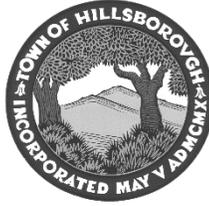


# TOWN OF HILLSBOROUGH

San Mateo County

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



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## ***APPROVED MEETING MINUTES*** ***MONDAY, MARCH 15, 2021*** ***4:00 PM*** ***ARCHITECTURE AND DESIGN REVIEW BOARD***

### **I. CALL TO ORDER - 4:00 PM**

Chair Foster announced that the meeting of the Hillsborough Architecture and Design Review Board is now called to order.

We will be conducting today's meeting in a virtual setting using Zoom. Board members and staff are participating from remote locations and everyone is practicing appropriate social distancing. Members of the public may view and listen to the meeting this evening as noted on the agenda.

Prior to opening the public hearing items, the members of the public should know that the ADRB is a Board created by and members appointed by the City Council. This five-member board is comprised of Hillsborough residents who volunteer their time to serve the community and ensure projects are consistent with the Town's Residential Design Guidelines. Members of the Board have experience in design or construction and include two community members at large. Their purpose is to promote good design to maintain and enhance the environmental qualities, historic character, and the high quality of aesthetic values that make the Town unique and a desirable place to live.

### **II. ROLL CALL:**

Board Members Present: Benoit Delaveau; Kathleen Egan; April Filer; Yuvi Gill; Kaarin Hardy; and Lionel Foster, Chair.

Staff Present: Sarah Fleming, Director of Building and Planning; Tim Anderson, Building Official; Liz Ruess, Planning Manager; and Martin de los Angeles, City Attorney's Office.

### **III. PRESENTATION:**

Christine Reed, Fire Marshal, Central County Fire Department (CCFD) made a presentation regarding architectural material and landscape considerations for residential properties in High Fire areas of Town.

### **IV.**

#### **WRITTEN/ORAL PUBLIC COMMENT I:**

Chair Foster stated that anyone who wishes to submit written communication or make public comment to the Board about any item not on the agenda may do so at this time. The Board may briefly respond to statements made or questions posed, however, the Board's general policy is to refer items to staff for attention, or have a matter placed on a future ADRB agenda for a more comprehensive action or report. Written communication may be submitted to the staff for the record. (Residents wishing to speak regarding non-agenda items are kindly asked to limit their time to three minutes.)

**Chair Foster asked if there are any written or oral communications regarding items not on the agenda?**

There being no public comments he moved on to the public hearing portion of the agenda.

**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:**

Chair Foster explained the consent calendar includes routine items that 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 an item from the consent calendar, then the consent calendar items can be approved in one motion with a roll call vote.

Chair Foster asked if any member of the public, staff, or ADRB would like to remove the item from the consent calendar.

Board member Gill requested to remove 560 Remillard Drive. Chair Foster noted that the Board will take up the other items on the consent calendar first, then consider the 560 Remillard Drive item.

**1. 560 Remillard Drive (APN: 030-052-030) — Nandan (Winder Gibson Architects)**

Request for design review and approval of a main level addition of approximately 912 square feet and a new second story addition of approximately 1,012 square feet to an existing one-story residence for a total proposed floor area of approximately 5,417 square feet (24.98% FAR) on a 21,687 square foot lot. The proposal includes an architectural style change from Ranch to Contemporary.

*(Project received Preliminary Design Review by the ADRB at the January 25, 2021 ADRB Meeting)*

**2. 1170 Barroilhet Avenue (APN: 031-381-120)—Lenihan (Nyhus Design Group)**

Request for design review and approval of a main level addition of approximately 202 square feet and a new second story addition of approximately 1,295 square feet to an existing one-story residence for a total proposed floor area of approximately 6,649 square feet (18.9% FAR) on a 35,234 square foot lot. The proposal includes an architectural style change to a Shingle style with associated updates to the exterior colors and materials.

*A motion (Egan/Hardy) to approve the consent items for the proposed project at 1170 Barroilhet Avenue, based on the projects' consistency with the Residential Design Guidelines, and subject to the Standard Conditions of Approval and conditions of approval listed in the Staff Memorandum, passed 5:0 on roll call vote.*

**VII. FORMAL REVIEW ITEMS:**

**560 Remillard Drive (APN: 030-052-030) — Nandan (Winder Gibson Architects)**

Request for design review and approval of a main level addition of approximately 912 square feet and a new second story addition of approximately 1,012 square feet to an existing one-story residence for a total proposed

floor area of approximately 5,417 square feet (24.98% FAR) on a 21,687 square foot lot. The proposal includes an architectural style change from Ranch to Contemporary.

*(Project received Preliminary Design Review by the ADRB at the January 25, 2021 ADRB Meeting)*

Geoff Gibson provided a brief overview of the color and material palette and changes since the preliminary review.

Board member Gill – introduced concrete bulkhead with warmer more neutral color palette. Why not introduce more diversity in colors and materials?

Geoff Gibson noted that as an addition and remodel, they are not looking to introduce too many new colors and materials, but they could look at adding some natural wood eaves and add more natural colors/materials.

Chair Foster thanked Board member Gill for his comments and requested a motion.

*A motion (Gill/Egan) to approve the proposed project at 560 Remillard Drive, based on the projects' consistency with the Residential Design Guidelines, and subject to the Standard Conditions of Approval, conditions of approval listed in the Staff Memorandum, and added condition that the applicant shall coordinate with staff for review of the final colors and materials, passed 5:0 on roll call vote.*

#### **VIII. PRELIMINARY REVIEW ITEMS:**

##### **3. 463 El Arroyo Road (APN: 031-021-040) – Dyner (Charlie Barnett Associates & Katharine Webster)**

Request for preliminary design review of an addition of approximately 2,292 square feet to an existing two-story Spanish Revival style residence for a total proposed floor area of approximately 6,942 square feet (24% Floor Area Ratio) on a 28,666 square foot lot. The proposal includes a full landscape plan.

Charlie Barnett, project architect, provided a brief overview.

Kate Webster, project landscape architect, provided a brief overview of the landscape enhancements.

Board member Egan very nicely done, massing is appropriate and in scale with the existing house and neighborhood. Maintaining the courtyard is a nice feature. L1.4 retaining wall in setback is over height, clarified that it is existing.

Board member Filer expressed support for the project. Thanked the applicants for engaging with the neighbors right away. The site visit conveyed that the proposed design is an improvement over the existing in how the outdoor spaces will be used.

Board member Gill no constructive feedback, expressed complete support for the proposal.

Board member Hardy echoed board comments, however, feels the porte cochere is sad to lose, takes away some character. Encouraged the applicants explore burying the telephone pole out front to improve aesthetics.

Chair Foster expressed support for the project. Thank you for the very thorough neighborhood outreach. The proposed concept is very clear based on the submittal materials. Look forward to the formal review, but more to seeing the project completed.

**4. 2970 Privet Drive (APN: 028-464-010) – Dong (Butler Armsden Architects)**

Request for preliminary design review of a new two level Contemporary Modern style residence with a total proposed floor area approximately 7,260 square feet (23% Floor Area Ratio) on a 31,484 square foot lot. The proposal includes demolition of the existing home and will include a full landscape plan.

Federico Engel, project architect, to provide brief overview.

Board member Egan north elevation could benefit from details. Be careful not to add any huge retaining walls.

Board member Filer very modern in this neighborhood which is more traditional. Opportunity to soften the design with more natural elements.

Board member Gill expressed support for the design and encouraged using some color and materials and textures to warm up the exterior palette, perhaps some landscaping.

Board member Hardy very modern for the neighborhood but expressed support for the design and encouraged robust neighbor outreach. Agreed that some diversity in the color and material palette to warm up the greyscale would be beneficial.

Chair Foster agreed with board members. Expressed support for the layout and encouraged the applicants incorporate the board's comments.

Board alternate Delaveau noted that in the proposed home with the orientation of the house – there will be a temperate management issue. Overhang design won't do much mid-season and encouraged them to not use aluminum frame window unless there's a thermal break, perhaps consider outside roller shades to assist with mid-season heat.

Christine Krolik clarified the proposed roof height and that there is no view blockage.

**5. 830 Black Mountain Road (APN: 031-152-080) – Francis (Saikley Architects)**

Request for preliminary design review of a new one-story Craftsman style residence with a partial basement with a total proposed floor area of approximately 4,142 square feet (18.6% Floor Area Ratio) on a 22,265 square foot lot. The proposal includes demolition of the existing home and will include a full landscape plan.

Alexandra Saikley, project architect, to provide brief overview.

Stuart Francis, property owner, stated that they are trying to build a sustainable home on a fairly small footprint.

Board member Hardy the style is thoughtful and appreciates the sustainability and modesty of the project. The driveway relocation makes sense. Understand the garage location. Do the renderings convey the intended color palette? Would like to see some landscape screening from the street.

Board member Gill expressed support for the project and the modest footprint. The color palette and building materials should be true to a craftsman style, the renderings look more like a ranch style.

Board member Filer the driveway relocation makes a lot of sense. Information about the proposed Landscape and color palette will be important. Appreciate the people are planning to age in their home, in sustainable, modern fashion.

Chair Foster supportive of the sustainability and overall proposal. The materials could be truer to craftsman.

Board member Egan consider the warming characteristics of the sun. south sun into the kitchen. Tesla tile roof in town will be great. Massing and elevations on north and east are great – west could use something, maybe another dormer. Posts could be bigger, exposed brackets are great.

**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 - 5:35 pm.**