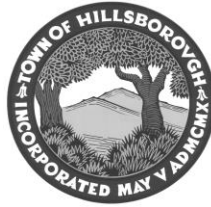


# TOWN OF HILLSBOROUGH

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## Architecture and Design Review Board Approved Meeting Minutes

Monday, May 04, 2020 at 4:00 PM

### I. **CALL TO ORDER** – The ADRB Meeting of May 04, 2020 was called to order at 4:07 p.m.

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 insure 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 in order 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: Patrick Donnelly; Kathleen Egan; Leonard Mezhvinsky; Jerry Wings; and Dr. Lionel Foster, Chair

Board Members Absent: None

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

### III. **APPROVAL OF MINUTES** - A motion (Mezhvinsky/Donnelly) to approve the Meeting Minutes for March 02, 2020, passed 5:0 unanimous on roll call vote.

### IV. **CONSENT CALENDAR:**

Chair Foster then 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 any item from the consent calendar, then items #1, #2, and #3 can be approved in one motion with a roll call vote.

Chair Foster noted for the record, that board member Wings is the architect for consent calendar item #2, and therefore must recuse himself from voting on that item. Board member Wings stated that he is

the architect for the project being paid by the applicant and that he will be recusing himself from voting on this item due to a financial conflict of interest.

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

There was no request to remove any consent calendar items.

#### Additions/Remodels

1. **440 Pinehill Road** – Request for design review approval of revisions to a previously ADRB approved addition and remodel to an existing two story home. The applicants are requesting approval to re-classify the project as a new house via teardown, so they are not limited to maintaining at least 50% of the existing exterior walls.  
*(Project received ADRB approval at the November 4, 2019 Meeting).*
2. **415 El Arroyo Road** – Request for design review approval for the replacement of an existing legal non-conforming detached garage. The new garage would be approximately 798 square feet, with a 420 square foot hobby loft above, and would be approximately 3-feet, 2-inches taller than the existing garage. The replacement garage would match the existing house in terms of exterior colors, materials, and architectural style.
3. **601 El Arroyo Road** – Request for design review approval of an addition and remodel to an existing two story house. The proposed first and second floor addition of approximately 3,607 would result in a total proposed floor area of approximately 7,177 square feet (24.7% Floor Area Ratio) on a 29,017 square foot lot. The proposal includes an update to the front entry, windows and doors and landscape enhancements.

*A motion (Donnelly/Mezhvinsky) to approve consent calendar items #1, 2, and 3 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, passed 5:0 unanimous on roll call vote.*

*Board member Winges recused himself from item #2, therefore the item passed, 4:0*

#### V. REGULAR ITEMS:

##### Changes to Previously Approved Projects

4. **940 W Santa Inez Avenue – Ram (Nyhus Design Group/ Michael Callan Landscape)**  
Request for design review approval of revisions to a previously ADRB approved new two story New Sonoma Farmhouse style residence with a basement and a new detached pool house. The revision includes modified grading to reduce the amount of off haul necessary and an increase to the overall height. The revised proposal has a total proposed floor area of approximately 13,931 square feet (19.9% Floor Area Ratio) on a 69,701 square foot lot.  
*(Project received ADRB approval at the December 2, 2019 Meeting)*

*Eric Nyhus, project architect, made a brief presentation.*

*Chair Foster opened the public comment.*

*Stuart Francis, 955 W. Santa Inez Avenue, referenced the comment letter and photos he submitted and expressed concerns over the loss of view due to the increased height of the proposed new home.*

*Chair Foster closed the public comment.*

*Board member Donnelly stated that he was supportive of the original proposal and that the revised proposal requiring less dirt removal is a positive. He noted that the view impacts are unfortunate, but the view loss is not from the house and therefore don't change his support of the project.*

*Board member Egan expressed concerns about the way existing grade is calculated and noted that the height is pressing the limits of the building envelope profile. She noted the view impact to the neighbor, but emphasized that the proposed home complies with the building envelope profile and height requirements.*

*Board member Mezhvinsky agreed, stating that view considerations are important, however the project is consistent with the Residential Design Guidelines. He noted that a height reduction of even 6-inches may help, if possible.*

*Board member Wings expressed support for the revised proposal, noting that the previous design was sunken too low below street level. He stated that none of the impacted views are from the neighbors' house, they are from the driveway and mailbox, which are not key views.*

*Chair Foster agreed with his fellow board members. He continued that he is sensitive to the neighbors concerns, however the projects' consistency with the Residential Design Guidelines and other regulations outweigh impacts to secondary views.*

*A motion (Donnelly/Winges) to approve the project based on the project's consistency with the Residential Design Guidelines, as discussed, and subject to the Standard Conditions of Approval and conditions of approval listed in the Staff Memorandum, passed 5:0 unanimous on roll call vote.*

#### New Houses

5. **860 Vista Road – Saks (Nick Lee Architecture / Michael Callan Landscape)**

Request for design review approval a new two story Modern style residence with a total proposed floor area of approximately 7,921 square feet (22% Floor Area Ratio) on a 36,013 square foot lot. The proposal includes the demolition of the existing home and tennis court and will include a complete landscape plan at 860 Vista Road.

*(Project received preliminary review by the ADRB at the January 21, 2020 Meeting)*

*Nick Lee, project architect, made a brief presentation. He noted the revisions that have been made due to meetings with neighbors, including a 4-foot height reduction and moving the entire house 10-feet away from the rear property line. He also discussed the limitations regarding grading quantities to avoid triggering a category 3 grading permit and environmental review.*

*Michael Callan, project landscape architect, noted that the landscape plan has been modified to comply with the Central County Fire Department (CCFD) requirements for vegetation management on Wildland Urban Interface (WUI) properties.*

*Board member Mezhvinsky asked if the home could be shifted to the right to require less grading.*

*Nick Lee, replied that it could, however the home would then be more visible to the property at 107 Essex Lane and efforts were made to site the proposed home outside the main view corridor for 107 Essex Lane.*

*Chair Foster opened the public comment.*

*Sharon Safrin, 107 Essex Lane, referenced their comment letter and photos of the story poles*

*and visual impacts to their property.*

*Liz Ruess, Planning Manager, read into the record a public comment letter from Bruce & Gayle Snyder, 845 Vista Road.*

*Dan Polite, 107 Essex Lane, stated that the story poles show that the left side of the house and master bedroom terrace will be visible.*

*Nick Lee, noted that a hedge is proposed to be installed at 14-feet tall, should screen the majority of the rear of the house.*

*Board member Winges stated that it seems like a 6 to 8-foot screen on the rear side of the master terrace would be an easy screening solution to provide privacy for both parties.*

*Michael Callan, stated that he is happy to work with the neighbors to strategically place the landscape screening to provide the maximum benefit.*

*Paul Braby, 875 Vista Road, stated that Vista is a very narrow road, he expressed concerns about construction access to the site and construction parking, site drainage, and the proposed retaining walls feeling like a wall.*

*Chair Foster noted that the retaining walls have landscape screening and that the Town has requirements for a construction management plan, which will be reviewed, approved, and enforced to minimize impacts to the surrounding properties. He added that the applicant's civil engineer will need to be cautious about site drainage and the grading and drainage plan will be carefully review by the Town's Public Works/Engineering Department prior to approval or permit issuance.*

*Michael Callan stated that the retaining walls are terraced with at least 5-feet of planting area in between each wall with layered landscape screening to soften the visibility of the walls. He noted that he will look into pushing the walls further in from the street, as possible.*

*Board member Egan expressed concerns that they are raising the grade in the tennis court area to 7-feet above the existing.*

*Joe Cohn, 850 Vista Road, stated that he has similar concerns to the neighbor at 875 Vista Road, adding that a parking strip in front of the property would be desirable to offer more parking and additional relief for the narrow road.*

*Dan and Nancy McFarland, 105 Essex Lane, expressed concerns about the amount of grading a removal of soil from the site.*

*Chair Foster closed the public comment.*

*Board member Donnelly stated that the project has been significantly modified to address the neighbor comments and the applicants have made efforts to provide meaningful landscape screening, while adhering to the fire requirements. Staff will address concerns about construction parking and drainage.*

*Board member Egan complimented the main façade. She noted that the proposed site plan has areas in the front set back that would be approximately 19 feet above the street and noted concern over their ability to accommodate this elevation change with retaining walls that comply to the height limitations .She expressed concerns about the retaining walls proposed along the street frontage and the large flat area created where the existing tennis court is. She noted that the walls along the street could be improved and asked the applicants to ensure that the proposed grades all work out with the proposed walls.*

Board member Mezhvinsky expressed support for the house and complimented the design. He noted that landscape screening can help to address the concerns of the rear neighbors at 107 Essex Lane and that they should have a say in the placement and height of the final screening along the rear. He stated that the retaining walls along the street frontage appear to comply with the code and guidelines.

Board member Wingses complimented the house, stone base, and light upper floor. He noted that the siting makes sense and that a 30-foot setback from the rear is generous, lowering the house was generous, they are proposing adequate screening, and that overall the project meets the Design Guidelines. He added that a parking strip for one or two cars along the street would be an improvement and encouraged the applicants to increase the distance between retaining walls and push the retaining walls further from the street, if possible.

Chair Foster stated that the neighbors at 107 Essex Lane should be involved in the final screening along the rear and echoed Board member Wingses' comments regarding the vertical appearance of the retaining walls along the street.

A motion (Winges/ Mezhvinsky) to approve the project based on the project's consistency with the Residential Design Guidelines, as discussed, and subject to the Standard Conditions of Approval; conditions of approval listed in the Staff Memorandum; and added condition that the applicant shall address interested neighbors' concerns regarding site drainage/storm water and construction management, shall work with the neighbor at 107 Essex regarding landscape screening along the rear property line, and with the neighbor at 875 Vista to improve the visual softening of the retaining walls along the street frontage, to their reasonable satisfaction, passed 5:0 unanimous on roll call vote.

6. **329 Glendale Road - Sogas (Scott Stotler Design Group)**

Request for design review of a new Modern French style residence with an attached garage with a total proposed floor area of approximately 4,090 square feet on a 16,383 square foot lot (24.6% Floor Area Ratio). The proposal includes the demolition of the existing house and a full landscape plan.

*(Project received preliminary review by the ADRB at the December 2, 2019 Meeting and received a continuance from the January 21, 2020 Meeting)*

*Dimitrios Sogas, property owner, provided a brief presentation.*

*Chair Foster opened the public comment.*

*Hope Pilch, 320 Glendale Road, discussed the existing 3-foot wall along the street frontage and requested that the applicant retain this wall to maintain the raised planting area at the front. She also noted that the applicant has not made efforts to work with neighbors, as directed by the ADRB at the January meeting. She expressed concerns about the lack of setback of the second floor at the front and the nighttime impacts from the number of exterior lights and double-high window at the front.*

*Leslie Ragsdale, 330 Glendale Road, noted that the rendering is misleading and it is shown from an elevated perspective which minimizes the looming height and mass of the front façade.*

*Stephen Pilch, 320 Glendale Road, stated that the direction from the Board at the last review was to work with the neighbors, but the neighbors have received zero feedback or outreach from the applicants. He noted that it is clear from public comment during earlier projects on tonight's agenda that other architects are making efforts to outreach to neighbors and hold zoom meetings and provide other opportunities to work with neighbors. He added that additional landscape*

*screening would help to soften the front façade.*

*Stephanie Flynn, 321 Glendale Road, stated that the proposed home feels very large for the street and noted that there was minimal outreach to neighbors on the applicants part.*

*Chair Foster closed the public comment.*

*Chair Foster stated that the lack of neighborhood outreach is unusual, things come up, but the need to work with the neighbors doesn't go away, it just gets delayed. A resolution doesn't come from digging in and resisting compromise.*

*Board member Donnelly stated that he has no objections to the design, noting that changes were made to enhance the detailing of the house. He added that the neighbor communication and relationship is an important element of any project, and that the two sides need to come together.*

*Board member Egan stated that the detailing is improved and expressed support for the suggestion to retain the existing rock wall or reincorporate a similar style wall along the front.*

*Board member Mezhvinsky stated that he is not a fan of the style of the existing rock wall with the proposed new house, but noted that can be worked out between the applicant and neighbors.*

*Board member Wings expressed support for the improved design; windows and doors are more consistent; the lowered driveway; and extra front setback. He stated that the massing works and added that the three large trees in the front yard area will go a long way to soften the façade.*

*Chair Foster expressed support for the project, but added that a meeting between the applicants and the neighbors must happen. He agreed that the style of the existing rock wall is not ideal with the proposed style of the home and that the tree new trees will be meaningful.*

*A motion (Egan/Winges) to approve the project based on the project's consistency with the Residential Design Guidelines, as discussed, and subject to the Standard Conditions of Approval; conditions of approval listed in the Staff Memorandum; and added condition that the applicant shall work with the neighbors regarding landscape screening and the rock wall along the street, to their reasonable satisfaction; if a compromise cannot be reached, the project must return to the ADRB for final review and approval, passed 5:0 unanimous on roll call vote.*

**VI. DISCUSSION ITEMS - None**

**VII. ADJOURNMENT**

The ADRB Meeting was adjourned at 7:27 p.m.