

# TOWN OF HILLSBOROUGH

San Mateo County

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## Architecture and Design Review Board APPROVED MINUTES

Monday, November 02, 2009 at 4:00 pm  
Town Hall, 1600 Floribunda Avenue – Community Room

### **CALL TO ORDER – 4:00 PM**

**Boardmembers Present:** Jennifer Werbe, Acting Chair; George Jewett; Carl Goldstone; Lin Ho; Eric Nyhus, Alternate

**Boardmembers Absent:** Mark Heine (excused)

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

**Others:** John Fannon, Council Commissioner

### **APPROVAL OF MINUTES**

A motion (Ho / Jewett) to approve the September 08, 2009 Meeting Minutes passed 5:0.

A motion (Jewett / Ho) to approve the October 05, 2009 Meeting Minutes as amended passed 4:0:1 (Werbe abstaining).

### **WRITTEN/ORAL COMMUNICATIONS - None**

### **PUBLIC HEARING ITEMS**

#### **Regular Items:**

Additions/Remodels

1. **2990 Summit Drive - Qaqundeh (TRG Architects)**  
Request for a first floor addition of approximately 681 square feet, second floor addition of approximately 1,176 square feet (21.9% Floor Area Ratio), associated facade improvements to

an existing two story residence and new perimeter fencing and gates. (*Preliminary Review: August 03, 2009*)

Randy Grange, project architect, made a presentation on the proposal and explained efforts made to address neighbor concerns with screening trees.

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

Boardmember Goldstone questioned if the zinc material would be painted.

Randy Grange, project architect, confirmed that the zinc would be a worn natural metal color.

Boardmember Ho asked if a waterproof membrane and internal downspouts would be utilized in the design.

Randy Grange, project architect, confirmed that the both would be used, noting that those details were typically not included in the design drawings.

Boardmember Nyhus expressed his struggle with the design and the combining of two styles in one home. He noted the left side of the residence as geometrical and contemporary and the right side of the residence as the existing residence. He complimented the choice of materials and noted that the design held promise.

Boardmember Jewett requested clarification on the eave details, specifically if they were consistent with the existing and if the rafter tails would be exposed. He added that the 3-D model looked great and the project needs attention to detail. He concluded that the landscape screening should be incorporated to address neighbor concerns.

Randy Grange, project architect, responded that the eaves would be trimmed back and the rafter tails are currently exposed but could be covered.

Boardmember Ho stated that the color rendering is helpful and expressed his appreciation for the integration of the design. He expressed his sensitivity to the neighbor's concerns and agreed that landscape screening would be appropriate.

Boardmember Goldstone expressed his appreciation for the architectural transformation. He added that he was able to view the property from the existing second floor and noted the visible impacts as nominal. He stated that a large box tree would help with screening and expressed his preference for the asphalt driveway to be addressed, requesting it be part of a landscape plan. He added that the fence and gate plan was appropriate.

Acting Chair Werbe stated that staff monitoring of the landscape situation and potential maintenance issues could be added to the Conditions of Approval for the project.

A motion (Goldstone / Jewett) passed 4:0:1 (Nyhus dissenting) to approve the proposed first floor addition of approximately 681 square feet, second floor addition of approximately 1,176 square feet (21.9% Floor Area Ratio), associated facade improvements to an existing two story residence and new perimeter fencing and gates subject to the following conditions:

- 1) Eaves and rafter tail details shall be revised subject to administrative review;
- 2) Landscaping shall be maintained and restored as needed (inclusive of the asphalt

- driveway) to current conditions, to the satisfaction of Planning Staff;
- 3) Landscape screening shall be planted along the shared property line with 2998 Summit subject to the administrative review procedures;
- 4) Only a three foot wide pedestrian access pathway is permitted between driveway cuts to preserve visibility of oncoming traffic;
- 5) All trees located between the two driveway cuts must maintain a vertical clearance of ten feet;
- 6) The existing hedge shall be removed;
- 7) Plantings installed in the right of way area abutting the street line property line must not exceed two feet in height at full maturity.

2. **307 Ranelagh Road - Donald-Curti (TRG Architects)**

Request for first floor addition of approximately 41 square feet, second floor addition of approximately 191 square feet (existing 45.9% Floor Area Ratio), removal of existing basement area of approximately 274 square feet, facade improvements to an existing two story residence and associated landscape plan. The proposal includes continuation of an existing legal non-conforming setback and roof ridge height.

Randy Grange, project architect, made a presentation on the item and highlighted the improvements proposed as well as property constraints.

Acting Chair Werbe opened the public hearing.

Jeanine Klopacki, 104 El Cerrito, expressed her concerns with possible removal of the existing hedge at the shared property line. Additionally, she expressed concerns with the existing driveway narrow driveway conditions, carport (noted as garage on the plans) and visible story poles.

Bogden Klopacki, 104 El Cerrito, expressed his concerns with the potential parking impacts associated with the improvements and existing conditions.

Randy Grange, project architect, confirmed that the existing hedge would not be removed and stated that the survey of the property confirmed the distance for the driveway at the narrowest point as 9-feet, 3-inches.

Marshall Hydorn, 120 El Cerrito, inquired on the location of the property lines at the rear and requested confirmation of their exact locations.

Acting Chair Werbe noted her association with Michael Callan on a separate project.

Michael Callan, landscape architect, addressed the rear lot line questions, driveway location and noted that there is no intention to remove the existing hedge. He confirmed that the Pittosporum is on the neighboring property and that the parking strips would be redone.

Boardmember Goldstone complimented the architecture and improvements proposed; however, he expressed concern with the rear elevation dormers and increase in overall volume. He expressed interest in seeing the rear elevation softened and volume reduced.

Boardmember Ho noted the elegant area in which the property is located and expressed concern

with the existing non-conformities of the setbacks and Floor Area Ratio. He encouraged the applicants to reduce the Floor Area.

Boardmember Jewett noted the dilapidated condition of the existing residence and complimented the architectural improvements to the front elevation. He added that the rear dormers could be reduced in size, specifically noting that the square footage of the residence is technically not changing. He noted that existing legal non-conforming situations relating to Floor Area Ratio are often seen and questioned Staff about the reconstruction of the existing carport structure.

Serena Ponzo, Associate Planner, responded that the Hillsborough Municipal Code offers a garage exception process which allows for complete reconstruction of existing legal non-conforming garages or garage like structures, such as carports, to be replaced with properly design and constructed garages with City Council review.

Boardmember Jewett mentioned the plants located in front of the French doors of the proposed garage, noted that the driveway is an existing non-conforming while understanding the neighbors' concerns and expressed his support for the proposal with a reduction of the rooflines at the rear dormers.

Boardmember Nyhus stated he had no issues with the rear dormers, but mentioned they could be reduced in size. He expressed his concern with the integration of the rooflines of the front dormers with the shed in between as well as the driveway, noting its narrowness.

Randy Grange, project architect, noted the square footage of the existing residence had been reduced with the proposed improvements.

Acting Chair Werbe noted her concerns with the increase of volume with the existing legal non-conforming conditions and expressed her preference for a further square footage reduction or a partial second story and retention of the basement area. She noted her concerns with the narrow driveway.

Boardmember Goldstone stated that the application would have benefitted from a Preliminary Review.

A motion (Jewett / Ho) to continue the proposed first floor addition of approximately 41 square feet, second floor addition of approximately 191 square feet (existing 45.9% Floor Area Ratio), removal of existing basement area of approximately 274 square feet, facade improvements to an existing two story residence and associated landscape plan to the December 07, 2009 ADRB Meeting passed 5:0.

## **PRELIMINARY REVIEW**

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

### New Houses

3. **125 El Cerrito Avenue** - Preliminary review of demolition of an existing one story residence and construction of new two story French style residence of approximately 12,117 sq. ft. (15.4% Floor Area Ratio).  
Boardmember Jewett noted that the site inspection of the property as helpful and complimented

the proposed design solutions for the garages. He noted the proposal as really well thought out and a sensitive approach to the design.

Boardmember Nyhus expressed his appreciation for the property tour and concurred with the garage solution. He encouraged the applicants to insure the stairway over the front façade is in proportion to the design and does not overpower the front elevation. He complimented the design.

Boardmember Goldstone stated the proposal entailed a beautiful home on a beautiful lot and noted the importance of neighbor outreach for early assessments and perceptions of the massing. He noted potential size and massing concerns.

Boardmember Ho expressed his support for the proposal, noting the area as elegant and beautiful.

Acting Chair Werbe concurred with the other Boardmembers and encouraged the applicants to revisit the scale of the circular stairway at the front elevation. She strongly encouraged public outreach and noted the proposal as beautiful, including the landscaping.

Boardmember Nyhus complimented the variation in roof pitches.

## **DISCUSSION ITEM(S)**

### **Discussion of tree ordinance amendment & potential thresholds**

The ADRB held discussions on potential thresholds for tree removal.

Elizabeth Cullinan, Director of Building & Planning, explained the current ordinance requirements and when tree removal permits are required and for what size tree. She added that the code amendment would also include a replacement requirement, which would also allow Staff flexibility and tailoring requirements to specific site conditions.

The ADRB concluded that options should be explored which would leave flexibility for tree replacement and a potential size reduction in the tree removal permit requirements.

## **ADJOURNMENT – 5:15 PM**

Minutes prepared by:  
Serena Ponzo, Associate Planner

