

TOWN OF HILLSBOROUGH

San Mateo County

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



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DRAFT MEETING MINUTES ***MONDAY MARCH 7, 2022 - 4:00 PM*** ***ARCHITECTURE AND DESIGN REVIEW BOARD***

On March 17, 2020, the Governor 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. On June 11, 2021, the Governor subsequently issued Executive Order N-08-21 essentially maintaining the suspension of certain provisions of the Brown Act to continue to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means through September 30, 2021. As such, the Council Chambers was not open to the public for the August 30, 2021 Town of Hillsborough Architecture and Design Review Board (ADRB) meeting. The Town conducted the ADRB meeting remotely, via Zoom.

AGENDA

I. CALL TO ORDER

Chair Foster called the meeting to order at 4:02 p.m.

II. ROLL CALL

Board Members Present: Kathleen Egan; Yuvi Gill; Kaarin Hardy; and Chair Lionel Foster

Staff Present: Sarah Fleming, Director of Building and Planning; Liz Ruess, Long-range and Special Projects Planner; Linda Roberson, Associate Planner and Martin de los Angeles, City Attorney's Office

III. APPROVAL OF MINUTES: January 24, 2022

There were no requested amendments to the draft meeting minutes.

On motion of Board member Hardy, seconded by Board member Egan and unanimous on roll call vote, the minutes of the January 24, 2022, ADRB meeting were approved.

IV. WRITTEN/ORAL PUBLIC COMMENT:

There were no public comments for items not on the agenda.

V. ANNOUNCEMENT OF CONFLICT OF INTEREST:

Noted that one Board member has a conflict with an upcoming project and will identify themselves and the conflict at the time the item is up for presentation.

VI. CONSENT CALENDAR:

Chair Foster read the title of the consent calendar items.

Resolution continuing AB 361 - APPROVED

2895 Churchill Drive revision - APPROVED

On motion of Board member Hardy, seconded by Board member Egan, and unanimous on roll call vote, the proposed projects were approved.

3. 1565 Lakeview Drive (APN: 038-074-040)
Yao (Tony Ponterio/Muzik Design Studio)

Request for approval of renovated landscape and new tennis court. The proposed renovation of 8,848 square feet, includes the relocation of an existing driveway (2,100 SF) and new tennis court (6,450 SF), additional landscape area of 298 square feet is proposed to screen the tennis court fence and driveway. The Hillsborough Municipal Code chapter 2.12.070 section A subsection f, requires tennis courts receive review and approval of the Architecture and Design Review Board.

Motion:

Approve item conditionally, specifically including HMC “Chapter 17.24.010 section B ‘no retaining walls in the side setback taller than 4.5’”, staff to ensure the image of the tennis court and elevation of court blends with the site and is properly screened to staff satisfaction and noticed for public review.

On motion of Board member Egan, seconded by Board member Hardy, and unanimous on roll call vote, the proposed project was conditionally approved.

VII. FORMAL REVIEW ITEMS:

4. 425 Pinehill Rd. (APN: 030-092-080)
Hao (Walker Warner Architects)

(This project received preliminary review by the ADRB on December 6, 2021.)

Request for formal design review of new two-story Contemporary style home and detached garage to replace an existing Mid-century modern style home. The existing net lot size is 84,283 square feet with an existing floor area ratio of 4,225 square feet. The current square footage represents 5% floor area ratio where 25% for the first acre and 15 % for the second acre is the maximum allowable or 16,998 square feet. The proposed new structure is 9,495 square feet or 11.3% floor area ratio. The proposed request is for a new residential structure greater than 8,000 square feet and therefore subject to ADRB review and approval.

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.

On motion of Board member Hardy, seconded by Board member Egan, and unanimous on roll call vote, the proposed project was conditionally approved.

5. 888 Culebra Rd. (APN: 031-323-060)
Faulkner (Nyhus Design Group)

(This project received preliminary review by the ADRB on December 6, 2021.)

Request for formal design review of a new two- story Colonial style home to replace an existing Colonial style home and includes complete landscape redesign. The proposed new structure is 5,320 square feet on a 25,729 square foot lot (20.7% floor area ratio). The proposed request is for a new residential structure and therefore subject to ADRB review and approval.

On motion of Board member Egan, seconded by Board member Gill, and on roll call vote, the proposed project at was approved unanimously.

**6. 10 Creekwood Way (APN: 032-380-040)
Cartlidge (Nyhus Design Group)**

(This project received preliminary review by the ADRB on December 6, 2021.)

Request for formal 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.

Item Continued to a date uncertain.

VIII. PRELIMINARY REVIEW ITEMS:

**7. 111 Fallen Leaf Dr. (APN: 032-304-040)
Fallen Leaf LLC (TRG Architecture / Terra Ferma Landscape Architecture)**

Request for preliminary 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.

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Board heard presentation from project architect and provided comments.

**8. 20 Castle Ct. (APN: 030-061-080)
Chung (Feldman Architecture / InSitu)**

Request for preliminary design review of a new two- story Modern style home to replace an existing Ranch style home and includes complete landscape redesign. The proposed new structure is 5,000 square feet on a 20,775 square foot lot (24.06% floor area ratio). The proposed request is for a new residential structure and therefore subject to ADRB review and approval.

Board heard presentation from project architect and provided comments.

DISCUSSION ITEMS:

- IX.** June meeting may be rescheduled or adjusted to allow for Town Hall chambers to be used as voting center; staff will keep Board members updated with continued Covid requirements and facility access.

- X. PUBLIC COMMENT II:**
There were no public comments.

- I. ADJOURNMENT**
Chair Foster adjourned the meeting at 5:23 p.m.