Chelmsford side; 2) the applicant pursue the reduced hardscape landscape plan and 3) Cypress trees #5 & #6 be retained as part of the landscaping passed 4:0:1 (Jewett recused).

#### New Houses

#### 5. **1560 Lakeview Drive - Kardosh (Dinar Associates / Michael Callan Landscape Architect)**

Continued review of a teardown and new two story Mediterranean style residence of approximately 5,994 square feet (24.62% Floor Area Ratio) and associated landscape plan including tree removal, front yard fencing, gates and new plantings. *(Continued from the December 01, 2008 ADRB Meeting)*

Moshe Dinar, project architect, made a brief presentation on the revisions incorporated into the design and plan sets to address ADRB comments.

Chair Heine opened the public hearing. As no members of the public were present to speak, the public hearing was closed.

Boardmember Werbe expressed her concern with the proposal; however, noted she was inclined to approve since all required information was provided.

Boardmember Jewett requested detail and size of the joint at the second floor balcony and noted that no downspouts are shown on the plans.

Moshe Dinar, project architect, responded that the joint will be buttered to reduce seam visibility and that the gutters and downspouts will be painted to match the fascia.

Boardmember Jewett expressed his concerns with the detailing and noted at this point he was not very supportive of the proposal.

Boardmember Ho expressed his concerns due to the proximity to the street and visibility and noted that the landscaping is preferred with less hardscape.

Boardmember Goldstone supported the proposal, preferred the removal of the stone at the second story balcony and to see the detail of the chimney cap as well as copper gutters. He requested clarification if the stone in the landscaping would match the limestone and if the wrought iron gate would match the wrought iron on the residence.

Michael Callan, landscape architect, confirmed that the landscape stone and wrought iron would match those used on the residence.

Boardmember Barnett made specific note of the maximum Floor Area Ratio of 25% proposed and explained that the proposal would be expected to be of the highest quality, as noted in the design guidelines. He stated his support for the project but his concern as well. He added that additional detail was needed in the chimney caps and the preference for copper gutters and integral color stucco.

Moshe Dinar, project architect, explained that integral color stucco was not proposed for water penetration reasons.

Boardmember Barnett explained that the Board is encouraging the implementation of the Design Guidelines and integration of natural materials into the design. He noted the lack of natural materials in the design details and requested an explanation of the hardscape.

Michael Callan responded to the hardscape inquiry and noted the pervious materials incorporated into the landscape plan.

Chair Heine requested clarification in the limestone integration, specifically at sheet A.7.0 and A.9.0, detail 2.

Moshe Dinar, project architect, stated that he preferred to make the entire segment limestone.

Chair Heine accepted the entire segment to be limestone and noted the additional revisions which had been proposed including: detail of the joints at the stone, hone of stone, integration of stone, need for copper gutters and downspouts, chimney cap detail and detail of the fence.

Moshe Dinar, project architect, requested confirmation of the finish of the copper gutters and downspouts.

Chair Heine responded that a natural copper finish was preferred.

A motion (Goldstone / Werbe) to approve the new residence and associated landscape plan with the following conditions: 1) The applicant provide architectural details on the plans for the chimney caps, wrought iron fencing and driveway gate; 2) The plans shall be revised to indicate copper gutters and downspouts (natural finish) for the residence; 3) The applicant shall revise the plans to indicate integral color stucco used for the residence; 4) The landscape plan shall be revised to reflect a minimum of 50% of the lot area dedicated to garden areas throughout the property and 5) Details #2 & #3 in sheet A.90 in the plans shall be revised to reflect Jerusalem stone (full thickness) used to fully integrate the windows with solid Jerusalem stone pieces at the window projections) and detail #5, which indicates stucco covered foam, shall be eliminated, subject to the administrative review procedures, passed 4:1:0 (Jewett opposed).

**6. 10 Kammerer Court - Donald / Curti (TRG Architects / Michael Callan Landscape Architect)**

Teardown and construction of a two story residence of approximately 3,159 square feet (24.9% Floor Area Ratio) with associated landscape plan including new plantings, fencing and driveway surface.

Randy Grange, project architect, made a brief presentation on the revisions incorporated into the design to address ADRB comments and made himself available to answer questions.

Chair Heine opened the public hearing. As no members of the public were present to speak, the public hearing was closed.

Boardmember Jewett complemented the changes and the shingles used at the right elevation.

Boardmember Ho acknowledged the constraints of the site, complemented the detailing and improvements and noted his preference for copper gutters and downspouts.

Boardmember Goldstone expressed support for the project and a preference for copper gutters and downspouts. He noted the existing condition of the driveway area and his preference for pavers.

Michael Callan, landscape architect, noted the easement issues at the rear right side of the driveway, but explained that alternatives could be explored.

Boardmember Jewett requested clarification on the brackets.

Randy Grange, project architect, noted that the brackets were supposed to be there.

Boardmember Barnett acknowledged the property constraints and complemented the composition of the proposal. He noted his preference for copper gutters, real stone on the chimney and a revised front entry door to one solid Mahogany door in the spirit of the Craftsman style proposed.

Boardmember Werbe complemented the package, stated her preference for copper gutters and expressed her preference for an alternative to the asphalt driveway proposed.

Chair Heine expressed his support for the proposal and noted it was a good change. He concurred with the ADRB regarding the alternative driveway material and revisions to the elevations.

Elizabeth Cullinan, Director of Building & Planning, recommended that the Board incorporate a condition of approval requiring compliance with the high water use maximum in the front yard setback area.

A motion (Werbe / Barnett) to approve the new residence and landscape plan with the following conditions: 1) The landscape plan shall be revised to bring the high water use calculation into compliance with the 34% maximum; 2) The site plan shall be revised to be consistent with the landscape plan, specifically for the revised location of the guest parking to the rear of the property adjacent to the garage entrance; 3) The plans shall be revised to utilize copper gutters and downspouts; 4) The plans shall be revised to note natural stone in the exterior finishes; 5) The plans shall be revised to utilize an alternate material to the asphalt, such as interlocking pavers for the driveway surface; 6) The front door shall be a solid mahogany wood door, consistent with the Craftsman architectural style, passed 5:0.

**7. 600 Pullman Road - Leong (J.C. Engineering)**

Revisions to the window color and material of a previously approved new two story residence of approximately 6,111 square feet (24.5% Floor Area Ratio).

Louis Leong, property owner, provided the ADRB with the history of the property and the window selection process. He noted that the windows were being installed at their own risk in order to water-tight the residence.

Chair Heine opened the public hearing. As no members of the public were present to speak, the public hearing was closed.

Boardmember Werbe expressed her concern with the request and the struggle of the Board through the home's approval. She noted her disappointment and her concerns with the aesthetic impacts the new windows will have.

Boardmember Jewett explained the Board's efforts to approve materials of the highest quality and his concerns with the request for the change in the windows.

Boardmember Ho expressed his concern with the light windows and asked if the color of the windows could be painted or changed.

Boardmember Goldstone commented that the windows were specifically addressed and expressed his concern with precedence. He inquired on the painting option and or a fine.

Boardmember Barnett concurred with Boardmember Goldstone.

Jay Roshan, project contractor, explained to the ADRB that the ordering of the light windows was his mistake.

Elizabeth Cullinan, Director of Building & Planning, presented the ADRB with the painted window sample.

Chair Heine commented that painting the windows would require a professional level of painting. He noted that the windows were a significant concern and it was the intention of the Mahogany windows to diversify the designs in the area. He recommended venturing further into the painting process.

Boardmember Werbe excused herself at 6:18 pm.

The ADRB collectively discussed their options available for the request, which were: 1) approve the request; 2) deny the request and allow it be appealed to City Council or 3) continue the request with required revisions. The Board also discussed the possibility of imposing a fine on the application for failure to comply with conditions of approval. The Board chose to move forward with option three and require revisions.

Boardmember Jewett recommended that the color palette be revisited.

Boardmember Barnett recommended exploring upgrades to all architectural elements and features of the design, including the landscaping.

A motion (Barnett / Goldstone) to continue the proposal to the March 02, 2009 ADRB meeting to allow the applicant an opportunity to revisit the color and material palette, architectural detailing and landscaping so as to not take away from the architectural detailing of the residence passed 4:0:1 (Werbe excused)

### **PRELIMINARY REVIEW**

(Not public hearing items; Board comments only.)

#### **8. 1600 Kingswood Drive - Kong (Chu Design)**

Proposed teardown and construction of a new two story Colonial style residence of approximately 5,747 square feet (24.98% Floor Area Ratio).

The Board reviewed the item scheduled for preliminary review and provided commentary to the applicant.

### **DISCUSSION ITEM(S)**

#### **9. Green Building Ordinance Concepts**

John Mullins, Chief Building Official, made a presentation to and answered questions of the ADRB regarding the concepts for the creation of a Green Building Ordinance which would require varying levels (a tiered system tied to the size of construction) of green building measures to be incorporated into new construction, as recommended by the Sustainable Hillsborough Taskforce.

#### **10. Project Updates**

Elizabeth Cullinan, Director of Building & Planning, provided the ADRB with updates on the following projects: 851 Sharon Drive subdivision (conceptual review) proposal; the reconstruction of the Caroland's Gatehouse project; the De Guigne subdivision proposal.

**11. Appreciation to Jennifer Werbe, Former ADRB Chair**

Staff and the ADRB expressed their appreciation for Jennifer Werbe's time as ADRB chair.

**ADJOURNMENT**

The meeting was adjourned 7:11 pm.

Minutes prepared by  
Serena Ponzo, Assistant Planner

A handwritten signature in blue ink, appearing to read "S Ponzo", is located below the text identifying the preparer of the minutes.