

# TOWN OF HILLSBOROUGH

San Mateo County

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## Architecture and Design Review Board Approved Minutes

Monday, March 05, 2012 at 4:00 pm  
Town Hall, 1600 Floribunda Avenue – Community Room

### CALL TO ORDER – 4:00 PM

Boardmembers Present: Eric Nyhus, Acting Chair; Jerry Wings; Nan Ryan, Alternate

Boardmembers Absent: Mark Heine (excused); Julie Tenenbaum (excused); Christian Huebner (excused)

Staff Present: Elizabeth Cullinan, Director of Building & Planning; Serena Nevarez, Associate Planner; Ray Yniguez, Acting Chief Building Official; Mark Hudak, Deputy City Attorney; Cyrus Kianpour, City Engineer; David Bishop, Assistant City Engineer

Others Present: Mayor Tom Kasten

### APPROVAL OF MINUTES

A motion (Ryan / Wings) to continue review of the January 23, 2012 ADRB Meeting Minutes to the April 02, 2012 due to a lack of quorum passed 3:0.

### WRITTEN/ORAL COMMUNICATIONS – NONE.

### PUBLIC HEARING ITEMS

Acting Chair Nyhus announced and explained the appeals process to members of the public, which allows any decision of the ADRB to be appealed to the City Council within fifteen days of the ADRB decision. He added that all appeals must be filed with the City Clerk

### **Consent Items**

Additions/Remodels

1. **965 Hillsborough Blvd. - Mitra (Thornton Weiler, AIA)**  
Request for a ground floor addition of approximately 603 square feet of floor area (16.8% Floor Area Ratio) to the left side of an existing Ranch style residence.

2. **10 Conifer Lane - Kovacevich (Essalat Architects)**  
Request for a first and second floor addition of approximately 1,228 square feet of floor area (24.99% Floor Area Ratio) to an existing Mediterranean style residence. The proposal includes alterations to an existing, legal non-conforming portion of the front of the residence, which is non-conforming due to the existing setback.
3. **540 Darrell Road - Yeo (MAK Studio)**  
Request for review of a remodel and ground floor addition of approximately 1,310 square feet of floor area (19.0% Floor Area Ratio) and a change in architectural style from traditional ranch to a modern design and improvements to the existing landscaping including refacing of existing stucco walls, new pedestrian entry steps, new gravel pathway, new plantings and new rear yard deck. *(Received preliminary review at the December 05, 2011 ADRB meeting)*

A motion (Winges / Ryan) to approve consent calendar items #1 - #3 passed 3:0.

#### **Regular Items:**

New Houses / Additions & Remodels

4. **LOT 11 Farm Lane (APN: 031-373-050) - Whitman / Wagonfield (Charlie Barnett Associates / Michael Callan Landscape Architect)**  
Request for review of the construction of a new two story Spanish Colonial style residence of approximately 7,761 square feet (18% Floor Area Ratio) and associated landscape plan including tree removal, new perimeter fencing, gates and columns, new driveway, new swimming pool, new plantings and patio areas on a vacant lot. *(2nd preliminary review received at the January 23, 2012 ADRB Meeting)*

Charlie Barnett, project architect, made a presentation to the ADRB and explained the changes incurred since the preliminary review including the outdoor BBQ.

Michael Callan, landscape architect, explained the landscape plan to the ADRB, addressed the Town's Consulting Landscape Architect (TCLA) comments and made himself available to answer questions.

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

Boardmember Wingses stated the project was beautiful and the plan package submitted was impressive. He stated that the proposal retained very good, authentic details and the entry courtyard was beneficial to the design. He added that the shading problems of the pool were minimized by the siting of the proposed improvements and the vegetation would provide the privacy needed. Additionally, he noted that the angle of the driveway would screen the garage from view and he expressed his full support for the project.

Alternate Boardmember Ryan agreed with Boardmember Wingses, noting that the project entailed a good details and layers of landscaping. She expressed her support for the project.

Acting Chair Nyhus agreed and expressed his support for the project.

A motion (Winges / Ryan) to approve the construction of a new two story Spanish Colonial style residence of approximately 7,761 square feet (18% Floor Area Ratio) and associated landscape

plan including tree removal, new perimeter fencing, gates and columns, new driveway, new swimming pool, new plantings and patio areas on a vacant lot with the conditions that the TCLA comments be addressed subject to the administrative review procedures and that the Engineering Department shall review final details of the fence exception request to locate an open fence within the site distance triangle at the southeast corner of the lot and the proposed parking strip located within the site distance triangle at the southeast corner of the lot shall be replaced with a 3-ft pathway/walkway and a 2-ft planting buffer adjacent to the curb/gutter, passed 3:0.

5. **546 El Cerrito Avenue - Brush (Mark English Architects / Scott Lewis Landscape Architecture)**

Request for a first and second floor addition of approximately 805 square feet (24.9% Floor Area Ratio) to an existing two story residence, facade improvements including new wood shingle roofing, new wood windows & doors, new integral color plaster exterior and associated landscape plan including tree removal, new plantings, new terracing, new entry stairs, driveway gate and front yard fencing.

Mark English, project architect, made a brief presentation to the ADRB and explained the architectural improvements and detailing of the proposal. He added that the goal of the project was to integrate the home with the site while enhancing the indoor/outdoor living space connection while making minimal changes to the building footprint. He highlighted that the garage, which is currently non-conforming, would be enlarged to conform with current code requirements.

Scott Lewis, landscape architect, made a presentation to the ADRB and highlighted the key elements the landscape plan strived to address including drainage issues, preserve oak trees onsite and insuring the landscape features complemented the architectural improvements of the residence. He requested the option to work with staff on addressing the TCLA comments.

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

Alternate Boardmember Ryan complimented the architectural details, high quality materials and the authentic Mediterranean style of the proposal and noted her preference to allow a staff level review of landscape revisions to address TCLA comments.

Boardmember Wingses complimented the clear and complete package submitted. Although he was supportive of the fence design, which is open in nature, he expressed concern with the columns, specifically the stucco finish proposed and recommended exploring a precast case, cap with a simple recess for a higher quality appearance. He recommended this element be revisited carefully to reduce bulk.

Acting Chair Nyhus agreed with Boardmember Wingses regarding the columns. He expressed his support for the proposal and for a staff level review to address TCLA comments.

A motion (Winges / Ryan) to approve the first and second floor addition of approximately 805 square feet (24.9% Floor Area Ratio) to an existing two story residence, facade improvements including new wood shingle roofing, new wood windows & doors, new integral color plaster exterior and associated landscape plan including tree removal, new plantings, new terracing, new entry stairs, driveway gate and front yard fencing with the conditions that the stucco columns be revisited and TCLA comments be addressed, subject to the administrative review

procedure, passed 3:0.

6. **556 West Santa Inez Avenue - Burton (TRG Architects / Michael Callan Landscape)**

Request for a first and second floor addition of approximately 959 square feet of floor area to an existing multi-level English cottage style residence and associated landscape improvements including new front yard fencing & gates, new plantings, new stone retaining walls, new stone patios, new driveway surfacing, outdoor BBQ and firepit. The proposal also includes exterior alterations and an expansion of an existing detached legal non-conforming garage by 64 square feet of floor area.

Serena Nevarez, Associate Planner, noted recent neighbor support received from the adjacent neighbor at 600 W. Santa Inez Avenue and informed the ADRB that the Town's Engineering Department had recommended a three foot pedestrian pathway be incorporated into the street frontage. She added that there were options to incorporate the three foot pedestrian pathway that would allow retention of the existing hedge at the street frontage for screening purposes.

Randy Grange, project architect, made a presentation to the ADRB and explained the goals and objectives of the proposal, which included updated an older detached non-conforming garage as well as updating the floor plan of the main residence and accommodating the new addition areas.

Michael Callan, landscape architect, made a presentation to the ADRB and outlined the landscape improvements to the site, specifically noting the neighbor support/sign off received from the adjacent neighbor and the reduction of asphalt at the front of the property to accommodate new garden areas and a more defined entry to the main residence. He mentioned recent changes to the plan at the rear yard to incorporate a bark area to comply with maximum hardscape requirements.

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

Boardmember Wingses stated that the improvements would be a nice addition and although he was initially concerned with the height and the amount of stucco in the proposal, the rendering was helpful in allaying his concerns. He expressed support for the garage improvements and acknowledged that although no changes were proposed to the right elevation, the existing window pattern was scattered. He noted that the covered patio at the rear elevation may make for a dark interior. He expressed his support for the proposal.

Alternate Boardmember Ryan agreed with Boardmember Wingses. She added that the ambiance of the site was enhanced with the courtyard effect of the landscape improvements. She expressed her support for the proposal, the revision to incorporate bark at the backyard area and the incorporation of a pathway along the street frontage.

Acting Chair Nyhus stated the landscape improvements were beneficial to the front yard and although he was initially concerned with the front gable dormer, those concerns were allayed. He commented on the left side elevation and expressed his support for the proposal.

A motion (Ryan / Wingses) to approve the first and second floor addition of approximately 959 square feet of floor area to an existing multi-level English cottage style residence and associated landscape plan including new front yard fencing & gates, new plantings, new stone retaining walls, new stone patios, new driveway surfacing, outdoor BBQ and firepit and exterior alterations

and an expansion of an existing detached legal non-conforming garage by 64 square feet of floor area, with the conditions that a pedestrian pathway be incorporated into the street frontage with methods for retaining the existing hedge and TCLA comments be address via the administrative review procedures, passed 3:0.

7. **39 Glenbrook Drive - Knuff (Toby Long Design / Magraine Associates Landscape Design)**

Continued review of the request for demolition of an existing single story residence and construction of a new multi-level French Provincial style home and detached single story guest house totalling approximately 8,673 square feet (9.17% Floor Area Ratio) with an associated landscape plan including tree removal, new driveway, new patios, retaining walls, new plantings, lawn areas and landscape lighting. The proposal also includes consideration of a Mitigated Negative Declaration and Mitigation Monitoring Plan. The project includes grading of 5,870 cubic yards with 1,290 cubic yards of off-haul, and the removal of 47 trees in varying health and size. Approximately 129 truck trips to and from the site (based on approximately 10 cubic yards of earth material per truck) are anticipated. *(Continued at the January 23, 2012 ADRB Meeting)*

Acting Chair Nyhus disclosed his social relationship with property owners, Beth and Mitch Rosen, 1046 Parrott Drive, which is adjacent to the project site, and stated that he would remain able to make a fair and impartial decision on the proposal at 39 Glenbrook Drive.

Elizabeth Cullinan, Director of Building & Planning, informed the ADRB and public that there are two components to the approval of this project. The first being the environmental documents, and the second the Design Review. She added that the Town had prepared an Initial Study and Mitigated Negative Declaration for public review from February 2, 2012 through February 21, 2012, primarily to address grading, slope and tree removal associated with the project. Additionally, the Town has prepared a Mitigation Monitoring and Reporting plan to facilitate implementation of the mitigation measures. These environmental documents concluded that with the proposed mitigation measures and local and state regulations, there would not be a significant environmental impact associated with the proposal.

Ms. Cullinan noted that the only changes to the environmental documents received by the ADRB on February 29, 2012 as compared to those published February 2, 2012 were the incorporation of the number of earth haul trips in the project descriptions. Additionally, a memorandum from the Town's Engineering Division dated February 27, 2012 was included, which noted that while the current conceptual drainage plans did not meet the Town and State requirements (which is not uncommon during the design stage), the approved plans would need to and, therefore, the run-off associated with the project would not exceed pre-development levels.

Ms. Cullinan confirmed that since preparation of the Staff Memorandum for the March 5, 2012 ADRB meeting, Staff had received five additional communications including commentary on the project, from Mark and Lou Heine (project neighbors), Mike Ludwig (project landscape architect), Will Knuff (applicant), Mary Ann Basler (project neighbor) and Roxann Salgo (project neighbor) all of which were made available at the back of the Council Chambers along with commentary received prior to preparation of Staff Memorandum. Ms. Cullinan informed the ADRB that representatives from the Engineering Department were available to address any drainage issues.

Ms. Cullinan reminded the Board that they had the option to approve, conditionally approve the project (i.e. require changes), continue the project, or deny the project based on the project's consistency with the Town's Design Guidelines.

Will Knuff, property owner of 39 Glenbrook Drive, made a presentation to the ADRB, provided background details of the project and explained the neighborhood meetings held, specifically noting that no neighbors had attended the last meeting held. He added that they felt all neighbor comments had been addressed. He noted that there were two conflicting opinions on the two existing trees at the front and referred to the Town's Consulting Landscape Architect comments which had stated that the two trees were in poor health and presented little screening. He mentioned that there would be onsite parking available during construction and the parking strip would be redone. He discussed the details of the neighborhood averages he had completed which included properties within a 500-ft radius and his concerns with the averages presented by staff in the staff memorandum. He then introduced his project architect.

Toby Long, project architect, provided an overview of the project, specifically mentioning the sustainability and conservation features of the project. He stated that careful consideration had gone into the selection of materials and the design and noted that the design included very little impervious surface on the property for the size of the lot. He provided comparative elevations (preliminary review and current elevations) of the project and explained the changes made to the architecture since the preliminary review and addressed screening issues with the adjacent neighbor at 41 Glenbrook Drive. He also provided cross canyon photos of the project.

Penny Magrane, landscape architect, thanked the ADRB for their past comments and Planning Staff for their assistance through the process. She elaborated on the details of the Mediterranean landscape palette and screening issues. She focused on the current issues with the two front trees and the Town's Consulting Landscape Architect (TCLA) comments, which concurred that the two trees should be removed. She expressed her concern with the TCLA's recommendation for Redwood trees as replacement plantings, as these trees would grow very tall and their canopies would reach a height that would provide little to no screening. She referred to the cross section diagram on the screen which illustrated the screening the proposed Oleander, growing to 18-feet, would provide to 41 Glenbrook. She provided a photo from the bathroom of 41 Glenbrook Drive and then an image of the screening the combination of Olive trees and Oleander would provide. She then presented an image of the proposed screening from the 41 Glenbrook Drive pool area. She stated that Italian Cypress trees would provide adequate screening and Redwood trees would dwarf neighboring homes, damage the new driveway of 39 Glenbrook Drive and create shadowing for one adjacent neighbor at 41 Glenbrook Drive. She then presented a revised landscape plan which included 15-Italian Cypress trees in 36-inch box containers.

Acting Chair Nyhus inquired if the growth of trees could be stunted.

Penny Magrane, landscape architect, explained that other variations of trees could be explored; however, the goal was to select a tree compatible with the site and one that would have a proper growth rate. She provided photos of mature Olive trees and photos of mature Italian Cypress trees and stated their hopes for a better alternative to screening than the Redwood trees.

Penny Magrane, landscape architect, provided an overview of the concessions the applicants were willing to make, including relocation of the walkway next to the driveway gate and improvements to the existing parking strip to accommodate a minimum 5-ft wide parking strip.

Boardmember Winges inquired about the purpose of the secondary pedestrian entry.

Penny Magrane, landscape architect, responded that the purpose was for guests to access the

home and a method of retrieving mail; however, she noted these goals could be achieved through a simplified plan and she presented an image of a revised site plan and before and after renderings of the street frontage.

Boardmember Winges asked the landscape architect to show, on the renderings, where the trees were located.

Penny Magrane, landscape architect, stated that Boardmember Winges was correct in that the rendering did not include the trees and was, therefore, incorrect.

Boardmember Nyhus asked why the two existing trees at the front couldn't be kept.

Will Knuff, property owner of 39 Glenbrook Drive, confirmed that the trees would be retained through construction.

Bart Hechtmann, land use counsel representing Will and Penny Knuff, introduced himself to the ADRB and noted his purpose was to specifically address the public comment of Mark Heine. He acknowledged that Mark Heine is the current Chair of the ADRB and a property owner on Glenbrook Drive, which may create awkwardness by the ADRB to address his public comment. He asked the ADRB members to view Mark Heine as an individual and a neighbor to the project site at 39 Glenbrook Drive and to keep in mind that his property at 60 Glenbrook Drive does not have a direct view of the project site. He concluded that he believed the design to be beautiful and it was his first time watching the full presentation of the item, although he had read the minutes of the last meeting.

Boardmember Winges stated that he was not at the January 23<sup>rd</sup> ADRB meeting; however, he had read the minutes and inquired about the cross canyon views and if the oak trees at the front of the property, viewed in the photos, would remain.

Toby Long, project architect, confirmed that the oak trees in the photo would remain.

Will Knuff, property owner of 39 Glenbrook Drive, referred to the cross canyon photos, noted that they were aware of the potential visual impacts and therefore, the goal was to retain the screening in the plan.

Boardmember Winges stated that the proposal involved a large amount of grading which would result in a high number of truck trips to and from the site. He added that a model would have been appropriate for this proposal and referenced a recently approved project in which a model was presented. He stated that there were retaining walls included in the proposal that were as tall as the guest house and inquired if there was a way to minimize the size and number of retaining walls.

Toby Long, project architect, explained that although there would be much grading occurring, most of the soil would be kept onsite. He stated that the twelve foot retaining wall was at the back side of the guest house and was included as it was designed for the hill to wrap around the house.

Boardmember Winges stated that a 3-D model would have been helpful.

Alternate Boardmember Ryan asked what the ceiling height on the third floor would be.

Toby Long, project architect, responded that the ceiling height for the third floor would be 7-ft, 6-inches.

Elizabeth Cullinan, Director of Building & Planning, responded that the current proposal is two feet taller from the main roof ridge than the proposal which was approved in 2004.

Acting Chair Nyhus opened the public hearing.

Mark Heine, 60 Glenbrook Drive, stated his intention for reiterating his comments outlined in the letter of March 05, 2012, submitted to the ADRB for the record and to be included in the minutes. He stated his concerns regarding drainage and noted that he was sure Town staff and the Engineering Department would be reviewing that aspect of the proposal. He added that the trees have been an issue since the 2004 application and although he does not have a direct view of the project site from his property, he passes by the property daily. He added that the landscape of Glenbrook Drive has appeared natural with several old oak trees. He added that retaining the two existing trees at the front of the property is about screening the house from the street. He expressed his concerns with construction impacts and asked that they insure safe passage along the street for Fire department access and neighbors. He concluded that the size of the proposal remained a concern and landscaping would be very important.

Paul Saffo, 65 Glenbrook Drive, stated that although he was generally in favor of the proposal, he remained dismayed by the stance of the property owners and felt strongly that the screening issue should be addressed. He stated that in 1997 his garage was flooded due to poor drainage but the problem has since been corrected. He asked that careful consideration be paid to drainage and stated that in his personal opinion, the project geologist was very optimistic and recommended that a second opinion from a local geologist be obtained.

Serena Nevarez, Associate Planner, provided clarification that the retaining wall behind the guest house was part of the structure and would therefore need to follow the building envelope height requirements, not the landscape retaining wall height limitations.

The public hearing was closed.

Boardmember Wingses stated that the proposal was a signature structure and could be one on an historical listing in 100 years. He reiterated that the proposal entailed a high volume of grading on a steep hillside. He added that he was supportive of the design as presented; however a model would have been helpful in the review. He stated that the applicants should work with the neighbor to address the tree issues and to provide privacy screening. He referred to the proposed mitigation measures specifically regarding the grading and technical elements of the project and noted that with the project implementation, there would be some disruption. He added that the project was well done and appreciated the presented landscape revisions including the 5-ft wide parking strip and elimination of the secondary entrance stairs.

Alternate Boardmember Ryan expressed her support for the project, the high quality materials, architecturally pleasing elements and green measures. She noted that the project needed enhanced landscaping to address neighbor concerns.

Penny Magrane, landscape architect, stated that the owners were willing to retain the two existing trees at the front of the property and once the trees failed due to natural causes, they would move forward with planting of Olive trees.

Acting Chair Nyhus, stated that if this occurred, it would require working with the neighbors.

Alternate Boardmember Ryan reviewed the ceiling heights of the levels of the project and the overall height of the house, specifically the tower feature.

Will Knuff, property owner of 39 Glenbrook Drive, stated the ceiling height of the first floor was 10 ½ feet and that the intent of the design was to have the tower feature taller than the rest of the house.

Acting Chair Nyhus discussed the exterior finish of stucco for the tower feature and noted that due to the length/depth of the tower, it was technically not a tower. He stated that construction parking could be an issue and encouraged the applicants to keep construction trucks off the street to the greatest extent feasible. He discussed the views of the structures on 39 Glenbrook from the neighbors above as well as the expanded views the new home would have, while referring to the images with the story poles presented by the applicant. He complimented the architectural style; however, he remained concerned with the tower element, specifically at the rear elevation.

Elizabeth Cullinan, Director of Building & Planning, stated that the ADRB would need to make two separate motions: one on the environmental documents and one on the design. She requested that the ADRB be specific in clarifying their intent for the two existing trees and the seventeen (17) new trees.

Penny Magrane, landscape architect, stated that if the two existing trees would be retained, there would be no point to include the proposal for the Italian cypress trees that had been presented as a smaller species of Italian cypress tree could be obtained, such as a dwarf cypress.

Acting Chair Nyhus inquired on the girth of one of the Italian cypress trees in one year.

Penny Magrane, landscape architect, responded that the girth/width of an Italian cypress would be five to six feet at full maturity.

Acting Chair Nyhus noted this type of tree as ideal, as the height could be controlled.

Boardmember Wingses inquired if the visual impact was still an issue, could more trees be planted.

Penny Magrane, landscape architect, confirmed that more trees could be planted.

Elizabeth Cullinan, Director of Building & Planning, inquired if the intent for the two existing trees was to have them stay through construction or if there was a time limit for them to be retained.

Acting Chair Nyhus stated that the intent would be for them to stay through construction, which would take approximately two years or until they would need to be removed due to health conditions.

Will Knuff, property owner of 39 Glenbrook Drive, stated that this avenue would allow the neighbors to view the other Olive trees onsite.

A motion (Winges / Ryan) to adopt the resolution adopting the Mitigated Negative Declaration and Mitigation Monitoring & Reporting Plan for a new single family residence at 39 Glenbrook

Drive, Hillsborough, passed 3:0.

A motion (Winges / Ryan) to adopt the resolution approving the design of the project and associated demolition of an existing single story residence and construction of a new multi-level French Provincial style home, including a detached single story guest house, totaling approximately 8,673 square feet of floor area (9.17% Floor Area Ratio) and landscape plan including tree removal, new driveway, new patios, retaining walls, new plantings, lawn areas and landscape lighting, passed 3:0 with the following conditions:

1. The landscape plan shall be revised to incorporate a new parking strip and adequate plantings to insure the new residence is screened from the street at the parking strip area;
2. The existing Canary Pine and Deodar Cedar located at the north corner of the property shall be maintained for an indeterminate period of time. The ADRB acknowledged ultimate removal of the trees, based on their health and condition, and required the final resolution of tree removal and replacement plantings to be reviewed by Planning Staff;
3. As presented and portrayed in the photographs presented by the applicant to the ADRB at the March 5, 2012 ADRB meeting, the landscape plan shall show and provide for existing trees to remain to insure that the new house is screened from cross canyon views except for the top of the tower. If these existing trees are ever removed or die, the property owner will provide new screen trees to assure cross canyon screening is substantially similar to the existing screening conditions.

## **PRELIMINARY REVIEW**

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

New Houses

8. **537 Craig Road - Williamson (Robert Williams Architect / Small Brown Landscape Architects)**

Request for second preliminary review of demolition of an existing two story residence and construction of a new two story Normandy style residence of approximately 7,032 square feet (22.8% Floor Area Ratio) and a conceptual landscape plan including new front fence wall, new plantings, new driveway surfacing, and retaining walls. *(Received preliminary review at the January 23, 2012 ADRB meeting)*

Alternate Boardmember Ryan stated that the proposal was too large for the neighborhood and expressed her concerns with the rooflines. She added that there seemed to be a high number of windows in the design and the project would benefit from simplification.

Boardmember Wingses stated that he was not at the January 23<sup>rd</sup> meeting in which the proposal received its first preliminary review; however, he agreed that the proposal was large for the site. He acknowledged that the property contained an existing two story residence and that a rendering would be needed for the formal review.

Planning Staff presented the rendering on the screens.

Boardmember Wingses continued with his comments and stated that the design did not need to be so complex and would benefit from simplification. He acknowledged that it had been softened since the first rendition; however, the integration of the basement was not clear through the drawings. He noted that the materials presented were of high quality and commented on the

style, noting the details were complex for the Normandy style presented. He added that the gable dormer should be reduced or eliminated from the design and the entry should be revisited for a deeper recess.

Acting Chair Nyhus recommended the applicants evaluate the plans, specifically the retaining walls, for visible impacts and explore incorporation of vertical versus horizontal window mullions. He complimented the design of the garage doors, the amount of detail, the alignment of the front windows and the materials proposed. He noted the design of the front elevation was an acute approach the Normandy style and commented on the effects of breaking the windows into two at the front. He added that the project was headed in a great direction.

9. **385 Pinehill Road - Avedon / Kelly (Jon Lum Architecture, Inc.)**

Request for preliminary review of demolition of an existing single story residence and construction of a new two story Craftsman style residence of approximately 7,580 square feet of floor area (8.1% Floor Area Ratio).

Boardmember Winges acknowledged the different area of Hillsborough and the magnificent oak trees the site contained. He stated that the proposal would complement the area, was designed in a manner to take advantage of the existing features of the property and it was headed in the right direction. He stated that the materials proposed appeared to be great, noting the metal roof was appropriate for the area; however, he questioned the type of siding that would be used due to the property's location in the High Fire Severity Zone. He noted the numerous windows in the design, the horizontal and vertical siding combination and the consistent use of stone in the design. He added that he had no concerns with the skylights at the roof ridgeline.

Alternate Boardmember Ryan commented that the design was very personal and acknowledged the applicants statement that exact window locations were still being decided. She questioned the location of the proposed carport and if it was due to the location of the existing oak tree. She noted her concerns with the skylights; however, she complimented the design and direction of the project.

Acting Chair Nyhus complimented the design approach, shed roof element under the front gable and siting of the proposal. He noted that the wood siding would age over time and stated that the ridge skylights appeared to be a feature of the house and part of the architectural appeal. He asked that the applicants provide specifics of the materials to be utilized for the next review.

10. **3935 Ralston Avenue - Petrushka (TDG – The Design Group, De Nguyen / Michael Callan Landscape)**

Request for preliminary review of demolition of an existing single story residence and construction of a new two story Colonial Revival style residence of approximately 5,613 square feet of floor area (23.70% Floor Area Ratio) and an associated conceptual landscape plan including tree removal, new plantings, new driveway and surfacing, landscape dry stack stone walls and retention of existing mature trees.

Alternate Boardmember Ryan complimented the features of the lot and acknowledged the increase in floor area from the existing conditions of 2500 square feet to the 5,612 square feet proposed. She added that although the proposal was nearing the maximum floor area for the site, it did not appear to be oversized for the lot. She expressed support for the style but remained concerned with the rooflines and front facing garage. She expressed her preference to

for the garage to be a side entrance garage and expressed her support for the front porch, paired windows, front door with sidelights and high quality materials.

Boardmember Winges acknowledged his struggle with the proposal, specifically with all of the massing placed on the right side of the residence, the front facing garage on Barbara Way, left elevation shed roof element, right side elevation design, and proximity of the nook bay window to the garage. He commented on several items on the floor plan and provided suggestions to the applicant for a more fluid approach to the living areas. He recommended the garage be revised to a side facing garage and the design be simplified. He encouraged the applicants to revisit the siting of the proposal for enhanced integration and flow.

Acting Chair Nyhus expressed support for the style and encouraged the applicants to revisit the left side elevation and the eave be brought across this side. He noted the garage doors as relentless and recommended that the axial relationships of the first and second floor windows be revisited and realigned. He encouraged the applicants to simplify the roof design and noted the design was headed in the right direction.

Boardmember Winges commented that if the existing pool was driving the design, the applicants may want to reconsider replacing the pool to allow for more design options.

11. **501 Remillard - Li (Stewart Associates / Michael Callan Landscape)**

This is the request for preliminary review of demolition of an existing single story residence and construction of a new two story English Country style residence of approximately 5,363 square feet in floor area (24.6% Floor Area Ratio) and an associated conceptual landscape plan including minor tree removal, new driveway surfacing, new plantings and patios.

Boardmember Winges acknowledged the amount of space between the properties at 501 & 505 Remillard. He commented on the commonly reviewed theme for some of the new two story homes, referring to the bedrooms upstairs and on the left side. He added that attempting to keep the house in scale with the roof would be extremely complicated and that the rear elevation appeared to be regimented. He recommended the dormers be reduced to three at the rear elevation. He acknowledged the public comment letter received outlining concerns with the proposal and then noted that the adjacent property sits above the project site and landscaping would be an appropriate method to address concerns. He complimented the landscape improvements.

Alternate Boardmember Ryan recommended a reduction in the number of dormers to three, if possible and complimented the style proposed, varied rooflines, quality of materials and front entry. She commended the applicants on their approach to a two story home and recommended that the home be reduced in height, specifically at the left side elevation and noted that the landscape plan currently did not include access to the front entry from the street.

Acting Chair Nyhus commended the applicants on reducing second story impacts through design. He commented on the mullion patterns and recommended that they be revisited for a more vertical design and less mullions for enhanced consistency with the architectural style. He expressed support for the garage door design, approach to the second story and improvements to the site.

12. **1520 Kingswood - Sun (Stewart Associates / Michael Callan Landscape)**

This is the request for preliminary review of demolition of an existing single story ranch style residence and construction of a new two story French Country style residence of approximately 5,363 square feet in floor area (24.6% Floor Area Ratio) and associated conceptual landscape plan including tree removal, new plantings, new walkways, patios and new driveway surfacing.

Alternate Boardmember Ryan noted the submittal package was complete and complimented the material palette and accuracy of the design to the French country style. She acknowledged that the surrounding homes are one story in nature and noted that the larger two story homes down the street constitute a different neighborhood. She encouraged the applicants to lower the roofline which may result in less objection to the proposal. She added the landscape plan would be integral to the project and was glad to see the support of the neighbor to the right. She noted that the square footage on the property had grown from the existing conditions of 2,016 square feet to the proposed 5,303 square feet and stated her preference to see the massing reduced.

Boardmember Wingses stated that the floor plan for 501 Remillard and 1520 Kingswood were very similar with different exterior treatments. He added that the design of the roofline did not need to be as high as it was and that the design should be a one story or partial two story proposal. He encouraged the applicants to reduce the width of the center portion of the main residence, address the massing inherent to the side gable ends and blank triangle wall spaces and reduce the slope of the roof. He stated that the proposal should be revisited for a house design more appropriate for the site.

Acting Chair Nyhus acknowledged that the existing neighborhood consisted of single story ranch style homes and that the proposal was too large for the site. He added that from the property across the street, it would appear as a wall of roof. He recommended that the ceiling heights and roof be lowered. He noted his understanding of the conceptual elevations, which were not perceptual; however, the proposal seemed massive. He noted that the window mullions needed to be more consistent throughout and that stone veneer should either be removed or used consistently around the entire residence. Alternately, he noted that a water table could be used around the residence. He recommended that the walls be pulled back to reduce the effects of the second floor and that the proposal remained too large for the neighborhood.

13. **10 Highgate Lane - Farid / Esmelli (Moyer Architecture)**

Request for preliminary review of demolition of an existing single story residence and construction of a new two story French Country style residence of approximately 3,972 square feet of floor area (17.2% Floor Area Ratio).

Alternate Boardmember Ryan stated the project was interesting and an overall nice design commensurate with the neighborhood. She complimented the elegant and simple rooflines and strongly recommended against the proposed composition shingle roofing and the preference for a natural roof material such as slate. She expressed her appreciation for the side entrance garage.

Boardmember Wingses complimented the siting of the residence and compact, friendly floor plan of the proposal; however, he remained interested in the landscape plan, specifically the fencing, screening and tree removal. He noted that the front porch columns were overdone and should be revisited and that the roof material be revised to a natural roof material consistent with the architectural style. He complimented the dropped roof design.

Acting Chair Nyhus recommended that the garage door design be revisited and single garage

door be broken into two doors, which would enhance integration of the garage into the design. He noted the size of the columns as curious and the singular arched window at the front of the residence, which remained the only arched window in the design. He stated that the stone at the front should either be eliminated or continued around the entire residence. He added that a water table could also be used around the residence in lieu of the stone. He stated his preference to see more detail at the eaves, encouraged the applicants to insure the window locations in the floor plans matched the elevations. He added that the dormers should be aligned with the windows directly below and commented that there was no direct access to the rear yard from the interior living spaces. He stated that the right side elevation was a prominent elevation and the proposal needed to be developed further. He encouraged the applicants to use care and caution with the details and that the site would benefit from a reduced footprint.

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

#### **14. DRAFT Design Guidelines Amendment: Chapter 8, Roofing Materials**

The ADRB unanimously agreed to defer this discussion to the April 02, 2012 ADRB meeting for benefit of a full board review. It was noted that the Building & Planning website would need to be updated to reflect details on the process and elimination of the pre-approved roofing materials list.

### **ADJOURNMENT - 7:00 PM**

Minutes prepared by:



Serena Nevarez, Associate Planner