



DATE: March 20, 2019

AGENDA ITEM #4

**TO:** Design Review Commission  
**FROM:** Calandra Lewis, Assistant Planner  
**SUBJECT:** 18-SC-34 – 1555 Kensington Circle

**RECOMMENDATION:**

Approve design review application 18-SC-34 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 3,880 square feet at the first story and 986 square feet at the second story. The following table summarizes the project's technical details:

**GENERAL PLAN DESIGNATION:** Single-Family, Residential  
**ZONING:** R1-10  
**PARCEL SIZE:** 21,167 square feet  
**MATERIALS:** Standing seam metal roof, horizontal wood siding, board and batten siding, brick veneer painted white, aluminum clad windows, and white wood trim details.

	<b>Existing</b>	<b>Proposed</b>	<b>Allowed/Required</b>
<b>COVERAGE:</b>	4,339 square feet	4,870 square feet	6,350 square feet
<b>FLOOR AREA:</b>			
First floor	2,862 square feet	3,880 square feet	
Second floor	0 square feet	986 square feet	
Total	2,862 square feet	4,866 square feet	4,867 square feet
<b>SETBACKS:</b>			
Front	70 feet	31.6 feet	25 feet
Rear	45.5 feet	54.9 feet	25 feet
Right side (1 <sup>st</sup> /2 <sup>nd</sup> )	9.9 feet/-	10 feet/22.1 feet	10 feet/17.5 feet
Left side (1 <sup>st</sup> /2 <sup>nd</sup> )	12.8 feet/-	11.3 feet/29.3 feet	10 feet/17.5 feet
<b>HEIGHT:</b>	16 feet	25.8 feet	27 feet

## **BACKGROUND**

### **Neighborhood Context**

The subject property is located on the east side of Kensington Circle and is considered a Consistent Character Neighborhood, as defined in the City's Residential Design Guidelines. The houses in the neighborhood context are consistent with design and include primarily single-story residences similar in size and scale, with the exception of one, two-story home across the street at 1570 Kensington Circle. The residences are colonial ranch inspired houses and have similar horizontal eave lines with gable roof structures. The properties in the neighborhood have consistently larger front yard setbacks ranging from 28 to 45 feet and share similar exterior siding and roofing materials. The street is wide with unimproved shoulders and does not have uniform street tree and vegetation patterns.

## **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 on the property, which is a one-story house will be demolished, and a new two-story residence with a basement will be constructed. The existing pool will be removed, and an outdoor living area and patio will be installed. The basement will be accessible through a lightwell proposed along the left side of the residence.

The project uses a contemporary farm house design with multiple front facing gable roof forms which breaks up the roof structure and massing into smaller elements. The second-story front facing gable above the front entry breaks up the horizontal eave-line on the second story. The second-story also has recesses and bump-outs which adds articulation to the second-story and breaks up the roof form. However, the right side of the second-story has a hipped roof and a shed roof element which doesn't follow the predominant roof form and results in a slightly imbalanced appearance. Staff recommends improving the architectural composition by matching the gable roof form on the front right side of the second story (Condition No. 2).

The height of the proposed residence is 25.8 feet to the existing grade. Staff worked with the applicant to reduce the plate height at the front and rear of the property to lower the overall scale and massing of the structure. The primary height of the wall plates on the first story are ten feet, with a reduced wall plate height of nine feet at the garage and an increased wall plate height of 11 feet along the front left portion of the structure (Dining, Kitchen, and Great Room). The wall plate heights of the second story are an average of 9.5 feet. The second story is somewhat modest in that it is only 25% of the floor area of the first story. However, to decrease the perception of bulk and mass on the side property lines, staff recommends reducing the plate heights on the first story to nine feet on the south elevation (right side) and ten feet on the north elevation (left side) (Condition No. 3). Ultimately, the applicant determined that the current proposed plate heights are too integral to the overall design of the home and would prefer to maintain the plate heights as proposed.

The project is utilizing high quality materials, with three exterior siding materials including horizontal wood siding, board and batten siding, and brick veneer. The windows are wood with an aluminum cladding and the roofing material is standing seam metal. The proposed materials are integrated well into the architectural design of the house; the project's materials board is included as Attachment F. Overall, the character and quality of the design together with the proposed materials result in an architectural composition that works well in the context of the neighborhood.

### **Privacy**

The proposed second story has a setback of at least 22 feet on the right side and at least 29 feet on the left side. The design is sensitive to the privacy of the neighboring properties with no second-story windows on the south elevation (right side) and only one small circular window on the north elevation (left side). The small window on the left side is considered passive in use. In addition, there are existing mature trees and vegetation along the side property lines; therefore, there are no potential privacy impacts from the adjacent neighboring properties. In the rear yard, the setback is at least 54 feet with existing mature trees, resulting in little to no privacy issues along this property line.

### **Trees and Landscaping**

There are a total of 23 trees on the project site consisting of nine species, including many Coast Live Oak, Coast Redwood, Deodar Cedar, and Japanese Black Pine. However, only 12 of the trees are large enough to be considered protected trees and subject to the City's Tree Protection Regulations (Municipal Code Chapter 11.08) and will be maintained on the site. An arborist report including a tree inventory and assessment was prepared by Samuel Oakley, Arborwell, and is included in Attachment D. The potential impacts of the trees due to the proposed construction of the new house and excavation area of the basement were analyzed. Specific tree protection measures were provided in a memorandum by the arborist, and is included in Attachment E. The project is proposing to retain tree numbers 1-9, 12-13, and 22-23. However, the arborist report identifies several trees that are in poor health and/or are structurally deficient. Per the arborist report findings, it is recommended to remove trees numbers 10-11 and 14-21 (Condition No. 3). Overall, the project will be maintaining all the existing healthy trees on the site. Since the project includes a new house and more than 500 square feet of new landscape area, it is subject to the City's Water Efficient Landscape Ordinance.

### **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 single-family dwelling in a residential zone.

### **Public Notification**

A public meeting notice was posted on the property and mailed to 12 nearby property owners on Kensington Circle and Lisa Lane. The Notification Map is included in Attachment C.

Cc: Eric Aust, Architect  
Rich Ying, Property Owner

Attachments:

- A. Application
- B. Neighborhood Compatibility Worksheet
- C. Area, Vicinity and Public Notification Maps
- D. Arborist Report, Arborwell
- E. Arborist Review Letter - Memorandum
- F. Materials Board

## FINDINGS

18-SC-34 – 1555 Kensington Circle

With regard to design review for the new two-story house, the Design Review Commission finds the following in accordance with Section 14.76.060 of the Municipal Code:

- a. The proposed new house complies with all provision of this chapter;
- b. The height, elevations, and placement on the site of the proposed 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

18-SC-34 – 1555 Kensington Circle

### **GENERAL**

**1. Approved Plans**

This approval is based on the plans received on December 12, 2018 and the written application materials provided by the applicant, except as may be modified by these conditions.

**2. Update Front Elevation**

Revise the shed roof element on the right side of the second story to match the gable roof forms shown throughout the front elevation.

**3. Plate Heights**

Reduce the plate heights on the first story to nine feet on the south elevation (right side) and ten feet on the north elevation (left side).

**4. Tree Removal**

The following trees (Nos. 10-11 and 14-21) shall be removed due to the declining health and/or poor structure.

**5. Protected Trees**

Trees Nos. 1-9, 12-13, and 22-23 shall be protected under this application and cannot be removed without a tree removal permit from the Community Development Director. The applicant shall comply and implement the tree protection recommendations provided by Samuel Oakley, Arborwell contained in the arborist report and memorandum dated January 22, 2019 on file with the Planning Division. The tree protection recommendations contained on pages 2-4 shall be incorporated into the final building plans.

**6. 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.

**7. Landscaping**

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

**8. Fire Sprinklers**

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

**9. 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.

**10. 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**

**11. Conditions of Approval**

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

**12. Tree Protection Note**

On the landscape 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." Copy pages 5-14 of the arborist report to the final set of plans, which will serve as part of the Tree Preservation Plan.

**13. 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.

**14. 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.

**15. 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.

**16. Air Conditioner Sound Rating**

Show the location, model number and size of any air conditioning units on the site plan and provide the manufacturer's specifications showing the sound rating for each unit conforming to Chapter 6.16 Noise Control.

**17. 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**

### **18. Tree Protection**

Tree protection fencing shall be installed and shown on the landscape plan (Sheet L-1). 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**

### **19. Landscaping Installation and Verification**

Provide a 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.

### **20. 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 # 1108587

<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: 1555 Kensington Circle

Project Proposal/Use: Single Family Residence Current Use of Property: Single Family Residence

Assessor Parcel Number(s): 193-37-013 Site Area: \_\_\_\_\_

New Sq. Ft.: 4,866 Altered/Rebuilt Sq. Ft.: 0 Existing Sq. Ft. to Remain: 0

Total Existing Sq. Ft.: 2,862 Total Proposed Sq. Ft. (including basement): 6,030

Is the site fully accessible for City Staff inspection? \_\_\_\_\_

Applicant's Name: Rich Ying

Telephone No.: 650-823-1111 Email Address: richying@yahoo.com

Mailing Address: 501 Valley View Drive

City/State/Zip Code: Los Altos, CA 94024

Property Owner's Name: Richard Ying & Ming Ying

Telephone No.: 650-823-1111 Email Address: richying@yahoo.com

Mailing Address: 501 Valley View Drive

City/State/Zip Code: Los Altos, CA 94024

Architect/Designer's Name: Eric Aust

Telephone No.: 949-637-5220 Email Address: aust.architect@gmail.com

Mailing Address: 62 Balboa Cores

City/State/Zip Code: Newport Beach, CA 92663

\* 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. \*





City of Los Altos

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 1555 KENSINGTON CIRCLE  
Scope of Project: Addition or Remodel \_\_\_\_\_ or New Home   
Age of existing home if this project is to be an addition or remodel? N/A  
Is the existing house listed on the City's Historic Resources Inventory? No

Address: 1555 KENSINGTON CIRCLE  
Date: 09 OCT 2018

### 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: <sup>VARIES</sup> 15,000-26,500 S.F. square feet (10,500 S.F. LOTS BEHIND LOT, ALONG LISA LANE)  
Lot dimensions: Length 150-220 feet  
Width 80-100 feet

If your lot is significantly different than those in your neighborhood, then note its: area 21,167 S.F., length 212.68', and width 83' (FRONT) 122' (REAR)

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

Existing front setback if home is a remodel? N/A  
What % of the front facing walls of the neighborhood homes are at the front setback 10 %  
Existing front setback for house on left 130 ft./on right 45 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 1  
Garage in back yard 0  
Garage facing the side 3  
Number of 1-car garages 1; 2-car garages 7; 3-car garages 0

Address: 1555 KENSINGTON CIRCLE  
Date: 09 OCT 2018

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

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

One-story 90%

Two-story 10%

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 No?

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) \_\_\_\_\_

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

\_\_\_\_\_ If no consistency then explain: MULTIPLE DIFFERENT MATERIALS INCLUDING SHAKE, ASPHALT SHINGLE, FLAT TILE, ETC.

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: 1555 KENSINGTON CIRCLE  
Date: 09 OCT 2018

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)  
SLIGHT SLOPE FROM THE STREET DOWN  
TOWARDS THE REAR PROPERTY LINE

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 CURB OR SIDEWALK; LARGE TREES AND  
OTHERWISE MIXED LANDSCAPING STYLES

How visible are your house and other houses from the street or back neighbor's property?  
VISIBLE FROM THE STREET;  
MATURE LANDSCAPING ACROSS THE REAR

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)?  
LARGE EXISTING TREE IN THE FRONT YARD TO REMAIN;  
LANDSCAPING WITHIN THE UNIMPROVED RIGHT-OF-WAY  
TO BE REPLACED WITH NEW LANDSCAPING

10. **Width of Street:**

What is the width of the roadway paving on your street in feet? 33'-6"  
Is there a parking area on the street or in the shoulder area? No  
Is the shoulder area (unimproved public right-of-way) paved, unpaved, gravel, landscaped, and/or defined with a curb/gutter? LANDSCAPED

Address: 1555 KENSINGTON CIRCLE  
Date: 09 OCT 2018

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.:

MATURE LANDSCAPING  
RANCH STYLE HOUSES WITH PAINTED SIDING

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: 1555 KENSINGTON CIRCLE  
 Date: 09 OCT 2018

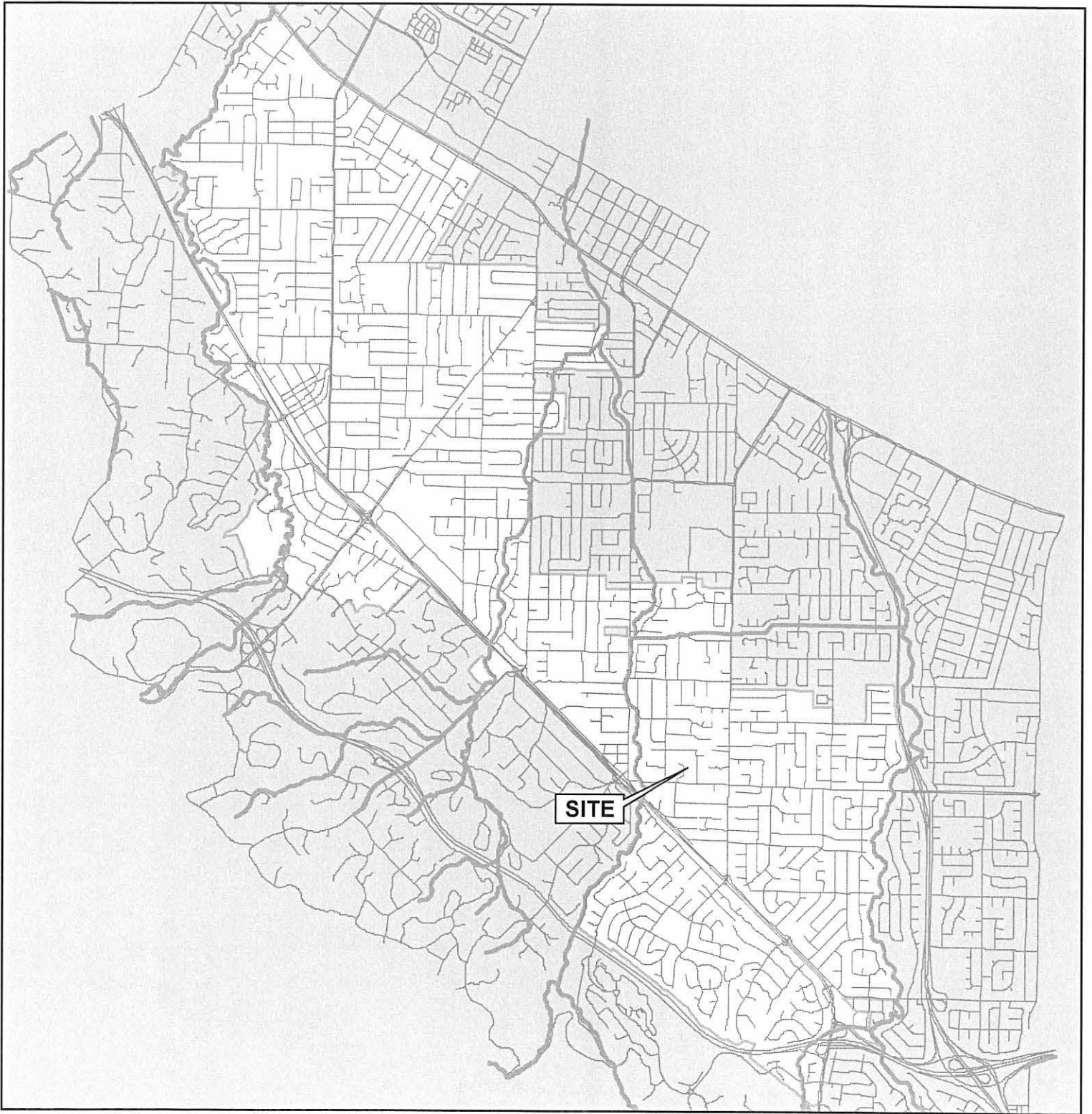
**Summary Table**

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)
1565 KENSINGTON CIRCLE	45' +/-	26' +/-	LEFT FRONT	1		WOOD SIDING	
1575 KENSINGTON CIRCLE	30' +/-	25' +/-	RIGHT FRONT	1		WOOD SIDING	
1545 KENSINGTON CIRCLE	130' +/-	18' +/-	RIGHT FRONT	1		STUCCO	
1535 KENSINGTON CIRCLE	40' +/-	28' +/-	RIGHT FRONT	1		STUCCO	
1560 KENSINGTON CIRCLE	28' +/-	N/A	RIGHT REAR	1		WOOD SIDING	
1570 KENSINGTON CIRCLE	35' +/-	N/A	REAR	2		WOOD SIDING	
1236 LISA LANE	32' +/-	22' +/-	LEFT FRONT	1		STUCCO	
1240 LISA LANE	28' +/-	22' +/-	RIGHT FRONT	1		STUCCO	

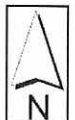


# AREA MAP



CITY OF LOS ALTOS

**APPLICATION:** 18-SC-34  
**APPLICANT:** Rich Ying/ Eric Aust  
**SITE ADDRESS:** 1555 Kensington Circle

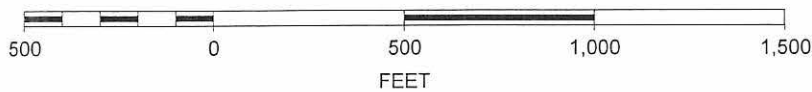


Not to Scale

# VICINITY MAP



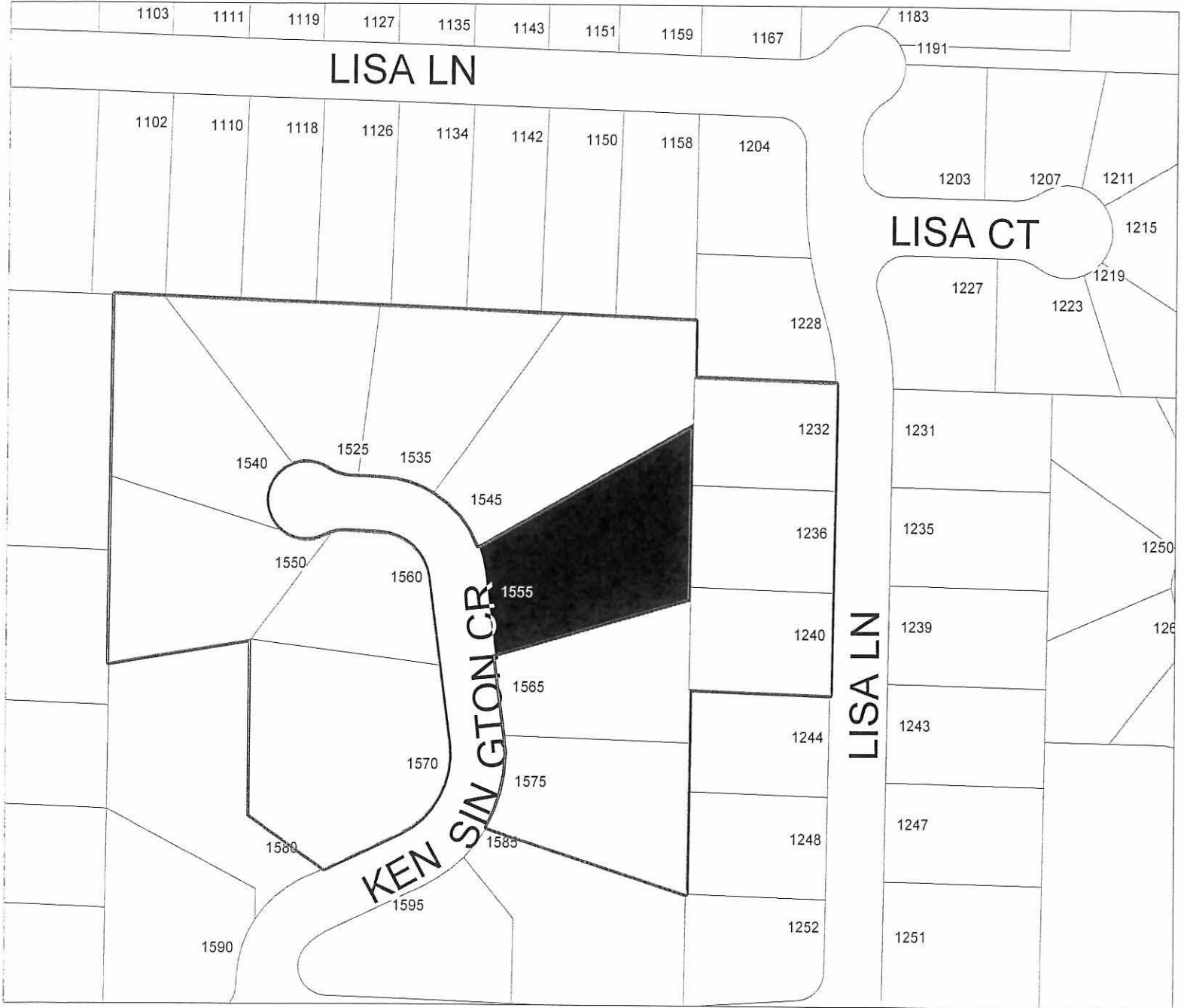
SCALE 1 : 6,000



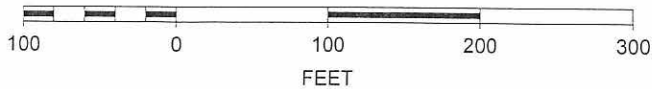
CITY OF LOS ALTOS

APPLICATION: 18-SC-34  
APPLICANT: Rich Ying/ Eric Aust  
SITE ADDRESS: 1555 Kensington Circle

# 1555 Kensington Circle Notification Map



SCALE 1 : 1,500



N







October 16, 2018

1555 Kensington Circle  
Tree Inventory & Assessment

1555 Kensington Circle  
Los Altos, California

Prepared for:  
**Rich Ying**  
1555 Kensington Circle  
Los Altos, California 94024

Prepared by:  
**Samuel Oakley**  
ISA Board Certified Master Arborist WE-9474B  
ASCA Registered Consulting Arborist #556

## Introduction

Arborwell was retained to inspect the trees at 1555 Kensington Circle in Los Altos, California, and identify Protected Trees located on, or the public right-of-way within ten (10) feet of, the property. In addition to the inventory, we were asked to provide recommendations and tree protection guidelines based on their potential to be preserved. This report includes preservation guidelines for construction, marked design drawings indicating tree locations (Exhibit 1), and a tree inventory matrix of all trees on said property (Exhibit 2). The inventory was performed on October 3, 2018.

The City of Los Altos defines a Protected Tree as:

- 1) Any tree having a trunk with a circumference of forty-eight (48) inches or more measured at forty-eight (48) inches above natural grade.
- 2) Any tree located within the public right-of-way.
- 3) Any Canary Island Palm tree located on Rinconada Court.
- 4) Any tree which was required to be saved or planted in conjunction with a development review application.

It is my duty to inform you of the presence of twelve (5) Protected Trees located on the aforementioned property or within ten (10) feet of the public right-of-way. These trees are:

1, 3, 4, 5, 6, 8, 9, 10, 12, 13, 22, 23

The following tree will require removal based on condition:

- 10 - Coast Live Oak - tree is dead, disease, and/or dying

The following trees will require a modified tree protection zone due to conflicts with design plans. If possible, move structures as far away from trunks and dripline for maximum potential for successful preservation:

1, 3, 4, 5, 6, 8, 9, 12, 13

Trees 22 & 23 are located on the back-neighboring property and no significant impacts are expected.

All of the trees slated for preservation on the property are in fair to good excellent condition and would greatly benefit from the utilization of tree protection measures during construction activities. If removal is not the desired outcome for any particular individual,

tree protection is recommended to be performed in accordance with the Preservation Guidelines in the following section of this report.

Please adhere to the recommendations contained within this document during construction for optimal chance of tree survival. Please contact me with any questions or concerns regarding the information provided in this letter.

## Assignment & Scope

This report intends to record the state of the trees on the aforementioned property as observed on the date of the inventory. Data collected per individual tree for the inventory are as follows:

- Identification number;
- Common name;
- Species;
- Circumference in inches at forty-eight (48) inches above grade;
- Height;
- Crown width;
- Condition;
- Observational notes that pertain to each individual.

Of the data collected in the field, health and structure were combined to give each tree a condition rating. The health of the tree is determined by its current size, canopy density and coloration, the appearance of any abnormalities or deficiencies, and the overall health of the trunk, crown, and visible roots. The structure of the tree was evaluated based on the tree's natural, expected growth habit and form versus current growth habit, as well as the tree's inherent and exhibited structural integrity and deficiencies. Health and condition are subjective and species-dependent.

We used this information collected in the field to determine:

- Recommended actions;
- Tree protection guidelines.

Note that the recommendations in this report are based on visual inspection on the above-ground parts of the tree at the time of the site visit. No soil was removed for below-grade inspection and no aerial inspection was performed. Information in this letter may warrant further investigation as site conditions change over time.

## Method

The specific tasks performed are as follows:

- Identify the trees on the property;
- Physically tag an identification number for the identified trees;
- Acquire the location of each identified individual;
- Measure the circumference of the individual at forty-eight (48) inches above grade;
- Observe the assessment data for each tree. Determine the tree's health and structural integrity, assign a current condition rating ranging from poor to excellent:

**Good** - Some minor deficiencies noted in health and/or structure, with potential for corrective measures to be performed to improve upon condition (including but not limited to fertilizer, pruning, and chemical applications);

**Fair** - Higher level and/or incidence of deficiencies noted in health and/or structure, including possible hazardous conditions signs and symptoms observed, with higher corrective measures and input required to improve condition and, where applicable, mitigate hazard risk; individuals may require removal;

**Poor** - Significant deficiencies noted in health and/or structure, some irreversible, and may include hazardous condition signs and symptoms observed requiring corrective action; individuals may require removal;

**Critical**- Includes any of or combination of the following: very low canopy density, major disease signs and symptoms, imminent, irreversible hazardous condition present.

**Dead** - dying or dead trees

- Record comments and observations regarding the health and structure, noting any significant defects, health issues, or other observational notes of trees to be removed.
- Recommend action based observations resulting in either: *Preservation* or *Remove*.
- Prepare a written report that presents findings and submit the report via email as a PDF document.



## Tree Protection Guidelines

The following sections are to be referred to for Tree Protection Guidelines (TPG).

### Prior to Construction

All of the following measures shall be implemented prior to any work to eliminate undesirable consequences that may result from uninformed or careless acts, and preserve both trees and property values.

The following measures shall be implemented along with the TPG:

1. All Plan Sheets with work near any tree to be persevered, detailing any work near a tree, or where work occurs within the Tree Protection Zone (TPZ) will make reference to this document in bold so that it is clearly visible.
2. All Plan Sheets are to show accurate driplines in their entirety on all sheets where improvements and work is to occur in the TPZ
3. The General Notes sheet needs to make reference to the Tree Protection Guidelines sheet.
4. The Project Arborist (PA) is to attend the preconstruction meeting.
5. The PA or contractor shall verify, in writing, that all preconstruction conditions have been met (tree protection fencing, erosion control, pruning, etc.)
6. The demolition, grading and underground contractors, subcontractors, construction superintendent and other pertinent personnel are required to meet with the PA at the site prior to beginning specific work in a TPZ to review procedures, tree protection measures, and to establish appropriate haul routes, staging, areas, contacts, watering, etc. to maintain tree preservation.
7. Prior to any grading or construction, the PA shall assist in the setup of the TPZ.
8. Fenced enclosures shall be erected around trees to be protected to achieve three primary goals:
  - a. To keep the foliage crowns and branching structure of the trees to be preserved clear from contact by equipment, materials and activities;

- b. Preserve roots intact and maintain proper soil conditions in a non-compacted state and;
- c. To identify the TPZ in which no soil disturbance is permitted and activities are restricted.

### Tree Protection Zone

All of the trees to be preserved will incur significant impacts from grading, utilities, storm drains, bio-retention basins, curb and gutters, pathways, and landscaping.

Generally, a TPZ is established for each tree based on species tolerance, condition, and age. In many instances, this is an area less than the dripline of the tree. The improvements required for this project will not allow for what would be considered an adequate TPZ. Therefore, the TPZ will be the dripline (or curb face for the area of dripline extending over a hardscape surface) for all of the trees on this site.

Each tree to be preserved shall have a designated TPZ identifying the area sufficiently large enough to protect the tree and roots from disturbance. The recommended TPZ area can be determined by the canopy footprint. All work that occurs in the dripline falls under the category of the TPZ. This means that work that is performed within this zone will require direct involvement of the PA. Direct involvement requires the PA to be on site for all work in the dripline to provide direction when tree roots are encountered. Improvements or activities such as paving, utility, and irrigation trenching and other ancillary activities shall occur outside the TPZ, unless authorized by the PA. Unless otherwise specified, the protective fencing shall serve as the TPZ boundaries. At no time shall tree protection be encroached without the directive of the PA or City Arborist (CA).

Any tree that will have numerous improvements very close to the trunks and well within the driplines will require all work in the TPZ to utilize boring (for utilities and storm drains), pneumatic or hydraulic tools, as described in latter sections. This is necessary in order to preserve the health and structural integrity of the trees.

Improvements will be as far from any tree trunk as possible. Plans will show how the layout will help mitigate the severity of these impacts. There will be no landscape planting and the installation of underground piping and wiring inside any TPZ. Landscaping on the edges of a TPZ is acceptable utilizing the TPG for mitigating impacts under direction of the PA.

Activities prohibited within the TPZ include:

- Storage or parking vehicles, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots. Poisonous materials include, but are not limited to, paint, petroleum products, concrete

or stucco mix, dirty water or any other material which may be deleterious to tree health.

- The use of tree trunks as a winch support, anchorage, as a temporary power pole, sign posts or other similar function.
- Cutting of tree roots by utility trenching, foundation digging, placement of curbs and trenches and other miscellaneous excavation without prior approval of the PA.
- Soil disturbance or grade/drainage changes
- Materials must not be stored, stockpiled, dumped, or buried inside the dripline of trees.
- Excavated soil must not be piled or dumped, even temporarily, inside the TPZ of protected trees.

Activities permitted or required within the TPZ include:

- **Mulching:** During construction, wood chips shall be spread within the TPZ to a six (6) inch depth, leaving the trunk clear of mulch to help inadvertent compaction and moisture loss from occurring. The mulch may be removed if improvements or other landscaping is required. Mulch material shall comply with ISA specifications. Mulching may be applied at a depth of three (3) inches prior to construction under trees where there is no landscaping or paving (landscaping shall not be installed underneath a mature tree).
- **Root Buffer:** When areas under the tree canopy cannot be fenced, a temporary buffer is required and shall cover the root zone and remain in place at the specified thickness until final grading stage.
- Irrigation, aeration, or other beneficial practices that have been specifically approved for use within the TPZ.

### Size, Type, and Duration of Fence

All trees to be preserved shall be protected with six (6) foot high fences. Fencing is to be mounted on two inch diameter galvanized iron posts, driven into the ground to a depth of at least two (2) feet at no more than ten (10) foot spacing. For trees located directly adjacent to hardscape, instead of driving the posts into the ground they can be mounted to portable stanchions. The stanchions shall be held down with rebar staples in order to avoid easy movement by equipment and construction personnel. A closeable 36-inch entry section for servicing the TPZ shall be provided. In addition, the trunks of the trees to be preserved are

to be wrapped with brightly colored snow fencing, which will provide a visual reminder to workers that the trees are protected.

### Types of Tree Protection for Project

Tree protection type will be determined by the PA other than specifications noted above. Note that a tree may be in one type of TPZ for a part of the project, and then modified to another type depending on the location and proximity to construction and approved design plans. This will need to be determined by the PA throughout the project on a case by case basis.

TPZ for these trees will be difficult as the project moves forward. Initial installation of the TPZ will require the following dimensions:

The fences shall enclose the entire area under the **canopy dripline or designated TPZ** of the tree(s) to be saved throughout the life of the project, or until final improvement work within the area is required, typically near the end of the project.

For trees situated directly adjacent to a **curb edge**, along said curb edge and around the dripline shall be enclosed with the required chain link protective fencing in order to keep the street open for public use.

Final Improvements: If the fencing must be relocated on paving or sidewalk for final improvements, the posts may be supported by an appropriate stanchions.

### Duration of Tree Protection Fencing

Tree fencing shall be erected prior to demolition, grading or construction and remain in place until final inspection. Tree Protection Fencing shall be field verified by the PA before any work can begin, including grubbing, demolition, and grading. TPZ cannot be moved without the prior approval of the PA. The PA is required to notify the CA in advance if movement of the TPZ is requested and adequate reasoning behind said request.

TPZs are to remain throughout the entirety of the project.

## “Warning” Signage

A warning sign a minimum of 8.5x11-inches shall be prominently displayed on each fence. The sign shall clearly state:

**This is a Tree Protection Zone**  
**Movement of this fence requires the prior authorization of the Project Arborist &**  
**City Arborist**  
**Any violation of the TPZ will result in a “Stop Work Order”**  
**(List contact information for contractor and project arborist)**

## Pruning, Surgery and Removal

Prior to construction, trees will require that branches be pruned clear from structures, activities, building encroachment or will need to be strengthened by means of mechanical support (cabling) or surgery. This should be performed under the direction of the PA. Such pruning, surgery or the removal of trees shall adhere to the following standards:

1. Pruning limitations:
  - a. Minimum Pruning: If the PA recommends that trees be pruned, and the type of pruning is left unspecified, the standard pruning shall consist of ‘crown cleaning’ as defined by ISA Pruning Guidelines. Trees shall be pruned to reduce hazards and develop a strong, safe framework. Prune any desiccated material from the crown.
  - b. Maximum Pruning: Maximum pruning should only occur in the rarest situation approved by the PA. No more than one-fourth (1/4) of the functioning leaf and stem area may be removed within one (1) calendar year of any tree, or removal of foliage so as to cause the unbalancing of the tree. It must be recognized that trees are individual in form and structure, and that pruning needs may not always fit strict rules. The PA shall assume all responsibility for special pruning practices that vary from the standards outlined in this document.
  - c. Tree Workers: Pruning shall not be attempted by construction or contractor personnel, but shall be performed by a qualified tree care specialist or certified tree worker under the direction of a certified arborist.

## Activities during Construction and Demolition near Trees

Soil disturbance or other injurious and detrimental activity within the TPZ is prohibited unless approved by the PA. If an injurious event inadvertently occurs, or soil disturbance has been specifically conditioned for project approval, then the following mitigation is required:

1. Soil Compaction: If compaction of the soil occurs, it shall be mitigated as outlined in Mitigating Soil Compaction.
2. Grading Limitations within the Tree Protection Zone:
  - a. Grade changes outside of the TPZ shall not significantly alter drainage to the tree.
  - b. Grade changes within the TPZ are not permitted.
  - c. Grade changes under specifically approved circumstances shall not allow more than six (6) inches of fill soil added or allow more than four (4) inches of existing soil to be removed from natural grade unless mitigated immediately.
  - d. In some cases excavation will be necessary to accommodate the base thickness for paving, walls, footings, roads, paved plazas, etc. underneath some existing trees' driplines. This type of excavation will be removed with the assistance of an air spade and assisting hand tool, trenching at 400 to 600 PSI. An air spade will blow soil away from root systems with minimal damage.

### Trenching, Excavation and Equipment Use

Excavation or boring activity within the TPZ is restricted to the following activities, conditions and requirements if approved by the PA:

1. Notification. Contractor shall notify the PA a minimum of twenty-four (24) hours in advance of the activity in the TPZ.
2. Root Severance. Roots that are encountered shall be cut to sound wood and repaired. No roots of two (20 inch diameter and larger shall be cut without the prior approval of the PA. Approval is based on the distance of the root from the tree trunk and whether or not there are sufficient roots in the area to compensate for their removal.
3. Excavation. Any approved excavation, demolition or extraction of material shall be performed with equipment sitting outside the TPZ. Methods permitted are by hand digging, hydraulic or pneumatic air excavation technology. Avoid excavation within the TPZ during hot, dry weather.
  - a. If excavation or trenching for drainage, utilities, irrigation lines, etc., it is the duty of the contractor to tunnel under any roots two (2) inches in diameter and greater.

b. Prior to excavation for foundation/footings/walls, grading or trenching within the TPZ, roots shall first be severed cleanly one (1) foot outside the TPZ and to the depth of the future excavation. The trench must then be hand dug and roots pruned with a saw or other approved root pruning equipment by the PA.

4. Heavy Equipment. Use of backhoes, steel tread tractors or any heavy vehicles within the TPZ is prohibited

### Root Severance

Cutting and removal of roots smaller than two (2) inches in diameter shall be done by chain saw or hand saw to provide a flat and smooth cut and cause the least damage possible to the root and tree's health. Cutting roots by means of tractor-type equipment or other than chain saws and hand saws is prohibited.

Proper pruning technique shall encourage callusing of the roots. Root cutting and removal shall not exceed thirty-five (35) percent of total root surface.

The Contractor shall remove any wood chips or debris that may be left over from root removal that may affect the construction of improvements.

If any roots over two (2) inches in diameter are severed during any excavation, the following procedure shall be followed:

1. The roots shall be shaded by immediately covering the entire trench with plywood, or by covering the sides of the trench with burlap sheeting that is kept moist by watering twice per day.
2. When ready to backfill, each root shall be severed cleanly with a handsaw. Where practical, they should be cut back to a side root. Immediately, a plastic bag shall be placed over the fresh cut, and secured with a rubber band or electrical tape. Shading should immediately be placed until backfilling occurs.
3. Plastic bags shall be removed prior to backfilling.
4. Backfill shall be clean, native material free of debris, gravel or wood chips.

If roots three (3) inches in diameter, or larger, are encountered during excavation, Contractor shall contact the PA immediately and request a field inspection, and obtain instruction as to how the roots should be treated. No roots three (3) inches in diameter, or larger, shall be cut and removed without prior approval from the PA. Excavation will be performed with an

air spade when greater than 4" of soil is required to be removed from a dripline. Roots will be pruned according to recommendations by the PA.

### Irrigation Program

To help compensate for the root loss, deep-root irrigate all trees during the dry months (any month receiving less than 1 inch of rainfall) for a minimum of one (1) year after the project is complete.

1. Irrigation is to begin immediately for all existing trees to remain.
2. An application of growth regulator (paclobutryzol) prior to construction activities will aid in the development of fine-root growth and will help counter the effects of any root damage. This should be applied immediately for all trees that are to be protected in place. This application of growth regulator shall be applied yearly for a minimum of one (1) year after the project is complete. This is to be performed by a certified tree care specialist.
3. In addition, all trees are to have roots inoculated with endo/ectomycorrhizal fungal inoculum.
4. Irrigate a minimum of ten (10) gallons for each inch of trunk diameter every month. A soaker hose or a drip line is preferred for this purpose. The first year's irrigation should be applied at the full rate. The first six (6) months of the second year, half of the rate shall be applied. The last six (6) months of the second year a quarter of the original rate will be applied. All rate adjustments will be monitored by the PA. Extra controller wires and stub outs for additional valves shall be installed for the permanent irrigation system and be available in the event that any individual tree begins to decline from water-stress after the project is complete.
5. Irrigation must also be applied during the trees' recovery period, which will be longer than the construction process. Irrigation will be beneficial to new root formation and must be performed for one (1) year after construction is complete. Refer to irrigation plans.
6. Any new irrigation for existing trees must not be designed to strike the trunks of trees, because of potential high risk of disease infection. Bubbler irrigation is preferred.
7. If any irrigation lines, drain lines, sewer lines, or any other underground features inside the existing dripline of protected trees that are to be abandoned, they should be cut off approximately at soil grade and left in the ground.
8. Where necessary, irrigation should be installed using at least two bubblers.
9. The foliage of tree shall be kept dust-free with monthly washings, or more frequent as determined by the PA.



## Damage to Trees - Reporting

Any damage or injury to trees shall be reported within six (6) hours to the PA and job superintendent or CA so that mitigation can take place. All mechanical or chemical injury to branches, trunk or to roots over two (2) inches in diameter shall be reported in the biweekly inspection report. In the event of injury, the following mitigation and damage control measures shall apply and implemented by a Certified Arborist:

- a. Root injury: If trenches are cut and tree roots two (2) inches or larger are encountered they must be cleanly cut. The end of the root shall be covered with either a plastic bag and secured with tape or rubber band. All exposed root areas within the TPZ shall be backfilled or covered within one (1) hour. Exposed roots may be kept from drying out by temporarily covering the roots and draping layered burlap or carpeting over the upper three (3) feet of trench walls. The materials must be kept wet until backfilled to reduce evaporation from the trench walls. All the above activities shall be performed by a Certified Arborist.
- b. Bark or trunk wounding: Current bark tracing and treatment methods shall be performed by a Certified Arborist within two (2) days.
- c. Scaffold branch or leaf canopy injury: A Certified Arborist will remove broken or torn branches back to an appropriate branch capable of resuming terminal growth within five (5) days. If leaves are heat scorched from equipment exhaust pipes, consult the PA within six (6) hours.

## Inspection Schedule

The PA retained by the applicant shall conduct the following required inspections of the construction site:

1. Inspections shall verify that the type of tree protection and/or plantings re consistent with the standards outlined within this document. For each required inspection or meeting, a written summary of the changing tree related conditions, actions taken, and condition of trees shall be provided to the contactor.
  - a. Inspection of Protective Tree Fencing.
  - b. Pre-Construction Meeting. Prior to commencement of construction, the contractor shall conduct a pre-construction meeting to discuss tree protection with the job site superintendent, grading equipment operators, and the PA.
  - c. Inspection of Rough Grading. The PA shall perform an inspection during the course of rough grading adjacent to the TPZ to ensure trees will not be injured

Samuel Oakley  
Rich Ying – 1555 Kensington Circle Tree Inventory & Assessment  
10/16/2018



by compaction, cut or fill, drainage and trenching, and if required, inspect aeration systems, tree wells, drains and special paving. The contractor shall provide the PA at least forty-eight (48) hours advance notice of such activity.

- d. The PA shall perform inspections every two weeks during the demolition and mass grading to monitor changing conditions and tree health. Upon completion of demolition and mass grading, the CA will determine if monthly inspections will be required in lieu of inspections every two weeks. The CA shall be in receipt of an inspection summary during the first week of each calendar month or, immediately if there are any changes to the approved plans or protection measures.
- e. Any special activity within the Tree Protection Zone. Work in this area (TPZ) requires the direct on-site supervision of the PA.

## Assumptions and Limiting Conditions

While trees vary in their tolerance to changed conditions, disruption in any form of the environment to which the trees have grown accustomed, may result in adverse reaction. No assurance can be offered that if all of the recommendations and precautionary measures are accepted and followed, the desired results will be achieved. Demolition and construction activity among and near trees is inherently contrary to tree welfare. The objective of these guidelines is to provide information useful in mitigating undesirable consequences resulting from uninformed or careless acts. If strict adherence to all recommendations is performed, we believe this project will be successful.

The following are limitations to this report:

- All information presented herein covers only the trees examined at the area of inspection, and reflects the condition observed of said trees at the time of inspection.
- Observations were performed visually without probing, dissecting, coring, or excavation, unless noted above, and in no way shall the observer be held responsible for any defects that could have only been discovered by performing said services in specific area(s) where a defect was located.
- No guarantee or warranty is made, expressed or implied, that defects of the trees inspected may not arise in the future.
- No assurance can be offered that if the recommendation and precautionary measures are accepted and followed, that the desired results may be attained.
- No responsibility is assumed for the methods used by any person or company executing the recommendations provided in this report.
- The information provided herein represents an opinion, and in no way is the reporting of a specified finding, conclusion, or value based on the retainer.
- This report is proprietary to Arborwell, Inc., and may not be reproduced in whole or part without written consent. This report has been prepared exclusively for use of the parties to which it has been submitted.
- Should any part of this report be altered, damaged, corrupted, or lost, the entire evaluation shall be invalid.

## Exhibit 1 – Site Plan with Marked Tree Locations

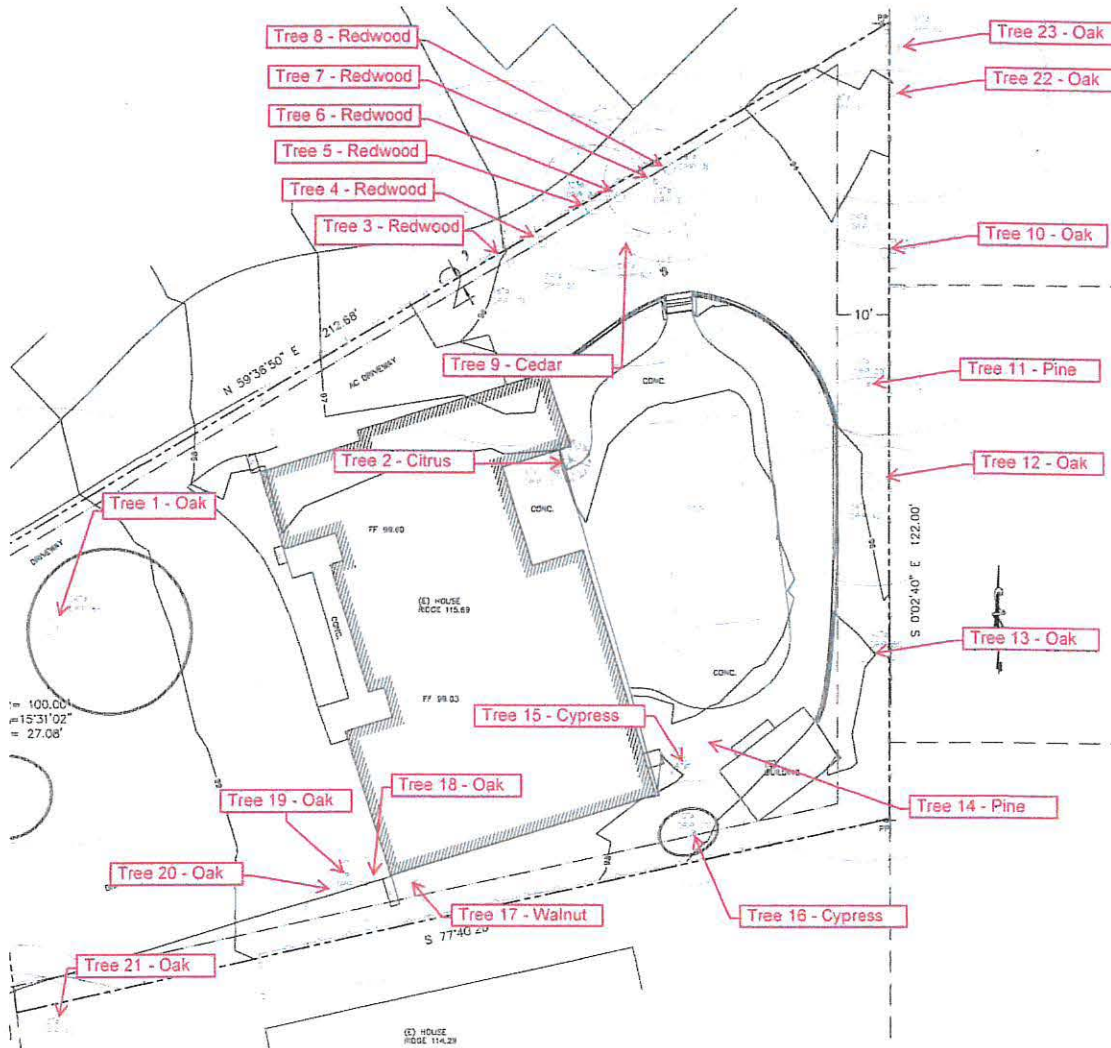


Exhibit 2 - Kensington Circle Inventory Matrix  
 1555 Kensington Circle, Los Altos, California

ID	Common Name	Species	Circumference (inches)	Height (feet)	Spread (feet)	Condition	Recommended Action	Additional Recommendations	Notes
1	Valley Oak	Quercus lobata	113	60	84	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Mature Tree; Codominant; Heading Cuts
2	Citrus	Citrus ssp.	19	10	12	Good	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	
3	Coast Redwood	Sequoia sempervirens	57	70	70	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
4	Coast Redwood	Sequoia sempervirens	75	70	50	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
5	Coast Redwood	Sequoia sempervirens	100	70	24	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
6	Coast Redwood	Sequoia sempervirens	75	70	20	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
7	Coast Redwood	Sequoia sempervirens	38	50	20	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
8	Coast Redwood	Sequoia sempervirens	88	60	36	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
9	Deodar Cedar	Cedrus deodara	88	60	50	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
10	Coast Live Oak	Quercus agrifolia	75	45	70	Dead	Remove Based on Condition	--	Dead Crown; Topped For Utilities
11	Japanese Black Pine	Pinus thunbergii	31	20	20	Dead	Remove Based on Condition	--	Critical Structure; Dead Crown; Topped For Utilities
12	Coast Live Oak	Quercus agrifolia	107	50	40	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Deferred Maintenance; Multiple Branches At Single Trunk Location; Topped For Utilities
13	Coast Live Oak	Quercus agrifolia	126	50	80	Fair	Preserve If Design Allows	Apply Mulch; Remove Ivy; Treat for tussock Moth; Apply Fungicide Soil Drench; Increase Irrigation to 10 gal per	Deferred Maintenance; Codominant Scaffold Branches; Topped For Utilities
14	Japanese Black Pine	Pinus thunbergii	19	15	15	Critical	Remove Based on Condition	--	Critical Structure
15	Italian Cypress	Cupressus sempervirens	19	15	10	Poor	Remove Based on Condition	--	Multiple Tops; Poor Structure
16	Leyland Cypress	Cupressus leylandii	31	15	20	Critical	Remove Based on Condition	--	Diseased
17	Black Walnut	Juglans nigra	22	20	10	Critical	Remove Based on Condition	--	Volunteer Tree; Critical Structure
18	Coast Live Oak	Quercus agrifolia	19	15	10	Critical	Remove Based on Condition	--	Volunteer Tree; Critical Structure
19	Coast Live Oak	Quercus agrifolia	22	15	15	Critical	Remove Based on Condition	--	Volunteer Tree; Critical Structure
20	Coast Live Oak	Quercus agrifolia	19	15	5	Dead	Remove Based on Condition	--	Dead Crown; Topped
21	Coast Live Oak	Quercus agrifolia	38	20	40	Critical	Remove Based on Condition	--	Embedded In Hedge; Neighboring Tree
22	Coast Live Oak	Quercus agrifolia	57	50	60	Good	Preserve If Design Allows	Apply Mulch; Remove Ivy; Treat for tussock Moth; Apply Fungicide Soil Drench; Increase Irrigation to 10 gal per	Neighboring Tree
23	Coast Live Oak	Quercus agrifolia	94	50	60	Good	Preserve If Design Allows	Apply Mulch; Remove Ivy; Treat for tussock Moth; Apply Fungicide Soil Drench; Increase Irrigation to 10 gal per	Neighboring Tree





## Memorandum

To: Eric Aust  
Aust Architecture  
62 Balboa Cove  
Newport Beach, CA 92663

From: Sam Oakley  
Master Arborist WE-9474B  
Consulting Arborist #556  
925.518.2028  
[soakley@arborwell.com](mailto:soakley@arborwell.com)

Subject: Arborist Review Letter for 1555 Kensington Circle, Los Altos

Date: January 22, 2019

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Arborwell was asked to prepare a review letter that specifically addresses the proposed project and how it will impact the trees to be preserved. The City of Los Altos has issued the first comments to the proposed project at 1555 Kensington Circle on January 10, 2019, requesting the following from the project arborist:

1. Site Plan + Project Data:
  - b. B: Since the proposed footprint of the new house is within the dripline of the existing Oak tree in the front yard as well as other adjacent trees on the property, please submit an arborist report that provides an evaluation of the trees' health and condition. The report should analyze the potential impact of proposed construction of the new house and basement/layback area on the trees and provide necessary protection and mitigation measures (including construction methods and pruning thresholds). The report should assess onsite trees and significant trees on adjacent properties with driplines over the subject property. The report should prioritize avoidance measures over mitigation measures.
    - i. The arborist report should specifically reference the review of the proposed site plan, elevation plans, grading and drainage plan, and landscape plans in relation to the avoidance/protection measures or recommendations.
    - ii. The report should provide a sketch of the existing tree driplines which should be translated to the other plans and prescribe a tree protection zone for placement of the protective fencing.

An initial arborist report was prepared on October 16, 2019 as a tree inventory and assessment. I have reviewed the proposed site plan, elevation plans, grading and drainage plan, and landscape plans in relation to the avoidance/protection measures or recommendations. I have included the existing site plan with tree protection fencing locations depicted (Exhibit 1) which should be translated to the other plans. I have also included the initial assessment spreadsheet that includes an evaluation of the trees' health (Exhibit 2).

This letter analyses the potential impact of the proposed construction of the new house and basement/layback are on the trees and provides necessary protection and mitigation measures. While prioritizing avoidance measures, I also include mitigation measures.

I propose the following trees be retained if possible:

Trees 1, 3, 4, 5, 6, 7, 8, 9, 12, 13, 22, 23

Specific Tree Protection Measures:

Tree 1:

The valley oak tree is in fair condition. The crown is slightly unbalanced away from the proposed structure and extends into the property approximately 30-feet from the curb at the south-end and approximately 45-feet from the curb at the north-end.

I anticipate minimal canopy clearance pruning to be performed due to the raised canopy height and minimal conflicts to the proposed structure. In order to refine the amount of clearance pruning if required, it will be necessary to have the furthest extent of the proposed structure and potential over excavation surveyed and staked. The crown should be cabled to reduce the potential for the trees limbs to break.

To prevent over excavation, special shoring techniques should be employed to minimize over-excavation and layback in order to maintain the critical root zone as much as possible. All activity within the tree protection zone will need to be performed with strict adherence to the Tree Protection Guidelines and under the direction of the Project Arborist.

Any grasses, perennials, and shrubs proposed to be installed within the canopy footprint of Tree 1 needs to be low water-use and drought tolerant. Irrigation for these plants are not to be used during the summer dry-season. The oak should have its own valve and bubbler system and should be a minimum of 3-feet from the trunk.

Any hardscape in the front yard should be pervious pavers, at the front driveway & walkways. This will improve the conditions for the oak as this area is currently covered with impermeable asphalt. During the hardscape and landscape installation around this oak, Tree Protection Guidelines are to be strictly followed. Hand trenching is allowed but at no time are tree roots 2" or greater to be severed. The tree protection zone is to be mulched to a depth of 6" and covered with plywood throughout the project until the installation of the permeable driveway and walkways.

Trees 3-9, 22, 23:

This is mature grove of coast redwoods (3 through 8), cedar (9), and coast live oaks (22 & 23). These trees are in fair condition. The live oaks are located on the back-neighboring property. It appears that the layback, basement, and structure will be outside of their driplines; however, in order to refine the impact and any amount of pruning for clearance if



required, it will be necessary to have the furthest extent of the proposed structure and potential over excavation surveyed and staked.

I anticipate no impact to Trees 22 & 23's crown from the proposed structure, basement, and layback. The turf area for the putting green should be artificial turf so as not to introduce sheet flow towards the northeast corner during the summer months. This is critical to the survival of the oaks on the adjacent property to the north as they are susceptible to water-born infections during the summer dry-season.

No grasses, perennials, and shrubs should be installed within the canopy footprint of the redwood trees as they will not likely survive unless they are adapted to growing underneath a redwood canopy.

Irrigation will need to be supplied year-round to the redwoods and cedar only (3 through 9) and must not drain into the coast live oaks (22 & 23).

During the landscape installation for the putting green, lawn, and outdoor living space, Tree Protection Guidelines section from the initial arborist report are to be strictly followed. Hand trenching is allowed but at no time are tree roots 2" or greater to be severed.

Trees 12 & 13:

This is clump of coast live oaks. These trees are in fair condition. The canopy is full and extends into the property from the rear property line approximately 45-feet at the south-end and approximately 35-feet at the north-end.

It appears that the layback, basement, and structure will be outside of their driplines; however, the proposed patio and lawn should be moved outside of their dripline. In order to refine the impact, it will be necessary to have the furthest extent of the proposed patio and lawn area and potential over excavation surveyed and staked.

It is critical to the survival of these oaks to have drainage away from their trunks as coast live oaks are susceptible to water-born infections during the summer dry-season. The turf area for the lawn should be artificial turf so as not to introduce sheet flow towards the northeast corner during the summer months.

Any grasses, perennials, and shrubs proposed to be installed within the canopy footprint needs to be low water-use and drought tolerant. Irrigation for these plants are not to be used during the summer dry-season.

During the landscape installation for the putting green, lawn, and patio, Tree Protection Guidelines are to be strictly followed. Hand trenching is allowed but at no time are tree roots 2" or greater to be severed.

## General Tree Protection Notes

At all times, the Tree Protection Guidelines section of the initial arborist report are to be followed at all times. If it is possible to conserve the existing grade throughout the dripline of the tree:

- No more than six inches of cut or fill occurs within the dripline of the tree for the installation of the basin.
- Mulch under dripline to a depth of six inches minimum and maintain mulch throughout construction activities
- Provide a single application of slow-release fertilizer and root stimulant prior to construction activities.

Tree protection fences for establishment of a Tree Protection Zone (TPZ) should be installed at the dripline of each of the above groupings of trees. If it not possible to install protective fencing at the dripline due to site constraints, all activity underneath the dripline is to be supervised by the project arborist.

Excavation adjacent to the TPZ will need to be performed by hand or with the assistance of a pneumatic airspade. Roots will need to be pruned by hand; any root that is two (2) inches or greater will need to be inspected and pruned under the direction of the Project Arborist. Roots two (2) inches in diameter or larger that are severed will have the stub end(s) of the root(s) cleanly cut using a sharp saw and sealed using a plastic bag tied on the end. Plastic bags will be removed at the time of backfill.

Lastly, when there is a potential for root damage, each tree will require irrigation during construction activities during non-Summer months, a minimum of ten (10) gallons for each inch of trunk diameter every two (2) weeks. Redwoods and cedars should be irrigated year-round.

All elements that should be included in the plan for the post-construction monitoring and care should include monthly monitoring and treatment for up to one (1) year after the project ends. Treatment includes irrigation during the dry months (any month receiving less than 1 inch of rainfall) for one (1) year. Irrigate a minimum of ten (10) gallons for each inch of trunk diameter every two (2) weeks. A bubbler irrigation system or soaker hose line is preferred for this purpose and should be adjusted monthly during the inspections. Treatments should be adjusted, if needed, during the monthly monitoring and will be reported to the property owner.

If all of the aforementioned recommendations are included in the plans and implemented through the project, I think that the survivability of the trees-to-be-preserved during this project is high. Please let me know if you have any questions or concerns.

Exhibit 1 – Existing Site Plan with Tree Protection Fencing Markup

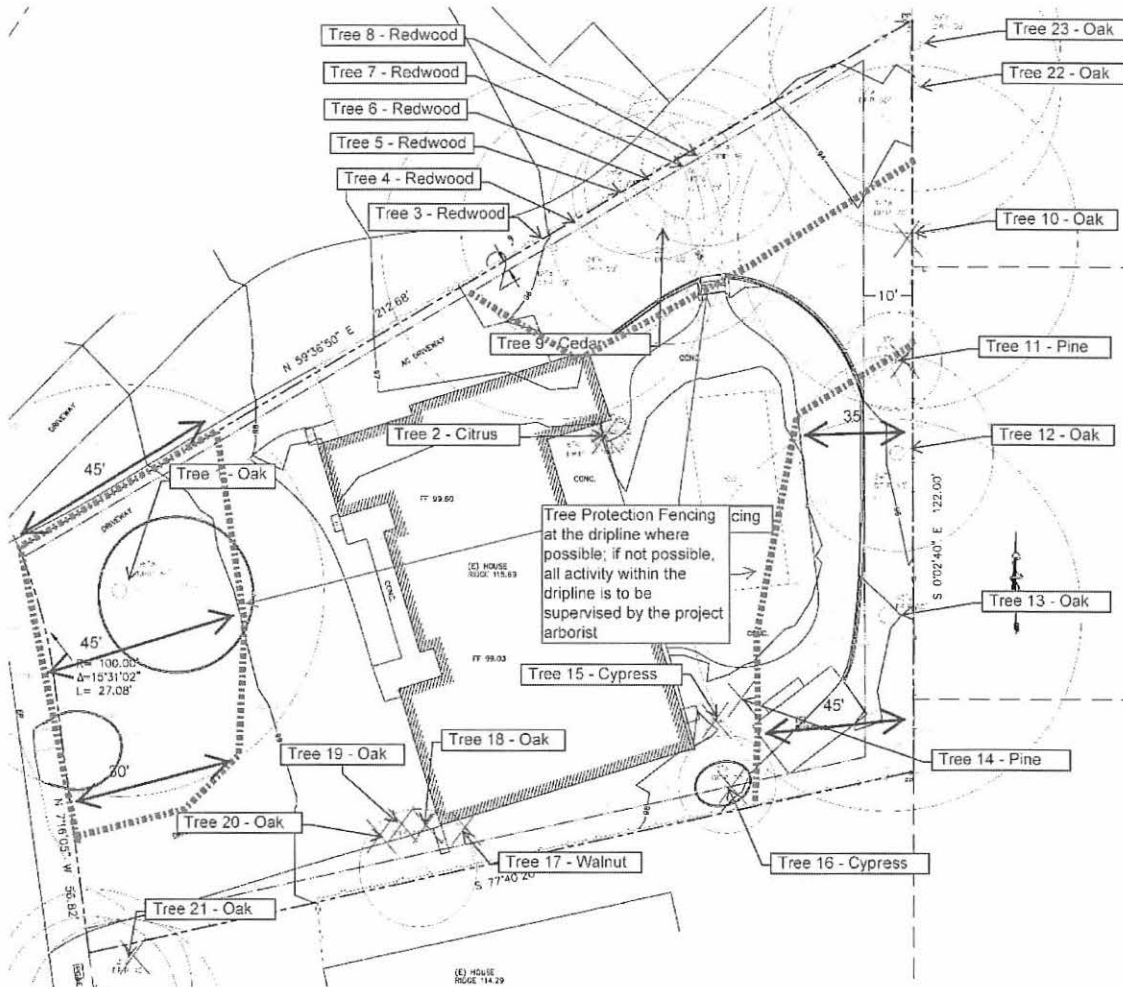
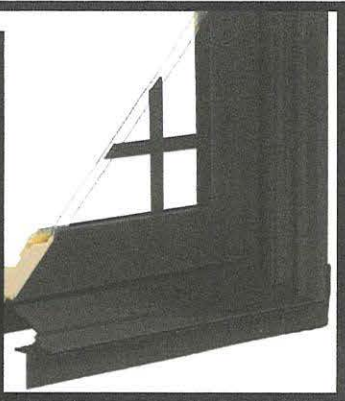


Exhibit 2 - Kensington Circle Inventory Matrix  
1555 Kensington Circle, Los Altos, California

ID	Common Name	Species	Circumference (inches)	Height (feet)	Spread (feet)	Condition	Recommended Action	Additional Recommendations	Notes
1	Valley Oak	Quercus lobata	113	60	84	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Mature Tree; Codominant; Heading Cuts
2	Citrus	Citrus ssp.	19	10	12	Good	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	
3	Coast Redwood	Sequoia sempervirens	57	70	70	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
4	Coast Redwood	Sequoia sempervirens	75	70	50	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
5	Coast Redwood	Sequoia sempervirens	100	70	24	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
6	Coast Redwood	Sequoia sempervirens	75	70	20	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
7	Coast Redwood	Sequoia sempervirens	38	50	20	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
8	Coast Redwood	Sequoia sempervirens	88	60	36	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
9	Deodar Cedar	Cedrus deodara	88	60	50	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Grove Of Trees; Some Water-Stress
10	Coast Live Oak	Quercus agrifolia	75	45	70	Dead	Remove Based on Condition	--	Dead Crown; Topped For Utilities
11	Japanese Black Pine	Pinus thunbergii	31	20	20	Dead	Remove Based on Condition	--	Critical Structure; Dead Crown; Topped For Utilities
12	Coast Live Oak	Quercus agrifolia	107	50	40	Fair	Preserve If Design Allows	Fungicide Soil Drench; Increase Irrigation to 10 gal per caliper inch every other week	Deferred Maintenance; Multiple Branches At Single Trunk Location; Topped For Utilities
13	Coast Live Oak	Quercus agrifolia	126	50	80	Fair	Preserve If Design Allows	Apply Mulch; Remove Ivy; Treat for Tussock Moth; Apply Fungicide Soil Drench; Increase Irrigation to 10 gal per	Deferred Maintenance; Codominant Scaffold Branches; Topped For Utilities
14	Japanese Black Pine	Pinus thunbergii	19	15	15	Critical	Remove Based on Condition	--	Critical Structure
15	Italian Cypress	Cupressus sempervirens	19	15	10	Poor	Remove Based on Condition	--	Multiple Tops; Poor Structure
16	Leyland Cypress	Cupressus leylandii	31	15	20	Critical	Remove Based on Condition	--	Diseased
17	Black Walnut	Juglans nigra	22	20	10	Critical	Remove Based on Condition	--	Volunteer Tree; Critical Structure
18	Coast Live Oak	Quercus agrifolia	19	15	10	Critical	Remove Based on Condition	--	Volunteer Tree; Critical Structure
19	Coast Live Oak	Quercus agrifolia	22	15	15	Critical	Remove Based on Condition	--	Volunteer Tree; Critical Structure
20	Coast Live Oak	Quercus agrifolia	19	15	5	Dead	Remove Based on Condition	--	Dead Crown; Topped
21	Coast Live Oak	Quercus agrifolia	38	20	40	Critical	Remove Based on Condition	--	Embedded In Hedge; Neighboring Tree
22	Coast Live Oak	Quercus agrifolia	57	50	60	Good	Preserve If Design Allows	Apply Mulch; Remove Ivy; Treat for Tussock Moth; Apply Fungicide Soil Drench; Increase Irrigation to 10 gal per	Neighboring Tree
23	Coast Live Oak	Quercus agrifolia	94	50	60	Good	Preserve If Design Allows	Apply Mulch; Remove Ivy; Treat for Tussock Moth; Apply Fungicide Soil Drench; Increase Irrigation to 10 gal per	Neighboring Tree

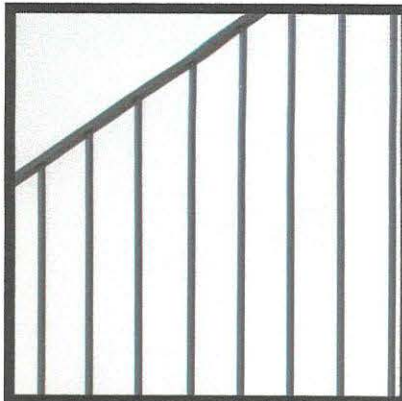
aluminum doors and windows  
Western Doors & Jeld-Wen Windows; Black aluminum



**aluminum clad windows**  
Jeld Wen Windows; Black aluminum



**garage doors & gates**  
light grey stained wood at front gate



**black steel**  
Guardrails and steel angle accent

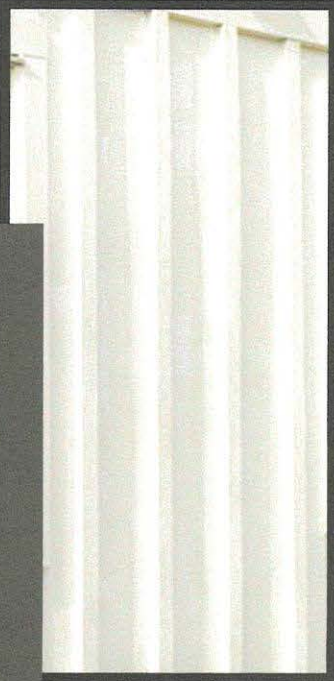


**exterior lighting**  
Visual Comfort & Co. "Fresno" framed short sconce

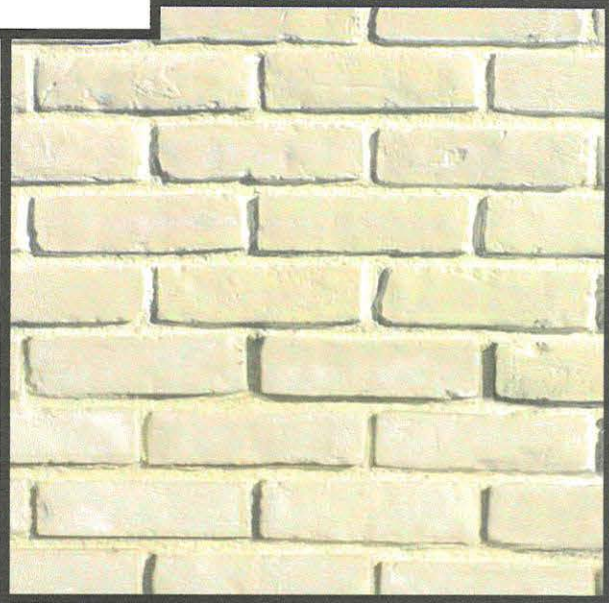


**wood trim and rafters**  
Wood trim and exposed rafters, painted white (and window trim)

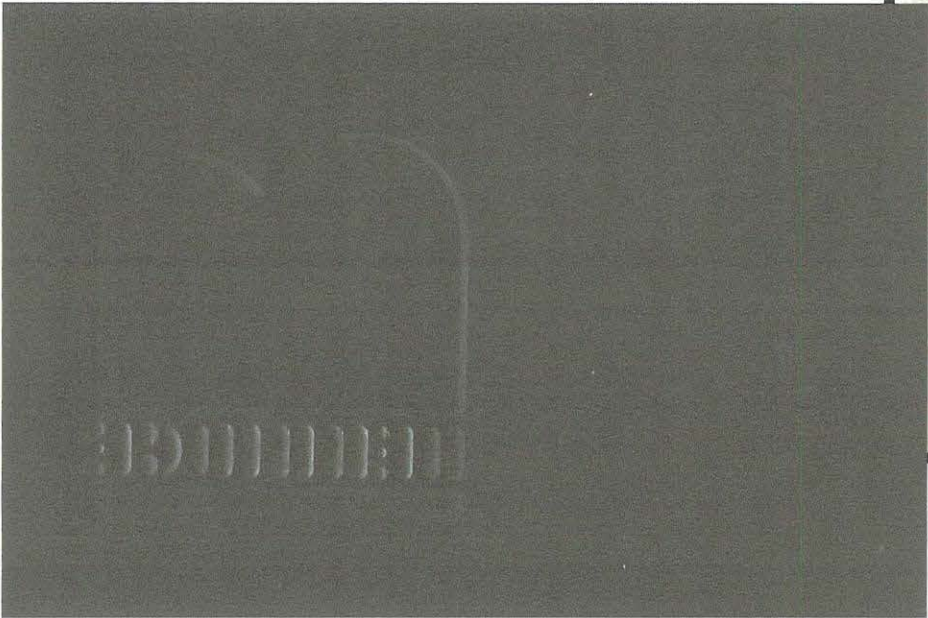
**horizontal siding**  
El & El wood products "Bodyguard" #774  
Horizontal wood siding (1"x8"), painted white



**board & batten siding**  
Hardiepanel smooth vertical siding with  
Hardietrim vertical trim for board & batten look



**brick veneer**  
Creative Mines "Brewery" thin brick veneer, painted white



**standing seam metal roof**  
Berridge "Dark Bronze" kynar 500

ying residence  
1555 kensington circle  
**project materials**  
eric aust  
architect

ATTACHMENT F