



DATE: February 14, 2018

AGENDA ITEM # 2

**TO:** Design Review Commission  
**FROM:** Steve Golden, Senior Planner  
**SUBJECT:** 17-SC-23 – Covington Rd

**RECOMMENDATION:**

Approve design review application 17-SC-23 subject to the recommended findings and conditions

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**PROJECT DESCRIPTION**

This is a design review application for a new two-story house. The project includes 2,766 square feet on the first-story and 1,384 square feet on the second-story. The following table summarizes the project's technical details:

**GENERAL PLAN DESIGNATION:** Single-family, Residential  
**ZONING:** R1-10  
**PARCEL SIZE:** 14,199 square feet  
**MATERIALS:** Mission style tile roof, stucco siding, vinyl windows, ironwork balconies, stone window trim

	<b>Existing</b>	<b>Proposed</b>	<b>Allowed/Required</b>
<b>LOT COVERAGE:</b>	1,662 square feet	3,357* square feet	4,259 square feet
<b>FLOOR AREA:</b>			
First floor	1,567 square feet	2,766 square feet	
Second floor	-	1,384 square feet	
Total	1,567square feet	4,149 square feet	4,169 square feet
<b>SETBACKS:</b>			
Front	36 feet	25 feet	25 feet
Rear	75 feet	45.5* feet	25 feet
Right side (1 <sup>st</sup> /2 <sup>nd</sup> )	16 feet	12.75 feet/23 feet	10 feet/17.5 feet
Left side (1 <sup>st</sup> /2 <sup>nd</sup> )	30 feet	20.5* feet/23.6 feet	16.6 feet/16.6 feet
<b>HEIGHT:</b>	16 feet	25.5* feet	27 feet

\*There is a discrepancy in the plans regarding the reported values found above. The project summary table above and staff report reflect the values per staff's review. See Miscellaneous section below.

## **BACKGROUND**

On November 15, 2017 the Design Review Commission held a public meeting to consider the proposed project. Following input from the applicant (there was no public comments), the Commission discussed the proposed project and voted unanimously (5-0) to continue the project with the following direction:

- Reduce the first-floor plate height to nine feet;
- Reduce the scale of the front entry;
- Reposition the house towards Covington Road;
- Look at bedroom #4 to reduce/soften the corner element; and
- Conduct additional outreach to the surrounding neighborhood.

The November 15, 2017 Design Review Commission agenda report and meeting minutes are attached for reference (Attachments A and B).

## **DISCUSSION**

### **Design**

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

- Lowered the height of the first-floor wall plate from 10.1 feet to 9.1 feet, accept for the family room area which was lowered from 11.1 feet to 10.1 feet;
- Reduced the scale of the covered front porch/entry;
- Removed the octagon/tower element on the right side of the north elevation; and
- Shifted the building footprint approximately 2.5 feet closer to Covington Road to minimize the exterior side yard setback.

A narrative from the applicant that describes these design changes is provided as Attachment C. Staff also recommended the applicant eliminate a gable roof on the left side of the second story of the north elevation to further reduce the scale of the second story and simplify the roof structure, which the applicant has incorporated into the design.

The reduction of the first story wall plate height from 10.1 feet to 9.1 feet reduced the overall height of the structure by one-foot to 25.5 feet (scaled from the existing grade to the ridge). While the Design Review Commission thought the taller 11-foot wall plate of the family room was acceptable, after reducing the first story wall plates of the other portions of the structure per Commission direction, staff recommended the applicant also reduce the family room wall plate height to relate better and be in proportion to the rest of the first story. The front entry has been proportionately reduced in height per Commission direction. The applicant also modified the design by removing the octagon tower element at the right side of the north elevation and replaced it with a gable roof at the second story. This was in response to the Commission's direction to soften this corner element.

Subsequent to these changes, staff recommended removal the gable roof above and to the left of the front entry to simplify the roof structure, further reducing the scale of the second story, and centering the taller appearing gable roofs over the front entry. Overall, these changes appear to have reduced the overall scale and massing of the building as viewed from Covington Road and made it more compatible within context with the surrounding neighborhood.

The property is considered a narrow corner lot per the R1-10 Zoning District and therefore has a reduced exterior side yard setback equal to 20% of the lot width or 16.6 feet. The footprint of the building has been shifted towards Covington Road approximately 2.5 feet per Commission direction but still maintains the exterior side yard setback for the raised porch and trellis attached to the family room. The second story setback exterior side yard setback is now 23.6 feet. The shift in the building footprint towards Covington Road provides additional setback to the interior side property line, which further reduces potential privacy impacts between the properties. The applicant also raised the sill heights of the second story windows of bedroom #3 and the bathroom area to 4.7 feet (56 inches) above the finished floor, which will provide additional privacy to the neighboring property.

### **Neighborhood Outreach**

The applicant conducted outreach to the surrounding properties at the direction of the Commission. Staff was told by the applicant that they reached out to the neighboring properties by visiting with neighbors and sharing the proposed plans. The applicant prepared a form for the neighbors to complete acknowledging they had viewed the plans (Attachment CC). There was a total of six forms completed and submitted by neighbors, four of which affirmed that they were in support of the project. Staff received an email from another neighbor who did not fill in the form and was not in support of the project because of design related concerns (Attachment D). Staff received multiple calls from the neighboring property owner at 960 Parma Way (directly across the street) who was not in favor of demolishing the existing house, preferring the property owner consider an alternative to retain the original house and add onto it.

Other design aspects of this project including the architectural detailing, exterior materials, and landscaping are substantially unchanged from the previous plans reviewed at the November 15, 2017 meeting and discussed in the staff report (Attachment B).

Given that the applicant has revised the plans at the direction of the Commission, which has reduced the scale and massing of the building, shifted the building footprint closer to Covington Road and addressed other potential privacy concerns, and conducted outreach to the neighbors, staff recommends approval of the design review application subject to the recommended findings and conditions.

### **Miscellaneous**

The lot coverage calculations shown on the project plans do not include the covered porch areas. Staff has estimated the combined coverage area of covered porches (front, side and rear) are 592 square feet and have updated the project summary table above. The added area is within the allowed lot coverage. The applicant will be required to revise the lot coverage

calculation prior to submitting for a building permit. Additionally, setbacks and heights reported in the summary table above reflect scaled measurements by staff using digital plans, which are consistent with Zoning Code definitions.

## **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 house.

## **PUBLIC CONTACT**

A public meeting notice was posted on the property and mailed to 15 nearby property owners on Parma Way, Riverside Drive, Echo Drive, and Covington Road.

Cc: Richard Hartman, Hometec Architecture, Applicant and Architect  
Ying-Min Li, Goldsilverisland, LLC, Property Owner

### Attachments:

- A. November 15, 2017 Design Review Commission Action Minutes
- B. November 15, 2017 Design Review Commission Staff Report
- C. Narrative from Applicant and Neighbor Responses
- D. Public Correspondence



## FINDINGS

17-SC-23 – 622 Covington Road

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

- a. The proposed structure complies with all provisions of this chapter;
- b. The height, elevations, and placement on the site of the proposed structure, 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 structure in relation to the immediate neighborhood will minimize the perception of excessive bulk;
- e. General architectural considerations, including the character, size, scale, and quality of the design, the architectural relationship with the site and other buildings, building materials, and similar elements have been incorporated in order to insure the compatibility of the development with its design concept and the character of adjacent buildings; and
- f. The proposed structure has been designed to follow the natural contours of the site with minimal grading, minimum impervious cover, and maximum erosion protection.

## CONDITIONS

17-SC-23 – 622 Covington Road

### **GENERAL**

**1. Approved Plans**

The approval is based on the plans and materials received on January 31, 2018 except as may be modified by these conditions and as follows:

- Update floor area and lot coverage diagram to show covered patios/porches
- Update project summary tables with the corrected lot coverage, setbacks, and heights per Zoning Code.

**2. Encroachment Permit**

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

**3. Protected Trees**

Trees Nos 1-6, 8-16 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 Kevin Kiely (arborist) contained in the arborist letter dated June 14, 2017 on file with the Planning Division.

**4. Fire Sprinklers**

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

**5. Underground Utilities**

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

**6. Landscaping**

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

**7. 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**

**8. Conditions of Approval**

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

**9. Tree Protection Note**

On the grading plan and/or the site plan, show all tree protection fencing along the dripline of the trees unless otherwise directed by the arborist 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 and shall not be removed until completion of construction unless approved by the Planning Division.”

**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. 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.

**12. 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.

**13. 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. The air conditioner installation shall be in compliance with Section 6.16 Noise Control of the Municipal Code.

**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 ISSUANCE OF BUILDING OR DEMOLITION PERMIT**

**15. Tree Protection**

Tree protection fencing shall be installed around the driplines of protected trees and of the trees on adjacent properties. 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**

**16. Landscaping Installation and Verification**

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

**17. 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

## MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY, NOVEMBER 15, 2017 BEGINNING AT 7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA

### ESTABLISH QUORUM

PRESENT: Chair Glew, Vice-Chair Harding and Commissioners Kirik, Moison and Zoufonoun

STAFF: Current Planning Services Manager Dahl, Senior Planner Golden and Associate Planner Gallegos

### 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 October 18, 2017 and November 1, 2017.

Action: Upon a motion by Commissioner Moison, seconded by Vice-Chair Harding, the Commission unanimously approved the minutes of the October 18, 2017 and November 1, 2017 Regular Meetings (5-0)

#### DISCUSSION

2. **17-SC-23 – Hometec Architecture – 622 Covington Road**

Design review for a new two-story house. The project includes 2,299 square feet at the first story and 1,372 square feet at the second story. *Project Planner: Golden*

Senior Planner Golden presented the staff report, recommending continuance of design review application 17-SC-23 subject to the recommended direction.

Project architect Rich Hartman presented the application, noting that the flood zone requires a higher finish floor elevation, that the owner wanted to maintain the 10-foot first story wall plates, but is otherwise willing to modify the design to meet the Commission's direction.

Property owner Ying-Min Li spoke in support of the application, noting his desire for design that included taller ceiling heights.

Public Comment

None.

Action: Upon a motion by Commissioner Kirik, seconded by Vice-Chair Harding, the Commission unanimously continued design review application 17-SC-23 per the staff report recommended direction, with the following additional direction:

- Reduce the first-floor plate height to nine feet;
  - Reduce the scale of the front entry;
  - Reposition the house toward Covington Road;
  - Look at bedroom #4 to reduce/soften the corner element; and
  - Conduct additional outreach to the surrounding neighborhood.
- (5-0)

3. **17-SC-24 – Timeline Design – 1142 Lisa Lane**

Design review for a two-story house including 2,530 square feet at the first story, 1,336 square feet for the second story, and 1,540 square feet in a basement. *Project Planner: Kornfield*

Current Planning Services Manager Dahl presented the staff report, recommending approval of design review application 17-SC-24.

Project applicant and designer Matthew Harrigan with Timeline Design presented the application, noting that the open second floor was designed to provide light into the center of the first floor and that the proposed architectural style was important to the owners.

Property owner James Lin spoke in support of the application, outlining the reasons for choosing the design style and noting that he reached out to 11 of the adjacent neighbors.

Public Comment

Neighbor Wayne Ford expressed support for the project, noting that he wanted to make sure that the project complied with the daylight plane and that the air conditioning units did not create an excessive noise impact.

Neighbor Richard Feldman expressed general reservations about the project, noting that the two existing two-story houses on the street are much smaller than the proposed project and that the neighborhood's CC&Rs originally limited houses to one-story only.

Action: Upon a motion by Vice-Chair Harding, seconded by Commissioner Zoufonoun, the Commission unanimously approved design review application 17-SC-24 per the staff report findings and conditions, with the following additional condition:

- Provide survey verification that the framing complies with the daylight plane.
- (5-0)

4. **17-SC-27 – Via Builders Inc. – 656 Benvenue Avenue**

Design review for a new two-story house. The project includes 2,363 square feet on the first story and 1,143 square feet on the second story with a 1,559 square-foot basement. *Project Planner: Gallegos*

Associate Planner Gallegos presented the staff report, recommending approval of design review application 17-SC-27 subject to the listed findings and conditions.

Project applicant Jonathan Fales with Via Builders presented the application.

Public Comment

Neighbor Radha Vaidyanathan expressed concern about the large second story windows on the rear elevation that faced his property.

# ATTACHMENT B



DATE: November 15, 2017

AGENDA ITEM # 2

**TO:** Design Review Commission  
**FROM:** Steve Golden, Senior Planner  
**SUBJECT:** 17-SC-23 – Covington Rd

## RECOMMENDATION:

Continue design review application 17-SC-23 subject to the recommended direction

## PROJECT DESCRIPTION

This is a design review application for a new two-story house. The project includes 2,759 square feet on the first-story and 1,372 square feet on the second-story. The following table summarizes the project's technical details:

<b>GENERAL PLAN DESIGNATION:</b>	Single-family, Residential
<b>ZONING:</b>	R1-10
<b>PARCEL SIZE:</b>	14,199 square feet
<b>MATERIALS:</b>	Mission style tile roof, stucco siding, vinyl windows, ironwork balconies, stone window trim

	<b>Existing</b>	<b>Proposed</b>	<b>Allowed/Required</b>
<b>LOT COVERAGE:</b>	1,662 square feet	3,350* square feet	4,259 square feet
<b>FLOOR AREA:</b>			
First floor	1,567 square feet	2,759 square feet	
Second floor	-	1,372 square feet	
Total	1,567square feet	4,131 square feet	4,169 square feet
<b>SETBACKS:</b>			
Front	36 feet	25 feet	25 feet
Rear	75 feet	30.5 feet	25 feet
Right side (1 <sup>st</sup> /2 <sup>nd</sup> )	16 feet	10.25 feet/20.5 feet	10 feet/17.5 feet
Left side (1 <sup>st</sup> /2 <sup>nd</sup> )	30 feet	22.2 feet/26.8 feet	16.6 feet/16.6 feet
<b>HEIGHT:</b>	16 feet	26.5 feet	27 feet

\*There is a discrepancy in the plans regarding the reported lot coverage. The project summary table above and staff report reflect the correct calculations.

## **BACKGROUND**

### **Neighborhood Context**

The subject property is located on the southeast corner of the intersection of Covington Road and Parma Way. The neighborhood context when considering Parma Way south of Covington Road the properties at the street intersection is considered a Transitional Character Neighborhood as defined in the City's Residential Design Guidelines. The neighborhood context is comprised of a variety house types including one-story Ranch style houses that have been designed using simple forms and rustic materials, a Spanish style two-story house with more complex roof forms, and one and two-story houses with formal style and complex roof forms. The three properties directly across the street on Parma Way have two-story houses, but their second story appearances have significantly smaller massing and are centered over the first story at the front elevation. The setback patterns in the neighborhood is generally consistent. There is not a distinctive street tree pattern along Covington Road or Parma Way; however, there are mature trees and landscaping. The rear of the property is bounded by Hale Creek.

## **DISCUSSION**

### **Design Review**

According to the Design Guidelines, in Transitional Character Neighborhoods, good neighbor design reduces the abrupt changes that result from juxtaposing radically different designs or sizes of structures; proposed projects should not set the extreme and should be designed to soften the transition.

The subject property is a corner lot having street frontages on Covington Road and Parma Way. The house is setback 25 feet from Parma Way and while technically this is considered the front yard, it is functionally the exterior side of the house with the garage and driveway accessing Parma Way. The front (north) elevation of the house is designed and oriented facing Covington Road. Since the property is less than 90 feet in width, it is considered a narrow corner lot and the minimum required exterior side yard setback is reduced from 20 feet to 16 feet, six inches. However, the proposed exterior side yard setback of 22 feet, 2 inches as measured to the front covered porch exceeds the minimum.

The house design is a Mediterranean inspired style, using design elements and high-quality materials such as: arched entryway, Mission Style tile roof, stucco siding, ironwork at balconies, covered patios, arched windows and stone window trim. The house uses a variety of roof forms including low pitched gables, hips, and shed roofs which has a more complex presentation than other houses in the neighborhood.

The front façade facing Covington Road is the most dominant elevation of the house. The majority of the wall plate heights on the first story are 10 feet, 1 inch with an 11-foot wall plate proposed on the family room at the left, rear side of the structure, and a 12-foot wall plate for the front arched entry and covered porch, which is more centered on the structure. The



finished floor is approximately 20 inches above grade at the right side and increases to approximately 28 inches in height as the grade slopes down from Parma Way to the rear of the property. The raised floor contributes to the overall vertical height of the walls and the appearance of excessive mass; therefore, the wall plate height on the family room portion may feel even higher. Wall plates on the second story at the front elevation are 8 feet, 1 inch in height.

To the rear of the family room is a raised patio, 23 inches in height with an open trellis roof that is nine feet, four inches in height (11 feet, 3 inches from grade) that uses wood materials. There is another raised patio, 22 inches in height, on the rear portion of the house with 10-foot wall plates. The roof form and materials of this covered patio are consistent with the house. This covered patio also has a second story balcony that is accessed from the 2<sup>nd</sup>-floor master bedroom and is wrapped with a 42-inch solid rail. Both covered patio areas are entirely within the building envelope

While there are two-story houses in proximity to the proposed house, their second-story massing is substantially reduced compared to the first story and primarily centered over the first story. The proposed house front façade is dominated by the second story massing and there are certain architectural elements that contribute to the bulkiness and vertical emphasis of the structure which does not fit in with the surrounding neighborhood. These include:

1. The second story is not substantially smaller than the first story and not centered over the first story;
2. The shed roof form along most of the first story breaks up the first and second stories, but because of the low pitch and little relief between the first story and second story, the shed roof element is overpowered by the vertical massing and flat plane between the first and second stories;
3. The tower/turret element at the outer corner of the structure is a two-story height element with a strong vertical emphasis;
4. While the gables on the second story break up the façade into smaller elements, they also contribute to the vertical appearance of the project; and
5. The window style, dimensions, and orientation further contribute to the vertical presentation of the project.

In addition, the open, clearstory entry and circular stairwell with a domed ceiling increases the size of the second story and contributes to the appearance of excessive bulkiness. This is inconsistent with the Residential Design Guideline to design the house from the “outside-in” which is more sensitive to surroundings, resulting in a design from the “inside-out” which is bulkier as compared to the surrounding properties.

Staff provided comments to the applicant during the review process regarding compliance with the daylight plane requirements in the Zoning Code, wall plate heights, the vertical characteristics of the structure and excessive bulkiness that appear to be out of scale with the existing neighborhood and inconsistent with the design guidelines. In response to staff's comments, the applicant revised the plans to change some of the roof forms and wall plates to reduce the scale of the house and comply with the Zoning Code. Although the applicant



revised the plans to reduce scale of the house, the overall massing and architectural forms remain substantially the same.

The architectural elements and dominant second-story massing emphasize the bulky design and large scale of the house and would result in an abrupt change to the neighborhood context. Based on the proposed design within the Transitional Character Neighborhood, staff is unable to make the following required design review findings (Section 14.76.050) of the Zoning Code:

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

Staff recommends the Design Review Commission continue this application and direct the applicant to revise the elevations accordingly to reduce the structure's scale, size, and appearance of excessive bulk to better comply with the Residential Design Guidelines, be more compatible with the surrounding neighborhood and meet all of the required design review findings.

### **Privacy**

The design is sensitive to the privacy of neighboring properties. The larger second story windows are placed on the street side elevations. Four small, second-story windows are on the left side (east) elevation located in a bathroom and master bedroom with sill heights of five feet, two inches. The second story elevation facing the interior side property line (south elevation) has six narrow windows with sill heights ranging from 20 inches to three feet, eight inches above the finish floor. The second story balcony has a wide glass door, however, it is screened with closed railings that are 42-inches in height. The 27-foot second story setback to the interior side property line also exceeds the minimum setback which allows for more privacy. Existing and proposed landscaping and trees provides for privacy screening along this side property line (see Landscaping section below).

To ensure that the project maintains a reasonable level of privacy, staff recommends raising the sill heights to a minimum of 42 inches for the two windows in Bedroom #3 on the interior side elevation.

### **Landscaping**

The existing landscaping includes 16 mature trees and a variety of shrubs in the front and rear yard (see Sheet A-1.2 for type, location, and conditions). There is a mature oak and redwood tree on the adjacent property, close to the property line with driplines encroaching into the side yard area. The site and landscaping plans proposes to preserve all trees but one Japanese maple (Tree #7). The proposed landscaping plan provides for new landscaping in all the yard

areas which includes mostly shrubs, ground cover, and a few ornamental trees to supplement the larger and more established trees on the property.

The existing oak tree on the neighboring property provides for some privacy screening. Additional privacy landscaping in the interior side yard including Carolina Laurel Cherry and a Chinese Pistache are proposed.

It should be noted that the Hale Creek alignment is along the rear property line. There is a Santa Clara Valley Water District drainage easement covering approximately 25 feet of the rear property. The property owner is restricted from grading or making improvements the easement area unless they obtain prior approval from the Water District. A portion of property is located within a Special Flood Hazard Area (i.e. 100-year flood zone) as shown on the Flood Insurance Rate Map published by the Federal Emergency Management Agency (FEMA). Therefore, the property is subject to meeting the standards in Chapter 12.60 Flood Hazard Area Regulations, which staff will ensure as part of the building permit process.

The project is subject to the Water Efficient Landscape Ordinance because it is a new house that will add or replace more than 500 square feet of landscaping. With the new front yard landscaping, additional planting areas and hardscape, the project meets the City's landscaping regulations and street tree guidelines.

### **Miscellaneous**

The lot coverage calculations in the plans provided do not include the covered porch areas. Staff has estimated the combined coverage area of covered porches (front, side and rear) are 592 square feet and have updated the project summary table. The added area is well within the allowed lot coverage. The applicant will be required to revise the lot coverage calculation and include in the building permit plans.

### **ALTERNATIVES**

Overall, as discussed above and outlined in the required design review findings, staff is unable to recommend positive findings and cannot recommend approval of this project. However, should the Commission vote to approve the project, the action should include positive design review findings and standard conditions of approval related to tree protection, grading and drainage, green building, fire sprinklers, undergrounding utilities, and Water Efficient Landscape Ordinance compliance.

### **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 house.

## **PUBLIC CONTACT**

A public meeting notice was posted on the property and mailed to 15 nearby property owners on Parma Way, Riverside Drive, Echo Drive, and Covington Road.

Cc: Richard Hartman, Hometec Architecture, Applicant and Architect  
Ying-Min Li, Goldsilverisland, LLC, Property Owner

### Attachments:

- A. Application
- B. Neighborhood Compatibility Worksheet
- C. Area Map, Vicinity Maps, and Notification
- D. Materials Board

## FINDINGS

17-SC-23 – 622 Covington Road

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

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

## **RECOMMENDED DIRECTION**

17-SC-23 – 622 Covington Road

1. Reduce the massing and excessive bulkiness of the second story elements on the front (north) elevation;
2. Reduce the tall exposed walls as viewed from the front and sides of the property. This may be achieved by reducing the finished floor height, reducing the wall plate heights, and/or providing an alternative construction method for the plate and floors;
3. Raise sill heights of the two windows in Bedroom #3 windows on the south elevation to a minimum of 42 inches to provide additional privacy; and
4. Revise the floor area diagram to show the correct lot coverage and update the property summary table to include all structures over six feet in height.

# ATTACHMENT A



## CITY OF LOS ALTOS GENERAL APPLICATION

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

Permit # 1107813

<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: 622 Covington Road

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

Assessor Parcel Number(s): 189-45-035 Site Area: 14,199sf

New Sq. Ft.: 3,692 Altered/Rebuilt Sq. Ft.: 0 Existing Sq. Ft. to Remain: 0

Total Existing Sq. Ft.: 1,201 Total Proposed Sq. Ft. (including basement): 3,692

Applicant's Name: Holly Hartman - HOMETEC Architecture

Telephone No.: (408) 995-0496 Email Address: hometec.arch@gmail.com

Mailing Address: 619 N 1st Street

City/State/Zip Code: San Jose, CA 95112

Property Owner's Name: Ying-Min Li - Goldsilverisland, LLC

Telephone No.: (408) 896-3369 Email Address: yingminli@hotmail.com

Mailing Address: 1525 McCarthy Blvd, Suite 1000

City/State/Zip Code: Milpitas, CA 95035

Architect/Designer's Name: Richard A Hartman, AIA - HOMETEC Architecture

Telephone No.: (408) 995-0496 Email Address: hometec.arch@gmail.com

Mailing Address: 619 N 1st Street

City/State/Zip Code: San Jose, CA 95112

\*\*\* 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 622 Covington Road

Scope of Project: Addition or Remodel  or New Home

Age of existing home if this project is to be an addition or remodel? 67

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



Address: 622 Covington Road  
Date: 6/19/2017

### What constitutes your neighborhood?

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

### Streetscape

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

Lot area: 13,600 square feet

Lot dimensions: Length 160 feet

Width 85 feet

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

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

Existing front setback if home is a remodel? \_\_\_\_\_

What % of the front facing walls of the neighborhood homes are at the front setback? ? %

Existing front setback for house on left (no house) ft./on right (no house) 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 7

Garage facing front recessed from front of house face 0

Garage in back yard 0

Garage facing the side 2

Number of 1-car garages 0; 2-car garages 9; 3-car garages 0

Address: 622 Covington Rd  
Date: 6/19/2017

4. Single or Two-Story Homes:

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

One-story 66%

Two-story 33%

5. Roof heights and shapes:

Is the overall height of house ridgelines generally the same in your neighborhood\*? Yes

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

Do the roof forms appear simple  or complex ?

Do the houses share generally the same eave height Yes?

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

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

wood shingle  stucco  board & batten  clapboard  
 tile  stone  brick  combination of one or more materials  
(if so, describe) most have brick veneer at front, stucco, or shingle/hardiboard

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: 622 Covington Road

Date: 6/19/2017

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

Does your property have a noticeable slope? No

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

n/a

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.)?  
very typical landscape in the neighborhood. lawn, hedges, roses, ect.

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

Typical visibility

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)?

existing landscape: improved driveway, hedges, a few maples, no lawn.

10. **Width of Street:**

What is the width of the roadway paving on your street in feet? ~40 ft

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? paved, no curb/gutter.

Address: 622 Covington Road  
Date: 6/19/2017

## II. 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.:

---

Varying types of finishes (stucco, board/batten, etc)

---

1 and 2 story homes

---

### 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

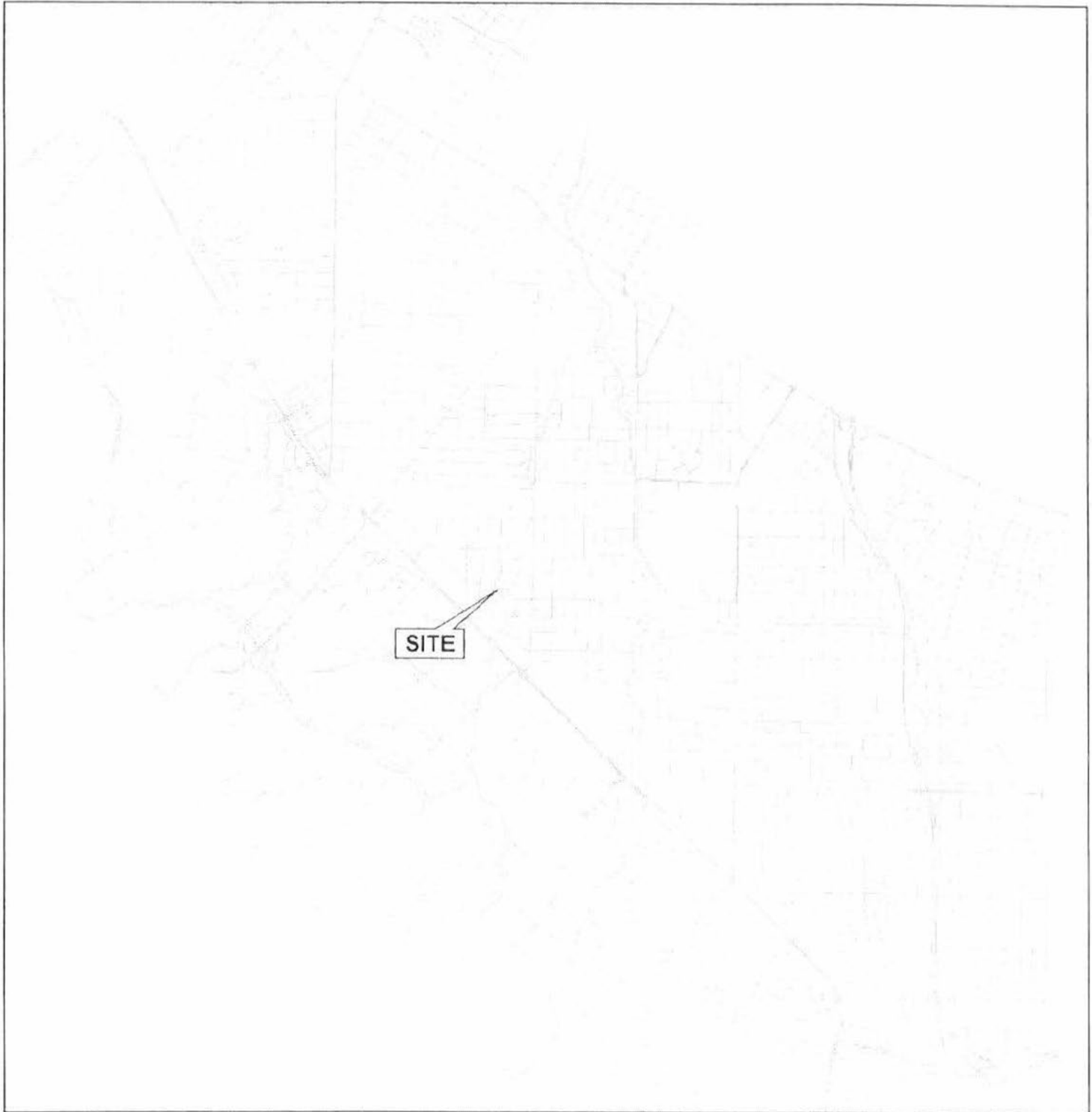
Address: 622 Covington Road  
 Date: 6/19/2017

### Summary Table

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

Address	Front setback	Rear setback	Garage location	One or two stories	Height	Materials	Architecture (simple or complex)
975 Parma Way	~30 ft	~96 ft	front	1	?	stucco	complex
995 Parma Way	~35 ft	~120 ft	side	1	?	stucco	Spanish
627 Covington Road	~30 ft	~58 ft	front	1	?	stucco	complex
933 Parma Way	~35 sf	~60 ft	front	1	?	stucco	complex
922 Parma Way	~35 sf	~60 ft	front	1	?	wood siding	complex
932 Parma Way	~35 ft	~50 ft	front	1	?	stucco	Spanish
607 Covington Road	~25 ft	~65 ft	side	1	?	stucco	Mediterranean
960 Parma Way	~25 ft	~66 ft	no garage	2	?	wood siding	Craftman
970 Parma Way	~35 ft	~68 ft	front	2	?	stucco	Spanish
980 Parma Way	~28 sf	~53 ft	front	2	?	stucco	Spanish

ATTACHMENT C  
AREA MAP



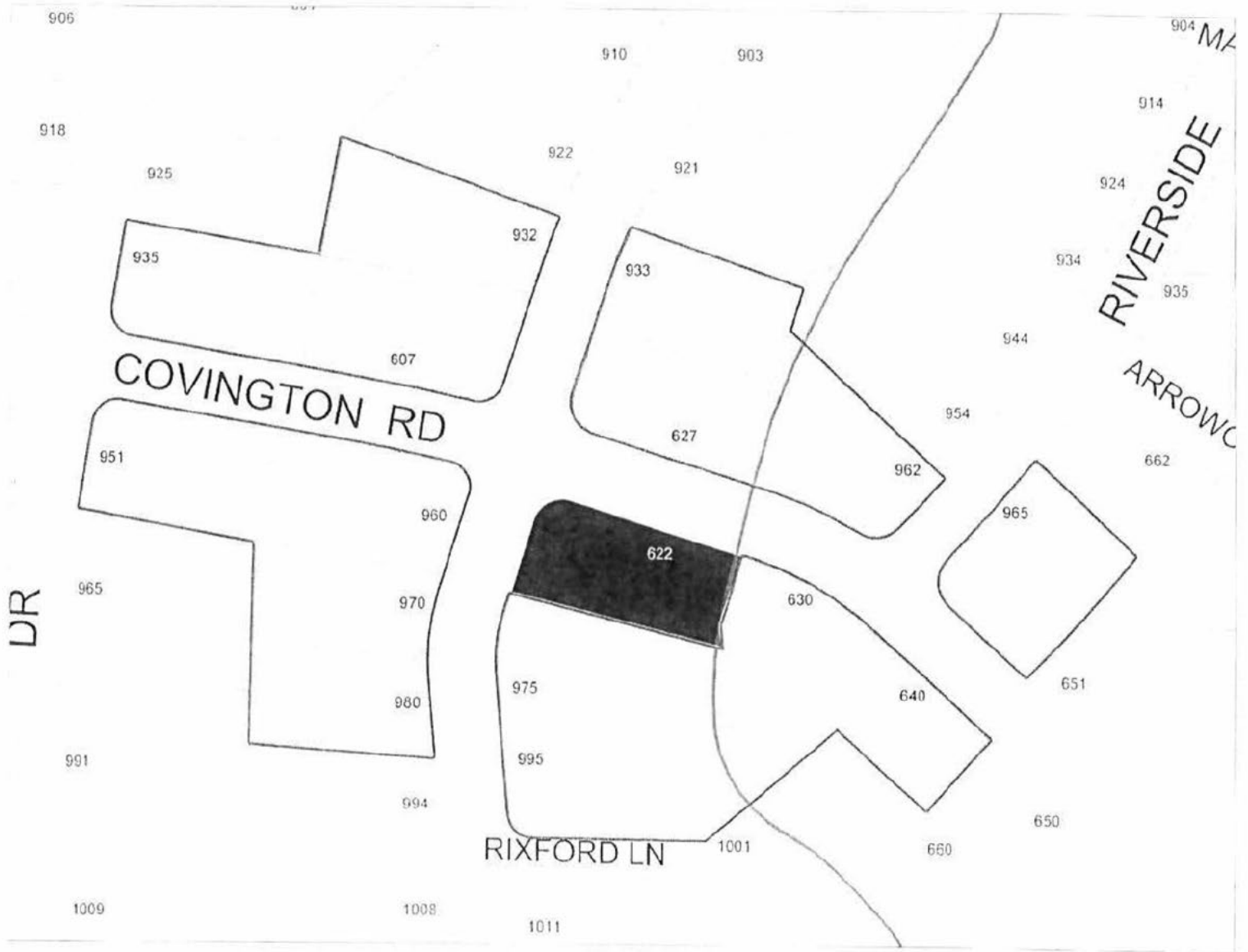
CITY OF LOS ALTOS

APPLICATION: 17-SC-23  
APPLICANT: Hometec Architecture/ Goldsilverisland, LLC  
SITE ADDRESS: 622 Covington Road



Not to Scale

# 622 Covington Road Notification Map



SCALE 1 : 1,500







ATTACHMENT D



ROOF = EAGLELITE MALIBU  
#745 SUNRISE BLEND

STUCCO = KELLY-MOORE KM5263  
GINGER ALE FIZZ

KM5263-1  
Ginger Ale Fizz



FASCIA = KELLY-MOORE AC252  
ROCKY MOUNTAIN



WINDOWS = ANDERSEN VINYL  
DARK BRONZE

ENTRY & WINDOW TRIM = CARSONS  
COATING, STONE FINISH TO MATCH  
STUCCO

NOTE: ALL COLORS AND MATERIALS ARE 'OR SIMILAR'

Hometec Architecture, Inc.  
408/995-0496

GOLDSILVERISLAND, LLC  
622 COVINGTON ROAD



## 622 Covington Road

Narrative of changes in response to Planning review.

The following items given by the DRC have been addressed:

1. Reduce the 1<sup>st</sup> floor plate height to 9 feet.  
The first story ceiling has been reduced to 9'. The family room was reduced to 10'. The second story has a 10' ceiling throughout.
2. Reduce the scale of the front entry feature.  
The front porch has been reduced in height. This, with the reduced wall height of the second story should help reduce the scale and mass of the building as viewed from the side street.
3. Reposition the house towards Covington Road.  
The entire house has been shifted towards Covington about 3' to create additional separation to the south neighbor.
4. Look at the tower element/octagon. Reduce the impact, bulk/mass and reduce/soften the corner element.  
The front west corner of the building has been redesigned to remove the octagon bedrooms and provide a more balanced front façade.
5. Reach out to the neighbors and acknowledge any concerns they might have.  
The property owner has gone to 11 neighbors of the subject project and shown them the plans; site plan, all elevations and floor plans. Each neighbor was encouraged to talk with the property owner, Hometec  
6 neighbors have signed letters approving the design as submitted. Those are attached.  
2 neighbors verbally supported the project but declined to sign a statement.  
1 neighbor did not care what was to be built.  
1 neighbor did not comment.  
1 neighbor did not want a new house. She suggested a room be added on top of the existing home.  
None of the other neighbors indicated any concerns re the project.

We have taken steps to integrate this house into the neighborhood, while still meeting the objective of providing a quality custom home.

We hope that these efforts to reduce the perception of bulk are sufficient and we welcome an open discussion with the Commissioners regarding any additional concerns they may have.

1 new home is proposed at 622 Covington Road

The Planning Application number associated with the project is:  
17-SC-23.

If you support the project, please let us know by filling out the short form below - providing your name, address, telephone number and email address.

I have seen the plans and I support the project proposed for 622 Covington Road.

Signature

*Terri Couture & Fred Toude*

Name

Address

*903 Parma Way*

Telephone

*650-996-5277*

Email Address

*terri.couture@cbnorcal.com*

-----  
Project: 1 new home at 622 Covington Road

Planning Application Numbers: 17-SC-23

Planner: Steve Golden [sgolden@losaltosca.gov](mailto:sgolden@losaltosca.gov)

650-947-2675

1 new home is proposed at 622 Covington Road

The Planning Application number associated with the project is:  
17-SC-23.

If you support the project, please let us know by filling out the short form below - providing your name, address, telephone number and email address.

I have seen the plans and I support the project proposed for 622 Covington Road.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

-----  
Project: 1 new home at 622 Covington Road

Planning Application Numbers: 17-SC-23

Planner: Steve Golden [sgolden@losaltosca.gov](mailto:sgolden@losaltosca.gov)

650-947-2675

1 new home is proposed at 622 Covington Road

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If you support the project, please let us know by filling out the short form below - providing your name, address, telephone number and email address.

I have seen the plans and I support the project proposed for 622 Covington Road.

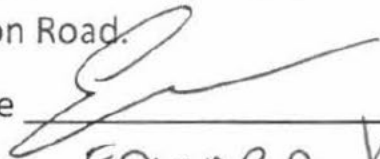
Signature

Name

Address

Telephone

Email Address



EDWARD KARPMAN

932 PARMA Way

650-793-8867

edwardkarpman@yahoo.com

Project: 1 new home at 622 Covington Road

Planning Application Numbers: 17-SC-23

Planner: Steve Golden [sgolden@losaltosca.gov](mailto:sgolden@losaltosca.gov)

650-947-2675

1 new home is proposed at 622 Covington Road

The Planning Application number associated with the project is:  
17-SC-23.

If you support the project, please let us know by filling out the short form below - providing your name, address, telephone number and email address.

\_\_\_ I have seen the plans and I support the project proposed for 622 Covington Road.

Signature 

Name Erin Hall

Address 970 Panama Way, Los Altos

Telephone 650-722-1294

Email Address ErinSHall@gmail.com

-----  
Project: 1 new home at 622, Covington Road

Planning Application Numbers: 17-SC-23

Planner: Steve Golden [sgolden@losaltosca.gov](mailto:sgolden@losaltosca.gov)

650-947-2675

1 new home is proposed at 622 Covington Road

The Planning Application number associated with the project is:  
17-SC-23.

If you support the project, please let us know by filling out the short form below - providing your name, address, telephone number and email address.

I have seen the plans and I support the project proposed for 622 Covington Road.

Signature 

Name Ross G. Adler

Address 980 Parma Way, Los Altos, CA

Telephone (650) 948-5392

Email Address radler@hopkinscarley.com

-----  
Project: 1 new home at 622 Covington Road

Planning Application Numbers: 17-SC-23

Planner: Steve Golden [sgolden@losaltosca.gov](mailto:sgolden@losaltosca.gov)

650-947-2675



1 new home is proposed at 622 Covington Road

The Planning Application number associated with the project is:  
17-SC-23.

If you support the project, please let us know by filling out the short form below - providing your name, address, telephone number and email address.

I have seen the plans and I support the project proposed for 622 Covington Road.

Signature Sandra Schofield

Name Sandra Schofield

Address 995 parmer way

Telephone 415.305.4644

Email Address \_\_\_\_\_

-----  
Project: 1 new home at 622 Covington Road

Planning Application Numbers: 17-SC-23

Planner: Steve Golden [sgolden@losaltosca.gov](mailto:sgolden@losaltosca.gov)

650-947-2675



# ATTACHMENT D

From: Stella Kam [REDACTED]  
Date: Wed, Dec 20, 2017 at 3:02 PM  
Subject: feedback on planning application 17-SC-23  
To: [sgolden@losaltosca.gov](mailto:sgolden@losaltosca.gov)

Hi Steve,

I am writing to provide some feedback on the proposed plans for a new construction located at 622 Covington Rd (Planning Application # 17-SC-23). My family and I reside at 607 Covington Rd, and we received a copy of the plans dated Nov 28, 2017 from the owner.

The house he wants to build seems a bit out of place for this part of the neighborhood. The second story seems rather imposing and close to the street. The house would probably fit in better with less square footage on the second floor (for example, by moving bedroom # 4 downstairs).

In addition, the front walkway does not seem to fit with the character of the surrounding homes either. In my opinion, something less flashy would be more appropriate. Even just removing the circle midway up the path would be a big improvement.

If you would like me to elaborate or have any questions, please feel free to reply to this email. Thank you very much for your help!

Sincerely,  
Stella Kam

[REDACTED]