



DATE: March 6, 2019

AGENDA ITEM # 5

**TO:** Design Review Commission  
**FROM:** Calandra Lewis, Assistant Planner  
**SUBJECT:** 18-SC-32 – 570 Torwood Lane

**RECOMMENDATION:**

Approve design review application 18-SC-32 subject to the listed findings and conditions

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**PROJECT DESCRIPTION**

This is a design review application for a two-story addition to an existing one-story house. The proposed project includes the demolition of a 535 square-foot garage and construction of a new 509 square-foot garage and a second story addition of 597 square feet over it. The following table summarizes the project's technical details:

**GENERAL PLAN DESIGNATION:** Single-Family, Residential  
**ZONING:** R1-10  
**PARCEL SIZE:** 12,457 square feet  
**MATERIALS:** Materials to match existing – Class A composition shingle roof, three-layered stucco painted grey, stone veneer, wood trim painted white, and pella vinyl clad wood frame windows.

	<b>Existing</b>	<b>Proposed</b>	<b>Allowed/Required</b>
<b>COVERAGE:</b>	3,566 square feet	3,574 square feet	3,737 square feet
<b>FLOOR AREA:</b>			
First floor	3,381 square feet	3,389 square feet	
Second floor	-	597 square feet	
Total	3,381 square feet	3,986 square feet	3,996 square feet
<b>SETBACKS:</b>			
Front	17.5 feet	17.5 feet	25 feet
Rear	24.4 feet	24.4 feet	25 feet
Exterior (right) side	22.5 feet	21.8 feet	20 feet
Interior (left) side (1 <sup>st</sup> /2 <sup>nd</sup> )	9.7 feet	9.7 feet/74 feet	10 feet/17.5 feet
<b>HEIGHT:</b>	18.5 feet	24 feet	27 feet

## **BACKGROUND**

### **Neighborhood Context**

The subject property is located on the northwest side of Torwood Lane, just to the south of the intersection with Pine Lane. The neighborhood along Torwood Lane is considered a Consistent Character Neighborhood, as defined in the City's Residential Design Guidelines. The homes in this neighborhood are primarily one-story homes with simple massing, lower scales and rustic exterior materials. Torwood Lane has improved shoulders with a concrete rolled curb and landscaping to the back of the curb on the north side, a concrete rolled curb with a sidewalk on the south side and a consistent street tree planting pattern with a variety of tree species.

### **Zoning Compliance**

The subject property is an asymmetrical corner lot with its front yard facing south and its exterior side yard facing east along the curve. The house, which was originally built in 1967 and has multiple existing nonconforming setbacks. The left side setback is 9.7 feet where 10 feet is required, the rear setback is 24.4 feet where 25 feet is required and a portion of the front of the house has a setback of 17.5 feet where 25 feet is required. However, since the proposed addition is maintaining over 50 percent of the existing house, the nonconforming setbacks are allowed to be maintained.

## **DISCUSSION**

### **Design Review**

According to the Design Guidelines, in Consistent Character Neighborhoods, appropriate designs have elements, materials, and scale found in the neighborhood, and sizes that are not significantly larger than other houses in the neighborhood. The emphasis should be on designs that fit-in and lessen abrupt changes.

The existing residence has simple massing with a hipped roof and details consistent with the design of the other houses in the neighborhood context. Houses on Torwood Lane have uniform eave lines, low scale plate heights, and utilize high-quality exterior rustic materials. The project design maintains the existing exterior materials, which include composition shingle roofing, three-layered stucco, stone veneer, wood trim, and pella vinyl clad wood frame windows. The project design has architectural integrity and the materials are compatible with the surrounding neighborhood.

The rebuilt garage will maintain a similar setback to the exterior side property line, but now with a new second-story element above it. All of the adjacent houses on Torwood Lane are one-story structures with a low scale appearance and simple massing. To integrate the new second story with the neighborhood context, a one-story eave line was added over the garage to break up the of the second story height and minimize the perception of bulk and mass. Stone wainscoting has also been incorporated on the front and exterior sides of the rebuilt garage. Overall, the project is consistent with the Residential Design Guidelines and the neighborhood context.

## **Privacy**

The proposed second story addition will have an exterior side setback of 21.8 feet from Torwood Lane, a rear yard setback of 25.4 feet and an interior (left) side setback of 74 feet. The property includes multiple existing mature trees and vegetation along the front, exterior (right) side and rear property lines. In addition, multiple new *Prunus caroliniana* (evergreen screening) will be planted along the rear property line to screen views toward the properties on Pine Lane.

The design is sensitive to the privacy of neighboring properties with two small second-story windows on the rear (northeast) elevation with sill heights of four-feet, eight-inches. On the front (southeast) elevation, there are two medium-size windows with two-foot, eight-inch sill heights in the bedroom. On the exterior (right) side elevation, there are three medium-sized windows with two-foot, eight-inch sill heights in the new bedrooms and one small window with a four-feet, eight-inch sill height in the stairwell. The mature *Deodara cedar* trees are located on the right side of the property to diminish any potential views from adjacent properties. Overall, based on the size and placement of the new windows and the existing and proposed evergreen screening, there are not unreasonable privacy impacts with the second story addition.

## **Trees and Landscaping**

There is a total of 12 trees on the project site. An arborist report and tree survey of the existing trees was prepared by Robert Weatherill, Advanced Tree Care, and is included in Attachment C. According to the arborist assessment, all existing trees in the front, side, and rear yard landscaping are to be maintained. The two trees adjacent to the construction, labeled #3 (Japanese Maple) and #4 (Jacaranda) are both smaller than the threshold to be considered protected trees under the City's Municipal Code. However, since both trees are in good health and condition and have been well maintained overtime, the owner has shown them to be protected as part of the project. Overall, the project will be maintaining all the existing healthy mature trees on the site and will meet the City's landscaping regulations and street tree guidelines. The project is not subject to the City's Water Efficient Landscape Ordinance since it is an addition to an existing house and includes less than 2,500 square feet of new landscape area.

## **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 an addition to an existing single-family dwelling in a residential zone.

## **Public Notification**

A public meeting notice was posted on the property and mailed to 11 nearby property owners on Torwood Lane and Pine Lane. The Notification Map is included in Attachment B.

Cc: Donald Rose, Applicant and Property Owner  
Will Harrison, Design-Planning Associates, Inc., Architect

### Attachments:

- A. Application
- B. Area, Vicinity and Public Notification Maps
- C. Arborist Report and Tree Survey

## FINDINGS

18-SC-32 – 570 Torwood Lane

With regard to the second-story addition to an existing one-story house, the Design Review Commission finds the following in accordance with Section 14.76.050 of the Municipal Code:

- a. The proposed addition complies with all provision 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 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 addition 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 addition has been designed to follow the natural contours of the site with minimal grading, minimum impervious cover, and maximum erosion protection.

## CONDITIONS

18-SC-32 – 570 Torwood Lane

### **GENERAL**

**1. Approved Plans**

This approval is based on the plans and materials received on October 30, 2018, except as may be modified by these conditions. The scope of work is limited to that shown on the plans and may not exceed rebuilding 50 percent of the existing structure.

**2. 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.

**3. Fire Sprinklers**

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

**4. 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.

**5. 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**

**6. Conditions of Approval**

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

**7. Tree Protection Note**

On the site plan/grading and drainage 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."

**8. 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.

**9. Underground Utility Location**

Show the location of all new 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.

**10. Air Conditioner Sound Rating**

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

**11. 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**

**12. Tree Protection**

Tree protection fencing shall be installed around the driplines, as required by the arborist, of trees Nos. #3 and #4 of the landscape 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**

**13. Landscaping Installation**

All front and exterior side yard landscaping and street trees and privacy screening trees in the rear yard shall be maintained and installed as shown on the approved plans and as required by the Planning Division.

**14. 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).

# ATTACHMENT A



## CITY OF LOS ALTOS GENERAL APPLICATION

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

Permit # 1108506

<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: 570 TORWOOD LN.

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

Assessor Parcel Number(s): APN 167-44-014 Site Area: 12,457 SQ. FT.

New Sq. Ft.: 605 Altered/Rebuilt Sq. Ft.: 533 Existing Sq. Ft. to Remain: 2848

Total Existing Sq. Ft.: 3381 SQ. FT. Total Proposed Sq. Ft. (including basement): 3986 SQ. FT.

Is the site fully accessible for City Staff inspection? YES

Applicant's Name: DONALD K. ROSE

Telephone No.: 650 209 5161 Email Address: dkrose94022@yahoo.com

Mailing Address: 570 TORWOOD LN.

City/State/Zip Code: Los Altos, CA 94022

Property Owner's Name: DONALD K. ROSE

Telephone No.: 650 209 5161 Email Address: dkrose94022@yahoo.com

Mailing Address: 570 TORWOOD LN

City/State/Zip Code: Los Altos CA 94022

Architect/Designer's Name: WILL HARRISON / DESIGN PLANNING ASSOC

Telephone No.: 415-302-5063 Email Address: \_\_\_\_\_

Mailing Address: 218 N. ALMENA DR.

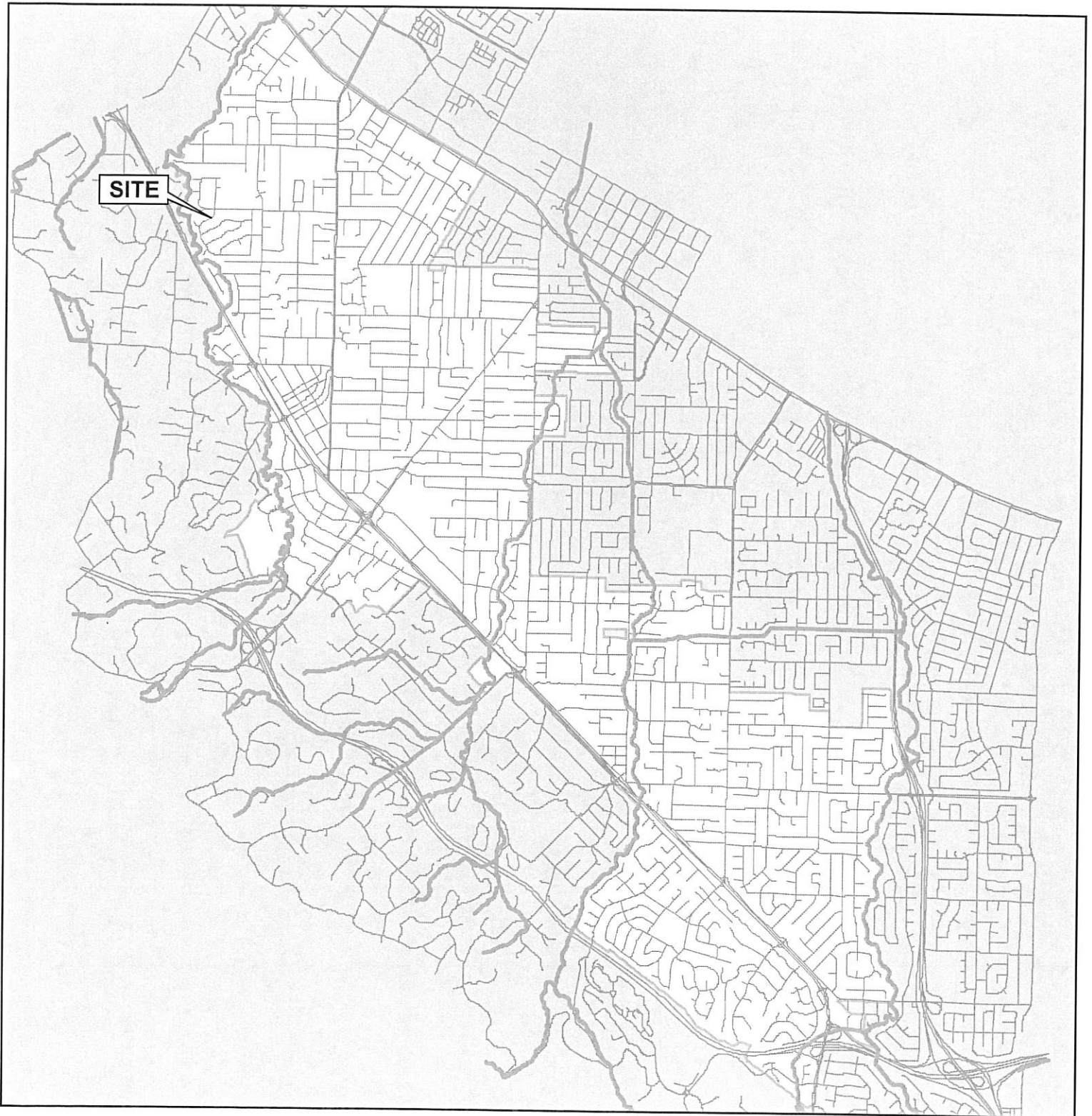
City/State/Zip Code: GREENBRAE, CA 94904

\* 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. \*

(continued on back)

18-SC-32

# AREA MAP



CITY OF LOS ALTOS

**APPLICATION:** 18-SC-32  
**APPLICANT:** Donald K. Rose/ Will Harrison  
**SITE ADDRESS:** 570 Torwood Lane



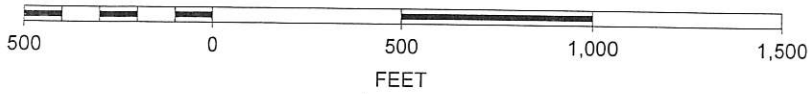
Not to Scale



# VICINITY MAP



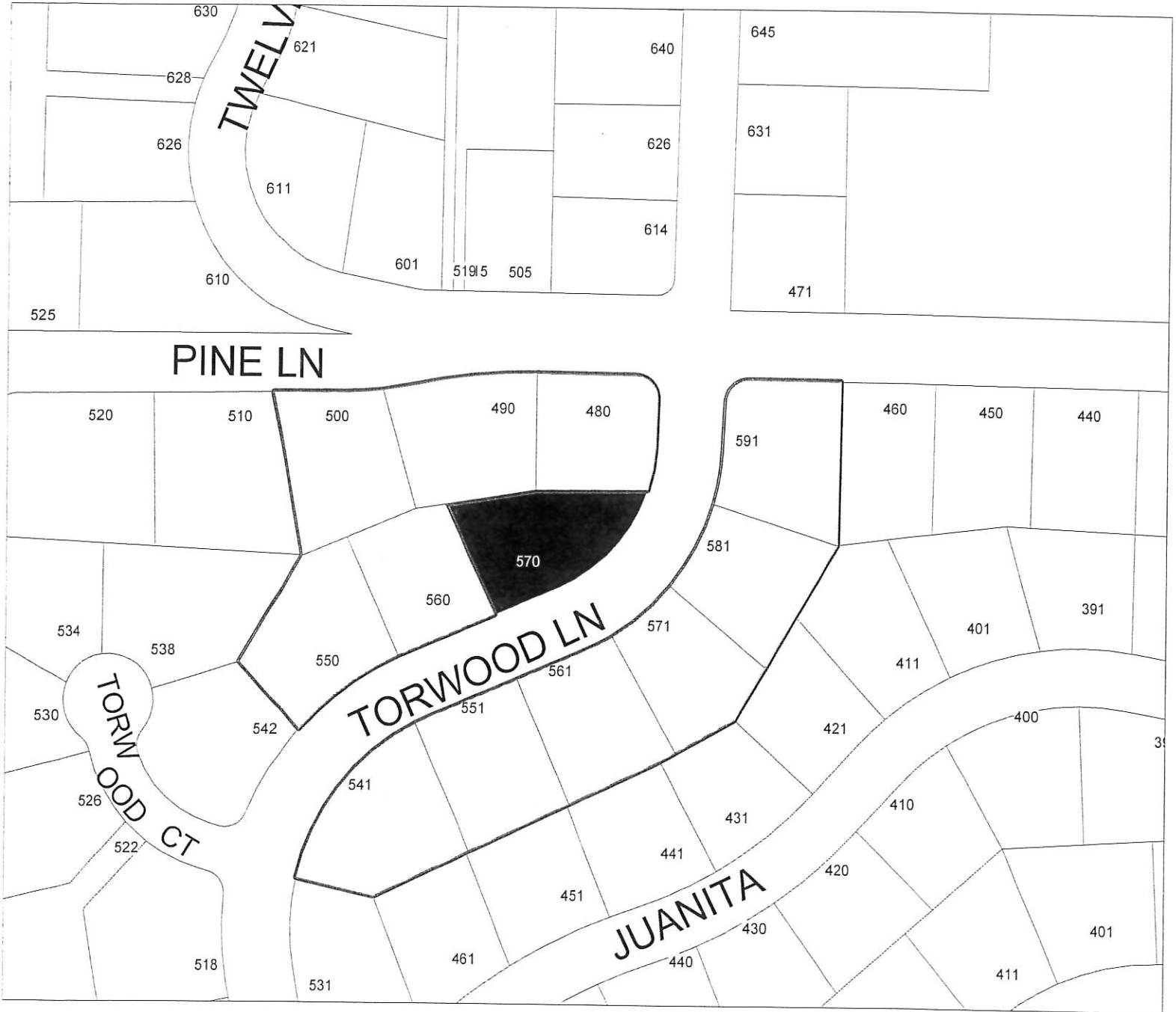
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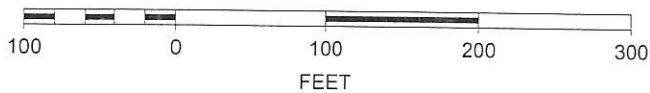
CITY OF LOS ALTOS

APPLICATION: 18-SC-32  
APPLICANT: Donald K. Rose/ Will Harrison  
SITE ADDRESS: 570 Torwood Lane

# 570 Torwood Lane Notification Map



SCALE 1 : 1,500



FEET



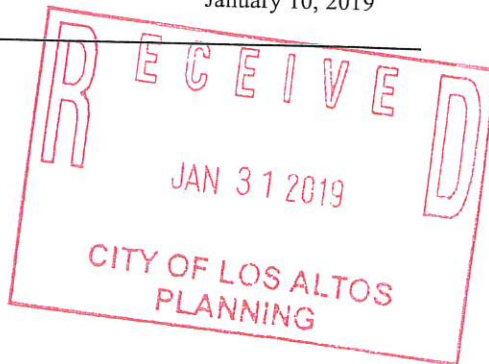
Advanced Tree Care

965 East San Carlos, San Carlos, CA 94070

570 Torwood Lane, Los Altos

January 10, 2019

Don and Susan Rose  
570 Torwood Lane  
Los Altos, CA 94022



Site: 570 Torwood Lane, Los Altos

Dear Don and Susan,

At your request I visited the above site for the purpose of inspecting and commenting on the protected trees around the property. An addition above the garage is planned, prompting the need for this tree protection report.

**Method:**

The City of Los Altos protects all trees with a trunk diameter greater than 15.3 inches at 4 feet above grade. The City requests all trees greater than 4 inches in trunk diameter be included in the Tree Protection Plan. Since there will be minimal disturbance with excavation for foundations, The City has requested that only 2 small trees be included in the Tree Protection Plan.

The location of the trees can be found on the plan, attached. Each tree is given an identification number. The trees are measured at 48 inches above ground level (DBH or Diameter at Breast Height). A condition rating of 1 to 100 is assigned to each tree representing form and vitality on the following scale:

1 to 29	Very Poor
30 to 49	Poor
50 to 69	Fair
70 to 89	Good
90 to 100	Excellent

The height and spread of each tree is estimated. A Comments section is provided for any significant observations affecting the condition rating of the tree.

A Summary and Tree Protection Plan are at the end of survey providing recommendations for maintaining the health and condition of the trees during and after construction.

If you have any questions, please don't hesitate to call.

Sincerely



Robert Weatherill  
Certified Arborist WE 1936A

# Advanced Tree Care

965 East San Carlos, San Carlos, CA 94070

570 Torwood Lane, Los Altos

January 10, 2019

## Tree Survey

Tree#	Species	DBH	Ht/Sp	Con Rating	Comments
1	Jacaranda <i>Jacaranda mimosifolia</i>	8.6"	20/15	80	Good health and condition <b>Not Regulated</b>
2	Japanese maple <i>Acer palmatum</i>	9.8"	15/15	70	Good health and condition. <b>Not Regulated</b>



Jacaranda and Japanese maple in front of garage

### **Summary:**

Both trees are in good health and condition and have been well maintained.

## Tree Protection Plan

1. Since neither of these trees are regulated trees, they do not need to be protected during construction. However, guidelines for keeping these trees healthy are below.

The Tree Protection Zone (TPZ) should be defined with protective fencing. Normally a TPZ is defined by the dripline of the tree. I recommend the TPZ's to be at 6 feet from the trunks of the trees.

2. The garage will be moved about 2 ½ feet further away from Tree # 2 to 5 ½ feet from the tree and 1 ½ feet closer to Tree # 1 to 5 ½ feet from the tree. A pier will be dug at the corner of the garage between the two protected trees. The top 18 inches of this pier should be hand dug to avoid any conflict with the roots.
3. Any pruning and maintenance of the tree shall be carried out before construction begins. This should allow for any clearance requirements for both the new structure and any construction machinery. This will eliminate the possibility of damage during construction. **The pruning should be carried out by an arborist, not by construction personnel.** No limbs greater than 4" in diameter shall be removed.
4. Any excavation in ground where there is a potential to damage roots of 1" or more in diameter should be carefully hand dug. Where possible, roots should be dug around rather than cut.<sup>(2)</sup>
5. If roots are broken, every effort should be made to remove the damaged area and cut it back to its closest lateral root. A clean cut should be made with a saw or pruners. This will prevent any infection from damaged roots spreading throughout the root system and into the tree.<sup>(2)</sup>
6. **Do Not:**<sup>(4)</sup>
  - a. Allow run off or spillage of damaging materials into the area below any tree canopy.
  - b. Store materials, stockpile soil, park or drive vehicles within the TPZ of the tree.
  - c. Cut, break, skin or bruise roots, branches or trunk without first obtaining permission from the city arborist.
  - d. Allow fires under any adjacent trees.
  - e. Discharge exhaust into foliage.
  - f. Secure cable, chain or rope to trees or shrubs.
  - g. Apply soil sterilants under pavement near existing trees.
7. Where roots are exposed, they should be kept covered with the native soil or four layers of wetted, untreated burlap. Roots will dry out and die if left exposed to the air for too long.<sup>(4)</sup>
8. Route pipes into alternate locations to avoid conflict with roots.<sup>(4)</sup>
9. Where it is not possible to reroute pipes or trenches, the contractor is to bore beneath the dripline of the tree. The boring shall take place no less than 3 feet below the surface of the soil in order to avoid encountering "feeder" roots.<sup>(4)</sup>

# Advanced Tree Care

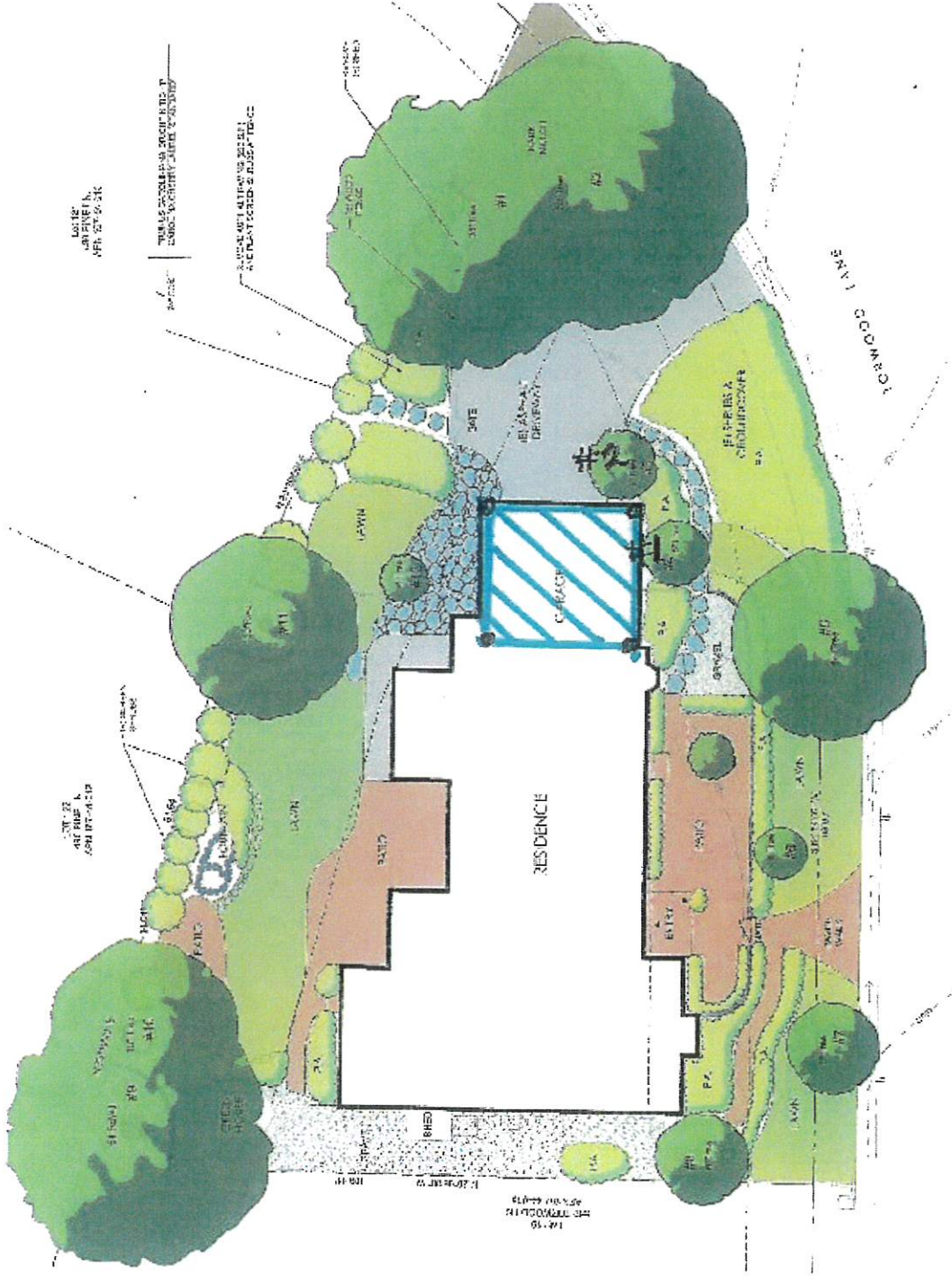
965 East San Carlos, San Carlos, CA 94070

570 Torwood Lane, Los Altos

January 10, 2019

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10. Compaction of the soil within the dripline shall be kept to a minimum.<sup>(2)</sup>
11. Any damage due to construction activities shall be reported to the project arborist or city arborist within 6 hours so that remedial action can be taken.
12. Ensure upon completion of the project that the original ground level is restored



Location of protected trees and new construction

## Glossary

<b>Canopy</b>	The part of the crown composed of leaves and small twigs. <sup>(2)</sup>
<b>Dripline</b>	The width of the crown as measured by the lateral extent of the foliage. <sup>(1)</sup>
<b>Genus</b>	A classification of plants showing similar characteristics.
<b>Root crown</b>	The point at which the trunk flares out at the base of the tree to become the root system.
<b>Species</b>	A Classification that identifies a particular plant.
<b>Standard height</b>	Height at which the girth of the tree is measured. Typically 4 1/2 feet above ground level

## References

(1) Matheny, N.P., and Clark, J.P. Evaluation of Hazard Trees in Urban Areas. International Society of Arboriculture, 1994.

(2) Harris, R.W., Matheny, N.P. and Clark, J.R.. Arboriculture: Integrated Management of Landscape Trees, Shrubs and Vines. Prentice Hall, 1999.

(3) Carlson, Russell E. Paulownia on The Green: An Assessment of Tree Health and Structural Condition. Tree Tech Consulting, 1998.

(4) Extracted from a copy of Tree Protection guidelines. Anon

(5) T. D. Sydnor, Arboricultural Glossary. School of Natural Resources, 2000

(6) D Dockter, Tree Technical Manual. City of Palo Alto, June, 2001



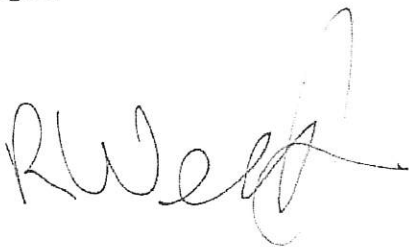
## *Certification of Performance<sup>(3)</sup>*

I, Robert Weatherill certify:

- \* That I have personally inspected the tree(s) and/or the property referred to in this report, and have stated my findings accurately. The extent of the evaluation and appraisal is stated in the attached report and the Terms and Conditions;
- \* That I have no current or prospective interest in the vegetation or the property that is the subject of this report, and I have no personal interest or bias with respect to the parties involved;
- \* That the analysis, opinions and conclusions stated herein are my own, and are based on current scientific procedures and facts;
- \* That my compensation is not contingent upon the reporting of a predetermined conclusion that favors the cause of the client or any other party, nor upon the results of the assessment, the attainment of stipulated results, or the occurrence of any subsequent events;
- \* That my analysis, opinions, and conclusions were developed and this report has been prepared according to commonly accepted Arboricultural practices;
- \* That no one provided significant professional assistance to the consultant, except as indicated within the report.

I further certify that I am a member of the International Society of Arboriculture and a Certified Arborist. I have been involved in the practice of arboriculture and the care and study of trees for over 15 years.

*Signed*



Robert Weatherill  
Certified Arborist WE 1936A  
Date: 1/10/19