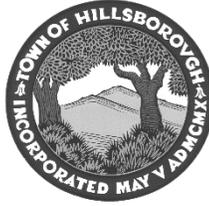


# TOWN OF HILLSBOROUGH

San Mateo County

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



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## **A G E N D A**

**AUGUST 1, 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/81717049309?pwd=a1RnOHZ6U0JQRiVlZDZ0OVVWQk8xdz09>

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

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

Meeting ID: 817 1704 9309

Passcode: 799916

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

Dial 1 (669) 900-9128

When prompted, type in the following credentials

Meeting ID: 817 1704 9309 #

Passcode: 799916 #

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

Members of the public may provide written comments by email to

Linda Roberson, Associate Planner at [lroberson@hillsborough.net](mailto: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, June 27, 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 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 to better achieve the levels of transparency that the Brown Act demands.

2. **10 Downey Way (APN: 027-352-050)**  
**Mitra (Nyhus Design Group)**

*Item received approval on January 25, 2021; Item continued June 27, 2022.*

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.

3. **2240 Redington Rd (APN: 028-050-090)**  
**Selin (Jerry Winges Architect)**

*Received Pre-application staff review on October 21, 2021*

Request for formal design review of a minor architectural addition to an existing two-story, historic cottage residence. The proposed addition of approximately 1,427 square feet to an existing two-story home will allow for a new primary bedroom, larger kitchen and living areas. The project has received additional review for Biological and Historic resources and each study determined that the proposed design will not negatively impact the site and is consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties. The lot is 43,060 square foot and, with the addition, provides approximately 10.2% floor area where 25% is allowed. The proposed request is for an addition which is greater than 500 square feet and therefore subject to ADRB review and approval.

4. **25 Bel Aire Court (APN: 038-333-080)**  
**Max Woo Trust (EYRC Architecture)**

*Received Pre-application staff review on May 12, 2022*

Request for formal design review of a minor architectural addition to the second floor of an existing two-story Modern style residence. The proposed addition of approximately 593 square feet will replace and enclose the existing deck over an attached three car garage. The resulting 5,677 square foot structure provides approximately 24.6 % floor area where 25% is allowed. The proposed request is for an addition greater than 500 square feet to an upper level which is visible from the street and therefore subject to ADRB review and approval.

**VII. FORMAL REVIEW ITEMS:**

5. **1950 Ralston Way (APN: 028-234-130)**  
**1950 Ralston Ave., LLC (Form One Design and Michael Callan Landscape Architect)**  
*Received Preliminary ADRB review on January 24, 2022*

Request for design review of a new, 5,339 square foot (23.74% Floor Area Ratio) two-story Craftsman style residence. The proposed structure will replace an existing Ranch style home approximately 3,161 square feet on a 22,486 square foot lot (14.05% Floor Area Ratio). As required for new dwellings, associated landscape improvements are included in this application. Hillsborough's Municipal Code defines new dwellings as "type A" or a major project, and this project is therefore subject to ADRB review and approval.

6. **1665 Wedgewood Drive (APN: 038-062-030)**  
**Beale (Brown House Design)**  
*Item received Preliminary ADRB Review on May 2, 2022*

Request for formal design review of a proposed major renovation and addition to an existing single-story Ranch style home to a two-story Craftsman style. The proposed new structure is 4,882.2 square feet (24.4% floor area ratio) and will replace an existing 3,879.9 square foot structure (19.4% floor area ratio) on a 20,013 square foot lot. The proposed request is for a major addition greater than 500 square feet with an architectural style change and therefore subject to ADRB review and approval.

7. **111 Fallen Leaf Drive (APN: 032-304-040)**  
**Zhao/Hong Heng (TGR Architecture and Terra Ferma Landscape)**  
*Item received Preliminary ADRB Review on March 7, 2022*

Request for design review of a new two-story English Country style home to replace an existing Colonial style home. The planned new structure is 9,750 square feet on a net lot size of 40,599 square feet or 24% floor area ratio. The proposed floor area exceeds 8,000 square feet, therefore, unless waived, the project must be submitted to the City Council for review and final disposition.

*The proposed floor area exceeds 8,000 square feet, therefore, unless waived, the project must be submitted to the City Council for review and final disposition. A project may be considered for a waiver of City Council review if both of the following conditions are met (i) there is no unresolved opposition to or concern about the project raised in the public hearing before the architecture and design review board and (ii) the project was unanimously approved by the architecture and design review board with no dissenting votes.*

8. **738 Jacaranda (APN: 028-422-120)**  
**Chiang (MAK Studio)**

*Item received Preliminary ADRB Review on May 2, 2022*

Request for formal design review of a new two-story Modern style home to replace an existing single-story Ranch style home. The proposed new structure is 5,948 square feet on a 26,417 square foot lot (24.9% floor area ratio). The proposed request is for a new residence including complete landscape design and therefore subject to ADRB review and approval.

**VIII. PRELIMINARY REVIEW ITEMS:**

9. **55 Del Monte Dr. (APN: 027-301-040)**  
**Nejasmich Developments LLC (Brooks McDonald Architecture and Studio MALA)**

*Received Pre-application staff review on April 20, 2022*

Request for preliminary design review of a new two-story single-family residence. The proposed new structure will be approximately 7,144 square feet on an existing 29,022 square foot lot. The proposed new structure will replace an existing 2,200 square foot, Midcentury ranch style home built in 1951. The resulting new Contemporary structure will include an attached 2-car garage, new driveway approach, pool, and full landscape design. While not subject to discretionary review, the parcel will include an ADU to be reviewed under separate application. The proposed request is for new structure and therefore subject to ADRB review and approval.

10. **2265 Ralston Ave. (APN: 031-364-020)**  
**Falk (Form One Design and Michael Callan Landscape Architect)**

*Received Pre-application staff review on May 12, 2022*

Request for preliminary design review of a new two-story single-family residence. The proposed new structure will be approximately 5,612 square feet on an existing 22,752 square foot lot. The proposed new structure will replace an existing 3,380 square foot, Colonial style home built in 1971. The resulting new Transitional Colonial structure will include an attached 2-car garage, new driveway, pool under separate permit, and full landscape design. While not subject to discretionary review, the parcel will include an ADU to be reviewed under separate application. The proposed request is for new structure and therefore subject to ADRB review and approval.

11. **2550 Summit Drive (APN: 027-311-200)**

**Addiego (LNAI Architecture)**

*Received Pre-application staff review on May 24, 2022*

Request for preliminary design review of a new two-story single-family residence. The proposed new structure will be approximately 7,907 square feet on an existing 64,697 square foot lot. The proposed new structure will replace an existing 3,934 square foot, Ranch style home built in 1952. The resulting new Modern style structure will include an attached 3-car garage, new auto court, entry courtyard, and full landscape design. An existing pool will remain as well as the existing pool house. While not subject to discretionary review, the parcel will include an ADU to be reviewed under separate application. The proposed request is for new structure 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](mailto: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](http://www.hillsborough.net).