



site planning ... environmental design ... landscape architecture

Town of Hillsborough, Town Council  
c/o Elizabeth Cullinan, Director of Building and Planning  
1600 Floribunda  
Hillsborough CA 94010

June 5, 2013

Re: Lot #5 Buckeye Court (60 Buckeye Court).  
Review of Landscape Plan and Tree Protection Measures

Ms. Cullinan:

Per your request, I have reviewed the landscape plan dated Dec 12, 2012 for a proposed new house at 60 Buckeye Court. The landscape plan was prepared by P. Callander, landscape architect. I have also reviewed a memorandum of meeting dated March 19, 2013 - also prepared by P. Callander, the ADRB approval of April 25, 2013, a tree inventory and preservation report prepared by N. Patchett dated September 7, 2012, a tree protection report prepared by Davey Resource Group dated March 25, 2013 and received April 1, 2013 after ADRB approval, and the appeal packet from Mr. Holsclaw and Ms. Summers.

The purpose of this review is to evaluate the various reports, the March 25, 2013 ADRB approval, and the appeal packet.

The landscape plan proposes 58 trees. Screen planting, including oak trees and shrubs, is also proposed along the north and west property boundaries. Shrub and groundcover plantings are indicated for other parts of the lot and immediate house site. Ornamental as well as native plant species are indicated. No invasive or undesirable plants are proposed, and no lawn or turfgrass is proposed. 17 trees are indicated for removal, including 13 eucalyptus and 4 oaks.

Retaining walls, driveway paving, pedestrian walks and patios, and a fountain are proposed.

An oak tree indicated for preservation is in close proximity to proposed development - in this case a rear yard patio and steps. This tree is correctly identified as a single tree in the Patchett report and designated as #16; it is a twin-trunked or "co-dominant" California Live Oak.

Both tree protection reports are satisfactory and meet industry standards as to actions to be taken in the preservation of trees. Each report describes a tree protection zone, and minimum distances to be maintained during construction. The Davey report specifically addresses protective measures for this particular oak, including a "Critical Root Zone". This report also contains more stringent protection measures, including a more restrictive root cutting practice as well as typical tree protection details, which would be implemented per my review as TCLA.

The March 25, 2013 ADRB conditions of approval do provide for sufficient protection of oak tree #16; and the condition for a follow-up review of a full formal landscape plan will allow a detailed confirmation of tree protection measures.

Please feel free to contact me if you have any questions.

Sincerely,

Bruce A. Chan  
Town Consulting Landscape Architect CA registration no. 2324  
attachment: Exhibit 1, photograph of oak tree

Land Planning Concepts

923 Arguello Street, Suite A Redwood City, California 94063 650-346-7645 bacia@sbcglobal.net

Town of Hillsborough  
Address: 5 Buck Court

Landscaping Design Review

TIER 2 SUBMITTAL REQ'S

by B Chan Jan 10, 2013

Town date stamp: 12-7-12 Prepared by P. Callander

Category/ Design Scope (AS SHOWN ON PLANS)	Description	QTY	Visual Impact & Site Development	Remarks	Field Observation	Findings	Recommendations
1	Parcel						
2	House type	93,938 sf	Seen by neighbors to East and North	Wooded, high fire zone			
3	Landform						
4	Addition						
5	Accessory Structure						
6	Earthwork & Grading	1280 CY	Minimal outside of main house area		Suitable	Allowed per Zoning	PC: applicant to clarify
7a	Retaining Walls @ driveway		Not visible to neighbors	Finish not specified	Suitable	Allowed per Zoning	PC: applicant to clarify
7b	Retaining Walls - Rearyard		Not visible to neighbors	Finish not specified	Suitable	Allowed per Zoning	PC: applicant to clarify
8	Landscape Structures						
9	Swimming Pool						
10a	Paving - Frontyard pedestrian		Visible to street	No data/ calc sheet	Suitable	No Data/ Calc sheet	PC: applicant to follow-up
10b	Paving - Frontyard driveway		Visible to street	Complies w/ TS coverage	Suitable	No Data/ Calc sheet	w/ Staff
10c	Paving - Rear Patio		Not visible to neighbors	Material not spec'd	Suitable	No Data/ Calc sheet	See Above
10d	Paving - Rearyard area		Not visible to neighbors	Complies w/ TS coverage	Suitable	No Data/ Calc sheet	See Above
11a	Special Construction		Minimal to neighbors		Suitable	Suitable	PC: applicant to clarify
12a	Trees to be removed	36	Seen by neighbors to East and North	Mitigated by proposed planting design	Suitable	Allowed per Zoning	PS
12b	Vegetation to be removed		Seen by west & north side neighbors	Mitigated by proposed planting design	Suitable	Allowed per Zoning	PS
13	Special Impacts						
14	Trees	Quantities vary Sizes vary		Species OK to Climate Zone Palms, oaks & buckeyes, some ornamentals	Suitable	Complies w/ TS	PC: applicant to specify sizes
15	Screening			Species OK to Climate Zone	Suitable	Recommend additional shrub plantings	PC: applicant to follow-up w/ staff
16	Shrubs & Groundcover			Species OK to Climate Zone	Suitable	Complies w/ TS	PS
17	Turf or Grass						
18	Lighting			Drawing notation	Suitable	Complies w/ TS	PS
19a	Fencing @ Street		Visible to street	Elevation provided, but no details	Suitable	Allowed per Zoning	PC: applicant to clarify
19b	Fencing rear & side		Visible to north & east neighbors				
20	Main Entry Gate		Visible to street	Elevation provided, but no details	Suitable		PC: applicant to clarify
21	Irrigation & Water Efficiency			Drawing notation	Suitable		PS
22	Hydrozones			Drawing notation	Suitable		PS

Abbreviations: OWEC = Outdoor Water Efficiency Checklist; TS = Town Standards; CK = Checked data sheet or plans/ accurate

Recommendations: PS - Pass Submitted Design; PC - Pass with conditions; RR - Revise & Resubmit

## Serena Nevarez

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**From:** Bruce Chan <bacla@sbcglobal.net>  
**Sent:** Monday, March 25, 2013 2:22 PM  
**To:** Serena Nevarez  
**Subject:** Re: Lot 5 Buckeye Court - LS clarifications

Hi Serena: in response to the questions below:

1) *The screening plants which would thrive on the Via Delizia property and provide adequate screening of the Buckeye Court development would be the Portugal Laurel or English Laurel shrubs specified in the conceptual neighbor screening plan provided in the plan packets;*

Yes - those are the correct shrubs, and will perform better for screening than the others proposed. With proper soil preparation they can grow 15 - 18 feet high with a fuller 90% density.

2) *The two oak trees which are located at the front of the rec room on the southeast side of the residence are approximately 3 ½ feet from the nearest story pole due to the shift of the residence approximately 7-ft in the southeasterly direction. Although the owner would like to retain them and they may survive construction with tree protection measures; however, it is unlikely they will survive in the long term; therefore, the replacement plan recommended is two 24-inch box size Live Oak trees for each tree to be removed (a total of four) and to be planted in the same property quadrant/general area as those two trees removed;*

Owing to proposed construction activities and proximity of the final structure, and existing soil conditions, the existing trees would suffer long term decline in my opinion. Mitigating them at a ratio 2 to 1 replacement, using 24" box sized California Live Oak trees, is appropriate in the same general area.

3) *The existing oak tree located at the rear of the residence and directly in line with the kitchen window will benefit from the house shift of approximately 7-feet. However, it may still be impacted long term by the construction as the current design of the patio projects into the tree's drip line by approximately 5-7 feet. It is recommended that the patio be reconfigured to be located out of the dripline of the tree to insure long term retention. Additionally, the TCLA recommends that the applicants submit a report by a licensed arborist providing recommendations to this effect which can thereby be reviewed by the Town.*

The stipulations shown above are appropriate. Additionally, no run-off water from proposed patio areas, regrading of adjacent ground, and proposed building shall enter into the drip line area of the existing oak tree.

*One last question regarding the existing oak trees outside of the rec room – can you assess the diameter of these trees' canopies as well?*

From aerial photographic images, these trees have canopy diameters of 25 to 30 feet.

Feel free to contact me if you have any questions.

Bruce Chan  
Landscape Architect

--- On **Mon, 3/25/13**, **Serena Nevarez** <[snevarez@hillsborough.net](mailto:snevarez@hillsborough.net)> wrote:

From: Serena Nevarez <[snevarez@hillsborough.net](mailto:snevarez@hillsborough.net)>

Subject: Lot 5 Buckeye Court - LS clarifications

To: [bacla@sbcglobal.net](mailto:bacla@sbcglobal.net)

Date: Monday, March 25, 2013, 1:49 PM

Hi Bruce,

Thank you for your continued assistance through this process. As a follow up to our conversation this morning in which we discussed the points outlined in the public comment letter received from the property owners on Via Delizia, I want to confirm that Staff has the points of the TCLA review noted accurately and as they pertain to specific trees which exist at Lot 5 Buckeye Court:

1) The screening plants which would thrive on the Via Delizia property and provide adequate screening of the Buckeye Court development would be the Portugal Laurel or English Laurel shrubs specified in the conceptual neighbor screening plan provided in the plan packets;

2) The two oak trees which are located at the front of the rec room on the southeast side of the residence are approximately 3 ½ feet from the nearest story pole due to the shift of the residence approximately 7-ft in the southeasterly direction. Although the owner would like to retain them and they may survive construction with tree protection measures; however, it is unlikely they will survive in the long term; therefore, the replacement plan recommended is two 24-inch box size Live Oak trees for each tree to be removed (a total of four) and to be planted in the same property quadrant/general area as those two trees removed;

3) The existing oak tree located at the rear of the residence and directly in line with the kitchen window will benefit from the house shift of approximately 7-feet. However, it may still be impacted long term by the construction as the current design of the patio projects into the tree's drip line by approximately 5-7 feet. It is recommended that the patio be reconfigured to be located out of the dripline of the tree to insure long term retention. Additionally, the TCLA recommends that the applicants submit a report by a licensed arborist providing recommendations to this effect which can thereby be reviewed by the Town.

One last question regarding the existing oak trees outside of the rec room – can you assess the diameter of these trees' canopies as well?

Many thanks,

Serena

Serena Nevarez

Associate Planner

Town of Hillsborough

Building & Planning Department

Direct Phone: (650) 375-7419

Email: [Snevarez@hillsborough.net](mailto:Snevarez@hillsborough.net)

*Town Hall Hours: Mon - Thurs 7:30am - 5:30pm / Fri: 7:30am - 12:30pm*

# **ATTACHMENT 9**

**HISTORICAL RESOURCE  
EVALUATION PREPARED BY  
LAURA JONES DATED  
MARCH 19, 2013**

March 19, 2013

Serena Nevarez  
Town of Hillsborough  
1600 Floribunda Avenue  
Hillsborough CA 94010

## Historical Resource Evaluation of Rock Walls and Features at 60 Buckeye Court

### Overview

The proposed site for a new single family home contains rock walls and features likely associated with the Merner estate (Villa Delizia) prior to the gradual subdivision of the larger estate property beginning in about 1956. (Garfield and Delight Merner owned the property from about 1926 to 1944. They sold the property in 1944 to a family from Guatemala, Ricardo and Elisa de Sinibaldi.<sup>1</sup>) The Villa Delizia was designed by Willis Polk Company (in 1927 after Polk's death in 1924) for the Merners, who were noted patrons of the arts as well as enjoying considerable success in business. The house is still standing on an adjacent property, as are several other features on multiple neighboring parcels.

The current review does not evaluate the Merner house or features on other lots. Its focus is on whether the rock features on the property at 60 Buckeye Court meet the criteria for listing on the California Register and thus should be considered historic resources.

### Description

There are at least four types of stonework present on the property: 1) fairly informal dry-stacked stone retaining walls of about 4 feet in height along an unpaved driveway, 2) a more formal and taller dry-stacked retaining wall at the western edge of the lot, 3) a small series of dry-stacked stepped walls with decorative courses of colorful stone chert and flat sandstone caps, and 4) a feature constructed of mortared stones. The mortared stone feature may have been associated with a water fountain or grotto; there is a water pipe adjacent to this area. There are also several partially intact stone stairways linking the features.



1. Dry-stacked retaining wall



2. Dry-stacked stone wall at western side of property

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<sup>1</sup> *San Mateo Times*. March 28, 1944. Page 3.



3. Dry-stacked stepped wall



4. Mortared stone walls

The rock features are concentrated in the central area of the sloping, wooded lot, along the alignment of an old driveway leading from Buckeye Court to the vicinity of the former Merner home on Via Delizia. The majority of the stone was likely taken from the site itself, or from a quarry on a nearby property. The features are not highly visible from any public right-of-way.

#### Criteria

The criteria for listing on the California Register are as follows:

- Associated with events that have made a significant contribution to the broad patterns of local or regional history or the cultural heritage of California or the United States (Criterion 1).
- Associated with the lives of persons important to local, California or national history (Criterion 2).
- Embodies the distinctive characteristics of a type, period, region or method of construction or represents the work of a master or possesses high artistic values (Criterion 3).
- Has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California or the nation (Criterion 4).

In addition to meeting at least one of these criteria, a property must retain sufficient integrity of site, design, materials, workmanship, setting, feeling and association to convey the reasons for its significance.

## **Evaluation**

### Criterion 1: Association with Events

The garden of the Merner estate was the setting of a number of social events mentioned in the society pages of local newspapers. Garden parties, garden tours, outdoor weddings, concerts and charity events have been common in Hillsborough since its earliest decades and the “ Villa Delizia” garden was the site of a number of such events during the Merners’ residence there (1927-1944). While the Merners did host a number of distinguished guests, including Ernest Hemingway (his wife was Garfield Merner’ s cousin), Ansel Adams and Eleanor Roosevelt, no specific events of historical significance were noted for the property. Given the widespread practice of outdoor entertaining and lack of specific events at this property it does not appear that the garden features at 60 Buckeye Court are eligible for listing on the California Register under Criterion 1.

### Criterion 2: Association with Important Persons

To be eligible under Criterion 2, the association with important people must be very strong. A property should be clearly linked to the years in which a person or family achieved historical notice, and should be the best surviving property (if there are multiple potential properties associated with the people involved) to illustrate the reasons why these individuals achieved historical importance. Garfield and Delight Merner were successful in business (Merner Lumber), contributed to civic life and were locally important patrons of the arts. They are perhaps best remembered for their founding of the Allied Arts Guild in Menlo Park in 1929, which they operated as studios for decorative artists until 1935.<sup>2</sup> A romantic Spanish eclectic complex designed by Palo Alto artist and architect Pedro de Lemos, the Allied Arts Guild has recently been restored and is open to the public. The Merner home, Villa Delizia, was also strongly associated with the couple and their patronage of the American arts and crafts movement. The house is reputed to contain murals and substantial custom iron and tile work, as does the Allied Arts Guild complex. It is beyond the scope of this review to determine the eligibility of the Villa Delizia or the Allied Arts Guild complex, neither of which has been formally listed as a landmark. However, it would seem likely that both are more substantially linked to the Merners’ patronage of the arts than the rock walls at 60 Buckeye Court

The designer of the gardens at Villa Delizia is not known. In the 1930 U.S. census the Merner household included an Italian gardener, Mose Negri. In the 1940 U.S. census records Mr. Negri had married a local woman and was working as a chauffeur. Mr. Negri does not appear in any histories of gardening in the region and is likely not a significant figure in California landscape design. The rock walls at the 60 Buckeye Court property do not appear to be eligible for listing on the California Register under Criterion 2.

### Criterion 3: Artistic Value

The Merners, as owners of a building supply company, certainly had access to skilled laborers and as patrons of arts and crafts, to skilled artisans as well. The rock work at 60 Buckeye Court shows a wide range of skill levels. At its best, in the tall retaining wall (2) and the stepped wall with decorative coursing (3), this is fine stonework of rustic style and modest scale, well-fitted and in remarkably good condition. However, a recent

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<sup>2</sup> See [http://www.alliedartsguild.org/\\_pages/history.html](http://www.alliedartsguild.org/_pages/history.html).

survey of historical architecture noted that “ rock walls are commonplace throughout Hillsborough.”<sup>3</sup> The National Register guidance on craftsmanship suggests

*The work of an unidentified craftsman is eligible if it rises above the level of workmanship of the other properties encompassed by the historic context.*<sup>4</sup>

The National Register further stipulates that

*A designed landscape that has had major changes to its historic design, vegetation, original boundary, topography/grading, architectural features, and circulation system will not qualify.*

Examples of master craftsmanship are common locally, and many impressive examples of estate hardscape survive in the Town of Hillsborough. In this context, the rocks walls at 60 Buckeye Court do not appear eligible for listing on the California Register under Criterion 3 for high artistic value. As a fragment of a once much larger designed landscape whose boundaries, features, and circulation system have been altered it does not appear that the property meets this criterion.

#### Criterion 4: Information Potential

The surface of the site was surveyed by a qualified archaeologist and does not appear to contain cultural materials that predate the construction of the Merner estate in the 1920s. It does not appear to meet Criterion 4.

#### **Summary**

The rock walls at 60 Buckeye Court do not appear to meet the criteria for listing on the California Register and are therefore do not appear to qualify as “ historic resources” as defined by the California Environmental Quality Act (CEQA). They are in fairly good condition and of considerable charm and the current proposal for a new single family home on the lot preserves these features in place. The voluntary preservation of these features appears to be the most appropriate treatment.

Prepared by Laura Jones, Ph.D.

Heritage Resources Consulting

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<sup>3</sup> *Hillsborough California* by Sonya Knudsen. BlueSkyVentures. 2010.

<sup>4</sup> *National Register Bulletin 15, How to Apply the National Register Criteria for Evaluation*. National Register of Historic Places.

# **ATTACHMENT 10**

**ADRB STAFF MEMORANDUMS  
OCTOBER 1, 2012,  
JANUARY 22, 2013 AND  
MARCH 25, 2013**

Town of Hillsborough  
*Planning Department*

**Memorandum**

**Date:** September 26, 2012

**To:** Architectural and Design Review Board  
 (ADRB) Members

**From:** Serena Nevarez, Associate Planner

**Subject:** ADRB Meeting – October 01, 2012

**Staff Memo Attachments:**

- A. *Draft Meeting Minutes: September 04, 2012*
- B. *2013 DRAFT ADRB Meeting Schedule*

**ADRB/Design Guidelines Checklist:**

As you may have noticed, in each plan set, a blank ADRB/Design Guidelines Checklist sheet is included. These sheets are included in the packets to assist you in formulating your comments and basing your decisions on the findings. As you formulate your comments on proposals, please also feel free to cite pages in the Residential Design Guidelines, as these guidelines are intended to be the base for ADRB decisions. If you have any questions, do not hesitate to contact Planning Staff (Serena at 650/375-7419 or Liz at 650/375-7416) as we are happy to assist.

**Consent Calendar Items:**

Parliamentary procedure allows use of a consent agenda, sometimes called a consent "calendar." The consent agenda is a component of a meeting agenda that enables a board to group routine items under one umbrella.

Issues in this consent package do not need any discussion before a vote. Unless a board member, staff representative or member of the public feels that an item should be discussed and requests the removal of that item ahead of time, the entire package is voted on at once without any additional explanations or comments. Because no questions or comments on these items are allowed during the meeting, this procedure is intended to increase efficiency.

Routine, standard, non-controversial, and self-explanatory are adjectives that best describe consent agenda items. In terms of Hillsborough's Architecture and Design Review Board (ADRB), past practice has been to place items on the consent agenda that are under 1,000 square feet or that are small second story additions that have limited visibility and for which no public opposition has been expressed. There are no "hard and fast" rules to what may be placed on the consent agenda and Staff/ADRB Chair discretion is used in making the final determination.

## **Consent Items:**

### **1) 1335 Buckingham Way – Chavez (J Deal Associates)**

This is the continued request for a first and second floor addition of approximately 932 square feet of floor area (23.9% Floor Area Ratio) to an existing two story Spanish style residence.

The proposal was continued at the October 01, 2012 ADRB meeting in order to allow the applicant to incorporate project revisions based on design feedback provided by the ADRB. The applicant is currently working with staff on revisions for the project.

Story poles are also required for all second story additions. As project revisions are currently under review, the required story poles for the proposal were not installed; therefore, Staff is recommending the proposal be continued to a future ADRB meeting date (date uncertain), which would allow for additional time to meet story pole installation deadlines and requirements as well as additional public notification as the project will have changed since the initial design.

*Recommendation: Continue the item to a future ADRB meeting date (date uncertain).*

## **PRELIMINARY REVIEW**

### ***Teardowns / New Houses***

#### **2) 463 Remillard Drive – Chiu (TRG Architects)**

This is the request for preliminary review of a teardown and construction of a new single story contemporary Ranch style residence of approximately 4,181 square feet (10.56% Floor Area Ratio). The property is currently occupied by an existing single story traditional style residence with low profile landscaping at the street frontage.

The property is located in a neighborhood/immediate area which primarily consists of single story, traditional ranch style homes which feature dense, low profile landscaping at the street frontages and heavier tree screening along the property perimeters.

Due to the amount of demolition proposed (more than 50% of the existing walls are to be removed), the project is considered to be a teardown. The property also features a ten foot wide public utilities easement which traverses diagonally across the lot. This limits the area of development, as new construction can be built up to but not over existing easement.

During initial meetings with the applicant, staff inquired on the interesting angular approach taken with the left side of the property and understood it was due to the existing public utilities easement (PUE) and building location limitations. Additionally, staff encouraged front yard landscape enhancements to complement the architectural improvements, which could be submitted during the formal review process. Due to the existing PUE onsite, the new addition areas will exceed the minimum side yard setbacks of 20-ft.

The proposal includes the following exterior finishes and materials, consistent with the contemporary style:

- Standing seam metal roof
- Stained wood garage doors
- Smooth stucco finish
- Aluminum frame windows
- Stained wood siding

Some elements of the submittal will require refinement prior to formal submittal including relocation of the proposed skylights facing the street (not the roof ridge skylights) and careful evaluation of the existing legal non-conformities of the residence for consistency with the Residential Design Guidelines and Zoning Code requirements.

The applicants have conducted early public outreach to residents within a 500-ft radius, proof of which is included in the plan packets. To date, one inquiry has been received from an adjacent neighbor who was pleased to know the residence would remain a one story structure. At the time of preparation of this memorandum, no additional public comment has been received.

### **3) Lot #5 Buckeye Court (APN: 031-250-180) - Kong (Louie Leu Architect, Inc. / Peter E. Callander Landscape Architect)**

This is a request for preliminary review of construction of a new multi-level Spanish Mediterranean style residence of approximately 7,343 square feet (7.8% Floor Area Ratio) and conceptual landscape plan on a vacant parcel. The property is located in an area of Hillsborough which features steep topography and larger two to three story residences, all varying in styles from French inspired to those of a Mediterranean influence. The property itself is unique in the sense that it retains a smaller frontage on Buckeye Court and due to its size (over two acres), is adjacent to Merner Road towards the back of the property. The property is occupied by several Eucalyptus trees and Oaks interspersed and features a side/downslope as you traverse towards the rear of the site.

The property is located in the High Fire Severity Zone; therefore, all construction and landscape improvements proposed will need to comply with requirements of Chapter 7A of the California Building Code. The applicants have taken a proactive approach and met with the Central County Fire Department to specifically discuss the required turnaround for the property and landscape improvements (defensible space and vegetation management plan).

During initial meetings with staff, discussions were held regarding potential concerns associated with the proposed tower and potential massing issues associated with the south elevation. Additionally, the applicant has provided preliminary grading calculations to allow for an early evaluation of potential environmental review required for the project. This is currently being reviewed by Planning Staff to determine the process for formal review of the project.

The proposal includes the following exterior materials and finishes consistent with the Spanish Mediterranean style proposed:

- Natural clay roof tiles
- Thick plaster walls, archways (all integral color)
- Cast stone entry

- Wrought iron window grills
- Casement windows with divided lights
- Metal carriage lights

The proposal also includes a conceptual landscape plan which highlights the improvements which are proposed for the driveway area and immediately around the residence, including new plantings, new driveway surfacing, retaining walls and some tree removal.

The applicant has conducted public outreach, proof of which is included in the packets for your consideration. At the time of preparation of this memorandum, no public comment has been received.

## **DISCUSSION ITEMS**

### **4. 2013 DRAFT ADRB Meeting Schedule**

The 2013 DRAFT ADRB Meeting Schedule is included in the packet for your consideration and commentary. As has been done over the last several years, the January and February meetings have been combined into one meeting held late in January.

Town of Hillsborough  
Planning Department

**Memorandum**

**Date:** January 15, 2013  
**To:** Architectural and Design Review Board  
(ADRB) Members  
**From:** Serena Nevarez, Associate Planner  
**Subject:** ADRB Meeting – January 22, 2013

**Staff Memo Attachments:**

A. Draft Meeting Minutes: December 03, 2012

**ADRB/Design Guidelines Checklist:**

*As you may have noticed, in each plan set, a blank ADRB/Design Guidelines Checklist sheet is included. These sheets are included in the packets to assist you in formulating your comments and basing your decisions on the findings. As you formulate your comments on proposals, please also feel free to cite pages in the Residential Design Guidelines, as these guidelines are intended to be the basis for ADRB decisions. If you have any questions, do not hesitate to contact Planning Staff (Serena at 650/375-7419 or Liz at 650/375-7416) as we are happy to assist.*

**Regular Items:**

**Additions**

**1. 1335 Buckingham Way - Chavez (J Deal Associates)**

This is the request for a first and second floor addition of approximately 992 square feet of floor area (24.2% Floor Area Ratio) to an existing two story Spanish style residence. The project was continued at the October 01, 2012 ADRB and the September 04, 2012 ADRB meeting in which the Board provided the applicant with the following comments regarding the design:

- ✓ The original design was overly balanced on one side;
- ✓ The proposal was massive along the street frontage and story poles would be a critical element in the review;
- ✓ The design would benefit from additional detail to break up mass;
- ✓ Suggested incorporation of additional architectural elements such as trim and recessed windows to enhance the project's architectural interest;
- ✓ Noted that this was an opportunity to update the residence.

While considering revisions to the plans, the applicant requested additional feedback from the ADRB chair to insure the revisions were meaningful. As a result of the ADRB

comments, meeting with the Chair and meetings with Staff, the following project refinements have been made:

- ✓ Windows have been aligned at the front elevation;
- ✓ Roofline refinements have been made to the design (gable end has been incorporated at the front elevation and roofline connections have been revised);
- ✓ A new wood garage door is proposed;
- ✓ A trellis has been included at the rear elevation, upper level deck and above the garage doors (enhanced architectural interest);
- ✓ New window trims at the front elevation are proposed to match the existing second level window trims.

At the request of Staff, the applicant has submitted a second option for the front elevation, which has been attached to each plan set and is labeled as "Option #2". This secondary option includes a change to the shape of the new garage windows at the front elevation from arched to a rectangular shape. In an effort to centralize the arched windows in the design, address previous ADRB comments relating to massing and further modulate the design elements, Staff recommended this design be explored and it is attached for your consideration. Should the ADRB feel the design change is appropriate and would result in a design consistent with the Design Guidelines, a condition of approval may be included in the motion for "Option 2" to be included in the final design and submitted accordingly as a part of the Building Permit plan set.

A public notice has been mailed to all property owners within a 500-ft radius from the project site and story poles have been installed. To date, no public comment has been received regarding the proposal.

## **2. 2875 Summit Drive - Shih (Baek Yong Ahn Architect / Michael Callan Landscape Architect )**

This is the request for a first and second floor addition of approximately 1,264 square feet of floor area (23.22% Floor Area Ratio) to the rear of an existing two story residence and associated landscape plan including a new swimming pool, tree removal, new plantings and new patio areas.

The application was originally scheduled for the December 3<sup>rd</sup> meeting; however, at the applicant's request, the project was placed on hold in order to allow more time to address concerns received from adjacent property owners at 2895 Summit Drive. Additionally, and as noted in the plans, the applicants have worked to address concerns of the adjacent neighbor to the left of the property as well, which resulted in a reduced number of windows in an effort to enhance privacy. Windows have been limited on the right elevation as well, adjacent to 2895 Summit Drive.

Concerns from the adjacent neighbor at 2985 Summit Drive pertained to the following:

- ✓ Size of the home;
- ✓ Scale and proportion of the addition;
- ✓ The number of trees proposed along the shared property line and concerns with excessive tree canopy along one property line;
- ✓ Privacy

To address these concerns, the applicants have reduced the distance of the kitchen nook projection by approximately 4-ft, 4-inches, resulting in an improved proportion and scale for the overall design, reflected in the plans for your consideration. Additionally, more information was provided on the types of trees to be planted along the shared property line (Southern Magnolia & Swamp Myrtle trees), which will be adequate sized evergreen trees to soften and screen the addition while providing a buffer for enhanced privacy screening as well. Furthermore and as mentioned above, windows have been removed from the second floor as a method of enhancing privacy between properties.

The proposal also includes a landscape plan which focuses on improvements at the rear of the property and includes removal of several trees (mostly pine) along the rear property line, removal of the existing pond and gazebo and the installation of a new pool, new patio areas and new lawn. The proposal has been reviewed by the Town's Consulting Landscape Architect (TCLA), who is recommending approval and has found the tree removals and replacements to be appropriate for the site. Additionally, he has noted that the number, location and type of new trees proposed along the shared property lines are appropriate and adequate to screen and soften the new addition from the adjacent properties. The property does include an existing public utilities easement, which traverses at an angle across the northern part of the property; therefore, landscaping in this area is limited to shrubs, vegetable gardens, bark and lawn areas.

The addition is proposed to match the existing residence in color and existing materials, which include a composition shingle roof, stucco exterior and new windows at the addition areas.

Story poles have been installed at the site and a public notice has been mailed to all property owners within a 500-ft radius from the site. To date, one public comment letter has been received from Eleanor and Sandro Lee, 2985 Summit Drive. Although the applicants and neighbors have worked towards an agreed resolution, Eleanor and Sandro wished to place their comments regarding the project on the record and their letter is included with the plan attachments.

### **New Homes**

#### **3. Lot #5 Buckeye Court (APN: 031-250-180) - Kong (Louie Leu Architect, Inc./ Peter E. Callander Landscape Architect)**

This is the request for the construction of a new multi-level Spanish Mediterranean style residence of approximately 7,388 square feet (7.9% Floor Area Ratio) and a landscape plan including tree removal, new driveway, retaining walls, patios, new driveway entry gates, perimeter fencing and new plantings. The project received preliminary review at the October 01, 2012 ADRB meeting in which the Board provided the applicants with the following comments:

- ✓ Story poles would be a very important aspect of the proposal and although there were no immediate concerns with the proposed tower, the story poles would be helpful in providing a visual tool to assess the tower's potential visual and massing impacts.
- ✓ Emphasis on the importance of high quality materials and building modulation.

- ✓ Revisiting the loggia feature to insure its depth was adequate and consistent with the style presented.
- ✓ Stress on the importance of insuring the architectural details are revisited and refined/enriched for enhancement of architectural integrity of the proposal, specifically regarding the following:
  - Enhancing the detail of the bay window at the south elevation including enhancement of the window pattern (incorporation of grids for consistency with windows in remainder of design);
  - Exploring the opportunity at the north elevation to incorporate a two story element as opposed to a roofline break from the first to second story;
  - East elevation arches and windows could benefit from enhanced detailing and articulation (revisiting the depth, dimension, thickness of pillars and windows patterns/grids);
  - South elevation could benefit from refinement as it is the most visible side across the canyon, which could include tree retention;
  - South elevation revisions to the stairwell area consisting of a tower element on the exterior and reduction of massing – could be addressed through adjustments to the varying window treatments and mullion patterns for architectural consistency;
  - West elevation refinements, specifically the lower end portion at the right side which currently features a blank wall space – address massing.

Since that time, an application has been submitted which includes the following changes since the preliminary review:

- ✓ Story poles have been installed at the site and the site has been marked with clear notations of property entrances, front entry, etc;
- ✓ The proposal continues to include variations in the heights and levels of the residence along with a palette of high quality materials noted below;
- ✓ The depth of the loggia was evaluated by the applicant and retains the same dimensions;
- ✓ The south elevation has been refined with consistent window mullion patterns and differentiation of the exterior finish/material of the bay window projection;
- ✓ The north elevation has been revised to include a two story element and the original roofline break has been removed;
- ✓ The east elevation has been refined to include adjusted window sizes and the drawings have been enhanced to include shadows to illustrate the depth and dimension of architectural details and openings;
- ✓ Although the south elevation has been refined architecturally, it is also the focus of much of the tree planting in the landscape plan, which will aid in screening the new retaining walls as well as the residence;
- ✓ West elevation has been refined to include a new tile element adjacent on what was previously blank wall space to the exterior stairs;

The proposal includes the following exterior materials and finishes consistent with the Spanish Mediterranean style proposed:

- ✓ Natural clay roof tiles & tile chimney crown
- ✓ Thick plaster walls, archways (all integral color)
- ✓ Cast stone entry
- ✓ Wrought iron window grills
- ✓ Casement windows with divided lights
- ✓ Metal carriage lights

The project landscape plan has been reviewed by the Town's Consulting Landscape Architect (TCLA), who has recommended approval of the landscape plan subject to the condition that additional details regarding the height of the front yard fencing and gates (confirmed by the applicant to be 6-ft high), in addition to clarification of the colors of the new paving to be used be submitted for review. Should the ADRB approve the plan, it is recommended that the proposal be subject to the TCLA comments via the administrative review procedures. Staff also recommends that final placement of the new driveway entrance and driveway apron details be to the satisfaction of the City Engineer.

Additionally, the property is located in the High Fire Severity Zone; therefore, all construction and landscape improvements proposed will need to comply with requirements of Chapter 7A of the California Building Code. The applicants have taken a proactive approach and met with the Central County Fire Department to specifically discuss the required turnaround for the property and landscape improvements (defensible space and vegetation management plan), details of which are included in the attached landscape plan.

A public notice has been mailed to all property owners within a 500-ft radius. At the time of preparation of this memorandum, three public comment letters have been received from the following property owners which are included in the plan packets for your consideration (summary of concerns & Town information outlined below):

- 1) Douglas Holsclaw & Melody Summers, 35 Via Delizia who express concerns with the size, height, number of stories, changes/damages to the existing rock retaining walls and amphitheater due to its age, placement of the proposal in addition to visual impacts and inconsistencies with the surrounding neighborhood context.

Although there is no current evidence that the existing amphitheater is eligible for local, state or national historic registry, it appears to be of importance to the neighborhood and thus the reason the applicant has noted the walls and amphitheater to remain. Protections measures to be implemented during construction may be appropriate;

- 2) Hal & Kathy Rucker, 30 Via Delizia, expressed concerns with visibility of the story poles and recommended enhanced tree planting to screen the residence, which the applicant is willing to do. Additionally, they requested a development on the back portion of the lot be limited in the future.

Please note that the second concern is regarding limitations on development of the portion of the lot currently marked to remain in a natural state – the Town is not in a position to require or prohibit future development of this portion of the lot through recordation of documents – this request remains a private matter/civil

matter. As adjacent neighbors, the Ruckers would be included in the public notification process for future developments occurring on the property;

- 3) Edmundo & Evangeline Anteola, 35 Buckeye Court, expressed concerns with potential impacts during construction inclusive of accessibility to the site by construction vehicles, limitations on construction activities and precautionary measures required to be taken for toxic hazards and other potential hazards.

The Building Division requires a construction management plan to be submitted which will include details on site access, construction vehicle parking, materials storage and location of construction fencing and tree protection measures. Additionally, the Building Division would review and require the necessary abatements (if any) of hazardous substances at the property.

No additional public comment letters have been received.

#### **4. 500 Pepper Drive - O'Sullivan (Hunt, Hale & Jones / Michael Callan Landscape)**

This is the request for the demolition of an existing single story ranch style home and construction of a new single story Craftsman style residence of approximately 5,019 square feet of floor area (22.9% Floor Area Ratio), which includes a basement area, and an associated landscape plan including tree removal, new driveway surfacing, new plantings, new stone patios, new driveway gates, renovation of existing swimming pool and new perimeter fencing. The proposal received preliminary review at the December 03, 2012 ADRB meeting in which the Board provided the applicants with the following comments:

- ✓ The project was appropriate for the site and neighborhood in terms of style, level and scale;
- ✓ The basement area lacked a light well;
- ✓ There appeared to be a large mix of textures included in the preliminary design which could benefit from a reduction and simplification;
- ✓ The garage door was not centered;
- ✓ Wood shake roofing was noted as a superior material for the residence;
- ✓ The covered patio truss detail seemed to be a departure from the remainder of the residence.

Since that time, the applicants have submitted a refined/revised application with changes to the design as follows:

- ✓ The material palette has been simplified and board & batten removed;
- ✓ A light well has been incorporated in the detail of the plans;
- ✓ The plans have been enhanced to include exterior lanterns;
- ✓ Outlines of the light well at the front elevation/basement have been incorporated into the plans.

The proposal includes a palette of materials as follows:

- ❖ Roof tile
- ❖ Stucco exterior
- ❖ Wood trims and headers
- ❖ Wood corbels and rafters

- ❖ Clad wood windows
- ❖ Ornamental metal work (chimney cap)
- ❖ Natural stone veneer
- ❖ Natural stone chimney

Due to the maximum FAR proposed, the staff has informed the applicant that the expectation for high quality materials increases as the floor area nears the maximum permitted (Residential Design Guidelines); therefore, the proposal for a tile roof may remain a design issue/discussion item.

The landscape plan has been reviewed by the Town's Consulting Landscape Architect, who has recommended approval with clarification on the type/color of paving in the rear yard, design of rear yard fountain, as well as the planting intent for the shrubs along Summerholme Place. Should the ADRB approve the proposal, administrative review of these items may be appropriate unless presented by the landscape architect at the ADRB meeting. Staff held meetings with the applicant and landscape architect to discuss fence height and visibility, thus resulting in a reduced height side yard fence of 5 ½ feet in overall height and shrub screening.

A public notice has been mailed to all property owners within a 500-ft radius from the project site and story poles have been installed to represent the portions of the residence greater than twenty two feet; stakes have also been installed onsite to represent the perimeter of the new residence.

At the time of preparation of this memorandum, no public comment letters have been received.

**5. 138 New Place Road - 138 NPH LLC (TRG Architects / Michael Callan Landscape)**

This is the request for demolition of an existing two story residence and construction of a new multi-level Contemporary Tuscan style residence of approximately 12,950 square feet of floor area (11.26% Floor Area Ratio) and associated landscape plan including tree removal, new plantings, new driveway, front yard fencing & driveway gates, retaining walls, auto court, swimming pool, lawn and wood perimeter fencing along the right property line. The project received preliminary review at the December 03, 2012 ADRB Meeting in which the Board provided the applicants with the following comments:

- ✓ Insure the stone is a natural stone;
- ✓ Landscaping would be a critical element in the design due to the number of windows and size of home;
- ✓ The style and size seemed appropriate for the site;
- ✓ The project demonstrated working with the natural topography of the site well;
- ✓ A model or detailed 3D images would be useful visual tools during the review;
- ✓ The scale of the windows should be evaluated carefully;

Since that time, the applicants have submitted a formal application, which includes the following refinements:

- ✓ The elevations have been refined and adjusted to include arched windows in specific locations, a lighter use of stone on the main residence and adjustments to the sizes and shapes of windows at the north east elevation;
- ✓ Previously hipped rooflines have been revised to gable ends and chimneys have been relocated as floor plan refinements have been made;
- ✓ The main entrance has been changed to a “dressed stone”;
- ✓ Cross sections indicating the materials and finishes of the interior auto court have been provided;

The proposal includes the following exterior finishes:

- ❖ Clay tile roofing
- ❖ Stained wood rafters and eaves
- ❖ Powder coated aluminum windows
- ❖ Stone veneer
- ❖ Integral color stucco
- ❖ Stained wood front entry

The proposal also includes a full landscape plan, which has been reviewed by the Town’s Consulting Landscape Architect (TCLA) and includes a recommendation for approval as he has determined tree removals to be appropriate and tree replacements to be adequate for the site.

Although the home is larger than 12,000 square feet in floor area, due to the size of the lot, it retains a lower FAR percentage of approximately 11.3% and setbacks far in excess of the already increased setbacks for homes greater than 8,000 square feet. The proposal has also received preliminary review by the Town’s Engineering Department and due to the existing water line easement, which runs at a diagonal across the property, it is recommended, by Engineering, that the following condition of approval be included, should the ADRB approve the project:

*“The owner shall realign and install a new water main, to the satisfaction of the City Engineer, and record new Public Utility Easements (easements shall be subject to the approval of City Council). Town infrastructure shall be moved, tested, and in service before demolition of the existing mains, and before work can be done on the subject property.”*

Additionally, the project has been evaluated for parking strips and the Engineering has determined that parking strip improvements will not be required at this site or for this project.

Due to the fact that a new driveway is proposed, it is recommended, should the ADRB approve the project, that a condition be included requiring *“the new driveway be subject to review by the Central County Fire Department to insure the driveway dimensions meet the minimum requirements for emergency vehicle access, to the satisfaction of the Fire Marshal”*.

Story poles have been installed at the project site and a public notice has been mailed to all property owners within a 500-ft radius from the site. At the time of preparation of this memorandum, no public comment letters have been received.

**6. 1190 Hayne Road (APN: 030-190-050) - Ho (Stewart Associates / Michael Callan Landscape)**

This is the request for the construction of a new multi-level Italian Renaissance style residence of approximately 8,531 square feet of floor area (10.3% Floor Area Ratio) on a vacant property and an associated landscape plan including tree removal, new plantings, retaining walls, new patios, new driveway and new driveway gates. The proposal received preliminary review at the December 03, 2012 ADRB Meeting in which the ADRB provided the applicant with the following comments:

- ✓ Reduction of the mass associated with the proposal;
- ✓ Explore opportunity to revise the garage, which was facing the street, including designing as a separate structure;
- ✓ Step the proposal back and reduce the large terraces;
- ✓ Enhancement of the architectural details, such as corbels and lanterns;
- ✓ Enhancement of screening;
- ✓ Revisit the design to reduce the number of cuts into the hillside (enhanced sensitivity to the site) and break design into a collection of volumes;
- ✓ High quality materials will be an essential element in the design due to the size of the residence;
- ✓ Differentiate the material at the second floor, widen the bottom wall for a greater offset from the main residence and further articulate railings and detail.

Since that time, the applicants have submitted a revised proposal, which includes the following revisions:

- ✓ The floor area has been reduced by approximately 89 square feet since the preliminary review;
- ✓ The lower level has been revisited and rearranged below the front door (resulted in reduced cuts and grading);
- ✓ A trellis has been added at the front of the residence in an effort to screen the garage;
- ✓ Main level balcony has been carried across the front façade;
- ✓ Keystone details have been incorporated into the lower level;
- ✓ Corbels, lanterns and additional railing detail has been included;
- ✓ New details and elements have been carried around the perimeter of the residence.

As noted in the applicant's cover letter, Staff had recommended single garage doors and exploring opportunity to reduce the size. Although the total floor area has been reduced by a minor amount, due to the siting of the residence and heavy vegetation present on the site, it appears the residence will be nominally visible, if visible at all.

The project continues to propose utilizing the existing bridge for shared access to the property with 1110 Hayne Road. This approach addresses Staff's previous concerns and takes a more environmentally sensitive approach to development of the property. Due to the location of a creek along the property's frontage, the Town's consulting biologist has visited the site and prepared a memorandum regarding the top of bank indicated on the plans. During review of the proposal and site, the top of bank was staked at the property and should the ADRB approve the project, she has recommended a condition of approval be included *"requiring the top of bank be re-surveyed based on the stake locations and a revised survey be submitted with final design plans for*

*permitting*". The Town has a policy restricting development within twenty feet of the top of creek bank; otherwise, environmental assessments of work proposed within this area is required. Current design plans do not include any improvements within this area; however, it is critical that the top of bank be identified correctly in order to insure design changes are not a result of the creek setback. A copy of the biological assessment is included in the packet for reference.

The project continues to include a palette of high quality materials as follows:

- ✓ Natural slate roofing material
- ✓ Copper gutters & downspouts
- ✓ Clad wood windows
- ✓ Painted wood shutters
- ✓ Cast stone trims and bands
- ✓ Wrought iron railings
- ✓ Painted stucco exterior

The project landscape plan has been reviewed by the Town's Consulting Landscape Architect, who has recommended approval and found the tree removal, tree replacement and overall design to be appropriate for the site and surroundings.

Story poles have been installed onsite; however, they are difficult to see due to the heavy vegetation screening present on the site. Due to the square footage proposed in excess of 8,000 square feet, City Council review will be required unless waived by a unanimous vote of approval by the ADRB during the formal review and waived by the Council Commissioner and Director of Building & Planning.

A public notice has been mailed to all property owners within a 500-ft radius from the site. At the time of preparation of this memorandum, no public comment letters have been received, although Staff has been in contact with adjacent property owner, Steve Kane, 1425 San Raymundo Road, who has expressed interest in the Planning review process, visibility of the proposal and the story poles installed.

## **Preliminary Review**

### **New Homes**

#### **7. 2140 Forest View Avenue – Tan (Dan Phipps Architect / Loretta Gargan Landscape Design)**

This is the request for preliminary review of the demolition of an existing single story ranch style residence and construction of a new two story Contemporary style residence of approximately 5,563 square feet of floor area (24.93% Floor Area Ratio) and a conceptual landscape plan including tree removal, new plantings throughout, new swimming pool, spa, patios, retaining walls, new driveway entrance and maintenance of the existing stone wall which runs along the frontage of the property.

The property is located in a section of Forest View Avenue which is comprised of a variety of home styles, sizes and levels. Architectural styles vary from traditional ranch style homes to older carriage homes and those of a more modern and French influences. The street is lined with existing oak trees, whose canopies overhang the

right of way, provide screening of homes from the street and are contained by an old stone wall which runs along the edges of the street, providing containment for the existing trees. Landscaping seen in the immediate vicinity is natural and mature and still very prominent, indicating many evergreen plants present in the area. Homes in the area feature a variety of exterior finishes and materials including shake, slate and composition shingles, stucco and shingle exterior finishes and architectural details consistent with each style of home.

The proposal features modulated building sections and a palette of high quality materials as follows:

- ❖ Steel & aluminum windows;
- ❖ Standing seam metal roof;
- ❖ Integral color stucco;
- ❖ IPE wood siding;
- ❖ Rock retaining walls;
- ❖ Cor-ten steel planters;
- ❖ Aluminum glass garage door

The proposal includes a cross section of the property, which indicates that, in combination with the site plan, the new residence will utilize much of the area currently occupied by the existing residence and has been design to work with the natural topographical features of the site.

During early meetings with the applicants, staff encouraged the following:

- ✓ Early outreach to immediately adjacent neighbors and those beyond;
- ✓ Designing the retaining walls to be as low profile as possible; and
- ✓ Utilization of high quality, natural materials

The applicants have provided copies of their public outreach letters, mailed to neighbors immediately adjacent and beyond. Additionally, the applicants have scheduled meetings with neighbors to accommodate schedules.

At the time of preparation of this memorandum, no public comments have been received.

### **8. 5 Willow Court – Epstein (Taylor Lombardo Architects / Strata Landscape Architecture)**

This is the request for preliminary review of the construction of a new two story Contemporary Wine Country style residence of approximately 7,373 square feet of floor area (25% Floor Area Ratio) and a conceptual landscape plan illustrating new plantings, tree removal, new auto court, secondary driveway, retaining walls, swimming pool, lawn and patio areas.

The property is located in an area of Town comprised of larger two and three story homes varying in more traditional styles of French, Ranch and Tudor styles. Single story residences are present in the immediate area along Willow and exterior materials and finishes of surrounding homes include slate roofing, stucco exterior, and wood shingles. Landscaping in the area consists of a variety of screening evergreen screen shrubs,

many which are seen along street frontages and lower profile landscaping with low brick or stone wall planters. Willow Court features three larger two to three story traditional style homes which are surrounded by mature landscape screening.

As the proposal is at the maximum floor area ratio permitted, it includes a palette of high quality materials as follows:

- ❖ Natural slate tile roofing
- ❖ Metal roof segments/elements
- ❖ Wood lintels above the windows
- ❖ Stone window sills
- ❖ Stained wood windows
- ❖ Cement plaster walls
- ❖ Stone veneer
- ❖ Wood plank garage doors

The proposal also includes an accessory structure which features matching high quality materials to the main residence.

The applicants have met with Staff to discuss Town requirements pertaining to retaining wall locations, new secondary and main driveway locations and they continue to work with the Engineering Department to insure right of way improvement concepts are feasible. They have also presented inspiration photos, at Staff's request, to demonstrate the integration of the materials and the understated elegance of the architectural style proposed, which appeared to be a compilation of ranch and contemporary elements. These inspiration photos are attached for your viewing in the latter part of the plan sets.

The applicants have also proactively reached out to the property owners within a 500-ft radius from the site and will be encouraged to continue outreach efforts as they move forward in the Design Review process.

At the time of preparation of this memorandum, no public comments have been received.

**9. 780 Pullman Road – Friedman (Nyhus Design Group / Michael Callan Landscape)**

This is the request for preliminary review of a major remodel of an existing single story ranch style residence through an architectural change and addition resulting in the construction of a two story Contemporary Mediterranean style residence of approximately 4,372 square feet of floor area (18.24% Floor Area Ratio) and conceptual landscape plan inclusive of tree removal, new plantings, tree retention, new lawn area, new concrete unit pavers, entry courtyard and pathways. Several larger trees are marked to remain and will be critical in providing mature screening from surrounding properties.

The area is comprised predominantly of single story ranch style residences; however, recent approvals include a new two story French country style residence, which is to be constructed in the near future, immediately next door at 620 Darrell Road. Around the bend at the bulb of Barbara Way, the styles and levels of homes vary. Although the new design will continue the transition to perhaps more of a mixed neighborhood, it is worthy

to note that the proposal includes, what seems to be a reduced footprint, moderate FAR and low profile, simplistic design lines with a palette of high quality materials as follows:

- ✓ Standing seam metal roof
- ✓ Stucco exterior
- ✓ A mix of tempered glass and wrought iron railings at the upper balcony
- ✓ New wood garage doors
- ✓ Clad wood windows throughout
- ✓ Wood corbels and brackets

The applicants have held a public outreach meeting and included a summary of the meeting in the plan packet. Additionally and based on comments received from neighbors, the applicants have provided an additional rendering with a tile roof for your feedback and design guidance.

Staff encourages the applicant to continue to reach out to neighbors beyond immediately adjacent properties and refine the design.

At the time of preparation of this memorandum, no public comment has been received.

Town of Hillsborough  
Planning Department

**Memorandum**

**Date:** March 19, 2013

**To:** Architectural and Design Review Board  
(ADRB) Members

**From:** Serena Nevarez, Associate Planner

**Subject:** ADRB Meeting – March 25, 2013

**Staff Memo Attachments:**

A. Draft Meeting Minutes: March 04, 2013

**ADRB/Design Guidelines Checklist:**

*As you may have noticed, in each plan set, a blank ADRB/Design Guidelines Checklist sheet is included. These sheets are included in the packets to assist you in formulating your comments and basing your decisions on the findings. As you formulate your comments on proposals, please also feel free to cite pages in the Residential Design Guidelines, as these guidelines are intended to be the basis for ADRB decisions. If you have any questions, do not hesitate to contact Planning Staff (Serena at 650/375-7419 or Liz at 650/375-7416) as we are happy to assist.*

**Consent Calendar Items:**

*Parliamentary procedure allows use of a consent agenda, sometimes called a consent "calendar." The consent agenda is a component of a meeting agenda that enables a board to group routine items under one umbrella.*

*Issues in this consent package do not need any discussion before a vote. Unless a board member, staff representative or member of the public feels that an item should be discussed and requests the removal of that item ahead of time, the entire package is voted on at once without any additional explanations or comments. Because no questions or comments on these items are allowed during the meeting, this procedure is intended to increase efficiency.*

*Routine, standard, non-controversial, and self-explanatory are adjectives that best describe consent agenda items. In terms of Hillsborough's Architecture and Design Review Board (ADRB), past practice has been to place items on the consent agenda that are under 1,000 square feet or that are small second story additions that have limited visibility and for which no public opposition has been expressed. There are no "hard and fast" rules to what may be placed on the consent agenda and Staff/ADRB Chair discretion is used in making the final determination.*

## Consent Items:

### Landscape Plans

#### 1. 130 New Place Road – Hao (Suzman Design Associates)

This is the request for revisions to a previously approved landscape plan which was associated with the construction of a new modern style residence. Revisions to the landscape plan includes an enhanced planting plan, new rear terrace with a reflecting pool and fountain, new auto court, new entry court, realignment of the upper portion of the existing driveway area, resurfacing of the bottom portion of the existing driveway, new retaining walls, and new driveway gates and columns.

The property is located in an area of Town which, due to the topography of the area, contains long, winding driveways, varying levels and architectural styles, dense perimeter and street screening and entry gates and columns.

For purposes of background, the new multi-level contemporary style residence was approved by the ADRB on January 23, 2012. At that time, the landscape plan proposed to retain much of the existing planting and included decorative plantings surrounding the immediate area of the new residence, some tree removal and new retaining walls.

The revised landscape plan includes several landscape enhancements to complement the architectural improvements to the site. The new driveway gate design retains simple, horizontal lines, consistent with the contemporary style of the residence and a combination of natural tones and finishes. Additionally, the enhanced planting plan includes several large box sized tree specimens to provide adequate screening of the residence from the street. The landscape palette includes but is not limited to the following high quality materials:

- Stained cedar wood driveway gate frame;
- Painted metal slats on the driveway gate;
- Natural stone columns flanking the sides of the gate (color to match stone used on the residence);
- New pavers for the auto court and upper portion of the driveway;

The landscape revisions have been reviewed by the Town's Consulting Landscape Architect, who has provided a recommendation of approval pending verification of the Ginko tree size, which is indicated to be planted in a 60-inch box size. The applicants have confirmed that the intention is to install the trees in a 60-inch box size container; however, if changes are needed to be made to the size of the Ginko tree, they would pursue the change through the Planning Division and perhaps ADRB, if needed.

The applicant has diligently worked with the Central County Fire Department (CCFD) to insure the design adheres to the turnaround and backup requirements for emergency vehicle access. As final determination will be left to the CCFD if the proposal meets the minimum requirements during the permitting process, it is recommended that the following condition of approval be included should the ADRB approve the proposal:

*"Final design and details of the driveway width, turnaround distance, slope and backup space shall meet the requirements of Chapter 5, California Fire Code, 2010 edition and fire department apparatus specifications. Any changes made to the landscape design,*

*as a result of adhering to the CCFD requirements, shall be subject to Planning review. Any changes determined to be significant may require review by the ADRB.”*

A public notice has been mailed to all property owners within a 500-ft radius from the project site. To date, staff has met with one adjacent neighbor (Dr. Thomas of 120 New Place Road) to address questions regarding the ongoing construction and distances noted on the plans to the shared property line; however, no concerns have been expressed regarding the proposed landscape revisions. At the time of preparation of this memorandum, no additional public comment has been received.

*Recommendation: Staff recommends the ADRB approve the landscape revision subject to the TCLA comments and the condition of the CCFD as follows:*

- *“Final design and details of the driveway width, turnaround distance, slope and backup space shall meet the requirements of Chapter 5, California Fire Code, 2010 edition and fire department apparatus specifications. Any changes made to the landscape design, as a result of adhering to the CCFD requirements, shall be subject to Planning review. Any changes determined to be significant may require review by the ADRB.”*

## **Regular Items:**

### **Additions**

#### **2. 989 Jackling Drive – Chiu (TRG Architects / Michael Callan Landscape)**

This is the request for a first and second floor addition of approximately 1,298 square feet (24.98% Floor Area Ratio) to an existing two story Contemporary style residence and associated landscape plan including new plantings, walkways, renovated patios, new lawn, new side yard fencing and gates, new drystack retaining walls and new guest parking area. The proposal also includes continuation of an existing legal non-conforming streetline setback of approximately 27-feet along Baileyana Road for purposes of accommodating the new second floor addition.

The Hillsborough Municipal Code provides provisions and parameters for altering, expanding and maintaining existing legal non-conforming structures. Non-conforming structures are those which were constructed at some point in time and at the time of construction were in compliance with previous code requirements; however, due to changes in regulations, they no longer comply with current requirements. The Hillsborough Municipal Code allows for the alteration, expansion and maintenance of these structures, specifically to the main residence, so long as the following requirements are met:

- The newly constructed portion is no more than 22-feet in overall height;
- The newly construction portion does not encroach further into the non-conforming setback area (in this case, the streetline setback area);
- The expansion or alteration does not amount to a complete reconstruction; and
- The Building Official and Fire Marshal determine there are no safety impacts associated with the expansion.

Due to the fact that the existing residence was constructed with a streetline setback of 27-feet, this distance is considered to be the property’s established legal, non-

conforming streetline setback and would also be the established point for the building height envelope.

The proposal has been reviewed for compliance with all requirements for legal non-conforming structures listed above as well as the standard quantitative requirements of the Hillsborough Municipal Code.

The proposal includes new finishes to the exterior of the residence of high quality including the following:

- Integral color smooth finish stucco
- Stained wood rainscreen
- Aluminum clad wood windows
- Stained wood siding
- Stained wood entry door
- Stained wood garage door
- Painted metal downspouts

The proposal also includes a landscape plan, which has been reviewed by the Town's Consulting Landscape Architect and who has provided a recommendation for approval with the condition that the proposed "native turf" areas at the front of the residence be incorporated into the overall water usage calculation. Should the ADRB approve the project, this may be appropriately addressed through the administrative review procedures. The landscape plan includes several site improvements (new plantings, paving and drystack stone walls) and retention of larger, mature oak trees along the street frontage, which will provide critical screening of the residence. Additionally and although not specifically noted in the landscape report, the TCLA has recommended the proposed Strawberry trees along the Jackling Drive and Baileyana street frontages be replaced by the Wax Myrtle tree for a more consistent landscape aesthetic with the surrounding Oaks and enhanced screening opportunity.

The most apparent elevation of the proposal is that facing the intersection of Jackling Drive and Baileyana due to the configuration of the home on the site as well as the topography of the property and surroundings. Screening, therefore, will be an important element of the project.

The applicants have continued public outreach efforts and have informed Staff that meetings at the architect's office have been held to discuss landscape and architectural details. A formal public notice has been mailed to all property owners within a 500-ft radius from the project site. The plans have been reviewed by interested parties in Town Hall and Staff has met with an adjacent neighbor on Fagan Drive to address questions relating to FAR calculations and treatment of the upper floor master bath corner window (privacy enhancement), which have been addressed in the plan elevations and in the application data sheet. At the time of preparation of this memorandum, no additional public comment has been received.

Due to the alterations proposed to the legal non-conforming portions of the residence (and continuation of the existing legal non-conforming setback), City Council review will be required should any objection to the project be received.