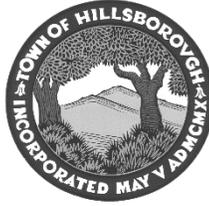


TOWN OF HILLSBOROUGH

San Mateo County

Lionel Foster, Chair
Kathleen Egan
April Filer
Yuvi Gill
Kaarin Hardy
Alternate: Benoit Delaveau



1600 Floribunda Avenue
Hillsborough, CA 94010
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Phone 650-375-7400

A G E N D A

JUNE 27, 2022

4:00 PM

ARCHITECTURE AND DESIGN REVIEW BOARD

The meeting will be conducted virtually pursuant to the provisions of Assembly Bill 361 and Government Code Section 54953(e) (and without compliance with section 54953(b)(3)) related to conducting public meetings during the COVID-19 pandemic and the Center for Disease Control's social distancing guidelines which discourage large public gatherings. The Council Chambers will not be open to the public for this Town of Hillsborough <name of board/committee> meeting.

The Town of Hillsborough will be conducting the Architecture and Design Review Board meeting via Zoom 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 logging on to the Zoom meeting listed below.

Via Internet Browser

Follow this link:

<https://us06web.zoom.us/j/85758814653?pwd=S3k0NTdRRlE0QVJnc0hzZ3hTa2piQT09>

Via Zoom App

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

Meeting ID: 857 5881 4653

Passcode: 199339

Via Phone

Dial 1 (669) 900-9128

When prompted, type in the following credentials

Meeting ID: 857 5881 4653 #

Passcode: 199339 #

Via Email

Members of the public may provide written comments by email to

Linda Roberson, Associate Planner at lroberson@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.

*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.*

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES: Consideration of Meeting Minutes of Monday, May 2, 2022 and May 31, 2022.

IV. 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.*

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. Resolution Making Findings and Determinations Under Assembly Bill 361 for the Continuation of Virtual Meetings (Staff)

On March 17, 2020, in the face of the COVID-19 pandemic, Governor Gavin Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means. AB 361 preserves many of the provisions of the earlier executive orders while also adding new requirements to the management of remote and teleconference public meetings in order to better achieve the levels of transparency that the Brown Act demands.

2. **1020 Lakeview Drive (APN: 038-273-100)**
Hon/Liu (Koo Architect)

Request for design review and approval of a minor architectural addition and conversion of an existing balcony to conditioned space. The applicant proposes an addition of 365 square feet to an existing 6,685 square foot, three-story Mediterranean style home to allow for an expanded living room, new bedroom, bathroom, and balcony with outdoor fire pit. The resulting 7,050 square foot structure provides approximately 13.3 % floor area where 25% is allowed. The proposed request is for an addition to an upper level which is visible from the street and therefore subject to ADRB review and approval.

VII. FORMAL REVIEW ITEMS:

3. **20 Glenbrook Drive (APN: 038-191-080)**
Kapoor (Davis Architecture)

Request for formal design review and approval of an addition and remodel to an existing single-family residence. The proposed work includes a new gym below the existing pool deck. An extension of the existing 7,297 square foot Spanish-style house includes remodeled kitchen/family room, garage, and laundry room and will add approximately 1,880 square feet for a total floor area ratio of 12.1%. This project includes an addition greater than 500 square feet and therefore subject to ADRB review and approval.

4. **1024 La Cuesta Road (APN: 031-263-110)**
Gilson (Nyhus Design Group)
Received Preliminary review on January 24, 2022

Request for design review of a new, 4,399 square foot (24.99% Floor Area Ratio) two-story French Provincial style residence and associated landscape. The proposed structure will replace an existing 1950's Ranch style home approximately 2,775 square feet on a 17,599 square foot lot (15.76% Floor Area Ratio). The site proposes an Accessory Dwelling Unit under separate application and according to state law is exempt from discussion at this ADRB hearing. This project is defined by the Hillsborough Municipal Code as a new residence, or type A major project, as is therefore subject to ADRB review and approval.

5. **10 Downey Way (APN: 027-352-050)**
Mitra (Nyhus Design Group)
Item received approval on January 25, 2021

Request for formal design review and approval of a proposed revision to the previously approved, two-story Cape Cod style home on a 29,083 square foot lot. The revision includes a design change from a Cape Cod style to a Transitional Contemporary style residence. The previously existing, now demolished, Ranch style home was 4,098 square feet (14% floor area ratio), and the proposed revision is 7,267 square feet (24.99% floor area ratio) where 25% is the allowed maximum floor area. The square footage for the proposed revision, or Transitional Contemporary design, remains unchanged from the Cape Cod design previously approved by

the ADRB. The proposed request is for a revision which was determined substantial in nature and therefore subject to ADRB review and approval in a public hearing per the standard conditions of approval issued with the Design Review permit on January 26, 2021.

6. **10 Creekwood Way (APN: 032-380-040)**

Cartlidge (Nyhus Design Group)

Item received Preliminary Review on December 6, 2021, and Continued

Request for preliminary design review of a major architectural renovation and second floor addition to an existing Mid-Century modern style home to an updated Modern style home. The proposed new structure is 7,247 square feet on a 34,237 square foot lot (24.66% floor area ratio) which will replace an existing 4,694 square foot structure with an FAR of 13.7%. The planned work is categorized as “Type A, a major residential renovation” in that less than 50% of the existing structure will be renovated. While the project does not require associated landscape improvement, it is subject to ADRB review and approval due to a second-floor addition greater than 500 square feet and is visible from the street.

7. **933 Jackling Drive (APN: 027-323-010)**

Cantwell (Nyhus Design Group)

Item received Preliminary Review on May 2, 2022, and Continued

Request for formal design review of revised new second floor addition of 551 square feet to an existing two-story Spanish style home. Under separate application and review, the existing garage is proposed to be converted to a Jr. ADU with the addition of 29 square feet. The existing net lot size is 14,029 square feet with an existing floor area ratio of 2,288 square feet. The current square footage represents 16.3% floor area ratio where 25% is the maximum allowable or 3,519.75 square feet. The proposed new structure is 2,839 square feet or 20.1% floor area ratio. The proposed request is for a second-floor addition greater than 500 square feet which is visible from the right of way and therefore subject to ADRB review and approval.

VIII. PRELIMINARY REVIEW ITEMS:

7. **711 Bromfield Rd. (APN: 031-052-160)**

Kilowatt Acquisition LLC (Wiseman Group Interior Design)

Request for preliminary design review for an addition to an existing two-story residence, two new accessory structures including a detached garage and gym. A new ADU is proposed and will be reviewed under a separate permitting process. The existing single-family home is 6,922 square feet (15.3% floor area ratio). All proposed additions will result in a total of 11,085 square feet (24.59% floor area ratio) on a 45,067 square foot parcel and includes complete landscape design. The proposed new structure is 11,970 square feet on a 51,512 square foot lot (23.2% floor area ratio). The proposed request includes a second-floor addition with new area totaling more than 500 square feet and therefore subject to ADRB review and approval.

XI. DISCUSSION ITEMS:

1. Board Member Updates

2. Staff Updates

XIII. PUBLIC COMMENT II:

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XIV. 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 375-7412 at least 24 hours before the scheduled Architecture and Design Review Board meeting.

ATTACHMENTS:

Any items listed as “Attachments” to the agenda are available on the Town’s website or at the Building and Planning Department.

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 lroberson@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 an 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.