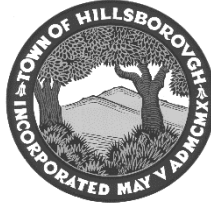


# TOWN OF HILLSBOROUGH

San Mateo County

Lionel Foster, Chair  
Kathleen Egan  
April Filer  
Yuvi Gill  
Kaarin Hardy  
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## **A G E N D A**

### **MONDAY, MARCH 1, 2021**

#### **4:00 PM**

### **ARCHITECTURE AND DESIGN REVIEW BOARD**

*Pursuant to the Shelter-in-Place order issued by the San Mateo County Health Officer, the statewide Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines, Council Chambers are not currently open to the public.*

*Per the Governors Executive Order N-29-20 issued on March 17, 2020, local legislative bodies may opt to conduct their meetings telephonically or by other electronic means. As such, the Town will be conducting this meeting via the Zoom platform which is an independent platform not owned or controlled by the Town. Any member of the public joining the Architecture and Design Review Board meeting by Zoom should familiarize themselves with Zoom's various data and privacy policies which can be found at [Zoom.us](https://zoom.us).*

Members of the public may view and participate in the meeting by any of the means outlined below:

#### ***Via Internet Browser***

Follow this link:

<https://zoom.us/j/99806723030?pwd=UzNzdTdYSDVrdjFTcWljRi9KRWZEQT09>

#### ***Via Zoom App***

Click "Join Meeting" and type in these credentials when prompted:

Meeting ID: 998 0672 3030

Passcode: 925865

#### ***Via Phone***

Dial 1 (669) 900-9128

When prompted, type in the following credentials

Meeting ID: 998 0672 3030#

Passcode: 925865#

#### ***Via Email***

Members of the public may provide written comments by email to **Liz Ruess, Planning Manager** at

[LRuess@hillsborough.net](mailto:LRuess@hillsborough.net).

*Emailed comments should note the agenda item on which you are commenting or that your concern is not on the agenda. Written comment length should be approximately 250-300 words, commensurate with the three minutes allowed for verbal comments.*

*To ensure your comment is read to the ADRB please submit your email no later than 2:00 p.m. on Monday, March 1, 2021. The Town will make every effort to read emails received after that time. Emails received after the 2:00 p.m. deadline will be provided to the ADRB after the meeting.*

*Members of the public may provide public comments via the Zoom platform by using the “raise hand” feature or, if calling in by phone, by pressing \*9 on the telephone keypad. If a member of the public wants to provide public comment on an item or a non-agenda item during the general public comment portion of the meeting, they shall request to speak by using the “raise hand” feature on Zoom or, if calling in by phone, by pressing \*9 on the telephone keypad prior to the close of the public comment period. In response, the Town will unmute the speaker and allow them to speak up to three minutes. All members of the public will be limited to one comment per agenda item. The Town encourages all members of the public to limit any comments that might be repetitive of comments provided by other speakers on the same item.*

## **AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES:** Consideration of Meeting Minutes of Monday January 25, 2021 and Monday, February 1, 2021

**IV. WRITTEN/ORAL PUBLIC COMMENT I:**

*This portion of the meeting is reserved for persons wishing to address the Architecture and Design Review Board on any matter not on the agenda. Members of the public may provide comments via the Zoom platform by using the “raise hand” feature or, if calling in by phone, by pressing \*9 on the telephone keypad. In response, the Town will unmute the speaker and allow them to speak on any topic for up to three minutes. If there appears to be a large number of speakers, speaking time may be reduced to no less than 2 minutes, at the discretion of the Chair. Members of the public are limited to one comment at this time. State law prohibits the Architecture and Design Review Board from discussing or acting on non-agenda items, and generally limits the ability of the Architecture and Design Review Board to respond to any public comments made regarding non-agenda items.*

*Members of the public may provide comments related to items not on the agenda via email to [LRuess@hillsborough.net](mailto:LRuess@hillsborough.net). Written comment length should be approximately 250-300 words, commensurate with the three minutes allowed for verbal comments. To ensure your comment is read to the ADRB, please submit no later than 2:00 p.m. on Monday, March 1, 2021.*

**V. ANNOUNCEMENT OF CONFLICT OF INTEREST:**

*This portion of the agenda is for board members to disclose any conflict of interest related to any item on the agenda. Any board member who has confirmed a conflict of interest or has reason to believe they have a conflict of interest should disclose the conflict for the record and abide by the disqualification requirements contained in FPPC regulations.*

**VI. CONSENT CALENDAR:**

*The Consent Calendar includes routine items, which do not require discussion. A board member or staff may remove an item for discussion, and any member of the public may request a board member to remove an item for discussion. If there is no request to remove any item from the consent calendar, then the item can be approved in one motion with a roll call vote.*

1. **95 W. Avondale Road —Hung (Christian Ruffat, RDS)**

Request for design review and approval of additions totaling 1,090 square feet to the existing one-story Ranch style home for a total proposed floor area of 3,855 square feet (21.8% FAR) on a 17,659 square foot lot. The areas of addition are at the front entry and rear of the existing house and the project includes some exterior material modifications.

**VII. FORMAL REVIEW ITEMS:**

2. **3445 Ralston Avenue - Chen (Nick Lee Architecture/Michael Callan Landscape Architect)**

Request for design review and approval of a revised proposal for a new two story with basement Modern style residence with a total proposed floor area of approximately 7,295 square feet (24.6% Floor Area Ratio) on a 29,602 square foot lot. The proposal includes the demolition of the existing single-story home and a complete landscape plan that consists of a new vehicle gate and stucco walls at the driveway, new paver driveway and auto court, retaining walls, tree removal and replacement, new pool within the side setback area, stone patios, synthetic turf areas, and enhanced planting throughout.

*(This item was continued from the December 7, 2020 ADRB Meeting to allow the applicants time to explore additional options to address the concerns of the neighbors at 3465 Ralston Avenue)*

3. **15 Greenview Lane – Wolcott-Gilbert LLB (Nyhus Design Group/Michael Callan Landscape Architect)**

Request for design review and approval of a New England Clapboard style new home with a total proposed floor area of 5,458 square feet (24.9% Floor Area Ratio) on a 21,880 square foot lot. The project was originally approved by the ADRB a first and second floor addition and architectural style change. However, construction activity resulted in the project becoming considered a “teardown” of the existing Ranch style home. The proposal includes a full landscape plan.

*(Project was previously approved as an addition and remodel by the ADRB on December 2, 2019. However, during construction, more than 50% of the existing exterior walls were altered/removed and the project is now considered a “teardown” of the existing residence and must be reconsidered by the ADRB as such)*

4. **118 Baywood – Lo (Nancy Scheinholtz/STRATA Landscape Architecture)**

Request for design review and approval of the landscape plan and final driveway location associated with a previously approved 2-story Modern Transitional style residence located at 118 Baywood Avenue.

*(The new residence was approved by the ADRB on June 29, 2020)*

**VIII. PRELIMINARY REVIEW ITEMS:**

5. **259 Bridge Road – Goldman (Richard Beard Architects)**

Request for preliminary design review of a new two story Traditional Georgian style residence with a basement for a total proposed floor area of 6,900 square feet (24.9% Floor Area Ratio) on a 27,618 square foot lot. The proposal includes demolition of the existing residence and will include a full landscape plan.

**IX. DISCUSSION ITEMS:**

- Board Member Updates
- Staff Updates

**X. PUBLIC COMMENT II:**

*This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. Members of the public may provide comments via the Zoom platform by using the “raise hand” feature or, if calling in by phone, by pressing \*9 on the telephone keypad. In response, the Town will unmute the speaker and allow them to speak on any topic for up to three minutes. If there appears to be many speakers, speaking time may be reduced to no less than 2 minutes, at the discretion of the Chair. Members of the public are limited to one comment at this time. State law prohibits the Board from discussing or acting on non-agenda items, and generally limits the ability of the Architecture and Design Review Board to respond to any public comments made regarding non-agenda items.*

**XI. ADJOURNMENT**

**SPECIAL ACCOMMODATIONS:**

*If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the Architecture and Design Review Board meeting, or if you need an agenda in an alternate form, please contact the City Clerk at (650) 375-7412 at least 24 hours before the scheduled meeting.*

**ATTACHMENTS:**

*Any items listed as “Attachments” to the agenda are available on the Town’s website or at the City Clerk’s office.*

*Any writings or documents provided to a majority of the Architecture and Design Review Board regarding any item on this agenda, except as exempt from public disclosure under applicable law, will be made available for public inspection in the City Clerk’s Office located at 1600 Floribunda Avenue, Hillsborough, CA 94010, during normal business hours.*

**AUDIO / VISUAL ADVISORY:**

*Those persons who wish to use PowerPoint or other mediums when presenting to the Architecture and Design Review Board will be required to submit media items to Building & Planning Department staff by 12:00 p.m. on the day of the meeting. Media items can be emailed to [lnatusch@hillsborough.net](mailto:lnatusch@hillsborough.net).*

**AUDIO OR VIDEO RECORDINGS:**

*Please be advised that under the Brown Act, any person has the right to record the Architecture and Design Review Board meeting, including the audience in attendance, using an audio or video recording device subject to certain exceptions. Please be aware that by attending a Architecture and Design Review Board meeting, you may be audio or video recorded.*

**MEETING MINUTES:**

*A copy of the unapproved minutes will be made available the Friday before the next regularly scheduled ADRB meeting. Once minutes are approved by the ADRB they will be made available the following day. ADRB agendas and approved minutes are available at the Town’s website, [www.hillsborough.net](http://www.hillsborough.net).*