



DATE: May 15, 2019

AGENDA ITEM #4

**TO:** Design Review Commission  
**FROM:** Calandra Lewis, Assistant Planner  
**SUBJECT:** 18-SC-29 – 163 Del Monte Avenue

**RECOMMENDATION:**

Approve design review application 18-SC-29 subject to the listed findings and conditions

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**PROJECT DESCRIPTION**

This is a design review application for a new two-story house. The project includes 1,010 square feet at the first story and 820 square feet at the second story. This application was previously reviewed by the Design Review Commission on April 3, 2019. The following table summarizes the project's technical details:

**GENERAL PLAN DESIGNATION:** Single-Family, Residential  
**ZONING:** R1-10  
**PARCEL SIZE:** 5,875 square feet  
**MATERIALS:** Asphalt shingle roofing, Painted cement (Hardie) shingle and vertical siding, clad stone veneer, wood clad windows and white wood trim details.

	<b>Existing</b>	<b>Proposed</b>	<b>Allowed/Required</b>
<b>COVERAGE:</b>	1,851 square feet	1,537 square feet	1,763 square feet
<b>FLOOR AREA:</b>			
First floor	1,367 square feet	1,010 square feet	
Second floor	-	820 square feet	
Detached garage	484 square feet	226 square feet	
Total	1,851 square feet	2,056 square feet	2,056 square feet
<b>SETBACKS:</b>			
Front	24.5 feet	35 feet	25 feet
Rear (main house)	11 feet	34.5 feet	25 feet
Rear (detached garage)	-	6.3 feet	5 feet
Right side (1 <sup>st</sup> /2 <sup>nd</sup> )	4.4 feet/-	6.7 feet/10 feet	5 feet/10 feet <sup>1</sup>
Left side (1 <sup>st</sup> /2 <sup>nd</sup> )	1.6 feet/-	12 feet/13.4 feet	5 feet/10 feet <sup>1</sup>
Left side (detached garage)	-	5 feet	5 feet
<b>HEIGHT:</b>	11 feet	24.8 feet	27 feet

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<sup>1</sup> Per Zoning Code Section 14.06.080(E)(2), the required second story side yard setback can be reduced by 2.5 feet, from 12.5 to 10 feet, if a front yard setback of 35 feet is provided.

## **BACKGROUND**

### **Design Review Commission Action**

On April 3, 2019, the Design Review Commission held a public meeting to consider the proposed project. Following a presentation by the project architect and landscape designer, and public comments from two neighbors, the Commission discussed the proposed project. While generally supportive of the architectural design and its neighborhood compatibility, the Commission expressed concerns about the bulk and mass, the complexity of the roof forms and the evergreen screening trees adjacent to the driveway hindering access to the garage. Following the discussion, the Commission voted unanimously (5-0) to continue the project with the following direction:

- The plans shall be revised to address the roofline impacts on the first and second stories;
- The number of gables shall be reduced and simplified; and
- Alternative evergreen screening trees shall be planted along the driveway.

The April 3, 2019 Design Review Commission meeting minutes and agenda report are attached for reference and can be found in Attachments A and B.

## **DISCUSSION**

### **Design Revisions**

In response to the Commission's direction, the applicant redesigned and simplified the front and rear elevations and proposed a new evergreen screening species along the side property line adjacent to the driveway. A response letter from the applicant that provides a list of items that were updated in the plans is included as Attachment C.

The project uses a Craftsman-inspired design with architectural elements and building materials that are appropriate for the neighborhood. In response to the Commission's concerns, the applicant redesigned the plans from a four-gable design to a two-gable design in both the front and rear elevations. The roof forms on the right side (front and rear) on the first story and the left side (front and rear) on the second story have been changed from a gable roof to a hipped roof. Due to the new hipped roof forms, the applicant had adjusted the second-floor roof pitch from 6:12 to 5:12 to accommodate the egress window requirements, while the main roof pitch remains at 6:12. In addition, the applicant increased the thickness of the front patio posts by one inch, which appears to be more in scale with the front façade. Overall, the new simplified design of the proposed project results in a home that fits in well with the neighborhood context and appears to address the Commission's direction.

The previous landscape plan proposed English laurels (*Prunus laurocerasus*) as the evergreen landscape screening along the side property line adjacent to the driveway. However, the Commission raised concerns about the laurels encroaching on the driveway and limiting access to the garage and recommend that a more compact species be considered in this location. As shown in Attachment D – Plant Exhibit, the landscape designer revised the plans to include Cherry laurel (*Prunus c. 'Compacta'*) along the side property line adjacent to the driveway. This tree species is an evergreen screening tree best used for narrow spaces. The *Prunus c. 'Compacta'* will grow to a height of approximately 10 feet tall, which will provide adequate privacy screening along the side property line

while allowing for it to be maintained in this narrow landscape area, and appears to address the Commission's direction.

**Environmental Review**

This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act because it involves the construction of a 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 Del Monte Avenue, Pasa Robles Avenue and Mercedes Avenue.

Cc: Kyle Chan Architect Inc., Architect  
Bei Wu, Property Owner

Attachments:

- A. Design Review Commission Meeting Minutes, April 3, 2019
- B. Design Review Commission Agenda Report, April 3, 2019
- C. Applicant Response Letter
- D. Plant Exhibit

## FINDINGS

18-SC-29 – 163 Del Monte Avenue

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

- 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-29 – 163 Del Monte Avenue

### **GENERAL**

1. **Approved Plans**

This approval is based on the plans received on April 26, 2019 the written application materials provided by the applicant, except as may be modified by these conditions.

2. **New Street Trees**

The Project shall include one new Category II Street trees in the front yard area. The trees shall be a minimum 24-inch box size and placed to avoid conflict with the overhead utility lines along Del Monte Avenue.

3. **Encroachment Permit**

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

4. **New Fireplaces**

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

5. **Landscaping**

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

6. **Fire Sprinklers**

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

7. **Underground Utilities**

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

8. **Indemnity and Hold Harmless**

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

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

9. **Conditions of Approval**

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

10. **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.

**11. Air Conditioner Sound Rating**

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

**12. Green Building Standards**

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

**13. Underground Utility Location**

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

**14. 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 FINAL INSPECTION**

**15. 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.

**16. 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).

APPROVED

# ATTACHMENT A

MINUTES OF THE REGULAR MEETING OF THE DESIGN REVIEW  
COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,  
APRIL 3, 2019 BEGINNING AT 7:00 P.M. AT LOS ALTOS CITY HALL,  
ONE NORTH SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA

## ESTABLISH QUORUM

ALL PRESENT: Chair Harding, Vice-Chair Kirik, Commissioners Glew, Bishop and Ma  
STAFF: Planning Services Manager Dahl and Senior Planner Golden

## PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

## ITEMS FOR CONSIDERATION/ACTION

### CONSENT CALENDAR

#### 1. Design Review Commission Minutes

Approve minutes of the regular meeting of March 20, 2019.

Action: Upon a motion by Commissioner Bishop, seconded by Commissioner Ma, the Commission approved the minutes from the March 20, 2019 regular meeting as amended.

The motion was approved (5-0) by the following vote:

AYES: Harding, Kirik, Glew, Bishop and Ma

NOES: None

### DISCUSSION

#### 2. 18-SC-10 – Daryl Fazekas – 1160 Eureka Avenue

Design review for a new two-story house. The proposed project will include a new house with 2,836 square feet at the first story and 1,315 square feet at the second story. This project was continued from the December 19, 2018 DRC meeting. *Project Planner: Gallegos*

Planning Services Manager Dahl presented the staff report for Associate Planner Gallegos, recommending approval of design review application 18-SC-10 subject to the listed findings and conditions.

Project architect Daryl Fazekas presented the project and noted the project revisions made to address the Commission's direction.

#### Public Comment

Resident and neighbor Rick Sage requested additional details about the evergreen screening along the right side property line, but otherwise expressed support for the project.

Action: Upon a motion by Vice-Chair Kirik, seconded by Commissioner Bishop, the Commission approved design review application 18-SC-10 per the staff report findings and conditions, with the following change:

APPROVED

- Modify condition #2 to provide an updated landscape plan to show evergreen screening species location along the right side property line.

The motion was approved (5-0) by the following vote:

AYES: Harding, Kirik, Glew, Bishop and Ma

NOES: None

Commissioner Ma recused himself for item #3 due to a financial interest in the project since he is the architect.

**3. 18-SC-04 – Michael Ma – 446 S. Clark Avenue**

Design review application for a new two-story house. The project includes 2,092 square feet at the first story and 971 square feet at the second story. *Project Planner: Golden*

Senior Planner Golden presented the staff report, recommending approval of design review application 18-SC-04 subject to the listed findings and conditions.

Property owner Kevin Ren presented the project and arborist Kevin Kielty spoke about the trees on site, noting the reasons to support removal of the large redwood on the site and how the project could be managed to minimize impacts to the adjacent redwood trees on the property at 553 San Luis Avenue.

Public Comment

Neighbor John Mitchell expressed support for the project but noted concern about the removal of the large redwood tree.

Neighbor John Stuart, 553 San Luis Avenue, expressed concern about potential impacts to the redwoods on his property and the removal of the large redwood tree on the project site, noting that the construction activities will damage their redwood trees and that the house should be moved further away to avoid cutting any roots.

Resident and Benvenue neighbor Jill Woodford expressed concerns about impacts to the redwood tree, noting that the project should utilize a pier and grade beam foundation to minimize the root impacts, should add more landscaping along both street frontages and should protect the oak trees adjacent to South Clark.

Action: Upon a motion by Vice-Chair Kirik, seconded by Commissioner Glew, the Commission continued design review application 18-SC-04 with the following direction:

- Provide a larger setback to the redwood trees at 553 San Luis Avenue to ensure their preservation and revise the landscaping/hardscape within the tree protection zone.

The motion was approved (4-0) by the following vote:

AYES: Harding, Kirik, Glew, and Bishop

NOES: None

RECUSED: Ma

Commissioner Ma rejoined the meeting for the rest of the agenda items.

**4. 18-SC-27 – William Ogle – 351 Lunada Court**

Design review for a new two-story house with a basement. The proposed project will include a new house with 2,469 square feet at the first story and 1,412 square feet at the second story. *Project Planner: Gallegos*

APPROVED

Planning Services Manager Dahl presented the staff report for Associate Planner Gallegos, recommending approval of design review application 18-SC-27 subject to the listed findings and conditions.

Project architect William Ogle, landscape designer Arusha Raheem and property owner James Laudon presented the project.

Public Comment

None.

Action: Upon a motion by Commissioner Bishop, seconded by Commissioner Ma, the Commission approved design review application 18-SC-27 per the staff report findings and conditions, with the following additional condition:

- Ensure adequate evergreen screening is planted along the rear property line.

The motion was approved (5-0) by the following vote:

AYES: Harding, Kirik, Glew, Bishop and Ma

NOES: None

ABSENT: None

**5. 18-SC-29 – Kyle Chan Architect Inc. – 163 Del Monte Avenue**

Design review for a new two-story house. The proposed project will include 1,236 square feet at the first story and 820 square feet at the second story. *Project Planner: Lewis*

Planning Services Manager Dahl presented the staff report for Assistant Planner Lewis, recommending approval of design review application 18-SC-29 subject to the listed findings and conditions.

Project architect Kyle Chan and project landscape designer Amy Mears presented the project, noting that all side facing second story windows had obscured glass.

Public Comment

Neighbor Daniel Green expressed concern about the project, noting that he was not contacted in advance of the meeting, that the neighborhood is predominantly one-story, that the new house could result in shade and privacy impacts and that an air conditioning unit in the side yard could result in noise impacts.

Neighbor Robert Burdick expressed general support for the project design but noted that exterior lights should be shrouded to minimize off-site glare.

Action: Upon a motion by Vice-Chair Kirik, seconded by Commissioner Bishop, the Commission continued design review application 18-SC-29 with the following direction:

- Address the roofline impacts;
- Reduce the number of gables (simplify); and
- Consider alternative evergreen screening tree along the driveway.

The motion was approved (5-0) by the following vote:

AYES: Harding, Kirik, Glew, Bishop and Ma

NOES: None

ABSENT: None

**APPROVED**

**COMMISSIONERS' REPORTS AND COMMENTS**

None.

**POTENTIAL FUTURE AGENDA ITEMS**

None.

**ADJOURNMENT**

Chair Harding adjourned the meeting at 9:15 PM.

  
Zachary Dahl, AICP  
Planning Services Manager

# ATTACHMENT B



DATE: April 3, 2019  
AGENDA ITEM #5

**TO:** Design Review Commission  
**FROM:** Calandra Lewis, Assistant Planner  
**SUBJECT:** 18-SC-29 – 163 Del Monte Avenue

**RECOMMENDATION:**

Approve design review application 18-SC-29 subject to the listed findings and conditions

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**PROJECT DESCRIPTION**

This is a design review application for a new two-story house. The project includes 1,010 square feet at the first story and 820 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:** 5,875 square feet  
**MATERIALS:** Asphalt shingle roofing, Painted cement (Hardie) shingle and vertical siding, clad stone veneer, wood clad windows and white wood trim details.

	Existing	Proposed	Allowed/Required
<b>COVERAGE:</b>	1,851 square feet	1,537 square feet	1,763 square feet
<b>FLOOR AREA:</b>			
First floor	1,367 square feet	1,010 square feet	
Second floor	-	820 square feet	
Detached garage	484 square feet	226 square feet	
Total	1,851 square feet	2,056 square feet	2,056 square feet
<b>SETBACKS:</b>			
Front	24.5 feet	35 feet	25 feet
Rear (main house)	11 feet	34.5 feet	25 feet
Rear (detached garage)	-	6.3 feet	5 feet
Right side (1 <sup>st</sup> /2 <sup>nd</sup> )	4.4 feet/-	6.7 feet/10 feet	5 feet/10 feet <sup>1</sup>
Left side (1 <sup>st</sup> /2 <sup>nd</sup> )	1.6 feet/-	12 feet/13.4 feet	5 feet/10 feet <sup>1</sup>
Left side (detached garage)	-	5 feet	5 feet
<b>HEIGHT:</b>	11 feet	24.8 feet	27 feet

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<sup>1</sup> Per Zoning Code Section 14.06.080(E)(2), the required second story side yard setback can be reduced by 2.5 feet, from 12.5 to 10 feet, if a front yard setback of 35 feet is provided.



## **BACKGROUND**

### **Neighborhood Context**

The subject property is located on the north side of Del Monte Avenue, just east of the intersection with Mercedes Avenue. The neighborhood along this section of Del Monte Avenue is considered a Diverse Character Neighborhood as defined in the City's Residential Design Guidelines. The neighborhood is made up of small narrow lots with a mixture of one- and two-story houses that utilize a variety of architectural styles, scales and materials. Del Monte Avenue does not have improved shoulders nor a consistent landscaping and street tree pattern.

### **Zoning Compliance**

The lots on Del Monte Avenue are defined by the City's Zoning Code as "narrow" and are subject to reduced side yard setbacks. A narrow lot is defined as any lot that is less than 80 feet in width (the width of the subject property lot is 47 feet). As a result, the side yard setback is 10 percent of the average lot width, but in no case less than five feet, on the first story. In this case, the proposed project's first story setback is five feet.

For narrow lots, the required second story side yard setback is the first story side setback plus seven feet, six inches. However, the R1-10 District includes a provision that allows for a reduced second story side setback when the front yard setback is increased to 35 feet. In this case, the applicant has proposed a front yard setback of 35 feet and, as a result, is allowed to have their second story side yard setback reduced by two feet, six inches, from 12 feet six inches to 10 feet.

## **DISCUSSION**

### **Design Review**

According to the Design Guidelines, in Diverse Character Neighborhoods, good neighbor design has its own design integrity while incorporating some design elements, materials and scale found in the neighborhood.

The project uses architectural elements, building materials, and proportions that are appropriate for the neighborhood. The project, which is a Craftsman-inspired design, includes multiple front and rear facing gable roof forms which breaks up the roof structure and massing into smaller elements. The front facing gable elements along with lower wall plate heights and one-story eave lines that wrap the house help to reduce the appearance of bulk and mass as viewed from the street and adjacent properties. The proposed project uses high quality building materials that are appropriate for the design, including asphalt shingle roofing, stucco and wood siding, clad stone veneer, cement shingle siding, and wood trim. The project's materials board is included as Attachment D.

The proposed project exceeds the R1-10 minimum side setbacks of five feet on the first story and 10 feet on the second story. On the right side, the setback exceeds the minimum first story setback with 6.7 feet. On the left side, the setback exceeds the minimum requirement with 12 feet on the first story and 13.4 on the second story.

Along the left side of the property in the rear corner, a new detached single-car garage is proposed. Staff worked with the applicant to modify the roof and materials of the garage to be more consistent with the main house while also adhering to the City's accessory structure setbacks and daylight plane.



The window in the garage is oriented toward the backyard of the house. Overall, the scale and design establish an appropriate relationship with the adjacent property and the main house.

### **Privacy**

The second story windows on the east (left) side of the house include two smaller bathroom windows – one with a four-foot eight-inch sill height in the rear master bathroom and the other with a three-foot six-inch sill height. Since there are smaller windows with obscured glass that are adjacent to the bath tub in each bathroom, they are considered passive in use and do not result in any privacy impacts. The second story windows on the west (right) side of the house include one window in the master bathroom with a three-foot eight-inch sill height and one window in the guest bathroom with a five-foot two-inch sill height. In addition, this elevation includes a larger window in the stairwell; however, staff worked with the applicant to reduce the size, increase its sill height and add obscured glass to the lower half of the window. In addition, there are evergreen screening trees proposed along both side property lines adjacent to the house to provide additional privacy screening. Thus, with the design of the windows and the evergreen screening, the project will not result in any unreasonable privacy impacts.

The second story on the rear elevation includes a larger window in the master bedroom and two smaller windows in the master bathroom. The rear yard setback for the second story is at least 44 feet and there is a combination of existing and proposed evergreen trees along the rear property line. Thus, there are not any privacy impacts associated with the rear elevation.

### **Trees and Landscaping**

There are not any existing trees on the site, however, it appears that two mature trees on the property were removed within the last two years without City approval. To mitigate the removal of these two trees, the City is requiring the following replacement trees: two Category III street trees or one Category II street tree in the front yard (placed to avoid conflict with overhead powerlines), and two Category II street trees in the rear yard. As shown on the landscape plan (sheets L1 and L2), the project proposes two new flowering pear (*Pyrus Redspire*) trees in the backyard and one flowering pear tree in the front yard. To be consistent with the City's replacement tree requirements, a second Category III street tree shall be added to the front yard area (Condition No. 2).

In addition to the new trees, the conceptual landscape plan proposes English laurels (*Prunus laurocerasus*) as the evergreen landscape screening along the side and rear property lines and proposes a variety of other shrubs and groundcover type plants throughout the site, as shown in the Plant Exhibit (Attachment E). Overall, with the proposed new trees, landscaping, and hardscape, the project meets the City's landscape regulations and street tree guidelines. Since the project is a new house that includes at least 500 square feet of new landscaping, the new landscaping will be 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 Del Monte Avenue, Pasa Robles Avenue and Mercedes Avenue. The Notification Map is included in Attachment C.

Cc: Kyle Chan Architect Inc., Architect  
Bei Wu, Property Owner

Attachments:

- A. Application
- B. Neighborhood Compatibility Worksheet
- C. Area, Vicinity and Public Notification Maps
- D. Materials Board
- E. Plant Exhibit

## FINDINGS

18-SC-29 – 163 Del Monte Avenue

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

- 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-29 – 163 Del Monte Avenue

### **GENERAL**

**1. Approved Plans**

This approval is based on the plans received on March 25, 2019 and the written application materials provided by the applicant, except as may be modified by these conditions.

**2. New Street Trees**

The Project shall include two new Category III Street trees in the front yard area. The trees shall be a minimum 24-inch box size and placed to avoid conflict with the overhead utility lines along Del Monte Avenue.

**3. Encroachment Permit**

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

**4. New Fireplaces**

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

**5. Landscaping**

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

**6. Fire Sprinklers**

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

**7. Underground Utilities**

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

**8. Indemnity and Hold Harmless**

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

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

**9. Conditions of Approval**

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

**10. 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.

**11. Air Conditioner Sound Rating**

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

**12. Green Building Standards**

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

**13. Underground Utility Location**

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

**14. 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 FINAL INSPECTION**

**15. 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.

**16. 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 # 1108527

<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"/>	RI-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: 163 DEL MONTE AVE

Project Proposal/Use: SINGLE FAMILY RESIDENCE Current Use of Property: SINGLE FAMILY RESIDENCE

Assessor Parcel Number(s): 167-17-032 Site Area: 5,875

New Sq. Ft.: 2,282 Altered/Rebuilt Sq. Ft.: 0 Existing Sq. Ft. to Remain: 0

Total Existing Sq. Ft.: 1,367 Total Proposed Sq. Ft. (including basement): 2,282

Is the site fully accessible for City Staff inspection? YES

Applicant's Name: KYLE CHAN ARCHITECT INC.

Telephone No.: 669-244-3111 Email Address: KYLE@KYLECHAN.COM

Mailing Address: 5205 PROSPECT ROAD #135-120

City/State/Zip Code: SAN JOSE, CA 95129

Property Owner's Name: BEI WU

Telephone No.: 408-24-4833 Email Address: blairewu88@gmail.com

Mailing Address: 163 DEL MONTE AVE

City/State/Zip Code: LOS ALTOS, CA 94022

Architect/Designer's Name: KYLE CHAN ARCHITECT INC.

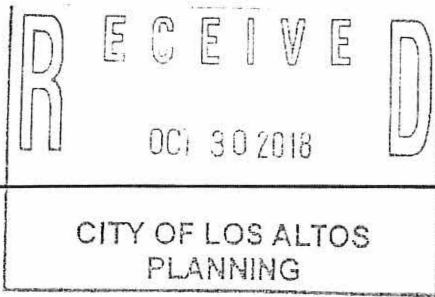
Telephone No.: 669-244-3111 Email Address: KYLE@KYLECHAN.COM

Mailing Address: 5205 PROSPECT ROAD #135-120

City/State/Zip Code: SAN JOSE, CA 95129

*\* 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)*



# ATTACHMENT B

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 163 DEL MONTE AVE, LOS ALTOS CA 94022

Scope of Project: Addition or Remodel  or New Home

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

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



Address: 163 DEL MONTE AVE  
Date: 10/30/2018

### 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: 5875 square feet  
Lot dimensions: Length 125 feet  
Width 47 feet

If your lot is significantly different than those in your neighborhood, then note its: area NA, length NA, and width (REGULAR LOT).

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

Existing front setback if home is a remodel? \_\_\_\_\_  
What % of the front facing walls of the neighborhood homes are at the front setback 66 %  
Existing front setback for house on left 25' ft./on right 26'1" 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 2

Garage facing front recessed from front of house face 0

Garage in back yard 4

Garage facing the side 4

Number of 1-car garages 8; 2-car garages 2; 3-car garages 0



Address: 163 DEL MONTE AVE

Date: 10/30/2018

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

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

One-story 80%

Two-story 20%

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?

Asphalt Shingle

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

\_\_\_\_\_

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

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

YES  NO

Type?  Ranch  Shingle  Tudor  Mediterranean/Spanish

Contemporary  Colonial  Bungalow  Other

Address: 163 DEL MONTE AVE  
Date: 10/30/2018

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)

SLOPE PARALLEL TO STREET

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

9. Landscaping:

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

FRONT LAWNS, SHURBS TO PUBLIC RIGHT OF WAY, NO SIDEWALKS

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

VERY VISIBLE EXCEPT ONE LOT WITH TREE IN FRONT

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)?

DIRT AND SHURBS, NO TREE IN FRONT. PUBLIC RIGHT-OF-WAY IS UNLANDSCAPED.

10. Width of Street:

What is the width of the roadway paving on your street in feet? 20

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

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

Address: 163 DEL MONTE AVE  
Date: 10/30/2018

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.:

ROOF MATERIAL ARE ASPHALT SHINGLES, WITH A MIXTURE OF STUCCO AND WOOD SIDING. ROOF FORMS ARE HIPS & GABLES WITH VARYING PITCHES FROM 4:12 TO 8:12. SETBACKS ARE CONSISTENT.

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

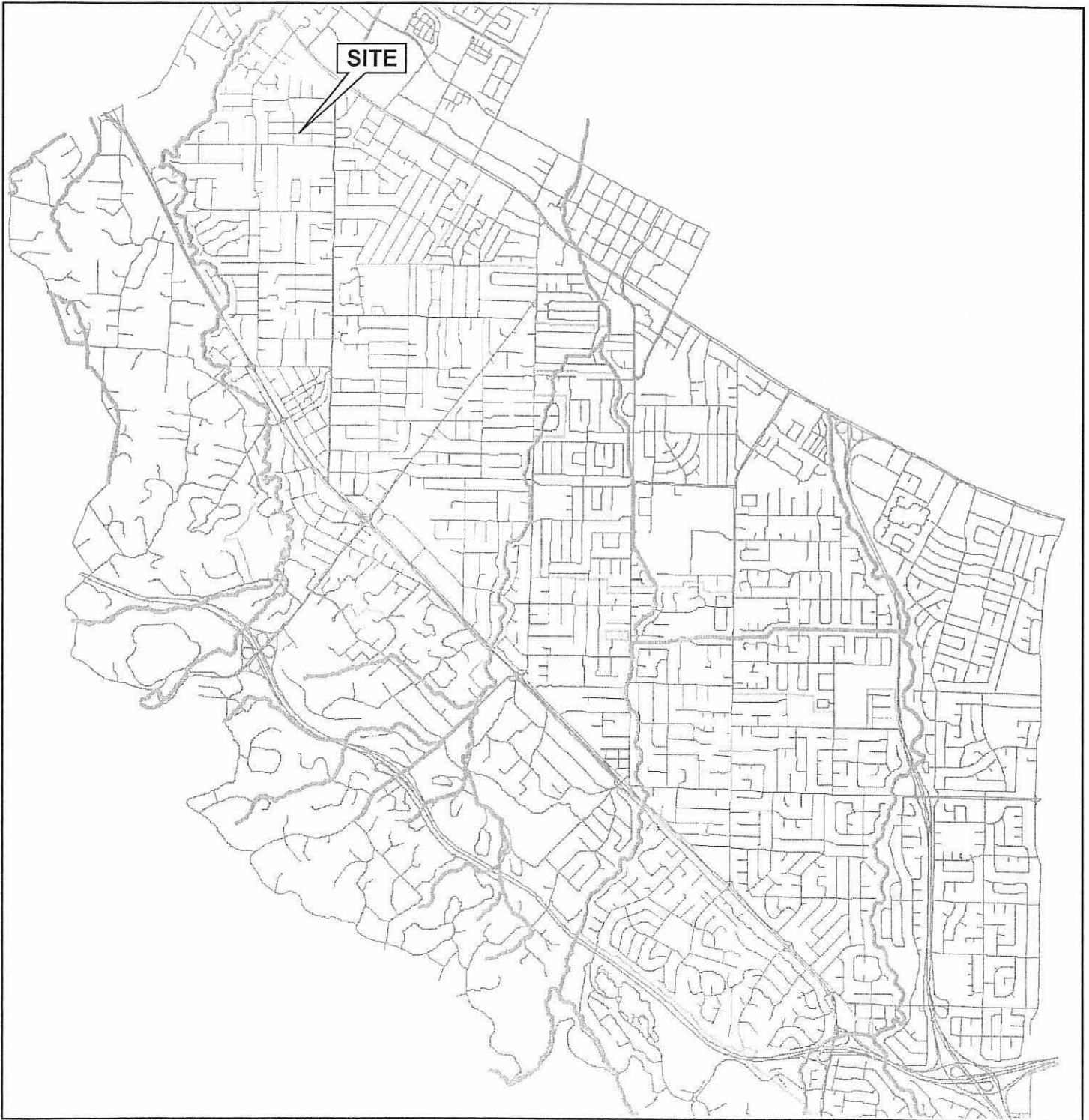
Address: 163 DEL MONTE AVE  
 Date: 10/30/2018

### 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).

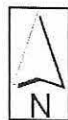
Address	Front setback	Rear setback	Garage location	One or two stories	Height	Materials	Architecture (simple or complex)
153 DEL MONTE AVE	26'1"		REAR	1	17'	WOOD SIDING	S
147 DEL MONTE AVE	26'1"		FRONT	1	14'	WOOD SIDING	C
146 DEL MONTE AVE	24'9"		REAR	1	14'	WOOD SIDING	S
152 DEL MONTE AVE	26'8"		REAR	1	16'	STUCCO	S
162 DEL MONTE AVE	26'0"		REAR	1	16'	STUCCO	S
172 DEL MONTE AVE	37'0"		SIDE	1	14'	STUCCO	S
184 DEL MONTE AVE	33'0"		SIDE	2	22'	WOOD SIDING	C
185 DEL MONTE AVE	24'5"		SIDE	1	14'	STUCCO	S
171 DEL MONTE AVE	25'0"		SIDE	2	26'2"	WOOD SIDING	C
162 PASA ROBES AVE	24'9"		FRONT	1	16'	WOOD SIDING	S

# AREA MAP



CITY OF LOS ALTOS

APPLICATION: 18-SC-29  
APPLICANT: Kyle Chan Architect Inc./ Bei Wu  
SITE ADDRESS: 163 Del Monte Avenue

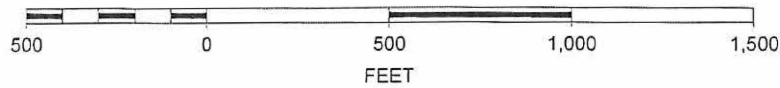


Not to Scale

# VICINITY MAP



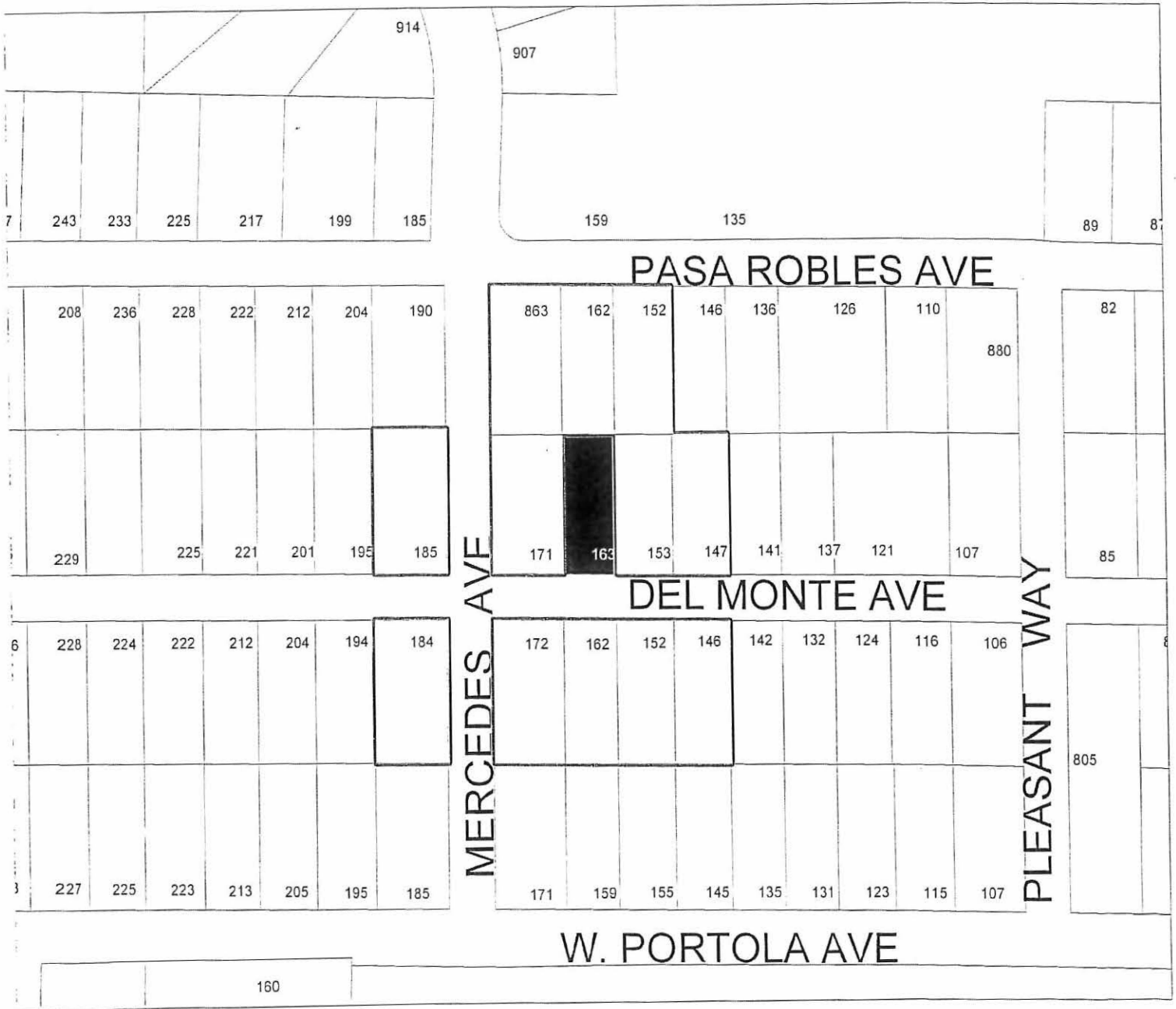
SCALE 1 : 6,000



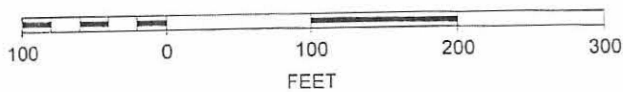
CITY OF LOS ALTOS

APPLICATION: 18-SC-29  
APPLICANT: Kyle Chan Architect Inc./ Bei Wu  
SITE ADDRESS: 163 Del Monte Avenue

# 163 Del Monte Avenue Notification Map

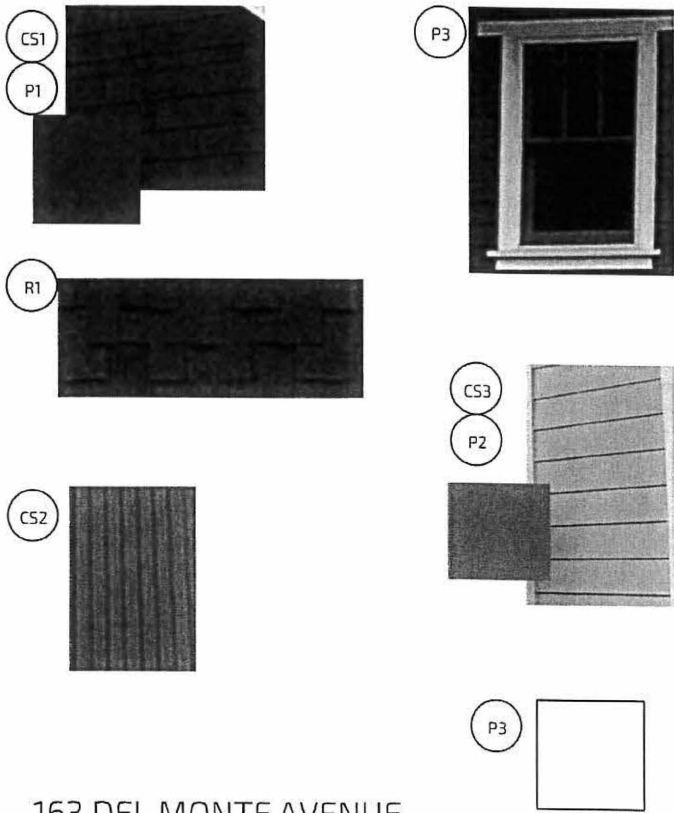


SCALE 1 : 1,500



# ATTACHMENT D

EXTERIOR FINISH SCHEDULE		
SYMBOL	MATERIAL	COLOR
R1	ASPHALT ROOF SHINGLES CERTAINTEED PRESIDENTIAL SERIES WEATHERWOOD OR SIM.	BROWN
R2	CRICKET ROOFING; BUILT-UP ROOF BY CERTAINTEED BUR OR SIM. COLOR TO MATCH ROOF SHINGLE	BROWN
S1	CLAD STONE VENEER PANEL BY ELDORADO STONE: MESA VERDE	TAN
G1	GUTTER:: PAINTED GSM	WHITE
CS1	PAINTED CEMENT BASED SHINGLE SIDING BY JAMES HARDIE: HARDIESHINGLE SIDING	P1
P1	EXTERIOR PAINT TO MATCH BEN MOORE IRON MOUNTAIN	IRON MOUNTAIN
CS2	PAINTED CEMENT BASED MILL LAP SIDING BY JAMES HARDIE: ARTISAN ARTISAN SMOOTH LAP SIDING	P2
P2	EXTERIOR PAINT TO MATCH JAMES HARDIE TIMBER BARK	TIMBER BARK
CS3	PAINTED CEMENT BASED VERTICAL SMOOTH SIDING BY JAMES HARDIE: HARDIE ARTISAN VERTICAL SIDING	P2
P3	TRIM PAINT - BENJAMIN MOORE CLOUD WHITE	WHITE
<small>(*) ALL COLORS AND TEXTURE/TRIMS ARE REPRESENTATIVE SAMPLES ONLY, PENDING VERIFICATION OF ACTUAL MATERIAL SUPPLIERS AND MANUFACTURERS FOR THIS PROJECT.</small>		

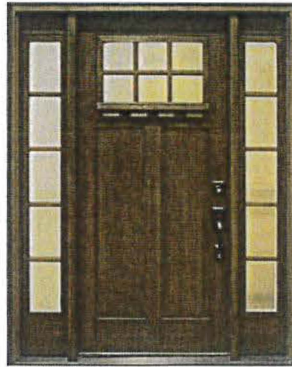


163 DEL MONTE AVENUE  
 TWO-STORY RESIDENTIAL DESIGN REVIEW  
 2.25.2019  
 MATERIAL BOARD 1

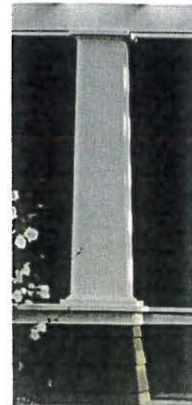




GARAGE DOOR  
BY OVERHEAD DOOR OR SIM.  
CRAFTSMAN STYLE



FRONT DOOR  
SIMPSON DOOR-CRAFTSMAN



WOOD TRIM COLUMN



TRIM / GABLE DETAIL



STONE VENEER CHIMNEY  
ELDORADO STONE: MESA VERDE

163 DEL MONTE AVENUE  
TWO-STORY RESIDENTIAL DESIGN REVIEW  
2.25.2019  
MATERIAL BOARD 2

# ATTACHMENT E



**Prunus laurocerasus** –  
for evergreen perimeter screening  
Common Name – English Laurel  
Height and Spread – 15-30' if left unpruned.  
Growth rate – 3' per year



**Pyrus c. 'Redspire'**  
For Street Tree Category 2  
Common name – Flowering Pear  
Height and Spread – 40' tall, 30' wide  
Growth rate – 1.5' per year



**Agapanthus Peter Pan**



**Lomandra 'Breeze'**



**Ceanothus hearstiorum**



**Trachelospermum jasminoides**



**Phlomis fruticosa**

# ATTACHMENT C

Kyle Chan, AIA, LEED AP  
Licensed Architect  
5205 Prospect Rd, #135-120  
San Jose, CA 95129  
669-244-3111  
kyle@kylechan.com  
www.kylechan.com



April 19, 2019

Calandra Lewis, Assistant Planner  
City of Los Altos, Planning Division  
1 North San Antonio Road  
Los Altos, California 94022-3087

Re: 163 Del Monte Ave plan check response  
Permit number 2018-1108527

Dear Calandra,

The following list is in response to Zach Dahl's email regarding public hearing comments dated April 4th, 2019.

We are sending you a new set of drawings. Below are responses to all of your comments.

**LIST OF PUBLIC HEARING COMMENTS:**

1. COMMENT: Simplify the project's rooflines and reduce the number of front-facing gable elements; and  
RESPONSE: We redesign and simplified the front elevation and reduced the front-facing gable to 2. See updated floor plan on A2.1, all four elevations updated on A3.1 and 3.2, roof plan updated on A0.5, and section updated on A8.1.
2. COMMENT: Update the landscape plan to show an evergreen screening species/tree along the left side that will not limit use of the driveway.  
RESPONSE: A new species is proposed.

**ADDITIONAL UPDATES:**

1. We redesign and simplified the back elevation and reduced the gable to 2 as well.
2. Per commissioner's remarks, we thickened the front post by 1" so it looks more to scale with the front facade.
3. Because of the new hip roofs, we need to adjust the 2nd floor roof from 6:12 to 5:12 to accommodate egress window requirements. The main roof pitch will remain 6:12.

There is no change to the two floor plans and interior layouts. No change to site plan.

Shall you have any questions, please do not hesitate to give me a call.

Sincerely,

A handwritten signature in black ink, appearing to read "Kyle Chan", with a long horizontal flourish extending to the right.

Kyle Chan, AIA, LEED AP  
Licensed Architect  
License #: C-31616

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## 4/3 Agenda Item - correction 163 Del Monte

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**Zach Dahl** <ZDahl@losaltosca.gov>

Thu, Apr 4, 2019 at 3:05 PM

To: Kyle Chan <kyle@kylechan.com>

Cc: Amy Mears <amyemears@yahoo.com>, Blaire Bei Wu <blairewu88@gmail.com>, Calandra Lewis <clewis@losaltosca.gov>

Hi Kyle,

Per the Design Review Commission's action last night, your design review application at 163 Del Monte Avenue was continued with the following direction:

- Simplify the project's rooflines and reduce the number of front-facing gable elements; and
- Update the landscape plan to show an evergreen screening species/tree along the left side that will not limit use of the driveway.

In addition, you may want to look at the design and consider other modifications or adjustments based on the feedback provided by the Commission and members of the public, but this is at your and the owner's discretion. Once the design has been updated to address the Commission's direction, please submit the updated plans and work with Callie to get the project rescheduled for DRC review.

Thanks.

**Zachary Dahl, AICP**

**Planning Services Manager**

Community Development Department

City of Los Altos

(650) 947-2633

[Quoted text hidden]



163 Del Monte  
Screening Trees and Shrubs



**Prunus laurocerasus** –  
for evergreen perimeter screening  
Common Name – English Laurel  
Height/Spread – 15-30' if  
unpruned  
Growth rate – 3' per year



**Pyrus c. 'Redspire'**  
For Street Tree Category 2  
Common name – Flowering Pear  
Height/Spread – 40' tall, 30' wide  
Growth rate – 1.5' per year



**Prunus c. 'Compacta'**  
For evergreen narrow perimeter  
screening  
Common name – Cherry Laurel  
Height/Spread – 10' tall, 4' wide  
Growth rate – medium