TOWN OF HILLSBOROUGH

San Mateo County

Planning Office
(650) 375-7411
Fax (650) 375-7415

1600 Floribunda Avenue
Hillsborough, CA 94010

Architecture and Design Review Board
Approved Minutes

Monday, August 05, 2013 at 4:00 pm
Town Hall, 1600 Floribunda Avenue – Community Room

CALL TO ORDER – 4:00PM

Boardmembers present: Eric Nyhus, Chair; Jerry Winges; Lionel Foster (arrived at 4:39PM); Nan Ryan, Alternate

Boardmembers absent: Christian Huebner (excused); Julie Tenenbaum (excused)

Staff present: Elizabeth Cullinan, Director of Building & Planning; Ray Yniguez, Senior Building Inspector; Serena Nevarez, Associate Planner

Others present: Council Commissioner Larry May; Victoria Leroux, Building & Planning Summer Intern

APPROVAL OF MINUTES

The draft minutes of the July 01, 2013 ADRB meeting will be reviewed at the September 03, 2013 ADRB Meeting.

WRITTEN/ORAL COMMUNICATIONS

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 and provided a brief explanation of the purpose of the consent calendar.

Chair Nyhus announced a change to the order of the Agenda, which would include review of the items in the following order:

Public Hearing Items

1) 790 Chateau Drive
2) 1848 Black Mountain Road
3) 50 Tobin Clark Drive

Consent Items

4) 780 Pullman Road
5) 35 Buckeye Court

6) 1441 Carlton Road
Preliminary Review Items
7) 371 Barbara Way
8) APN: 038-121-270

PUBLIC HEARING ITEMS

Consent Items

Chair Nyhus recused himself from the consent calendar review as he is the project architect of 780 Pullman Road and he left the room. Boardmember Winges was appointed as Acting ADRB Chair.

Teardowns/New Homes

1. **780 Pullman Road - Friedman (Nyhus Design Group / Michael Callan Landscape)**
Request for design review of a teardown and new Transitional Mediterranean two story residence of approximately 4,396 square feet of floor area (18.34% Floor Area Ratio) associated landscape plan inclusive of tree removal, new plantings, new privacy wall, new lawn area, new concrete unit pavers, entry courtyard and pathways. The proposal was initially approved by the ADRB as a major remodel / 1&2 story addition and change in architectural style on ground floor addition and facade improvements on March 04, 2013; however, due to additional demolition to occur, the proposal is being reviewed by the ADRB as a teardown, per HMC Section 2.12.070(A)(1)(c)(iii).

Additions/Remodels
2. **35 Buckeye Court - Revilla (John Lum Architecture)**
Request for design review of a main and lower level addition of approximately 827 square feet of floor area (9.8% Floor Area Ratio) to an existing two level post-modern Spanish style home and a change in architectural style to a Contemporary influenced style. The proposal also includes the continuation of an existing legal non-conforming right side yard setback of approximately 15-feet at the front right corner of the property.

A motion (Ryan/Foster) to approve the consent calendar items passed 3:0 subject to the following conditions:
1) 780 Pullman approved subject to:
a) The Standard Conditions of Approval;
b) TCLA Comments shall be addressed via the administrative review procedures; and
c) All permit plans shall be revised to include labeling of the project as a new residence and demolition plans shall be updated accordingly.

2) 35 Buckeye Court approved subject to:
a) The Standard Conditions of Approval;
b) The new spa located in the setback area shall be located a minimum distance of 40-ft from the adjacent residence at 34 Buckeye Court and neighbor sign off from the property owner of 34 Buckeye Court shall be submitted to the Town indicating no objection to the location of the spa location in the setback area;
c) The demolition plan shall indicate more than 50% of the existing walls (in lineal feet) to remain, excluding the existing garage walls. Should more than 50% of the existing wall planes (less the garage area) be removed, additional ADRB review shall be required and the project shall be subject to all requirements of Chapter 7A of the California Building Code.

After the motion was completed, Chair Nyhus returned to the room.

Regular Items:

Landscape Plans

3. **790 Chateau Drive - Lal (Landsystems Landscapes)**
Request for design review of a landscape improvement plan including tree removal, new driveway surfacing and location, new outdoor bbq/kitchen, resurfacing of an existing pool, new pergola, pathways and plantings. (This landscape plan is associated with an ADRB approval of September 04, 2012 for a teardown and new single story residence, as required by the ADRB)

Daniel Rinaldi, landscape architect, made a presentation to the ADRB which outlined the goals of the landscape plan, the retaining wall construction, the mailbox location & design, features of the landscape design and lighting plan. He noted the Town's Consulting Landscape Architect comments, which could be addressed through project revisions and requested to work with staff on those revisions.

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

Boardmember Winges complimented the landscape improvement plan; however, he expressed concerns with the mailbox design and arbor design and their inconsistency with the architectural style of the residence. He recommended the design of the arbor be revisited to remove the brackets and incorporate column details similar to those seen at the front entry. He complimented the design of the retaining walls. He inquired if the new driveway would be colored concrete or asphalt.

Daniel Rinaldi, landscape architect, confirmed that colored concrete would be used and the notes on the plans would be updated for consistency.

Boardmember Winges expressed concerns with the proposed circular driveway and although he was glad to see the existing driveway entrance relocated, he remained concerned with the amount of hardscape in the front yard area. He stated that if the driveway were removed, it would allow for additional landscape to shelter the residence from the public right of way area. He expressed his preference for the secondary driveway portion to be removed.

Alternate Boardmember Ryan concurred with Boardmember Winges regarding reduction of the driveway area for enhanced safety.

Chair Nyhus stated that the home did not lend itself to a secondary driveway design and complimented the design of the mailbox. He recommended pursuing the colored concrete versus the asphalt and recommended the turnaround be removed in addition to the reduction of the arbor height. He noted that the design lacked direct access from the pedestrian walk to the secondary driveway.

Ravi Lal, property owner, asked the Board if the collective preference was for removal of the secondary drive, because if so, they would be open to that so long as the project moved forward.

Chair Nyhus indicated that one Boardmember had directly indicated his preference.

Ravi Lal, property owner, agreed to removal of the secondary driveway.

A motion (Winges / Ryan) to approve the design review of a landscape improvement plan including tree removal, new driveway surfacing and location, new outdoor bbq/kitchen, resurfacing of an existing pool, new pergola, pathways and plantings passed 3:0 with the following conditions:

1. The secondary driveway shall be removed from the landscape plan and the plan shall be revised to incorporate additional guest parking aligned parallel to the entry walkway, subject to the administrative review procedures.
2. Colored concrete shall be used for the driveway material.
3. The project shall be subject to the Town's Standard Conditions of Approval.
4. TCLA comments shall be addressed through a revised landscape design, subject to the administrative review procedures. In addition to administrative review fees, additional funds to facilitate review by the TCLA shall be submitted by the applicant and amount to be determined by Planning Staff.
5. The pergola proposed in the rear yard which projects into the interior setback areas shall be reduced in height to no more than 8-ft, maintain a minimum distance of 40-ft from adjacent residences (780 Chateau & Town property) and shall require sign off from adjacent property owners at 780 Chateau and the Town.
6. The proposed enclosed pool equipment structure shall not exceed 40-sq ft in size, 6-ft in overall height and shall require sign off from the Town for its location within the interior setback area.
7. The applicant shall submit a vegetation management plan and plan indicating defensible space requirements met, subject to review by the Central County Fire Department.

Additions/Remodels

4. **1441 Carlton Road - Lim (Nyhus Design Group / Michael Callan Landscape)**
Request for design review of a first level and basement level addition of approximately 1,793 square feet of floor area (24.42% Floor Area Ratio) to an existing single level ranch style home and a change in architectural style to a Transitional style in addition to design review of a landscape plan including tree removal, new plantings, new driveway design (secondary driveway), new patios, retaining walls and perimeter fencing. The proposal also includes the continuation of an existing legal non-conforming streetline setback of 25.5-feet at the front left corner of the property. *(Received preliminary review at the June 03, 2013 ADRB Meeting)*

Chair Nyhus recused himself from review as the project architect and left the room. Boardmember Winges was appointed as Acting ADRB Chair.

Serena Nevarez, Associate Planner, announced public comment letters received regarding the project, which were placed at the dais for each Boardmember and copies made available to the public at the back of the room as well.

Jeanne Davis, representing Nyhus Design Group, provided the ADRB with an overview of the proposal and changes made to the design of the new residence since the preliminary review, the reasons for the composition shingle (due to property location in the Wildland Urban Interface). She presented on the architectural style, the diversity it brings to the neighborhood with similar massing to the surrounding homes due to the one story nature. She mentioned that the story poles had originally been installed incorrectly but had since then been corrected.

Acting Chair Winges opened the public hearing.

Alex Vaynberg, 80 West Avondale Road, expressed concerns with drainage and retaining wall impacts, tree removal, construction disruption, vegetation removal and work which was done on Sunday by the construction company.

Bill and Maureen McQuaid, 90 West Avondale Road, explained that the neighborhood was comprised of half acre lots and that they did not agree with Staff's determination of the concrete play area, as it would be used as a sports court. They expressed their concerns with the noise ordinance violations which would occur as a result of the rear yard concrete play area.

Martin Lim, property owner, stated that they had been very receptive to discussions with the McQuaids, as they had resolved the ivy issue. He stated there was no intention to have a sports court on the property and noted that playing in one's rear yard should not be prohibited.

Michael Carpenter, 1505 Marlborough Road, expressed his support for the proposal, noting that the design of the home was excellent and would be a huge improvement to the neighborhood.

As no additional members of the public were present to speak, the public hearing was closed.

Boardmember Foster expressed appreciation for the statements made by the neighbors and applicants. He added the some of the concerns and issues seemed to predate the project under review and that drainage issues would be addressed during the permitting process. He explained that a noise issue which has not yet occurred could not be vetoed and recommended that the applicants and neighbors join together to work out the issues. He stated that the existing conditions would be improved through the project proposal and reminded the applicants that no construction noise is permitted on Sundays. He expressed strong support for the project to move forward.

Alternate Boardmember Ryan noted that the proposed landscaping would provide a large amount of screening and that many efforts had been made to provide distance and barriers through project design.

Acting Chair Winges expressed his support for the proposal and concurred with Boardmember Foster. He noted that the plan would work well with the site and surroundings and was accepting of the composition shingle roof proposed.

A motion (Foster / Ryan) to continue the project to the September 03, 2013 ADRB Meeting passed 3:0, in order to allow for adequate review time of the corrected story poles and the required public notification for the project as a "new residence" due to the demolition proposed.

After the motion was completed, Chair Nyhus returned to the room.

5. **1848 Black Mountain Road - Meiswinkel (David Zink-Brody / d-Z-B design)**
Request for design review of a first floor addition of approximately 1,275 square feet of floor area (22.5% Floor Area Ratio) to the rear of an existing single level Ranch style home and associated façade improvements.

David Zink-Brody, project architect, provided the ADRB with an overview of the history of the

property, which included details of a recent fire which destroyed a large portion of the home and the project objectives of the proposed renovations. He explained the window replacement schedule and reasons for retaining select windows which were surrounded by brick and undamaged by the fire. He added that the plaster would be redone throughout and explained that the purpose of the revised entry was to add formality to the residence.

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

Boardmember Winges stated the proposal was a great improvement for the property and although he was generally supportive and had no issues with the proposed vinyl windows, he did express concern with the roofline design, specifically at the rear elevation connections. He complimented the new entry design and recommended the more difficult roofline connections be revised.

David Zink-Brody, project architect, explained that the odd design of the hip at the living room and noted that the gable could easily be extended to simplify the roof design.

Boardmember Winges indicated he would support changes to the roofline design, in addition to the moving the skylights to a non-street facing roof plane.

Alternate Boardmember Ryan thanked the applicant for the home improvements and had no issues with the vinyl window replacements. She noted that the façade improvements and additions maintained the horizontality of the ranch style and the new entry was designed well. She inquired on the landscaping and what could be done with the landscaping which suffered from the fire.

Serena Nevarez, Associate Planner, indicated that the Board did retain the discretion to require replacement of landscaping which may have been damaged by the fire and that this could be included as a condition of approval.

Boardmember Foster abstained from review of the project as he arrived at the meeting at 4:39PM.

Chair Nyhus supported the property improvements; however, he remained concerned with the proposed roof forms, specifically the rake detail at the master bedroom roof connection and his preference for this to be corrected and simplified. He asked the applicants to explore options to make the roofline transitions more graceful.

Elizabeth Cullinan, Director of Building & Planning, provided the ADRB the option of requiring revisions to the roofline design, subject to the administrative review procedures.

A motion (Ryan / Winges) to approve the design of a first floor addition of approximately 1,275 square feet of floor area (22.5% Floor Area Ratio) to the rear of an existing single level Ranch style home and associated façade improvements passed 3:0:1 (Foster Abstaining) with the following conditions:

1. The roofline design shall be redesigned to address ADRB comments, subject to the administrative review procedures. This includes but is not limited to revisions of the rake design and roof form integration at the master bedroom area.

2. Skylights located at the front roofline shall be relocated to a non-street facing roofline, consistent with the Design Guidelines.
3. Landscaping which has been destroyed by fire, shall be replaced, subject to the administrative review procedures.

6. **50 Tobin Clark Drive - Lim (SSSantos Design)**
Request for design review of a first and second floor addition of approximately 2,266 square feet of floor area (22.8% Floor Area Ratio) to the left side of an existing two level Ranch style home.

Sullivan Santos, project designer, provided the ADRB with an overview of the project details, objectives and reasons for the additions.

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

Boardmember Foster expressed his support for the proposal, noting that the massing demonstrated by the story poles was appropriate. He complimented the architectural details and recommended the applicants explore upgrading the finishes for an authenticity.

Alternate Boardmember Ryan expressed concern with the size of the proposed additions and the massing, specifically after viewing the story poles. She noted that the design would benefit from enhanced integration of design elements as well as landscape enhancements/improvements. She added that the left side rooflines were not well integrated and the addition lacked flow with the remainder of the residence.

Boardmember Winges expressed concern with the large height differential of the new ceilings from the existing residence. He added that the addition area could be more consistent with the existing residence and that additional windows should be added for enhanced architectural interest, specifically at the blank wall along the left side. He added that the entire addition wing was massive and bulky and that the proposed solid guardrail contributed to the overall massing. He recommended an open style railing be used to reduce massing and lowering the plate heights to 9-ft and 8-ft as well as adding roof interest. He also noted plan inconsistencies on pages 6 & 8 of the plans.

Chair Nyhus discussed the elevation differences between the existing residence and new addition proposed as well as the lack of integration between the existing and new. He stated that the addition appeared to be a separate building and recommended exploring architectural treatments which would add interest and better integrate the addition with the existing residence. He expressed his concern with the white windows against the stucco finish.

A motion (Winges / Foster) to approve the design of a first and second floor addition of approximately 2,266 square feet of floor area (22.8% Floor Area Ratio) to the left side of an existing two level Ranch style home passed 2:1 (Ryan dissenting) subject to the following conditions:

1. The project shall be revised to address ADRB comments, subject to the administrative review procedures inclusive of review by one ADRB member as appointed by ADRB chair, including the following:

a. The massing of the addition shall be modified (reduced);

b. The addition shall be revised to reflect enhanced integration with the existing residence.

PRELIMINARY REVIEW
(Not public hearing items; Board comments only.)

Additions/Remodels

7. **371 Barbara Way - Reyes (Nyhus Design Group / Michael Callan Landscape)**
Request for preliminary review of ground floor additions of approximately 1,293 square feet of floor area (20.50% Floor Area Ratio) to an existing Ranch style residence and a change in overall architectural style to English Country, which includes a redesign of the roof pitch and shape.

Chair Nyhus recused himself as the project architect and left the room. Boardmember Winges was appointed as Acting Chair.

Alternate Boardmember Ryan complimented the submittal package and inspiration photos provided. She acknowledged the raised roof height although the home remained a single level home. Although she was supportive of the concepts, she noted the importance of the story poles. She complimented the materials and finishes, which were authentic to the English Country style proposed, as well as the horizontal banding.

Boardmember Winges noted the project was authentic throughout; however, it appeared to be slightly homogenous and recommended mixing up the finishes and materials enhanced integration. He noted that the project may benefit from an increase in the backup distance from the garage to the side property line for additional space and complimented the materials proposed.

Boardmember Foster expressed support for the concepts noting the high quality materials and authentic design. He expressed strong interest in viewing the story poles.

After the Board completed their comments on the project, Chair Nyhus returned to the room.

New Houses

8. **APN: 038-121-270 - Montes (Antonio M. Brandi, Architect)**
Request for preliminary review of the design of a new multi-level Tuscan style residence of approximately 6,132 square feet of floor area (12% Floor Area Ratio) on a vacant parcel which includes new driveway entrances, a new tennis court, retaining walls, patios and walkways.

Alternate Boardmember Ryan acknowledged the difficult topography of the site as well as the roof design and cylindrical elements, which she felt were well done. She recommended a natural tile roof be used in the design and requested clarification on the type of stone proposed, encouraging the use of a natural stone. She recommended the use of integral colored stucco and noted that the biggest challenge would be uniting the home to the site. She also noted that grading should be minimized, consistent with the Design Guidelines.

Boardmember Foster expressed support for the project concepts and acknowledged the

challenging topography of the site. He added that story poles would be a critical part of the review, although he could not envision them at the time.

Boardmember Winges complimented the submittal package and acknowledged the challenging aspects of the site. He noted that it may be one of the steepest lots in Hillsborough and one of the steepest streets. He complimented the compilation of forms of the design, which did not appear to be overpowering. He inquired on the fascia beam treatment and expressed concern with the Oak tree removal and noted that a comprehensive arborist report would be needed. He also expressed concern with the tennis court and recommended it be eliminated from the design as it was inappropriate for the site and topography. He recommended utilization of a 3D cardboard massing model due to the steep topography of the lot.

Chair Nyhus expressed concern with the proposed tennis court and uphill retaining wall. He expressed support for the direction of the design and concepts; however, he noted the several different elements of the design, which could be simplified. He noted the random spacing of corbels under the eaves and recommended the details of the garage be revisited. He recommended removal of the two pilasters by the garage and noted that the stone to stucco transitions should be consistent throughout. He recommended utilization of a 3D model and rendering as well as enhancing the warmth of the plans as they appeared to be very mechanical in nature. He expressed concern with the cutting into the hillside, balustrades (not well integrated) and the roof design above bedroom #3, which had a conflict with ridge consistency.

Serena Nevarez, Associate Planner, acknowledged the public comment received from the adjacent neighbor at 50 Woodridge Road, expressing concerns with potential environmental impacts, past road failure, drainage and runoff, over-development of the site and over-grading as well as the orientation of the garage and second unit entrances to her property.

DISCUSSION ITEM(S)

9. **Multi-family Design Guidelines**

Elizabeth Cullinan, Director of Building & Planning, provided the ADRB with an overview of the purpose, objectives and details of the Multi-family Design Guidelines, which would apply to multi-family housing on private school sites. She noted that the guidelines require designs to incorporate elements of the Residential Design Guidelines.

The ADRB discussed the Multi-family Design Guidelines and recommended that p.6 include “should” as opposed to “shall” and expressed concern with parking.

ADJOURNMENT – 6:25 PM

Minutes Prepared by:

Serena Nevarez, Associate Planner