



DATE: April 18, 2018

AGENDA ITEM # 2

**TO:** Design Review Commission  
**FROM:** Sean K. Gallegos, Associate Planner  
**SUBJECT:** 17-SC-29 – 1390 Holly Avenue

**RECOMMENDATION:**

Approve design review application 17-SC-29 subject to the listed findings and conditions

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**PROJECT DESCRIPTION**

This is a design review application for a new two-story house. The project includes 2,710 square feet on the first story and 950 square feet on the second story with a 2,750 square-foot basement. This project was continued from the February 14, 2018 Design Review Commission meeting. The following table summarizes the project's technical details:

**GENERAL PLAN DESIGNATION:** Single-Family, Residential  
**ZONING:** R1-10  
**PARCEL SIZE:** 10,458 square feet  
**MATERIALS:** Asphalt composition shingle roof, cement plaster siding, stone veneer, cement fiber window trim and details and wood windows

|  | <b>Existing</b>   | <b>Proposed</b>     | <b>Allowed/Required</b> |
|--|-------------------|---------------------|-------------------------|
| <b>LOT COVERAGE:</b>                           | 2,285 square feet | 3,125 square feet   | 3,137 square feet       |
| <b>FLOOR AREA:</b>                             |                   |                     |                         |
| First floor                                    | 2,285 square feet | 2,710 square feet   |                         |
| Second floor                                   | -                 | 950 square feet     |                         |
| Total  | 3,285 square feet | 3,660 square feet   | 3,660 square feet       |
| <b>SETBACKS:</b>                               |                   |                     |                         |
| Front  | 25 feet           | 25.5 feet           | 25 feet                 |
| Rear   | 49.3 feet         | 41.6 feet           | 25 feet                 |
| Right side (1 <sup>st</sup> /2 <sup>nd</sup> ) | 9.9 feet          | 8.2 feet/16.25 feet | 7.75feet/15.25 feet     |
| Left side (1 <sup>st</sup> /2 <sup>nd</sup> )  | 11.9 feet         | 8 feet/22.2 feet    | 7.75 feet/15.25 feet    |
| <b>HEIGHT:</b>                                 | 14 feet           | 25.6 feet           | 27 feet                 |

## **BACKGROUND**

At their meeting on February 14, 2018, the Design Review Commission held a public meeting to consider the proposed project. Following input from the applicant, public comments and commissioner discussion, the Commission voted unanimously (3-0) to continue the project with the following direction:

- Reduce the massing and bulk of the structure to be more compatible with the character of the immediate neighborhood;
- Reduce the overall prominence and eave height of the first story walls to lower the scale;
- Reduce the height of the exposed walls as viewed from the front and sides of the property;
- Revise and reduce window sizes along the front elevation to diminish the vertical emphasis of the window pattern;
- Simplify the roof forms to create a consistent roof pattern for the structure;
- Revise the streetscape elevation on Sheet A0.5 to correctly render the structure at 1380 Holly Avenue;
- Reduce the depth of the second story balcony to be behind the rear facing wall of the master bathroom;
- Revised the basement layout to not extend beyond the floor area of the first floor;
- Re-evaluate the size of the rear porch;
- Clarify screening along the rear property line; and
- Provide a line of sight diagram toward the rear from the deck;

The February 14, 2018 Design Review Commission agenda report and meeting minutes are attached for reference (Attachments A and B).

## **DISCUSSION**

In response to the Commission's direction, the applicant revised the design as follows:

- The plate height of the first story was reduced from ten feet to nine feet, six inches to lower the scale and reduce the bulk and massing of the structure;
- The variety of window sizes was reduced to maintain similar sizes and proportions, and the windows grid design was unified through the design;
- The roof forms and massing were simplified by removing the gable along the front, the shed roof for the stair and storage area along the sides, and making the hipped roofs a dominate form for the structure;
- The streetscape elevation on Sheet A0.5 was revised to address the scale of the structures;
- The rear facing balcony off the master bedroom was reduced from a depth of 11.5 feet to five feet;
- The basement footprint was reduced to be within the footprint of the first story floor area; and
- The rear porch size was reduced from a depth of 19.8 feet to 12.75 feet.

In response to the Commission's direction to clarify screening along the rear property line, the plan shows the landscape that was presented at the February 14, 2018 meeting. The rear property line includes 17 new fern pine evergreen trees, two new saratoga bay laurel trees, and will maintain an existing magnolia and avocado tree along the rear property line. With existing and proposed evergreen screening trees, the project will maintain a reasonable level of privacy.

In response to the Commission's direction to provide a sight line study to better understand potential privacy to properties along the rear property line, the applicant provided a sight-line study. The study reflects that the the reduced depth of the balcony, combined with the existing and proposed evergreen screening, will maintain a reasonable level of privacy for properties along the rear property line.

Overall, with the design revisions as outlined above, it appears that the project has addressed all of the Commission's direction and can meet all required design findings. Therefore, staff is recommending approval of the proposed project.

## **ENVIRONMENTAL REVIEW**

This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act because it involves the construction of a new single-family dwelling in a residential zone.

## **PUBLIC CONTACT**

A public meeting notice was posted on the property and mailed to 12 nearby property owners on Holly Avenue and McKenzie Avenue.

Cc: Eugene Sakai, Applicant and Architect  
Shu Cao, Property Owners

### Attachments

- A. Design Review Commission Meeting Minutes, February 14, 2018
- B. Design Review Commission Agenda Report, February 14, 2018

## FINDINGS

17-SC-29 – 1390 Holly Avenue

With regard to design review for the new two-story house, the Design Review Commission finds the following in accordance with Section 14.76.050 of the Municipal Code that:

- a. The proposed new house complies with all provision of this chapter;
- b. The height, elevations, and placement on the site of the new house, when considered with reference to the nature and location of residential structures on adjacent lots, will avoid unreasonable interference with views and privacy and will consider the topographic and geologic constraints imposed by particular building site conditions;
- c. The natural landscape will be preserved insofar as practicable by minimizing tree and soil removal; grade changes shall be minimized and will be in keeping with the general appearance of neighboring developed areas;
- d. The orientation of the proposed new house in relation to the immediate neighborhood will minimize the perception of excessive bulk and mass;
- e. General architectural considerations, including the character, size, scale, and quality of the design, the architectural relationship with the site and other buildings, building materials, and similar elements have been incorporated in order to insure the compatibility of the development with its design concept and the character of adjacent buildings; and
- f. The proposed new house has been designed to follow the natural contours of the site with minimal grading, minimum impervious cover, and maximum erosion protection.



## CONDITIONS

17-SC-29 – 1390 Holly Avenue

### **GENERAL**

1. **Approved Plans**

The approval is based on the plans and materials received on March 29, 2018, except as may be modified by these conditions.

2. **Protected Trees**

Tree No. 10 on the site plan, as well as, the proposed screening trees along the side and rear property lines shall be protected under this application and cannot be removed without a tree removal permit from the Community Development Director.

3. **Encroachment Permit**

An encroachment permit shall be obtained from the Engineering Division prior to doing any work within the public right-of-way including the street shoulder. All work within the public street right-of-way shall be in compliance with the City's Shoulder Paving Policy.

4. **New Fireplaces**

Only gas fireplaces, pellet fueled wood heaters or EPA certified wood-burning appliances may be installed in all new construction pursuant to Chapter 12.64 of the Municipal Code.

5. **Landscaping**

The landscape plan is subject to the City's Water Efficient Landscape Regulations pursuant to Chapter 12.36 of the Municipal Code.

6. **Fire Sprinklers**

Fire sprinklers shall be required pursuant to Section 12.10 of the Municipal Code.

7. **Underground Utilities**

Any new utility service drops shall be located underground from the nearest convenient existing pole pursuant to Chapter 12.68 of the Municipal Code.

8. **Indemnity and Hold Harmless**

The applicant/owner agrees to indemnify, defend, protect, and hold the City harmless from all costs and expenses, including attorney's fees, incurred by the City or held to be the liability of the City in connection with the City's defense of its actions in any proceedings brought in any State or Federal Court, challenging any of the City's action with respect to the applicant's project.

### **PRIOR TO BUILDING PERMIT SUBMITTAL**

9. **Conditions of Approval**

Incorporate the conditions of approval into the title page of the plans.

10. **Tree Protection Note**

On the grading plan and/or the site plan, show all tree protection fencing and add the following note: "All tree protection fencing shall be chain link and a minimum of five feet in height with posts driven into the ground."

11. **Water Efficient Landscape Plan**

Provide a landscape documentation package prepared by a licensed landscape professional showing how the project complies with the City's Water Efficient Landscape Regulations and include signed statements from the project's landscape professional and property owner.

**12. Green Building Standards**

Provide verification that the house will comply with the California Green Building Standards pursuant to Section 12.26 of the Municipal Code and provide a signature from the project's Qualified Green Building Professional Designer/Architect and property owner.

**13. Underground Utility Location**

Show the location of underground utilities pursuant to Section 12.68 of the Municipal Code. Underground utility trenches shall avoid the drip-lines of all protected trees unless approved by the project arborist and the Planning Division.

**14. Air Conditioner Sound Rating**

Show the location of any air conditioning units on the site plan and the manufacturer's specifications showing the sound rating for each unit.

**15. Storm Water Management**

Show how the project is in compliance with the New Development and Construction Best Management Practices and Urban Runoff Pollution Prevention program, as adopted by the City for the purposes of preventing storm water pollution (i.e. downspouts directed to landscaped areas, minimize directly connected impervious areas, etc.).

**PRIOR TO ISSUANCE OF BUILDING OR DEMOLITION PERMIT**

**16. Tree Protection**

Tree protection fencing shall be installed around the dripline(s), or as required by the project arborist, of trees No. 10, as well as, the proposed screening trees along the side and rear property lines, as shown on the site plan. Tree protection fencing shall be chain link and a minimum of five feet in height with posts driven into the ground and shall not be removed until all building construction has been completed unless approved by the Planning Division.

**PRIOR TO FINAL INSPECTION**

**17. Landscaping Installation and Verification**

Provide a Water Efficient Landscape Certificate of Completion, signed by the project's landscape professional and property owner, verifying that the trees, landscaping and irrigation were installed per the approved landscape documentation package.

**18. Green Building Verification**

Submit verification that the house was built in compliance with the City's Green Building Ordinance (Section 12.26 of the Municipal Code).

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW COMMISSION  
OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY, FEBRUARY 14, 2018  
BEGINNING AT 7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN  
ANTONIO ROAD, LOS ALTOS, CALIFORNIA

ESTABLISH QUORUM

PRESENT: Chair Glew, Vice-Chair Harding and Commissioner Kirik  
ABSENT: Commissioners Moison and Zoufonoun  
STAFF: Planning Services Manager Dahl, Senior Planner Golden and Associate Planners Gallegos and Chao

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

1. Design Review Commission Minutes  
Approve minutes of the regular meeting of January 31, 2018.

Action: Upon a motion by Vice-Chair Harding, seconded by Commissioner Kirik, the Commission approved the minutes of the January 31, 2018 Regular Meeting. The motion passed by the following vote: AYES: Glew, Harding, and Kirik; NOES: None; ABSENT: Moison and Zoufonoun; ABSTAIN: None. (3-0)

2. 17-SC-23 – Hometec Architecture – 622 Covington Road  
Design review for a new two-story house. The project includes 2,299 square feet at the first story and 1,372 square feet at the second story. *Project Planner: Golden* THIS ITEM WAS CONTINUED FROM THE NOVEMBER 15, 2017 DRC MEETING.

Senior Planner Golden presented the staff report, recommending approval of design review application 17-SC-23 subject to the recommended findings and conditions.

Project architect Rich Hartman presented the project.

Public Comment

Neighbor Terri Couture, who lives on Parma Way, gave her support for the project.

Action: Upon a motion by Vice-Chair Harding, seconded by Commissioner Kirik, the Commission approved design review application 17-SC-23 per the staff report findings and conditions. The motion passed by the following vote: AYES: Glew, Harding, and Kirik; NOES: None; ABSENT: Moison and Zoufonoun; ABSTAIN: None. (3-0)

## DISCUSSION

### 3. 17-SC-29 – E. Sakai, AIA – 1390 Holly Avenue

Design review for a new two-story house. The proposed project will include 2,710 square feet at the first story and 950 square feet at the second story with a 2,784 square-foot basement.

*Project Planner: Gallegos*

Associate Planner Gallegos presented the staff report, recommending continuance of design review application 17-SC-29 subject to the listed direction and outlined the reasons for continuance.

Project applicant/owner Shu Cao introduced himself. Project architect Eugene Sakai presented the project and outlined how it met the design review findings.

#### Public Comment

Neighbor Don Andersen stated his concern about the size of the house, his view of the rear of the house, the deck impacts and rear second story windows, and wanted trees added along the rear yard property line for privacy screening.

Action: Upon a motion by Commissioner Kirik, seconded by Vice-Chair Harding, the Commission continued design review application 17-SC-29 per the staff report direction, with the following additional direction:

- Provide a line of sight diagram toward the rear from the deck;
- Clarify screening along the rear property line; and
- Re-evaluate the size of the rear porch.

The motion passed by the following vote: AYES: Glew, Harding, and Kirik; NOES: None; ABSENT: Moison and Zoufonoun; ABSTAIN: None. (3-0)

### 4. 17-SC-34 – C. Farmer – 1460 Oakhurst Avenue

Design review for a new 4,557 square-foot one-story house that exceeds 20 feet in height. *Project Planner: Chao*

Associate Planner Chao presented the staff report, recommending approval of design review application 17-SC-34 per the listed findings and conditions.

Project Architect Guy Ayers presented the project.

#### Public Comment

Neighbor Nancy Franck stated her concerns with how the house appears to sit too high on the lot and looms over her lot, the house is over-scaled and enormous, the height should be reduced so it does not shade her property, and the house will create a privacy issue on the rear yard of her property.

Neighbor Kitty Uhlir stated her concerns with the very large footprint of the house, said there should be more open space, and the height of the house should be reduced.

Neighbor Joseph Franck said the house was enormous for the neighborhood and there is a loss of privacy due to the high finished floor height.

APPROVED

Action: Upon a motion by Commissioner Kirik, seconded by Vice-Chair Harding, the Commission continued design review application 17-SC-34 subject to the following direction:

- Explore ways to reduce the finish floor height to minimize potential privacy impacts to the adjacent property at 1440 Oakhurst; and
- Reduce the height of the structure to meet the 20-foot height limit for a one-story house or revise the design to reduce the overall bulk and mass of the structure.

The motion passed by the following vote: AYES: Glew, Harding, and Kirik; NOES: None; ABSENT: Moison and Zoufonoun; ABSTAIN: None. (3-0)

## COMMISSIONERS' REPORTS AND COMMENTS

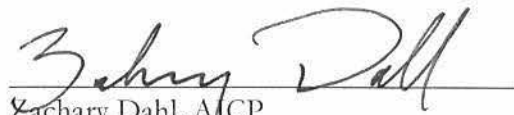
None.

## POTENTIAL FUTURE AGENDA ITEMS

None.

## ADJOURNMENT

Chair Glew adjourned the meeting at 8:37 PM.



Zachary Dahl, AICP  
Planning Services Manager

# ATTACHMENT B



DATE: February 14, 2018

AGENDA ITEM # 3

**TO:** Design Review Commission  
**FROM:** Sean K. Gallegos, Associate Planner  
**SUBJECT:** 17-SC-29 – 1390 Holly Avenue

## RECOMMENDATION:

Continue design review application 17-SC-29 subject to the listed direction

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## PROJECT DESCRIPTION

This is a design review application for a new two-story house. The project includes 2,710 square feet on the first story and 950 square feet on the second story with a 2,750 square-foot basement. The following table summarizes the project's technical details:

|                                  |  |
|----------------------------------|--|
| <b>GENERAL PLAN DESIGNATION:</b> | Single-Family, Residential   |
| <b>ZONING:</b>                   | R1-10  |
| <b>PARCEL SIZE:</b>              | 10,458 square feet   |
| <b>MATERIALS:</b>                | Asphalt composition shingle roof, cement plaster siding, stone veneer, cement fiber window trim and details and wood windows |

|  | <b>Existing</b>   | <b>Proposed</b>     | <b>Allowed/Required</b> |
|--|-------------------|---------------------|-------------------------|
| <b>LOT COVERAGE:</b>                           | 2,285 square feet | 3,131 square feet   | 3,137 square feet       |
| <b>FLOOR AREA:</b>                             |                   |                     |                         |
| First floor                                    | 2,285 square feet | 2,710 square feet   |                         |
| Second floor                                   | -                 | 950 square feet     |                         |
| Total  | 3,285 square feet | 3,660 square feet   | 3,660 square feet       |
| <b>SETBACKS:</b>                               |                   |                     |                         |
| Front  | 25 feet           | 25.5 feet           | 25 feet                 |
| Rear   | 49.3 feet         | 41.6 feet           | 25 feet                 |
| Right side (1 <sup>st</sup> /2 <sup>nd</sup> ) | 9.9 feet          | 8.2 feet/16.25 feet | 7.75feet/15.25 feet     |
| Left side (1 <sup>st</sup> /2 <sup>nd</sup> )  | 11.9 feet         | 8 feet/22.2 feet    | 7.75 feet/15.25 feet    |
| <b>HEIGHT:</b>                                 | 14 feet           | 25.6 feet           | 27 feet                 |

## **BACKGROUND**

### **Neighborhood Context**

The subject property is located in a Diverse Character Neighborhood as defined in the City's Residential Design Guidelines. This section of St. Joseph Avenue, which is located between McKenzie Avenue and Portland Avenue, consists mostly of low-scale, one- and two-story Ranch style houses that are similar in size, footprint, design characteristics, building scale, and rustic materials. On the west side of Holly Avenue in the immediate neighborhood, there are two properties on either side of the property, which includes: two low-scale, two-story structures at 1380 Holly Avenue and 1395 McKenzie Avenue, and two one-story structures at 1370 Holly Avenue and 1400 Holly Avenue. On the opposite (east) side of Holly Avenue, there are three one-story houses and one two-story house with low scale forms. Overall, the setback patterns in the neighborhood is varied. There is not a distinctive street tree pattern along Holly Avenue or McKenzie Street; however, there are mature trees and landscaping.

### **Zoning Compliance**

Since the property is less than 80 feet in width (77.5 feet), it is considered a narrow lot per the R1-10 District standards. Thus, the interior side yard setback is reduced from 10 feet to 10 percent of the lot width or 7.75 feet. Accordingly, the second story side yard setback is reduced from 17.5 feet to 15.25 feet.

## **DISCUSSION**

### **Design Review**

According to the Design Guidelines, in Diverse Character Neighborhoods, good neighbor design has its own design integrity while incorporating some design elements, materials and scale found in the neighborhood. However, a new house should maintain an appropriate relationship to houses in the neighborhood.

The proposed project uses a more contemporary architectural style and materials than those found in the surrounding neighborhood. The project incorporates design elements that are found in the neighborhood such as a low-pitched roof and defined recessed entry. The proposed building materials include asphalt composition shingle roof, cement plaster siding, stone veneer, cement fiber window trim and details and wood windows. The detailing and materials of the structure reflect a high level of quality and appropriate relationship to the rustic qualities of the area. Overall, the design incorporates a contemporary style with simple elements and quality materials that are integral to the design concept, and reflect a high quality and appropriate relationship to the rustic qualities of the area

The front façade facing Holly Avenue is one of the many dominant elevations of the house. The first story wall plate height is ten feet with a 14-foot wall plate for the front entry foyer, and a second story wall plate height of eight feet. The project includes a nine-foot, three-inch

eave line along the front elevation to reduce the overall bulk from the ten-foot tall plate heights, but the immediately adjacent structures have eave lines below eight feet, six inches, which is substantially below the proposed structure's eave height. The house uses a variety of roof forms, including low pitched gables, hip and shed roof that create a more complex composition compared to the houses in the neighborhood, which have simpler and more consistent roof forms. As a result, the project's wall plate, eave heights and roof forms create an abrupt change, sets an extreme design greater than all surrounding properties, and is not well proportioned and articulated to reduce the effect of bulk and mass in comparison the immediate neighborhood.

On the left (south) side elevation, the project includes a 15-foot tall wall plate with a setback of 16-foot from the side property line. While it does meet the second story setback, it appears to conflict with the required design findings. In general, larger scaled architectural elements are more appropriate when located at the rear of the house where larger setbacks are present. Due to the narrow side yard setbacks, the 15-foot tall wall plate along the left elevation creates a dominant vertical and bulky emphasis along a side yard.

The proposed 15-foot tall wall plate heights for the side elevations does not appear integral to the overall design, but rather is a result of the interior room layout. This "inside-out" approach produces more complex massing and unusual wall and roof forms such as the transition between the roof and the second story shown on the front (east) elevation. The City's Residential Design Guidelines suggest designing a house from "outside-in." rather than the reverse. as it tends to lack a clear overall design and often adds to the perception of excessive bulk, which appears to have occurred with this project.

Staff provided comments to the applicant during the initial review process regarding wall plate heights, the vertical characteristics of the structure and excessive bulkiness that appear to be out of scale with the existing neighborhood and inconsistent with the design guidelines. In response to staff's comments, the applicant noted that he did not agree with the assessment and chose not to update the design to address staff's comments.

Based upon the above discussion, the architectural features that have not been resolved include the following:

1. The first story wall plate heights are not compatible with the scale of houses in the immediate neighborhood;
2. The forms of the second story are not well integrated and balanced with the first story;
3. The shed roof forms along the side elevations partially break up the first and second stories, but creates vertical massing and flat planes between the first and second stories that contribute to bulk;
4. The tall vertical element along the left side should be reduced in size and scale to be more proportional with the rest of the house and reduce the perception of bulk along this side property line;
5. The varying roof forms (gable, hip and shed) create a complex roof form that contributes to a bulky and massive appearance as viewed from the street; and



6. The window style, oversized dimensions, and orientation further contribute to the vertical presentation of the project.

Based on these design issues, staff is unable to make the following required design review findings:

1. The orientation of the proposed new house in relation to the immediate neighborhood will NOT minimize the perception of excessive bulk and mass.
2. General architectural considerations, including the character, size, scale, and quality of the design, the architectural relationship with the site and other buildings, building materials, and similar elements have NOT been incorporated in order to insure the compatibility of the development with its design concept and the character of adjacent buildings.

Therefore, staff recommends that this application be continued with direction to revise the project to reduce the structure's scale, size, and appearance of excessive bulk to better comply with the Residential Design Guidelines, be more compatible with the surrounding neighborhood and meet all the required design review findings.

### **Privacy**

The left side of the house includes one large sized clerestory window above the stairwell with a 13-foot sill height. Due to its placement and sill height, this window does not create any unreasonable privacy impacts.

The right side of the house includes two, second-story windows: one large sized window in the office with a 2.5-foot sill height and one small sized window in the master bedroom with 6.5-foot sill height. While office window may have a 2.5-foot sill height, its views are oriented toward the front yard of the adjacent property to prevent privacy impacts. Therefore, the placement and/or sill heights of these windows does not create any unreasonable privacy impacts.

The rear of the house has one medium sized window in the master bathroom with a 4.5-foot sill height and one two-panel sliding door entering onto a balcony. The balcony, which is 11.5 feet wide and 11.5 feet deep, is recessed between the master bathroom and a roof form, but continues to have views toward the rear adjacent properties.

Staff is concerned that the second story balcony may create the potential for privacy impacts. The balcony impacts occur due to the balcony's size and its location along the rear of the structure. As outlined in the Residential Design Guidelines, the balcony depth should be reduced (ideally under four feet) to create a more passive use area that is less likely to create a privacy impact. To reduce potential views toward either of the side properties, the balcony depth should be reduced to not extend beyond the rear facing wall of the master bathroom, which will limit side facing views.

Without a reduction in the size of the balcony to limit side facing views, the project does not appear to meet the following design review finding:

- The height, elevations, and placement on the site of the new house, when considered with reference to the nature and location of residential structures on adjacent lots, will NOT avoid unreasonable interference with views and privacy and will consider the topographic and geologic constraints imposed by particular building site conditions;

### **Landscaping**

There are five trees on the property, with three proposed for removal (a fig tree (No. 2), a fruitless mulberry tree (No. 3) in the front yard, and a black walnut trees (No. 9) in the front yard). The black walnut tree (No. 6) and the avocado tree (No. 7) in the rear yard will be retained. An arborist report for these five trees is included on Sheet T-2 in the project plans.

The project includes two new flower cherry trees along the project frontage, two new magnolia trees in the front yard, five new bay laurel trees in the side yard, and new two bay laurel trees in the rear yard area. The project will also be installing new hardscape and additional landscaping for the entire property. The project will be subject to the Water Efficient Landscape Ordinance because it is a new house that will add or replace more than 500 square feet of landscaping. With the new front yard landscaping, additional planting areas and hardscape, the project meets the City's landscaping regulations and street tree guidelines.

### **Miscellaneous**

As a technical note, it appears that the streetscape elevation on Sheet A0.5 does not correctly scale or represent the design of the adjacent two-story structure at 1380 Holly Avenue, and it should be revised to reflect the correct plate height and scale. In addition, the basement includes floor area beneath the recessed entry, and the basement should be revised to not extend beyond the floor area of the first floor. Both of these corrections are included in the recommended direction.

### **ENVIRONMENTAL REVIEW**

This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act because it involves the construction of a new single-family dwelling in a residential zone.

### **PUBLIC CONTACT**

A public meeting notice was posted on the property and mailed to 12 nearby property owners on Holly Avenue and McKenzie Avenue.

## PUBLIC CORRESPONDENCE

Staff received one comment letter from a nearby property owner that raised privacy concerns about the development of a two-story house. This letter is included in Attachment E.

Cc: Eugene Sakai, Applicant and Architect  
Shu Cao, Property Owners

### Attachments

- A. Application
- B. Neighborhood Compatibility Worksheet
- C. Area, Vicinity and Notification Maps
- D. Public Correspondence
- E. Material and Color Board

## FINDINGS

17-SC-29 – 1390 Holly Avenue

With regard to design review for the new two-story house, the Design Review Commission finds the following in accordance with Section 14.76.050 of the Municipal Code that:

- a. The proposed structure complies with all provisions of this chapter;
- b. The height, elevations, and placement on the site of the proposed addition, when considered with reference to the nature and location of residential structures on adjacent lots, will *NOT* avoid unreasonable interference with views and privacy and will consider the topographic and geologic constraints imposed by particular building site conditions;
- c. The natural landscape will be preserved insofar as practicable by minimizing tree and soil removal; grade changes shall be minimized and will be in keeping with the general appearance of neighboring developed areas;
- d. The orientation of the proposed structure in relation to the immediate neighborhood will *NOT* minimize the perception of excessive bulk;
- e. General architectural considerations, including the character, size, scale, and quality of the design, the architectural relationship with the site and other buildings, building materials, and similar elements have *NOT* been incorporated in order to insure the compatibility of the development with its design concept and the character of adjacent buildings; and
- f. The proposed structure has been designed to follow the natural contours of the site with minimal grading, minimum impervious cover, and maximum erosion protection.

## RECOMMENDED DIRECTION

17-SC-29 – 1390 Holly Avenue

1. Reduce the massing and bulk of the structure to be more compatible with the character of the immediate neighborhood;
2. Reduce the overall prominence and eave height of the first story walls to lower the scale;
3. Reduce the height of the exposed walls as viewed from the front and sides of the property;
4. Revise and reduce window sizes along the front elevation to diminish the vertical emphasis of the window pattern;
5. Simplify the roof forms to create a consistent roof pattern for the structure;
6. Revise the streetscape elevation on Sheet A0.5 to correctly render the structure at 1380 Holly Avenue;
7. Reduce the depth of the second story balcony to be behind the rear facing wall of the master bathroom; and
8. Revised the basement layout to not extend beyond the floor area of the first floor.



# ATTACHMENT A

## CITY OF LOS ALTOS GENERAL APPLICATION

Type of Review Requested: *(Check all boxes that apply)*

Permit # 1107951

|                                     |                                |                          |                            |                          |                             |
|-------------------------------------|--------------------------------|--------------------------|----------------------------|--------------------------|-----------------------------|
| <input type="checkbox"/>            | One-Story Design Review        | <input type="checkbox"/> | Commercial/Multi-Family    | <input type="checkbox"/> | Environmental Review        |
| <input checked="" type="checkbox"/> | Two-Story Design Review        | <input type="checkbox"/> | Sign Permit                | <input type="checkbox"/> | Rezoning                    |
| <input type="checkbox"/>            | Variance                       | <input type="checkbox"/> | Use Permit                 | <input type="checkbox"/> | R1-S Overlay                |
| <input type="checkbox"/>            | Lot Line Adjustment            | <input type="checkbox"/> | Tenant Improvement         | <input type="checkbox"/> | General Plan/Code Amendment |
| <input type="checkbox"/>            | Tentative Map/Division of Land | <input type="checkbox"/> | Sidewalk Display Permit    | <input type="checkbox"/> | Appeal                      |
| <input type="checkbox"/>            | Historical Review              | <input type="checkbox"/> | Preliminary Project Review | <input type="checkbox"/> | Other:                      |

Project Address/Location: 1390 HOLLY AVENUE, LOS ALTOS CA

Project Proposal/Use: RESIDENTIAL Current Use of Property: RESIDENTIAL

Assessor Parcel Number(s): 193-42-033 Site Area: 10,458 S.F.

New Sq. Ft.: 3660.1 Altered/Rebuilt Sq. Ft.: \_\_\_\_\_ Existing Sq. Ft. to Remain: \_\_\_\_\_

Total Existing Sq. Ft.: 1990.6 Total Proposed Sq. Ft. (including basement): 6237.5 S.F.

Is the site fully accessible for City Staff inspection? YES

Applicant's Name: EUGENE H. SAKAI, AIA, LEED AP

Telephone No.: 408 998 0983 Email Address: ESAKAI@STUDIOS2ARCH.COM

Mailing Address: 1000 S WINCHESTER BLVD

City/State/Zip Code: SAN JOSE, CA 95128

Property Owner's Name: SHU CAO

Telephone No.: \_\_\_\_\_ Email Address: CAOSHU@GMAIL.COM

Mailing Address: 1390 HOLLY AVENUE

City/State/Zip Code: LOS ALTOS, CA 94024

Architect/Designer's Name: EUGENE H. SAKAI, AIA, LEED AP

Telephone No.: 408 998 0983 Email Address: ESAKAI@STUDIOS2ARCH.COM

Mailing Address: 1000 S WINCHESTER BLVD

City/State/Zip Code: SAN JOSE, CA 95128

*\* If your project includes complete or partial demolition of an existing residence or commercial building, a demolition permit must be issued and finalized prior to obtaining your building permit. Please contact the Building Division for a demolition package. \**



# ATTACHMENT B

PLANNING DIVISION

(650) 947-2750

[Planning@losaltosca.gov](mailto:Planning@losaltosca.gov)

## NEIGHBORHOOD COMPATIBILITY WORKSHEET

In order for your design review application for single-family residential remodel/addition or new construction to be successful, it is important that you consider your property, the neighborhood's special characteristics that surround that property and the compatibility of your proposal with that neighborhood. **The purpose is to help you understand your neighborhood before you begin the design process with your architect/designer/builder or begin any formal process with the City of Los Altos.** *Please note that this worksheet must be submitted with your 1<sup>st</sup> application.*

The Residential Design Guidelines encourage neighborhood compatibility without necessarily forsaking individual taste. Various factors contribute to a design that is considered compatible with a surrounding neighborhood. The factors that City officials will be considering in your design could include, but are not limited to: design theme, scale, bulk, size, roof line, lot coverage, slope of lot, setbacks, daylight plane, one or two-story, exterior materials, landscaping et cetera.

It will be helpful to have a site plan to use in conjunction with this worksheet. Your site plan should accurately depict your property boundaries. The best source for this is the legal description in your deed.

Photographs of your property and its relationship to your neighborhood (see below) will be a necessary part of your first submittal. Taking photographs before you start your project will allow you to see and appreciate that your property could be within an area that has a strong neighborhood pattern. The photographs should be taken from across the street with a standard 35mm camera and organized by address, one row for each side of the street. Photographs should also be taken of the properties on either side and behind your property from on your property.

This worksheet/check list is meant to help *you* as well as to help the City planners and Planning Commission understand your proposal. Reasonable guesses to your answers are acceptable. The City is not looking for precise measurements on this worksheet.

Project Address 1390 Holly Ave, Los Altos, CA 94024

Scope of Project: Addition or Remodel  or New Home

Age of existing home if this project is to be an addition or remodel? \_\_\_\_\_

Is the existing house listed on the City's Historic Resources Inventory? No



Address: 1390 Holly Ave  
Date: 8/30/2017

## What constitutes your neighborhood?

There is no clear answer to this question. For the purpose of this worksheet, consider first your street, the two contiguous homes on either side of, and directly behind, your property and the five to six homes directly across the street (eight to nine homes). At the minimum, these are the houses that you should photograph. If there is any question in your mind about your neighborhood boundaries, consider a radius of approximately 200 to 300 feet around your property and consider that your neighborhood.

### Streetscape

#### 1. Typical neighborhood lot size\*:

Lot area: 11000 square feet  
Lot dimensions: Length 135 feet  
Width 80 feet

If your lot is significantly different than those in your neighborhood, then note its: area \_\_\_\_\_, length \_\_\_\_\_, and width \_\_\_\_\_.

#### 2. Setback of homes to front property line: (Pgs. 8-11 Design Guidelines)

Existing front setback if home is a remodel? No  
What % of the front facing walls of the neighborhood homes are at the front setback 66 %  
Existing front setback for house on left (side) 30.97 ft./on right 25.54 ft.  
Do the front setbacks of adjacent houses line up? No

#### 3. Garage Location Pattern: (Pg. 19 Design Guidelines)

Indicate the relationship of garage locations in your neighborhood\* only on your street (count for each type)  
Garage facing front projecting from front of house face 4  
Garage facing front recessed from front of house face 3  
Garage in back yard 2  
Garage facing the side \_\_\_\_\_  
Number of 1-car garages 2; 2-car garages 5; 3-car garages 2



Address: 1390 Holly Ave  
Date: 8/30/2017

4. **Single or Two-Story Homes:**

What % of the homes in your neighborhood\* are:

One-story 67%

Two-story 33%

5. **Roof heights and shapes:**

Is the overall height of house ridgelines generally the same in your neighborhood\*? No

Are there mostly hip , gable style , or other style  roofs\*?

Do the roof forms appear simple  or complex ?

Do the houses share generally the same eave height Yes?

6. **Exterior Materials:** (Pg. 22 Design Guidelines)

What siding materials are frequently used in your neighborhood\*?

wood shingle    stucco    board & batten    clapboard  
 tile    stone    brick    combination of one or more materials  
(if so, describe) stucco with stone, brick or lap siding

What roofing materials (wood shake/shingle, asphalt shingle, flat tile, rounded tile, cement tile, slate) are consistently (about 80%) used?  
asphalt shingles

If no consistency then explain: \_\_\_\_\_  
\_\_\_\_\_

7. **Architectural Style:** (Appendix C, Design Guidelines)

Does your neighborhood\* have a consistent identifiable architectural style?

YES    NO

Type?    Ranch    Shingle    Tudor    Mediterranean/Spanish  
 Contemporary    Colonial    Bungalow    Other

Address: 1390 Holly Ave  
Date: 8/30/2017

8. **Lot Slope:** (Pg. 25 Design Guidelines)

Does your property have a noticeable slope? No

What is the direction of your slope? (relative to the street)

1st floor roof sloping towards the street

2nd floor roofs sloping to the sides, hipped at the front and small gable facing street

Is your slope higher  lower  same  in relationship to the neighboring properties? Is there a noticeable difference in grade between your property/house and the one across the street or directly behind?

9. **Landscaping:**

Are there any frequently used or typical landscaping features on your street (i.e. big trees, front lawns, sidewalks, curbs, landscape to street edge, etc.)?

no sidewalks, no curbs, lots of big trees, front lawns with some low groth landscaping features

How visible are your house and other houses from the street or back neighbor's property?

normal

Are there any major existing landscaping features on your property and how is the unimproved public right-of-way developed in front of your property (gravel, dirt, asphalt, landscape)?

No major landscaping features, but some low groth lanscaping features and front lawn, driveway graveled and small stamped concrete path leading to the house front door

10. **Width of Street:**

What is the width of the roadway paving on your street in feet? 30

Is there a parking area on the street or in the shoulder area? Yes

Is the shoulder area (unimproved public right-of-way) paved, unpaved, gravel, landscaped, and/or defined with a curb/gutter? mostly gravel

11. What characteristics make this neighborhood\* cohesive?

Such as roof material and type (hip, gable, flat), siding (board and batten, cement plaster, horizontal wood, brick), deep front yard setbacks, horizontal feel, landscape approach etc.:  
not a consistent character neighborhood

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General Study

- A. Have major visible streetscape changes occurred in your neighborhood?  
 YES  NO
- B. Do you think that most (~ 80%) of the homes were originally built at the same time?  
 YES  NO
- C. Do the lots in your neighborhood appear to be the same size?  
 YES  NO
- D. Do the lot widths appear to be consistent in the neighborhood?  
 YES  NO
- E. Are the front setbacks of homes on your street consistent (~80% within 5 feet)?  
 YES  NO
- F. Do you have active CCR's in your neighborhood? (*p.36 Building Guide*)  
 YES  NO
- G. Do the houses appear to be of similar size as viewed from the street?  
 YES  NO
- H. Does the new exterior remodel or new construction design you are planning relate in most ways to the prevailing style(s) in your existing neighborhood?  
 YES  NO

Address: 1390 Holly Ave  
 Date: 8/30/2017

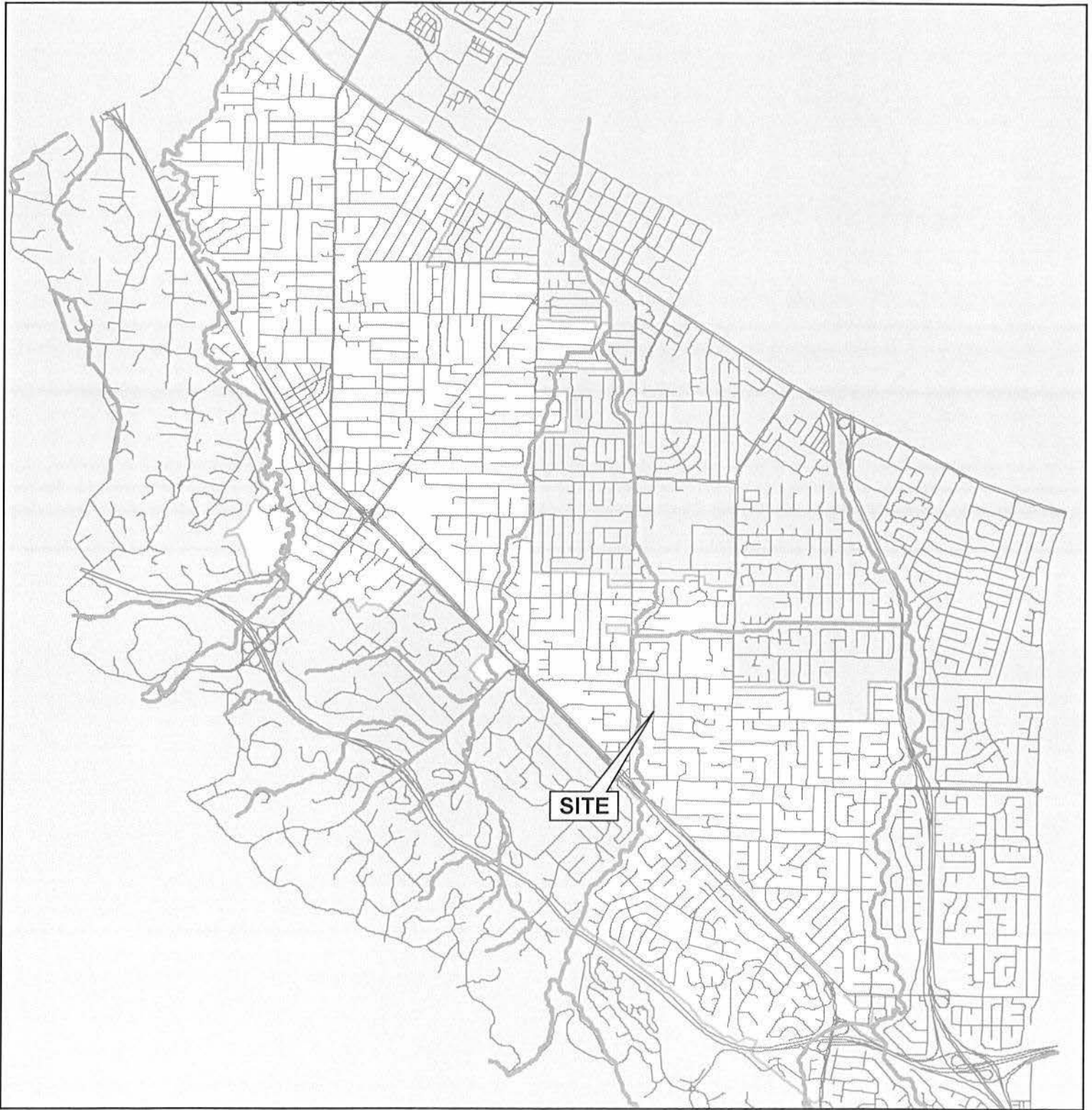
### Summary Table

Please use this table to summarize the characteristics of the houses in your immediate neighborhood (two homes on either side, directly behind and the five to six homes directly across the street).

| Address               | Front setback | Rear setback | Garage location | One or two stories | Height    | Materials         | Architecture (simple or complex) |
|-----------------------|---------------|--------------|-----------------|--------------------|-----------|-------------------|----------------------------------|
| 1400 HOLLY AVENUE     | 30            | 15           | FRONT           | 1                  | +/-11'-0" | stucco            | simple                           |
| 1395 MCKENZIE STREET  | 35            | 15           | FRONT           | 2                  | 18'-6"    | stucco            | complex                          |
| 1375 MCKENZIE STREET  | 25            | 50           | FRONT           | 1                  | +/-11'-0" | lap siding        | simple                           |
| 1380 HOLLY AVENUE     | 26            | 11           | FRONT           | 2                  | 23'-8"    | stucco+brick      | complex                          |
| 1370 HOLLY AVENUE     | 28            | 50           | REAR            | 1                  | +/-12'-0" | stucco+brick      | simple                           |
| 1355 HOLLY AVENUE     | 30            | 70           | REAR            | 1                  | +/-11'-0" | stucco            | simple                           |
| 1365 HOLLY AVENUE     | 60            | 45           | FRONT           | 2                  | +/-19'-0" | stucco            | complex                          |
| 1375 HOLLY AVENUE     | 30            | 45           | FRONT           | 1                  | +/-11'-0" | stucco+lap siding | simple                           |
| 14005 MCKENZIE STREET | 30            | 10           | FRONT           | 1                  | +/-11'-0" | stucco+stone      | complex                          |
| 1405 HOLLY AVENUE     | 20            | 15           | FRONT           | 1                  | +/-11'-0" | lap siding        | simple                           |

# ATTACHMENT C

## AREA MAP



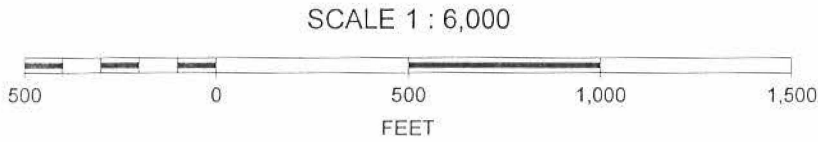
CITY OF LOS ALTOS

**APPLICATION:** 17-SC-29  
**APPLICANT:** E. Sakai, AIA/ S. Cao  
**SITE ADDRESS:** 1390 Holly Avenue



Not to Scale

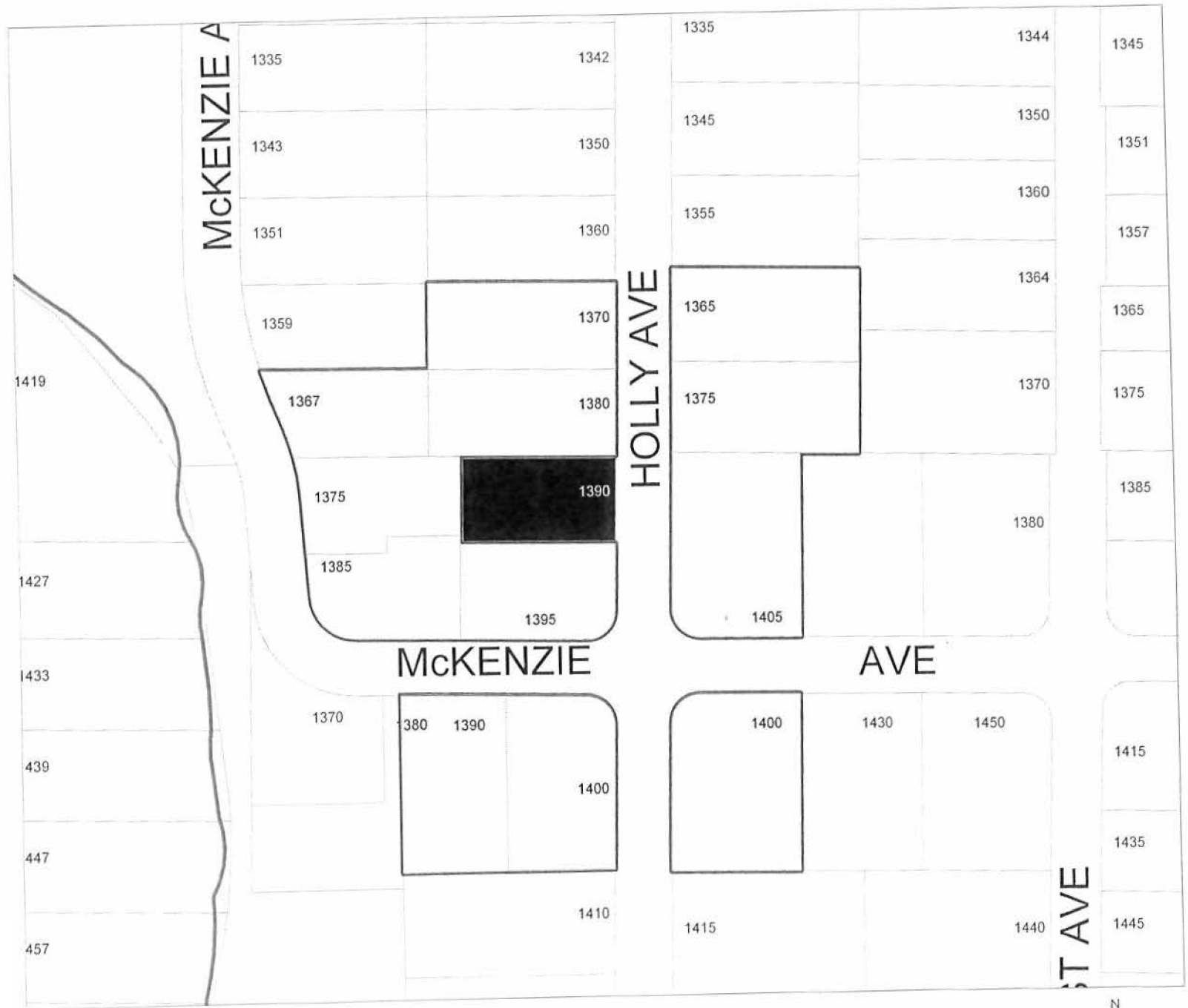
# VICINITY MAP



CITY OF LOS ALTOS

APPLICATION: 17-SC-29  
APPLICANT: E. Sakai, AIA/ S. Cao  
SITE ADDRESS: 1390 Holly Avenue

# 1390 Holly Avenue Notification Map



SCALE 1 : 1,500





# ATTACHMENT D

Sean Gallegos

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**From:** Don Andersen <dmandersen32@gmail.com>  
**Sent:** Wednesday, February 7, 2018 2:33 PM  
**To:** Sean Gallegos  
**Subject:** Design Review Regarding 1390 Holly Ave

Sean Gallegos  
Design Review Commission

This email is provided in response to the Jan 31 request for comments regarding the subject design review.

We own the single story property at 1375 McKenzie Av. The rear of which directly faces the the rear of the newly proposed two story replacement house at 1390 Holy Ave. Our family room, kitchen, Master bedroom and patio all face toward the rear of the newly proposed **two story** house.this situation should provoke the strongest mutual interest between owners to maximize privacy, especially when a two story concept is considered. Where possible, all second story clear glass windows should face side yards.

A review of the site plan indicates that some considerations have been given to privacy but I feel even more should be provided. They are:

- The three windows in the upstairs bath room should be moved to look over the side yard or at least reduced in size and number.
- The height of the master bedroom balcony's West facing solid railing- wall should be maximized and specified.
- The master bedroom deck "...should be a size (generally four feet in depth that limits the use of the deck to passive uses unless no privacy invasion will result." (per the Guidelines). The proposed deck appears to be twelve feet in depth.
- The initial size of the two Bay Laurel trees located across the rear of the lot should be specified (The bigger the better). Possibly, three instead of two trees would provide even better screening.

An overall visual assessment of the design's exterior gives the impression that it is bulky and not comparable with the rest of the neighborhood

Thanks in advance for allowing us to comment,

Donald M Andersen





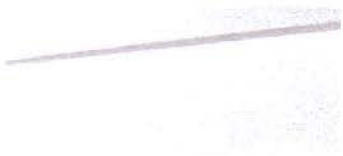
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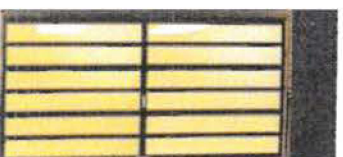
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ATTACHMENT E